



**Garden
Spot of
Colorado**

**MEETING OF THE TOWN BOARD
Town Board Room
807 Mountain Avenue
Town of Berthoud, Colorado
Tuesday, October 14, 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

Documents:

MEMO RE CONSENT AGENDA.PDF
A. OCTOBER 14, 2025, MEETING AGENDA.PDF
B. SEPTEMBER 23, 2025, MEETING MINUTES.PDF
C. AUGUST 2026 FINANCIAL INFORMATION.PDF
D. APPOINTMENT TO LIBRARY BOARD - THORSTENSEN.PDF
E. REBRANDING PROJECT BID AWARD.PDF
F. HERON POINTE AND WAGGENER FARM TRICKEL CHANNEL
PROJECT BID AWARD.PDF
G. NEWELL FARM PARK CONCEPT BID AWARD.PDF
H. 2025 HOLIDAY LIGHTING BID AWARD.PDF
I. OIL AND GAS LEASE - ORDINANCE 1370.PDF
J. CONTINUANCE OF INTRODUCTION OF 2024 I CODES.PDF

5.II. PUBLIC HEARING: Revere Neighborhood Master Plan And Zoning

Documents:

00 TBT INFORMATION FORM REVERE NMP COZ.PDF
01 REVERE TBT NMP AND REZONE STAFF REPORT.PDF
01.1 COMBINED STAFF REPORT ATTACHMENTS.PDF
02 PC MEETING MINUTES 2025 08 28.PDF
02 REVERE NMP RESOLUTION 21.PDF
03 REVERE COZ ORDINANCE 1363.PDF

5.III. PUBLIC HEARING: 270 Mountain Avenue Lease

Documents:

MEMO RE HNS LEASE 10142025.PDF
ORDINANCE NO. 1364 RE HSN LEASE 100125.PDF
BERTHOUD HNS LEASE AGREEMENT -100125.PDF
PURCHASE OPTION AND ROFO - AMG002 100125.PDF
RESOLUTION NO. 22 RE HSN OPTION TO PURCH AGRT 100125.PDF

5.IV. BATS / RAFT Merger Proposal

Documents:

PRESENTATION ATTACHMENTS.PDF
MEMO RE BATS AND RAFT MERGER PROPOSAL.PDF

5.V. Water Reclamation Facility – BNR Improvements Phase IA - Ancillary Projects
Change Order

Documents:

MEMO RE ANCILLARY PROJECTS.PDF
WRF ANCILLIARY PROJECT ESTIMATE PACKAGE.PDF

5.VI. INTRODUCTION: 2026 Preliminary Budget

Documents:

MEMO RE 2026 PRELIMINARY BUDGET.PDF
2026 PRELIMINARY BUDGET.PDF

5.VII. Consideration Of Mayor Pro-Tem Appointment

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:	October 14, 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) October 14, 2025, Meeting Agenda
- b) September 23, 2025, Meeting Minutes
- c) August 2025 Financial Information
- d) Appointment to Library Board – Thorstenson
- e) Rebranding Project Bid Award
- f) Heron Pointe/Waggener Farm Trickle Channel Project Bid Award
- g) Newell Farm Park Concept Bid Award
- h) 2025 Holiday Lighting Bid Award
- i) Oil and Gas Lease - Ordinance 1370
- j) Continuance of Introduction of 2024 I-Codes

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, October 14, 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) October 14, 2025, Meeting Agenda
- b) September 23, 2025, Meeting Minutes
- c) August 2025 Financial Information
- d) Appointment to Library Board – Thorstenson
- e) Rebranding Project Bid Award
- f) Heron Pointe/Waggener Farm Trickle Channel Project Bid Award
- g) Newell Farm Park Concept Bid Award
- h) 2025 Holiday Lighting Bid Award
- i) Oil and Gas Lease – Ordinance 1370
- j) Continuance of Introduction of 2024 I-Codes

2. PUBLIC HEARING: Revere Neighborhood Master Plan and Zoning

(30 Min)

- a. RESOLUTION 2025-21 - A RESOLUTION OF THE TOWN OF BERTHOUD BOARD OF TRUSTEES APPROVING A NEIGHBORHOOD MASTER PLAN FOR A DEVELOPMENT KNOWN AS THE "REVERE DEVELOPMENT" IN THE TOWN OF BERTHOUD.
- b. ORDINANCE 1363 - AN ORDINANCE AMENDING THE ZONING MAP OF THE TOWN OF BERTHOUD TO REZONE THE REVERE PROPERTY PREVIOUSLY ZONED TO PLANNED UNIT DEVELOPMENT TO SUBURBAN COMMERCIAL AND SUBURBAN RESIDENTIAL DISTRICTS

3. PUBLIC HEARING: 270 Mountain Avenue Lease

(30 Min)

- c. ORDINANCE 1364 - AN ORDINANCE OF THE TOWN OF BERTHOUD, COLORADO, APPROVING A LEASE OF A PORTION OF THE PROPERTY LOCATED AT 270 MOUNTAIN AVENUE, BERTHOUD, COLORADO

October 14, 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.

- d. RESOLUTION 2022-22 - A RESOLUTION OF THE TOWN OF BERTHOUD, COLORADO,
APPROVING THE OPTION TO PURCHASE AND RIGHT OF FIRST OFFER AGREEMENT
REGARDING PROPERTY LOCATED AT 270 MOUNTAIN AVENUE, BERTHOUD, COLORADO

4. **BATS/RAFT Merger Proposal** (30 Min)
5. **Water Reclamation Facility – BNR Improvements Phase IA - Ancillary Projects Change Order** (10 Min)
6. **INTRODUCTION: 2026 Preliminary Budget** (20 Min)
7. **Consideration of Mayor Pro-Tem Appointment** (15 Min)

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

VII. ADJOURN

Town Clerk or Deputy Town Clerk

William Karspeck, Mayor

October 14, 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.



MEETING MINUTES OF THE TOWN BOARD
Town Board Room
807 Mountain Avenue
Town of Berthoud, Colorado
Tuesday, September 23, 2025, 6:30 p.m.

9/23/2025 - Minutes

1. CALL TO ORDER

Mayor Karspeck called the meeting to order at 6:31 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
Mark Brodie, Trustee
Tim Hardy, Trustee
Brett Wing, Trustee
Sean Murphy, Mayor Pro-Tem
Will Karspeck, Mayor

The following staff members were present:

Alicia Garcia, Town Attorney
Chris Kirk, Town Administrator
Christian Samora, Town Clerk
Lexi Dovel, Deputy Town Clerk
Sergeant Justin Williamson, Larimer County Sheriff
Anne Johnson, Community Development Director

4. CITIZEN PARTICIPATION

Maureen Dower thanked trustees and staff for their work and spoke regarding the usage of cash funds for future parks projects.

Kelly Macaulay spoke regarding affordable housing and mobile home communities.

5. SCHEDULED ITEMS AND ESTIMATED TIME FOR DISCUSSION

5.1. Consent Agenda

Items:

- a) September 23, 2025, Meeting Agenda
- b) September 9, 2025, Meeting Minutes
- c) September 2025 Board Report
- d) Fickel Farm 5th Filing Continuance

Trustee Wing moved to combine and approve the items on the Consent Agenda. Trustee Hardy seconded the motion. In a 7-0 roll call vote, THE MOTION CARRIED.

5.II. Appointments To Fill Vacancies On Volunteer Committees

Trustee Hardy provided information on the interviews for the Historical Preservation Advisory Committee.

Trustee Hardy moved to appoint Lee Hardies, Ryan Durfee, John Belcastro, and Joan Cullen to the Historic Preservation Advisory Committee for a term of 2 years. Trustee Ayers seconded the motion. In a 7-0 roll call vote, THE MOTION CARRIED.

Trustee Ayers provided information on the interviews for the PORT Committee.

Trustee Ayers moved to appoint Lauren Roth, Carolyn Hobson, and Eleanor Hasenbeck to the Parks, Open Space, Recreation, and Trails Committee for a term of 2 years. Trustee Brodie seconded the motion. In a 7-0 roll call vote, THE MOTION CARRIED.

Mayor Pro-Tem Murphy provided information on the interviews for the Tree Advisory Committee.

Mayor Pro-Tem Murphy moved to appoint Richard Kurcab, Natalie Peitsmeyer, and Paul Buckner to the Tree Advisory Committee for a term of 2 years. Trustee Wing seconded the motion. In a 7-0 roll call vote, THE MOTION CARRIED.

Trustee Albrecht provided information on the interviews for the Youth Advisory Commission.

Trustee Albrecht moved to appoint Oliver Ray, Madeleine Brasch, Syrena Mosdell, and Jackson McKinney to the Youth Advisory Commission for a term of 2 years. Mayor Pro-Tem Murphy seconded the motion. In a 7-0 roll call vote, THE MOTION CARRIED.

5.III. Colorado Main Street Program Presentation

Gayle Langley with Colorado Main Street gave a presentation on the program.

Mayor Karspeck opened the item to public comment.
No one spoke during public comment.

5.IV. 270 Mountain Avenue Lease Agreement

Administrator Kirk gave a presentation on the 270 Mountain Ave Lease Agreement.

Cherri Houle and Diane Frick with House of Neighborly Services provided additional information.

Mayor Karspeck opened the item to public comment.

Nancy Bronson, Mark Morris, Michelle White, Jessica Jones, Kaye Kohler, Bruce Fickel, Nate Cothorn, Marc Sexton, Linda Hirsch, Gail Schumacher, Kimberly Wilhelm, William Higbee, Deanne Mulvihill, Brad Cook, Stu Boyd, Kelly Canino, Maureen Dower, Whitney Way, Rudi Taylor, Rick Rupp, Sherrey Neckers, LeeAnne Sanders, Mackenzie Daley, Bradley Andrews, Corrie Kelly, Neana Winslow, Melissa Feldbush, Kelly Macaulay, Tiffany Brodie, and Rosalind Vaughan spoke during public comment.

Trustee Ayers moved to extend the meeting to 10:30 pm. Trustee Wing seconded the motion. With all in favor, THE MOTION CARRIED.

Trustee Wing moved to extend the meeting to 11:30 pm. Trustee Ayers seconded the motion. With all in favor, THE MOTION CARRIED.

The Town Board discussed the lease agreement and shared several concerns and ideas with Administrator Kirk.

Trustee Albrecht moved to proceed with preparing an ordinance to approve the terms of the lease between the Town of Berthoud and House of Neighborly Service as presented for 270 Mountain Ave with the conditions stated. Mayor Pro-Tem Murphy seconded the motion. In a 6-1 roll call vote, THE MOTION CARRIED, with Trustee Hardy having the dissenting vote.

Trustee Ayers moved to extend the meeting through to the completion of the agenda items. Trustee Wing seconded the motion. With all in favor, THE MOTION CARRIED.

5.V. PUBLIC HEARING: Mountain Avenue Overlay District Amendment

Community Development Director, Anne Johnson, gave a presentation on the Mountain Avenue Overlay District Amendment.

Mayor Karspeck opened the item to public comment.
No one spoke during public comment.

Trustee Brodie moved to approve Ordinance 1362, an Ordinance to repeal and replace Berthoud Municipal Code Section 30-3-115 regarding the Mountain Avenue Overlay District. Trustee Wing seconded the motion. In a 7-0 roll call vote, THE MOTION CARRIED.

6. ELECTED OFFICIAL REPORTS

Trustee Hardy:

Hardy was appreciative of the Main Street Colorado presentation.

Trustee Wing:

Wing reported on citizen comments regarding transparency and integrity of the Board members and requested a timer to be displayed for public comment. Wing discussed notifying applicants prior to Board meetings if they are not selected for committee seats. Wing inquired about a car show and adding more chairs for citizens in the Board room.

Mayor Pro-Tem Murphy:

Murphy reported on the recent Rope for Hope event for House of Neighborly Service.

Sergeant Williamson:

Williamson reported on a series of thefts in Town and the quick arrest of a suspect.

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: Cell Tower Lease. Trustee Wing seconded the motion. In a 7-0 roll call vote, THE MOTION CARRIED.

8. ADJOURN

The meeting was adjourned at 12:00 am.

TOWN OF BERTHOUD AT A GLANCE

Monthly Report AUGUST 2025

- Sales & Use Tax revenue is 7.7% **over** budget for the month of August; \$1,080,900 was received and \$1,003,542 was budgeted.
- Town Revenue through August including transfers between funds is 6% **over** budget for 2025.
- Town Expenditures through August are 55% **under** budget for 2025.

Sales Tax Review

AUGUST	Berthoud Sales Tax	Motor Vehicle Use Tax	Building Materials Use Tax	Combined Total
2025	842,757.32	155,830.79	82,311.91	1,080,900.02
2024	596,031.72	140,957.57	281,706.20	1,018,695.49
2023	679,635.51	161,034.21	295,651.47	1,136,321.19
2022	790,981.85	160,352.57	172,260.53	1,123,594.95

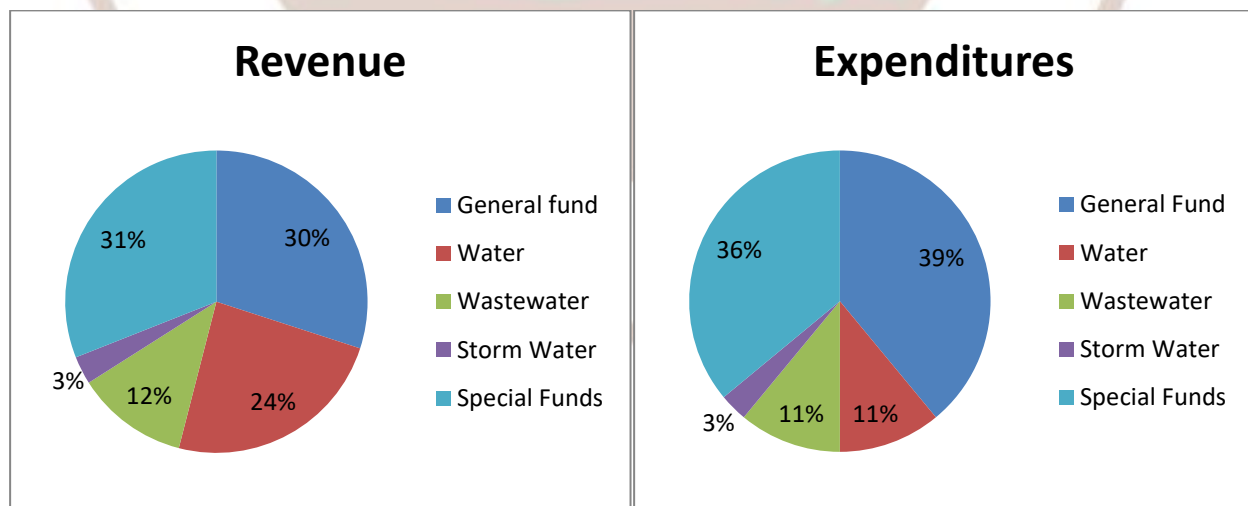
SALES TAX YEAR-TO-DATE FOR 2025

\$ 8,506,055.54

COMBINED STATEMENT OF REVENUES AND EXPENDITURES
AUGUST 2025

REVENUE	Current Month	YTD Actual	YTD Budget	% of YTD Budget	% of Annual Budget
General Fund	1,076,929	9,882,006	8,808,993	112%	75%
Water	839,062	8,049,994	6,200,769	130%	87%
Wastewater	478,743	4,151,122	3,949,687	105%	70%
Storm Water	102,632	947,031	812,000	117%	78%
Special Funds	966,420	10,197,683	11,479,167	98%	59%
TOTAL REVENUE	3,463,787	33,227,836	31,250,615	106%	71%

EXPENDITURES	Current Month	YTD Actual	YTD Budget	% of YTD Budget	% of Annual Budget
General Fund	700,247	10,595,534	13,190,046	80%	53%
Water	341,356	2,844,210	11,713,467	24%	17%
Wastewater	411,669	3,069,550	11,621,085	26%	18%
Storm Water	675,908	732,441	1,744,833	42%	28%
Special Funds	399,924	9,758,190	21,811,266	45%	30%
TOTAL EXPENDITURES	2,529,103	26,999,924	60,080,698	45%	30%

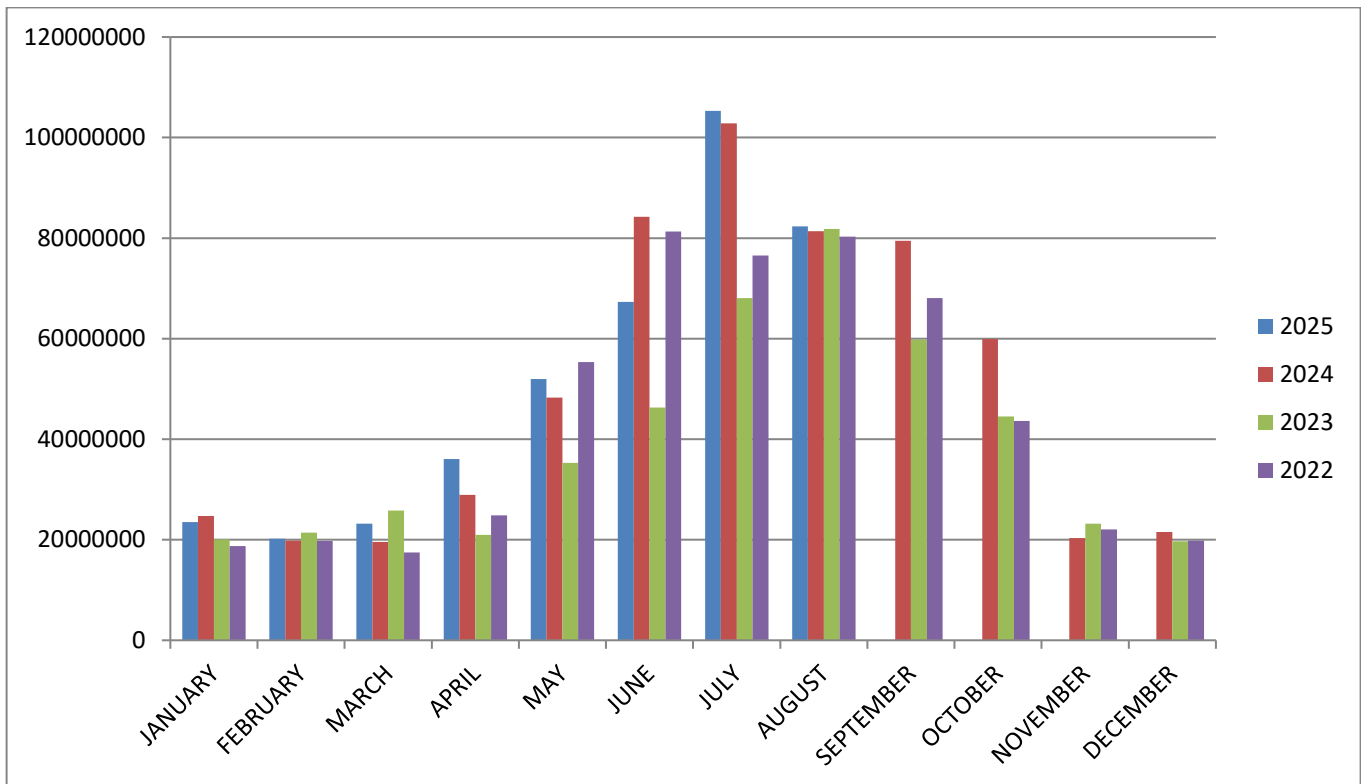


2025

	YEAR TO DATE TOTALS THRU AUGUST 2025
Single Family Permits	105
Overall Permit Total	609
Water Gallons Billed	409,841,000
Passports	700
Cemetery	18 Funerals

Building Permit & Permit Valuation by Year & 2024 YTD					
	2021	2022	2023	2024	2025 YTD
Single-Family home permits	508	222	220	238	105
All permits (roofing, decks, additions, etc.)	1110	809	748	1078	609
Total Permit Value	\$238,661,288	\$164,526,847	\$119,408,321	\$135,242,724	\$83,955,154

BERTHOUD WATER USAGE



Personnel Summary

	Full-time	Part-time	Seasonal
Administration	12	1	
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		

August 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	\$ 649,879.91	\$ 6,392,730.64	\$ 6,232,209.33	\$ 9,348,314.00		102.6%
LICENSES & PERMITS	\$ 10,948.00	\$ 131,582.82	\$ 146,360.00	\$ 219,540.00		89.9%
INTERGOVERNMENTAL REVENUE	\$ 90,953.86	\$ 537,243.00	\$ 373,056.00	\$ 559,584.00		144.0%
FINES	\$ 2,925.00	\$ 22,602.50	\$ 22,716.67	\$ 34,075.00		99.5%
MISCELLANEOUS	\$ 255,629.34	\$ 2,099,403.37	\$ 1,463,800.00	\$ 2,195,700.00		143.4%
TRANSFERS	\$ 45,309.24	\$ 369,019.02	\$ 375,198.67	\$ 562,798.00		98.4%
PROPERTY SALES & DONATIONS & INS CLAIM	\$ -	\$ -	\$ -	\$ -		0.0%
RECREATION	\$ 10,471.00	\$ 210,850.86	\$ 122,900.00	\$ 184,350.00		171.6%
PARKS	\$ 2,017.75	\$ 22,219.50	\$ 6,400.00	\$ 9,600.00		347.2%
LEASE REVENUE	\$ 8,795.36	\$ 96,354.18	\$ 66,352.00	\$ 99,528.00		145.2%
TOTAL REVENUE GENERAL FUND	\$ 1,076,929.46	\$ 9,882,005.89	\$ 8,808,992.67	\$ 13,213,489.00		112.2%

ADMINISTRATION**PERCENTAGE**

EXPENDITURES	CURRENT MONTH	YTD ACTUAL	YTD BUDGET	TOTAL 2025 BUDGET	YTD ACTUAL vs YTD BUDGET
ADMIN SALARIES/TAXES/BENEFITS	\$ 115,786.02	\$ 983,480.12	\$ 1,246,724.67	\$ 1,870,087.00	78.9%
GENERAL OFFICE OTHER	\$ 54,035.03	\$ 574,676.86	\$ 531,170.00	\$ 796,755.00	108.2%
ELECTIONS	\$ -	\$ -	\$ 41,066.67	\$ 61,600.00	0.0%
MUNICIPAL COURT	\$ 3,508.18	\$ 32,335.78	\$ 37,866.67	\$ 56,800.00	85.4%
BOARD & BOARD MEETINGS	\$ 4,930.92	\$ 48,139.60	\$ 63,066.67	\$ 94,600.00	76.3%
FINANCE	\$ 87.17	\$ 11,422.26	\$ 10,666.67	\$ 16,000.00	107.1%
BUILDING MAINTENANCE	\$ 2,208.61	\$ 34,749.23	\$ 46,666.67	\$ 70,000.00	74.5%
COMMUNITY SUPPORT	\$ 6,775.00	\$ 69,881.90	\$ 68,000.00	\$ 102,000.00	102.8%
TRANSFERS	\$ 1,666.67	\$ 13,333.32	\$ 13,333.33	\$ 20,000.00	100.0%
TOTAL ADMIN EXPENDITURES	\$ 188,997.60	\$ 1,768,019.07	\$ 2,058,561.33	\$ 3,087,842.00	85.9%

PUBLIC SAFETY DEPARTMENT**PERCENTAGE**

EXPENDITURES	CURRENT MONTH	YTD ACTUAL	YTD BUDGET	TOTAL 2025 BUDGET	YTD ACTUAL vs YTD BUDGET
CODE ENFORCEMENT (INCLUDES SALARY)	\$ 8,092.06	\$ 72,421.82	\$ 139,214.67	\$ 208,822.00	52.0%
LSCO ADMIN SUPPLIES	\$ -	\$ -	\$ 1,266.67	\$ 1,900.00	0.0%
ANIMAL CONTROL	\$ 3,288.42	\$ 26,307.36	\$ 26,000.00	\$ 39,000.00	101.2%
TRAFFIC CONTROL/PEDESTRIAN SAFETY/ABATE	\$ 150.00	\$ 5,912.24	\$ 4,000.00	\$ 6,000.00	147.8%
DRUG EDUCATION/PUBLIC EVENTS	\$ 908.85	\$ 6,673.79	\$ 25,466.67	\$ 38,200.00	26.2%
LARIMER COUNTY SHERIFF	\$ -	\$ 1,412,927.40	\$ 1,916,782.00	\$ 2,875,173.00	73.7%
TOTAL PUBLIC SAFETY EXPENDITURES	\$ 12,439.33	\$ 1,524,242.61	\$ 2,112,730.00	\$ 3,169,095.00	72.1%

STREETS DEPARTMENT**PERCENTAGE**

EXPENDITURES	CURRENT MONTH	YTD ACTUAL	YTD BUDGET	TOTAL 2025 BUDGET	YTD ACTUAL vs YTD BUDGET
SALARIES/TAXES/BENEFITS	\$ 44,713.93	\$ 368,613.59	\$ 484,431.33	\$ 726,647.00	76.1%
ADMINISTRATION OTHER	\$ 1,651.42	\$ 13,937.30	\$ 22,600.00	\$ 33,900.00	61.7%
STREET REPAIR/MAINTENANCE	\$ 19,858.68	\$ 185,965.72	\$ 220,000.00	\$ 330,000.00	84.5%
CONTRACT SERVICES	\$ 250.00	\$ 14,987.16	\$ 20,000.00	\$ 30,000.00	74.9%
SIGNAGE	\$ 1,979.10	\$ 10,669.15	\$ 26,666.67	\$ 40,000.00	40.0%
SNOW REMOVAL	\$ -	\$ 45,222.36	\$ 43,333.33	\$ 65,000.00	104.4%
SHOP & VEHICLE MAINTENANCE	\$ 5,771.89	\$ 79,645.70	\$ 115,333.33	\$ 173,000.00	69.1%
REMOVE OLD STREETS BUILDING	\$ 6,146.47	\$ 6,146.47	\$ 16,666.67	\$ 25,000.00	36.9%
TOTAL STREETS EXPENDITURES	\$ 80,371.49	\$ 725,187.45	\$ 949,031.33	\$ 1,423,547.00	76.4%

RECREATION DEPARTMENT**PERCENTAGE**

EXPENDITURES	CURRENT MONTH	YTD ACTUAL	YTD BUDGET	TOTAL 2025 BUDGET	YTD ACTUAL vs YTD BUDGET
ADMIN SALARIES/TAXES/BENEFITS	\$ 22,427.48	\$ 202,892.53	\$ 202,719.33	\$ 304,079.00	100.1%
ADMINISTRATION (SUPPLIES, CONCESSIONS)	\$ 14,652.14	\$ 34,008.77	\$ 38,100.00	\$ 57,150.00	89.3%
FLAG FOOTBALL	\$ 4,681.06	\$ 15,926.86	\$ 12,660.00	\$ 18,990.00	125.8%
TRACK	\$ 48.00	\$ 3,496.45	\$ 6,948.67	\$ 10,423.00	50.3%
TENNIS	\$ -	\$ 4,711.56	\$ 3,860.00	\$ 5,790.00	122.1%
ADULT SOFTBALL	\$ -	\$ 1,175.68	\$ 3,766.67	\$ 5,650.00	31.2%
YOUTH BASEBALL	\$ 75.88	\$ 17,373.22	\$ 15,433.33	\$ 23,150.00	112.6%
YOUTH SOFTBALL	\$ 49.02	\$ 7,318.72	\$ 10,206.67	\$ 15,310.00	71.7%
ADULT KICKBALL	\$ -	\$ 1,045.12	\$ 2,766.67	\$ 4,150.00	37.8%
ADULT SOCCER	\$ 1,183.85	\$ 3,960.11	\$ 3,200.00	\$ 4,800.00	123.8%
SOCCER	\$ 523.92	\$ 9,944.49	\$ 18,873.33	\$ 28,310.00	52.7%
CAMPS/TOURNAMENTS	\$ -	\$ 6,012.81	\$ 5,500.00	\$ 8,250.00	109.3%
ADDITIONAL PROGRAMS	\$ 284.62	\$ 3,567.12	\$ 8,066.67	\$ 12,100.00	44.2%
TOTAL RECREATION EXPENDITURES	\$ 43,925.97	\$ 311,433.44	\$ 332,101.33	\$ 498,152.00	93.8%

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	\$ 72,339.35	\$ 455,973.09	\$ 503,896.67	\$ 755,845.00	90.5%
ADMINISTRATION OTHER	\$ 1,089.45	\$ 15,476.50	\$ 21,666.67	\$ 32,500.00	71.4%
INSECT CONTROL	\$ 7,760.31	\$ 47,668.59	\$ 40,000.00	\$ 60,000.00	119.2%
FACILITIES MAINTENANCE	\$ 5,370.20	\$ 32,215.42	\$ 37,333.33	\$ 56,000.00	86.3%
TURF/BALLFIELDS	\$ 6,805.87	\$ 58,219.95	\$ 97,666.67	\$ 146,500.00	59.6%
GENERAL PARKS	\$ 11,849.91	\$ 81,325.42	\$ 89,333.33	\$ 134,000.00	91.0%
FLEET MAINTENANCE	\$ 997.93	\$ 11,469.75	\$ 17,333.33	\$ 26,000.00	66.2%
SEASONAL DECORATIONS/BANNERS	\$ -	\$ 2,425.60	\$ 12,666.67	\$ 19,000.00	19.1%
TRANSFER TO FORESTRY	\$ 41,666.67	\$ 333,333.32	\$ 333,333.33	\$ 500,000.00	100.0%
TOTAL PARKS EXPENDITURES	\$ 147,879.69	\$ 1,038,107.64	\$ 1,153,230.00	\$ 1,729,845.00	90.0%

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	\$ 9,199.50	\$ 174,417.66	\$ 144,098.00	\$ 216,147.00	121.0%
ADMINISTRATION OTHER	\$ 110.12	\$ 30,378.73	\$ 29,600.00	\$ 44,400.00	102.6%
BUSINESS DEVELOPMENT/MARKETING	\$ 18,701.75	\$ 76,157.88	\$ 47,400.00	\$ 71,100.00	160.7%
GRANTS - MARKET STUDY & FAÇADE/SIGN	\$ -	\$ -	\$ 21,333.33	\$ 32,000.00	0.0%
TOTAL ECONOMIC DEV EXPENDITURES	\$ 28,011.37	\$ 280,954.27	\$ 242,431.33	\$ 363,647.00	115.9%

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	\$ 15,889.49	\$ 127,709.91	\$ 174,812.67	\$ 262,219.00	73.1%
ADMINISTRATION OTHER	\$ 351.58	\$ 3,800.41	\$ 13,733.33	\$ 20,600.00	27.7%
INSPECTIONS	\$ 44,702.12	\$ 386,141.39	\$ 320,000.00	\$ 480,000.00	120.7%
TOTAL BUILDING DEPARTMENT EXPENDITURES	\$ 60,943.19	\$ 517,651.71	\$ 508,546.00	\$ 762,819.00	101.8%

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	\$ 37,563.16	\$ 269,913.73	\$ 339,123.33	\$ 508,685.00	79.6%
ADMINISTRATION OTHER	\$ 423.61	\$ 9,443.97	\$ 25,500.00	\$ 38,250.00	37.0%
COMMISSION SUPPORT	\$ 35.80	\$ 5,556.29	\$ 13,333.33	\$ 20,000.00	41.7%
DEVELOPMENT REVIEW	\$ 9,842.82	\$ 115,489.64	\$ 40,000.00	\$ 60,000.00	288.7%
COMPREHENSIVE PLANNING	\$ 15,401.50	\$ 103,746.48	\$ 87,666.67	\$ 131,500.00	118.3%
TOTAL PLANNING DEPARTMENT EXPENDITURES	\$ 63,266.89	\$ 504,150.11	\$ 505,623.33	\$ 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	\$ 19,757.41	\$ 169,774.21	\$ 362,944.00	\$ 544,416.00	46.8%
ADMINISTRATION OTHER	\$ 819.96	\$ 30,303.87	\$ 126,066.67	\$ 189,100.00	24.0%
TOTAL ENGINEERING EXPENDITURES	\$ 20,577.37	\$ 200,078.08	\$ 489,010.67	\$ 733,516.00	40.9%

COMMUNITY OUTREACH

EXPENDITURES	CURRENT MONTH	YTD ACTUAL	YTD BUDGET	TOTAL 2025 BUDGET	PERCENTAGE
					YTD ACTUAL vs YTD BUDGET
SALARIES/TAXES/BENEFITS	\$ 9,103.05	\$ 74,346.61	\$ 68,824.00	\$ 103,236.00	108.0%
ADMINISTRATION OTHER	\$ 55.58	\$ 3,555.66	\$ 6,630.00	\$ 9,945.00	53.6%
COMMUNITY SUPPORT	\$ 360.00	\$ 37,395.27	\$ 51,666.67	\$ 77,500.00	72.4%
TOTAL COMMUNITY OUTREACH EXPENDITURES	\$ 9,518.63	\$ 115,297.54	\$ 127,120.67	\$ 190,681.00	90.7%

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	\$ 49,233.33	\$ 73,850.00	3.3%
BUILDING MAINTENANCE	\$ 2,839.00	\$ 16,063.76	\$ 9,110.00	\$ 13,665.00	176.3%
BUILDING REPAIRS	\$ -	\$ -	\$ 350.00	\$ 525.00	0.0%
ELEVATOR MAINTENANCE	\$ -	\$ 1,326.43	\$ 3,850.00	\$ 5,775.00	34.5%
HOA FEES	\$ 4,587.13	\$ 36,697.04	\$ 37,450.00	\$ 56,175.00	0.0%
DESIGN	\$ -	\$ -	\$ -	\$ -	0.0%
TOTAL MOUNTAIN AVE EXPENDITURES	\$ 7,426.13	\$ 55,698.16	\$ 99,993.33	\$ 149,990.00	55.7%

	CURRENT MONTH	YTD ACTUAL	YTD BUDGET	TOTAL 2025 BUDGET	PERCENTAGE
					YTD ACTUAL vs YTD BUDGET
TOTAL G.F.C.I. EXPENDITURES	\$ 36,889.02	\$ 3,528,077.08	\$ 4,579,000.00	\$ 6,868,500.00	77.0%
TOTAL CONTRIBUTION EXPENDITURES	\$ -	\$ 26,637.06	\$ 32,666.67	\$ 49,000.00	81.5%

TOTAL EXPENDITURES GENERAL FUND	\$ 700,246.68	\$ 10,595,534.22	\$ 13,190,046.00	\$ 19,785,069.00	
TOTAL REVENUE OVER EXPENDITURES	\$ 376,682.78	\$ (713,528.33)	\$ (4,381,053.34)	\$ (6,571,580.00)	

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	\$ 107,628.67	\$ 3,945,373.85	\$ 1,707,500.00	\$ 2,561,250.00	231.1%
TOTAL SOURCE OF SUPPLY EXPENDITURES	\$ 1,725.66	\$ 694,066.20	\$ 5,253,193.33	\$ 7,879,790.00	13.2%

NET REVENUE OVER EXPENDITURES	\$ 105,903.01	\$ 3,251,307.65	\$ (3,545,693.33)	\$ (5,318,540.00)	
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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	\$ 646,481.12	\$ 2,989,232.46	\$ 2,925,333.33	\$ 4,388,000.00	102.2%
EXPENDITURES					
SALARIES/TAXES/BENEFITS	\$ 55,420.36	\$ 436,008.60	\$ 655,951.33	\$ 983,927.00	66.5%
ADMINISTRATION OTHER	\$ 54,406.03	\$ 381,999.14	\$ 384,633.33	\$ 576,950.00	99.3%
DISTRIBUTION	\$ 10,983.56	\$ 97,333.66	\$ 258,733.33	\$ 388,100.00	37.6%
TREATMENT	\$ 74,200.95	\$ 504,958.70	\$ 592,466.67	\$ 888,700.00	85.2%
PROFESSIONAL SERVICES	\$ 45,600.49	\$ 368,948.12	\$ 443,833.33	\$ 665,750.00	83.1%
UTILITY BILLING	\$ 1,625.13	\$ 14,480.64	\$ 21,066.67	\$ 31,600.00	68.7%
IMPROVEMENTS	\$ 73,226.66	\$ 141,003.61	\$ 2,233,333.33	\$ 3,350,000.00	6.3%
TRANSFER	\$ 24,166.67	\$ 193,333.36	\$ 486,256.00	\$ 729,384.00	39.8%
TOTAL WATER OPERATING EXPENDITURES	\$ 339,629.85	\$ 2,138,065.83	\$ 5,076,274.00	\$ 7,614,411.00	42.1%

NET REVENUE OVER EXPENDITURES	\$ 306,851.27	\$ 851,166.63	\$ (2,150,940.67)	\$ (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	\$ 84,952.48	\$ 1,115,387.75	\$ 1,567,936.00	\$ 2,351,904.00	71.1%
TOTAL WATER PLANT CAPITAL EXPENDITURES	\$ -	\$ 12,077.50	\$ 1,384,000.00	\$ 2,076,000.00	0.9%

NET REVENUE OVER EXPENDITURES	\$ 84,952.48	\$ 1,103,310.25	\$ 183,936.00	\$ 275,904.00	
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TOTAL WATER FUND REVENUE	\$ 839,062.27	\$ 8,049,994.06	\$ 6,200,769.33	\$ 9,301,154.00	129.8%
TOTAL WATER FUND EXPENDITURES	\$ 341,355.51	\$ 2,844,209.53	\$ 11,713,467.33	\$ 17,570,201.00	24.3%

NET REVENUE OVER EXPENDITURES	\$ 497,706.76	\$ 5,205,784.53	\$ (5,512,698.00)	\$ (8,269,047.00)	
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WASTEWATER FUND**WASTEWATER 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 WASTEWATER REVENUE	\$ 387,953.36	\$ 3,035,991.85	\$ 2,553,000.00	\$ 3,829,500.00	118.9%
EXPENDITURES					
SALARIES/TAXES/BENEFITS	\$ 30,255.56	\$ 179,911.56	\$ 245,678.67	\$ 368,518.00	73.2%
ADMINISTRATION OTHER	\$ 11,799.85	\$ 152,947.61	\$ 141,323.33	\$ 211,985.00	108.2%
MAIN WASTEWATER TREATMENT PLANT	\$ 32,297.23	\$ 386,564.96	\$ 475,666.67	\$ 713,500.00	81.3%
REGIONAL I-25 TREATMENT PLAN	\$ 3,884.24	\$ 45,382.86	\$ 121,450.00	\$ 182,175.00	37.4%
COLLECTION SYSTEM	\$ 6,507.50	\$ 65,590.26	\$ 152,100.00	\$ 228,150.00	43.1%
PROFESSIONAL SERVICES	\$ 57,571.32	\$ 446,550.77	\$ 549,066.67	\$ 823,600.00	81.3%
UTILITY BILLING	\$ 2,644.90	\$ 22,068.32	\$ 21,066.67	\$ 31,600.00	104.8%
TRANSFER	\$ 20,000.00	\$ 160,000.00	\$ 160,000.00	\$ 240,000.00	100.0%
IMPROVEMENTS	\$ 192,626.73	\$ 763,342.83	\$ 3,000,000.00	\$ 4,500,000.00	25.4%
BOND	\$ -	\$ 77,969.32	\$ 604,066.67	\$ 906,100.00	12.9%
TOTAL WASTEWATER EXPENDITURES	\$ 357,587.33	\$ 2,300,328.49	\$ 5,470,418.67	\$ 8,205,628.00	42.1%

NET REVENUE OVER EXPENDITURES	\$ 30,366.03	\$ 735,663.36	\$ (2,917,418.67)	\$ (4,376,128.00)	
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WASTEWATER 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 WASTEWATER CAPITAL REVENUE	\$ 90,789.73	\$ 1,115,129.83	\$ 1,396,686.67	\$ 2,095,030.00	79.8%
TOTAL WASTEWATER CAPITAL EXPENDITURES	\$ 54,081.59	\$ 769,221.27	\$ 6,150,666.67	\$ 9,226,000.00	12.5%

NET REVENUE OVER EXPENDITURES	\$ 36,708.14	\$ 345,908.56	\$ (4,753,980.00)	\$ (7,130,970.00)	
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TOTAL WASTEWATER FUND REVENUE	\$ 478,743.09	\$ 4,151,121.68	\$ 3,949,686.67	\$ 5,924,530.00	105.1%
TOTAL WASTEWATER FUND EXPENDITURES	\$ 411,668.92	\$ 3,069,549.76	\$ 11,621,085.34	\$ 17,431,628.00	26.4%

TOTAL REVENUE OVER EXPENDITURES	\$ 67,074.17	\$ 1,081,571.92	\$ (7,671,398.67)	\$ (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	\$ 73,377.81	\$ 559,257.20	\$ 413,333.33	\$ 620,000.00	135.3%
EXPENDITURES					
SALARIES/TAXES/BENEFITS	\$ -	\$ 562.63	\$ -	\$ -	0.0%
ADMINISTRATION OTHER	\$ 875.00	\$ 7,000.00	\$ 15,500.00	\$ 23,250.00	45.2%
STREET CLEANING	\$ -	\$ 31,738.76	\$ 75,333.33	\$ 113,000.00	42.1%
PROFESSIONAL SERVICES	\$ -	\$ 5,693.00	\$ 20,000.00	\$ 30,000.00	28.5%
IMPROVEMENTS	\$ -	\$ -	\$ 120,000.00	\$ 180,000.00	0.0%
TOTAL STORM WATER EXPENDITURES	\$ 875.00	\$ 44,994.39	\$ 230,833.33	\$ 346,250.00	19.5%
NET REVENUE OVER EXPENDITURES	\$ 72,502.81	\$ 514,262.81	\$ 182,500.00	\$ 273,750.00	

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	\$ 29,253.73	\$ 387,774.18	\$ 398,666.67	\$ 598,000.00	97.3%
TOTAL STORM WATER CAPITAL EXPENDITURES	\$ 675,032.98	\$ 687,446.23	\$ 1,514,000.00	\$ 2,271,000.00	45.4%
NET REVENUE OVER EXPENDITURES	\$ (645,779.25)	\$ (299,672.05)	\$ (1,115,333.33)	\$ (1,673,000.00)	
TOTAL STORM WATER FUND REVENUE	\$ 102,631.54	\$ 947,031.38	\$ 812,000.00	\$ 1,218,000.00	116.6%
TOTAL STORM WATER FUND EXPENDITURES	\$ 675,907.98	\$ 732,440.62	\$ 1,744,833.33	\$ 2,617,250.00	42.0%
TOTAL REVENUE OVER EXPENDITURES	\$ (573,276.44)	\$ 214,590.76	\$ (932,833.33)	\$ (1,399,250.00)	

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	\$ 20,480.73	\$	868,468.20	\$	1,007,333.33	\$	1,511,000.00		86.2%
TOTAL PARK DEVELOPMENT EXPENDITURES	\$ 14,097.15	\$	746,548.92	\$	1,783,333.33	\$	2,675,000.00		41.9%

NET REVENUE OVER EXPENDITURES	\$ 6,383.58	\$	121,919.28	\$	(776,000.00)	\$	(1,164,000.00)		
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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	\$ 3,756.05	\$	100,577.33	\$	229,933.33	\$	344,900.00		43.7%
TOTAL PARK DEDICATION EXPENDITURES	\$ -	\$	750,000.00	\$	573,720.00	\$	860,580.00		130.7%

NET REVENUE OVER EXPENDITURES	\$ 3,756.05	\$	(649,422.67)	\$	(343,786.67)	\$	(515,680.00)		
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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	\$ 15,457.47	\$	191,613.85	\$	203,666.67	\$	305,500.00		94.1%
TOTAL PUBLIC FACILITIES EXPENDITURES	\$ 3,000.00	\$	39,570.00	\$	1,734,000.00	\$	2,601,000.00		2.3%

NET REVENUE OVER EXPENDITURES	\$ 12,457.47	\$	152,043.85	\$	(1,530,333.33)	\$	(2,295,500.00)		
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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	\$ 43,823.19	\$	419,834.42	\$	443,333.33	\$	665,000.00		94.7%
EXPENDITURES									
SALARIES/TAXES/BENEFITS	\$ 36,119.10	\$	312,464.77	\$	360,592.67	\$	540,889.00		86.7%
ADMINISTRATION OTHER	\$ 1,196.00	\$	8,657.61	\$	10,300.00	\$	15,450.00		84.1%
FLEET MAINTENANCE	\$ 2,775.47	\$	9,827.23	\$	13,333.33	\$	20,000.00		73.7%
PARK MAINTENANCE & IMPROVEMENTS		\$	4,073.00	\$	220,666.67	\$	331,000.00		1.8%
TREE MAINTENANCE	\$ 946.94	\$	20,758.86	\$	51,000.00	\$	76,500.00		40.7%
EAB RESPONSE	\$ -	\$	42,158.07	\$	30,000.00	\$	45,000.00		140.5%
TOTAL CONSERVATION TRUST EXPENDITURES	\$ 41,037.51	\$	397,939.54	\$	685,892.67	\$	1,028,839.00		58.0%

NET REVENUE OVER EXPENDITURES	\$ 2,785.68	\$	21,894.88	\$	(242,559.34)	\$	(363,839.00)		
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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	\$ 43,185.76	\$	2,549,995.30	\$	2,423,333.33	\$	3,635,000.00		105.2%
TOTAL LARIMER COUNTY EXPENDITURES	\$ 7,233.15	\$	2,544,825.99	\$	2,721,333.33	\$	4,082,000.00		93.5%

NET REVENUE OVER EXPENDITURES	\$ 35,952.61	\$	5,169.31	\$	(298,000.00)	\$	(447,000.00)		
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<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	\$ 10,574.66	\$ 48,996.20	\$ 48,333.33	\$ 72,500.00		101.4%
EXPENDITURES						
SALARIES/TAXES/BENEFITS	\$ 5,322.26	\$ 45,392.86	\$ 50,944.00	\$ 76,416.00		89.1%
FUNERALS	\$ -	\$ 265.00	\$ 2,000.00	\$ 3,000.00		0.0%
MAINTENANCE	\$ 306.34	\$ 10,954.25	\$ 19,033.33	\$ 28,550.00		57.6%
IMPROVEMENTS	\$ -	\$ -	\$ 23,333.33	\$ 35,000.00		0.0%
TOTAL CEMETERY ENDOWMENT EXPENDITURES	\$ 5,628.60	\$ 56,612.11	\$ 95,310.67	\$ 142,966.00		59.4%
NET REVENUE OVER EXPENDITURES	\$ 4,946.06	\$ (7,615.91)	\$ (46,977.34)	\$ (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	\$ 9,140.41	\$ 153,323.51	\$ 678,333.33	\$ 1,017,500.00		22.6%
EXPENDITURES						
SALARIES/TAXES/BENEFITS	\$ 9,164.13	\$ 78,838.36	\$ 91,173.33	\$ 136,760.00		86.5%
ADMINISTRATION OTHER	\$ -	\$ 1,308.49	\$ 6,933.33	\$ 10,400.00		18.9%
DRIVING	\$ 662.11	\$ 17,667.63	\$ 20,400.00	\$ 30,600.00		86.6%
SERVICES	\$ -	\$ 117,362.06	\$ 646,666.67	\$ 970,000.00		18.1%
TOTAL BATS EXPENDITURES	\$ 9,826.24	\$ 215,176.54	\$ 765,173.33	\$ 1,147,760.00		28.1%
NET REVENUE OVER EXPENDITURES	\$ (685.83)	\$ (61,853.03)	\$ (86,840.00)	\$ (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	\$ 35,198.23	\$ 459,338.53	\$ 595,500.00	\$ 893,250.00		77.1%
TOTAL ROAD IMPACT EXPENDITURES	\$ 2,829.66	\$ 13,101.75	\$ 3,514,865.33	\$ 5,272,298.00		0.4%
NET REVENUE OVER EXPENDITURES	\$ 32,368.57	\$ 446,236.78	\$ (2,919,365.33)	\$ (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	\$ 59,508.90	\$ 393,429.94	\$ 433,333.33	\$ 650,000.00	90.8%
TOTAL RECREATIONAL MMJ EXPENDITURES	\$ -	\$ 152,116.76	\$ 550,000.00	\$ 825,000.00	27.7%
NET REVENUE OVER EXPENDITURES	\$ 59,508.90	\$ 241,313.18	\$ (116,666.67)	\$ (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	\$ 282,661.12	\$ 1,791,785.45	\$ 2,060,416.67	\$ 3,090,625.00	87.0%
TOTAL 1998 1% EXPENDITURES	\$ 125,481.21	\$ 2,835,825.50	\$ 4,129,933.33	\$ 6,194,900.00	68.7%
NET REVENUE OVER EXPENDITURES	\$ 157,179.91	\$ (1,044,040.05)	\$ (2,069,516.66)	\$ (3,104,275.00)	
<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	\$ 136,155.54	\$ 1,305,754.21	\$ 1,148,566.67	\$ 1,722,850.00	113.7%
SALES TAX REVENUE/INTEREST	\$ 306,478.43	\$ 1,914,566.32	\$ 2,207,083.33	\$ 3,310,625.00	86.7%
TOTAL 2019 1% REVENUE	\$ 442,633.97	\$ 3,220,320.53	\$ 3,355,650.00	\$ 5,033,475.00	96.0%
RECREATION CENTER OPERATING EXPENSES	\$ 171,760.40	\$ 1,491,602.56	\$ 1,757,404.00	\$ 2,636,106.00	84.9%
PARK EXPENSES	\$ 17,029.77	\$ 130,127.46	\$ 2,733,500.00	\$ 4,100,250.00	4.8%
COP PAYMENT AND OTHER EXPENSES	\$ 2,000.00	\$ 384,742.50	\$ 766,800.00	\$ 1,150,200.00	50.2%
TOTAL 2019 1% EXPENDITURES	\$ 190,790.17	\$ 2,006,472.52	\$ 5,257,704.00	\$ 7,886,556.00	38.2%
NET REVENUE OVER EXPENDITURES	\$ 251,843.80	\$ 1,213,848.01	\$ (1,902,054.00)	\$ (2,853,081.00)	
TOTAL SPECIAL FUNDS REVENUE	\$ 966,420.49	\$ 10,197,683.26	\$ 11,479,166.65	\$ 17,218,750.00	
TOTAL SPECIAL FUNDS EXPENDITURES	\$ 399,923.69	\$ 9,758,189.63	\$ 21,811,265.99	\$ 32,716,899.00	
TOTAL REVENUE OVER EXPENDITURES	\$ 566,496.80	\$ 439,493.63	\$ (10,332,099.34)	\$ (15,498,149.00)	

TOTAL REVENUE	\$ 3,463,786.85	\$ 33,227,836.27	\$ 31,250,615.32	\$ 46,875,923.00	
TOTAL EXPENDITURES	\$ 2,529,102.78	\$ 26,999,923.76	\$ 60,080,697.99	\$ 90,121,047.00	

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



BILLS SUMMARY AUGUST 2025 FINAL

BILLS ALLOWED

TOTAL BILLS	\$ 1,392,397
NET PAYROLL	\$ 363,200

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							
7312586							
08/25	08/04/2025	731258	Allstate	AUGUST 202	11-00-200400	Insurance Payable	973.83
7312587							
08/25	08/04/2025	731258	Guardian	AUGUST 202	11-00-200400	Insurance Payable	6,352.92
801254092							
08/25	08/04/2025	801254	CIGNA	AUGUST 202	11-00-200400	Insurance Payable	54,790.63
Total 1100200400:							62,117.38
1100420900							
79453							
08/25	08/05/2025	79453	Button, Laci	597325	11-00-4209-00	Restitution	819.46
Total 1100420900:							819.46
1100465500							
79460							
08/25	08/14/2025	79460	Kingdom Fitness	SIGN DEPO	11-00-4655-00	Sign Deposit	350.00
79462							
08/25	08/14/2025	79462	Post Modern Development	SIGN DEPO	11-00-4655-00	Sign Deposit	700.00
Total 1100465500:							1,050.00
1101500912							
79591							
08/25	08/14/2025	79591	Dovel, Lexi	08062025	11-01-5009.12	Travel/Training-Clerk	100.24
Total 1101500912:							100.24
1101501001							
79504							
08/25	08/05/2025	79504	Pioneer Press of Greeley	104514	11-01-5010.01	Office Supplies-General Office	56.00
79524							
08/25	08/06/2025	79524	Culligan of Cheyenne	80706	11-01-5010.01	Office Supplies-General Office	84.00
79592							
08/25	08/14/2025	79592	Midwest Connect	783475	11-01-5010.01	Office Supplies-General Office	787.00
79670							
08/25	08/27/2025	79670	Digital Print Resources Inc	22226	11-01-5010.01	Office Supplies-General Office	1,746.50
Total 1101501001:							2,673.50
1101501101							
79517							
08/25	08/05/2025	79517	Voice Exchange (Paragon	60405-45987	11-01-5011.01	Telephone-General Office	44.80
Total 1101501101:							44.80
1101501501							
79513							
08/25	08/05/2025	79513	Healthiest You Inc	2025080007	11-01-5015.01	Insurance	1,006.50
Total 1101501501:							1,006.50
1101501707							
79539							
08/25	08/06/2025	79539	Terminix	482081596	11-01-5017.07	Building Maintenance-Town Hall	275.00

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice GL Account Title	Check Amount
Total 1101501707:							275.00
1101501804							
79570							
08/25	08/13/2025	79570	Berthoud Weekly Surveyor	40522	11-01-5018.04	Publications/Legal Notice	684.70
79572							
08/25	08/13/2025	79572	Prairie Mountain Media	426728	11-01-5018.04	Publications/Legal Notice	222.56
Total 1101501804:							907.26
1101502001							
79525							
08/25	08/08/2025	79525	Cumming Management Gr	172333	11-01-5020.01	Professional Services-Admin	2,246.25
Total 1101502001:							2,246.25
1101502103							
79500							
08/25	08/05/2025	79500	March & Olive, LLC	159877	11-01-5021.03	Municipal Judge	325.00
Total 1101502103:							325.00
1101502801							
79634							
08/25	08/20/2025	79634	DataShield	0171368	11-01-5028.01	Records Management	120.66
Total 1101502801:							120.66
1101503800							
79494							
08/25	08/05/2025	79494	Hays Market	JULY25	11-01-5038.00	Administrative Expenses	34.99
Total 1101503800:							34.99
1101503801							
79496							
08/25	08/05/2025	79496	Imaging Spectrum	51329	11-01-5038.01	Passport Expense	557.54
Total 1101503801:							557.54
1101503901							
79606							
08/25	08/18/2025	79606	Governmentjobs.com Inc.	143098	11-01-5039.01	Dues/Subscriptions-Admin	1,231.64
Total 1101503901:							1,231.64
1101504003							
79549							
08/25	08/07/2025	79549	Bell, Boge & Associates	40759	11-01-5040.03	Attorney-Municipal Court	1,651.46
Total 1101504003:							1,651.46
1101508907							
79520							
08/25	08/06/2025	79520	C & B Cleaning	Multiple	11-01-5089.07	Janitorial Service & Supplies	6,951.00

Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice GL Account Title	Check Amount
Total 1101508907:							6,951.00
1101509101							
79471							
08/25	08/20/2025	79471	BNSF Railway Company	25008506	11-01-5091.01	Parking Lot Lease	100.00
Total 1101509101:							100.00
1101509501							
79565							
08/25	08/11/2025	79565	Anchor Network Solutions,	Multiple	11-01-5095.01	Computer Maintenance/Replace	4,875.00
Total 1101509501:							4,875.00
1101524604							
79586							
08/25	08/14/2025	79586	Rockfan Entertainment	5042	11-01-5246.04	Audio/Video Equipment Upgrade	1,681.06
Total 1101524604:							1,681.06
1101524701							
7312588							
08/25	08/05/2025	731258	Caselle Inc.	AUGUST 202	11-01-5247.01	Software-Admin	2,172.00
Total 1101524701:							2,172.00
1101525201							
79466							
08/25	08/14/2025	79466	Republic Services	0642-001454	11-01-5252.01	Community Events	6,705.00
Total 1101525201:							6,705.00
1102501801							
79564							
08/25	08/11/2025	79564	Airgas USA, LLC	9163623717	11-02-5018.01	Public Events	663.28
79595							
08/25	08/14/2025	79595	United Site Services	114-1410912	11-02-5018.01	Public Events	235.00
Total 1102501801:							898.28
1102503404							
79514							
08/25	08/05/2025	79514	NOCO Humane	1055	11-02-5034.04	Animal Control	3,288.42
Total 1102503404:							3,288.42
1103501101							
79580							
08/25	08/14/2025	79580	Complete Wireless Technol	67810	11-03-5011.01	Telephone	165.00
79589							
08/25	08/14/2025	79589	Complete Wireless Technol	68262	11-03-5011.01	Telephone	165.00
Total 1103501101:							330.00
1103501202							

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice GL Account Title	Check Amount
79588							
08/25	08/14/2025	79588	XCEL Energy	JULY25-3	11-03-5012.02	Utilities-Street Lights	6,847.00
Total 1103501202:							6,847.00
1103501206							
79577							
08/25	08/14/2025	79577	AGFINITY INC	Multiple	11-03-5012.06	Utilites-Shop	1,729.10
Total 1103501206:							1,729.10
1103503602							
79493							
08/25	08/05/2025	79493	Faris Machinery	W65619	11-03-5036.02	Heavy Duty Veh/Equip Maint	6,338.55
79502							
08/25	08/05/2025	79502	O. J. Watson Equipment	Multiple	11-03-5036.02	Heavy Duty Veh/Equip Maint	4,388.86
79555							
08/25	08/07/2025	79555	Hardline Equipment	42214489	11-03-5036.02	Heavy Duty Veh/Equip Maint	4,556.26
Total 1103503602:							15,283.67
1103504506							
79484							
08/25	08/14/2025	79484	Republic Services	Multiple	11-03-5045.06	Shop Operations	862.90
79563							
08/25	08/11/2025	79563	Air Comfort	6487	11-03-5045.06	Shop Operations	1,210.00
Total 1103504506:							2,072.90
1103504601							
79467							
08/25	08/14/2025	79467	Snyder, Kent	UNIFORM 8-	11-03-5046.01	Uniforms	112.24
Total 1103504601:							112.24
1103504704							
79547							
08/25	08/07/2025	79547	ACP International/SA-SO	25-07839	11-03-5047.04	Signs & Signage	625.09
79551							
08/25	08/07/2025	79551	Colorado Barricade Co	Multiple	11-03-5047.04	Signs & Signage	158.00
Total 1103504704:							783.09
1103525500							
79675							
08/25	08/28/2025	79675	Colorado Demolition & Dec	2025183	11-03-5255.00	Removal of Old Building	3,997.35
Total 1103525500:							3,997.35
1104501302							
79637							
08/25	08/20/2025	79637	NOCO Dent Repair	7966	11-04-5013.02	Vehicle Maintenance	9,411.14
Total 1104501302:							9,411.14
1104502022							

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice GL Account Title	Check Amount
79583							
08/25	08/14/2025	79583	Northern Colorado Sports	Multiple	11-04-5020.22	Officials-Youth Baseball	840.00
Total 1104502022:							840.00
1104505555							
79663							
08/25	08/26/2025	79663	Tang Soo Do Concepts LL	65236	11-04-5055.55	Clinics-Additional Programs	1,421.00
Total 1104505555:							1,421.00
1104505601							
79472							
08/25	08/20/2025	79472	CivicPlus	340779	11-04-5056.01	Brochures/Advertising	330.00
Total 1104505601:							330.00
1106510606							
79584							
08/25	08/14/2025	79584	Prairie Mountain Media	426727	11-06-5106.06	Travel-Business Prospecting	1,099.00
Total 1106510606:							1,099.00
1106511006							
79523							
08/25	08/06/2025	79523	Crazy Good Marketing	4161	11-06-5110.06	Professional Serv-Consultants	120.86
79536							
08/25	08/06/2025	79536	Proximity Green	Multiple	11-06-5110.06	Professional Serv-Consultants	5,777.00
79593							
08/25	08/14/2025	79593	Placer Labs, Inc.	INUS04436	11-06-5110.06	Professional Serv-Consultants	13,892.00
Total 1106511006:							19,789.86
1107501101							
79636							
08/25	08/20/2025	79636	Hilltop Broadband	1489-202508	11-07-5011.01	Telephone	263.23
Total 1107501101:							263.23
1107501209							
79594							
08/25	08/14/2025	79594	Poudre Valley REA	AUG25	11-07-5012.09	Utilities-facilities/gen parks	1,460.34
Total 1107501209:							1,460.34
1107502004							
79507							
08/25	08/05/2025	79507	Thirsty Soil Solutions	Multiple	11-07-5020.04	Weed/turf maint contract	4,334.00
Total 1107502004:							4,334.00
1107504404							
79503							
08/25	08/05/2025	79503	Pawnee Butte Seed Inc.	24/25-62316	11-07-5044.04	Fertilizer/Chemicals-Fields	555.50
Total 1107504404:							555.50

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice GL Account Title	Check Amount
1107504409							
79495							
08/25	08/05/2025	79495	Helena Agri-Enterprises, L	140523470	11-07-5044.09	Fertilizer/Chemicals-gen parks	360.00
Total 1107504409:							360.00
1107504601							
79456							
08/25	08/05/2025	79456	Johnson, Kaleb	UNIFORM 7-	11-07-5046.01	Uniforms	134.65
79461							
08/25	08/14/2025	79461	Kouns, Samantha	UNIFORM 8-	11-07-5046.01	Uniforms	54.98
Total 1107504601:							189.63
1107504904							
79552							
08/25	08/07/2025	79552	DBC Irrigation Supply	Multiple	11-07-5049.04	Irrigation Repair-Ball Fields	7,025.22
Total 1107504904:							7,025.22
1107505704							
79678							
08/25	08/28/2025	79678	Diamond Enterprise Fencin	2034	11-07-5057.04	Repair/Supplies-Ball Fields	900.00
Total 1107505704:							900.00
1107505709							
79497							
08/25	08/05/2025	79497	Integrated Site Services In	3022	11-07-5057.09	Repair/Supplies-General Park	1,312.50
79508							
08/25	08/05/2025	79508	TNT Private Utility Services	Multiple	11-07-5057.09	Repair/Supplies-General Park	425.00
79576							
08/25	08/13/2025	79576	Cardmember Service	JULY25	11-07-5057.09	Repair/Supplies-General Park	27,378.57
Total 1107505709:							29,116.07
1107505710							
79677							
08/25	08/28/2025	79677	D&K Custom Construction	08132025	11-07-5057.10	Repair/Supplies-Farm Lease	1,745.00
Total 1107505710:							1,745.00
1107505806							
79474							
08/25	08/20/2025	79474	LL Johnson Distributing Co	1959727-00	11-07-5058.08	Equipment Maint-Fleet	782.60
79590							
08/25	08/14/2025	79590	Dan's Small Engine	0125339	11-07-5058.08	Equipment Maint-Fleet	997.93
Total 1107505806:							1,780.53
1107505902							
79638							
08/25	08/20/2025	79638	Vector Disease Control Inte	17074	11-07-5059.02	Insect Control	7,760.31
Total 1107505902:							7,760.31

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice GL Account Title	Check Amount
1108521502							
79573							
08/25	08/13/2025	79573	ProCode, Inc.	2165452	11-08-5215.02	Contract Inspections	55,083.39
Total 1108521502:							55,083.39
1111518603							
79597							
08/25	08/18/2025	79597	Baseline Engineering Corp.	JULY2025	11-11-5186.03	Development Code Updates	1,824.50
79602							
08/25	08/18/2025	79602	Sopher Spam Architects	24560-0725	11-11-5186.03	Development Code Updates	2,689.47
Total 1111518603:							4,513.97
1112501201							
79639							
08/25	08/20/2025	79639	XCEL Energy	AUG25-2	11-12-5012.01	Utilities	881.96
Total 1112501201:							881.96
1112501702							
79673							
08/25	08/28/2025	79673	Clear Shine Window Cleani	16171	11-12-5017.02	Building Maintenance-Maint	30.00
Total 1112501702:							30.00
1112503901							
79510							
08/25	08/05/2025	79510	Berthoud Village Shopping	AUG25	11-12-5039.01	HOA Fees	4,587.13
Total 1112503901:							4,587.13
1113502001							
79516							
08/25	08/05/2025	79516	Picture This Creative Servi	241-R-0029	11-13-5020.01	Prof Services-Community	300.00
Total 1113502001:							300.00
2000504002							
79560							
08/25	08/07/2025	79560	Vranesh & Raisch	Multiple	20-00-5040.02	Attorney Fees	18,843.50
Total 2000504002:							18,843.50
2000510302							
79600							
08/25	08/18/2025	79600	Leonard Rice Engineers In	Multiple	20-00-5103.02	Consultant Fees	38,997.50
Total 2000510302:							38,997.50
2000510800							
79538							
08/25	08/06/2025	79538	Resource Central	6456	20-00-5108.00	Water Conservation Program	813.75
79599							
08/25	08/18/2025	79599	Intera Incorporated	07-25-226	20-00-5108.00	Water Conservation Program	5,636.50

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice GL Account Title	Check Amount
Total 2000510800:							6,450.25
2100441000							
79393							
08/25	08/05/2025	79393	KEYES, CASEY J	9168.4	21-00-4410-00	Sale of Water	125.26
79394							
08/25	08/18/2025	79394	DR Horton	12709.1	21-00-4410-00	Sale of Water	3,481.64
79395							
08/25	08/20/2025	79395	OPENDOOR PROPERTY	Multiple	21-00-4410-00	Sale of Water	923.43
79608							
08/25	08/20/2025	79608	CB Signature Homes LLC	Multiple	21-00-4410-00	Sale of Water	170.93
79609							
08/25	08/20/2025	79609	WICKMAN, STANLEE & J	9572.2	21-00-4410-00	Sale of Water	93.58
79610							
08/25	08/20/2025	79610	Lowery, Stephen	174.3	21-00-4410-00	Sale of Water	81.12
79611							
08/25	08/20/2025	79611	ARMSTRONG, JUSTIN S	9763.2	21-00-4410-00	Sale of Water	38.80
79612							
08/25	08/20/2025	79612	FREEL, STEVEN & JANIS	12366.2	21-00-4410-00	Sale of Water	122.94
79613							
08/25	08/20/2025	79613	MEDBURY, RANDALL ALD	11669.2	21-00-4410-00	Sale of Water	13.23
79614							
08/25	08/20/2025	79614	NISSSEN, CHERYL & SAN	11304.2	21-00-4410-00	Sale of Water	68.80
79615							
08/25	08/20/2025	79615	MALLOY, KENNETH & STE	11285.2	21-00-4410-00	Sale of Water	151.66
79616							
08/25	08/20/2025	79616	PHIPPS, VONDA	2748.3	21-00-4410-00	Sale of Water	117.12
79617							
08/25	08/20/2025	79617	TRUJILLO, WADE M & KY	8919.3	21-00-4410-00	Sale of Water	131.73
79618							
08/25	08/27/2025	79618	BRODIE, MARK & TIFFAN	12492.2	21-00-4410-00	Sale of Water	152.26
79619							
08/25	08/27/2025	79619	SCULLION, BARBARA L.	11059.2	21-00-4410-00	Sale of Water	160.83
79620							
08/25	08/27/2025	79620	HITCHCOCK, BRADEN &	9819.4	21-00-4410-00	Sale of Water	103.77
Total 2100441000:							5,937.10
2100500901							
79455							
08/25	08/05/2025	79455	Greer, Ian	GIS 7-13-25	21-00-5009 01	Travel, Training	911.40
Total 2100500901:							911.40
2100501001							
79672							
08/25	08/28/2025	79672	Awards Unlimited	Multiple	21-00-5010.01	Office Supplies	285.07
Total 2100501001:							285.07
2100501101							
79566							
08/25	08/11/2025	79566	Hilltop Broadband	3582-202507	21-00-5011.01	Telephone	200.79
79658							
08/25	08/26/2025	79658	Comcast	AUG25-2	21-00-5011.01	Telephone	351.75

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice GL Account Title	Check Amount
Total 2100501101:							552.54
2100501203							
79607							
08/25	08/18/2025	79607	XCEL Energy	AUG25	21-00-5012.03	Utilities-Treatment	14,767.20
Total 2100501203:							14,767.20
2100501301							
79499							
08/25	08/05/2025	79499	Mainstreet Car Care & Qui	Multiple	21-00-5013.01	Vehicle Maintenance	477.43
79543							
08/25	08/06/2025	79543	University Auto Parts-NAP	Multiple	21-00-5013.01	Vehicle Maintenance	399.90
Total 2100501301:							877.33
2100502004							
79585							
08/25	08/14/2025	79585	Ramey Environmental	29996	21-00-5020.04	Prof. Fees-Operator	1,823.00
Total 2100502004:							1,823.00
2100503901							
79535							
08/25	08/06/2025	79535	NOCO Foundation	4300	21-00-5039.01	Dues	1,750.00
Total 2100503901:							1,750.00
2100504601							
79451							
08/25	08/05/2025	79451	Gonzo Screen Printing	11876	21-00-5046.01	Uniforms	40.00
79641							
08/25	08/28/2025	79641	Steuben, Cody	UNIFORM 8-	21-00-5046.01	Uniforms	380.09
Total 2100504601:							420.09
2100504701							
79515							
08/25	08/05/2025	79515	Northern Water	AUG25	21-00-5047.01	Rental of Office Space	4,800.00
Total 2100504701:							4,800.00
2100504802							
79454							
08/25	08/05/2025	79454	Cintas First Aid & Safety	Multiple	21-00-5048.02	Safety Equipment	459.00
Total 2100504802:							459.00
2100505702							
79581							
08/25	08/14/2025	79581	Gopher Excavation Inc	06-2654	21-00-5057.02	Repair, Maint, Supp Dist	13,992.43
Total 2100505702:							13,992.43
2100505703							

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice GL Account Title	Check Amount
79528							
08/25	08/06/2025	79528	Hach Co.	Multiple	21-00-5057.03	Repair, Maint, Supp Treat	1,524.76
79554							
08/25	08/07/2025	79554	Grainger	Multiple	21-00-5057.03	Repair, Maint, Supp Treat	311.83
79558							
08/25	08/07/2025	79558	Stewart & Stevenson Powe	Multiple	21-00-5057.03	Repair, Maint, Supp Treat	5,928.27
Total 2100505703:							7,764.86
2100506003							
79666							
08/25	08/26/2025	79666	Treatment Technology	195398	21-00-5060.03	Chemicals-Treatment	4,198.20
Total 2100506003:							4,198.20
2100508103							
79556							
08/25	08/07/2025	79556	IXOM Watercare	6992566	21-00-5081.03	SCADA	1,334.00
Total 2100508103:							1,334.00
2100510905							
79598							
08/25	08/18/2025	79598	Core & Main	Multiple	21-00-5109.05	Meters-new	9,377.80
Total 2100510905:							9,377.80
2100511002							
79579							
08/25	08/14/2025	79579	CDPHE-WQCD	Multiple	21-00-5110.02	Permits	2,176.00
Total 2100511002:							2,176.00
2100527702							
79518							
08/25	08/06/2025	79518	American Leak Detection	470077	21-00-5277.02	Distribution System Improve	800.00
79532							
08/25	08/06/2025	79532	Jones Excavating & Plumbi	Multiple	21-00-5277.02	Distribution System Improve	23,651.42
Total 2100527702:							24,451.42
2100527900							
79632							
08/25	08/20/2025	79632	Applied Control Engineerin	Multiple	21-00-5279.00	SCADA upgrades	52,096.66
Total 2100527900:							52,096.66
2300501101							
79512							
08/25	08/05/2025	79512	Comcast	AUG25	23-00-5011.01	Telephone-Main Plant	1,520.27
79657							
08/25	08/26/2025	79657	CenturyLink	AUG25	23-00-5011.01	Telephone-Main Plant	292.21
Total 2300501101:							1,812.48
2300501201							

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice GL Account Title	Check Amount
2300501201							
08/25	08/05/2025	79505	Poudre Valley REA	JULY2025	23-00-5012.01	Utilities-Main Plant	14,758.18
79662							
08/25	08/26/2025	79662	Poudre Valley REA	AUG25-2	23-00-5012.01	Utilities-Main Plant	8,747.11
Total 2300501201:							23,505.29
2300501202							
79668							
08/25	08/26/2025	79668	XCEL Energy	AUG2025	23-00-5012.02	Utilities-Regional	1,623.65
Total 2300501202:							1,623.65
2300501203							
79534							
08/25	08/06/2025	79534	Little Thompson Water Dist	JULY2025	23-00-5012.03	Utilities	14,284.86
79601							
08/25	08/18/2025	79601	Little Thompson Water Dist	JULY2025-2	23-00-5012.03	Utilities	223.23
79661							
08/25	08/26/2025	79661	Little Thompson Water Dist	AUG25	23-00-5012.03	Utilities	79.15
Total 2300501203:							14,587.24
2300502004							
79665							
08/25	08/26/2025	79665	TETRA TECH, INC.	52462711	23-00-5020.04	Professional Fees	555.00
Total 2300502004:							555.00
2300505401							
79463							
08/25	08/14/2025	79463	Republic Services	Multiple	23-00-5054.01	Trash	482.53
Total 2300505401:							482.53
2300505701							
79544							
08/25	08/06/2025	79544	Weifield Group Contracting	31901485	23-00-5057.01	Repair, Maint. & Supplies-Main	525.00
Total 2300505701:							525.00
2300505702							
79537							
08/25	08/06/2025	79537	Ramey Environmental	Multiple	23-00-5057.02	Repair, Maint & Supplies-Reg	113,838.58
79562							
08/25	08/07/2025	79562	Xylem Water Solutions U.S	3556D84138	23-00-5057.02	Repair, Maint & Supplies-Reg	3,323.00
Total 2300505702:							117,161.58
2300505703							
79559							
08/25	08/07/2025	79559	Utility Notification Center of	225070188	23-00-5057.03	Repair, Maint. & Supplies-Lift	760.26
Total 2300505703:							760.26
2300508101							

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice GL Account Title	Check Amount
79531							
08/25	08/06/2025	79531	HOA Solutions	12828	23-00-5081.01	SCADA	2,275.00
Total 2300508101:							2,275.00
2300510801							
79550							
08/25	08/07/2025	79550	Colorado Analytical Labs, Inc.	Multiple	23-00-5108.01	Lab Tests-Main Plant	4,459.71
Total 2300510801:							4,459.71
2300511401							
79540							
08/25	08/06/2025	79540	TerraGenesis	J000524	23-00-5114.01	Sludge Hauling-Main Plant	4,199.05
79664							
08/25	08/26/2025	79664	TerraGenesis	Multiple	23-00-5114.01	Sludge Hauling-Main Plant	3,946.03
Total 2300511401:							8,145.08
2300545106							
79633							
08/25	08/20/2025	79633	BMCD/Moltz	8	23-00-5451.06	Plant Equipment Replacement	39,155.93
Total 2300545106:							39,155.93
2400501900							
831251851							
08/25	08/31/2025	831251	Alfa Construction LLC	AUGUST 202	24-00-5019.00	ALFA Line Reimbursement	1,650.00
Total 2400501900:							1,650.00
2400527100							
79659							
08/25	08/26/2025	79659	Kimley-Horn and Assoc., Inc.	196724000-0	24-00-5271.00	1st Street Sewer Upgrade	32,853.63
Total 2400527100:							32,853.63
2800502100							
79596							
08/25	08/14/2025	79596	Willdan Financial Services	010-63121	28-00-5021.00	Impact Fee Study	3,798.00
Total 2800502100:							3,798.00
3100525000							
79667							
08/25	08/26/2025	79667	Trinity Group Companies	Multiple	31-00-5250.00	North Berthoud Parkway Trail	11,398.00
Total 3100525000:							11,398.00
3300502000							
79527							
08/25	08/06/2025	79527	Elder Construction, Inc.	04832-001	33-00-5020.00	Professional Fees	3,000.00
Total 3300502000:							3,000.00
3400501301							

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice GL Account Title	Check Amount
79674							
08/25	08/28/2025	79674	Colorado Crane & Hoist Co	17633	34-00-5013.01	Vehicle Maintenance	625.00
Total 3400501301:							625.00
3400504601							
79642							
08/25	08/28/2025	79642	Koons, Brandon	UNIFORM 8-	34-00-5046.01	Uniforms	18.36
79643							
08/25	08/28/2025	79643	Parker, Tyler	UNIFORM 8-	34-00-5046.01	Uniforms	189.41
Total 3400504601:							207.77
3600430600							
79640							
08/25	08/28/2025	79640	Alliance Roofing Holdings	25BER-0029	36-00-4306-00	County Open Space Revenue	427.94
79702							
08/25	08/31/2025	79702	Larimer County Sales Tax	AUGUST 202	36-00-4306-00	County Open Space Revenue	14,641.22
Total 3600430600:							15,069.16
3600502000							
79470							
08/25	08/20/2025	79470	Baseline Engineering Corp.	Multiple	36-00-5020.00	Professional Fees	10,539.25
Total 3600502000:							10,539.25
3600517100							
79605							
08/25	08/18/2025	79605	DRM Real Estate Advisors,	8550	36-00-5171.00	Land Acquisition	3,500.00
Total 3600517100:							3,500.00
3600526500							
79604							
08/25	08/18/2025	79604	XCEL Energy	JULY2025-3	36-00-5265.00	Jaskowski Property Maint.	66.53
Total 3600526500:							66.53
3700501402							
79571							
08/25	08/13/2025	79571	Kwik Korner	JULY25	37-00-5014.02	Gas & Oil	1,881.52
Total 3700501402:							1,881.52
3700504602							
79457							
08/25	08/05/2025	79457	Pickard, Sam	UNIFORM 7-	37-00-5046.02	Uniforms	208.70
Total 3700504602:							208.70
3700505902							
79660							
08/25	08/26/2025	79660	Landmark Monuments LLC	12856	37-00-5059.02	Marker Sales	200.00
Total 3700505902:							200.00

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice GL Account Title	Check Amount
3900511402							
8312530							
08/25	08/31/2025	831253	WEX BANK	AUGUST 202	39-00-5114.02	Gas & Oil	2,723.50
Total 3900511402:							2,723.50
4000511400							
79545							
08/25	08/06/2025	79545	Wilson Williams Fellman Di	1844	40-00-5114.00	Spartan Design and Crossing	278.50
Total 4000511400:							278.50
5100461000							
79701							
08/25	08/31/2025	79701	Town of Johnstown	AUGUST 202	51-00-4610-00	Sales Tax Revenue	7,298.59
Total 5100461000:							7,298.59
5100501201							
79561							
08/25	08/07/2025	79561	XCEL Energy	JULY2025-2	51-00-5012.01	Utilities	228.08
Total 5100501201:							228.08
5100503800							
79459							
08/25	08/14/2025	79459	Huppe, Virginia	5718	51-00-5038.00	Sidewalk Improvements	500.00
Total 5100503800:							500.00
5100523900							
79469							
08/25	08/18/2025	79469	Maynes Bradford Shipp &	JUNE 2025	51-00-5239.00	Street Improvements	23,003.05
79473							
08/25	08/20/2025	79473	Coulson Excavating Co Inc	Multiple	51-00-5239.00	Street Improvements	357,631.77
79542							
08/25	08/06/2025	79542	Town of Mead	3419	51-00-5239.00	Street Improvements	4,420.00
79553							
08/25	08/07/2025	79553	Goltz Asphalt Company	Multiple	51-00-5239.00	Street Improvements	69,257.42
79635							
08/25	08/20/2025	79635	Goltz Asphalt Company	8661	51-00-5239.00	Street Improvements	13,465.00
79680							
08/25	08/28/2025	79680	Goltz Asphalt Company	8674	51-00-5239.00	Street Improvements	45,894.82
Total 5100523900:							513,672.06
5100526600							
79603							
08/25	08/18/2025	79603	Wenk Associates, Inc.	502506	51-00-5266.00	Arboretum	16,116.25
Total 5100526600:							16,116.25
5201501101							
79656							
08/25	08/26/2025	79656	AT&T Mobility	AUG25	52-01-5011.01	Telephone/Internet	856.51

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice GL Account Title	Check Amount
Total 5201501101:							856.51
5201501201							
79575							
08/25	08/13/2025	79575	XCEL Energy	JULY25	52-01-5012.01	Utilities	14,255.15
Total 5201501201:							14,255.15
5201501501							
79521							
08/25	08/06/2025	79521	CIRSA	WINV100060	52-01-5015.01	Insurance	434.96
Total 5201501501:							434.96
5201502004							
79546							
08/25	08/06/2025	79546	Xerox Business Solutions	Multiple	52-01-5020.04	Purchased Services	839.44
79669							
08/25	08/26/2025	79669	Xerox Business Solutions	Multiple	52-01-5020.04	Purchased Services	839.44
Total 5201502004:							1,678.88
5201505404							
79465							
08/25	08/14/2025	79465	Republic Services	Multiple	52-01-5054.04	Trash Service	943.16
Total 5201505404:							943.16
5201505601							
79533							
08/25	08/06/2025	79533	Lefthand Printworks	3904	52-01-5056.01	Brochures/Advertising/Printing	40.00
Total 5201505601:							40.00
5201524701							
79526							
08/25	08/06/2025	79526	Dash Platform, LLC	1499829	52-01-5247.01	Computer Software	2,038.85
Total 5201524701:							2,038.85
5202502004							
79519							
08/25	08/06/2025	79519	Brauhn-Curnes, Nancy	BM	52-02-5020.04	Purchased Services	100.00
79530							
08/25	08/06/2025	79530	Hendrix, Austin	BM	52-02-5020.04	Purchased Services	300.00
79541							
08/25	08/06/2025	79541	Tilmon, David	BM	52-02-5020.04	Purchased Services	200.00
Total 5202502004:							600.00
5203501701							
79557							
08/25	08/07/2025	79557	Long Building Technologies	Multiple	52-03-5017.01	Building Maintenance/Repair	1,202.00
79671							
08/25	08/28/2025	79671	Abundant Flame Fireplace	250829	52-03-5017.01	Building Maintenance/Repair	280.00

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice GL Account Title	Check Amount
79679							
08/25	08/28/2025	79679	Front Range Plumbing	Multiple	52-03-5017.01	Building Maintenance/Repair	1,072.00
Total 5203501701:							2,554.00
5203502004							
79681							
08/25	08/28/2025	79681	Long Building Technologies	Multiple	52-03-5020.04	Purchased Services	954.00
Total 5203502004:							954.00
5203505701							
79682							
08/25	08/28/2025	79682	McKinney Door Solutions	729170	52-03-5057.01	Equipment Maintenance/Repair	412.00
Total 5203505701:							412.00
5203510201							
79529							
08/25	08/06/2025	79529	HD Supply formerly Home	Multiple	52-03-5102.01	Supplies/Equipment	2,508.21
Total 5203510201:							2,508.21
5205500801							
79569							
08/25	08/13/2025	79569	American DataBank LLC	2507219	52-05-5008.01	Background/Physicals	104.80
Total 5205500801:							104.80
5205506001							
79501							
08/25	08/05/2025	79501	Metro Medical Oxygen	91437010	52-05-5060.01	Chemicals	285.91
79509							
08/25	08/05/2025	79509	Wagner Welding Supply C	Multiple	52-05-5060.01	Chemicals	369.61
79587							
08/25	08/14/2025	79587	The Aqueous Solution, Inc	Multiple	52-05-5060.01	Chemicals	3,657.80
Total 5205506001:							4,313.32
5205511001							
79582							
08/25	08/14/2025	79582	Larimer Co Dept of Health	LARI_EHS20	52-05-5110.01	Permits/Building License	313.00
Total 5205511001:							313.00
5207502004							
79676							
08/25	08/28/2025	79676	Crest Robotics and Compu	36521	52-07-5020.04	Purchased Services	501.40
Total 5207502004:							501.40
5207502104							
79578							
08/25	08/14/2025	79578	Berthoud Local	234	52-07-5021.04	Wildfire Class	67.20
Total 5207502104:							67.20

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice GL Account Title	Check Amount
5240522000							
79548							
08/25	08/07/2025	79548	Baseline Engineering Corp.	34593	52-40-5220.00	Arboretum	2,852.00
79574							
08/25	08/13/2025	79574	Smith Valuation Consultant	5036	52-40-5220.00	Arboretum	4,250.00
Total 5240522000:							7,102.00
5240570100							
79475							
08/25	08/20/2025	79475	Mountain View Commercial	Multiple	52-40-5701.00	Waggener Farm Park maint	7,912.81
79522							
08/25	08/06/2025	79522	Colorado Water Well	1086	52-40-5701.00	Waggener Farm Park maint	863.75
Total 5240570100:							8,776.56
5240570200							
79498							
08/25	08/05/2025	79498	MAC Equipment INC	Multiple	52-40-5702.00	Berthoud Bike Park maint	3,068.23
79511							
08/25	08/05/2025	79511	Colorado Portables	134484	52-40-5702.00	Berthoud Bike Park maint	300.00
Total 5240570200:							3,368.23
5270502001							
79567							
08/25	08/11/2025	79567	Larimer Co Dept of Health	LARI-EHS20	52-70-5020.01	Purchased Services-Splashpad	185.00
Total 5270502001:							185.00
5270506001							
79506							
08/25	08/05/2025	79506	The Aqueous Solution, Inc	2025/01974	52-70-5060.01	Chemicals-Splashpad	495.80
Total 5270506001:							495.80
Grand Totals:							1,392,396.74



September 11, 2025

Mr. Christian Samora
Town Clerk
PO Box 1229
Berthoud, CO 80513-2229

Dear Mr. Samora:

On August 13, 2025, the Berthoud Community Library District Board of Trustees selected Amanda Thorstensen to fill a four-year library trustee term, 1/1/2026 – 12/31/2029.

Please consider her for formal appointment to the Berthoud Community Library District Board of Trustees. This will be her second term as a trustee. Ms. Thorstensen currently serves as Vice President of the Library Board of Trustees. Her original application is attached. As a returning board member, Ms. Thorstensen was not required to fill out a redundant application.

Ms. Thorstensen and I will be happy to meet with you and any Town Trustee and/or attend the meeting at which her appointment will be on the agenda. Please contact me if you need any additional information.

Thank you for your attention to this matter.

Sincerely,

A handwritten signature in blue ink, appearing to read "Amie Pilla".

Amie Pilla
Library CEO



Board of Trustees Member Application

We are a center for sharing resources to educate, enrich, and connect you with the world.

Please complete the information below and attach a resume if you wish. Applications should be returned to: Berthoud Community Library District, 236 Welch Avenue, Berthoud, CO 80513, attention Amie Pilla.

Any questions concerning typical meeting commitments or general trustee responsibilities may be directed to the Library CEO, Amie Pilla, at 970-532-2757 or ceo.bclcd@gmail.com. You may also contact Lorna Greene, Library Board President, at lg.bclcd@gmail.com.

Date: December 6, 2021

Name: Amanda Thorstensen

contact info redacted for privacy

Email:

Phone:

Address:

Berthoud, CO 80513

How long have you lived in this area? I have lived in Berthoud since 1998.

Occupation: Self Employed- Small Business Owner Employer: Kofe Drive Thru/Jo To Go LLP

Title: Owner

- ☐ Term being applied for is January 2022 – December 2025
- ☐ The Berthoud Community Library District (BCLD) Board of Trustees normally meets on the 2nd

Wednesday of each month at 7:00 pm. Are you able to meet at that time? Yes.

- ☐ The term for this appointment is four years. Are you able to commit to serving this term? Yes
- ☐ Are you a library cardholder? Yes
- ☐ How did you learn of this Library Board of Trustees opening? Bob Latchaw reached out to me to recommend that I apply
- Why do you want to become a member of the BCLD Board of Trustees? I am passionate about community involvement and strongly believe in the importance of a local library. I would love to be a part of this board to help make it a better place for the community, to raise awareness of the importance of the local library. I'd like to contribute in whatever way I can to change the public perception that a new library is not needed and convince the community how necessary it is, how exciting it would be, and all that a library can provide to a community besides just renting books.

What strengths would you bring to the Board of Trustees?

I believe that I would bring a few strengths to the board of trustees. I am great at working as a team with groups of people and can bring a perspective from my generation that would be valuable to the future of the library district. I have strong communication skills and involvement in the community that may help foster a more positive and enlightening perspective on the importance of upgrading our library to serve our community better. I am passionate about reading, education and spreading that to future generations as well as my peers. I have a vast experience with management and budgets in regards to my business that would transfer over well to the library. I would also view my enthusiasm as a strength, especially when it comes to libraries. My history in working in the customer service industry is a strength that I think could be easily overlooked, but I am well versed in serving the community in a positive way that I think could be received well if I became a board member. I am really good with people.

What services do you feel the library district should provide for this community? Of these, which do you feel is the most important?

A library should be able to provide a large number of resources to the community. When you think of the library, most people only think of books. Many people don't know that libraries can provide services like movie rentals, hobby packs, park passes, help with genealogy, job applications and resumes, free Wi-Fi, tutoring services, games, seed libraries, access to computers that you may not otherwise have. A library is more than just a place to rent books. A library should be able to reasonably accommodate the needs of the community, and while I'm inclined to say that book rentals is the most important, I think the service of providing a welcome environment that the community is aware of is above all the most important. If people are unaware of what the library provides, or feel as if the library is run down or unable to accommodate then they will not go. Outreach to the community would be the most important service that could be provided.

Please list any past or present affiliations, e.g. other boards, community groups, civic involvement, professional organizations, and/or volunteer groups.

I have never been a member of any board, or community group, or political organization in any capacity. I regularly volunteered at Ivy Stockwell Elementary School, 2 to 3 times per week, prior to the COVID-19 pandemic.

Any other comments?

Being a member of the Board is something that I would take extremely seriously. I am passionate about the importance of a local library, and would love to take that passion and build something constructive out of it. I have never had an opportunity to do so, but am eager at the chance. If chosen for this position, you would gain a member with enthusiasm, a willingness to learn, to reach out to the community, and to work hard to make the library a better place.

Thank you for your interest in serving on the Berthoud Community Library District Board of Trustees

BOARD OF TRUSTEES INFORMATION



ADMINISTRATION DEPARTMENT

Meeting Date:	October 14, 2025
Agenda Title/Subject:	Berthoud Rebranding Project
Type of Item:	Consent Agenda
Purpose:	Continue with Branding Initiative
Presented by:	Stephanie Horvath

ATTACHMENTS:

Proposal submitted by Locality Studio and contract

BACKGROUND:

Earlier this year, the Board approved staff to begin work on rebranding the Town of Berthoud. The first step to that was to hire a consultant to do a full assessment of Berthoud's brand. We hired Chandlerthinks to conduct this assessment. With input from 1,200 stakeholders, residents, and members of surrounding communities, we were able to identify Berthoud's key identity. Using the information gathered in the assessment, staff is requesting to move onto phase 2 of the rebranding effort by hiring a marketing firm that specializes in municipal branding.

Staff received 19 proposals for this phase of the rebranding initiative and is recommending selecting Locality Studio as we move forward. Phase 2 will enable us to take the next steps in determining whether to move forward with a new logo or simply refresh our existing one.

UPDATE/NEXT STEPS:

We would like approval to move forward and further the rebranding process. This process will take an estimated seven months.

FISCAL IMPACT AND FUND SOURCE:

The project was accounted for in the 2025 budget under GL 11-13-5020 (Professional Services).

COMMUNITY TOUCHSTONES:

This process has helped us define Berthoud's identity and will guide us in maintaining its character as we move forward. It will help update our image, strengthen community pride, and provide an opportunity for us to ensure we're all aligned.

RECOMMENDED ACTION(S):

It is recommended for the Board to accept Locality Studio's proposal and allow the Town Administrator to sign the contract.

CITY OF BERTHOUD, COLORADO

Rebranding and Identity Development Proposal

Submitted by: Locality Studio LLC on July 24, 2025

LOCALITYSTUDIO +



Locality Studio LLC
5850 Macklind Avenue, St. Louis, MO 63109
www.LocalityStudio.com | 314-440-5676



July 24, 2025

Stephanie Horvath
Community Engagement Manager
Town of Berthoud
807 Mountain Avenue, P.O. Box 1229
Berthoud, CO 80513

Locality Studio LLC
5850 Macklind Avenue
St. Louis, MO 63109
www.LocalityStudio.com
katie@localitystudio.com
314-440-5676

RE: REQUEST FOR PROPOSALS (RFP) - MUNICIPAL REBRANDING SERVICES

Dear Ms. Horvath,

Locality Studio is excited to submit a proposal for the City of Berthoud's RFP. We believe that Berthoud, with its agricultural heritage and conservation initiatives, historic downtown, unique features like the Bike Park, and small-town charm deserves a visual brand and identity to match. After reviewing the project background and Brand Assessment results, we understand the concern of preserving that small-town charm, open space, and agriculture, while addressing recent population growth. It would be a pleasure to assist you in showcasing your community's story and creating a brand identity which results in a shared experience by everyone in Berthoud.

At Locality Studio, we consider ourselves "Creatives for Places," working with nonprofits, governmental/quasi-governmental entities, and small businesses on branding, graphic design, web design, and public engagement. Community is key in our work as we aim work with and for communities in physical and digital spaces.

Over the years, Locality Studio has designed a multitude of brands for our clients. With each project, we dive into the client's history, mission, values, services, and more. We often have meetings and/or interviews with staff or stakeholders, and develop online surveys to gather input, amongst other engagement opportunities. Final projects include drafts, options, revisions, all file formats, style guides, and training.

Our most recent municipality branding project is wrapping up, for the Town of Belchertown, Massachusetts. Like Berthoud, this Town dealt with the juxtaposition of history and agriculture alongside new residents looking for growth and modern Town assets. We conducted a thorough research and engagement phase, gathered survey results, and visited the town for a tour and in-person community open house. After a process of design options and revisions, the Select Board recently approved the final logo design after the town received over 300 votes amongst two logo options. We're finishing up the brand guidelines document, sub-logos for their departments, and Town Seal edits. We've included our work thus far on this project within this proposal.

Locality Studio is roughly half-way through a rebranding project for the City of Union, Missouri. After popping up at their fireworks show, we held an open house and have been collecting survey responses. We look forward to the visual design portion of this project!

Other recent branding projects have included North Country Rural Development Coalition, Georgetown, Texas' 175th Anniversary brand as well as an update to their City Seal, and Arlington, and Massachusetts' 250th Celebration brand. Our work with local governments and similar groups runs deep as Locality Studio is rooted in urban planning---we understand the in's and out's of your functionalities, organizations, and relationships with your community. We are the contracted graphic designer for many municipalities across the country (many for over three years!) such as the City of Virginia Beach, City of Georgetown, TX, and Village of Lindenhurst, IL. Many have involved branding work as well. You can see our process and examples in this proposal.

Surprisingly, Locality Studio has worked with clients nearby Berthoud, including CivicResults for a rebrand, and a recently renewed contract with Jeffco Public Schools as their graphic designer. One of our teammates is also in Denver. Visit LocalityStudio.com to learn more about us and see additional work examples. Thank you for taking the time to consider our proposal, and please let us know if you need further information to help you make your decision. Thank you,

Katie McLaughlin
Founder and Creative Director of
Locality Studio, LLC



Branding project with the City of Georgetown, Texas



COMPANY PROFILE

Locality Studio LLC is the go-to creative agency for communities with big dreams.

We are a team of designers, planners, and storytellers bridging gaps between communities and design. Our work is backed by research and analysis, public engagement, and creative problem solving. Locality Studio provides branding, graphic design, web design, and engagement services to communities, nonprofits, small businesses, and more.

We are Creatives for Places

Locality Studio is rooted in urban planning, as Founder and Creative Director, Katie McLaughlin, holds a Masters in City Planning with a focus on urban design. She brings her experience of working with cities as a planner into her creative work at Locality Studio ensuring well-rounded design processes and decisions. Other than Katie, Locality Studio works with a group of talented subcontractors and collaborators.

We boost Creativity and Capacity for our clients.

Key Services:

Graphic Design

- Print and digital marketing collateral
- Reports and proposals
- Print and digital advertisements
- Mapping (GIS and Adobe CC)
- Social media posts
- Print and digital newsletters
- Signage
- Presentations
- Illustration

Branding

- City/organizational branding
- Event branding
- Sub-identity branding
- Brand refreshes

Web Design

- Wordpress and Squarespace development
- Website edits

Public Engagement

- Surveys
- Presentations
- Meeting conceptualization, facilitation

FOUNDED: 2019; LLC, State of Missouri
Certified Woman-owned Business
Enterprise (WBE), State of Missouri

OFFICE: 5850 Macklind Avenue
St. Louis, MO 63109

CONTACT: katie@localitystudio.com
314-440-5676

BRANDING EXPERTISE

Our Approach to Branding

We aim to ingrain ourselves within the community as much as possible. From tours to staff meetings, stakeholder interviews to thorough engagement, we want the project to be known throughout Berthoud. We often create a light project brand to be recognizable throughout the community and Town communication channels. We also rely heavily on the engagement data and demographic/market data to understand the community as a whole, where it's been, and where it's going.

Ease of Use

A brand that is hard to use and implement is no use. Locality Studio prides itself on creating accessible brands for staff, stakeholders, and the community at large to understand and use. Our brand guidelines documents are clear and succinct. We include logo use guidelines, color codes, accessible font types, and examples of how to use and not use the brand. We aim for the document to be short, simple, and strong. We also understand the need for municipal

brands to apply easily to various departments, events, signage, swag items, and programs. We keep this in mind during the design phase, tinkering with multiple layout types and often create those "sub" logos as needed for departments (etc.) as part of the rebranding process. Lastly, we work with our clients to implement branding in necessary softwares and materials to promote usage and provide an easy learning curve.

Community Engagement

What is a brand if it does not come directly from those it represents? We love community engagement and are often creating surveys, having stakeholder meetings, facilitating meetings and events. We focus on approachable and accessible engagement methods however we can. We will want all portions and people of Berthoud to have the opportunity to be involved in this process, from more rural groups to those directly in Town, from elderly to children. Ensuring fun and inclusive engagement will be key in this project. **A variety of our branding work can be seen below.**



TOWN OF BELCHERTOWN, MA



SERVICES
Branding, Graphic Design



INDUSTRY
Government

Locality Studio is finishing up the brand creation for Belchertown, Massachusetts. A thorough research and discovery phase paired with community engagement guided our design process.

Deliverables

- Committee Meetings
- Project Marketing Collateral
- Online Survey
- Visit to Town (public open house, town tour, meetings with staff)
- Peer community research
- Research Document (brand audit, SWOT analysis, engagement findings)
- Black and white simple logo concepts
- Full logo and brand design options
- Brand guidelines
- Final files



Black and white simple logo concepts:



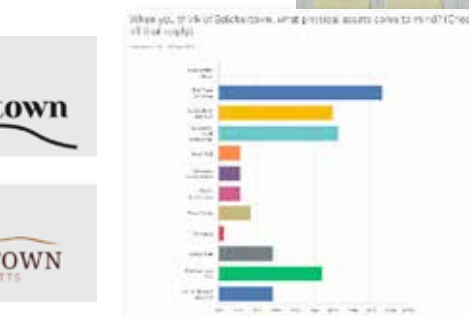
Full logo and brand design options:



Revisions:

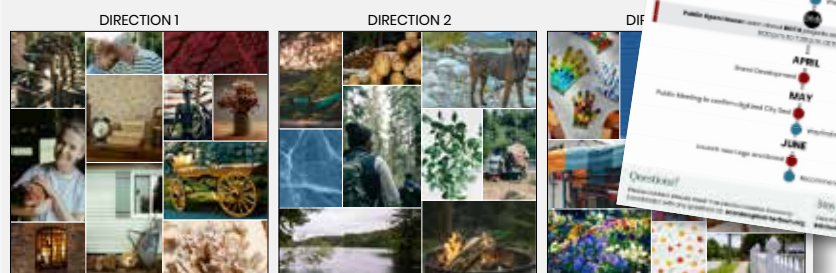


Voted-on logo options below. Winner



Which set of images feels the most like Belchertown?

Vote using the sticky dots. for your favorite. for your second favorite. (Please note, none of the images



Additional layout of chosen:



RELEVANT PROJECTS

Logo/Brand Design, Engagement

CITY OF UNION, MO



SERVICES
Branding, Graphic Design



INDUSTRY
Government

Locality Studio is has kicked off the “Putting the U in Union” placebranding project. We are currently gathering survey responses and have conducted various engagement opportunities with the community.



Deliverables

- Peer Communities research
- Survey Creation
- Community Pop-Up
- Community Tour
- Stakeholder interviews
- Public Open House
- Research Document
- Brand Strategy Document
- 2-3 black and white simple logo concepts
- 2-3 full logo and brand designs
- Visual Style Guide
- Final files
- Implementation

CITY OF GEORGETOWN, TX



SERVICES
Branding, Graphic Design



INDUSTRY
Government

We created a brand for the City of Georgetown, Texas to celebrate their 175th Anniversary. We worked with staff to build from their existing brand to create a logo, style guide, marketing plan, budget, and LOTS of swag!



DELIVERABLES

- Brand research
- Logo design
- Brand guidelines
- Marketing plan + budget
- Promotional Materials:
 - T-shirt
 - Temporary Tattoos
 - Stickers
 - Pencils
 - Keychains
 - Flashlights
 - Party Hats
 - Lanyards
 - Signs for Schedule
 - Scavenger Hunt Signs
 - Bandanas
 - Mugs
 - Banners



TEAM

- Katie McLaughlin
- Erin Gonzales
- Laurel Epps
- Lynden McAllister



TOWN OF ARLINGTON, MASSACHUSETTS 250TH ANNIVERSARY



SERVICES
Logo Design, Branding

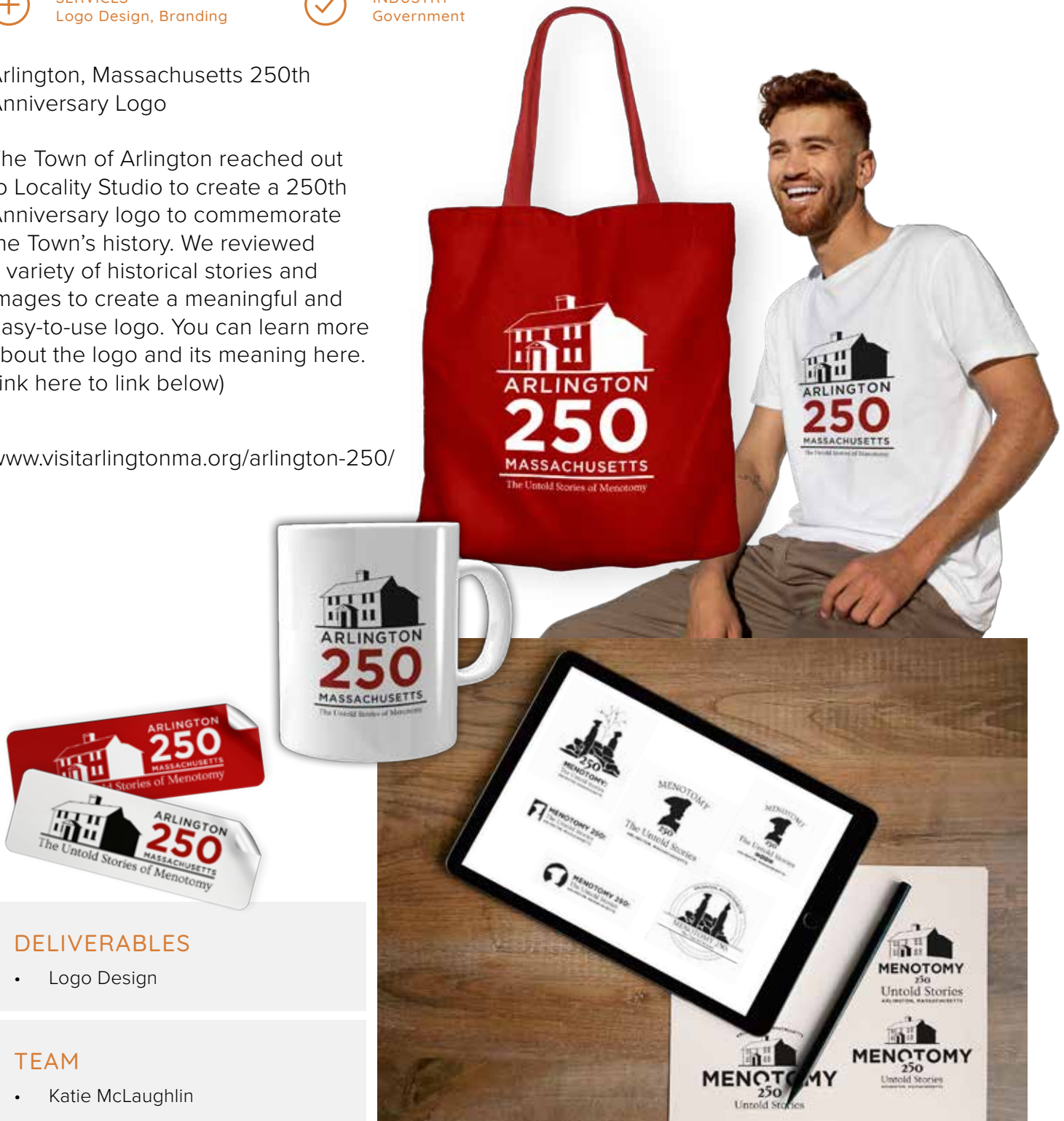


INDUSTRY
Government

Arlington, Massachusetts 250th
Anniversary Logo

The Town of Arlington reached out to Locality Studio to create a 250th Anniversary logo to commemorate the Town's history. We reviewed a variety of historical stories and images to create a meaningful and easy-to-use logo. You can learn more about the logo and its meaning here. (link here to link below)

www.visitarlingtonma.org/arlington-250/



DELIVERABLES

- Logo Design

TEAM

- Katie McLaughlin

NORTH COUNTRY RURAL DEVELOPMENT COALITION



SERVICES
Branding, Website



COMPLETED
2024



LOCATION
New York State

Locality Studio assisted North Country Rural Development Coalition with a renaming and rebranding process (previously Pride of Ticonderoga). We developed full brand options and applied the chosen brand to the organization’s annual report. A full brand guidelines document was provided and Locality Studio is currently refreshing their website to represent the brand.

Previous
Logo



Final logo



North Country
RURAL DEVELOPMENT COALITION

Branding
options



DELIVERABLES

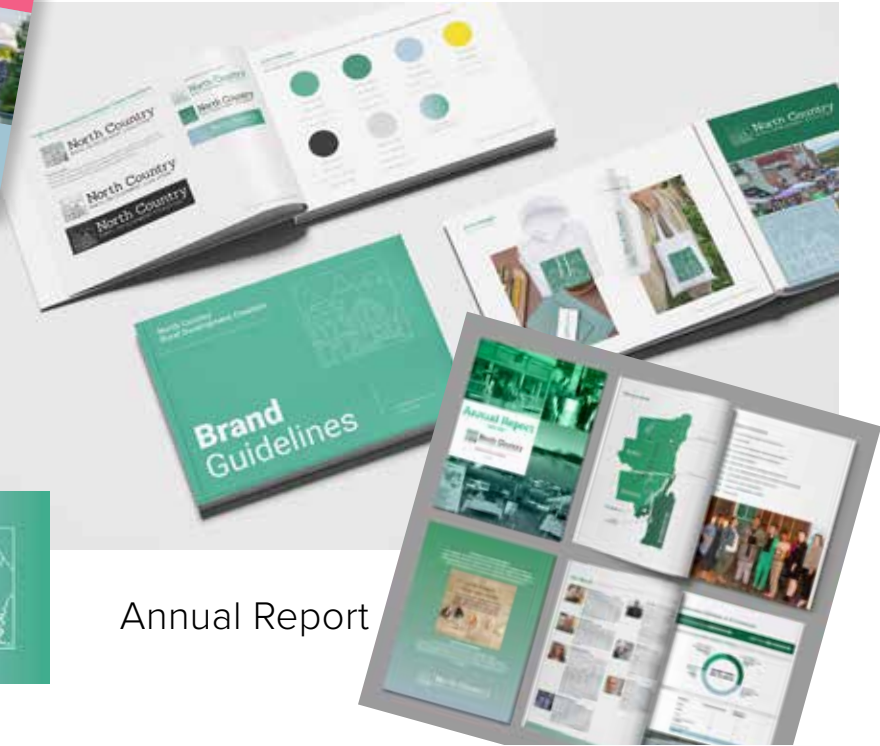
- Branding concepts
- Branding options
- Branding final logo
- Brand guidelines
- Mockups
- Annual report design

TEAM

- Katie McLaughlin



Annual Report



BRAND DESIGN | CARTHAGE OLIVE OIL



SERVICES
Branding



INDUSTRY
Retail

Ceri, owner of her new business Carthage Olive Oil Company, reached out to Locality Studio for a logo and brand as she loved Locality's focus on place. She wanted to represent her town through the new branding.

We sketched various ideas incorporating downtown Carthage and the court house. The final logo design worked perfectly with her bottle colors and for use on a variety of materials.

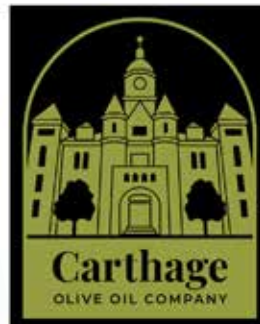


DELIVERABLES

- Brand design
- Brand Guidelines

TEAM

- Katie McLaughlin
- Krista Miller



FINAL PRODUCT



LOGO PROCESS



BRAND GUIDE



CIVIC RESULTS + METRO MAYORS CAUCUS

 **SERVICES**
Logo & Branding

 **COMPLETED**
2023

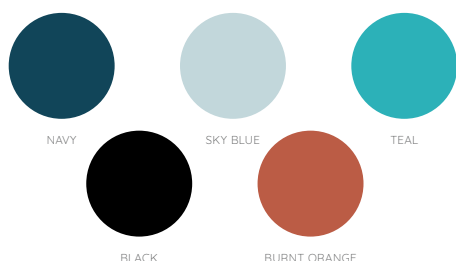
 **LOCATION**
DENVER, USA

Locality Studio is currently finishing up a rebrand of Civic Results located in Denver.

We incorporated seven shapes representing their seven-county service area around a compass-like arrow, pointing both up and forward to show progress and aspirations. We also created a brand for one of their programs that fits within their new branding.

Along with the rebrand, we developed a multitude of marketing materials in Canva and Microsoft, such as letterhead, social media posts, and email signatures. Each was developed as a template to be easily editable.

The final brand included a full guidelines document including color palette, typography, mockups, logo usages, and more.



DELIVERABLES

- Logo & Branding
- Brand guidelines
- Social media graphics
- Stationery



OLD LOGO

NEW LOGO



HOT SPRINGS, ARKANSAS - HERITAGE AND HISTORIC PRESERVATION PLAN



SERVICES
Branding, Graphic Design,
Community Engagement



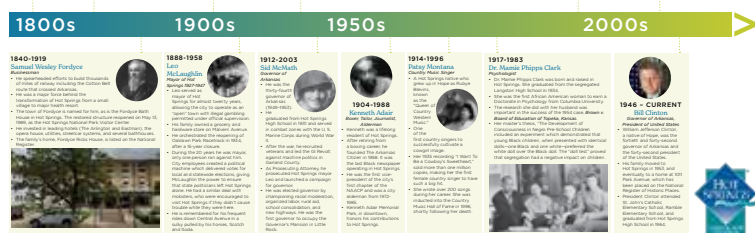
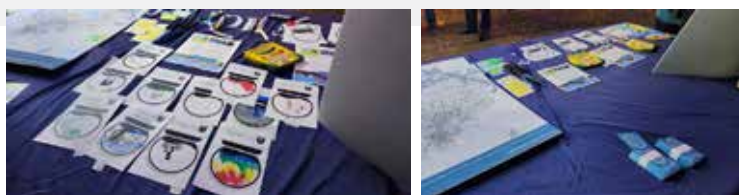
INDUSTRY
Consulting

Locality Studio worked with the City of Hot Springs, Arkansas alongside MKSK on their Heritage and Historic Preservation Plan. We developed their project brand and developed their project website.

We also designed an information sheet, Hot Springs history board, snowglobe activities, and stamp passport for people to visit various historic places. Through these deliverables, we worked with MKSK to plan their winter engagement plan in Hot Springs, at the local Christmas Parade and other stakeholder meetings.

DELIVERABLES

- Project branding and website
- Marketing collateral design
- Community engagement



JEFFCO PUBLIC SCHOOLS



SERVICES
Graphic Design, Branding

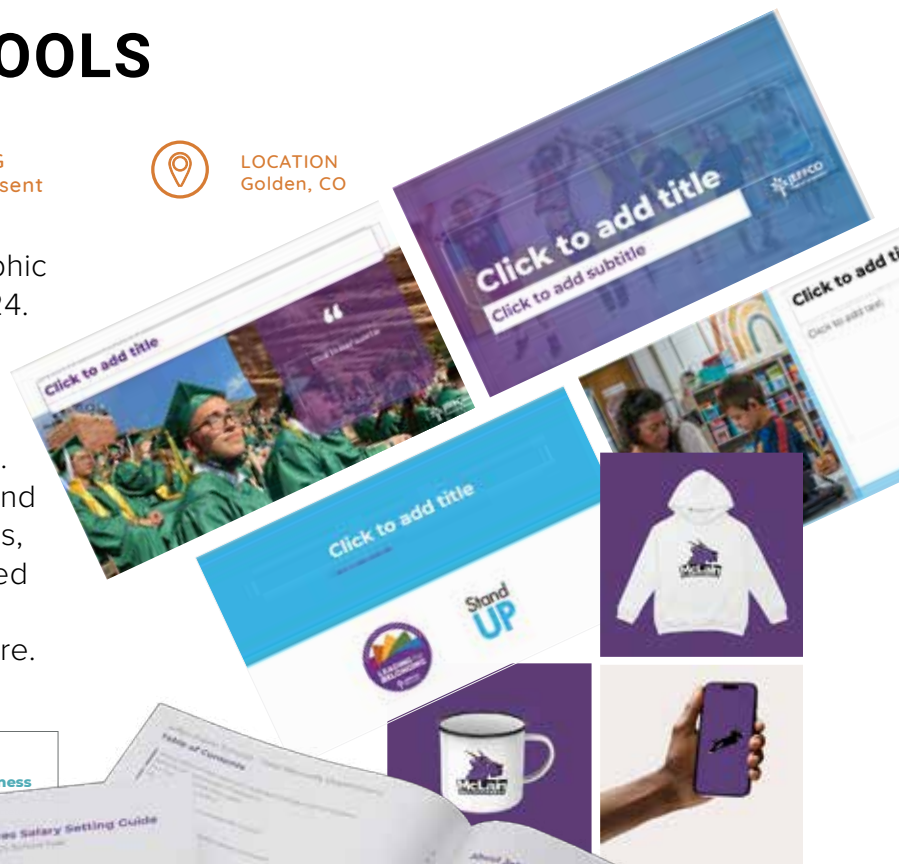


ONGOING
2024-Present



LOCATION
Golden, CO

Locality Studio has been the contracted graphic designer for Jeffco Public Schools since 2024. The school district is Colorado's second-largest school district with 75,000 students, 145 schools, and 14,000 employees (also making it the largest employer in the county). We work with the district's marketing office and various school staff on a daily to weekly basis, providing constant contact. We have designed logos, mascots, marketing templates, slide decks, reports, handbooks, signage, and more.



CENTRAL COAST TOURISM



SERVICES
Website Design



COMPLETED
2021



LOCATION
Central Coast

Locality Studio assisted Destination Innovate with the design of Central Coast Tourism's new website. Locality provided the website design and some of the development. Destination Innovate provided all content, strategy, and full development. The goal was to make the website fun and bright, highlighting the coast's areas and amazing landscapes. Visitors needed to find area information quickly, including events, maps, and businesses. (Please note Locality Studio did not design/develop the homepage map, but did design the separate area maps as seen below. We have designed a variety of maps both static and interactive on websites.)

See the site here:

www.centralcoast-tourism.com



DELIVERABLES

- Website Design



APPROACH & METHODOLOGY

The project approach below reflects the needs in the RFP with acknowledgment of the existing Brand Assessment completed by Chandler Thinks. Due to this previous and robust engagement, we have altered our typical scope to include and use those findings, creating different engagement opportunities for this portion of the overall project. All meetings and revisions are included in the overall scope. We are available to set up regular monthly or bi-weekly project meetings with the Town for regular updates on project deliverables and to ensure we are all on the same page.



TASK 1: KICKOFF

Locality Studio will meet with Berthoud staff and for an introduction and kickoff meeting. We will discuss the project, understand capabilities, and go over any vital needs at the time and for the upcoming phases.

We will work with the Town to form a **Steering Committee** to provide guidance, suggestions, and alignment throughout the project. We suggest a range of residents, business owners, and other general stakeholders of Berthoud to be included. A group of roughly ten people has worked best in our experience.

Deliverables:

- Meeting with all necessary staff and stakeholders
- Determined a preferred method of communication and file sharing for existing materials and deliverables.
- Steering Committee formation



TASK 2: RESEARCH AND DISCOVERY

Locality Studio will start the project off by learning. We want to know the who, what, and why of Berthoud.

We will begin with a **deep dive** into the thorough work that has already been done through the Brand Assessment. We will also review the Town's history, mission, values, current on-goings, and community that lives, works and visits Berthoud. We will **audit** current logos, messaging, tag lines, slogans, mottos, brand positioning, visual identity, and other key branding elements such as print and digital marketing collateral, website, social media, logo types, video usage, and publications.

Locality Studio will also **review branding and marketing strategies of Peer Communities** to gain an understanding of what may inform or inspire our unique approach. We will use these as benchmarks throughout the process.

To prevent engagement and survey fatigue, as the Town completed this great process already, we will not be surveying the community at the start of the project. Instead, we aim to gather their thoughts about the brand strategy and visual identity later in the project.

Deliverables:

- Research Document to include: audit findings, a SWOT analysis, Peer Community analysis, and all findings from meetings to-date.

APPROACH & METHODOLOGY



TASK 3: BRAND STRATEGY DEVELOPMENT

Using the research from Task 2 we will create a strategic vision for the brand, outlining the Town's brand essence, value proposition, positioning, and brand truths. We will pull this all into one compelling story with assistance from staff and the Steering Committee. We also recommend using this time to discuss the Town Seal, it's inclusion or exclusion in the brand, and any edits necessary. We also believe a draft of the messaging framework with any possible taglines should be reviewed during this phase.

Deliverables:

- Brand Strategy document
- Review Town Seal, messaging frameworks, and taglines
- Meeting with staff to discuss and revise as necessary

In-Person Research and Engagement

We assume all meetings with staff and most with the Steering Committee/Working Group will be virtual. Outside of this, we will visit Berthoud for engagement and meetings. We have positioned this part of the project in-between Tasks 3 and 4, allowing for the Town to decide when a visit and engagement would be most useful.

Visit

During our multi-day visit to Berthoud, we will tour the Town to gather on-the-ground research and learn more about the built environment and current stories. We will conduct one (1) staff drop-in session and (1) Steering Committee meeting.

To gather community input on Tasks 2, 3, and/or 4, we will pop-up at an existing event (like a farmer's market) if possible, as well as hold a Public Open House. The Open House will allow locals to learn about the project, share their thoughts on research, brand strategy, and/or design option by interacting with various boards and activities.

- Berthoud tour (ourselves or with staff)
- 1 staff drop-in session
- 1 Steering Committee meeting
- Appearance at community event pop-up
- Public Open House

Deliverables:

- Visit to Berthoud
- Update to Research Document with findings from visit

TASK 3.5 OR 4.5



We provided a Town staff drop-in session during the lunch hour with snacks and Public Open House boards to gather staff-specific thoughts and needs. Above, Katie chats with Belchertown Communication Manager to determine best implementation steps and needs when the future brand launches.

APPROACH & METHODOLOGY



TASK 4: VISUAL IDENTITY CREATION

We will begin the full visual identity process, once the Brand Strategy is approved. To decide overall direction, we will create **2-3 black and white simple logo concepts**. We recommend this approach to limit any design fatigue that can happen when introducing color and fonts too early in the process.

Locality Studio will then develop **2-3 full logo and brand designs** for review. These will include the logos, taglines/slogans, typography, color palette, logo marks/icons, logo variations, and messaging as needed to translate the brand. We will also develop select mockups on brand use to help visualize the designs. We will work with Berthoud to revise one or a combination of these designs into the final brand.

Based on findings and throughout this process, we will also look into revising the existing logo and brand as an option.

If the community votes on visual identities via Task 4.5, we will then work with staff and the Steering Committee to revise and finalize a brand before presenting it to the Town Board.

However, if the community does not see any of the visual identities during our visit to Berthoud, we highly recommend narrowing and revising with staff and the Steering Committee, then allowing the public to vote on their preferred option. We would then present it to the Town Board.

We have found various municipalities have varying thoughts on public involvement to narrow, vote, and/or choose a final brand. Our primary recommendation would be to gather input during our visit on Tasks 2-3, work on the design options internally, then allow the community to vote on their favorite option.

Lastly, we will provide a full **Brand Guidelines** document that includes the logo, logo use and variations, color palette, typography, imagery style, and more to ensure ease of use. It will also include ideas for signage, brochures, flyers, and social media. The document will also include the final messaging framework with taglines, core messaging pillars, and voice guidelines. We will provide **all final file formats** necessary to client (full color, black and white, reverse color, high resolution, AI, EPS, JPEG, PNG, PDF, vectors).

Deliverables:

- 2-3 black and white simple logo concepts
- 2-3 full logo and brand designs
- Brand Guidelines (with all visual needs, applications, messaging frameworks, taglines, core messaging pillars, and voice guidelines)
- Final files



APPROACH & METHODOLOGY

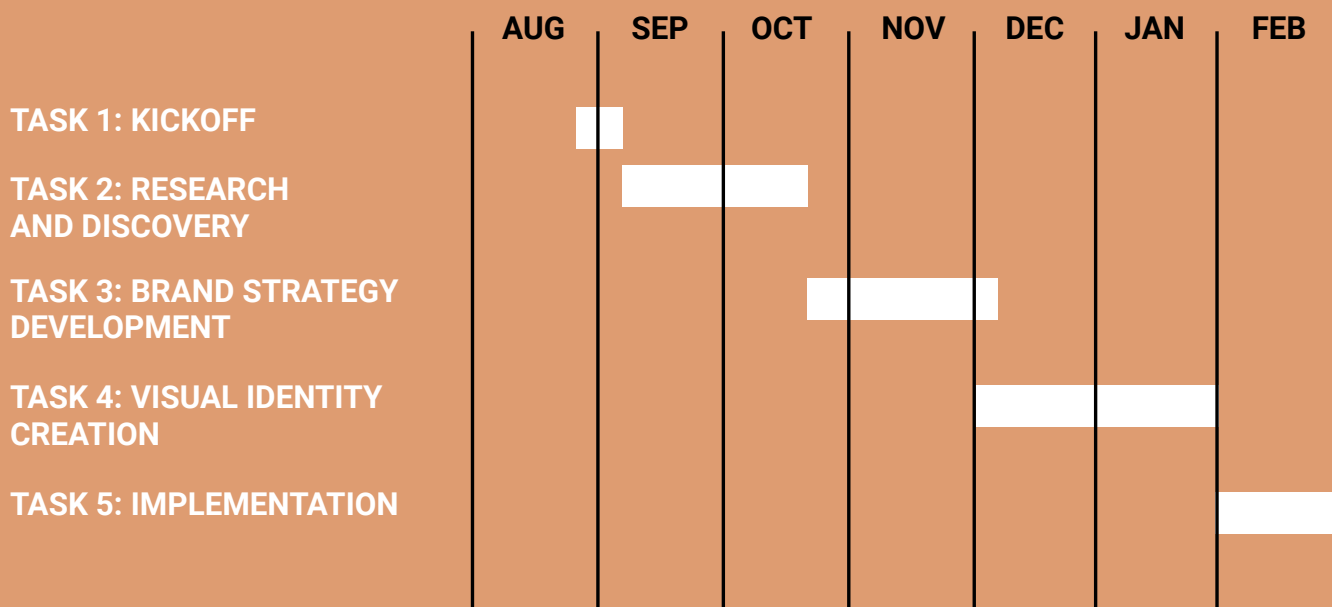


TASK 5: IMPLEMENTATION

Upon completion of the final brand design, Locality Studio will develop the following deliverables to assist with implementation:

- All necessary profile images, banners, and 5 templates for the City's social media platforms
- All department logos (variation of primary logo by adding department name)
- PowerPoint template
- Letterhead template
- Rollout Strategy Document with measurement tools and benchmarks

TIMELINE



This timeline can be edited as needed.



KEY PERSONNEL

Katie McLaughlin will be the primary contact and project manager for Berthoud. She will act as Creative Director and Project Manager, completing the majority of the work. If needed, she will connect with Emma Bangs for extra engagement strategies and capacity, and Lara Wulff for extra creativity and design capacity. Emma and Lara are 1099 contractors to Locality Studio LLC that have worked with the company for multiple years.



Katie McLaughlin | Founder and Creative Director of Locality Studio

Katie is a designer and urban planner with a passion for community-driven projects. Prior to founding Locality Studio in 2019, Katie was an urban planner in Chicago and St. Louis (Teska Associates and Development Strategies), as well as a graphic designer in St. Louis (Call Newspapers). Her planning work focused on public engagement, land use and zoning, urban design, and graphic/web design. Katie worked on a variety of comprehensive, transportation, and neighborhood plans. She thrives on working with and for communities.

Katie founded Locality Studio after seeing the gap between governmental organizations and design. Katie has built brands for clients across the country. She continues to use her background of complex analysis and storytelling to guide her design projects, while using her robust public engagement skills to interact with and learn from who she is designing for. ***Katie received her Masters of City Planning with a concentration in Urban Design from the University of Pennsylvania.***



Emma Bangs | Planner and Designer, Locality Studio

Serving communities in the front range of Colorado. Driven by passion and a desire to contribute to community growth, Emma has traveled across the Midwest and Northeast learning new skills, meeting new people, and growing as a person. Most notably, through a Service year with AmeriCorps NCCC, Emma led a team of nine young adults as they served and supported non-profits and community organizations through unique projects.

Emma provides her planning expertise to make technical design decisions for Locality Studio. ***Emma holds a master's degree in Urban and Regional Planning and a Bachelor's of the Arts in Media Studies and Critical Identity Studies from Beloit College.***

Located in Denver!



Lara Wulff | Designer, Locality Studio

Lara Wulff is a dedicated graphic designer, who strives to create things that are both beautiful and practical. With a unique background in the literary arts, Lara is a meticulous creative problem-solver. She thrives at utilizing her skillset in graphic design and marketing to drive impactful results.

Lara assists Locality Studio daily on project needs, from logo designs to marketing collateral designs. ***Lara received her Associate of Applied Science in Graphic Communication from St. Louis Community College.***

COST PROPOSAL

Locality Studio reserves the right to shift amounts per task, personnel, expenses as long as the contract amount is of **\$16,045** is not exceeded (this excludes reimbursable expenses). We are happy to edit or remove any line items as desired. For example, if the Town does not think the Visit and engagement are needed, we can remove.

DELIVERABLE		COST
TASK 1. KICKOFF \$665		
Kickoff meeting (virtual) and establish file sharing and communication methods		\$190
Steering Committee formation (will have 3 meetings overall, included in overall cost)		\$475
TASK 2. RESEARCH AND DISCOVERY \$1,425		
Research Document to include: audit findings, a SWOT analysis, Peer Community analysis, and all findings from meetings to-date.		\$1,425
TASK 3. BRAND STRATEGY DEVELOPMENT \$950		
Brand Strategy document, review Town Seal and messaging frameworks/taglines + revisions with staff		\$950
TASK 3.5 or 4.5	VISIT	TOTAL \$2,375
	Tour	\$285
	1 staff drop-in session	\$190
	1 Steering Committee meeting	\$190
	Appearance at community event pop-up	\$380
	Public Open House	\$950
	Update to Research Document with findings from visit	\$380
TASK 4. VISUAL IDENTITY CREATION \$5,755		
2-3 black and white simple logo concepts		\$665
2-3 full logo and brand designs		\$3,800
Brand Guidelines		\$950
All final files		\$150
Town Board presentation		\$190
TASK 5. IMPLEMENTATION \$2,375		
All necessary profile images, banners, and 5 templates for the City's social media platforms		\$150
All department logos (variation of primary logo by adding department name)		\$750
PowerPoint template		\$375
Letterhead template		\$150
Rollout Strategy Document with measurement tools and benchmarks		\$950

Reimbursable expenses: ~\$2,500
COST: \$16,045

Possible Reimbursable Expenses Include:

Travel to Berthoud for primary visit + presentation to Town Board (flights, car, hotel, food)

Engagement Materials including Food/Drink and Printing needs

These are reimbursable at Locality Studio's direct cost without any markup.

REFERENCES

Maude Haak-Frendscho

Town of Belchertown, MA
Creative Economy Coordinator
econdev@belchertown.org (contract has ended,
probably best to use phone)
2 Jabish St
Belchertown, MA 01007
206-384-2670

Danielle Amodeo

Branding Belchertown Project Manager
Principal Consultant | Arts Equity Group
347.684.0323
danielle@artsequitygroup.com

Aly VanDyke

Director of Communications and Public Engagement
City of Georgetown, TX
512-930-3652
Aly.VanDyke@georgetown.org

Alex Dye

City of Virginia Beach
Media and Communications Coordinator II
Virginia Beach Cultural Affairs Department
cdye@vb.gov | 757-385-2410

Heidi Williams

President & CEO – Civic Results
Executive Director – Metro Mayors Caucus
303-819-9722
Heidi@metromayors.org

Em Hall

Transport Chicago (previously Women in Planning and
Development Chicago)
em@emhchicago.com | 773-322-7296

Stephen Ibendahl

Owner
The i5Group
stephen.ibendahl@thei5group.com
314-265-3178



CONSULTING SERVICES AGREEMENT

This Consulting Service Agreement ("**Agreement**") is made effective as of October 7, 2025 ("**Effective Date**") and entered into between Locality Studio LLC, a marketing firm with an address of 5850 Macklind Avenue, St. Louis, MO 63109 ("**Consultant**") and Town of Berthoud ("**Town**" or "**Berthoud**"). Taken together, Consultant and Town shall be referred to as "**Parties**."

Recitals

WHEREAS, the Town desires to hire Consultant to perform certain services as more particularly described in Exhibit "A" attached hereto and by this reference made a part hereof;

Agreement

NOW, THEREFORE, in consideration of the mutual covenants, promises and agreements contained herein, the sufficiency of which is hereby acknowledged, the Parties do hereby promise and agree to and with each other as follows:

1. **Services**. Consultant shall provide to Berthoud the Services set forth in Exhibit A attached hereto (the "**Services**"), in a good and workmanlike manner and in accordance with all applicable professional standards and industry practices. Exhibit A shall describe in reasonable detail (i) the services to be performed by Consultant and any deliverables to be provided by Consultant (ii) the contract price to be paid by Berthoud ("**Contract Price**"), and (iii) any additional terms or conditions related to the Services. All Services shall be governed by the terms and conditions of this Agreement, the Exhibits attached hereto, and any Change Orders that may be executed by the Parties (collectively, the "**Contract Documents**"). To the extent a conflict arises between the Parties, the terms of this Agreement shall control.

2. **Term**. This Agreement and all provisions contained herein shall be effective as of the Effective Date and all Services contemplated hereunder shall be completed no later than June 30, 2026 ("**Term**") or as amended in writing. The Term identified in this paragraph is subject to any written Change Orders that may be executed by the Parties and/or any Termination that may occur in accordance with Paragraph 3, below.

3. **Change Orders**. Any modification to the Services, including any change in the basic character of the Services, increase in the Contract Price or other deviation from the Contract Documents, must be: (i) mutually agreed upon by the Parties, (ii) comply with all terms in this section 3, (iii) formalized in writing, and (iv) signed by the Parties (a "**Change Order**"). Either party will be entitled to initiate a Change Order, and for such purpose shall submit its Change Order, including a detailed description of the required change and the reasons for it, to the other party. The Parties will evaluate the Change Order and negotiate in good faith any changes to the Services required to implement the Change Order. If both parties agree to implement the Change Order, both parties will execute the Change Order to indicate their acceptance of the changes. Neither party will be obligated to proceed with a Change Order until such time as the Change Order has been agreed upon by both parties and formalized in a signed writing. The Parties shall not be obligated to accept a proposed Change Order from the other party. In the absence of a fully executed Change Order, this Agreement and the Services set forth on Exhibit A will remain in full force and effect without modification.

4. **Fees, Expenses and Taxes**. Consultant expressly acknowledges that all costs, expenses and applicable taxes for materials and services that it is required to supply and perform hereunder, including any costs associated with travel, lodging and meals, are included in the Contract Price set forth in Exhibit A and shall not be increased without prior approval. Unless otherwise explicitly set forth in Exhibit A, Consultant shall provide and pay for labor, materials, furniture, furnishings and equipment, tools, consumables, installation equipment and machinery, delivery and other facilities and services necessary for the proper execution and completion of the Services.

5. **Payment Terms**. The "Fee", as identified on Exhibit A, shall not exceed \$16,045 without prior written authorization by the Town. The Fee shall be paid by the Town pursuant to invoices ("Invoices") submitted by consultant. Consultant shall submit Invoices no more often than monthly. Each Invoice shall describe the Services that have been completed and the portion of the Fee payable for same. Berthoud shall not be obligated to pay any costs and/or fees in excess of the Fee identified on Exhibit A and referenced again in this sub-paragraph.

6. **Engagement of Third Parties & Consultants**. Consultant shall not engage third parties with respect to the Services without prior written authorization from the Town.

7. **Representations, Warranties and Covenants.**

- a. Consultant hereby represents, warrants and agrees that:
 - i. Consultant has adequate skill, training, expertise, knowledge and experience to perform the Services in a competent and professional manner consistent with industry standards;
 - ii. Consultant has sufficient personnel and equipment available to perform and complete the Services within the milestones, timelines and time frames specified in this Agreement;
 - iii. Consultant will perform the Services in a good and workmanlike manner consistent with industry standards;
 - iv. Consultant has the full right and authority to enter into and fully perform this Agreement;
 - v. Consultant shall perform its activities under this Agreement in accordance with federal, state and local codes, laws, rules, regulations, and legal requirements relating to the services provided by Consultant under this Agreement ("**Legal Requirements**");
 - vi. The execution, delivery and performance of this Agreement will not violate the provisions of any agreement to which Consultant is a party or by which it is bound; and
 - vii. The person signing this Agreement on behalf of Consultant has the full authority to do so.
- b. Berthoud hereby represents, warrants and agrees that:
 - i. Berthoud has the full right and authority to enter into and fully perform this Agreement;
 - ii. Berthoud shall perform its activities under this Agreement in accordance with all Legal Requirements;
 - iii. The execution, delivery and performance of this Agreement will not violate the provisions of any agreement to which Berthoud is a party or by which it is bound;
 - iv. The person signing this Agreement on behalf of Berthoud has the full authority to do so.

8. **Insurance.** Consultant agrees to maintain insurance during the life of the agreement:

- a. Comprehensive general liability insurance coverage in an amount not less than \$1 million per occurrence and automobile liability for owned, hired, and non-owned vehicles; and
- b. Professional/negligent acts, errors and omissions insurance in an amount not less than \$1 million; and
- c. Such workers' compensation insurance as required.

9. **Termination.** Town may terminate this agreement at any time by giving Consultant ten working days' prior written notice, provided that in such event Consultant shall be entitled to payment for those Services rendered through the date of termination, provided those Services rendered are satisfactory to the Town.

10. **Records.** Information, data, estimates, reports, studies, and all other project documents drafted or created by Consultant or on behalf of Consultant for Town shall belong to Town and Consultant hereby assigns all of its copyright interests to Town. All of the foregoing documents hereafter prepared by Consultant for Town shall be retained and maintained for Town by Consultant in its offices at no additional cost to Town. Consultant shall release all such files and documents as instructed by Town from time to time. Consultant shall not be liable for use of any such documents for purposes other than their original intended purpose.

11. **Liability and indemnity.** Consultant agrees to hold the Town harmless for any costs, claims, or liabilities arising from Consultant's performance or operations relating to the services required by this agreement.
12. **Notices.** All notices required to be given pursuant to this Agreement shall be made in writing and shall be delivered by personal delivery and securing a written receipt, or shall be sent by certified mail, return receipt requested, to the respective Party's address included below. Notice given as provided herein shall be deemed to have been given on the date it was received as evidenced by the receipt received pursuant to either form of delivery. Notice hereunder shall be addressed to:

If sent to Berthoud:

Town of Berthoud
c/o Mr. Chris Kirk
807 Mountain Ave.
Berthoud, CO 80513

If sent to Consultant:

Locality Studio LLC
Katie McLaughlin
5850 Macklind Ave
St. Louis, MO 63109

13. **Restriction of Assignment.** Neither party shall have the right or power to assign its rights or obligations under this Agreement without the written consent of the other party.
14. **Waiver.** The failure of any of the Parties to enforce any provision or condition contained in this Agreement at any time will not be construed as a waiver of that condition or provision nor will it operate as a forfeiture of any right of future enforcement of the condition or provision.
15. **Entire Agreement.** This Agreement, together with all Contract Documents, contains the entire agreement between the parties and merges any prior representations, warranties, or understandings they may have had regarding the subject matter of this Agreement. This Agreement may not be amended or modified except by a writing executed by all parties.
16. **Counterpart; Facsimile Signatures.** This Agreement may be executed in counterparts by each party, separately, and when each party has executed a copy thereof, such copies taken together shall be deemed to be a full and complete contract between the Parties.
17. **Headings.** The section headings appearing in this Agreement are inserted for reference purposes only and in no way define, limit, construe or describe the scope or intent of such section, or in any way affect the meaning or interpretation of this Agreement.
18. **Construction.** It is agreed that all parties have participated in preparation of this Agreement and that there shall be no presumption of construing ambiguities against the drafter.
19. **Governing Law.** This Agreement and the parties' conduct arising out of or related to it shall be governed by and interpreted under the laws of the State of Colorado. Any suit, action or proceeding seeking to enforce any of the terms of this Agreement shall be brought in a court of competent jurisdiction in Larimer County, Colorado. All Parties expressly and irrevocably consent to jurisdiction and venue in said courts.
20. **Severability.** In the event that any provisions of this Agreement are found to be illegal or unenforceable, such provisions shall be modified to the extent necessary to make it enforceable, and as so modified, the remainder of this Agreement shall remain in full force and effect.

IN WITNESS WHEREOF, the parties have executed this Agreement by their properly authorized signatories:

Locality Studio LLC

TOWN OF BERTHOUD

By: Katie McLaughlin Date:
Its: Founder

By: Chris Kirk Date
Its: Town Administrator

BOARD OF TRUSTEES INFORMATION



PUBLIC WORKS DEPARTMENT

Meeting Date:	October 14, 2025
Agenda Title/Subject:	2025 Heron Pointe and Waggener Farm Park Drainage Project Bid Award
Type of Item:	Consent Agenda
Purpose:	Board Approval of Award for 2025 Heron Pointe and Waggener Farm Park Drainage Project
Presented by:	Keith Knoll – Public Works Operations Manager

ATTACHMENTS:

- Drainage Improvements Locations Map
- Bid Tab Results

BACKGROUND:

Town staff received three bids for the 2025 Heron Pointe and Waggener Farm Park Drainage Project. After reviewing the bids and considering previous job experience with the two lowest bidders, staff recommends awarding the project to Civil Specialties, Inc. with a bid of \$189,991.01.

Civil Specialties, Inc.	\$189,991.01
Coyote Ridge Construction	\$191,252.71
American Contractors	\$220,187.50

The drainage ditch along North Berthoud Parkway has historically been difficult to maintain, causing reduced efficacy as a water quality feature. These concerns can be alleviated with the installation of a trickle channel. This project will install a 3-foot-wide trickle channel drain pan in the section of ditch north of Crestridge Drive. This will allow Town of Berthoud staff to easily maintain their respective slopes from encroachment of vegetation, inflow of debris, and buildup of silts.

The nuisance flows experienced at the Waggener Farm Park detention basin have negatively impacted the area in ways not intended at its conception. These include overgrowth of cattails and cottonwoods, buildup of debris/deposition of silts, and poor moderation of outflows reducing overall downstream storm system efficiency. This project will slightly modify the slope and layout of the basin and also install trickle channels to promote more effective flow.

FISCAL IMPACT AND FUND SOURCE:

All Project are currently funded in the 2025 Budget

29-00-5057.03 – Repair and Maintenance of culverts, drain pans and gutters – \$16,741.01

29-00-5202.00 – Heron Pointe ditch grading design - \$180,000.00

COMMUNITY TOUCHSTONES:

Storm drainage systems are a vital component of infrastructure for Berthoud. Making the systems easier to maintain greatly improves the **resiliency** of the entire system and reduces the long-term costs to manage it. A well-managed drainage system is required to maintain the water quality of downstream users. This not only makes our community more efficient but directly enhances the **sustainability** of our neighbors.

RECOMMENDED ACTION(S):

Board Approval of Bid Award for 2025 Heron Pointe and Waggener Farm Park Drainage Project to Civil Specialties, Inc.

Drainage Improvements Project Locations



Civil Specialties

The **2025 Heron Pointe and Waggener Farm Drainage Project** consists of two separate task items: Item A – Heron Pointe Drainage Improvements, and Item B – Waggener Farm Park Detention Basin Improvements. These will require excavation and regrading of existing drainage facilities, and installation of concrete channels per construction drawings. Additional drainage devices are detailed within the construction documents. This will require some work adjacent to active roadways.

Bid Item A: Heron Pointe Drainage Improvements

ITEM NO	ITEM DESCRIPTION	PAY UNIT	TOTAL QTY	PROJECT UNIT PRICE	Notes
1	Unclassified excavation	CY	150	\$93.81	
2	3' Concrete pan	SY	153	\$128.42	
3	Mobilization	LS	1	\$14,245.47	
4	Culvert inlet protection	EA	2	\$58.88	
5	Culvert outlet protection	EA	2	\$58.88	
6	Check dam	EA	2	\$2,410.69	
7	Erosion control blanket	SY	3262	\$3.69	
8	Seeding	SY	3262	\$.59	
9	Construction dewatering	LS	1	\$3,155.60	
10	Traffic control	LS	1	\$1,650.00	
11	Stormwater BMPs	LS	1	\$561.00	

TOTAL PROJECT COST A:

\$ \$72,350.09

Civil Specialties

Bid Item B: Waggener Farm Park Detention Basin Improvements

ITEM NO	ITEM DESCRIPTION	PAY UNIT	TOTAL QTY	PROJECT UNIT PRICE	Notes
1	Unclassified excavation	CY	460	\$95.06	
2	2' Concrete pan	SY	133	\$137.20	
3	Mobilization	LS	1	\$26,440.86	
4	Outlet protection	EA	1	\$102.86	
7	Erosion control blanket	SY	3538	\$3.68	
8	Seeding	SY	3538	\$0.58	
9	Construction dewatering	LS	1	\$2,300.00	
10	Stormwater BMPs	LS	1	\$10,100.12	
11	MS4 Permit	LS	1	\$1,650.00	

TOTAL PROJECT COST B: \$ \$117,640.92

TOTAL PROJECT COST: A + B = \$ \$189,991.01

BOARD OF TRUSTEES INFORMATION



PUBLIC WORKS DEPARTMENT

Meeting Date:	October 14, 2025
Agenda Title/Subject:	Newell Farm Conceptual Design Bid Award Consent
Type of Item:	Agenda
Purpose:	Approve Bid Award for Newell Farm Conceptual Design
Presented by:	Keith Knoll – Public Works Operations Manager

ATTACHMENTS:

- Newell Farm Location
- WENK Proposal

BACKGROUND:

Town staff solicited proposals from qualified design and planning firms to prepare a conceptual design plan for the Newell Farm Park property. The primary amenities potentially envisioned for the site include an outdoor amphitheater and an indoor performing arts center, supported by park features that enhance community use and cultural engagement. The conceptual design process will help determine which amenities the property can feasibly accommodate and how they can best fit within the site.

The Town of Berthoud acquired the Newell Farm Park property in 2023. The 13-acre site is located just east of County Line Road along Highway 56. The eastern portion of the property consists of agricultural fields currently leased for farming, while the western portion contains a home and several historic structures. The site is currently home to the Annual Newell Farm Concert which utilizes the existing outdoor amphitheater. The property is also subject to a Use and Occupancy Agreement and a Restrictive Covenant Agreement that define allowable uses.

A Request for Proposal for conceptual design services was posted on August 21, 2025, and closed on Sept. 18, 2025. Proposals were received from Asher Architects, Confluence, Wenk, Superbloom, and Design Concepts. Town staff reviewed the proposals and additionally discussed the proposals with the PORT Committee Chair and PORT Board liaison.

Town staff recommend awarding the design to Wenk. The proposal is within the projected budget and includes landscape architecture expertise from Wenk along with performance venue architecture experience from Semple Brown. This combination of skills at the conceptual stage provides a strong foundation for developing a cohesive site and practical facility design. Additionally, the proposal demonstrated a clear understanding of the project goals, scope, site history, and community input timeline.

FISCAL IMPACT AND FUND SOURCE:

This project is fully funded in the approved 2025 Budget

31-00-5020.10 – Professional Fees - \$30,000.00

COMMUNITY TOUCHSTONES:

The Newell Farm property reflects Berthoud's commitment to preserving its rural heritage and natural landscapes while thoughtfully planning for future community use. The site honors its agricultural roots, a key part of Berthoud's **Community Identity**.

RECOMMENDED ACTION(S):

Town Board approves the bid award for the Newell Farm Park Conceptual Design to Wenk.

Newell Farm Location



wenk

SEMPLE
BROWN

Newell Farm Park

CONCEPTUAL DESIGN

Proposal submitted to Town of Berthoud
September 18, 2025

*Photos
Berthoud
Weekly
Surveyor
and
newellfarm.org*





September 18, 2025

Keith Knoll

Town of Berthoud, Public Works Operations Manager
kknoll@berthoud.org

RE: Newell Farm Park Conceptual Design

Dear Keith and Members of the Selection Committee,

The Newell Farm Park project is an exciting opportunity for the Town of Berthoud to build off the Farm Concert events Sarah Lincoln and Butch Hause have hosted since 2002 and to create a one-of-a-kind performing arts venue and community park honoring the history, music, and arts legacy of the site.

Since 2018, Wenk has built a wonderful partnership with the Town of Berthoud, contributing to a variety of new park spaces and park improvements throughout the community. Our relationship began with the collaboration of the Town's Parks, Open Space, Recreation and Trails (PORT) Plan and has continued through multiple phases of Waggener Farm Park, improvements at Berthoud Reservoir, the Green Lawn Cemetery, a community garden, and currently, the Berthoud Arboretum. Through these efforts we have gotten to know the Town and Berthoud community members well, and we would love the opportunity to hear their ideas and work with them again to move forward a grand vision for Newell Farm Park.

For this unique project, we have included on our team Semple Brown architects, who have extensive experience planning and designing performance area venues throughout Colorado. Their expertise can identify project needs at the conceptual level that can build long-term success for the project as a Town amenity. Semple Brown, combined with Wenk's parks and open space planning and design expertise, deep understanding of the Berthoud park system and values, and familiarity with Berthoud community members, PORT, and Board of Trustees, make us a great team to continue this exciting vision for Newell Farm Park.

We love working with you, and we are inspired by the continued dedication Berthoud has for its parks and open spaces and for its passion to preserve the history and legacy of this special farm. We look forward to talking with you more regarding our proposal. If you have any questions, please do not hesitate to call me at (720) 669-3114 or email nhorst@wenkla.com.

Sincerely,

Nicole K. Horst, President / Principal-In-Charge

(720) 669-3114 ~ nhorst@wenkla.com



"...Newell Farm Park will house the Farm Concert, and the numerous world-class artists it features, and beyond that will be an area of respite on the east end of our community for all to enjoy, hold events, and walk around in Berthoud's farming history, and beholding the breathtaking views of the Front Range and pursuant to the powers vested in me as Mayor of the Town of Berthoud, I encourage the residents of Berthoud to participate in and enjoy the events hosted at Newell Farm, now and in the years to come."

William Karspeck
Town of Berthoud Mayor

Content

Qualifications	1
Project Team	1
Resumes and Relevant Experience	2
Wenk	3
Semple Brown	9
Approach & Scope	16
Project Approach	16
Proposed Scope of Work	17
General Assumptions and Exclusions	20
Proposed Schedule	21
Fee Proposal	22

Qualifications

Project Team

Our project team will be led by Wenk Associates (Wenk) landscape architects with the support of Semple Brown architects. The following pages highlight our team's qualifications.

Wenk ~

A landscape architecture firm aspiring to make our surroundings better places to be, to promote environmental and community health, and to create memorable, transformative, and respectful places for all.

Wenk is a resourceful, woman-owned, landscape architecture firm with over 40 years of history dedicated to integrating and enhancing our urban and natural systems to making our cities more livable. Located in Denver's River North (RiNo) District, our staff of 23 work with a broad range of clients throughout Colorado and across the country to create enduring places that connect people to nature.

Our collaborative work with municipal or other public clients constitutes approximately 60 percent of our firm portfolio with design and planning specialization that includes parks, open space and natural areas, trails, recreational and athletic fields/facilities, stream restoration, urban design, plazas, stormwater management, and water quality/habitat improvements.

We are passionate about building landscapes that are an integral part of functioning natural systems and promote human interaction and connectivity to nature. We are well known for weaving creative solutions for urban infrastructure and water facilities into designs that are simple, functional, and beautiful at the same time. Our projects embrace both the civic and the natural realms, uniting function, form, and human experience.

Wenk appreciates our ongoing work and successful collaborative history with the Town of Berthoud.

Wenk began working with the Town of Berthoud in 2018 when we won the opportunity to collaborate on the design and implementation of the Town's Parks, Open Space, Recreation and Trails (PORT) Plan. Since then, we have worked with the Town on multiple phases of Waggener Farm Park, the master plan and first phase of the Berthoud Reservoir, the Berthoud Cemetery, a community garden, and currently, the Berthoud Arboretum. **We have thoroughly enjoyed this rewarding partnership and would love to see what we can do together to make Newell Farm Park a truly special and vibrant place for the Berthoud community.**

Key Personnel

Nicole Horst will serve as Principal-in-Charge of the Wenk team and **Tyler Kiggins will provide project management and be the Town's primary contact.**

Nicole and Tyler have led all the Berthoud projects to date, have engaged the Berthoud community many times, as well as PORT and the Board of Trustees, and know the Town's processes and procedures.

Semple Brown ~

An architecture firm focused on timeless and transformative places.

Semple Brown is an architecture firm based in Denver, Colorado. Their work spans architecture, interiors, and planning, often in combination of the three, across a wide range of typologies. With each, they draw inspiration from another; they bring hospitality to the performing arts, a sense of drama into the home, and the comfort of home into workplaces, restaurants, and more. While Semple Brown's work varies widely, their driving purpose is singular: they design timeless, transformative spaces through deep collaboration with their clients.

Semple Brown Design has long been one of the most respected architecture and interior design firms in Colorado. Since its founding in 1982, the firm's commitment to delivering exceptional design has resulted in some of the most prominent, award-winning projects in the state. Over the past forty years, they have concentrated on hospitality, retail, visual and performing areas venues, workplaces, and residences, from both architectural and interior design perspectives.

Resumes and Relevant Experience

Wenk and Semple Brown's key personnel resumes and example projects highlighting our relevant experience are included on the following pages.



Nicole Horst PLA, ASLA

President, Principal-In-Charge

Education

Bachelor of Science, Landscape Architecture, Iowa State University

Professional Background

Wenk Associates 2006-present

Mayer Reed 2005-2006

Wenk Associates 2000-2005

Professional Registrations

Registered Landscape Architect, Colorado #626

Professional Affiliations

Member, American Society of Landscape Architects (ASLA)

Member, Urban Land Institute (ULI)

Associate, WEDG (Waterfront Edge Design Guidelines), Waterfront Alliance

Jury Member, ULI Americas Awards for Excellence (2023-24)

Select Design Awards

2023 ULI Impact Inspire Award, Urban Land Institute Colorado, Arkins Park & Promenade; CO

2023 Merit Award for Design ASLA Colorado; Arkins Park & Promenade; CO

Nicole, President of Wenk since 2020, manages most of Wenk's complex park, open space, greenway, and municipal projects. With over 25 years of experience, Nicole develops strategies to push through complicated environmental, political, and community challenges and builds departmental and community consensus to support project goals and outcomes. Nicole aims to make her project processes comfortable and accessible to all project team members, from highly technical experts to the broader community. She brings a passion for placemaking and creating enduring spaces that connect people to nature and are respectful to everyone. Nicole has served as a jury member for the ULI Americas Awards for Excellence and has presented nationally on a variety of topics related to resilient design.

The following illustrates Nicole's relevant work:

Town of Berthoud (See Tyler's resume for project descriptions.)

- Waggener Farm Park - Multiple phases including the Berthoud Arboretum (ongoing)
- Berthoud Reservoir Phase 1 Trailhead Improvements
- Berthoud Parks Master Planning

Arkins Park; Denver, CO. *Principal-in-charge* of a multi-disciplinary team for the development and construction, and all aspects of public engagement, of a new 4-acre urban park in an emerging mixed-use arts district near downtown Denver. The preferred alternative includes makers' spaces in repurposed buildings, flexible seating and lounging areas, performance areas, flexible event space, creative play areas, urban agriculture, stormwater gardens, and access to the river.

Civic Center Park: Greek Theater Improvements; Denver, CO. *Principal-in-Charge* of leading the 2021 Civic Center Next 100 visioning efforts for three areas of Civic Center Park including the historic outdoor Greek Theater with intent to create a premiere outdoor performance venue. The final preferred plan includes historic structure restoration, circulation and access improvements, and permanent lighting, audio and visual systems and structures to allow the venue to be usable and adapt to the needs of performer groups of all scales.

Westminster New Downtown Central Plaza; Westminster, CO. Provided technical and quality review for the construction documentation for a central plaza and 16 blocks of streetscape at the former site of the Westminster Mall to create a new downtown. The plaza includes an open event space, a raised wood platform with seating steps, open lawn areas, a large undulating granite play fountain, architectural canopy with movable tables and chairs, and benches in quiet, planted pockets.

Steamboat Base Area Burgess Creek & Promenade and Gondola Plaza; Steamboat Springs, CO. *Project Manager* for the design and construction of the ski area base improvements that create a sense of place for visitors year-round. The Burgess Creek Promenade serves as a crucial pedestrian connection throughout the base area with year-round features for both residents and visitors. Summer features along the promenade include a grass lawn amphitheater and concert area, the day lighted Burgess Creek, and connections to summer, multi-use trails. Winter features include unique fire features, a variety of seating areas, ski-in access, and a central plaza flexible for concerts. The project involved multiple property owners and review board, construction to accommodate an existing parking structure, and the ability to thrive both in winter and summer conditions.

Coal Creek Park Master Plan + Construction Documents; Erie, CO. *Principal-in-charge* of the master plan/construction documents for a neighborhood park near downtown Erie. Improvements include flexible event space for performances, festivals, and informal gathering, with a connection to the creek.





Tyler Kiggins PLA, ASLA, LEED BD+C, WEDG

Senior Associate / Senior Project Manager

Tyler is a senior project manager at Wenk with 19 years of professional experience that includes the planning, design, and construction of parks and open space, trails, urban design, mixed-use redevelopment, and campus work. Tyler has the technical experience to bring projects from concept through to construction, ensuring that the design vision has materialized. In addition to his professional experience, Tyler has taught design courses at the University of Colorado at Denver, the Rhode Island School of Design, and at the Massachusetts Institute of Technology, and currently serves as a student liaison mentoring and guiding students.

Tyler has been leading Wenk's work with the Town of Berthoud for the past several years, including:

Berthoud Arboretum at Waggener Farm Park (SD July 2024, CDs ongoing). *Senior Project Manager.* Developed the 31-acre, community-supported, concept plan and is preparing the Phase 1 construction documents. The plan celebrates the site's agricultural history, includes a community hub with interpretive play, a crop circle, an irrigation canal and fishable pond, a high-point overlook, and plenty of space to reflect. Walking paths navigate through a pine forest, a gamble oak hillside, native prairie, and wildflower meadow.

Waggener Farm Park Schematic Design + Subsequent Phases Implementation (2020-2023). *Senior Project Manager.* Developed the schematic design and prepared construction documents for subsequent phases of the 59-acre community park. Phase 1 improvements included a recreation center, as well as site improvements including parking, court sports area, multi-use field, playground, picnic area, an orchard, loop trails, and an irrigation pond.

Berthoud Reservoir Improvements Master Plan + Phase 1 Implementation (2019). *Senior Project Manager.* Through a community outreach process, developed the improvements master plan for the 68-acre reservoir and open space which creates passive recreational amenities and vegetation improvements by restoring the native seed areas, and adding native shrubs and trees. Phase 1 included the main entrance gravel parking lot, trail connections, a new restroom building, entry and trailhead signage, shade trees, and native seeding of disturbed areas.

Berthoud Parks Conceptual Planning. *Project Manager.* Developed the master plan for four town-owned park properties including conceptual designs, cost estimates, and associated operation feasibility studies. Programming elements include a recreation center, indoor and outdoor aquatics facilities, sports fields, trail amenities, playgrounds, outdoor recreation, and community gathering spaces. The aggressive schedule included public outreach and work sessions with the advisory committee.

Tyler's other relative experience includes:

Red Rocks Trading Post Improvements; Morrison, CO. *Project Manager.* Provided landscape architecture services for site improvements at the historic Trading Post visitor center at Red Rocks Park, including a stabilized crusher fines trail and roadway drainage improvements, accessible access, stone seating areas and fountain, and new plantings in the existing garden space. The project required review by Denver Landmark Preservation.

Fox Meadows Neighborhood Park Improvements (Fall 2024); City of Longmont, CO. *Senior Project Manager.* As part of a design-build team with ECI Construction, developed the 9-acre park design and provided construction observation services. A public engagement process influenced the final plan which included a 1/2 court basketball, playground, bocce, nature play, sports fields, restroom, two shelters, walking trails, and native cottonwood grove.

Education

Master of Landscape Architecture,
Rhode Island School of Design

Bachelor of Science in Landscape
Architecture, Colorado State
University

Professional Background

Wenk Associates, 2013-present

Spurlock Poirier Landscape
Architects, San Diego, CA, 2007-2011

Intern, Tract Consultants,
Melbourne, Australia, 2006

Intern, Colorado State University
Facilities Management, 2005-2006

Professional Registrations

Registered Landscape Architect,
Colorado #1153

Professional Affiliations

American Society of Landscape
Architects (ASLA)

U.S. Green Building Council, LEED
Accredited Professional, 2007-present
Building Design+Construction
Specialization

WEDG Associate (Waterfront Edge
Design Guidelines), Waterfront
Alliance





Waggener Farm Park Master Plan, Phase 1 Recreation Center, and Subsequent Implementation

Town of Berthoud, CO

After working with the Town of Berthoud on a comprehensive plan for its parks and recreation facilities, Wenk worked with the Town to create conceptual plans for (4) park properties, including Waggener Farm Park. The primary programming goals for the 59-acre former agricultural site were to create a park that includes a community recreation center, a community destination park, outdoor sports fields, outdoor community gathering spaces, and pedestrian connection to the adjacent residential properties and overall trails network.

Wenk worked with the Town and community to develop schematic design, design development, and construction documents for the park and associated site development for the recreation center. Phase 1 Park improvements included a multi-use field, playground, hard surface sport courts, park restroom facility, picnic shelters, parking for the recreation center and park uses, orchard, a loop trail around the park perimeter, and an irrigation pond. Approximately 20 percent of the site is irrigated and 80 percent will be restored to native grasses. Part of Wenk's scope was the conveyance and use of site adjacent ditch water for all the park's irrigation needs.

Wenk is currently working on the construction documents for the Berthoud Arboretum phase of the park.



Berthoud Arboretum

- 1) Parking Lot
- 2) Event Lawn and Demonstration Garden
- 3) Irrigation Relic/Crop Circle
- 4) Tree Nursery
- 5) Water Wise Garden
- 6) Embankment Slide
- 7) Picnic Tables
- 8) Canal
- 9) Nature Play
- 10) Pond
- 11) Southwest Entry/Monument Signage
- 12) Waggener Farm Park and Arboretum Vehicular Entrance
- 13) Restroom
- 14) Shade Shelter
- 15) Trellis for Vine Growth
- 16) Gazebo
- 17) BEET House (Relocated Historic Structure)





Arkins Park and Promenade

City & County of Denver, CO

In 2012, the City and County of Denver purchased an existing maintenance shop site to develop a new urban park along the South Platte River. They also had plans to transform an adjacent, seldom-used street paralleling the river into a pedestrian promenade. Combined, the park and promenade would bring a much-needed urban gathering place to the park-poor neighborhood.

At Arkins Park, the existing buildings were converted into a neighborhood public library and flexible spaces for community gatherings, cultural events, and a collaborative art studio and maker space managed by the RiNo Arts District. More traditional park elements are set within cottonwood groves and riparian meadows supported by stormwater runoff from the neighborhood and integral to the park and promenade riverine design.

For Arkins Promenade, which extends along nine blocks of riverfront, remnants of the existing roadway remain with asphalt selectively removed to provide space for planting, seating, and gathering. The promenade design was coordinated with existing and proposed uses of adjacent, private development to blur the edges between public and private space, and to create a lively and interesting corridor to walk, sit, eat, and be entertained, all in the heart of Denver's funkier neighborhood overlooking the South Platte River Greenway.





Coal Creek Park Master Plan and Implementation

Town of Erie, CO

Over the last decade the Town of Erie experienced tremendous growth. Its historic downtown is now a central hub that draws residents for entertainment and community activities. The Town desired an improved downtown destination for their modern community needs for recreation, leisure, and festivals, while still capturing the historic qualities and small-town feel of Erie.

Working with the Town and the community, Wenk led the master plan through construction to renovate the 7-acre, existing park into a flexible event space for performances, festivals, markets, and informal gathering. The final design includes a splash pad that doubles as a space for a temporary ice rink in the winter months, a nature-inspired playground with rope elements, inclusive features such as a low disc swing and an experiential musical trail, and flexible, open lawn for festivals and informal gatherings, and a custom pavilion designed by Anderson Mason Dale Architects. Sitting adjacent to Coal Creek, the park serves as a nexus between the downtown and natural open space.





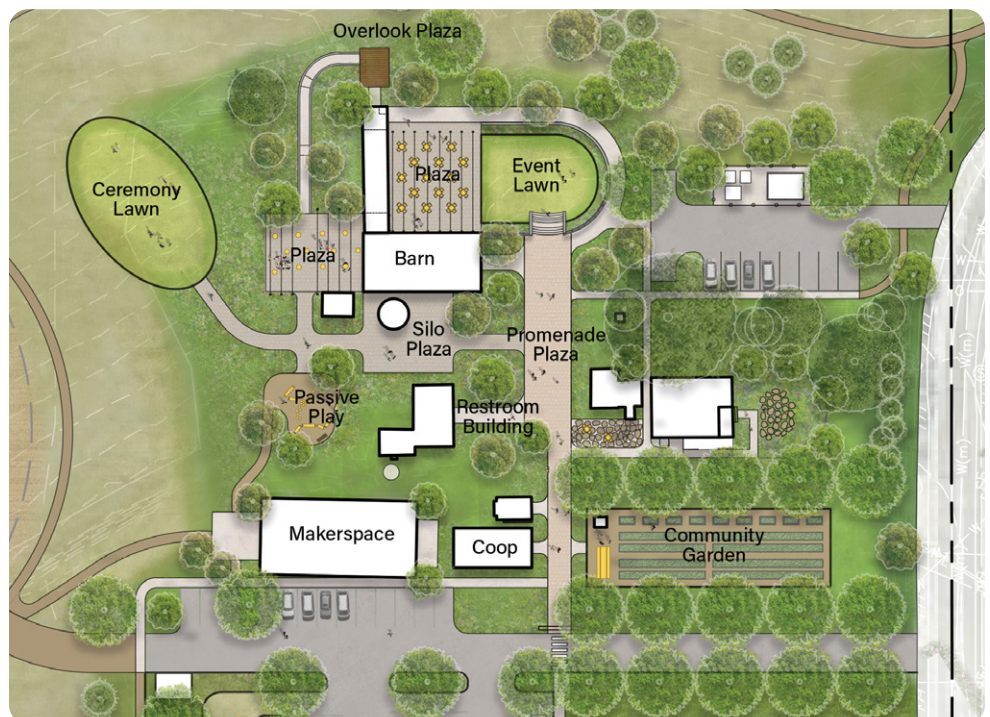
Schofield Farm Community Space (ongoing)

Town of Erie, CO

Through the Town of Erie on-call, Wenk was awarded the opportunity to provide concept design and construction drawings for repurposing a 75-acre historic farmstead into a vibrant community space adjacent to Erie Lake.

The concept plan aims to enhance recreation, natural beauty, and community connection to the farm site. The project includes the rehabilitation of historic farm buildings. The Quonset Hut will be renovated into a new CO-Create Erie Makerspace providing tools and resources for woodworking, pottery, 3D printing, and more. The renovated barn will serve as a main event space, with other rooms for smaller gatherings, as well as outdoor open lawns for events and wedding ceremonies. The silo will be transformed into a spiral staircase and observation deck, offering views of the property and its historic cottonwood tree, home to bald eagles. Site improvements includes trails, gathering spaces, loop walks, nature play, a community garden, and habitat protection.

Construction began summer 2025.





PROJECT ROLE:
PERFORMING ARTS PLANNING

SEMPL
BROWN

CHRIS WINEMAN

PRINCIPAL

BIO

Chris's first work with performance venues was as a client—raising money and planning for operations. Since joining Semple Brown in 1999, he has since the worked on a wide range of music, theatre and dance facilities for professional and educational clients. As part of the design team, he supports cultural clients with fundraising tools and facilitation of community events.

He applies his experience in programming, fundraising, and operations to the planning of renovations and new buildings. He has served on multiple Colorado nonprofit and community boards in Colorado since 1994

RELEVANT EXPERIENCE

- Jones Center Campus Redevelopment
- Rendezvous Event Center, Winter Park, CO
- Highland Heritage Regional Park Stage, Highlands Ranch, CO
- Colorado Ballet
- Colorado Mesa Univ. Asteria Theater
- University of Northern Colorado, Campus Commons
- UCCS Ent Center for the Arts
- Pueblo Memorial Hall
- Northglenn Civic Center Theatre
- Parker Arts, Culture & Event Center
- Denver Center for the Performing Arts Bonfils Complex Renovations

EDUCATION

- Master of Fine Arts, University of Nebraska
- Bachelor of Fine Arts w/Distinction, University of Nebraska



JONES CENTER IN-THE-ROUND PAVILION



PACE CENTER



PROJECT ROLE:
ARCHITECTURAL DESIGN PRINCIPAL

SEMPLE
BROWN

TOM GALLAGHER

AIA, LEED AP | PRINCIPAL

BIO

Tom Gallagher, Principal at Semple Brown Design since 2014, brings over 30 years of diverse public, private, civic, cultural and residential project experience to his projects. His creative, hands-on approach to building design and exceptional problem-solving capabilities assure visionary and elegantly pragmatic solutions for his clients. His blend of traditional representational skills such as hand drawing and modeling, while remaining conversant with current design software allow him to lead teams in design and documentation through the life of the project.

RELEVANT EXPERIENCE

- Highland Heritage Regional Park Stage, Highlands Ranch, CO
- Rendezvous Event Center, Winter Park, CO
- The Spoke (Macanta), Castle Rock, CO
- Hotel Born, Denver, CO
- Hurley Place Phase I & II
- 17 Sunset Drive, Englewood, CO
- VO Residence, Denver, CO
- Colfax Motel, Denver, CO

EDUCATION

- Master of Architecture, University of Nebraska-Lincoln, 1993
- Bachelor of Architectural Studies, University of Nebraska-Lincoln, 1991

PROFESSIONAL AFFILIATIONS

- LEED AP
- Canyon Pines Design Review Committee (DRC)
- Downtown Denver Partnership
- American Institute of Architects



THE SPOKE



RENDEZVOUS EVENT CENTER



PROJECT ROLE:
PROJECT MANAGER/CITY PROCESS

**SEMPL
BROWN**

KAYLYN KIRBY

AIA, NCARB | ASSOCIATE PRINCIPAL

BIO

Kaylyn Kirby is an Associate Principal and Licensed Architect at Semple Brown Design, where she leads and supports on a variety of projects from mixed-use, multi-family, hospitality, and adaptive re-use. Through a diverse background that has led her across the country, she has a passion for designing with a sense of place. Kaylyn enjoys the creative problem solving that each project brings and the unique opportunities that can be found through the process. Her experience with large, complex projects has sensitized her to truly listening to a client before drawing assumptions, and to see the larger context of a project, while not losing attention to detail. Kaylyn has managed several projects through the Denver Site Development Plan process.

RELEVANT EXPERIENCE

- Evans & Gilpin
- Hurley Place Phase 1 Office and Residential Towers, CO
- Hurley Place Phase 2 Hotel/Condo Residential Towers, CO
- The Pulse – Adaptive Reuse/Renovation
- 35th & Walnut Multifamily
- Larimer Square + Alley Revitalization
- Gallup-Stanbury & Replin Building Rehab.
- Rock Drill Master Plan
- Evans & Gilpin multifamily

EDUCATION

- Bachelor of Science in Architectural Studies, University of Louisiana at Lafayette
- Master of Architecture, Univ. of Minnesota

PROFESSIONAL AFFILIATIONS

- Licensed Architect
- AIA, NCARB
- 2022-2025 AIA Colorado Young Architect Representative



HURLEY PLACE



EVANS & GILPIN



PROJECT

HIGHLAND HERITAGE REGIONAL PARK STAGE

HIGHLANDS RANCH,
COLORADO

SEMPLE
BROWN

The new stage structure in the Highlands Heritage Regional Park creates an iconic community gathering space. To complement the open space and athletic facilities of the park, the stage supports a community concert series and year-round park users.

The new stage and canopy are not only a striking sculptural addition to the park, but also address several critical functional challenges:

- Providing an accessible path to the stage for performers and audience members
- Providing a loading path to the stage for musicians
- Creating an accessible apron in front of the stage for dancing or seating for patrons with disabilities
- Offering seating locations for viewing matches on the adjacent soccer field during non-concert hours

The distinctive geometry of the hyperbolic paraboloid roof not helps the venue to stand out on the horizon, but also consumes less footprint on the stage, since it lands on only two points of the stage – opening up sightlines and staging flexibility. The wooden interior slats of the roof provide visual warmth and shade for performers.



PROJECT

RENDEZVOUS EVENT CENTER

WINTER PARK, COLORADO

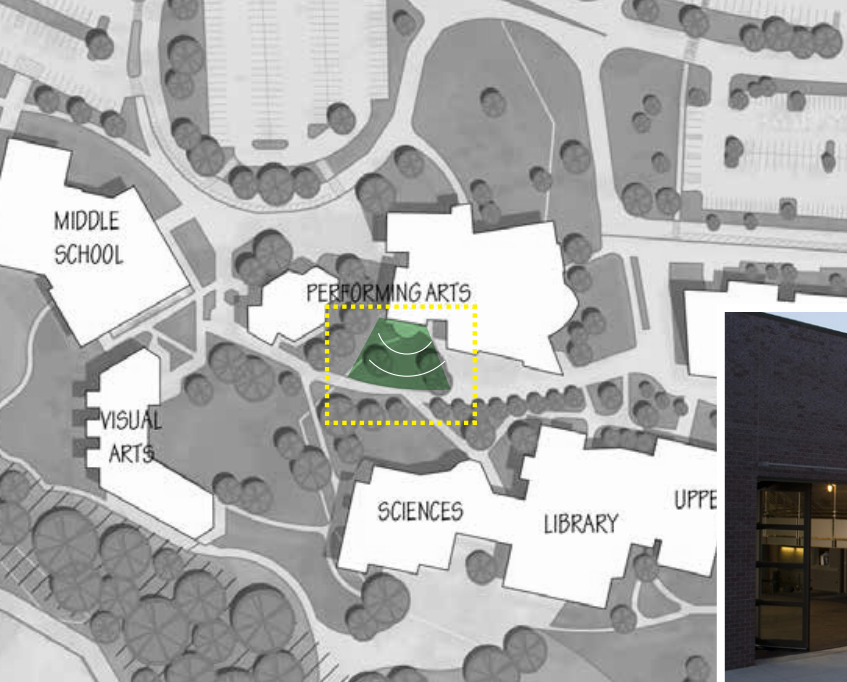
The Town of Winter Park commissioned Semple Brown to replace their seasonal summer event stage with a permanent facility that would express the community's unique character and identity. The undulating form of the roof canopy – clad in a white membrane – vividly emulates the “first tracks” of snow drifts and moguls.

The roof floats above the stage platform and a series of enclosed spaces: the green room, backstage storage and audio support spaces – that are wrapped in stone to visually anchor the structure. The curving spine beams of the roof structure are supported by column clusters, and the double-cantilever roof beams pivot about the spine to create the visually dynamic form.

In order to extend the active life of the stage beyond the summer months, the architects took care to incorporate year-round uses into the facility. These include using the steps on the front of the stage as spectator seating for winter sledding and the year-round green room, which provides an enclosed meeting/social space with restrooms for community gatherings.

The stage is fully integrated into the Park, with trail connections and storage space for Park maintenance equipment under the stage.

SEMPL
BROWN



PROJECT

STUDENT CENTER FOR THE ARTS AT KENT DENVER SCHOOL

ENGLEWOOD, COLORADO

Over the past 20 years, Semple Brown has designed seventeen projects on the 210-acre campus of Kent Denver School.

The first of those projects was the Student Center for the Arts, which includes a 500-seat theatre, visual arts and music studios and a black-box style flexible theatre.

The positioning of the building created multiple benefits for the campus, including

- A new central plaza outside the lobby that anchors the campus's main east/west spine
- A new Garden Theatre that takes advantage of the sloping site to support outdoor music and theatre performances.

The Garden Theatre faces the black-box theatre, which enables the indoor theatre to function as the "backstage" of the Garden Theatre. Large glazed doors enable the indoor space to open to the outdoors, allowing the dressing rooms and technical systems to support outdoor performances with a minimum of set-up time.

Accessible seating locations are provided both at the front and rear of the Garden Theatre. Two seat walls frame the grassy seating area and anchor the slope.

SEMPLE
BROWN



PROJECT

THE SPOKE AT MACANTA

CASTLE ROCK, COLORADO

The Spoke (Macanta Amenity Center) is a 6,000 Square Foot building providing a Social / Work / Gathering Space, an exercise room, locker rooms, pool equipment rooms, and a 2,300sf covered outdoor space and a 1,500sf outdoor beer garden.

The pool is 3700sf, with lap swimming, and distinct adult and family areas in a single structure.

The building is situated on its 7 acre site to take advantage of a promontory position on a gentle ridge, emerging from a foreground of gambrel oak. The building form rises from the ridge to create a destination and a beacon facing the neighborhood main entry off of Crowfoot Valley Road.

The form and materials of the building reference the historic barn and drainage structures on site, and re-interpret rural building arrangements in a contemporary vocabulary.

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BROWN

Approach & Scope

Project Approach

Newell Farm Park is an incredible story of partnership and vision - rooted in a history of agriculture, music, and community gathering. It is a love story of the land and the community of Berthoud; and it is the value that the Town's Parks and Open Spaces can bring to preserving and honoring this unique history and these rural community roots that make Berthoud so special.

Newell Farm Park is a 12.7-acre site located at 236 East State Highway 56 in Berthoud, Colorado. In conjunction with the previous owners Sarah Lincoln and Butch Hause, the Town of Berthoud has finalized the preservation of the property named after Ernest and Rose Newell, who resided on the property for almost 60 years starting in the late 1800s. With all that the property has to offer, the current residents wanted to invite the community into their home and began hosting the Farm Concert events in 2002, and the annual concerts continue to this day. **To honor the property's rich history, the vision for the future Newell Farm Park is to create a music venue within a Berthoud Town Park.**

Wenk would be honored to help bring these dreams to life. Key to our approach is the following:

Identify the significance of Newell Farm Park in relation to the larger Berthoud Parks and Open Space network.

Wenk worked on the 2018 Berthoud Parks and Open Space Master Plan. Since then, many projects have been built and planned for expanding the amenities of Berthoud's Parks and Open Spaces. We know the community well. We understand the people, the geography, the community values, and parks you have today. We know PORT and the Board of Trustees, and we understand how to get concepts approved and how to build excitement in the community to move the project forward. We can provide a high-level update to the previous master plan to highlight and elevate the importance of Newell Farm Park in the larger network – as a gateway from the east (similar to Waggener Farm Park on the west). And we can help establish the appropriate programming for the park beyond the vision for the music venue.

Establish goals and priorities of the stakeholders and community through early interviews and community meetings.

On Waggener Farm Park, Wenk worked closely with the Town staff and Jane Vielehr, a co-trustee of the Michael Waggener Trust, to preserve the conservation easement and honor the Waggener legacy. We will build a similar confidence and partnership with Sarah Lincoln and Butch House and the Berthoud Historic Society to honor the legacy of the Newell Farm. During the PORT and Board of Trustee Meetings, as part of the community comment period, we propose providing comment cards where attendees can share their ideas and dreams for the property with us. The feedback from the comment cards will be incorporated into the stakeholder and community feedback memo. This will help guide design refinements and build excitement for the project within the community.

Envision the entire 13-acre parcel as a new amenity for the community.

It will be important to preserve the uses on Parcel 1 (the farmhouse, granary/music studio, cistern, and trees) and find the right balance for future park programming on Parcels 2 and 3 that complement the music venue and farmhouse, maintain the success of the Farm Concert, provide adequate parking and access, and provide a place for everyday community gathering. We propose a design charrette with the Town based on initial stakeholder and community feedback to quickly narrow in on potential concepts. Led by Wenk with Semple Brown architects, both seasoned charrette facilitators, this half-day workshop will be a collaborative and fun method to establish frameworks that can be shared with the community.

Plan for the long-term needs and success for the music venue that the Town can maintain into the future.

Through the stakeholder interviews, the Board of Trustees meetings, and the PORT meetings we will establish goals and programming needs that can support the long-term vision.

Proposed Scope of Work

We have prepared an approach and scope of work for the Newell Farm Conceptual Plan to build upon the vision of the community, stakeholders, and Town. Our approach stays within your current budget of \$30,000 with a completion date of May 15, 2026.

This project is the first step in the process to further shape the vision, resulting in a preferred Master Plan to guide future park and music venue development. **We have structured our proposal based on the four key tasks:**

1. **Project Initiation & Site Analysis**
2. **Community & Stakeholder Engagement**
3. **Conceptual Design Development**
4. **Final Conceptual Plan**

Working within the Covenant Agreement, the master plan begins with Task 1, which is a fact-finding mission to understand the site and any opportunities or constraints. In Task 2 stakeholders will be interviewed to determine the potential program, size, and needs of a music venue. Task 2 also includes presentations to the Town of Berthoud through the Parks, Open Space, and Trails (PORT) and Board of Trustees (BOT) meetings. The conceptual plan will be developed in Task 3 through a design charrette with Town staff and relevant stakeholders. The final Master Plan, developed in Task 4, will summarize existing site information and traffic data, compile a final conceptual plan based on Town feedback, opinion of probable costs, and final graphics to illustrate the vision.

In addition to the base scope of services we have identified additional services to help the Town of Berthoud fully understand the potential for such a transformational project. The scope and fee for these services are described as Task 5: Additional Services and are listed below the line.

The following pages outline the key tasks we will provide in our proposed services. Our proposed schedule for completing these tasks is included at the end of this section.

Task 1 – Project Initiation & Site Analysis

Key Tasks

- Review existing conditions, prior studies, and background documents.
- **Attend/facilitate (1) in-person kick-off meeting and site visit.**
 - *Conduct a site visit and analysis of topography, viewsheds, access, environmental features, utilities, traffic access points, internal circulation, and potential off-site impacts, existing easements, ROW's, structures, etc. - site visit notes/opportunities and constraints.*
- Determine the preliminary schedule and milestones.
- Attend/facilitate up to (2), as needed, coordination meetings with the Town of Berthoud.

Deliverables

- *Project Schedule*
- *Meeting minutes*

Task 2 – Community & Stakeholder Engagement

Key Tasks

- **Facilitate stakeholder interviews and/or surveys.**
 - *Analysis of music venue needs and program.*
 - *Interview stakeholders in music venue operation to consider and document desired stage size, support facilities, performance systems, etc. Up to (5) interviews (can include multiple participants in each interview).*
 - *Prepare community comment cards to gather input at the Board of Trustee and PORT #1 meetings.*
 - *Prepare Community & Stakeholder Engagement Summary Memo summarizing the findings.*
- **Attend/facilitate up to (3), in-person, Parks, Open Space, Recreation, and Trails (PORT) Committee Meetings.**
 - *PORT Meeting #1: Share the facility stakeholder interviews and confirm direction.*
 - *PORT Meeting #2: Share the initial concepts and key takeaways from the design charrette.*
 - *PORT Meeting #3: Present the final conceptual design, illustrative graphics, and opinion of probable cost for Newell Farm Park.*
- **Attend/facilitate up to (2) In-person Board of Trustees (BOT) Meetings.**
 - *BOT Meeting #1: Share the facility stakeholder interviews and the initial concepts and key takeaways from the design charrette.*
 - *BOT Meeting #2: Present the final conceptual design, illustrative graphics, and opinion of probable cost for Newell Farm Park.*

Deliverables

- *Materials, presentation boards, slide presentation for meetings, as required*
- *Meeting minutes*
- *Community & Stakeholder Engagement Summary Memo*

Task 3 – Conceptual Design Development

Key Tasks

- *Develop up to (2) bubble diagrams for the property including an amphitheater, indoor performing arts center, and park layout.*
- *Develop precedent image boards of similar projects.*
- *Evaluate seating capacity, stage orientation, acoustics, pedestrian and vehicular circulation, parking, neighborhood compatibility, stormwater management, viewsheds, and support facilities.*
- *Prepare for charrette - base maps, precedent images, agenda, etc.*
- **Attend/facilitate (1) half-day charrette in the Town of Berthoud.**
 - *Prior to the charrette, site analysis, bubble diagrams, and precedent image boards will be created to solicit feedback on the program and design during the meeting.*
 - *A preferred concept plan will be developed through the charrette process.*
- *Identify potential phasing and cost considerations.*
- *Attend/facilitate up to (1), as needed, virtual coordination meeting with the Town of Berthoud.*

Deliverables

- *Materials, presentation boards, slide presentation, as required, for charrette*
- *Charrette minutes*

Task 4 – Final Conceptual Plan

Key Tasks

- Refine and prepare final plan and venue concept based on Town feedback from the charrette.
- Develop (1) illustrative site plan and up to (2) key sections/elevations of the preferred park and venue design.
- Prepare a high-level opinion of probable costs and program feasibility for the park, music venue, and potential roadway improvements.
- Attend/facilitate up to (2), as needed, team meetings with the Town of Berthoud.

Deliverables

- *Final Master Plan - includes illustrative plan and sections*
- *Opinion of Probable Cost*
- *Program Feasibility Summary Memo*
- *Meeting minutes*

Task 5 – Additional Services

Task 5a. Perspective Rendering (\$3,200)

- (1) Exterior perspective rendering of the preferred design that includes the park and music venue.

***** NOTE: To focus on the stakeholder interviews, charrette, and final plan we utilized the fee accordingly and place the perspective rendering below the line. We believe a perspective rendering can be an important piece of the project scope, especially when communicating the design with the public; however, it is one of the few tasks that is stand alone and can be removed without affecting the other work.**

Task 5b. Similar Facilities

How does Newell Farm Park compare with similar venues in the region? (\$8,160)

- Preparation of the financial feasibility report/memo
 - *Evaluate potential benchmark facilities/programs with Town staff.*
 - *Facilitate a one-day tour for Town staff and consultant team of similar benchmark facilities.*
 - *Facilitate interviews with selected benchmarks.*
 - *Compile operational data on number of concerts, attendance, and operating costs.*

Task 5c. Preliminary Traffic Engineering Memo (\$5,000)

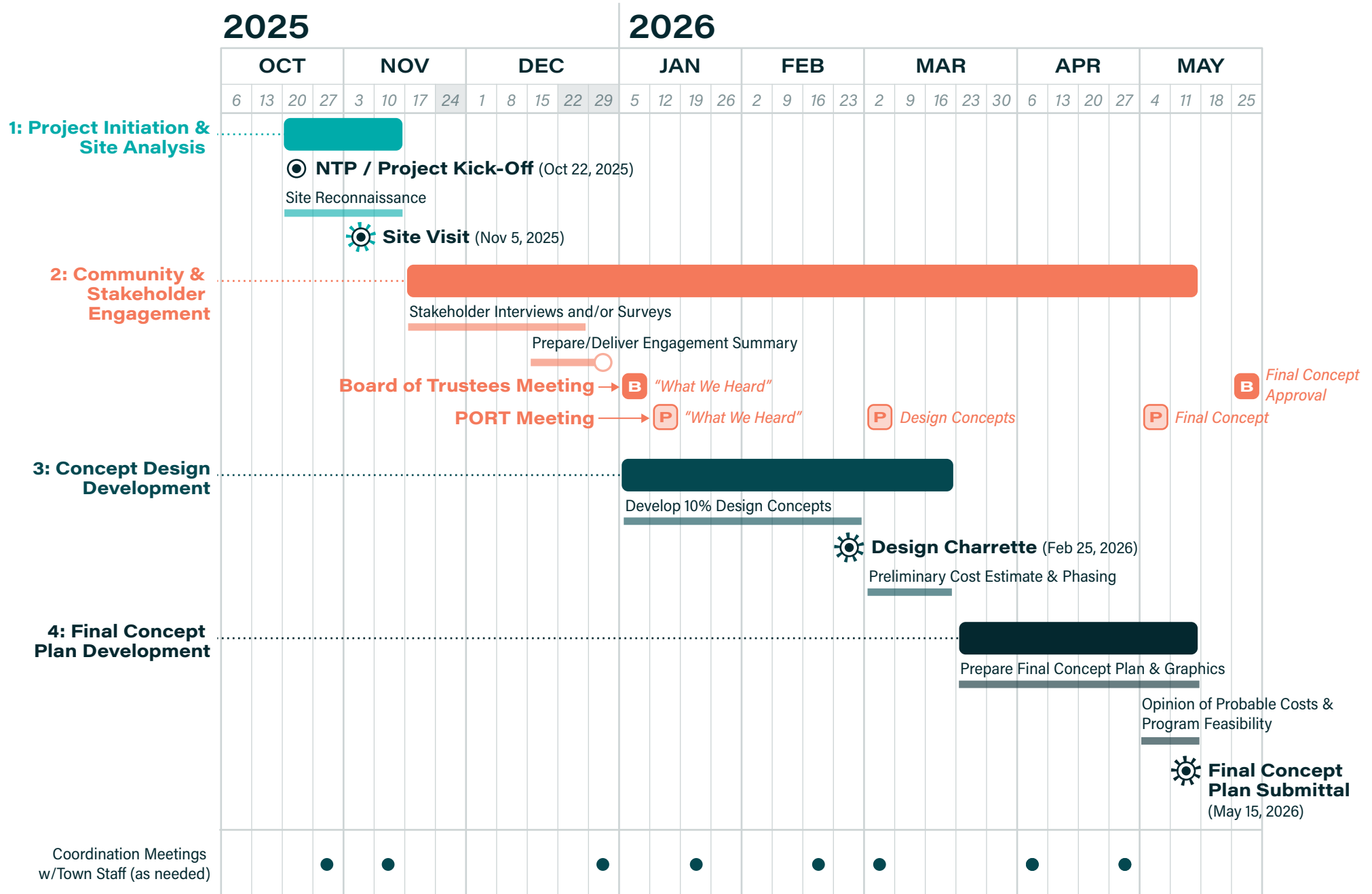
- Access Review and Recommendations: Evaluate existing access locations and provide input to inform site alternatives based on CDOT standards, including the potential closure of one access and opening of another.
- CDOT Coordination Support: Assist with coordination efforts with CDOT regarding access modifications and spacing compliance.

- Traffic Advisory: Be available, on an as-needed basis, to respond to traffic-related questions and provide input during the master planning process.
- ***This scope does not include traffic data collection or operational analysis at this time.***

General Assumptions and Exclusions

- Proposal does not include:
 - *Physical Models*
 - *Land Survey - We will utilize the aerial photographs and information and files provided by the Town of Berthoud.*
 - *Material Testing Services*
 - *Geotechnical investigation*
 - *Construction documents, bidding, or construction observation - We can provide these services following the conceptual design/master plan phase.*
 - *Irrigation*
 - *Submittal/Review/Permit Fees*
 - *Traffic Control Plans*
 - *Erosion Control*
- Architectural renderings will be conceptual to show the concept and design intent, not fully developed with entourage , lighting, etc.
- In providing estimates of probable construction cost, the Client understands that the Consultant has no control over the cost or availability of labor, equipment or materials, or over market conditions or a future Contractor's method of pricing, and that the Consultant's estimates of probable construction cost are made on the basis of the Consultant's professional judgment and experience. The Consultant makes no warranty, expressed or implied, that the bids or the negotiated cost of the work will not vary from the Consultant's estimate of probable construction cost.

Proposed Schedule



Fee Proposal

Fee Summary

Our total fee for the tasks outlined previously in our scope of work is \$30,000. We will invoice time and materials not to exceed based on our 2025 billing rates.

Task 1 – Project Initiation & Site Analysis	\$4,445
Task 2 – Community & Stakeholder Engagement	\$6,435
Task 3 – Conceptual Design Development	\$12,290
Task 4 – Final Conceptual Plan	\$6,175
Reimbursables	\$655

TOTAL FEE	\$30,000
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<i>Wenk</i>	\$19,705
<i>Semple Brown</i>	\$9,640
<i>Reimbursables</i>	\$655

BOARD OF TRUSTEES INFORMATION



ADMINISTRATION DEPARTMENT

Meeting Date:	October 14, 2025
Agenda Title/Subject:	The Very Merry Berthoud/ Christmas Lights
Type of Item:	Consent Agenda
Purpose:	Town of Berthoud request for funds
Presented by:	Administration

ATTACHMENTS:

- Three bid amounts and a split bid

BACKGROUND:

The Town of Berthoud was tasked with adding a new special event for the community. After reviewing the annual calendar, it was determined that the Town and community already host several successful events throughout the year. To avoid competing with existing activities and to further support the downtown area, the decision was made to combine efforts and create a collaborative celebration.

It was noted that several smaller events were already scheduled for the first Saturday in December. The Town reached out to these local businesses and organizations to explore the idea of working together. Through this partnership, with Cowboy Christmas, the Winter Craft Fair, the Chamber Parade, and Maker Space and several other events in the downtown area; A Very Merry Berthoud was formed.

The goal of this event is to bring the community together to enjoy festive lights, cheerful activities, and meaningful connections as the holiday season begins. A Very Merry Berthoud is designed as an all-day festival where families can create cherished memories with their children and rediscover the magic of the holidays. Activities include photos with Santa, holiday carolers, wagon rides through downtown, s'mores roasting, gingerbread cookie decorating, ice skating, holiday shopping, and the beloved Parade of Lights.

Presented by the Town of Berthoud, Berthoud Main Street Collaborative, the Berthoud Historical Society, Wildfire Arts Center, and the Berthoud Area Chamber of Commerce, this event aims to become a treasured annual tradition for the entire community.

FISCAL IMPACT AND FUND SOURCE:

The Town staff is requesting funding to purchase Christmas lights to be put up on 16 trees along Mountain Avenue, including two larger trees, a 14ft artificial Christmas tree on the corner of 3rd and Mountain and lights on the businesses in the downtown area from 3rd to 5th street. The Town

gathered three proposals who all required a three-year contract.

All Terrain:

2025 \$56,578.00,
2026, \$27,462.00,
2027 \$29,891.60 =

Totaling \$113,931.60 over three years. These lights would be purchased, and the Town would **own** the lights at the end of the first year and the lights are said to last 5-7 years.

We Hang Christmas Lights of Northern Colorado:

2025 \$39,301.00,
2026 \$39,301.00,
2027 \$39,301.00 =

Totaling \$117,903.00 for a 3-year lease

Elevation Holiday Lighting:

2025 \$43,480.00,
2026 \$43,480.00,
2027 \$43,480.00 =

Totaling \$130,440.00. 3-year lease

In any contractual agreement all vendors are still subject to annual appropriation of the Town Board, and no contractor is entitled to future lease payments after 2025.

COMMUNITY TOUCHSTONES:

A key part of Berthoud's identity is the strong bond between our downtown businesses and the Town itself. Adding community touchstones by enhancing main street with festive lights will create a warm, welcoming, and memorable holiday atmosphere for residents and visitors. The Town feels it will highlight the collaboration and strengthen these ties but also reinforces the spirit of Berthoud.

RECOMMENDED ACTION(S):

Board approval through consent for the Town Administrator to split the holiday lighting bid and award two separate three-year agreements as follows:

- **All Terrain: Award the purchase and a three-year maintenance agreement to All Terrain for the installation of tree canopies lighting and a 14-foot artificial tree. This agreement allows the Town to retain ownership of a large portion of the holiday lighting inventory. Following the three-year period, the Town will be able to continue the holiday lighting tradition for an additional three to four years at minimal cost. Total cost for three years = \$91,653.12 (over three years)**
 - **This bid award consists of the 16 tree canopies, 2 large tree canopies, labor/lifts/equip/installation, 14 ft. artificial tree, & maintenance & storage.**

- **We Hang Christmas Lights of Northern Colorado: Award a three-year lease agreement to We Hang Christmas Lights of Northern Colorado for the lighting of the downtown businesses and the lighting of the large pine tree in Fickle Park in the amount of \$15,000.00. This award maintains continuity with the vendor currently providing lighting for downtown businesses, preserving established relationships and ensuring a seamless continuation of service. This agreement also supports the planned ceremonial tree lighting in Fickel Park. Total cost for three years = \$62,574.00 (over three years)**
 - **This bid award consists of the downtown businesses and the lights and installation on the large pine tree in Fickel Park**

Original Bids for A Very Merry Berthoud

All Terrain				Purchased, not leased	
				If leased for 3 years, \$37,977.00	
				2025 Materials, Labor & Lift, 2026	
				Labor and Lift 0% increase, 2027	
				4% increase	
Annual Charges	2025	2026	2026		
	\$56,578.00	\$27,462.00	\$29,891.00	\$113,931.00	Grand Total
We Hang Christmas Lights of				3 year lease	
				No Increase during the lease	
Annual Charges	2025	2026	2027		
	\$39,301.00	\$39,301.00	\$39,301.00	\$117,903.00	Grand Total
Elevation Holiday Lighting				3 year Lease	
				No Increase during the lease	
Annual Charges	2025	2026	2027		
	\$43,480.00	\$43,480.00	\$43,480.00	\$130,440	Grand Total

Recommended Bid for A Very Merry Berthoud

All Terrain				Purchased, not leased	
	2025	2026	2027	2026 Labor and Lift cost only Material already purchased 2026 0% increase, 2027 4% increase	
16 Tree Canopy, 2 lg trees, lifts/equip/install, 14ft tree, storage)	\$47,278.00	\$21,100.00	\$23,275.12	\$91,653.12	Grand Total

We Hang Christmas Lights of Northern				3 year lease	
	2025	2026	2027	No Increase during the lease	
Downtown Businesses	\$5,858.00	\$5,858.00	\$5,858.00		
Large Pine Tree in Fickle Park	\$15,000.00	\$15,000.00	\$15,000.00		
	\$20,858.00	\$20,858.00	\$20,858.00	\$62,574.00	Grand Total

TOWN BOARD INFORMATION

COMMUNITY DEVELOPMENT DEPARTMENT



Meeting Date:	October 14, 2025
Agenda Title/Subject:	Consideration of a Special Warranty Mineral Deed Contract for Payment
Type of Item:	Consent Agenda
Purpose:	Consideration of an offer to purchase a portion of the mineral rights associated with the Town's property located east of and adjacent to County Line Road and south of and adjacent to Weld County Road 42 ¼
Presented by:	Alicia Garcia, Town Attorney

ATTACHMENTS:

- Special Warranty Mineral Deed Contract for Payment
- Authorization for Release of Information in Suspense of Production Proceeds
- Ordinance 1370

BACKGROUND

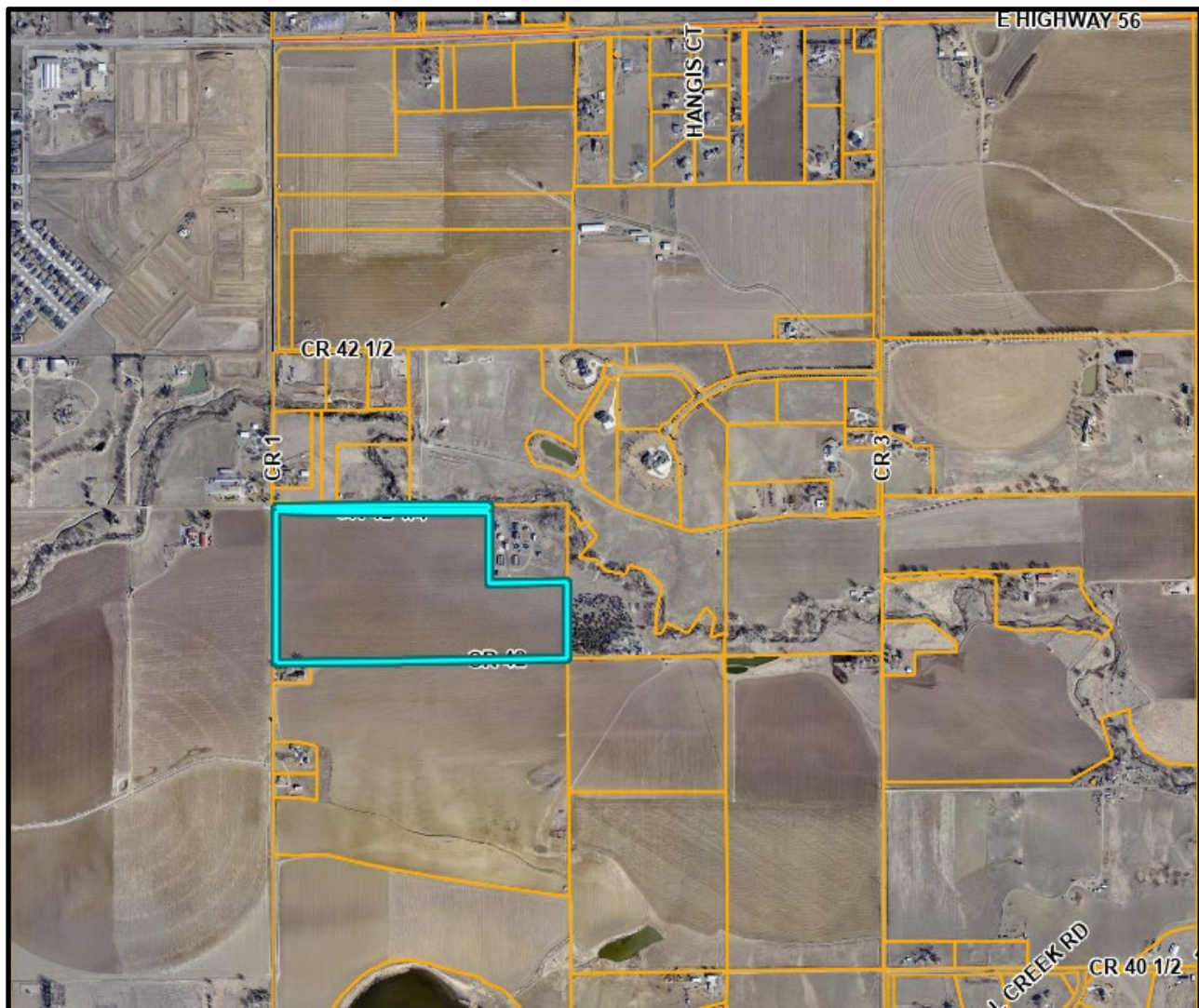
The Town owns mineral rights associated with the Town-owned property next to the Waste Water Treatment Plant located south of Weld County Road 24 ¼ and east of County Line Road. The property is located in Weld County. BCFP Capital has approached the Town to purchase the mineral estate. The three offers received are listed below and the most recent offer is attached.

- The May 2, 2025 offer was for a total \$654,345.25 or \$9,154.50/acre
- The June 5, 2025 offer was for a total \$718,461.12 or \$10,051.50/acre
- The final offer dated July 24, 2025 is for a total \$1,036,868.54 or \$14,506.12/acre
- An offer was negotiated and represented in the attached document for 35.74 Net Mineral Acres at \$518,434.27

Town Staff, Town Attorneys and Cyndi Zeren, a Certified Landman in Weld County reviewed documentation from BCFP. The Town Attorneys present the Special Warranty Mineral Deed Contract for Payment.

The Town's sale of these rights will sever the mineral rights from the surface estate (land). By selling, the Town will not receive royalty payments for this acreage and retains the rights for the other 34.74 acres..

Property location:



UPDATE/NEXT STEPS:

By agreeing to this agenda item and approval of the Ordinance, the Trustees authorize the Mayor to execute both the attached Special Warranty Mineral Deed Contract for Payment, and the Authorization for Release of Information in Suspense of Production Proceeds.

FISCAL IMPACT AND FUND SOURCE:

If the Town decides to sell the mineral estate, the Town would receive the amount offered in the attachment for the partial sale. Royalty payments would be made by the operator to the Town for the portion of Mineral Rights retained by the Town.

ORDINANCE NO. 1370

AN ORDINANCE OF THE TOWN OF BERTHOUD, COLORADO, APPROVING A SALE OF A PORTION OF THE TOWN'S MINERAL RIGHTS ASSOCIATED WITH TOWN'S PROPERTY LOCATED EAST OF AND ADJACENT TO COUNTY LINE ROAD AND SOUTH OF AND ADJACENT TO WELD COUNTY ROAD 42 ¼.

WHEREAS, the Town of Berthoud ("Town") is a municipal corporation possessing all powers granted to statutory towns by Title 31 of the Colorado Revised Statutes; and

WHEREAS, the Town owns the property located east of and adjacent to County Line Road and south of and adjacent to Weld County Road 42 ¼, Berthoud, Colorado (the "Property"); and

WHEREAS, the Property has not been used for any governmental purpose; and

WHEREAS, the Town has received a bona fide offer from BCFP Capital ("BCFP") to purchase 50 percent of the mineral interest underlying the Property (the "Mineral Interest"); and

WHEREAS, the Town wishes to sell the Mineral Interests to BCFP.

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

1. Section 31-15-713, C.R.S., grants the power to a governing body of a municipality such as the Town Board of Trustees to sell any real property owned by the municipality when deemed by the governing body to be in the best interest of the municipality.
2. The Town Board of Trustees finds that selling the Mineral Interests to BCFP is in the best interest of the Town and is not a governmental purpose.
3. The Town Board of Trustees approves the Special Warranty Mineral Deed Contract for Payment in accordance with its terms and conditions in the form attached hereto ("Contract").
4. The Mayor is hereby authorized and directed to execute, on behalf of the Town, the Contract, together with any closing documents necessary to complete the transaction, and the Town Clerk is authorized to attest to the same.
5. Should any section, clause, or provision of this Ordinance be declared invalid by a court of competent jurisdiction, the same shall not affect the validity of the balance of this Ordinance.
6. The Town Board of Trustees hereby finds, determines, and declares that this ordinance is promulgated under the general police powers of the Town of Berthoud, that it is

promulgated for the health, safety, and welfare of the public, and that this ordinance is necessary for the preservation of health and safety and for the protection of public convenience and welfare. The Town Board of Trustees further determines that the ordinance bears a rational relation to the proper legislative object sought to be attained.

INTRODUCED, READ, ADOPTED, APPROVED, AND ORDERED
PUBLISHED IN FULL on this ____ day of _____, 2025.

TOWN OF BERTHOUD

By: _____
William Karspeck, Mayor

ATTEST:

By: _____
Christian Samora, Town Clerk

SPECIAL WARRANTY MINERAL DEED CONTRACT FOR PAYMENT

This Agreement (hereinafter the “**Agreement**” and sometimes “**Contract for Payment**”) is dated October 14, 2025, effective as of **July 1, 2025** (“**Effective Date**”), by and between **TOWN OF BERTHOUD** (“**Grantor**”), and **BCF PARTNERS CAPITAL III, LP** (“**Grantee**”), pursuant to which Grantor agrees to convey to Grantee, at Closing (as defined hereinafter), **an undivided 50%** of Grantor’s interest in and to all oil, gas and other minerals, including royalties and overriding royalties, in, to and under and that may be produced from those lands (the “**Subject Interests**”) situated in Weld County, Colorado (“**Lands**”), described as follows:

Township 4 North, Range 68 West, 6th P.M.

Section 19: Part of the SW/4 and S/2 of the NW/4 being more particularly described as follows:

- 1.** Lot B, Recorded Exemption No. 1061-19-3-RE2055, recorded June 17, 1998 at Reception No. 2620239.
- 2.** BER PT SW4 19-4-68 (BERTHOUD UTILITY 2ND ANNEX) BEG NW COR SW4 SD SEC S0D36'E
1339.91' S89D07'E 30' TO POB TH S89D07'E 425.88' S89D05'E 327' S89D03'E 233.14' S89D11'E 141.68' S89D28'E 669.96' S0D29'W 25' N89D28'W 670.04' N89D11'W 141.77' N89D03'W 233.16' N89D05'W 326.99' N89D07'W 425.88' N0D36'E 25' TO POB, more particularly described within the ordinance No. 924 recorded at Reception No. 2951310 on May 14, 2002; also known as Parcel No. 106119300077.
- 3.** BER 25798 PT NW4SW4 19 4 68 (BERTHOUD UTILITY 1ST ANNEX) BEG 16'S OF NW COR SW4
N89D35'E 800' S0D30'E 521' N89D35'E 420' N0D30'E 521' W ALONG N LN SW4 TO POB; also known as Parcel No. 106119000004.

The Subject Interests shall be conveyed by a Special Warranty Mineral Deed to Grantee, in substantially the same form as is attached hereto as **Exhibit “A”**, but with such changes as the parties may mutually agree, including any necessary corrections or update to the above legal description. This Special Warranty Mineral Deed (the “**Mineral Deed**” and sometimes “**Conveyance**”) shall be dated effective as of the Effective Date, and convey an undivided 50% of Grantor’s interest in and to all oil, gas, and other minerals in, on and under the Lands, but will include an express reservation of all rights to use the surface of the Lands and a disclaimer of any such rights to use the surface.

In order to set out the terms of the Conveyance and the consideration to be paid therefore, Grantor and Grantee have agreed as follows:

I. PURPORTED INTEREST; TOTAL CONSIDERATION.

The Subject Interests are purported to be an undivided **35.7400 Net Mineral Acres** (each Net Mineral Acre defined as the full oil, gas and mineral interest in one undivided acre of land), out of the Lands, with a purported royalty rate of **18.75%** attributable thereto for a total sum of **\$518,434.27 (Five Hundred Eighteen Thousand, Four Hundred Thirty-Four Dollars and Twenty-Seven Cents)** (the “**Total Consideration**”). Grantee shall be solely responsible for confirming the actual interest conveyed and royalty rate, and Grantor makes no representation or warranty regarding such interest, except as expressly set forth in the Mineral Deed. Without limiting the foregoing, the Total Consideration shall not be subject to adjustment, and Grantee’s sole rights if it determinates the actual interests are not as set forth above, shall be to terminate this Agreement prior to Closing as further provided herein.

II. AUTHORIZATION FOR RELEASE OF INFORMATION AND SUSPENSE OF PRODUCTION PROCEEDS.

Concurrently with Grantor’s execution of this Agreement, Grantor agrees that it will, without further consideration, execute and deliver an Authorization for Release of Information and Suspense of Production Proceeds (the “**Authorization**”). The Authorization shall be dated as of the Effective Date. An acceptable form of the Authorization will be delivered to Grantor contemporaneously with this Agreement.

III. PRIMARY TERM AND DUE DILIGENCE.

- (a) Grantee shall have thirty (30) banking days from the date hereof (“**Primary Term**”) to conduct its due diligence review and verify Grantor’s interest and title in the property being conveyed, and approve same, in Grantee’s sole discretion. Grantee’s due diligence shall include the verification of the ownership interest credited to Grantor by the operator of each well with production attributable to the Subject Interests during the past year. In this regard, Grantor will provide Grantee with royalty statements received in the past year, if any, or assist Grantee, as Grantee reasonably deems necessary, in securing the most recent royalty statement(s), in a form acceptable to Grantee, from the operator of each well with production attributable to the Subject Interests during the past year.
- (b) In the event of any defect(s) in title or if Grantee is dissatisfied with title to the Subject Interests or the royalty statements in its sole discretion, Grantee may elect to terminate this Agreement by written notice to Grantor, and upon timely termination hereof, this Agreement shall terminate and be of no further force and effect with no penalty or cost to either party. If the original Primary Term should elapse while in the process of curing any title defect(s), the Primary Term shall automatically be extended thirty (30) banking days in order to provide Grantor and Grantee time to cure all title defect(s) that Grantee elects to cure. If the title defect(s) are not cured within such thirty (30) banking days, Grantee may elect to terminate this Agreement by written notice to Grantor, or may elect to close pursuant to Article IV.
- (c) Notwithstanding anything herein to the contrary, Grantee shall have the right, in its sole discretion, to terminate this Agreement at any time prior to the end of the Primary Term, or any extension hereof, if there is a material deterioration in oil or gas markets.
- (d) If Grantee elects to terminate this Agreement, Grantee shall timely notify the Operator to release all funds suspended as described in the Authorization for Release of Information and Suspense of Production Proceeds, executed by the parties in conjunction with this Agreement.

IV. MUTUAL CLOSING OBLIGATIONS TO THE PARTIES.

- (a) If this Agreement is not timely terminated by Grantee, as provided above, the closing of the conveyance hereunder (the “**Closing**”) shall be consummated seven banking days after the expiration of the Primary Term, or any extension hereof, or on such other date as the parties may agree (“**Closing Date**”). At Closing, Grantor shall deliver to Zeren Land Services, Cynthia Zeren, CPL (“**Closing Agent**”) the original, executed Mineral Deed with instructions to deliver such executed Mineral Deed to Grantee upon confirmation of receipt of the Total Consideration, and, subject to the terms of **Article IV.(d)** below, Grantor shall deliver the Total Consideration, by wire transfer of good funds to an account designated by Grantee.
- (b) As part of its due diligence process, Grantee is granted authorization to file a Notice of Contract for Payment (“**NCFP**”) of record in any county described above, provided that, in the event the NCFP has been filed of record and Grantee terminates the Agreement pursuant to the terms of this Agreement, Grantee shall promptly file a release or quitclaim deed relinquishing to Grantor any interest acquired by virtue of the NCFP.
- (c) [Intentionally Deleted]
- (d) On the Closing Date, Grantee shall deliver final payment to the Grantor, consisting of the Total Consideration, (the “**Final Payment**”). Concurrent with Grantee’s delivery of the Final Payment and in exchange therefore, Grantor shall e-mail to Grantee a scanned, clean copy of the executed Mineral Deed to be held in trust and not recorded or released until receipt of the Final Payment is confirmed by Grantor. Following such confirmation, Closing Agent shall deposit the original executed Conveyance, which is unmarked and fit for recording purposes, with a commercial carrier for delivery (Grantee shall furnish a pre-paid label to Closing Agent for this purpose) to Grantee at 800 Gessner Rd., Ste. 1115, Houston, TX 77024.

- (e) All money due under the Conveyance and this Agreement may be paid or tendered to the Grantor by electronic wire transfer by wire transfer to the account designated on **Exhibit "B"** attached hereto and made a part hereof.
- (f) On or before the Closing Date, but prior to payment of the Total Consideration, Grantor will provide to Grantee a certified copy of the Town Board resolution, executed in a form, manner, and time frame acceptable to the Grantee, authorizing this conveyance and reflecting the party executing this Agreement and the Conveyance is authorized to so act on behalf of the Grantor. Grantee's receipt of this evidence of authority to act on behalf of Grantor is required prior to any obligation arising for the Grantee to pay the Total Consideration (subject to any other closing conditions which arise under the terms of this Agreement).

V. GRANTOR'S REPRESENTATIONS.

Grantor is not currently obligated to sell, and will not offer to sell, the Subject Interests to any party other than Grantee. Additionally, from and after the date hereof, Grantor will not in any way jeopardize the validity of the Subject Interests, enter into any new oil and gas lease, agreements or commitments, or any amendment thereto or ratification thereof, with respect to any of the Subject Interests, or execute any conveyances of or encumbrances on any portion of the Subject Interests. Grantor has not received any notice of a title issue from the pertinent operator(s) or any third party. Furthermore, Grantor has not executed Division Orders or any other instrument certifying or otherwise representing as to Grantor's ownership of the Subject Interests or production proceeds arising therefrom to any operator or other third party ("**Division Orders**") since the Effective Date herein and will not execute Division Orders while this Agreement is in effect and if closing occurs, Grantor will not execute Division Orders at any time thereafter. If Division Orders are received by Grantor, Grantor agrees to forward such Division Orders, unexecuted, to Grantee for review.

VI. GRANTEE'S REPRESENTATIONS.

Grantee has the funds necessary to fully pay for the Subject Interests and to pay any settlement amounts at Closing. Further, Grantee has all requisite power and authority to carry on its business as presently conducted, to enter into this Agreement, to purchase the Subject Interests on the terms described in this Agreement, and to perform its obligations hereunder.

VII. NOTICES.

Whenever this Agreement requires or permits any consent, notice, request, or demand from one person to another, the consent, notice, request, or demand must be in writing to be effective and sent by reputable express courier, electronic mail, or registered or certified mail, return receipt requested, in each case addressed as indicated below. Any such written communication shall be deemed to be delivered, issued, given, received, and sent: (a) if delivered by reputable express courier service, when actually received by the person to whom notice is sent; (b) if sent by electronic mail, when transmitted and the sender receives no notice of non-delivery; and (c) if sent by registered or certified mail (return receipt requested), on the date indicated on the return receipt.

VIII. OBLIGATIONS OF THIS AGREEMENT TRANSFERABLE.

The obligations of the Parties created by this Agreement extend to the successors, heirs, and assigns of each Party.

IX. OBLIGATION PERFORMANCE DEADLINES.

If the last day for performance of any obligation under this Agreement falls on a Saturday, Sunday, or bank holiday, the time to perform such obligation is extended until the next day that is not a Saturday, Sunday, or bank holiday.

X. LIMITED TIME OFFER

This Agreement shall be effective only upon execution hereof by each of the parties hereto.

Signatures on following page

GRANTOR:
TOWN OF BERTHOUD

GRANTEE:
BCF Partners Capital III, LP
PO Box 3145, Houston, Texas 77252



By: William Karspeck
Its: Mayor

By: DANIEL HANSEN
Acquisition Manager

DATE

10-7-2025

DATE

PO Box 1229
Berthoud, Colorado 80513

Email address: _____

STATE OF COLORADO
COUNTY OF LARIMER
TOWN OF BERTHOUD

I, Christian Samora, Town Clerk of the Town of Berthoud, Colorado, do hereby certify that William Karspeck, who signed the foregoing instrument as Mayor of said Town, is the duly elected, qualified, and acting Mayor of the Town of Berthoud, Colorado, and that the signature appearing on said instrument is the genuine signature of said Mayor.

I further certify that said instrument was executed on behalf of the Town of Berthoud by authority of [Resolution/Ordinance Number, if applicable] duly passed by the Town Board of said Town.

WITNESS my hand and the official seal of the Town of Berthoud this ____ day of ____, 2025.

Christian Samora, Town Clerk
Town of Berthoud, Colorado

EXHIBIT "A"

SPECIAL WARRANTY MINERAL DEED

STATE OF COLORADO §

COUNTY OF WELD §

KNOW ALL MEN BY THESE PRESENTS:

By this Special Warranty Mineral Deed ("Mineral Deed"), **TOWN OF BERTHOUD**, whose mailing address is PO Box 1229, Berthoud, Colorado 80513, hereinafter called **Grantor**, (whether one or more) for and in consideration of the sum of One Hundred Dollars and Other Valuable Consideration (\$100.00 & OVC) cash in hand paid, the receipt of which is hereby acknowledged, do(es) hereby grant, bargain, sell, convey, transfer, assign and deliver unto **BCF PARTNERS CAPITAL III, LP**, a Delaware limited partnership, whose mailing address is PO Box 3145, Houston, Texas 77252 hereinafter called **Grantee** (whether one or more), an undivided 50% of Grantor's interest in and to all oil, gas and other minerals, including royalties and overriding royalties, in, to and under and that may be produced from the following described lands ("Lands") in Weld County, Colorado, to-wit:

Township 4 North, Range 68 West, 6th P.M.

Section 19: Part of the SW/4 and S/2 of the NW/4 being more particularly described as follows:

1. Lot B, Recorded Exemption No. 1061-19-3-RE2055, recorded June 17, 1998 at Reception No. 2620239.
2. BER PT SW4 19-4-68 (BERTHOUD UTILITY 2ND ANNEX) BEG NW COR SW4 SD SEC S0D36'E 1339.91' S89D07'E 30' TO POB TH S89D07'E 425.88' S89D05'E 327' S89D03'E 233.14' S89D11'E 141.68' S89D28'E 669.96' S0D29'W 25' N89D28'W 670.04' N89D11'W 141.77' N89D03'W 233.16' N89D05'W 326.99' N89D07'W 425.88' N0D36'E 25' TO POB, more particularly described within the ordinance No. 924 recorded at Reception No. 2951310 on May 14, 2002; also known as Parcel No. 106119300077.
3. BER 25798 PT NW4SW4 19 4 68 (BERTHOUD UTILITY 1ST ANNEX) BEG 16'S OF NW COR SW4 N89D35'E 800' S0D30'E 521' N89D35'E 420' N0D30'E 521' W ALONG N LN SW4 TO POB; also known as Parcel No. 106119000004.

(Description of the authorization of the Grantor's execution of this deed will be added at a later date, as such information becomes available).

This conveyance is made subject to any rights now existing to any lessee or assigns under any valid and subsisting oil and gas lease of record heretofore executed; it being understood and agreed that said Grantee shall receive and enjoy all bonuses, rents, royalties, overriding royalties, and other benefits attributable to the herein granted undivided interests and which may accrue under the terms of said lease(s) insofar as it covers the above-described Lands from and after the Effective Date hereof.

Grantor agrees to execute such further assurances as may be requisite for the full and complete enjoyment of the rights herein granted and likewise agrees that Grantee herein shall have the right at any time to redeem for said Grantor by payment, any mortgage, taxes, or other liens on the above-described Lands, upon default in payment by Grantor and be subrogated to the rights of the holder thereof.

TO HAVE AND TO HOLD the above-described property with all and singular the rights, privileges, and appurtenances thereunto or in any wise belonging to the said Grantee herein, its heirs, successors, personal

representatives, administrators, executors, and assigns forever, and Grantor does hereby warrant unto Grantee, its successors and assigns, that Grantor has neither executed any conveyances of, nor created any currently active liens or encumbrances on, any portion of the oil, gas and other minerals in and under and that may be produced from the Lands, other than any now existing rights of any lessee or assigns under any valid and subsisting oil and gas lease of record heretofore executed ("Existing Recorded Leases") and Grantor further agrees to defend against any person whomever claiming or to claim the same or any part thereof, by, through, or under Grantor, but not otherwise, subject to any Existing Recorded Leases; *provided, however*, that Grantor expressly reserves all rights to use the surface of the Lands, and Grantee, for itself, its successors and assigns, hereby waives and relinquishes any and all rights to enter upon and/or use the surface of the Lands to explore for, remove, process, transport or otherwise develop the underlying oil, gas, and minerals, including without limitation, all rights to drill, mine, explore, operate, store, or remove any oil, gas, or mineral resources on or over the surface of the Lands.

IN WITNESS WHEREOF, Grantor has caused this Mineral Deed to be executed as of the date of acknowledgment below; however, this Mineral Deed is to be effective for all purposes, including runs of oil and deliveries of gas and other hydrocarbons, as of **July 1, 2025** (the "**Effective Date**"). It is specifically understood and agreed that Grantor shall retain all interest, claim, or right to any cash or non-cash payments, sums, or benefits constituting proceeds of production ("**Production Proceeds**") of oil, gas and/or other minerals attributable to the interest conveyed herein for any and all production occurring prior to the Effective Date, with Grantee being assigned and entitled to all such interest, claim, or right to the Production Proceeds on any and all production occurring on or after the Effective Date. As to Production Proceeds distributed to the incorrect party (based on the interests stipulated to in the preceding sentence), Grantee agrees to account to Grantor for and endorse over or pay to Grantor the Production Proceeds on any and all production occurring prior to the Effective Date, and Grantor agrees to account to Grantee for and endorse over or pay to Grantee the Production Proceeds on any and all production occurring on or after the Effective Date. Additionally, Grantor and Grantee hereby expressly authorize and direct any lessee, operator, purchaser, or other party undertaking to distribute the Production Proceeds attributable to the interest herein conveyed to pay to Grantor the Production Proceeds attributable to all production occurring prior to the Effective Date, and pay to Grantee the Production Proceeds attributable to all production occurring on or after Effective Date, without further authorization from either party and without the necessity of either party executing a transfer order or any similar instrument before payments are made.

THIS INSTRUMENT IS A MINERAL DEED, NOT AN OIL AND GAS LEASE OR A TOP LEASE. GRANTOR IS HEREIN CONVEYING A PORTION OF GRANTOR'S MINERAL INTEREST IN AND TO THE LANDS DESCRIBED HEREINABOVE.

TOWN OF BERTHOUD

By: William Karspeck
Its: Mayor

STATE OF COLORADO
COUNTY OF LARIMER
TOWN OF BERTHOUD

I, Christian Samora, Town Clerk of the Town of Berthoud, Colorado, do hereby certify that William Karspeck, who signed the foregoing instrument as Mayor of said Town, is the duly elected, qualified, and acting Mayor of the Town of Berthoud, Colorado, and that the signature appearing on said instrument is the genuine signature of said Mayor.

I further certify that said instrument was executed on behalf of the Town of Berthoud by authority of [Resolution/Ordinance Number, if applicable] duly passed by the Town Board of said Town.

WITNESS my hand and the official seal of the Town of Berthoud this ____ day of ____, 2025.

Christian Samora, Town Clerk
Town of Berthoud, Colorado

[SEAL]

STATE OF COLORADO §
COUNTY OF LARIMER §

Before me, the undersigned, a Notary Public, in and for said County and State, on this ____ day of _____ 2025, personally appeared **William Karspeck, as Mayor for the Town of Berthoud**, to me known to be the identical person(s) who executed the within and foregoing Mineral Deed and acknowledged to me that he executed the same as his free and voluntary act and deed for the uses and purposes therein set forth.

IN WITNESS WHEREOF, I hereunto set my official signature and affix my seal the day and year last above written.

SEAL: (Please color/shade if embossment is used in lieu of ink stamp)

Notary Public
Commission Expires: _____

EXHIBIT “B”

Payee: Town of Berthoud

Name(s) on Account: _____

Address: _____

Bank Name: _____

Routing Number: _____

Account Number: _____

Authorization for Release of Information and Suspense of Production Proceeds

Effective Date: July 1, 2025

Re: Township 4 North, Range 68 West of the 6th P.M., Weld County, Colorado

Section 19: Part of the SW/4 and S/2 of the NW/4 being more particularly described as follows:

1. Lot B, Recorded Exemption No. 1061-19-3-RE2055, recorded June 17, 1998 at Reception No. 2620239.

2. BER PT SW4 19-4-68 (BERTHOUD UTILITY 2ND ANNEX) BEG NW COR SW4 SD SEC S0D36'E 1339.91' S89D07'E 30' TO POB TH S89D07'E 425.88' S89D05'E 327' S89D03'E 233.14' S89D11'E 141.68' S89D28'E 669.96' S0D29'W 25' N89D28'W 670.04' N89D11'W 141.77' N89D03'W 233.16' N89D05'W 326.99' N89D07'W 425.88' N0D36'E 25' TO POB, more particularly described within the ordinance No. 924 recorded at Reception No. 2951310 on May 14, 2002; also known as Parcel No. 106119300077.

3. BER 25798 PT NW4SW4 19 4 68 (BERTHOUD UTILITY 1ST ANNEX) BEG 16'S OF NW COR SW4 N89D35'E 800' S0D30'E 521' N89D35'E 420' N0D30'E 521' W ALONG N LN SW4 TO POB; also known as Parcel No. 106119000004.

(“Lands”)

TOWN OF BERTHOUD (“Seller”), who resides at PO Box 1229, Berthoud, Colorado 80513, has entered into a contract to sell (“**Contract**”) an undivided 50% of all oil, gas and other minerals, including royalties and overriding royalties, in, to and under and that may be produced from the Lands (“**Subject Interests**”) to **BCF PARTNERS CAPITAL III, LP (“Purchaser”)**.

In regard to all payments, sums, or benefits constituting proceeds of production (“**Production Proceeds**”) of all oil, gas and/or other minerals attributable to the Subject Interests for any and all production occurring on or after the Effective Date, Seller and Purchaser do each authorize any operator of wells with Production Proceeds attributable to the Subject Interests (“**Operator**”) to place in suspense all of such Production Proceeds until such time as Purchaser notifies Operator that one of the following two conditions have been satisfied:

(a) Closing Under the Contract Has Occurred – Once Purchaser has completed its due diligence and closed on the Subject Interests, Purchaser may evidence this condition has been satisfied by delivering to Operator a copy of the duly executed and recorded mineral deed conveying the Subject Interests (the “**Mineral Deed**”), at which point the parties hereto direct Operator to release all funds suspended hereby to the parties hereto in strict accordance with the effective date provision of the Mineral Deed; OR

(b) Purchaser Releases Purchaser’s Claim of Interest For Any Portion Not Closed – To the extent that Purchaser elects not to close on the Subject Interests, or any portion of the Subject Interests, Purchaser shall release its claim thereto, and the parties hereto may evidence this condition has been satisfied by delivering to Operator a copy of the Purchaser’s duly executed release of its rights under the Contract, at which point the parties hereto direct Operator to release all funds suspended hereby to the Seller, insofar as such funds are attributable to the portion of the Subject Interests covered in the aforesaid duly executed release.

Additionally, Seller does hereby direct Operator to review and provide a full disclosure of all records or information concerning Seller’s account to Purchaser, whether said records are of a public, private, or confidential nature.

The intent of this authorization includes providing Seller's consent for a full and complete disclosure of all records and information regarding Seller's account requested by Purchaser from Operator, including, but not limited to: interest calculations, check and payment history, division orders, suspense balances, title requirements, well and lease information, and legal descriptions.

Seller hereby agrees that any person(s) or entities who may furnish such information concerning Seller shall not be held liable for providing this information; and Seller does hereby release said person(s) and entities from any and all liability which may be incurred as a result of furnishing such information.

Seller further authorizes that a copy of this signed release form will be valid as an original thereof, even though the said photocopy does not contain an original writing of my signature.

The masculine, feminine and neutral genders each include the others. Further, the plural and singular words each include the other.

SELLER:
TOWN OF BERTHOUD

By: William Karspeck
Its: Mayor

STATE OF COLORADO
COUNTY OF LARIMER
TOWN OF BERTHOUD

I, Christian Samora, Town Clerk of the Town of Berthoud, Colorado, do hereby certify that William Karspeck, who signed the foregoing instrument as Mayor of said Town, is the duly elected, qualified, and acting Mayor of the Town of Berthoud, Colorado, and that the signature appearing on said instrument is the genuine signature of said Mayor.

I further certify that said instrument was executed on behalf of the Town of Berthoud by authority of [Resolution/Ordinance Number, if applicable] duly passed by the Town Council of said Town.

WITNESS my hand and the official seal of the Town of Berthoud this ____ day of ____, 2025.

Christian Samora, Town Clerk
Town of Berthoud, Colorado

[SEAL]

STATE OF COLORADO §

COUNTY OF LARIMER §

Before me, the undersigned, a Notary Public, in and for said County and State, on this _____ day of _____ 2025, personally appeared **William Karspeck, as Mayor of the Town of Berthoud**, to me known to be the identical person(s) who executed the within and foregoing Authorization for Release of Information, and acknowledged to me that he executed the same as his free and voluntary act and deed for the uses and purposes therein set forth.

IN WITNESS WHEREOF, I hereunto set my official signature and affix my seal the day and year last above written.

SEAL: (Please color/shade if embossment is used in lieu of ink stamp)

Notary Public

Commission Expires: _____

PURCHASER:
BCF PARTNERS CAPITAL III, LP

By: RICHARD J. HAMILTON, III,
President

STATE OF TEXAS §
COUNTY OF HARRIS §

On this _____ day of _____, 2025, before me personally appeared **Richard J. Hamilton, III as President of BCF Partners Capital III, LP** known to me to be the person who executed the foregoing instrument on behalf of BCF Partners Capital III, LP for the purposes described therein.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my notarial seal the day and year last above written.

SEAL: (Please color if embossment is used in lieu of ink stamp)

Notary Public

TOWN BOARD INFORMATION



COMMUNITY DEVELOPMENT DEPARTMENT

Meeting Date:	October 14, 2025
Agenda Title/Subject:	Continuance of the Public Hearing to consider Ordinance 1366 (Series 2025) and Ordinance 1367 (Series 2025) to present a repeal and replacement of Chapter 11 of the Berthoud Municipal Code
Type of Item:	Public Hearing
Purpose:	Continuance of a Public Hearing to present proposed amendments to Chapter 11 of the Berthoud Municipal Code to adopt the 2024 International Fire Code by reference with amendments, the 2024 International Residential Code by reference with amendments, the 2024 International Building Code by reference with amendments, the 2024 International Existing Building Code by reference with amendments, the 2024 International Energy Code by reference with amendments, the 2023 National Electrical Code by reference with amendments, the 2024 International Plumbing Code by reference with amendments, the 2024 International Mechanical Code by reference with amendments, the 2024 International Fuel Gas Code by reference with amendments, the Greywater Systems Control Colorado Regulation 86 by reference, the 2024 International Swimming Pool and Spa Code by reference with amendments, and the 2024 International Property Maintenance Code by reference with amendments
Presented by:	Anne Johnson, Community Development Director

BACKGROUND:

The publication has been made and the hearing date will be continued to November 10, 2025 for the Introduction and November 25, 2025 for the second reading.

UPDATE/NEXT STEPS

Public notice of the hearing date has been made and the continuance is made to a date certain.

FISCAL IMPACT AND FUND SOURCE

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

RECOMMENDED ACTION(S)

Staff recommends approval of the continuance to November 10, 2025 and November 25, 2025.

TOWN BOARD INFORMATION



COMMUNITY DEVELOPMENT DEPARTMENT

Meeting Date:	October 14, 2025
Agenda Title/Subject:	Resolution 21 (Series 2025), a Resolution approving the Revere Neighborhood Master Plan, and Ordinance 1363, an Ordinance amending the zoning map of the Town of Berthoud to rezone the Revere Property currently zoned PUD - Planned Unit Development to SR - Suburban Residential and SC – Suburban Commercial.
Type of Item:	Public Hearing
Request:	Request to accept the Neighborhood Master Plan for the Revere property and to change the existing zoning to bring the Revere property into conformance with the 2021 Comprehensive Plan.
Presented by:	Tawn Hillenbrand, Planning Manager

ATTACHMENTS:

- Staff Report with application materials
- Planning Commission meeting minutes
- Resolution 21 (Series 2025) and Ordinance 1365

BACKGROUND:

The original zoning and PUD - Planned Unit Development concept plans for the subject property were approved by the Town in 2006. The 2006 approval included a PUD Overall Development Plan (ODP). According to project records, the 2006 ODP was for a mixed-use development containing residential and commercial uses.

The current application includes two requests:

- The first request is to rezone the property from PUD – Planned Unit Development to SR - Suburban Residential and SC – Suburban Commercial. The proposed zoning aligns with the vision and intent of the Comprehensive Plan and Future Land Use Map. The Comprehensive Plan's Future Land Use Map is not legislative in nature and establishes a vision of how properties should be zoned based on public input, Planning Commission and the Town Board's input during the Comprehensive Planning process. The Future Land Use Map is a vision document to guide future development. Staff has been consistent in requiring developers with properties zoned PUD to rezone to the current districts acknowledged through the Comprehensive Plan update from 2021.
- The second request is the Revere Neighborhood Master Plan. The purpose of the

Neighborhood Master Plan is to conceptualize the overall character of a future subdivision inclusive of “zoning, transportation, pedestrian network, parks, open space, subdivision identity standards and other amenities.”

This is the applicant’s second application for the Revere Neighborhood Master Plan and Rezone. The applicant’s first application was denied by the Town Board of Trustees on June 11, 2024. The rationale for denial was based on the proposal not meeting the Neighborhood Master Plan review criteria.

UPDATE/NEXT STEPS:

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

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

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

FISCAL IMPACT AND FUND SOURCE:

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

COMMUNITY TOUCHSTONES:

Consideration of this request does not negatively impact community touchstones and in fact is supportive of the 2021 Comprehensive Plan update. The applicant’s request for Neighborhood Master Plan and Rezone illustrates a change to align the proposal with the vision of continued growth within the Town’s utility service area. Both Suburban Commercial

and Suburban Residential zoning classifications are proposed and align more closely with the Comprehensive Plan's vision for both.

RECOMMENDED ACTION(S):

Neighborhood Master Plan

Planning Commission recommends the Town Board of Trustees make a motion to approve the Revere Neighborhood Master Plan with the following two (2) conditions:

1. The applicant shall submit an annexation request for the remaining portions of the County Road 8 and County Road 19 intersection as well as the segment of County Road 8, east of County Road 19, at the Preliminary Plat phase.
2. The applicant shall complete a neighborhood meeting to discuss the buffering along the north property line prior to submitting the Preliminary Plat application.

Rezoning

Planning Commission recommends the Town Board of Trustees make a motion to approve the Revere Rezone request to rezone from PUD – Planned Unit Development to SC – Suburban Commercial and SR – Suburban Residential.



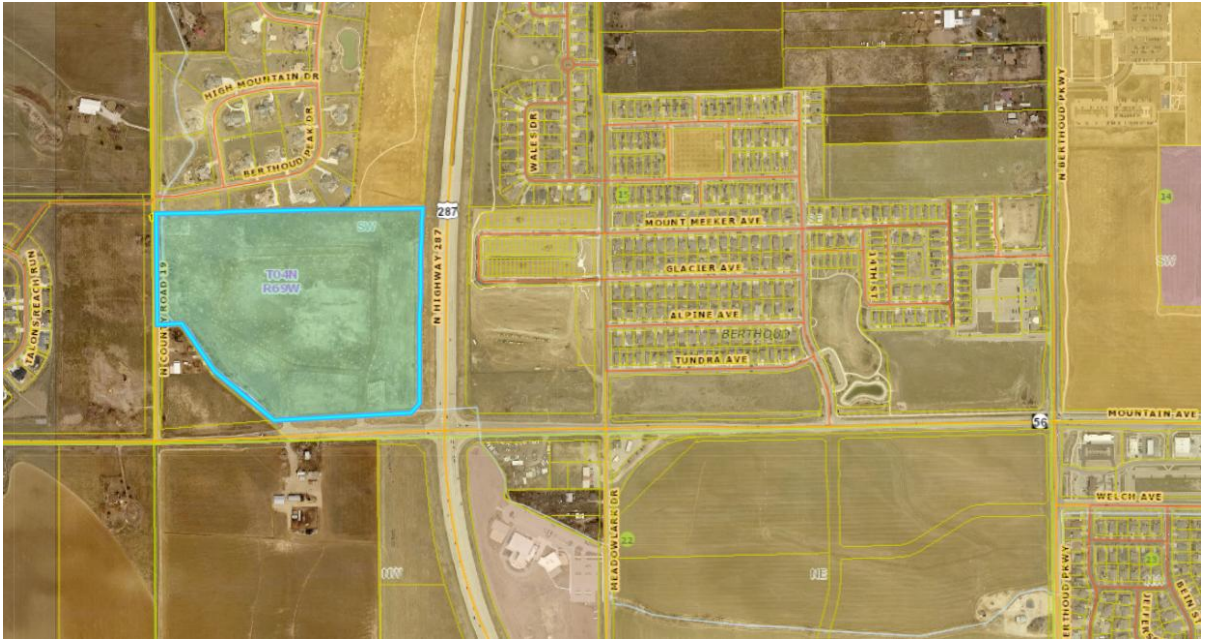
**Garden
Spot of
Colorado**

807 Mountain Avenue | PO Box 1229 | Berthoud, CO 80513 | O: 970.532.2643 | F: 970.532.0640 | Berthoud.org

STAFF REPORT: REVERE NEIGHBORHOOD MASTER PLAN AND REZONING

DATE: October 14, 2025

GENERAL INFORMATION

Applicant:	Babcock Land Corp – Jeff Mark	Size: 38.3 acres
Site Location:	This property is located at the northwest corner of State Hwy 287 and W. County Road 8 (Mountain Ave.) (Parcel #9415316001)  Subject Property highlighted in blue.	
Applicant's Request:	The Applicant is requesting to rezone the subject property from PUD – Planned Unit Development to SC – Suburban Commercial and SR – Suburban Residential, and Neighborhood Master Plan for a proposed development consisting of single-family detached dwellings, commercial lots, and open space/trail connections.	
Adjacent Property Current Zoning:	North: PUD West: Larimer County RR2-Rural Residential South: Larimer County RR2-Rural Residential East: State Highway 287 *See current zoning map next page	



ZONING DISTRICT INFORMATION

	<u>PUD</u>	<u>SC</u>	<u>SR</u>
Max Density	Set at FDP	N/A	N/A
Min. Lot Size	Set at FDP	4,000 sq. ft.	2,500 sq. ft. (detached house)
Min. Lot Width	Set at FDP	N/A	40-feet
Front Setback	Set at FDP	50% of Building within 10-feet minimum	20-feet (front loaded)
Side Setback	Set at FDP	50% of the Building within 10-feet	5-feet; 10-feet (side corner)
Rear Setback	Set at FDP	10-feet	20-feet (front loaded)
Building Height:	Set at FDP	40-feet	30-feet

SURROUNDING ZONING, LAND USE AND REQUIRED BUFFERS

<u>Adjacent Zoning</u>	<u>Adjacent Land Uses</u>	<u>Setbacks for Adjacent Zoning/ Buffer required if rezoned</u>
North: PUD	Single-family Residential	N/A
South: County RR2	Single-Family Residential; agriculture	N/A
East: Highway 287	State Highway	N/A
West: County RR2	Undeveloped/vacant	N/A

Proposal

The applicant is proposing two requests: a Neighborhood Master Plan for the proposed Revere development and a change in zoning classification. The Neighborhood Master Plan proposes 81 detached single-family residential lots, commercial lots, and open space/trail connections. The zoning request is to rezone from PUD – Planned Unit Development to SC – Suburban Commercial and SR - Suburban Residential. The Neighborhood Master Plan proposes commercial development along the southern portion of the site adjacent to County Road 8 (Mountain Avenue), with smaller (approx. 3,825sf) single-family residential lots along the center of the subject property transitioning into larger (approx. 6,600 to 8,900sf) single-family residential lots along the northern portion of the subject property. The rezoning map similarly shows SC – Suburban Commercial along the southern one-third of the subject project, and SR – Suburban Residential for the remaining two-thirds of the property.

Background

The subject project is currently zoned PUD – Planned Unit Development. According to project records, the property appears to have been zoned PUD in June 2006 as part of the approved Revere Mixed Use PUD Overall Development Plan (ODP) which proposed both commercial and residential (100 units total) uses. It appears that the Town received a Preliminary Plat and Final Development Plan (FDP) application for the development, renaming the project to Berthoud Parkway Plaza. Based upon project records, it appears that the Berthoud Parkway Plaza project never advanced and the Preliminary Plat and FDP were never approved. The prior PUD process typically set development standards at the FDP stage.

This is the second application for the Revere Neighborhood Master Plan and Rezone. The first application was received in late 2023 and was denied by the Town Board of Trustees at their hearing on June 11, 2024 based on the rationale that the proposal did not meet the Neighborhood Master Plan review criteria. This current application includes a number of changes from the previous application with the most significant changes noted below.

1. The current project proposes 81 total detached single-family residential lots, with three different lot types and sizes, measuring 3,825sf, 6,600sf, and 8,900sf. The previous application proposed 100 detached single-family lots, with two lot types sized 3,825sf and 6,600sf.
2. The current project proposes approximately 5.44 acres of commercial property, while the previous proposal included 3.7 acres.
3. The current project proposes approximately 11.06 acres of open space including a 50-foot landscaped buffer between the northernmost residential lot lines and the neighboring property line. The previous application proposed an approximate 10.5 acres of open space and a similar buffer; however, the previous application included a public trail within the buffer. The trail is no longer proposed.

Neighborhood Master Plan

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

30-6-106(E) Required Elements	Finding	Rationale
1. <u>Traffic Plan:</u> The applicant shall provide a preliminary traffic plan that addresses the following elements: i. The proposed street network connectivity to the existing road network, including all proposed access points. ii. The location and layout of all arterial and collector roads within the development. Local streets and alleys do not need to be depicted. iii. A preliminary traffic impact study prepared by a licensed traffic engineer which evaluates proposed access points, the existing street system, and any need for any road improvements (including off-site improvements) created by the proposed development.	Yes	i. The proposed development would connect to the existing road network via connections to County Road 8 (Mountain Avenue) and County Road 19. ii. A Major Collector is proposed to provide adequate traffic flow to and from the commercial portions of the site. Local Roads are proposed throughout the remaining portions of the site which would connect with either CR 19 or with the proposed Major Collector. iii. A preliminary traffic impact study/analysis was provided with the submittal.
2. <u>Open Space Plan:</u> The applicant shall provide a preliminary open space plan that addresses the following elements: i. Proposed open space distribution and location, including percentage of open space. ii. Compliance with 30-2-109(D)(4) open space elements. iii. Required buffer areas as per 30-2-109(C)(2)	Yes	i. An open space plan was provided as part of the Neighborhood Master Plan. The plan includes more than 10% open space and is proposing 28.9% open space. ii. By code the applicant would be required to provide two open space elements. The applicant has chosen to meet these requirements through a greenway and plaza in the commercial area. iii. There are no required buffer areas with this request.
3. <u>Park(s) Plan:</u> i. Proposed park locations and types of parks as per Section 30-2-109(B)(2) and (3) ii. Proposed park acreage as per Section 30-2-109(B)(2)	Yes	(i.-ii.) Parks are provided in accordance with 30-2-109(B)(2) and (3). A full list of how the project meets these requirements can be found on page 2 and page 3 of the Neighborhood Master Plan.
4. <u>Pedestrian Network:</u> i. Location of all trails within development, and connection to existing trail network. ii. Connectivity of sidewalks to the existing pedestrian system, including any off-site sidewalk improvements. iii. Depiction of any bike lanes or any other multi-modal features.	Yes	i. Locations of all trails are depicted on the NMP. Connections are provided to the existing trail network, including a Regional Trail, and additional trails are provided throughout the project. ii. Sidewalks will be constructed along the frontages of all properties and will then connect to the existing pedestrian system. iii. A Major Collector is proposed to provide adequate traffic flow to and from the

		commercial portion of the site. The Town's standard section of a Major Collector includes providing 5-foot bike lanes. Bike lanes are not proposed nor required along the Local Roads.
30-6-106(E) Required Elements	Finding	Rationale
5. <u>Zoning:</u> i. The location of zoning boundaries shall be provided with the application and depicted on the Neighborhood Master Plan. ii. The plan should show how lot diversity standards of Section 30-2-116(D)(1)(c), are met and create a mix of zoning which is harmonious with the surrounding area, and within the property itself. iii. Density and lot diversity shall be distributed throughout the project and shall not be located in only one area.	Yes	i. In addition to the Neighborhood Master Plan, this project also includes a rezoning request. The Neighborhood Master Plan identifies the project showing the proposed zoning changes. ii. The proposed zoning districts will be consistent with the neighboring residential districts to the north. By utilizing the Suburban Residential (SR) zoning districts, the applicant is proposing a denser development than the existing neighborhood to the north. The applicant is proposing larger single-family residential lots along the north portion of the site with smaller single-family residential lots at the center of the proposed development. This provides a transition between the existing residences to the north, and the proposed commercial uses along the south. iii. Density and diversity are distributed throughout the residential portions of the project.
6. <u>Overall Utility Plan:</u> i. A preliminary utility plan depicting the existing capacity of the utility system for both the proposal and any potential future development. ii. Proposed connections to the existing utility system. iii. The location of any proposed or required lift stations. iv. Utility plans for the interior of the development (such as water and sewer service lines) are not required as part of this process.	Yes	(i. – iv.) A preliminary utility plan has been provided showing the water line and sewer line connections capacity and demand, and where the lines would be located to verify the project can be served by utilities. The project will connect to existing Town of Berthoud utilities through one connection to the west, one to the south, and two at the east.
7. <u>Subdivision Identity Standards:</u> i. The applicant shall provide compliance with subdivision identity standards found in Section 30-2-131.	Yes	i. Code requires the proposed development to provide five subdivision identity and place elements. The applicant has chosen to provide the following five (5): entryway, trails, usable open space (in addition to the required 10%), pollinator garden, and buffer areas.

Neighborhood Master Plan Review Criteria

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

30-6-106(G) Review Criteria	Finding	Rationale
1. The land use mix within the project conforms to Berthoud's Zoning District Map and Comprehensive Plan Preferred Land Use Map and furthers the goals and policies of the Comprehensive Plan.	Yes	The Preferred Land Use plan envisions this area as Suburban Business and Suburban Residential transitioning from the lower intensity uses to the north and higher intensity uses to the south. Additionally, the Comprehensive Plan was developed to encourage form based transect zoning from open space/ rural areas to more developed urban areas with a diversity of housing options. The proposed commercial lots adjacent to CR 8 (Mountain Avenue) are consistent with the goals of the Mountain Avenue Overlay District, and more specifically for the Berthoud West Character District. Encouraging commercial development along this corridor provides limited business access for commuters along this route while also providing services to residents in the immediate area.
2. The Neighborhood Master plan represents a functional system of land use and is consistent with the rationale and criteria set forth in this Chapter, the Town Comprehensive Plan, and the Parks, Open Space and Recreation (PORT) Plan as amended.	Yes	The proposed plan is consistent with this criterion. The proposed transition from larger single-family detached residential lots along the north, to smaller single-family detached lots at the center of the project, to commercial along the south creates a functional system of land use that is consistent with Code and the Comprehensive Plan. The project will extend existing roadways to service the proposed lots allowing for a more connected neighborhood design. Additionally, the trail system proposed will allow connections throughout the project and into neighboring areas, including a Regional Trail connection along the east property line.
3. The preliminary traffic, open space, park utility and pedestrian design is adequate and functional given the existing and planned capacities of each system, and meets the standards found in this Code.	Yes	Plans were reviewed by Town staff as well as outside referral agencies. No deficient capacity issues were identified.
4. Negative impacts on adjacent land uses have been identified and satisfactorily mitigated.	Yes	Impacts to neighboring properties have been mitigated through multiple access points as to not create congested roadways, as well as placing the lower intensity uses (residential) closer to the existing residential to the north, and the higher intensity uses (commercial) to the south along CR 8 (Mountain Avenue). Additionally, the Plan provides a 50-foot landscaped open space buffer between the

		existing residential lots to the north and the proposed residential lots contained in this project.
30-6-106(G) Review Criteria	Finding	Rationale
5. There is a need or desirability within the community for the development and the development will help achieve a balance of land use and/or housing types within Berthoud according to town goals.	Yes	The proposed project is consistent with the Future Land Use Map in the Comprehensive Plan. The proposed Neighborhood Master Plan provides a balance of single-family detached lots and limited commercial lots.

Rezoning

The subject project is currently zoned PUD – Planned Unit Development. According to project records, the property appears to have been zoned PUD in August 2006 as part of the approved Revere Mixed Use PUD Overall Development Plan (ODP) which proposed both commercial and residential uses. If the subject property were to remain zoned PUD, the approved ODP would remain in effect and would be applicable to the subject property. However, the PUD process has been phased out by the Town of Berthoud and is no longer a preferred zone district. Therefore, rather than continuing through the now-removed PUD process, staff has recommended the applicant rezone the property to a current zone district.

The applicant is requesting to rezone the property from PUD to SC – Suburban Commercial along the lower one-third portion of the subject property and SR – Suburban Residential for the remaining two-thirds of the subject property. The proposed commercial areas would be focused in the SC zoned areas, while the single-family residential uses would be focused in the SR zoned areas. This request is consistent with the Future Land Use Map contained in the Comprehensive Plan.

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

30-3-110(D) Zoning Map Amendment Criteria	Finding	Rationale
1. To correct a manifest error in an ordinance establishing the zoning for a specific property; or 2. To rezone an area or extend the boundary of an existing district because of changed or changing conditions in a particular area or in the Town generally; or 3. The land to be rezoned was zoned in error and as presently zoned is inconsistent with the policies and goals of the Town Comprehensive Plan; or 4. The proposed rezoning is necessary to provide land for a community-related use that was not anticipated at the time of the adoption of the Town Comprehensive Plan, and the rezoning will be consistent with the policies and goals of the Comprehensive Plan; or	Yes	Staff finds that the proposed rezoning meets criteria 2. The town has shifted away from Planned Unit Developments, and the proposed rezoning will help create more consistency between the project and what is intended in the Future Land Use map in the Comprehensive Plan.

5. The area requested for rezoning has changed or is changing to such a degree that it is in the public interest to encourage development or redevelopment of the area		
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PUBLIC NOTICE AND COMMENT

Notice of the Planning Commission and Town Board of Trustees Public Hearings has been mailed to property owners within 500 feet of the subject property August 11, 2025, a legal ad published August 6, 2025, and the property was posted as required by the Development Code by the applicant on August 11, 2025.

The Revere Neighborhood Master Plan and Rezone application completed two (2) rounds of referral agency and staff review in the following sequence:

Submittal Number	Review documents submitted by Applicant on:	Staff and Referral Agency comments provided to Applicant on:
1st	January 15, 2025	February 20, 2025
2nd	June 2, 2025	July 14, 2025
3 rd (final)	July 2025	--

FINDINGS AND RECOMMENDATIONS

Planning Commission heard the request for approval of the Revere Neighborhood Master Plan and Rezone at their August 28, 2025 public meeting and provided the following recommendations for consideration by the Town Board of Trustees:

Neighborhood Master Plan

Planning Commission voted unanimously to send their recommendation for approval of the Revere Neighborhood Master Plan to the Town Board of Trustees with the following two (2) conditions:

1. The applicant shall submit an annexation request for the remaining portions of the County Road 8 and County Road 19 intersection as well as the segment of County Road 8, east of County Road 19 at the Preliminary Plat phase.
2. The applicant shall complete a neighborhood meeting to discuss the buffering along the north property line prior to submitting the Preliminary Plat application.

Rezoning

Planning Commission voted unanimously to send their recommendation for approval of the Revere Rezone request to rezone from PUD – Planned Unit Development to SC – Suburban Commercial and SR – Suburban Residential.

Attachments

1. Development Review Application form
2. Project Narratives
3. Neighborhood Master Plan
4. Rezoning map
5. Preliminary traffic impact study/analysis
6. Public Comments



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

DEVELOPMENT REVIEW APPLICATION

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

Parcel Number(s): 9415316001		
Site Address: NW corner of CR 8 and HWY 187		
Project Name: Revere		
Brief description of project: Residential development with commercial development located at the intersection of HWY 287 & CR 8		
APPLICATION TYPE (Check as appropriate):		
☐ Annexation	☐ Preliminary Subdivision Plat	☐ Final Site Plan
☒ Rezoning	☐ Final Subdivision Plat	☐ PUD Amendment
☐ Concept Plan	☐ Plat Amendment	☐ PUD Preliminary Development Plan
☐ Minor Subdivision	☐ Oil and Gas	☐ PUD Final Development Plan
☐ Special Use Review	☐ ROW Vacation	☒ Other <u>Neighborhood Master Plan</u>
APPLICANT		
Name: Jeff Mark - Babcock Land Corp		
E-mail: jmark@landhuisco.com	Mailing Address: 212 Wahsatch Ave., Suite 301	
Phone:	City/State/Zip: Colorado Springs, CO 80903	
CONTACT PERSON (will receive correspondence from Town Staff/Referral Agencies)		
Name: Kristin Turner		
E-mail: kristin@tbgroup.us	Mailing Address: 444 Mountain Ave.	
Phone: 9705325891	City/State/Zip: Berthoud, CO 80513	
OWNER(S) (If different than applicant)		
Name:		
E-mail:	Mailing Address:	
Phone:	City/State/Zip:	
CONSULTANT (Engineer, Surveyor, or Planner)		
Name: Kristin Turner		
E-mail: kristin@tbgroup.us	Mailing Address: 444 Mountain Ave.	
Phone: 9705325891	City/State/Zip: Berthoud, CO 80513	

LAND USE INFORMATION							
Existing Use: Agriculture Proposed Use: Residential & Commercial Existing Zoning: PUD Proposed Zoning: (if applicable): Suburban Residential, Suburban Commercial Number of acres: 38.3 AC Proposed Access: CR 8 & CR 19	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr style="background-color: #d9e1f2;"> <th colspan="2" style="text-align: center; padding: 5px;">Adjacent zoning / land use:</th> </tr> </thead> <tbody> <tr> <td style="width: 50%; padding: 5px;">East Side: HWY 287</td> <td style="width: 50%; padding: 5px;">North Side: PUD</td> </tr> <tr> <td style="padding: 5px;">West Side: Larimer County</td> <td style="padding: 5px;">South Side: CR 8</td> </tr> </tbody> </table>	Adjacent zoning / land use:		East Side: HWY 287	North Side: PUD	West Side: Larimer County	South Side: CR 8
Adjacent zoning / land use:							
East Side: HWY 287	North Side: PUD						
West Side: Larimer County	South Side: CR 8						
UTILITY SERVICE INFORMATION							
Water: Town of Berthoud Water	Sewer: Town of Berthoud Sewer						
PROJECT INFORMATION							
Number of proposed units: 81 Number of phases: TBD Number of Units per phase: TBD Number of lots proposed: 81 Lot size minimum: 45' x 85' Lot size maximum: 80' x 110' Lot size average: 62' x 97' Gross density (units/acre): 2.8 DU/AC (based on residential ac 28.28) Net density (units/acre): 3.6 DU/AC (based on net res ac 21.94) Area and percent open space: 14.91 AC 38.9%OS	Non-Residential Building Area (Sq. Ft.) Proposed: NA Non-Residential Construction Floor Area Ratio Proposed: NA Total Number of Parking Spaces: NA <u>Acreage of Site:</u> a. Gross: 38.3 AC (28.28 res/10.046 comm) b. Right-of-Way: 7.57 AC (6.34 res/1.23 comm) c. Net (a-b) 30.73 AC gross (21.94 residential) <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr style="background-color: #d9e1f2;"> <th colspan="2" style="text-align: center; padding: 5px;">Type of Housing Proposed (please check):</th> </tr> </thead> <tbody> <tr> <td style="width: 50%; padding: 5px;"> ☒ Future Single Family ☐ Duplex ☐ Multi-family (# of units:) </td> <td style="width: 50%; padding: 5px;"> ☐ Townhouse ☐ Condominium </td> </tr> </tbody> </table>	Type of Housing Proposed (please check):		☒ Future Single Family ☐ Duplex ☐ Multi-family (# of units:)	☐ Townhouse ☐ Condominium		
Type of Housing Proposed (please check):							
☒ Future Single Family ☐ Duplex ☐ Multi-family (# of units:)	☐ Townhouse ☐ Condominium						

Signatures are required for ALL Property Owners and the Applicant

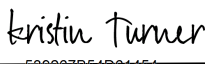
I hereby certify that I am the lawful owner of the parcel(s) of land that this application concerns and consent to the action. I hereby permit Town of Berthoud staff to enter upon the property for the purposes of inspection relating to the application. Building Permits will not be accepted while this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

Property Owner(s): Signed by:

E259C4E74E2345A Date: 10/7/2025

Property Owner(s): _____ Date: _____

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

Applicant: Signed by:

539267B54D61454... Date: 10/7/2025

FOR OFFICE USE ONLY	Received By:	Date:
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Revere Neighborhood Master Plan Narrative
May 22, 2025

General Description

The development proposed at Revere includes single-family detached residential lots, future commercial pads and open space/trail connections. The site currently has PUD zoning and an application for Suburban Residential (SR) and Suburban Commercial (SC) has been submitted along with this neighborhood master plan.

This site has historically been vacant and is bound by County Road 8 to the south, Highway 287 to the east, and residential development to the west and north.

Land Use Area

Revere is approximately 38.3 acres. The project has densities that are consistent with the Land Use Map of the Comprehensive Plan 2021, which is designated as Suburban Residential and Suburban Business. The site is located north of County Road 8 and west of Highway 287. There are 81 single family residential lots proposed.

Statement of Commercial Mineral Deposits

There are no known commercial mineral deposits on this site.

Compliance with Section 30-2-131

Based on the size of the site and the number of proposed units, five (5) subdivision identity points will be required. The specific subdivision identity elements to be provided will be determined at the time of plat, but a minimum of 5 element points will be provided.

The following is a list of elements that is being evaluated for this site but is subject to change, so long as the required element points are achieved at the time of plat:

1. ENTRYWAY LANDSCAPING	1
2. TRAILS	1
3. USABLE OPEN SPACE	1
4. POLLINATOR GARDEN	1
5. BUFFER AREAS	1
TOTAL	5

Compliance with the Town Comprehensive Plan

The proposed development utilized the Comprehensive Plan, the Trails Master Plan, and the Open Space Master Plan as a guide, along with the Land Development Code – when preparing the application materials. The proposed development integrates the goals set out in the Town Comprehensive Plan in the following ways:

Maintain a Strong Community Identity

It was important to maintain as much of Berthoud's rural character as possible when designing Revere. As such, native open space and walkability were top priorities when creating this layout. Additional open space beyond what is required is provided. This development is pedestrian-oriented and walkable with detached sidewalks, tree lawns, and street trees. Future residents of this community will be able to walk to adjacent subdivisions, as well as the commercial sites south of the residential section.

Additionally, the intersection of Highway 287 and County Road 8 is a central gateway into Downtown Berthoud. As such, the future commercial pads will incorporate architectural standards and landscaping which reflect the rural character of Berthoud, and which are attractive and inviting to both locals and visitors alike.

Environmental Sustainability

The design of Revere incorporates sustainable practices, particularly in regard to the amount of open space provided. Of note, this design features a walkable pollinator garden, located within the surrounding native seed area. The hope is that this space will encourage pollinators, as well as promote a better understanding of the importance and beauty of pollinator gardens.

Growth Management

We understand that the small-town feel and size of Berthoud is important to its residents. As such, we thought it was important to limit our number of residential lots being provided, and to incorporate ample landscape buffering surrounding our lots.

Economic Resiliency

Revere is particularly well-situated for its residents to easily reach major roadways and outdoor recreation opportunities. This can be seen in not only Revere's useful location at the junction of Highway 287 and County Road 8, but also by the ample sidewalk/trail opportunities provided. Berthoud's PORT trail is of particular note which runs the length of Revere and is easily accessed by Revere's residents.

The future commercial pads will also encourage economic growth for Berthoud and its residents. Again, the intersection of these major roadways will provide a great opportunity for visitors and residents to access these commercial sites.

Housing Diversity

Three different lot sizes are proposed at Revere. This will allow for opportunities in prices points and provide options for different housing needs. Special attention was applied to the plan with the largest lots adjacent existing residential development and the smaller lots situated internal to the site.

Transportation Enhancement

This plan provides a safe and efficient transportation network that accommodates pedestrians, vehicles and bicycles. It is planned as a pedestrian oriented and walkable community with detached sidewalks, tree lawns, street trees and connections throughout the community, to adjacent neighborhoods. Access to the site is proposed from W CR 8. In addition, road stubs are proposed to adjacent N CR 19.

Our centrally located park is easily accessible by both residents and visitors, via the trail system running through Revere, and our main road network.

Infrastructure Improvement

The proposed development is a logical extension of the Town of Berthoud public services without placing additional burdens on existing residents and businesses. There are nearby utilities and surrounding Berthoud streets.

Rationale of How Neighborhood Master Plan Correlates to Proposed Zone District

The Mountain Avenue Corridor Overlay District is highly important to Berthoud. The intersection of Highway 287 and Mountain Avenue serves as a major gateway into Downtown Berthoud. As such, we understand the particular importance of creating a development in this location that is beautiful, inviting, and reflective of Berthoud's goals per the Comprehensive Plan.

With that in mind, Revere proposes single-family detached homes, as well as a future, small commercial area (this is supported by the Suburban Residential (SR) and Suburban Commercial (SC) design components). The plan includes the extension of the PORT trail along Highway 287 and commercial pads along Mountain Avenue. Access for the site is proposed from Mountain Avenue and County Road 19.

Neighborhood Master Plan Review Criteria

1. The land use mix within the project conforms to Berthoud's Zoning District Map and Comprehensive Plan Preferred Land Use Map and furthers the goals and policies of the Comprehensive Plan.

The Comprehensive Plan identifies this property as Suburban Residential, Suburban Business and located within the Mountain Avenue Corridor. A proposal for associated zoning Suburban Residential (SR) and Suburban Commercial (SC) has been submitted concurrently with this application. Per the Comprehensive Plan, Suburban Residential is envisioned adjacent to the existing residential development north of the Revere property. The proposed neighborhood master plan includes residential development in this location including a mix of lots sizes and the largest lots adjacent to the existing development. The Suburban Business character district, as depicted along CR 8, identifies the vision for this area as a 'vibrant walkable commercial district'. The associated zone district is Suburban Commercial which allows for multiple uses including but not limited to commercial development as well as residential development. Because of how the community has evolved over time, commercial development at the proportion as depicted on the Comprehensive Plan is no longer a viable option, as the infrastructure cannot support it. Therefore, commercial development is proposed along CR 8 to be in conformance with the Comprehensive Plan and residential uses are proposed north of the commercial. The uses proposed are consistent with the Comprehensive Plan and depict the technical and engineering requirements and constraints for the property. Planning based on community vision documents as well as site specific technical criteria further supports the towns goal of responsible development. The proposed neighborhood master plan depicts uses and densities that are consistent with vision documents while not exceeding the capacity for development in this area.

2. *The Neighborhood Master plan represents a functional system of land use and is consistent with the rationale and criteria set forth in this Chapter, the Town Comprehensive Plan, and the Parks, Open Space and Recreation (PORT) Plan as amended.*

The Future Land Use Map identifies this property for suburban residential and suburban business development which is consistent with the proposed zoning of Suburban Residential

(SR) and Suburban Commercial (SC). The proposed uses and design support several goals as established in the Comprehensive Plan including but not limited to:

- Providing logical extensions of the Town's infrastructure to allow for efficient development.
- Providing logical and safe extensions of the Town's road network.
- Providing the framework for open space buffers and a trail network to support residential development. Significant buffers are provided around the perimeter of the property as well as along Highway 287.
- Providing access and connectivity to open space and park space. A trail system is planned for this community which will include a mix of hard surface and soft surface trails.
- Providing connectivity between this property and the town. The neighborhood trails will serve as an amenity for the development as well as a connection to the perimeter street network, and to the adjacent commercial development.
- Expanding the pedestrian and bicycle trail facilities in the community. A combination of on-street bike lanes, neighborhood trails, detached walks and a connection to the town regional trail will provide a robust and safe network for both pedestrians and bicyclists.
- Expanding the opportunity for residential development and diversity of product types available in Berthoud. The addition of different housing products in Berthoud provides product diversity as well as diversity in price point.

3. The preliminary traffic, open space, park, utility, and pedestrian design is adequate and functional given the existing and planned capacities of each system, and meets the standards found in this Code.

The open space provided with this project exceeds the minimum requirements (by more than double). In addition, the park space allocated to this development far exceeds the minimum requirements. All utility requirements for sizing and looping are achievable with additional detailed design to be provided at plat. Proposed traffic improvements for this property have been incorporated into the design to offset the impacts of this development while providing safe vehicular movements. Additionally, connections are provided to all existing road that allow for connections.

4. Negative impacts on adjacent land uses have been identified and satisfactorily mitigated.

As with all new developments, there will be an impact on infrastructure systems. This project will be required to provide design and upgrades to the system to ensure sufficient capacity and function.

Traffic impacts for this property have been addressed in multiple ways. The proposed use results in a lesser traffic burden than if the property were to develop with commercial uses only (one of the highest traffic generators). A roundabout is proposed along CR 8 to ensure proper traffic flows around this important intersection. In addition, access is proposed along CR 19 to help distribute traffic and reduce the impact near CR 8 and Hwy 287.

In consideration of existing residential development to the north, the largest single family detached lots are located adjacent to the norther property line, and smaller lots are located internally to the site. This results in a compatible adjacent use with lot sizes at a minimum of 8,900 square feet, nearest the existing residential development.

5. *There is a need or desirability within the community for the development and the development will help achieve a balance of land use and/or housing types within Berthoud according to Town goals.*

There is need for both residential housing and commercial development in the Town of Berthoud. There is a lack of smaller residential product type like that which is proposed, within the community. As identified in numerous public meetings and work sessions, the town's leadership has identified the importance of having strong diversity in product type to support the varying needs of the community while designing to include compatible uses adjacent to existing development. Adjacency to Mountain Avenue and proximity to Hwy 287, the larger downtown area as well as the regional trail network makes this an ideal location for a mix of residential and commercial development.

Revere Rezone Narrative **May 22, 2025**

Revere rezone is approximately 38.3 acres. The site is located north of CR 8 and west of HWY 287. The existing zoning is PUD and we are requesting a change to 'straight' zoning, at the request of Town Staff to convert all sites to the most current zone districts. Berthoud's Land Use Code section 30-3-110 (D) states that 'the Zoning Map shall not be amended' unless for a reason listed. Revere's rezoning meets this code's requirement number 3, which states that 'The land to be rezoned was zoned in error and **as presently zoned is inconsistent with the policies and goals of the Town Comprehensive Plan**'. As stated above, the rezoning requested by staff will bring the Revere property to the most current zone districts for the Town of Berthoud.

These changes include:

1. Area 1: PUD to SR (suburban residential) zoning
2. Area 2: PUD to Suburban Commercial zoning

Written Statement Describing the Proposal and Addressing the Following Points:

I. Rationale for the proposed zoning:

The zone changes to these areas are intended to switch from PUD zoning to straight zoning, to be in conformance with the 2021 Comprehensive Plan. This proposed zoning change allows for economic growth and opportunities for the Town at a major thoroughfare (CR 8 and Hwy 287) for Berthoud with Suburban Commercial zoning proposed along CR 8. Additionally, the Suburban Residential zoning change allows for more housing opportunities at a popular intersection of Berthoud, with a proposed mix of lot sizes to allow for diversity of product and price points.

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

Impacts on existing adjacent properties are anticipated to be minimal. The land to the west of the property is currently zoned RR2 (Larimer County). The property is bordered by HWY 287 to the east and CR 8 along the southern property boundary. The site is bordered by Town of Berthoud, PUD, residential development to the north. The Revere development is consistent with the comprehensive plan and will establish the pattern of a high-quality residential neighborhood and commercial corner for the area. Additional usable open space opportunities are being created through the proposed development of this site, which will further promote Berthoud's passion and reputation for being an active, recreational Town. The proposed residential development will serve as a transition between the commercial development and the existing residential, consistent with the community vision as depicted via the Future Land Use Map of the Comprehensive Plan.

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

Traffic impacts of the Revere rezone will be minimal. The rezone does not change the permitted density for the property from the existing PUD zoning. A preliminary traffic study has been submitted with this package which provides information on potential improvements required at the time of plat. Access to the site will be provided at multiple locations to help spread out the traffic impacts. These access points include connections to CR 8 and a connection to CR 19.

IV. Availability of utilities for any potential development:

Water service for the Revere subdivision will be provided by the Town of Berthoud. The subdivision proposes to connect to an existing 12" waterline stub on the east side of the property and to an existing 8" stub on the north side of the property. Waterlines internal to the subdivision are expected to be 8" diameter.

Sewer service for the Revere subdivision will be provided by the Town on Berthoud. The subdivision proposes to connect to an existing 12" sewer line in two locations. These proposed connections are on the east side on the property. These tie-in locations may be altered with further design . This existing sewer line is a part of the sewer system that feeds into the Dry Creek interceptor. Sewer lines internal to the subdivision are expected to be 8" in diameter.

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

Impacts on public facilities and services are acknowledged. Due to the increase in residential units, commercial development and traffic, there will be an increase in service calls for law enforcement and fire protection. Parks, open space, and trails are all planned components of this development. The developer believes that by providing these facilities within the development, there will be minimal impact on existing Town facilities. Similar to all of the other development in the area, the residents will utilize the Town's parks and trail facilities.

Impacts on public facilities and services are acknowledged. The site was designed based on the criteria as defined in the Comprehensive Plan, Open Space and Trails Master Plans to create a connected development. With any new development, there will be an increase in service calls for law enforcement and fire protection. Parks, open space, transportation improvements, and trails are all planned components of this development. The developer believes that by providing these facilities within the development, there will be minimal impact on existing Town facilities. Similar to all of the other development in the area, the residents will utilize the Town's parks and trail facilities. As part of the Town's review process, we understand that proposed designs will be referred to different agencies such as fire, schools, water & sanitation districts etc. and information collected from these agencies will be incorporated into future plans.

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

The rezoning is consistent with the Town's Comprehensive Plan 2021 Land Use Goals with proposed zoning matching the Future Land Use Plan. The Future Land Use Map identifies this property for suburban residential and suburban business development which is consistent with the proposed zoning of Suburban Residential (SR) and Suburban Commercial (SC). The proposed zoning will allow for land use design which supports several goals as established in the Comprehensive Plan including but not limited to:

- Providing logical extensions of the Town's infrastructure to allow for efficient development.
- Providing logical and safe extensions of the Town's road network.
- Providing the framework for open space buffers and a trail network to support residential development.
- Providing access and connectivity to open space and park space. A trail system is planned for this community which will include a mix of hard surface and soft surface trails.
- Providing connectivity between this property and the town. The neighborhood trails will serve as an amenity for the development as well as a connection the perimeter street network, to the nearby downtown commercial development.
- Expanding the pedestrian and bicycle trail facilities in the community. A combination of on-street bike lanes, neighborhood trails, detached walks and a connection to the town regional trail will provide a robust and safe network for both pedestrians and bicyclists.
- Expanding the opportunity for residential development and diversity of product types available in Berthoud. The addition of different housing products in Berthoud provides product diversity as well as diversity in price point.

VII. Public benefits arising from the proposal:

The public benefits achieved by this proposed rezoning are from the property & sales taxes that the Town will collect. The residential impacts will be offset by the Town's impact fees the Town and new residents will positively impact the Town via revenue from shopping and dining in Berthoud. Additionally, the commercial development will be an on-going source of sales tax for the community.

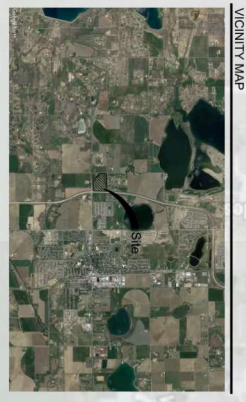
REVERSE PROPERTY | JULY 2025

LEGAL DESCRIPTION
LOT 1, SMITH SUBDIVISION, TOWN OF BERTHOUD, COUNTY OF
LAWLER, STATE OF COLORADO

SUBDIVISION IDENTITY & RESIDENTIAL STANDARDS			
SUBDIVISION IDENTITY	RESIDENTIAL PRODUCT TYPES PROVIDED	SUBDIVISION IDENTITY ELEMENTS POINTS REQUIRED	
1	2	3	5
THE SUBDIVISION IDENTITY ELEMENTS TO BE PROVIDED WILL BE DETERMINED AT THE TIME OF PLAT. A MINIMUM OF 5 ELEMENTS WILL BE PROVIDED. THE FOLLOWING IS A LIST OF ELEMENTS THAT IS BEING EVALUATED FOR THIS SITE, BUT IS SUBJECT TO CHANGE, SO LONG AS THE REQUIRED ELEMENT POINTS ARE ACHIEVED AT THE TIME OF PLAT:			
1. ENTRYWAY	1		
2. TRAIL(S) OF CRUSHER FINES W/ CONCRETE COLLAR	1		
3. USABLE OPEN SPACE	1		
(Note: This is in addition to the required 10% usable open space)			
4. POLLINATOR GARDEN	1		
5. BUFFER AREAS	1		
TOTAL :	5		
TRAFFIC INFORMATION			
1. UNLESS OTHERWISE NOTED ON THE PLAN, ALL STREETS ARE LOCAL STREETS.			

- NOTES:
1. PROPOSED LOT COUNT AND LOT SIZES ARE CONCEPTUAL AND MAY CHANGE AT TIME OF PLAT. DEPENDING ON MARKET CONDITIONS, HOWEVER, FUTURE LOT SIZES WILL ADHERE TO THE MINIMUM LOT SIZE REQUIREMENTS AND THE APPLICABLE LOT TYPE, PER TOWN OF BERTHOUD CODE.
 2. DENSITY MAY SHIFT BETWEEN DEVELOPMENT AREAS SO LONG AS THE OVERALL DENSITY, AS DEPICTED IN THIS NEIGHBORHOOD MASTER PLAN, IS NOT EXCEEDED. DENSITY WITHIN A DEVELOPMENT AREA MAY NOT EXCEED THE MAXIMUM PERMITTED PER THE UNDERLYING ZONE DISTRICT. DENSITY SHIFTS MUST ADHERE TO THE NEIGHBORHOOD MASTER PLAN REQUIREMENTS PER SECTION 30-6-106.C.5 OF THE BERTHOUD MUNICIPAL CODE.
- PROPOSED ZONING IS SUBURBAN RESIDENTIAL (SR) AND SUBURBAN COMMERCIAL.
- THE NEIGHBORHOOD MASTER PLAN IS BINDING ON A DEVELOPMENT AND ALL FUTURE PLANNING/ZONING ACTIONS MUST FOLLOW THE APPROVED PLAN AS PRESENTED AND APPROVED BY THE TOWN BOARD OF TRUSTEES. SHOULD THIS NEIGHBORHOOD MASTER PLAN BE ALTERED POST-APPROVAL, A FORMAL AMENDMENT OF THE PLAN MAY BE REQUIRED.

Attachment 3
NEIGHBORHOOD MASTER PLAN



LAND USE SUMMARY

SINGLE FAMILY DETACHED (45' X 85')	54
SINGLE FAMILY DETACHED (60' X 110')	14
SINGLE FAMILY DETACHED (81' X 110')	13
TOTAL	81 LOTS

LAND USE STATISTICS

TOTAL RESIDENTIAL ACREAGE =	~10.38 ACRES
COMMERCIAL ACREAGE =	27.1%
% OF SITE AS COMMERCIAL =	~5.44 ACRES
OPEN SPACE ACREAGE =	14.2%
% OF SITE AS OPEN SPACE =	~11.08 ACRES
DETENTION ACREAGE =	28.9%
% OF SITE AS DETENTION =	~2.80 ACRES
PARK ACREAGE =	6.8%
% OF SITE AS PARK SPACE =	~1.25 ACRES
DRIVE ACREAGE =	3.3%
% OF SITE AS DRIVE =	~7.67 ACRES
TOTAL ACREAGE =	~38.3 ACRES

SHEET INDEX

- SHEET 1 - NEIGHBORHOOD MASTER PLAN
- SHEET 2 - OPEN SPACE AND CIRCULATION EXHIBIT
- SHEET 3 - PARK EXHIBIT

SCALE: 1" = 100' 0"

0 100 200

NORTH

PARK STATISTICS:

PARK SPACE REQUIRED (80 LOTS) ~ 0.80 ACRES

PARK SPACE PROVIDED 1.25 ACRES
3.3% OF SITE

TRAILS AND WALKS

- DETACHED CONCRETE SIDEWALK • 10,020 feet
- OFF-STREET CONCRETE SIDEWALK (6' WIDTH) - 927 feet
- CRUSHER FINES TRAIL w/ CONCRETE COLLAR (6' WIDTH) - 3,503 feet
- TOWN OF BERTHOUD REGIONAL TRAIL (10' CONCRETE + 3' SOFT SURFACE) - 1,570 feet



OPEN SPACE CALCULATIONS:

TOTAL OPEN SPACE REQUIRED= 3.83 AC 10.0%
TOTAL OPEN SPACE PROVIDED= 11.06 AC 28.9%

TOTAL SITE ACREAGE = ~38.3 AC

OPEN SPACE ELEMENTS

OPEN SPACE ELEMENTS 2 ELEMENTS REQUIRED
OPEN SPACE ELEMENTS 2 ELEMENTS PROVIDED

- GREENWAY 1 ELEMENT
1,200' long and minimum 88' wide, with 10' wide concrete Regional Trail.
- PLAZA IN COMMERCIAL AREA 1 ELEMENT
A 2,000 s.f. minimum plaza is proposed in the future designed commercial area of the Revere site. It will meet requirements of the open space elements.

PARKS & OPEN SPACE SUMMARY

PARK SPACE	1.25 ACRES
OPEN SPACE	11.06 ACRES
DETENTION SPACE	2.60 ACRES

TOTAL 14.91 ACRES

OPEN SPACE AND CIRCULATION EXHIBIT





POCKET PARK ELEMENTS

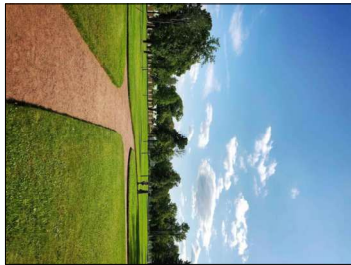
- ALL OF LIST A:
- ELECTRICITY
 - IRRIGATION
 - SECURITY LIGHTING
 - TRASH RECEPTACLES (2AC)
 - WATER SERVICE
 - BIKE RACKS
 - LANDSCAPING

5 OF LIST B:

- PICNIC SHELTERS WITH PICNIC TABLES (2)
- LOOP WALK (MIN 2,000 L.F.)
- LOOP DRIVEWAY (MIN 2,000 L.F.)
- NATURAL AREA - APPROX. 20,240 S.F.

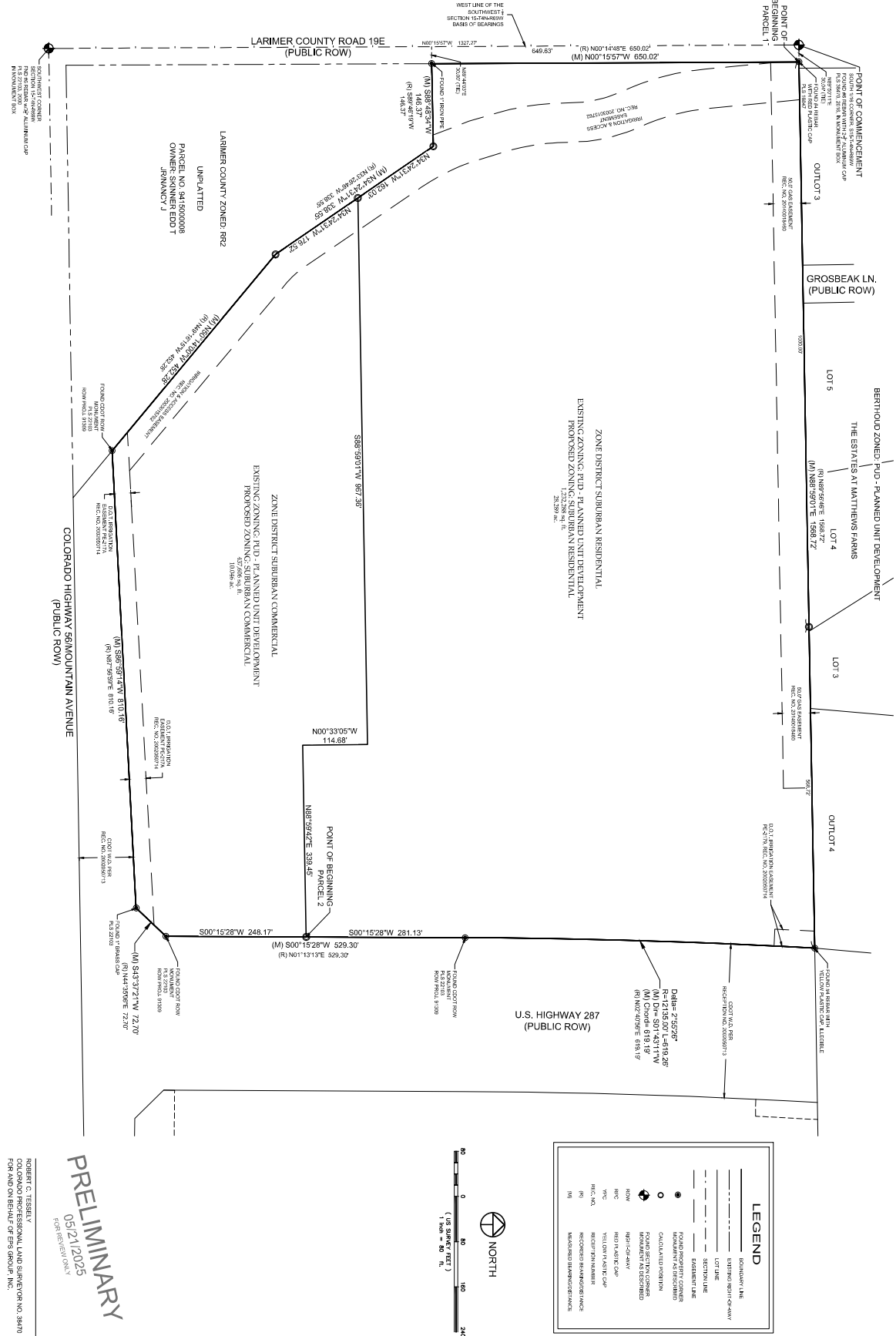
3 OF LIST C:

- 1 HIGH: COMMERCIAL-GRADE PLAYGROUND
- 2 LOW: ADJACENT GATHERING SPACE PUBLIC ART



REVERE REZONING MAP

LOT 1, SMITH SUBDIVISION, LOCATED IN THE SOUTHWEST QUARTER OF SECTION 15, TOWNSHIP 4 NORTH, RANGE 69 WEST OF THE 6TH P.M., TOWN OF BERTHOUD, COUNTY OF LARIMER, STATE OF COLORADO



Revere Transportation Impact Study Town of Berthoud

May 27, 2025

December 20, 2024

January 15, 2024

August 7, 2023

Prepared for:
The Landhuis Company

Rollins Consult LLC

Table of Contents

	Page
1 Introduction	4
2 Existing Conditions	8
3 Project Travel Demand.....	16
4 Future Traffic Projections.....	19
5 Auxiliary Lane Analysis	22
6 Traffic Impact Analysis.....	23
7 Conclusions.....	26
Appendices.....	27
Appendix A: Intersection Turning Movement Count Data	
Appendix B: Level of Service Worksheets	
Appendix C: LCUASS Right-Turn Warrants	

List of Figures

1 Project Location.....	5
2 Site Plan	6
3 Existing Peak Hour Traffic Volumes.....	10
4 Existing Lane Configurations.....	11
5 Trip Distribution.....	17
6 Project Traffic.....	18
7 Background Traffic 2042.....	20
8 Total Traffic 2042	21
9 2042 Intersection Configurations.....	24

List of Tables

1	Intersection Level of Service Thresholds	12
2	Signalized Intersection Level of Service Definitions.....	13
3	Unsignalized Intersection Level of Service Definitions.....	14
4	Existing Weekday Peak Hour Intersection Level of Service.....	15
5	Estimated Trip Generation.....	16
6	2042 Peak Hour Intersection Level of Service.....	25
7	Lane Lengths – Total Traffic 2042.....	26
8	Percent Increase - US 287 at Mountain Ave.....	27

1 INTRODUCTION

This report documents the results of a study to evaluate the potential traffic impacts of the proposed Revere Neighborhood Master Plan (NMP) in the Town of Berthoud. Rollins Consult LLC conducted the study as required for the project's development application. This study will focus on long range transportation conditions. As each phase of the proposed project is submitted, a transportation study will be performed.

PROJECT DESCRIPTION

The proposed Revere project is located to the west of downtown Berthoud. The project site is located to the west of US 287 and north of West County Road (CR) 8. Figure 1 illustrates the project location and the study area. The site is currently undeveloped.

A potential project site is depicted on Figure 2. The project was modeled with the following land uses and transportation elements:

- 80 single family homes.
- 45,000 square feet of commercial located directly north of CR 8.
- Access is proposed in two locations: the main access at a roundabout on CR 8, and a local street access to CR 19.
- The extension of the Town of Berthoud Regional Trail on the east side of the site.

Figure 1 – Project Location



Figure 2 – Site Plan



STUDY SCOPE

The scope of work for this study was developed in conjunction with the Town of Berthoud's traffic engineering consultant. The base assumptions, technical methodologies, and geographic coverage of the study were all identified as part of the study approach. The study analyzes the potential project-generated traffic impacts on the adjacent street system.

The study evaluates the transportation system after the completion of the proposed Revere development for the year 2042. The following transportation scenarios were analyzed for the AM and PM peak hours:

- **Existing Conditions** – The analysis of existing traffic conditions provides a basis for the remainder of the study. The existing transportation system is described. Peak hour intersection operations are evaluated.
- **Project Travel Demand** – The traffic generated by the Project will be estimated, distributed, and assigned to the transportation network.
- **2042 Background Conditions** – Future traffic conditions are projected without the proposed Project for the buildout year 2042. The background traffic will include overall growth in traffic within the area and traffic from proposed development projects near the site.

REVERE | TRANSPORTATION IMPACT STUDY
Town of Berthoud

- **Auxiliary Lanes** – The need for left-turn and right-turn lanes at the project access points will be evaluated.
- **Total Future Conditions** – The traffic associated with the Project will be added to the Background traffic. The intersection operations will be determined.

The study examined two existing intersections and two planned project access streets. It should be noted that the future right-in-right-out was eliminated from the proposed project. These were identified by the Town for inclusion in the study. The study intersections are listed below.

1. US 287 at Mountain Avenue
2. CR 19 at CR 8
3. Main Access at CR 8 (future)
4. Local Street Access at CR 19 (future)

2 EXISTING CONDITIONS

The transportation system has numerous elements that are described in this chapter. The roadway network is described, and traffic volume information is presented for the study intersections.

ADJACENT LANDUSE

The Project site is located west of US 287 and north of CR 8. East of the project site is US 287. To the west is rural/agricultural land. North of the site is the Belcara large lot residential area. South of CR 8 is rural/agricultural land.

TRANSPORTATION NETWORK

The primary roadways that serve the Project site are described below. Roadway designations were provided in the Town of Berthoud *Transportation Plan Map*, 2021.

Roadway Network

US 287 is a north-south state highway that connects cities within northern Colorado from Fort Collins south to Longmont. US 287 is a four-lane highway with paved shoulders and room for a center left-turn lane. The speed limit in the study area is 65 mph. Adjacent to the project site US 287 is classified as a freeway (FW) by the Colorado Department of Transportation (CDOT). South of Mountain Avenue, US 287 is classified as a NR-A, non-rural regional highway.

CR 19 is a north/south two-lane county road that exists for 1.3 miles north of CR 8, where it turns to the east and becomes CR 10E. The speed limit is posted at 30 mph. There is a narrow paved shoulder. No sidewalks exist on either side of the road. This road is identified as a Major Collector.

Mountain Avenue is a two-lane east-west roadway that runs through downtown Berthoud. This road is also SH 56, a CDOT facility classified as an NR-B. It is classified by the Town as a two-lane Arterial. There are paved shoulders and a sidewalk on the north side adjacent to existing residential areas. The speed limit is posted at 45 mph east of US 287 and 50 mph west of US 287.

CR 8 is an east-west two-lane road. The speed limit is 50 mph for westbound traffic and 40 mph for eastbound traffic adjacent to the project site. It is classified as an Arterial in the Berthoud *Transportation Plan Map*. There is very little shoulder. There are no sidewalks.

Pedestrian, Bicycle, and Transit Network

There are no pedestrian facilities near the project site. No on-street bicycle facilities exist on the adjacent roads. There is a regional bicycle/pedestrian trail located north of the project site within the Belcara residential area. This is part of a planned regional trail that would connect north to Loveland and south/east through Berthoud. This trail

connects to the Colorado Front Range Trail. Trails are identified in the Town's *Berthoud Unified Trail Master Plan*, June 2018.

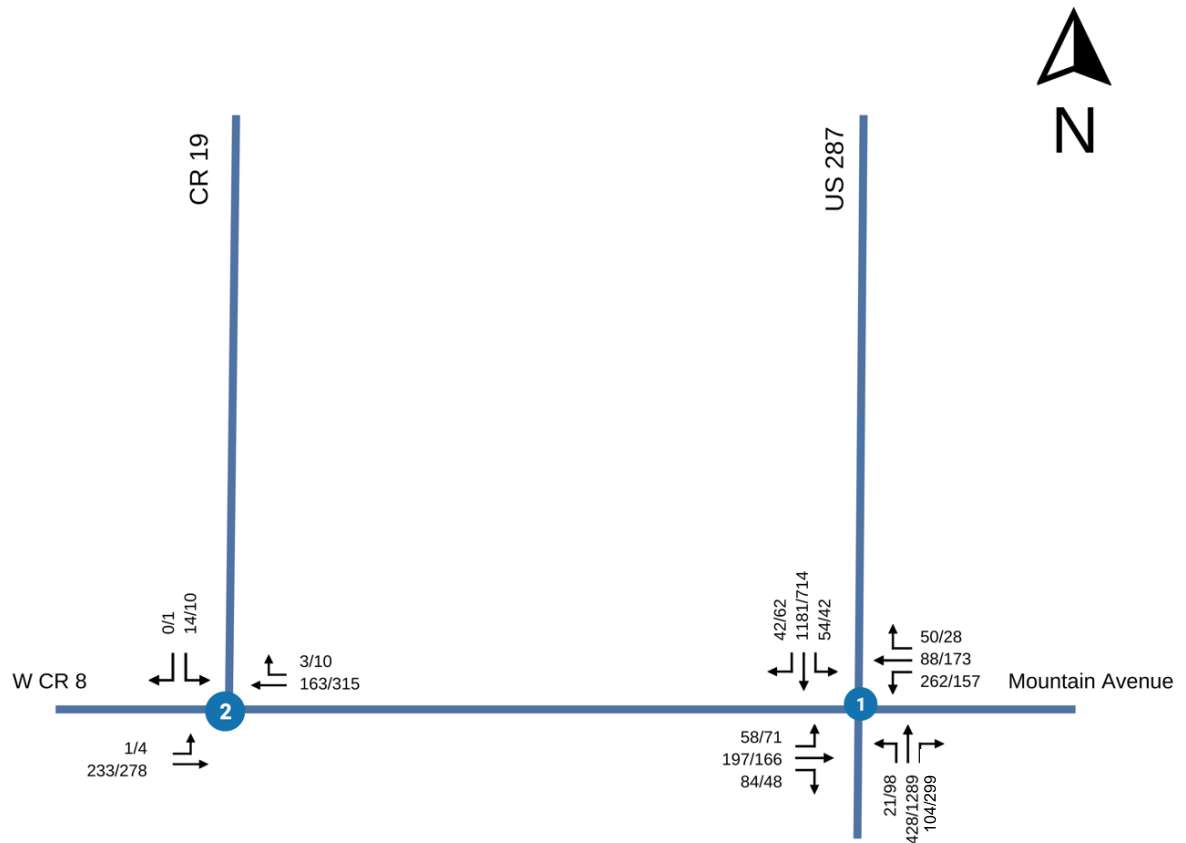
Berthoud is served by Transfort's Flex service. This is a regional bus that serves the communities of Fort Collins, Loveland, Berthoud, Longmont, and Boulder. There are stops on Mountain Avenue at 2nd and 3rd Streets. Berthoud also operates the Berthoud Area Transportation Service (BATS). It offers door-to-door service within Berthoud and offers service to Loveland and Longmont.

EXISTING TRAFFIC CONDITIONS

Existing intersection operations were evaluated for both the morning and evening peak hours. Intersection count data was collected in June and August of 2022. These counts were performed at the existing study intersections.

Appendix A includes the intersection turning movement count data. The resulting peak hour turning movement is provided on Figure 3. The current lane configurations of the study intersections are shown on Figure 4.

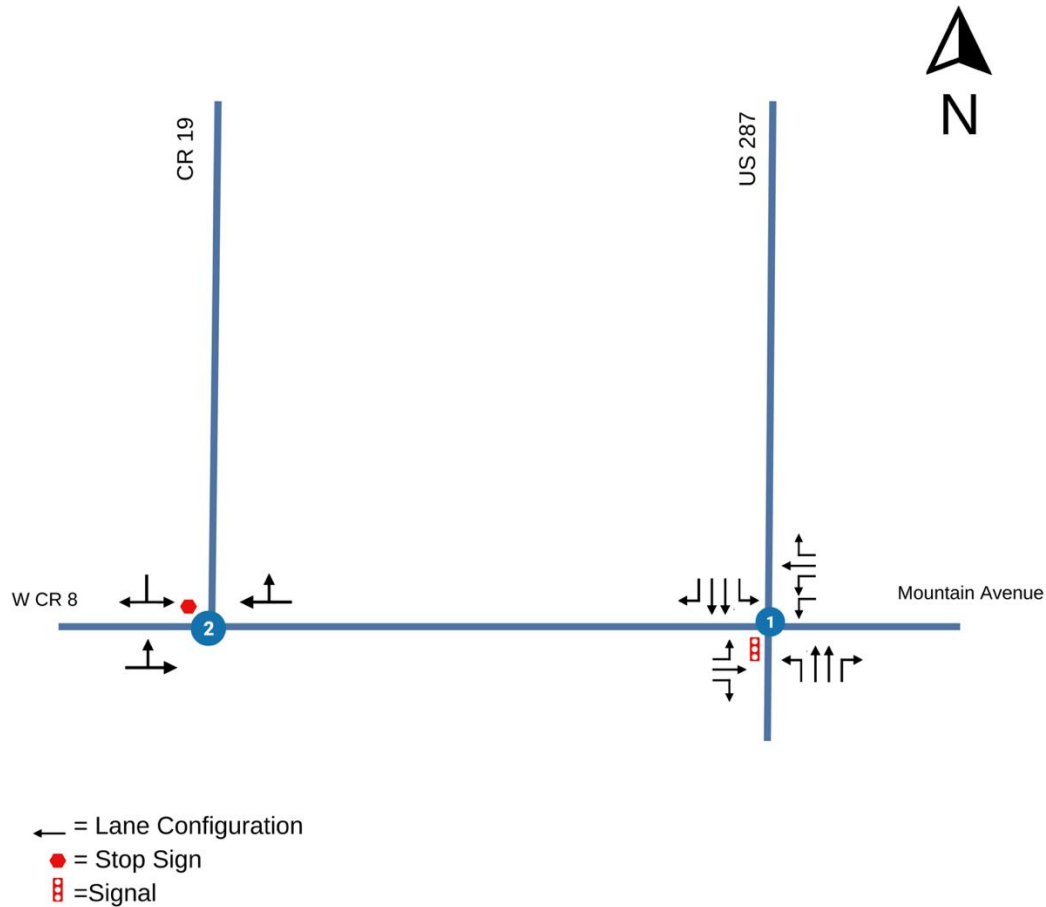
Figure 3 – Existing Peak Hour Traffic Volumes



AM/PM Peak Hour Turning Movements

= Study Intersection

Figure 4 – Existing Lane Configurations



Intersection Level of Service Analysis Methodologies

Transportation professionals evaluate intersections to determine how they are currently operating and will operate in the future. The methods employed can be found in the Transportation Research Board's, 6th Edition, 2016 *Highway Capacity Manual* (HCM). Level of service (LOS) is based on a "graded" system from LOS A, with very little to no delays to LOS F which represents excessive delays and congestion. Table 1 provides the thresholds for acceptable levels of service. The table is from the *Larimer County Urban Area Street Standards* (LCUASS), August 1, 2021.

Table 1
Intersection Level of Service Thresholds

Intersection Component	Major Intersection ¹	Minor Intersection ²	Driveway
Overall (City Limits)	LOS C	LOS C	No Limit
Overall (GMAs)	LOS D	LOS D	No Limit
Any Leg	LOS D	LOS E	No Limit
Any Movement	LOS E	LOS F	No Limit
¹ Includes all signalized and unsignalized arterial/arterial and arterial/ major collector intersections. ² Includes all unsignalized intersections (except major intersections) and high volume driveways ³ There are no LOS standards for I-25 Interchanges. ⁴ On State Highways, overall LOS D is acceptable.			

Signalized Intersection

Peak hour levels of motor vehicle delay at signalized intersections were estimated using methods provided in the HCM. This operations analysis method uses various intersection characteristics (such as traffic volumes, lane geometry, and signal phasing) to estimate the average control delay experienced by motorists traveling through an intersection. Table 2 summarizes the relationship between the average control delay per vehicle and LOS for signalized intersections.

Table 2
Signalized Intersection Level of Service Definitions

Level of Service	Average Control Delay Per Vehicle (Seconds)	Description
A	≤ 10.0	Free Flow or Insignificant Delays: Operations with very low delay, when signal progression is extremely favorable, and most vehicles arrive during the green light phase. Most vehicles do not stop at all.
B	> 10.0 and ≤ 20.0	Stable Operation or Minimal Delays: Generally, occurs with good signal progression and/or short cycle lengths. More vehicles stop than with LOS A, causing higher levels of average delay. An occasional approach phase is fully utilized.
C	> 20.0 and ≤ 35.0	Stable Operation or Acceptable Delays: Higher delays resulting from fair signal progression and/or longer cycle lengths. Drivers begin having to wait through more than one red light. Most drivers feel somewhat restricted.
D	> 35.0 and ≤ 55.0	Approaching Unstable or Tolerable Delays: Influence of congestion becomes more noticeable. Longer delays result from unfavorable signal progression, long cycle lengths, or high volume to capacity ratios. Many vehicles stop. Drivers may have to wait through more than one red light. Queues may develop, but dissipate rapidly, without excessive delays.
E	> 55.0 and ≤ 80.0	Unstable Operation or Significant Delays: Considered to be the limit of acceptable delay. High delays indicate poor signal progression, long cycle lengths, and high volume to capacity ratios. Individual cycle failures are frequent occurrences. Vehicles may wait through several signal cycles. Long queues form upstream from intersection.
F	> 80.0	Forced Flow or Excessive Delays: Occurs with oversaturation when flows exceed the intersection capacity. Represents jammed conditions. Many cycle failures. Queues may block upstream intersections.

Source: Transportation Research Board, Highway Capacity Manual, 2016.

Unsignalized Intersection

Peak hour levels of motor vehicle delay at unsignalized intersections were estimated using the method from Chapter 17 of the 2016 *Highway Capacity Manual*. The delays for the entire intersection and the movement and/or approach are determined. Table 3 summarizes the relationship between the average control delay per vehicle and LOS for unsignalized intersections.

Table 3
Unsignalized Intersection Level of Service Definitions

Level of Service	Average Control Delay Per Vehicle (Seconds)	Description
A	≤ 10.0	No delay for stop-controlled approaches.
B	10.0 and ≤ 15.0	Operations with minor delay.
C	> 15.0 and ≤ 25.0	Operations with moderate delays.
D	> 25.0 and ≤ 35.0	Operations with increasingly unacceptable delays.
E	> 35.0 and ≤ 50.0	Operations with high delays, and long queues.
F	> 50.0	Operations with extreme congestion, and with very high delays and long queues unacceptable to most drivers.

Source: Transportation Research Board, Highway Capacity Manual, 2016

Existing Intersection Conditions

Using the HCM methodology, the weekday AM and PM peak hour intersection operations were determined. The results are provided in Table 4. The Town's LOS thresholds, provided in Table 1, were utilized to evaluate existing operations. As indicated in Table 4, the study intersections are currently operating at acceptable levels of service. The detailed analysis worksheets are provided in Appendix B. It should be noted that it is CDOT's desire to have LOS of D or better at its intersections. Some of the existing movements at US 287 at Mountain Avenue, exceed CDOT's desired LOS D.

Table 4
Existing Weekday Peak-Hour Intersection Level of Service

#	Intersection	Overall Movement	Level of Service	
			AM Peak Hr	PM Peak Hr
1	US 287 & Berthoud Parkway Signal	Overall	C	C
		EB LT	D	E
		EB T	E	D
		EB RT	A	A
		WB LT	E	E
		WB T	D	D
		WB RT	A	A
		NB LT	B	C
		NB T	B	C
		NB RT	A	A
		SB LT	B	C
		SB T	C	C
		SB RT	A	A
2	CR 19 & CR 8 T-Stop	Overall	A	A
		EB LT	A	A
		SB LT/RT	B	B

1. LOS calculations performed using Synchro which is based on the Transportation Research Board HCM 2016.
2. LOS is reported for both overall intersection and each constrained STOP-controlled movement or approach.

3 PROJECT TRAVEL DEMAND

This chapter provides an overview of the project and a description of the travel demand methodology to estimate vehicle trip generation, distribution, and assignment of project-generated traffic along area roadways and intersections.

PROJECT CHARACTERISTICS

The proposed Revere project will include both residential and commercial uses. The project site plan is depicted on Figure 2. As shown on the figure, vehicular access to the project will be from locations along CR 8 and CR 19.

PROJECT TRIP GENERATION

The trip generation characteristics of the project were estimated using data from the Institute of Transportation Engineers (ITE) *Trip Generation Manual*, 11th Edition. Table 5 provides the trip generation estimate for the Revere project. As indicated in the table, the full buildout of the project will result in an estimated net of 5,074 daily, 220 morning, and 487 evening peak hour trips.

Table 5
Estimated Trip Generation

ITE Land Use Code & Rates		Project	Project Trip Generation						
Land Use	Land Use Code	Dwelling Units/KSF	Daily	AM			PM		
				IN	Out	Total	IN	Out	Total
Single Family	210	80	822	15	46	61	51	30	81
Commercial	821	45.00	4,252	98	61	159	195	211	406
TOTAL			5,074	114	107	220	246	241	487

Based on ITE Trip Generation 11th Edition

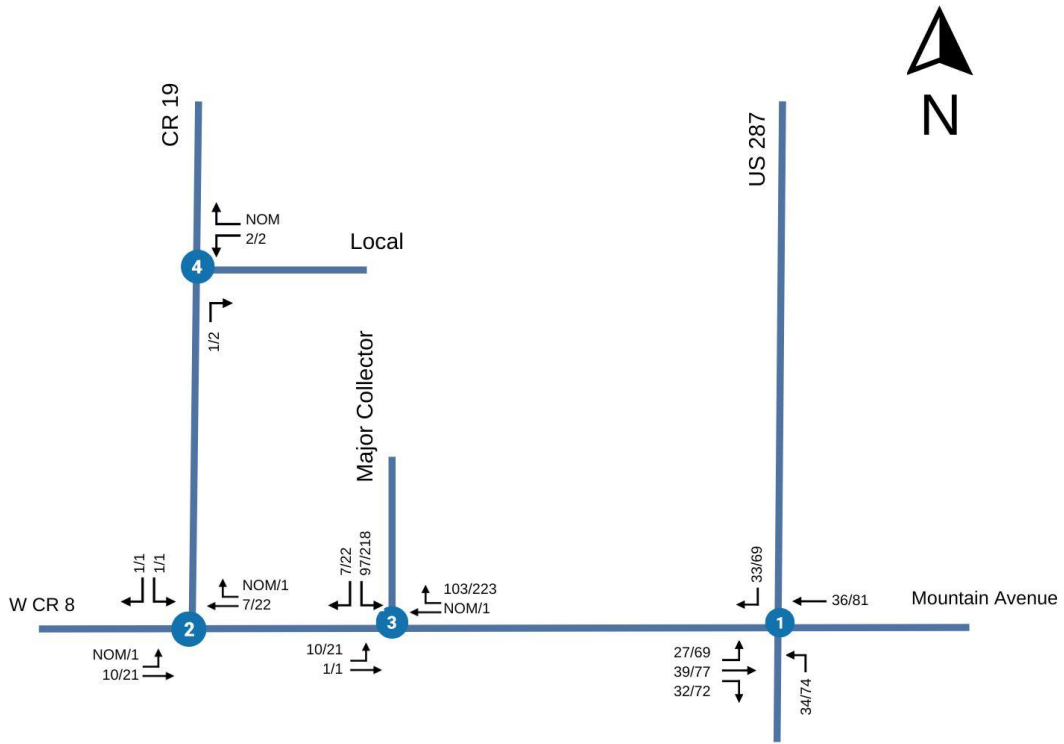
PROJECT TRIP DISTRIBUTION | ASSIGNMENT

The distribution of the project traffic onto the roadway system was based on the location of the project within Berthoud and northern Colorado, the roadway system, and existing traffic data. The project trip distribution is depicted on Figure 5 and indicates the distribution for residential and commercial uses. The resulting peak hour traffic associated with the buildout of Revere is shown on Figure 6.

Figure 5 – Trip Distribution



Figure 6 – Project Traffic



AM/PM Peak Hour Turning Movements

⊕ = Study Intersection / NOM = Nominal

4 FUTURE TRAFFIC PROJECTIONS

Estimates of future traffic conditions both with and without the proposed Project were necessary to evaluate the potential impact of the Project on the local street system. The background base traffic scenario represents future traffic conditions without the addition of the Project, while the total scenario represents future traffic conditions with the completion of the proposed Project. These projections were developed for Year 2042. The development of these future traffic scenarios is described in this chapter.

BACKGROUND 2042 TRAFFIC PROJECTIONS

The background traffic projections reflect growth in traffic from two primary sources: ambient growth in the existing traffic volumes due to regional growth both in and outside of the study area, and consideration of traffic generated by nearby planned projects. Each of these elements is described below.

- The **areawide/ambient growth** in traffic was determined based on the direction from the Colorado Department of Transportation (CDOT). The 20 year growth factors were from 1.18 to 1.39. Because numerous other projects' traffic will also be included, a 20 year growth factor of 1.10 was applied.
- The future connection of Spartan Avenue between Berthoud Parkway and US 287 was assumed. Traffic was modified by shifting traffic to this future connection.
- The future traffic related to the **other proposed projects** was added to the background traffic. Three proposed projects were included as follows.
 - Traffic Impact Study for Gateway (northeast corner of US 287 and Mountain Avenue) now called Westside, Aldridge Transportation Consultants, LLC, October 24, 2019
 - Trails at Creekview (northeast corner Berthoud Parkway and CR 4E) Rollins Consult LLC, January 27, 2022.
 - Ludlow Farm Transportation Impact Study, Rollins Consult LLC, January 3, 2023
 - Heron Lake Filing 1.

The resulting Background 2042 traffic projections for the study intersections are provided on Figure 7.

TOTAL TRAFFIC PROJECTIONS

The total traffic projections include both the background plus project traffic. The project-generated traffic volumes from Figure 6 were added to the Year 2042 background traffic volumes illustrated on Figure 7 to develop background plus project peak hour traffic volumes. The resulting Year 2042 total traffic is depicted on Figure 8.

Figure 7 – Background Traffic 2042

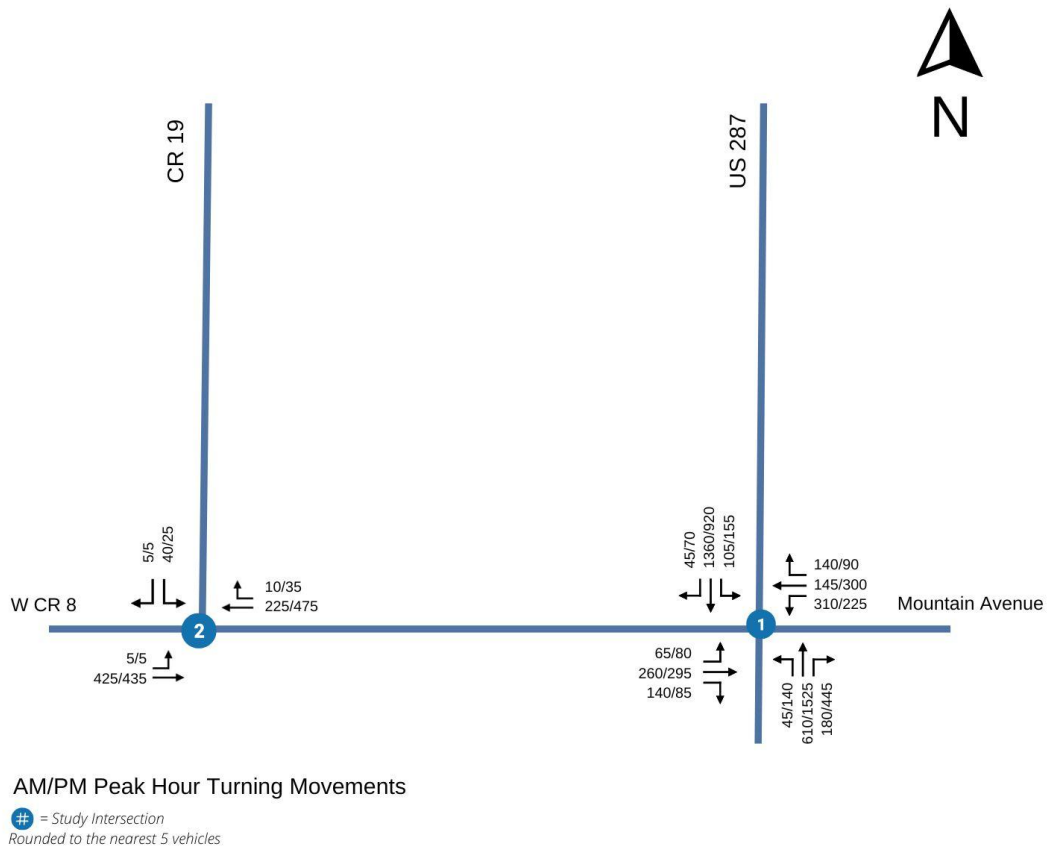
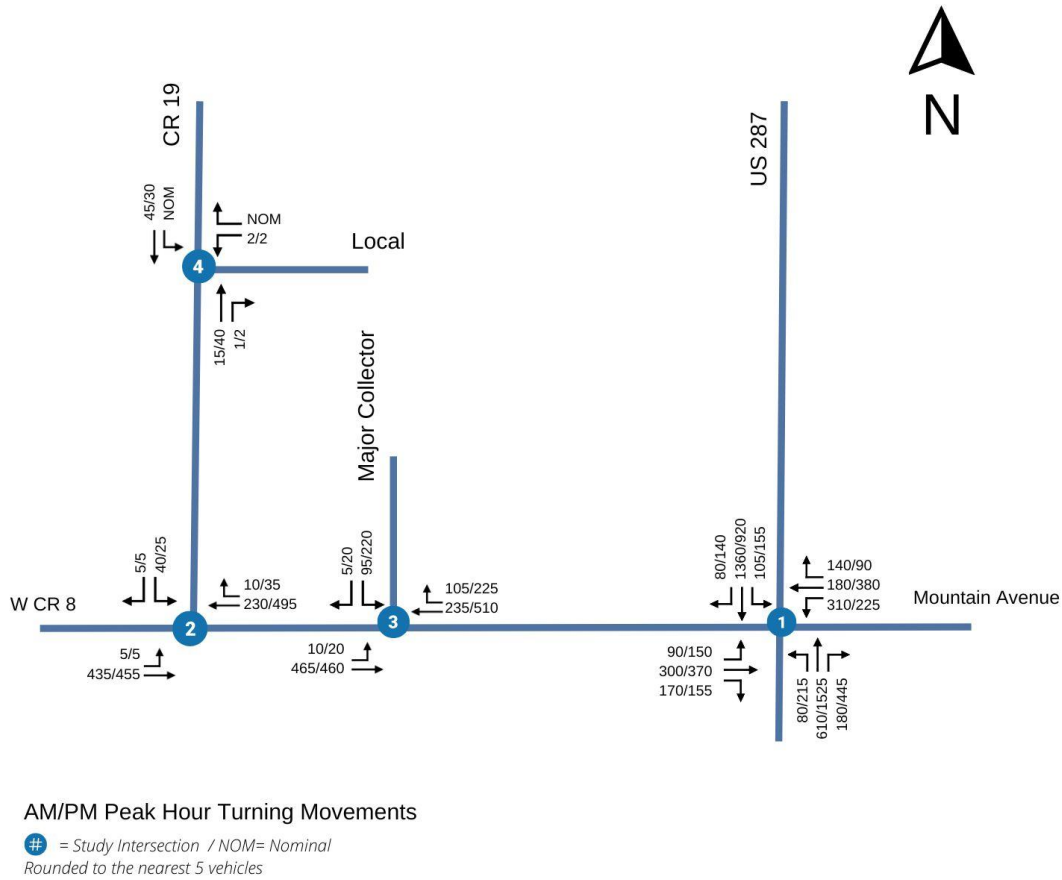


Figure 8 – Total Traffic 2042



5 AUXILIARY LANE ANALYSIS

An analysis was conducted to determine the need for auxiliary turn lanes to the project site from CR 8 and CR 19.

The guidelines from Figure 8-4 in LCUASS (provided in Appendix C) were applied to the total future projected volumes depicted on Figure 9 for 2042 total traffic conditions. Using the LCUASS criteria, it was determined that the following lane is required under 2042 Total conditions.

CR 8

- A westbound right-turn lane at the proposed roundabout access
- A westbound right-turn at CR 19 (satisfied under background conditions)

The westbound right-turn lane at CR 8 and the access will be assumed for the analysis of the study intersection operations for 2042 conditions. The westbound right-turn at CR 19 and CR 8 will not be included in the initial analysis to determine if the intersection operates acceptably without this lane. Chapter 7 will present the storage lengths and need for a CDOT access permit.

6 TRAFFIC IMPACT ANALYSIS

This chapter presents an analysis of the potential impacts of the traffic generated by the proposed Revere project on the local street system. The analysis compares the projected levels of service at each study intersection under future background and total conditions to estimate the incremental increase in the level of service caused by the proposed Project. This provides the information needed to assess the potential impact of the Project using the acceptable operations criteria.

FUTURE INTERSECTION TRAFFIC CONDITIONS

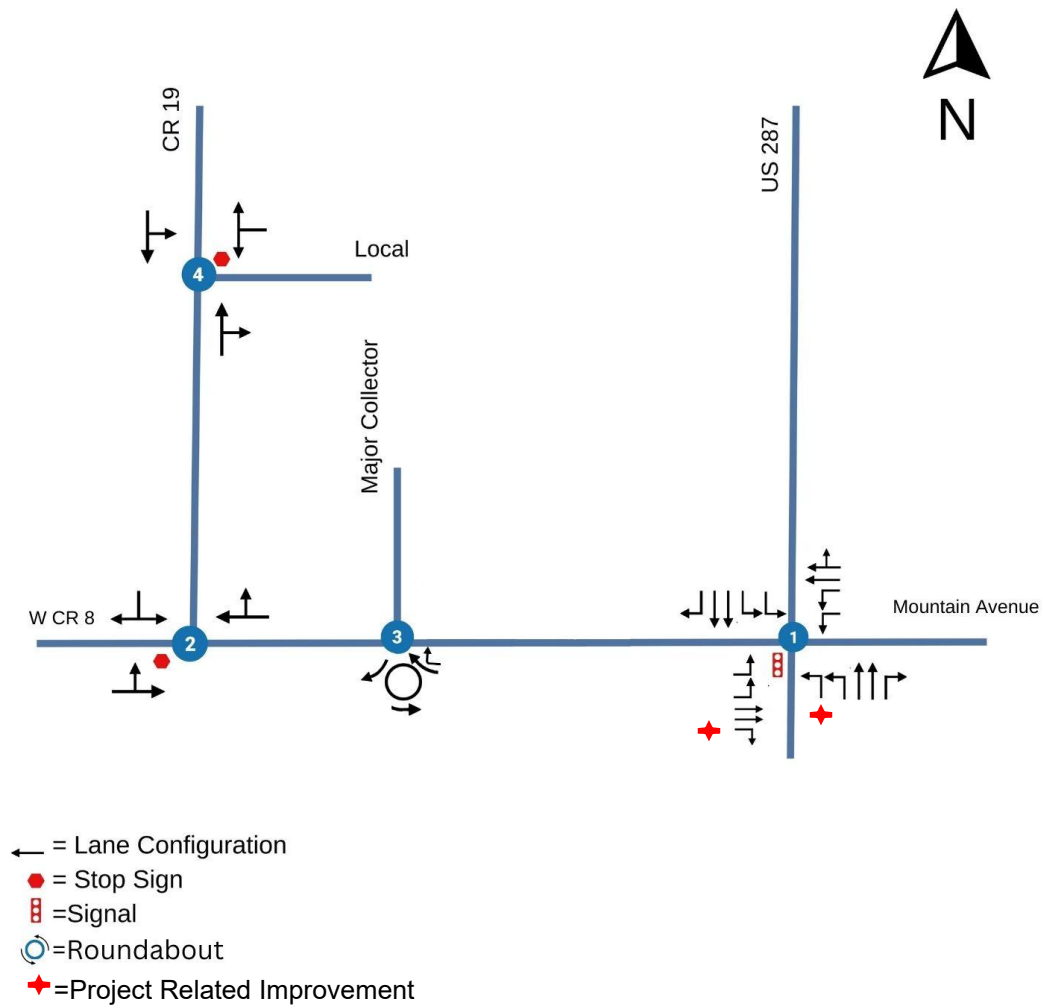
The future traffic projections at the study intersections were analyzed to determine their operating conditions. The analysis results are provided in Table 6 for both background and total conditions. The long range intersection configurations are illustrated in Figure 9. As indicated in Table 6, the intersections are projected to operate within the acceptable limits established by the Town of Berthoud and by CDOT. The results of the intersection operational analysis indicate that all improvements at the intersection of US 287 at Mountain Avenue are required for background 2042 conditions with the exception of the following improvements that are related to the project.

- Add a northbound left-turn lane, resulting in two northbound left-turn lanes.
- Add an eastbound right-turn lane.

Under background conditions two westbound through lanes are required. The project will provide the right-of-way for this improvement that benefits overall growth in the area and the other development projects that are planned in Berthoud. CDOT performed a study, *US 287 Berthoud Corridor Evaluation*, by Ulteig Engineers, Inc., September 1, 2022. The findings of this study are consistent with the findings of the corridor evaluation with the exception for the inclusion of an exclusive westbound right-turn lane on Mountain Avenue. This improvement is no longer feasible due to the Westside project.

The intersection of CR 19 at CR 8 is projected to operate acceptably without an exclusive westbound right-turn lane. It should be noted that the proposed project's westbound right-turn traffic is nominal as shown on Figure 6.

Figure 9
2042 Intersection Configurations



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Town of Berthoud

Table 6
2042 Peak Hour Intersection Level of Service

#	Intersection	Overall Movement	Background		Total	
			AM	PM	AM	PM
1	US 287 & Mountain Ave Signal	Overall	C	C	C	C
		EB LT	D	D	D	D
		EB T	D	D	D	D
		EB RT	D	B	D	C
		WB LT	D	D	D	D
		WB T	D	D	D	D
		WB RT	D	D	D	D
		NB LT	D	C	D	D
		NB T	B	C	B	C
		NB RT	B	B	B	B
		SB LT	D	D	D	D
		SB T	C	C	C	C
		SB RT	B	A	B	A
2	CR 19 & CR 8 T-Stop	Overall	A	A	A	A
		EB LT	A	A	A	A
		SB LT/RT	C	C	C	C
3	Main Access & CR 8 Roundabout	Overall	-	-	A	A
		EB Approach	-	-	A	A
		WB Approach	-	-	A	A
		SB Approach	-	-	A	A
4	CR 19 & Local St	Overall	-	-	A	A
		WB LT/RT	-	-	A	A
		SB LT	-	-	A	A

1. LOS calculations performed using Synchro which is based on the Transportation Research Board HCM 2016.
2. LOS is reported for both overall intersection and each constrained, STOP-controlled movement, or approach.

7 LANE STORAGE/ACCESS PERMIT

An analysis was conducted to determine the length required for auxiliary turn lanes both on US 287 and adjacent to the project site. The need for a CDOT Access Permit was also determined.

Lane Storage

The guidelines from the State of Colorado, *State Highway Access Code (SHAC), Volume 2, Code of Colorado Regulations 601-1*, March 2002, were applied to the total future projected volumes depicted on Figure 8 for 2042 total traffic conditions. Additionally, the 95th percentile storage based on the intersection analysis was determined. US 287 is classified as FW, freeway, north of Mountain Avenue and as a NR-A, Non-Rural Regional Highway. The speed limit is 65 mph. Mountain Avenue, SH 56, is classified as a NR-B, Non-Rural Arterial. The speed limit is posted at 45 mph east of US 287 and 50 mph west of US 287.

The anticipated lane lengths required by CDOT or the LCUASS are provided in Table 7. The 95th percentile storage (from the intersection analysis) are also shown. The lengths for CDOT facilities include deceleration/acceleration, taper, and storage where appropriate. The lengths are rounded to the nearest five feet.

Table 7 – Lane Lengths – Total Traffic 2042

#	Intersection	Movement	Current Lane (ft)	Queue Length (ft) Highest Peak Hour	
				95 th Percentile	CDOT SHAC
1	US 287 & Mountain Ave Signal	NB LT	1190	105	1015
		NB T	Over 1,000	670	NA
		NB RT	1010	155	800
		SB LT	1415	95	1255
		SBT	Over 1,000	700	NA
		SB RT	1185	30	1100
		EB LT	285	85	375
		EB T	820	155	NA
		EB RT	280	550	375
		WB LT	535	160	635
		WB T/RT	845	190	NA
3	Main Access & CR 8 Roundabout	EB LT/T	705	75	NA
		WB T	800	50	NA
		WB RT	To be built	25	405
		SBLT/ RT	To be built	50	NA

As shown in Table 7, most of the lanes will be within the lengths required by CDOT or LCUASS. The exceptions are the existing eastbound left and right turn lanes, and the current westbound left turn lanes. The eastbound lanes can be restriped to satisfy the standards. In the westbound direction the median will need to be redesigned.

CDOT Access Permit Analysis

An analysis was performed to determine if an CDOT Access Permit would be required at US 287 and Mountain Avenue. When a project increases traffic on a road by 20% or more, the applicant will be required to submit an access permit to CDOT. As shown in Table 8, the west leg of this intersection satisfies the 20% threshold and therefore an access permit will be required.

Table 8 – Percent Increase - US 287 at Mountain Ave

#	Intersection	AM 2042			PM 2042		
		Background	Total	Percent Increase	Background	Total	Percent Increase
1	US 287 & Mountain Ave West Leg (WB+EB)	700	900	29%	970	1410	45%

8 CONCLUSIONS

This study was undertaken to analyze the potential long range traffic impacts of the proposed Revere property in the Town of Berthoud. The following summarizes the results of this analysis:

- The proposed Revere project is located north of W CR 8 and west of US 287. The site is currently undeveloped.
- The traffic study analyzed the long range 2042 traffic conditions with the full buildout of the project.
- The project was modeled with 80 single family homes and 45,000 square feet of commercial.
- The full buildout of the project is anticipated to result in an estimated 5,074 daily, 220 morning, and 487 evening peak hour trips.
- Currently, the study intersections are at acceptable levels.
- A westbound right-turn lane on CR 8 is required at the proposed roundabout to the project site.
- The study intersections are projected to operate acceptably under the 2042 background and total traffic conditions with the intersection configurations shown on Figure 9.
- In the long range future under total traffic conditions the project related improvements to US 287 at Mountain Avenue include: an additional northbound left-turn lane and an eastbound right-turn lane.
- The project will be required to obtain a CDOT Access Permit at US 287 and Mountain Avenue.

APPENDICES

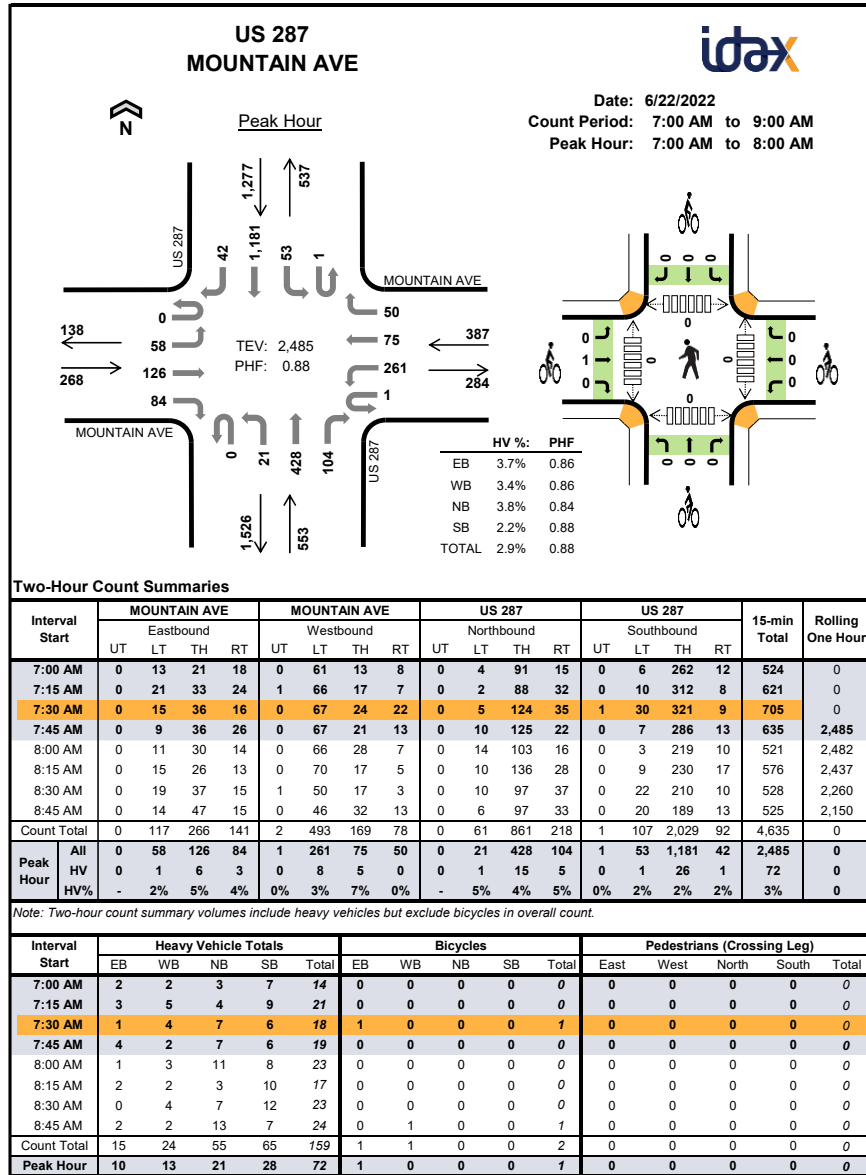
- Appendix A: Intersection Turning Movement Count Data
- Appendix B: Level of Service Worksheets
- Appendix C: Right-Turn Warrants

Appendix A Intersection Turning Movement Count Data

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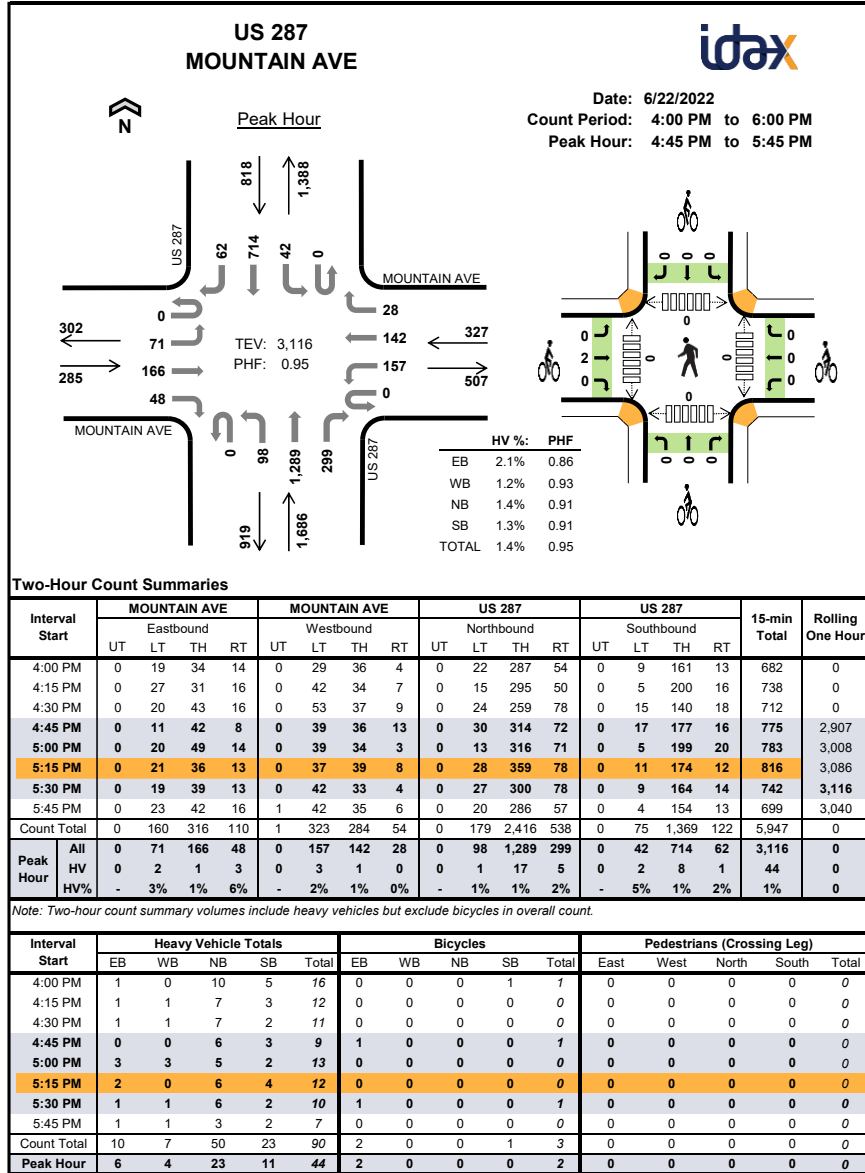
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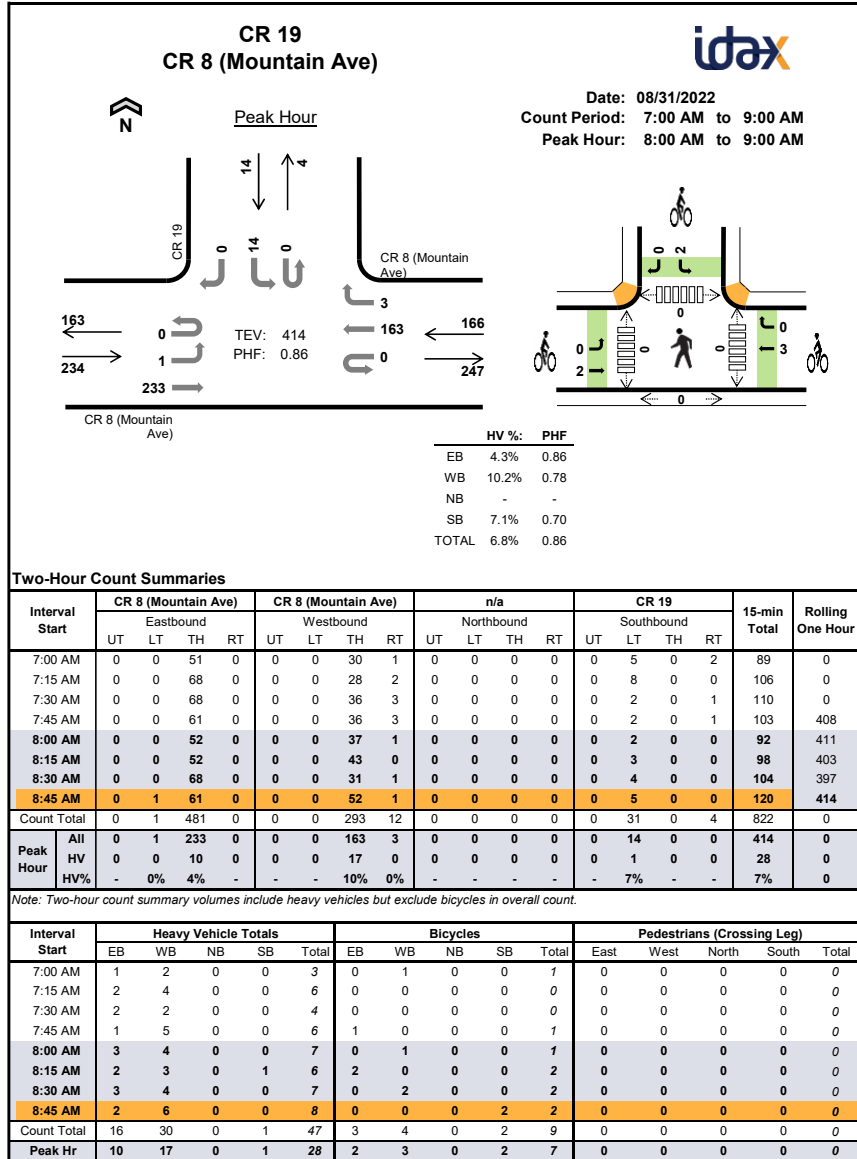
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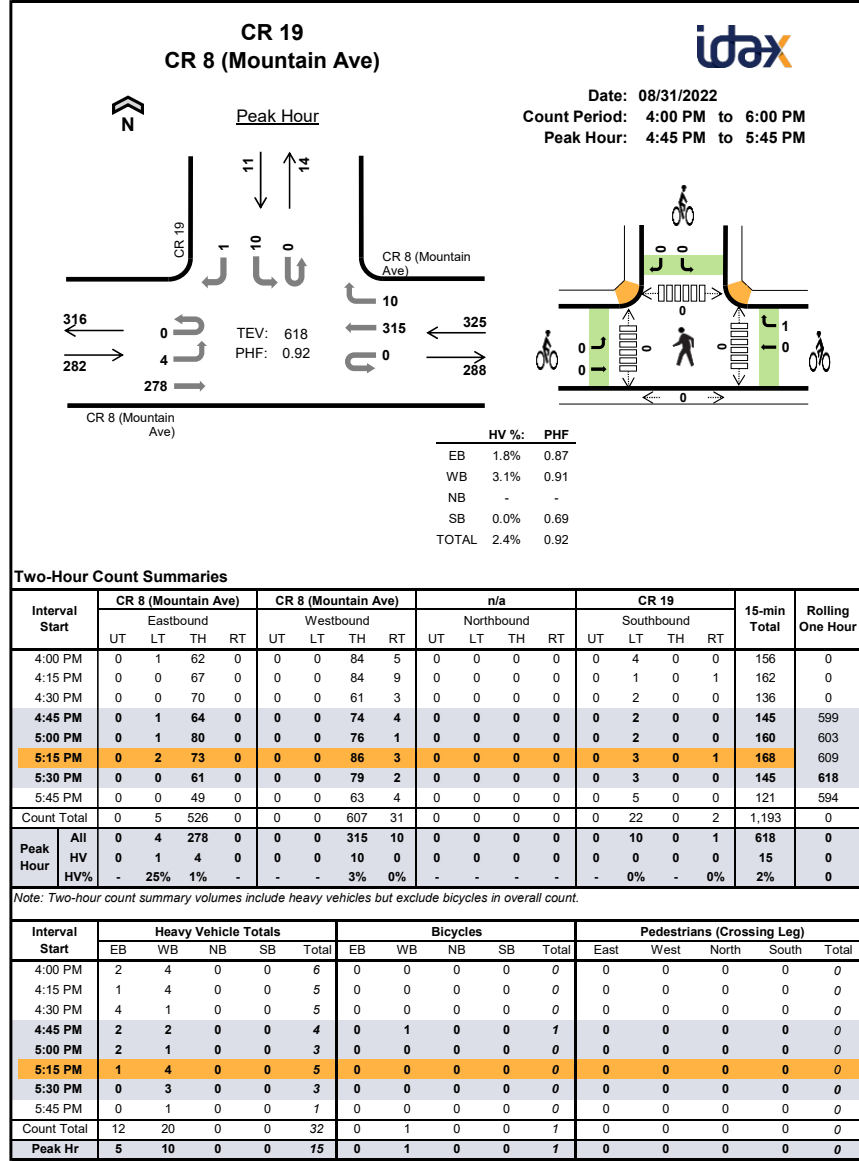
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Appendix B Level of Service Worksheets

EXISTING

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Town of Berthoud

Lanes, Volumes, Timings

1: US 287 & W CR 8/Mountain Ave

08/04/2023

	↖	→	↗	↖	←	↖	↗	↑	↖	↗	↓	↖
Lane Group	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations	↖	↑	↗	↖	↑	↗	↖	↑	↗	↖	↑	↗
Traffic Volume (vph)	58	197	84	262	88	50	21	428	104	54	1181	42
Future Volume (vph)	58	197	84	262	88	50	21	428	104	54	1181	42
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900
Lane Width (ft)	12	12	12	12	12	12	12	12	12	12	12	12
Grade (%)	0%			0%			0%			0%		
Storage Length (ft)	0		0	0		0		0		0		0
Storage Lanes	1		1	2		1		1		1		1
Taper Length (ft)	25			25			25			25		
Lane Util. Factor	1.00	1.00	1.00	0.97	1.00	1.00	1.00	0.95	1.00	1.00	0.95	1.00
Ped Bike Factor												
Frt			0.850			0.850			0.850			0.850
Flt Protected	0.950			0.950			0.950			0.950		
Satd. Flow (prot)	1752	1845	1568	3400	1845	1568	1752	3505	1568	1752	3505	1568
Flt Permitted	0.950			0.950			0.088			0.415		
Satd. Flow (perm)	1752	1845	1568	3400	1845	1568	162	3505	1568	766	3505	1568
Right Turn on Red			Yes			Yes			Yes			Yes
Satd. Flow (RTOR)			207			147			147			147
Link Speed (mph)		40			50			55			55	
Link Distance (ft)		468			6240			2013			2442	
Travel Time (s)		8.0			85.1			25.0			30.3	
Confl. Peds. (#/hr)												
Confl. Bikes (#/hr)												
Peak Hour Factor	0.88	0.88	0.88	0.88	0.88	0.88	0.88	0.88	0.88	0.88	0.88	0.88
Growth Factor	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%
Heavy Vehicles (%)	3%	3%	3%	3%	3%	3%	3%	3%	3%	3%	3%	3%
Bus Blockages (#/hr)	0	0	0	0	0	0	0	0	0	0	0	0
Parking (#/hr)												
Mid-Block Traffic (%)		0%			0%			0%			0%	
Adj. Flow (vph)	66	224	95	298	100	57	24	486	118	61	1342	48
Shared Lane Traffic (%)												
Lane Group Flow (vph)	66	224	95	298	100	57	24	486	118	61	1342	48
Turn Type	Prot	NA	Free	Prot	NA	Perm	pm+pt	NA	Perm	pm+pt	NA	Perm
Protected Phases	7	4		3	8		5	2		1	6	
Permitted Phases			Free			8	2		2	6		6
Detector Phase	7	4		3	8	8	5	2	2	1	6	6
Switch Phase												
Minimum Initial (s)	5.0	5.0		5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0
Minimum Split (s)	10.5	23.5		10.5	23.5	23.5	10.5	23.5	23.5	10.5	23.5	23.5
Total Split (s)	14.9	23.5		17.0	25.6	25.6	10.5	48.9	48.9	10.6	49.0	49.0
Total Split (%)	14.9%	23.5%		17.0%	25.6%	25.6%	10.5%	48.9%	48.9%	10.6%	49.0%	49.0%
Yellow Time (s)	3.5	3.5		3.5	3.5	3.5	3.5	3.5	3.5	3.5	3.5	3.5
All-Red Time (s)	2.0	2.0		2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0
Lost Time Adjust (s)	0.0	0.0		0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Lost Time (s)	5.5	5.5		5.5	5.5	5.5	5.5	5.5	5.5	5.5	5.5	5.5
Lead/Lag	Lead	Lag		Lead	Lag	Lag	Lead	Lag	Lag	Lead	Lag	Lag
Lead-Lag Optimize?	Yes	Yes		Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Recall Mode	None	None		None	None	None	None	C-Max	C-Max	None	C-Max	C-Max
Act Effect Green (s)	8.3	15.9	100.0	11.3	21.2	21.2	51.7	47.4	47.4	54.1	52.1	52.1

Existing AM 12:00 pm 01/17/2023 Revere
RR

Synchro 11 Light Report
Page 1

REVERE | TRANSPORTATION IMPACT STUDY

Town of Berthoud

Lanes, Volumes, Timings

1: US 287 & W CR 8/Mountain Ave

08/04/2023

	↖	→	↗	↖	←	↖	↗	↑	↗	↘	↓	↙
Lane Group	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Actuated g/C Ratio	0.08	0.16	1.00	0.11	0.21	0.21	0.52	0.47	0.47	0.54	0.52	0.52
v/c Ratio	0.46	0.76	0.06	0.78	0.26	0.13	0.14	0.29	0.14	0.13	0.73	0.05
Control Delay	53.8	57.4	0.1	57.9	35.9	0.6	12.7	17.8	2.1	11.6	23.5	0.1
Queue Delay	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Delay	53.8	57.4	0.1	57.9	35.9	0.6	12.7	17.8	2.1	11.6	23.5	0.1
LOS	D	E	A	E	D	A	B	B	A	B	C	A
Approach Delay		42.6			45.9			14.6			22.2	
Approach LOS		D			D			B			C	
Queue Length 50th (ft)	40	136	0	96	55	0	7	104	0	17	312	0
Queue Length 95th (ft)	81	210	0	#148	99	0	18	139	19	36	484	0
Internal Link Dist (ft)		388			6160			1933			2362	
Turn Bay Length (ft)												
Base Capacity (vph)	164	332	1568	391	397	452	169	1662	820	469	1826	887
Starvation Cap Reductn	0	0	0	0	0	0	0	0	0	0	0	0
Spillback Cap Reductn	0	0	0	0	0	0	0	0	0	0	0	0
Storage Cap Reductn	0	0	0	0	0	0	0	0	0	0	0	0
Reduced v/c Ratio	0.40	0.67	0.06	0.76	0.25	0.13	0.14	0.29	0.14	0.13	0.73	0.05

Intersection Summary

Area Type: Other

Cycle Length: 100

Actuated Cycle Length: 100

Offset: 0 (0%), Referenced to phase 2:NBTL and 6:SBTL, Start of Green

Natural Cycle: 90

Control Type: Actuated-Coordinated

Maximum v/c Ratio: 0.78

Intersection Signal Delay: 27.0

Intersection LOS: C

Intersection Capacity Utilization 73.0%

ICU Level of Service C

Analysis Period (min) 15

95th percentile volume exceeds capacity, queue may be longer.

Queue shown is maximum after two cycles.

Splits and Phases: 1: US 287 & W CR 8/Mountain Ave



Existing AM 12:00 pm 01/17/2023 Revere
RR

Synchro 11 Light Report
Page 2

REVERE | TRANSPORTATION IMPACT STUDY
Town of Berthoud

Lanes, Volumes, Timings

1: US 287 & W CR 8/Mountain Ave

05/27/2025

												
Lane Group	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations												
Traffic Volume (vph)	71	166	48	157	173	28	98	1289	299	42	714	62
Future Volume (vph)	71	166	48	157	173	28	98	1289	299	42	714	62
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900
Lane Width (ft)	12	12	12	12	12	12	12	12	12	12	12	12
Grade (%)	0	0	0	0	0	0	0	0	0	0	0	0
Storage Length (ft)	0	0	0	0	0	0	0	0	0	0	0	0
Storage Lanes	1	1	1	2	1	1	1	1	1	1	1	1
Taper Length (ft)	25	25	25	25	25	25	25	25	25	25	25	25
Lane Util. Factor	1.00	1.00	1.00	0.97	1.00	1.00	1.00	0.95	1.00	1.00	0.95	1.00
Ped Bike Factor	0.850	0.850	0.850	0.850	0.850	0.850	0.850	0.850	0.850	0.850	0.850	0.850
Frt	0.950	0.950	0.950	0.950	0.950	0.950	0.950	0.950	0.950	0.950	0.950	0.950
Flt Protected	0.950	0.950	0.950	0.950	0.950	0.950	0.950	0.950	0.950	0.950	0.950	0.950
Satd. Flow (prot)	1770	1863	1583	3433	1676	1583	1770	3539	1583	1770	3539	1583
Flt Permitted	0.950	0.950	0.950	0.950	0.950	0.950	0.950	0.950	0.950	0.950	0.950	0.950
Satd. Flow (perm)	1770	1863	1583	3433	1676	1583	671	3539	1583	143	3539	1583
Right Turn on Red	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Satd. Flow (RTOR)	223	223	223	223	223	223	223	223	223	223	223	223
Link Speed (mph)	30	30	30	30	30	30	30	30	30	30	30	30
Link Distance (ft)	468	6240	2013	2442	45.5	55.5	55.5	55.5	55.5	55.5	55.5	55.5
Travel Time (s)	10.6	141.8	45.8	55.5	55.5	55.5	55.5	55.5	55.5	55.5	55.5	55.5
Confl. Peds. (#/hr)	0	0	0	0	0	0	0	0	0	0	0	0
Confl. Bikes (#/hr)	0	0	0	0	0	0	0	0	0	0	0	0
Peak Hour Factor	0.95	0.95	0.95	0.95	0.95	0.95	0.95	0.95	0.95	0.95	0.95	0.95
Growth Factor	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%
Heavy Vehicles (%)	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%
Bus Blockages (#/hr)	0	0	0	0	0	0	0	0	0	0	0	0
Parking (#/hr)	0	0	0	0	0	0	0	0	0	0	0	0
Mid-Block Traffic (%)	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Adj. Flow (vph)	75	175	51	165	182	29	103	1357	315	44	752	65
Shared Lane Traffic (%)	75	175	51	165	182	29	103	1357	315	44	752	65
Lane Group Flow (vph)	75	175	51	165	182	29	103	1357	315	44	752	65
Turn Type	Prot	NA	Free	Prot	NA	Free	pm+pt	NA	Free	pm+pt	NA	Free
Protected Phases	7	4	3	8	5	2	1	6	6	6	6	6
Permitted Phases	Free	Free	Free	Free	Free	Free	Free	Free	Free	Free	Free	Free
Detector Phase	7	4	3	8	5	2	1	6	6	6	6	6
Switch Phase	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0
Minimum Initial (s)	10.5	23.5	10.5	23.5	10.5	23.5	10.5	23.5	10.5	23.5	10.5	23.5
Minimum Split (s)	17.1	28.6	16.3	27.8	12.0	63.9	11.2	63.1	11.2	63.1	11.2	63.1
Total Split (s)	14.3%	23.8%	13.6%	23.2%	10.0%	53.3%	9.3%	52.6%	9.3%	52.6%	9.3%	52.6%
Yellow Time (s)	3.5	3.5	3.5	3.5	3.5	3.5	3.5	3.5	3.5	3.5	3.5	3.5
All-Red Time (s)	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0
Lost Time Adjust (s)	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Lost Time (s)	5.5	5.5	5.5	5.5	5.5	5.5	5.5	5.5	5.5	5.5	5.5	5.5
Lead/Lag	Lead	Lag	Lead	Lag	Lag	Lag	Lag	Lead	Lead	Lead	Lead	Lead
Lead-Lag Optimize?	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Recall Mode	Max	Max	Max	Max	Max	Max	Max	Max	Max	Max	Max	Max
Act Effct Green (s)	11.6	23.1	120.0	10.8	22.3	120.0	58.4	58.4	120.0	57.6	57.6	120.0

Existing PM 11:52 am 01/17/2023 Revere
RR

Synchro 11 Light Report
Page 1

REVERE | TRANSPORTATION IMPACT STUDY Town of Berthoud

Lanes, Volumes, Timings

1: US 287 & W CR 8/Mountain Ave

05/27/2025

												
Lane Group	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Actuated g/C Ratio	0.10	0.19	1.00	0.09	0.19	1.00	0.49	0.49	1.00	0.48	0.48	1.00
v/c Ratio	0.44	0.49	0.03	0.54	0.59	0.02	0.27	0.79	0.20	0.30	0.44	0.04
Control Delay	59.8	48.5	0.0	59.1	53.2	0.0	21.2	29.8	0.3	22.2	21.6	0.0
Queue Delay	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Delay	59.8	48.5	0.0	59.1	53.2	0.0	21.2	29.8	0.3	22.2	21.6	0.0
LOS	E	D	A	E	D	A	C	C	A	C	C	A
Approach Delay	43.1			51.7			24.1			20.0		
Approach LOS	D			D			C			C		
Queue Length 50th (ft)	56	122	0	63	130	0	42	447	0	18	196	0
Queue Length 95th (ft)	106	195	0	101	209	0	75	541	0	39	248	0
Internal Link Dist (ft)	388			6160			1933			2362		
Turn Bay Length (ft)												
Base Capacity (vph)	171	358	1583	308	311	1583	386	1722	1583	145	1698	1583
Starvation Cap Reductn	0	0	0	0	0	0	0	0	0	0	0	0
Spillback Cap Reductn	0	0	0	0	0	0	0	0	0	0	0	0
Storage Cap Reductn	0	0	0	0	0	0	0	0	0	0	0	0
Reduced v/c Ratio	0.44	0.49	0.03	0.54	0.59	0.02	0.27	0.79	0.20	0.30	0.44	0.04

Intersection Summary

Area Type: Other

Cycle Length: 120

Actuated Cycle Length: 120

Offset: 0 (0%), Referenced to phase 2:NBT and 6:SBTL, Start of Green

Natural Cycle: 90

Control Type: Pretimed

Maximum v/c Ratio: 0.79

Intersection Signal Delay: 27.9

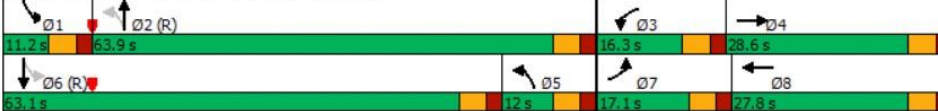
Intersection LOS: C

Intersection Capacity Utilization 71.4%

ICU Level of Service C

Analysis Period (min) 15

Splits and Phases: 1: US 287 & W CR 8/Mountain Ave

			
Ø1	Ø2 (R)	Ø3	Ø4
11.2 s	63.9 s	16.3 s	28.6 s
Ø6 (R)	Ø5	Ø7	Ø8
63.1 s	12 s	17.1 s	27.8 s

Existing PM 11:52 am 01/17/2023 Revere
RR

Synchro 11 Light Report
Page 2

REVERE | TRANSPORTATION IMPACT STUDY
Town of Berthoud

HCM 6th TWSC
 2: W CR 8 & N CR 19

08/04/2023

Intersection						
Int Delay, s/veh	0.4					
Movement	EBL	EBT	WBT	WBR	SBL	SBR
Lane Configurations						
Traffic Vol, veh/h	1	233	163	3	14	0
Future Vol, veh/h	1	233	163	3	14	0
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Free	Free	Free	Free	Stop	Stop
RT Channelized	-	None	-	None	-	None
Storage Length	-	-	-	-	0	-
Veh in Median Storage, #	-	0	0	-	0	-
Grade, %	-	0	0	-	0	-
Peak Hour Factor	86	86	86	86	86	86
Heavy Vehicles, %	7	7	7	7	7	7
Mvmt Flow	1	271	190	3	16	0
Major/Minor	Major1	Major2		Minor2		
Conflicting Flow All	193	0	-	0	465	192
Stage 1	-	-	-	-	192	-
Stage 2	-	-	-	-	273	-
Critical Hdwy	4.17	-	-	-	6.47	6.27
Critical Hdwy Stg 1	-	-	-	-	5.47	-
Critical Hdwy Stg 2	-	-	-	-	5.47	-
Follow-up Hdwy	2.263	-	-	-	3.563	3.363
Pot Cap-1 Maneuver	1351	-	-	-	547	837
Stage 1	-	-	-	-	829	-
Stage 2	-	-	-	-	762	-
Platoon blocked, %		-	-	-		
Mov Cap-1 Maneuver	1351	-	-	-	546	837
Mov Cap-2 Maneuver	-	-	-	-	546	-
Stage 1	-	-	-	-	828	-
Stage 2	-	-	-	-	762	-
Approach	EB		WB		SB	
HCM Control Delay, s	0		0		11.8	
HCM LOS					B	
Minor Lane/Major Mvmt	EBL	EBT	WBT	WBR	SBLn1	
Capacity (veh/h)	1351	-	-	-	546	
HCM Lane V/C Ratio	0.001	-	-	-	0.03	
HCM Control Delay (s)	7.7	0	-	-	11.8	
HCM Lane LOS	A	A	-	-	B	
HCM 95th %tile Q(veh)	0	-	-	-	0.1	

2040 PM 12:00 pm 01/17/2023 Revere Option 1
 RR

Synchro 11 Light Report
 Page 1

REVERE | TRANSPORTATION IMPACT STUDY
Town of Berthoud

HCM 6th TWSC
 2: W CR 8 & N CR 19

08/04/2023

Intersection						
Int Delay, s/veh	0.3					
Movement	EBL	EBT	WBT	WBR	SBL	SBR
Lane Configurations						
Traffic Vol, veh/h	4	278	315	10	10	1
Future Vol, veh/h	4	278	315	10	10	1
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Free	Free	Free	Free	Stop	Stop
RT Channelized	-	None	-	None	-	None
Storage Length	-	-	-	-	0	-
Veh in Median Storage, #	-	0	0	-	0	-
Grade, %	-	0	0	-	0	-
Peak Hour Factor	92	92	92	92	92	92
Heavy Vehicles, %	2	2	2	2	2	2
Mvmt Flow	4	302	342	11	11	1
Major/Minor	Major1	Major2		Minor2		
Conflicting Flow All	353	0	-	0	658	348
Stage 1	-	-	-	-	348	-
Stage 2	-	-	-	-	310	-
Critical Hdwy	4.12	-	-	-	6.42	6.22
Critical Hdwy Stg 1	-	-	-	-	5.42	-
Critical Hdwy Stg 2	-	-	-	-	5.42	-
Follow-up Hdwy	2.218	-	-	-	3.518	3.318
Pot Cap-1 Maneuver	1206	-	-	-	429	695
Stage 1	-	-	-	-	715	-
Stage 2	-	-	-	-	744	-
Platoon blocked, %		-	-	-		
Mov Cap-1 Maneuver	1206	-	-	-	427	695
Mov Cap-2 Maneuver	-	-	-	-	427	-
Stage 1	-	-	-	-	712	-
Stage 2	-	-	-	-	744	-
Approach	EB	WB		SB		
HCMControl Delay, s	0.1	0		13.4		
HCMLOS					B	
Minor Lane/Major Mvmt	EBL	EBT	WBT	WBR	SBLn1	
Capacity (veh/h)	1206	-	-	-	-	443
HCMLane V/C Ratio	0.004	-	-	-	-	0.027
HCMControl Delay (s)	8	0	-	-	-	13.4
HCMLane LOS	A	A	-	-	-	B
HCM95th %tile Q(veh)	0	-	-	-	-	0.1

Existing PM 11:52 am 01/17/2023 Revere
 RR

Synchro 11 Light Report
 Page 1

BACKGROUND 2042

REVERE | TRANSPORTATION IMPACT STUDY

Town of Berthoud

HCM 6th Signalized Intersection Summary

1: US 287 & W CR 8/Mountain Ave

12/19/2024

												
Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations												
Traffic Volume (veh/h)	65	260	140	310	145	140	45	610	180	105	1360	45
Future Volume (veh/h)	65	260	140	310	145	140	45	610	180	105	1360	45
Initial Q (Qb), veh	0	0	0	0	0	0	0	0	0	0	0	0
Ped-Bike Adj(A_pbT)	1.00		1.00	1.00		1.00	1.00		1.00	1.00		1.00
Parking Bus, Adj	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Work Zone On Approach	No			No			No			No		
Adj Sat Flow, veh/h/ln	1856	1856	1856	1856	1856	1856	1856	1856	1856	1856	1856	1856
Adj Flow Rate, veh/h	71	283	152	337	158	152	49	663	196	114	1478	49
Peak Hour Factor	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92
Percent Heavy Veh, %	3	3	3	3	3	3	3	3	3	3	3	3
Cap, veh/h	148	462	206	406	364	324	127	1832	817	175	1881	839
Arrive On Green	0.04	0.13	0.13	0.12	0.21	0.21	0.04	0.52	0.52	0.05	0.53	0.53
Sat Flow, veh/h	3428	3526	1572	3428	1763	1572	3428	3526	1572	3428	3526	1572
Grp Volume(v), veh/h	71	283	152	337	158	152	49	663	196	114	1478	49
Grp Sat Flow(s),veh/h/ln	1714	1763	1572	1714	1763	1572	1714	1763	1572	1714	1763	1572
Q Serve(g_s), s	2.0	7.6	9.3	9.6	7.8	8.5	1.4	11.1	6.8	3.3	33.7	1.5
Cycle Q Clear(g_c), s	2.0	7.6	9.3	9.6	7.8	8.5	1.4	11.1	6.8	3.3	33.7	1.5
Prop In Lane	1.00		1.00	1.00		1.00	1.00		1.00	1.00		1.00
Lane Grp Cap(c), veh/h	148	462	206	406	364	324	127	1832	817	175	1881	839
V/C Ratio(X)	0.48	0.61	0.74	0.83	0.43	0.47	0.38	0.36	0.24	0.65	0.79	0.06
Avail Cap(c_a), veh/h	504	867	387	463	412	368	206	1832	817	254	1881	839
HCM Platoon Ratio	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Upstream Filter(I)	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Uniform Delay (d), s/veh	46.8	41.1	41.8	43.1	34.6	34.9	47.0	14.2	13.2	46.6	18.7	11.2
Incr Delay (d2), s/veh	2.4	1.3	5.1	10.9	0.8	1.1	1.9	0.6	0.7	4.1	3.4	0.1
Initial Q Delay(d3),s/veh	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
%ile BackOfQ(50%),veh/ln	0.9	3.3	3.7	4.5	3.2	3.2	0.6	4.0	2.3	1.4	12.3	0.5
Unsig. Movement Delay, s/veh												
LnGrp Delay(d),s/veh	49.2	42.4	46.9	54.0	35.4	35.9	48.9	14.8	13.9	50.7	22.1	11.4
LnGrp LOS	D	D	D	D	D	D	D	B	B	D	C	B
Approach Vol, veh/h	506			647			908			1641		
Approach Delay, s/veh	44.7			45.2			16.4			23.8		
Approach LOS	D			D			B			C		
Timer - Assigned Phs	1	2	3	4	5	6	7	8				
Phs Duration (G+Y+Rc), s	9.6	56.5	16.3	17.6	8.2	57.8	8.8	25.1				
Change Period (Y+Rc), s	4.5	4.5	4.5	4.5	4.5	4.5	4.5	4.5				
Max Green Setting (Gmax), s	7.4	36.5	13.5	24.6	6.0	37.9	14.7	23.4				
Max Q Clear Time (g_c+1), s	5.3	13.1	11.6	11.3	3.4	35.7	4.0	10.5				
Green Ext Time (p_c), s	0.1	4.6	0.2	1.8	0.0	1.7	0.1	1.3				
Intersection Summary												
HCM 6th Ctrl Delay	28.6											
HCM 6th LOS	C											

Background 2042 AM Revere 8:53 am 12/19/2024
RR

Synchro 11 Light Report
Page 1

REVERE | TRANSPORTATION IMPACT STUDY

Town of Berthoud

HCM 6th Signalized Intersection Summary

1: US 287 & W CR 8/Mountain Ave

12/19/2024

												
Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations												
Traffic Volume (veh/h)	80	295	85	225	300	90	140	1525	445	155	920	70
Future Volume (veh/h)	80	295	85	225	300	90	140	1525	445	155	920	70
Initial Q (Qb), veh	0	0	0	0	0	0	0	0	0	0	0	0
Ped-Bike Adj(A_pbT)	1.00		1.00	1.00		1.00	1.00		1.00	1.00		1.00
Parking Bus, Adj	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Work Zone On Approach	No			No			No			No		
Adj Sat Flow, veh/h/ln	1870	1870	1870	1870	1870	1870	1870	1870	1870	1870	1870	1870
Adj Flow Rate, veh/h	84	311	89	237	316	95	147	1605	468	163	968	74
Peak Hour Factor	0.95	0.95	0.95	0.95	0.95	0.95	0.95	0.95	0.95	0.95	0.95	0.95
Percent Heavy Veh, %	2	2	2	2	2	2	2	2	2	2	2	2
Cap, veh/h	168	439	466	309	444	131	589	1849	967	230	1481	738
Arrive On Green	0.05	0.12	0.12	0.09	0.16	0.16	0.17	0.52	0.52	0.07	0.42	0.42
Sat Flow, veh/h	3456	3554	1585	3456	2704	799	3456	3554	1585	3456	3554	1585
Grp Volume(v), veh/h	84	311	89	237	206	205	147	1605	468	163	968	74
Grp Sat Flow(s),veh/h/ln	1728	1777	1585	1728	1777	1726	1728	1777	1585	1728	1777	1585
Q Serve(g_s), s	2.1	7.6	0.7	6.0	9.9	10.1	3.3	35.6	14.7	4.2	19.7	0.9
Cycle Q Clear(g_c), s	2.1	7.6	0.7	6.0	9.9	10.1	3.3	35.6	14.7	4.2	19.7	0.9
Prop In Lane	1.00		1.00	1.00		0.46	1.00		1.00	1.00		1.00
Lane Grp Cap(c), veh/h	168	439	466	309	292	284	589	1849	967	230	1481	738
V/C Ratio(X)	0.50	0.71	0.19	0.77	0.71	0.72	0.25	0.87	0.48	0.71	0.65	0.10
Avail Cap(c_a), veh/h	284	750	605	326	397	386	589	1849	967	230	1481	738
HCM Platoon Ratio	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Upstream Filter(I)	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Uniform Delay (d), s/veh	41.7	37.9	11.3	40.1	35.5	35.7	32.4	18.9	9.7	41.1	21.0	4.5
Incr Delay (d2), s/veh	2.3	2.1	0.2	10.0	3.5	4.3	0.2	5.8	1.7	9.5	2.3	0.3
Initial Q Delay(d3),s/veh	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
%ile BackOfQ(50%),veh/ln	1.0	3.4	0.9	3.0	4.5	4.5	1.4	14.8	5.0	2.1	8.2	0.4
Unsig. Movement Delay, s/veh												
LnGrp Delay(d),s/veh	44.0	40.0	11.5	50.0	39.1	40.0	32.6	24.7	11.5	50.7	23.3	4.7
LnGrp LOS	D	D	B	D	D	D	C	C	B	D	C	A
Approach Vol, veh/h	484			648			2220			1205		
Approach Delay, s/veh	35.5			43.4			22.4			25.9		
Approach LOS	D			D			C			C		
Timer - Assigned Phs	1	2	3	4	5	6	7	8				
Phs Duration (G+Y+Rc), s	10.5	51.3	12.6	15.6	19.8	42.0	8.9	19.3				
Change Period (Y+Rc), s	4.5	4.5	4.5	4.5	4.5	4.5	4.5	4.5				
Max Green Setting (Gmax), s	6.0	38.5	8.5	19.0	7.0	37.5	7.4	20.1				
Max Q Clear Time (g_c+1), s	6.2	37.6	8.0	9.6	5.3	21.7	4.1	12.1				
Green Ext Time (p_c), s	0.0	0.9	0.0	1.6	0.1	6.5	0.1	1.5				
Intersection Summary												
HCM 6th Ctrl Delay	27.7											
HCM 6th LOS	C											

Background 2042 PM 11:52 am 01/17/2023 Revere
RR

Synchro 11 Light Report
Page 1

REVERE | TRANSPORTATION IMPACT STUDY
Town of Berthoud

HCM 6th TWSC
 2: W CR 8 & N CR 19

12/19/2024

Intersection						
Int Delay, s/veh	1.1					
Movement	EBL	EBT	WBT	WBR	SBL	SBR
Lane Configurations		↕	↕		↕	
Traffic Vol, veh/h	5	425	225	10	40	5
Future Vol, veh/h	5	425	225	10	40	5
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Free	Free	Free	Free	Stop	Stop
RT Channelized	-	None	-	None	-	None
Storage Length	-	-	-	-	0	-
Veh in Median Storage, #	-	0	0	-	0	-
Grade, %	-	0	0	-	0	-
Peak Hour Factor	86	86	86	86	86	86
Heavy Vehicles, %	7	7	7	7	7	7
Mvmt Flow	6	494	262	12	47	6
Major/Minor	Major1	Major2	Minor2			
Conflicting Flow All	274	0	-	0	774	268
Stage 1	-	-	-	-	268	-
Stage 2	-	-	-	-	506	-
Critical Hdwy	4.17	-	-	-	6.47	6.27
Critical Hdwy Stg 1	-	-	-	-	5.47	-
Critical Hdwy Stg 2	-	-	-	-	5.47	-
Follow-up Hdwy	2.263	-	-	-	3.563	3.363
Pot Cap-1 Maneuver	1261	-	-	-	360	759
Stage 1	-	-	-	-	766	-
Stage 2	-	-	-	-	595	-
Platoon blocked, %		-	-	-		
Mov Cap-1 Maneuver	1261	-	-	-	357	759
Mov Cap-2 Maneuver	-	-	-	-	357	-
Stage 1	-	-	-	-	761	-
Stage 2	-	-	-	-	595	-
Approach	EB	WB		SB		
HCM Control Delay, s	0.1	0		16		
HCM LOS				C		
Minor Lane/Major Mvmt	EBL	EBT	WBT	WBR	SBLn1	
Capacity (veh/h)	1261	-	-	-	-	379
HCM Lane V/C Ratio	0.005	-	-	-	-	0.138
HCM Control Delay (s)	7.9	0	-	-	-	16
HCM Lane LOS	A	A	-	-	-	C
HCM 95th %tile Q(veh)	0	-	-	-	-	0.5

Background 2042 AM Revere 8:53 am 12/19/2024
 RR

Synchro 11 Light Report
 Page 1

REVERE | TRANSPORTATION IMPACT STUDY
Town of Berthoud

HCM 6th TWSC
 2: W CR 8 & N CR 19

12/19/2024

Intersection						
Int Delay, s/veh	0.6					
Movement	EBL	EBT	WBT	WBR	SBL	SBR
Lane Configurations						
Traffic Vol, veh/h	5	435	475	35	25	5
Future Vol, veh/h	5	435	475	35	25	5
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Free	Free	Free	Free	Stop	Stop
RT Channelized	-	None	-	None	-	None
Storage Length	-	-	-	-	0	-
Veh in Median Storage, #	-	0	0	-	0	-
Grade, %	-	0	0	-	0	-
Peak Hour Factor	92	92	92	92	92	92
Heavy Vehicles, %	2	2	2	2	2	2
Mvmt Flow	5	473	516	38	27	5

Major/Minor	Major1	Major2	Minor2			
Conflicting Flow All	554	0	-	0	1018	535
Stage 1	-	-	-	-	535	-
Stage 2	-	-	-	-	483	-
Critical Hdwy	4.12	-	-	-	6.42	6.22
Critical Hdwy Stg 1	-	-	-	-	5.42	-
Critical Hdwy Stg 2	-	-	-	-	5.42	-
Follow-up Hdwy	2.218	-	-	-	3.518	3.318
Pot Cap-1 Maneuver	1016	-	-	-	263	545
Stage 1	-	-	-	-	587	-
Stage 2	-	-	-	-	620	-
Platoon blocked, %		-	-	-		
Mov Cap-1 Maneuver	1016	-	-	-	261	545
Mov Cap-2 Maneuver	-	-	-	-	261	-
Stage 1	-	-	-	-	583	-
Stage 2	-	-	-	-	620	-

Approach	EB	WB	SB
HCM Control Delay, s	0.1	0	19.2
HCM LOS			C

Minor Lane/Major Mvmt	EBL	EBT	WBT	WBR	SBLn1
Capacity (veh/h)	1016	-	-	-	286
HCM Lane V/C Ratio	0.005	-	-	-	0.114
HCM Control Delay (s)	8.6	0	-	-	19.2
HCM Lane LOS	A	A	-	-	C
HCM 95th %tile Q(veh)	0	-	-	-	0.4

Background 2042 PM 11:52 am 01/17/2023 Revere
 RR

Synchro 11 Light Report
 Page 1

TOTAL 2042

REVERE | TRANSPORTATION IMPACT STUDY

Town of Berthoud

HCM 6th Signalized Intersection Summary

1: US 287 & W CR 8/Mountain Ave

12/19/2024

	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Movement												
Lane Configurations	↔	↔		↔	↔		↔	↔	↔	↔	↔	↔
Traffic Volume (veh/h)	90	300	170	310	180	140	80	610	180	105	1360	80
Future Volume (veh/h)	90	300	170	310	180	140	80	610	180	105	1360	80
Initial Q (Qb), veh	0	0	0	0	0	0	0	0	0	0	0	0
Ped-Bike Adj(A_pbT)	1.00		1.00	1.00		1.00	1.00		1.00	1.00		1.00
Parking Bus, Adj	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Work Zone On Approach	No			No			No			No		
Adj Sat Flow, veh/h/ln	1856	1856	1856	1856	1856	1856	1856	1856	1856	1856	1856	1856
Adj Flow Rate, veh/h	98	326	185	337	196	152	87	663	196	114	1478	87
Peak Hour Factor	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92
Percent Heavy Veh, %	3	3	3	3	3	3	3	3	3	3	3	3
Cap, veh/h	160	404	224	406	497	365	156	1643	733	175	1662	741
Arrive On Green	0.05	0.18	0.18	0.12	0.26	0.26	0.05	0.47	0.47	0.05	0.47	0.47
Sat Flow, veh/h	3428	2186	1214	3428	1937	1425	3428	3526	1572	3428	3526	1572
Grp Volume(v), veh/h	98	262	249	337	177	171	87	663	196	114	1478	87
Grp Sat Flow(s), veh/h/ln	1714	1763	1637	1714	1763	1599	1714	1763	1572	1714	1763	1572
Q Serve(g_s), s	2.8	14.2	14.7	9.6	8.3	8.9	2.5	12.4	7.6	3.3	38.2	3.1
Cycle Q Clear(g_c), s	2.8	14.2	14.7	9.6	8.3	8.9	2.5	12.4	7.6	3.3	38.2	3.1
Prop In Lane	1.00		0.74	1.00		0.89	1.00		1.00	1.00		1.00
Lane Grp Cap(c), veh/h	160	326	302	406	452	410	156	1643	733	175	1662	741
V/C Ratio(X)	0.61	0.80	0.82	0.83	0.39	0.42	0.56	0.40	0.27	0.65	0.89	0.12
Avail Cap(c_a), veh/h	504	434	403	463	452	410	206	1643	733	254	1662	741
HCM Platoon Ratio	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Upstream Filter(I)	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Uniform Delay (d), s/veh	46.8	39.0	39.2	43.1	30.7	30.9	46.7	17.6	16.3	46.6	24.1	14.8
Incr Delay (d2), s/veh	3.7	7.8	10.0	10.9	0.6	0.7	3.1	0.7	0.9	4.1	7.6	0.3
Initial Q Delay(d3), s/veh	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
%ile BackOfQ(50%),veh/ln	1.3	6.6	6.5	4.5	3.4	3.3	1.1	4.6	2.7	1.4	15.3	1.1
Unsig. Movement Delay, s/veh												
LnGrp Delay(d),s/veh	50.5	46.8	49.2	54.0	31.3	31.6	49.8	18.3	17.2	50.7	31.6	15.1
LnGrp LOS	D	D	D	D	C	C	D	B	B	D	C	B
Approach Vol, veh/h	609			685			946			1679		
Approach Delay, s/veh	48.4			42.5			21.0			32.1		
Approach LOS	D			D			C			C		
Timer - Assigned Phs	1	2	3	4	5	6	7	8				
Phs Duration (G+Y+Rc), s	9.6	51.1	16.3	23.0	9.1	51.6	9.2	30.1				
Change Period (Y+Rc), s	4.5	4.5	4.5	4.5	4.5	4.5	4.5	4.5				
Max Green Setting (Gmax), s	7.4	36.5	13.5	24.6	6.0	37.9	14.7	23.4				
Max Q Clear Time (g_c+1), s	5.3	14.4	11.6	16.7	4.5	40.2	4.8	10.9				
Green Ext Time (p_c), s	0.1	4.5	0.2	1.8	0.0	0.0	0.2	1.4				
Intersection Summary												
HCM 6th Ctrl Delay	33.8											
HCM 6th LOS	C											

Total 2042 AM 4:03 pm 08/04/2023 Revere
RR

Synchro 11 Light Report
Page 1

REVERE | TRANSPORTATION IMPACT STUDY

Town of Berthoud

HCM 6th Signalized Intersection Summary

1: US 287 & W CR 8/Mountain Ave

12/19/2024

												
Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations												
Traffic Volume (veh/h)	150	370	155	225	380	90	215	1525	445	155	920	140
Future Volume (veh/h)	150	370	155	225	380	90	215	1525	445	155	920	140
Initial Q (Qb), veh	0	0	0	0	0	0	0	0	0	0	0	0
Ped-Bike Adj(A_pbT)	1.00		1.00	1.00		1.00	1.00		1.00	1.00		1.00
Parking Bus, Adj	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Work Zone On Approach	No			No			No			No		
Adj Sat Flow, veh/h/ln	1870	1870	1870	1870	1870	1870	1870	1870	1870	1870	1870	1870
Adj Flow Rate, veh/h	161	398	167	242	409	97	231	1640	478	167	989	151
Peak Hour Factor	0.93	0.93	0.93	0.93	0.93	0.93	0.93	0.93	0.93	0.93	0.93	0.93
Percent Heavy Veh, %	2	2	2	2	2	2	2	2	2	2	2	2
Cap, veh/h	231	534	238	320	503	118	306	1743	924	230	1665	849
Arrive On Green	0.07	0.15	0.15	0.09	0.18	0.18	0.09	0.49	0.49	0.07	0.47	0.47
Sat Flow, veh/h	3456	3554	1585	3456	2855	671	3456	3554	1585	3456	3554	1585
Grp Volume(v), veh/h	161	398	167	242	253	253	231	1640	478	167	989	151
Grp Sat Flow(s),veh/h/ln	1728	1777	1585	1728	1777	1750	1728	1777	1585	1728	1777	1585
Q Serve(g_s), s	4.1	9.6	7.0	6.2	12.3	12.5	5.9	39.3	4.5	4.3	18.4	1.3
Cycle Q Clear(g_c), s	4.1	9.6	7.0	6.2	12.3	12.5	5.9	39.3	4.5	4.3	18.4	1.3
Prop In Lane	1.00		1.00	1.00		0.38	1.00		1.00	1.00		1.00
Lane Grp Cap(c), veh/h	231	534	238	320	313	308	306	1743	924	230	1665	849
V/C Ratio(X)	0.70	0.74	0.70	0.76	0.81	0.82	0.76	0.94	0.52	0.72	0.59	0.18
Avail Cap(c_a), veh/h	257	750	335	320	381	375	361	1743	924	230	1665	849
HCM Platoon Ratio	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Upstream Filter(I)	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Uniform Delay (d), s/veh	41.1	36.6	22.0	39.8	35.6	35.7	40.1	21.7	3.5	41.2	17.6	3.5
Incr Delay (d2), s/veh	7.0	2.5	3.7	9.9	10.3	11.5	7.4	11.5	2.1	10.8	1.6	0.5
Initial Q Delay(d3),s/veh	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
%ile BackOfQ(50%),veh/ln	1.9	4.3	2.8	3.0	6.1	6.2	2.6	16.1	2.0	2.0	6.7	0.6
Unsig. Movement Delay, s/veh												
LnGrp Delay(d),s/veh	48.1	39.1	25.7	49.8	45.9	47.2	47.5	33.2	5.5	52.0	19.2	4.0
LnGrp LOS	D	D	C	D	D	D	D	C	A	D	B	A
Approach Vol, veh/h	726			748			2349			1307		
Approach Delay, s/veh	38.0			47.6			29.0			21.6		
Approach LOS	D			D			C			C		
Timer - Assigned Phs	1	2	3	4	5	6	7	8				
Phs Duration (G+Y+Rc), s	10.5	48.6	12.8	18.0	12.5	46.7	10.5	20.3				
Change Period (Y+Rc), s	4.5	4.5	4.5	4.5	4.5	4.5	4.5	4.5				
Max Green Setting (Gmax), s	6.0	40.0	7.0	19.0	9.4	36.6	6.7	19.3				
Max Q Clear Time (g_c+1), s	6.3	41.3	8.2	11.6	7.9	20.4	6.1	14.5				
Green Ext Time (p_c), s	0.0	0.0	0.0	1.9	0.1	6.0	0.0	1.3				
Intersection Summary												
HCM 6th Ctrl Delay	31.1											
HCM 6th LOS	C											
Notes												

Total 2042 PM 2:59 pm 08/04/2023 Revere
RR

Synchro 11 Light Report
Page 1

REVERE | TRANSPORTATION IMPACT STUDY
Town of Berthoud

HCM 6th TWSC
2: W CR 8 & N CR 19

12/19/2024

Intersection						
Int Delay, s/veh	1.1					
Movement	EBL	EBT	WBT	WBR	SBL	SBR
Lane Configurations						
Traffic Vol, veh/h	5	435	230	10	40	5
Future Vol, veh/h	5	435	230	10	40	5
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Free	Free	Free	Free	Stop	Stop
RT Channelized	-	None	-	None	-	None
Storage Length	-	-	-	-	0	-
Veh in Median Storage, #	-	0	0	-	0	-
Grade, %	-	0	0	-	0	-
Peak Hour Factor	86	86	86	86	86	86
Heavy Vehicles, %	7	7	7	7	7	7
Mvmt Flow	6	506	267	12	47	6
Major/Minor	Major1	Major2	Minor2			
Conflicting Flow All	279	0	-	0	791	273
Stage 1	-	-	-	-	273	-
Stage 2	-	-	-	-	518	-
Critical Hdwy	4.17	-	-	-	6.47	6.27
Critical Hdwy Stg 1	-	-	-	-	5.47	-
Critical Hdwy Stg 2	-	-	-	-	5.47	-
Follow-up Hdwy	2.263	-	-	-	3.563	3.363
Pot Cap-1 Maneuver	1255	-	-	-	352	754
Stage 1	-	-	-	-	762	-
Stage 2	-	-	-	-	588	-
Platoon blocked, %		-	-	-		
Mov Cap-1 Maneuver	1255	-	-	-	350	754
Mov Cap-2 Maneuver	-	-	-	-	350	-
Stage 1	-	-	-	-	757	-
Stage 2	-	-	-	-	588	-
Approach	EB	WB		SB		
HCM Control Delay, s	0.1	0		16.3		
HCM LOS				C		
Minor Lane/Major Mvmt	EBL	EBT	WBT	WBR	SBLn1	
Capacity (veh/h)	1255	-	-	-	372	
HCM Lane V/C Ratio	0.005	-	-	-	0.141	
HCM Control Delay (s)	7.9	0	-	-	16.3	
HCM Lane LOS	A	A	-	-	C	
HCM 95th %tile Q(veh)	0	-	-	-	0.5	

Total 2042 AM 4:03 pm 08/04/2023 Revere
RR

Synchro 11 Light Report
Page 1

REVERE | TRANSPORTATION IMPACT STUDY
Town of Berthoud

HCM 6th TWSC
 2: W CR 8 & N CR 19

12/19/2024

Intersection						
Int Delay, s/veh	0.6					
Movement	EBL	EBT	WBT	WBR	SBL	SBR
Lane Configurations						
Traffic Vol, veh/h	5	455	495	35	25	5
Future Vol, veh/h	5	455	495	35	25	5
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Free	Free	Free	Free	Stop	Stop
RT Channelized	-	None	-	None	-	None
Storage Length	-	-	-	-	0	-
Veh in Median Storage, #	-	0	0	-	0	-
Grade, %	-	0	0	-	0	-
Peak Hour Factor	92	92	92	92	92	92
Heavy Vehicles, %	2	2	2	2	2	2
Mvmt Flow	5	495	538	38	27	5
Major/Minor	Major1	Major2	Minor2			
Conflicting Flow All	576	0	-	0	1062	557
Stage 1	-	-	-	-	557	-
Stage 2	-	-	-	-	505	-
Critical Hdwy	4.12	-	-	-	6.42	6.22
Critical Hdwy Stg 1	-	-	-	-	5.42	-
Critical Hdwy Stg 2	-	-	-	-	5.42	-
Follow-up Hdwy	2.218	-	-	-	3.518	3.318
Pot Cap-1 Maneuver	997	-	-	-	247	530
Stage 1	-	-	-	-	574	-
Stage 2	-	-	-	-	606	-
Platoon blocked, %		-	-	-		
Mov Cap-1 Maneuver	997	-	-	-	245	530
Mov Cap-2 Maneuver	-	-	-	-	245	-
Stage 1	-	-	-	-	570	-
Stage 2	-	-	-	-	606	-
Approach	EB	WB		SB		
HCM Control Delay, s	0.1	0		20.2		
HCM LOS				C		
Minor Lane/Major Mvmt	EBL	EBT	WBT	WBR	SBLn1	
Capacity (veh/h)	997	-	-	-	269	
HCM Lane V/C Ratio	0.005	-	-	-	0.121	
HCM Control Delay (s)	8.6	0	-	-	20.2	
HCM Lane LOS	A	A	-	-	C	
HCM 95th %tile Q(veh)	0	-	-	-	0.4	

Total 2042 PM 2:59 pm 08/04/2023 Revere
 RR

Synchro 11 Light Report
 Page 1

REVERE | TRANSPORTATION IMPACT STUDY
Town of Berthoud

HCM 6th Roundabout
3: W CR 8 & Main Access

12/19/2024

Intersection				
Intersection Delay, s/veh	5.7			
Intersection LOS	A			
Approach	EB	WB	SB	
Entry Lanes	1	2	1	
Conflicting Circle Lanes	1	1	1	
Adj Approach Flow, veh/h	516	369	108	
Demand Flow Rate, veh/h	526	376	110	
Vehicles Circulating, veh/h	105	11	260	
Vehicles Exiting, veh/h	265	620	127	
Ped Vol Crossing Leg, #/h	0	0	0	
Ped Cap Adj	1.000	1.000	1.000	
Approach Delay, s/veh	7.2	3.9	4.4	
Approach LOS	A	A	A	
Lane	Left	Left	Right	Left
Designated Moves	LT	LT	R	LR
Assumed Moves	LT	LT	R	LR
RT Channelized				
Lane Util	1.000	0.691	0.309	1.000
Follow-Up Headway, s	2.609	2.535	2.535	2.609
Critical Headway, s	4.976	4.544	4.544	4.976
Entry Flow, veh/h	526	260	116	110
Cap Entry Lane, veh/h	1240	1406	1406	1058
Entry HV Adj Factor	0.981	0.980	0.983	0.982
Flow Entry, veh/h	516	255	114	108
Cap Entry, veh/h	1216	1378	1382	1039
V/C Ratio	0.424	0.185	0.083	0.104
Control Delay, s/veh	7.2	4.1	3.3	4.4
LOS	A	A	A	A
95th %tile Queue, veh	2	1	0	0

Total 2042 AM 4:03 pm 08/04/2023 Revere
RR

Synchro 11 Light Report
Page 1

REVERE | TRANSPORTATION IMPACT STUDY
Town of Berthoud

HCM 6th Roundabout
3: W CR 8 & Main Access

12/19/2024

Intersection				
Intersection Delay, s/veh	7.4			
Intersection LOS	A			
Approach	EB	WB	SB	
Entry Lanes	1	2	1	
Conflicting Circle Lanes	1	1	1	
Adj Approach Flow, veh/h	522	799	261	
Demand Flow Rate, veh/h	532	815	266	
Vehicles Circulating, veh/h	244	22	565	
Vehicles Exiting, veh/h	587	754	272	
Ped Vol Crossing Leg, #/h	0	0	0	
Ped Cap Adj	1.000	1.000	1.000	
Approach Delay, s/veh	9.2	5.7	8.9	
Approach LOS	A	A	A	
Lane	Left	Left	Right	Left
Designated Moves	LT	LT	R	LR
Assumed Moves	LT	LT	R	LR
RT Channelized				
Lane Util	1.000	0.693	0.307	1.000
Follow-Up Headway, s	2.609	2.535	2.535	2.609
Critical Headway, s	4.976	4.544	4.544	4.976
Entry Flow, veh/h	532	565	250	266
Cap Entry Lane, veh/h	1076	1392	1392	775
Entry HV Adj Factor	0.981	0.980	0.980	0.981
Flow Entry, veh/h	522	554	245	261
Cap Entry, veh/h	1056	1365	1364	761
V/C Ratio	0.494	0.406	0.180	0.343
Control Delay, s/veh	9.2	6.5	4.1	8.9
LOS	A	A	A	A
95th %tile Queue, veh	3	2	1	2

Total 2042 PM 2:59 pm 08/04/2023 Revere
RR

Synchro 11 Light Report
Page 1

REVERE | TRANSPORTATION IMPACT STUDY
Town of Berthoud

HCM 6th TWSC
 4: N CR 19 & Local St

12/19/2024

Intersection						
Int Delay, s/veh	0.5					
Movement	WBL	WBR	NBT	NBR	SBL	SBT
Lane Configurations	↔		↔			↔
Traffic Vol, veh/h	2	1	15	1	1	45
Future Vol, veh/h	2	1	15	1	1	45
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Stop	Stop	Free	Free	Free	Free
RT Channelized	-	None	-	None	-	None
Storage Length	0	-	-	-	-	-
Veh in Median Storage, #	0	-	0	-	-	0
Grade, %	0	-	0	-	-	0
Peak Hour Factor	92	92	92	92	92	92
Heavy Vehicles, %	2	2	2	2	2	2
Mvmt Flow	2	1	16	1	1	49
Major/Minor	Minor1		Major1		Major2	
Conflicting Flow All	68	17	0	0	17	0
Stage 1	17	-	-	-	-	-
Stage 2	51	-	-	-	-	-
Critical Hdwy	6.42	6.22	-	-	4.12	-
Critical Hdwy Stg 1	5.42	-	-	-	-	-
Critical Hdwy Stg 2	5.42	-	-	-	-	-
Follow-up Hdwy	3.518	3.318	-	-	2.218	-
Pot Cap-1 Maneuver	937	1062	-	-	1600	-
Stage 1	1006	-	-	-	-	-
Stage 2	971	-	-	-	-	-
Platoon blocked, %	-	-	-	-	-	-
Mov Cap-1 Maneuver	936	1062	-	-	1600	-
Mov Cap-2 Maneuver	936	-	-	-	-	-
Stage 1	1006	-	-	-	-	-
Stage 2	970	-	-	-	-	-
Approach	WB		NB		SB	
HCM Control Delay, s	8.7		0		0.2	
HCM LOS	A					
Minor Lane/Major Mvmt	NBT		NBRWBLn1		SBL	SBT
Capacity (veh/h)	-		-		975	1600
HCM Lane V/C Ratio	-		-		0.003	0.001
HCM Control Delay (s)	-		-		8.7	7.3
HCM Lane LOS	-		-		A	A
HCM 95th %tile Q(veh)	-		-		0	0

Total 2042 AM 4:03 pm 08/04/2023 Revere
 RR

Synchro 11 Light Report
 Page 1

REVERE | TRANSPORTATION IMPACT STUDY
Town of Berthoud

HCM 6th TWSC
 4: N CR 19 & Local St

12/19/2024

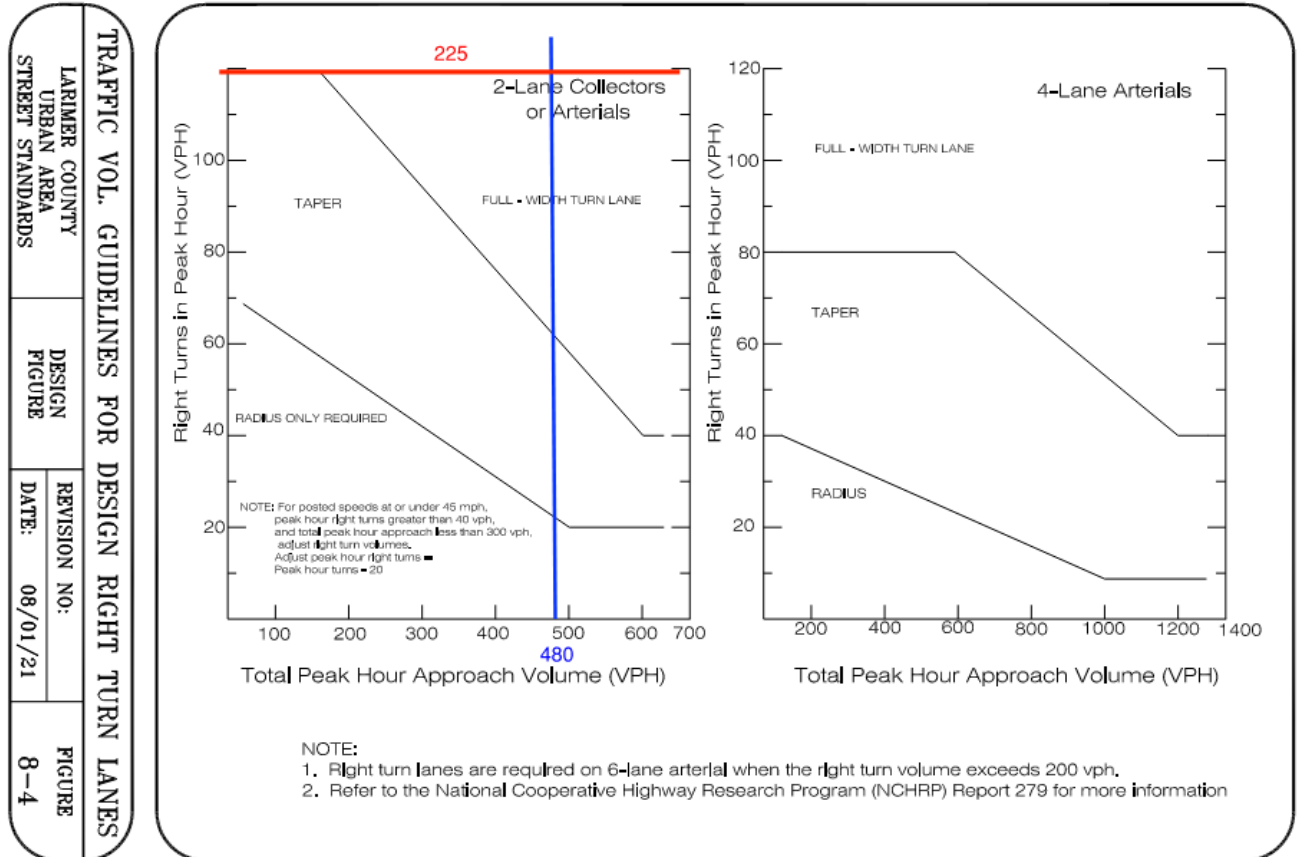
Intersection						
Int Delay, s/veh	0.4					
Movement	WBL	WBR	NBT	NBR	SBL	SBT
Lane Configurations	↔		↔			↔
Traffic Vol, veh/h	2	1	40	2	1	30
Future Vol, veh/h	2	1	40	2	1	30
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Stop	Stop	Free	Free	Free	Free
RT Channelized	-	None	-	None	-	None
Storage Length	0	-	-	-	-	-
Veh in Median Storage, #	0	-	0	-	-	0
Grade, %	0	-	0	-	-	0
Peak Hour Factor	92	92	92	92	92	92
Heavy Vehicles, %	2	2	2	2	2	2
Mvmt Flow	2	1	43	2	1	33
Major/Minor	Minor1		Major1		Major2	
Conflicting Flow All	79	44	0	0	45	0
Stage 1	44	-	-	-	-	-
Stage 2	35	-	-	-	-	-
Critical Hdwy	6.42	6.22	-	-	4.12	-
Critical Hdwy Stg 1	5.42	-	-	-	-	-
Critical Hdwy Stg 2	5.42	-	-	-	-	-
Follow-up Hdwy	3.518	3.318	-	-	2.218	-
Pot Cap-1 Maneuver	924	1026	-	-	1563	-
Stage 1	978	-	-	-	-	-
Stage 2	987	-	-	-	-	-
Platoon blocked, %	-	-	-	-	-	-
Mov Cap-1 Maneuver	923	1026	-	-	1563	-
Mov Cap-2 Maneuver	923	-	-	-	-	-
Stage 1	978	-	-	-	-	-
Stage 2	986	-	-	-	-	-
Approach	WB		NB		SB	
HCM Control Delay, s	8.8		0		0.2	
HCM LOS	A					
Minor Lane/Major Mvmt	NBT		NBRWBLn1		SBL	SBT
Capacity (veh/h)	-		-		955	1563
HCM Lane V/C Ratio	-		-		0.003	0.001
HCM Control Delay (s)	-		-		8.8	7.3
HCM Lane LOS	-		-		A	A
HCM 95th %tile Q(veh)	-		-		0	0

Total 2042 PM 2:59 pm 08/04/2023 Revere
 RR

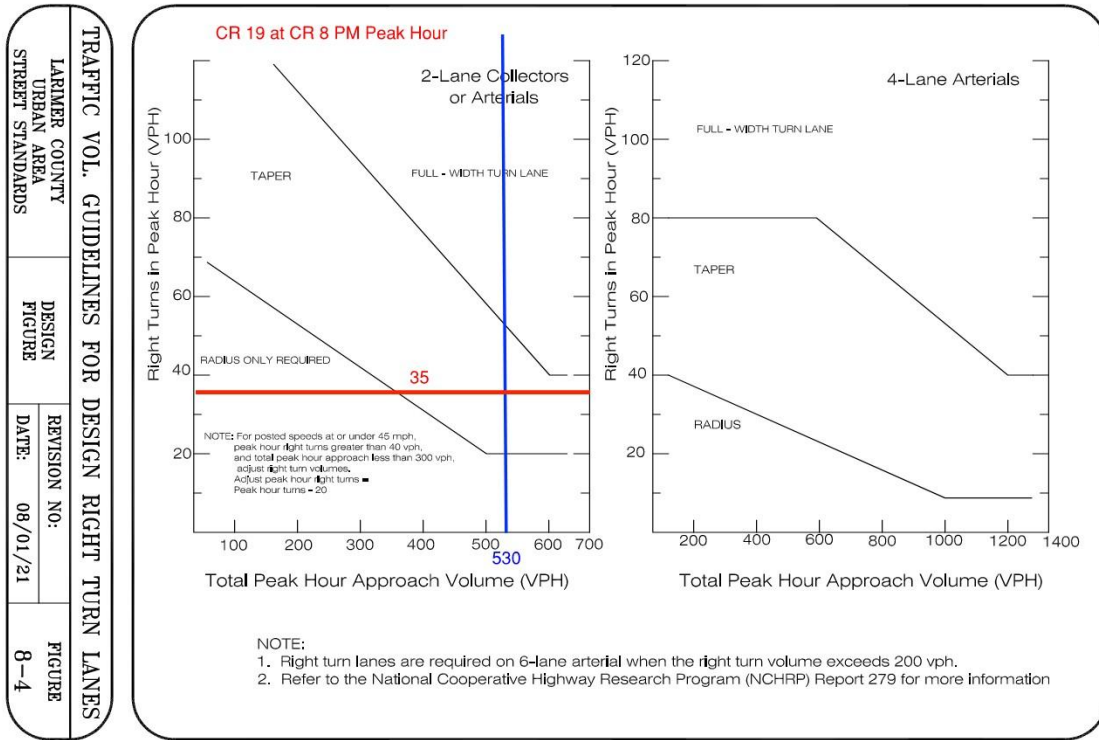
Synchro 11 Light Report
 Page 1

Appendix C LCUASS Right-Turn Warrants

Main Access at CR 8 (Mountain Avenue) PM Peak Hour



REVERE | TRANSPORTATION IMPACT STUDY Town of Berthoud



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Attachment 6

Public Comment - 1

From: Dave Pierce <dave.s.pierce@gmail.com>
Sent: Wednesday, August 13, 2025 7:40 PM
To: Tawn Hillenbrand
Cc: Dave Pierce
Subject: Revere Neighborhood Master Plan and Change of Zone - Written Comments

Tawn,

My name is Dave Pierce and I am the homeowner at 901 High Mountain Drive, Berthoud CO, 80513 located in Belcara Estates, just north of the proposed master plan. I am submitting my comments to be included in the meeting/council notes expressing our position.

The revised Revere Master Plan is little more than a repackaged version of the original proposal that was already denied — a blatant disregard for both community input and the decision-making process the developer has put forth again. The plan completely fails to take into account the adjoining Belcara Estates neighborhood, where existing properties sit on approximately one-acre lots of roughly 44,000 sq. ft each at a minimum. My lot is 2 acres; approximately 88,000 sq. ft and is within 300 ft of the proposed plan. Instead of incorporating feathered lot sizes to create a reasonable and compatible transition between the two communities, the developer is pressing forward with an incompatible density pattern, again. The largest proposed lot in the new plan is a mere 8,800 square feet, with others shrinking dramatically to just 6,014 square feet, and, most egregiously, some as small as 3,825 square feet. This jarring disparity shows a complete disregard for preserving the character, scale, acceptable transition in lot size, and property values of the surrounding area. The lot size transition from 8,800 sq ft to approximately 44,000 sq. ft just 100 ft away is 5x smaller than the 1 acre lots those specific homes are adjoining to! That does not comply with a density pattern that was the initial intent of the property that was approved by prior Town Board of Trustees, who by the way, expressed their position at the last public hearing (on record), going back to the original intent of this specific property. Does that not carry any weight with the Town Planning Commission?

What is even more troubling is the utter lack of proactive communication from the developer... again. While it is not required, it continues to show the ongoing lack of regard for the neighbors, community and any intention to consider reasonable home unit reduction and increase in lot size to meet past requirements. Despite the strong opposition expressed at the last meeting — where the plan was rightfully voted down — there has been no genuine engagement with local residents, no outreach to address concerns, and no effort to build trust. This silence sends a clear message: the developer is pushing forward with a plan that suits their own interests, not the best interests of the community. The absence of dialogue and collaboration is unacceptable, especially for a project of this scale that will have lasting impacts on the neighborhood and City of Berthoud.

Furthermore, the developer has taken no meaningful steps to address ongoing environmental concerns, such as the unchecked prairie dog population, which continues to create problems for both the land and adjoining properties. The failure to address these issues, coupled with the refusal to adjust the plan in any substantial way, underscores the lack of respect for both the residents and the governing bodies that denied the original proposal. This is not a Master Plan — it is a recycled scheme that ignores community

standards, environmental stewardship, and the very feedback the developer was instructed to consider, prior to coming back to the Planning Commission and Town Board of Trustees.

In its current proposed state, it is glaringly obvious that nothing has changed significantly in the resubmitted Master Plan that would possibly sway the Town Board of Trustees position and denial from the prior process. Therefore, this should be an easy decision for the Town Planning Commission to save time, energy and resources and deny this moving forward by voting no.

Regards,
Dave Pierce

FW: Revere Development

From Anne Johnson <AJohnson@berthoud.org>

Date Mon 8/18/2025 3:02 PM

To Bella Manzo <bmanzo@berthoud.org>

From: Bridget Guccione <bpguccione@me.com>

Sent: Monday, August 18, 2025 2:52 PM

To: Anne Johnson <AJohnson@berthoud.org>

Cc: Bridget Guccione <bpguccione@me.com>; Chris Kirk <CKirk@berthoud.org>; Tawn Hillenbrand <THillenbrand@berthoud.org>; Luke Seeber <lseeber@berthoud.org>; kristin <kristin@tbgrou.us>

Subject: Re: Revere Development

Thank you, Anne.

On Aug 18, 2025, at 1:28 PM, Anne Johnson <AJohnson@berthoud.org> wrote:

Bridget,

Hello. Tawn is out this week, and I'll try to address your questions in as timely a manner as possible. The planning stage the applicant is at is a concept stage. The Neighborhood Master Plan and Change of Zone provide a broad view of the project to determine if in concept the project can work. If the concept is found to be acceptable, the applicant then expends resources to engineer and fully design the project. See responses to your questions in blue font below.

1. Within the Rezoning Narrative, there are repeated comments and references to minimal impacts on neighboring/adjacent properties and traffic; however, impacts on public facilities and services are acknowledged. During the original development submittals in 2024, stakeholders repeatedly voiced concerns about services and infrastructure pressures. Can you please provide the town's analysis on these impacts as noted in the submittal?

Water and sanitary sewer infrastructure is capable of handling proposed development with the improvements proposed with this submittal. Future phases of development review will include engineering of these improvements.

The transportation infrastructure along Mountain Avenue/CR8 will be improved as illustrated in this submittal to manage the additional traffic generated from this development heading to Berthoud. Per the traffic study, this development will not add much traffic along CR 19 to the north or to CR8 west of CR 19.

2. In the same narrative repeated references are made to connectivity of the Revere development to **safe** pedestrian trails and bicycle trail network as well as connection to the downtown commercial area. There are no specifics on crossing Hwy 287. Referring to the Berthoud Unified Trail Masterplan,

numerous maps show this connection but I would like to know the specifics and the projected timetable for an underpass or overpass.

The regional and community trails illustrate connection across the highway. Details of a potential underpass are provided in the Trails Master Plan however, locations for this type of crossing are not assigned to an intersection. The detail is schematic. The Action Plan does not cite an underpass or an overpass as an alternative street crossing for the trail at this location.

3. Within the Master Plan Narrative, under the Neighborhood Review Criteria, it is stated: ***Because of how the community has evolved over time, commercial development at the proportion as depicted on the Comprehensive Plan is no longer a viable option, as the infrastructure cannot support it.*** These are comments from the developer/contact, TB Group. I question the source and reasoning. Please provide the town analysis of its operations that have lead to such a conclusion. Was this a public analysis provided to all interested parties? As part of this analysis, one can only assume that it clearly differentiates the various infrastructure requirements for commercial versus residential.

The Applicant indicated that this is their opinion which will need to be explained during the public hearing process.

Sincerely,
Anne

From: Anne Johnson
Sent: Monday, August 18, 2025 10:44 AM
To: Bridget Guccione <bpguccione@me.com>; Tawn Hillenbrand <THillenbrand@berthoud.org>
Cc: Chris Kirk <CKirk@berthoud.org>; William Karspeck <WKarspeck@berthoud.org>
Subject: RE: Revere Development

Bridget,
Hello. Tawn is out this week and I will be responding to some of your questions here shortly. Because this is a land use case heading to a public hearing, my response will remove Mayor Karspeck.

Sincerely,
Anne

From: Bridget Guccione <bpguccione@me.com>
Sent: Thursday, August 14, 2025 4:51 PM
To: Tawn Hillenbrand <THillenbrand@berthoud.org>
Cc: Bridget Guccione <bpguccione@me.com>; Chris Kirk <CKirk@berthoud.org>; Anne Johnson <AJohnson@berthoud.org>; William Karspeck <WKarspeck@berthoud.org>
Subject: Re: Revere Development

You don't often get email from bpguccione@me.com. [Learn why this is important](#)
Good Afternoon Tawn,

Thank you for the DropBox link so I could access the full documentation for the Revere Development Project.

Before submitting comments as an affected resident/stakeholder, I have a few questions after reading the two included narratives, Rezone and Master Plan

Narratives.

Within the Rezoning Narrative, there are repeated comments and references to minimal impacts on neighboring/adjacent properties and traffic; however, impacts on public facilities and services are acknowledged. During the original development submittals in 2024, stakeholders repeatedly voiced concerns about services and infrastructure pressures. Can you please provide the town's analysis on these impacts as noted in the submittal?

In the same narrative repeated references are made to connectivity of the Revere development to **safe** pedestrian trails and bicycle trail network as well as connection to the downtown commercial area. There are no specifics on crossing Hwy 287. Referring to the Berthoud Unified Trail Masterplan, numerous maps show this connection but I would like to know the specifics and the projected timetable for an underpass or overpass.

Within the Master Plan Narrative, under the Neighborhood Review Criteria, it is stated:

Because of how the community has evolved over time, commercial development at the proportion as depicted on the Comprehensive Plan is no longer a viable option, as the infrastructure cannot support it.

These are comments from the developer/contact, TB Group. I question the source and reasoning. Please provide the town analysis of its operations that have lead to such a conclusion. Was this a public analysis provided to all interested parties? As part of this analysis, one can only assume that it clearly differentiates the various infrastructure requirements for commercial versus residential.

Thank you for providing this critical information as we approach the public comment meetings.

Respectfully,

Bridget Guccione

On Aug 14, 2025, at 10:19 AM, Bridget Guccione
<bpguccione@me.com> wrote:

Thank you, Tawn.

On Aug 14, 2025, at 8:50 AM, Tawn Hillenbrand
<THillenbrand@berthoud.org> wrote:

Hello Bridget,

Thank you for your email.

The complete application packet is quite large so for ease of access, please see the Dropbox link below. Please note that Geotechnical Reports are not required with a Neighborhood Master Plan and Rezone application, so you won't see that in the project file. The file does contain the Preliminary TIS and Preliminary Utility and Drainage Plan.

Revere Dropbox:

<https://www.dropbox.com/scl/fo/9r5nfsi0an6rwizcdapc9/AO04pnREUbgRkcod7Ou4-zg?rlkey=54v8v1v80yqezl4ypuxeo1br1&st=vrhry3zq&dl=0>

Please let me know if you have any questions.

Thank you,
Tawn

Tawn Hillenbrand, AICP
LEED Green Associate
Planning Manager

Phone: 970.344.5808
thillenbrand@berthoud.org
Berthoud.org
807 Mountain Ave, Berthoud, CO 80513

All messages sent or received by this address
may be subject to public disclosure
pursuant to the Colorado Open Records Act
(CORA) C.R.S. 24-72-200.1 et seq.

-----Original Message-----

From: Bridget Guccione <bpguccione@me.com>
Sent: Wednesday, August 13, 2025 4:51 PM
To: Tawn Hillenbrand <THillenbrand@berthoud.org>
Cc: Bridget Guccione <bpguccione@me.com>
Subject: Revere Development

Good Afternoon Tawn,

As stated on the website, the attachments for the Revere development do not contain the entire file composition.

I'm requesting the full documentation, including geotechnical reports and traffic studies, so I can review the differences from earlier submittals by Babcock Land Corporation.

Thank you.

Respectfully,

Bridget Guccione
810 Berthoud Peak Drive

Public Comment - 3

From: Bridget Guccione <bpguccione@me.com>
Sent: Thursday, August 21, 2025 10:54 AM
To: Anne Johnson <AJohnson@berthoud.org>; Tawn Hillenbrand <THillenbrand@berthoud.org>
Cc: Bridget Guccione <bpguccione@me.com>; Pat Guccione <pat.guccione@nch.com>
Subject: Public Comments - Revere Application

Please include this email as part of the public comments for the Planning Commission packet just posted on the Berthoud Webpage.

Thank you.

Respectfully,

Bridget Guccione

To: Berthoud Planning Commission

Karen Anderson, Nick Semedallas, Abigail Smith, Marc Hofmans, David Pond, Mark Brodie, Stacy Sigman, Anne Johnson, Tawn Hilldebrand

From: Bridget Guccione, 810 Berthoud Peak Drive

Subject: Revere Development Rezoning and Neighborhood Master Plan

Date: August 21, 2025

Please consider this email as my response to the January/May 2025 resubmittal for the proposed development in Berthoud of Parcel #9415316001, Revere Rezoning Request and Neighborhood Master Plan. Please include it as part of the materials reviewed by the Planning Commission from a resident and stakeholder directly affected by the development of this parcel.

In the spring/summer of 2024, I participated in the Planning Commission and the Town Board of Trustees meetings to review and consider the first submittal by Babcock Land Management and their representatives, TB Group, for development of the parcel of land at the NW corner of Highway 287 and County Road 8.

At those meetings, the stakeholders from the adjacent residential communities, acreage properties and working farms affected by this proposed development clearly stated their shared concerns for the rezoning and Neighborhood Master Plan as submitted. Our collective participation in the public comment component of Berthoud's town planning, resulted in the denial of the application for the Revere Property Development by the Board of Trustees in a 6-1 vote noting a failure to comply with 4 of 5 criteria of the Berthoud Comprehensive Plan.

The current resubmittal by Babcock Land Management and the TB Group indicates a lack of understanding of the stakeholders concerns and those expressed by the Town Trustees

at the June 11, 2024 meeting. The current Neighborhood Master Plan reduces the proposed residential lots from 100 to 81 homes but does not sufficiently address the concerns and issues noted by the Trustees for compliance with the Comprehensive Master Plan.

I will address the application accuracy, inconsistency and misinterpretations by section.

1. In the Review Application from the Developer dated January 2025, the density of the property is noted as 2.1 and 2.6 units/acre. This is inaccurate. The developer is playing 'loose and fast' with the data. 81 single family homes on 10.38 acres is a density of 7.8 DU/Acre. Separating out the three different lot sizes (45'x85', 60'x110', 81'x110') would be slightly different; however, the acreage/lot size is not given in the submittal. The density of BelCara Estates, the residential development to the north of the Revere Project is <1 DU/Acre. This difference in residential density approaches a 1000% increase in density; a total lack of any attempt to feather or transition between developments of significant differences in residential developments.

In the previous submittal in 2024, the densities of the residential area were noted as 6.1 and 10.5 DU/Acre. This was accurate but not in alignment with the low to moderate density for suburban residential areas in the Comprehensive Master Plan.

The neighboring community of BelCara Estates, originally zoned as PUD, aligns more closely with the new Conservation District classification with no access to collector roads, open space, borrow ditches, no sidewalks or gutters and possessing water rights.

These are the existing features of BelCara Estates. Since BelCara shares these characteristics with the Conservation district classification, the green space and buffering requirements in the Code to minimize visual and noise impacts where adjacent land uses are of a different type (e.g., residential adjacent to commercial or industrial) or are of a substantially different residential density should be a component of the proposed Revere project.

2. The Revere Rezone Narrative provides an insight to the Developer's rationale for rezoning from PUD to Suburban Residential and Commercial.

Points addressing land use and impacts of the development on adjacent properties stress adherence to the Berthoud Comprehensive Master Plan with an effort to maintain Berthoud's 'rural character' while promoting Berthoud's passion and reputation for being an active, recreation town.

The traffic study provided measures current volumes and forecasts future volumes based upon growth. There is a glaring absence in the study of incidents and recorded accidents at the high speed and heavily traveled intersection. Some notations of bicycle traffic are alluded to but also excluded in some analyses. This should be a critical component in the considerations since the overall development repeatedly stressed the Revere Development being a pedestrian and bicycle friendly community with access to Downtown Berthoud – **through a heavily traveled north south highway.**

The adjective **SAFE**, is used repeatedly in describing the road network and trail system. To quote:

Expanding the pedestrian and bicycle trail facilities in the community is a goal. A combination of on-street- bike lanes, neighborhood trails, detached walks and a connection to the town regional trail will provide a robust and SAFE network for both pedestrians and bicyclists.

It should be noted that the frequently referenced trail, the Colorado Front Range Trail, is currently the trail to nowhere in the vicinity of the Revere Development. The Berthoud Trail Master Plan has priority for work on this trail north of County Road 10 and no definitive plans for access for this trail to the east side of Highway 287. Currently on this parcel and the land east of BelCara, it remains the trail that ends in an agricultural field.

Stressing and emphasizing adherence to the Comprehensive Plan with amenities that are at most a futuristic wish is a serious misrepresentation.

3. The Revere Neighborhood Master Plan Narrative puts forth the perspective of the developer of the five review criteria of the Berthoud planning process; land use mix conformance with zoning, functional land use in compliance with Comprehensive Plan and PORT, traffic, open space and pedestrian design adequacy, negative impact on adjacent properties mitigation, and finally balance land use and housing mix.

The developer, Babcock Land Management, and their representative, TB Group, emphasize the importance of limiting the number of residential lots in the development while incorporating ample landscape buffering in their plan to maintain the small-town feel of Berthoud.

As stated above, this statement does not ring true when the application claims a ‘doctored’ density of 2.1 rather than an actual density of 7.8.

The developer continues with comments on the access to major roadways and outdoor recreation opportunities by ample sidewalks/trails provided, particularly noting the PORT trail running the length of the development. This is the incomplete trail ending in a field with a low priority designation on the Trail Master Plan. This is misleading to say the least. Additionally access to recreational opportunities should have a footnote stating, ‘to the west’. Access to the opportunities to the east, e.g. bike park, recreation center, etc. must cross the Highway 287/County Road 8 intersection. On foot or by bicycle this crossing is questionable for mature residents, let alone young people. Using the terminology of **SAFE** throughout the narrative is irresponsible.

Under the land use mix criterium 1., the applicant states:

Because of how the community has evolved over time, commercial development at the proportion as depicted on the Comprehensive Plan is no longer a viable option as the infrastructure cannot support it.

An explanation of this conclusion is an important factor in determining the zoning and residential/commercial division.

Finally considering the above statement, in the narrative, the developer states that there is a lack of smaller residential product type as proposed in this application in the town of Berthoud. Please refer to the projects and housing in Westside Crossing, Gateway Park, Harvest West, Fickel Farm and potentially Ludlow Farms, and the list goes on.....

As a resident of Berthoud in BelCara Estates, 810 Berthoud Peak Dr, I encourage the Planning Staff and Planning Commission to examine this application, supporting materials and comments from the public and stakeholders of Berthoud to deny the application as submitted.

Sound development is necessary for Berthoud to ensure continued grow in a sustainable way that maintains the characteristics of the community that we love. The Revere Project Application does not meet the needs of Berthoud as a growing community with a goal to maintain our agricultural roots.

From: Kelly Seaton <kelly.e.seaton@gmail.com>
Sent: Tuesday, August 26, 2025 11:06 AM
To: Tawn Hillenbrand
Cc: Chris Kirk; William Karspeck
Subject: Revere Development 2nd Submittal Response

Follow Up Flag: Follow up
Flag Status: Flagged

Categories: Neighbor Comment

I am writing on behalf of myself and concerned neighbors to respectfully request denial of the second Revere Development NMP and Zoning. While we support thoughtful growth for Berthoud, this application falls short, again, of the Town's vision and long-term needs.

The applicant's claim of a **gross density of 2.11 units per acre is misleading**, as that number applies to the entire 38 acres. When density is properly calculated for the **10.38 acres of suburban residential being requested, 81 homes equate to 7.8 units per acre**, far denser than represented. Additionally, while neighbors requested one-step feathering down to transition from our one-acre lots, the plan still places **3–3.5 homes directly behind each of ours**. This fails to provide the compatible buffer the community asked for.

The Town Board previously directed the applicant to incorporate more commercial property to align with the Comprehensive Plan and provide sustainable revenue for Berthoud. Instead of embracing that guidance, the applicant simply removed 19 homes. This corner, with direct access to **Highway 287 commuters and Carter Lake recreational traffic, is an invaluable commercial opportunity**. To squander it for short-term housing yield undermines Berthoud's long-term financial health and economic vibrancy.

In their narrative, the applicant states: *"Because of how the community has evolved over time, commercial development at the proportion as depicted on the Comprehensive Plan is no longer a viable option as the infrastructure cannot support it."* However, they **provided no concrete examples or evidence** to support this claim, and **Town staff did not provide any explanation** as to why infrastructure would prohibit commercial development. Without justification, this statement cannot be considered a valid reason to abandon the Comprehensive Plan's vision.

The applicant also argues that **commercial uses at this site would fail due to traffic impacts**, but this reasoning does not stand up to scrutiny. **If commercial works on the east side, directly along the same Highway 287 corridor, why would it not also work on the west side?** This inconsistency suggests the traffic argument is being used selectively to avoid including commercial. Commercial at this corner is not only feasible, but it would also serve as a true gateway to town for Carter Lake visitors and 287 travelers.

This second plan still does not meet the required evaluation criteria outlined in Town Code (**Section 30-6-106(G)**). These deficiencies were noted by the Town Board during denial of the previous plan and remain unresolved:

1. **Conformance with Zoning & Comprehensive Plan:**

The land use mix does not further the Comprehensive Plan's goals. While boundaries are not definitive, the Town Board made clear that this corner should include **more commercial space and larger home sites** to preserve view corridors and reflect the Berthoud West District.

2. **Functional System of Land Use & Consistency with Plans:**

Although parks and open space are included, the proposed trail **does not connect to other recreational amenities** in Berthoud in the foreseeable future. The only connection is for pedestrians and bicyclists to cross 287 which is already a problem intersection. The Town Board also asked for more commercial to comply with the Comprehensive Plan, still ignored.

3. **Adequacy of Traffic, Open Space, and Design:**

The proposed roundabout remains unchanged despite prior concerns about **conflicts with farming traffic from the south and congestion at the 287 light** (similar to 287 & Berthoud Parkway). This remains unresolved.

4. **Mitigation of Negative Impacts:**

The applicant continues to ignore requests for lower density. They propose **7.8 units per acre as "sufficient feathering"** against one-acre lots. Town Code does not define buffering, allowing the applicant to self-interpret. At our single neighborhood meeting, we requested a **100' buffer with berms and trees**. The plan still shows only **50' to property lines**, with the applicant claiming setbacks count toward buffering.

5. **Community Need and Balance of Uses:**

This plan still fails to meet the Town's stated need for **more commercial and larger lots**. The Town Board specifically asked for these elements to preserve the rural character of West Berthoud and to provide long-term sustainable revenue.

Since the Town's denial over a year ago, the applicant has reached out to our neighborhood only once, and only regarding prairie dog mitigation. Instead of collaborating, they implied that **residents should share the financial responsibility for prairie dog removal and required studies**. This lack of meaningful outreach shows little regard for neighborhood concerns or the Town's feedback.

The applicant's narrative highlights a "walkable community" and "regional trail connections." In reality, the proposed trail **dead-ends with no safe connection across Highway 287** for pedestrians or cyclists. Even Town staff have acknowledged the significant cost and lack of plans for such connections. This is not a truly walkable or connected development.

The Comprehensive Plan describes the Berthoud West Character district as:

"A vibrant, walkable commercial district with opportunities for shopping, employment, and services... Building location and orientation will enhance the patron's experience and connect West Berthoud with the town core."

This proposal does the opposite. **It sacrifices commercial vibrancy for dense housing**, leaving West Berthoud disconnected and missing an opportunity to strengthen our local economy and identity.

This property has the potential to become a **true gateway into Berthoud**. An ideal plan would include:

- **Larger suburban residential lots (0.5 acre)** along the north to provide a transition to existing homes.
- **Smaller residential lots south of that** for diversity in housing options.
- **Suburban commercial along Highway 287** to highlight Berthoud's amenities, capture lake traffic, and generate lasting revenue for the Town.

We urge the Town Board and Planning Commission to hold this proposal accountable to the Comprehensive Plan, Town Code, and prior direction. **This is not just about housing; it is about creating a gateway into Berthoud that reflects our community's values and secures long-term prosperity.**

Thank you for your time and for your service to our community.

Kelly Seaton
820 Berthoud Peak Drive
Berthoud, CO 80513



Garden Spot of Colorado

**Town of Berthoud Planning Commission
Town Hall
Board Room
807 Mountain Avenue, Berthoud, CO 80513
August 28, 2025 at 6:00 p.m.**

1. Meeting called to order – Chairperson Anderson at 6:00 p.m.
2. Pledge of Allegiance
3. Roll Call

The following Planning Commission members were present:

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

The following Planning Commission members were absent:

Nick Semedallas, Commissioner

The following staff members were present:

Anne Johnson, Community Development Director
Tawn Hillenbrand, Planning Manager
Bella Manzo, Planner
Luke Seeber, Town Engineer
Alicia Garcia, Attorney for Town of Berthoud (remote attendee)
Corporal Drissel, Larimer County Sheriff

4. Approval of Minutes from August 14, 2025 were moved for approval by Commissioner Sigman and a second to the motion was made by Commissioner Pond.
5. Public Hearing: Revere Rezone And Neighborhood Master Plan.
Public Hearing to consider approval of the Revere Neighborhood Master Plan and an amendment to the Zoning Map of the Town of Berthoud.
 - a. Chair Anderson spoke on expectations for meeting procedures at 6:02 p.m.
 - b. Planning Manager Tawn Hillenbrand provided a staff presentation at 6:05 p.m. Town Engineer Luke Seeber provided an overview of development review processes for the Engineering Department at 6:23 p.m.
 - c. The applicant was represented by Kristin Turner. They provided a presentation at 6:26 p.m. The applicant's traffic engineer, Ruth Rollins, provided a presentation at 6:40 p.m. An attorney for the applicant, Angela Hygh, provided a presentation at 6:57 p.m.
 - d. The applicant, represented by Kristin Turner, responded to questions at 7:10 p.m. The applicant's traffic engineer, Ruth Rollins, responded to questions at 7:22 p.m. The

applicant's project engineer, Stephanie Thomas, responded to questions at 7:24 p.m. The applicant, represented by Kristin Turner, responded to questions at 7:27 p.m.

- e. Public testimony was opened at 7:39 p.m. and closed at 7:58 p.m. The following members of the public provided testimony: Stephen Kiepe, Bruce Bird, Jim Schweifer, Kelly Seaton, Scott Charpentier.
 - f. Planning Commissioners deliberated and discussed the proposed Neighborhood Master Plan. Discussion opened at 8:09 p.m. and closed at 8:42 p.m.
 - g. Commissioner Sigman moved to send a recommendation of approval to the Town Trustees of the Neighborhood Master Plan as proposed. A second to this motion was made by Commissioner Smith.
 - h. Planning Commissioners deliberated and discussed the proposed Rezone. Discussion opened at 8:43 p.m. and closed at 8:45 p.m.
 - i. Commissioner Smith moved to send a recommendation of approval to the Town Trustees of the Rezoning as proposed. A second to this motion was made by Commissioner Pond.
 - j. The public hearing closed at 8:46 p.m.
6. Planning Commission Elections were held. The results of the elections were:
- a. Karen Anderson as Chairperson
 - b. Abigail Smith as Vice Chair
 - c. Nick Semedallas as Secretary

7. Report by Staff:

- a. An update was given on land use matters decided during the August 26, 2025 Town Board of Trustees Meeting.
- b. The Planning Commission Meeting on September 11, 2025 is scheduled to contain a land use hearing.
- c. Candidates for Planning Commission will be interviewed on September 8, 2025 and appointed September 9, 2025.
- d. The Planning Commission Meeting on September 25, 2025 is scheduled to contain an orientation for the new Commissioner and a discussion with Town Attorney Erin Smith.
- e. A virtual field trip exploring tree lawn/tree strip landscaping information is tentatively scheduled for October.
- f. The Town of Berthoud Oktoberfest event will be held on October 4, 2025.

8. Adjourn

The meeting was adjourned by Motion of Commissioner Smith and seconded by Commissioner Hofmans at 9:09 p.m.



Chairperson



Secretary

RESOLUTION NUMBER 21

(SERIES 2025)

A RESOLUTION OF THE TOWN OF BERTHOUD BOARD OF TRUSTEES APPROVING A NEIGHBORHOOD MASTER PLAN FOR A DEVELOPMENT KNOW AS THE “REVERE DEVELOPMENT” IN THE TOWN OF BERTHOUD.

WHEREAS, the property under consideration is known as the “Revere” development; and

WHEREAS, the Town of Berthoud (“Town”) approved Ordinances 1030 on June 15, 2006, which approved the Zoning of the Revere property to Planned Unit Development; and

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

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

WHEREAS, notice was properly posted in the manner required by law and a public hearing was conducted on August 28, 2025, before the Berthoud Planning Commission; and

WHEREAS, after the public hearing, the Berthoud Planning Commission made a unanimous recommendation to the Town Board of Trustees to approve the Neighborhood Master Plan as presented with the following two (2) conditions:

1. The applicant shall submit an annexation request for the remaining portions of the County Road 8 and County Road 19 intersection as well as the segment of County Road 8, east of County Road 19 at the Preliminary Plat phase.
2. The applicant shall complete a neighborhood meeting to discuss the buffering along the north property line prior to submitting the Preliminary Plat application; and

WHEREAS, notice was properly posted in a manner required by law and a public hearing was conducted on October 14, 2025, before the Board of Trustees as required by law and which public hearing incorporated the testimony of citizens which were allowed to speak during “Citizen Participation” during the Board of Trustees meeting held October 14, 2024, and which testimony the applicant confirmed it had reviewed; and

WHEREAS, based on the testimony and evidence presented at the public hearing and that given October 14, 2025, the Board of Trustees determines and finds that compliance with the Neighborhood Master Plan review criteria as provided in Section 30-6-106.G of the Berthoud Municipal Code has been demonstrated.

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

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

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

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

APPROVED AND ADOPTED this 14th day of October 2025.

TOWN OF BERTHOUD

By _____
William Karspeck, Mayor

ATTEST:

By: _____
Christian Samora, Town Clerk

Exhibit A: Neighborhood Master Plan

ORDINANCE NO. 1363

**AN ORDINANCE AMENDING THE ZONING MAP OF THE TOWN OF BERTHOUD
TO REZONE THE REVERE PROPERTY PREVIOUSLY ZONED TO PLANNED UNIT
DEVELOPMENT TO SUBURBAN COMMERCIAL AND SUBURBAN RESIDENTIAL
DISTRICTS**

WHEREAS, the property under consideration is known as the “Revere” development and was zoned to Planned Unit Development by Ordinance 1030 in 2006 by the Town of Berthoud; and

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

WHEREAS, the Planning Commission considered the request to rezone the property at their public hearing on August 28, 2025, and moved to forward their approval of the request to the Town Board of Trustees; and

WHEREAS, notice was properly posted in the manner required by law and a public hearing was conducted on August 28, 2025, before the Berthoud Planning Commission and a public hearing was conducted on October 14, 2025, before the Board of Trustees as required by law; and

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

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

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

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

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

INTRODUCED, READ, ADOPTED, APPROVED, AND ORDERED PUBLISHED IN FULL on this 14th day of October 2025.

TOWN OF BERTHOUD

By _____
William Karspeck, Mayor

ATTEST:

By: _____
Christian Samora, Town Clerk

EXHIBIT A: LEGAL DESCRIPTION

LOT 1, SMITH SUBDIVISION, LOCATED IN THE SOUTHWEST QUARTER OF SECTION 15, TOWNSHIP 4 NORTH, RANGE 69 WEST OF THE 6TH P.M., TOWN OF BERTHOUD, COUNTY OF COUNTY OF LARIMER, STATE OF COLORADO.

EXHIBIT B: CHANGE OF ZONE MAP

BOARD OF TRUSTEES INFORMATION



ADMINISTRATION DEPARTMENT

Meeting Date:	October 14, 2025
Agenda Title/Subject:	Ordinance for Lease of 270 Mountain Ave and Resolution for Option to Purchase and Right of First Offer (ROFO) Agreement
Type of Item:	Regular Item
Purpose:	Consider an Ordinance authorizing the lease of a portion of 270 Mountain Ave to House of Neighborly Services (HNS), as well as a Resolution approving the Option to Purchase and ROFO Agreement with HNS
Presented by:	Administration

ATTACHMENTS:

- Ordinance approving lease of a portion of 270 Mountain Ave
- Lease agreement between HNS and the Town of Berthoud
- Option to Purchase and Right of First Offer Agreement
- Resolution approving the Option to Purchase and ROFO Agreement for 270 Mountain Ave

BACKGROUND:

On September 23, 2025, the Town Board considered the lease of a portion of 270 Mountain Avenue (Lease) to House of Neighborly Services (HNS). In addition to the proposed lease, an agreement for an Option to Purchase and Right of First Offer (Agreement) was also discussed.

Under Colorado statutes, an ordinance is required to approve a lease of town owned property. Said ordinance is attached to this memo along with the associated Lease. In addition, a resolution approving the Agreement is attached to this memo along with the Agreement.

Following the discussion at the September 23 Town Board meeting, language was inserted into the Lease and the Agreement prohibiting the use of the building for any programs or services "...intended to address homelessness or are targeted at serving the homeless shall be prohibited, including by way of illustration and not limitation, day centers, shelters, and hot food services."

In addition to the specific prohibition, the other terms of the Lease and Agreement are summarized as follows:

Lease

- Lease of approximately 19,000 sq ft.
- 30-year lease term with two 10-year extension options, for a total of 50-years.
- In light of the \$3-4 Million investment in the building that HNS will make to construct

their spaces, rent charged at \$0.50/sq ft per year for first 10 years, increasing at 10-year intervals.

- HNS can only use the space for human or community services and the administration of those services with a prohibition on providing programs or services intended to address homelessness.
- HNS may sublease to other non-profit organizations that provide community services. Rates shall be below market rate.
- HNS will have designated use of a portion of the parking lot during business hours.
- HNS will pay 50% of trash removal, snow removal, and exterior lighting costs.

Purchase Option

- After HNS has completed their interior improvements, the Town will work to subdivide the lot to create commercial condominiums.
- Following the creation of the new unit, HNS has 5 years to exercise its option to purchase. The purchase price shall be \$215,000. After 5 years, the Town may set a new sales price.
- The new condo unit will be subject to a common interest ownership association. The unit will be subject to covenants, rules, and regulations of that association which the Town will create.
- If, after purchase, HNS ever wishes to sell the condo, the Town will have the Right of First Offer to purchase the condo.

COMMUNITY TOUCHSTONES:

This project will redevelop an old industrial property in the heart of our downtown and convert it to a useful destination space for the community. In addition to strengthening our **Community Identity**, it will also improve our long-term community **Sustainability** by creating additional economic impact, social and community gathering spaces, and increasing the availability of important social and community services. This redevelopment project may also be the catalyst for additional commercial and retail investment in our downtown.

RECOMMENDED ACTION(S):

APPROVE ORDINANCE 1364 - AN ORDINANCE OF THE TOWN OF BERTHOUD, COLORADO, APPROVING A LEASE OF A PORTION OF THE PROPERTY LOCATED AT 270 MOUNTAIN AVENUE, BERTHOUD, COLORADO

APPROVE THE RESOLUTION OF THE TOWN OF BERTHOUD, COLORADO, APPROVING THE OPTION TO PURCHASE AND RIGHT OF FIRST OFFER AGREEMENT REGARDING PROPERTY LOCATED AT 270 MOUNTAIN AVENUE, BERTHOUD, COLORADO

ORDINANCE NO. 1364

AN ORDINANCE OF THE TOWN OF BERTHOUD, COLORADO, APPROVING A LEASE OF A PORTION OF THE PROPERTY LOCATED AT 270 MOUNTAIN AVENUE, BERTHOUD, COLORADO

WHEREAS, the Town of Berthoud (“Town”) is a municipal corporation possessing all powers granted to statutory towns by Title 31 of the Colorado Revised Statutes; and

WHEREAS, pursuant a Warranty Deed dated April 29, 2025 and recorded in the Offices of the Larimer County Clerk and Recorder Reception No. 20250018274, the Town owns the property located at 270 Mountain Avenue, Berthoud, Colorado (the “Property”); and

WHEREAS, the Property has not been used for any governmental purpose since the Property was purchased on April 29, 2025; and

WHEREAS, the Town wishes to lease 19,000 square feet of interior space in the north portion of the Property (the “Premises”) to House of Neighborly Services (“HNS”) solely for the purpose of the operation of human or community services, including administration in support of such services, which will promote the health, safety, and welfare of the people of the Town.

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

1. Section 31-15-713, C.R.S., grants the power to a governing body of a municipality such as the Town Board of Trustees to lease any real estate owned by the municipality when deemed by the governing body to be in the best interest of the municipality.
2. The Town Board of Trustees finds that leasing the Premises to HNS for the purposes of the operation of human or community services, including administration in support of such services is in the best interest of the Town and is not a governmental purpose.
3. The Town Board of Trustees approves the lease of the Premises in accordance with the terms and conditions of the Lease Agreement in the form attached hereto (“Lease Agreement”).
4. Should any section, clause, or provision of this Ordinance be declared invalid by a court of competent jurisdiction, the same shall not affect the validity of the balance of this Ordinance.
5. The Town Board of Trustees hereby finds, determines, and declares that this ordinance is promulgated under the general police powers of the Town of Berthoud, that it is promulgated for the health, safety, and welfare of the public, and that this ordinance is necessary for the preservation of health and safety and for the protection of public

convenience and welfare. The Town Board of Trustees further determines that the ordinance bears a rational relation to the proper legislative object sought to be attained.

INTRODUCED, READ, ADOPTED, APPROVED, AND ORDERED
PUBLISHED IN FULL on this ____ day of _____, 2025.

TOWN OF BERTHOUD

By: _____
William Karspeck, Mayor

ATTEST:

By: _____
Christian Samora, Town Clerk

LEASE AGREEMENT

THIS LEASE AGREEMENT is entered into this ____ day of _____, 2025, by and between the **TOWN OF BERTHOUD, COLORADO**, a Colorado municipal corporation whose address is 807 Mountain Avenue, Berthoud, Colorado (herein called Town) and **HOUSE OF NEIGHBORLY SERVICES**, a Colorado nonprofit whose address is 1511 East 11th Street, Loveland, Colorado (herein called HNS).

Town is the owner of property situated in the Town of Berthoud, County of Larimer, State of Colorado, described as 270 Mountain Avenue, Berthoud Colorado. For purposes of this Lease Agreement, the approximately 19,000 square feet of interior space in the north portion of the building located on said property is hereafter referred to as the "Premises".

HNS hereby agrees to lease from Town the Premises upon the following TERMS and CONDITIONS:

1. Term and Rent. Town leases to HNS the Premises for a term of thirty years (30) years, commencing on the date of occupancy and terminating on the thirtieth anniversary of the date of occupancy ("Term"). HNS shall have the option to renew this lease agreement for two successive 10-year periods, with at least six month's notice to Town of HNS's intent to exercise the option. Rent shall be \$0.50 per square foot per year for years one through ten of the Term. Rent shall be \$0.75 per square foot per year during years eleven through twenty. Rent shall be \$1.00 per square foot per year during years twenty-one through thirty. Beginning in year thirty-one, the rent shall increase 2.5% per year through the end of the lease. Rent shall be paid monthly and payments shall be made to Town of Berthoud, at 807 Mountain Ave., Berthoud, CO 80513.

2. Use. HNS (and any subtenants) shall use and occupy the Premises solely for the purpose of the operation of human or community services, including administration in support of such services. Town represents that the Premises may lawfully be used for some such purposes, however, some uses may require additional permitting. Notwithstanding the foregoing, any programs or services administered by HNS (and any subtenants) that are intended to address homelessness or are targeted at serving the homeless shall be prohibited, including by way of illustration and not limitation, day centers, shelters, and hot food services. Nothing herein shall be construed or interpreted as the Premises being used or held for a governmental purpose within the meaning of Section 31-15-713, C.R.S., as the same may be amended from time to time. Tenant shall pay the first month's rent on the occupancy date and thereafter on each monthly anniversary of the occupancy date.

3. Improvements, Design and Construction. The Parties agree that significant renovation and remodeling to the Premises are necessary. Design and construction decisions related to the core and shell and to the exterior and site improvements shall be made at the sole discretion of Town.

a. Town shall pay:

- i. All costs for designing improvements to the Premises, including site development and through the completion of the design

- development phase for 60% design of the tenant improvements;
and
- ii. All costs to provide a core and shell sufficient to support the reasonable interior finishes of HNS as determined by Town; and
- iii. All costs to construct improvements to the site, including parking lot, landscaping, exterior lighting and fencing improvements as determined by Town.

b. HNS shall pay:

- i. All costs associated with designing tenant improvements beyond 60%; and
- ii. All costs of constructing tenant-specific improvements.

4. Alterations. HNS shall not, without first obtaining the written consent of Town, make any alterations, additions, or improvements, in, to or about the Premises, other than non-structural alterations reasonably necessary to the uses of the Premises identified in paragraph 2 above. All work shall be done at such times and in such manner as Town may designate. If a construction or mechanic's lien is placed on the Premises as a result of the work, such shall be satisfied by HNS within ten (10) days thereafter at HNS's sole expense. HNS shall be considered in breach of this Lease Agreement upon failure to satisfy said lien.

5. Ordinances and Statutes. HNS shall obtain all necessary licenses and permits for its business and comply with all statutes, ordinances and requirements of all municipal, state and federal authorities now in force or which may hereafter be in force, pertaining to the Premises, occasioned by or affecting the use thereof by HNS.

6. Assignment and Subletting. HNS shall have the right to sublet portions of the Premises to other non-profit organizations (Subtenants) that provide human or community services to members of the Berthoud community and the northern Colorado region, provided that the Subtenants abide by all terms and conditions of this Lease Agreement and its sublease with HNS. In support of other non-profit organizations, any space that HNS sublets, shall be rented at a reasonable rate below market price. The Town shall have the right to inspect subleases upon request. HNS shall not assign this Lease Agreement or sublet any portion of the Premises for any purpose other than for uses described in Paragraph 2 above. Any such assignment or subletting for any other use without Town's consent shall be void and, at the option of the Town, may terminate this Lease Agreement.

7. Parking. HNS has the use of 15 undesignated parking spaces in the shared parking lot.

8. Common Area Maintenance Costs. HNS shall pay 50 percent (50%) of all Common Area Maintenance Costs ("CAM Charges") for the Premises. CAM Charges include trash removal, snow removal and electricity for parking lot lighting and other electricity demands not associated with the interior uses of the Premises.

9. Entry and Inspection. HNS shall permit Town or Town's agents to enter upon the Premises at reasonable times and upon reasonable notice, for the purposes of inspecting the same, and will permit Town, at any time within sixty (60) days prior to the expiration of this Lease Agreement, to place upon the Premises any usual "To Let" or "For Lease" signs and permit persons desiring to let the same to inspect the Premises thereafter.

10. Liability. Town shall not be liable for any damage or injury to HNS, or any other person or to any property, occurring on the Premises or any part thereof, and HNS agrees to hold Town harmless from any claim for damages. Nothing herein contained shall be deemed or construed to waive any of the protections afforded to Town by the Colorado Governmental Immunity Act, Sections 24-10-101 et seq., C.R.S., as the same may be amended from time to time (the "GIA").

11. Insurance. HNS, at its expense, shall maintain the following insurance policies:

- a. Public liability insurance including bodily injury in an amount not less than the limits of liability contained in the GIA as it may be amended from time to time; and
- b. Commercial liability insurance against claims for bodily injury (including sickness, disease, death, sexual abuse, or molestation, or failure to report sexual abuse or molestation) and property damage in an amount not less than \$1,000,000 combined single limit bodily injury and property damage, each occurrence; \$2,000,000, aggregate; and
- c. HNS shall provide Town with a Certificate of Insurance showing compliance with this paragraph. The Certificate shall provide for a ten-day written notice to Town in the event of cancellation or material change of coverage. To the maximum extent permitted by insurance policies which may be owned by Town or HNS, HNS and Town, for the benefit of each other, waive any and all rights of subrogation which might otherwise exist. In addition, HNS shall name Town as "additionally insured" on HNS's liability policies which shall have a minimum limit \$2,000,000.00.
- d. In all subleases, HNS shall include an insurance provision identical to this Section 11 substituting subtenant for HNS.

12. Eminent Domain. If the Premises or any part thereof or any estate therein, or any other part of the building materially affecting HNS's use of the Premises, shall be taken by eminent domain, this Lease Agreement shall terminate on the date when title vests pursuant to such taking. Current Rent, and any additional rent, shall be apportioned as of the termination date, and any rent paid beyond that date shall be repaid to HNS. HNS shall not be entitled to any part of the award for such taking or any payment in lieu thereof, but HNS may file a claim for any taking of fixtures and improvements owned by HNS, and for moving expenses.

13. Indemnification. During the term of this Lease Agreement, HNS shall indemnify and hold harmless Town and each of its officers, employees, agents and consultants, from and against any and all claims, demands, suits, actions, proceedings, judgments, losses, damages, injuries, penalties, costs and expenses (including reasonable attorneys' fees), and liabilities, of, by or with respect to third parties ("any claims") to the extent they arise from or may be alleged to arise, directly or indirectly, in whole or in part, from the intentional misconduct or negligent acts or omissions of HNS or any of its agents, employees or subtenants (including such subtenants' agents or employees) in connection with this Lease Agreement. Further, HNS hereby agrees to indemnify, defend and hold harmless Town and each of its officers and employees from and against any and all claims, demands, suits, actions, proceedings, judgments, losses, damages, injuries, penalties, costs and expenses (including reasonable attorneys' fees) and liabilities of, by or with respect to, third parties ("any claims"), arising directly or indirectly, in whole or in part, from the intentional misconduct or negligent acts or omissions of HNS, its agents, employees or subtenants (including such subtenants' agents or employees) which causes or allows to continue a condition or event which deprives Town or any of its officers or employees of its sovereign immunity under the GIA. The obligations of the indemnifications extended by HNS to Town under this section shall survive termination or expiration of this Lease Agreement. Further, nothing herein is intended as nor shall it be construed as a waiver by Town of the privileges and immunities afforded Town pursuant to the GIA.

In all subleases, HNS shall include an indemnifications provision identical to this Section 13 substituting subtenant for HNS.

14. Tax Increase. The Town is a tax-exempt entity so no real property taxes will be due. HNS shall be responsible for any personal property or possessory interest taxes.

15. Attorneys' Fees. In case suit should be brought for recovery of the Premises or for any sum due hereunder, or because of any act which may arise out of the possession of the Premises, by either party, the prevailing party shall be entitled to all costs incurred in connection with such action, including reasonable attorneys' fee.

16. Notices. Any notice which either party may, or is required to give, shall be given by mailing same, postage prepaid, to HNS at the Premises, or Town at the address shown above, or at such other places as may be designated by the parties from time to time.

17. Heirs, Assigns, Successors. This Lease Agreement is binding upon and inures to the benefit of the heirs, assigns, and successors in interest to the parties.

18. Non-appropriation. As required by Article X, Section 20 of the Colorado Constitution, any financial obligations of Town not to be performed during the current fiscal year contained in this Lease Agreement are subject to annual appropriation of sufficient funds by the Berthoud Town Board of Trustees. Should the Board of Trustees, in any year during the term of this Lease Agreement, not appropriate sufficient funds for

the performance of its obligations herein contained, the Premises shall be vacated and possession returned to the Town on the last day for which a valid appropriation exists.

19. Tenant Licenses. HNS agrees to maintain all professional licenses as required by the Town of Berthoud.

20. Care and Maintenance of Premises. HNS acknowledges that the Premises are in good order and repair, unless otherwise indicated herein. HNS shall, at his own expense and always, maintain the Premises in good and safe condition. Town shall have the right to inspect the Premises each year and at any other time subject to Town's reasonable discretion. Town shall give HNS at least 24 hour's notice of inspection, unless there is a risk to safety or property were such inspection to be delayed. HNS shall be responsible for any and all repairs and maintenance as may be required as a result of such inspection or otherwise. HNS shall surrender the Premises at termination of this Lease or the expiration of the Term, in as good condition as received, normal wear and tear excepted. Tenant fixtures shall remain with the Premises unless otherwise agreed by Town. HNS shall be responsible for all repairs required as a result of damage caused by HNS, its employees, invitees, agents, representatives, and volunteers.

21. Termination. Town may terminate this Lease Agreement effective immediately upon an Event of Default or at the end of the Term. The lease may also be terminated by agreement of the parties.

22. Default by HNS: The following events shall be deemed to be an Event of Default under this Lease Agreement:

- a. HNS fails to comply with any term, provision or covenant of this Lease Agreement and does not cure such failure within twenty (20) days after receipt of written notice of such failure from Town to HNS.
- b. HNS fails to vacate the Premises immediately upon termination of this Lease, by lapse of time or otherwise.

23. Entire Agreement. The foregoing constitutes the entire lease agreement between the parties. The Parties may enter into additional agreements related to the Premises, for example an Option-to-Buy agreement. Such agreement does not affect this Lease Agreement. This Lease Agreement may only be modified in a writing signed by both parties, and approved by the Berthoud Town Board of Trustees.

END OF AGREEMENT

[signature page to follow]

TOWN:
TOWN OF BERTHOUD

HNS:
HOUSE OF NEIGHBORLY
SERVICE

By: _____ By: _____
_____, Mayor House of Neighborly Service

ATTEST:

_____, Town Clerk

STATE OF COLORADO)
) ss.
COUNTY OF _____)

Before me this _____ day of _____, 20____, personally appeared
_____, who acknowledged the above Lease Agreement.

{S E A L}

My commission expires: _____

Notary Public

OPTION TO PURCHASE AND RIGHT OF FIRST OFFER AGREEMENT

THIS AGREEMENT is entered into this ____ day of _____, 2025, by and between the **TOWN OF BERTHOUD, COLORADO**, a Colorado municipal corporation whose address is 807 Mountain Avenue, Berthoud, Colorado (herein called “Town”) and **HOUSE OF NEIGHBORLY SERVICE**, a Colorado nonprofit whose address is 1511 East 11th Street, Loveland, Colorado (herein called “HNS”).

Town is the owner of property situated in the Town of Berthoud, County of Larimer, State of Colorado, described as 270 Mountain Avenue, Berthoud Colorado. For purposes of this Agreement, the approximately 19,000 square feet of interior space in the north portion of the building located on said property is hereafter referred to as the “Premises”.

The Parties anticipate that HNS will lease the Premises under the terms of a separate agreement (Lease Agreement). At the time of the execution of this Agreement, the Premises are a portion of 270 Mountain Avenue, Berthoud, CO (Larimer County) which legal description is:

[Insert Legal Description]

In consideration of the mutual promises contained herein and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows:

1. Town shall use best efforts to subdivide the existing lot in order to create of the Premises a legal and legally marketable commercial condominium lot (herein called “New Unit”).
2. Trigger Event. The creation of the New Unit or the issuance of a certificate of occupancy of the Premises, whichever is later, shall create for the benefit of HNS an option and right to purchase the New Unit.
3. Terms of the Option to Purchase. HNS shall have the right to purchase the New Unit with the following conditions:
 - (a) If HNS exercises the option within five years of the Trigger Event, the purchase price shall be \$215,000. After Year 5, and every five years thereafter, Town may set a new sale price; and
 - (b) The sale price shall not be offset by costs of any improvements or other investments or fees paid by HNS; and
 - (c) Because HNS will have been the tenant under the Lease Agreement and in control of the Premises prior to the sale of the New Unit, the New Unit shall be sold to HNS “as-is;” and

- (d) At the time HNS exercises the option, the Parties shall negotiate a contract for the sale of the New Unit in good faith. The Parties shall be entitled to the rights, obligations and benefits under the Colorado Real Estate Commission's Contract to Buy and Sell Real Estate (Commercial) in effect at the time HNS exercises the option, as modified by and subject to the standard provisions of contracts with Colorado governmental entities, including but not limited to non-appropriation, approval by the governing body required for binding agreement, and non-waiver of the Colorado Governmental Immunity Act; and
- (e) In consideration of the investments that HNS will make to the Premises, no option fee will be due; and
- (f) The Option may not be assigned or transferred without the agreement of the Parties.
4. Execution of Option to Purchase. In order to exercise the Option, HNS shall give written notice to Town at 807 Mountain Avenue, Berthoud, CO 80513 or at such other places as may be designated by Town.
5. Common Interest Ownership Association. New Unit may be a member of and subject to a common interest ownership association. By signing this Agreement, HNS acknowledges that the New Unit may be subject to covenants, rules, regulations and/or other restrictions and obligations of a common interest ownership community. HNS herein agrees to any such restrictions and obligations that may be associated with common interest ownership, including paying Common Area Maintenance (CAM) expenses, dues or other charges.
6. Prohibited Uses. Notwithstanding any contrary provision, in the event the Town sells the Premises, any programs or services administered by the purchaser (and any subtenants) that are intended to address homelessness or are targeted at serving the homeless shall be prohibited, including by way of illustration and not limitation day centers, shelters, and hot food services.
7. If, after purchase, HNS desires to sell the New Unit, Town shall have a Right of First Offer ("ROFO") to purchase the New Unit with the following conditions:
- (a) [insert the price or formula for calculating the price]; and
 - (b) HNS shall notify Town in writing of its intent to sell the New Unit before offering it to any other prospective buyers; and
 - (c) [If no price or formula is set in (a)] The notice must include the price, terms, and conditions desired by HNS; and
 - (d) Town shall have 60 days from receipt of the notice to make an offer to

purchase the New Unit;

- (e) HNS shall have 45 days from receipt of the Town's offer to accept or reject it. During this period, the Parties shall negotiate in good faith to agree to a sale of the property to Town; and
- (f) Upon reaching an agreement, the Parties shall in good faith negotiate and execute a contract for the sale of the New Unit. The Parties shall be entitled to the rights, obligations and benefits under the Colorado Real Estate Commission's Contract to Buy and Sell Real Estate (Commercial) in effect at the time Town exercises its ROFO, as modified by and subject to the standard provisions of contracts with Colorado governmental entities, including but not limited to non-appropriation, approval by the governing body required for binding agreement, and non-waiver of the Colorado Governmental Immunity Act; and
- (g) If Town declines or does not timely respond to the ROFO or the Parties do not reach agreement for the sale of the New Unit to Town, HNS may offer the New Unit to third Parties, but at terms no more favorable to the buyer than those which Town offered; and
- (h) If HNS violates the provisions of this Paragraph 5, the remedy shall be specific performance. In the event that HNS sells the New Unit without first offering the Town the right of first offer as stipulated herein, any such contract for sale shall be void and the sale shall be reversed; and
- (i) This ROFO may not be assigned nor transferred without the signed agreement of Town; and
- (j) This ROFO has no expiration.

8. Colorado Governmental Immunity Act ("CGIA"). Nothing herein is intended as, nor shall it be construed as, a waiver by Town of the privileges and immunities afforded Town pursuant to the CGIA, Colorado Revised Statutes section 24-10-101, et seq., as it may be amended from time to time.

9. Attorneys' Fees. In case suit should be brought under the terms of this Agreement, the prevailing party shall be entitled to all costs incurred in connection with such action, including reasonable attorneys' fee.

10. Notices. Any notice which either party may, or is required to give, shall be given by mailing same, postage prepaid, to HNS at the Premises, or Town at the address shown above, or at such other places as may be designated by the Parties from time to time.

11. Heirs, Assigns, Successors. This Agreement is binding upon and inures to the benefit of the heirs, assigns, and successors in interest to the Parties.

12. Revocation. Town may revoke the Purchase Option under this Agreement upon an Event of Default under the terms of the Lease Agreement, at the end of the Term of the Lease Agreement or at any other time the Lease Agreement is terminated.

13. Termination. This Agreement may be terminated by agreement of the Parties.

14. Entire Agreement. The foregoing constitutes the entire agreement between the Parties. The Parties may enter into additional agreements related to the Premises. Any such agreement does not affect this Agreement, unless specified herein or in such additional agreement.

15. This Agreement may only be modified in a writing signed by both Parties, and approved by the Berthoud Town Board of Trustees.

END OF AGREEMENT

[signature page to follow]

TOWN:
TOWN OF BERTHOUD

HNS:
HOUSE OF NEIGHBORLY
SERVICE

By: _____ By: _____
_____, Mayor House of Neighborly Service

ATTEST:

_____, Town Clerk

STATE OF COLORADO)
) ss.
COUNTY OF _____)

Before me this _____ day of _____, 20____, personally appeared
_____, who acknowledged the above _____ Agreement.

{S E A L}

My commission expires: _____

Notary Public

RESOLUTION NO. 22

A RESOLUTION OF THE TOWN OF BERTHOUD, COLORADO, APPROVING THE OPTION TO PURCHASE AND RIGHT OF FIRST OFFER AGREEMENT REGARDING PROPERTY LOCATED AT 270 MOUNTAIN AVENUE, BERTHOUD, COLORADO

WHEREAS, the Town of Berthoud ("Town") is a municipal corporation possessing all powers granted to statutory towns by Title 31 of the Colorado Revised Statutes; and

WHEREAS, pursuant a Warranty Deed dated April 29, 2025 and recorded in the Offices of the Larimer County Clerk and Recorder Reception No. 20250018274, the Town owns the property located at 270 Mountain Avenue, Berthoud, Colorado (the "Property"); and

WHEREAS, the Property has not been used for any governmental purpose since the Property was purchased on April 29, 2025; and

WHEREAS, the Town by Ordinance No. 1364 has authorized the lease of 19,000 square feet of interior space in the north portion of the Property (the "Premises") to House of Neighborly Services ("HNS") solely for the purpose of the operation of human or community services, including administration in support of such services, which will promote the health, safety, and welfare of the people of the Town; and

WHEREAS, Section 31-15-713, C.R.S., grants the power to a governing body of a municipality such as the Town Board of Trustees to sell any real estate owned by the municipality when deemed by the governing body to be in the best interest of the municipality; and

WHEREAS, in connection with the above mentioned lease the Town and HNS further contemplate the possibility that the Town may sell the Premises to HNS and the parties have negotiated the terms and conditions provided for such sale in the Option to Purchase and Right of First Offer Agreement in the form attached hereto.

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

1. The Town Board of Trustees approves the Option to Purchase and Right of First Offer Agreement in the form attached hereto provided that any sale of the Premises shall be subject to the approval by the Board of Trustees of an ordinance, as required by C.R.S. 31-15-713.
2. Should any section, clause, or provision of this resolution be declared invalid by a court of competent jurisdiction, the same shall not affect the validity of the balance of this resolution.

3. The Town Board of Trustees hereby finds, determines, and declares that this resolution is promulgated under the general police powers of the Town of Berthoud, that it is promulgated for the health, safety, and welfare of the public, and that this resolution necessary for the preservation of health and safety and for the protection of public convenience and welfare. The Town Board of Trustees further determines that the resolution bears a rational relation to the proper legislative object sought to be attained.

APPROVED, and ADOPTED this on this ____ day of _____, 2025.

TOWN OF BERTHOUD

By: _____
William Karspeck, Mayor

ATTEST:

By: _____
Christian Samora, Town Clerk

Goals

The goal of this Transit Assessment is to evaluate and identify the best suited transit service for the Town of Berthoud both now and into the future. A transit service that is:



ACCESSIBLE

Transit vehicles and supporting infrastructure are safe, comfortable, and easy to use by people of all ages and abilities



ADAPTABLE

Transit serves the current needs of the community today and evolves to meet the needs of a growing community and region



CONNECTED

Transit efficiently connects to local destinations, regional destinations, and other transit services



EFFICIENT

Utilizes current and future financial resources to maximize ridership



INTEGRATED

Information on local and regional transit service is readily available and easy to access



INTENTIONAL

Transportation and land use plans include multimodal infrastructure and support future transit service needs



RELIABLE

Transit service is dependable and an attractive mobility option

PRESENTATION BY RAFT

**JUSTIFYING WHY RAFT and BATS Could
BETTER SERVE THE TOWN OF BERTHOUD
UNDER ONE MANAGING ORGANIZATION**

Town Asked Three Questions to be Addressed

1. **What** would be different for the Town of Berthoud should the Town contract with RAFT for its Transportation Services
2. **How** would RAFT serve the Town beyond its current focus on seniors and adults with disabilities, and
3. **WHY** should the Town consider a contract with RAFT for its transit/transportation and not an outside contractor?

**1. What Would Be Different For The Town of Berthoud
Should the Town Contract with RAFT For Its
Transportation Services?**

- a) Ability to address Berthoud's transit goals.**
- b) Increased public transportation options.**
- c) More services for the cost.**
- d) Seamless transition of services for all current
BATS Clients.**
- e) Access to a Volunteer Driver Network.**
- f) Increased outreach to and public relations with
Berthoud citizens.**
- g) Timely And Concise Reports.**

2. How Would RAFT Serve The Town Beyond Its Current Focus on Seniors and Adults with Disabilities?

- a) RAFT will help the Town of Berthoud meet its Transportation Vision Statement and its Transportation Goals.**
- b) BATS would be rebranded/renamed to become the general public transportation program.**
- c) RAFT would utilize public engagement to confirm 2023 study findings and prioritize areas of service expansion.**
- d) RAFT would simplify enrollment and ride scheduling using a single contact number and current advanced technology.**
- e) RAFT would represent Berthoud with the Regional, State, and National Transportation Agencies.**
- f) Combining BATS and RAFT would consolidate the management of both Berthoud Transportation Services under one agency, resulting in greater efficiency and lower average cost per trip.**

3. WHY USE RAFT and NOT ANOTHER CONTRACTOR?

- a) The Town has been contracting with RAFT since 2014-we deliver.**
- b) RAFT Is Mission-Driven, not Profit-Driven.**
- c) RAFT grows services organically, adapting as the Community's needs change.**
- d) RAFT knows Berthoud; and is trusted, and supported by the Community.**
- e) Both general transit and assisted transportation will be under a single organization.**
- f) RAFT is flexible and rider-focused.**
- g) RAFT provides documented accountability.**
- h) RAFT has continuous involvement and interaction with Federal, State, County, and Local Transportation Agencies and Organizations.**
- i) RAFT is aware of transportation and nonprofit funding sources and has staff ability to seek and manage awarded funds.**
- j) RAFT will provide the Town with professional transit Leadership.**
- k) RAFT and its staff have been recognized locally, county-wide, statewide, and nationally with awards for Ingenuity and outstanding service.**

IMPLEMENTATION AND NEXT STEP

Should you, the Board of Trustees, select RAFT as the contractor for managing Berthoud transportation, I can assure you, RAFT will bring the same dedication and ingenuity, brought to the development and growth of RAFT, to all current and future transportation needs of Berthoud, resulting in a responsive and exemplary system that Berthoud will be noted for.

Should the Congregational Grant finally be funded, the Town will have a strong base with RAFT to support its design, evaluation, and any modifications before full implementation.

In closing, on behalf of a unified transportation/transit presence in Berthoud, I am asking the Board of Trustees to propose a resolution directing staff to rewrite the Town of Berthoud contract with RAFT to enable RAFT to assume the management of both BATS and RAFT Jan.1, 2026.

- **RAFT Vision Statement**

A community united by universal transportation access.

- **Town of Berthoud Transportation Vision Statement:**

The Town of Berthoud has accessible and efficient service, providing community members with transportation options to reach local and regional destinations as well as connect to regional transit services.

- **Town of Berthoud Transportation Goals:**

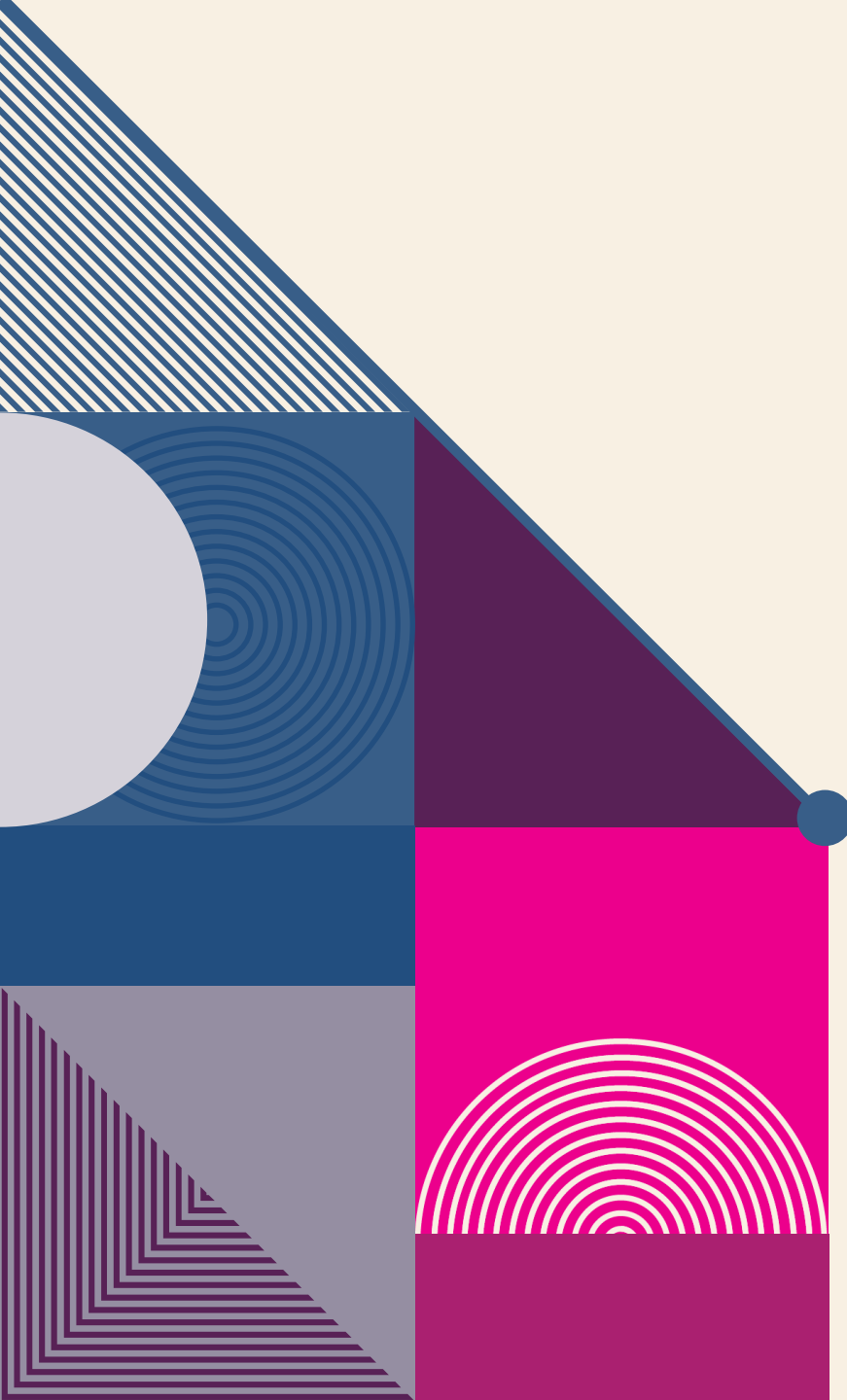
Transit serves the current needs of the community today and evolves to ***meet the needs of a growing community and region.*** *Exective Summary, pg. 21).*



PRESENTATION BY RAFT

**JUSTIFYING WHY RAFT AND BATS COULD
BETTER SERVE THE TOWN OF BERTHOUD**

UNDER ONE MANAGING ORGANIZATION



AGENDA

Town Asked Three Questions to be Addressed

1. **What** would be different for the Town of Berthoud should the Town contract with RAFT for its Transportation Services
2. **How** would RAFT serve the Town beyond its current focus on seniors and adults with disabilities, and
3. **WHY** should the Town consider a contract with RAFT for its transit/transportation and not an outside contractor?



**1. WHAT WOULD BE
DIFFERENT FOR THE
TOWN OF BERTHOUD
SHOULD THE TOWN
CONTRACT WITH RAFT
FOR ITS
TRANSPORTATION
SERVICES?**



A. ABILITY TO ADDRESS BERTHOUD'S TRANSIT GOALS.

B. INCREASED PUBLIC TRANSPORTATION OPTIONS.

C. MORE SERVICES FOR THE COST.

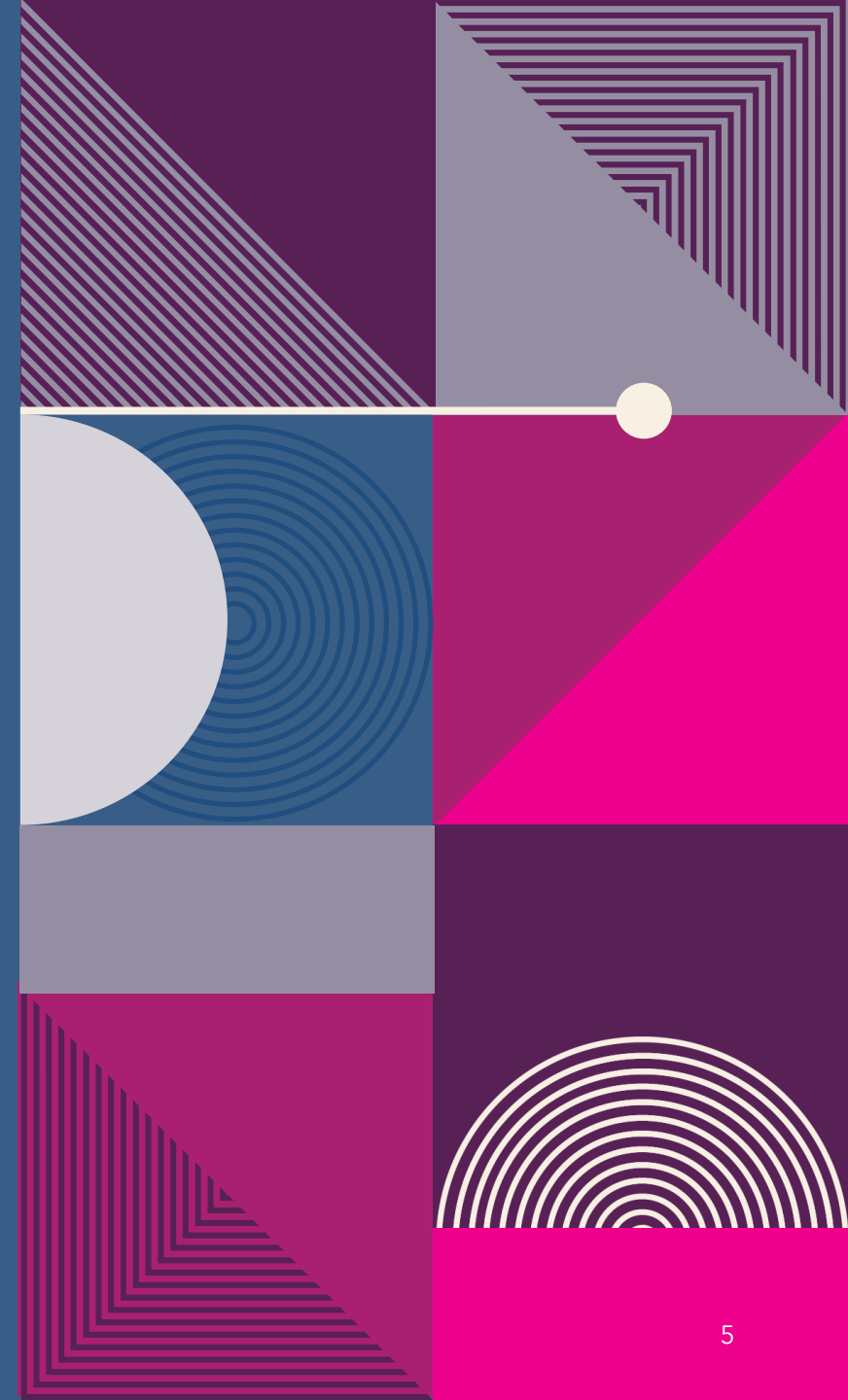
D. SEAMLESS TRANSITION OF SERVICES FOR ALL CURRENT BATS CLIENTS.

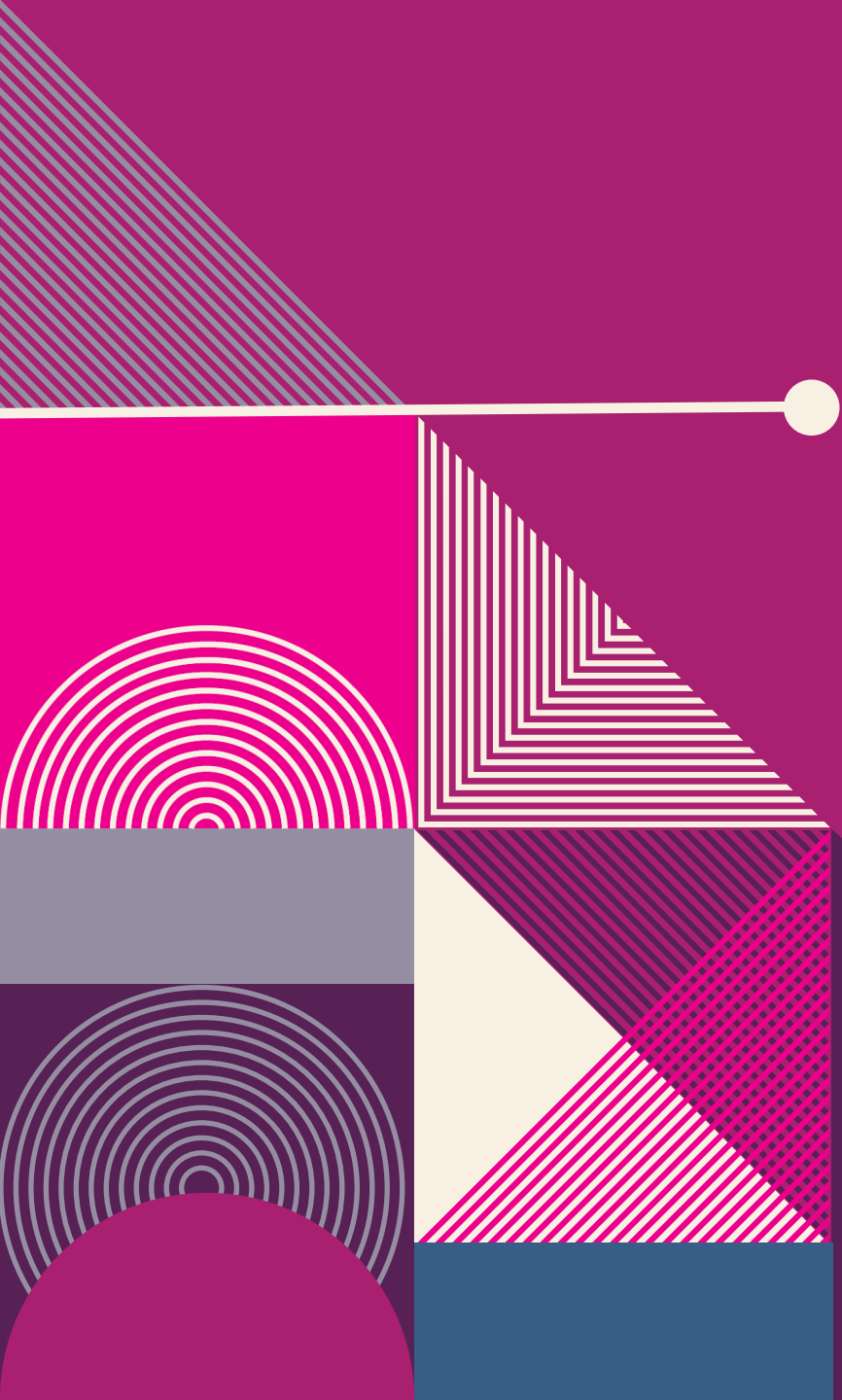
E. ACCESS TO A VOLUNTEER DRIVER NETWORK.

F. INCREASED OUTREACH TO AND PUBLIC RELATIONS WITH BERTHOUD CITIZENS.

G. TIMELY AND CONCISE REPORTS.

2. HOW WOULD RAFT SERVE THE TOWN BEYOND ITS CURRENT FOCUS ON SENIORS AND ADULTS WITH DISABILITIES?





A. BATS WOULD BE REBRANDED/RENAMED TO BECOME THE GENERAL PUBLIC TRANSPORTATION PROGRAM.

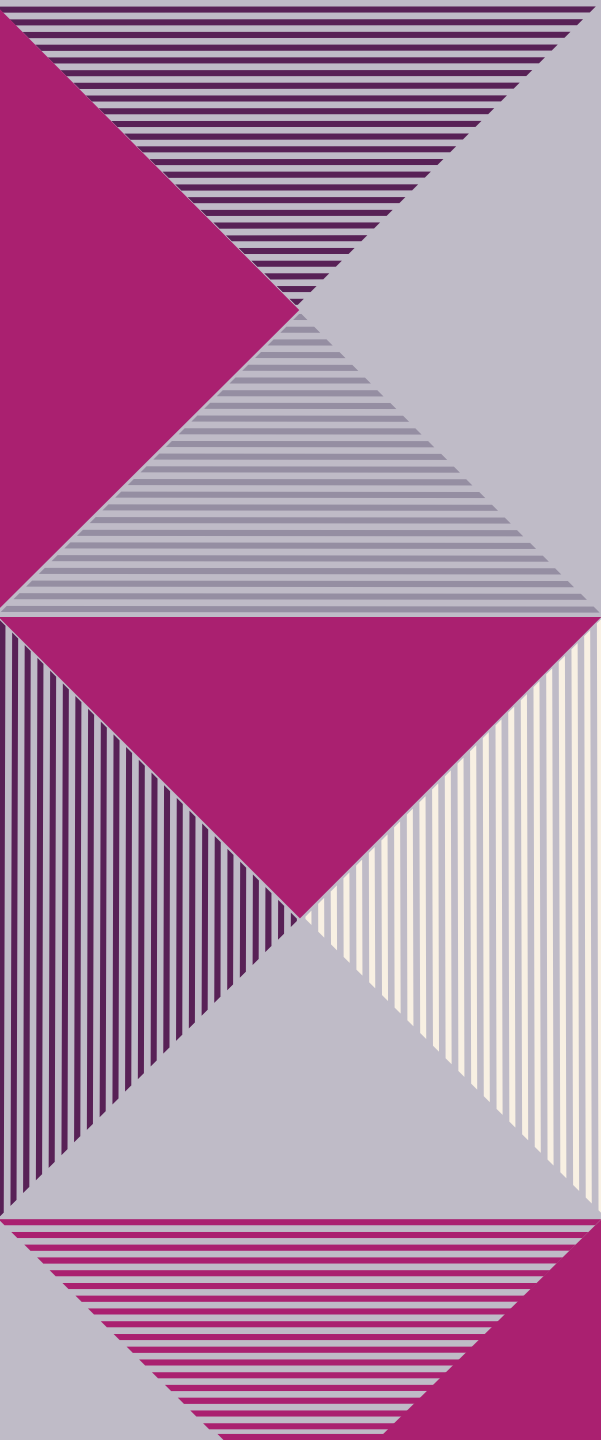
B. RAFT WOULD UTILIZE PUBLIC ENGAGEMENT TO CONFIRM 2023 STUDY FINDINGS AND PRIORITIZE AREAS OF SERVICE EXPANSION.

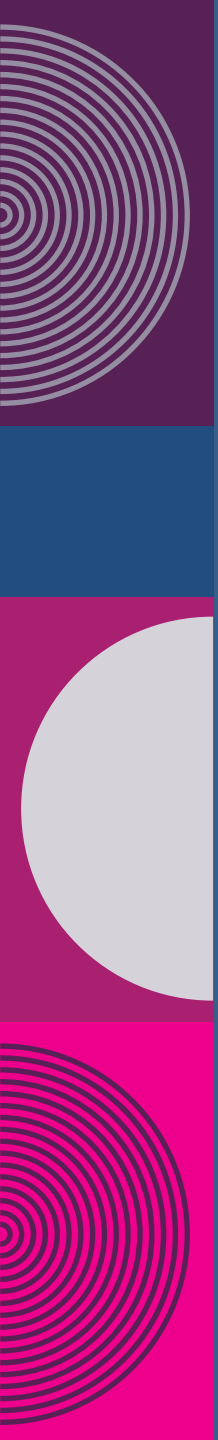
C. RAFT WOULD SIMPLIFY ENROLLMENT AND RIDE SCHEDULING USING A SINGLE CONTACT NUMBER AND CURRENT ADVANCED TECHNOLOGY.

D. RAFT WOULD REPRESENT BERTHOUD WITH THE REGIONAL, STATE, AND NATIONAL TRANSPORTATION AGENCIES.

E. COMBINING BATS AND RAFT WOULD CONSOLIDATE THE MANAGEMENT OF BOTH BERTHOUD TRANSPORTATION SERVICES UNDER ONE AGENCY, RESULTING IN GREATER EFFICIENCY AND LOWER AVERAGE COST PER TRIP.

3. WHY USE RAFT AND NOT ANOTHER CONTRACTOR?

- 
- A. THE TOWN HAS BEEN CONTRACTING WITH RAFT SINCE 2014-WE DELIVER.**
 - B. RAFT IS MISSION-DRIVEN, NOT PROFIT-DRIVEN.**
 - C. RAFT GROWS SERVICES ORGANICALLY, ADAPTING AS THE COMMUNITY'S NEEDS CHANGE.**
 - D. RAFT KNOWS BERTHOUD; AND IS TRUSTED AND SUPPORTED BY THE COMMUNITY.**
 - D. BOTH GENERAL TRANSIT AND ASSISTED TRANSPORTATION WILL BE UNDER A SINGLE ORGANIZATION.**
 - E. RAFT IS FLEXIBLE AND RIDER-FOCUSED.**
 - F. RAFT PROVIDES DOCUMENTED ACCOUNTABILITY.**
 - G. RAFT HAS CONTINUOUS INVOLVEMENT AND INTERACTION WITH FEDERAL, STATE, COUNTY, AND LOCAL TRANSPORTATION AGENCIES AND ORGANIZATIONS.**
 - H. RAFT IS AWARE OF TRANSPORTATION AND NONPROFIT FUNDING SOURCES AND HAS STAFF ABILITY TO SEEK AND MANAGE AWARDED FUNDS.**
 - I. RAFT WILL PROVIDE THE TOWN WITH PROFESSIONAL TRANSIT LEADERSHIP.**
 - J. RAFT AND ITS STAFF HAVE BEEN RECOGNIZED LOCALLY, COUNTY-WIDE, STATEWIDE, AND NATIONALLY WITH AWARDS FOR INGENUITY AND OUTSTANDING SERVICE.**



RAFT VISION STATEMENT:
*A COMMUNITY UNITED BY UNIVERSAL
TRANSPORTATION ACCESS.*

**TOWN OF BERTHOUD TRANSPORTATION VISION
STATEMENT:**

*THE TOWN OF BERTHOUD HAS ACCESSIBLE AND
EFFICIENT SERVICE, PROVIDING COMMUNITY
MEMBERS WITH TRANSPORTATION OPTIONS TO REACH
LOCAL AND REGIONAL DESTINATIONS AS WELL AS
CONNECT TO REGIONAL TRANSIT SERVICES.*

TOWN OF BERTHOUD TRANSPORTATION GOALS:
*ADAPTABLE, EFFICIENT, INTENTIONAL, ACCESSIBLE,
CONNECTED, INTEGRATED, AND RELIABLE.* (EXECUTIVE SUMMARY, PG.
21).

An abstract geometric design on the left side of the slide. It features a dark blue background with various geometric shapes and patterns. A white circle is positioned near the top left. Below it, a light blue semi-circle is visible. To the right of the semi-circle, there is a pink triangle with diagonal lines. Further down, there is a pink square with a pattern of concentric lines. At the bottom, there is a pink triangle with a pattern of concentric lines. The overall design is modern and minimalist.

THANK YOU

BOARD OF TRUSTEES INFORMATION



ADMINISTRATION DEPARTMENT

Meeting Date:	October 14, 2025
Agenda Title/Subject:	BATS/RAFT MERGER PROPOSAL
Type of Item:	Regular Item
Purpose:	The Rural Alternatives for Transportation (RAFT) will make a presentation to the Board proposing a merger between the Berthoud Area Transportation Service (BATS) and RAFT
Presented by:	RAFT

ATTACHMENTS:

- Presentation from RAFT
- Summary Document from RAFT

BACKGROUND:

On April 29, 2025, the Town Board held a work session to discuss current and future community transportation needs. Representatives from other organizations and agencies attended that meeting, including the Rural Alternatives for Transportation (RAFT). After discussion, the Town Trustees directed staff to work with RAFT to combine software systems used for scheduling with the hope of greater efficiency and better client experience.

In parallel with that effort, town staff and two Trustees began meeting with representatives from RAFT to consider more specific ideas for the future of transit and transportation in Berthoud. As a result of these meetings, RAFT has requested the opportunity to make a presentation to the Town Board regarding the possibility of merging BATS and RAFT.

RECOMMENDED ACTION(S):

Receive Presentation and Direct Staff as Appropriate

BOARD OF TRUSTEES INFORMATION



UTILITIES

Meeting Date:	October 14, 2025
	Phase 1A WRF Improvements - Ancillary Projects
Type of Item:	Regular Item
Purpose:	Approval of Ancillary Projects
Presented by:	Ken Matthews, Director of Water Utilities

BACKGROUND:

As part of the ongoing Phase 1A WRF Improvements, several ancillary projects were identified as essential to maintaining reliable operation of existing infrastructure and supporting regulatory compliance. These items were separated from the main Guaranteed Maximum Price (GMP) package to ensure detailed evaluation, value-engineering, and procurement coordination. The ancillary scope includes:

- **Headworks Screen Replacement:** Replacing the aging fine screen and associated electrical and control components.
- **RAS Pump Replacement:** Replacing three existing pumps and adding a fourth unit to improve redundancy and hydraulic performance in the biological treatment process.
- **NPW Yard Hydrants:** Replacing ten and installing two new hydrants for process water distribution and safety access around the WRF site.
- **HVAC Upgrades:** Replacing and upgrading units in the Headworks, Influent Pump Station, Blower, RAS, and Administration Buildings to meet current ventilation codes and improve energy efficiency.

UPDATE/NEXT STEPS:

The ancillary project estimate prepared by Moltz Construction establishes a total cost of \$1,878,310, including labor, materials, overhead, insurance, and a 7% contingency. Based on updated coordination with the Design-Builder, approximately \$612,000 of the ancillary project costs are expected to be billed in 2025, assuming a Notice to Proceed is issued this fall. The remaining balance will be billed in 2026 as equipment procurement and installation progress. Current projections include:

Scope	2025 Estimated Spend
Headworks Screen	\$45,000
NPW Hydrants	\$95,000
RAS Pumps	\$169,000
HVAC	\$304,000
Total 2025 Spend	\$612,000

Following Board acknowledgment, staff will coordinate with the Design-Builder to finalize submittals, confirm material lead times, and issue a Notice to Proceed for each work element. Key steps include:

- Finalizing equipment selections for the Headworks Screen, RAS pumps, and HVAC units;
- Initiating procurement of long-lead components; and
- Scheduling installation around plant operations and ongoing Phase 1A construction;

FISCAL IMPACT AND FUND SOURCE:

The Town has already funded the Phase 1A and 1AA projects. The Ancillary Projects will be covered under the existing 2025 Wastewater Capital Fund and the 2026 Capital Program. No outside grant or loan funds are currently applied to these efforts.

COMMUNITY TOUCHSTONES:

These ancillary projects reinforce the Town's commitment to maintaining safe, reliable, and efficient wastewater operations. By replacing aging and maintenance-intensive infrastructure now, the Town is reducing operational risk, improving energy efficiency, and ensuring that critical systems remain functional and resilient as Berthoud continues to grow.

RECOMMENDED ACTION(S):

Authorize staff to proceed with implementation of the Berthoud WRF Phase 1A Ancillary Project in coordination with the Design-Builder under the existing Phase 1A contract.



TOWN OF BERTHOUD
WATER RECLAMATION FACILITY IMPROVEMENTS – PHASE 1A
ANCILLIARY ESTIMATE (HDWKS SCREEN, RAS, NPW, HVAC)

TABLE OF CONTENTS

Totals Summary.....	Tab 1
Estimate Assumptions, Clarifications & Exceptions.....	Tab 2
Value Engineering	Tab 3
Estimate	Tab 4
Quotes.....	Tab 5
Drawing Package.....	Attachments



TOWN OF BERTHOUD
WATER RECLAMATION FACILITY IMPROVEMENTS - PHASE 1A
 ANCILLIARY ESTIMATE (HDWKS SCREEN, RAS, NPW, HVAC)
 September 26, 2025

Construction Costs			
01	Headworks Screen	\$	197,536
02	NPW Hydrants	\$	147,299
03	RAS Pump Replacement	\$	185,112
04	HVAC	\$	995,782
Total Construction Costs*		\$	1,525,729
	Design Builder Cost of Work	9.00%	\$ 137,316
	Design Builder Overhead	5.00%	\$ 76,286
Subtotal		\$	1,739,331
	Bonds & Insurance	1.85%	\$ 32,178
TOTAL		\$	1,771,509
	Contingency	7.00%	\$ 106,801
TOTAL INCLUDING Contingency		\$	1,878,310

**Includes labor burden and small tools*



TOWN OF BERTHOUD
WATER RECLAMATION FACILITY IMPROVEMENTS – PHASE 1A
Ancillary Estimate - Assumptions, Clarifications, & Exceptions
September 26, 2025

General

- 1) Moltz did not include permit fees.
- 2) Pricing is valid for 60 Days.

Headworks Screen Replacement

- 1) We did not include any new insulation or heat trace for the PEW to the screen.
- 2) Moltz has not included any coatings, including repairing or recoating existing channel.
- 3) Moltz assumes existing concrete is structurally sound and does not need additional repair or support for new screen.
- 4) **We have 6 new interior light fixtures included, to meet Class 1 Div. 2. If this project is not approved and the Headworks HVAC is, this amount will need to be transferred to the Headworks HVAC Project.**
- 5) **Moltz has included servicing existing gas sensors and replacing alarm-go/no go panels associated with gas sensors for the Headworks and Grit. If this project is not approved and the Headworks HVAC is, this amount will need to be transferred to the Headworks HVAC Project.**
- 6) **Moltz has included new exterior go/no go HVAC panel and flow switches for the Headworks. If this project is not approved and the Headworks HVAC is, this amount will need to be transferred to the Headworks HVAC Project.**
 - a. **Total for items 4, 5, and 6 is \$50,938**

NPW lines to Yard Hydrants

- 1) Assuming all water lines are less than 6' deep
- 2) We assume all the existing water lines are PVC, SDR or similar materials.
- 3) We did include removal of existing pads at hydrants and curbs and replacing them with new concrete pads.
- 4) We included new curb stop valves for the hydrants.



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- 5) We are not including any painting of new hydrants they will have a standard coating from manufacture.
 - 6) We included ¾" rock at the hydrants for drainage.
 - 7) We included replacement of 10 existing hydrants and 2 new hydrants.

HVAC Upgrades

- 1) We did include temp heating for the replacement and prep of new HVAC units, as needed.
- 2) We have not included replacement or servicing of existing WF-701, wall fan located in stairwell to RAS basement.
- 3) We did not include assessments on HVAC equipment associated with the Grit, Solids, or UV Buildings.

RAS Pumps and Piping Replacement

- 1) We assume existing supports to be reused and relocated are in acceptable condition.
- 2) We assume the replacement of 3 existing pumps and adding 1 new pump.
- 3) We assume the existing pads will work for the new pumps and layout. We have not included any additional concrete pads.
- 4) We included the demo and capping of seal piping. We did not include any additional concrete or painting repair associated with seal piping demo.
- 5) We are reusing existing valves and flow meters on pumps 1, 2 and 4.



TOWN OF BERTHOUD
WATER RECLAMATION FACILITY IMPROVEMENTS - PHASE 1A
ANCILLIARY - Value Engineering
September 26, 2025

					Accepted By:			Notes
Description		Estimated	Final	Action	Berthoud	BMcD	Moltz	
1	Admin HVAC - JCI in lieu of AAON	\$ (78,874.00)						
2	HDWKS HVAC - Greenheck in lieu of Engineered Air	\$ (31,091.00)						
3	Blower HVAC - Greenheck in lieu of Engineered Air	\$ (37,850.00)						
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Total Adjustment to Costs Subject to Contractor's Fee \$ (147,815.00)

Spreadsheet Level	Takeoff Quantity	Labor Amount	Material Amount	Sub Amount	Equip Amount	Other Amount	Grand Total Amount
Headworks Screen							
* unassigned *							
01 -100 Engineer - Design and Construction Services							
Engineer - Final Design & Construction Services	1.00 ls	0		36,739			36,739
01							
01 -100 General Conditions Headworks screen and actuators							
Project Manager	1.00 wk	-			75	3,980	4,055
Assistant Project Manager	0.50 wk	-			38	1,725	1,763
General Superintendent	1.00 wk	3,700					5,402
Field Engineer	0.50 wk	1,075					1,570
Mechanical Foreman	2.00 wk	4,000					5,840
Safety	1.00 ls		1,500				1,500
Dumpster Rental/Pick up	1.00 Wk		750				750
23 HVAC							
15 - 1 Building Updates Required for Code							
HVAC Subcontractor Flow Switches & Go/NoGo Indication	1.00 ls			25,034			25,034
HVAC Subcontractor Bond	1.00 ls			276			276
Electrical Sub	1.00 ls			25,437			25,437
Electrical Bond	1.00 ls			191			191
40							
11-11 Fine screening Equipment							
Fine Screenings Compactor Install	1.00 ea	6,000					8,760
Compactor Discharge Pipe and Supports	1.00 ea	960					1,402
Screening Control Panel	1.00 ea	320					467
Anchors for Equipment	24.00 ea	240	480				830
Grout Equipment	2.00 cf	240	70				420
Misc Materials	1.00 ea	40	100				158
Start up and Training	8.00 mnhr	320	0				467
PVC Sch 80 PIPE 1" PE., Misc. Fittings, Strut, Supports, etc.	80.00 lf	672	2,000				2,981
PVC Sch 80 90 EL 1" S	16.00 ea	134	55				252
PVC Valve Ball True Union Viton 1"	5.00 ea	42	411				472
PVC Sch 80 MALE ADPT 1" SXMT	4.00 ea	34	27				76
Tie to Existing	14.00 ea	1,120	700				2,335
New Control Valve With Equipment	1.00 ea	80	0				117
Core Drilled Hole - 6" -12 for new Elec at jwc panel	1.00 ea	40	1	150			209
PS Strut SS 1-5/8 x 1-5/8	40.00 lf	480	420				1,121
PS Riser Clamp SS 1	16.00 ea	160	93				327
PS Anchor Bolt 1/2x6 SS	32.00 ea	64	204				297
11-15 Headworks Gate valve replacement							
New actators And gearbox assembly for SG-101 and SG-102	2.00 ls		29,850				29,850
Electrical Sub/ Controls	1.00 ls			19,039			19,039
New instrument - Level -Sensor	2.00 ea	640	0				934
New Instrument - E-Stop	1.00 ea	320	0				467
install actator gearbox	2.00 ea	192					280
Electrical Bond	1.00 ls			143			143
11-15 Demo Existing Gearbox							
Demo Existing Gate Gearbox for SG-101 and SG-102	2.00 ea	160					234
41							
11-11 Demo Existing Fine Screening							
Demo Existing Screenings Compactor	1.00 ea	2,080					3,037
Demo existing Compactor Discharge Pipe and Supports	1.00 ea	960					1,402
Demo Existing Screening Control Panel	1.00 ea	32					47

Spreadsheet Level	Takeoff Quantity	Labor Amount	Material Amount	Sub Amount	Equip Amount	Other Amount	Grand Total Amount
11-11 Demo Existing Fine Screening							
Demo Existing Anchors for Equipment	24.00 ea	0	480				480
Manitowoc 10000 - 100 Ton (332 HP) (L)	0.25 mnth	2,200	125		3,700	875	7,912
Dumpster Rental for Demo	4.00 wks		750				750
Demo PVC Pipe insulation 1" pipe	20.00 lf	10					15
Demo misc Pipe Hangers 1"	4.00 ea	2					2
Demo PVC Pipe 1"	20.00 lf	10					15
Demo Pipe Valves 1"	1.00 ea	8					12
install for demo PVC Sch 80 CAP 1" S	1.00 ea	8	3				16
Demo insulation Fiberglass 1in pipe	20.00 lf	160					234
Heat Trace	1.00 ls		0				0
Shut down Existing and cap for Demo	14.00 ea	1,120	700				2,335
Demo Existing Control Valve	1.00 ea	80					117
Skylight reinstall	1.00 ea	320	500				967
NPW Site							
* unassigned *							
01 -100 Engineer - Design and Construction Services							
Engineer - Final Design & Construction Services	1.00 ls	0		17,770			17,770
40							
01 -100 General Conditions NPW Yard Hydrants site							
Project Manager	0.50 wk	-	0	0	38	1,990	2,028
Assistant Project Manager	0.50 wk	-			38	1,725	1,763
General Superintendent	0.50 wk	1,850					2,701
Field Engineer	0.50 wk	1,075					1,570
Earthwork Foreman	2.00 wk	4,000					5,840
Safety	1.00 ls		500				500
Dumpster Rental/Pick up	1.00 Wk		750				750
02616- Yard Hydrants around site							
Testing Pressure & Leak - Piping	12.00 ea	3,840	600		600		6,806
Trench Excavtion 4- 6'	240.00 lf	960					1,402
Trench Backfill 4- 6'	240.00 lf	1,440					2,102
Utility Bedding Peastone	38.00 bcy		1,520				1,520
Spoils to Waste	36.00 cy	144					210
PVC Sch-80 Pipe 1-1/2 Bell End	240.00 lf	1,536	1,440				3,683
PVC Sch 80 90 ell 1-1/2 SOC	12.00 ea	58	59				143
PVC Sch-80 45 Bend 1-1/2 SOC	4.00 ea	19	44				72
Bobcat E85 Mini-Excavator 9.5 ton (60 HP) (L)	1.00 Mnth				4,140	1,000	5,140
John Deere 624 Loader (172 HP) (M)	0.50 Mnth				3,825	750	4,575
Water Truck, 4,000 Gallon (L)	0.25 Mnth				1,413	150	1,563
Mikasa Jumping Jack Compactor (L)	1.00 Mnth				665	50	715
Wacker/Rammer Pad Foot Trench Roller (L)	1.00 Mnth				2,826	250	3,076
Cut Existing	14.00 ea	1,120					1,635
Tie to Existing	14.00 ea	1,120	700				2,335
Warning Tape Detectable	240.00 lf	96	137				277
Tracer Wire	240.00 lf	96	341				481
Tracer Wire Test Box	15.00 ea	600	1,290				2,166
Disinfection/Chlorination of PW (1-1/2)	12.00 ea	3,840	600				6,206
Curb stop 1-1/2in	12.00 ea	240	5,916				6,266
Valve Box Assembly 6' Bury	12.00 ea	1,440	3,960				6,062
Conc Block for Valve	12.00 ea	240	300				650
Conc Pad for Valve Box	12.00 ea	960	300				1,702
Valve Stem Extension	12.00 ea	480	1,608				2,309

Spreadsheet Level	Takeoff Quantity	Labor Amount	Material Amount	Sub Amount	Equip Amount	Other Amount	Grand Total Amount
02616- Yard Hydrants around site							
Valve Position Indicator	12.00 ea	480	1,200				1,901
Valve - Marker Post	12.00 ea	480	624				1,325
Valve - Tee Wrench	2.00 ea	40	244				302
Mechanical couplings to tie on to existing and up to hydrant	24.00 ea	240	1,728				2,078
Concrete Pad at Test Station and valve box's 1'6" x 1'6" x 6"	24.00 ea	1,920	1,200				4,003
Concrete Pad at Hydrant 2' x 2' x 8"	12.00 ea	960	600				2,002
Concrete Pillar for hydrant	12.00 ea	960	600				2,002
Rebar for pad and collum at hydrant	0.35 tn	392	589				1,161
Import Fill Stone 3/4" for drain at hydrants	4.00 bcy		224				224
Import Structural Fill for under concrete pads	2.00 bcy		94				94
PVC Sch 80 Reducing Cross 3 x 1-1/2 SOC	1.00 ea	5	60				67
PVC Sch 80 repair Coupling 3" SOC	2.00 ea	10	296				310
PVC Sch 80 PIPE 3" PE to tie into existing PEW	10.00 lf	84	140				263
PVC Sch 80 MALE ADPT 1.5" SXMT	24.00 ea	202	2,472				2,766
PVC Sch 80 Female ADPT 1.5" Soc	24.00 ea	202	1,656				1,950
NBG Kit 125# SS 1-1/2in	24.00 ea	288	720				1,140
Yard Hydrant 1-1/2 connection Eclipse Post Hydrant	12.00 ea	2,880	21,552				25,757
PVC Sch 80 Cement	4.00 qt		180				180
PVC Sch 80 Primer	4.00 qt		158				158
NPW Sign	12.00 ea	120	500				675
02616- Demo Existing Hydrants around site							
Demo Existing PVC Pipe 1-1/2" to Existing yard hydrants	100.00 lf	400					584
Demo Concrete pads and collums on Existing Hydrants	2.00 cy	640					934
Demo Existing Hydrants	12.00 ea	960	0				1,402
Demo Existing Concrete Pad at Existing valves	12.00 ea	960	600				2,002
RAS Piping Improveme							
* unassigned *							
01 -100 Engineer - Design and Construction Services							
Engineer - Final Design & Construction Services	1.00 ls	0		39,676			39,676
02							
150-55 80 Demo existing seal piping and cap							
Demo seal piping and cap	1.00 ls	640	100				1,034
40							
01 -100 General Conditions RAS Piping							
Project Manager	0.50 wk	-			38	1,990	2,028
Assistant Project Manager	0.50 wk	-			38	1,725	1,763
General Superintendent	0.50 wk	1,850					2,701
Field Engineer	0.50 wk	1,075					1,570
Mechanical Foreman	2.00 wk	4,000					5,840
Dumpster Rental/Pick up	1.00 Wk		750				750
11-01 Demo Existing RAS Pumps in blower building							
demo Existing Pump - 7.5 HP	3.00 ea	2,880					4,205
Demo DI Pipe 6" off suction and discharge of pump	16.00 lf	1,920					2,803
Dumpster Rental for Demo	1.00 wks		188				188
Demo Pipe Hangers 6"	2.00 ea	24					35
Demo Pipe Hangers 12"	2.00 ea	24					35
Demo DI Pipe 6" misc piping to be modified	10.00 lf	800					1,168
Demo DI Pipe 12" Misc piping to be modified	10.00 lf	800					1,168
Electrical Sub disconnect and demo Elec	1.00 ls			34,015			34,015
Manitowoc 10000 - 100 Ton (332 HP) (L)	0.20 mnth	1,760	100		2,960	700	6,330
Gantry crane	1.00 mnth		1,000		1,000		2,000

Spreadsheet Level	Takeoff Quantity	Labor Amount	Material Amount	Sub Amount	Equip Amount	Other Amount	Grand Total Amount
11-01 Demo Existing RAS Pumps in blower building							
John Deere 624 Loader (172 HP) (M)	0.25 Mnth				1,470	750	2,220
150-01 1c 12042002 Ras Piping for RSP-03, RSP-04, RSP-701, RSP-702							
DI Pipe 6in. dia FxF - 3ft. 0in.	1.00 ea	160	850				1,084
DI Pipe 6in. dia FxF - 4ft. 0in.	2.00 ea	320	2,014				2,481
DI Pipe 8in. dia FxF - 3ft. 0in.	3.00 ea	480	3,600				4,301
DI Pipe 10in. dia FxF - 3ft. 0in.	2.00 ea	320	2,900				3,367
DI Pipe 6in. dia FxPE - 2ft. 0in.	5.00 ea	800	2,520				3,688
DI Pipe 6in. dia FxPE - 3ft. 0in.	9.00 ea	1,440	4,923				7,025
DI Flanged 90 ell 6"	2.00 ea	120	660				835
DI Flanged 90 ell 8"	2.00 ea	160	1,100				1,334
DI Flanged 45 ell 6"	2.00 ea	120	588				763
DI Flanged 45 ell 8"	2.00 ea	160	1,050				1,284
DI Flanged Con Red 8x6"	4.00 ea	320	3,076				3,543
DI Flanged Con Red 10x8"	2.00 ea	160	1,664				1,898
DI Flanged Con Red 12x6"	1.00 ea	80	769				886
Valve Check Flange 125# 6in (NEW)	1.00 ea	80	3,125				3,242
Valve Plug Flange 125# 8in (NEW)	1.00 ea	80	3,800				3,917
NBG Kit 125# HDG 6in	22.00 ea	440	462				1,104
NBG Kit 125# HDG 8in	19.00 ea	380	1,102				1,657
NBG Kit 125# HDG 10in	8.00 ea	160	480				714
NBG Kit 125# HDG 12in	2.00 ea	40	128				186
DI MEGAFLANGE w/ SS Bolts for DIP 6"	12.00 ea	1,200	2,028				3,780
DI Filler Flange 6" x 3" with tap for gauge (NEW)	1.00 ea	40	250				308
Pressure Gauge Assembly (NEW)	1.00 ea	80	500				617
Instrument - Flow - Magnetic Flow Meter - 8in (By Elec)(NEW)	1.00 ea	240	0				350
Floor Support for 6in DIP	3.00 ea	240	2,262				2,612
Hanger Support for 8in DIP	2.00 ea	320	964				1,431
DI Filler Flange 6" x 3" with gauge tap (Existing)	3.00 ea	240	0				350
Pressure Gauge Assembly (Existing)	3.00 ea	120	0				175
Valve Check Flange 125# 6in (Existing)	1.00 ea	80	0				117
Instrument - Flow - Magnetic Flow Meter - 8in (Existing)	1.00 ea	240	0				350
Valve Plug Flange 125# 8in (Existing)	1.00 ea	100	0				146
Floor Support for 6in DIP (Existing)	5.00 ea	400	250				834
Hanger Support for 8in DIP	4.00 ea	640	1,928				2,862
Valve Check Flange 125# 8in (Existing)	2.00 ea	160	0				234
Instrument - Flow - Magnetic Flow Meter - 8in (Existing)	2.00 ea	480	0				701
Valve Plug Flange 125# 10in (Existing)	2.00 ea	240	0				350
Floor Support for 6in DIP (new)	2.00 ea	160	1,508				1,742
Hanger Support for 10in DIP (new)	4.00 ea	640	1,928				2,862
Anchor Bolts 3/4" for pumps	16.00 ea	64	80				173
Grout Pumps	1.50 cf	240	53				403
New Ras Pumps- 7.5 HP RSP-1, RSP-2, RSP-3 RSP-4 (install only Pre purchased)	4.00 ea	5,760	0				8,410
Epoxy Anchor 3/4 x 8-1/2in EG for misc supports	28.00 ea	840	224				1,450
PS Threaded Rod 1 in	30.00 lf	240	360				710
PS Hex Nut 1in	12.00 ea	48	24				94
PS Washer Flat 1	12.00 ea	48	12				82
Expansion Anchor 1 x 9in	4.00 ea	8	36				48
Expansion Anchor 7/8 x 8in	4.00 ea	8	20				32
PS Hex Nut 7/8	12.00 ea	48	24				94
PS Washer Flat 7/8	12.00 ea	48	12				82
PS Threaded Rod 7/8in	30.00 lf	240	270				620

Spreadsheet Level	Takeoff Quantity	Labor Amount	Material Amount	Sub Amount	Equip Amount	Other Amount	Grand Total Amount
150-01 1c 12042002 Ras Piping for RSP-03, RSP-04, RSP-701, RSP-702							
Electrical Bond	1.00 ls			255			255
Site HVAC							
* unassigned *							
01 -100 Engineer - Design and Construction Services							
Engineer - Final Design & Construction Services	1.00 ls	0		52,780			52,780
23 HVAC							
01 -100 General Conditions Hvac Upgrades							
Project Manager	2.00 wk	-			150	7,960	8,110
Assistant Project Manager	2.00 wk	-			150	6,900	7,050
General Superintendent	2.00 wk	7,400					10,804
QA/QC Representative	2.00 wk	-	0	0	100	6,102	6,202
Pickup	1.00 Mnth				1,330	1,065	2,395
Jobsite Safety Manager	1.00 wk	2,200	0	0	0	0	3,212
Safety	1.00 ls		1,000				1,000
Temporary Toilets	1.00 Mnth		750				750
Cell Phone	1.00 Mnth				75		75
Dumpster Rental/Pick up	1.00 mnth		450				450
RT Telescopic Forklift (10,000 lb) (125 HP) (L)	1.00 Mnth				3,989	1,500	5,489
Manitowoc 10000 - 100 Ton (332 HP) (L)	0.50 mnth	4,400	250		7,400	1,750	15,824
15 - 1 New HVAC - Sub- New Unit Admin Building							
HVAC Subcontractor New PAC-001 Unit And gas connections	1.00 ls			149,615			149,615
Electrical Sub Reconnect Power and controls to New Unit	1.00 ls			3,758			3,758
Dumpster Rental for Demo	1.00 wks		450				450
Rented Heater -	0.25 Mnth		500				500
HVAC Subcontractor Bond	1.00 ls			1,646			1,646
Electrical Bond	1.00 ls			28			28
15 - 1 HVAC - Sub Headworks New HVAC Unit and Fan							
HVAC Subcontractor New MAU-1 Unit and gas and duct work	1.00 ls			350,221			350,221
HVAC Subcontractor New EF-1 Unit	1.00 ls			27,259			27,259
Electrical Sub Reconnect electrical and controls	1.00 ls			9,682			9,682
Core Drilled Hole - 8x16	2.00 ea	640	400	400			1,734
Dumpster Rental for Demo	1.00 wks		450				450
Plywood roof protection 3/4" BB	100.00 sf	400	103				687
Rented Heater	0.25 Mnth		500				500
modify existing Grating	4.00 ea	320					467
HVAC Subcontractor Bond	1.00 ls			4,152			4,152
Electrical Bond	1.00 ls			73			73
15 - 1 HVAC - Sub Influent pump station HVAC							
HVAC Subcontractor New MAU-201	1.00 ls			52,842			52,842
Electrical Sub Reconnect new unit	1.00 ls			3,446			3,446
HVAC Subcontractor New ductwork	1.00 ls			45,034			45,034
Dumpster Rental for Demo	1.00 wks		450				450
HVAC Subcontractor Bond	1.00 ls			1,077			1,077
Electrical Bond	1.00 ls			26			26
15 - 1 New HVAC - Sub duct blower building							
HVAC Subcontractor New duct work & Service DF-701	1.00 ls			93,280			93,280
HVAC Subcontractor Bond	1.00 ls			1,026			1,026
15 - 1 New HVAC - Sub MAU-701 blower building							
HVAC Subcontractor New MAU-701 and gas line	1.00 ls			107,165			107,165
Electrical Sub Reconnect electrical and controls	1.00 ls			4,034			4,034
Dumpster Rental for Demo	1.00 wks		450				450

Spreadsheet Level	Takeoff Quantity	Labor Amount	Material Amount	Sub Amount	Equip Amount	Other Amount	Grand Total Amount
15 - 1 New HVAC - Sub MAU-701 blower building							
HVAC Subcontractor Bond	1.00 ls			1,387			1,387
Electrical Bond	1.00 ls			30			30
15 - 1 HVAC - Sub RAS Building							
HVAC Subcontractor New DF-702	1.00 ls			19,952			19,952
HVAC Subcontractor Bond	1.00 ls			219			219



TOWN OF BERTHOUD
WATER RECLAMATION FACILITY IMPROVEMENTS – PHASE 1A
Ancillary Estimate - Quotes
September 26, 2025



Bid Proposal for Berthoud Ancillary Project

CUSTOMER	MOLTZ CONSTRUCTION, INC. 8807 CR 175 SALIDA, CO 81201	Job Berthoud Ancillary Project Berthoud, CO Bid Date: 09/30/2025 Bid #: 4412839
	Sales Representative Naomi Martell (M) 303-394-3538 (T) 303-394-0004 Naomi.Martell@coreandmain.com	Core & Main 9451 Yosemite St Henderson, CO 80640 (T) 3033940004
CONTACT		
NOTES		



Bid Proposal for Berthoud Ancillary Project

MOLTZ CONSTRUCTION, INC.

Job Location: Berthoud, CO

Bid Date: 09/30/2025

Core & Main Bid #: 4412839

Core & Main

9451 Yosemite St
Henderson, CO 80640

Phone: 3033940004

Fax: 3033944450

Seq#	Qty	Description	Units	Price	Ext Price
20		ATTN: SCOTT			
30		FROM: NAOMI			
40		BID# 4412839			
50		FROM YOUR LIST			
80		STORAGE TANK CHEM FILL LINE			
90	80	1-1/2 PVC SCH80 PIPE PE 20'	FT	2.35	188.00
100	12	1-1/2 PVC S80 90 HXH 806-015	EA	4.95	59.40
110	4	1-1/2 PVC S80 45 HXH 817-015	EA	10.90	43.60
120	5	1-1/2 PVC S80 CPLG HXH 829-015	EA	6.94	34.70
130	2	1-1/2 PVC S80 MALE ADP 836-015	EA	11.38	22.76
140	2	1-1/2 PVC S80 FEM ADPT 835-015	EA	12.36	24.72
150	1	SPEARS PVC-11 CEMENT GRAY QT HEAVY BODY	EA	40.10	40.10
160	1	SPEARS 70 PURPLE PRIMER QUART	EA	35.64	35.64
170	2	SPEARS 857-015 1-1/2 S80 SXS VITON O-RING UNION	EA	20.28	40.56
180	1	1-1/2 PVC S80 VANSTONE FLG SW SOCKET W/PVC RING 854-015	EA	11.48	11.48
190	1	1-1/2 PVC SCH80 TANK ADAPTER	EA	107.16	107.16
200	1	1-1/2X1/8 FLG ACC SET 304SS RR FF GSKT IMP	EA	29.67	29.67
210	2	1-1/2" PVC ST TRU UNION BALL VALVE	EA	197.18	394.36
220	20	1-5/8X1-5/8 304SS SLOT STRUT WITH YELLOW END	FT	17.34	346.80
230	2	1-5/8 304SS STRUT POST BASE	EA	75.02	150.04
240	22	1-1/2 304SS 2 PC STRUT CLAMP	EA	12.50	275.00
250***	8	1/2X7 304SS EXPANSION ANCHOR	EA	QBO	QBO
260	2	1-1/2 CAMLOCK MALEXFPT	EA	50.02	100.04
270***	1	CHEMICAL SIGNAGE MISC.	EA	QBO	QBO
				SUBTOTAL	1,904.03
290		POLYMER DISCHARGE TO DAY TANK			
300	120	1-1/2 PVC SCH80 PIPE PE 20'	FT	2.35	282.00
310	12	1-1/2 PVC S80 90 HXH 806-015	EA	4.95	59.40
320	4	1-1/2 PVC S80 45 HXH 817-015	EA	10.90	43.60
330	8	1-1/2 PVC S80 CPLG HXH 829-015	EA	6.94	55.52
340	2	1-1/2 PVC S80 MALE ADP 836-015	EA	11.38	22.76
350	2	1-1/2 PVC S80 FEM ADPT 835-015	EA	12.36	24.72
360	2	SPEARS PVC-11 CEMENT GRAY QT HEAVY BODY	EA	40.10	80.20
370	2	SPEARS 70 PURPLE PRIMER QUART	EA	35.64	71.28
380	2	SPEARS 857-015 1-1/2 S80 SXS VITON O-RING UNION	EA	20.28	40.56
390	2	1-1/2 PVC S80 VANSTONE FLG SW SOCKET W/PVC RING 854-015	EA	11.48	22.96
400	1	1-1/2 PVC SCH80 TANK ADAPTER	EA	107.16	107.16
410	2	1-1/2X1/8 FLG ACC SET 304SS RR FF GSKT IMP	EA	29.67	59.34
420	4	1-1/2" PVC ST TRU UNION BALL VALVE	EA	197.18	788.72
430	4	1-5/8 304SS STRUT POST BASE	EA	75.02	300.08

*** Quoted By Others

08/30/2025 - 10:38 AM

Actual taxes may vary

Page 2 of 5



Bid Proposal for Berthoud Ancillary Project

Bid #: 4412839

Seq#	Qty	Description	Units	Price	Ext Price
440	25	1-1/2 304SS 2 PC STRUT CLAMP	EA	12.50	312.50
450***	16	1/2X7 304SS EXPANSION ANCHOR	EA	QBO	QBO
				SUBTOTAL	2,270.80
470		FINE SCREEN EQUIPMENT			
480	20	1 PVC SCH80 PIPE PE 20'	FT	2.30	46.00
490	8	1 PVC S80 90 HXH 806-010	EA	3.46	27.68
500	1	1" PVC ST TRU UNION BALL VALVE	EA	82.17	82.17
510	2	1 PVC S80 MALE ADPT 836-010	EA	6.78	13.56
520***	1	NEW CONTROL VALVE	EA	QBO	QBO
				SUBTOTAL	169.41
540		HEADWORKS GV REPLACEMENT			
550***	2	NEW ACTUATOR F/SG-101 & SG-102	EA	QBO	QBO
560***	2	GEARBOX ASBY F/SG-101 & SG-102	EA	QBO	QBO
				SUBTOTAL	0.00
580		YARD HYDRANT AROUND SITE			
590	160	1-1/2 PVC SCH80 PIPE PE 20'	FT	2.35	376.00
600	12	1-1/2 PVC S80 90 HXH 806-015	EA	4.95	59.40
610	4	1-1/2 PVC S80 45 HXH 817-015	EA	10.90	43.60
620	160	6X1000' DETECTO TAPE-WATER DT6BW	RL	90.84	14,534.40
630	500	12GA TW BLUE 500' PE45 SOLID COPPER TRACER WIRE PER FOOT	FT	0.41	205.00
640	15	GLEN-4 TEST BOX W4 TRM & LOCK	EA	85.91	1,288.65
650	12	1-1/2 FLG PLUG VALVE 125#	EA	492.96	5,915.52
660	12	DENVER VALVE BOX KIT W/#160 BASE-CONSISTING OF COMPONENTS	EA	330.00	3,960.00
710	24	24" #60 VLV BOX EXT SCREW 6860 CASTINGS (IMPORT)	EA	83.38	2,001.12
720	12	5' VLV EXT STEM F/2" NUT	EA	133.19	1,598.28
730	12	72" CARSONITE MARKER-BLUE	EA	51.49	617.88
740	2	8 FT T-HANDLE VLV OPER WRENCH W/2" SQUARE	EA	121.39	242.78
750	24	702-150G 1-1/2 CPLG 1.90 OD	EA	71.62	1,718.88
760	1	3X1-1/2 PVC S80 RED 829-337 COUP SOC SCH80	EA	39.59	39.59
770	2	3 PVC S80 CPLG HXH 829-030	EA	21.04	42.08
780	20	3 PVC SCH80 PIPE PE 20'	FT	6.97	139.40
790	24	1-1/2 PVC S80 MALE ADP 836-015	EA	11.38	273.12
800	24	1-1/2 PVC S80 VANSTONE FLG SW SOCKET W/PVC RING 854-015	EA	11.48	275.52
810	24	1-1/2X1/8 FLG ACC SET 304SS RR FF GSKT IMP	EA	29.67	712.08
820	12	#2 ECLIPSE 1-1/2" 5'0" BURY H	EA	1,795.72	21,548.64
830	12	2X1-1/2 BRASS BUSHING NL (I) NO LEAD	EA	17.52	210.24
840	4	SPEARS PVC-11 CEMENT GRAY QT HEAVY BODY	EA	40.10	160.40
850	4	SPEARS 70 PURPLE PRIMER QUART	EA	35.64	142.56
				SUBTOTAL	56,105.14
870		RAS PIPING IN BLOWER BUILDING			
880		OFF RAS PUMPS			
890	2	6 FLGXFLG DI PIPE PR 1' PRIMED IMP	EA	415.00	830.00
900	2	6 FLGXFLG DI PIPE PR 2' PRIMED IMP	EA	503.75	1,007.50
910	2	6 FLGXFLG DI PIPE PR 2'4"	EA	547.50	1,095.00
920	2	12 FLGXFLG DI PIPE PR 1'6" PRIMED IMP	EA	1,146.25	2,292.50
930	2	12 FLGXFLG DI PIPE PR 2'2"	EA	1,243.75	2,487.50

*** Quoted By Others

08/30/2025 - 10:38 AM

Actual taxes may vary

Page 3 of 5



Bid Proposal for Berthoud Ancillary Project

Bid #: 4412839

Seq#	Qty	Description	Units	Price	Ext Price
940	2	12 FLGXFLG DI PIPE PR 4'10"	EA	1,837.50	3,675.00
950	2	12 FLGXFLG DI PIPE PR 6' PRIMED IMP	EA	2,035.00	4,070.00
960	4	6 FLGXFLG DI PIPE PR 1' PRIMED IMP	EA	415.00	1,660.00
970	2	6 FLG 90 C110 PR IMP	EA	329.98	659.96
980	2	6 FLG 45 C110 PR IMP	EA	293.13	586.26
990	4	12 FLG TEE C110 PR IMP	EA	1,772.99	7,091.96
1000	2	6X4 FLG RED C110 PR IMP	EA	227.80	455.60
1010	4	12X6 FLG ECC RED C110 PR IMP	EA	768.83	3,075.32
1020	2	6 FLG CHECK VALVE 125#	EA	3,125.00	6,250.00
1030	2	6 FLG PLUG VALVE 125#	EA	1,875.00	3,750.00
1040	4	12 FLG PLUG VALVE 125#	EA	4,375.00	17,500.00
1050	1	12 BLIND FLG DI PR IMP	EA	577.16	577.16
1060	4	6 EBAA MEGAFLANGE 2106	EA	168.33	673.32
1070***	16	3/4X8-1/2 ANCHOR BOLTS	EA	QBO	QBO
1080	2	FLOOR PIPE SUPPORT /12" DIP	EA	507.15	1,014.30
		GALV- 2' TO CENTERLINE			
1100	4	PS SPECIEAL SUPPORT F/6" DIP	EA	465.72	1,862.88
		GALV- 2' TO CENTERLINE			
1120	4	HANGER SUPPROT F/12" IP	EA	1,071.43	4,285.72
		GALV- APPX 6' TO CENTERLINE			
1140***	28	3/4X8-1/2 EPOXY ANCHOR EG	EA	QBO	QBO
1150***	30	1 304SS ALL THREAD ROD PS	EA	QBO	QBO
1160***	12	1 PS HEX NUT EG	EA	QBO	QBO
1170***	12	1 PS FLAT WASHER EG	EA	QBO	QBO
1180***	4	1X9 EXPANSION ANCHOR EG	EA	QBO	QBO
1190***	4	7/8X8 EXPANSION ANCHOR EG	EA	QBO	QBO
1200***	12	7/8 PS HEX NUT EG	EA	QBO	QBO
1210***	12	7//8 PS FLAT WASHER EG	EA	QBO	QBO
1220***	30	7/8 PS THREADED ROD EG	EA	QBO	QBO
1230	4	PS SPECIAL SUPPORT F/ 6" DIP	EA	428.58	1,714.32
1240	2	4X1/8 FLG ACC SET ZINC RR FF GSKT	EA	14.85	29.70
1250	32	6X1/8 FLG ACC SET ZINC RR FF GSKT	EA	20.66	661.12
1260	26	12X1/8 FLG ACC SET ZINC RR FF GSKT	EA	63.97	1,663.22
1270	8	6 EBAA MEGAFLANGE 2106	EA	168.33	1,346.64
1280	6	6 FLGXPE DI PIPE PR 3' PRIMED IMP	EA	418.75	2,512.50
1290	2	6X4 FLG RED C110 IMP	EA	197.20	394.40

*** Quoted By Others

08/30/2025 - 10:38 AM

Actual taxes may vary

Page 4 of 5



Bid Proposal for Berthoud Ancillary Project

Bid #: 4412839

Seq#	Qty	Description	Units	Price	Ext Price
SUBTOTAL					73,221.88
Sub Total					133,671.26
Tax					0.00
Total					133,671.26

Branch Terms:

CORE & MAIN WATERWORKS IS NOT LIABLE FOR DELIVERY DELAYS, CANCELLATIONS OR PRICE INCREASES RESULTING FROM ANY CAUSE BEYOND OUR CONTROL. THESE INCLUDE BUT ARE NOT LIMITED TO: MANUFACTURERS SHORTAGES, AVAILABILITY OR TIMELINESS OF TRANSPORTATION, MATERIALS, FUELS, OR SUPPLIES. THIS QUOTE IS NOT A CONTRACT TO SUPPLY MATERIAL OR GUARANTEE OF PRODUCT AVAILABILITY.

SALES TAXES NOT INCLUDED

ITEMS PICKED UP AT OUR FACILITY MAY BE SUBJECT TO CITY TAXES

UNLESS OTHERWISE SPECIFIED HEREIN, PRICES QUOTED ARE VALID IF ACCEPTED BY CUSTOMER AND PRODUCTS ARE RELEASED BY CUSTOMER FOR MANUFACTURE WITHIN THIRTY (30) CALENDAR DAYS FROM THE DATE OF THIS QUOTATION. CORE & MAIN LP RESERVES THE RIGHT TO INCREASE PRICES TO ADDRESS FACTORS, INCLUDING BUT NOT LIMITED TO, GOVERNMENT REGULATIONS, TARIFFS, TRANSPORTATION, FUEL AND RAW MATERIAL COSTS. DELIVERY WILL COMMENCE BASED UPON MANUFACTURER LEAD TIMES. ANY MATERIAL DELIVERIES DELAYED BEYOND MANUFACTURER LEAD TIMES MAY BE SUBJECT TO PRICE INCREASES AND/OR APPLICABLE STORAGE FEES. THIS BID PROPOSAL IS CONTINGENT UPON BUYER'S ACCEPTANCE OF SELLER'S TERMS AND CONDITIONS OF SALE, AS MODIFIED FROM TIME TO TIME, WHICH CAN BE FOUND AT: <https://coreandmain.com/terms-of-sale/>

THIS BID MAY INCLUDE GLOBALLY SOURCED (IMPORTED) MATERIALS THAT ARE SUBJECT TO CHANGING TARIFFS. PRICES ARE SUBJECT TO CHANGE DUE TO POTENTIAL ADDITIONAL TARIFFS IMPOSED BY THE U.S. GOVERNMENT. IF IMPOSED, PRICES WILL INCREASE BY THE SAME PERCENTAGE AND WILL BE EFFECTIVE ON THE DATE THAT THE NEW TARIFFS ARE IMPLEMENTED. THESE ITEMS SHOULD BE PURCHASED WITH HASTE TO AVOID ANY ADDITIONAL RISING TARIFF COSTS.



Sales Quote

550 Weaver Park Road
Longmont, CO 80501

Phone: 303/398-2700

Bill To: MOLTZ CONSTRUCTION INC WINDSOR
975 MERCHANT CT
WINDSOR, CO 80550-3216
United States

Ship To: MOLTZ CONSTRUCTION INC WINDSOR
SCOTT GIENAPP
975 MERCHANT CT
WINDSOR, CO 80550-3216
United States

Quote

SQ0284788

Quote Date: 8/26/2025

Customer #: 1MOL02

Terms: Net 30 Days

REF #: BERTHOUD ANCILLARY PROJECT

FOB	Ship Via	SalesPerson	Requested Ship Date	Entered By
Origin		Frank Loffreda	8/26/2025	Joshua Caballero

Item No. Your Item No	Description	Qty	U of M	Unit Price	Total Price
STORAGE TANK CHEM FILL LINE					
**					
80-025	2-1/2" SCH 80 GRAY PVC PIPE	80	FOOT	4.12	329.60
806-015	1-1/2" SOC 90 DEG ELL, PVC SCH 80	12	EACH	2.79	33.48
817-015	1-1/2" SOC 45 DEG ELL, PVC SCH 80	4	EACH	6.14	24.56
829-015	1-1/2" SOC COUPLING, PVC SCH 80	5	EACH	3.91	19.55
836-015	1-1/2" MALE ADAPTER, PVC SCH 80	2	EACH	6.41	12.82
836-015	1-1/2" MALE ADAPTER, PVC SCH 80	2	EACH	6.41	12.82
12233	CEMENT, CPVC, 724 GRAY #724111, GAL (IPS)	1	EACH	225.80	225.80
10220	PRIMER, PVC/CPVC, P-70 CLEAR #770011, GAL (IPS)	1	EACH	153.03	153.03
8057-015	1-1/2" SOC UNION, PVC-FKM SCH 80	2	EACH	11.43	22.86
856-015	1-1/2" SPIG V.S. FLANGE, PVC SCH 80	1	EACH	6.53	6.53
8172V-015	1-1/2" TxT BULKHEAD FITTING, PVC-VITON (SPEARS)	1	EACH	160.83	160.83
BP-0015S/S	1", 1-1/4" & 1-1/2" FLANGE BOLT PACK, 304 SS	1	EACH	10.87	10.87
FG-015V	1-1/2" FLANGE GASKET, 1/8" THICK, 150#, FF, VITON	1	EACH	17.43	17.43
1605010	1" TU T21, BALL VALVE, PVC-VITON (ASAHI)	2	EACH	48.84	97.68
A-12HS-304SS	1-5/8" x 1-5/8" x 12 GAUGE SLOTTED STRUT, 304SS (10' LENGTH)	20	FOOT	11.28	225.60
8200SS-015	1-1/2" RIGID IPS STRUT CLAMP, 304 STAINLESS STEEL	2	EACH	4.97	9.94
150-C-SS	1-1/2" CAM & GROOVE TYPE C FEM. COUP. x HOSE SHANK, 316SS	2	EACH	73.84	147.68
**					
POLYMER DISCHARD TO DAY TANK					
*					
80-015	1-1/2" PIPE, GRAY PVC SCH 80	120	FOOT	1.78	213.60
806-015	1-1/2" SOC 90 DEG ELL, PVC SCH 80	12	EACH	2.79	33.48
817-015	1-1/2" SOC 45 DEG ELL, PVC SCH 80	4	EACH	6.14	24.56
829-015	1-1/2" SOC COUPLING, PVC SCH 80	8	EACH	3.91	31.28
836-015	1-1/2" MALE ADAPTER, PVC SCH 80	2	EACH	6.41	12.82
835-015	1-1/2" FEMALE ADAPTER, PVC SCH 80	2	EACH	6.96	13.92
12233	CEMENT, CPVC, 724 GRAY #724111, GAL (IPS)	2	EACH	225.80	451.60
10220	PRIMER, PVC/CPVC, P-70 CLEAR #770011, GAL (IPS)	2	EACH	153.03	306.06
8057-015	1-1/2" SOC UNION, PVC-FKM SCH 80	2	EACH	11.43	22.86
856-015	1-1/2" SPIG V.S. FLANGE, PVC SCH 80	2	EACH	6.53	13.06
8172V-015	1-1/2" TxT BULKHEAD FITTING, PVC-VITON (SPEARS)	1	EACH	160.83	160.83
BP-0015S/S	1", 1-1/4" & 1-1/2" FLANGE BOLT PACK, 304 SS	2	EACH	10.87	21.74
1605010	1" TU T21, BALL VALVE, PVC-VITON (ASAHI)	4	EACH	48.84	195.36
9094PBSS	4 HOLE SQUARE POST BASE STAINLESS STEEL	4	EACH	502.07	2,008.28

All orders are subject to the terms and conditions available @ www.indelco.com/terms-service.
All pipe and fabricated items are non-cancelable and non-returnable. Returned goods will not be accepted without an authorization # and are subject to a restock charge. Claims for shortages must be made within 5 days after receipt of goods. Pipe prices quoted are valid through end of current business day, all other items quoted are valid for 5 days.

8/27/2025 10:07 AM

Page: 1 of 2



Sales Quote

550 Weaver Park Road
Longmont, CO 80501

Phone: 303/398-2700

Bill To: MOLTZ CONSTRUCTION INC WINDSOR
975 MERCHANT CT
WINDSOR, CO 80550-3216
United States

Ship To: MOLTZ CONSTRUCTION INC WINDSOR
SCOTT GIENAPP
975 MERCHANT CT
WINDSOR, CO 80550-3216
United States

Quote

SQ0284788

Quote Date: 8/26/2025

Customer #: 1MOL02

Terms: Net 30 Days

REF #: BERTHOUD ANCILLARY PROJECT

FOB	Ship Via	SalesPerson	Requested Ship Date	Entered By
Origin		Frank Loffreda	8/26/2025	Joshua Caballero

Item No. Your Item No	Description	Qty	U of M	Unit Price	Total Price
8200SS-015	1-1/2" RIGID IPS STRUT CLAMP, 304 STAINLESS STEEL **	25	EACH	4.97	124.25
	FIRE HYDRANT AROUND SITE				
80-015	1-1/2" PIPE, GRAY PVC SCH 80	150	FOOT	1.78	267.00
806-015	1-1/2" SOC 90 DEG ELL, PVC SCH 80	12	EACH	2.79	33.48
817-015	1-1/2" SOC 45 DEG ELL, PVC SCH 80	4	EACH	6.14	24.56
820-015	1-1/2" SOC CROSS, PVC SCH 80	1	EACH	20.94	20.94
829-030	3" SOC COUPLING, PVC SCH 80	2	EACH	11.86	23.72
80-030	3" SCH 80 GRAY PVC PIPE	10	FOOT	5.04	50.40
836-015	1-1/2" MALE ADAPTER, PVC SCH 80	24	EACH	6.41	153.84
854-015	1-1/2" SOC V.S. FLANGE, PVC SCH 80	24	EACH	6.47	155.28
BP-0015S/S	1", 1-1/4" & 1-1/2" FLANGE BOLT PACK, 304 SS	24	EACH	10.87	260.88
FG-015V	1-1/2" FLANGE GASKET, 1/8" THICK, 150#, FF, VITON	24	EACH	17.43	418.32
12233	CEMENT, CPVC, 724 GRAY #724111, GAL (IPS)	4	EACH	225.80	903.20
10220	PRIMER, PVC/CPVC, P-70 CLEAR #770011, GAL (IPS) ***	4	EACH	153.03	612.12
SHIP-FREIGHT-IN	INBOUND FREIGHT CHARGES TO BE ADDED	1	EACH		

All orders are subject to the terms and conditions available @ www.indelco.com/terms-service.
All pipe and fabricated items are non-cancelable and non-returnable. Returned goods will not be accepted without an authorization # and are subject to a restock charge. Claims for shortages must be made within 5 days after receipt of goods. Pipe prices quoted are valid through end of current business day, all other items quoted are valid for 5 days.

8/27/2025 10:07 AM

Page: 2 of 2

Non-Taxable Subtotal: 8,068.52

Taxable Subtotal: 0.00

Total Sales Tax: 0.00

Total: 8,068.52



QUOTATION		
DATE	NUMBER	PAGE
9/11/2025	0005509	1 of 1

UN-APPROVED

B MCI006
I MOLTZ CONSTRUCTION INC
L 8807 COUNTY RD 175
L SALIDA, CO 81201
T US
O

S MOLTZ CONSTRUCTION INC
H 8807 COUNTY RD 175
I SALIDA, CO 81201
P US
T
O

Accepted By: _____

Company: _____

Date: _____

PO#: _____

Ship To: _____

ATTENTION:

AP@MOLTZCONSTRUCTION.COM

WE ARE PLEASED TO PROPOSE THE FOLLOWING FOR YOUR CONSIDERATION:

TERMS: NET 30

CUSTOMER REF/PO#		JOB TITLE	SLP	SHIPPING TYPE	
BERTHOUD ACTUAT			BJJ/BJJ	BEST WAY PPA	
QTY	PART	DESCRIPTION		UNIT PRICE	EXTENDED
2.00	IQ12FM43480OC	IQ12 FM 43RPM FA10 480/3/60 OC INCLUDES IB5 GEARBOX AND ADAPTION KIT FOR MOUNTING TO THE EXISTING GATE FRAME INSTALLATION AND WRING IS BY OTHERS STARTUP INCLUDED 10-12 WEEK LEAD TIME		\$14,925.00	\$29,850.00

Please note on March 15th 2024 we moved to new a location, our new address is:
17301 W Colfax Ave Unit 300 Golden, CO 80401

This Quotation is subject to and incorporates by reference (i) the Master Terms and Conditions of Sale available at www.vesscowater.com/Master-TCs,
and (ii) the Supplemental Seller T&Cs available at www.municipaltreatment.com/Supplemental-Seller-TCs.

**QUOTE VALID FOR 60 DAYS. CREDIT CARD PAYMENTS ARE SUBJECT TO AN ADDITIONAL 3%
CHARGE. NO TAXES OF ANY KIND ARE INCLUDED IN THIS PROPOSAL**

TOTAL: \$29,850.00

17301 W Colfax Ave Unit 300 Golden, CO 80401 - Phone: 303-231-9175

www.MunicipalTreatment.com

Hayley Hansen

From: John White <jwhite@tristarind.com>
Sent: Thursday, August 28, 2025 2:40 PM
To: Scott Gienapp
Cc: Hayley Hansen
Subject: RE: Berthoud Ancillary Project

CAUTION: External email.

Scott,
Here is the pricing you wanted.
Let me know if you have any questions.
Thanks,
John

Mark#	Qty	UM	DESCRIPTION (PS# / SIZE / CL / FINISH)	Net Price Each	Total
1	2	EA	12" DIP / Adjustable Saddle Support w U-Bolt / 24" CL / HDG	\$ 825.34	\$ 1,650.68
2	4	EA	6" DIP / Adjustable Saddle Support w U-Bolt / 24" CL / HDG	\$ 753.40	\$ 3,013.60
3	4	EA	12" DIP / Clevis Hanger Support / 72" CL / HDG	\$ 481.78	\$ 1,927.12
			Grand Total		\$ 6,591.40
					Plus
					FFA to Job

Pricing General Notes:

- This is a unit price quotation based upon a customer takeoff. Tri Star is not responsible for errors or omissions.
- Unit prices will be firm for 30 days from date of our quote. Pricing for carbon steel supports is based on current Hot Rolled Coil pricing for Carbon steel from Zekelman Industries of \$895 per ton. Pricing for stainless steel supports is based on the current North American stainless surcharge of \$.80 per pound for 304ss and \$1.32 per pound for 316ss currently published through <https://www.northamericanstainless.com/alloy-surcharges/> Tri Star will hold unit pricing up to an 8% increase in these indexes. Any escalation beyond the 8% will need to be passed on and adjusted into our unit pricing at time of release for fabrication.
- If engineering is not listed as an item it is not included in this quotation.
- Freight to jobsite for 1ea shipment from Phoenix, AZ plant.
- Domestic requirements are not included if required.
- Neoprene or rubber isolation pads are not included unless noted otherwise.
- Anchors are included. Powers/DeWalt anchors/epoxy is quoted. Any deviations will change pricing and/or anchor scope.

O: 602.437.0006 | M: 408.710.4176 | E: jwhite@tristarind.com
2220 West Fillmore Street, Phoenix, AZ 85009



Quotation Disclaimer: Due to current market volatility, all lead times and pricing are subject to change without notice. Venturi Supply reserves the right to adjust pricing due to market fluctuations and government-imposed tariffs and import duties. These price adjustments may be applied to orders currently in process. Non-stock items are FOB shipping point. Lead times and stock are subject to prior sale and any changes to quantities may affect pricing. Non-stock special order items are non-cancelable and non-refundable. This message contains confidential information and is intended only for the intended recipient(s). If you are not the named recipient, you should not read, distribute, or copy this e-mail. Please notify the sender immediately via e-mail if you have received this e-mail by mistake and delete the e-mail from your system.

From: Scott Gienapp <Scott.Gienapp@moltzconstruction.com>
Sent: Monday, August 25, 2025 11:08 AM
To: John White <jwhite@tristarind.com>
Cc: Hayley Hansen <Hayley.Hansen@moltzconstruction.com>
Subject: RE: Berthoud Ancillary Project

Thank you Sir!



Scott Gienapp | Estimating

Phone: 970.330.3248 | Cell: 970.391.9078

975 Merchant Court | Windsor, CO | 80550

Moltz // A Graham Group Company

From: John White <jwhite@tristarind.com>
Sent: Monday, August 25, 2025 12:07 PM
To: Scott Gienapp <Scott.Gienapp@moltzconstruction.com>
Cc: Hayley Hansen <Hayley.Hansen@moltzconstruction.com>
Subject: RE: Berthoud Ancillary Project

CAUTION: External email.

Cool, back to you in a couple days.

John White | Tri Star Industrial | Director – Fabrication Business Development

O: 602.437.0006 | M: 408.710.4176 | E: jwhite@tristarind.com
2220 West Fillmore Street, Phoenix, AZ 85009



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From: Scott Gienapp <Scott.Gienapp@moltzconstruction.com>
Sent: Monday, August 25, 2025 11:06 AM
To: John White <jwhite@tristarind.com>
Cc: Hayley Hansen <Hayley.Hansen@moltzconstruction.com>
Subject: RE: Berthoud Ancillary Project

Just a floor support nothing special!



Scott Gienapp | Estimating

Phone: 970.330.3248 | Cell: 970.391.9078

975 Merchant Court | Windsor, CO | 80550

Moltz // A Graham Group Company

From: John White <jwhite@tristarind.com>
Sent: Monday, August 25, 2025 12:05 PM
To: Scott Gienapp <Scott.Gienapp@moltzconstruction.com>
Cc: Hayley Hansen <Hayley.Hansen@moltzconstruction.com>
Subject: RE: Berthoud Ancillary Project

CAUTION: External email.

The hanger and floor support are easy but what is “special” about the special support? Can you sketch or explain so I have an idea at least where to begin?

John White | Tri Star Industrial | Director – Fabrication Business Development

O: 602.437.0006 | M: 408.710.4176 | E: jwhite@tristarind.com

2220 West Fillmore Street, Phoenix, AZ 85009



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From: Scott Gienapp <Scott.Gienapp@moltzconstruction.com>
Sent: Monday, August 25, 2025 11:04 AM
To: John White <jwhite@tristarind.com>
Cc: Hayley Hansen <Hayley.Hansen@moltzconstruction.com>
Subject: RE: Berthoud Ancillary Project

Thank you Sir!



Scott Gienapp | Estimating

Phone: 970.330.3248 | Cell: 970.391.9078

975 Merchant Court | Windsor, CO | 80550

Moltz // A Graham Group Company

From: John White <jwhite@tristarind.com>
Sent: Monday, August 25, 2025 12:03 PM
To: Scott Gienapp <Scott.Gienapp@moltzconstruction.com>
Cc: Hayley Hansen <Hayley.Hansen@moltzconstruction.com>
Subject: RE: Berthoud Ancillary Project

CAUTION: External email.

Hey Scott,
I will get pricing to you on this asap.
Thanks.

John White | Tri Star Industrial | Director – Fabrication Business Development

O: 602.437.0006 | M: 408.710.4176 | E: jwhite@tristarind.com
2220 West Fillmore Street, Phoenix, AZ 85009



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From: Scott Gienapp <Scott.Gienapp@moltzconstruction.com>
Sent: Monday, August 25, 2025 9:56 AM
To: John White <jwhite@tristarind.com>
Cc: Hayley Hansen <Hayley.Hansen@moltzconstruction.com>
Subject: Berthoud Ancillary Project

Good morning John,

We currently are doing a project in Berthoud, and they are looking to add another project to into our scope. I have some Supports that I need quoted if you could help me out that would be great. We don't Have any specs or details So if we can just make sure we are covered dollars wise would be great! If you could get me something in the next few days that would be helpful.

- 2 floor Support for 12in DIP - Galv 2' to centerline
- 4 PS Special Support for 6in DIP - Galv 2' to Centerline
- 4 Hanger Support for 12in DIP - Galv Approx 6' to centerline Approx 18' ceilings

Thanks, Scott Gienapp



Scott Gienapp | Estimating

Phone: 970.330.3248 | Cell: 9703919078

975 Merchant Court | Windsor, CO | 80550

Moltz // A Graham Group Company

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Berthoud WRF Phase 1A

Ancillary Project: HVAC Review

Presented to:



Moltz Construction, Inc.

Presented by:

Tolin Mechanical
Building Efficiency and Sustainability



A Service Logic Company

September 15, 2025

Job Number	Registered Quotation Number	Presentation Date	Page
	Q-08-2025-421489	September 15, 2025	2 of 19

BY AND BETWEEN:

Contractor

Tolin Mechanical Systems
2020 Airway Avenue
Fort Collins, CO 80524

Customer

Moltz Construction, Inc.
975 Merchant Court
Windsor, CO 80550

PROJECT LOCATION: 572 East County Road 6C
Berthoud, CO 80513



PROJECT DESCRIPTION: Berthoud WRF Phase 1A - Ancillary Project: HVAC Review

We are pleased to offer our proposal to complete the requested HVAC scope of work at the Berthoud WRF. The proposal is based upon a site visit on 08/05/25 and ancillary project HVAC review design package provided July 2025. Below is our suggested scope of work.

Job Number	Registered Quotation Number	Presentation Date	Page
	Q-08-2025-421489	September 15, 2025	3 of 19

OUR PROPOSAL INCLUDES THE FOLLOWING:

General Construction Activities:

- Provide equipment startup and commissioning to ensure proper operation
- Provide two-year warranty on new equipment, materials, and installation craftsmanship
- Provide safe and clean work environment

Administration:

- Provide labor and materials to disconnect existing gas piping, electrical, controls and ductwork connections
- Provide labor and materials to demo existing PAC-001
- Provide labor and materials to demo existing plenum curb
- Provide labor and materials to recycle the existing materials per applicable environmental codes and regulations
- Provide labor and materials to fabricate and set new plenum curb
- Provide labor and materials to procure and install (1) PAC-001
 - OPTION #1A: AAON
 - Capacity: 8 Tons, R-454B
 - Construction: Double wall, R-13; interior corrosion protection
 - Heating: Propane, 8:1 turndown
 - Fans: Direct drive, backward curved plenum fan wheel
 - Electrical: 460/3/60, 10k SCCR
 - Accessories: Economizer, epoxy polymer e-coat, remote safety shutdown terminals, flooded condenser low ambient controls
 - OPTION #1B: JCI
 - Capacity: 8.5 Tons, R-454B
 - Construction: Standard; no coatings
 - Heating: Propane
 - Fans: Single zone VAV; 3HP high static belt drive blower
 - Electrical: 460/3/60, phase monitor
 - Accessories: Economizer, hail guard, power exhaust, high altitude propane conversion kit
- Provide labor and materials to reconnect gas piping
- Provide labor and materials to fabricate transitions and reconnect supply/return ductwork
- Provide labor and materials to reconnect electrical and provide new service disconnect
- Provide labor and materials to reconnect controls wiring
- Provide labor and materials to test, adjust and balance total airflows at unit

Job Number	Registered Quotation Number	Presentation Date	Page
	Q-08-2025-421489	September 15, 2025	4 of 19

Headworks:

- Provide support/coordination for temporary exhaust systems (provided by others)
- Provide labor and materials to demo existing supply ductwork
- Provide labor and materials to demo existing exhaust ductwork
- Provide labor and materials to demo MAU intake ductwork and EF ductwork on roof
- Provide labor and materials to recycle the existing materials per applicable environmental codes and regulations
- Provide labor and materials to install stainless steel supply ductwork, supports, fittings and transitions
- Provide labor and materials to install stainless steel exhaust ductwork, supports, fittings and transitions
- Provide labor and materials to install grilles, registers, diffusers
- Provide labor and materials to test, adjust and balance total airflows at each unit and for all new ductwork and GRDs in the facility
- Provide labor and materials to replace (1) MAU-01
 - ADD ALT #1A: Engineered Air
 - Configuration: Down Discharge
 - Construction: 18ga double wall casing w/1" 1.5# insulation. 22ga liner throughout. Two-part epoxy paint exterior and interior.
 - Heating: Propane, 25:1 turndown, indirect fired
 - Supply Air Fan: forward curved epoxy coated fan, high efficiency fan motors w/1" spring isolation
 - Electrical: 460/3/60
 - ADD ALT #1B: Greenheck
 - Configuration: Down Discharge
 - Construction: Permatector protective coating
 - Heating: Propane, SS HX; indirect fired
 - Electrical: 460/3/60
- Provide labor and materials to replace (1) HEF-01
 - ADD ALT #2A: Greenheck
 - Construction: Hi pro polyester coating
 - Electrical: 460/3/60
 - Accessories: NEMA-3R disconnect; vibration isolation
- Provide labor and materials to install (2) inline exhaust fan
 - DEDUCT #1A: Plastec
 - Type: Explosion resistant
 - Electrical: 460/3/60
- Provide labor and materials to install PVC pipe for new Plastec exhaust fans

Job Number	Registered Quotation Number	Presentation Date	Page
	Q-08-2025-421489	September 15, 2025	5 of 19

Influent Pump Station:

- Provide labor only to coordinate with the demolition of the exiting MAU and ductwork
- Provide labor and materials to install new 24" Blueduct direct bury underground ductwork, supports, fittings and transitions
- Provide labor and materials to install 24" x 24" aluminum ductwork with 1" liner, supports, fittings and transitions
- Provide labor and materials to test, adjust and balance total airflow from unit and associated GRD grilles
- Provide labor and materials to procure and install (1) MAU-201
 - ADD ALT #1A: Engineered Air
 - Configuration: Down Discharge
 - Construction: 18ga double wall casing w/1" 1.5# insulation. 22ga liner throughout. Two-part epoxy paint exterior and interior.
 - Heating: Propane, 25:1 turndown, direct fired
 - Supply Air Fan: forward curved epoxy coated fan, high efficiency fan motors w/1" spring isolation
 - Electrical: 460/3/60
 - ADD ALT #1B: Greenheck
 - Configuration: Down Discharge
 - Construction: Permator protective coating
 - Heating: Propane, modulating, direct fired
 - Supply Air Fan: blower vibration isolation, motorized inlet damper
 - Electrical: 460/3/60

Job Number	Registered Quotation Number	Presentation Date	Page
	Q-08-2025-421489	September 15, 2025	6 of 19

Blower Building:

- Provide labor and materials to disconnect/demo existing supply ductwork
- Provide labor and materials to disconnect/demo existing exhaust ductwork
 - Re-use existing 26"x26" and 20"x20" to tie-into new 20"x20" ductwork
- Provide labor and materials to service and evaluate condition of existing DF-701
- Provide labor and materials to recycle the existing materials per applicable environmental codes and regulations
- Provide labor and materials to install aluminum supply ductwork, supports, fittings and transitions
- Provide labor and materials to install aluminum exhaust ductwork, supports, fittings and transitions
- Provide labor and materials to install grilles, registers, diffusers
- Provide labor and materials to test, adjust and balance total airflows at each unit and for all new ductwork and GRDs in the facility
- Provide labor and materials to replace (1) MAU-701
 - ADD ALT #1A: Engineered Air
 - Configuration: Down Discharge
 - Construction: 18ga double wall casing w/1" 1.5# insulation. 22ga liner throughout. Two-part epoxy paint exterior and interior.
 - Heating: Propane, 25:1 turndown, direct fired
 - Supply Air Fan: forward curved epoxy coated fan, high efficiency fan motors w/1" spring isolation
 - Electrical: 460/3/60
 - ADD ALT #1B: Greenheck
 - Configuration: Down Discharge
 - Construction: Permatector protective coating
 - Heating: Propane, modulating, direct fired
 - Supply Air Fan: blower vibration isolation, motorized inlet damper
 - Electrical: 460/3/60
- Provide labor and materials to replace (1) DF-702
 - ADD ALT #2A: Manufacturer: Cook
 - Type: Square inline exhauster
 - Electrical: 460/3/60
 - Accessories: NEMA 1 disconnect
- DEDUCT #1A: Provide labor and materials to install only a single branch duct to compressors instead of the current dual branch duct design

Job Number	Registered Quotation Number	Presentation Date	Page
	Q-08-2025-421489	September 15, 2025	7 of 19

OUR PROPOSAL EXCLUDES THE FOLLOWING:

Providing any labor, materials, or equipment for work not explicitly detailed in the above scope, including but not limited to:

- Labor outside normal business hours, 7:30 a.m. to 4:30 p.m. Monday through Friday
- Permit
- Bond (1.03%)
- Tax
- Wind/Seismic considerations
- Specialty coatings on new equipment, unless otherwise specified
- Demo of existing MAU at IPS (by others)
- Provide scaffolding setup/takedown (by others)
- Crane/lift (by others)
- Earthwork (by others)
- Concrete (by others)
- Concrete cutting/patching (by others)
- Underground piping demo/install (by others)
- Electrical (by others)
- Engineering
- Fire Alarm / Life Safety Systems
- Equipment SCCR rating above 5,000A
- Hazardous material testing and abatement
- BAS Controls
- Ductwork cleaning
- Ductwork painting
- Class 1 Div 2 Specifications
- Dust barriers
- Non-HVAC Work
- Correction of any existing mechanical or code deficiencies
- Any provision of temporary heating, cooling, ventilation or exhaust
- Payment management software fees

Job Number	Registered Quotation Number	Presentation Date	Page
	Q-08-2025-421489	September 15, 2025	8 of 19

PROJECT CLARIFICATIONS:

Administration:

- 1. The equipment concrete pad to be extended (done by others).*
- 2. The replacement unit will be a VAV single zone style unit. If thermal zoning is desired and occupant comfort has been an issue, this can be considered for an additional cost.*
- 3. An additional cost for coating condenser coil is available, if desired.*

Influent Pump Station:

- 1. Scaffolding will be required for demo/install of interior ductwork. Done by others.*
- 2. The existing MAU and ductwork sections to be demolished by others. Tolin has labor included to help coordinate this effort.*
- 3. Any temporary MAU / heating has been excluded in our scope. Pending approval, it is possible the IPS facility can get by without a temporary solution during the equipment switchover by simply opening the hatch and/or doorway to provide make-up air when the exhaust fan is still operating. The existing MAU is a direct-fired unit, so if necessary due to weather, space heaters could be provided until the new unit is placed.*

Job Number	Registered Quotation Number	Presentation Date	Page
	Q-08-2025-421489	September 15, 2025	9 of 19

PROJECT INFORMATION

Admin Building

PAC-001 replacement suggested due to age (2003), use of obsolete R-22 refrigerant and condition. Per ASHRAE, the average useful serviceable life for packaged equipment is 15 years. After an onsite investigation, it was observed that the unit has undergone refrigeration system repairs as well as repeated electrical issues on the unit over the years. Multiple contactors have been replaced indicating repeated electrical wear and cycling issues. Additionally, signs of refrigerant circuit repairs were evident, including brazed joints, oil residue near service ports and patched lines. Moderate to advanced rust is present on the coil housing, compressor base and structural frame was also noted.



Job Number	Registered Quotation Number	Presentation Date	Page
	Q-08-2025-421489	September 15, 2025	10 of 19

Headworks

Supply/Exhaust Ductwork



Ductwork on Roof / MAU-01



EF-01



Job Number	Registered Quotation Number	Presentation Date	Page
	Q-08-2025-421489	September 15, 2025	11 of 19

Influent Pump Station

Site Conditions



Existing MAU and proposed location for new MAU-201



Approximate location for ductwork penetration



Existing ductwork tie-in location and new ductwork route



Job Number	Registered Quotation Number	Presentation Date	Page
	Q-08-2025-421489	September 15, 2025	12 of 19

Blower Building

MAU-701



DF-702



Supply/Exhaust Ductwork



Job Number	Registered Quotation Number	Presentation Date	Page
	Q-08-2025-421489	September 15, 2025	13 of 19

Exhaust Ductwork



Job Number	Registered Quotation Number	Presentation Date	Page
	Q-08-2025-421489	September 15, 2025	14 of 19

PRICING SUMMARY

Administration

OPTION #1A:

PAC-001 REPLACEMENT – AAON (18-20 WK + TRANSIT).....\$149,615

ACCEPTED (INITIAL) _____ DECLINED (INITIAL) _____

OPTION #1B:

PAC-001 REPLACEMENT – JCI (12-14 WK + TRANSIT)\$70,741

ACCEPTED (INITIAL) _____ DECLINED (INITIAL) _____

Headworks

BASE SCOPE:

HVAC DUCTWORK (4-6 WK + TRANSIT).....\$240,138

ACCEPTED (INITIAL) _____ DECLINED (INITIAL) _____

ADD ALT #1A:

MAU-01 REPLACEMENT – ENGINEERED AIR (12-16 WK + TRANSIT).....\$110,083

ACCEPTED (INITIAL) _____ DECLINED (INITIAL) _____

ADD ALT #1B:

MAU-01 REPLACEMENT – GREENHECK (5-6 WK + TRANSIT).....\$78,992

ACCEPTED (INITIAL) _____ DECLINED (INITIAL) _____

ADD ALT #2A:

HEF-01 REPLACEMENT (10-11 WK + TRANSIT).....\$27,259

ACCEPTED (INITIAL) _____ DECLINED (INITIAL) _____

DEDUCT #1A:

PLASTEK FANS & DUCTWORK (2-4 + TRANSIT) (\$48,018)

ACCEPTED (INITIAL) _____ DECLINED (INITIAL) _____

Job Number	Registered Quotation Number	Presentation Date	Page
	Q-08-2025-421489	September 15, 2025	15 of 19

Influent Pump Station

* A NEW MAU IS NECESSARY TO ACCOMMODATE THE REQUIRED LOCATION

BASE SCOPE:

HVAC DUCTWORK (4-6 WK + TRANSIT).....\$75,034

ACCEPTED (INITIAL) _____ DECLINED (INITIAL) _____

ADD ALT #1A:

MAU-201 REPLACEMENT – ENGINEERED AIR (12-16 WK + TRANSIT).....\$86,164

ACCEPTED (INITIAL) _____ DECLINED (INITIAL) _____

ADD ALT #1B:

MAU-201 REPLACEMENT – GREENHECK (6-8 WK + TRANSIT).....\$52,842

ACCEPTED (INITIAL) _____ DECLINED (INITIAL) _____

ADD ALT #1C:

MAU-201 REPLACEMENT – GREENHECK, QUICK SHIP (2-3 WK + TRANSIT).....\$8,724

ACCEPTED (INITIAL) _____ DECLINED (INITIAL) _____

Blower Building

BASE SCOPE:

HVAC DUCTWORK (4-6 WK + TRANSIT).....\$118,390

ACCEPTED (INITIAL) _____ DECLINED (INITIAL) _____

ADD ALT #1A:

MAU-701 REPLACEMENT – ENGINEERED AIR (12-16 WK + TRANSIT).....\$107,165

ACCEPTED (INITIAL) _____ DECLINED (INITIAL) _____

ADD ALT #1B:

MAU-701 REPLACEMENT – GREENHECK (6-8 WK + TRANSIT).....\$69,315

ACCEPTED (INITIAL) _____ DECLINED (INITIAL) _____

ADD ALT #2A:

DF-702 REPLACEMENT (4-6 WK + TRANSIT).....\$19,952

ACCEPTED (INITIAL) _____ DECLINED (INITIAL) _____

DEDUCT #1A:

SINGLE BRANCH DUCT ONLY TO COMPRESSORS..... (\$17,914)

ACCEPTED (INITIAL) _____ DECLINED (INITIAL) _____

Job Number	Registered Quotation Number	Presentation Date	Page
	Q-08-2025-421489	September 15, 2025	16 of 19

PAYMENT SCHEDULE

30% - Upon Contract Execution for Materials Deposit
 30% - Upon Placement of Major Equipment On-Site
 30% - Upon Major Completion
 10% - Upon Final Completion

"This Agreement is the property of Tolin and is exclusively for the Customer's use. Tolin guarantees this price is valid for thirty (30) days, excluding any changes to government-imposed tariffs, duties, or other trade-related fees that are imposed on the proposed materials and equipment."

Tolin Mechanical Systems Company

Customer

Brian Carpenter

Brian Carpenter, PE

Signature or PO#

Project Sales / Energy Engineer

Title

Print Name and Title

September 15, 2025

Date

Date

Job Number	Registered Quotation Number	Presentation Date	Page
	Q-08-2025-421489	September 15, 2025	17 of 19

TERMS AND CONDITIONS
TOLIN MECHANICAL SYSTEMS COMPANY, LLC

1. **Applicability.** These terms and conditions (these “**Terms**”) are the only terms which govern the sale of the goods (“**Goods**”) and services (“**Services**”) by Tolin Mechanical Systems Company, LLC (“**Tolin**”) to [Moltz Construction] (“**Customer**”). The accompanying [signed proposal] (the “**Sales Confirmation**”) and these Terms (collectively, this “**Agreement**”) comprise the entire agreement between the parties, and supersede all prior or contemporaneous understandings. These Terms prevail over any of Customer’s general terms and conditions of purchase regardless whether or when Customer has submitted its purchase order or such terms. Fulfillment of Customer’s order does not constitute acceptance of any of Customer’s terms and conditions and does not serve to modify or amend these Terms. In the event of a conflict between these Terms and the Sales Confirmation, these Terms shall control and prevail.

2. **Delivery of Goods.** Tolin shall deliver the Goods to the location described in the Sales Confirmation within the time described in the Sales Confirmation. Delivery of the Goods shall be made FOB origin. Customer releases Tolin for any delays, loss or damage to the Goods in transit. Title to the Goods passes to Customer upon payment for the Goods in full. Customer shall inspect the Goods immediately upon their delivery. Customer shall be deemed to have accepted the Goods unless it notifies Tolin in writing of any nonconforming Goods within 1 day after delivery. Customer shall furnish Tolin written evidence of the nonconforming Goods or other documentation as required by Tolin. If Customer timely notifies Tolin of any nonconforming Goods, Tolin shall, in Tolin’s sole discretion (as Customer’s sole and exclusive remedy), (a) replace such nonconforming Goods with conforming Goods, or (b) credit or refund the price for such nonconforming Goods.

3. **Performance of Services.** Tolin shall use reasonable efforts to meet any performance dates to render the Services specified in the Sales Confirmation, and such dates shall be estimates only. With respect to the Services, Customer shall (a) cooperate with Tolin in all matters relating to the Services and provide access to Customer’s premises (and such office accommodation and other facilities as may reasonably be requested by Tolin) for the purposes of performing the Services; (b) respond promptly to any Tolin request to provide direction, information, approvals, authorizations or decisions that are reasonably necessary for Tolin to perform Services in accordance with the requirements of this Agreement; and (c) obtain and maintain all necessary licenses and consents and comply with all applicable laws in relation to the Services before the date on which the Services are to start.

4. **Price.** Customer shall purchase the Goods and Services from Tolin for the prices stated in the Sales Confirmation or (if not stated therein) Tolin’s published price list; provided, however, the prices stated in the Sales Confirmation or Tolin’s published price list are estimates and are subject to change (without notice) to the prices in effect at the time of delivery or performance. All prices are exclusive of all sales, use and other similar taxes and charges, which shall be paid by Customer.

5. **Payment Terms.** Customer shall pay to Tolin an advance of not less than 25% of the total estimated price of the Goods and Services to be furnished pursuant to the Sales Confirmation, which advance shall be applied to Tolin’s final invoice. In addition, Customer agrees to pay progress payments to Tolin (no more frequently than monthly) for the price of the Goods and Services furnished by Tolin to Customer during the period covered by Tolin’s invoice. Customer shall pay all undisputed amounts on each of Tolin’s invoices within 10 days of the delivery by Tolin to Customer of Tolin’s invoice. Where required under applicable law, Customer may retain up to 5% of the amount of each invoice (except for Tolin’s final invoice) to secure the payment of those suppliers and subcontractors who provided materials and services to Tolin in the performance of the Sales Confirmation. Subject to applicable law, Customer shall disburse any retained amounts to Tolin within 10 days of the delivery by Tolin to Customer of Tolin’s final invoice. Customer shall pay interest on all late payments at the lesser of the rate of 1.5% per month or the maximum rate allowed by law, calculated daily and compounded monthly. Customer shall reimburse Tolin for all costs incurred in collecting any late payments, including, without limitation, attorneys’ fees. Customer shall not withhold payment of any amounts due and payable to Tolin by reason of any set-off of any claim or dispute with Tolin, whether relating to Tolin’s breach, bankruptcy or otherwise.

6. **Limited Warranty.** Tolin warrants that the Goods will be free from defects in materials and workmanship under normal application, use, installation, operation and service for a period of 1 year from the date the Goods are shipped. Tolin does not warrant (and hereby disclaims any warranty relating to) the quality of any Goods manufactured by third parties. Customer's exclusive remedy for defects in Goods manufactured by third parties shall be against Tolin's suppliers or the manufacturers of the Goods. To the extent transferrable, Tolin agrees to assign all manufacturers' written warranties covering the Goods to Customer upon Customer’s final payment for the Goods. Tolin warrants to Customer that it shall perform the Services in a workmanlike manner (meaning a manner deemed proficient and safe by those with the knowledge, training and experience to judge such Services). This workmanship warranty will terminate one (1) year from the date

Job Number	Registered Quotation Number	Presentation Date	Page
	Q-08-2025-421489	September 15, 2025	18 of 19

Services are performed. **EXCEPT FOR THE WARRANTIES SET FORTH IN THIS SECTION, THE GOODS AND SERVICES ARE FURNISHED BY TOLIN ON AN “AS IS, WHERE IS” BASIS, AND TOLIN MAKES NO WARRANTY, AND EACH OF TOLIN AND CUSTOMER HEREBY DISCLAIMS, WAIVES AND RELEASES ANY WARRANTY, WITH RESPECT TO THE GOODS OR SERVICES, INCLUDING ANY (A) WARRANTY OF MERCHANTABILITY; (B) WARRANTY OF FITNESS FOR A PARTICULAR PURPOSE; (C) WARRANTY OF TITLE; OR (D) WARRANTY AGAINST INFRINGEMENT OF INTELLECTUAL PROPERTY RIGHTS OF A THIRD PARTY; WHETHER EXPRESS OR IMPLIED BY LAW, COURSE OF DEALING, COURSE OF PERFORMANCE, USAGE OF TRADE, OR OTHERWISE.** Tolin shall not be liable for a breach of warranty unless Customer delivers written notice of the breach to Tolin within the applicable warranty period. Customer shall not operate any Goods or equipment on which Tolin furnishes Services until project completion, as certified by Tolin. Tolin shall not be liable for damage to Goods or Customer’s equipment, or for breach of warranty, if Customer: (x) misuses, alters or repairs such Goods or equipment without the prior written consent of Tolin; or (y) uses such Goods or equipment after discovering a defect. Subject to the limitations herein, with respect to any defective Goods or Services for which Customer’s notice of the defect has been timely delivered to Tolin, Tolin shall, in its sole discretion, either: (i) repair, replace or reperform the defective Goods or Services or (ii) credit or refund the price of such defective Goods or Services; provided that, if Tolin so requests, Customer shall, at Tolin’s expense, return such Goods to Tolin. **THE REMEDIES SET FORTH IN THIS SECTION SHALL BE THE CUSTOMER’S SOLE AND EXCLUSIVE REMEDY AND TOLIN’S ENTIRE LIABILITY FOR ANY BREACH OF THE LIMITED WARRANTIES SET FORTH IN THIS SECTION.**

7. Limitation of Liability. **CUSTOMER WAIVES, RELEASES AND DISCLAIMS ANY CLAIMS AGAINST TOLIN FOR ANY CONSEQUENTIAL, PUNITIVE, EXEMPLARY, SPECIAL OR INDIRECT DAMAGES (INCLUDING WITHOUT LIMITATION LOST SALES, USE, INCOME, PROFIT, REVENUE OR OPPORTUNITY). IN NO EVENT SHALL TOLIN’S AGGREGATE LIABILITY ARISING OUT OF OR RELATING TO THIS AGREEMENT, WHETHER ARISING OUT OF OR RELATED TO BREACH OF CONTRACT, TORT (INCLUDING NEGLIGENCE), OR OTHERWISE, EXCEED THE TOTAL OF THE AMOUNTS PAID TO TOLIN BY CUSTOMER FOR THE GOODS AND SERVICES SOLD HEREUNDER IN THE IMMEDIATELY PRECEDING ONE (1) YEAR PERIOD.**

8. Indemnification. **TO THE MAXIMUM EXTENT PERMITTED BY APPLICABLE LAW, CUSTOMER SHALL INDEMNIFY, DEFEND, RELEASE, AND HOLD HARMLESS TOLIN, ITS AFFILIATES, AND ITS AND THEIR RESPECTIVE AGENTS, REPRESENTATIVES, CONTRACTORS AND EMPLOYEES FROM AND AGAINST ALL CLAIMS, DAMAGES, LOSSES AND EXPENSES (INCLUDING BUT NOT LIMITED TO ATTORNEY’S FEES) RELATING DIRECTLY OR INDIRECTLY TO THE GOODS OR SERVICES, REGARDLESS OF WHETHER SUCH CLAIMS ARE OCCASIONED BY OR RESULTING FROM THE STRICT LIABILITY OR NEGLIGENCE OF ANY INDEMNIFIED PERSON, IN WHOLE OR IN PART, WHETHER SOLE, JOINT, CONCURRENT, ACTIVE OR PASSIVE.** If any law limits the extent to which indemnification may be provided to an indemnified person that is negligent, solely negligent, or otherwise at fault and such law is applicable to this Agreement, then this Agreement shall automatically be amended to provide that the indemnification provided hereunder shall extend only to the maximum extent permitted by such law.

9. Insurance. Each of Tolin and Customer shall, at its own expense, maintain and carry insurance (with minimum limits of \$500,000 per occurrence) including commercial general liability (including product liability and liability covering independent contractors). Customer shall carry all risk property insurance to the full value of the Goods and name Tolin as an additional insured. Customer shall require its insurers to waive all rights of subrogation against Tolin’s insurers and Tolin.

10. Termination. Tolin may terminate this Agreement with immediate effect upon written notice to Customer if (a) Customer fails to pay any amount when due, has not performed or complied with any of these Terms, or becomes insolvent; or (b) any project to which the Goods and Services relates is paused for a period of 30 days through no act or fault of Tolin. Customer shall notify Tolin in writing of any alleged breach of this Agreement. Tolin shall have 10 days after receipt of notice of the alleged breach to cure the alleged breach. Upon termination of this Agreement, Tolin may immediately recover from Customer payment for all work to date and for any proven loss, including reasonable profit and damages. If this Agreement is terminated, the parties shall remain liable for all obligations and liabilities incurred prior to termination, and the terms and conditions relating to indemnities, interest, confidentiality, taxes, disclaimer of consequential damages and any limitation of liability, shall survive termination for the applicable statute of limitations period.

Job Number	Registered Quotation Number	Presentation Date	Page
	Q-08-2025-421489	September 15, 2025	19 of 19

11. **Confidential Information.** All information of Tolin disclosed by Tolin to Customer in connection with this Agreement is confidential, solely for the use of performing this Agreement and may not be disclosed or copied by Customer unless authorized in advance by Tolin in writing. Upon Tolin's request, Customer shall promptly return all documents and other materials received from Tolin. This Section does not apply to information that is: (a) in the public domain; (b) known to Customer at the time of disclosure; or (c) rightfully obtained by Customer on a non-confidential basis from a third party.

12. **Delays.** Tolin shall be excused from complying with the terms and conditions of this Agreement (and shall not be liable to Customer for any failure or delay in Tolin's performance) when and to the extent such failure or delay is caused by or results from acts or circumstances beyond the reasonable control of Tolin including, without limitation: (a) any act or omission of Customer or its agents, contractors (other than Tolin), consultants, representatives or employees, or (b) any acts of God, flood, fire, earthquake, explosion, governmental actions, war, invasion, or hostilities (whether war is declared or not), terrorist threats or acts, riot, or other civil unrest, national emergency, revolution, insurrection, epidemic, pandemic, lockouts, strikes or other labor disputes (whether or not relating to either party's workforce), telecommunication breakdown, power outage, restraints or delays affecting carriers, or inability or delay in obtaining supplies of adequate or suitable materials (including the Goods).

13. **Relationship.** This Agreement shall not be construed as creating any agency, partnership, franchise, business opportunity, joint venture, or other form of joint enterprise, employment, or fiduciary relationship between the parties. Neither party shall have authority to contract for or bind the other party. No relationship of exclusivity shall be construed from this Agreement.

14. **Miscellaneous.** This Agreement is governed by the laws of the State in which the Goods are delivered and/or the Services are performed. **EACH PARTY HEREBY VOLUNTARILY AND IRREVOCABLY WAIVES, DISCLAIMS AND RELEASES ANY RIGHT TO TRIAL BY JURY IN ANY LITIGATION, ACTION OR OTHER PROCEEDING BROUGHT IN CONNECTION WITH THIS AGREEMENT.** This Agreement is binding on the parties and their respective successors and assigns. These Terms may only be amended or modified in a writing stating specifically that it amends these Terms and is signed by an authorized representative of each party.

[End of Terms and Conditions]

9/16/2025

Serial #LCO-25-0033-001.2

Ms.: Cassidy Geha, Project Manager
Moltz Construction, Inc.
975 Merchant Court
Windsor, CO 80550

Reference: Berthoud WRF Phase 1A Improvements
Job # CO-25-0033

Subject: Change Request # 001.2
Ancillary Items- HVAC

Dear Ms.: Cassidy Geha

We hereby submit for your consideration our Change Request # 001 in the amount of **Twenty Thousand, Nine Hundred Twenty and no/100 Dollars (\$20,920.00)** as an add to our Subcontract Agreement for the above referenced Project. This change request covers the following revisions:

Admin Building \$3,758.00

- Replace wire, conduit, and disconnect switch for PAC-001.

Headworks \$9,682.00

- Replace wire, conduit, and disconnect switch for MAU.
- Disconnect existing EF and re-connect when replaced with new EF.

IPS \$3,446.00

- Replace wire, conduit, and disconnect switch for MAU-201.
- Relocate conduit to new location of MAU-201.

Blower Building \$4,034.00

- Replace wire, conduit, and disconnect switch for MAU-701
- Service DF-701

Clarifications:

1. Cutting and patching of concrete or existing finishes are excluded from this proposal.
2. This change order is based solely on the usual cost elements such as labor, material, equipment, and normal markups and does not include any amount for additional changes in the sequence of work, delays, disruptions, re-scheduling, extended overhead, overtime, acceleration, and/or impact costs; and the right is expressly reserved to make claim for any and all of these related items prior to the final settlement of this contract.
3. This proposal is valid for Thirty (30) days and is subject to any labor and material modifications occurring after this time period.
4. We are unable to proceed with labor or procurement of materials associated with this change unless directed in writing. Please advise how we are to proceed.
5. Due to supply chain issues and finite resources, delays in approving this change request may result in the work not being complete by the Contract completion date. (or give date or days after approval that work would be complete)

If you have any questions, please feel free to contact the undersigned.

Sincerely,

WEIFIELD GROUP CONTRACTING INC.

Angel Guzman
Project Manager
Job #CO-25-0033/Office/Field

9/16/2025

Serial #LCO-25-0033-001.3

Ms.: Cassidy Geha, Project Manager
Moltz Construction, Inc.
975 Merchant Court
Windsor, CO 80550

Reference: Berthoud WRF Phase 1A Improvements
Job # CO-25-0033

Subject: Change Request # 001.3
Ancillary Items- RAS Pumping Improvements

Dear Ms.: Cassidy Geha

We hereby submit for your consideration our Change Request # 001.3 in the amount of **Thirty Four Thousand, Fifteen and no/100 Dollars (\$34,015.00)** as an add to our Subcontract Agreement for the above referenced Project. This change request covers the following revisions:

- Demo electrical to existing RSP pumps.
- Provide new conduit, wire and disconnect safety switches for pumps RSP-01, RSP-02, RSP-03 and RSP-04.
- Provide flowmeter and install conduit and wire for power and controls for pump RSP-03.
- Disconnect and reconnect DF-702 to be replaced.

Clarifications:

1. Cutting and patching of concrete or existing finishes are excluded from this proposal.
2. This change order is based solely on the usual cost elements such as labor, material, equipment, and normal markups and does not include any amount for additional changes in the sequence of work, delays, disruptions, re-scheduling, extended overhead, overtime, acceleration, and/or impact costs; and the right is expressly reserved to make claim for any and all of these related items prior to the final settlement of this contract.
3. This proposal is valid for Thirty (30) days and is subject to any labor and material modifications occurring after this time period.
4. We are unable to proceed with labor or procurement of materials associated with this change unless directed in writing. Please advise how we are to proceed.
5. Due to supply chain issues and finite resources, delays in approving this change request may result in the work not being complete by the Contract completion date. (or give date or days after approval that work would be complete)

If you have any questions, please feel free to contact the undersigned.

Sincerely,

WEIFIELD GROUP CONTRACTING INC.

Angel Guzman
Project Manager
Job #CO-25-0033/Office/Field

9/26/2025

Serial #LCO-25-0033-001.1

Ms.: Cassidy Geha, Project Manager
Moltz Construction, Inc.
975 Merchant Court
Windsor, CO 80550

Reference: Berthoud WRF Phase 1A Improvements
Job # CO-25-0033

Subject: Change Request # 001.1
Ancillary Items- Headworks Alarm Panels

Dear Ms.: Cassidy Geha

We hereby submit for your consideration our Change Request # 001.1 in the amount of **Thirteen Thousand, Three Hundred Twenty-One and no/100 Dollars (\$13,321.00)** as an add to our Subcontract Agreement for the above referenced Project. This change request covers the following revisions:

- Provide and install (2) go/no-go, nema 4X panel with both visual and audible alarm, located outside near the headworks building entrance.
- Provide and install new conduit, wire and associated fittings to new alarm panels.
- Integration and programming to control panel.

Clarifications:

1. Cutting and patching of concrete or existing finishes are excluded from this proposal.
2. This change order is based solely on the usual cost elements such as labor, material, equipment, and normal markups and does not include any amount for additional changes in the sequence of work, delays, disruptions, re-scheduling, extended overhead, overtime, acceleration, and/or impact costs; and the right is expressly reserved to make claim for any and all of these related items prior to the final settlement of this contract.
3. This proposal is valid for Thirty (30) days and is subject to any labor and material modifications occurring after this time period.
4. We are unable to proceed with labor or procurement of materials associated with this change unless directed in writing. Please advise how we are to proceed.
5. Due to supply chain issues and finite resources, delays in approving this change request may result in the work not being complete by the Contract completion date. (or give date or days after approval that work would be complete)

If you have any questions, please feel free to contact the undersigned.

Sincerely,
WEIFIELD GROUP CONTRACTING INC.

Angel Guzman
Project Manager
Job #CO-25-0033/Office/Field

9/26/2025

Serial #LCO-25-0033-001.1

Ms.: Cassidy Geha, Project Manager
Moltz Construction, Inc.
975 Merchant Court
Windsor, CO 80550

Reference: Berthoud WRF Phase 1A Improvements
Job # CO-25-0033

Subject: Change Request # 001.1
Ancillary Items- Headworks Light Fixtures

Dear Ms.: Cassidy Geha

We hereby submit for your consideration our Change Request # 001.1 in the amount of **Five Thousand, Three Hundred Eighty and no/100 Dollars (\$5,380.00)** as an add to our Subcontract Agreement for the above referenced Project. This change request covers the following revisions:

- Replace existing (6) light fixtures with new Class1 Div 2 light fixtures.
- Conduit and wire to new fixtures installed in headworks building.

Clarifications:

1. Cutting and patching of concrete or existing finishes are excluded from this proposal.
2. This change order is based solely on the usual cost elements such as labor, material, equipment, and normal markups and does not include any amount for additional changes in the sequence of work, delays, disruptions, re-scheduling, extended overhead, overtime, acceleration, and/or impact costs; and the right is expressly reserved to make claim for any and all of these related items prior to the final settlement of this contract.
3. This proposal is valid for Thirty (30) days and is subject to any labor and material modifications occurring after this time period.
4. We are unable to proceed with labor or procurement of materials associated with this change unless directed in writing. Please advise how we are to proceed.
5. Due to supply chain issues and finite resources, delays in approving this change request may result in the work not being complete by the Contract completion date. (or give date or days after approval that work would be complete)

If you have any questions, please feel free to contact the undersigned.

Sincerely,
WEIFIELD GROUP CONTRACTING INC.

Angel Guzman
Project Manager
Job #CO-25-0033/Office/Field

9/26/2025

Serial #LCO-25-0033-001.1

Ms.: Cassidy Geha, Project Manager
Moltz Construction, Inc.
975 Merchant Court
Windsor, CO 80550

Reference: Berthoud WRF Phase 1A Improvements
Job # CO-25-0033

Subject: Change Request # 001.1
Ancillary Items- Headworks Screens and Actuators

Dear Ms.: Cassidy Geha

We hereby submit for your consideration our Change Request # 001.1 in the amount of **Nineteen Thousand, Thirty-Nine and no/100 Dollars (\$19,039.00)** as an add to our Subcontract Agreement for the above referenced Project. This change request covers the following revisions:

- New exposed conduit for actuator power and controls, Area Classification: Class 1 Div 2
- (2) Class1 Div 2 Actuators (provided by others).
- New conduit for actuator power and controls to be stubbed up outside the building due to Area Classification.
- Conduit and wire to new flow switches in the HVAC duct.
- Route new gate actuators controls to existing PLC.
- Provide and install conduit and wire for power and control to new E-Stop located near new screen.
- Demo and replace existing JWC panel with new control panel. Route new screen and channel level controls to new control panel. Reuse existing controls and power conduit as possible.
- New conduit for JWC panel will have to penetrate wall, enable to reach existing conduits outside.
- Proposed JWC panel location to be determined.
- New conduit from existing PLC and Power Panel for actuator power and controls.
- Integration and programming to control panel.

Clarifications:

1. Cutting and patching of concrete or existing finishes are excluded from this proposal.
2. This change order is based solely on the usual cost elements such as labor, material, equipment, and normal markups and does not include any amount for additional changes in the sequence of work, delays, disruptions, re-scheduling, extended overhead, overtime, acceleration, and/or impact costs; and the right is expressly reserved to make claim for any and all of these related items prior to the final settlement of this contract.
3. This proposal is valid for Thirty (30) days and is subject to any labor and material modifications occurring after this time period.
4. We are unable to proceed with labor or procurement of materials associated with this change unless directed in writing. Please advise how we are to proceed.
5. Due to supply chain issues and finite resources, delays in approving this change request may result in the work not being complete by the Contract completion date. (or give date or days after approval that work would be complete)

If you have any questions, please feel free to contact the undersigned.

Sincerely,

WEIFIELD GROUP CONTRACTING INC.

Angel Guzman
Project Manager
Job #CO-25-0033/Office/Field

9/26/2025

Serial #LCO-25-0033-003

Ms.: Cassidy Geha, Project Manager
Moltz Construction, Inc.
975 Merchant Court
Windsor, CO 80550

Reference: Berthoud WRF Phase 1A Improvements
Job # CO-25-0033

Subject: Change Request # 003
Alarm Panels

Dear Ms.: Cassidy Geha

We hereby submit for your consideration our Change Request # 001.3 in the amount of **Six Thousand, Seven Hundred Thirty-Six and no/100 Dollars (\$6,736.00)** as an add to our Subcontract Agreement for the above referenced Project. This change request covers the following revisions:

- Provide and install (1) alarm panel for grit building and (1) alarm panel in grit building.
- Provide wire, conduit and associated fittings for power and controls to new alarm panel in grit building.
- Calibrate gas sensors in headworks and grit buildings.
- Programming and integration of new alarm panels.

Clarifications:

1. Cutting and patching of concrete or existing finishes are excluded from this proposal.
2. This change order is based solely on the usual cost elements such as labor, material, equipment, and normal markups and does not include any amount for additional changes in the sequence of work, delays, disruptions, re-scheduling, extended overhead, overtime, acceleration, and/or impact costs; and the right is expressly reserved to make claim for any and all of these related items prior to the final settlement of this contract.
3. This proposal is valid for Thirty (30) days and is subject to any labor and material modifications occurring after this time period.
4. We are unable to proceed with labor or procurement of materials associated with this change unless directed in writing. Please advise how we are to proceed.
5. Due to supply chain issues and finite resources, delays in approving this change request may result in the work not being complete by the Contract completion date. (or give date or days after approval that work would be complete)

If you have any questions, please feel free to contact the undersigned.

Sincerely,

WEIFIELD GROUP CONTRACTING INC.

Angel Guzman
Project Manager
Job #CO-25-0033/Office/Field

BOARD OF TRUSTEES INFORMATION



ADMINISTRATION DEPARTMENT

Meeting Date:	October 14, 2025
Agenda Title/Subject:	Draft budget for 2026
Type of Item:	Presentation
Purpose:	To present draft budget for 2026
Presented by:	Chris Kirk

ATTACHMENTS:

- 2026 draft budget spreadsheet

BACKGROUND: No later than October 15th each year, the person appointed to prepare the budget shall submit a preliminary budget estimate to the governing body. The governing body shall then cause a notice to be published containing the date and time of the hearing at which the adoption of the proposed budget will be considered. The draft budget is the first step in the preparation of the upcoming annual budget.

UPDATE/NEXT STEPS: The Town Administrator and Finance Director will meet with each department director over the next 3 weeks. Each department will be analyzed to determine personnel and equipment needs, as well as special needs within each department. The Town Administrator, with the assistance of the Finance Director, will prepare a 2026 budget and budget presentation, scheduled for November 10th. The budget will be presented for adoption on December 9th.

FISCAL IMPACT AND FUND SOURCE: All funds, revenues, and expenditures are reviewed for this project.

COMMUNITY TOUCHSTONES: Sustainability and Resiliency are most pertinent to this project.

RECOMMENDED ACTION(S): A Board Member may move to schedule a Public Hearing on December 9, 2025 at the hour of 6:30 PM, or as soon thereafter as practicable, to consider the adoption of the 2026 Annual Budget and associated ordinances for the Town of Berthoud, and to direct staff to publish a notice for the same in accordance with the Local Government Budget Law of Colorado.

Followed by a second and a roll call vote.

TOWN OF BERTHOUD
BUDGET YEAR ENDING DECEMBER 31, 2026

GENERAL FUND TOTALS													
			ACTUALS	ACTUALS	ACTUALS	ACTUALS	BUDGET	ESTIMATE	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET
		DESCRIPTION	2021	2022	2023	2024	2025	2025	2026	2027	2028	2029	2030
		BEGINNING FUND BALANCE	11,259,871	18,410,765	23,415,239	24,481,483	26,394,446	26,394,446	20,601,375	17,972,869	16,578,205	15,104,955	13,577,858
		REVENUES											
1		Total Taxes	9,363,123	9,259,465	9,203,320	10,020,894	9,348,314	9,472,956	9,545,829	9,990,270	10,456,934	10,946,930	11,461,427
2		Total Licenses and Permits	178,194	273,262	236,902	234,612	219,540	201,955	212,053	222,655	233,788	245,478	257,751
3		Total Intergovernmental Revenue	1,868,450	1,627,920	492,680	620,705	559,584	647,584	649,284	681,444	715,212	750,668	787,898
4		Total Charges for Services(Recreation, Parks)	145,258	155,345	146,676	193,299	193,950	193,450	229,600	-	-	-	-
5		Total Fines and Forfeits	16,026	24,127	27,612	37,360	34,075	34,075	35,779	37,568	39,446	41,418	43,489
6		Total Interest & Fee Revenue	553,365	874,880	1,767,915	1,803,990	1,130,000	1,180,000	1,136,500	1,193,325	1,252,991	1,315,641	1,381,423
7		Total Transfers In	384,053	349,240	359,774	4,857,590	562,798	562,798	558,338	585,363	613,739	643,534	674,819
8		Total Building Fees	2,203,838	1,547,004	1,115,509	1,310,902	800,000	800,000	640,000	640,000	640,000	640,000	640,000
9		Total Miscellaneous Revenue	126,403	16,306	63,311	29,043	-	122,500	4,000	-	-	-	-
11		Total Planning Fees	25,570	90,112	171,167	90,751	235,700	246,300	236,615	248,446	260,868	273,911	287,607
12		Total Town Hall Lease Income	107,962	99,009	102,736	100,869	99,528	127,528	104,200	91,123	93,401	95,736	98,129
		TOTAL OPERATING REVENUES	14,972,242	14,316,670	13,687,602	19,300,015	13,183,489	13,589,146	13,352,197	13,690,194	14,306,379	14,953,317	15,632,543
13		OIL and GAS	22	75,898	115,241	44,949	30,000	16,200	13,200	0	0	0	0
		TOTAL REVENUES	14,972,264	14,392,568	13,802,843	19,344,964	13,213,489	13,605,346	13,365,397	13,690,194	14,306,379	14,953,317	15,632,543
			ACTUALS	ACTUALS	ACTUALS	ACTUALS	BUDGET	ESTIMATE	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET
		EXPENSES	2021	2022	2023	2024	2025	2025	2026	2027	2028	2029	2030
100		Total General Government	1,830,368	2,219,434	2,232,644	2,632,897	3,087,842	3,133,842	3,451,260	3,604,143	3,800,345	3,985,357	4,179,620
200		Total Public Safety	1,650,208	1,862,495	2,372,064	2,645,709	3,169,095	3,159,395	3,411,780	3,582,369	3,763,487	3,949,562	4,147,040
300		Total Streets	784,704	747,860	888,473	976,339	1,423,547	1,423,547	1,486,200	1,558,410	1,638,831	1,718,147	1,806,554
400		Total Recreation	275,421	374,093	431,218	415,237	498,152	505,372	533,745	560,432	588,454	617,877	648,770
500		Total Pool	50,154	595,881	375	-	-	-	-	-	-	-	-
600		Total Economic Development	180,308	201,830	250,662	295,894	363,647	377,497	234,855	243,973	256,171	271,480	282,429
700		Total Parks	746,567	1,156,745	1,239,279	1,411,028	1,729,845	1,730,145	2,118,375	2,144,294	2,224,008	2,307,709	2,395,594
800		Total Building Department	1,235,511	992,677	726,676	960,601	762,819	762,819	690,000	700,800	716,640	733,272	750,736
1100		Total Planning	436,601	502,259	508,045	582,795	758,435	758,435	1,046,300	843,270	885,434	929,705	976,190
1200		Total Town Hall Lease Expense	77,296	79,183	84,502	93,701	149,990	156,675	175,026	183,778	192,966	202,615	212,746
1300		Total Community Outreach	-	-	93,534	110,079	190,681	229,674	245,200	209,296	215,575	222,042	228,703
1400		Total Engineering	-	-	-	25,429	733,516	733,716	1,449,800	1,454,094	1,497,717	1,542,648	1,588,928
1500		Contributions	45,400	23,146	55,441	111,933	49,000	49,000	60,400	-	-	-	-
		TOTAL OPERATING EXPENSES	7,312,538	8,755,603	8,882,913	10,261,642	12,916,569	13,020,117	14,902,941	15,084,858	15,779,628	16,480,414	17,217,311
1000		TOTAL CAPITAL PROJECTS	508,832	632,491	3,853,686	7,170,359	6,868,500	6,378,300	690,000	-	-	-	-
		TOTAL EXPENSES	7,821,370	9,388,094	12,736,599	17,432,001	19,785,069	19,398,417	15,592,941	15,084,858	15,779,628	16,480,414	17,217,311
		EMERGENCY RESERVES	-	-	-	-	396,405	-	400,962				
		ENDING FUND BALANCE	18,410,765	23,415,239	24,481,483	26,394,446	19,426,461	20,601,375	17,972,869	16,578,205	15,104,955	13,577,858	11,993,090
		MINIMUM EFB							2,235,441	2,262,729	2,366,944	2,472,062	2,582,597

GENERAL FUND REVENUES													
11-00													
			ACTUALS	ACTUALS	ACTUALS	ACTUALS	BUDGET	ESTIMATE	BUDGET	BUDGET	BUDGET	BUDGET	
			2021	2022	2023	2024	2025	2025	2026	2027	2028	2029	2030
		Taxes											
4101	0	Property Tax - General	1,447,664	1,401,407	1,547,068	1,828,781	1,886,867	1,886,867	2,061,000	2,164,050	2,272,253	2,385,865	2,505,158
4102	0	Specific Ownership	374,142	511,649	325,119	309,938	304,500	290,000	304,500	319,725	335,711	352,497	370,122
4103	0	Sales Tax - General	4,399,494	5,021,128	5,050,074	5,169,524	5,200,000	5,300,000	5,300,000	5,565,000	5,843,250	6,135,413	6,442,183
4103	1	Sales Tax - Permits	2,210,809	1,306,883	1,185,955	1,504,053	821,250	890,000	657,000	657,000	657,000	657,000	657,000
4103	2	Colorado Excise Tax	127,457	142,632	155,479	125,306	115,500	120,000	126,000	132,300	138,915	145,861	153,154
4104	0	Cigarette	15,914	12,084	16,611	13,080	10,500	13,000	13,650	14,333	15,049	15,802	16,592
4105	0	Franchise Taxes	110,342	127,697	124,855	109,829	94,500	100,000	105,000	110,250	115,763	121,551	127,628
4106	0	Severance Tax	14,925	92,979	88,687	48,428	50,820	12,000	12,000	12,600	13,230	13,892	14,586
4107	0	Property Tax - Police	651,221	631,651	698,151	903,557	853,014	853,014	958,200	1,006,110	1,056,416	1,109,236	1,164,698
4108	0	Occupation Tax	10,900	10,682	9,263	7,952	10,500	6,500	6,825	7,166	7,525	7,901	8,296
4109	0	Lodging Tax	255	673	1,687	167	600	1,500	1,575	1,654	1,736	1,823	1,914
4110	0	Disposable Bag Fee	-	-	371	279	263	75	79	83	87	91	96
4100		Total Taxes	9,363,123	9,259,465	9,203,320	10,020,894	9,348,314	9,472,956	9,545,829	9,990,270	10,456,934	10,946,930	11,461,427
		Licenses & Permits											
4201	0	Business License/Liquor/MMJ	77,085	107,387	93,841	103,083	105,000	105,000	110,250	115,763	121,551	127,628	134,010
4201	1	MMJ Transaction Fee	23,848	21,676	15,567	13,912	12,600	9,000	9,450	9,923	10,419	10,940	11,487
4202	0	Animal Licenses	1,240	3,250	1,860	1,870	1,890	2,300	2,415	2,536	2,663	2,796	2,935
4203	0	Passports	21,926	76,995	65,921	49,077	57,750	45,600	47,880	50,274	52,788	55,427	58,198
4206	0	Farm Leases	36,780	38,714	33,227	40,164	15,000	15,000	15,750	16,538	17,364	18,233	19,144
4207	0	Rental Property	16,000	24,280	24,766	25,261	26,145	23,900	25,095	26,350	27,667	29,051	30,503
4208	0	Records Requests	1,315	960	1,720	1,245	1,155	1,155	1,213	1,273	1,337	1,404	1,474
4200		Total Licenses & Permits	178,194	273,262	236,902	234,612	219,540	201,955	212,053	222,655	233,788	245,478	257,751
		Intergovernmental Revenue											
4265	0	CRVF Coronavirus Relief Funds (DOLA)	164,812	-	-	-	-	-	-	-	-	-	-
4265	1	DOLA-Non Entitlement Units	1,142,887	1,142,887	-	-	-	-	-	-	-	-	-
4303	0	Highway User Tax Fund	351,181	365,232	394,834	479,375	451,500	451,500	534,000	560,700	588,735	618,172	649,080
4304	0	Road & Bridge	77,750	66,202	70,268	67,762	84,000	84,000	88,200	92,610	97,241	102,103	107,208
4305	0	Utility Road Cut Permit	10,103	27,515	21,494	21,626	18,000	20,000	21,000	22,050	23,153	24,310	25,526
4307	3	State of Colorado-Grant	42,898	-	-	-	-	18,000	-	-	-	-	-
4307	4	DOLA Grant	-	-	-	-	-	68,000	-	-	-	-	-
4307	5	CDOT Grant for Parklets	43,556	-	-	-	-	-	-	-	-	-	-
4307	6	Grant-Misc (Electric Mower)	21,500	20,000	-	41,755	-	-	-	-	-	-	-
4314	0	CDOT Snow Removal	6,084	6,084	6,084	6,084	6,084	6,084	6,084	6,084	6,084	6,084	6,084
4316	0	DOLA Grant for Berthoud Market Analysis	7,679	-	-	-	-	-	-	-	-	-	-
4320	0	Right of Way-Hilltop Broadband	-	-	-	4,103	-	-	-	-	-	-	-
4300		Total Intergovernmental	1,868,450	1,627,920	492,680	620,705	559,584	647,584	649,284	681,444	715,212	750,668	787,898
		Charges For Services											
4401	0	Recreation (see 11-04)	140,567	144,123	137,083	175,586	180,350	180,350	203,100	-	-	-	-
4401	52	3rd July Sponsorships	-	-	-	4,000	4,000	3,500	3,500				
4402	0	Swimming Pool Fees (see 11-05)	(236)	-	-	-	-	-	-	-	-	-	-
4404	0	Park Fees (see 11-07)	4,927	11,222	9,593	13,713	9,600	9,600	23,000	-	-	-	-
4400		Total Charges for Services	145,258	155,345	146,676	193,299	193,950	193,450	229,600	-	-	-	-

GENERAL FUND REVENUES (CHARGES FOR SERVICES)													
11-04													
			ACTUALS	ACTUALS	ACTUALS	ACTUALS	BUDGET	ESTIMATE	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET
			2021	2022	2023	2024	2025	2025	2026	2027	2028	2029	2030
		RECREATION											
4450	1	Tennis	5,411	6,420	4,316	4,820	6,000	6,200	6,200				
4450	2	Active Net Credit	(13,682)	-	-	-	-	-	-				
4450	3	British Soccer	390	675	840	930	950	1,070	1,000				
4450	5	Concession Stand Receipts	678	-	-	-	500	-	-				
4450	8	Flag Football	12,938	16,766	18,599	26,164	22,800	33,180	32,000				
4450	9	Track Fees/Cross Country	4,058	3,403	5,618	5,119	6,500	5,720	6,500				
4450	11	Adult Basketball	(15)	-	-	-	-	-	-				
4450	12	Youth Basketball	3,247	-	-	-	-	-	-				
4450	21	Adult Softball	-	325	-	-	2,700	-	-				
4450	22	Youth Baseball	20,274	23,841	22,716	23,808	23,300	28,860	28,500				
4450	23	Youth Softball	10,199	14,907	11,898	14,444	15,100	20,560	17,500				
4450	31	Adult Volleyball	2,705	-	-	-	-	-	-				
4450	32	Youth Volleyball	2,003	-	-	-	-	-	-				
4450	34	Youth Sponsorships	27,915	6,975	4,650	4,875	12,000	4,000	4,000				
4450	35	Field Fees	8,480	4,536	6,300	11,413	9,200	14,850	15,200				
4450	45	Adult Kickball	3,051	3,007	3,316	1,240	3,000	2,600	3,000				
4450	49	Adult Soccer	-	-	-	6,600	5,600	7,370	7,000				
4450	50	Youth Soccer	36,314	38,646	35,608	50,969	44,600	50,700	50,100				
4450	51	Sport Camps	14,102	15,736	14,796	22,637	19,000	25,900	23,000				
4450	52	Tournaments	468	-	-	585	600	600	600				
4450	55	Additional Programs Fees	2,031	8,886	8,426	1,982	8,500	5,700	8,500				
4450		Total Recreation Revenue	140,567	144,123	137,083	175,586	180,350	207,310	203,100	-	-	-	-
11-05													
		SWIMMING POOL											
4451	0	Lessons	(236)	-	-	-	-	-	-	-	-	-	-
4460		Total Swimming Pool Revenue	(236)	-	-	-	-	-	-	-	-	-	-
11-07													
		PARKS											
4468	0	Shooting Range	340	320	80	260	100	200	200				
4469	0	Park Reservations	4,357	9,777	8,788	12,078	9,000	20,700	22,000				
4470	0	Banners	230	1,125	725	1,375	500	800	800				
		Total Parks Revenue	4,927	11,222	9,593	13,713	9,600	21,700	23,000	-	-	-	-
		TOTAL GENERAL FUND OPERATING REVENUES	14,864,280	14,217,661	13,584,866	19,199,146	13,183,489	13,628,206	13,352,197	13,690,194	14,306,379	14,953,317	15,632,543
		Total Miscellaneous Revenue	22	75,898	115,241	44,949	30,000	16,200	13,200	-	-	-	-
		TOTAL GENERAL FUND REVENUES	14,864,302	14,293,559	13,700,107	19,244,095	13,213,489	13,644,406	13,365,397	13,690,194	14,306,379	14,953,317	15,632,543

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STREETS EXPENSE													
11-03													
			ACTUALS	ACTUALS	ACTUALS	ACTUALS	BUDGET	ESTIMATE	BUDGET	BUDGET	BUDGET	BUDGET	
			2021	2022	2023	2024	2025	2025	2026	2027	2028	2029	2030
5001		Salaries	271,444	249,814	307,957	396,018	498,861	498,861	592,000	621,600	652,680	685,314	719,580
5002		Employer Contributions	93,099	80,032	107,165	139,676	202,843	202,843	236,200	248,010	260,411	273,431	287,103
5003		Pension	10,176	8,554	11,853	17,669	24,943	24,943	29,600	31,080	32,634	34,266	35,979
5008	1	Employee Physicals-Background	524	461	451	774	800	800	800	840	882	926	972
5009	1	Training	5,243	3,536	4,869	6,135	8,500	8,500	8,500	8,925	9,371	9,840	10,332
5010	1	Office Supplies	4,159	5,303	983	1,421	6,000	6,000	6,000	6,300	6,615	6,946	7,293
5011	1	Telephone	5,187	4,404	3,913	5,631	6,500	6,500	6,850	7,193	7,552	7,930	8,326
5012	2	Street Lighting-utilities only	132,437	159,204	156,422	151,468	180,000	180,000	189,000	198,450	208,373	218,791	229,731
5012	6	Utilities-Shop	3,147	1,142	2,765	2,731	5,000	5,000	5,250	5,513	5,788	6,078	6,381
5012	7	Street Light Repairs	11,173	6,200	817	19,021	70,000	70,000	20,000	21,000	22,050	23,153	24,310
5014	6	Gasoline	23,083	28,459	31,554	28,056	35,000	35,000	36,750	38,588	40,517	42,543	44,670
5018	1	Publications	-	-	-	-	500	500	500	525	551	579	608
5020	1	Professional Fees (ROW inspections)	-	15,743	28,971	26,043	30,000	30,000	5,000	5,250	5,513	5,788	6,078
5021	6	Vehicle and Equipment Maintenance - Light Duty	10,697	12,919	9,029	9,316	20,000	20,000	25,000	26,250	27,563	28,941	30,388
5036	2	Vehicle and Equipment Maintenance - Heavy Duty	22,184	29,220	37,760	33,313	40,000	40,000	40,000	42,000	44,100	46,305	48,620
5037	2	Material for Maintenance	16,187	11,121	22,072	20,147	50,000	50,000	52,500	55,125	57,881	60,775	63,814
5039	1	Dues	50	421	569	238	600	600	600	630	662	695	729
5040	7	Contracting(weed applications, dust suppressant)	23,435	39,502	32,196	25,784	50,000	50,000	52,500	55,125	57,881	60,775	63,814
5041	2	Equipment Rental	2,941	460	4,272	1,932	10,000	10,000	12,000	12,600	13,230	13,892	14,586
5042	5	Snow & Ice Removal	55,871	17,623	51,712	13,183	65,000	65,000	68,250	71,663	75,246	79,008	82,958
5044	3	Weed Control Chemicals and Supplies	425	-	-	-	-	-	-	-	-	-	-
5045	6	Shop Operations	13,212	18,502	17,041	20,375	22,000	22,000	23,100	24,255	25,468	26,741	28,078
5046	1	Uniforms	2,567	2,790	2,823	4,317	6,000	6,000	6,750	7,088	7,442	7,814	8,205
5047	4	Signs & Signage	36,799	32,926	35,778	39,603	40,000	40,000	42,000	44,100	46,305	48,620	51,051
5048	2	Safety Equipment	5,359	8,323	9,293	9,173	15,000	15,000	15,750	16,538	17,364	18,233	19,144
5095	1	Computer Maintenance/Replacement	1,044	2,513	2,477	-	2,000	2,000	2,000	-	2,500	-	2,500
5247	1	Software	4,810	-	-	-	3,000	3,000	3,000	3,150	3,308	3,473	3,647
5251	6	Tools	6,166	5,213	5,731	4,315	6,000	6,000	6,300	6,615	6,946	7,293	7,658
5255	0	Removal of old streets building	23,285	3,475	-	-	25,000	25,000	-	-	-	-	-
		TOTAL STREETS DEPARTMENT	784,704	747,860	888,473	976,339	1,423,547	1,423,547	1,486,200	1,558,410	1,638,831	1,718,147	1,806,554

RECREATION EXPENSE CON'T												
11-04												
			ACTUALS	ACTUALS	ACTUALS	ACTUALS	BUDGET	ESTIMATE	BUDGET	BUDGET	BUDGET	BUDGET
			2021	2022	2023	2024	2025	2025	2026	2027	2028	2029
		ADULT BASKETBALL										2030
5001	11	Salaries	35	-			-	-	-	-	-	-
5002	11	Employer Contributions	8	-			-	-	-	-	-	-
5003	11	Pension	2	-			-	-	-	-	-	-
		YOUTH BASKETBALL										
5001	12	Salaries	724	-			-	-	-	-	-	-
5002	12	Employer Contributions	170	-			-	-	-	-	-	-
5003	12	Pension	23	-			-	-	-	-	-	-
5020	12	Officials	560	-			-	-	-	-	-	-
5046	12	Uniforms/Shirts	582	-			-	-	-	-	-	-
5050	12	Equipment	1,261	-			-	-	-	-	-	-
		ADULT SOFTBALL										
5001	21	Salaries	165	-	-	-	1,500	1,500	1,500	1,575	1,654	1,736
5002	21	Employer Contributions	43	-	-	-	150	150	150	158	165	174
5003	21	Pension	8	-	-	-	-	-	-	-	-	-
5020	21	Officials	-	-	-	-	3,100	3,100	3,100	3,255	3,418	3,589
5048	21	Dues/Team Fees	-	-	-	-	-	-	-	-	-	-
5050	21	Equipment	-	-	-	-	900	900	900	945	992	1,042
		YOUTH BASEBALL										
5001	22	Salaries	8,486	2,145	3,003	2,286	3,500	3,500	3,500	3,675	3,859	4,052
5002	22	Employer Contributions	1,457	168	236	179	350	350	350	368	386	405
5003	22	Pension	254	-	-	-	-	-	-	-	-	-
5020	22	Officials	3,045	3,740	3,478	3,220	5,300	5,300	5,300	5,565	5,843	6,135
5046	22	Uniforms/Shirts	6,408	5,880	7,909	7,995	11,500	11,500	11,600	12,180	12,789	13,428
5048	22	Dues/Team Fees	350	706	55	-	-	-	-	-	-	-
5050	22	Equipment	2,034	2,435	1,833	1,812	2,500	2,500	2,500	2,625	2,756	2,894
5055	22	Clinics	-	-	-	-	-	-	-	-	-	-
		YOUTH SOFTBALL										
5001	23	Salaries	1,950	283	287	602	1,100	1,100	1,100	1,155	1,213	1,273
5002	23	Employer Contributions	398	22	23	47	110	110	110	116	121	127
5003	23	Pension	76	-	-	-	-	-	-	-	-	-
5020	23	Officials	670	1,545	865	1,020	1,800	1,800	2,500	2,625	2,756	2,894
5046	23	Uniforms/Shirts	2,205	909	1,117	2,294	3,200	3,200	3,800	3,990	4,190	4,399
5048	23	Dues/Team Fees	4,045	3,275	3,595	4,895	7,000	7,000	8,000	8,400	8,820	9,261
5050	23	Equipment	1,026	1,017	1,018	150	2,100	2,100	2,100	2,205	2,315	2,431
5055	23	Clinics	-	-	-	-	-	-	-	-	-	-

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GENERAL FUND-CAPITAL IMPROVEMENT EXPENSE													
11-10			ACTUALS	ACTUALS	ACTUALS	ACTUALS	BUDGET	ESTIMATE	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET
			2021	2022	2023	2024	2025	2025	2026	2027	2028	2029	2030
		ADMIN											
5085	0	Town Hall roof			70,041								
5086	0	Vehicle Replacement Admin/Engineering				32,761			40,000				
5102	0	Town Signage Improvements (replace front sign)				6,692	25,000	25,000					
5104	0	I-25 Interchange Aesthetics Project				620,000							
5105	0	HVAC Roof Units at Town Hall and Server Room (2023)			8,925								
5120	0	Carpet 2nd floor Town Hall		98,840									
5123	0	Monument-Wayfinding Signs			970	11,035	47,500	47,500					
5250	0	Town Hall Copy Machine - Folding Machine		5,500									
5251	0	Audio/Visual Equipment	26,889										
5252	0	Electric Vehicle Charging Station	54,073		63,997			11,000					
		SAFETY											
5151	0	Crosswalk lights				47,666	110,000	110,000					
5153	0	Radar speed trailer			9,925	13,221							
		CODE ENFORCMENT											
5800	0	New Vehicle											
		STREETS											
5058	0	New Street Sweeper (drainage 60% & Streets 40%) \$250000	100,000										
5099	0	New Vehicle	55,706				60,000	59,300	70,000				
5127	0	Street Light replacement / retrofit for dark sky	2,290										
5283	0	Mini Skid mower attachments			5,506								
5302	0	Packer/roller for grader	27,000										
5302	0	Skid Steer grader attachment			15,549								
5303	0	Dingo with attachments	41,223										
5304	0	Tilt Trailer		9,640									
5305	0	Warning light system for sign truck		6,422									
5307	0	Roadway Message Boards (2)			40,000								
5309	0	Grinder Vacuum				13,025							
5310	0	Mini Excavator					72,000	71,300					
		PARKS & REC											
5084	0	ATV Plow			15,078								
5101	0	New Vehicle (Parks)		40,692	-	169,456			80,000				
5129	0	Richardson Park Construction Drawings			1,952,039	1,318,932							
5403	0	Batting Cages at Bein (60% in park dev)	11,381										
5406	0	Soccer Goals - Waggener Farm Park		12,971									
5407	0	Pitching mounds, batter boxes, batting cages		10,000									
5701	0	Trailer	8,092										
5708	0	Town Park Phase I		3,266	1,539,074	4,594,531	281,000	281,000					
5710	0	Security System-Bein, Town Park, Pioneer Park, BUILDINGS			38,358	4,522	65,000	65,000					
5714	0	ToolCat	59,586										
5715	0	Irrigation Improvements Project	49,614	54,447	11,982	34,481	25,000	25,000					
5716	0	Berthoud Reservoir Trail & N Berthoud Pkwy trail (Oil & Gas \$)		11,204									
5718	0	Toro Field Mower	72,978										
5719	0	Bein Park Fitness Equipment Replacement		135,166									
5720	0	Fickel Park Bathroom		193,497									
5721	0	Pressure washer for trailer		5,846									
5722	0	Robot field liner		45,000									
5723	0	Electric mowers				42,556							
5725	0	Parking lot pavement design				46,542							
5726	0	Articulator					8,000	8,200					
5727	0	Walker pickup deck, 2 mulching decks					12,000	12,000					
5728	0	Small trailer					8,000	8,000					
5729	0	Gaga pit construction at Pioneer Park					5,000	5,000					
		GENERAL											
5128	0	3rd Street and Massachusetts			82,242	136,036	1,500,000	1,000,000	500,000				
5130	0	Downtown Building Renovation				78,903	4,500,000	4,500,000					
5131	0	Public Arts Projects					150,000	150,000					
		TOTAL CAPITAL IMPROVEMENT	508,832	632,491	3,853,686	7,170,359	6,868,500	6,378,300	690,000	-	-	-	-

CONTRIBUTION EXPENSE													
11-15													
			ACTUALS	ACTUALS	ACTUALS	ACTUALS	BUDGET	ESTIMATE	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET
			2021	2022	2023	2024	2025	2025	2026	2027	2028	2029	2030
5150	0	Shop Local	30,000	3,680	13,342	8,252	15,000	15,000	15,000	-	-	-	-
5154	0	House of Neighborly Service utility assistance	-	-	16,699	14,681	18,600	18,600	15,000	-	-	-	-
5155	0	VFW				12,000	-	-	15,000	-	-	-	-
5165	0	American Legion	-	-	-	32,000	-	-	-	-	-	-	-
5166	0	Historical Society	15,000	17,500	25,000	45,000	-	-	-	-	-	-	-
5168	0	Contributions-Other (RAQC)	400	1,966	400	-	15,400	15,400	15,400	-	-	-	-
		TOTAL CONTRIBUTIONS	45,400	23,146	55,441	111,933	49,000	49,000	60,400	-	-	-	-
		TOTAL GENERAL FUND OPERATING EXPENSES	7,312,538	8,755,603	8,882,913	10,261,642	12,916,569	13,020,117	14,902,941	15,084,858	15,779,628	16,480,414	17,217,311
		Total Capital Projects Expense	508,832	632,491	3,853,686	7,170,359	6,868,500	6,378,300	690,000	-	-	-	-
		TOTAL GENERAL FUND EXPENSES	7,821,370	9,388,094	12,736,599	17,432,001	19,785,069	19,398,417	15,592,941	15,084,858	15,779,628	16,480,414	17,217,311

WATER FUND-SOURCE OF SUPPLY													
20-00													
			ACTUALS	ACTUALS	ACTUALS	ACTUALS	BUDGET	ESTIMATE	BUDGET	BUDGET	BUDGET	BUDGET	
			2021	2022	2023	2024	2025	2025	2026	2027	2028	2029	2030
		BEGINNING FUND BALANCE	16,912,218	24,481,494	29,910,288	25,146,825	22,386,188	22,386,188	18,437,648	16,235,858	14,105,911	8,445,398	6,820,431
		REVENUES											
4450	2	Cash in Lieu-Water Dedication	8,386,055	9,456,917	6,074,795	2,640,040	2,000,000	3,370,000	2,000,000	2,000,000	2,000,000	2,000,000	2,000,001
4451	2	Raw Water System Fee	125,195	54,145	55,125	55,860	61,250	61,250	49,000	49,000	49,000	49,000	49,000
4452	1	Transfer from Water Fund	100,000	-	-	-	-	-	-	-	-	-	-
4601	2	Interest	126,220	411,846	1,405,944	1,161,204	500,000	500,000	-	-	-	-	-
		TOTAL REVENUE	8,737,470	9,922,908	7,535,864	3,857,104	2,561,250	3,931,250	2,049,000	2,049,000	2,049,000	2,049,000	2,049,001
		EXPENSES											
5040	2	Attorney Fees	88,906	196,038	197,750	179,240	241,500	241,500	242,000	254,100	266,805	280,145	294,153
5080	2	Payments Richardson Property (til 2028)	67,456	67,456	67,456	67,456	67,640	67,640	67,640	67,640	67,640	-	-
5101	2	Reservoir Design and Construction	-	14,489	-	-	52,500	52,500	40,000	42,000	44,100	46,305	48,620
5101	3	Reservoir Management/Maintenance	6,398	2,036	2,896	13,053	30,000	30,000	20,000	21,000	22,050	23,153	24,310
5101	4	Reservoir Aeration Maintenance	-	-	11,082	-	-	-	10,000	10,500	11,025	11,576	12,155
5103	2	Consultant Fees	165,904	111,293	133,647	106,517	126,000	126,000	130,000	136,500	143,325	150,491	158,016
5104	2	Water Resource Management Plan	98,735	-	28,537	38,533	21,000	21,000	120,000	20,000	21,000	22,050	23,153
5104	2	Non-Pot Master Plan	-	-	-	-	120,000	120,000	5,000	5,250	5,513	5,788	6,078
5106	2	Ditchwide Study	39,322	116,002	205,786	36,906	126,000	126,000	50,000	52,500	55,125	57,881	60,775
5107	0	New Water Storage Reservoir (design)	5,566	295,456	11,926	-	525,000	525,000	500,000	500,000	4,000,000	-	-
5108	0	Water Conservation Program	-	19,595	20,751	37,192	52,000	52,000	15,000	15,750	16,538	17,364	18,233
5123	2	Water Purchases	691,000	3,541,283	11,291,650	5,905,985	6,000,000	6,000,000	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000
5208	2	Raw Line Maintenance and Improvements (design)	6,152	131,504	327,726	232,260	517,000	517,000	50,000	52,500	55,125	57,881	60,775
5209	2	Boat/Tractor Maintenance	-	-	-	556	1,000	1,000	1,000	1,050	1,103	1,158	1,216
5278	2	Southern Water Supply Pipeline (SWSP2)	(1,320)	(1,098)	-	-	-	-	-	-	-	-	-
5300	2	Bank Fees	75	60	120	43	150	150	150	158	165	174	182
		TOTAL EXPENSES	1,168,194	4,494,114	12,299,327	6,617,741	7,879,790	7,879,790	4,250,790	4,178,948	7,709,513	3,673,967	3,707,665
		SOURCE OF SUPPLY FUND BALANCE	24,481,494	29,910,288	25,146,825	22,386,188	17,067,648	18,437,648	16,235,858	14,105,911	8,445,398	6,820,431	5,161,767

WASTEWATER CAPITAL FUND													
24-00			ACTUALS	ACTUALS	ACTUALS	ACTUALS	BUDGET	ESTIMATE	BUDGET	BUDGET	BUDGET	BUDGET	
			2021	2022	2023	2024	2025	2025	2026	2027	2028	2029	2030
		BEGINNING FUND BALANCE	11,829,857	14,692,607	16,118,884	17,808,983	18,997,923	18,997,923	11,866,953	6,366,983	6,887,015	1,728,048	(4,408,868)
		CAPITAL FACILITY REVENUES											
4412	0	System Investment Fees	2,804,056	1,423,021	1,336,558	1,418,831	1,375,000	1,375,000	1,100,000	1,100,000	1,100,000	1,100,000	1,100,000
4414	0	Wilson Ranch for I-25	-	-	-	-	30	30	30	32	33	35	36
4419	0	ALFA Line	171,050	113,772	126,422	104,932	220,000	220,000	200,000	-	-	-	-
4601	0	Interest	78,565	222,923	806,415	911,423	500,000	500,000	400,000	420,000	441,000	463,050	486,203
		TOTAL CAPITAL FACILITY REVENUE	3,053,671	1,759,716	2,269,395	2,435,186	2,095,030	2,095,030	1,700,030	1,520,032	1,541,033	1,563,085	1,586,239
		CAPITAL FACILITY EXPENSES											
5019	0	ALFA Line Reimbursement	171,050	113,772	126,422	104,932	220,000	220,000	200,000	-	-	-	-
5021	0	Impact Fee Study (1/7)	-	-	-	-	6,000	6,000					
5271	0	Bacon Lake Interceptor (1st Street Sewer)	16,251	51,580	320,953	1,086,541	5,000,000	5,000,000	3,000,000				
5273	0	WW Master Plan Update		88,187	131,911	4,310							
5278	4	WW System Improvements for Capacity	3,610	79,890	-		500,000	500,000	-		4,700,000	4,700,000	4,700,000
5278	4	Plant Improvements		-	-	50,463	3,500,000	3,500,000	4,000,000	1,000,000	2,000,000	3,000,000	3,000,000
5300	0	Bank Fees	10	10	10								
		TOTAL CAP FACILITY EXPENSES	190,921	333,439	579,296	1,246,246	9,226,000	9,226,000	7,200,000	1,000,000	6,700,000	7,700,000	7,700,000
		ENDING CAP FAC FUND BALANCE	14,692,607	16,118,884	17,808,983	18,997,923	11,866,953	11,866,953	6,366,983	6,887,015	1,728,048	(4,408,868)	(10,522,629)

[illegible]

STORM WATER OPERATIONS FUND													
29-00			ACTUALS	ACTUALS	ACTUALS	ACTUALS	BUDGET	ESTIMATE	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET
			2021	2022	2023	2024	2025	2025	2026	2027	2028	2029	2030
4999		BEGINNING FUND BALANCE	938,434	1,256,206	1,846,287	2,510,285	3,268,672	3,268,672	3,541,587	3,961,337	4,402,075	4,864,849	5,350,762
		REVENUES											
4410	0	Storm Water Fees	557,928	611,539	648,625	685,440	550,000	550,000	550,000	577,500	606,375	636,694	668,528
4601	0	Interest	5,914	22,891	102,184	140,294	70,000	70,000	50,000	52,500	55,125	57,881	60,775
		TOTAL REVENUE	563,842	634,430	750,809	825,734	620,000	620,000	600,000	630,000	661,500	694,575	729,304
		EXPENSES											
5001		Salaries	8,810	5,142	2,608	3,351	-	700	-	-	-	-	-
5002		Employer Contributions	2,650	320	311	746	-	100	-	-	-	-	-
5003		Pension	312	-	10	42	-	35	-	-	-	-	-
5009	5	Travel, Training	-	-	-	-	750	750	750	788	827	868	912
5020	4	Professional Fees	16,405	870	11,745	9,909	25,000	25,000	25,000	26,250	27,563	28,941	30,388
5022	4	GIS Data Mapping	197	-	739	-	5,000	5,000	5,000	5,250	5,513	5,788	6,078
5042	1	Snow & Ice Removal	17,535	4,625	3,558	-	25,000	25,000	25,000	26,250	27,563	28,941	30,388
5057	3	Repair & Maint: culverts, drain pans, gutters	19,355	5,610	42,774	440	50,000	50,000	50,000	52,500	55,125	57,881	60,775
5059	5	Computer Maint/Replacement/Caselle	-	-	-	-	2,000	2,000	2,000	2,100	2,205	2,315	2,431
5060	3	Drainage Parts	391	1,287	-	-	2,000	2,000	2,000	2,100	2,205	2,315	2,431
5107	5	Transfer to General Fund	10,516	10,000	10,500	10,500	10,500	10,500	10,500	11,025	11,576	12,155	12,763
5110	4	Permit	-	355	-	1,097	10,000	10,000	10,000	10,500	11,025	11,576	12,155
5261	2	Sweeper Parts	19,899	16,140	14,566	27,219	36,000	36,000	50,000	52,500	55,125	57,881	60,775
5300	5	Bank Fees	-	-	-	-	-	-	-	-	-	-	-
		TOTAL EXPENSES	96,070	44,349	86,811	53,304	166,250	167,085	180,250	189,263	198,726	208,662	219,095
		STORM WATER CAPITAL EXPENSES											
5058	0	Street Sweeper (40% GF & 60% Drainage)	150,000										
5202	0	Heron Pointe ditch grading design				14,043	180,000	180,000					
5401	6	Culverts-drain pans-gutters		-									
		TOTAL CAPITAL EXPENSES	150,000	-	-	14,043	180,000	180,000	-	-	-	-	-
		TOTAL STORM WATER OPERATION EXPENSES	246,070	44,349	86,811	67,347	346,250	347,085	180,250	189,263	198,726	208,662	219,095
5999		ENDING STORM WATER FUND BALANCE	1,256,206	1,846,287	2,510,285	3,268,672	3,542,422	3,541,587	3,961,337	4,402,075	4,864,849	5,350,762	5,860,971

[illegible]

LARIMER COUNTY OPEN SPACE TAX FUND													
36-00													
			ACTUALS	ACTUALS	ACTUALS	ACTUALS	BUDGET	ESTIMATE	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET
			2021	2022	2023	2024	2025	2025	2026	2027	2028	2029	2030
4999		BEGINNING FUND BALANCE	953,816	855,107	1,301,392	752,404	817,645	817,645	367,645	708,925	1,154,125	1,621,585	2,112,418
		REVENUES											
4302	1	Grant for Schaal purchase	-	-	-	-	1,000,000	1,000,000	-	-	-	-	-
4306	0	Revenues	322,925	403,689	406,387	428,859	300,000	300,000	400,000	420,000	441,000	463,050	486,203
4307	0	CDOT Funding for Berthoud Parkway Trail / MPO Funding B Pkwy	-	79,130	97,676	-	-	-	-	-	-	-	-
4310	1	Transfer from Park Dedication Fund	-	-	150,000	150,000	750,000	750,000	150,000	150,000	150,000	150,000	150,000
4310	2	Transfer from 1998 1% Fund	-	-	150,000	150,000	1,560,000	1,560,000	150,000	150,000	150,000	150,000	150,000
4601	0	Interest	6,173	15,354	49,280	27,264	25,000	25,000	24,000	25,200	26,460	27,783	29,172
		TOTAL REVENUES	329,098	498,173	853,343	756,123	3,635,000	3,635,000	724,000	745,200	767,460	790,833	815,375
		EXPENSES											
5020	0	Professional Fees				25,936	14,000	14,000					
5220	0	Waggener Farm Construction (Pickleball courts)			1,139,775	113,310							
5257	0	Trail System & Improvements- HERON LAKES											
5257	0	Trail System & Improvements- Master Plan	27,548										
5257	1	Trail System & Improvements- South Berthoud Parkway Trail	363,997	31,452	18,409	20,148							
5259	0	Hillsdale-regular maintenance		6,764	10,656	5,871	22,000	22,000	22,000				
5260	0	Pioneer Park-lake bank seed, trail around lake,pavillion	5,702										
5265	0	Jaskowski property maintenance	6,316	7,058	8,514	9,990	10,000	10,000	20,000				
5265	1	Jaskowski trail connection		(162)									
5266	0	Richardson property maintenance	4,120	433	10,593	1,359	3,000	6,000	6,000				
5268	0	Berthoud Reservoir Park/Trail maintenance	20,124	6,343	14,384	10,227	13,000	13,000	13,000				
5280	0	Aerovator for seeding					12,000	12,000	-				
5300	0	Bank Fees		-	-		-	-	-	-	-	-	-
		EXPENSES	427,807	51,888	1,202,331	186,841	74,000	77,000	61,000	-	-	-	-
5171	0	Open Space Acquisition	0	0	200,000	504,041	4,008,000	4,008,000	300,000	300,000	300,000	300,000	300,000
		LAND ACQUISITION EXPENSES	-	-	200,000	504,041	4,008,000	4,008,000	300,000	300,000	300,000	300,000	300,000
		TOTAL EXPENSES	427,807	51,888	1,402,331	690,882	4,082,000	4,085,000	361,000	300,000	300,000	300,000	300,000
5998		EMERGENCY RESERVES	-	-	-	-	109,050	-	21,720				
5999		ENDING LARIMER FUND BALANCE	855,107	1,301,392	752,404	817,645	261,595	367,645	708,925	1,154,125	1,621,585	2,112,418	2,627,793

ROAD IMPACT FEES													
40-00			ACTUALS	ACTUALS	ACTUALS	ACTUALS	BUDGET	ESTIMATE	BUDGET	BUDGET	BUDGET	BUDGET	
			2021	2022	2023	2024	2025	2025	2026	2027	2028	2029	2030
		BEGINNING FUND BALANCE	2,688,275	4,295,079	4,921,774	6,071,538	6,696,883	6,696,883	2,317,836	2,993,160	3,695,922	4,404,984	5,120,661
		REVENUES											
4401	0	Road Impact Fees	1,729,723	978,317	792,468	719,660	743,250	743,250	594,600	594,600	594,600	594,600	594,600
4405	0	Heron Pointe Bridge Funds (transferred to 28-00-4420-00 2024)	-	-	350,000	(350,000)	-	-	-	-	-	-	-
4601	0	Interest	21,118	68,308	258,691	320,705	150,000	150,000	120,000	126,000	132,300	138,915	145,861
		TOTAL REVENUES	1,750,841	1,046,625	1,401,159	690,365	893,250	893,250	714,600	720,600	726,900	733,515	740,461
		EXPENSES											
5016	0	Refunds			26,197								
5020	0	Professional Fees	18,783										
5021	0	Impact Fee Study (1/7)				-							
5087	0	Plow Truck/Steel V box		98,963	154,868								
5101	0	Transfer to General Fund (3%)	51,892	29,240	23,774	21,590	22,298	22,298	17,838	17,838	17,838	17,838	17,838
5106	0	Transportation Master Plan Update											
5108	0	Van Metre Purchase and Demo	1,175	52,960									
5110	0	Berthoud Parkway widening			-	-							
5111	0	CR 7 Project (30% for widening)	8,843										
5113	0	LCR 10E Bridge Widening											
5114	0	Spartan Design and Crossing	63,344	238,344	46,556	43,430	5,250,000	5,250,000					
5116	0	Highway 287 & 10E Ramps	-	423									
5117	0	Intersection Improvements at Hwy 14 & Berthoud Pkwy - crosswalk lights			-	-							
5220	0	Waggener Farm Construction											
5300	0	Bank Fees		-	-	-	-	-	-	-	-	-	-
		TOTAL EXPENSES	144,037	419,930	251,395	65,020	5,272,298	5,272,298	17,838	17,838	17,838	17,838	17,838
		EMERGENCY RESERVES	-	-	-	-	26,798	-	21,438				
		ENDING ROAD IMPACT FUND BALANCE	4,295,079	4,921,774	6,071,538	6,696,883	2,291,038	2,317,836	2,993,160	3,695,922	4,404,984	5,120,661	5,843,283

RECREATIONAL MJ TAX 7%													
41-00													
			ACTUALS	ACTUALS	ACTUALS	ACTUALS	BUDGET	ESTIMATE	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET
			2021	2022	2023	2024	2025	2025	2026	2027	2028	2029	2030
		BEGINNING FUND BALANCE	501,969	1,105,948	1,465,802	1,112,159	1,363,626	1,363,626	1,188,626	1,140,546	1,643,346	2,179,536	2,750,786
		REVENUES											
4601	0	Interest	4,548	17,907	62,185	58,795	50,000	50,000	36,000	37,800	39,690	41,675	43,758
4604	0	Sales Tax	594,431	665,252	680,749	631,127	600,000	600,000	600,000	630,000	661,500	694,575	729,304
4606	0	Quick Win Grant (MPO)	5,000	-	-	-	-	-	-	-	-	-	-
		TOTAL REVENUES	603,979	683,159	742,934	689,922	650,000	650,000	636,000	667,800	701,190	736,250	773,062
		EXPENSES											
5200	0	Street Projects	-	-									
5201	0	Bike Lane Striping	-	-									
5210	0	Youth Projects	-	-									
5211	0	Carnival	-	23,125	19,294	-							
5212	0	Washington DC					15,000	15,000					
5213	0	YAC Conference					15,000	15,000					
5220	0	Sidewalk Projects	-	-									
5221	0	Downtown Sidewalk Replacement	-	90,180	42,947	360,955	350,000	350,000	350,000				
5222	0	Quick Win Pedestrian Crosswalk at Welch/3rd	-	-									
5223	0	Sidewalk Maintenance Plan	-	-	-	-							
5240	0	Law Enforcement Projects	-	150,000									
5241	0	Flock Camera System				-	25,000	25,000					
5242	0	LCSO Equipment				-	105,000	105,000					
5260	0	Park Projects	-	-									
5261	0	Bike Park Scope expansion			974,336		150,000	150,000	150,000				
5280	0	Recreation Projects	-	-									
5281	0	Wildfire arts provider	-	60,000	60,000	70,000	70,000	70,000	70,000	70,000	70,000	70,000	70,000
5282	0	Other Recreation Service Providers	-	-	-	7,500	95,000	95,000	95,000	95,000	95,000	95,000	95,000
5300	0	Bank Fees	-	-	-								
		TOTAL EXPENSES	-	323,305	1,096,577	438,455	825,000	825,000	665,000	165,000	165,000	165,000	165,000
		EMERGENCY RESERVES	-	-	-	-	19,500	-	19,080				
		ENDING SALES TAX FUND BALANCE	1,105,948	1,465,802	1,112,159	1,363,626	1,169,126	1,188,626	1,140,546	1,643,346	2,179,536	2,750,786	3,358,847

Use of collected Tax Revenues: The designated revenues shall be segregated to a fund which is to be used solely for youth activities and services, streets and sidewalk improvements, law enforcement, and parks and recreation.

1998 1% SALES TAX FUND*													
51-00													
			ACTUALS	ACTUALS	ACTUALS	ACTUALS	BUDGET	ESTIMATE	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET
			2021	2022	2023	2024	2025	2025	2026	2027	2028	2029	2030
		BEGINNING FUND BALANCE	1,167,278	2,309,405	4,483,834	5,278,786	4,600,838	4,600,838	1,580,938	2,384,683	3,569,883	4,900,508	6,333,829
		REVENUES											
4234	0	Transfer from General Fund 11-10-5104-00	-	-	-	620,000	-	-	-				
4235	0	Safe Routes to School Grant	-	284,621	-	-	-	-	-	-	-	-	-
4610	0	Sales Tax	2,199,747	2,510,564	2,525,026	2,584,762	2,600,000	2,650,000	2,650,000	2,782,500	2,921,625	3,067,706	3,221,092
4610	1	Sales Tax-building permits	1,105,405	653,442	592,978	752,026	410,625	445,000	328,500	328,500	328,500	328,500	328,500
4601	0	Interest	11,279	51,336	238,734	247,680	80,000	80,000	120,000	126,000	132,300	138,915	145,861
		TOTAL REVENUES	3,316,431	3,499,963	3,356,738	4,204,468	3,090,625	3,175,000	3,098,500	3,237,000	3,382,425	3,535,121	3,695,452
		EXPENSES											
5012	1	Utilities - I-25				724	1,200	1,200	1,800	1,800	1,800	1,800	1,800
5038	0	Sidewalks/ADA	143,492	192,934	462,552	26,256	350,000	350,000	350,000	350,000	350,000	350,000	350,000
5233	0	Pavement Maintenance Plan	10,215	11,759	651								
5235	0	Safe Routes to School	438,052	17,740									
5237	0	Transportation (BATS)-Transfer	90,000	57,993	50,000	50,000	100,000	100,000	250,000	250,000	250,000	300,000	300,000
5239	0	Street Improvements	725,010	818,729	1,527,974	1,916,287	1,683,700	1,683,700	1,450,000	1,300,000	1,300,000	1,300,000	1,300,000
5240	0	Waggener Farm Park	570,000			-							
5241	0	Round-a-bout Reconstruction	191,686	124,557	791								
5242	0	Open Space/Trail Acquisition transfer			150,000	150,000	1,560,000	1,560,000	150,000	150,000	150,000	150,000	150,000
5244	0	I-25 Design, Art and Landscaping	5,849	109,815	369,818	1,239,149							
5245	0	Town Park			-	1,500,000							
5266	0	Arboretum					2,500,000	2,500,000					
5300	0	Bank Fees		-	-								
		TOTAL EXPENSES	2,174,304	1,333,527	2,561,786	4,882,416	6,194,900	6,194,900	2,201,800	2,051,800	2,051,800	2,101,800	2,101,800
		EMERGENCY RESERVES	-	-	-	-	92,719	-	92,955				
		ENDING SALES TAX FUND BALANCE	2,309,405	4,475,841	5,278,786	4,600,838	1,403,844	1,580,938	2,384,683	3,569,883	4,900,508	6,333,829	7,927,482

There is established a special fund of the Town to be known as the Town of Berthoud Sales and Use Tax Special Fund ("fund"). The 1% increase in each of the sales and use taxes shall be used exclusively for: Maintenance, improvements, paving, overlaying and repairing of streets; for the purchase of land and construction of a building for a municipal recreation center; for the purchase of land to be used as open space and as buffer areas; operation, maintenance, repairs and improvements to the Berthoud Public Library; and for the operation, maintenance, repair and improvements of the Berthoud Area Transportation System.

Effective 1/1/2019: Revenues from the tax increase approved on November 4, 1997, by the qualified electors of the Town of Berthoud may be utilized exclusively for uses presently allowed and for the construction, operation, and maintenance of capital improvements to parks, open spaces, recreation facilities, and trails.

2019 1% SALES TAX FUND													
52-													
			ACTUALS	ACTUALS	ACTUALS	ACTUALS	BUDGET	ESTIMATE	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET
			2021	2022	2023	2024	2025	2025	2026	2027	2028	2029	2030
		BEGINNING FUND BALANCE	21,894,066	6,190,072	6,085,268	8,378,171	7,611,868	7,611,868	4,843,162	5,420,175	5,979,794	6,633,853	7,387,160
00		REVENUES											
4400	0	Sales Tax	2,225,447	2,537,812	2,590,175	2,613,135	2,600,000	2,650,000	2,650,000	2,782,500	2,921,625	3,067,706	3,221,092
4400	1	Sales Tax-building permits	1,081,572	653,442	592,978	752,026	410,625	445,000	328,500	328,500	328,500	328,500	328,500
4450	52	COP Advance-GRANT	-	12,500	504	-	-	-	-	-	-	-	-
4500	1	Recreation Center Memberships	407,955	916,932	999,925	1,104,729	1,025,000	1,025,000	1,025,000	1,076,250	1,130,063	1,186,566	1,245,894
4500	70	Recreation Center Memberships-Corporate	3,212	935	992	2,235	1,800	1,800	2,000	2,100	2,205	2,315	2,431
4500	2	Recreation Center Daily Fees	54,499	279,949	304,157	328,999	314,500	314,500	360,362	378,380	397,299	417,164	438,022
4500	3	Recreation Center Rentals	7,285	48,761	54,303	61,891	54,000	54,000	65,410	68,681	72,115	75,720	79,506
4500	60	Recreation Center Sponsorships	-	11,026	8,075	20,125	30,000	30,000	30,000	31,500	33,075	34,729	36,465
4500	4	Activity Fee-Senior Activities	-	170	1,104	382	1,000	1,000	500	525	551	579	608
4500	5	Activity Fee-Aquatics	10,513	66,446	80,621	95,717	72,200	72,200	117,907	123,802	129,992	136,492	143,317
4500	6	Activity Fee-Fitness	3,515	49,258	81,808	97,223	86,000	86,000	75,807	79,597	83,577	87,756	92,144
4500	7	Activity Fee-Contracted Programs	840	23,565	12,022	26,944	13,500	13,500	4,025	4,226	4,438	4,659	4,892
4500	8	Activity Fee-Youth Futsal	868	1,195	980	1,372	1,700	1,700	-	-	-	-	-
4500	11	Activity Fee-Adult Basketball	4,016	6,034	2,750	10,505	5,600	5,600	550	578	606	637	669
4500	12	Activity Fee-Youth Basketball	10,392	15,655	23,106	31,760	23,500	23,500	6,535	6,862	7,205	7,565	7,943
4500	15	Activity Fee-Senior Pickleball	15	1,825	810	1,660	1,600	1,600	440	462	485	509	535
4500	16	Activity Fee-Classes/Programs	-	-	650	410	1,000	1,000	36	38	40	42	44
4500	31	Activity Fee-Adult Volleyball	5,168	12,618	9,933	18,099	12,500	12,500	9,514	9,990	10,489	11,014	11,564
4500	32	Activity Fee-Youth Volleyball	1,095	4,611	16,995	18,275	17,200	17,200	14,293	15,008	15,758	16,546	17,373
4500	40	Activity Fee-Senior Volleyball	-	-	-	-	1,300	1,300	-	-	-	-	-
4500	45	Activity Fee-Senior Travel	-	-	2,465	2,894	3,200	3,200	-	-	-	-	-
4500	52	Activity Fee-Adult Clinics/Tournaments	-	-	-	-	1,000	1,000	540	567	595	625	656
4500	53	Activity Fee-Youth Clinics/Tournaments	-	-	-	-	1,000	1,000	-	-	-	-	-
4500	54	Activity Fee-Adult Additional Sports	(90)	1,395	201	1,946	1,500	1,500	4,344	4,561	4,789	5,029	5,280
4500	55	Activity Fee-Youth Additional Sports	850	497	284	63	750	750	-	-	-	-	-
4500	75	Special Events Fee	-	7,674	25,974	30,797	24,500	24,500	29,662	31,145	32,702	34,337	36,054
4563	0	Vending/Inventory Sales	264	3,811	11,263	12,950	8,500	8,500	7,926	8,322	8,738	9,175	9,634
4564	0	Contract Arts Activities	-	-	13,976	18,242	20,000	20,000	12,744	13,381	14,050	14,753	15,490
4550	31	Transfer from Park Development	-	-	-	-	-	-	-	-	-	-	-
4550	36	Transfer from Larimer Open Space	-	-	-	-	-	-	-	-	-	-	-
4550	40	Transfer from Road Impact	-	-	-	-	-	-	-	-	-	-	-
4550	51	Transfer from 1998 1%	570,000	-	-	-	-	-	-	-	-	-	-
4601	0	Interest	56,612	76,980	339,780	420,181	300,000	300,000	250,000	262,500	275,625	289,406	303,877
		TOTAL REVENUES	4,444,028	4,733,091	5,175,831	5,672,560	5,033,475	5,117,850	4,996,095	5,229,475	5,474,523	5,731,825	6,001,991

04	Recreation Center Senior Activities																
5001	1	Salaries	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5002	1	Employer Contributions	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5003	1	Pension	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5001	2	Salaries-PART TIME/SEASONAL	-	-	-	-	-	1,000	1,000	500	525	551	579	608			
5002	2	Employer Contributions-PART TIME/SEASONAL	-	-	-	-	-	100	100	50	53	55	58	61			
5020	4	Purchased Services	-	-	-	-	-	-	-	-	-	-	-	-			
5102	1	Supplies (non-office)/Equipment (non-dep)	52	26	133	218	500	500	500	525	551	579	608				
		Subtotal	52	26	133	218	1,600	1,600	1,050	1,103	1,158	1,216	1,276				
		Senior Cornhole															
5001	14	Salaries-PART TIME/SEASONAL	-	-	-	-	1,000	1,000	250	263	276	289	304				
5002	14	Employer Contributions-PART TIME/SEASONAL	-	-	-	-	100	100	25	26	28	29	30				
5020	14	Officials	-	-	-	-	-	-	-	-	-	-	-				
5046	14	Uniforms	-	-	-	-	-	-	-	-	-	-	-				
5048	14	Team Fees/Dues	-	-	-	-	-	-	-	-	-	-	-				
5050	14	Equipment/Awards	440	133	-	-	250	250	250	263	276	289	304				
		Subtotal	440	133	-	-	1,350	1,350	525	551	579	608	638				
		Senior Pickleball															
5001	15	Salaries-PART TIME/SEASONAL	-	185	-	15	-	-	250	263	276	289	304				
5002	15	Employer Contributions-PART TIME/SEASONAL	-	15	-	1	-	-	25	26	28	29	30				
5020	15	Officials	-	-	-	-	-	-	-	-	-	-	-				
5046	15	Uniforms	-	-	-	-	-	-	-	-	-	-	-				
5048	15	Team Fees/Dues	-	-	-	-	-	-	-	-	-	-	-				
5050	15	Equipment/Awards	1,668	202	108	320	500	500	500	525	551	579	608				
		Subtotal	1,668	402	108	336	500	500	775	814	854	897	942				
		Senior Volleyball															
5001	40	Salaries-PART TIME/SEASONAL	-	-	-	-	-	-	-	-	-	-	-				
5002	40	Employer Contributions-PART TIME/SEASONAL	-	-	-	-	-	-	-	-	-	-	-				
5020	40	Officials	-	-	-	-	1,300	1,300	1,300	1,365	1,433	1,505	1,580				
5046	40	Uniforms	-	-	-	-	-	-	-	-	-	-	-				
5048	40	Team Fees/Dues	-	-	-	-	500	500	500	525	551	579	608				
5050	40	Equipment/Awards	-	-	-	-	250	250	250	263	276	289	304				
		Subtotal	-	-	-	-	2,050	2,050	2,050	2,153	2,260	2,373	2,492				
		Senior Travel															
5001	45	Salaries-PART TIME/SEASONAL	-	-	-	-	1,000	1,000	250	263	276	289	304				
5002	45	Employer Contributions-PART TIME/SEASONAL	-	-	-	-	100	100	25	26	28	29	30				
5020	45	Officials	-	-	-	-	-	-	-	-	-	-	-				
5046	45	Uniforms	-	-	-	-	-	-	-	-	-	-	-				
5048	45	Team Fees/Dues	-	-	770	-	4,224	4,224	-	-	-	-	-				
5050	45	Equipment/Awards/Fuel	-	-	1,650	3,650	4,000	4,000	5,000	5,250	5,513	5,788	6,078				
		Subtotal	-	-	2,420	3,650	9,324	9,324	5,275	5,539	5,816	6,106	6,412				
		04 SUBTOTAL	2,160	561	2,661	4,204	14,824	14,824	9,675	10,159	10,667	11,200	11,760				

05		Recreation Center Aquatics											
5001	1	Salaries	12,484	77,655	110,171	140,210	146,980	146,980	158,000	165,900	174,195	182,905	192,050
5002	1	Employer Contributions	3,161	28,374	39,531	40,700	45,750	45,750	48,000	50,400	52,920	55,566	58,344
5003	1	Pension	-	-	2,723	4,274	7,349	7,349	7,900	8,295	8,710	9,145	9,602
5001	2	Salaries-PART TIME/SEASONAL	38,230	293,926	240,746	272,097	298,000	298,000	303,900	319,095	335,050	351,802	369,392
5002	2	Employer Contributions-PART TIME/SEASONAL	3,026	23,073	18,899	21,360	29,800	29,800	30,390	31,910	33,505	35,180	36,939
5001	3	Salaries-Programs-PART TIME/SEASONAL		-	24,518	30,861	39,300	39,300	39,300	41,265	43,328	45,495	47,769
5002	3	Employer Contributions-Programs-PART TIME/SEASONAL		-	1,925	2,423	3,930	3,930	3,930	4,127	4,333	4,549	4,777
5007	1	Employee license/certifications/recognition	800	816	688	46	2,250	2,250	2,250	2,363	2,481	2,605	2,735
5007	3	Employee license/certifications-programs		-	1,482	1,427	3,300	3,300	3,630	3,812	4,002	4,202	4,412
5008	1	Background/Physicals	33	395	269	352	800	800	800	840	882	926	972
5009	1	Training/Education/Travel	245	835	744	1,658	2,400	2,400	3,393	3,563	3,741	3,928	4,124
5010	1	Office Supplies	145	2,826	534	343	500	500	500	525	551	579	608
5018	1	Publications/Subscriptions/Job Postings	25	129	283	-	1,000	1,000	250	263	276	289	304
5020	4	Purchased Services	-	-	8,628	10,976	15,000	15,000	15,000	15,750	16,538	17,364	18,233
5039	1	Dues/memberships	-	857	408	-	500	500	500	525	551	579	608
5046	1	Uniforms	-	-	1,874	2,592	2,990	2,990	2,990	3,140	3,296	3,461	3,634
5048	1	Safety/First Aid	1,528	446	445	499	1,000	1,000	1,000	1,050	1,103	1,158	1,216
5048	3	Team Fees/Dues		-	-	973	700	700	1,400	1,470	1,544	1,621	1,702
5057	1	Equipment Maintenance/Repair	-	4,730	10,571	47,173	33,000	33,000	15,000	15,750	16,538	17,364	18,233
5057	3	Boiler Equipment Maintenance/Repair	256	209	3,208	2,302	3,500	3,500	-	-	-	-	-
5060	1	Chemicals	3,162	15,114	21,303	29,556	35,000	35,000	36,750	38,588	40,517	42,543	44,670
5102	1	Supplies (non-office)/Equipment (non-dep)	87,136	4,178	1,982	3,813	3,500	3,500	3,500	3,675	3,859	4,052	4,254
5102	3	Supplies (non-office)/Equipment (non-dep)-programs		-	1,017	4,257	7,900	7,900	7,400	7,770	8,159	8,566	8,995
5110	1	Permits/building license	645	1,991	1,020	792	1,100	1,100	1,650	1,733	1,819	1,910	2,006
		05 SUBTOTAL	150,876	455,554	492,969	618,684	685,549	685,549	687,433	721,805	757,895	795,790	835,579
06		Recreation Center Fitness											
5001	1	Salaries	9,132	51,420	53,818	62,774	65,254	65,254	70,400	73,920	77,616	81,497	85,572
5002	1	Employer Contributions	4,806	22,434	27,595	32,430	37,171	37,171	39,000	40,950	42,998	45,147	47,405
5003	1	Pension	-	1,222	641	2,547	3,263	3,263	3,520	3,696	3,881	4,075	4,279

08	Recreation Center Adult Sports												
		General Administration											
5001	1	Salaries	816	6,632	1,157	183	20,479	20,479	22,110	23,216	24,376	25,595	26,875
5002	1	Employer Contributions	104	1,540	612	36	8,281	8,281	9,000	9,450	9,923	10,419	10,940
5003	1	Pension	11	112	47	9	1,024	1,024	1,106	1,161	1,219	1,280	1,344
5008	1	Background/Physicals	-	54	22	55	100	100	200	210	221	232	243
5009	1	Training/Education/Travel	-	-	-	-	-	-	-	-	-	-	-
5010	1	Office Supplies	-	2	-	-	250	250	250	263	276	289	304
5018	1	Publications/Subscriptions/Job Postings	-	129	129	-	250	250	100	105	110	116	122
5020	1	Purchased Services	-	-	-	-	-	-	-	-	-	-	-
5048	1	Safety/First Aid	-	-	-	50	100	100	100	105	110	116	122
5055	1	Clinics/Tournaments	-	-	-	-	750	750	750	788	827	868	912
		Subtotal	931	8,469	1,967	333	31,234	31,234	33,616	35,296	37,061	38,914	40,860
		Adult Basketball											
5001	11	Salaries-PART TIME/SEASONAL	-	959	485	2,175	4,000	4,000	3,700	3,885	4,079	4,283	4,497
5002	11	Employer Contributions-PART TIME/SEASONAL	-	75	38	171	400	400	370	389	408	428	450
5020	11	Officials	-	4,558	1,890	6,960	9,600	9,600	9,600	10,080	10,584	11,113	11,669
5046	11	Uniforms	-	-	-	-	-	-	-	-	-	-	-
5048	11	Team Fees/Dues	-	-	-	-	-	-	-	-	-	-	-
5050	11	Equipment/Awards	-	165	182	-	600	600	500	525	551	579	608
		Subtotal	-	5,757	2,595	9,306	14,600	14,600	14,170	14,879	15,622	16,404	17,224
		Adult Volleyball											
5001	31	Salaries-PART TIME/SEASONAL	314	1,656	1,352	2,821	4,400	4,400	4,000	4,200	4,410	4,631	4,862
5002	31	Employer Contributions-PART TIME/SEASONAL	25	130	106	221	440	440	400	420	441	463	486
5020	31	Officials	-	5,480	3,588	7,290	10,000	10,000	9,000	9,450	9,923	10,419	10,940
5046	31	Uniforms	-	-	-	-	-	-	-	-	-	-	-
5048	31	Team Fees/Dues	-	-	-	-	-	-	-	-	-	-	-
5050	31	Equipment/Awards	584	415	-	-	1,250	1,250	1,250	1,313	1,378	1,447	1,519
		Subtotal	923	7,681	5,046	10,332	16,090	16,090	14,650	15,383	16,152	16,959	17,807
		Additional Adult Sports											
5001	54	Salaries-PART TIME/SEASONAL	-	151	-	15	600	600	2,000	2,100	2,205	2,315	2,431
5002	54	Employer Contributions-PART TIME/SEASONAL	-	12	-	1	60	60	200	210	221	232	243
5020	54	Officials	-	-	-	-	500	500	-	-	-	-	-
5046	54	Uniforms	-	-	-	-	-	-	-	-	-	-	-
5048	54	Team Fees/Dues	-	-	-	-	-	-	-	-	-	-	-
5050	54	Equipment/Awards	-	66	-	-	200	200	200	210	221	232	243
		Subtotal	-	229	-	16	1,360	1,360	2,400	2,520	2,646	2,778	2,917
		08 SUBTOTAL	1,854	22,136	9,608	19,987	63,284	63,284	64,836	68,077	71,481	75,055	78,808

09		Recreation Center Youth Sports											
		General Administration											
5001	1	Salaries	4,351	7,439	19,249	17,288	20,479	20,479	22,110	23,216	24,376	25,595	26,875
5002	1	Employer Contributions	592	1,718	5,535	4,553	8,281	8,281	9,000	9,450	9,923	10,419	10,940
5003	1	Pension	14	112	435	562	1,024	1,024	1,106	1,161	1,219	1,280	1,344
5008	1	Background/Physicals	-	27	285	692	900	900	1,800	1,890	1,985	2,084	2,188
5009	1	Training/Education/Travel	-	100	-	-	900	900	900	945	992	1,042	1,094
5010	1	Office Supplies	-	-	-	-	250	250	250	263	276	289	304
5018	1	Publications/Subscriptions/Job Postings	-	258	-	-	250	250	250	263	276	289	304
5048	1	Safety/First Aid	-	-	-	-	100	100	100	105	110	116	122
5055	1	Clinics/Tournaments	-	-	-	-	600	600	600	630	662	695	729
		Subtotal	4,957	9,654	25,504	23,095	32,784	32,784	36,116	37,921	39,817	41,808	43,899
		Youth Futsal											
5001	8	Salaries-PART TIME/SEASONAL	-	-	102	52	400	400	850	893	937	984	1,033
5002	8	Employer Contributions-PART TIME/SEASONAL	-	-	8	4	40	40	85	89	94	98	103
5050	8	Equipment/Awards	7,579	-	-	-	300	300	750	788	827	868	912
		Subtotal	7,579	-	110	56	740	740	1,685	1,769	1,858	1,951	2,048
		Youth Basketball											
5001	12	Salaries-PART TIME/SEASONAL	958	1,619	2,734	2,609	4,000	4,000	5,000	5,250	5,513	5,788	6,078
5002	12	Employer Contributions-PART TIME/SEASONAL	76	127	215	205	400	400	500	525	551	579	608
5020	12	Officials	-	1,930	2,500	6,007	5,400	5,400	4,500	4,725	4,961	5,209	5,470
5046	12	Uniforms	-	3,045	7,097	3,910	8,200	8,200	8,000	8,400	8,820	9,261	9,724
5048	12	Team Fees/Dues	-	35	63	4,900	-	-	-	-	-	-	-
5050	12	Equipment/Awards	69	905	1,718	493	1,600	1,600	1,600	1,680	1,764	1,852	1,945
		Subtotal	1,103	7,661	14,327	18,124	19,600	19,600	19,600	20,580	21,609	22,689	23,824
		Youth Classes and Programs											
5001	16	Salaries-PART TIME/SEASONAL	-	-	-	-	600	600	600	630	662	695	729
5002	16	Employer Contributions-PART TIME/SEASONAL	-	-	-	-	60	60	60	63	66	69	73
5046	16	Uniforms	-	179	-	-	-	-	-	-	-	-	-
5050	16	Equipment/Awards	-	-	-	27	300	300	300	315	331	347	365
		Subtotal	-	179	-	27	960	960	960	1,008	1,058	1,111	1,167
		Youth Volleyball											
5001	32	Salaries-PART TIME/SEASONAL	-	210	819	1,910	2,900	2,900	2,900	3,045	3,197	3,357	3,525
5002	32	Employer Contributions-PART TIME/SEASONAL	-	17	64	150	290	290	290	305	320	336	352
5020	32	Officials	-	200	1,540	3,140	2,600	2,600	3,000	3,150	3,308	3,473	3,647
5046	32	Uniforms	-	493	848	1,046	3,100	3,100	3,100	3,255	3,418	3,589	3,768
5048	32	Team Fees/Dues	-	-	2,113	1,680	-	-	-	-	-	-	-
5050	32	Equipment/Awards	-	-	1,287	1,233	1,000	1,000	1,000	1,050	1,103	1,158	1,216
		Subtotal	-	920	6,671	9,159	9,890	9,890	10,290	10,805	11,345	11,912	12,508
		Additional Youth Sports											
5001	55	Salaries-PART TIME/SEASONAL	49	-	-	-	500	500	500	525	551	579	608
5002	55	Employer Contributions-PART TIME/SEASONAL	4	-	-	-	50	50	50	53	55	58	61
5050	55	Equipment/Awards	400	-	-	-	250	250	250	263	276	289	304
		Subtotal	453	-	-	-	800	800	800	840	882	926	972
		09 SUBTOTAL	14,092	18,414	46,612	50,461	64,774	64,774	69,451	72,923	76,569	80,398	84,418
30		Recreation Center Capital Expenditures/Improvements											
5101	0	Office Furniture	110,490	-	-	-	-	-	-	-	-	-	-
5102	0	Copier	10,500	-	-	-	-	-	-	-	-	-	-
5103	0	Cargo Trailer	-	-	-	-	5,000	5,000	-	-	-	-	-
5104	0	15 Passenger Van (possibly used)	-	-	-	-	-	-	60,000	-	-	-	-
5301	0	Security System	-	-	-	-	-	-	-	-	-	-	-
5302	0	Maintenance Equipment	-	13,771	-	-	-	-	-	-	-	-	-
5501	0	Robotic Pool Cleaner	5,034	-	-	-	-	-	-	-	-	-	-
5502	0	Aquatics Repairs					10,000	10,000	88,460	-	-	-	-
5601	0	Fitness Equipment	16,484	32,953	-	22,619	17,000	17,000	-	-	-	-	-
5602	0	Fitness Equipment Replacement	-	-	-	-	120,000	120,000	40,000	40,000	40,000	40,000	40,001
5801	0	Bleachers	9,483	-	-	-	-	-	-	-	-	-	-
		30 SUBTOTAL	151,991	46,724	-	22,619	152,000	152,000	188,460	40,000	40,000	40,000	40,001
		RECREATION CENTER OPERATIONS TOTAL EXPENDITURES	919,417	1,643,435	1,749,741	2,192,938	2,636,106	2,636,106	2,964,024	2,954,342	3,100,059	3,253,062	3,413,716

35		CERTIFICATES OF PARTICIPATION											
5201	0	Waggener Farm Park Construction	18,102,849	2,061,980	224								
5254	0	COP Payment	1,123,000	1,130,400	1,132,000	1,138,000	1,148,200	1,148,200	1,152,400	1,558,000	1,558,000	1,558,000	1,558,001
5255	0	COP Fee	2,756	2,080	(85)	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,001
		COP TOTAL EXPENDITURES	19,228,605	3,194,460	1,132,139	1,140,000	1,150,200	1,150,200	1,154,400	1,560,000	1,560,000	1,560,000	1,560,002
		OTHER EXPENSES											
40		Park Improvements											
5220	0	Arboretum					3,500,000	3,500,000					
5245	0	Town Park			-	3,000,000							
5701	0	Waggener Farm Park Maintenance			70	46,980	65,000	65,000	65,000	66,950	68,959	71,027	73,158
5702	0	Berthoud Bike Park Maintenance			978	45,273	75,000	75,000	75,000	77,250	79,568	81,955	84,413
50		Trail Improvements											
60		Athletic Fields											
5101	0	Athletic Complex Study	-										
70		Aquatics Other											
5101	0	Outdoor Lap Pool				13,672	450,000	450,000					
		Town Park Splashpad											
5001	1	Salaries	-	-	-	-	-	-	-	-	-	-	-
5002	1	Employer Contributions	-	-	-	-	-	-	-	-	-	-	-
5003	1	Pension	-	-	-	-	-	-	-	-	-	-	-
5002	2	Salaries-PART TIME/SEASONAL	-	-	-	-	-	-	-	-	-	-	-
5002	2	Employer Contributions-PART TIME/SEASONAL	-	-	-	-	-	-	-	-	-	-	-
5020	1	Purchased Services	-	-	-	-	1,500	1,500	1,575	1,654	1,736	1,823	1,914
5057	1	Maintenance and Repair	-	-	-	-	1,500	1,500	1,575	1,654	1,736	1,823	1,914
5060	1	Chemicals	-	-	-	-	6,000	6,000	6,300	6,615	6,946	7,293	7,658
5102	1	Supplies	-	-	-	-	750	750	800	840	882	926	972
5251	1	Tools	-	-	-	-	500	500	525	551	579	608	638
		TOTAL OTHER EXPENSES	-	-	1,048	3,105,925	4,100,250	4,100,250	150,775	155,514	160,405	165,455	170,668
		TOTAL RECREATION CENTER OPERATING AND OTHER EXPENSES	20,148,022	4,837,895	2,882,928	6,438,863	7,886,556	7,886,556	4,269,199	4,669,856	4,820,465	4,978,517	5,144,387
		EMERGENCY RESERVES	-	-	-	-	151,004	-	149,883	-	-	-	-
		ENDING SALES TAX FUND BALANCE	6,190,072	6,085,268	8,378,171	7,611,868	4,607,783	4,843,162	5,420,175	5,979,794	6,633,853	7,387,160	8,244,764

1/1/2019: Authorization of new 1% sales tax to finance recreation improvements; for the purpose of funding parks and recreation needs within the town; such tax to consist of a rate increase in the town sales and use tax of 1%; restricted as to use solely for parks and recreation purposes including, but not limited to, expanding and improving the existing town trail system, renovating or replacing existing aquatic facilities, developing constructing and equipping a recreation center and related facilities, and developing constructing and equipping athletic fields; and to the extent that funds are available for the purpose of constructing acquiring equipping and operating park and recreation improvements.

	2021	2022	2023	2024	2025	2025	2026	2027	2028	2029	2030
	ACTUALS	ACTUALS	ACTUALS	ACTUALS	BUDGET	ESTIMATE	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET
BEGINNING BALANCE	91245270	105009721	123910484	131287042	138664685	138664685	96897782	87380513	82867359	73118065	69720712
REVENUE	53081592	49980785	49401227	54460897	46875923	48806530	41365726	41896946	43526229	45265919	46705772
EXPENSE	39317142	31088014	42024669	47083254	90121045	90573433	50104405	46410100	53275522	48663273	50143484
EMERGENCY RESERVES	0	0	0	0	912967	0	778590	0	0	0	0
ENDING BALANCE	105009720	123902492	131287042	138664685	94506595	96897782	87380513	82867359	73118065	69720712	66283000
ENDING BALANCE VERIFICATION	105009720	123902492	131287042	138664685	94506595	96897782	87380513	82867359	73118065	69720712	66283000
	2021	2022	2023	2024	2025	2026	2026	2027	2028	2029	2030
Valuation	211,195,697	214,167,051	237,792,724	292,692,224	285,140,847	285,140,847					
GENERAL FUND	6.636	6.636	6.629	6.058	6.636	6.636					
POLICE SERVICES	3.000	3.000	3.000	3.000	3.000	3.000					
REFUND & ABATEMENT	0.033	0.200	0.019	0.014	0.000	0.000					
TOTAL MILL LEVY	9.669	9.656	9.648	9.072	9.636	9.636					
ACTUALS SF BUILDING PERMITS	508	222	220	250	250	250	200	200	200	200	200