



Board of Trustees Regular Meeting

**807 Mountain Avenue
Town Board Meeting Room
Berthoud, Colorado 80513
Tuesday, March 10, 2026, at 6:30 PM**

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

The Board of Trustees 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. March 10, 2026 Meeting Agenda**
 - b. February 26, 2026 Meeting Minutes**
 - c. Wildfire Fire Community Arts Center Community Arts Program Annual Agreement**
 - 2. 2025 Year-End Financial Report and Update (10 Min)**
 - 3. Adoption of Sustainability Action Plan (30 Min)**
 - 4. Public Hearing: (45 Min)**
 - a. Heron Lakes 21st Filing Preliminary Plat**
 - 5. Elected Official Reports (20 Min)**

March 10, 2026, 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.

a. Town Board -

Selection of Art Committee - Two Members Needed

b. Mayor -

c. Staff - Town Administrator, Attorney

VI. 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: Lease of Property located at 821 Mountain Avenue, Berthoud, Colorado

VII. Adjourn

Town Clerk or Deputy Town Clerk

William Karspeck, Mayor

March 10, 2026, Meeting Agenda

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BOARD OF TRUSTEES INFORMATION



ADMINISTRATION DEPARTMENT

Meeting Date:	March 10, 2026
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:

1. March 10, 2026 Meeting Agenda
2. February 26, 2026 Meeting Minutes
3. Wildfire Fire Community Arts Center Community Arts Program Annual Agreement

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 discussion separately. Items removed from the consent agenda should be considered immediately following adoption of the amended Consent Agenda.

UPDATE/NEXT STEPS:

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

FISCAL IMPACT AND FUND SOURCE:

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

COMMUNITY TOUCHSTONES:

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

RECOMMENDED ACTION(S):

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

Followed by a second and a vote.



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Selection of Art Committee - Two Members Needed

b. Mayor -

c. Staff - Town Administrator, Attorney

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VII. Adjourn

Town Clerk or Deputy Town Clerk

William Karspeck, Mayor

March 10, 2026, Meeting Agenda

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MEETING MINUTES OF THE TOWN BOARD
Town Board Room
807 Mountain Avenue
Town of Berthoud, Colorado
Tuesday, February 24, 2026, 6:30 p.m.

2/24/2026 - Minutes

1. CALL TO ORDER

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

2. PLEDGE OF ALLEGIANCE

Mayor Karspeck led the Pledge of Allegiance.

3. ROLL CALL

The following Board members were present:

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

The following staff members were present:

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

4. CITIZEN PARTICIPATION

No one spoke during Citizen Participation.

5. SCHEDULED ITEMS AND ESTIMATED TIME FOR DISCUSSION

5.1. Consent Agenda

Items:

- a) February 24, 2026, Meeting Agenda
- b) February 10, 2026, Meeting Minutes

c) February 2026 Board Report

d) **Resolution 2026-06:** A Resolution of the Town of Berthoud Accepting a Petition for Annexation Filed by HT Land Partners 400, LLC and Setting a Public Hearing on the Annexation- Lewis Valley Annexation Petition Substantial Compliance

e) 2026 Mosquito Control Program Services Contract

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

5.II. Larimer County Sheriff's Star Citizen Award

Sergeant Williamson presented the Star Citizen Award to Alexis and Scott Cameron, and recognized Deputy Moseley, for their actions in September of 2025.

5.III. Hometown Heroes Banner Program Concept

Trustee Hardy recused himself from the discussion.

Representatives from the American Legion, American Legion Auxiliary, and Veterans of Foreign Wars (VFW) presented a concept regarding the expansion of the military recognition program in Berthoud.

The Board was supportive of bringing this item back with a prepared agreement.

5.IV. America In Bloom Presentation

Chris Freeman with America in Bloom gave a presentation regarding community beautification.

The Board was supportive of moving forward with a partnership with America in Bloom.

5.V. Caring Pathways - Change Of Condition Request

Director Johnson provided information on the Caring Pathways Change of Condition Request.

Trustee Wing moved to approve the request to expand the hours of operation for Caring Pathways, located at 502 2nd Street, by removing the condition of approval imposed under Section 1.c. of Resolution 2023-14. Trustee Hardy seconded the motion. In a 7-0 roll call vote, THE MOTION CARRIED.

5.VI. RAFT And BATS Merger Proposal

Administrator Kirk provided an introduction to the proposed Rural Alternative for Transportation (RAFT) and Berthoud Area Transportation Services (BATS) merger.

Ruth Fletcher-Carter with RAFT gave a presentation. Steven Conaway provided additional information.

The Board was supportive of the item coming back with an amended agreement.

Mayor Karspeck called for a 5-minute break.

5.VII. Richardson Park Proposal Process Update

Administrator Kirk provided an update on the Richardson Park proposal process.

Mayor Karspeck opened the item to public comment.

Bill Hindman spoke regarding the Richardson Park project.

Mayor Karspeck closed public comment.

The Board was supportive of bringing the item back for further discussion on March 10, 2026.

5.VIII. Onboarding Plan For Board Of Trustees

Administrator Kirk provided information about a proposed onboarding process for the Board of Trustees.

5.IX. PUBLIC HEARING: Board Member Compensation

Administrator Kirk provided an introduction to Ordinance 1377 regarding Board member compensation.

Mayor Karspeck opened the Public Hearing.

No one spoke during the Public Hearing.

Mayor Karspeck closed the Public Hearing.

Trustee Wing moved to approve Ordinance 1377, an Ordinance of the Town of Berthoud setting compensation for Town of Berthoud Elected Officials. Trustee Brodie seconded the motion. In a 6-0 roll call vote, THE MOTION CARRIED, with Mayor Pro-Tem Murphy abstaining.

6. ELECTED OFFICIAL REPORTS

Trustee Brodie:

Brodie reported on a breakfast he shared with the Town's Water Department, and on the recent Chamber of Commerce Gala event.

Trustee Ayers:

Ayers reported on CIRSA training and onboarding for PORT Committee members and inquired about the health of Town trees due to the lack of precipitation this year.

Trustee Albrecht:

Albrecht reported on Committee member attendance at the Youth Advisory meetings, as well as an upcoming conference in Nashville. Albrecht inquired about a report on projects happening in the Town.

Trustee Wing:

Wing discussed having Board members attend community events, and the work being done in Downtown Loveland. Wing discussed time limits for agenda items.

Mayor Pro-Tem Murphy:

Murphy reported on discussions among the Tree Advisory Committee regarding tree strips, the Arboretum project and 2026 goals and projects, as well as the Arbor Day celebration in April.

Mayor Karspeck:

Karspeck reported on a meeting with Xcel Energy regarding Public Safety Power Shutoffs and on a meeting of Coffee with the Chiefs.

Administrator Kirk:

Kirk reported on a request from the MPO for a letter of support from the Town regarding a grant application to host a regional conference.

7. ADJOURN

The meeting was adjourned at 9:39 pm.

Town Clerk or Deputy Town Clerk

William Karspeck, Mayor

Administration



Meeting Date: March 10, 2026
Agenda Title/Subject: Wildfire Fire Community Arts Center Community Arts Program Annual Agreement
Type of Item: Consent Agenda
Purpose:
Presented by: Amanda Gustafson

Attachments:

1. 2026 Wildfire Agreement
2. 2025 Street Art Update
3. Wildfire 2025 Annual Summary

Background:

Wildfire Community Arts Center is a grassroots, independent 501(c)3 nonprofit organization located in a historic building in Old Town Berthoud. Their mission is to build community through the arts by offering classes, performances, and events across a wide range of disciplines, welcoming participants of all ages and experience levels.

The organization is sustained through the support of participants, members, donors, and partnerships. As Berthoud has grown, Wildfire has expanded its community footprint through an active collaboration with the Town of Berthoud Recreation Department to deliver cultural and arts programming to residents. In 2025, Wildfire had 4,132 total class participants. Efforts were geared towards specific age groups to offer multi-generational programming, and they increased after-school art by 30%. This will be the third consecutive year this collaboration has successfully taken place.

In addition to its core programming, Wildfire Community Arts Center has taken on stewardship of the Town's Street Art Program initiative, providing structured, mentor-led opportunities for young artists to develop their skills in a meaningful, community-centered context.

Over the past fall, the program has logged approximately 45 hours of work, with sessions held on Friday evenings from roughly 3:00–4:00 PM through sundown. Two primary student artists have been the driving creative force behind nearly all sessions to date. The program has an active interest in expanding student participation. Outreach efforts are being planned to visit local and surrounding school art classes, with flyers and contact information to be distributed directly to students. The goal is to bring more young artists into the fold as the mural moves toward its final phase, creating a broader sense of community ownership over the finished work. As mentioned in the Street Art Summary, Wildfire has several goals for the Street Art Program in 2026.

These include:

- Increased participation (achieved through social media marketing, visiting student art classes, etc.)
- Adding in-studio time at Wildfire Arts Center for instruction and planning
- Creating a cohesive mural on the second wall (design will be approved by the Wildfire Board). Given how long the wall is, the Program Director loves the idea of a train. The Program Director thinks there are many fun directions they could take this theme. Maybe each art student designs their own train car, and each car reflects a period of Berthoud's history, a month of the

year in Berthoud, or simply an aspect of Colorado.

Update/Next Steps:

No additional action is needed.

Fiscal Impact and Fund Source:

Wildfire Arts Center is requesting \$70,000.00 in funding from the Town of Berthoud to continue to support operating expenses, including salaries for their Program Director and Administrative Director, rent, utilities, insurance, office and miscellaneous supplies, general marketing materials, and administrative assistance, so Wildfire can continue to offer cultural and arts programming to Berthoud residents.

In addition, Wildfire Arts Center is also requesting \$3,500.00 in funding from the Town of Berthoud to carry out the Town Board's request to support the Street Art Program initiative, providing structured, mentor-led opportunities for young artists to develop their skills in a meaningful, community-centered context.

The funding source for both requests is from the General Fund Town of Berthoud budget.

Community Touchstones:

A defining feature of Berthoud's identity is the strength of its partnerships. Town staff have worked on meaningful collaborations across the community, and the relationship between the Town of Berthoud Recreation Department and Wildfire Community Arts Center stands as a very successful example of that commitment. Together, they have built a model for how local government and grassroots organizations can work side by side to enrich residents' lives and strengthen a growing community.

Recommended Action(s):

Approve the execution of a one-year contract with Wildfire Community Arts Center, authorizing the continuation of its collaborative cultural and arts programming partnership with the Town of Berthoud Recreation Department, as well as the ongoing administration of the Town's Street Art Program initiative, and to approve the associated funding for both programs.

Agreement for Services
(Fixed Fee)

This Agreement for Services (the "Agreement") is made and entered into this 1st day of January, 2026 (the "Effective Date"), by and between the Town of Berthoud, a Colorado municipal corporation with an address of 807 Mountain Avenue, Berthoud, CO 80513 (the "Town"), and Wildfire Community Arts, an independent contractor with a mailing address of P.O. Box 386, Berthoud, Colorado 80513 ("Contractor") (each a "Party" and collectively the "Parties").

Whereas, the Town requires services; and

Whereas, Contractor has held itself out to the Town as having the requisite expertise and experience to perform the required services.

Now Therefore, for the consideration hereinafter set forth, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows:

1. **Scope of Services.**

a. Contractor shall furnish all labor and materials required for the complete and prompt execution and performance of all duties, obligations, and responsibilities which are described or reasonably implied from the Scope of Services set forth in **Exhibit A** and **Exhibit B**, attached hereto and incorporated herein by this reference.

b. A change in the Scope of Services shall not be effective unless authorized as an amendment to this Agreement. If Contractor proceeds without such written authorization, Contractor shall be deemed to have waived any claim for additional compensation, including a claim based on the theory of unjust enrichment, quantum merit or implied contract. Except as expressly provided herein, no agent, employee, or representative of the Town is authorized to modify any term of this Agreement, either directly or implied by a course of action.

2. **Term and Termination.**

a. This Agreement shall commence on the Effective Date and shall continue for a one-year term. This Agreement shall automatically renew unless either party provides written notice of termination sixty (60) days prior to the end of the then current term.

b. Either Party may terminate this Agreement, or individual scopes of work in Exhibits A and B, upon 90 days advance written notice. The Town shall pay Contractor for all work previously authorized and completed prior to the date of termination. If, however, Contractor has substantially or materially breached this Agreement, the Town shall have any remedy or right of set-off available at law and equity.

3. **Compensation.** In consideration for the completion of the Scope of Services by Contractor, the Town shall pay the Contractor the fees described in Exhibits A and B. This amount shall include all fees, costs and expenses incurred by Contractor, and no additional amounts shall

be paid by the Town for such fees, costs, and expenses. Contractor may submit periodic invoices, which shall be paid by the Town within 30 days of receipt.

4. Responsibility.

a. Contractor hereby warrants that it is qualified to assume the responsibilities and render the services described herein and has all requisite corporate authority and licenses in good standing, required by law. The work performed by Contractor shall be in accordance with generally accepted practices and the level of competency presently maintained by other contractors in the same or similar type of work in the applicable community.

b. The Town's review, approval or acceptance of, or payment for any services shall not be construed to operate as a waiver of any rights under this Agreement or of any cause of action arising out of the performance of this Agreement.

c. Contractor shall at all times comply with all applicable law, including all federal, state and local statutes, regulations, ordinances, decrees and rules relating to the emission, discharge, release or threatened release of a hazardous material into the air, surface water, groundwater or land, the manufacturing, processing, use, generation, treatment, storage, disposal, transportation, handling, removal, remediation or investigation of a hazardous material, and the protection of human health and safety, including without limitation the following, as amended: the Comprehensive Environmental Response, Compensation and Liability Act; the Hazardous Materials Transportation Act; the Resource Conservation and Recovery Act; the Toxic Substances Control Act; the Clean Water Act; the Clean Air Act; the Occupational Safety and Health Act; the Solid Waste Disposal Act; the Davis Bacon Act; the Copeland Act; the Contract Work Hours and Safety Standards Act; the Byrd Anti-Lobbying Amendment; the Housing and Community Development Act; and the Energy Policy and Conservation Act.

d. Contractor shall comply with the accessibility standards for an individual with a disability adopted by the State Office of Information Technology pursuant to C.R.S. § 24-85-103, and shall indemnify, hold harmless and assume liability on behalf of the Town and its officers, employees, agents and attorneys for all costs, expenses, claims, damages, liabilities, court awards, attorney fees and related costs, and any other amounts incurred by the Town in relation to Contractor's noncompliance with such accessibility standards.

5. Ownership. Any materials, items, and work specified in the Scope of Services, and any and all related documentation and materials provided or developed by Contractor shall be exclusively owned by the Town. Contractor expressly acknowledges and agrees that all work performed under the Scope of Services constitutes a "work made for hire." To the extent, if at all, that it does not constitute a "work made for hire," Contractor hereby transfers, sells, and assigns to the Town all of its right, title, and interest in such work. The Town may, with respect to all or any portion of such work, use, publish, display, reproduce, distribute, destroy, alter, retouch, modify, adapt, translate, or change the Work Product without providing notice to or receiving consent from Contractor; provided that Contractor shall have no liability for any work that has been modified by the Town.

6. Independent Contractor. Contractor is an independent contractor. Notwithstanding any other provision of this Agreement, all personnel assigned by Contractor to perform work under the terms of this Agreement shall be, and remain at all times, employees or agents of Contractor for all purposes. Contractor shall make no representation that it is a Town employee for any purposes.

7. Insurance.

a. Contractor agrees to procure and maintain, at its own cost, a policy or policies of insurance sufficient to insure against all liability, claims, demands, and other obligations assumed by Contractor pursuant to this Agreement. At a minimum, Contractor shall procure and maintain, and shall cause any subcontractor to procure and maintain, the insurance coverages listed below, with forms and insurers acceptable to the Town.

i. Worker's Compensation insurance as required by law.

ii. Commercial General Liability insurance with minimum combined single limits of \$1,000,000 each occurrence and \$2,000,000 general aggregate. The policy shall be applicable to all premises and operations, and shall include coverage for bodily injury, broad form property damage, personal injury (including coverage for contractual and employee acts), blanket contractual, products, and completed operations. The policy shall contain a severability of interests provision, and shall include the Town and the Town's officers, employees, and contractors as additional insureds. No additional insured endorsement shall contain any exclusion for bodily injury or property damage arising from completed operations.

b. Such insurance shall be in addition to any other insurance requirements imposed by law. The coverages afforded under the policies shall not be canceled, terminated or materially changed without at least 30 days prior written notice to the Town. In the case of any claims-made policy, the necessary retroactive dates and extended reporting periods shall be procured to maintain such continuous coverage. Any insurance carried by the Town, its officers, its employees or its contractors shall be excess and not contributory insurance to that provided by Contractor. Contractor shall be solely responsible for any deductible losses under any policy.

c. Contractor shall provide to the Town a certificate of insurance as evidence that the required policies are in full force and effect. The certificate shall identify this Agreement.

8. Indemnification. Contractor agrees to indemnify and hold harmless the Town and its officers, insurers, volunteers, representative, agents, employees, heirs and assigns from and against all claims, liability, damages, losses, expenses and demands, including reasonable attorney fees, on account of injury, loss, or damage, including without limitation claims arising from bodily injury, personal injury, sickness, disease, death, property loss or damage, or any other loss of any kind whatsoever, which arise out of or are in any manner connected with this Agreement if such injury, loss, or damage is caused in whole or in part by, the omission, error, professional error, mistake, negligence, or other fault of Contractor, any subcontractor of Contractor, or any officer,

employee, representative, or agent of Contractor, or which arise out of a worker's compensation claim of any employee of Contractor or of any employee of any subcontractor of Contractor; provided that Contractor's liability under this indemnification provision shall be to the fullest extent of, but shall not exceed, that amount represented by the degree or percentage of negligence or fault attributable to Contractor, any subcontractor of Contractor, or any officer, employee, representative, or agent of Contractor or of any subcontractor of Contractor.

9. Miscellaneous.

a. *Governing Law and Venue.* This Agreement shall be governed by the laws of the State of Colorado, and any legal action concerning the provisions hereof shall be brought in Larimer County, Colorado.

b. *No Waiver.* Delays in enforcement or the waiver of any one or more defaults or breaches of this Agreement by the Town shall not constitute a waiver of any of the other terms or obligation of this Agreement.

c. *Integration.* This Agreement constitutes the entire agreement between the Parties, superseding all prior oral or written communications.

d. *Third Parties.* There are no intended third-party beneficiaries to this Agreement.

e. *Notice.* Any notice under this Agreement shall be in writing and shall be deemed sufficient when directly presented or sent pre-paid, first-class U.S. Mail to the Party at the address set forth on the first page of this Agreement.

f. *Severability.* If any provision of this Agreement is found by a court of competent jurisdiction to be unlawful or unenforceable for any reason, the remaining provisions hereof shall remain in full force and effect.

g. *Modification.* This Agreement may only be modified upon written agreement of the Parties.

h. *Assignment.* Neither this Agreement nor any of the rights or obligations of the Parties shall be assigned by either Party without the written consent of the other.

i. *Governmental Immunity.* The Town and its officers, attorneys and employees, are relying on, and do not waive or intend to waive by any provision of this Agreement, the monetary limitations or any other rights, immunities or protections provided by the Colorado Governmental Immunity Act, C.R.S. § 24-10-101, *et seq.*, as amended, or otherwise available to the Town and its officers, attorneys or employees.

j. *Rights and Remedies.* The rights and remedies of the Town under this Agreement are in addition to any other rights and remedies provided by law. The expiration of this Agreement shall in no way limit the Town's legal or equitable remedies, or the period in which such remedies may be asserted, for work negligently or defectively performed.

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Exhibit A
Scope of Services - Town Of Berthoud/Wildfire Community Arts Center

Contractor shall provide arts programming to Berthoud area citizens for visual, dance, theatre, music at their facility located at 425 Massachusetts Avenue, Berthoud, and any other agreed venue.

The Town will provide marketing space for mutually agreed upon programming and classes in the Town's recreation brochure, website, recreation center, and social media platforms should Contractor wish to request and market through those avenues. Contractor will need to submit and follow the provided timelines for brochure and marketing submissions.

The Town will provide and manage recreation software (DASH) for Contractor to submit classes and programs to the Town Project Manager to allow for participant registration.

Recordkeeping: Contractor shall maintain financial records of use of funds for the program and provide annual reports to the Town. Contractor will maintain information regarding participation in the programming and provide that information to the Town on an annual basis.

Program Fees: Contractor shall be responsible for collecting the fees from participants for its programs that are not submitted through the Town's recreation software program and will retain all such fees for use in the operation of the arts center and additional programming. The Town shall be responsible for collecting fees for programs that are submitted through the Town's recreation software program and will reimburse, minus 4% in credit card/software fees to Contractor by check after an invoice is submitted to the Town.

PERSONNEL:

Town Project Manager: Amanda Gustafson; Telephone: (970) 344-5619 Email: agustafson@berthoud.org

Contractor Project Manager: Kaitlyn Christensen; Telephone: Office - (970) 532-5497; Cellular- (970) 631-4328 Email: admin@wildfirearts.org

In the event of a new Project Manager for a Party, the Party will provide notice of the same to the other Party in accordance with the notice provisions in the Agreement.

FEES: The Town shall reimburse Contractor for arts programming as follows:

- a. The Town will provide operating funds to Contractor in the amount of \$70,000 annually. Those funds will be provided in January of each year. Operating expenses are agreed to include Program Director and Administrative Director salaries, rent, utilities, insurance, office and miscellaneous supplies, general marketing materials, and administrative assistance.

b. Special Events: The Town may elect to assist with funding or sponsorship of special events such as the street festival, holiday artisan market, or other to be determined events.

c. The Town will allow Contractor to participate in recreation department marketing for its in-house classes. The Town will allow registration through the recreation department software and reimburse, minus 4% in credit card/software fees, to Contractor by check after an invoice is submitted to the Town.

Exhibit B
Scope of Services - Town Of Berthoud/Wildfire Street Art Program

Contractor shall provide street art programming to Berthoud area citizens for visual street appeal, at any agreed-upon venues in Berthoud.

The Town will provide marketing space for mutually agreed upon street art programs in the recreation brochure, website, recreation center, and social media platforms should Contractor wish to request and market through those avenues. Contractor will need to submit and follow the provided timelines for brochure and marketing submissions.

The Town will provide and manage recreation software (DASH) for Contractor to submit classes and programs to the Town Project Manager to allow for participant registration.

Recordkeeping: Contractor shall maintain financial records of use of funds for the street art program and provide annual reports to the Town. Contractor will maintain information regarding participation in the street art program and provide that information to the Town on an annual basis.

Program Fees: Contractor shall be responsible for collecting the fees from participants for the street art program that are not submitted through the Town's recreation software program and will retain all such fees for use in the operation of the street art program. The Town shall be responsible for collecting fees for the street art program that are submitted through the Town's recreation software program and will reimburse, minus 4% in credit card/software fees, to Contractor by check after an invoice is submitted to the Town.

PERSONNEL:

Town Project Manager: Amanda Gustafson; Telephone: (970) 344-5619 Email: agustafson@berthoud.org

Contractor Project Manager: Kaitlyn Christensen; Telephone: Office - (970) 532-5497; Cellular- (970) 631-4328 Email: admin@wildfirearts.org

In the event of a new Project Manager for a Party, the Party will provide notice of the same to the other Party in accordance with the notice provisions in this SOW and the Agreement.

FEES: The Town shall reimburse Contractor for arts programming as outlined below.

- a. The Town will provide operating funds to Contractor in the amount of \$3,500 annually. Those funds will be paid quarterly through invoiced statements, expense receipts, and any other necessary documentation. Operating expenses are agreed to include the salaries of street art program instructors, street art supplies, general marketing materials, and administrative assistance.

b. Special Events: The Town may elect to assist with funding or sponsorship of special events such as the unveiling of a mural or street art project or other to be determined events.

c. The Town will allow Contractor to participate in the recreation department marketing for its in-house classes. The Town will allow registration through the recreation department software (DASH) and reimburse, minus 4% in credit card/software fees, to Contractor by check after an invoice is submitted to the Town.

2025 Summary of Street Art Program

From Instructor Brooke Preusse (1/29/26):

Over the last fall, we worked on Friday evenings, usually from 3:00 or 4:00 PM until sundown, and have put about 45 hours total into our painting. Brennan Olson & Bennett Soricelli were our primary artists for nearly all of our sessions, and they seem to have a specific interest and knowledge in lettering. I have spoken to them about incorporating more surrounding design into their work, and they have begun to work in their sketchbooks to come up with potential designs; Bennett has an astronaut design and a silhouette portrait we have been working together to complete, and Brennan is showing interest in character creation and complex color palettes. We have talked about completing a recreation of the train tracks passing by our work area with the grain mill and industrial park in the background, and adding our artist tags to the boxcars of the train as a tribute to Berthoud and to the inspiration we have gleaned from watching the passing trains as we work.

That being said, I am realizing that studio time will become necessary to guide them towards having a better understanding of principles of design and reaching their creative potential. I would really love to have at least one session a week and potentially more, preferably in the art studio at Wildfire, where we could brainstorm while I present slideshows about elements of art and design and let them experiment with their planning and design process as an entire work of art and a collaborative piece.

As it stands now, a large majority of the wall has been painted, as I told my students that familiarity with their medium and experimentation was important, and that paint can always be worked back over. Working into the future, I would like for the wall to have flow between individual works, and for the entire final design to be blueprinted and agreed upon before execution. We will have to re-prime the surface before moving into our final work, and I am hoping to introduce and practice stenciling and wheatpasting amongst the painting techniques they have already been practicing.

I am also hoping to do some canvassing and promotion of this program to help more students become a part of the completion of the mural. I will need to come up with a plan to make this possible, as I would like to visit local and surrounding school art classes and have flyers and contact information to hand out to students.

We have put around 40 hours into our work so far, and we have already come a long way! I am really excited to get into longer daylight hours and to involve more students in this project, as I am extremely grateful to have the opportunity to guide students into their love for art and fun in muralistic design.

My current goal is to have this upcoming spring break be our major finalization of design week and for the start of summer break to be our major kick-off for final painting. I would love to talk more about potential studio hours and lesson planning for this project.

Please let me know if I can give you any more information about this project and about plans for the future of the Wall. I am really excited to get back to work!



ANNUAL SUMMARY 2025

PROGRAMS

4,132

**TOTAL CLASS
PARTICIPANTS
IN 2025**

Over the course of 2025, Wildfire offered a variety of programming, including music, dance, and visual arts. An effort was made to gear programming toward specific age groups: preschool, school age, adult, and senior, as well as to offer multi-generational programming.

In 2025, Wildfire increased the number of After School Art Clubs from 2 to 3, accommodating 30% more students. Wildfire also added a second session of homeschool classes after a rise in interest.

EVENTS

Wildfire continues to participate in and host a number of successful event throughout 2025, that brought in Northern Colorado residents young and old.

Wildfire proudly hosted StreetFest, Art in the Park, and Makers Space. We also joined the community and local businesses in Skatepalooza, the Downtown Block Party and the Chocolate Walk.

1,415

**TOTAL EVENT
PARTICIPANTS
IN 2025**

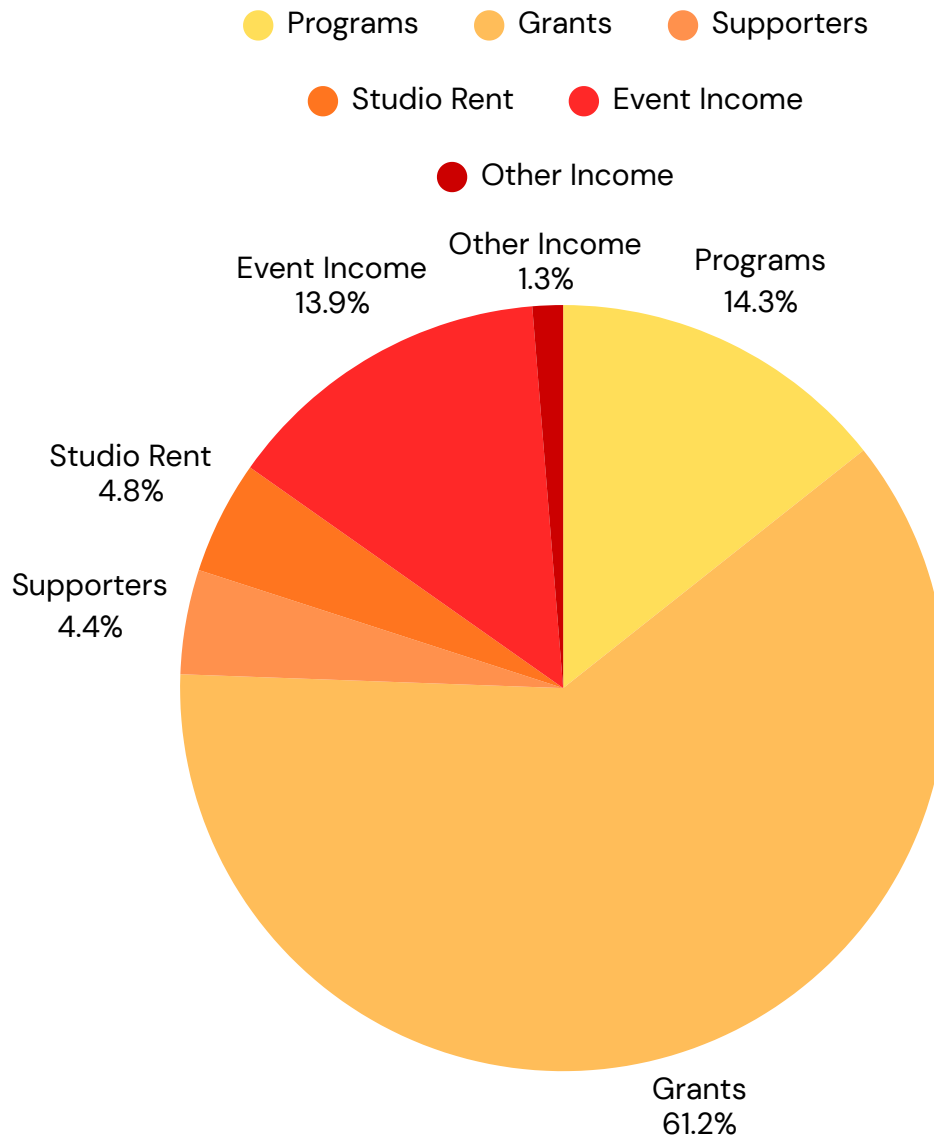
FINANCIAL STATEMENT

REVENUE	2025
CLASS AND PROGRAMS INCOME	\$20,727.22
GRANTS	\$88,500
DONORS AND MEMBERSHIPS	\$6,373.05
STUDIO RENT	\$6,915
EVENT INCOME	\$20,150.5
OTHER INCOME	\$1,860.29
REFUNDS	-\$177.76

EXPENSES	2025
BUSINESS EXPENSES	\$1,477.75
CONTRACT SERVICES	\$19,455.68
EVENT EXPENSES	\$10,064.20
FACILITIES AND EQUIPMENT	\$21,942.79
OPERATION EXPENSES	\$13,535.13
OTHER EXPENSES	\$8,163.07
PAYROLL EXPENSES	\$46,123.32

NET REVENUE	\$23,586.36
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FUNDING



Wildfire Arts Center continues to rely on generous donors, members, fundraising events and contribution from the Town of Berthoud. Thank you for supporting us in our goal to build community through the arts.

TOWN OF BERTHOUD AT A GLANCE

Monthly Report DECEMBER 2025

- Sales & Use Tax revenue is 8.6% **over** budget for the month of November; \$1,089,870 was received and \$1,003,542 was budgeted.
- Town Revenue through December including transfers between funds is 9% **over** budget for 2025.
- Town Expenditures through December are 52% **under** budget for 2025.

Sales Tax Review

DECEMBER	Berthoud Sales Tax	Motor Vehicle Use Tax	Building Materials Use Tax	Combined Total
2025	819,310.66	104,133.59	166,426.20	1,089,870.45
2024	746,514.86	104,338.71	210,640.48	1,061,494.05
2023	746,213.75	145,776.59	201,381.42	1,093,371.76
2022	735,766.43	116,254.63	174,362.73	1,026,383.79

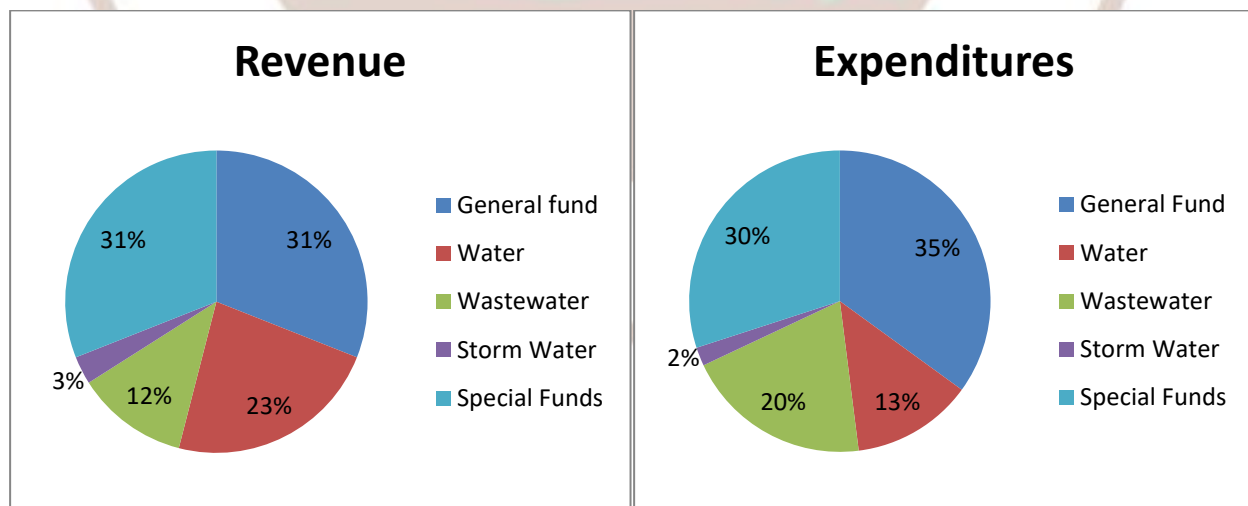
SALES TAX YEAR-TO-DATE FOR 2025

\$ 12,976,337

COMBINED STATEMENT OF REVENUES AND EXPENDITURES
DECEMBER 2025

REVENUE	Current Month	YTD Actual	YTD Budget	% of YTD Budget	% of Annual Budget
General Fund	2,617,450	15,589,407	13,213,489	118%	118%
Water	1,016,346	11,578,592	9,301,154	124%	124%
Wastewater	572,480	6,332,348	5,924,530	107%	107%
Storm Water	127,811	1,444,331	1,218,000	119%	119%
Special Funds	2,555,355	16,003,747	17,218,750	93%	93%
TOTAL REVENUE	6,889,441	50,948,424	46,875,923	109%	109%

EXPENDITURES	Current Month	YTD Actual	YTD Budget	% of YTD Budget	% of Annual Budget
General Fund	1,538,179	15,236,675	19,785,069	77%	77%
Water	814,958	5,432,556	17,570,201	31%	31%
Wastewater	2,045,653	8,616,826	17,431,628	49%	49%
Storm Water	107,888	959,119	2,617,250	37%	37%
Special Funds	448,138	12,689,899	32,716,899	39%	39%
TOTAL EXPENDITURES	4,954,815	42,935,075	90,121,047	48%	48%

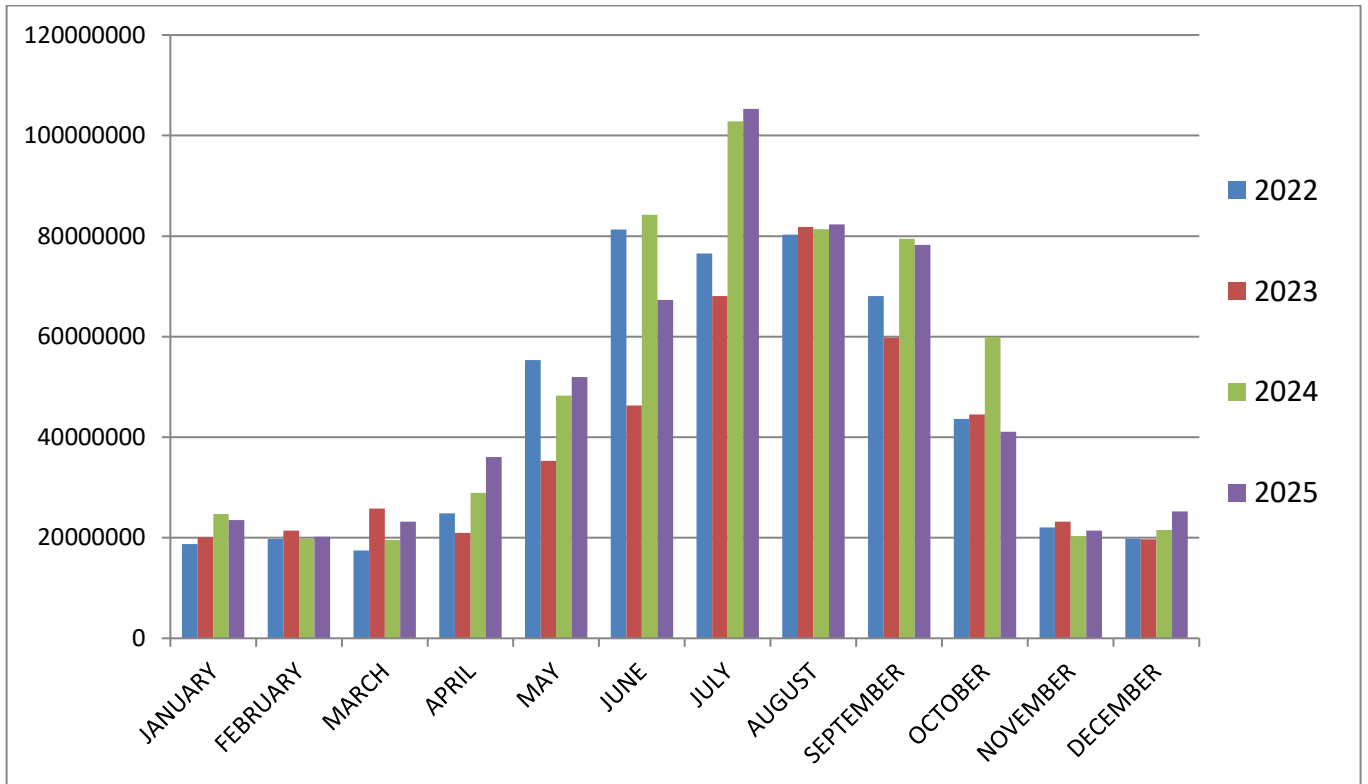


2025

	YEAR TO DATE TOTALS THRU DECEMBER 2025
Single Family Permits	172
Overall Permit Total	868
Water Gallons Billed	575,817,000
Passports	882
Cemetery	29 Funerals

Building Permit & Permit Valuation by Year & 2024 YTD					
	2021	2022	2023	2024	2025 YTD
Single-Family home permits	508	222	220	238	172
All permits (roofing, decks, additions, etc.)	1110	809	748	1078	868
Total Permit Value	\$238,661,288	\$164,526,847	\$119,408,321	\$135,242,724	\$126,832,292

BERTHOUD WATER USAGE



Personnel Summary

	Full-time	Part-time	Seasonal
Administration	12	1	
Code Enforcement	2		
Economic Development	1		
Planning-Building	5	2	
Engineering	4		
Streets	6		
Recreation	4		
Rec Center	7	78	
Parks-Forestry	14		
BATS	1	1	
Water-Wastewater	10		

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



BILLS SUMMARY DECEMBER 2025 FINAL

BILLS ALLOWED

TOTAL BILLS	\$ 3,329,384
NET PAYROLL	\$ 375,436

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							
120125100							
12/25	12/01/2025	120125	Allstate	DECEMBER	11-00-200400	Insurance Payable	966.73
120125101							
12/25	12/01/2025	120125	Guardian	DECEMBER	11-00-200400	Insurance Payable	7,398.24
121825620							
12/25	12/18/2025	121825	CIGNA	DECEMBER	11-00-200400	Insurance Payable	74,866.25
Total 1100200400:							83,231.22
1100410300							
80597							
12/25	12/30/2025	80597	Town of Johnstown	DECEMBER	11-00-4103-00	Sales Tax-General	5,398.07
Total 1100410300:							5,398.07
1100420900							
80322							
12/25	12/11/2025	80322	Poudre Valley REA	596992	11-00-4209-00	Restitution	200.00
Total 1100420900:							200.00
1100465500							
80598							
12/25	12/30/2025	80598	URSA Major	SIGN DEPO	11-00-4655-00	Sign Deposit	300.00
80599							
12/25	12/30/2025	80599	VAC Property LLC	SIGN DEPO	11-00-4655-00	Sign Deposit	350.00
Total 1100465500:							650.00
1101501001							
80334							
12/25	12/02/2025	80334	Digital Print Resources Inc	22281	11-01-5010.01	Office Supplies-General Office	992.75
80386							
12/25	12/11/2025	80386	Culligan of Cheyenne	86506	11-01-5010.01	Office Supplies-General Office	84.00
80482							
12/25	12/22/2025	80482	Quadient Finance USA, Inc	12112025	11-01-5010.01	Office Supplies-General Office	1,411.00
80521							
12/25	12/30/2025	80521	Office Depot	Multiple	11-01-5010.01	Office Supplies-General Office	527.33
80523							
12/25	12/30/2025	80523	Samora, Christian	840-5800013	11-01-5010.01	Office Supplies-General Office	41.92
80530							
12/25	12/29/2025	80530	Digital Print Resources Inc	22313	11-01-5010.01	Office Supplies-General Office	992.75
80573							
12/25	12/29/2025	80573	Culligan of Cheyenne	87977	11-01-5010.01	Office Supplies-General Office	85.00
Total 1101501001:							4,134.75
1101501101							
80330							
12/25	12/22/2025	80330	CenturyLink Business Serv	764513702	11-01-5011.01	Telephone-General Office	1.93
80368							
12/25	12/03/2025	80368	Voice Exchange (Paragon	60405-45996	11-01-5011.01	Telephone-General Office	44.80
Total 1101501101:							46.73

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice GL Account Title	Check Amount
1101501501							
80364							
12/25	12/03/2025	80364	Healthiest You Inc	2025127706	11-01-5015.01	Insurance	1,105.50
80380							
12/25	12/11/2025	80380	CIRSA	Multiple	11-01-5015.01	Insurance	848.14
Total 1101501501:							1,753.64
1101501804							
80533							
12/25	12/31/2025	80533	Berthoud Weekly Surveyor	41057	11-01-5018.04	Publications/Legal Notice	883.70
Total 1101501804:							883.70
1101502001							
80333							
12/25	12/22/2025	80333	Cumming Management Gr	181873	11-01-5020.01	Professional Services-Admin	1,575.00
80343							
12/25	12/03/2025	80343	Cumming Management Gr	179947	11-01-5020.01	Professional Services-Admin	2,583.75
80480							
12/25	12/22/2025	80480	Proximity Green	OCTOBER 2	11-01-5020.01	Professional Services-Admin	331.25
80494							
12/25	12/22/2025	80494	HVS Denver	RETAINER	11-01-5020.01	Professional Services-Admin	9,000.00
80596							
12/25	12/30/2025	80596	Matrix Design Group, Inc	48720	11-01-5020.01	Professional Services-Admin	180.00
Total 1101502001:							13,670.00
1101503800							
80303							
12/25	12/08/2025	80303	Brookside Gardens	53554756	11-01-5038.00	Administrative Expenses	2,464.00
80347							
12/25	12/03/2025	80347	Hays Market	NOV25	11-01-5038.00	Administrative Expenses	34.99
80535							
12/25	12/31/2025	80535	Hays Market	DEC25	11-01-5038.00	Administrative Expenses	156.11
Total 1101503800:							2,655.10
1101504003							
80532							
12/25	12/31/2025	80532	Bell, Boge & Associates	41620	11-01-5040.03	Attorney-Municipal Court	992.07
80601							
12/25	12/31/2025	80601	Bell, Boge & Associates	41831	11-01-5040.03	Attorney-Municipal Court	1,291.46
Total 1101504003:							2,283.53
1101504601							
80517							
12/25	12/30/2025	80517	Buendia, Daniel	UNIFORM 12	11-01-5048.01	Uniforms	200.00
Total 1101504601:							200.00
1101504801							
80379							
12/25	12/11/2025	80379	Berthoud Physical Therapy	100	11-01-5048.01	Wellness Committee	200.00

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice GL Account Title	Check Amount
Total 1101504801:							200.00
1101508907							
80452							
12/25	12/22/2025	80452	C & B Cleaning	Multiple	11-01-5089.07	Janitorial Service & Supplies	6,951.00
80504							
12/25	12/23/2025	80504	Rallo's Window Cleaning	2954	11-01-5089.07	Janitorial Service & Supplies	2,837.00
Total 1101508907:							9,788.00
1101509501							
80361							
12/25	12/03/2025	80361	Anchor Network Solutions,	Multiple	11-01-5095.01	Computer Maintenance/Replace	4,653.95
80423							
12/25	12/11/2025	80423	Cardmember Service	NOV2025	11-01-5095.01	Computer Maintenance/Replace	41,482.58
80540							
12/25	12/31/2025	80540	Recite Me NA LLC	3669	11-01-5095.01	Computer Maintenance/Replace	2,500.00
Total 1101509501:							48,636.53
1101524701							
1215251046							
12/25	12/10/2025	121525	Caselle Inc.	DECEMBER	11-01-5247.01	Software-Admin	2,172.00
Total 1101524701:							2,172.00
1101525201							
80302							
12/25	12/08/2025	80302	Aer-o Studio 3	TOB100	11-01-5252.01	Community Events	4,000.00
80304							
12/25	12/08/2025	80304	David Lee Burchett	264	11-01-5252.01	Community Events	135.00
80371							
12/25	12/10/2025	80371	AdSortium, LLC	Multiple	11-01-5252.01	Community Events	1,650.00
80375							
12/25	12/10/2025	80375	Lefthand Printworks	4026	11-01-5252.01	Community Events	40.00
80414							
12/25	12/11/2025	80414	All Terrain Landscaping	102711	11-01-5252.01	Community Events	34,662.00
80418							
12/25	12/11/2025	80418	Mountain Media	208931	11-01-5252.01	Community Events	199.00
80419							
12/25	12/11/2025	80419	Northern Colorado Landsc	3806	11-01-5252.01	Community Events	28,358.00
Total 1101525201:							69,044.00
1102501801							
80372							
12/25	12/10/2025	80372	Berthoud Weekly Surveyor	40993	11-02-5018.01	Public Events	2,710.00
Total 1102501801:							2,710.00
1102503404							
80365							
12/25	12/03/2025	80365	NOCO Humane	1059	11-02-5034.04	Animal Control	3,288.42
Total 1102503404:							3,288.42

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice GL Account Title	Check Amount
1102504604							
80350							
12/25	12/03/2025	80350	Kinsco LLC	00112910-0	11-02-5046.04	Uniforms-Code Enf	90.00
Total 1102504604:							90.00
1102522801							
80581							
12/25	12/31/2025	80581	Larimer Co Sheriff's Office	25-1206	11-02-5228.01	LCISO Contract Services	756,238.80
Total 1102522801:							756,238.80
1103500801							
80561							
12/25	12/29/2025	80561	NOCO Drug Testing	25-5412	11-03-5008.01	Employee Physicals	117.35
Total 1103500801:							117.35
1103501101							
80373							
12/25	12/10/2025	80373	Complete Wireless Technol	68835	11-03-5011.01	Telephone	165.00
80384							
12/25	12/11/2025	80384	Complete Wireless Technol	Multiple	11-03-5011.01	Telephone	495.00
Total 1103501101:							660.00
1103501202							
80613							
12/25	12/31/2025	80613	XCEL Energy	960465992	11-03-5012.02	Utilities-Street Lights	16.39
Total 1103501202:							16.39
1103501207							
80312							
12/25	12/11/2025	80312	Buendia, Daniel	6650/1	11-03-5012.07	Street Light Repairs	24.99
80395							
12/25	12/11/2025	80395	Lumin8 Transportation Tec	12071	11-03-5012.07	Street Light Repairs	307.50
80593							
12/25	12/31/2025	80593	XCEL Energy	DEC2025	11-03-5012.07	Street Light Repairs	16,384.82
Total 1103501207:							16,717.31
1103501406							
80391							
12/25	12/11/2025	80391	Kwik Komer	NOV2025	11-03-5014.06	Gas & Oil	987.10
80558							
12/25	12/29/2025	80558	Kwik Komer	DECEMBER	11-03-5014.06	Gas & Oil	1,139.47
Total 1103501406:							2,126.57
1103504102							
80553							
12/25	12/29/2025	80553	BeeLine Trucking	3340	11-03-5041.02	Equipment Rental	200.00
Total 1103504102:							200.00

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice GL Account Title	Check Amount
1103504506							
80306							
12/25	12/08/2025	80306	Republic Services	Multiple	11-03-5045.06	Shop Operations	1,182.57
80353							
12/25	12/03/2025	80353	Mountain View Commercial	Multiple	11-03-5045.06	Shop Operations	4,355.00
80475							
12/25	12/22/2025	80475	Mountain View Commercial	14493	11-03-5045.06	Shop Operations	375.00
80552							
12/25	12/29/2025	80552	Air Comfort	100519	11-03-5045.06	Shop Operations	1,210.00
80594							
12/25	12/30/2025	80594	Mountain View Commercial	14541	11-03-5045.06	Shop Operations	375.00
Total 1103504506:							7,497.57
1103504601							
80468							
12/25	12/22/2025	80468	Keegan, Brandon	UNIFORM 12	11-03-5046.01	Uniforms	275.18
80485							
12/25	12/22/2025	80485	Snyder, Kent	UNIFORM 12	11-03-5046.01	Uniforms	383.40
80491							
12/25	12/22/2025	80491	Wicks, Jeff	UNIFORM 12	11-03-5046.01	Uniforms	675.00
Total 1103504601:							1,313.58
1103504704							
80349							
12/25	12/03/2025	80349	J & A Traffic Products	40926	11-03-5047.04	Signs & Signage	367.00
80383							
12/25	12/11/2025	80383	Colorado Barricade Co	65168759-00	11-03-5047.04	Signs & Signage	729.50
80544							
12/25	12/31/2025	80544	Trinity Group Companies	19803	11-03-5047.04	Signs & Signage	2,483.75
Total 1103504704:							3,580.25
1103504802							
80591							
12/25	12/31/2025	80591	Uline	201929185	11-03-5048.02	Safety Equipment	2,316.48
Total 1103504802:							2,316.48
1104505555							
80469							
12/25	12/22/2025	80469	Kelum	198612	11-04-5055.55	Clinics-Additional Programs	75.00
80486							
12/25	12/22/2025	80486	Tang Soo Do Concepts LL	11302025	11-04-5055.55	Clinics-Additional Programs	416.50
Total 1104505555:							491.50
1104505601							
80513							
12/25	12/23/2025	80513	Smart Marketing with Easy	5712	11-04-5056.01	Brochures/Advertising	10,301.60
Total 1104505601:							10,301.60
1106510806							
80459							
12/25	12/22/2025	80459	Dubois, Brian	HAYS 12-18-	11-06-5108.06	Business Relations-Development	108.77

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice GL Account Title	Check Amount
80489							
12/25	12/22/2025	80489	Trailhead Cafe	58	11-06-5108.06	Business Relations-Development	657.08
Total 1106510806:							765.85
1107500901							
80510							
12/25	12/23/2025	80510	Express Toll	2108540648	11-07-5009.01	Travel/Training	21.80
Total 1107500901:							21.80
1107501101							
80348							
12/25	12/03/2025	80348	Hilltop Broadband	1489-202511	11-07-5011.01	Telephone	263.23
Total 1107501101:							263.23
1107501209							
80569							
12/25	12/29/2025	80569	XCEL Energy	Multiple	11-07-5012.09	Utilities-facilities/gen parks	276.75
Total 1107501209:							276.75
1107501309							
80566							
12/25	12/29/2025	80566	University Auto Parts-NAP	Multiple	11-07-5013.09	Vehicle Maint-General Park	331.56
Total 1107501309:							331.56
1107501404							
80376							
12/25	12/11/2025	80376	AGFINITY INC	Multiple	11-07-5014.04	Gas & Oil-Ball Fields	4,256.85
Total 1107501404:							4,256.85
1107504601							
80314							
12/25	12/11/2025	80314	Johnson, Kaleb	UNIFORM 12	11-07-5046.01	Uniforms	97.00
80316							
12/25	12/11/2025	80316	Kouns, Samantha	UNIFORM 12	11-07-5046.01	Uniforms	65.01
80323							
12/25	12/11/2025	80323	Ryan, Connor	UNIFORM 12	11-07-5046.01	Uniforms	76.30
80325							
12/25	12/11/2025	80325	Yoder, Gordon	UNIFORM 12	11-07-5046.01	Uniforms	154.30
80467							
12/25	12/22/2025	80467	Johnson, Kaleb	UNIFORM 12	11-07-5046.01	Uniforms	243.35
80484							
12/25	12/22/2025	80484	Ryan, Connor	UNIFORM 12	11-07-5046.01	Uniforms	265.67
80519							
12/25	12/30/2025	80519	Johnson, Kaleb	UNIFORM 12	11-07-5046.01	Uniforms	200.00
80520							
12/25	12/30/2025	80520	Kouns, Samantha	UNIFORM 12	11-07-5046.01	Uniforms	54.00
Total 1107504601:							1,155.63
1107505709							

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice GL Account Title	Check Amount
80456							
12/25	12/22/2025	80456	Colorado Custom Fire Pits	1991	11-07-5057.09	Repair/Supplies-General Park	2,000.00
80457							
12/25	12/22/2025	80457	Dan's Small Engine	Multiple	11-07-5057.09	Repair/Supplies-General Park	303.91
80471							
12/25	12/22/2025	80471	Kouns, Samantha	ACE 12-19-2	11-07-5057.09	Repair/Supplies-General Park	148.21
Total 1107505709:							2,452.12
1107505806							
80344							
12/25	12/03/2025	80344	Dan's Small Engine	Multiple	11-07-5058.06	Equipment Maint-Fleet	1,939.88
80408							
12/25	12/11/2025	80408	21st Century Equipment	P15694	11-07-5058.06	Equipment Maint-Fleet	82.49
80410							
12/25	12/11/2025	80410	Bobcat Of The Rockies	15311102	11-07-5058.06	Equipment Maint-Fleet	1,935.21
80546							
12/25	12/31/2025	80546	Wear Parts & Equip CO	71474	11-07-5058.06	Equipment Maint-Fleet	326.43
80611							
12/25	12/31/2025	80611	MAC Equipment INC	Multiple	11-07-5058.06	Equipment Maint-Fleet	720.07
Total 1107505806:							5,004.08
1107509008							
80422							
12/25	12/11/2025	80422	United Rentals	256133911-0	11-07-5090.08	Equipment rental seasonal	4,545.16
Total 1107509008:							4,545.16
1108500903							
80507							
12/25	12/23/2025	80507	Thompson, Brenton	102137135	11-08-5009.03	Travel/Training	300.00
Total 1108500903:							300.00
1108521502							
80400							
12/25	12/11/2025	80400	ProCode, Inc.	2888755	11-08-5215.02	Contract Inspections	23,193.80
Total 1108521502:							23,193.80
1110513000							
80336							
12/25	12/03/2025	80336	Asher Architects + Engineer	24-C72.5	11-10-5130.00	Downtown Building Renovation	32,122.50
Total 1110513000:							32,122.50
1111500906							
80318							
12/25	12/11/2025	80318	Manzo, Bella	0013256181	11-11-5009.06	Travel and Education	350.00
Total 1111500906:							350.00
1111502301							
80602							
12/25	12/31/2025	80602	Chronicle Heritage	07804	11-11-5023.01	Historic Pres. Support	8,350.56

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice GL Account Title	Check Amount
Total 1111502301:							6,350.56
1111502601							
80362							
12/25	12/03/2025	80362	Awards Unlimited	39925	11-11-5026.01	Tree Committee	25.92
Total 1111502601:							25.92
1111518603							
80575							
12/25	12/31/2025	80575	Ayres Associates Inc	Multiple	11-11-5186.03	Development Code Updates	26,658.70
Total 1111518603:							26,658.70
1111518902							
80328							
12/25	12/22/2025	80328	Baseline Engineering Corp.	Multiple	11-11-5189.02	DEVELOPMENT REVIEW	7,239.00
80399							
12/25	12/11/2025	80399	Prairie Mountain Media	437978	11-11-5189.02	DEVELOPMENT REVIEW	31.03
80572							
12/25	12/29/2025	80572	Baseline Engineering Corp.	DECEMBER	11-11-5189.02	DEVELOPMENT REVIEW	5,880.00
80595							
12/25	12/30/2025	80595	Prairie Mountain Media	440486	11-11-5189.02	DEVELOPMENT REVIEW	29.00
Total 1111518902:							13,179.03
1112501201							
80492							
12/25	12/22/2025	80492	XCEL Energy	Multiple	11-12-5012.01	Utilities	2,936.79
Total 1112501201:							2,936.79
1112503901							
80363							
12/25	12/03/2025	80363	Berthoud Village Shopping	DEC25	11-12-5039.01	HOA Fees	4,587.13
Total 1112503901:							4,587.13
1113502001							
80367							
12/25	12/03/2025	80367	Picture This Creative Servi	241-R-0033	11-13-5020.01	Prof Services-Community	300.00
80582							
12/25	12/31/2025	80582	Locality Studio LLC	367	11-13-5020.01	Prof Services-Community	3,325.00
Total 1113502001:							3,625.00
1113510301							
80412							
12/25	12/11/2025	80412	Lefthand Printworks	4033	11-13-5103.01	Printing-Community Outreach	120.00
Total 1113510301:							120.00
1114502001							
80345							
12/25	12/03/2025	80345	Fehr & Peers	190382	11-14-5020.01	Prof Serv-Engineering	5,530.00

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice GL Account Title	Check Amount
80580							
12/25	12/31/2025	80580	Fehr & Peers	191756	11-14-5020.01	Prof Serv-Engineering	11,502.50
Total 1114502001:							17,032.50
1114503901							
80301							
12/25	12/01/2025	80301	Seeber, Luke	ASCE 2025	11-14-5039.01	Dues-Engineering	271.00
Total 1114503901:							271.00
1115515000							
80478							
12/25	12/22/2025	80478	Petty Cash	DECEMBER	11-15-5150.00	Shop Local - Chamber	15.00
80511							
12/25	12/23/2025	80511	Horvath, Stephanie	Multiple	11-15-5150.00	Shop Local - Chamber	27.31
Total 1115515000:							42.31
1115515400							
80283							
12/25	12/29/2025	80283	House of Neighborly Serv	Q3	11-15-5154.00	HNS Utility Assistance	2,775.20
80515							
12/25	12/29/2025	80515	House of Neighborly Serv	Q3	11-15-5154.00	HNS Utility Assistance	2,775.20
80557							
12/25	12/29/2025	80557	House of Neighborly Serv	4TH QTR 20	11-15-5154.00	HNS Utility Assistance	4,121.24
Total 1115515400:							4,121.24
2000504002							
80417							
12/25	12/11/2025	80417	Lyons Gaddis	Multiple	20-00-5040.02	Attorney Fees	21,429.88
80547							
12/25	12/31/2025	80547	ZWR LLC	1002	20-00-5040.02	Attorney Fees	3,234.25
80606							
12/25	12/31/2025	80606	Lyons Gaddis	Multiple	20-00-5040.02	Attorney Fees	76,658.88
Total 2000504002:							101,323.01
2000510302							
80464							
12/25	12/22/2025	80464	Handy Ditch Company	2173	20-00-5103.02	Consultant Fees	45.00
80502							
12/25	12/23/2025	80502	Leonard Rice Engineers In	32304	20-00-5103.02	Consultant Fees	22,722.00
Total 2000510302:							22,767.00
2000510800							
80416							
12/25	12/11/2025	80416	Intera Incorporated	11-25-256	20-00-5108.00	Water Conservation Program	1,091.50
Total 2000510800:							1,091.50
2100441000							
80214							
12/25	12/02/2025	80214	Claystone Construction	HM1080B	21-00-4410-00	Sale of Water	2,500.00

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice GL Account Title	Check Amount
80215							
12/25	12/02/2025	80215	Claystone Construction	HM1123	21-00-4410-00	Sale of Water	2,500.00
80216							
12/25	12/02/2025	80216	CUSTOM EXCAVATING A	HM1126	21-00-4410-00	Sale of Water	1,823.93
80217							
12/25	12/02/2025	80217	BISON RIDGE CONSTRU	HM1127	21-00-4410-00	Sale of Water	2,219.53
80218							
12/25	12/17/2025	80218	O'DONNEL, RACHEL	11291.4	21-00-4410-00	Sale of Water	1.72
80219							
12/25	12/17/2025	80219	BENTON, ROBERT F & AL	8818.4	21-00-4410-00	Sale of Water	49.73
80220							
12/25	12/17/2025	80220	SHAYKAY LIVING TRUST	11001.2	21-00-4410-00	Sale of Water	4.50
80221							
12/25	12/17/2025	80221	WYKOFF, JOEL & DEBRA	1979.2	21-00-4410-00	Sale of Water	67.64
80426							
12/25	12/17/2025	80426	RICHARDSON, MARCUS	11447.2	21-00-4410-00	Sale of Water	244.75
80427							
12/25	12/17/2025	80427	STUMPF, MARK & VALERI	9136.2	21-00-4410-00	Sale of Water	125.12
80428							
12/25	12/17/2025	80428	ALLEN, KIM	12166.3	21-00-4410-00	Sale of Water	99.88
80429							
12/25	12/17/2025	80429	OWEN, CHAD & THERES	11476.3	21-00-4410-00	Sale of Water	149.36
80430							
12/25	12/17/2025	80430	DR Horton	12764.1	21-00-4410-00	Sale of Water	129.84
80431							
12/25	12/17/2025	80431	DR Horton	12697.1	21-00-4410-00	Sale of Water	176.40
80432							
12/25	12/17/2025	80432	CAROLL, EVAN	10145.4	21-00-4410-00	Sale of Water	99.04
80433							
12/25	12/17/2025	80433	HOLLIDAY, BOBBIE	11577.2	21-00-4410-00	Sale of Water	66.43
80434							
12/25	12/17/2025	80434	CAMENZIND, MARIE	2694.2	21-00-4410-00	Sale of Water	72.38
80435							
12/25	12/17/2025	80435	ATHEY, HARRY C	1736.2	21-00-4410-00	Sale of Water	2.62
80436							
12/25	12/17/2025	80436	NEUHAUS, JOHN D & AP	9329.2	21-00-4410-00	Sale of Water	121.68
80437							
12/25	12/17/2025	80437	LEIBFRITZ, PHYLLIS & S	9982.1	21-00-4410-00	Sale of Water	57.52
80438							
12/25	12/17/2025	80438	Calbuilt, LLC	12769.1	21-00-4410-00	Sale of Water	61.66
80439							
12/25	12/18/2025	80439	PEARSON, JOSH & JULIE	11685.2	21-00-4410-00	Sale of Water	450.33
80440							
12/25	12/18/2025	80440	FELDBUSH, MELISSA	998.4	21-00-4410-00	Sale of Water	67.64
80441							
12/25	12/18/2025	80441	CHURCH, DAVID M	11147.2	21-00-4410-00	Sale of Water	10.00
80442							
12/25	12/18/2025	80442	MALY, MICAH & TALLIA	10817.3	21-00-4410-00	Sale of Water	9.00
80443							
12/25	12/18/2025	80443	WILSON, WILLIAM & JILL	9972.1	21-00-4410-00	Sale of Water	41.54
80444							
12/25	12/18/2025	80444	GUNTHER, HARLAN & YV	1248.1	21-00-4410-00	Sale of Water	612.06
80445							
12/25	12/18/2025	80445	SCOTT, RHONDA	2495.3	21-00-4410-00	Sale of Water	72.02
80446							
12/25	12/18/2025	80446	STROM, ROBERT & JANIL	10917.3	21-00-4410-00	Sale of Water	132.97

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80447							
12/25	12/18/2025	80447	SCHROETLIN COMMERC	1069.5	21-00-4410-00	Sale of Water	121.83
80448							
12/25	12/18/2025	80448	GITT, TARA	11445.1	21-00-4410-00	Sale of Water	141.00
80449							
12/25	12/18/2025	80449	HANSCOME, JULIE A	107.4	21-00-4410-00	Sale of Water	147.30
80450							
12/25	12/18/2025	80450	SCHULTZ, BRENDA & DO	158.3	21-00-4410-00	Sale of Water	27.00
80451							
12/25	12/18/2025	80451	BORREGO, MARK	372.1	21-00-4410-00	Sale of Water	273.82
80527							
12/25	12/23/2025	80527	PROTREAT TECHNOLOG	104.1	21-00-4410-00	Sale of Water	231.31
80528							
12/25	12/29/2025	80528	TARNOWICZ, ALEX G & K	585.2	21-00-4410-00	Sale of Water	4.50
80529							
12/25	12/29/2025	80529	KOTULA, ROBIN	10046.2	21-00-4410-00	Sale of Water	373.25
Total 2100441000:							13,289.30
2100500701							
80563							
12/25	12/29/2025	80563	Steuben, Cody	Multiple	21-00-5007.01	Licenses and Exams	258.00
Total 2100500701:							258.00
2100501101							
80374							
12/25	12/10/2025	80374	Hilltop Broadband	3582-202511	21-00-5011.01	Telephone	200.79
Total 2100501101:							200.79
2100501301							
80338							
12/25	12/03/2025	80338	BK Tire, Inc.	Multiple	21-00-5013.01	Vehicle Maintenance	1,069.96
80397							
12/25	12/11/2025	80397	Mainstreet Car Care & Qui	Multiple	21-00-5013.01	Vehicle Maintenance	239.21
Total 2100501301:							1,309.17
2100502004							
80401							
12/25	12/11/2025	80401	Ramey Environmental	Multiple	21-00-5020.04	Prof. Fees-Operator	103,406.59
Total 2100502004:							103,406.59
2100504004							
80554							
12/25	12/29/2025	80554	Central Weld County Water	1588	21-00-5040.04	Attorney	487.25
Total 2100504004:							487.25
2100504801							
80324							
12/25	12/11/2025	80324	Steuben, Cody	Multiple	21-00-5046.01	Uniforms	248.91
80454							
12/25	12/22/2025	80454	Catron, Bryan	UNIFORM 12	21-00-5046.01	Uniforms	294.70

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice GL Account Title	Check Amount
80488							
12/25	12/22/2025	80488	Thompson, Tyler	UNIFORM 12	21-00-5046.01	Uniforms	237.50
Total 2100504601:							781.11
2100504701							
80366							
12/25	12/03/2025	80366	Northern Water	DEC25	21-00-5047.01	Rental of Office Space	4,800.00
Total 2100504701:							4,800.00
2100504802							
80121							
12/25	12/01/2025	80121	Cintas First Aid & Safety	Multiple	21-00-5048.02	Safety Equipment	279.00
Total 2100504802:							279.00
2100505401							
80505							
12/25	12/23/2025	80505	Shred Monster	23098	21-00-5054.01	Trash	485.00
Total 2100505401:							485.00
2100505601							
80501							
12/25	12/23/2025	80501	Greeley Lock & Key	222210398	21-00-5056.01	Facility Maintenance	1,604.56
Total 2100505601:							1,604.56
2100505702							
80342							
12/25	12/03/2025	80342	Core & Main	X872743	21-00-5057.02	Repair, Maint, Supp Dist	45.00
80390							
12/25	12/11/2025	80390	Jones Excavating & Plumbi	Multiple	21-00-5057.02	Repair, Maint, Supp Dist	1,984.04
80499							
12/25	12/23/2025	80499	Gopher Excavation Inc	06-2723	21-00-5057.02	Repair, Maint, Supp Dist	6,958.00
80556							
12/25	12/29/2025	80556	Grainger	Multiple	21-00-5057.02	Repair, Maint, Supp Dist	73.73
Total 2100505702:							9,060.77
2100505703							
80329							
12/25	12/22/2025	80329	Bugs And Beyond	13688	21-00-5057.03	Repair, Maint, Supp Treat	285.00
80346							
12/25	12/03/2025	80346	Grainger	Multiple	21-00-5057.03	Repair, Maint, Supp Treat	739.42
80403							
12/25	12/11/2025	80403	USA Bluebook	Multiple	21-00-5057.03	Repair, Maint, Supp Treat	481.46
80462							
12/25	12/22/2025	80462	Grainger	Multiple	21-00-5057.03	Repair, Maint, Supp Treat	655.42
80463							
12/25	12/22/2025	80463	Hach Co.	14791939	21-00-5057.03	Repair, Maint, Supp Treat	1,513.20
80476							
12/25	12/22/2025	80476	MTech Mechanical	156905-1	21-00-5057.03	Repair, Maint, Supp Treat	342.00
80500							
12/25	12/23/2025	80500	Grainger	9741339817	21-00-5057.03	Repair, Maint, Supp Treat	30.12

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice GL Account Title	Check Amount
80564							
12/25	12/29/2025	80564	Stewart & Stevenson Powe	80165820	21-00-5057.03	Repair, Maint, Supp Treat	1,354.70
Total 2100505703:							5,401.32
2100506003							
80587							
12/25	12/31/2025	80587	PVS DX INC	737004482-2	21-00-5060.03	Chemicals-Treatment	4,742.68
80590							
12/25	12/31/2025	80590	Treatment Technology	Multiple	21-00-5060.03	Chemicals-Treatment	4,375.35
80592							
12/25	12/31/2025	80592	Veolia WTS Analytical Instr	903591752	21-00-5060.03	Chemicals-Treatment	2,031.96
Total 2100506003:							11,149.99
2100508103							
80388							
12/25	12/11/2025	80388	HOA Solutions	Multiple	21-00-5081.03	SCADA	1,955.30
Total 2100508103:							1,955.30
2100510802							
80577							
12/25	12/31/2025	80577	City of Fort Collins	1105259	21-00-5108.02	Lab Testing	3,060.00
Total 2100510802:							3,060.00
2100510902							
80603							
12/25	12/31/2025	80603	Core & Main	Multiple	21-00-5109.02	Meters-repairs	13,600.50
Total 2100510902:							13,600.50
2100511002							
80340							
12/25	12/03/2025	80340	CDPHE	WU26117746	21-00-5110.02	Permits	99.00
Total 2100511002:							99.00
2100512401							
80420							
12/25	12/11/2025	80420	Northern Water	DEC2025	21-00-5124.01	Water Assessments	12,222.59
Total 2100512401:							12,222.59
2100527900							
80326							
12/25	12/22/2025	80326	Applied Control Engineerin	50067	21-00-5279.00	SCADA upgrades	21,533.10
Total 2100527900:							21,533.10
2300501005							
80562							
12/25	12/29/2025	80562	Office Depot	4497294490	23-00-5010.05	Office Supplies- Utility Billi	81.75
Total 2300501005:							81.75

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice GL Account Title	Check Amount
2300501101							
80118							
12/25	12/01/2025	80118	Comcast	256305130	23-00-5011.01	Telephone-Main Plant	1,762.59
Total 2300501101:							1,762.59
2300501201							
80354							
12/25	12/03/2025	80354	Poudre Valley REA	NOV2025-2	23-00-5012.01	Utilities-Main Plant	15,197.62
80472							
12/25	12/22/2025	80472	Little Thompson Water Dist	NOVEMBER	23-00-5012.01	Utilities-Main Plant	218.04
80479							
12/25	12/22/2025	80479	Poudre Valley REA	DECEMBER	23-00-5012.01	Utilities-Main Plant	2,210.61
80586							
12/25	12/31/2025	80586	Poudre Valley REA	DEC25-2	23-00-5012.01	Utilities-Main Plant	17,659.55
80600							
12/25	12/31/2025	80600	AGFINITY INC	Multiple	23-00-5012.01	Utilities-Main Plant	7,064.02
Total 2300501201:							42,349.84
2300501202							
80514							
12/25	12/23/2025	80514	XCEL Energy	957926877	23-00-5012.02	Utilities-Regional	1,450.95
Total 2300501202:							1,450.95
2300501203							
80351							
12/25	12/03/2025	80351	Little Thompson Water Dist	NOV2025	23-00-5012.03	Utilities	79.27
80393							
12/25	12/11/2025	80393	Little Thompson Water Dist	NOV2025-2	23-00-5012.03	Utilities	831.65
80508							
12/25	12/23/2025	80508	XCEL Energy	957008988	23-00-5012.03	Utilities	10,668.27
80536							
12/25	12/31/2025	80536	Little Thompson Water Dist	DEC25	23-00-5012.03	Utilities	79.18
80539							
12/25	12/31/2025	80539	Poudre Valley REA	DEC25	23-00-5012.03	Utilities	5,851.31
80559							
12/25	12/29/2025	80559	Little Thompson Water Dist	DECEMBER	23-00-5012.03	Utilities	820.89
Total 2300501203:							18,330.57
2300502004							
80421							
12/25	12/11/2025	80421	TETRA TECH, INC.	52519042	23-00-5020.04	Professional Fees	2,771.25
80588							
12/25	12/31/2025	80588	Ramey Environmental	Multiple	23-00-5020.04	Professional Fees	87,098.23
Total 2300502004:							89,869.48
2300504004							
80332							
12/25	12/22/2025	80332	Clark Hill PLC	1672051	23-00-5040.04	Attorney	1,812.50
80512							
12/25	12/23/2025	80512	Maynes Bradford Shipp &	OCTOBER20	23-00-5040.04	Attorney	20,962.60
80584							
12/25	12/31/2025	80584	Maynes Bradford Shipp &	17119	23-00-5040.04	Attorney	13,962.33

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Total 2300504004:							36,737.43
2300505401							
80305							
12/25	12/08/2025	80305	Republic Services	Multiple	23-00-5054.01	Trash	484.88
Total 2300505401:							484.88
2300505701							
80359							
12/25	12/03/2025	80359	University Auto Parts-NAP	Multiple	23-00-5057.01	Repair, Maint. & Supplies-Main	625.82
80369							
12/25	12/09/2025	80369	Trojan Technologies Group	Multiple	23-00-5057.01	Repair, Maint. & Supplies-Main	50,864.95
80483							
12/25	12/22/2025	80483	Ramey Environmental	Multiple	23-00-5057.01	Repair, Maint. & Supplies-Main	13,346.50
Total 2300505701:							64,837.27
2300505703							
80404							
12/25	12/11/2025	80404	Utility Notification Center of	225110183	23-00-5057.03	Repair, Maint. & Supplies-Lift	527.76
80560							
12/25	12/29/2025	80560	MTech Mechanical	158126	23-00-5057.03	Repair, Maint. & Supplies-Lift	427.50
80567							
12/25	12/29/2025	80567	Utility Notification Center of	225120173	23-00-5057.03	Repair, Maint. & Supplies-Lift	527.76
Total 2300505703:							1,483.02
2300510801							
80382							
12/25	12/11/2025	80382	Colorado Analytical Labs, I	Multiple	23-00-5108.01	Lab Tests-Main Plant	5,837.61
80578							
12/25	12/31/2025	80578	Colorado Analytical Labs, I	Multiple	23-00-5108.01	Lab Tests-Main Plant	4,463.00
Total 2300510801:							10,300.61
2300511103							
80585							
12/25	12/31/2025	80585	McDonald Farms	Multiple	23-00-5111.03	Sewer Incidents	11,514.50
Total 2300511103:							11,514.50
2300511401							
80358							
12/25	12/03/2025	80358	TerraGenesis	J000637	23-00-5114.01	Sludge Hauling-Main Plant	2,365.80
80506							
12/25	12/23/2025	80506	TerraGenesis	J000652	23-00-5114.01	Sludge Hauling-Main Plant	752.42
80565							
12/25	12/29/2025	80565	TerraGenesis	J000666	23-00-5114.01	Sludge Hauling-Main Plant	818.72
Total 2300511401:							3,936.94
2300513803							
80503							
12/25	12/23/2025	80503	Paul's Plumbing & Heating	60352892	23-00-5138.03	T.V. Lines/Line Cleaning	949.50

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice GL Account Title	Check Amount
Total 2300513803:							949.50
2300545106							
80589							
12/25	12/31/2025	80589	TETRA TECH, INC.	Multiple	23-00-5451.06	Plant Equipment Replacement	13,461.25
Total 2300545106:							13,461.25
2400501900							
1231251851							
12/25	12/31/2025	123125	Alfa Construction LLC	DECEMBER	24-00-5019.00	ALFA Line Reimbursement	6,600.00
Total 2400501900:							6,600.00
2400527100							
80470							
12/25	12/22/2025	80470	Kimley-Horn and Assoc., In	196724000-1	24-00-5271.00	1st Street Sewer Upgrade	7,437.28
80524							
12/25	12/31/2025	80524	Philip Coulimore and	TOB 1ST ST	24-00-5271.00	1st Street Sewer Upgrade	11,802.60
Total 2400527100:							19,239.88
2400527804							
80576							
12/25	12/31/2025	80576	BMCD/Moltz	013	24-00-5278.04	Plant Improvements	471,050.29
80609							
12/25	12/31/2025	80609	BMCD/Moltz	11	24-00-5278.04	Plant Improvements	501,766.08
Total 2400527804:							972,816.37
2800510500							
80377							
12/25	12/11/2025	80377	Baseline Engineering Corp.	35206	28-00-5105.00	Serenity Ridge Drainage Improv	5,114.50
Total 2800510500:							5,114.50
2900520200							
80331							
12/25	12/22/2025	80331	Civil Specialties	1	29-00-5202.00	Heron Pointe Ditch Grading Des	72,927.04
Total 2900520200:							72,927.04
2900526102							
80406							
12/25	12/11/2025	80406	Wear Parts & Equip CO	69564	29-00-5261.02	Sweeper Parts	1,841.12
80604							
12/25	12/31/2025	80604	Hardline Equipment	42215292	29-00-5261.02	Sweeper Parts	1,518.00
Total 2900526102:							3,359.12
3100525000							
80608							
12/25	12/31/2025	80608	Baseline Engineering Corp.	Multiple	31-00-5250.00	North Berthoud Parkway Trail	3,061.00
Total 3100525000:							3,061.00

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice GL Account Title	Check Amount
3200504200							
80327							
12/25	12/22/2025	80327	Ayres Associates Inc	228962	32-00-5042.00	Little Thompson Corridor Inven	671.25
Total 3200504200:							671.25
3400501301							
80460							
12/25	12/22/2025	80460	FUSE	118	34-00-5013.01	Vehicle Maintenance	734.48
Total 3400501301:							734.48
3400504601							
80315							
12/25	12/11/2025	80315	Koons, Brandon	UNIFORM 12	34-00-5046.01	Uniforms	220.78
80319							
12/25	12/11/2025	80319	Mas, Zane	UNIFORM 12	34-00-5046.01	Uniforms	277.98
80320							
12/25	12/11/2025	80320	Miller, Austin	UNIFORM 12	34-00-5046.01	Uniforms	154.79
80321							
12/25	12/11/2025	80321	Parker, Tyler	UNIFORM 12	34-00-5046.01	Uniforms	52.65
80411							
12/25	12/11/2025	80411	Gonzo Screen Printing	12319	34-00-5046.01	Uniforms	192.00
80453							
12/25	12/22/2025	80453	Calhoun, Richard	UNIFORM 12	34-00-5046.01	Uniforms	378.19
80498							
12/25	12/23/2025	80498	Furnas, Paul	UNIFORM 12	34-00-5046.01	Uniforms	384.26
80518							
12/25	12/30/2025	80518	Furnas, Paul	UNIFORM 12	34-00-5046.01	Uniforms	141.32
Total 3400504601:							1,801.97
3400505801							
80311							
12/25	12/11/2025	80311	Bobcat Of The Rockies	15309930	34-00-5058.01	Equipment Maintenance	759.24
80396							
12/25	12/11/2025	80396	MAC Equipment INC	Multiple	34-00-5058.01	Equipment Maintenance	544.37
80537							
12/25	12/31/2025	80537	MAC Equipment INC	535038	34-00-5058.01	Equipment Maintenance	123.49
Total 3400505801:							1,427.10
3400507602							
80352							
12/25	12/03/2025	80352	M Rock Creative	1358	34-00-5076.02	Educational Materials	720.00
Total 3400507602:							720.00
3400507703							
80466							
12/25	12/22/2025	80466	Integrated Site Services In	7139	34-00-5077.03	Tree Replacement	900.00
80534							
12/25	12/31/2025	80534	Colorado Tree Coalition	20909	34-00-5077.03	Tree Replacement	4,020.00
Total 3400507703:							4,920.00

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice GL Account Title	Check Amount
3600430600							
80119							
12/25	12/01/2025	80119	Park Range Construction	25BER-0061	36-00-4306-00	County Open Space Revenue	4,665.93
80317							
12/25	12/11/2025	80317	Legacy Roofers	25BER-0077	36-00-4306-00	County Open Space Revenue	340.00
80551							
12/25	12/30/2025	80551	Larimer County Sales Tax	DECEMBER	36-00-4306-00	County Open Space Revenue	32,176.83
Total 3600430600:							37,182.76
3600525900							
80392							
12/25	12/11/2025	80392	Larimer Co Dept of Natural	00068112	36-00-5259.00	Hillsdale	1,332.48
80612							
12/25	12/31/2025	80612	Mountain View Commercial	14540	36-00-5259.00	Hillsdale	2,470.00
Total 3600525900:							3,802.48
3600526500							
80308							
12/25	12/08/2025	80308	XCEL Energy	Multiple	36-00-5265.00	Jaskowski Property Maint.	164.16
Total 3600526500:							164.16
3600526800							
80415							
12/25	12/11/2025	80415	Colorado Portables	Multiple	36-00-5268.00	Berthoud Reservoir park Maint	595.00
80497							
12/25	12/23/2025	80497	Colorado Barricade Co	65168989-00	36-00-5268.00	Berthoud Reservoir park Maint	672.00
80538							
12/25	12/31/2025	80538	Mountain View Commercial	Multiple	36-00-5268.00	Berthoud Reservoir park Maint	4,941.06
Total 3600526800:							6,208.06
3700504602							
78606							
12/25	12/29/2025	78606	Pickard, Sam	UNIFORM 4-	37-00-5046.02	Uniforms	21.72-
79190							
12/25	12/29/2025	79190	Pickard, Sam	UNIFORM 7-	37-00-5046.02	Uniforms	26.66-
80516							
12/25	12/29/2025	80516	Pickard, Sam	Multiple	37-00-5046.02	Uniforms	48.38
Total 3700504602:							.00
3700505702							
80356							
12/25	12/03/2025	80356	SiteOne Landscape Supply	160495045-0	37-00-5057.02	Repair & Maintenance	430.68
80550							
12/25	12/30/2025	80550	SiteOne Landscape Supply	Multiple	37-00-5057.02	Repair & Maintenance	1,954.30
Total 3700505702:							2,384.98
3700505902							
80381							
12/25	12/11/2025	80381	Coldspring	2460440	37-00-5059.02	Marker Sales	329.40

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice GL Account Title	Check Amount
Total 3700505902:							329.40
3900501302							
80549							
12/25	12/30/2025	80549	Mainstreet Car Care & Qui	Multiple	39-00-5013.02	Vehicle Maintenance	788.25
Total 3900501302:							788.25
3900511402							
1231253302							
12/25	12/31/2025	123125	WEX BANK	DECEMBER	39-00-5114.02	Gas & Oil	2,315.06
Total 3900511402:							2,315.06
4100522100							
80548							
12/25	12/30/2025	80548	E&M Concrete, LLC	25-0692	41-00-5221.00	Downtown Sidewalk Replacement	16,554.01
Total 4100522100:							16,554.01
5100501201							
80413							
12/25	12/11/2025	80413	XCEL Energy	NOV25-2	51-00-5012.01	Utilities	122.71
Total 5100501201:							122.71
5100503800							
80313							
12/25	12/11/2025	80313	Heaphy, Richard Jr	K&D	51-00-5038.00	Sidewalk Improvements	1,250.00
80568							
12/25	12/29/2025	80568	VanderZee, Jennifer	1037	51-00-5038.00	Sidewalk Improvements	1,160.60
Total 5100503800:							2,410.60
5100523900							
80385							
12/25	12/11/2025	80385	Coulson Excavating Co Inc	NOV25-3	51-00-5239.00	Street Improvements	880.00
80461							
12/25	12/22/2025	80461	Goltz Asphalt Company	8720	51-00-5239.00	Street Improvements	37,004.87
80474							
12/25	12/22/2025	80474	Loveland Barricade LLC	27457	51-00-5239.00	Street Improvements	7,295.30
80543							
12/25	12/31/2025	80543	Town of Mead	3584	51-00-5239.00	Street Improvements	1,215.00
80583							
12/25	12/31/2025	80583	Loveland Barricade LLC	Multiple	51-00-5239.00	Street Improvements	4,468.50
80610							
12/25	12/31/2025	80610	Coulson Excavating Co Inc	Multiple	51-00-5239.00	Street Improvements	32,247.32
Total 5100523900:							83,110.99
5201500801							
80571							
12/25	12/29/2025	80571	American DataBank LLC	2512209	52-01-5008.01	Background/Physicals	170.00
Total 5201500801:							170.00

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice GL Account Title	Check Amount
5201501101							
80465							
12/25	12/22/2025	80465	Hilltop Broadband	4872-202512	52-01-5011.01	Telephone/Internet	334.92
80496							
12/25	12/23/2025	80496	AT&T Mobility	DECEMBER	52-01-5011.01	Telephone/Internet	934.17
Total 5201501101:							1,269.09
5201501201							
80370							
12/25	12/09/2025	80370	XCEL Energy	NOV2025	52-01-5012.01	Utilities	20,285.19
80570							
12/25	12/29/2025	80570	XCEL Energy	959307742	52-01-5012.01	Utilities	11,768.44
Total 5201501201:							32,053.63
5201501301							
80522							
12/25	12/30/2025	80522	Pedersen Toyota	5073612/2	52-01-5013.01	Vehicle Maintenance	222.56
Total 5201501301:							222.56
5201501501							
80555							
12/25	12/29/2025	80555	CIRSA	1000979	52-01-5015.01	Insurance	500.00
Total 5201501501:							500.00
5201502004							
80493							
12/25	12/22/2025	80493	Xerox Business Solutions	Multiple	52-01-5020.04	Purchased Services	839.44
Total 5201502004:							839.44
5201505404							
80307							
12/25	12/08/2025	80307	Republic Services	Multiple	52-01-5054.04	Trash Service	755.74
Total 5201505404:							755.74
5201505601							
80509							
12/25	12/23/2025	80509	AdSortium, LLC	Multiple	52-01-5056.01	Brochures/Advertising/Printing	1,350.00
Total 5201505601:							1,350.00
5201524701							
80458							
12/25	12/22/2025	80458	Dash Platform, LLC	1579598	52-01-5247.01	Computer Software	1,557.38
80579							
12/25	12/31/2025	80579	Dash Platform, LLC	01599822	52-01-5247.01	Computer Software	1,557.38
Total 5201524701:							3,114.76
5203501701							
80389							
12/25	12/11/2025	80389	Holbrook Service	A-63717	52-03-5017.01	Building Maintenance/Repair	2,689.00

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice GL Account Title	Check Amount
Total 5203501701:							2,689.00
5203502004							
80394							
12/25	12/11/2025	80394	Long Building Technologies	Multiple	52-03-5020.04	Purchased Services	1,202.00
Total 5203502004:							1,202.00
5203505701							
80473							
12/25	12/22/2025	80473	Long Building Technologies	Multiple	52-03-5057.01	Equipment Maintenance/Repair	3,211.50
80481							
12/25	12/22/2025	80481	Push Pedal Pull, Inc	Multiple	52-03-5057.01	Equipment Maintenance/Repair	1,290.70
80495							
12/25	12/23/2025	80495	Above All Plumbing, Heatin	Multiple	52-03-5057.01	Equipment Maintenance/Repair	3,012.25
Total 5203505701:							7,514.45
5203508904							
80339							
12/25	12/03/2025	80339	C & B Cleaning	Multiple	52-03-5089.04	Janitor Service	6,951.00
Total 5203508904:							6,951.00
5203510201							
80574							
12/25	12/31/2025	80574	Cardmember Service	DEC25	52-03-5102.01	Supplies/Equipment	30,025.00
80605							
12/25	12/31/2025	80605	HD Supply formerly Home	Multiple	52-03-5102.01	Supplies/Equipment	3,272.68
Total 5203510201:							33,297.68
5205505701							
80357							
12/25	12/03/2025	80357	SplashTacular	63025#2	52-05-5057.01	Equipment Maintenance/Repair	7,219.50
Total 5205505701:							7,219.50
5205505703							
80541							
12/25	12/31/2025	80541	Sentry Valve Co Inc.	250040	52-05-5057.03	Boiler Room Maintenance/Repair	3,092.00
Total 5205505703:							3,092.00
5205506001							
80360							
12/25	12/03/2025	80360	Wagner Welding Supply C	183461	52-05-5060.01	Chemicals	68.82
80405							
12/25	12/11/2025	80405	Wagner Welding Supply C	184220	52-05-5060.01	Chemicals	65.10
80487							
12/25	12/22/2025	80487	The Aqueous Solution, Inc	Multiple	52-05-5060.01	Chemicals	1,923.96
80542							
12/25	12/31/2025	80542	The Aqueous Solution, Inc	Multiple	52-05-5060.01	Chemicals	1,414.88
80545							
12/25	12/31/2025	80545	Wagner Welding Supply C	91447345	52-05-5060.01	Chemicals	285.90

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice GL Account Title	Check Amount
Total 5205506001:							3,758.66
5205510201							
80402							
12/25	12/11/2025	80402	Uline	199812085	52-05-5102.01	Supplies/Equipment	148.33
80455							
12/25	12/22/2025	80455	CEM Sales & Service	2502304	52-05-5102.01	Supplies/Equipment	781.12
80477							
12/25	12/22/2025	80477	Paddock Pool Equipment	4274	52-05-5102.01	Supplies/Equipment	742.05
Total 5205510201:							1,671.50
5206502004							
80355							
12/25	12/03/2025	80355	Push Pedal Pull, Inc	412966	52-06-5020.04	Purchased Services	1,140.00
Total 5206502004:							1,140.00
5207502104							
80378							
12/25	12/11/2025	80378	Berthoud Local	Multiple	52-07-5021.04	Wildfire Class	124.80
80407							
12/25	12/11/2025	80407	Wildfire Arts Center	10142025	52-07-5021.04	Wildfire Class	4,161.60
80409							
12/25	12/11/2025	80409	Berthoud Local	242	52-07-5021.04	Wildfire Class	163.20
80607							
12/25	12/31/2025	80607	Wildfire Arts Center	01062026	52-07-5021.04	Wildfire Class	4,762.56
Total 5207502104:							9,212.16
5208502031							
80398							
12/25	12/11/2025	80398	Northern Colorado Sports	13072	52-08-5020.31	Officials-Adult Volleyball	120.00
Total 5208502031:							120.00
5209504612							
80387							
12/25	12/11/2025	80387	Denver Nuggets	NOV2025	52-09-5046.12	Uniforms-Youth Basketball	2,430.00
Total 5209504612:							2,430.00
5240522000							
80490							
12/25	12/22/2025	80490	Wenk Associates, Inc.	502635	52-40-5220.00	Arboretum	117,696.26
Total 5240522000:							117,696.26
5240570100							
80337							
12/25	12/03/2025	80337	Bedrock, LLC	119064	52-40-5701.00	Waggener Farm Park maint	7,100.00
Total 5240570100:							7,100.00
5240570200							

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice GL Account Title	Check Amount
80341							
12/25	12/03/2025	80341	Colorado Portables	Multiple	52-40-5702.00	Berthoud Bike Park maint	930.00
Total 5240570200:							930.00
Grand Totals:							3,329,383.63

December 2025

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

GENERAL FUND					PERCENTAGE
REVENUE					YTD ACTUAL vs
	CURRENT MONTH	YTD ACTUAL	YTD BUDGET	TOTAL 2025 BUDGET	YTD BUDGET
TAXES	\$ 1,704,139.91	\$ 9,934,638.16	\$ 9,348,314.00	\$ 9,348,314.00	106.3%
LICENSES & PERMITS	\$ 18,876.77	\$ 187,760.78	\$ 219,540.00	\$ 219,540.00	85.5%
INTERGOVERNMENTAL REVENUE	\$ 166,207.66	\$ 900,606.70	\$ 559,584.00	\$ 559,584.00	160.9%
FINES	\$ 508.78	\$ 31,252.50	\$ 34,075.00	\$ 34,075.00	91.7%
MISCELLANEOUS	\$ 659,488.42	\$ 3,520,645.53	\$ 2,195,700.00	\$ 2,195,700.00	160.3%
TRANSFERS	\$ 46,214.51	\$ 554,341.94	\$ 562,798.00	\$ 562,798.00	98.5%
PROPERTY SALES & DONATIONS & INS CLAIM	\$ -	\$ -	\$ -	\$ -	0.0%
RECREATION	\$ (31.50)	\$ 225,582.09	\$ 184,350.00	\$ 184,350.00	122.4%
PARKS	\$ 20.00	\$ 24,582.50	\$ 9,600.00	\$ 9,600.00	256.1%
LEASE REVENUE	\$ 22,025.34	\$ 209,997.15	\$ 99,528.00	\$ 99,528.00	211.0%
TOTAL REVENUE GENERAL FUND	\$ 2,617,449.89	\$ 15,589,407.35	\$ 13,213,489.00	\$ 13,213,489.00	118.0%

ADMINISTRATION**PERCENTAGE**

EXPENDITURES	CURRENT MONTH	YTD ACTUAL	YTD BUDGET	TOTAL 2025 BUDGET	YTD ACTUAL vs YTD BUDGET
ADMIN SALARIES/TAXES/BENEFITS	\$ 149,680.19	\$ 1,548,217.50	\$ 1,870,087.00	\$ 1,870,087.00	82.8%
GENERAL OFFICE OTHER	\$ 67,269.37	\$ 760,962.09	\$ 796,755.00	\$ 796,755.00	95.5%
ELECTIONS	\$ -	\$ -	\$ 61,600.00	\$ 61,600.00	0.0%
MUNICIPAL COURT	\$ 5,314.52	\$ 44,764.80	\$ 56,800.00	\$ 56,800.00	78.8%
BOARD & BOARD MEETINGS	\$ 5,995.70	\$ 74,664.81	\$ 94,600.00	\$ 94,600.00	78.9%
FINANCE	\$ -	\$ 11,422.26	\$ 16,000.00	\$ 16,000.00	71.4%
BUILDING MAINTENANCE	\$ 6,378.32	\$ 55,903.99	\$ 70,000.00	\$ 70,000.00	79.9%
COMMUNITY SUPPORT	\$ 72,131.28	\$ 155,821.25	\$ 102,000.00	\$ 102,000.00	152.8%
TRANSFERS	\$ 1,666.67	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	100.0%
TOTAL ADMIN EXPENDITURES	\$ 308,436.05	\$ 2,671,756.70	\$ 3,087,842.00	\$ 3,087,842.00	86.5%

PUBLIC SAFETY DEPARTMENT**PERCENTAGE**

EXPENDITURES	CURRENT MONTH	YTD ACTUAL	YTD BUDGET	TOTAL 2025 BUDGET	YTD ACTUAL vs YTD BUDGET
CODE ENFORCEMENT (INCLUDES SALARY)	\$ 16,115.31	\$ 114,853.66	\$ 208,822.00	\$ 208,822.00	55.0%
LSO ADMIN SUPPLIES	\$ -	\$ -	\$ 1,900.00	\$ 1,900.00	0.0%
ANIMAL CONTROL	\$ 3,288.42	\$ 39,675.61	\$ 39,000.00	\$ 39,000.00	101.7%
TRAFFIC CONTROL/PEDESTRIAN SAFETY/ABATE	\$ -	\$ 6,062.24	\$ 6,000.00	\$ 6,000.00	101.0%
DRUG EDUCATION/PUBLIC EVENTS	\$ 1,255.00	\$ 8,873.58	\$ 38,200.00	\$ 38,200.00	23.2%
LARIMER COUNTY SHERIFF	\$ 756,238.80	\$ 2,925,405.00	\$ 2,875,173.00	\$ 2,875,173.00	101.7%
TOTAL PUBLIC SAFETY EXPENDITURES	\$ 776,897.53	\$ 3,094,870.09	\$ 3,169,095.00	\$ 3,169,095.00	97.7%

STREETS DEPARTMENT**PERCENTAGE**

EXPENDITURES	CURRENT MONTH	YTD ACTUAL	YTD BUDGET	TOTAL 2025 BUDGET	YTD ACTUAL vs YTD BUDGET
SALARIES/TAXES/BENEFITS	\$ 48,576.47	\$ 588,725.65	\$ 726,647.00	\$ 726,647.00	81.0%
ADMINISTRATION OTHER	\$ 3,746.81	\$ 24,328.93	\$ 33,900.00	\$ 33,900.00	71.8%
STREET REPAIR/MAINTENANCE	\$ 25,956.71	\$ 261,370.66	\$ 330,000.00	\$ 330,000.00	79.2%
CONTRACT SERVICES	\$ -	\$ 45,592.30	\$ 30,000.00	\$ 30,000.00	152.0%
SIGNAGE	\$ 2,483.75	\$ 18,927.87	\$ 40,000.00	\$ 40,000.00	47.3%
SNOW REMOVAL	\$ -	\$ 45,222.36	\$ 65,000.00	\$ 65,000.00	69.6%
SHOP & VEHICLE MAINTENANCE	\$ 3,559.01	\$ 107,177.28	\$ 173,000.00	\$ 173,000.00	62.0%
REMOVE OLD STREETS BUILDING	\$ -	\$ 35,422.78	\$ 25,000.00	\$ 25,000.00	141.7%
TOTAL STREETS EXPENDITURES	\$ 84,322.75	\$ 1,126,767.83	\$ 1,423,547.00	\$ 1,423,547.00	79.2%

RECREATION DEPARTMENT**PERCENTAGE**

EXPENDITURES	CURRENT MONTH	YTD ACTUAL	YTD BUDGET	TOTAL 2025 BUDGET	YTD ACTUAL vs YTD BUDGET
ADMIN SALARIES/TAXES/BENEFITS	\$ 33,063.19	\$ 329,913.45	\$ 304,079.00	\$ 304,079.00	108.5%
ADMINISTRATION (SUPPLIES, CONCESSIONS)	\$ 11,879.64	\$ 49,927.61	\$ 57,150.00	\$ 57,150.00	87.4%
FLAG FOOTBALL	\$ -	\$ 18,675.76	\$ 18,990.00	\$ 18,990.00	98.3%
TRACK	\$ -	\$ 4,306.00	\$ 10,423.00	\$ 10,423.00	41.3%
TENNIS	\$ -	\$ 4,711.56	\$ 5,790.00	\$ 5,790.00	81.4%
ADULT SOFTBALL	\$ -	\$ 1,211.62	\$ 5,650.00	\$ 5,650.00	21.4%
YOUTH BASEBALL	\$ -	\$ 17,373.22	\$ 23,150.00	\$ 23,150.00	75.0%
YOUTH SOFTBALL	\$ -	\$ 14,082.77	\$ 15,310.00	\$ 15,310.00	92.0%
ADULT KICKBALL	\$ -	\$ 1,045.12	\$ 4,150.00	\$ 4,150.00	25.2%
ADULT SOCCER	\$ -	\$ 5,241.64	\$ 4,800.00	\$ 4,800.00	109.2%
SOCCER	\$ 50.00	\$ 17,347.15	\$ 28,310.00	\$ 28,310.00	61.3%
CAMPS/TOURNAMENTS	\$ 257.90	\$ 6,270.71	\$ 8,250.00	\$ 8,250.00	76.0%
ADDITIONAL PROGRAMS	\$ 83.38	\$ 6,507.07	\$ 12,100.00	\$ 12,100.00	53.8%
TOTAL RECREATION EXPENDITURES	\$ 45,334.11	\$ 476,613.68	\$ 498,152.00	\$ 498,152.00	95.7%

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	\$ 85,404.34	\$ 778,246.45	\$ 755,845.00	\$ 755,845.00	103.0%
ADMINISTRATION OTHER	\$ 4,081.10	\$ 30,895.52	\$ 32,500.00	\$ 32,500.00	95.1%
INSECT CONTROL	\$ 7,132.50	\$ 62,561.40	\$ 60,000.00	\$ 60,000.00	104.3%
FACILITIES MAINTENANCE	\$ 6,124.94	\$ 50,372.03	\$ 56,000.00	\$ 56,000.00	90.0%
TURF/BALLFIELDS	\$ 1,853.34	\$ 68,979.46	\$ 146,500.00	\$ 146,500.00	47.1%
GENERAL PARKS	\$ 7,845.69	\$ 114,428.51	\$ 134,000.00	\$ 134,000.00	85.4%
FLEET MAINTENANCE	\$ 926.59	\$ 23,179.22	\$ 26,000.00	\$ 26,000.00	89.2%
SEASONAL DECORATIONS/BANNERS	\$ 4,545.16	\$ 15,111.32	\$ 19,000.00	\$ 19,000.00	79.5%
TRANSFER TO FORESTRY	\$ 41,666.67	\$ 500,000.00	\$ 500,000.00	\$ 500,000.00	100.0%
TOTAL PARKS EXPENDITURES	\$ 159,580.33	\$ 1,643,773.91	\$ 1,729,845.00	\$ 1,729,845.00	95.0%

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	\$ 13,382.75	\$ 222,568.14	\$ 216,147.00	\$ 216,147.00	103.0%
ADMINISTRATION OTHER	\$ 145.45	\$ 34,402.07	\$ 44,400.00	\$ 44,400.00	77.5%
BUSINESS DEVELOPMENT/MARKETING	\$ 1,287.58	\$ 86,623.05	\$ 71,100.00	\$ 71,100.00	121.8%
GRANTS - MARKET STUDY & FAÇADE/SIGN	\$ 2,000.00	\$ 4,000.00	\$ 32,000.00	\$ 32,000.00	0.0%
TOTAL ECONOMIC DEV EXPENDITURES	\$ 16,815.78	\$ 347,593.26	\$ 363,647.00	\$ 363,647.00	95.6%

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	\$ 19,284.18	\$ 203,962.69	\$ 262,219.00	\$ 262,219.00	77.8%
ADMINISTRATION OTHER	\$ 758.41	\$ 8,955.37	\$ 20,600.00	\$ 20,600.00	43.5%
INSPECTIONS	\$ -	\$ 503,434.69	\$ 480,000.00	\$ 480,000.00	104.9%
TOTAL BUILDING DEPARTMENT EXPENDITURES	\$ 20,042.59	\$ 716,352.75	\$ 762,819.00	\$ 762,819.00	93.9%

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	\$ 45,622.40	\$ 438,813.95	\$ 508,685.00	\$ 508,685.00	86.3%
ADMINISTRATION OTHER	\$ 722.14	\$ 20,476.36	\$ 38,250.00	\$ 38,250.00	53.5%
COMMISSION SUPPORT	\$ 8,379.01	\$ 20,314.37	\$ 20,000.00	\$ 20,000.00	101.6%
DEVELOPMENT REVIEW	\$ (96,713.40)	\$ 34,944.49	\$ 60,000.00	\$ 60,000.00	58.2%
COMPREHENSIVE PLANNING	\$ 29,432.70	\$ 174,918.33	\$ 131,500.00	\$ 131,500.00	133.0%
TOTAL PLANNING DEPARTMENT EXPENDITURES	\$ (12,557.15)	\$ 689,467.50	\$ 758,435.00	\$ 758,435.00	90.9%

ENGINEERING**PERCENTAGE****YTD ACTUAL vs****YTD BUDGET**

EXPENDITURES	CURRENT MONTH	YTD ACTUAL	YTD BUDGET	TOTAL 2025 BUDGET	
SALARIES/TAXES/BENEFITS	\$ 28,958.46	\$ 277,028.75	\$ 544,416.00	\$ 544,416.00	50.9%
ADMINISTRATION OTHER	\$ 24,052.10	\$ 90,299.17	\$ 189,100.00	\$ 189,100.00	47.8%
TOTAL ENGINEERING EXPENDITURES	\$ 53,010.56	\$ 367,327.92	\$ 733,516.00	\$ 733,516.00	50.1%

COMMUNITY OUTREACH**PERCENTAGE****YTD ACTUAL vs****YTD BUDGET**

EXPENDITURES	CURRENT MONTH	YTD ACTUAL	YTD BUDGET	TOTAL 2025 BUDGET	
SALARIES/TAXES/BENEFITS	\$ 16,141.78	\$ 127,558.46	\$ 103,236.00	\$ 103,236.00	123.6%
ADMINISTRATION OTHER	\$ 89.76	\$ 5,569.01	\$ 9,945.00	\$ 9,945.00	56.0%
COMMUNITY SUPPORT	\$ 4,205.96	\$ 46,492.23	\$ 77,500.00	\$ 77,500.00	60.0%
TOTAL COMMUNITY OUTREACH EXPENDITURES	\$ 20,437.50	\$ 179,619.70	\$ 190,681.00	\$ 190,681.00	94.2%

TOWN HALL-MOUNTAIN AVE**PERCENTAGE****YTD ACTUAL vs****YTD BUDGET**

EXPENDITURES	CURRENT MONTH	YTD ACTUAL	YTD BUDGET	TOTAL 2025 BUDGET	
INSURANCE AND TAXES	\$ 26,010.25	\$ 27,621.18	\$ 73,850.00	\$ 73,850.00	37.4%
BUILDING MAINTENANCE	\$ 2,608.78	\$ 27,471.09	\$ 13,665.00	\$ 13,665.00	201.0%
BUILDING REPAIRS	\$ -	\$ 165.00	\$ 525.00	\$ 525.00	0.0%
ELEVATOR MAINTENANCE	\$ -	\$ 4,932.55	\$ 5,775.00	\$ 5,775.00	85.4%
HOA FEES	\$ 4,587.13	\$ 52,448.48	\$ 56,175.00	\$ 56,175.00	0.0%
DESIGN	\$ -	\$ -	\$ -	\$ -	0.0%
TOTAL MOUNTAIN AVE EXPENDITURES	\$ 33,206.16	\$ 112,638.30	\$ 149,990.00	\$ 149,990.00	75.1%

PERCENTAGE**YTD ACTUAL vs****YTD BUDGET**

	CURRENT MONTH	YTD ACTUAL	YTD BUDGET	TOTAL 2025 BUDGET	
TOTAL G.F.C.I. EXPENDITURES	\$ 28,488.78	\$ 3,754,741.71	\$ 6,868,500.00	\$ 6,868,500.00	54.7%
TOTAL CONTRIBUTION EXPENDITURES	\$ 4,163.55	\$ 55,151.64	\$ 49,000.00	\$ 49,000.00	112.6%

TOTAL EXPENDITURES GENERAL FUND	\$ 1,538,178.54	\$ 15,236,674.99	\$ 19,785,069.00	\$ 19,785,069.00	
TOTAL REVENUE OVER EXPENDITURES	\$ 1,079,271.35	\$ 352,732.36	\$ (6,571,580.00)	\$ (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	\$ 179,901.39	\$ 4,663,346.38	\$ 2,561,250.00	\$ 2,561,250.00	182.1%
TOTAL SOURCE OF SUPPLY EXPENDITURES	\$ 123,798.70	\$ 1,693,466.09	\$ 7,879,790.00	\$ 7,879,790.00	21.5%

NET REVENUE OVER EXPENDITURES	\$ 56,102.69	\$ 2,969,880.29	\$ (5,318,540.00)	\$ (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	\$ 258,192.12	\$ 4,780,217.90	\$ 4,388,000.00	\$ 4,388,000.00	108.9%
EXPENDITURES					
SALARIES/TAXES/BENEFITS	\$ 89,564.79	\$ 756,472.19	\$ 983,927.00	\$ 983,927.00	76.9%
ADMINISTRATION OTHER	\$ 27,198.77	\$ 448,306.38	\$ 576,950.00	\$ 576,950.00	77.7%
DISTRIBUTION	\$ 14,142.19	\$ 192,725.87	\$ 388,100.00	\$ 388,100.00	49.7%
TREATMENT	\$ 37,591.41	\$ 673,604.79	\$ 888,700.00	\$ 888,700.00	75.8%
PROFESSIONAL SERVICES	\$ 42,965.64	\$ 540,392.43	\$ 665,750.00	\$ 665,750.00	81.2%
UTILITY BILLING	\$ 2,545.22	\$ 23,166.64	\$ 31,600.00	\$ 31,600.00	73.3%
IMPROVEMENTS	\$ 13,600.50	\$ 362,959.81	\$ 3,350,000.00	\$ 3,350,000.00	10.8%
TRANSFER	\$ 463,550.63	\$ 729,384.00	\$ 729,384.00	\$ 729,384.00	100.0%
TOTAL WATER OPERATING EXPENDITURES	\$ 691,159.15	\$ 3,727,012.11	\$ 7,614,411.00	\$ 7,614,411.00	48.9%

NET REVENUE OVER EXPENDITURES	\$ (432,967.03)	\$ 1,053,205.79	\$ (3,226,411.00)	\$ (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	\$ 578,252.19	\$ 2,135,027.50	\$ 2,351,904.00	\$ 2,351,904.00	90.8%
TOTAL WATER PLANT CAPITAL EXPENDITURES	\$ -	\$ 12,077.50	\$ 2,076,000.00	\$ 2,076,000.00	0.6%

NET REVENUE OVER EXPENDITURES	\$ 578,252.19	\$ 2,122,950.00	\$ 275,904.00	\$ 275,904.00	
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TOTAL WATER FUND REVENUE	\$ 1,016,345.70	\$ 11,578,591.78	\$ 9,301,154.00	\$ 9,301,154.00	124.5%
TOTAL WATER FUND EXPENDITURES	\$ 814,957.85	\$ 5,432,555.70	\$ 17,570,201.00	\$ 17,570,201.00	30.9%

NET REVENUE OVER EXPENDITURES	\$ 201,387.85	\$ 6,146,036.08	\$ (8,269,047.00)	\$ (8,269,047.00)	
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WASTEWATER FUND**WASTEWATER OPERATIONS & MAINTENANCE**

					PERCENTAGE
	CURRENT MONTH	YTD ACTUAL	YTD BUDGET	TOTAL 2025 BUDGET	YTD ACTUAL vs YTD BUDGET
TOTAL WASTEWATER REVENUE	\$ 394,736.42	\$ 4,567,374.48	\$ 3,829,500.00	\$ 3,829,500.00	119.3%
EXPENDITURES					
SALARIES/TAXES/BENEFITS	\$ 34,896.07	\$ 321,486.35	\$ 368,518.00	\$ 368,518.00	87.2%
ADMINISTRATION OTHER	\$ 2,889.81	\$ 165,861.72	\$ 211,985.00	\$ 211,985.00	78.2%
MAIN WASTEWATER TREATMENT PLANT	\$ 47,257.84	\$ 648,970.17	\$ 713,500.00	\$ 713,500.00	91.0%
REGIONAL I-25 TREATMENT PLAN	\$ 4,421.58	\$ 63,974.59	\$ 182,175.00	\$ 182,175.00	35.1%
COLLECTION SYSTEM	\$ 49,334.75	\$ 232,238.94	\$ 228,150.00	\$ 228,150.00	101.8%
PROFESSIONAL SERVICES	\$ 63,270.32	\$ 670,117.70	\$ 823,600.00	\$ 823,600.00	81.4%
UTILITY BILLING	\$ 4,682.19	\$ 35,945.58	\$ 31,600.00	\$ 31,600.00	113.8%
TRANSFER	\$ 20,000.00	\$ 240,000.00	\$ 240,000.00	\$ 240,000.00	100.0%
IMPROVEMENTS	\$ 904,729.51	\$ 2,181,186.84	\$ 4,500,000.00	\$ 4,500,000.00	48.5%
BOND	\$ -	\$ 1,758,793.79	\$ 906,100.00	\$ 906,100.00	194.1%
TOTAL WASTEWATER EXPENDITURES	\$ 1,131,482.07	\$ 6,318,575.68	\$ 8,205,628.00	\$ 8,205,628.00	77.0%
NET REVENUE OVER EXPENDITURES	\$ (736,745.65)	\$ (1,751,201.20)	\$ (4,376,128.00)	\$ (4,376,128.00)	

WASTEWATER CAPITAL IMPROVEMENTS

					PERCENTAGE
	CURRENT MONTH	YTD ACTUAL	YTD BUDGET	TOTAL 2025 BUDGET	YTD ACTUAL vs YTD BUDGET
TOTAL WASTEWATER CAPITAL REVENUE	\$ 177,743.28	\$ 1,764,973.44	\$ 2,095,030.00	\$ 2,095,030.00	84.2%
TOTAL WASTEWATER CAPITAL EXPENDITURES	\$ 914,170.62	\$ 2,298,249.92	\$ 9,226,000.00	\$ 9,226,000.00	24.9%
NET REVENUE OVER EXPENDITURES	\$ (736,427.34)	\$ (533,276.48)	\$ (7,130,970.00)	\$ (7,130,970.00)	
TOTAL WASTEWATER FUND REVENUE	\$ 572,479.70	\$ 6,332,347.92	\$ 5,924,530.00	\$ 5,924,530.00	106.9%
TOTAL WASTEWATER FUND EXPENDITURES	\$ 2,045,652.69	\$ 8,616,825.60	\$ 17,431,628.00	\$ 17,431,628.00	49.4%
TOTAL REVENUE OVER EXPENDITURES	\$ (1,473,172.99)	\$ (2,284,477.68)	\$ (11,507,098.00)	\$ (11,507,098.00)	

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	\$ 75,931.70	\$ 853,964.91	\$ 620,000.00	\$ 620,000.00	137.7%
EXPENDITURES					
SALARIES/TAXES/BENEFITS	\$ -	\$ 562.63	\$ -	\$ -	0.0%
ADMINISTRATION OTHER	\$ 875.00	\$ 10,500.00	\$ 23,250.00	\$ 23,250.00	45.2%
STREET CLEANING	\$ 1,518.00	\$ 56,328.30	\$ 113,000.00	\$ 113,000.00	49.8%
PROFESSIONAL SERVICES	\$ -	\$ 8,593.00	\$ 30,000.00	\$ 30,000.00	28.6%
IMPROVEMENTS	\$ 104,727.12	\$ 184,521.66	\$ 180,000.00	\$ 180,000.00	0.0%
TOTAL STORM WATER EXPENDITURES	\$ 107,120.12	\$ 260,505.59	\$ 346,250.00	\$ 346,250.00	75.2%
NET REVENUE OVER EXPENDITURES	\$ (31,188.42)	\$ 593,459.32	\$ 273,750.00	\$ 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	\$ 51,879.50	\$ 590,365.83	\$ 598,000.00	\$ 598,000.00	98.7%
TOTAL STORM WATER CAPITAL EXPENDITURES	\$ 768.00	\$ 698,613.73	\$ 2,271,000.00	\$ 2,271,000.00	30.8%
NET REVENUE OVER EXPENDITURES	\$ 51,111.50	\$ (108,247.90)	\$ (1,673,000.00)	\$ (1,673,000.00)	
TOTAL STORM WATER FUND REVENUE	\$ 127,811.20	\$ 1,444,330.74	\$ 1,218,000.00	\$ 1,218,000.00	118.6%
TOTAL STORM WATER FUND EXPENDITURES	\$ 107,888.12	\$ 959,119.32	\$ 2,617,250.00	\$ 2,617,250.00	36.6%
TOTAL REVENUE OVER EXPENDITURES	\$ 19,923.08	\$ 485,211.42	\$ (1,399,250.00)	\$ (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	\$ 58,256.83	\$ 1,089,958.00	\$ 1,511,000.00	\$ 1,511,000.00	72.1%
TOTAL PARK DEVELOPMENT EXPENDITURES	\$ 49,138.93	\$ 913,047.19	\$ 2,675,000.00	\$ 2,675,000.00	34.1%
NET REVENUE OVER EXPENDITURES	\$ 9,117.90	\$ 176,910.81	\$ (1,164,000.00)	\$ (1,164,000.00)	

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

	<u>CURRENT MONTH</u>	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>TOTAL 2025 BUDGET</u>	
TOTAL PARK DEDICATION REVENUE	\$ 13,484.07	\$ 151,144.43	\$ 344,900.00	\$ 344,900.00	43.8%
TOTAL PARK DEDICATION EXPENDITURES	\$ 2,461.25	\$ 755,593.75	\$ 860,580.00	\$ 860,580.00	87.8%
NET REVENUE OVER EXPENDITURES	\$ 11,022.82	\$ (604,449.32)	\$ (515,680.00)	\$ (515,680.00)	

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

	<u>CURRENT MONTH</u>	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>TOTAL 2025 BUDGET</u>	
TOTAL PUBLIC FACILITIES REVENUE	\$ 21,786.91	\$ 287,734.90	\$ 305,500.00	\$ 305,500.00	94.2%
TOTAL PUBLIC FACILITIES EXPENDITURES	\$ -	\$ 40,940.00	\$ 2,601,000.00	\$ 2,601,000.00	1.6%
NET REVENUE OVER EXPENDITURES	\$ 21,786.91	\$ 246,794.90	\$ (2,295,500.00)	\$ (2,295,500.00)	

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

	<u>CURRENT MONTH</u>	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>TOTAL 2025 BUDGET</u>	
TOTAL CONSERVATION TRUST REVENUE	\$ 86,631.04	\$ 670,665.10	\$ 665,000.00	\$ 665,000.00	100.9%
EXPENDITURES					
SALARIES/TAXES/BENEFITS	\$ 49,701.49	\$ 500,416.60	\$ 540,889.00	\$ 540,889.00	92.5%
ADMINISTRATION OTHER	\$ 1,964.27	\$ 12,319.86	\$ 15,450.00	\$ 15,450.00	79.7%
FLEET MAINTENANCE	\$ 1,417.06	\$ 17,694.22	\$ 20,000.00	\$ 20,000.00	88.5%
PARK MAINTENANCE & IMPROVEMENTS	\$ -	\$ 4,223.00	\$ 331,000.00	\$ 331,000.00	1.3%
TREE MAINTENANCE	\$ 6,476.95	\$ 38,333.71	\$ 76,500.00	\$ 76,500.00	50.1%
EAB RESPONSE	\$ -	\$ 42,158.07	\$ 45,000.00	\$ 45,000.00	93.7%
TOTAL CONSERVATION TRUST EXPENDITURES	\$ 59,559.77	\$ 615,145.46	\$ 1,028,839.00	\$ 1,028,839.00	59.8%
NET REVENUE OVER EXPENDITURES	\$ 27,071.27	\$ 55,519.64	\$ (363,839.00)	\$ (363,839.00)	

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

	<u>CURRENT MONTH</u>	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>TOTAL 2025 BUDGET</u>	
TOTAL LARIMER COUNTY REVENUE	\$ 118,917.65	\$ 2,804,156.00	\$ 3,635,000.00	\$ 3,635,000.00	77.1%
TOTAL LARIMER COUNTY EXPENDITURES	\$ 2,387.74	\$ 2,558,095.32	\$ 4,082,000.00	\$ 4,082,000.00	62.7%
NET REVENUE OVER EXPENDITURES	\$ 116,529.91	\$ 246,060.68	\$ (447,000.00)	\$ (447,000.00)	

<u>CEMETERY ENDOWMENT</u>						<u>PERCENTAGE</u>
	<u>CURRENT MONTH</u>	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>TOTAL 2025 BUDGET</u>		<u>YTD ACTUAL vs</u> <u>YTD BUDGET</u>
TOTAL CEMETERY ENDOWMENT REVENUE	\$ 11,254.72	\$ 76,930.34	\$ 72,500.00	\$ 72,500.00		106.1%
EXPENDITURES						
SALARIES/TAXES/BENEFITS	\$ 7,657.76	\$ 72,500.02	\$ 76,416.00	\$ 76,416.00		94.9%
FUNERALS	\$ -	\$ -	\$ 3,000.00	\$ 3,000.00		0.0%
MAINTENANCE	\$ 1,637.68	\$ 18,347.93	\$ 28,550.00	\$ 28,550.00		64.3%
IMPROVEMENTS	\$ -	\$ -	\$ 35,000.00	\$ 35,000.00		0.0%
TOTAL CEMETERY ENDOWMENT EXPENDITURES	\$ 9,295.44	\$ 90,847.95	\$ 142,966.00	\$ 142,966.00		63.5%
NET REVENUE OVER EXPENDITURES	\$ 1,959.28	\$ (13,917.61)	\$ (70,466.00)	\$ (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	\$ 9,009.33	\$ 189,572.34	\$ 1,017,500.00	\$ 1,017,500.00		18.6%
EXPENDITURES						
SALARIES/TAXES/BENEFITS	\$ 14,207.55	\$ 125,317.52	\$ 136,760.00	\$ 136,760.00		91.6%
ADMINISTRATION OTHER	\$ 110.25	\$ 1,528.99	\$ 10,400.00	\$ 10,400.00		14.7%
DRIVING	\$ 1,144.79	\$ 21,424.93	\$ 30,600.00	\$ 30,600.00		70.0%
SERVICES	\$ -	\$ 107,065.81	\$ 970,000.00	\$ 970,000.00		11.0%
TOTAL BATS EXPENDITURES	\$ 15,462.59	\$ 255,337.25	\$ 1,147,760.00	\$ 1,147,760.00		22.2%
NET REVENUE OVER EXPENDITURES	\$ (6,453.26)	\$ (65,764.91)	\$ (130,260.00)	\$ (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	\$ (24,620.17)	\$ 642,319.36	\$ 893,250.00	\$ 893,250.00		71.9%
TOTAL ROAD IMPACT EXPENDITURES	\$ 1,172.88	\$ 18,331.53	\$ 5,272,298.00	\$ 5,272,298.00		0.3%
NET REVENUE OVER EXPENDITURES	\$ (25,793.05)	\$ 623,987.83	\$ (4,379,048.00)	\$ (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	\$ 104,635.87	\$ 668,264.58	\$ 650,000.00	\$ 650,000.00	102.8%
TOTAL RECREATIONAL MMJ EXPENDITURES	\$ 16,554.01	\$ 483,196.78	\$ 825,000.00	\$ 825,000.00	58.6%
NET REVENUE OVER EXPENDITURES	\$ 88,081.86	\$ 185,067.80	\$ (175,000.00)	\$ (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	\$ 1,130,627.34	\$ 3,806,186.21	\$ 3,090,625.00	\$ 3,090,625.00	123.2%
TOTAL 1998 1% EXPENDITURES	\$ 76,899.98	\$ 3,260,843.85	\$ 6,194,900.00	\$ 6,194,900.00	52.6%
NET REVENUE OVER EXPENDITURES	\$ 1,053,727.36	\$ 545,342.36	\$ (3,104,275.00)	\$ (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	\$ 189,261.22	\$ 1,924,708.73	\$ 1,722,850.00	\$ 1,722,850.00	111.7%
SALES TAX REVENUE/INTEREST	\$ 836,109.90	\$ 3,692,106.63	\$ 3,310,625.00	\$ 3,310,625.00	111.5%
TOTAL 2019 1% REVENUE	\$ 1,025,371.12	\$ 5,616,815.36	\$ 5,033,475.00	\$ 5,033,475.00	111.6%
RECREATION CENTER OPERATING EXPENSES	\$ 201,022.09	\$ 2,252,907.54	\$ 2,636,106.00	\$ 2,636,106.00	85.5%
PARK EXPENSES	\$ 14,183.12	\$ 295,412.61	\$ 4,100,250.00	\$ 4,100,250.00	7.2%
COP PAYMENT AND OTHER EXPENSES	\$ -	\$ 1,150,200.00	\$ 1,150,200.00	\$ 1,150,200.00	100.0%
TOTAL 2019 1% EXPENDITURES	\$ 215,205.21	\$ 3,698,520.15	\$ 7,886,556.00	\$ 7,886,556.00	46.9%
NET REVENUE OVER EXPENDITURES	\$ 810,165.91	\$ 1,918,295.21	\$ (2,853,081.00)	\$ (2,853,081.00)	
TOTAL SPECIAL FUNDS REVENUE	\$ 2,555,354.71	\$ 16,003,746.62	\$ 17,218,750.00	\$ 17,218,750.00	
TOTAL SPECIAL FUNDS EXPENDITURES	\$ 448,137.80	\$ 12,689,899.23	\$ 32,716,899.00	\$ 32,716,899.00	
TOTAL REVENUE OVER EXPENDITURES	\$ 2,107,216.91	\$ 3,313,847.39	\$ (15,498,149.00)	\$ (15,498,149.00)	
TOTAL REVENUE	\$ 6,889,441.20	\$ 50,948,424.41	\$ 46,875,923.00	\$ 46,875,923.00	
TOTAL EXPENDITURES	\$ 4,954,815.00	\$ 42,935,074.84	\$ 90,121,047.00	\$ 90,121,047.00	

Administration



Meeting Date: March 10, 2026
Agenda Title/Subject: Adoption of Sustainability Action Plan
Type of Item: Regular Item
Purpose: Presentation of Draft Sustainability Action Plan
Presented by: Brian Dubois

Attachments:

1. Berthoud Sustainability Action Plan_DRAFT 2.26.26

Background:

The Town of Berthoud Sustainability Action Plan (SAP) is the Town's inaugural, comprehensive roadmap for reducing greenhouse gas emissions, improving resource efficiency, and strengthening environmental stewardship across both municipal operations and the broader community. Developed over a 16-month period between fall 2024 and winter 2026, the Plan is grounded in a rigorous process that included a full baseline greenhouse gas inventory, working sessions with Town staff, and meaningful stakeholder engagement, including an Initial Findings Workshop with Town departments and a community survey that received 168 responses. The resulting Sustainability Action Roadmap is organized around seven categories — Energy & Renewables, Electric Vehicles, Solid Waste, Water, Sustainable Land Use, Climate Adaptation & Resilience, and Leadership & Education — each supported by specific, actionable objectives informed by both the data gathered and the priorities expressed by staff and community members. The Plan also establishes a monitoring and reporting framework with clear Key Performance Indicators to ensure transparency and accountability, and recommends a formal review and update every five years to keep pace with the Town's evolving needs and conditions.

Update/Next Steps:

- The draft will be shared with the public for feedback
- Incorporate staff, Town Board, and public feedback
- Adopt the final draft

Fiscal Impact and Fund Source:

General Professional Fees, 11-01-5020

Community Touchstones:

Community Identity and Sustainability

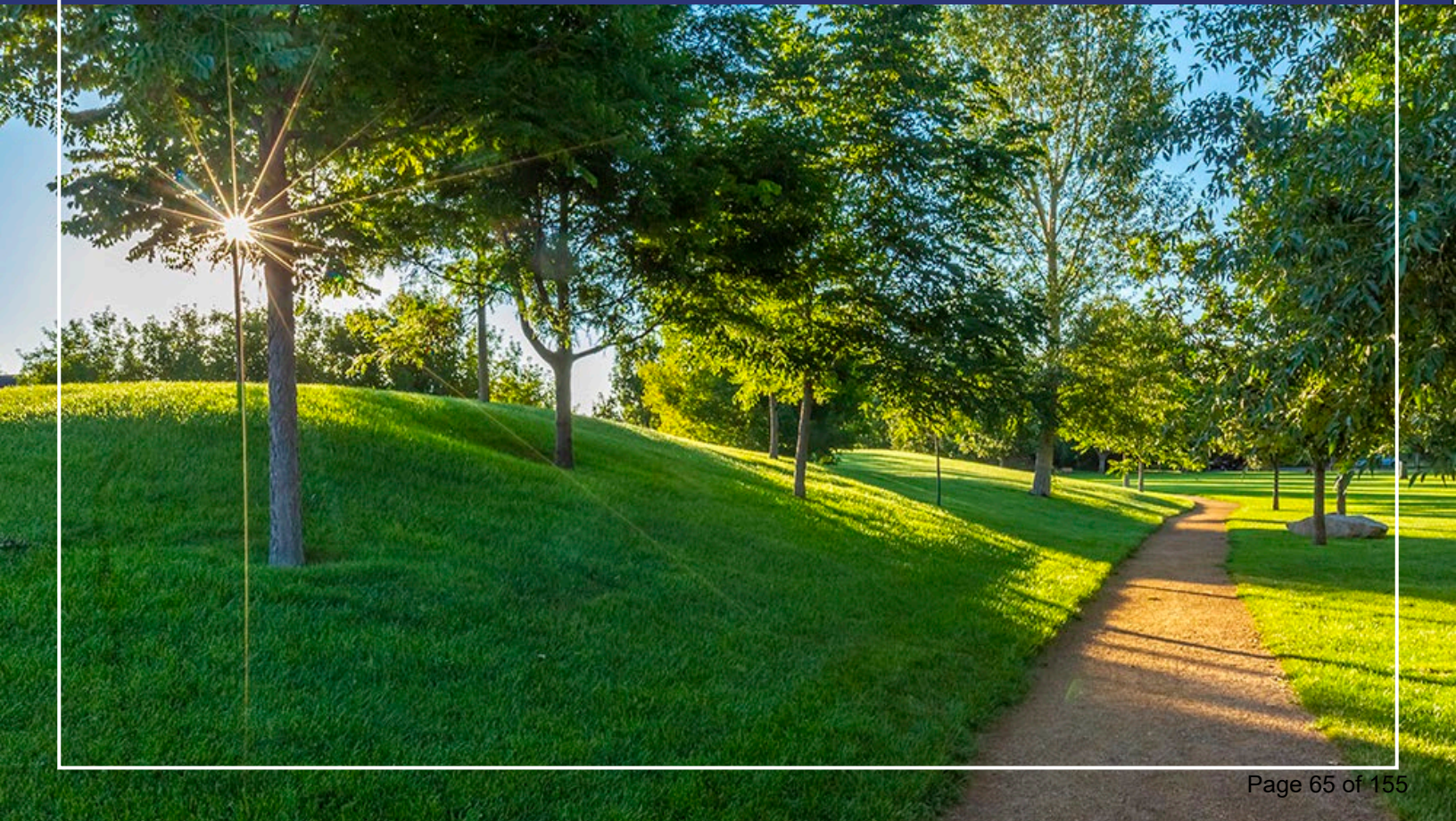
Recommended Action(s):

This is an opportunity for the Town Board to provide comments and feedback.



Town of Berthoud

SUSTAINABILITY ACTION PLAN



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Section 1

EXECUTIVE SUMMARY



1. Executive Summary

The Town of Berthoud is committed to building a sustainable, resilient, and community-focused future. This Sustainability Action Plan provides a structured roadmap for reducing greenhouse gas emissions, improving resource efficiency, and strengthening the Town's environmental stewardship across municipal operations and the broader community. Through targeted actions, the Plan outlines practical, achievable steps that reflect Berthoud's values and long-standing dedication to protecting its natural landscape and quality of life.

Sustainability has been a long-standing practice for the Town, embedded in its key guidance documents such as the Comprehensive Plan and Design Guidelines, and reinforced by Colorado regulations and the sustainability-oriented culture of the region. This Plan intends to build on our existing commitment by expanding into new sustainability categories and identifying a roadmap for execution.

This Plan is structured around six sustainability categories, each of which is supported by a set of objectives and specific actions that will guide the Town throughout the implementation process. These objectives and actions were developed utilizing a combination of robust data analysis and stakeholder engagement, to ensure that the actions not only contribute to more sustainable operations, but are also feasible and executable. It also lays out a reporting and monitoring framework, ensuring that the Town is not only transparent about progress, but able to adapt and improve on an annual basis.

By implementing the guidance within this plan, the Town aims to reduce environmental impact, enhance community well-being, and position Berthoud for long-term sustainability and climate action.



Section 2

INTRODUCTION



2. Introduction

2.1 About the Town of Berthoud

The Town of Berthoud, often referred to as the “Garden Spot of Colorado,” is a growing community located along the Front Range between Loveland and Longmont. The area was first settled in the early 1860s, and has since become the home of over 10,000 residents. Known for its small-town character, agricultural roots, and strong sense of community identity, Berthoud blends historic charm with a forward-looking approach to planning and development. As the Town continues to expand, it remains committed to protecting its unique natural landscape, including open space, agricultural lands, and mountain views.



**Garden
Spot of
Colorado**



2.2 Existing Sustainability Efforts

Sustainability is not new to the Town of Berthoud. Although this is the Town's inaugural Sustainability Plan, the Town has implemented sustainability best practices by incorporating them into the Comprehensive Plan and the Town's Design and Architectural Guidelines, as discussed below.

2.2.1 Berthoud's Comprehensive Plan

In 2021 Berthoud drafted an update to their Comprehensive Plan¹, which is meant to identify the present and future needs of the town. The plan laid out three environmental and sustainability objectives that the Town would strive to achieve.

These included creating and maintaining bike and pedestrian trails to provide safe and reliable opportunities for **sustainable transportation**. Bike and pedestrian trails encourage sustainable lifestyles by making active transportation safe, convenient, and enjoyable, which can reduce reliance on cars and lower emissions. They strengthen communities by connecting neighborhoods, parks, schools, and businesses, encouraging local shopping and social interaction.

Land preservation is another core priority. The Town has made commitments to land preservation pursuing grants to provide funding for farm preservation and the acquisition of conservation easements. These actions will aid the town in preserving the Front Range. Additionally, Berthoud has approximately 875 acres of conservation easements and property acquisitions to enhance the town's open space. Within the Future Land Use Plan areas have been designated to conserve vast amounts of open space, protecting sensitive environments in the town limits.

Berthoud committed to **maintaining municipal tree canopy**. The Town is recognized in **Tree City USA** and has been recognized for over forty years. Tree City USA is a foundation that encourages towns and cities to plant, manage and care for trees in their community. In tandem with the Town's recognition, efforts are being made to maintain and expand on the town's tree canopy. Currently the town is home to over 6,000 trees along the streetscape and public areas and remains committed to protecting the environmental and public benefit of the trees.

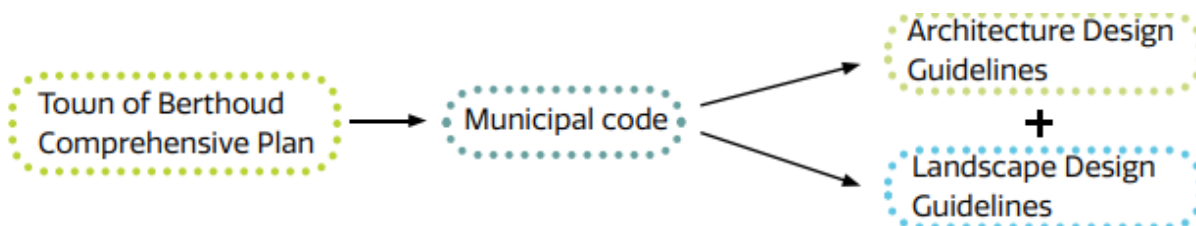
2.2.2 Berthoud's Landscape and Architecture Design Guidelines

Berthoud's Landscape and Architecture Guidelines promote low-impact development and sustainable practices. These efforts include sustainable construction of buildings that are well

¹ berthoud.org/DocumentCenter/View/6967/2025-Comprehensive-Plan-update

positioned for introducing solar panels, native and drought resistant planting practices to improve water usage rates, and energy efficient windows and natural ventilation for residential buildings.

For commercial construction similar guidelines apply to that of residential building while adding in opportunities for bike parking to promote sustainable travel and prioritizing natural daylighting within interior work areas.



2.3 About the Sustainability Action Plan

2.3.1 Purpose of the Plan

The Sustainability Action Plan (“Plan” or “SAP”) establishes clear direction for implementing municipal and community sustainability best practices, supported by Greenhouse Gas (GHG) emissions reductions. The Plan lays out an organized roadmap for implementing strategies to set priorities, outline actions, and help coordinate effort across Town departments, residents, and local organizations. By focusing on areas like energy use, electric vehicles, waste, land management, and climate resilience, the plan helps a town operate more efficiently, protect public health, lower pollution, and prepare for climate-related risks.

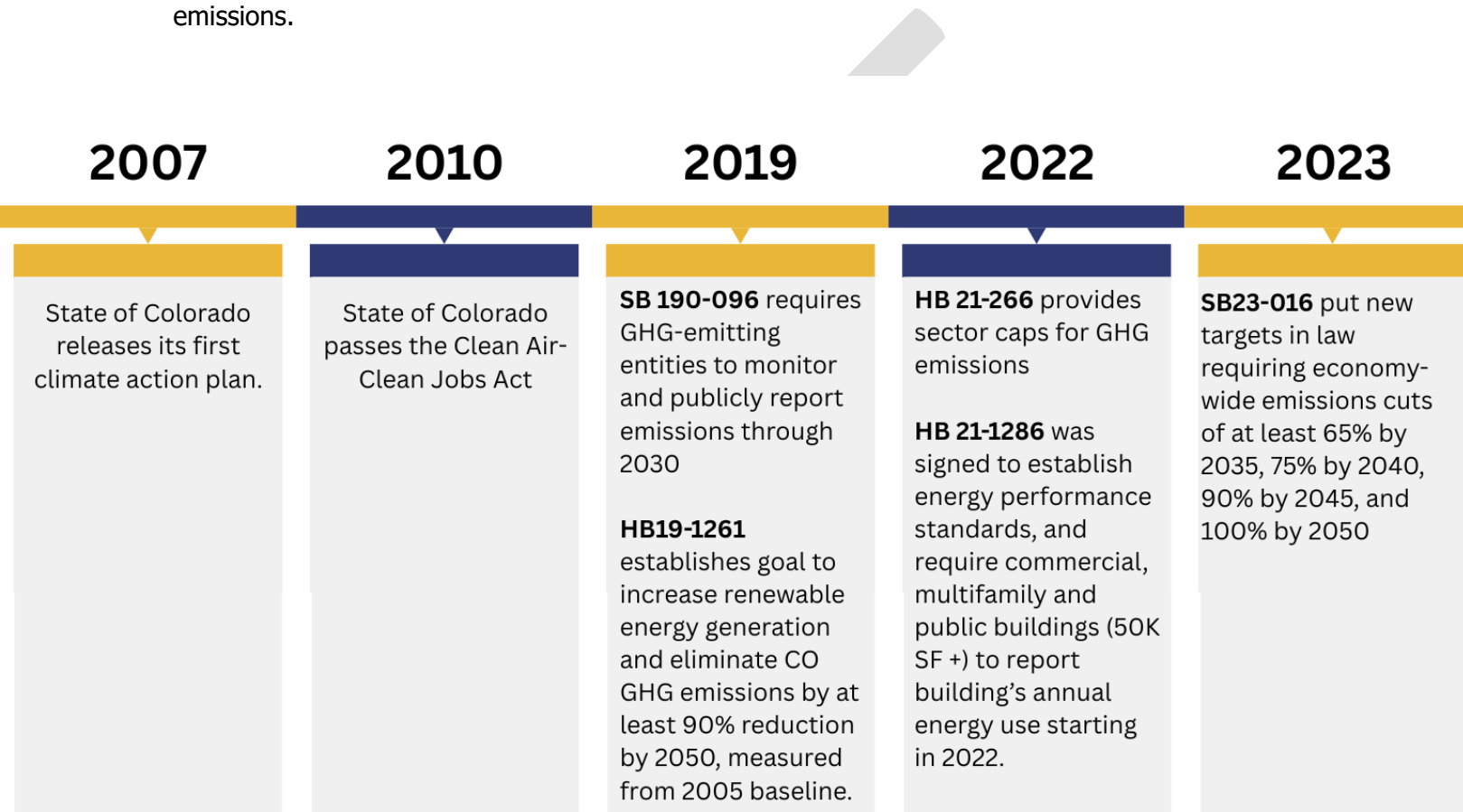
2.3.2 Regulatory & Regional Context

The regional and regulatory sustainability context in which Berthoud operates is characterized by a strong push towards progressive implementation of sustainability and climate action.

Colorado legislation SB23-016 sets up economy-wide emissions reduction targets, while incentivizing renewable and clean energy initiative programs, and requiring the Energy Office to make progress toward eliminating GHG pollution from electricity generation, gas utilities, and transportation. The Colorado Building code has set up building performance standards requiring buildings to meet prescribed energy use intensity targets of 13% in 2026 and 29% in 2030. Buildings can reach these intensity targets by implementing energy efficiency measures or electrification technologies to meet requirements. Benchmarking reports are required to be submitted to the government and failing to meet adequate performance standards will result in fines.. Additionally, the Colorado Building Performance Program sets yearly benchmarks for energy efficiency while allowing utility providers to offer rebates to customers implementing

these measures, however it only applies to commercial, multi-family and buildings larger than 50,000 square feet.

Finally, The State of Colorado adopted its first Climate Action Plan in 2007 and Larimer County has also published rigorous sustainability goals. The Colorado Climate Action Plan has targeted greenhouse gas reductions of 26% by 2025, 50% by 2030, and 100% by 2050. The Larimer County Sustainability Plan has goals to reduce the County's greenhouse gas emissions by 30% by 2030, setting precedent for the Town of Berthoud to follow by closely examining its GHG emissions.



2.3.3 Planning Process Overview

The Town of Berthoud developed the SAP over a 16 month period between fall of 2024 and winter of 2026. The development of this plan followed the structural components below:

- Inventory of existing conditions assessment, an evaluation of Berthoud's existing sustainability practices and initiatives, a baseline greenhouse gas inventory of the town and of the community

- Town outreach both with Berthoud Board of Directors, and a community engagement event, and surveys as discussed in Section 2.4
- A rigorous data analysis and assessment process to determine which strategies are feasible in within the Town’s operations
- A working session with town planning and Public Works personnel
- A public comment period on the draft of the SAP



2.4 Stakeholder Engagement

2.4.1 Background & Purpose of Engagement

Both internal and external stakeholder engagement were a critical part of the planning process for the development of the Sustainability Action Plan. Internal stakeholder engagement brings valuable knowledge of the Town’s current operations, while providing key perspectives of the individual departments that are responsible for the implementation of sustainability measures. This engagement is key to establishing feasibility of proposed measures. Engaging with external stakeholders such as residents and businesses and community groups adds a diverse perspective and community priorities that ensure the plan is responsive to the needs of the community. Engaging with both groups offers transparency to stakeholders and creates a sense of shared ownership over the direction of the Plan.

2.4.2 Town Staff Engagement & Results

An Initial Findings Workshop was put together to present Baseline Inventory Results to groups within the Town Planning and Public Works Departments. Town personnel shared the priorities

to be highlighted within the plan and provided crucial feedback on potential sustainability measures from across the Town's operations. Key inputs included:

- Focus on increasing resilience and improving quality of life in the community
- Identify low effort actions that the Town can take to provide noticeable impacts with immediate effect
- Focus on long term viability, and potential costs of larger projects
- Need to address data gaps and lapses in current equipment inventories.
- Importance of protecting and enhancing the Town's natural environment, incentivizing sustainable building practices, and identifying multi-functional solar opportunities.

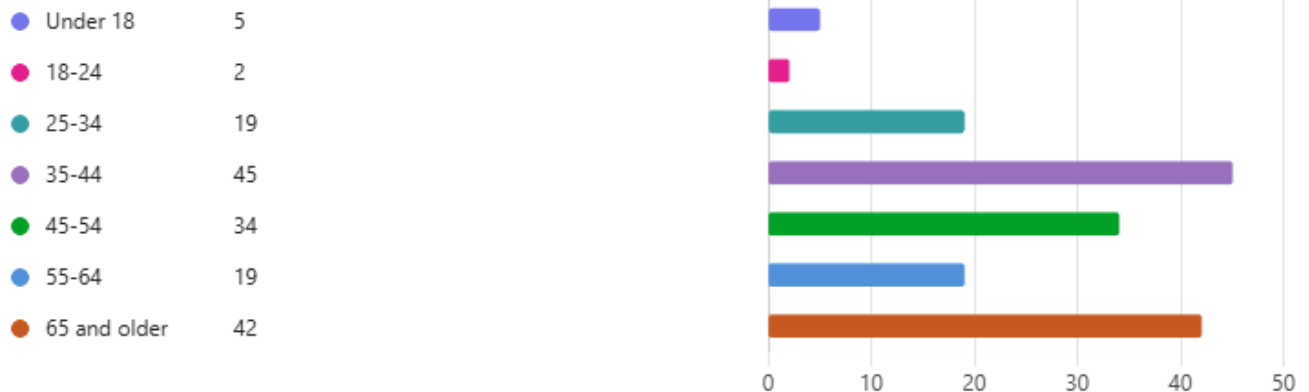
2.4.3 Community Engagement & Results

In an effort to engage the community on the development of the Sustainability Action Plan, the Town took the following actions:

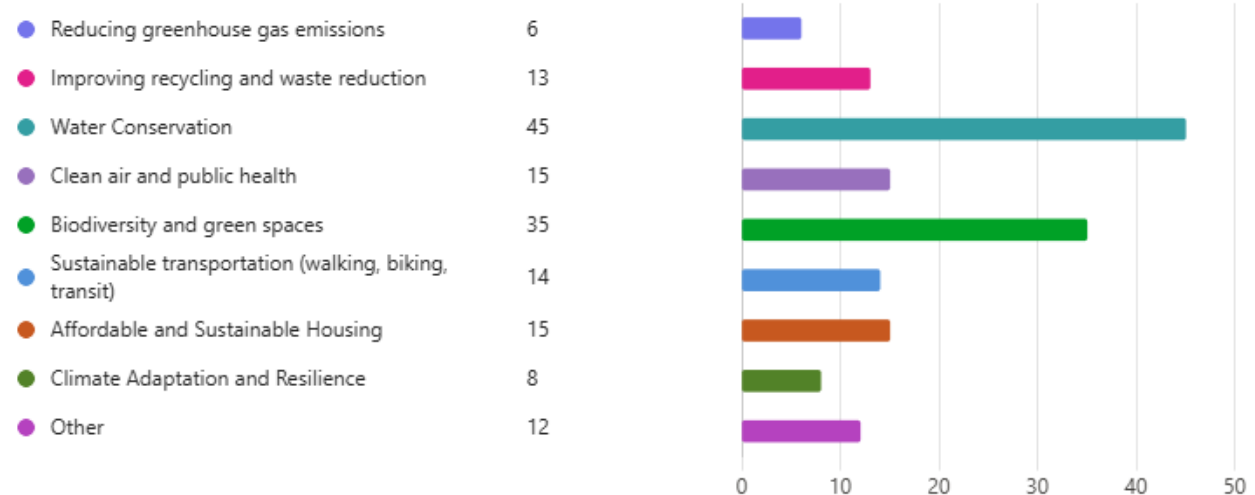
- Socialization of the effort on the Town's Newsletter
- Participation in in-person engagement with the community at the Oktoberfest Event
- Deployment of an online survey to gather insight on priorities. A total of **168 response** were received.



The results of these efforts indicated that the community was concerned that cost would be the largest barrier, followed by inconvenience and lack of information. Community members highlighted water conservation, biodiversity, clean air, public health, and sustainable housing as the main priorities. This feedback was incorporated throughout this roadmap.

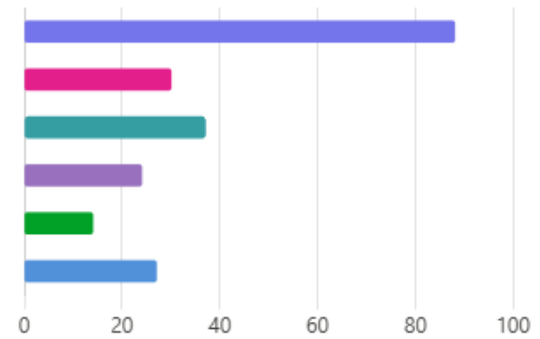


Age range of respondents to the community survey



Survey Result: Top Priority of the Sustainability Action Plan

● Cost	88
● Lack of information	30
● Inconvenience	37
● Lack of Alternatives	24
● Not sure where to start	14
● Other	27



Survey Result: Largest barrier preventing sustainable actions

Additional Comments from the Community Engagement Survey:

"Implementing a town-wide compost initiative"

"Improving bike lanes and trail access and interconnectivity"

"Prioritizing more green spaces and gathering spaces for the community"

Section 3

GHG EMISSIONS ASSESSMENT



3. Greenhouse Gas Emissions Assessment

3.1 Background

Greenhouse Gas (GHG) emissions are imperative to measure in a Sustainability Action Plan because they provide a measurable foundation for understanding a community's environmental impact and identifying where the most effective reductions can be made. Tracking emissions helps the Town set clear targets, prioritize actions based on largest impact. For the purpose of this Plan, the Town of Berthoud has assessed both municipal emissions from town-owned facilities, as well as the impacts of the broader community. These emissions are calculated in 3 scopes, as described below.

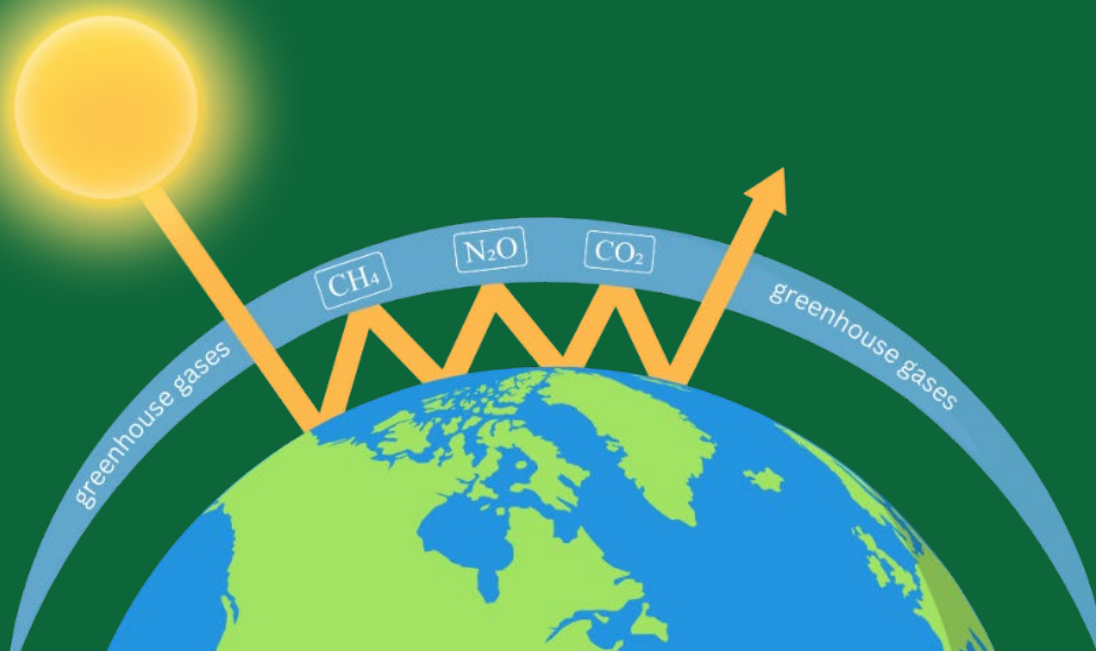
Scope 1 emissions come from direct combustion of fuels on the Town-owned sites. Examples of these emissions include fuel used by town-owned vehicles and any natural gas used to heat municipal buildings.

Scope 2 emissions refer to greenhouse gases that are released from the Town's purchased electricity, and is calculated using factors from the electric utility.

Scope 3 emissions are greenhouse gases that the Town is responsible for indirectly, meaning that they come from actions town does not directly control them but they still depend on. They include emissions from producing materials that the city purchases, and waste generation.

What are Greenhouse Gas (GHG) Emissions?

Greenhouse gas emissions (GHG) are gases released into the air that trap heat in the Earth's atmosphere, creating a greenhouse effect. They include are carbon dioxide, methane, and nitrous oxide. They come from everyday activities such as driving cars, using electricity, raising livestock, and manufacturing products. When too many of these gases build up, they make the planet warmer, which leads to climate change. In short, GHG emissions are the heat-trapping gases humans release that cause the Earth to warm faster than it naturally would.



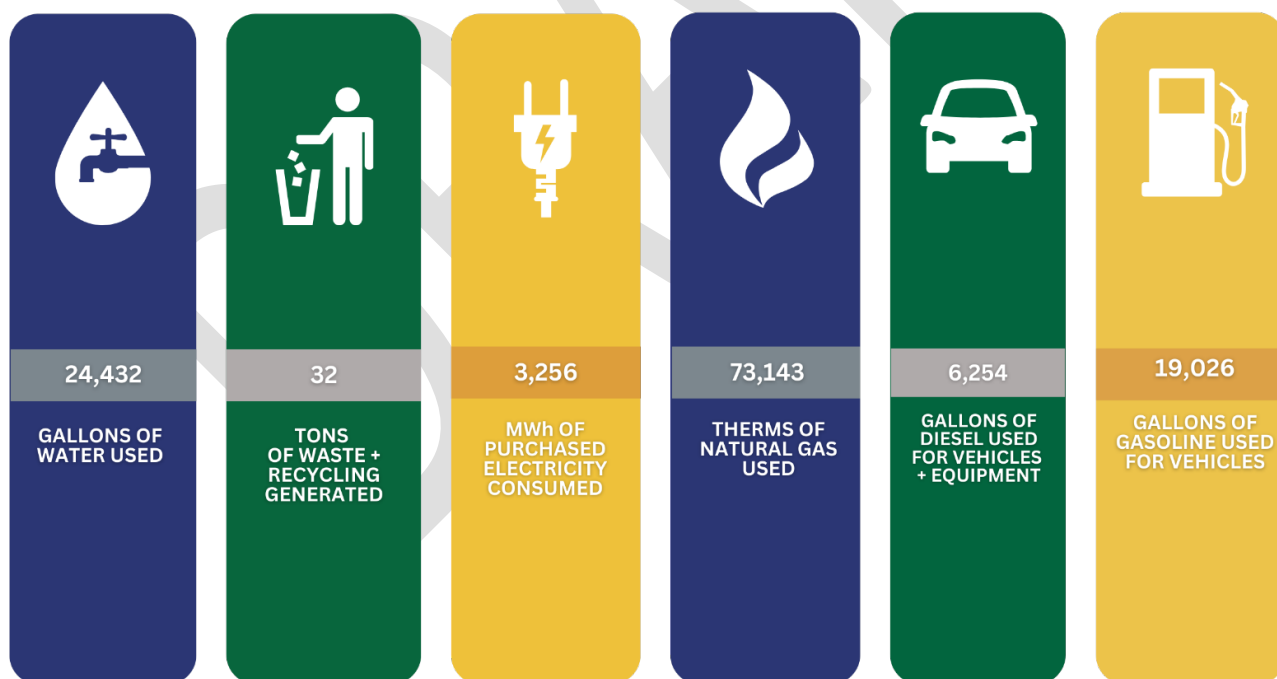
3.2 Town of Berthoud's GHG Assessment Results

The Town of Berthoud prepared 2024 baseline inventories of municipal and community-wide greenhouse gas (GHG) emissions. The municipal inventory is made up of emissions that would be generated from town owned assets, operations, and activities. Community-wide emissions are made of sources that come from residential and commercial buildings along with emissions from residential vehicles.

3.2.1 Municipal GHG Emissions

The Town's Municipal emissions footprint included GHG emissions from the following sources:

- Facilities Natural Gas
- Diesel Purchases
- Gasoline Purchases
- Purchased Electricity from Xcel Energy & Poudre Valley REA²
- Employee Commuting
- Water Consumption
- Municipal Waste

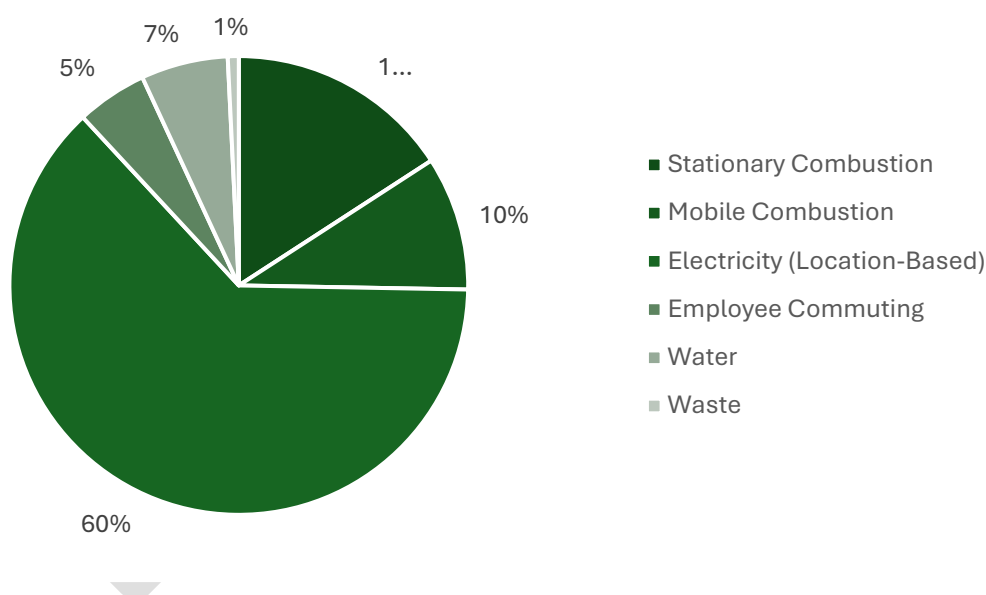


² It is noted that where exact data was not available, assumptions were incorporated utilizing square footage and publicly available data from the Energy Information Administration (EIA)

The results of the GHG assessment for municipal operations is included below, and were used to inform the sustainability and GHG reduction measures included later in this report. It is noted that the largest impact in terms of GHG emissions is purchased electricity, and such it is recommended that the Town pursue actions that would increase energy efficiency or incorporate renewable energy sources.

Scope	Category	Emissions (MT CO ₂ e)	% Contribution
1	Stationary Combustion (Buildings)	388	17%
1	Mobile Combustion (Vehicles)	231	10%
2	Electricity (Market-Based)	1,387	60%
3	Employee Commuting	122	5%
3	Water	150	7%
3	Waste	19	1%
Total		2,298	100%

**Municipal GHG Emissions (MT CO₂e)
by Category**



3.2.2 Community-wide Emissions

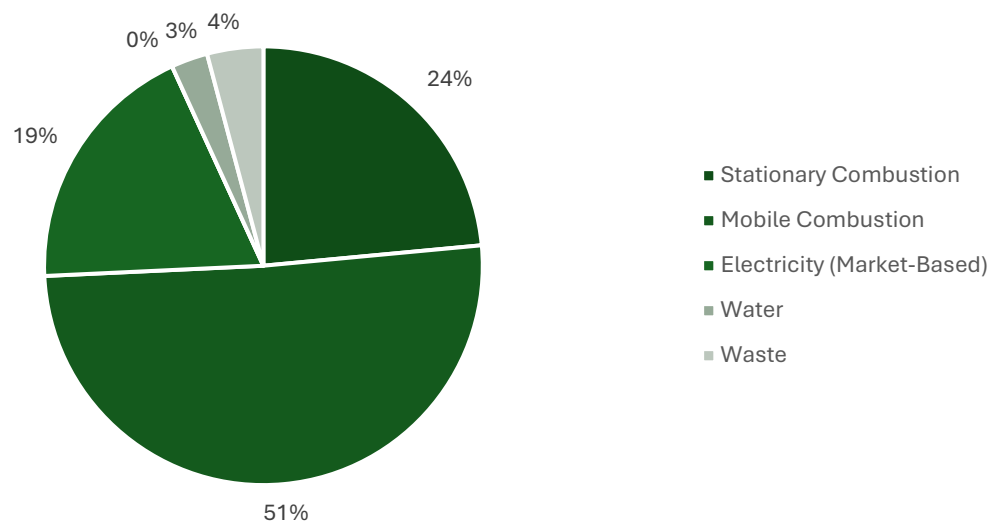
The Town's Community-wide emissions footprint included GHG emissions not from Town-owned and operated facilities and vehicles, but rather from the community overall (including commercial, residential, and other sectors). Community-wide emissions are complicated to estimate due to the variety of unknown factors, and sensitivity of data. In certain cases, the

Town made assumptions to support the analysis. Data was requested from utility providers on a sector level. GHG emissions are included from the following sources:

- Buildings Natural Gas (Residential & Business)
- Buildings Purchased Electricity (Business, Residential, Commercial, Industrial, and Street Lighting) from Xcel Energy & Poudre Valley REA
- Transportation³
- Water Consumption (Commercial, Residential, Multi-Family)
- Waste (Residential, Commercial, Rural Residential, Rural Commercial)

Scope	Category	Emissions (MT CO ₂ e)	% Contribution
1	Stationary Combustion	23,328	24%
1	Mobile Combustion	50,345	51%
2	Electricity (Market-Based)	18,758	19%
3	Water	2,678	3%
3	Waste	4,107	4%
Total		99,217	100%

**Community GHG Emissions (MT CO₂e)
by Category**



³ Transportation Emissions were calculated based on assumptions and data from the Colorado Air Pollution Control Division, [2023 Colorado Statewide Inventory of Greenhouse Gas Emissions and Sinks](#), proportionally applied

DRAFT

Section 4

SUSTAINABILITY ACTION ROADMAP



4. Sustainability Action Roadmap

4.1 Overview

The Town of Berthoud is proud to build on its long standing history of sustainability and care for the environment by incorporating sustainability into its operations. This includes a focus on the seven core sustainability categories, each supported by a number of objectives. Within this section of our plan, the Town has identified specific measures to support the objectives within these categories to serve as our **Sustainability Action Roadmap**. Each section of the Roadmap explains the importance of the relevant sustainability category, and a summary of recommended measures the Town may implement to support the objectives.

Category		Objectives
	Energy & Renewables (ER)	ER.1 Increase Energy Efficiency of Municipal Buildings ER.2 Install Renewable Energy at Municipal Facilities ER.3 Facility & Equipment Electrification
	Electric Vehicles (EV)	EV.1 Transition to Electric Vehicles EV.2 Expand EV Charging
	Solid Waste (SW)	SW.1 Waste Diversion Infrastructure SW.2 Training and Signage SW.3 Bin Placement and Assessment SW.4 Community Waste Reduction Programs
	Water (W)	W.1 Adhere to Recommendations of Water Action Plan
	Community-Wide Sustainability (C)	C.1 Sustainable Land Development C.2 Tree Canopy

Category		Objectives
	Climate Adaptation & Resilience (CAR)	CAR.1 Vulnerability Assessment CAR.2 Fire Resiliency
	Leadership and Education (LE)	LE.1 Community Engagement LE.2 Education LE.3 Leadership

4.2 Energy & Renewables (ER)

Developing strategies for energy efficiency is crucial in because it reduces energy consumption, lowers greenhouse gas emissions, and decreases reliance on finite resources. Energy efficiency measures can deliver immediate benefits by cutting costs for purchased electricity. By reducing the amount of energy needed to perform the same task, efficiency can promote improved environmental and economic impact.

The Town of Berthoud contextualizes our analysis on Energy & Renewables through the reduction of associated Greenhouse Gas (GHG) Emissions. The approach to energy follows a loading order known as the mitigation hierarchy, where the priority is first reducing energy use through energy efficiency, and subsequently considering renewable energy and electrification of building systems to mitigate any remaining GHG Emissions from energy. It is also noted that Xcel Energy (Berthoud's electric utility provider) has a goal of delivering carbon-free electricity by 2050⁴, which was considered in the development of these measures.

ER.1 Increase Energy Efficiency of Municipal Facilities

- Conduct energy audits at Town-owned facilities and buildings to inventory building systems and assess building energy use benchmarks. These results would feed into subsequent measures, as well as those listed within the electrification sections.
- Ensure lighting is converted to LED in Town-Owned Buildings

⁴ [Carbon Reduction Plan | Energy Plans | Sustainability | Corporate | Xcel Energy](#)

- In town owned facilities, review HVAC inventories to ensure that units are within useful life. As a follow up, develop a plan for unit replacement, while prioritizing replacement of outdated systems. Where feasible, consider electrification of systems and installation of heat pumps (See Electrification Section 4.2.3).
- In town owned facilities, review existing building controls systems. Develop a plan for installation and upgrades of building controls. If possible, consider implementing building automation.
- Evaluate the Wastewater Treatment Plant to identify needed repairs and improvements to increase efficiency in operations and associated energy use.
- Consider Retro-commissioning of existing buildings to ensure systems are operating efficiently.
- Conduct regular follow-up energy audits to monitor town energy usage.
- Collaborate with Xcel energy to identify incentives and utility programs to help fund energy efficiency projects.
- Develop a policy for future construction to require minimum energy performance standards for all municipal owned buildings (LEED, etc)
- Implement commissioning (Cx) for new construction projects

ER.2 Install Renewable Energy at Municipal Facilities

The Town of Berthoud has already initiated analysis related to potential solar energy at our facilities. The Town has identified three municipal facilities as candidates for the installation of solar photovoltaic (PV) technology. Preliminary analysis was conducted (Appendix C) on these facilities to determine generation potential.

- Town Hall
- Recreation Center
- Wastewater Treatment Plant

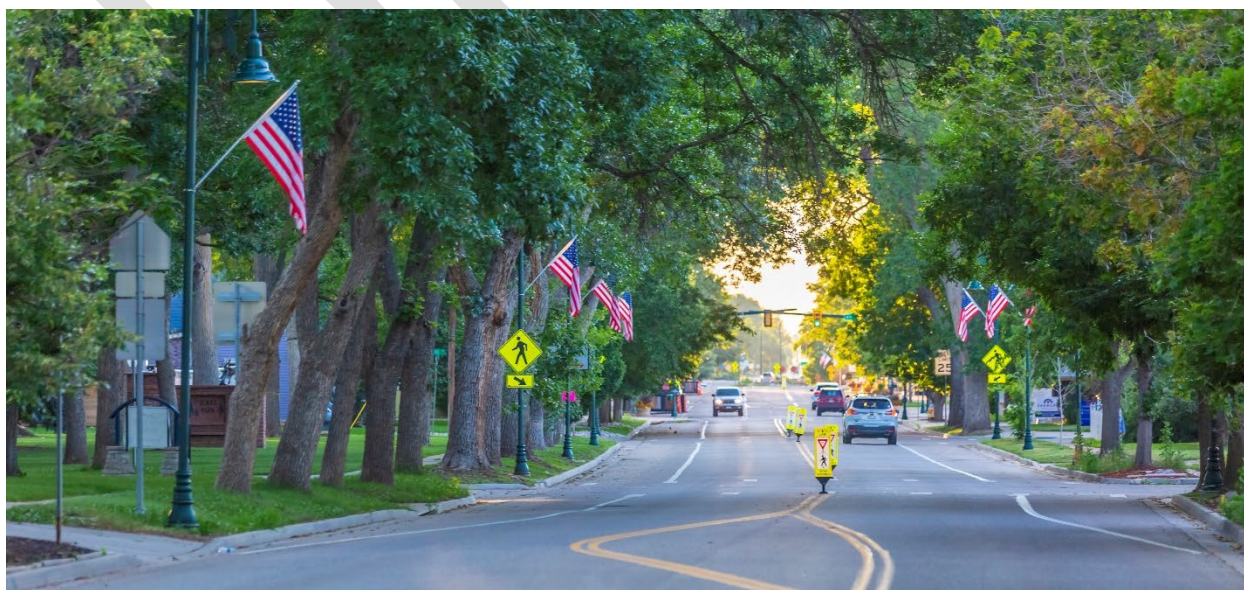
Facility	Annual Solar Generation Potential (kWh)	Potential Energy Consumption Offset by Solar (%)	Potential Year 1 GHG Emissions Savings (MT CO ₂ e)
Recreation Center	929,667	83%	439
Wastewater	769,900	100%	364
Town Hall	219,900	78%	104

Next steps and additional supporting strategies are listed below to support this objective:

- Conduct in-depth feasibility and financial assessments on the Town Hall, Recreation Center, and Wastewater Treatment Plant. This includes evaluating utility cost savings against investment costs, and evaluation of alternative procurement options such as a Power Purchase Agreement (PPA).
- Identify what additional municipal (town owned and operated) buildings would be good candidates for deploying solar energy
- Consider whether battery storage is needed in conjunction with solar at any of the Town facilities.

ER.3 Facility & Equipment Electrification

- Analyze results from energy audits to identify where electrification of HVAC (i.e. heat pump installation) would be appropriate. Align this analysis to existing replacement plans or plan replacement to align with end of life of existing HVAC units.
- Compile inventory of Town-Owned Equipment, including gardening and maintenance equipment and consider options for transitioning to electric options where available.
- For diesel-powered equipment, alternate fuels such as R99 can be considered.
- Develop standards for new construction to implement electrified building equipment options where possible



4.3 Electric Vehicles

Transportation measures are important because vehicles are a major source of greenhouse gas emissions in the nation. By providing cleaner, more efficient, and accessible transportation options—such as improving public transit, creating more opportunities for cycling and walking, and expanding electric vehicle infrastructure Berthoud can reduce emissions while improving air quality and enhancing public health.

The transition to cleaner mobility a critical component of Berthoud's sustainability strategy. The Town is aiming to expand the use of electric vehicles (EVs) both within the Town's owned and operated fleet, but also to encourage the community to leverage cleaner transportation options. The Town has already committed to increasing options for alternative transportation methods through its Comprehensive Plan (see Section 4.6), but reducing GHG emissions and reliance on gasoline through a transition to electric vehicles is a core supporting objective to an overall cleaner transportation system.

EV.1 Transition Municipal Fleet to Electric Vehicles

- Assess existing vehicles inventory and existing vehicle replacement plans
- Identify which vehicles are appropriate for a transition to hybrid or electric alternatives
- Conduct financial analysis to inform future budgets for vehicle purchases
- Develop a vehicle transition plan that aligns to existing vehicle replacement plans

EV.2 Expand EV Charging

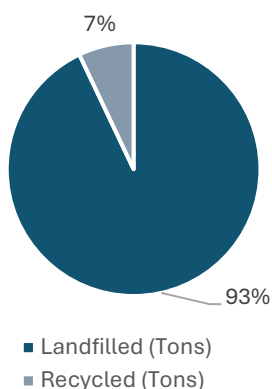
- Assess vehicle charging needs for current and future fleet, and compare to existing available charging infrastructure
- Expand EV Charging Infrastructure to align with the above-mentioned vehicle electrification plan
- Investigate and apply for applicable utility incentives or grants to support installation of EV charging
- Consider options for public charging to encourage community usage of electric vehicles

4.4 Solid Waste

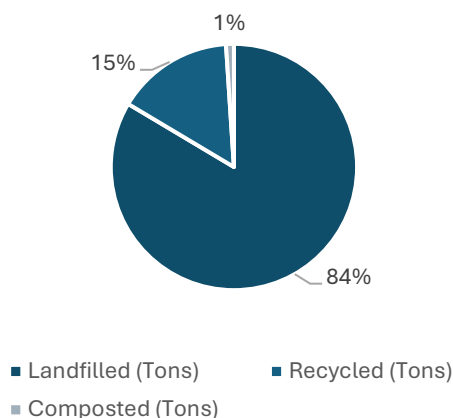
Solid waste reduction is a key part of a sustainability action plan because it cuts environmental impacts while delivering clear community benefits. Reducing waste lowers greenhouse gas emissions from landfills, decreases air and water pollution, and reduces the energy and resources needed to produce new materials. Generating less waste saves money for both residents and the municipality by reducing disposal costs. Landfilled waste can be reduced through recycling, composting, and donation, with a priority being minimizing the amount of waste produced in the first place.

Berthoud's approach to solid waste focuses on building a more consistent and more accessible waste management process. During site visits, the Town identified several opportunities to improve sorting accuracy and minimize contamination, while also increasing diversion. By standardizing bin placement, introducing clearer signage, and expanding recycling and organics options across municipal facilities, Berthoud aims to foster a culture of responsible materials management. This structured approach not only supports the Town's sustainability goals but also enhances the day-to-day experience for staff, visitors, and the broader community. Baseline waste diversion rates are included in the graphs below⁵.

Municipal Waste



Community Waste



⁵ Specific organics and composting data for municipal was not available at the time of the study, and it is assumed that composting for municipal buildings is minimal, as these receptacles were only observed at the Recreation Center.

SW.1 Waste Diversion Infrastructure

- Focus on adding recycling bins for the Town Hall building (currently there are no recycling bins). This includes locations such as reception, event spaces/board rooms, kitchenettes, bathrooms, lobbies, desks, etc.
- Eliminate homemade or repurposed bins (such as cardboard boxes) to ensure clarity and standardization.
- Ensure bins/liners have consistent color coding throughout the Town. During the site visit it was noted that in some cases recycling and landfill waste bins are the same color, which may cause confusion.
- Utilize color-coded bin liners: clear for recycling to maintain cleanliness and allow contamination checks and black for trash for easy visual differentiation.
- Require clear bags for recycling collection to help make any contamination more apparent and encourage improved sorting.
- Expand composting and organics infrastructure and coordinate with waste hauler to ensure these are being processed.

SW.2 Training and Signage

- Post consistent signage to ensure employees understand sorting requirements.
- Given 95.6% English-speaking population and 3.3% Spanish speakers, prioritize English-only signage for clarity and cost-effectiveness.
- Develop programs (such as an annual staff training) to encourage proper sorting.
- Use a simple decal, sticker, or paintable stencil to retrofit mismatched bins with clear labeling.

SW.3 Bin Placement and Assessment

- Ensure trash and recycling bins are co-located throughout Town Facilities to minimize effort needed to properly sort waste.
- Evaluate options for organic waste—such as paper-towel only composting bins in bathrooms, or co-location of organics bins with trash and recycling, especially in areas where employees or visitors eat.
- Address bulky cardboard and plastic film recycling options.
- At the Recreation Center, evaluate whether bins are the right size, as it was noted during the site visit that some bins are overflowing.
- Conduct a formal waste study to identify whether waste is being properly sorted.
- Meet with custodial teams to ensure sufficient training and supplies for sorting, collection, and disposal.

SW.4 Community Waste Reduction Programs

- Create and expand signage, such as bin stickers or informational mailers, to guide proper waste disposal.
- Implement a program to educate and incentivize recycling and composting community-wide.
- Consider launching programming/engagement events for collection of difficult to dispose of items, such as electronics.
- Consider implementation of donation programs, in partnership with local non-profits.
- Offer composting workshops, countertop bins, and user guides to encourage composting in yards and backyards.



4.5 Water

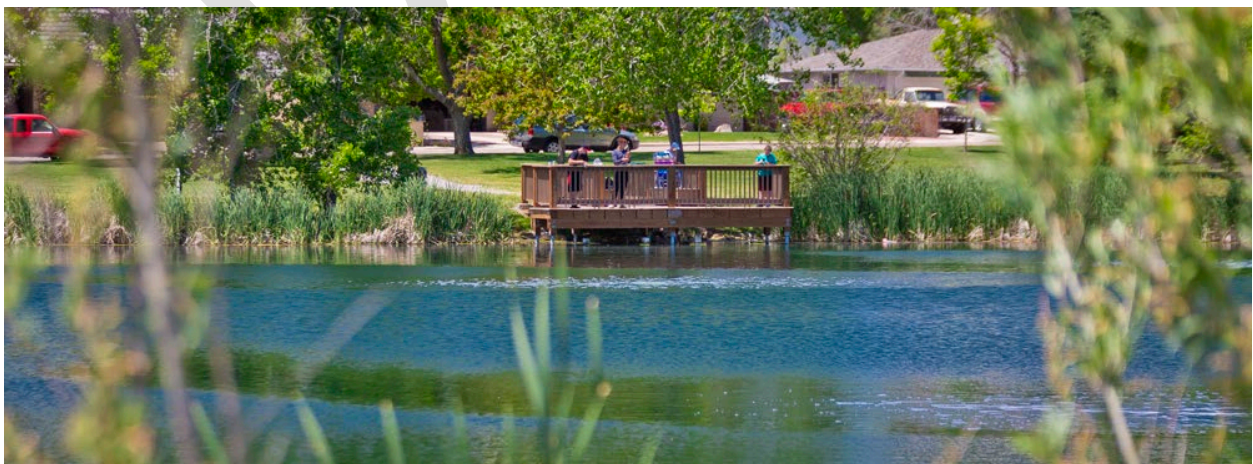
Water usage is important to the Sustainability Action Plan because water is limited and essential for the Town's well-being. Climate change has made rainfall less predictable and increasing drought severity while population and economic growth drive up demand that strain our freshwater sources. By managing water usage wisely through conservation, efficient use, and protection of water systems the town will help support public health and strengthen resilience to climate impacts the town will face.

W.1 Adhere to Recommendations of Water Action Plan

In parallel with the development of this Sustainability Action Plan, the Town of Berthoud has undertaken an effort to compile a formal Water Efficiency Plan (WEP) to ensure responsible stewardship of the Town's water resources. The WEP has established six goals to support water efficiency as follows:

- Reduce water demand per capita.
- Reduce peak day water demands while developing a reliable baseline to measure performance and inform future planning.
- Reduce non-revenue water losses and establish a reliable historical dataset to support on-going tracking and management.
- Lead by example and model water efficiency excellence by optimizing water use across town operations
- Integrate water and land use planning both at the policy and operational levels
- Expand public education and outreach programs

For additional information and specific detail on these goals and supporting strategies, please review the Water Efficiency Plan on the Town's website.



4.6 Sustainable Land Use

Land Use is important to consider alongside sustainability because it influences protection of natural environments, as well as the behavior of the community. Managing land use helps protect natural areas, maintain healthy soils and waterways, and preserve local biodiversity. It also guides how and where infrastructure is built, helping communities grow in a way that reduces sprawl, limits pollution, and makes efficient use of resources.

As previously noted, the Town of Berthoud's 2021 Comprehensive Plan has created a foundation for incorporating sustainability into land use planning and operations. This Sustainability Action Plan is intended to work hand-in-hand with the Comprehensive Plan, reinforcing the key sustainability practices already established.

C.1 Sustainable Land Development (Comprehensive Plan)

- Ensure that bike lanes provide ample opportunity to easily navigate the city and still prioritize safety
- Implement street level improvements to encourage safe transportation
- Use advertising to incentivize sustainable travel
- Utilize community engagement to identify desirable areas, roads, and trails to expand walkability and sustainable travel.
- Increase availability of charging stations throughout town limits to create/expand an EV charging network

C.2 Tree Canopy (Comprehensive Plan)

- Current Inventory is 11,000 trees as per tree committee meeting April 11, 2025. Utilize aerial imaging or GIS to map existing tree coverage and identify areas in need of additional canopy coverage.
- Identify suitable tree species that can provide ample tree canopy cover and meet town water usage goals
- Prioritize urban forestry in future land development plans

4.7 Climate Adaptation & Resilience

Climate adaptation and resilience are essential to a sustainability plan because they ensure a community can withstand and recover from the climate impacts that they already facing like drought, wildfire risk, and extreme weather. Adapting the Town with stronger infrastructure and smarter land use can reduce the risks and increase resiliency to ensure that the community can bounce back when climate-related disruptions occur.

The Town of Berthoud and the region more broadly have already experienced the negative impacts of climate-related hazards, with a particular increase in the frequency of wildfires. As such, the Berthoud Fire Protection District has undertaken a Wildfire Threat Assessment in the Wildland-Urban Interface (WUI), which is defined as undeveloped land covered in native, flammable vegetation that exhibit a high hazard potential. This assessment feeds into a Community Wildfire Protection Plan (CWPP) that will serve as a strategic roadmap for creating “fire-adapted communities” by addressing local risks and vulnerabilities. This Sustainability Action Plan reinforces the strategies of the CWPP (CAR.2), but also prioritizes additional assessments to increase resilience against potential other climate hazards (CAR.1).

CAR.1 Vulnerability Assessment

- Conduct a thorough climate risk assessment to identify current and future risk related to extreme weather, extreme heat, flooding, snowfall, and any other climate hazards deemed applicable
- Conduct an analysis on adaptive capacity of Town owned and operated facilities, critical infrastructure (utility, communications, hospitals, etc.), and community hubs (schools, nursing homes, etc.)
- Conduct an assessment of demographics and identify vulnerable populations
- Create GIS maps to consolidate information and prioritize areas that exhibit high vulnerability to climate risk

CAR.2 Fire Resiliency (CWPP)

- Identifying high-risk areas and implementing measures to reduce hazardous fuels (vegetation) and structure ignitability to support risk reduction.
- Define the community’s unique wildfire risk, evacuation routes, and priorities for protection.
- Bringing together residents, local government (Town of Berthoud and adjacent counties), fire departments, and land managers to create a unified action plan.
- Education and Preparedness: Enhancing community awareness of wildfire risks and providing actionable steps for residents to improve safety.

4.8 Leadership & Education

Strong leadership will provide the direction and momentum of implementing the Sustainability Action Plan by coordinating effort and embedding sustainable values into municipal decision-making.

The Town of Berthoud is proud of its ongoing commitment to sustainability, and understands that this is a joint effort between the Town and the broader community. As part of this category, the Town seeks to create a channel for collaboration, to ensure that our actions have not only sustainability benefits, but are serving community needs. To further this objective, the Town is also seeking to empower our community through education. Education will provide community members with the tools to operate more sustainably in their day-to-day, but also contribute to the Town's sustainability mission.

LE.1 Community Engagement

- Issue recurring communication (monthly, quarterly, semiannual) on SAP progress
- Plan recurring events to engage community members and take account of feedback
- Develop a volunteer program to contribute to sustainability around the Town (Cleanups, tree planting, education, etc.)

LE.2 Education

- Develop a formal sustainability training program for town staff and residents
- Incorporate signage related to sustainability best practices throughout town facilities
- Launch a public outreach/social media campaign providing education on sustainability topics

LE.3 Leadership

- Launch a Sustainability Task Force to support prioritization and implementation of sustainability efforts. The Task Force may include town staff, as well as utility partners, community members, and local businesses.
- Pilot projects in town operations before incentivizing public implementation
- Collaborate with regional partners and neighboring agencies to share best practices and lessons learned

Section 5

MONITORING & REPORTING



5. Monitoring & Reporting Framework

5.1 Reporting & Monitoring

Effective reporting and monitoring are essential to ensuring that the Sustainability Action Plan remains actionable and transparent on progress. This includes monitoring data across each sustainability category, including energy use, greenhouse gas emissions, vehicle fleet performance, waste diversion, water consumption, and community engagement. The Town of Berthoud will monitor progress against the SAP by utilizing the reporting framework outlined in **Appendix D**. This provides clear Key Performance Indicators (KPIs) for each objective, ensuring consistency in measurement and enabling year-over-year comparison. These metrics help the Town understand whether actions are producing measurable results—such as reduced energy use in municipal facilities, increased recycling and composting rates, or progress toward fleet electrification—and highlight where additional effort or investment may be needed. The Town is committed to not only tracking this data internally as a management tool, but also to provide updates to the community on a periodic basis.

5.2 Periodic Review and Update of the Plan

The Town will conduct a periodic review of the SAP to ensure that updates are made promptly to address the evolving condition of the Town, level-set the level of ambition of related strategies, and adjust as needed to match most-up-to-date feasibility considerations and resource availability. It is recommended that the SAP be formally reviewed and updated every 5 years.



APPENDIX

Appendix

Appendix A: Key Terms & Definitions

- **Active Transportation:** Walking, biking, or other human-powered modes of travel that reduce emissions and improve public health
- **Baseline:** Starting point used for comparisons
- **Climate Adaptation:** Adjusting natural or human systems to reduce harm from actual or expected climate impacts.
- **Climate Change:** Climate change refers to any significant change in climate lasting for an extended period of time. In other words, climate change includes major changes in temperature, precipitation, or wind patterns, among others, that occur. It is different than weather.
- **Climate Mitigation:** Reducing the flow of heat-trapping greenhouse gases into the atmosphere – which involves cutting greenhouse gases from main sources such as power plants, factories, cars, and farms.
- **Climate Resilience:** The ability of a community or system to withstand, recover from, and adapt to climate-related disruptions.
- **Diversion Rate:** The percentage of total waste materials diverted away from landfill through recycling, composting, or reuse.
- **Electrification:** Replacing systems or equipment powered by fossil fuels (e.g., gas HVAC units, gasoline vehicles) with electrically powered alternatives.
- **Energy Efficiency:** Using less energy to perform the same function, typically through improved technology or system optimization.
- **Greenhouse Gases (GHG):** Greenhouse gases, such as carbon dioxide, methane, nitrous oxide and certain synthetic chemicals, trap some of the Earth's outgoing energy, retaining heat in the atmosphere.
- **GHG Emissions Inventory:** A list of emission sources and the associated emissions quantified using standardized methods.
- **Heat Pump:** An electric HVAC technology that transfers heat rather than generating it, improving energy efficiency.
- **Metric Tons of Carbon Dioxide Equivalent (MTCO_{2e}):** Unit of measurement. CO_{2e} represents an amount of GHG whose atmospheric impact has been standardized to that of one unit mass of carbon dioxide (CO₂), based on the global warming potential (GWP) of the gas.
- **Organics / Organics Waste:** Biodegradable materials such as food scraps, yard trimmings, and compostable paper that can be processed via composting.
- **Retro-Commissioning (RCx):** A process that evaluates and tunes existing building systems to improve efficiency and performance.

- **Renewable Energy:** Energy generated from naturally replenishing sources such as solar, wind, or geothermal.
- **Scope 1 Emissions:** Direct greenhouse gas emissions from sources owned or controlled by the Town (e.g., municipal vehicle fuel use, natural gas combustion).
- **Scope 2 Emissions:** Indirect GHG emissions from purchased electricity consumed by the Town.
- **Scope 3 Emissions:** All other indirect emissions related to Town activities (e.g., waste, water, employee commuting), not controlled by the Town but influenced by it.
- **Solar Carport:** A solar PV system installed on elevated structures over parking areas.
- **Vulnerability Assessment:** A process to evaluate exposure, sensitivity, and adaptive capacity to climate hazards.

Appendix B: Acronyms

Cx – Commissioning

CWPP – Community Wildfire Protection Plan

EIA – Energy Information Administration

EV – Electric Vehicle

GHG – Greenhouse Gas

HVAC – Heating, Ventilation, and Air Conditioning

LED – Light Emitting Diode

LEED – Leadership in Energy and Environmental Design

MTCO_{2e} – Metric Tons of Carbon Dioxide Equivalent

PPA – Power Purchase Agreement

PV – Photovoltaic

REA – Rural Electric Association

SAP – Sustainability Action Plan

WEP – Water Efficiency Plan

WUI – Wildland–Urban Interface

Appendix C: Solar Analysis Detail

Recreation Center

Site Address: 1000 Berthoud Parkway, Berthoud, CO 80513

Utility Account Provider: Xcel

The Town's Recreation Center was identified as a candidate for solar development based on two primary factors that make the facility a strong candidate for on-site renewable energy deployment:

- High annual electricity consumption, as reported in the town-provided utility data from its Colorado electricity provider (1,119,414 kWh annually)
- Available parking lot area suitable for solar carport installation

A conceptual solar carport system was developed across available parking areas. Characteristics of the system include:

- Installed Capacity: 602 kW-DC
- Mounting Type: Solar carport
- Estimated Annual Generation: ~929,667 kWh

Based on reported annual electricity consumption, the proposed system would offset approximately **83%** of total facility electricity usage. Further analysis will allow refinement of system sizing, financial performance, and interconnection considerations.



Conceptual Solar Carport Layout (Recreation Center)

Water Treatment Plant

Site Address: 424 County Road 10E, Berthoud, CO 80513

Utility Account Provider: Xcel

The Town's Water Treatment Plant was identified as a candidate for rooftop solar development based on two primary factors:

- High annual electricity consumption, as reported in Town-provided utility data from its Colorado electricity provider (764,640 kWh annually)
- Available open area surrounding the facility

A conceptual solar carport system was developed across available open area. Characteristics of the system include:

- Installed Capacity: 504 kW-DC
- Mounting Type: Ground-Mounted
- Estimated Annual Generation: ~769,900 kWh

Based on reported annual electricity consumption, the proposed system would offset approximately **100%** of total facility electricity usage. Further analysis will allow refinement of system sizing, financial performance, and interconnection considerations. It is also noted that additional analysis would be recommended for this site to assess feasibility of ground mounted solar, given the limited rooftop area and significant energy usage of the facility. Location would also need to be confirmed.



Conceptual Solar Carport Layout (Wastewater)

Town Hall

Site Address: 807 Mountain Ave, Berthoud, CO 80513

Utility Account Provider: Xcel

The Town Hall was identified as a candidate for solar development based on three primary factors that make the facility a strong candidate for on-site renewable energy deployment:

- High annual electricity consumption, as reported in the town-provided utility data from its Colorado electricity provider (278,630 kWh annually⁶)
- Available parking lot area suitable for solar carport installation
- High visibility area, allowing the Town to showcase sustainability infrastructure publicly

A conceptual solar carport system was developed across available parking areas. Characteristics of the system include:

- Installed Capacity: 144 kW-DC
- Mounting Type: Solar carport
- Estimated Annual Generation: ~219,900 kWh

Based on reported annual electricity consumption, the proposed system would offset approximately **78%** of total facility electricity usage. Further analysis will allow refinement of system sizing, financial performance, and interconnection considerations.



Conceptual Solar Carport Layout (Town Hall)

⁶ Note exact consumption data was not available at the time of this study. Assumptions were made utilizing facility square footage and Energy Information Administration (EIA) data.

Appendix D: Reporting & Monitoring Matrix of Measures

Category	Objective	Key Performance Indicator (s)	Unit of Measure
Energy & Renewables	ER.1 Increase Energy Efficiency of Municipal Buildings	Annual Municipal Energy Usage	KWh
		Annual Municipal Scope 2 Greenhouse Gas Emissions	MT CO2e
	ER.2 Install Renewable Energy at Municipal Facilities	Annual Solar PV generation	KWh
		Percentage of Energy Usage offset by Solar	%
	ER.3 Facility & Equipment Electrification	Annual Municipal Natural Gas Usage	Therms
		Annual Municipal Scope 1 Greenhouse Gas Emissions	MT CO2e
		Annual Diesel Usage	Gal
Electric Vehicles	EV.1 Transition Municipal Fleet to Electric Vehicles	Number of Municipal Gasoline vs Hybrid vs Electric Vehicles	#
		Annual Municipal Gasoline Usage	Gal
	EV.2 Expand EV Charging	Number of Town-Owned EV Chargers	#
		Annual Hours of Usage of Town-Owned EV Chargers	Hour
Solid Waste	SW.1 Waste Diversion Infrastructure	Annual Tons of Municipal Landfill Waste	Ton
		Annual Tons of Municipal Recycling	Ton
		Annual Tons of Municipal Composting	Ton
		Municipal Diversion Rate from Landfill	%
	SW.2 Training and Signage	See SW.1	
	SW.3 Bin Placement and Assessment	See SW.1	
	SW.4 Community Waste Reduction Programs	Annual Tons of Community-Wide Landfill Waste	Ton
		Annual Tons of Community-Wide Recycling	Ton
		Annual Tons of Municipal Composting	Ton
		Community-Wide Diversion Rate from Landfill	%
Water	W.1 Adhere to Recommendations of Water Action Plan	Annual Municipal Water Usage	Gal
		Annual Community-Wide Water Usage	Gal
		Annual Scope 3 GHG Emissions from Water	MT CO2e
Sustainable Land Use	C.1 Sustainable Land Development (Comprehensive Plan)	Align with Comprehensive Plan	
	C.2 Tree Canopy (Comprehensive Plan)	Align with Comprehensive Plan	

Category	Objective	Key Performance Indicator (s)	Unit of Measure
Climate Adaptation & Resilience	CAR.1 Vulnerability Assessment	Completion of Vulnerability Assessment	Qualitative
	CAR.2 Fire Resiliency (CWPP)	<i>Align with CWPP</i>	
Leadership & Education	LE.1 Community Engagement	Communications Issued	#
		Event Participants	#
	LE.2 Education	Completion of Program Development	Qualitative
		Training Program Participants	#
	LE.3 Leadership	Launch of Task Force	Qualitative
		Number of Pilot Projects Completed	#
		Number of Regional Partners Engaged	#

Community Development



Meeting Date: March 10, 2026
Agenda Title/Subject: Heron Lakes 21st Filing Preliminary Plat
Type of Item: Public Hearing
Purpose: Consideration of Heron Lakes 21st Filing Preliminary Plat
Presented by: Tawn Hillenbrand

Attachments:

1. Heron Lakes 24st Filing Preliminary Plat Planning Commission Staff Report
2. Heron Lakes 24st Filing Preliminary Plat Staff Report Combined Attachments
3. Heron Lakes 24st Filing Preliminary Plat Resolution 07-2026
4. Heron Lakes 24st Filing Preliminary Plat Town Board Presentation Heron Lakes

Background:

The subject property is a part of the larger, overall Heron Lakes development and is included in the Master Plan for Heron Lakes approved in 2015. The property was originally created in 2016 with Heron Lakes 2nd Filing as Tract E. The currently undeveloped property is approximately 17.057 acres and is zoned R4 – Mixed Use District.

The 2015 Master Plan envisioned the property as Single-family Residential at 3-5 dwelling units per acre with a total of 49-82 units. The proposed Heron Lakes 21st Filing Preliminary Plat is in substantial compliance with the approved Master Plan, proposing 48 total single-family residential lots, equating to approximately 2.8 dwelling units per acre.

Preliminary Plat is the next phase of the overall land use approval process for a subdivision following the Master Plan approval.

Planning Commission heard the applicant's request for approval at their February 26, 2026 public hearing.

Update/Next Steps:

Tonight, the Town Board will hear one request of the applicant. The purpose of the Preliminary Plat is to provide the Town with an overall plat and the associated engineering for the proposed development.

The applicant will be required to provide documents for recording by Staff if approved by the Town Board of Trustees, and any Conditions of Approval will need to be addressed prior to submitting an application for the final process. 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 (at 100% completeness), referral agency review, analysis of the utilities and infrastructure planned for the project, off-site and on-site improvements, for example. Both the Preliminary and Final platting must adhere to the 2015 Master Plan.

Referral agencies such as the school district, fire protection district, utility and infrastructure providers, for example, have reviewed the Preliminary Plat applications. Referral agency

comments at this phase are incorporated into the Staff Report and are used by the applicant when they are preparing their next land use application materials for review. Sanitary sewer and water main engineering designs, the need for water dedication, and school bus stop locations, if needed, for example are reviewed at the Preliminary Plat and Final Plat stages. The developer has provided Construction Documents with this phase and will be required to with the next or final phase 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 for Preliminary Plat. 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 vision established in the 2021 Comprehensive Plan Future Land Use Map. The proposed Preliminary Plat is consistent with the previously approved Master Plan which aligns with the vision of the Comprehensive Plan.

Recommended Action(s):

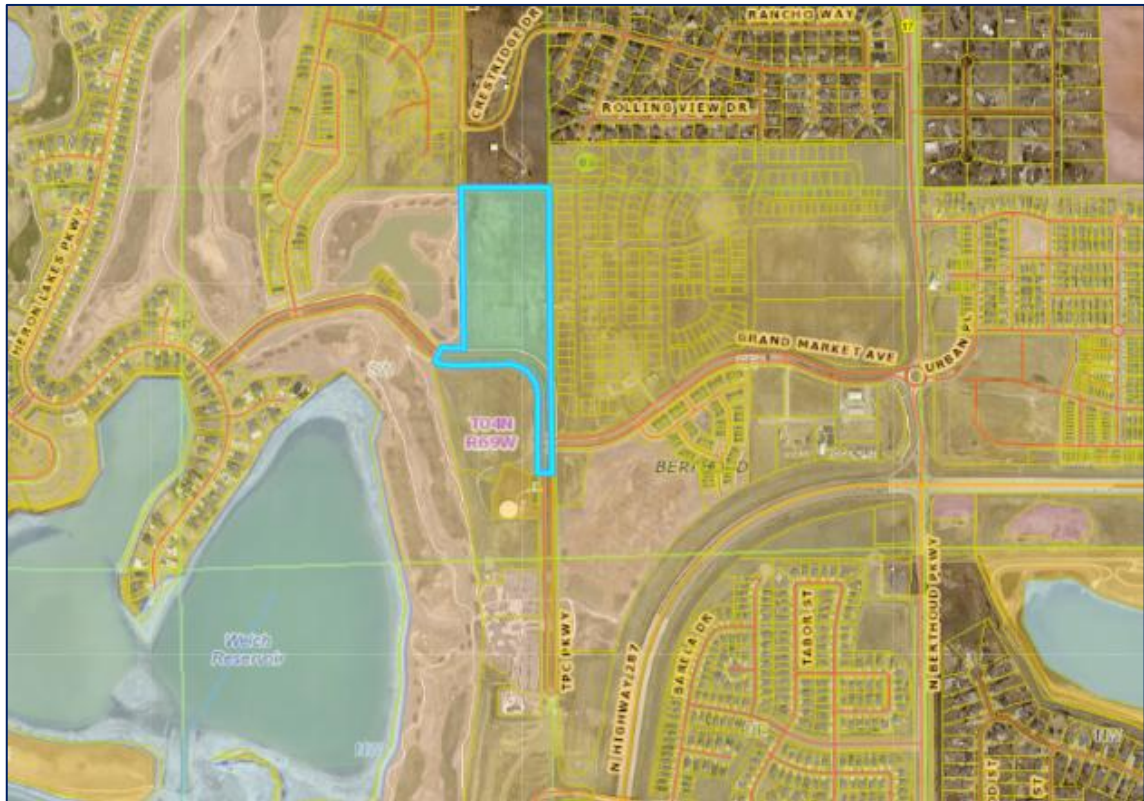
Planning Commission heard the applicant's request for approval at their February 26, 2026 public hearing and recommended approval to the Town Board of Trustees. See suggested motions in the Staff Report.



STAFF REPORT: HERON LAKES 21ST FILING PRELIMINARY PLAT

DATE: March 10, 2026

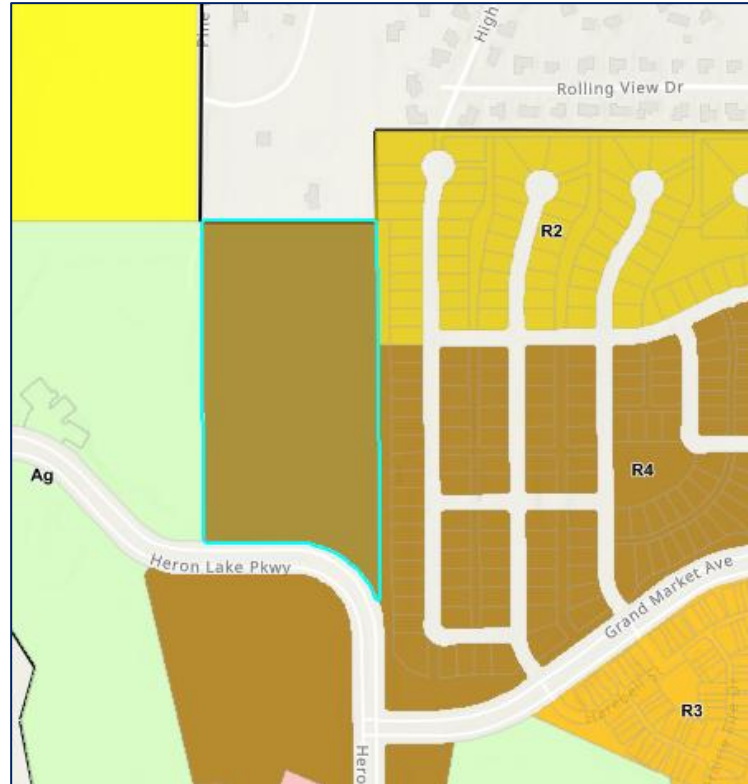
GENERAL INFORMATION

GENERAL INFORMATION		
Applicant:	Jon Turner – Heron Lakes Investments, LLC Kristin Turner – TB Group	Size: 17.057 acres
Site Location:	Parcel #9403329001 The subject property is located off of TPC Parkway approximately 500-feet north of the TPC Parkway and Grand Market Avenue intersection.  <i>Subject property is highlighted in blue.</i>	
Applicant's Request:	The Applicant is requesting approval of a Preliminary Plat to create a residential development consisting of 48 single-family residential lots.	
Current Zoning:	R4 – Mixed Use District	
ZONING DISTRICT INFORMATION		
Max Density	Per zone district – 24 dwelling units/acre; Per approved Master Plan – 3-5 units/acre	
Minimum Lot Area	1,200sf	
Min. Lot Width	16’	
Front Setback	20’ (w/ front loaded garage)	
Side Setback	5’, 10’ corner side	
Rear Setback	10’ (w/ front loaded garage)	

SURROUNDING ZONING, LAND USE AND REQUIRED BUFFERS

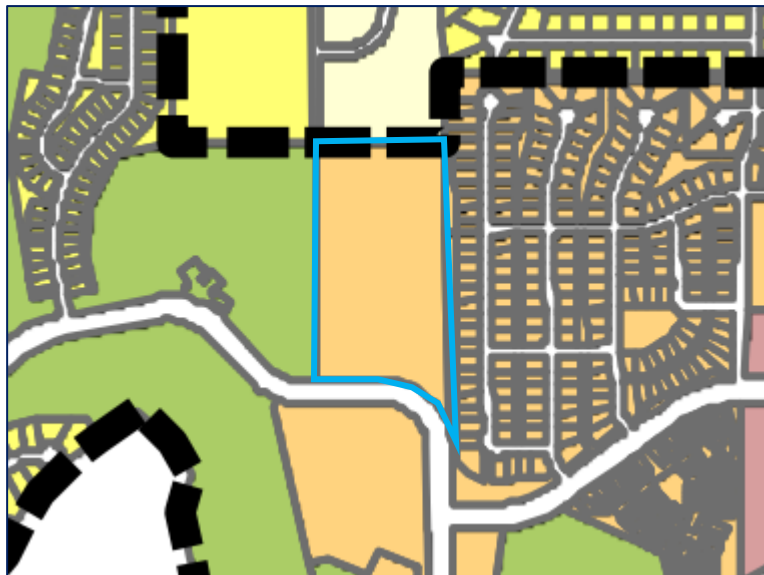
	<u>Adjacent Zoning</u>	<u>Adjacent Land Uses</u>	<u>Setbacks for Adjacent Zoning</u>
North	County RR2, R1	Single Family, Single Family/Ag	N/A
South	R4	undeveloped	N/A
East	R4, R2	Undeveloped single-family	N/A
West	Ag	Golf course/pond	N/A

Town Zoning Map:



BERTHOUD COMPREHENSIVE PLAN AND MASTER PLANS

Berthoud Comprehensive Plan - Future Land Use Map:



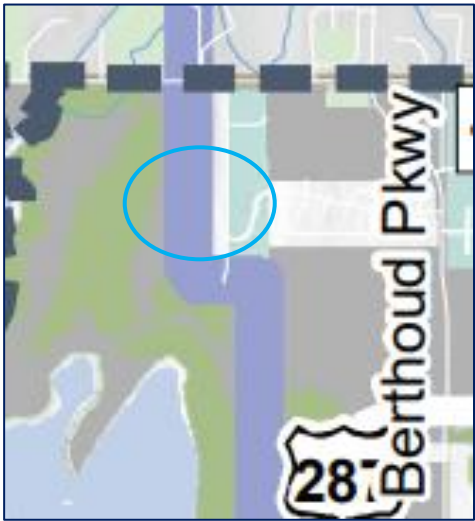
Urban Residential Character District (area in orange)

Berthoud Trails Master Plan:



Proposed Regional Trail (purple line) and Planned Neighborhood (orange line)

Berthoud Open Space Plan:



Adjacent to the Heron Lakes Golf Course

Proposal

The applicant requests approval of a Preliminary Plat to create a residential development consisting of 48 single-family residential lots.

The proposed Preliminary Plat is in substantial compliance with the approved Master Plan approved in 2015. The Preliminary Plat, if approved, would allow the applicant to apply for a Final Plat that would formally subdivide the land.

Background

The subject property is a part of the larger overall Heron Lakes development and is included in the Master Plan for Heron Lakes approved in 2015. The property was originally created in 2016 with Heron Lakes 2nd Filing as Tract E. The currently undeveloped property is approximately 17.057 acres and is currently zoned R4 – Mixed Use District.

The 2015 Master Plan envisioned the property as Single-family Residential at 3-5 dwelling units per acre with a total of 49-82 units. The proposed Heron Lakes 21st Filing Preliminary Plat is in substantial compliance with the approved Master Plan, proposing 48 total single-family residential lots, equating to approximately 2.8 dwelling units per acre.

Preliminary Plat Review Criteria

In addition to all provisions of this Code, the Town shall use the following criteria to evaluate the applicant's request:

30-6-107(B) Review Criteria	Finding	Rationale
1. The preliminary plat represents a functional system of land use and is consistent with the rationale and criteria set forth in this Code.	Yes	The preliminary plat is a functional system of land use. The road network, lot configuration, and density are aligned with the overall Heron Lakes Master Plan approved in 2015. The proposed development is a logical extension of the Town of Berthoud public services. Those residential lots being created with this plat meet the standards of the R4 – Mixed Use District. The proposed project is part of the overall Heron Lakes Development. Roads and infrastructure were planned to accommodate this property early on. The project provides logical extensions of the Town's existing infrastructure and road network. Additionally, this project will provide additional pedestrian connectivity, linking not only this neighborhood but also adjacent neighborhoods to existing parks and open space and the greater trail network.
2. The application is consistent with the approved concept plan and incorporates the Town's recommendations and any conditions of approval.	Yes	The plat is consistent with the Heron Lakes Master Plan approved in 2015. The lot type (single-family residential) and density is consistent with the previously approved plan. The previously approved Master Plan was not subject to any conditions.
3. The land use mix within the project conforms to Berthoud's Zoning District Map and Preferred Land Use Map and furthers the goals and policies of the Comprehensive Plan and PORT Plan.	Yes	The creation of single-family residential lots conforms to Berthoud's Development Code for the R4 – Mixed Use District. The Future Land Use Map envisions this area as Urban Residential. The Urban Residential Character District supports a mix of residential housing types, including single-family detached homes, and encourages walkable neighborhood blocks. The Urban residential area will

		generally maintain moderate to high density. This proposed plat is consistent with this Character District. The project provides adequate public sidewalks, trails, and pedestrian connections to allow walkability within the project area and well beyond. Once developed, the project will be well connected to the neighboring residential areas. The project will provide the portion of the planned Regional Trail along the north property line.
30-6-107(B) Review Criteria	Finding	Rationale
4. The utility and transportation design is adequate, given existing and planned capacities of those systems.	Yes	As part of the Preliminary Plat application, the applicant provided a Preliminary Traffic Impact Study (TIS), Preliminary Utility Report, and Preliminary Construction Documents. Additionally, the required dry utility easement locations are included on the Plat. The plans were reviewed by Town Staff as well as outside referral agencies. Staff and referral agencies find that the applicant has provided adequate plans for utilities and transportation designs for Preliminary Plat. Final versions of these reports/plans, at 100% completeness, will be required at Final Plat submittal to confirm absolute compliance.
5. Negative impacts on adjacent land uses including, but not limited to: solar access, heat, dust, glare, traffic and noise have been identified and satisfactorily mitigated.	Yes	The applicant provided the following required preliminary plans and reports which were reviewed by Town Staff and referral agencies specializing in specific areas of study: - Preliminary Drainage Plan - Preliminary Utility Report - Preliminary Geotechnical Report (soils report) - Preliminary Landscape Plan - Preliminary Traffic Impact Study (TIS) Staff and referral agencies found that the reports and plans identify and satisfactorily mitigate impacts to adjacent land uses.
6. There is a need or desirability within the community for the applicant's development and the development will help achieve a balance of land use and/or housing types within Berthoud.	Yes	The Future Land Use Map envisions this area as Urban Residential Character District. The Comprehensive Plan states that the dominant land use in the Urban Residential Character District will be a mix of residential housing types. Housing types should include single-family detached homes, single-family attached homes (paired homes), townhomes, and multi-family options. Urban Residential areas should generally maintain moderate to high density. The proposed Heron Lakes 21st Filing Preliminary Plat proposes single-family detach dwelling units, at approximately 2.8 dwelling units per acre. The proposed density is consistent with the approved Master Plan and is consistent with the intent of the Urban Residential Character District.

30-6-107(B) Review Criteria	Finding	Rationale
7. How the applicant has addressed comments received from the public, during the Public Comment portion of the process.	Yes	As of the drafting of this report, Staff have received zero public comment regarding this proposed request.

PUBLIC NOTICE AND COMMENT

Notice of the Planning Commission Public Hearing and Town Board of Trustees hearing has been mailed to property owners within 500 feet of the subject property on February 9, 2026, a legal ad published on February 11, 2026, and the property was posted as required by the Development Code on February 3, 2026.

As of the drafting of this report (March 2, 2026), Staff have received one (1) public comment via email regarding the proposed request. That comment has been included as an attachment to this report.

The Heron Lakes 21st Filing Preliminary Plat application completed four (4) 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	June 9, 2025	July 21, 2025
2nd	August 27, 2025	October 8, 2025
3rd	October 28, 2025	December 9, 2025
4th	January 5, 2026	January 21, 2026

FINDINGS AND RECOMMENDATIONS

Planning Commission heard the request for approval of the Heron Lakes 21st Filing Preliminary Plat at their February 26, 2026 public meeting and provide the following recommendation:

Planning Commission voted unanimously to send their recommendation for approval of the Heron Lakes 21st Filing Preliminary Plat to the Town Board of Trustees.

Attachments

1. Development Review Application
2. Preliminary Plat
3. Preliminary Landscape Plan
4. Approved Heron Lakes Master Plan (for reference only)
5. Preliminary Traffic Memo
6. Public Comment



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

DEVELOPMENT REVIEW APPLICATION

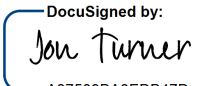
All required information must be provided before submittal will be accepted and deemed complete.
To be complete, the application must include all items identified on the submittal checklist.
Please complete both sides of application form.

Parcel Number(s): 9403329001		
Site Address: North of TPC Parkway & Grand Market Avenue		
Project Name: Heron Lakes 21st Filing		
Brief description of project: Preliminary plat package for a residential community		
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 _____
APPLICANT		
Name: Heron Lakes Investments, LLC		
E-mail: jon@hillsidecommercialgroup.com	Mailing Address: 6355 N Fairgrounds Ave	
Phone: (970) 204-9393	City/State/Zip: Windsor, CO 80550	
CONTACT PERSON (will receive correspondence from Town Staff/Referral Agencies)		
Name: Kristin Turner		
E-mail: kristin@tbgroup.us	Mailing Address: 444 Mountain Avenue	
Phone: 970.532.5891	City/State/Zip: Berthoud, CO 80513	
OWNER(S) (If different than applicant)		
Name: Heron Lakes Investments, LLC		
E-mail: jon@hillsidecommercialgroup.com	Mailing Address:	
Phone: (970) 204-9393	City/State/Zip:	
CONSULTANT (Engineer, Surveyor, or Planner)		
Name: Kristin Turner		
E-mail: kristin@tbgroup.us	Mailing Address: 444 Mountain Avenue	
Phone: 970.532.5891	City/State/Zip: Berthoud, CO 80513	

LAND USE INFORMATION							
Existing Use: Vacant Proposed Use: Residential Existing Zoning: R4 Proposed Zoning: (if applicable): N/A Number of acres: 17.056 AC Proposed Access: TPC Parkway	<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: R4</td> <td style="width: 50%; padding: 5px;">North Side: Larimer County</td> </tr> <tr> <td style="padding: 5px;">West Side: AG</td> <td style="padding: 5px;">South Side: R4</td> </tr> </tbody> </table>	Adjacent zoning / land use:		East Side: R4	North Side: Larimer County	West Side: AG	South Side: R4
Adjacent zoning / land use:							
East Side: R4	North Side: Larimer County						
West Side: AG	South Side: R4						
UTILITY SERVICE INFORMATION							
Water: Town of Berthoud	Sewer: Town of Berthoud						
PROJECT INFORMATION							
Number of proposed units: 48 Number of phases: TBD Number of Units per phase: TBD Number of lots proposed: 48 Lot size minimum: 60x150 Lot size maximum: 80x 150 Lot size average: 70x150 Gross density (units/acre): 2.8 Net density (units/acre): 3.5 Area and percent open space: 3.473 AC / 20.36%	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: 17.056 b. Right-of-Way: 3.607 (private drive) c. Net (a-b) 13.449 <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr style="background-color: #d9e1f2;"> <th colspan="2" style="text-align: center; padding: 5px;">Type of Housing Proposed (<i>please check</i>):</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 (<i>please check</i>):		☒ Future Single Family ☐ Duplex ☐ Multi-family (# of units:)	☐ Townhouse ☐ Condominium		
Type of Housing Proposed (<i>please check</i>):							
☒ Future Single Family ☐ Duplex ☐ Multi-family (# of units:)	☐ Townhouse ☐ Condominium						

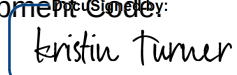
Signatures are required for ALL Property Owners and the Applicant

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.

DocuSigned by:

 Property Owner(s): _____ Date: 5/29/2025
A87509BA8EDB47D...

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:  Date: 5/14/2025
539267B54D61454...

FOR OFFICE USE ONLY	Received By:	Date:
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how you must commence any legal effect in this survey within three years effect. In no event may any action this survey be commenced more late of the certificate shown hereof.



LINE TABLE		
Line #	Direction	Length
L1	S86°42'27"W	20.00'
L2	S0°42'21"E	12.00'
L3	S86°42'27"W	20.00'
L4	N89°42'27"E	20.00'
L5	N60°42'21"W	12.00'
L6	N89°42'27"E	20.00'
L7	S86°42'27"W	20.00'

HEP
Sheet
2
Of 2 Sheets

Neighborhood Map



Site Identity

48 DWELLING UNITS = 4 REQUIRED ELEMENTS

ELEMENTS PROVIDED:

(1) ELEMENT

TRAILS

NOTE: HERON LAKES WAS DESIGNED AS A MASTER PLANNED COMMUNITY. SITE AGENTS AND THE TOWN OF BERTHOUD HAVE AGREED TO PROVIDE THE NEIGHBORHOOD ELEMENTS FOR THE ENTIRE COMMUNITY. AS SUCH, SITE AGENTS HAVE PROVIDED FOR THE ENTIRE COMMUNITY. THE APPROVED HERON LAKES TRAIL PLAN (NOT FOR THE FULL LIST OF SUCH ELEMENTS).

Site Identity Elements

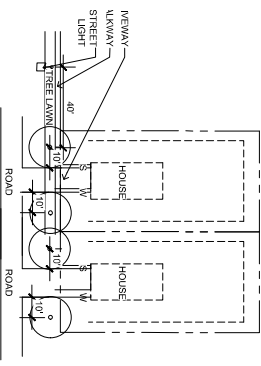
- TRAILS (1/2) • POOL (2) • FENCE/WALLS (1)
- PLAYGROUND (1) • ENTRYWAY (1) • USABLE OPEN SPACE (2)
- COMMUNITY GARDENS (1) • BUFFER AREAS (1)
- POLYNATURAL GARDENS (1)

Open Space Elements

- USABLE ENTRYWAY AREAS (1/2) • GREENWAY (1) • COMMUNITY LAWN (1/2)
- ADDITIONAL POCKET PARK (1) • TRAILHEAD (1) • BUFFER AREAS (1)

Site Statistics & Residential Standards

TOTAL ACREAGE	17.69 AC
OPEN SPACE REQUIRED (10%)	1.77 AC
OPEN SPACE PROVIDED	3.44 AC
PRIVATE ACCESS	3.37 AC
SINGLE FAMILY DETACHED LOTS	48 LOTS
70' x 100'	
80' x 100'	
80' x 100'	



TYPICAL UTILITY LAYOUT

General Notes

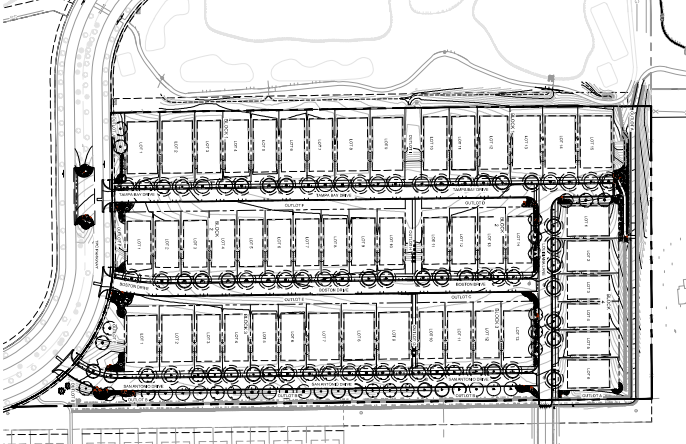
1. JOBSHIFT BEING PERFORMED AT ALL TIMES AND CONSTRUCTION AREAS ARE TO BE MAINTAINED FOR SAFETY.
2. ALL SITEWORK SHALL BE DONE WITHIN THE DESIGNATED CONSTRUCTION AREA. THE CONSTRUCTION AREA SHALL BE FENCED AND GATED TO PREVENT ACCESS BY THE PUBLIC.
3. RESPONSIBILITY FOR THE PROTECTION OF EXISTING UTILITIES SHALL BE THE RESPONSIBILITY OF THE OWNER. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF EXISTING UTILITIES LOCATED WITHIN THE CONSTRUCTION AREA.
4. CONSTRUCTION SHALL BE RESPONSIBLE FOR THE PROTECTION OF EXISTING UTILITIES LOCATED WITHIN THE CONSTRUCTION AREA.
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7. THE CONSTRUCTION SHALL BE RESPONSIBLE FOR THE PROTECTION OF EXISTING UTILITIES LOCATED WITHIN THE CONSTRUCTION AREA.

Landscape Notes

1. LANDSCAPE SHALL BE DONE WITHIN THE DESIGNATED CONSTRUCTION AREA. THE CONSTRUCTION AREA SHALL BE FENCED AND GATED TO PREVENT ACCESS BY THE PUBLIC.
2. ALL SITEWORK SHALL BE DONE WITHIN THE DESIGNATED CONSTRUCTION AREA. THE CONSTRUCTION AREA SHALL BE FENCED AND GATED TO PREVENT ACCESS BY THE PUBLIC.
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Limitation Notes

1. EXISTING UTILITIES SHALL BE PROTECTED AND NOT TO BE REMOVED OR DAMAGED. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF EXISTING UTILITIES LOCATED WITHIN THE CONSTRUCTION AREA.
2. ALL SITEWORK SHALL BE DONE WITHIN THE DESIGNATED CONSTRUCTION AREA. THE CONSTRUCTION AREA SHALL BE FENCED AND GATED TO PREVENT ACCESS BY THE PUBLIC.
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Overall Landscape Plan

Native Grass Seed Mix (Ungrazed)

1. SEED SHALL BE AS FOLLOWS:
2. SEED SHALL BE AS FOLLOWS:
3. SEED SHALL BE AS FOLLOWS:
4. SEED SHALL BE AS FOLLOWS:
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Native Grass Seed Mix (Ungrazed)

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Native Grass Seed Mix (Ungrazed)

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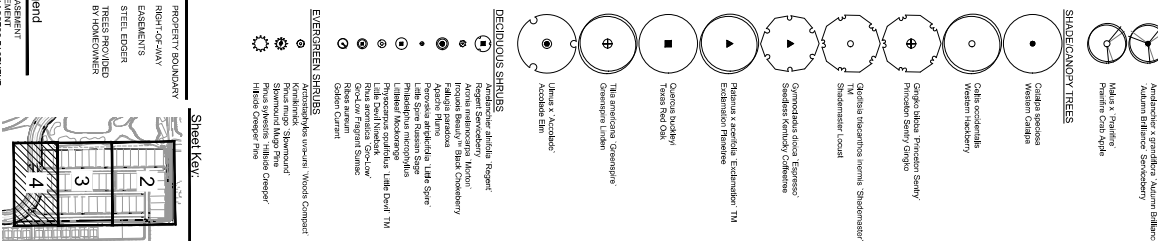
TOWN OF BERTHOUD, COLORADO

PRELIMINARY APPROVAL

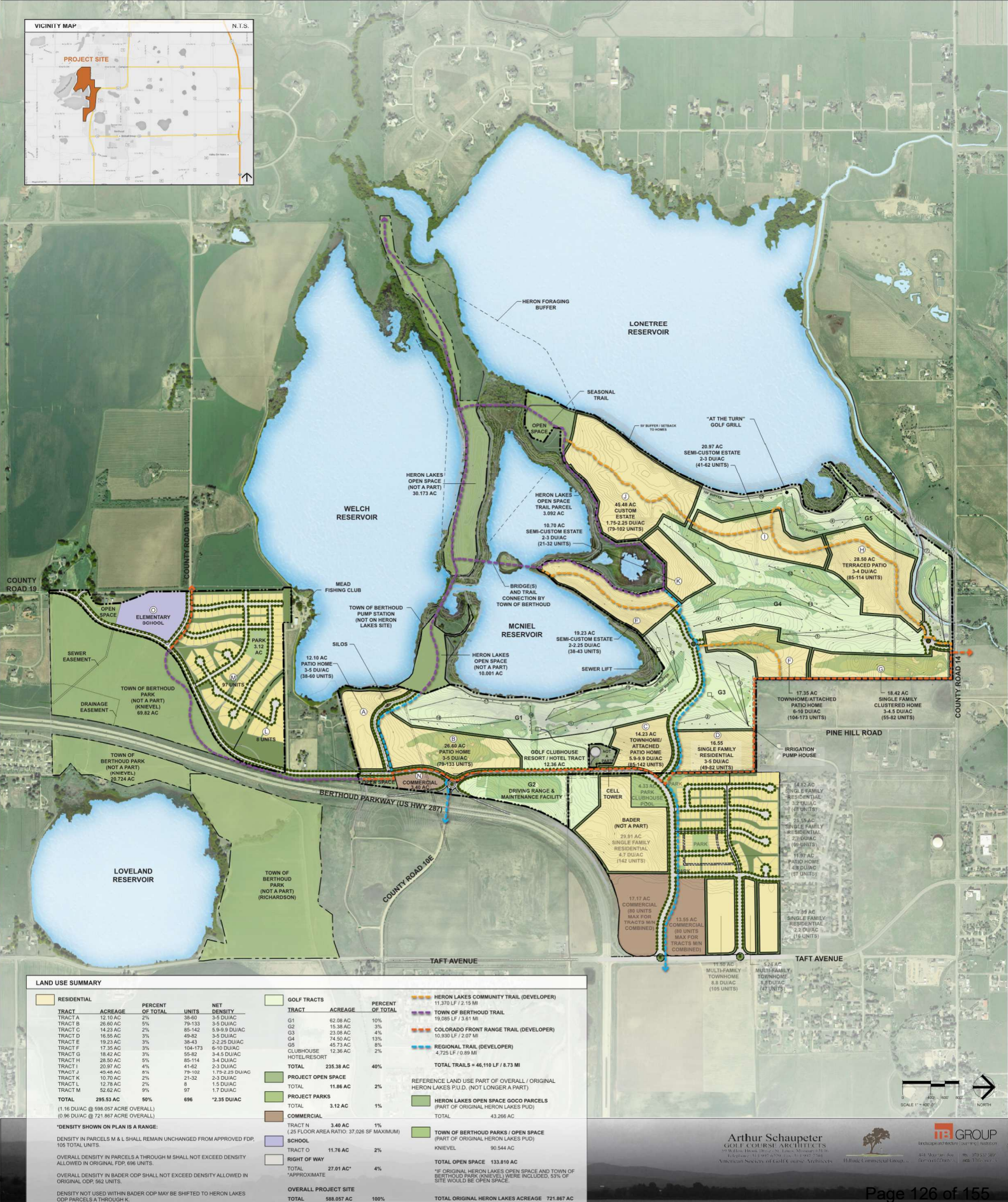
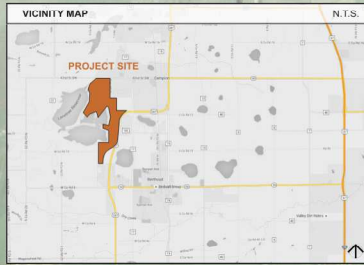
SHEET INDEX	LANDSCAPE COVER SHEET
SHEET 1	LANDSCAPE PLAN
SHEET 2	PLANT SCHEDULE AND DETAILS

Overall | and | second

OVERLEAF LEAFSCAPE ELEMENT	
SYMBOL	BOTANICAL / COMMON NAME
EVERGREEN TREES	
	<i>Pinus pungens</i> 'Baker'
	<i>Taxodium distichum</i>
	<i>Juniperus horizontalis</i> 'Compact Gem'
	<i>Pinus torreyana</i>
ORNAMENTAL TREES	
	<i>Magnolia grandiflora</i>
	<i>Camellia japonica</i>
	<i>Hydrangea macrophylla</i>
	<i>Cornus florida</i>
	<i>Acer rubrum</i>
	<i>Acer saccharum</i>
	<i>Rhus glabra</i>
	<i>Platanus occidentalis</i>
	<i>Liquidambar styraciflua</i>
	<i>Acer rubrum</i>
	<i>Rhus glabra</i>

[illegible]

[illegible]



LAND USE SUMMARY

RESIDENTIAL					GOLF TRACTS					HERON LAKES COMMUNITY TRAIL (DEVELOPER)				
TRACT	ACREAGE	PERCENT OF TOTAL	UNITS	NET DENSITY	TRACT	ACREAGE	PERCENT OF TOTAL							
TRACT A	12.10 AC	4%	38-60	3-5 DU/AC	G1	62.08 AC	10%			11,370 LF / 2.15 MI				
TRACT B	26.80 AC	5%	79-133	3-5 DU/AC	G2	15.38 AC	3%			TOWN OF BERTHOUD TRAIL				
TRACT C	14.23 AC	2%	85-142	5.9-9.9 DU/AC	G3	23.08 AC	4%			19,085 LF / 3.61 MI				
TRACT D	16.55 AC	3%	49-82	3-5 DU/AC	G4	74.50 AC	13%			COLORADO FRONT RANGE TRAIL (DEVELOPER)				
TRACT E	19.23 AC	3%	38-43	2-2.25 DU/AC	G5	45.73 AC	8%			10,330 LF / 2.07 MI				
TRACT F	17.35 AC	3%	104-173	6-10 DU/AC	CLUBHOUSE	12.36 AC	2%			REGIONAL TRAIL (DEVELOPER)				
TRACT G	18.42 AC	3%	55-82	3-4.5 DU/AC	HOTEL/RESORT		40%			4,725 LF / 0.89 MI				
TRACT H	28.50 AC	5%	85-114	3-4 DU/AC	TOTAL	235.38 AC				TOTAL TRAILS = 46,110 LF / 8.73 MI				
TRACT I	20.97 AC	4%	41-62	2-3 DU/AC	PROJECT OPEN SPACE		2%							
TRACT J	48.48 AC	8%	79-102	1.79-2.23 DU/AC	TOTAL	11.86 AC				REFERENCE LAND USE PART OF OVERALL / ORIGINAL HERON LAKES P.U.D. (NOT LONGER A PART)				
TRACT K	10.70 AC	2%	21-32	2-3 DU/AC	PROJECT PARKS		1%			HERON LAKES OPEN SPACE GOCO PARCELS (PART OF ORIGINAL HERON LAKES PUD)				
TRACT L	12.78 AC	2%	8	1.5 DU/AC	TOTAL	3.12 AC				TOTAL	43.266 AC			
TRACT M	52.82 AC	9%	97	1.7 DU/AC	COMMERCIAL									
TOTAL	295.53 AC	50%	696	2.35 DU/AC	TRACT N	3.40 AC	1%			TOWN OF BERTHOUD PARKS / OPEN SPACE (PART OF ORIGINAL HERON LAKES PUD)				
(1.16 DU/AC @ 598.057 ACRE OVERALL) (0.96 DU/AC @ 721.867 ACRE OVERALL)					TOTAL	25 FLOOR AREA RATIO: 37,026 SF MAXIMUM				KNEVEL	90.544 AC			
*DENSITY SHOWN ON PLAN IS A RANGE:					TRACT O	11.76 AC	2%			TOTAL OPEN SPACE	133.810 AC			
DENSITY IN PARCELS M & L SHALL REMAIN UNCHANGED FROM APPROVED FDP, 105 TOTAL UNITS.					RIGHT OF WAY		4%			ORIGINAL HERON LAKES OPEN SPACE AND TOWN OF BERTHOUD PARK (KNEVEL) WERE INCLUDED, 53% OF SITE WOULD BE OPEN SPACE.				
OVERALL DENSITY IN PARCELS A THROUGH M SHALL NOT EXCEED DENSITY ALLOWED IN ORIGINAL FDP, 696 UNITS.					APPROXIMATE									
OVERALL DENSITY IN BADER ODP SHALL NOT EXCEED DENSITY ALLOWED IN ORIGINAL ODP, 562 UNITS.					OVERALL PROJECT SITE									
DENSITY NOT USED WITHIN BADER ODP MAY BE SHIFTED TO HERON LAKES ODP PARCELS A THROUGH K.					TOTAL	588.957 AC	100%			TOTAL ORIGINAL HERON LAKES ACREAGE	721.867 AC			



DELICH ASSOCIATES Traffic & Transportation Engineering
2272 Glen Haven Drive Loveland, Colorado 80538
Phone: (970) 669-2061 Fax: (970) 669-5034



MEMORANDUM

TO: Jim Birdsall/Jon Turner, Heron Lakes
Kristin Turner, TB Group
Luke Seeber, Berthoud Engineer

FROM: Matt Delich

DATE: May 29, 2025

SUBJECT: Heron Lakes Filing 21 [Northridge] Trip Generation Analyses
(File: 2532ME01)



This memorandum provides trip generation analyses related to the Heron Lakes Filing 21 [Northridge]. Appendix A contains the Heron Lakes Filing 21 [Northridge] site plan. In the overall Heron Lakes Master Plan, this parcel was also known as Tract K. The scope of these analyses was discussed with Luke Seeber, Berthoud Engineer and the Base Assumptions Packet was approved. This memorandum provides a trip generation analyses/comparison for this specific parcel.

The **Heron Lakes 19th Master Transportation Impact Study (MTIS)**, dated June 2022, was submitted to the Town of Berthoud. Appendix B contains the site plan and trip generation table from that MTIS. The location of Tract K (Heron Lakes Filing 21 [Northridge] parcel) is outlined in red on the site plan. Tract K had 205 dwelling units as the residential uses. The trip generation in the cited MTIS was calculated utilizing **Trip Generation, 11th Edition**, ITE, as the reference document. Multi-Family Housing (Mid-Rise) [Code 221] was used with dwelling units as the trip generation variable. The calculated trip generation for Tract K was: 930 daily trip ends, 76 morning peak hour trip ends, and 80 afternoon peak hour trip ends.

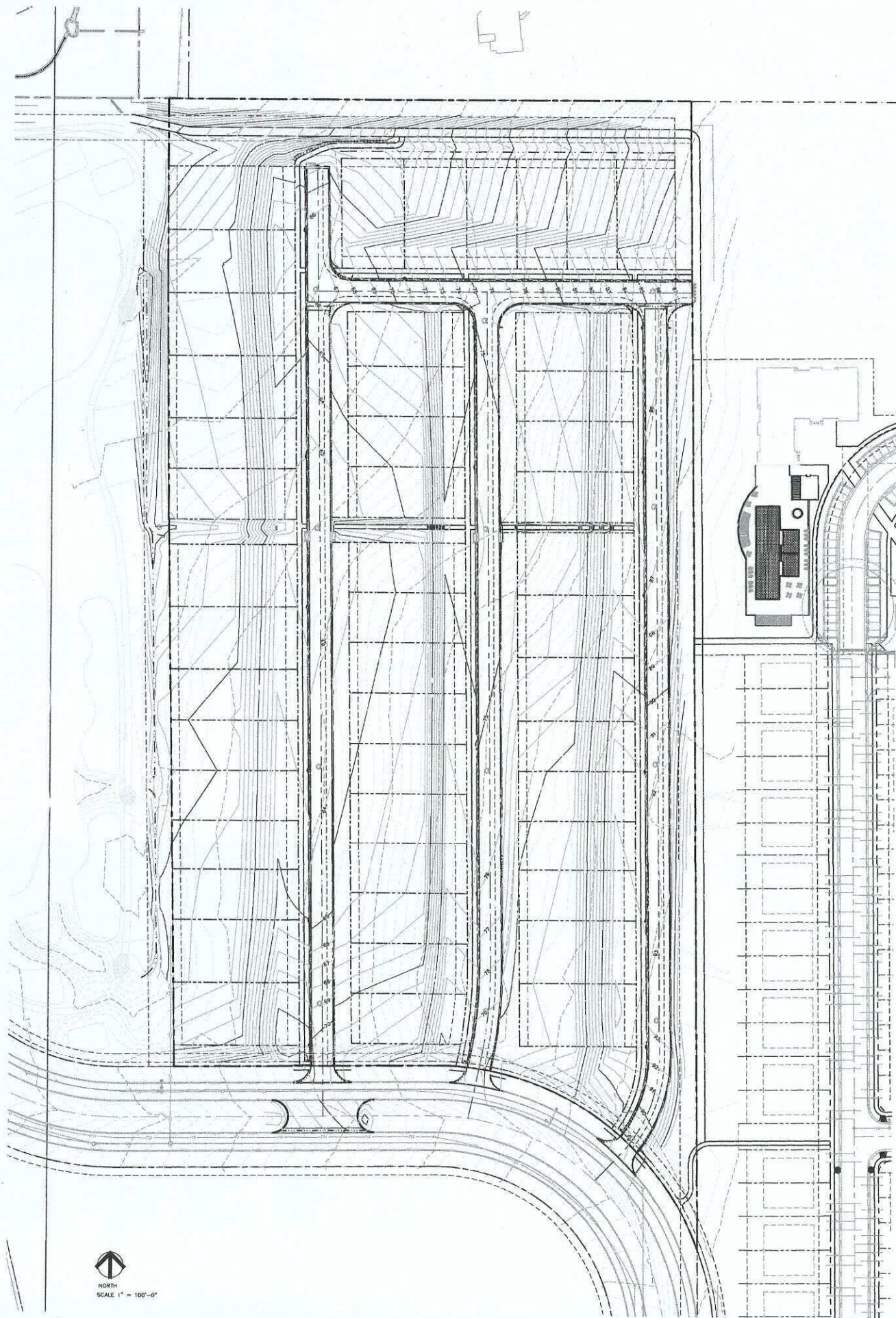
As noted on the Heron Lakes Filing 21 [Northridge] site plan in Appendix A, it is proposed that there will be 48 single family detached dwelling unit lots. Table 1 shows the trip generation for Heron Lakes Filing 21 [Northridge] utilizing **Trip Generation, 11th Edition**, ITE. Single-Family Detached Housing [Code 210] was used with dwelling units as the trip generation variable. The calculated trip generation is: 452 daily trip ends, 34 morning peak hour trip ends and 45 afternoon peak hour trip ends. The daily and peak hour trip generation is significantly less compared to that in the cited MTIS for Tract K.

It is concluded that the trip generation for the Heron Lakes Filing 21 [Northridge] will be significantly less than that on Tract K in the cited MTIS. The conclusions in the cited MTIS will not change. Do not hesitate to contact me if there are questions or if additional information is required.

TABLE 1
Trip Generation for Heron Lakes Filing 21 [Northridge]

Code	Use	Size	AWDTE		AM Peak Hour		PM Peak Hour	
			Rate	Trip Ends	Rate	Trip Ends	Rate	Trip Ends
210	Single-Family Detached Housing	48 DU	9.43	452	0.70	34 In-9, Out-25	0.94	45 In-28, Out-17

APPENDIX A



APPENDIX B



SITE PLAN

Figure 5

TABLE 2												
Trip Generation for the Residential & School Portions												
Code	Use	Size	AWDTE		AM Peak Hour				PM Peak Hour			
			Rate	Trips	Rate	In	Rate	Out	Rate	In	Rate	Out
Tract A												
210	Single Family	105 D.U.	9.43	990	0.18	19	0.52	55	0.59	62	0.35	37
520	Elementary School	500 Students	1.29	644	0.25	125	0.20	100	0.07	35	0.08	40
Tract B												
210	Single Family	54 D.U.	9.43	510	0.18	10	0.52	28	0.59	32	0.35	19
Tract C												
221	Multi-Family Housing (Mid-Rise)	184 D.U.	4.54	836	0.085	16	0.285	52	0.24	44	0.15	28
Tract J												
221	Multi-Family Housing (Mid-Rise)	193 D.U.	4.54	876	0.085	16	0.285	55	0.24	46	0.15	29
Tract K												
221	Multi-Family Housing (Mid-Rise)	205 D.U.	4.54	930	0.085	17	0.285	59	0.24	49	0.15	31
Tracts M & N (Marina)												
210	Single Family	155 D.U.	9.43	1462	0.18	28	0.52	81	0.59	91	0.35	55
17 th Filing & Cran Annexation												
210	Single Family	89 D.U.	9.43	840	0.18	16	0.52	46	0.59	53	0.35	31
220	Multi-Family Housing (Low-Rise)	118 D.U.	6.74	796	0.096	11	0.304	36	0.32	38	0.19	22
Parcel T												
220	Multi-Family Housing (Low-Rise)	24 D.U.	6.74	162	0.096	2	0.304	8	0.32	8	0.19	4
Parcel U												
220	Multi-Family Housing (Low-Rise)	30 D.U.	6.74	202	0.096	3	0.304	9	0.32	9	0.19	6
Parcel V												
N/A	Clubhouse	Internal										
Parcel W												
220	Multi-Family Housing (Low-Rise)	153 D.U.	6.74	1032	0.096	15	0.304	46	0.32	49	0.19	29

Continued on next page

Public Comment 1

From: sadcpa@aol.com
Sent: Tuesday, February 24, 2026 3:10 PM
To: Tawn Hillenbrand
Subject: update mailing address & regarding Heron Lakes 21st Preliminary Plat - Project
Location: Off TPC Parkway

Categories: Neighbor Comment

You don't often get email from sadcpa@aol.com. [Learn why this is important](#)

Town of Berthoud Public Hearing,

My comments regarding the Preliminary Plat:

When I purchased this home & land, I enjoyed the open spaces & the unobstructed panoramic views. However, I knew that change was inevitable.

I appreciate that the information provided on the Town of Berthoud website shows that the property will be used for 48 single-family homes only.

I also appreciate how well Heron Lakes has been developed. It is a beautiful development.

Kindest regards,

Stephanie Doughty

Resolution No. 7 (Series 2026)
Series 2026

A Resolution of the Town of Berthoud Board of Trustees approving a Preliminary Plat for a development known as the “Heron Lakes 21st Filing Development” in the Town of Berthoud.

Whereas, the property under consideration is known as the “Heron Lakes 21st Filing” development; and more particularly described in Exhibit A attached hereto; and

Whereas, the Town of Berthoud (“Town”) approved in August 2015, an Amended Overall Development Plan for Heron Lakes; and

Whereas, the Preliminary Plat attached herein as Exhibit B 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 March 10, 2026; a legal ad was published on February 11, 2026, and affected property owners within 500 feet of the site were notified by first-class mail before the Berthoud Planning Commission hearing on February 26, 2026; and

Whereas, after the public hearing on February 26, 2026, the Berthoud Planning Commission made a unanimous recommendation to the Town Board of Trustees to approve the Preliminary Plat; and

Whereas, based on the testimony and evidence presented at the public hearing on March 10, 2026, the Board of Trustees determines and finds that compliance with the Preliminary Plat Criteria for Approval as provided in Section 30-6-107 of the Berthoud Municipal Code has been demonstrated.

Now, Therefore, be it Resolved by the Board of Trustees of the Town of Berthoud as follows:

Section 1. Preliminary Plat Approval: The Preliminary Plat is hereby approved.

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.

Introduced, approved and adopted this 10th day of March, 2026.

Town of Berthoud

William Karspeck, Mayor

Attest

Christian Samora, Town Clerk

Exhibit A: Legal Description

Tract E, Heron Lakes Second Filing, County of Larimer, State of Colorado.

Exhibit B: Preliminary Plat

(to be inserted)



Board of Trustees Public Hearing March 10, 2026



Land Use Planning Process: Overview



1. PRE-APPLICATION

Discussions with staff
Pre-Application meetings
Staff input and direction
Application preparation



2. APPLICATION SUBMITTAL

Application materials received
Completeness review performed
Referral notification and comments
Staff review and comments
Schedule and notice public meetings/hearings



3. MEETING

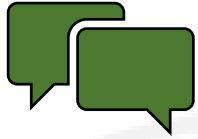
Staff presentation
Discussion and vote



4. POST-APPROVAL ACTIONS

Record documents
Prepare Final Plat application materials
Development Agreement

Development Tool Kit: Public Hearing Process



1. STAFF PRESENTATION

The agenda item is introduced by Town Staff, including details of the official request, location, and how the project satisfies the Development Code and Comprehensive Plan

2. APPLICANT PRESENTATION

The applicant presents their proposal and makes their case for approval.



3. PUBLIC COMMENT

- **One at a time, citizens have an opportunity to speak for up to 3 minutes about the proposed project.** This time is used to ask questions, provide concerns, and offer approval or disapproval of the proposal.
- Public comments are testimony. The Applicant, Staff and Planning Commission will not respond to the comments until all testimony has been received and the public hearing is closed.
- Once all who wish to speak have done so, the Chairperson will officially close the Public Comment period.



4. DISCUSSION & VOTE

- The Applicant has the opportunity to address public testimony.
- The Planning Commission confer and have an opportunity to ask the applicant or staff questions that arose during the public hearing period or questions of their own.
- A motion must be made on an item, and if a motion is seconded, a vote is called; a majority must be found for any issue to pass (tie votes do not result in the passage of the item).
- If any citizen disagrees with the decision, they have 30 days to file an appeal with the Town.



Quasi-Judicial Roles and Decision-Making

Town Board, Planning Commission, BOA Role:

- Arrive at the meeting unbiased
- Do not make pre-hearing statements
- Do not engage in pre-hearing “buzz”
- Do not engage in ex parte communication – send public and public comments to staff
- Do not participate if they will have a financial or other personal interest in the matter
- Do not sign any “pro” or “con” petitions
- Ask questions to seek clarification
- Do not bring facts or evidence that aren’t part of the testimony into the hearing
- Are not a witness, prosecutor, advocate, or investigator

How decisions are made:

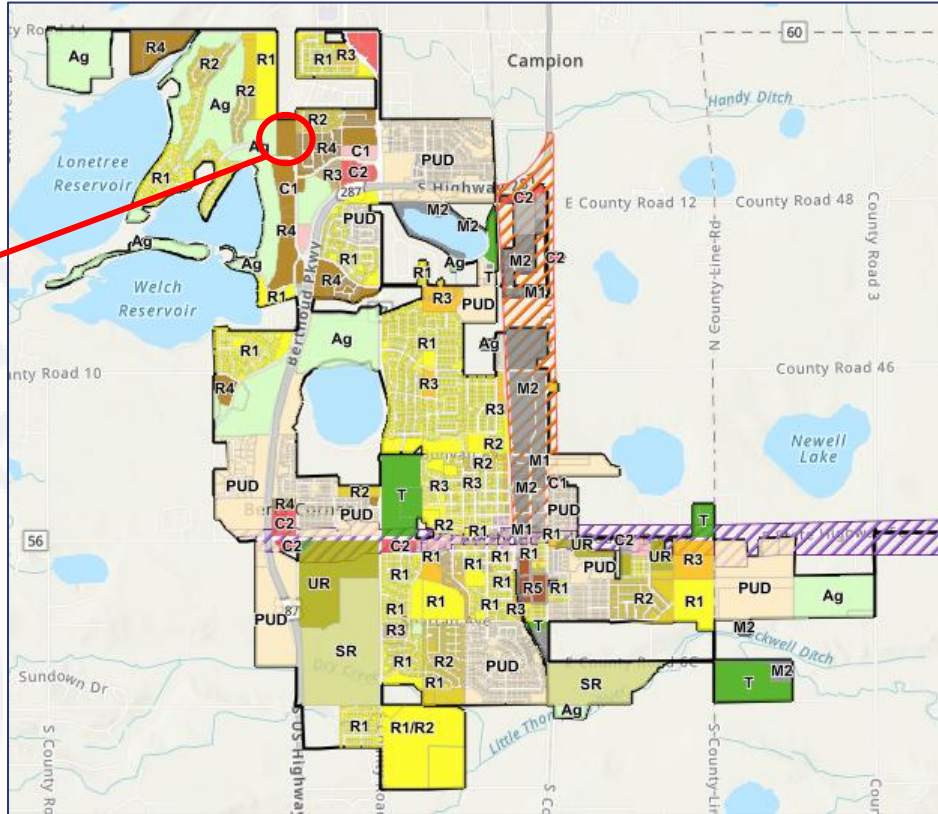
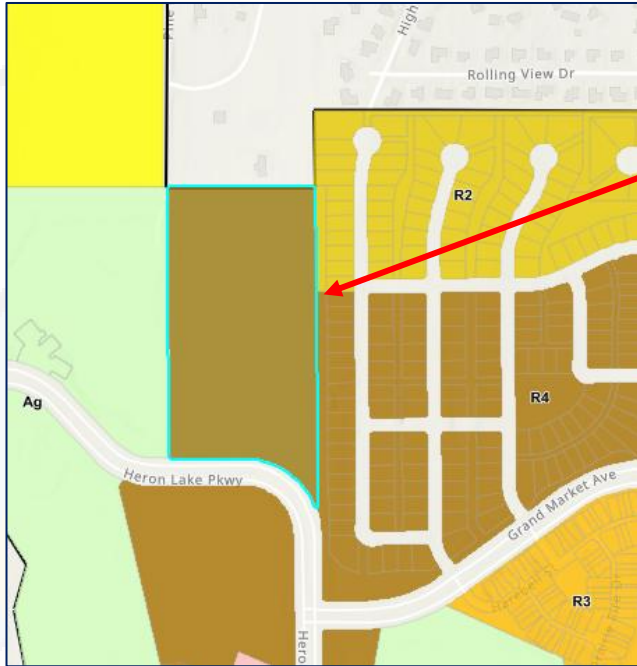
- Provides due process to all
- Criteria/Intent and the Process outlined in the Development Code
- Deliberation/discussion of the evidence is critical
 - Facts learned +
 - Legal criteria applicable to the matter
 - = Decision
- The Body formulates the bases of its decision by connecting the evidence with the applicable criteria.

Heron Lakes 21st Filing



PROJECT:	Heron Lakes 21 st Filing Preliminary Plat
APPLICANT:	Heron Lakes Investments, LLC
LOCATION:	Off TPC Parkway approximately 500-feet north of the TPC Parkway and Grand Market Avenue intersection
SIZE:	17.057 Acres

Heron Lakes 21st Filing – Zoning Map

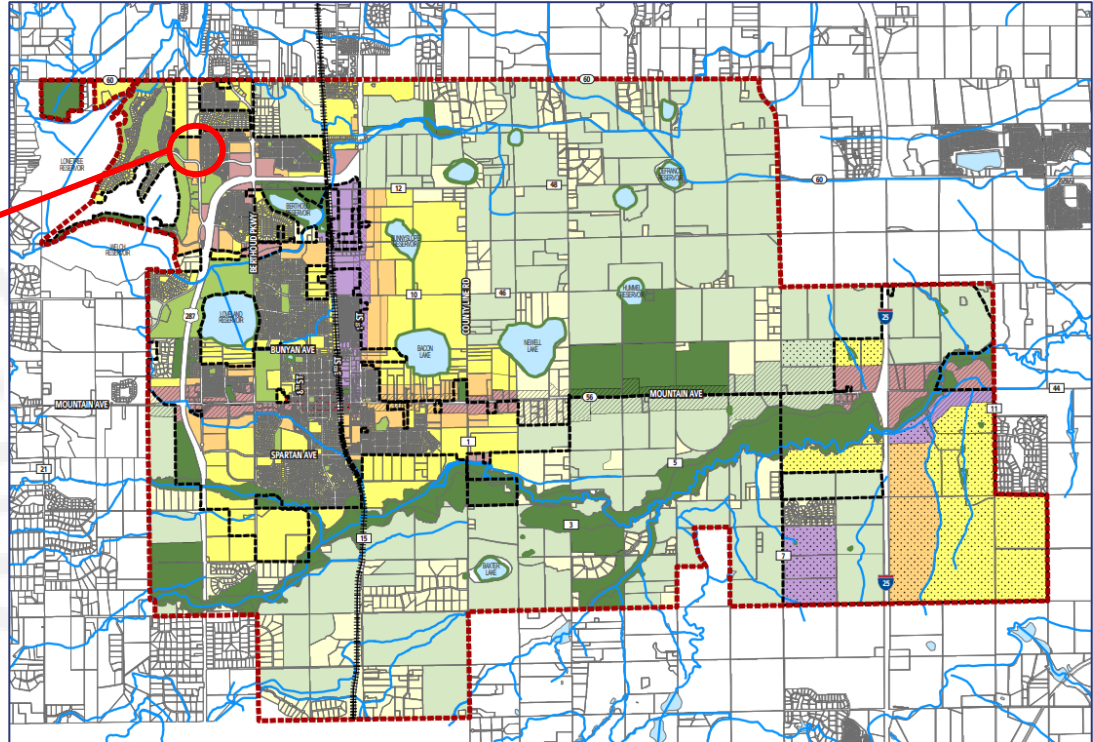
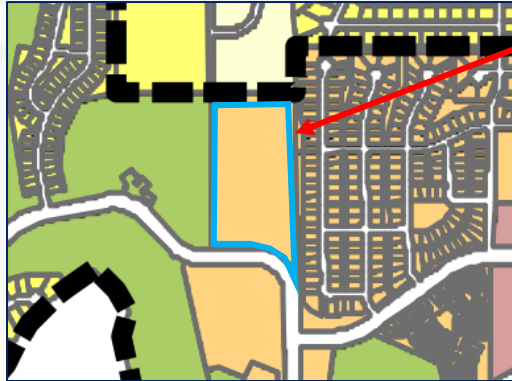


CURRENT ZONING: R4 – Mixed Use District

Heron Lakes 21st Filing – Future Land Use Map

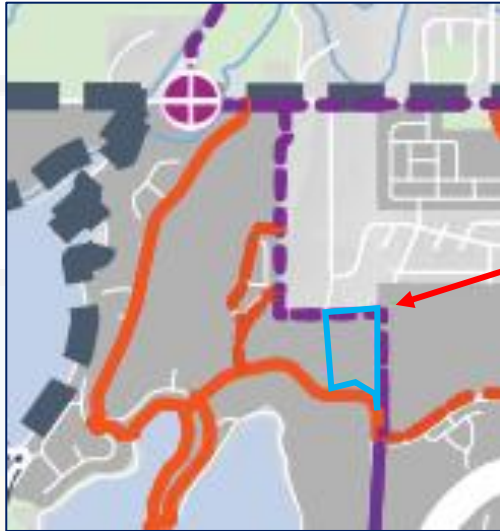


- Agricultural
- Rural Residential
- Place Type: Suburban Areas**
- Suburban Residential
- Suburban Business
- Place Type: General Urban Areas**
- Urban Residential**
- Innovation District
- Place Type: Urban Center**
- Old Town Residential
- Downtown
- Place Type: Special Districts**
- New Berthoud
- 1st Street Corridor
- Mountain Avenue Corridor



FUTURE LAND USE DESIGNATION:
Urban Residential

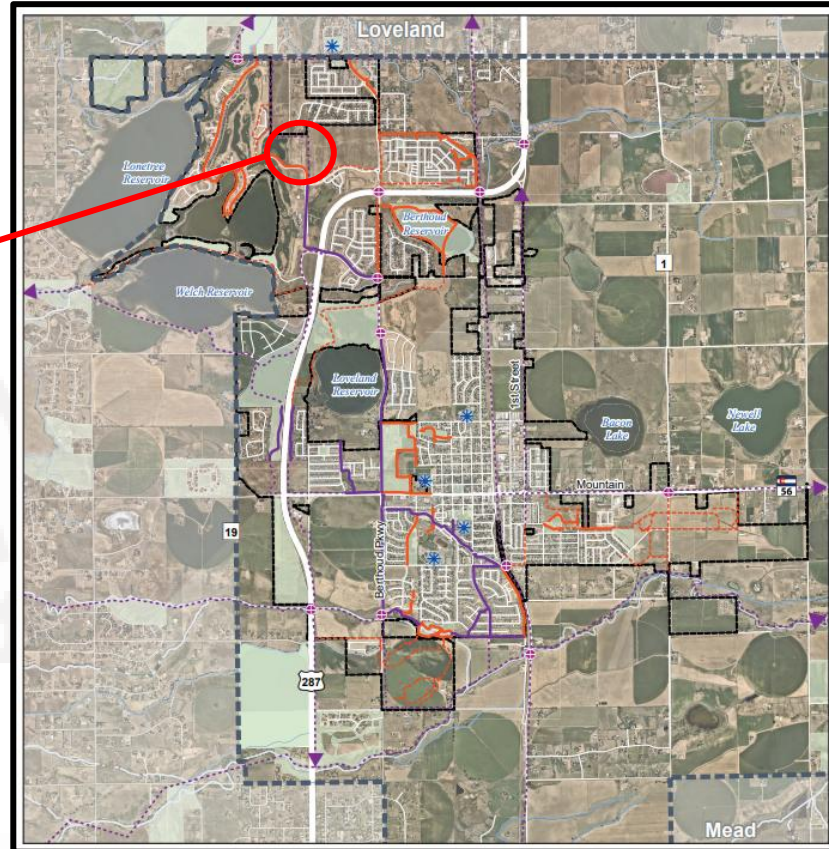
Heron Lakes 21st Filing – Trails Master Plan



Proposed Regional Trail (purple dashed line)
Planned Neighborhood (orange line)

Trails Master Plan (Enlargement)

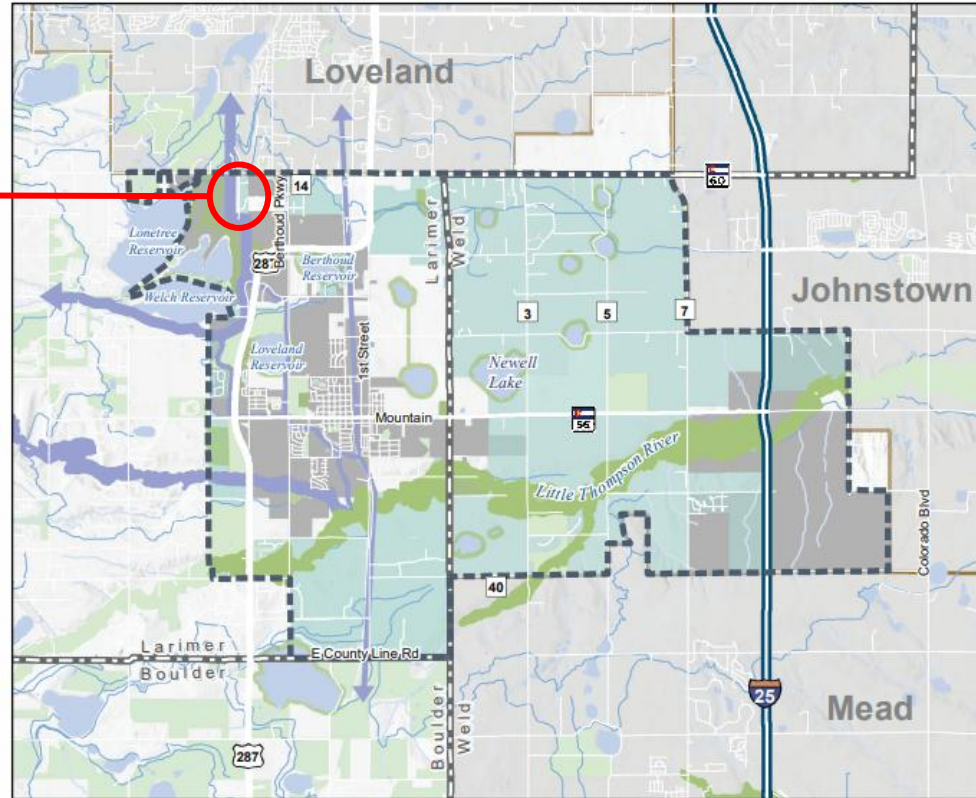
- Existing Neighborhood
- - - Planned Neighborhood
- Existing Regional
- - - Planned Regional
- ✱ Trail Crossing Opportunities
- ✱ Schools
- ⌈ Berthoud Growth Management Area
- ⬜ Town Limits
- Existing Parks, Open Space, & Conservation Easements



Heron Lakes 21st Filing – Open Space Plan Local Perspective



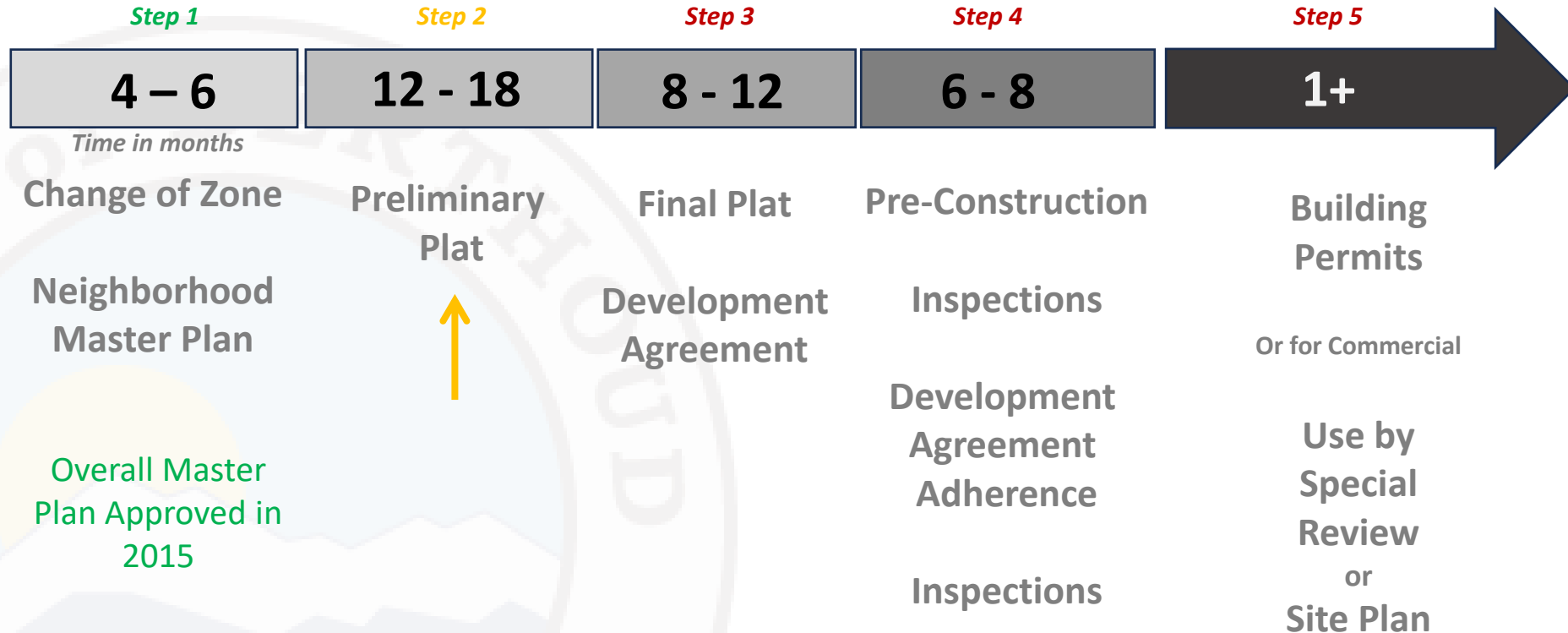
Adjacent to Heron Lakes Golf Course



Approval of a Preliminary Plat to create a residential development consisting of 48 single-family residential lots.



Development Tool Kit: Procedures for Land Division



Heron Lakes 21st Filing – Background



2015 Master Plan

Heron Lakes 21st Filing History

- Part of the larger overall Heron Lakes Development
- Included in 2015 Master Plan for Heron Lakes
 - Envisioned as single-family residential
 - 3-5 dwelling units per acre
 - Total of 49-82 units
- The project is in substantial compliance with the 2015 approved Master Plan
 - Proposing 48 total single-family residential lots
 - Equates to 2.8 dwelling units per acre

Heron Lakes 21st Filing – Referral Agency for Preliminary Plats



TOWN OF BERTHOUD

Project Planner
Town Engineer
Baseline Engineer (Surveyor and Landscape Designer)
Town Forester
Town Water Utilities
Town Public Works
Building Department

OTHER AGENCIES

Army Corp of Engineers
Berthoud Fire Protection District
CDOT
Colorado Parks & Wildlife (CPW)
Comcast
Larimer County Assessor
Larimer County Engineering
Larimer County Planning
Larimer Emergency Telephone Authority (LETA)
Little Thompson Water District (LTWD)
Lumen / CenturyLink
Post Office
Poudre Valley REA
Thompson School District
Xcel Energy

**Heron Lakes 21st Filing Preliminary Plat completed four (4) rounds of referral agency and staff review.
All comments have been adequately addressed.**

Heron Lakes 21st Filing – Preliminary Plat Review Criteria



Section 30-6-107(B) of the Town Development Code states that the town shall use the following criteria in addition to other applicable provisions of the code to evaluate the applicant's request.

1. The preliminary plat represents a functional system of land use and is consistent with the rationale and criteria set forth in this Code.
2. The application is consistent with the approved concept plan and incorporates the Town's recommendations and any conditions of approval.
3. The land use mix within the project conforms to Berthoud's Zoning District Map and Preferred Land Use Map and furthers the goals and policies of the Comprehensive Plan and PORT Plan.
4. The utility and transportation design is adequate, given existing and planned capacities of those systems.
5. Negative impacts on adjacent land uses including, but not limited to: solar access, heat, dust, glare, traffic and noise have been identified and satisfactorily mitigated.
6. There is a need or desirability within the community for the applicant's development and the development will help achieve a balance of land use and/or housing types within Berthoud.
7. How the applicant has addressed comments received from the public, during the Public Comment portion of the process.

Planning Commission find that the Heron Lakes 21st Filing Preliminary Plat request meets the above Review Criteria.

Planning Commission find that the proposed Heron Lakes 21st Filing Preliminary Plat meets the review criteria as provided in Section 30-6-107 of the Berthoud Development Code. Therefore, Planning Commission makes a motion to recommend approval of the Heron Lakes 21st Filing Preliminary Plat to the Town Board of Trustees.

[illegible]

Review Criteria: Preliminary Plat



Town Development Code, Section 30-6-107(B)

1. The preliminary plat represents a functional system of land use and is consistent with the rationale and criteria set forth in this Code.
2. The application is consistent with the approved concept plan and incorporates the Town's recommendations and any conditions of approval.
3. The land use mix within the project conforms to Berthoud's Zoning District Map and Preferred Land Use Map and furthers the goals and policies of the Comprehensive Plan and PORT Plan.
4. The utility and transportation design is adequate, given existing and planned capacities of those systems.
5. Negative impacts on adjacent land uses including, but not limited to: solar access, heat, dust, glare, traffic and noise have been identified and satisfactorily mitigated.
6. There is a need or desirability within the community for the applicant's development and the development will help achieve a balance of land use and/or housing types within Berthoud.
7. How the applicant has addressed comments received from the public, during the Public Comment portion of the process.



Board of Trustees Public Hearing March 10, 2026

