Board of Trustees Regular Meeting

807 Mountain Avenue
Town Board Meeting Room
Berthoud, Colorado 80513
Tuesday, March 24, 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 24, 2026 Meeting Agenda
b. March 10, 2026 Meeting Minutes
c. March 2026 Board Report
d. January 2026 Financial Information
e. Arbor Day 2026 Proclamation
f. 2026 Water Line Replacement Project Bid Award
g. Approval of Application for Change of Handy Ditch Company Water Right
h. Approval of Berthoud Local General Services Agreement

2. Mountain Vista (Richardson) Park Next Steps Discussion (120 Min)

3. Elected Official Reports (20 Min)

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

b. Mayor

c. Staff - Town Administrator, Attorney

VI. Adjourn

Town Clerk or Deputy Town Clerk	William Karspeck, Mayor

March 24, 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.

Board of Trustees Information

Administration Department

Meeting Date:	**March 24, 2026**
Agenda Title/Subject:	**Consent Agenda** **Consent Agenda items are considered to be routine by the Town Board and will be enacted with a single vote. There will be no separate discussion of these items. If discussion is deemed necessary, an item may be removed from the Consent Agenda and considered separately.** **a. March 24, 2026 Meeting Agenda** **b. March 10, 2026 Meeting Minutes** **c. March 2026 Board Report** **d. January 2026 Financial Information** **e. Arbor Day 2026 Proclamation** **f. 2026 Water Line Replacement Project Bid Award** **g. Approval of Application for Change of Handy Ditch Company Water Right** **h. Approval of Berthoud Local General Services Agreement**
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. A. March 24, 2026 Meeting Agenda
2. B. March 10, 2026, Meeting Minutes
3. C. March 2026 Board Report
4. D. January 2026 Financial Information
5. E. Arbor Day Proclamation
6. F. 2026 Water Line Replacement Project Bid Award
7. G. Approval of Application for Change of Handy Ditch Company Water Right
8. H. Approval of Berthoud Local General Services 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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a. Town Board

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b. Mayor

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Board of Trustees Meeting Minutes

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

3/10/2026 – Minutes

I. Call to Order

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

II. Pledge of Allegiance

Mayor Karspeck led the Pledge of Allegiance.

III. Roll Call

The following Board members were present:

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

The following Board members were absent:

Trustee Karl Ayers

The following staff members were present:

Town Attorney Kathryn Sellars
Town Administrator Chris Kirk
Town Clerk Christian Samora
Deputy Town Clerk Lexi Dovel
Larimer County Sheriff Sergeant Justin Williamson
Economic Sustainability Manager Brian Dubois
Planning Manager Tawn Hillenbrand

IV. Citizen Participation

Marleene Buttice and Becky Dittmer spoke regarding Richardson Park.

Herb Hergott spoke regarding lighting at the pickleball courts.

V. Scheduled Items and Estimated Times for Discussion

1. Consent Agenda (5 Min)

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Trustee Wing moved to combine and approve the items in the Consent Agenda. Trustee Albrecht seconded the motion. In a 6-0 roll call vote, the motion Passed.

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)

Administrator Kirk provided information regarding the 2025 year-end financial report.

3. Adoption of Sustainability Action Plan (30 Min)

Economic Sustainability Manager, Brian Dubois, provided an introduction to the Sustainability Action Plan.
Katya Balakhovsky with Cumming Group gave a presentation.

The Board provided feedback on the Sustainability Action Plan.

4. Public Hearing: (45 Min)

a. Heron Lakes 21st Filing Preliminary Plat

Planning Manager, Tawn Hillenbrand, explained the Land Use Planning and Public Hearing Processes, and provided an introduction to the Heron Lakes 21st Filing Preliminary Plat.
The applicant, Jim Birdsall, gave a presentation.

Mayor Karspeck opened the Public Hearing.
Bill Gilmore spoke during the Public Hearing.
Mayor Karspeck closed the Public Hearing.

Mayor Pro-Tem Murphy moved to Approve Resolution 2026-07, 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. Trustee Wing seconded the motion. In a 6-0 roll call vote, the motion Passed.

5. Elected Official Reports (20 Min)

a. Town Board -

Trustee Albrecht reported on a recent meeting of the Youth Advisory Commission, discussing the upcoming National League of Cities summit in Nashville and the Commission's goals for the year. Albrecht reported on trash in the downtown area and requested more public trash cans. Albrecht asked to revisit the discussion regarding two-story buildings on the western portion of Mountain Avenue. Albrecht noted praise for the Town's development team at a recent Women Leadership in Justice meeting.

Trustee Wing requested an agenda item on pickleball lighting and a site tour of the Rookery peninsula in Heron Lakes. Wing inquired about public outreach for the Richardson Park project, and about a water cross-connection event. Wing referenced HB 26-1001 regarding local jurisdiction over Land Use.

Selection of Art Committee - Two Members Needed

Trustee Hardy and Trustee Albrecht were selected to serve on the Art Commitee.

b. Mayor -

Mayor Karspeck inquired about Congressionally Directed Spending.

c. Staff - Town Administrator, Attorney

Attorney Sellars reported that the RAFT/BATS merger may require Public Utilities Commission (PUC) approval.

Administrator Kirk reported on a Year-in-Review document available on the Town website. Kirk reported on an upcoming Open Space Workshop public meeting on March 30, 2026. Kirk asked the Board about a possible agenda item regarding Flock cameras.

Sergeant Williamson provided additional information on the Flock system. The Board was supportive of increased public education about the Town's use of the Flock system.

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

Trustee Wing moved to go into Executive Session pursuant to C.R.S. 24-6-402(4)(e)(I) to determine positions relative to matters that may be subject to negotiations, developing a strategy for negotiations, and instructing negotiators. And the following details are provided: Lease of property located at 821 Mountain Avenue, Berthoud, Colorado 80513. Trustee Brodie seconded the motion. In a 6-0 roll call vote, the motion Passed.

VII. Adjourn

The meeting was adjourned at 9:21 PM.

Town Clerk or Deputy Town Clerk	William Karspeck, Mayor

Berthoud Board Update

March 2026

APRIL EVENTS

Spring Craft Fair
Berthoud Recreation Center
April 18, 2026, 9:00 AM - 3:00 PM
Discover unique creations from over 50 talented Colorado artisans. Find one-of-a-kind gifts and goods. A food and coffee truck will also be on-site.

Berthoud Arbor Day Celebration
Location TBD
April 25th, 9:00 AM
Celebrate everything trees with the Town Forestry Department and even help plant trees that will grow with the town.

PROJECTS

Submitted By Daniel Buendia, Project Engineer

Multiple new park projects are in various states of design. The Berthoud Arboretum designs have been completed, and the Invitation for Bids is almost ready to go live. Mountain Vista Park is nearing completion of designs. Multiple contractors provided cost opinions and Statements of Qualifications to help narrow down what teams we want working with the Town on this project, pending Board approval. The Public Works team has sent out multiple projects to bid for the 2026 construction season including the 2026 Roadway and Sidewalk Improvements Projects, Stormwater Master Plan, and relocation of the water department building.

The drainage projects at Heron Pointe and Waggener Farm Park are completed and working better than anticipated.

The scope of the 2026 Roadway and Sidewalk Improvements projects has been completed, and the package has been sent to bid.

Work has begun to install the new pickleball court at Pioneer Park.

FORESTRY / OPEN SPACE

Submitted By Paul Furnas, Town Forester

During February, the Forestry and Open Space staff helped finish taking down holiday lights at Fickel Park and helped swap out the pots on Main St. from Winter Spruce to spring bulb pots. Forestry staff kept up watering newly planted trees and landscaping, adding trees to the Town's inventory, and starting on 2026 pruning. Open Space staff kept busy with small improvements to Open Spaces where needed. They also worked on repairing fixtures in the Hillsdale bathroom.

Forestry staff has worked on small to medium sized tress that need structural correction or crown raising.

The Forestry department attended the ProGreen Industry Conference.

Forestry and Open Space crews came together to finish taking down the holiday lights at Fickel Park.

The warm winter led to the Main St. bulbs being ready to be potted much sooner than anticipated. To ensure no moment of the spring was missed, staff moved the pots out to Main St.

Both crews worked to remove invasive tress that were blocking views of traffic on North 1st Street near the Highway 287 interchange.

Forestry staff pruned up a tree to make clearance for new ballfield nets at Town Park. They also removed a hanging branch over the road.

The bathroom at Hillsdale was in need of repair. Open Space ordered new parts to repair the toilet.

Staff moved lingering snow so the Berthoud Bike Park could reopen sooner.

The Town Forester and the Tree Advisory committee were invited back for the second year to present tree and plant related information and activities to elementary students.

STREETS DEPARTMENT

Submitted By Brandon Keegan, Streets Supervisor

Throughout the month, the Streets crew completed a variety of maintenance, safety, and improvement projects across town. At the wastewater plant, crews graded the road to help in eliminating wash boarding. On travel Center Drive, the Streets crew installed Jersey barriers at the end of the roadway to prevent long-term parking by semi-trucks and campers, which was an ongoing problem. The crew also installed type 3 barricades to address illegal dumping and roadway damage at the end of Likens Drive in Hammond Farms. Type 3 barricades were also installed at the Habitat for Humanity alley to prevent unauthorized access and dumping. On Mountain Avenue, the Streets team cleaned parking stalls and bulb-outs corners, removing accumulated leaves and debris to improve drainage and appearance.

Streets crew graded the road leading to the Wastewater Treatment Facility to help in reducing wash boarding.

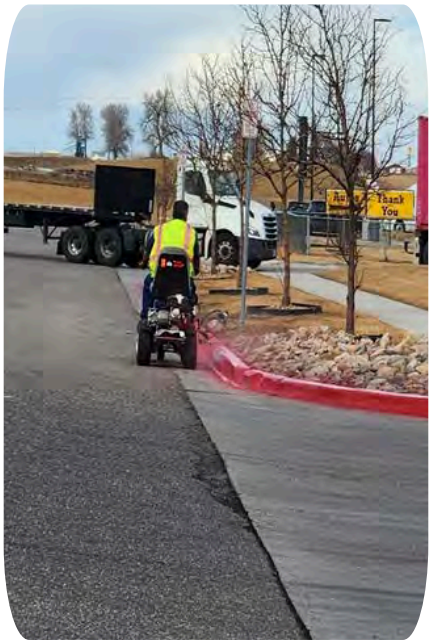
Jersey barriers were added on Travel Center Drive to prevent long-term parking by semi-trucks and campers.

Type 3 barricades were added to the end of Likens Drive and the alley by Habitat for Humanity to prevent dumping, loitering, and roadway damage.

Crews cleaned parking stalls and bulb-out corners along Mountain Avenue. Leaves and debris were removed to improve drainage and appearance.

After receiving several speeding complaints, the Streets department installed new Speed Limit signs on County Road 10E.

Staff swept gutters on Travel Center Drive in preparation for curb painting.



RECREATION

Submitted By Amanda Gustafson, Director of Recreation | Cultural Services

Operations, Memberships & Marketing

During February, the Operations team focused on strengthening internal systems, improving customer communication, and maximizing facility utilization. Staff published updated schedules, supported swim lesson input, and created program proposals to help identify new ways the Recreation Center could increase profits. The Marketing team promoted upcoming events like Mother and Son NERF Mania, St. Paddy's Day Run, upcoming youth sports, and swim lessons. The Spring-Summer Activity Guide was published and promoted.

Sports & Programs

February was a strong start to the Spring Sports season with a successful opening of Spring registration and the introduction of new program enhancements. Girls Flag Football launched for the first time, soccer added a 5U division, and flag football expanded into 7U, 9U, and 11U divisions to create more age-appropriate competition. Volleyball registration ended with all projected teams filled, including the addition of a 7th/8th grade team. Adult spring leagues also opened, with efforts underway to grow Sunday Softball participation, while pickleball and soccer prepare to transition into their outdoor seasons. The month also featured a successful Neon Nights Weekend with adult dodgeball and Cosmic Pickleball.

Fitness

In February, Fitness launched a new Senior Strength class, which quickly generated interest and positive feedback from participants. The class has fostered strength development and community connection, with requests for an additional weekly offering. The department also launched a new fitness-specific newsletter to promote programs and strengthen participant engagement. Heavier dumbbells were ordered from member and instructor requests, reflecting the effectiveness of programming and commitment of participants in meeting their fitness goals.

Aquatics

Aquatics had a strong and productive month. Despite occasional illness-related staffing adjustments and two high-attendance no-school days, the team maintained safe operations and consistent program delivery. Staff development remained a priority, with Head Guards successfully leading monthly training, swim instructors focusing on inclusive teaching strategies, and full-time staff attending specialized off-site trainings, including chemical feed system certification and the AOAP conference. 200 youth participated in swim lessons and CARA swimmers earned top finishes at their away swim meet.

Head Guard Training.

Active Adults (50+)

The Winter Active Adult Pickleball Leagues were wrapped up, which provides participants with consistent physical activity, friendly competition, and valuable social connection throughout the season. The Wellness Wednesday session had 15 attendees for an informational presentation on practical strategies for caring for individuals living with dementia.

Active Adult Co-Ed Champions.

COMMUNITY DEVELOPMENT

Submitted By Anne Johnson, Planning Director

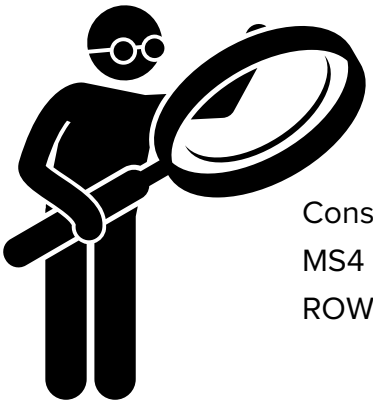
Building Division data for February 2026

 # New Residential
February 2026: 9
YTD: 18

 # New Commercial
February 2026: 1
YTD: 3

Total Number of Permits
February 2026: 65

Total Valuation
$9,314,226.66 - February



Engineering

Construction Site Inspections: 45
MS4 Inspections: 41
ROW Permits Processed: 14

Planning

Public Assistance
Emails: 7,270
Phone calls: 54
Site Visits: 4

Pre-Application meetings: 5
Public Hearings/Applications presented: 3
Codes/Comp Plan Action Items in-process: 5
Applications in Process: 36

The Historic Preservation Advisory Committee held a Stakeholder Engagement session with members of the Museum, Library, Seniors, Fire District, Downtown Businesses, and others on February 5. The purpose of this Stakeholder Engagement meeting was to gather feedback on the Town's Historic Preservation Master Plan. This Plan will guide activities of HPAC for the next ten years and help inform the community of our historic resources. The draft Master Plan was provided to the public, business owners and stakeholders for comment on February 23, 2026.

The Stormwater management program has moved in-house effective February 1, 2026. The Town has two construction inspectors who will be able to respond quickly to concerns as well as follow-up more quickly with the building community regarding compliance.

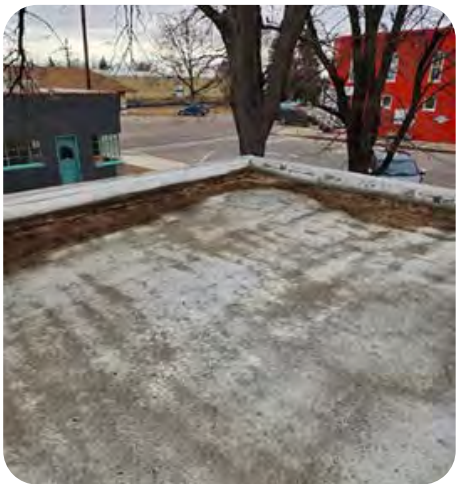
PARKS / CEMETERY

Submitted By Sami Kouns, Parks Supervisor

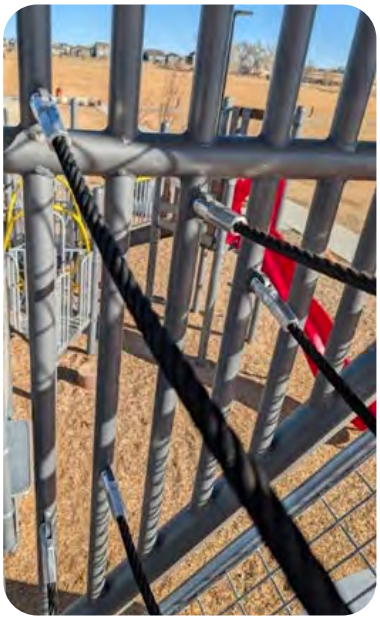
In February, the Parks and Cemetery staff focused on training, maintenance, and infrastructure improvements. Staff attended the PROGreen EXPO for continuing pesticide education, completed OSHA 10 trainings, and participated in Certified Irrigation Technician preparation. Winter projects included installing a turf barrier along the railroad tracks to reduce pesticide damage, completing multiple playground repairs and upgrades, converting a newly purchased trailer into a fully stocked irrigation repair unit, performing backflow repairs in preparation for spring irrigation start-ups, installing skate stops at Waggener Farm Park, and removing a damaged shed at Greenlawn Cemetery.

Lumber was removed from Pioneer Park when the new Gaga Ball Pit was built. The lumber was recycled to create a barrier between the railroad tracks and the park's turf. This will help prevent the pesticide used on the railroad tracks form running into the turf.

The roofs and gutters of the Town's facilities were cleaned. The debris was removed and disposed of to keep the downspouts and gutters functioning.



New dog waste bag dispensers and ordinance signs were installed at Waggener Farm Park and the Dog Park.



The Bein Park playground had a new generation swing installed to cater to younger children. At Waggener Farm Park, the turf was peeling back and created a hole that was accumulating mulch material. The hole was vacuumed and glued down to prevent a tripping hazard. The climbing ropes were worn down through the steel cording, so they were replaced with new rope covered steel cords that are safer for everyday use.

Skate stops were installed along the concrete barriers outside the Waggener Farm Park restrooms.

This month featured only one burial at Greenlawn Cemetery, and the warmer weather presented staff with the opportunity to make much needed irrigation repairs before the system is charged.

WATER/WASTEWATER

Submitted By Marie Mitchell, Administrative Tech Water

Water/Wastewater Operations Summary

In February, Water and Wastewater staff continued to install new water meters, repair meters, conduct follow-up visits, and completed 54 water shut offs. Field crews responded to 324 utility locate requests related to water, sewer, and stormwater infrastructure to support construction and excavation activities. Water Operations staff supported several infrastructure and maintenance projects during the month, including: a planned water shutdown to support the Ursa Major waterline expansion project, multiple utility potholing efforts to verify infrastructure locations for upcoming projects, and replacing a chlorine tank at the Water Treatment Plant. Staff identified a cross-connection at a Heron Lakes residence, where a non-potable irrigation system had tied into the potable water supply. Crews also responded to a sewer backup on Eastview Drive caused by significant root intrusion.

The Riverglen Lift Station recieved new asphalt shingle roofing.

Sewer backup on Eastview Dr. before and after.

Wastewater Treatment Plant
(Ramey Environmental Compliance)

In February, several upgrades were made to the Wastewater Treatment plant. New lighting was installed in several buildings, a new skimmer and flushing mechanism were installed in the Headworks building, a new 1,400-gallon chlorine tank was installed to replace a leaking one, and Wesco Construction began working on a platform for the future High Service Pump #3.

Operations During Northern Water Maintenance

From February 16th - 20th, Northern Water conducted routine maintenance on the pipes that carry water from Carter Lake to Berthoud. As a result, the Town temporarily used 100% Berthoud Reservoir water. During that time, staff routinely cleaned and flushed the Powdered Activated Carbon (PAC) system lines and pumps four times daily to prevent clogging. The PAC wet well was refilled twice a week with about 1,100 pounds of PAC each time to support treatment. These efforts helped maintain water quality, and no taste or odor complaints were reported by Berthoud residents.

Delivery of the brand-new chlorine tank.

Nalco performed jar tests for the new polymers.

Worth Noting

The Forestry department received confirmation of another year of Tree City USA recognition. This is the 43rd year Berthoud has been recognized. The Town also received a Growth Award for going above and beyond the requirements being a Tree City USA community. Activities like having additional staff credentials, updating the tree inventory, positive planting to removal ratios, young tree pruning, urban wood utilization, and open space acquisitions all show that Berthoud goes above and beyond for its trees.

If you haven't had the chance, check out the 2025 Year In Review. This report highlights just some of the work done by our seven departments that keeps Berthoud the well-maintained, safe, and welcoming community we're proud to call home. Visit **our website** to view the full report.

Welcome

Clifford Stoppel joined the Streets Department in February as a Streets Technician. He has spent the last five years in Colorado and is originally from Iowa. He brings over 20 years of experience in road construction, grading, and public works operations. The Streets Department is excited to have him on the team.

TOWN OF BERTHOUD AT A GLANCE

Monthly Report
JANUARY 2026

- Sales & Use Tax revenue is 33% **over** budget for the month of January; $1,291,676 was received and $970,812 was budgeted.

- Town Revenue through January including transfers between funds is 46% **under** budget for 2026.

- Town Expenditures through January are 54% **under** budget for 2026.

Sales Tax Review

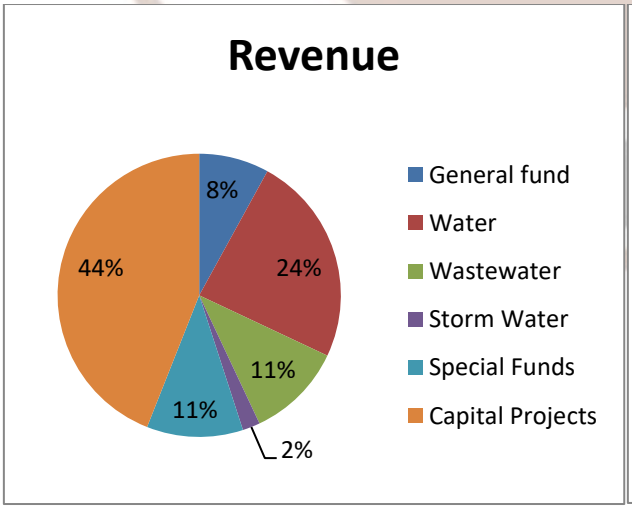
JANUARY	Berthoud Sales Tax	Motor Vehicle Use Tax	Building Materials Use Tax	Combined Total
2026	1,040,701.86	144,214.26	106,760.33	1,291,676.45
2025	718,913.38	139,591.08	193,995.38	1,052,499.84
2024	704,473.07	115,941.19	416,317.65	1,236,731.91
2023	769,358.29	187,031.19	93,929.65	1,050,319.13

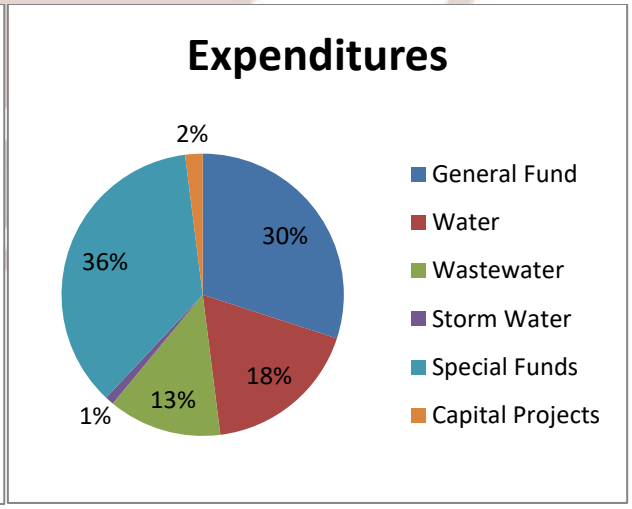
SALES TAX YEAR-TO-DATE FOR 2026 $ 1,291,676.45

COMBINED STATEMENT OF REVENUES AND EXPENDITURES
JANUARY 2026

REVENUE	Current Month	YTD Actual	YTD Budget	% of YTD Budget	% of Annual Budget
General Fund	379,983	379,983	1,106,800	34%	3%
Water	1,101,133	1,101,133	702,636	157%	13%
Wastewater	484,968	484,968	1,265,611	38%	3%
Storm Water	110,387	110,387	86,214	47%	4%
Special Funds	517,881	517,881	1,100,883	47%	4%
Capital Projects	2,045,833	2,045,833	4,379,167	54%	4%
TOTAL REVENUE	**4,640,185**	**4,640,185**	**8,641,314**	**54%**	**4%**

EXPENDITURES	Current Month	YTD Actual	YTD Budget	% of YTD Budget	% of Annual Budget
General Fund	1,523,534	1,523,534	1,889,136	81%	7%
Water	889,431	889,431	1,509,495	59%	5%
Wastewater	658,508	658,508	1,917,497	34%	3%
Storm Water	61,615	61,615	232,607	26%	2%
Special Funds	1,854,590	1,854,590	2,292,678	81%	7%
Capital Projects	104,262	14,262	3,241,666	3%	0%
TOTAL EXPENDITURES	**5,091,940**	**5,901,940**	**11,083,079**	**46%**	**4%**





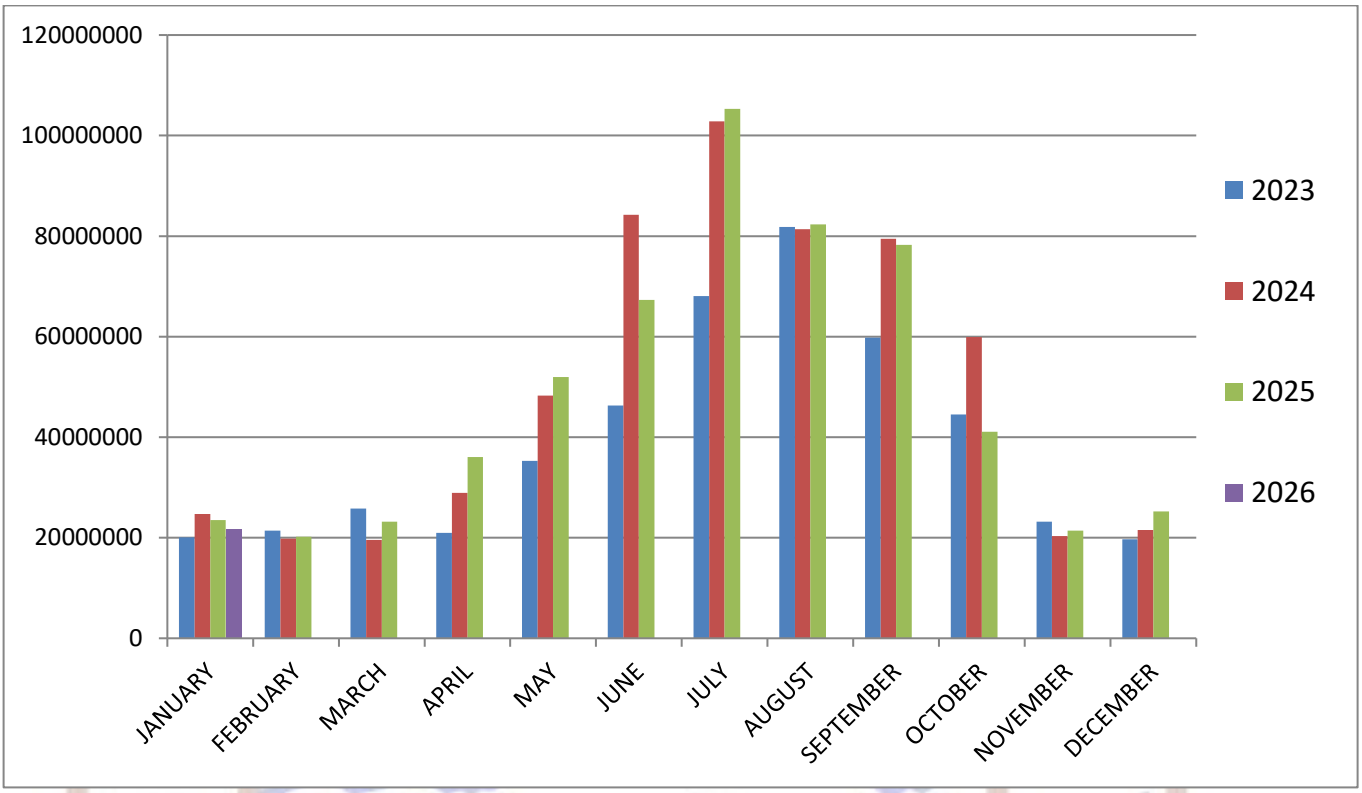
2026

	YEAR TO DATE TOTALS THRU JANUARY 2026
Single Family Permits	19
Overall Permit Total	53
Water Gallons Billed	21,637,000
Passports	78
Cemetery	1 Funeral

Building Permit & Permit Valuation by Year & 2024 YTD

	2022	2023	2024	2025	2026 YTD
Single-Family home permits	222	220	238	172	19
All permits (roofing, decks, additions, etc.)	809	748	1078	868	53
Total Permit Value	$164,526,847	$119,408,321	$135,242,724	$126,832,292	$12,568,322

BERTHOUD WATER USAGE



Personnel Summary

	Full-time	Part-time	Seasonal
Administration	13	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		

January 2026

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

GENERAL FUND

REVENUE

	CURRENT MONTH	YTD ACTUAL	YTD BUDGET	TOTAL 2026 BUDGET	PERCENTAGE YTD ACTUAL vs YTD BUDGET
TAXES	$ 49,910.46	$ 49,910.46	$ 789,108.25	$ 9,469,299.00	6.3%
LICENSES & PERMITS	$ 20,706.06	$ 20,706.06	$ 16,796.08	$ 201,553.00	123.3%
INTERGOVERNMENTAL REVENUE	$ 1,825.27	$ 1,825.27	$ 54,369.50	$ 652,434.00	3.4%
FINES	$ 4,315.00	$ 4,315.00	$ 2,843.75	$ 34,125.00	151.7%
MISCELLANEOUS	$ 222,203.22	$ 222,203.20	$ 162,714.58	$ 1,952,575.00	136.6%
TRANSFERS	$ 51,825.82	$ 51,825.82	$ 53,151.25	$ 637,815.00	97.5%
PROPERTY SALES & DONATIONS & INS CLAIM	$ -	$ -	$ -	$ -	0.0%
RECREATION	$ 6,911.50	$ 6,911.50	$ 17,216.67	$ 206,600.00	40.1%
PARKS	$ 260.00	$ 260.00	$ 1,916.67	$ 23,000.00	13.6%
LEASE REVENUE	$ 22,025.34	$ 22,025.34	$ 8,683.33	$ 104,200.00	253.7%
TOTAL REVENUE GENERAL FUND	**$ 379,982.67**	**$ 379,982.65**	**$ 1,106,800.08**	**$ 13,281,601.00**	34.3%

ADMINISTRATION

EXPENDITURES	CURRENT MONTH	YTD ACTUAL	YTD BUDGET	TOTAL 2026 BUDGET	PERCENTAGE YTD ACTUAL vs YTD BUDGET
ADMIN SALARIES/TAXES/BENEFITS	$ 94,706.41	$ 94,706.41	$ 168,119.83	$ 2,017,438.00	56.3%
GENERAL OFFICE OTHER	$ 283,631.89	$ 283,631.89	$ 76,841.67	$ 922,100.00	369.1%
ELECTIONS	$ 18,574.50	$ 18,574.50	$ 4,262.50	$ 51,150.00	0.0%
MUNICIPAL COURT	$ 2,620.82	$ 2,620.82	$ 4,916.67	$ 59,000.00	53.3%
BOARD & BOARD MEETINGS	$ 7,180.67	$ 7,180.67	$ 8,383.33	$ 100,600.00	85.7%
FINANCE	$ 2,500.00	$ 2,500.00	$ 1,375.00	$ 16,500.00	181.8%
BUILDING MAINTENANCE	$ 9,490.57	$ 9,490.57	$ 5,833.33	$ 70,000.00	162.7%
COMMUNITY SUPPORT	$ -	$ -	$ 8,500.00	$ 102,000.00	0.0%
TRANSFERS	$ 17,083.33	$ 17,083.33	$ 17,083.33	$ 205,000.00	100.0%
TOTAL ADMIN EXPENDITURES	$ 435,788.19	$ 435,788.19	$ 295,315.67	$ 3,543,788.00	147.6%

PUBLIC SAFETY DEPARTMENT

EXPENDITURES	CURRENT MONTH	YTD ACTUAL	YTD BUDGET	TOTAL 2026 BUDGET	PERCENTAGE YTD ACTUAL vs YTD BUDGET
CODE ENFORCEMENT (INCLUDES SALARY)	$ 9,937.44	$ 9,937.44	$ 19,847.50	$ 238,170.00	50.1%
LSCO ADMIN SUPPLIES	$ -	$ -	$ 125.00	$ 1,500.00	0.0%
ANIMAL CONTROL	$ 3,737.58	$ 3,737.58	$ 3,737.50	$ 44,850.00	100.0%
TRAFFIC CONTROL/PEDESTRIAN SAFETY/ABATE	$ -	$ -	$ 500.00	$ 6,000.00	0.0%
DRUG EDUCATION/PUBLIC EVENTS	$ -	$ -	$ 787.50	$ 9,450.00	0.0%
LARIMER COUNTY SHERIFF	$ -	$ -	$ 259,703.17	$ 3,116,438.00	0.0%
TOTAL PUBLIC SAFETY EXPENDITURES	$ 13,675.02	$ 13,675.02	$ 284,700.67	$ 3,416,408.00	4.8%

STREETS DEPARTMENT

EXPENDITURES	CURRENT MONTH	YTD ACTUAL	YTD BUDGET	TOTAL 2026 BUDGET	PERCENTAGE YTD ACTUAL vs YTD BUDGET
SALARIES/TAXES/BENEFITS	$ 23,673.95	$ 23,673.95	$ 74,543.75	$ 894,525.00	31.8%
ADMINISTRATION OTHER	$ 1,074.63	$ 1,074.63	$ 2,937.50	$ 35,250.00	36.6%
STREET REPAIR/MAINTENANCE	$ 15,000.91	$ 15,000.91	$ 24,520.83	$ 294,250.00	61.2%
CONTRACT SERVICES	$ 500.00	$ 500.00	$ 4,375.00	$ 52,500.00	11.4%
SIGNAGE	$ 3,100.52	$ 3,100.52	$ 3,500.00	$ 42,000.00	88.6%
SNOW REMOVAL	$ -	$ -	$ 5,687.50	$ 68,250.00	0.0%
SHOP & VEHICLE MAINTENANCE	$ 5,688.00	$ 5,688.00	$ 10,783.33	$ 129,400.00	52.7%
TOTAL STREETS EXPENDITURES	$ 49,038.01	$ 49,038.01	$ 126,347.92	$ 1,516,175.00	38.8%

RECREATION DEPARTMENT

EXPENDITURES	CURRENT MONTH	YTD ACTUAL	YTD BUDGET	TOTAL 2026 BUDGET	PERCENTAGE YTD ACTUAL vs YTD BUDGET
ADMIN SALARIES/TAXES/BENEFITS	$ 16,910.34	$ 16,910.34	$ 23,767.17	$ 285,206.00	71.2%
ADMINISTRATION (SUPPLIES,CONCESSIONS)	$ 1,351.00	$ 1,351.00	$ 4,691.67	$ 56,300.00	28.8%
FLAG FOOTBALL	$ -	$ -	$ 3,013.33	$ 36,160.00	0.0%
TRACK	$ -	$ -	$ 700.00	$ 8,400.00	0.0%
TENNIS	$ -	$ -	$ 411.67	$ 4,940.00	0.0%
ADULT SOFTBALL	$ -	$ -	$ 470.83	$ 5,650.00	0.0%
YOUTH BASEBALL	$ -	$ -	$ 1,700.00	$ 20,400.00	0.0%
YOUTH SOFTBALL	$ -	$ -	$ 1,392.50	$ 16,710.00	0.0%
ADULT KICKBALL	$ -	$ -	$ 265.00	$ 3,180.00	0.0%
ADULT SOCCER	$ -	$ -	$ 427.50	$ 5,130.00	0.0%
SOCCER	$ -	$ -	$ 1,997.50	$ 23,970.00	0.0%
CAMPS/TOURNAMENTS	$ -	$ -	$ 963.75	$ 11,565.00	0.0%
ADDITIONAL PROGRAMS	$ 165.29	$ 165.29	$ 837.50	$ 10,050.00	19.7%
TOTAL RECREATION EXPENDITURES	$ 18,426.63	$ 18,426.63	$ 40,638.42	$ 487,661.00	45.3%

PARKS DEPARTMENT

EXPENDITURES	CURRENT MONTH	YTD ACTUAL	YTD BUDGET	TOTAL 2026 BUDGET	PERCENTAGE YTD ACTUAL vs YTD BUDGET
SALARIES/TAXES/BENEFITS	$ 43,648.20	$ 43,648.20	$ 80,044.83	$ 960,538.00	54.5%
ADMINISTRATION OTHER	$ 5,083.38	$ 5,083.38	$ 3,633.33	$ 43,600.00	139.9%
INSECT CONTROL	$ -	$ -	$ 5,000.00	$ 60,000.00	0.0%
FACILITIES MAINTENANCE	$ 1,638.04	$ 1,638.04	$ 5,750.00	$ 69,000.00	28.5%
TURF/BALLFIELDS	$ 271.85	$ 271.85	$ 12,666.67	$ 152,000.00	2.1%
GENERAL PARKS	$ 5,408.87	$ 5,408.87	$ 11,750.00	$ 141,000.00	46.0%
FLEET MAINTENANCE	$ 3,454.44	$ 3,454.44	$ 2,166.67	$ 26,000.00	159.4%
SEASONAL DECORATIONS/BANNERS	$ -	$ -	$ 1,583.33	$ 19,000.00	0.0%
TRANSFER TO FORESTRY	$ 45,833.33	$ 45,833.33	$ 45,833.33	$ 550,000.00	100.0%
TOTAL PARKS EXPENDITURES	$ 105,338.11	$ 105,338.11	$ 168,428.17	$ 2,021,138.00	62.5%

ECONOMIC DEVELOPMENT

EXPENDITURES	CURRENT MONTH	YTD ACTUAL	YTD BUDGET	TOTAL 2026 BUDGET	PERCENTAGE YTD ACTUAL vs YTD BUDGET
SALARIES/TAXES/BENEFITS	$ 6,499.38	$ 6,499.38	$ 10,904.00	$ 130,848.00	59.6%
ADMINISTRATION OTHER	$ 26,390.25	$ 26,390.25	$ 4,148.33	$ 49,780.00	636.2%
BUSINESS DEVELOPMENT/MARKETING	$ 1,149.89	$ 1,149.89	$ 4,270.83	$ 51,250.00	26.9%
GRANTS - MARKET STUDY & FAÇADE/SIGN	$ -	$ -	$ 1,666.67	$ 20,000.00	0.0%
TOTAL ECONOMIC DEV EXPENDITURES	$ 34,039.52	$ 34,039.52	$ 20,989.83	$ 251,878.00	162.2%

BUILDING DEPARTMENT

EXPENDITURES	CURRENT MONTH	YTD ACTUAL	YTD BUDGET	TOTAL 2026 BUDGET	PERCENTAGE YTD ACTUAL vs YTD BUDGET
SALARIES/TAXES/BENEFITS	$ 11,129.34	$ 11,129.34	$ 21,176.00	$ 254,112.00	52.6%
ADMINISTRATION OTHER	$ 2,282.72	$ 2,282.72	$ 2,133.33	$ 25,600.00	107.0%
INSPECTIONS	$ 36,457.75	$ 36,457.75	$ 28,000.00	$ 336,000.00	130.2%
TOTAL BUILDING DEPARMENT EXPENDITURES	$ 49,869.81	$ 49,869.81	$ 51,309.33	$ 615,712.00	97.2%

PLANNING DEPARTMENT

EXPENDITURES	CURRENT MONTH	YTD ACTUAL	YTD BUDGET	TOTAL 2026 BUDGET	PERCENTAGE YTD ACTUAL vs YTD BUDGET
SALARIES/TAXES/BENEFITS	$ 26,131.27	$ 26,131.27	$ 41,823.75	$ 501,885.00	62.5%
ADMINISTRATION OTHER	$ 2,702.05	$ 2,702.05	$ 3,616.67	$ 43,400.00	74.7%
COMMISSION SUPPORT	$ 105.72	$ 105.72	$ 1,666.67	$ 20,000.00	6.3%
DEVELOPMENT REVIEW	$ 22,861.76	$ 22,861.76	$ 5,000.00	$ 60,000.00	457.2%
COMPREHENSIVE PLANNING	$ 1,260.00	$ 1,260.00	$ 7,083.33	$ 85,000.00	17.8%
TOTAL PLANNING DEPARTMENT EXPENDITURES	$ 53,060.80	$ 53,060.80	$ 59,190.42	$ 710,285.00	89.6%

ENGINEERING

EXPENDITURES	CURRENT MONTH	YTD ACTUAL	YTD BUDGET	TOTAL 2026 BUDGET	PERCENTAGE YTD ACTUAL vs YTD BUDGET
SALARIES/TAXES/BENEFITS	$ 18,951.31	$ 18,951.31	$ 49,855.08	$ 598,261.00	38.0%
ADMINISTRATION OTHER	$ 27,747.06	$ 27,747.06	$ 29,483.33	$ 353,800.00	94.1%
TOTAL ENGINEERING EXPENDITURES	$ 46,698.37	$ 46,698.37	$ 79,338.42	$ 952,061.00	58.9%

COMMUNITY OUTREACH

EXPENDITURES	CURRENT MONTH	YTD ACTUAL	YTD BUDGET	TOTAL 2026 BUDGET	PERCENTAGE YTD ACTUAL vs YTD BUDGET
SALARIES/TAXES/BENEFITS	$ 8,051.32	$ 8,051.32	$ 12,992.17	$ 155,906.00	62.0%
ADMINISTRATION OTHER	$ 722.70	$ 722.70	$ 1,475.00	$ 17,700.00	49.0%
COMMUNITY SUPPORT	$ 7,257.04	$ 7,257.04	$ 5,375.00	$ 64,500.00	135.0%
TOTAL COMMUNITY OUTREACH EXPENDITURES	$ 16,031.06	$ 16,031.06	$ 19,842.17	$ 238,106.00	80.8%

TOWN HALL-MOUNTAIN AVE

EXPENDITURES	CURRENT MONTH	YTD ACTUAL	YTD BUDGET	TOTAL 2026 BUDGET	PERCENTAGE YTD ACTUAL vs YTD BUDGET
INSURANCE AND TAXES	$ -	$ -	$ 6,461.92	$ 77,543.00	0.0%
BUILDING MAINTENANCE	$ 7,409.50	$ 7,409.50	$ 2,624.92	$ 31,499.00	282.3%
BUILDING REPAIRS	$ -	$ -	$ 83.33	$ 1,000.00	0.0%
ELEVATOR MAINTENANCE	$ -	$ -	$ 500.00	$ 6,000.00	0.0%
HOA FEES	$ 4,587.13	$ 4,587.13	$ 4,915.33	$ 58,984.00	0.0%
DESIGN	$ -	$ -	$ -	$ -	0.0%
TOTAL MOUNTAIN AVE EXPENDITURES	**$ 11,996.63**	**$ 11,996.63**	**$ 14,585.50**	**$ 175,026.00**	82.3%

	CURRENT MONTH	YTD ACTUAL	YTD BUDGET	TOTAL 2026 BUDGET	PERCENTAGE YTD ACTUAL vs YTD BUDGET
TOTAL G.F.C.I. EXPENDITURES	$ 689,171.51	$ 689,171.51	$ 722,166.67	$ 8,666,000.00	95.4%
TOTAL CONTRIBUTION EXPENDITURES	$ 400.00	$ 400.00	$ 6,283.33	$ 75,400.00	6.4%
TOTAL EXPENDITURES GENERAL FUND	**$ 1,523,533.66**	**$ 1,523,533.66**	**$ 1,889,136.50**	**$ 22,669,638.00**	
TOTAL REVENUE OVER EXPENDITURES	**$ (1,143,550.99)**	**$ (1,143,551.01)**	**$ (782,336.42)**	**$ (9,388,037.00)**	

WATER FUND

SOURCE OF SUPPLY

	CURRENT MONTH	YTD ACTUAL	YTD BUDGET	TOTAL 2026 BUDGET	PERCENTAGE YTD ACTUAL vs YTD BUDGET
TOTAL SOURCE OF SUPPLY REVENUE	$ 129,136.62	$ 129,136.62	$ 170,239.58	$ 2,042,875.00	75.9%
TOTAL SOURCE OF SUPPLY EXPENDITURES	$ 115,291.22	$ 115,291.22	$ 529,232.50	$ 6,350,790.00	21.8%
NET REVENUE OVER EXPENDITURES	**$ 13,845.40**	**$ 13,845.40**	**$ (358,992.92)**	**$ (4,307,915.00)**	

WATER OPERATIONS & MAINTENANCE

	CURRENT MONTH	YTD ACTUAL	YTD BUDGET	TOTAL 2026 BUDGET	PERCENTAGE YTD ACTUAL vs YTD BUDGET
TOTAL WATER OPERATING REVENUE	$ 413,006.80	$ 413,006.80	$ 380,550.00	$ 4,566,600.00	108.5%
EXPENDITURES					
SALARIES/TAXES/BENEFITS	$ 44,872.70	$ 44,872.70	$ 98,716.25	$ 1,184,595.00	45.5%
ADMINISTRATION OTHER	$ 144,569.94	$ 144,569.94	$ 64,108.33	$ 769,300.00	225.5%
DISTRIBUTION	$ 19,024.57	$ 19,024.57	$ 36,133.33	$ 433,600.00	52.7%
TREATMENT	$ 42,458.85	$ 42,458.85	$ 67,666.67	$ 812,000.00	62.7%
PROFESSIONAL SERVICES	$ 45,988.97	$ 45,988.97	$ 62,625.00	$ 751,500.00	73.4%
UTILITY BILLING	$ 3,084.86	$ 3,084.86	$ 2,800.00	$ 33,600.00	110.2%
IMPROVEMENTS	$ 13,074.84	$ 13,074.84	$ 411,615.33	$ 4,939,384.00	3.2%
TRANSFER	$ 461,065.25	$ 461,065.25	$ 21,681.25	$ 260,175.00	2126.6%
TOTAL WATER OPERATING EXPENDITURES	$ 774,139.98	$ 774,139.98	$ 765,346.17	$ 9,184,154.00	101.1%
NET REVENUE OVER EXPENDITURES	**$ (361,133.18)**	**$ (361,133.18)**	**$ (384,796.17)**	**$ (4,617,554.00)**	

WATER PLANT CAPITAL IMPROVEMENTS

	CURRENT MONTH	YTD ACTUAL	YTD BUDGET	TOTAL 2026 BUDGET	PERCENTAGE YTD ACTUAL vs YTD BUDGET
TOTAL WATER PLANT CAPITAL REVENUE	$ 558,989.13	$ 558,989.13	$ 151,846.17	$ 1,822,154.00	368.1%
TOTAL WATER PLANT CAPITAL EXPENDITURES	$ -	$ -	$ 214,916.67	$ 2,579,000.00	0.0%
NET REVENUE OVER EXPENDITURES	**$ 558,989.13**	**$ 558,989.13**	**$ (63,070.50)**	**$ (756,846.00)**	
TOTAL WATER FUND REVENUE	$ 1,101,132.55	$ 1,101,132.55	$ 702,635.75	$ 8,431,629.00	156.7%
TOTAL WATER FUND EXPENDITURES	$ 889,431.20	$ 889,431.20	$ 1,509,495.34	$ 18,113,944.00	58.9%
NET REVENUE OVER EXPENDITURES	**$ 211,701.35**	**$ 211,701.35**	**$ (806,859.59)**	**$ (9,682,315.00)**	

WASTEWATER FUND

WASTEWATER OPERATIONS & MAINTENANCE

	CURRENT MONTH	YTD ACTUAL	YTD BUDGET	TOTAL 2026 BUDGET	PERCENTAGE YTD ACTUAL vs YTD BUDGET
TOTAL WASTEWATER REVENUE	$ 369,987.64	$ 369,987.64	$ 1,135,400.00	$ 13,624,800.00	32.6%
EXPENDITURES					
SALARIES/TAXES/BENEFITS	$ 17,495.65	$ 17,495.65	$ 43,400.42	$ 520,805.00	40.3%
ADMINISTRATION OTHER	$ 134,524.35	$ 134,524.35	$ 21,682.50	$ 260,190.00	620.4%
MAIN WASTEWATER TREATMENT PLANT	$ 70,545.63	$ 70,545.63	$ 66,416.67	$ 797,000.00	106.2%
REGIONAL I-25 TREATMENT PLAN	$ 4,232.07	$ 4,232.07	$ 10,016.67	$ 120,200.00	42.3%
COLLECTION SYSTEM	$ 12,025.78	$ 12,025.78	$ 23,750.00	$ 285,000.00	50.6%
PROFESSIONAL SERVICES	$ 47,010.07	$ 47,010.07	$ 62,708.33	$ 752,500.00	75.0%
UTILITY BILLING	$ 2,662.97	$ 2,662.97	$ 3,466.67	$ 41,600.00	76.8%
TRANSFER	$ 21,681.25	$ 21,681.25	$ 21,681.25	$ 260,175.00	100.0%
IMPROVEMENTS	$ 166,340.45	$ 166,340.45	$ 829,166.67	$ 9,950,000.00	20.1%
BOND	$ -	$ -	$ 56,875.00	$ 682,500.00	0.0%
TOTAL WASTEWATER EXPENDITURES	$ 476,518.22	$ 476,518.22	$ 1,139,164.17	$ 13,669,970.00	41.8%
NET REVENUE OVER EXPENDITURES	**$ (106,530.58)**	**$ (106,530.58)**	**$ (3,764.17)**	**$ (45,170.00)**	

WASTEWATER CAPITAL IMPROVEMENTS

	CURRENT MONTH	YTD ACTUAL	YTD BUDGET	TOTAL 2026 BUDGET	PERCENTAGE YTD ACTUAL vs YTD BUDGET
TOTAL WASTEWATER CAPITAL REVENUE	$ 114,980.36	$ 114,980.36	$ 130,210.83	$ 1,562,530.00	88.3%
TOTAL WASTEWATER CAPITAL EXPENDITURES	$ 181,989.37	$ 181,989.37	$ 778,333.33	$ 9,340,000.00	23.4%
NET REVENUE OVER EXPENDITURES	**$ (67,009.01)**	**$ (67,009.01)**	**$ (648,122.50)**	**$ (7,777,470.00)**	
TOTAL WASTEWATER FUND REVENUE	$ 484,968.00	$ 484,968.00	$ 1,265,610.83	$ 15,187,330.00	38.3%
TOTAL WASTEWATER FUND EXPENDITURES	$ 658,507.59	$ 658,507.59	$ 1,917,497.50	$ 23,009,970.00	34.3%
TOTAL REVENUE OVER EXPENDITURES	**$ (173,539.59)**	**$ (173,539.59)**	**$ (651,886.67)**	**$ (7,822,640.00)**	

STORM WATER FACILITIES FUND

STORM WATER OPERATIONS & MAINTENANCE

	CURRENT MONTH	YTD ACTUAL	YTD BUDGET	TOTAL 2026 BUDGET	PERCENTAGE YTD ACTUAL vs YTD BUDGET
TOTAL STORM WATER REVENUE	$ 70,618.70	$ 70,618.70	$ 50,000.00	$ 600,000.00	141.2%
EXPENDITURES					
SALARIES/TAXES/BENEFITS	$ -	$ -	$ -	$ -	0.0%
ADMINISTRATION OTHER	$ 8,045.00	$ 8,045.00	$ 9,107.50	$ 109,290.00	88.3%
STREET CLEANING	$ 1,085.10	$ 1,085.10	$ 8,500.00	$ 102,000.00	12.8%
PROFESSIONAL SERVICES	$ -	$ -	$ 8,333.33	$ 100,000.00	0.0%
IMPROVEMENTS	$ 52,485.40	$ 52,485.40	$ 2,500.00	$ 30,000.00	0.0%
TOTAL STORM WATER EXPENDITURES	$ 61,615.50	$ 61,615.50	$ 28,440.83	$ 341,290.00	216.6%
NET REVENUE OVER EXPENDITURES	**$ 9,003.20**	**$ 9,003.20**	**$ 21,559.17**	**$ 258,710.00**	

STORM WATER CAPITAL IMPROVEMENTS

	CURRENT MONTH	YTD ACTUAL	YTD BUDGET	TOTAL 2026 BUDGET	PERCENTAGE YTD ACTUAL vs YTD BUDGET
TOTAL STORM WATER CAPITAL REVENUE	$ 39,768.25	$ 39,768.25	$ 36,216.67	$ 434,600.00	109.8%
TOTAL STORM WATER CAPITAL EXPENDITURES	$ -	$ -	$ 204,166.67	$ 2,450,000.00	0.0%
NET REVENUE OVER EXPENDITURES	**$ 39,768.25**	**$ 39,768.25**	**$ (167,950.00)**	**$ (2,015,400.00)**	
TOTAL STORM WATER FUND REVENUE	$ 110,386.95	$ 110,386.95	$ 86,216.67	$ 1,034,600.00	128.0%
TOTAL STORM WATER FUND EXPENDITURES	$ 61,615.50	$ 61,615.50	$ 232,607.50	$ 2,791,290.00	26.5%
TOTAL REVENUE OVER EXPENDITURES	**$ 48,771.45**	**$ 48,771.45**	**$ (146,390.83)**	**$ (1,756,690.00)**	

SPECIAL REVENUE FUNDS

PARK DEVELOPMENT

	CURRENT MONTH	YTD ACTUAL	YTD BUDGET	TOTAL 2026 BUDGET	PERCENTAGE YTD ACTUAL vs YTD BUDGET
TOTAL PARK DEVELOPMENT REVENUE	$ 43,619.00	$ 43,619.00	$ 59,391.67	$ 712,700.00	73.4%
TOTAL PARK DEVELOPMENT EXPENDITURES	$ 103,554.50	$ 103,554.50	$ 77,500.00	$ 930,000.00	133.6%
NET REVENUE OVER EXPENDITURES	**$ (59,935.50)**	**$ (59,935.50)**	**$ (18,108.33)**	**$ (217,300.00)**	

PARK DEDICATION

	CURRENT MONTH	YTD ACTUAL	YTD BUDGET	TOTAL 2026 BUDGET	PERCENTAGE YTD ACTUAL vs YTD BUDGET
TOTAL PARK DEDICATION REVENUE	$ 9,903.08	$ 9,903.08	$ 15,264.58	$ 183,175.00	64.9%
TOTAL PARK DEDICATION EXPENDITURES	$ 5,146.25	$ 5,146.25	$ 12,500.00	$ 150,000.00	41.2%
NET REVENUE OVER EXPENDITURES	**$ 4,756.83**	**$ 4,756.83**	**$ 2,764.58**	**$ 33,175.00**	

PUBLIC FACILITIES

	CURRENT MONTH	YTD ACTUAL	YTD BUDGET	TOTAL 2026 BUDGET	PERCENTAGE YTD ACTUAL vs YTD BUDGET
TOTAL PUBLIC FACILITIES REVENUE	$ 18,717.28	$ 18,717.28	$ 19,487.50	$ 233,850.00	96.0%
TOTAL PUBLIC FACILITIES EXPENDITURES	$ 2,070.00	$ 2,070.00	$ 75,416.67	$ 905,000.00	2.7%
NET REVENUE OVER EXPENDITURES	**$ 16,647.28**	**$ 16,647.28**	**$ (55,929.17)**	**$ (671,150.00)**	

CONSERVATION TRUST/FORESTRY

	CURRENT MONTH	YTD ACTUAL	YTD BUDGET	TOTAL 2026 BUDGET	PERCENTAGE YTD ACTUAL vs YTD BUDGET
TOTAL CONSERVATION TRUST REVENUE	$ 47,752.74	$ 47,752.74	$ 59,333.33	$ 712,000.00	80.5%
EXPENDITURES					
SALARIES/TAXES/BENEFITS	$ 27,969.58	$ 27,969.58	$ 55,882.08	$ 670,585.00	50.1%
ADMINISTRATION OTHER	$ 1,716.20	$ 1,716.20	$ 4,854.17	$ 58,250.00	35.4%
FLEET MAINTENANCE	$ 3,106.30	$ 3,106.30	$ 2,208.33	$ 26,500.00	140.7%
PARK MAINTENANCE & IMPROVEMENTS	$ 6,160.47	$ 6,160.47	$ 833.33	$ 10,000.00	739.3%
TREE MAINTENANCE	$ 140.36	$ 140.36	$ 3,500.00	$ 42,000.00	4.0%
EAB RESPONSE	$ -	$ -	$ 3,750.00	$ 45,000.00	0.0%
TOTAL CONSERVATION TRUST EXPENDITURES	$ 39,092.91	$ 39,092.91	$ 71,027.92	$ 852,335.00	55.0%
NET REVENUE OVER EXPENDITURES	**$ 8,659.83**	**$ 8,659.83**	**$ (11,694.59)**	**$ (140,335.00)**	

LARIMER COUNTY OPEN SPACE TAX

	CURRENT MONTH	YTD ACTUAL	YTD BUDGET	TOTAL 2026 BUDGET	PERCENTAGE YTD ACTUAL vs YTD BUDGET
TOTAL LARIMER COUNTY REVENUE	$ 3,871.78	$ 3,871.78	$ 60,333.33	$ 724,000.00	6.4%
TOTAL LARIMER COUNTY EXPENDITURES	$ 1,104.67	$ 1,104.67	$ 30,833.33	$ 370,000.00	3.6%
NET REVENUE OVER EXPENDITURES	**$ 2,767.11**	**$ 2,767.11**	**$ 29,500.00**	**$ 354,000.00**	

CEMETERY ENDOWMENT

	CURRENT MONTH	YTD ACTUAL	YTD BUDGET	TOTAL 2026 BUDGET	PERCENTAGE YTD ACTUAL vs YTD BUDGET
TOTAL CEMETERY ENDOWMENT REVENUE	$ 25,313.43	$ 25,313.43	$ 20,375.00	$ 244,500.00	124.2%
EXPENDITURES					
SALARIES/TAXES/BENEFITS	$ 4,820.89	$ 4,820.89	$ 6,861.58	$ 82,339.00	70.3%
FUNERALS	$ -	$ -	$ 250.00	$ 3,000.00	0.0%
MAINTENANCE	$ 8,877.55	$ 8,877.55	$ 2,654.17	$ 31,850.00	334.5%
IMPROVEMENTS	$ -	$ -	$ 18,750.00	$ 225,000.00	0.0%
TOTAL CEMETERY ENDOWMENT EXPENDITURES	$ 13,698.44	$ 13,698.44	$ 28,515.75	$ 342,189.00	48.0%
NET REVENUE OVER EXPENDITURES	**$ 11,614.99**	**$ 11,614.99**	**$ (8,140.75)**	**$ (97,689.00)**	

BATS

	CURRENT MONTH	YTD ACTUAL	YTD BUDGET	TOTAL 2026 BUDGET	PERCENTAGE YTD ACTUAL vs YTD BUDGET
TOTAL BATS REVENUE	$ 21,605.99	$ 21,605.99	$ 96,458.33	$ 1,157,500.00	22.4%
EXPENDITURES					
SALARIES/TAXES/BENEFITS	$ 9,005.07	$ 9,005.07	$ 11,451.00	$ 137,412.00	78.6%
ADMINISTRATION OTHER	$ 510.25	$ 510.25	$ 575.00	$ 6,900.00	88.7%
DRIVING	$ 488.66	$ 488.66	$ 2,791.67	$ 33,500.00	17.5%
SERVICES	$ 40,643.14	$ 40,643.14	$ 80,833.33	$ 970,000.00	50.3%
TOTAL BATS EXPENDITURES	$ 50,647.12	$ 50,647.12	$ 95,651.00	$ 1,147,812.00	52.9%
NET REVENUE OVER EXPENDITURES	**$ (29,041.13)**	**$ (29,041.13)**	**$ 807.33**	**$ 9,688.00**	

ROAD IMPACT FEES

	CURRENT MONTH	YTD ACTUAL	YTD BUDGET	TOTAL 2026 BUDGET	PERCENTAGE YTD ACTUAL vs YTD BUDGET
TOTAL ROAD IMPACT REVENUE	$ 35,155.02	$ 35,155.02	$ 53,356.25	$ 640,275.00	65.9%
TOTAL ROAD IMPACT EXPENDITURES	$ 429,584.99	$ 429,584.99	$ 435,077.08	$ 5,220,925.00	98.7%
NET REVENUE OVER EXPENDITURES	**$ (394,429.97)**	**$ (394,429.97)**	**$ (381,720.83)**	**$ (4,580,650.00)**	

RECREATIONAL MMJ

	CURRENT MONTH	YTD ACTUAL	YTD BUDGET	TOTAL 2026 BUDGET	PERCENTAGE YTD ACTUAL vs YTD BUDGET
TOTAL RECREATIONAL MMJ REVENUES	$ 4,436.84	$ 4,436.84	$ 53,000.00	$ 636,000.00	8.4%
TOTAL RECREATIONAL MMJ EXPENDITURES	$ 156,833.33	$ 156,833.33	$ 144,583.33	$ 1,735,000.00	108.5%
NET REVENUE OVER EXPENDITURES	**$ (152,396.49)**	**$ (152,396.49)**	**$ (91,583.33)**	**$ (1,099,000.00)**	

1998 1% SALES TAX

	CURRENT MONTH	YTD ACTUAL	YTD BUDGET	TOTAL 2026 BUDGET	PERCENTAGE YTD ACTUAL vs YTD BUDGET
TOTAL 1998 1% REVENUE	$ 38,819.66	$ 38,819.66	$ 252,703.17	$ 3,032,438.00	15.4%
TOTAL 1998 1% EXPENDITURES	$ 312,534.86	$ 312,534.86	$ 485,983.33	$ 5,831,800.00	64.3%
NET REVENUE OVER EXPENDITURES	**$ (273,715.20)**	**$ (273,715.20)**	**$ (233,280.16)**	**$ (2,799,362.00)**	

2019 1% SALES TAX

	CURRENT MONTH	YTD ACTUAL	YTD BUDGET	TOTAL 2026 BUDGET	PERCENTAGE YTD ACTUAL vs YTD BUDGET
RECREATION CENTER REVENUE	$ 215,123.45	$ 215,123.45	$ 147,643.00	$ 1,771,716.00	145.7%
SALES TAX REVENUE/INTEREST	$ 53,563.13	$ 53,563.13	$ 263,536.50	$ 3,162,438.00	20.3%
TOTAL 2019 1% REVENUE	$ 268,686.58	$ 268,686.58	$ 411,179.50	$ 4,934,154.00	65.3%
RECREATION CENTER OPERATING EXPENSES	$ 225,178.95	$ 225,178.95	$ 222,241.58	$ 2,666,899.00	101.3%
PARK EXPENSES	$ 515,144.41	$ 515,144.41	$ 517,147.92	$ 6,205,775.00	99.6%
COP PAYMENT AND OTHER EXPENSES	$ -	$ -	$ 96,200.00	$ 1,154,400.00	0.0%
TOTAL 2019 1% EXPENDITURES	$ 740,323.36	$ 740,323.36	$ 835,589.50	$ 10,027,074.00	88.6%
NET REVENUE OVER EXPENDITURES	**$ (471,636.78)**	**$ (471,636.78)**	**$ (424,410.00)**	**$ (5,092,920.00)**	

TOTAL SPECIAL FUNDS REVENUE	$ 517,881.40	$ 517,881.40	$ 1,100,882.66	$ 13,210,592.00
TOTAL SPECIAL FUNDS EXPENDITURES	$ 1,854,590.43	$ 1,854,590.43	$ 2,292,677.91	$ 27,512,135.00
TOTAL REVENUE OVER EXPENDITURES	**$ (1,336,709.03)**	**$ (1,336,709.03)**	**$ (1,191,795.25)**	**$ (14,301,543.00)**

TOTAL REVENUE	$ 2,594,351.57	$ 2,594,351.55	$ 4,262,145.99	$ 51,145,752.00
TOTAL EXPENDITURES	$ 4,987,678.38	$ 4,987,678.38	$ 7,841,414.74	$ 94,096,977.00

CAPITAL PROJECTS

SPARTAN AVENUE CROSSING

	CURRENT MONTH	YTD ACTUAL	YTD BUDGET	TOTAL 2026 BUDGET	PERCENTAGE YTD ACTUAL vs YTD BUDGET
TOTAL SPARTAN AVENUE REVENUE	$ 429,166.67	$ 429,166.67	$ 429,166.67	$ 5,150,000.00	100.0%
TOTAL SPARTAN AVENUE EXPENDITURES	$ -	$ -	$ 12,500.00	$ 150,000.00	0.0%
NET REVENUE OVER EXPENDITURES	**$ 429,166.67**	**$ 429,166.67**	**$ 416,666.67**	**$ 5,000,000.00**	

DOWNTOWN BUILDING RENOVATION

	CURRENT MONTH	YTD ACTUAL	YTD BUDGET	TOTAL 2026 BUDGET	PERCENTAGE YTD ACTUAL vs YTD BUDGET
TOTAL DOWNTOWN BUILDING REVENUE	$ 166,666.67	$ 166,666.67	$ 166,666.67	$ 2,000,000.00	100.0%
TOTAL DOWNTOWN BUILDING EXPENDITURES	$ -	$ -	$ 166,666.67	$ 2,000,000.00	0.0%
NET REVENUE OVER EXPENDITURES	**$ 166,666.67**	**$ 166,666.67**	**$ -**	**$ -**	

ARBORETUM

	CURRENT MONTH	YTD ACTUAL	YTD BUDGET	TOTAL 2026 BUDGET	PERCENTAGE YTD ACTUAL vs YTD BUDGET
TOTAL ARBORETUM REVENUE	$ 583,333.33	$ 583,333.33	$ 583,333.33	$ 7,000,000.00	100.0%
TOTAL ARBORETUM EXPENDITURES	$ -	$ -	$ 466,666.67	$ 5,600,000.00	0.0%
NET REVENUE OVER EXPENDITURES	**$ 583,333.33**	**$ 583,333.33**	**$ 116,666.66**	**$ 1,400,000.00**	

RICHARDSON PARK

	CURRENT MONTH	YTD ACTUAL	YTD BUDGET	TOTAL 2026 BUDGET	PERCENTAGE YTD ACTUAL vs YTD BUDGET
TOTAL RICHARDSON PARK REVENUE	$ 833,333.33	$ 833,333.33	$ 3,166,666.67	$ 38,000,000.00	26.3%
TOTAL RICHARDSON PARK EXPENDITURES	$ 99,001.39	$ 99,001.39	$ 2,562,500.00	$ 30,750,000.00	3.9%
NET REVENUE OVER EXPENDITURES	**$ 734,331.94**	**$ 734,331.94**	**$ 604,166.67**	**$ 7,250,000.00**	

NEWELL FARM PARK

	CURRENT MONTH	YTD ACTUAL	YTD BUDGET	TOTAL 2026 BUDGET	PERCENTAGE YTD ACTUAL vs YTD BUDGET
TOTAL NEWELL FARM REVENUE	$ 33,333.33	$ 33,333.33	$ 33,333.33	$ 400,000.00	100.0%
TOTAL NEWELL FARM EXPENDITURES	$ 5,261.00	$ 5,261.00	$ 33,333.33	$ 400,000.00	15.8%
NET REVENUE OVER EXPENDITURES	**$ 28,072.33**	**$ 28,072.33**	**$ -**	**$ -**	

TOTAL CAPITAL PROJECTS REVENUE	$ 2,045,833.33	$ 2,045,833.33	$ 4,379,166.67	$ 52,550,000.00
TOTAL CAPITAL PROJECTS EXPENDITURES	$ 104,262.39	$ 104,262.39	$ 3,241,666.67	$ 38,900,000.00
TOTAL REVENUE OVER EXPENDITURES	**$ 1,941,570.94**	**$ 1,941,570.94**	**$ 1,137,500.00**	**$ 13,650,000.00**

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

BILLS SUMMARY
JANUARY 2026 FINAL

BILLS ALLOWED

TOTAL BILLS	$	2,051,550
NET PAYROLL	$	590,353

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
1100130000							
80639							
01/26	01/12/2026	80639	USPS-Berthoud	01122026	11-00-130000	Prepaid Expenditures	12,000.00
Total 1100130000:							12,000.00
1100200400							
10126300							
01/26	01/01/2026	101263	Allstate	JANUARY 20	11-00-200400	Insurance Payable	934.74
10126301							
01/26	01/01/2026	101263	Guardian	JANUARY 20	11-00-200400	Insurance Payable	7,481.12
110261047							
01/26	01/08/2026	110261	CIGNA	JANUARY 20	11-00-200400	Insurance Payable	73,545.49
Total 1100200400:							81,961.35
1100450100							
80741							
01/26	01/21/2026	80741	Poudre Valley REA	596992A	11-00-4501-00	Court-Fees	1,976.22
Total 1100450100:							1,976.22
1100465400							
80685							
01/26	01/27/2026	80685	Bank of Colorado	REFUND	11-00-4654-00	Development Review	385.39
80686							
01/26	01/27/2026	80686	Best Box Storage	REFUND	11-00-4654-00	Development Review	62.50
80687							
01/26	01/27/2026	80687	Birdsall, Jim	REFUND	11-00-4654-00	Development Review	825.00
80688							
01/26	01/27/2026	80688	Cobblestone Auto Spa	REFUND	11-00-4654-00	Development Review	4,000.00
80689							
01/26	01/27/2026	80689	Habitat for Humanity	REFUND	11-00-4654-00	Development Review	56.52
80690							
01/26	01/27/2026	80690	Jones Excavating & Plumbi	REFUND	11-00-4654-00	Development Review	1,238.69
80691							
01/26	01/27/2026	80691	Lost Garden Labs	REFUND	11-00-4654-00	Development Review	2,575.00
80692							
01/26	01/27/2026	80692	Phoenix Weaponry	REFUND	11-00-4654-00	Development Review	736.37
80693							
01/26	01/27/2026	80693	Reddog Investments	REFUND	11-00-4654-00	Development Review	2,930.49
80694							
01/26	01/27/2026	80694	TCC Corporation	REFUND	11-00-4654-00	Development Review	687.66
80695							
01/26	01/27/2026	80695	Tri Pointe Homes	REFUND	11-00-4654-00	Development Review	1,000.00
Total 1100465400:							14,497.62
1101500914							
80727							
01/26	01/12/2026	80727	Cardmember Service	JAN26	11-01-5009.14	Travel/Training-Administrator	8,429.78
Total 1101500914:							8,429.78
1101501001							
80633							
01/26	01/12/2026	80633	Midwest Connect	815051	11-01-5010.01	Office Supplies-General Office	2,079.00

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice GL Account Title	Check Amount
80663							
01/26	01/14/2026	80663	Lefthand Printworks	4062	11-01-5010.01	Office Supplies-General Office	112.50
Total 1101501001:							2,191.50
1101501101							
80652							
01/26	01/05/2026	80652	Voice Exchange (Paragon	60405-46001	11-01-5011.01	Telephone-General Office	44.80
80746							
01/26	01/22/2026	80746	CenturyLink Business Serv	768536815	11-01-5011.01	Telephone-General Office	2.95
Total 1101501101:							47.75
1101501301							
80755							
01/26	01/27/2026	80755	Larimer Co Clerk-Vehicle Li	2026	11-01-5013.01	Vehicle Maintenance	300.00
Total 1101501301:							300.00
1101501501							
80630							
01/26	01/12/2026	80630	Healthiest You Inc	2026018355	11-01-5015.01	Insurance	1,072.50
Total 1101501501:							1,072.50
1101501707							
80680							
01/26	01/22/2026	80680	Summit Fire Protection	3790113	11-01-5017.07	Building Maintenance-Town Hall	595.00
80754							
01/26	01/22/2026	80754	Terminix	467626112	11-01-5017.07	Building Maintenance-Town Hall	134.71
Total 1101501707:							729.71
1101501804							
80651							
01/26	01/05/2026	80651	The Reporter Herald	JAN2026	11-01-5018.04	Publications/Legal Notice	1,460.95
Total 1101501804:							1,460.95
1101502001							
80674							
01/26	01/22/2026	80674	Cumming Management Gr	183312	11-01-5020.01	Professional Services-Admin	3,255.00
Total 1101502001:							3,255.00
1101502302							
80776							
01/26	01/29/2026	80776	Clear Ballot Group, Inc	CBG33598	11-01-5023.02	Election Supplies	16,500.00
Total 1101502302:							16,500.00
1101502801							
80657							
01/26	01/14/2026	80657	DataShield	0182694	11-01-5028.01	Records Management	150.66
Total 1101502801:							150.66

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice GL Account Title	Check Amount
1101503800							
80729							
01/26	01/15/2026	80729	Main Event-Windsor	Q-350902	11-01-5038.00	Administrative Expenses	3,979.19
80773							
01/26	01/29/2026	80773	Uline	Multiple	11-01-5038.00	Administrative Expenses	3,782.43
Total 1101503800:							7,761.62
1101503901							
80616							
01/26	01/12/2026	80616	Colorado Municipal League	2026	11-01-5039.01	Dues/Subscriptions-Admin	4,567.00
80642							
01/26	01/05/2026	80642	Berthoud Weekly Surveyor	41132	11-01-5039.01	Dues/Subscriptions-Admin	52.00
Total 1101503901:							4,619.00
1101504001							
80684							
01/26	01/22/2026	80684	Zeren Land Services	TOW021201	11-01-5040.01	Attorney-Admin	275.00
Total 1101504001:							275.00
1101508907							
80775							
01/26	01/29/2026	80775	Z's Home & Office Cleanol	1656	11-01-5089.07	Janitorial Service & Supplies	2,650.00
Total 1101508907:							2,650.00
1101509501							
80615							
01/26	01/12/2026	80615	Anchor Network Solutions,	Multiple	11-01-5095.01	Computer Maintenance/Replace	4,671.95
Total 1101509501:							4,671.95
1101509701							
80645							
01/26	01/05/2026	80645	CivicPlus	355029	11-01-5097.01	Webpage	11,329.29
80656							
01/26	01/14/2026	80656	CivicPlus	359526	11-01-5097.01	Webpage	12,125.96
Total 1101509701:							23,455.25
1102503404							
80634							
01/26	01/12/2026	80634	NOCO Humane	JANUARY 20	11-02-5034.04	Animal Control	3,737.58
Total 1102503404:							3,737.58
1103501101							
80618							
01/26	01/12/2026	80618	Complete Wireless Technol	69025	11-03-5011.01	Telephone	165.00
Total 1103501101:							165.00
1103504506							
80637							
01/26	01/12/2026	80637	Republic Services	Multiple	11-03-5045.06	Shop Operations	1,042.07

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice GL Account Title	Check Amount
Total 1103504506:							1,042.07
1104505901							
80744							
01/26	01/21/2026	80744	Trusted Coaches	DEC2025	11-04-5059.01	Coach Certification/background	465.00
Total 1104505901:							465.00
1106510106							
80681							
01/26	01/22/2026	80681	Upstate Colorado Economi	PSI2026-02	11-06-5101.06	Memberships	15,000.00
Total 1106510106:							15,000.00
1107500901							
80661							
01/26	01/14/2026	80661	Buendia, Daniel	2070745	11-07-5009.01	Travel/Training	200.00
Total 1107500901:							200.00
1107501101							
80648							
01/26	01/05/2026	80648	Hilltop Broadband	1489-202512	11-07-5011.01	Telephone	263.23
80748							
01/26	01/22/2026	80748	Hilltop Broadband	252172	11-07-5011.01	Telephone	259.89
Total 1107501101:							523.12
1107501209							
80659							
01/26	01/14/2026	80659	Poudre Valley REA	JAN26	11-07-5012.09	Utilities-facilities/gen parks	1,786.14
Total 1107501209:							1,786.14
1107504601							
80662							
01/26	01/14/2026	80662	Kouns, Samantha	UNIFORM 1-	11-07-5046.01	Uniforms	99.11
80698							
01/26	01/29/2026	80698	Chard, Coleton	UNIFORM 1-	11-07-5046.01	Uniforms	200.00
80699							
01/26	01/29/2026	80699	Kouns, Samantha	UNIFORM 1-	11-07-5046.01	Uniforms	170.00
Total 1107504601:							469.11
1107505806							
80751							
01/26	01/22/2026	80751	LL Johnson Distributing Co	8091649-000	11-07-5058.06	Equipment Maint-Fleet	3,454.44
Total 1107505806:							3,454.44
1107505902							
80738							
01/26	01/21/2026	80738	City of Fort Collins	WNV-2025-0	11-07-5059.02	Insect Control	7,132.50
Total 1107505902:							7,132.50

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice GL Account Title	Check Amount
1110512900							
80675							
01/26	01/22/2026	80675	DTJ Design	70897	11-10-5129.00	Richardson Park Construction	24,574.90
Total 1110512900:							24,574.90
1111518406							
80770							
01/26	01/29/2026	80770	North Front Range MPO	52057050	11-11-5184.06	Regional Fees- Admin	1,304.00
Total 1111518406:							1,304.00
1112501201							
80668							
01/26	01/20/2026	80668	XCEL Energy	960624291	11-12-5012.01	Utilities	480.26
Total 1112501201:							480.26
1112501702							
80672							
01/26	01/22/2026	80672	Clear Shine Window Cleani	16739	11-12-5017.02	Building Maintenance-Maint	30.00
Total 1112501702:							30.00
1112503901							
80641							
01/26	01/05/2026	80641	Berthoud Village Shopping	JAN2026	11-12-5039.01	HOA Fees	4,587.13
Total 1112503901:							4,587.13
1113502001							
80650							
01/26	01/05/2026	80650	Picture This Creative Servi	241-R-0034	11-13-5020.01	Prof Services-Community	300.00
80758							
01/26	01/29/2026	80758	AdSortium, LLC	5280	11-13-5020.01	Prof Services-Community	135.00
Total 1113502001:							435.00
1114502201							
80765							
01/26	01/29/2026	80765	esri	900167629	11-14-5022.01	GIS	14,166.80
Total 1114502201:							14,166.80
1114504601							
80701							
01/26	01/29/2026	80701	Spaulding, Mark	UNIFORM 1-	11-14-5046.01	Uniforms-Engineering	102.14
Total 1114504601:							102.14
2000510302							
80735							
01/26	01/20/2026	80735	Leonard Rice Engineers In	32626	20-00-5103.02	Consultant Fees	25,039.61
Total 2000510302:							25,039.61

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice GL Account Title	Check Amount
2100441000							
80620							
01/26	01/22/2026	80620	Claystone Construction	HM1113	21-00-4410-00	Sale of Water	2,263.69
80621							
01/26	01/28/2026	80621	Jones Excavating & Plumbi	HM1141	21-00-4410-00	Sale of Water	951.05
Total 2100441000:							3,214.74
2100500701							
80667							
01/26	01/14/2026	80667	Steuben, Cody	Multiple	21-00-5007.01	Licenses and Exams	304.00
Total 2100500701:							304.00
2100501005							
80678							
01/26	01/22/2026	80678	Quadient Finance USA, Inc	01262026	21-00-5010.05	Office Supplies- Utility Billi	1,426.00
Total 2100501005:							1,426.00
2100501101							
80631							
01/26	01/12/2026	80631	Hilltop Broadband	Multiple	21-00-5011.01	Telephone	621.90
80646							
01/26	01/05/2026	80646	Comcast	Multiple	21-00-5011.01	Telephone	2,554.01
80763							
01/26	01/29/2026	80763	Comcast	JAN26-3	21-00-5011.01	Telephone	485.24
Total 2100501101:							3,661.15
2100504601							
80697							
01/26	01/29/2026	80697	Catron, Bryan	UNIFORM 1-	21-00-5046.01	Uniforms	200.00
Total 2100504601:							200.00
2100504701							
80649							
01/26	01/05/2026	80649	Northern Water	JAN2026	21-00-5047.01	Rental of Office Space	4,800.00
Total 2100504701:							4,800.00
2100504802							
80644							
01/26	01/05/2026	80644	Cintas First Aid & Safety	Multiple	21-00-5048.02	Safety Equipment	279.00
Total 2100504802:							279.00
2100505702							
80632							
01/26	01/12/2026	80632	IXOM Watercare	85060820	21-00-5057.02	Repair, Maint, Supp Dist	6,800.00
80733							
01/26	01/20/2026	80733	Grainger	Multiple	21-00-5057.02	Repair, Maint, Supp Dist	103.88
80745							
01/26	01/21/2026	80745	USA Bluebook	Multiple	21-00-5057.02	Repair, Maint, Supp Dist	11,473.93

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice GL Account Title	Check Amount
Total 2100505702:							18,377.81
2100505703							
80676							
01/26	01/22/2026	80676	Hach Co.	14824452	21-00-5057.03	Repair, Maint, Supp Treat	1,513.00
Total 2100505703:							1,513.00
2100506003							
80677							
01/26	01/22/2026	80677	Nalco Company LLC	6603831381	21-00-5060.03	Chemicals-Treatment	24,982.65
Total 2100506003:							24,982.65
2100510603							
80682							
01/26	01/22/2026	80682	USA Bluebook	Multiple	21-00-5106.03	Lab Equipment/Supplies	1,936.16
Total 2100510603:							1,936.16
2100512401							
80619							
01/26	01/12/2026	80619	Consolidated Home Supply	5020	21-00-5124.01	Water Assessments	630.00
Total 2100512401:							630.00
2300501101							
80643							
01/26	01/05/2026	80643	CenturyLink	JAN26	23-00-5011.01	Telephone-Main Plant	285.63
80647							
01/26	01/05/2026	80647	Comcast	JAN26-2	23-00-5011.01	Telephone-Main Plant	99.41
80671							
01/26	01/22/2026	80671	CenturyLink	JANUARY A	23-00-5011.01	Telephone-Main Plant	285.98
80747							
01/26	01/22/2026	80747	Comcast	JAN2026	23-00-5011.01	Telephone-Main Plant	289.42
80764							
01/26	01/29/2026	80764	Comcast	JAN26-4	23-00-5011.01	Telephone-Main Plant	1,809.82
Total 2300501101:							2,770.26
2300501201							
80750							
01/26	01/22/2026	80750	Little Thompson Water Dist	JAN2026	23-00-5012.01	Utilities-Main Plant	217.90
80772							
01/26	01/29/2026	80772	Poudre Valley REA	JAN2026	23-00-5012.01	Utilities-Main Plant	6,281.75
Total 2300501201:							6,499.65
2300501202							
80774							
01/26	01/29/2026	80774	XCEL Energy	Multiple	23-00-5012.02	Utilities-Regional	12,206.40
Total 2300501202:							12,206.40
2300501203							

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice GL Account Title	Check Amount
80769							
01/26	01/29/2026	80769	Little Thompson Water Dist	JAN26	23-00-5012.03	Utilities	79.24
Total 2300501203:							79.24
2300501504							
80655							
01/26	01/14/2026	80655	CIRSA	Multiple	23-00-5015.04	Insurance	534,467.36
Total 2300501504:							534,467.36
2300504004							
80732							
01/26	01/20/2026	80732	Clark Hill PLC	1683509	23-00-5040.04	Attorney	2,380.00
Total 2300504004:							2,380.00
2300505401							
80636							
01/26	01/12/2026	80636	Republic Services	Multiple	23-00-5054.01	Trash	558.10
Total 2300505401:							558.10
2300505701							
80653							
01/26	01/14/2026	80653	1000 Bulbs	15332028	23-00-5057.01	Repair, Maint. & Supplies-Main	553.97
80752							
01/26	01/22/2026	80752	McDonald Farms	Multiple	23-00-5057.01	Repair, Maint. & Supplies-Main	7,347.00
Total 2300505701:							7,900.97
2300508101							
80635							
01/26	01/12/2026	80635	OmniSite	104858	23-00-5081.01	SCADA	3,536.00
Total 2300508101:							3,536.00
2300509004							
80767							
01/26	01/29/2026	80767	Hinkle & Company	18988	23-00-5090.04	Audit	7,500.00
Total 2300509004:							7,500.00
2300510801							
80673							
01/26	01/22/2026	80673	Colorado Analytical Labs, I	251230073	23-00-5108.01	Lab Tests-Main Plant	50.40
Total 2300510801:							50.40
2300511004							
80640							
01/26	01/06/2026	80640	BC Services	FEL2200184-	23-00-5110.04	Plant Permit	133.40
80731							
01/26	01/20/2026	80731	CDPHE	FEL2500929	23-00-5110.04	Plant Permit	115.00
Total 2300511004:							248.40

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice GL Account Title	Check Amount
2300513803							
80679							
01/26	01/22/2026	80679	Ramey Environmental	30689A	23-00-5138.03	T.V. Lines/Line Cleaning	60.00
80736							
01/26	01/20/2026	80736	Ramey Environmental	Multiple	23-00-5138.03	T.V. Lines/Line Cleaning	40,870.34
Total 2300513803:							40,930.34
2300521405							
110261046							
01/26	01/08/2026	110261	Caselle Inc.	JANUARY 20	23-00-5214.05	Computer Maint/Replacement	2,172.00
Total 2300521405:							2,172.00
2300528500							
80768							
01/26	01/29/2026	80768	Intermountain Sales	33043	23-00-5285.00	Vac Trailer	14,360.99
Total 2300528500:							14,360.99
2300545106							
80742							
01/26	01/21/2026	80742	TETRA TECH, INC.	Multiple	23-00-5451.06	Plant Equipment Replacement	8,417.50
80761							
01/26	01/29/2026	80761	BMcD/Moltz	14	23-00-5451.06	Plant Equipment Replacement	799,016.92
Total 2300545106:							807,434.42
2400501900							
131261851							
01/26	01/31/2026	131261	Alfa Construction LLC	JANUARY 20	24-00-5019.00	ALFA Line Reimbursement	4,950.00
Total 2400501900:							4,950.00
2400527100							
80734							
01/26	01/20/2026	80734	Kimley-Horn and Assoc., In	196724000-1	24-00-5271.00	1st Street Sewer Upgrade	2,907.50
80759							
01/26	01/29/2026	80759	Alderman Berstein LLC	Multiple	24-00-5271.00	1st Street Sewer Upgrade	7,415.00
Total 2400527100:							10,322.50
2800502100							
80683							
01/26	01/22/2026	80683	Willdan Financial Services	010-64190	28-00-5021.00	Impact Fee Study	1,480.00
Total 2800502100:							1,480.00
2900520200							
80739							
01/26	01/21/2026	80739	Civil Specialties	2	29-00-5202.00	Heron Pointe Ditch Grading Des	104,727.12
80762							
01/26	01/29/2026	80762	Civil Specialties	3	29-00-5202.00	Heron Pointe Ditch Grading Des	40,978.43
Total 2900520200:							145,705.55

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice GL Account Title	Check Amount
3100520701							
80658							
01/26	01/14/2026	80658	Jones Excavating & Plumbi	5802	31-00-5207.01	Pioneer Park	30,470.00
Total 3100520701:							30,470.00
3200504200							
80730							
01/26	01/20/2026	80730	Ayres Associates Inc	227595	32-00-5042.00	Little Thompson Corridor Inven	2,461.25
Total 3200504200:							2,461.25
3400504601							
80664							
01/26	01/14/2026	80664	Mas, Zane	UNIFORM 1-	34-00-5046.01	Uniforms	192.78
80665							
01/26	01/14/2026	80665	Miller, Austin	UNIFORM 1-	34-00-5046.01	Uniforms	200.00
80666							
01/26	01/14/2026	80666	Parker, Tyler	UNIFORM 1-	34-00-5046.01	Uniforms	157.53
80696							
01/26	01/29/2026	80696	Calhoun, Richard	UNIFORM 1-	34-00-5046.01	Uniforms	122.61
80700							
01/26	01/29/2026	80700	Miller, Austin	UNIFORM 1-	34-00-5046.01	Uniforms	347.59
80766							
01/26	01/29/2026	80766	Gonzo Screen Printing	Multiple	34-00-5046.01	Uniforms	269.50
Total 3400504601:							1,290.01
3600526500							
80660							
01/26	01/14/2026	80660	XCEL Energy	JAN26	36-00-5265.00	Jaskowski Property Maint	565.65
Total 3600526500:							565.65
3600526800							
80617							
01/26	01/12/2026	80617	Colorado Portables	Multiple	36-00-5268.00	Berthoud Reservoir park Maint	595.00
Total 3600526800:							595.00
3700505702							
80749							
01/26	01/22/2026	80749	Jones Excavating & Plumbi	5811	37-00-5057.02	Repair & Maintenance	7,400.00
Total 3700505702:							7,400.00
3900501302							
80526							
01/26	01/05/2026	80526	Mainstreet Car Care & Qui	Multiple	39-00-5013.02	Vehicle Maintenance	.00
Total 3900501302:							.00
4100522100							
80525							
01/26	01/05/2026	80525	E&M Concrete, LLC	25-0692	41-00-5221.00	Downtown Sidewalk Replacement	.00

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice GL Account Title	Check Amount
Total 4100522100:							.00
5100461000							
80721							
01/26	01/31/2026	80721	Town of Johnstown	JANUARY 20	51-00-4610.00	Sales Tax Revenue	5,832.14
Total 5100461000:							5,832.14
5100503800							
80740							
01/26	01/21/2026	80740	Lamp Rynearson	Multiple	51-00-5038.00	Sidewalk Improvements	8,619.50
Total 5100503800:							8,619.50
5201501101							
80760							
01/26	01/29/2026	80760	AT&T Mobility	JAN26	52-01-5011.01	Telephone/Internet	951.73
Total 5201501101:							951.73
5201502004							
80669							
01/26	01/20/2026	80669	Xerox Business Solutions	Multiple	52-01-5020.04	Purchased Services	923.48
Total 5201502004:							923.48
5201505404							
80638							
01/26	01/12/2026	80638	Republic Services	Multiple	52-01-5054.04	Trash Service	759.67
Total 5201505404:							759.67
5203501401							
131263302							
01/26	01/31/2026	131263	WEX BANK	JANUARY 20	52-03-5014.01	Fuel	2,030.51
Total 5203501401:							2,030.51
5203508904							
80654							
01/26	01/14/2026	80654	C & B Cleaning	Multiple	52-03-5089.04	Janitor Service	6,221.25
Total 5203508904:							6,221.25
5208502031							
80753							
01/26	01/22/2026	80753	Northern Colorado Sports	13289	52-08-5020.31	Officials-Adult Volleyball	1,080.00
Total 5208502031:							1,080.00
5209504812							
80743							
01/26	01/21/2026	80743	Thompson School District-	4976	52-09-5048.12	Team Fees-Youth Basketball	247.50
Total 5209504812:							247.50

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice GL Account Title	Check Amount
5240522000							
80670							
01/26	01/22/2026	80670	Baseline Engineering Corp.	35411	52-40-5220.00	Arboretum	513.50
80737							
01/26	01/20/2026	80737	Wenk Associates, Inc.	Multiple	52-40-5220.00	Arboretum	9,570.00
Total 5240522000:							10,083.50
5240570200							
80771							
01/26	01/29/2026	80771	One Clarion	13241	52-40-5702.00	Berthoud Bike Park maint	12,441.11
Total 5240570200:							12,441.11
Grand Totals:							2,051,550.05

BOARD OF TRUSTEES INFORMATION

FORESTRY DEPARTMENT

Meeting Date:	**March 24, 2026**
Agenda Title/Subject:	**2026 Arbor Day Proclamation**
Type of Item:	**Consent Agenda**
Purpose:	**Proclamation for 2026 Arbor Day in Berthoud**
Presented by:	**Paul Furnas – Berthoud Town Forester**

ATTACHMENTS:

- 2026 Arbor Day Proclamation

BACKGROUND:

Berthoud has been recognized by the Arbor Day Foundation as being a Tree City USA for 43 years. Required standards for a town to be recognized as a Tree City are maintaining a tree board or department, having a community tree ordinance, spending at least $2 per capita on urban forestry, and celebrating Arbor Day. The town recognizing and celebrating Arbor Day each year helps this tradition of our town's devotion to trees alive and well. 92 towns across Colorado are recognized as Tree Cities. The Arbor Day Foundation started the Tree City USA program 47 years ago.

COMMUNITY TOUCHSTONES:

Berthoud's unique urban forest and devotion to being a Tree City are part of the **community identity** that some Berthoud residents take pride in. Berthoud's Arbor Day gives residents a unique opportunity to participate in planting a tree in our city, which they might not otherwise have the means to do at their current residence.

Further promotion and education about planting trees promoted by the town might encourage homeowners to plant on their own or engage in tree planting projects in their local communities.

RECOMMENDED ACTION(S):

Read 2026 Arbor Day Proclamation and approve to recognize April 25th as Arbor Day in Berthoud.

PROCLAMATION
ARBOR DAY 2026

WHEREAS, In 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees, and;

WHEREAS, this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska, and;

WHEREAS, Arbor Day is now observed throughout the United States and the world, and;

WHEREAS, trees can reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce life-giving oxygen, and provide habitat for wildlife, and;

WHEREAS, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires and countless other wood products, and;

WHEREAS, trees in our town increase property values, enhance the economic vitality of business areas, and beautify our community, and;
WHEREAS, trees, wherever they are planted, are a source of joy and spiritual Renewal, and;

NOW THEREFORE, I, William Karspeck, Mayor of the Town of Berthoud, do hereby proclaim Saturday, April 26th, 2025 as:

Arbor Day

In the Town of Berthoud.
Given under my hand in these free United States in the Town of Berthoud, on this 24th day of March 2026, and to which I have caused the Seal of the Town of Berthoud to be affixed and have made this proclamation public.

_____
William Karspeck, Mayor

Board of Trustees Information

Utilities Department

Meeting Date:	**March 24, 2026**
Agenda Title/Subject:	**2026 Water Line Replacement Project Bid Award**
Type of Item:	**Consent Agenda**
Purpose:	**Approval of Design and Authorization to Enter into a Professional Services Agreement**
Presented by:	**Savana Dumler**

Attachments:

1. MM-Berthoud Water Line Replacement

Background:

The Town of Berthoud is planning critical water infrastructure improvements to replace aging asbestos-cement (AC) water mains that have reached the end of their useful life and present ongoing operational and reliability risks. These pipelines are susceptible to failure, difficult to maintain, and require specialized handling and disposal to meet regulatory requirements.
The proposed project includes:

- Replacement and upsizing of approximately 4,000 LF of waterline along Bunyan Avenue (6-inch to 12-inch)

- Replacement of approximately 1,800 LF of waterline along 5th Avenue (8-inch in-kind replacement and improve valving)

Due to the complexity of AC pipe replacement, the Town issued a Request for Proposals (RFP) to secure engineering services to evaluate replacement alternatives, coordinate regulatory requirements, and develop bid-ready construction documents.

Following evaluation of submitted proposals, Martin/Martin was identified as the most qualified firm to support the Town's objectives based on their experience with AC pipe replacement, constructability-focused design approach, and familiarity with municipal water systems.

Following review, Martin/Martin was selected as the most qualified firm. In addition to demonstrating strong experience with AC pipe replacement and municipal water system design, Martin/Martin also submitted the lowest cost proposal, providing the best overall value to the Town.

Update/Next Steps:

The proposed scope of work includes:

- Field data collection (survey, SUE, and geotechnical investigation)
- Evaluation of replacement alternatives (open cut, trenchless, new alignment, etc.)
- Preparation of a Basis of Design
- Development of construction plans and specifications
- Permitting and right-of-way coordination
- Bidding and contractor selection support

Following Board approval, staff will:
- Execute a professional services agreement with Martin/Martin
- Initiate survey, SUE, and geotechnical investigations
- Begin alternatives evaluation and design development
- Coordinate with CDPHE and other agencies on permitting and AC pipe handling requirements
- Prepare bid-ready documents for contractor procurement

Fiscal Impact and Fund Source:
The total not-to-exceed fee for engineering services is $189,125.

Funding for this project was budgeted in Fund 21 -Water Fund (Operation & Maintenance). No external grant or loan funding is currently associated with this effort.

Community Touchstones:
This project supports the Town's commitment to providing safe, reliable drinking water infrastructure. Replacement of aging AC pipelines reduces the risk of service interruptions, improves water system resilience, and ensures compliance with state and federal regulations related to asbestos materials. Additionally, proactive replacement minimizes emergency repairs, reduces long-term maintenance costs, and supports continued growth and development within the community.

Recommended Action(s):
Authorize staff to enter into a professional services agreement with Martin/Martin, Inc. in the amount of $189,125 for engineering services associated with the 2026 Water Line Replacement Project.

PROPOSAL | MARCH 2, 2026

TOWN OF BERTHOUD WATER LINE REPLACEMENT ENGINEERING SERVICES

Submitted Electronically To:
Savana Dumler, PE
Town of Berthoud
807 Mountain Ave
Berthoud, CO 80513

MARTIN/MARTIN
CONSULTING ENGINEERS

March 2, 2026

MARTIN/MARTIN
CONSULTING ENGINEERS

12499 West Colfax Avenue Lakewood, CO 80215
303.431.6100 martinmartin.com

Town of Berthoud
Attention: Savana Dumler, PE
807 Mountain Avenue
Berthoud, CO 80513

RE: Request for Proposal (RFP) – Water line Replacement Engineering Services

Dear Ms. Dumler and Members of the Selection Committee,

The Town of Berthoud (Town) is advancing critical water infrastructure improvements that require specialized expertise in asbestos-cement (AC) pipe replacement, regulatory compliance, and constructible design solutions. Martin/Martin will act as an extension of the Town to deliver responsive project management and water system design that keep schedule, budget, and constructability at the center of key decisions. The Martin/Martin team offers the following:

Water line replacement delivered with regulatory compliance in mind. We bring deep experience advancing AC pipe replacement projects that address safety requirements, disposal protocols, and construction method evaluation. Our team focuses early on the decisions that drive downstream success: replacement alternatives, material selection, and regulatory coordination, so the final documents are clear, compliant, and contractor-friendly.

Risk reduction through comprehensive alternatives analysis. AC pipe replacement projects succeed when regulatory requirements, constructability constraints, and cost implications are evaluated thoroughly upfront. We use a disciplined evaluation process including open-cut replacement, abandonment with new alignment, trenchless methods, and material alternatives to minimize risks and deliver optimal solutions for each project location. Our geolotechnical and subsurface utility engineering (SUE) coordination add to our risk mitigation, by identification of groundwater, bedrock, corrosion, and/or utility issues that may exist.

Trusted partners, built for municipal water delivery. Martin/Martin prides itself on long-standing relationships with specialized subconsultants who strengthen our water infrastructure work and help keep projects moving from design through construction. For this project, our team includes Precision Surveying & Mapping (Precision) to supplement Martin/Martin's in-house survey team for topographic mapping and field verification services, while also providing SUE and utility coordination; Kumar & Associates, Inc. (K+A) for geotechnical investigation and AC pipe standard operating procedures (SOPs).

I am available to answer any questions you may have regarding our submittal. You can reach me at **BWillis@martinmartin.com** or **303.726.8520**. Thank you for considering our team for these essential infrastructure improvements. Martin/Martin looks forward to continuing our partnership with the Town of Berthoud.

Best Regards,

Bill Willis, PE
Principal, Civil Engineering

FIRM OVERVIEW

Martin/Martin is a full-service civil and structural consulting engineering firm with specialized services in survey, geographic information system (GIS) services, construction management, and investigative engineering. We provide consulting engineering services to a broad range of clients, including municipalities, government sector clients, and special/metropolitan districts. Based in Lakewood with 10 office locations and a staff of more than 400, Martin/Martin regularly performs work throughout Colorado, across the United States, and internationally.

MUNICIPAL UTILITY EXPERTISE

We deliver municipal utility projects with specialized expertise in waterline replacement and infrastructure improvements for municipalities and special districts across Colorado. Over the past 30 years, we have designed more than 100 water and stormwater pipeline systems totaling 120,000+ LF and ranging from 4 to 30 inches in diameter for more than 30 sanitation and water districts.

Our team provides evaluation, design, and rehabilitation services for water systems, selecting equipment and materials to deliver cost-effective, constructible solutions tailored to each site and community.

Expertise with Asbestos-Cement Pipelines

Martin/Martin has extensive experience delivering municipal waterline replacement projects that include alternatives analysis and legacy AC pipelines. We understand the regulatory, safety, and constructability considerations unique to AC pipe replacement and work with clients to develop practical, compliant solutions that support long-term reliability

We are familiar with multiple AC replacement approaches, including open trenching (wet-cutting, containment, and legal disposal) and close tolerance pipe slurrification (CTPS), as well as methods typically not approved for AC pipe, such as pipe bursting or pipe breaking. In our experience, open cutting often presents the lowest risk and most predictable budget; however, we evaluate each project individually.

MARTIN/MARTIN, INC.

12499 West Colfax Avenue
Lakewood, CO 80215
303.431.6100
martinmartin.com

Select In-House Services

- Water Distribution Systems
- Piping Replacement and Alternatives Analysis
- Construction Administration
- Cost Estimating
- Sustainable/LEED Design
- Public Involvement
- Program Management
- Pumping and Storage
- GIS Services
- Survey

Subconsultants Areas of Specialization

- SUE – Precision
- Survey – Precision
- Geotechnical – K+A

MARTIN/MARTIN CONSULTING ENGINEERS

PROJECT TEAM AND KEY PERSONNEL

TEAM ORGANIZATIONAL CHART

The organizational chart below outlines the key team members assigned to this project. Further information on key team members is included on the following pages.

PRINCIPAL-IN-CHARGE

BILL WILLIS, PE
Principal, Civil Engineering

PROJECT MANAGER

ZACH SUNDERHUSE, PE
Project Engineer, Civil Engineering

PROJECT ENGINEERING

AURREY GANDA, PE
Professional Engineer, Civil Engineering

TRAFFIC CONTROL PLAN

RYAN SOLTIS, PE
Senior Project Engineer, Civil Engineering

SUPPLEMENTAL SURVEY

RYAN BRYSON, PLS
Survey Manager

SURVEY AND SUE

CHRIS JULIANA, PLS
Principal
Precision

GEOTECHNICAL AND AC PIPE SOP

JACOB HANSON, PE
Associate Principal/Project Engineer
K+A

SUBCONSULTANTS

Kumar & Associates, Inc.
Geotechnical Engineering and AC Pipe SOP

K+A provides has provided professional engineering consulting services for more than 37 years, including geotechnical investigations and recommendations, environmental site assessments, construction observation, and materials testing. Their experience includes large linear projects, such as water lines, pipelines, and roadway improvements, throughout Colorado's Front Range. K+A also has an extensive history supporting water and sanitation districts in the region, giving the firm a strong understanding of the standards and procedures needed to successfully deliver waterline projects.

Precision Survey & Mapping, Inc.
Survey and SUE

Precision is a full-service professional land surveying company located in Denver. Since 1997, that provides top quality surveying services throughout Colorado. Their team is comprised of dedicated and experienced professional surveyors committed to quality and professionalism.

Precision uses advanced field and mapping technologies, including ground-based mobile and aerial LiDAR systems, aerial drone photogrammetry, GPS equipment, and robotic total stations, to deliver efficient, dependable results. The firm has also developed a robust drone program to improve quality, productivity, and schedule performance.

RESUMES

Resumes for Martin/Martin key personnel and subconsultants are provided in the appendix of the proposal.

PROJECT UNDERSTANDING AND TECHNICAL APPROACH

PROJECT UNDERSTANDING

The Town is undertaking the replacement of two aging AC water mains that have reached the end of their useful life and present ongoing operational and reliability challenges. These critical infrastructure improvements require specialized technical expertise to evaluate alternatives, regulatory, safety, and construction considerations associated with AC pipe replacement while delivering cost-effective, constructible solutions.

We understand that the Town is seeking comprehensive engineering services to evaluate replacement alternatives, develop regulatory-compliant designs, and deliver bid-ready construction documents for both projects. Given the presence of AC pipe materials, the Town has appropriately chosen not to prescribe specific replacement methods, instead relying on consultant and contractor expertise to recommend best practices that balance regulatory compliance, construction feasibility, community impacts, and long-term value.

Our team recognizes the unique challenges each project presents: the Bunyan Avenue project involves both replacement and upsizing of approximately 4,000 LF from 6-inch to 12-inch capacity, while the 5th Avenue project requires in-kind replacement of 1,800 LF of 8-inch main. Both projects must be completed within the 2026 construction season, requiring efficient design delivery and thorough preparation for successful bidding and construction.

TECHNICAL APPROACH

Our team will deliver the Bunyan Avenue and 5th Avenue water line replacements through a structured, collaborative, and technically rigorous approach modeled on our proven methodology used for recent AC replacement and municipal waterline programs across Colorado. Our approach emphasizes early clarity, cost-effective design, regulatory compliance, and constructability, working to deliver reliable, bid-ready construction documents aligned with the Town's project goals.

1. Scope Verification and Early Coordination

We will begin by confirming the project limits, design assumptions, and utility constraints in close coordination with Town staff. This includes reviewing available record drawings, GIS data, and historical information, and aligning on priorities such as AC pipe handling requirements, traffic control needs, and water outage constraints. Early verification allows us to identify cost-saving opportunities, potential alignment optimization, and permitting considerations before design begins.

This step also establishes a comprehensive project management framework, including scheduled kick-off meetings with Town staff, ongoing coordination and progress meetings throughout the design process, submittal work sessions and plan page flip, and development of a detailed project schedule with milestone tracking to meet the 2026 construction timeline. Our proactive communication approach will maintain clear documentation of expectations, constraints, and decision points throughout the project.

2. Field Data Collection: Survey, SUE, and Geotechnical Investigations

Accurate existing conditions information is critical for constructible and cost-effective design. Our team will perform:

- **Topographic Survey** of the full project corridors, including utilities, surface features, and right-of-way (ROW) conditions.

- **SUE**, including utility records research, designating/locating utilities of key conflict areas.
- **Geotechnical Borings** to evaluate soil conditions, trench stability, groundwater, pavement section recommendations, and bedding/backfill needs.

Results from these investigations will directly support design development, alternatives evaluation, and construction planning.

3. Alternatives Evaluation

In accordance with the RFP, we will develop and compare feasible alternatives for replacing the existing AC mains, considering:

- Open-cut replacement
- New alignment with abandonment in place
- CTPS
- Trenchless options such as pipe bursting (where feasible)
- Material options including PVC, DIP, and HDPE

Each alternative will be evaluated based on compliance for AC pipe handling (including CDPHE coordination requirements), construction impacts, permitting requirements, traffic and access considerations, lifecycle cost, and relative risks. Special attention will be given to the regulatory, safety, and disposal requirements associated with AC pipe disturbance. Requirements such as using a certified asbestos inspector and a licensed asbestos abatement contractor will be clearly stated in the project manual.

Our approach to AC pipe handling will follow established safety protocols: AC pipe will be removed via wet methods to suppress dust. Entire pipe joints will be removed (rather than cutting). If cutting is necessary, snap cutters will be used to avoid airborne fibers. Removed pipes will be immediately wrapped in plastic and disposed of at a designated landfill.

The findings will be summarized in a detailed Alternatives Analysis Memorandum to guide Town decision-making.

4. Basis of Design and Preliminary Engineering

Following selection of preferred alternatives, we will prepare a **Basis of Design report** that documents design criteria, AC handling protocols, selected pipe materials, cover depths, pressure zones, fire flow considerations, utility conflicts, permitting needs, and phasing concepts. This serves as the technical foundation for subsequent design stages and aligns with the Town's standards and expectations.

5. Final Design and Bid-Ready Documents

We will prepare plans, profiles, and specifications in a phased and coordinated manner, to expedite, we suggest at the 90% and 100% levels. Our submittals will incorporate:

- General notes and Town's standard details
- Plan-and-profile sheets
- Traffic control and ROW considerations
- Construction phasing and sequencing recommendations
- Cost estimates
- Project manual ready for bid

Our quality control measures include internal discipline reviews, checklists, and cross-coordination meetings, resulting in accurate, complete, and buildable contract documents.

6. Permitting and ROW Support

Our team will provide comprehensive permitting and regulatory support, with particular emphasis on CDPHE coordination for AC pipe handling requirements. We will assist the Town in identifying and preparing required permit materials, including traffic control approvals, ROW use permits, and federal/state environmental compliance documentation where AC pipe disturbance is involved. We will also assist in identifying temporary construction easement needs and preparing supporting exhibits.

7. Construction Phasing and Outage Planning

Drawing from extensive experience replacing water mains in active residential and commercial areas, our team will develop a practical and community sensitive construction phasing plan. Special focus will be placed on:

- Minimizing service interruptions
- Maintaining access for residents
- Coordinating detours and traffic impacts
- Sequencing tie-ins to limit outage durations

This planning begins early in design and is refined through each submittal.

8. Cost Estimating and Budget Management

Cost estimating will occur at each major design milestone and will be informed by our current market data, recent comparable work, and subcontractor input. We will identify value opportunities, evaluate alternative construction approaches, and highlight cost drivers to help the Town maintain alignment with budget expectations.

9. Bidding Phase Support

During bidding, we will support the Town by responding to contractor questions, preparing addenda as needed, assisting with bid evaluations, and providing a recommendation for award. Our goal is to facilitate a smooth bidding process that yields competitive, well-informed proposals.

SCOPE OF SERVICES

Martin/Martin executes project contracts that support the Town's vision and goals. The team will remain flexible and responsive throughout the project, supported by focused communication and clear documentation. The approach is organized by task to align with the RFP.

TASKS AND ASSOCIATED ITEMS

Task 1 – Project Management and Coordination

Kick-Off Meeting Martin/Martin will schedule a kick-off meeting with the Town of Berthoud and appropriate technical team members. The meeting will confirm project goals, roles and responsibilities, schedule and milestones, and required deliverables. An initial discussion of budget range and capital improvement planning will also be included. Bill Willis (principal-in-charge) and Zach Sunderhuse (project mngineer) will coordinate the kickoff meeting and subsequent progress meetings.

Progress Meetings Following kickoff, Martin/Martin will hold progress meetings with the Town as needed, we anticipate at two-week intervals, to coordinate tasks and deliverables. Key technical personnel will participate as appropriate. A written project status summary will be provided at each meeting. Several meetings are anticipated to function as work sessions to coordinate budget planning and water improvements, including discussion of opinions of probable costs and potential implementation schedules.

We anticipate several of the progress meetings to be work sessions with the Town, allowing coordination of budget and water improvements. Opinion of estimated costs will be discussed along with potential schedule desired to meet the preferred budget and improvement implementation.

Coordination with Agencies and Stakeholders Martin/Martin will coordinate with Town representatives and departments throughout planning and design. Stakeholders will be engaged early to identify constraints and opportunities and to support an efficient review process. Permitting needs will also be identified through coordination with affected entities (e.g., utility companies and management companies) where waterline replacement impacts operations or infrastructure.

Task 2 – Existing Conditions Review

Review of Town Information The water system improvements include approximately 23,100 LF of mainline and associated service lines to water meters. Martin/Martin will meet with the Town to collect available information and confirm what data is available for design.

Information Gathering The team will review available GIS information, if provided, and coordinate general waterline locations to support survey work. Town personnel, the fire marshal, and pertinent stakeholders will be engaged to confirm known conditions and available documentation. Martin/Martin will provide a list of requested information in advance, which may include:

- Known hydraulic conditions and system pressures within the improvement area
- As-constructed drawings and record drawings
- Historical information relevant to alignment, depth, and constraints

Task 3 – Field Survey, Geotechnical Investigation, and SUE

Survey Martin/Martin will prepare a topographic survey and a stamped SUE plan set suitable for civil engineering design. The survey will depict physical improvements and features including (as applicable) buildings, fences, structures, curb lines, surface types, edge of pavement, streets, alleys, driveways, drainage features, retaining walls, and utility poles/anchors. Where applicable, the survey will also include surface relief and land features such as watercourses, drainageways, ridge lines, vegetation/trees, landscaping, subsurface utilities, and visible above-ground utilities.

Spot elevations will be shown at street intersections and at 25-foot intervals along curb, sidewalk, edge of pavement, and other hard surfaces.

Survey limits include:

- Bunyan Avenue: North 10th Street to North Second Street (4,000 LF)
- South Fifth Street: Nebraska Avenue to Welch Avenue (1,800 LF)

Survey Control (Horizontal and Vertical)

Martin/Martin will confirm that horizontal and vertical data are based on an accepted municipal/jurisdictional datum before proceeding with survey. The team will:

- Establish horizontal control on Colorado State Plane/NAD 83 datum
- Establish vertical control on NAVD 88 datum
- Set a minimum of three permanent control points per project site (18-inch #5 rebar with a stamped red plastic cap)

Property lines for subject properties will be established, and features/appurtenances will be shown relative to them.

Records Search Martin/Martin will provide necessary records research, which may include County Assessor records, property deeds, subdivision plats, land survey plats, Public Land Survey System (PLSS) section monument records, road right-of-way/county commissioner road petitions, Colorado Department of Transportation (CDOT) right-of-way plans, and Bureau of Land Management (BLM) records.

Utilities The location of subsurface waterline services and gas services are included as a part of this scope of work.

- Fire hydrants available to the property
- Gas, electric, communications, water, cable television, street lighting, and traffic control facilities above and below grade
- Above-grade utilities suspended on poles/structures
- Gravity sanitary sewer and storm drain

Operating authority information (including contact and phone number) will be identified for utilities as provided by the Colorado 811 Online Web Entry system.

Utility locates are intended to assist planning and design only. Electromagnetic locating is not an exact science and is accurate to approximately 18 inches. To obtain exact locations, utilities must be pothole verified. Irrigation and private utilities are not included. Title information and associated easements are not included unless indicated on plats.

SUE services include:

- UNCC information collection
- Map data compilation from utility companies
- Survey of marked utilities (including inverts, pipe sizes, and pothole locations as appropriate)
- CAD basemap of utility infrastructure; CAD will meet C.R.S. Title 9 requirements for Quality Levels B, C, and D (depending on availability)
- QL-A potholes limited to a maximum of 15 non-destructive holes at strategic conflict locations per State standards
- A certified, stamped SUE plan set

Geotechnical Investigation Based on experience with soil profiles in the area, borings are anticipated to encounter layers of relatively stiff clayey soils and relatively dense granular soils. Services include:

- Field exploration with traffic control
- Laboratory testing
- Analysis and a geotechnical design report providing recommendations for cut-and-cover pipeline sections, including dewatering, temporary shoring, backfill and bedding, corrosion protection needs, lateral pressures, pavement thickness alternatives (AASHTO), subgrade preparation, and surface drainage

Martin/Martin will drill seven exploratory borings, spread relatively evenly along the proposed alignments, to depths of approximately 15 to 20 feet below ground surface. Flow fill will be provided for borings.

Laboratory testing may include moisture content, density (undisturbed fine-grained samples), gradation (coarse-grained samples), Atterberg limits, water-soluble sulfates, swell-consolidation, sulfides, oxidation-reduction potential (Re-Dox), pH, chlorides, electrical resistivity, Hveem stabilometer (R-value), and Standard Proctor moisture-density relationship for on-site backfill materials above the pipeline.

Task 4 – Evaluation of Replacement Alternatives

Martin/Martin will develop and compare feasible alternatives for replacing existing AC mains, which may include:

- Open-cut replacement
- New alignment with abandonment in place
- Close Tolerance Pipe Slurrification (CTPS)
- Trenchless options such as pipe bursting (where feasible)
- Material options including polyvinyl chloride (PVC), ductile iron pipe (DIP), and high-density polyethylene (HDPE)

Each alternative will be evaluated based on regulatory compliance for AC pipe handling (including Colorado Department of Public Health and Environment [CDPHE] coordination requirements), construction impacts, permitting requirements, traffic and access considerations, lifecycle cost, and relative risks. Findings will be summarized in an Alternatives Analysis Memorandum to support Town decision-making. "Choosing by Advantages" will be used to compare variations in alignment, material, and construction method.

Each alternative will be evaluated based on regulatory compliance for AC pipe handling (including CDPHE coordination requirements), construction impacts, permitting requirements, traffic and access considerations, lifecycle cost, and relative risks. Special attention will be given to the regulatory, safety, and disposal requirements

Task 5 – Permitting and ROW Support

Town standards will be identified and applied throughout the project. Water and fire department requirements will be verified and incorporated. CDPHE criteria will be discussed and noted, including requirements related to SUE locates meeting C.R.S. Title 9 and AC removal/disposal where applicable. Martin/Martin has engaged affiliated subconsultants (K+A and Precision) to support these code-related requirements.

Martin/Martin will assist the Town in identifying and preparing required permit materials, which may include traffic control approvals, right-of-way use permits, and environmental compliance documentation where AC disturbance is involved. The team will also assist in identifying temporary construction easement needs and preparing supporting exhibits.

Task 6 – Recommended Approach and Basis of Design

Martin/Martin will prepare written recommendations and a basis of design documenting assumptions, design criteria, permitting considerations, and selected alternatives. As part of project development, the team anticipates inclusion of specifications requiring a CDPHE-certified asbestos building inspector (CABI) to perform visual inspections and, if necessary, sampling of suspect AC material. Observed AC pipe conditions will be used to inform final alignment and construction methodology.

Where removal is required, specifications will address verification and documentation measures related to post-removal conditions and inspection of backfill to confirm there is no asbestos contamination. The contractor will also be required to provide a Site Health and Safety Plan (SHSP). Martin/Martin's overall approach is intended to support accurate, responsive decision-making during implementation of work involving AC pipe.

Additional elements include:

- Proactive identification and coordination of design constraints
- Passive cathodic protection where necessary
- Coordination of sensitive areas requiring specialized traffic control
- Schedule development and tracking (monitored weekly by the Project Manager and bi-weekly by the Principal), including milestone tracking and regular status updates

Task 7 – Final Design and Bid Documents

Design will begin following the kickoff meeting, including initiation of field survey and geotechnical services. Survey and SUE services will be provided using Precision, with supplemental survey support from Martin/Martin in-house crews to develop base drawings.

Preferred alternatives identified in Task 4 will inform alignment, construction method, and materials. Geotechnical analysis will support design decisions, including corrosion protection considerations where applicable. Coordination with Town staff, utility jurisdictions, the fire department, and other stakeholders will continue throughout design. Work sessions are anticipated at 90% and at final plans/specifications to review progress, schedule, budget, milestones, and critical dates.

Plans will include existing conditions and proposed plan/profile design, including design depth and available depth information for existing utility crossings. Strategic match lines may be used to support phased implementation if needed. The design package will include:

- Cover and note sheets (structured for potential future phases)
- Key map and sheet index
- SUE drawings meeting ASCE 38 criteria
- Demolition sheets (if necessary)
- Water plan and profile drawings
- Corrosion protection plan/details (if necessary)
- Erosion control plan
- Restoration and replacement details for disturbed areas

Project manual and bid documents Martin/Martin will develop a project manual incorporating technical specifications, agreements, and general conditions (Division 0 and Division 1), coordinated with Town standards or provided for review if desired. Geotechnical report requirements will be incorporated into specifications. Where AC pipe is disturbed, specifications will include requirements for removal and disposal consistent with CDPHE requirements. Martin/Martin will coordinate with K+A to support specifications, notes, and details as needed.

Deliverables and QA/QC Martin/Martin will assemble design documents and complete a quality assurance/quality control (QA/QC) review prior to submittal. Phased packages will be provided as coordinated with the Town, with flexibility to adjust scope within phases. The team will work with the Town to address comments and resolve questions throughout design.

Task 8 – Bidding Phase Support

Martin/Martin will support the bidding phase by providing a complete set of bidding documents, including a project manual with technical specifications, agreements, and general conditions (Division 0 and Division 1) for Town use. Documents will include a bid form coordinated with the Town and measurement/payment language to clearly define pay items and reduce bid-phase ambiguity.

During solicitation, Martin/Martin will assist with bidder questions, participate in a pre-bid meeting, and assist with bid evaluation, references, and recommendations.

FEE PROPOSAL

Our not-to-exceed fee estimate is **$189,125.** As requested, a breaktown by task is included on the following page.

Town of Berthoud - 2026 WaterLine Replacement Project **27-Feb-26**

Proposed Fee Schedule

LEVEL OF EFFORT (hours)

Tasks & Sub-Tasks		Principal	Survey Manager	Project Engineer	Professional Engineer	Senior Designer	Project Coordinator	Subtotal Hours	Subtotal Costs
		Bill Willis	Ryan Bryson	Zach Sunderhu	Aurrey Ganda	Skip Cromley	Adrienne Oliver		
Billing Rates (Rate per Hour)		$280.00	$260.00	$180.00	$160.00	$180.00	$110.00		
Task 1	**Project Management & Coordination**							**10.00**	**$ 8,660.00**
a	Kickoff Meeting	1	1	1	1	1		5.00	$ 1,060.00
b	Water Shutoff Discussion & Stakeholder Identification	1		2	2			5.00	$ 960.00
c	Gather Pertinent GIS Data, As-Built Drawings, & other Records			2	2	4		8.00	$ 1,400.00
d	Define SUE Scope & Execute Subconsultant Agreement	2		6	2			10.00	$ 1,960.00
e	Define Geotechnical Engineering Scope & Execute Subconsultant Agreement	2		6	2			10.00	$ 1,960.00
f	Develop Project Schedule	1		4	2			7.00	$ 1,320.00
Task 2	**Existing Conditions Review**							**42.00**	**$ 8,960.00**
a	Review Pertinent GIS Data, As-Built Drawings, & other Records Received		4	6	8	6		24.00	$ 4,480.00
b	Site Walkthrough(s) as Necessary to Understand Alignment, Depth, and Constraints	2		8	8			18.00	$ 3,280.00
c	Preliminary Conflict Identification with Utilities, Roadway Features, and Infrastructure			3	3	1		7.00	$ 1,200.00
Task 3	**SUE, Field Survey, Geotechnical Investigation**							**93.00**	**$ 3,420.00**
	Subsurface Utility Engineering (SUE)								
	SUE - Sub-Consultant QL B -D *								$ 19,480.00
	SUE - Sub-Consultant QL A (Max - 15 Potholes) *								$ 36,000.00
a	Utility Records Research and Coordination with Utility Owners (Coordinate)			1				1.00	$ 180.00
b	Develop Recommendation of SUE Quality Levels for Final Design			4				4.00	$ 720.00
c	Identify conflicts and Develop Mitigation Strategies (Coordinate)			2				2.00	$ 360.00
	Field Survey								
	Field Survey Fee *								$ 23,760.00
e	Topographic Survey of Project Corridors for Final Design (Coordinate)			3				3.00	$ 540.00
f	Define Horizontal and Vertical Controls (Coordinate)			3				3.00	$ 540.00
	Geotechnical Investigation								
	Geotechnical Sub-consultant Field Exploration and Report *								$ 12,385.00
i	Evaluate Subsurface Conditions to support Pipe Design and Construction Methodology (Coord.)			2				2.00	$ 360.00
j	Develop Recommendations for Trench Stability, Groundwater, Bedding, & Backfill (Coord.)			3				3.00	$ 540.00
k	Pavement Section Evaluation (If Applicable) (Coord.)			1				1.00	$ 180.00
Task 4	**Evaluation of Replacement Alternatives**							**37.00**	**$ 6,720.00**
a	Compile Relevant Data regarding Construction Processes & Materials	1		5	2			8.00	$ 1,500.00
b	Assess Impacts to Neighbors, Properties, Cost, Risks, Regulatory & Safety for AC pipe, etc	1		6	2			9.00	$ 1,680.00
c	Draft Alternatives Evaluation Report	1		3	8	8		20.00	$ 3,540.00
Task 5	**Permitting and Right-Of-Way Support**							**69.00**	**$ 3,980.00**
a	Identify Required Local, State, and Federal Permits	1		2	1			4.00	$ 800.00
b	Prepare Permit Application Materials and Technical Exhibits			3	1			4.00	$ 700.00
c	Coordinate with Pertinent Agencies, including CDPHE and local jurisdictions	1		3	1			5.00	$ 980.00
d	Coordinate Traffic Control and Right-Of-Way Use			2	1			3.00	$ 520.00
e	Identify Temporary Construction Easements and/or Permanent ROW needs	1		3	1			5.00	$ 980.00
Task 6	**Recommended Approach and Basis of Design**							**24.00**	**$ 4,500.00**
a	Develop a Basis of Design informed by Alternatives & Jurisdictional Requirements	2		10	4			16.00	$ 3,000.00
b	Submit Written Design Recommendation to Town Staff for both Project Locations	1		5	2			8.00	$ 1,500.00
Task 7	**Final Design and Bid Documents**							**264.00**	**$ 46,640.00**
a	Prepare 90% Plans, Specifications, and EOPC, including ROW & Permit Considerations	4		50	50	40		144.00	$ 25,320.00
b	Compile Final Project Manual to include Contractor Requirements, Bid Form, etc.	2		18	22			42.00	$ 7,320.00
c	Prepare 100% Plans acknowledging all Town and other Stakeholder Comments	4		22	22	30		78.00	$ 14,000.00
Task 8	**Project Advertisement for Bid**							**36.00**	**$ 7,100.00**
a	Advertise Project according to State Requirements and Respond to Bidder Questions	4		2	5			11.00	$ 2,280.00
b	Prepare Bid Evaluation and Tabulation upon Receipt of Responsible Bids			2	4			6.00	$ 1,000.00
c	Provide Contractor Recommendation Letters for each Project to be Awarded	2		6	4			12.00	$ 2,280.00
d	Consult with Town to address Concerns and Facilitate Contractor Awards	3		3	1			7.00	$ 1,540.00
Other	**Miscellaneous Fees**							**45.00**	**$ 7,520.00**
a	Virtual Coordination Meetings	2	2	12	12	7		35.00	$ 6,420.00
b	Administrative Assistance						10	10.00	$ 1,100.00

Total Hours	39	7	214	173	97	10	584.00	
TOTAL FEE - Without Survey/Sue/Geotech								**$ 97,500.00**
TOTAL FEE - SUE (QL B - D)								**$ 19,480.00**
TOTAL FEE - SUE (QL A - Max 15 Potholes)								**$ 36,000.00**
TOTAL FEE - (FIELD SURVEY)								**$ 23,760.00**
TOTAL FEE - (GEOTECH)								**$ 12,385.00**
GRAND TOTAL FEE								**$ 189,125.00**

PROJECT SCHEDULE

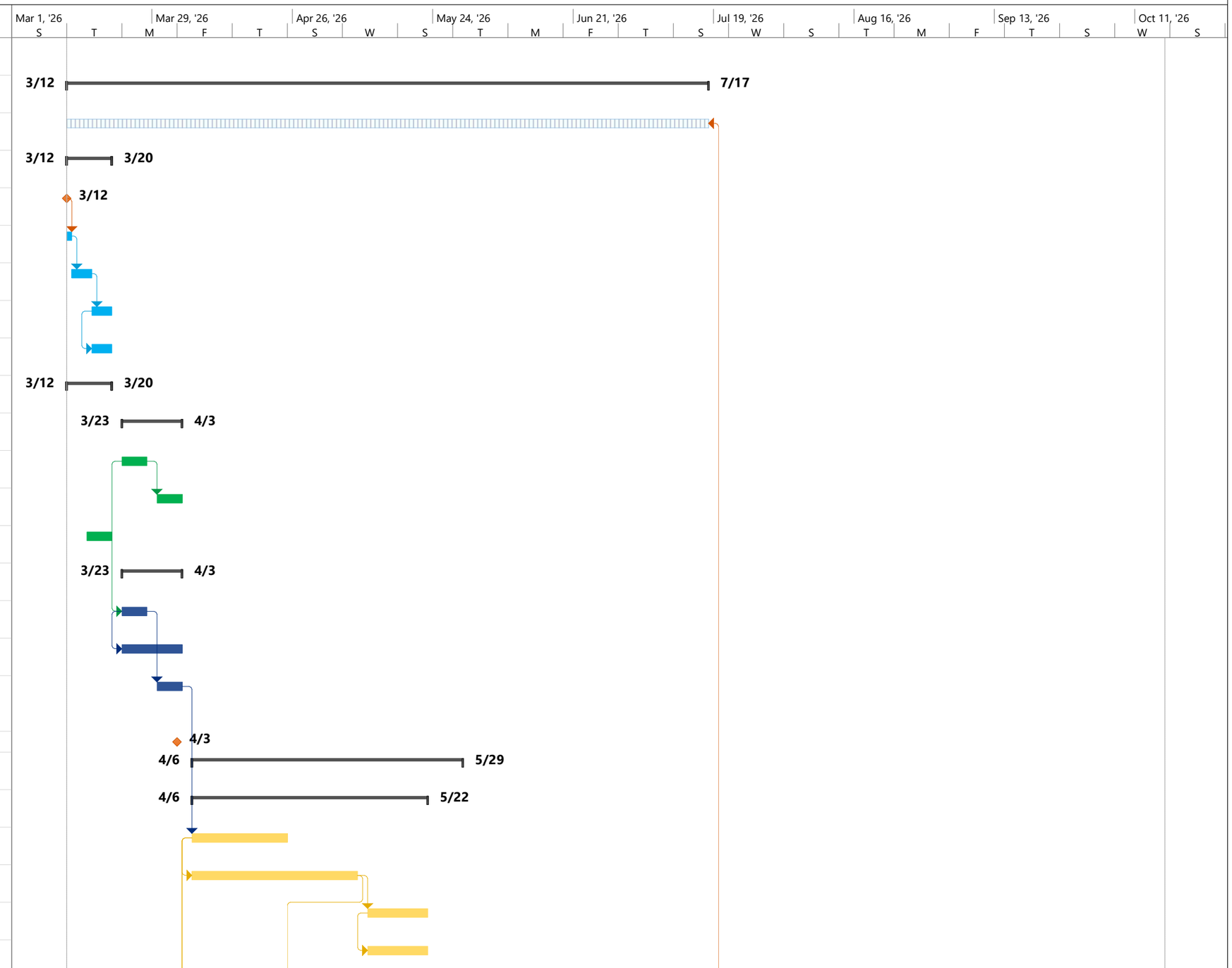
A proposed project schedule with key milestones is summarized below and shown in detail on the following pages. The schedule assumes Notice to Proceed (NTP) in March 2026 and is structured to complete design and bidding in time for construction during the 2026 construction season. Dates are preliminary and will be confirmed with the Town during kick-off and early coordination.

KEY MILESTONE	TENTATIVE DATE
NTP	**March 12, 2026**
Milestone 1: Alternatives Evaluation Kickoff	**April 3, 2026**
Milestone 2: Design Kickoff	**May 1, 2026**
Milestone 3: 90% Package	**June 5, 2026**
Milestone 4: Contractor Award	**July 17, 2026**
Construction	**July 20 to October 16, 2026**

Project Start Date: Thu 3/12/26

2026 Berthoud Water Line Replacement - Schedule

ID	Task Name	Duration
1		
2	**Project Management & Coordination**	**92 days**
3	Virtual Coordination	92 days
4	**Kickoff w/ Town of Berthoud Support**	**7 days**
5	Project Start (NTP)	0 days
6	Kickoff Meeting	1 day
7	Discuss Big-Picture Water Shutoff Times/Options	2 days
8	Identify Other Stakeholders (i.e. LTWD, Fire Districts)	4 days
9	Gather Pertinent GIS Data, As-Built Drawings, Etc.	4 days
10	**Asbestos Cement Handling & Disposal Plan**	**7 days**
14	**Subconsultant Agreement Drafting**	**10 days**
15	Define SUE Scope & Execute Agreement with Subconsultant	5 days
16	Define Geotechnical Engineering Scope & Execute Agreement with Subconsultant	5 days
17	Develop Project Schedule	5 days
18	**Existing Conditions Review**	**10 days**
19	Review Pertinent GIS Data, As-Built Drawings, etc.	5 days
20	Site Walkthrough(s) as Necessary to Understand Alignment, Depth, and Constraints	10 days
21	Preliminary Identification of Conflicts with Existing Utilities, Roadway Features, and Adjacent Infrastructure	5 days
22	*Milestone 1: Alternatives Evaluation Kickoff*	0 days
23	**SUE, Field Survey, & Geotechnical Investigation**	**40 days**
24	**Subsurface Utility Engineering (SUE)**	**35 days**
25	Utility Records Research and Coordination with Utility Owners	15 days
26	Designate and Locate Existing Utilities within Project Limits	25 days
27	Develop Recommendation of SUE Quality Levels for Final Design	10 days
28	Identify Conflicts and Develop Mitigation Strategies	10 days



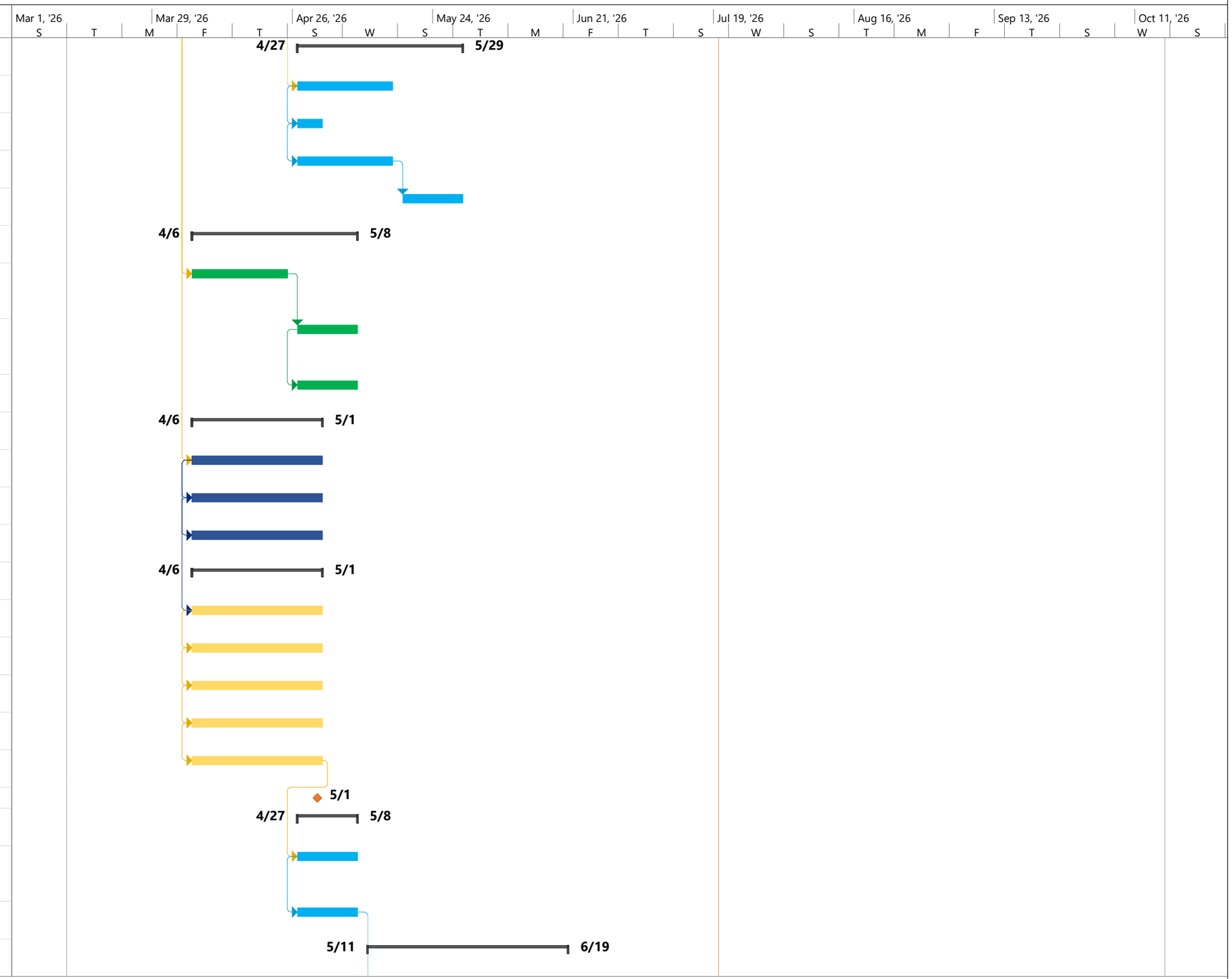
Anticipated Construction Finish: Fri 10/16/26

Martin/Martin, Inc.

Project Start Date: Thu 3/12/26

2026 Berthoud Water Line Replacement - Schedule

ID	Task Name	Duration
29	**Field Survey**	**25 days**
30	Topographic Survey of Project Corridors for Final Design	15 days
31	Define Horizontal and Vertical Controls	5 days
32	Identification of Surface Features, Utilities, and Improvements	15 days
33	Prepare Survey Base Mapping Compatible with Town Standards	10 days
34	**Geotechnical Investigation**	**25 days**
35	Evaluate Subsurface Conditions as necessary to Support Pipe Design and Construction Method Selection	15 days
36	Develop Recommendations regarding trench stability, groundwater conditions, bedding, and backfill requirements	10 days
37	Pavement Section Evaluation (If Applicable)	10 days
38	**Evaluation of Replacement Alternatives**	**20 days**
39	Compile Relevant Data regarding Construction Processes & Materials	20 days
40	Engineer's Evaluation of Cost, Risk, Safety, and Jurisdictional Requirements	20 days
41	Draft Alternatives Evaluation Report	20 days
42	**Permitting and Right-Of-Way (ROW) Support**	**20 days**
43	Identify Required Local, State, and Federal Permits	20 days
44	Prepare Permit Application Materials and Technical Exhibits	20 days
45	Coordinate with Pertinent Agencies, including CDPHE and local jurisdictions	20 days
46	Coordinate Traffic Control and Right-Of-Way Use	20 days
47	Identify Temporary Construction Easements and/or Permanent ROW needs	20 days
48	*Milestone 2: Design Kickoff*	0 days
49	**Recommended Approach and Basis of Design**	**10 days**
50	Develop a Basis of Design, informed by Previous Alternatives Evaluation Report and Identified Jurisdictional Requirements	10 days
51	Submit Written Design Recommendation to Town Staff for both Project Locations	10 days
52	**Final Design and Bidding Documentation**	**30 days**



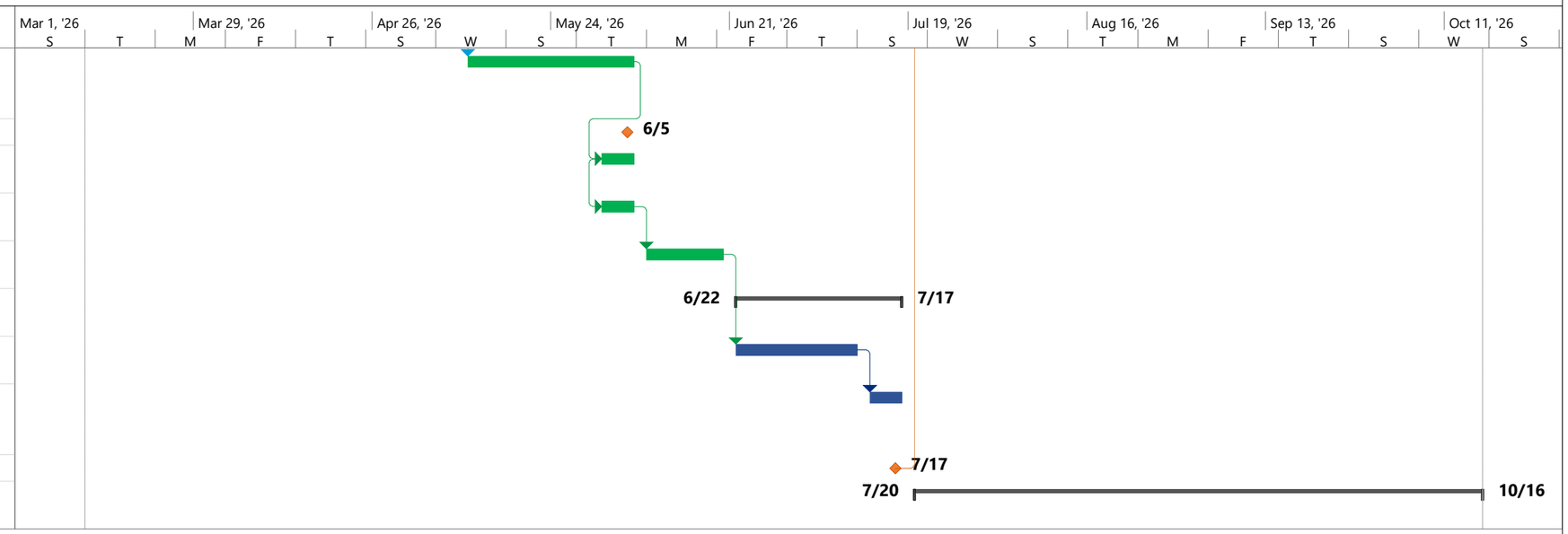
Anticipated Construction Finish: Fri 10/16/26

Martin/Martin, Inc.

Project Start Date: Thu 3/12/26

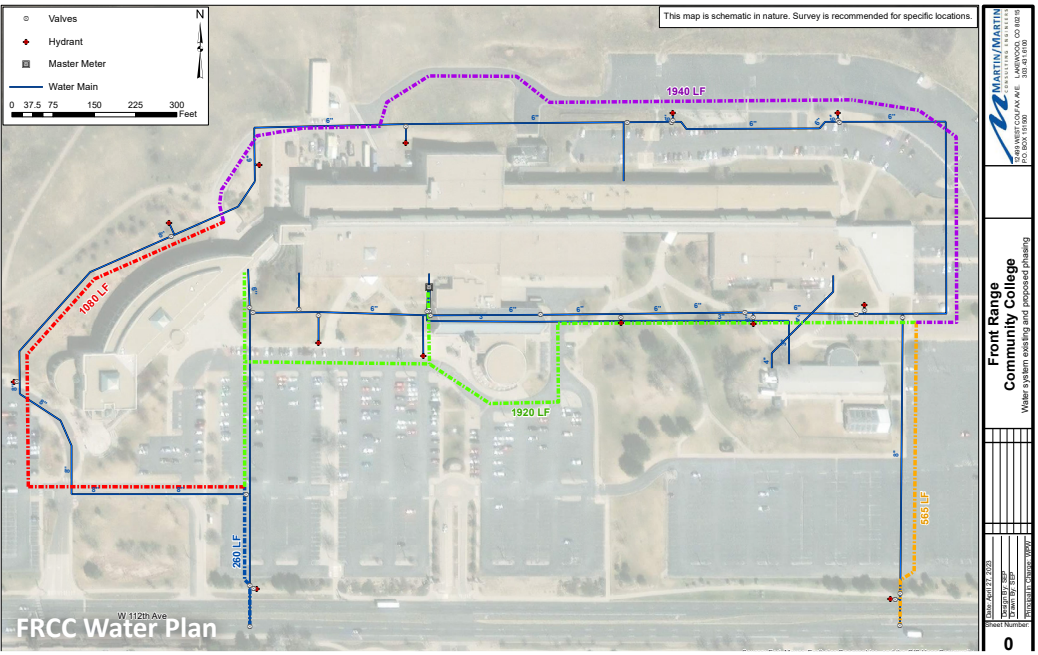
2026 Berthoud Water Line Replacement - Schedule

ID	Task Name	Duration
53	Prepare 90% Plans, Specifications, and EOPC to include Town of Berthoud Standards & Details, ROW plans, and Necessary Permit Considerations	20 days
54	*Milestone 3: 90% Package*	0 days
55	Town Review and Comment Period in Response to 90% Package	5 days
56	Compile Final Project Manual to include Contractor Requirements, Bid Form, Instructions to Bidders, etc.	5 days
57	Prepare 100% Plans acknowledging all Town and other Stakeholder Comments.	10 days
58	**Project Advertisement for Bid**	**20 days**
59	Advertise Project according to State Requirements and Respond to Bidder Questions	15 days
60	Prepare Bid Evaluation and Tabulation upon Receipt of Responsible Bids, Provide Recommendation Letter	5 days
61	*Milestone 4: Contractor Award*	0 days
62	**Contract & Construction**	**65 days**



Anticipated Construction Finish: Fri 10/16/26

Martin/Martin, Inc.



PROJECT EXAMPLES

SELECT PROJECTS

Front Range Community College Water and Fire Replacement Design-Build
Westminster, CO

Martin/Martin assessed Front Range Community College (FRCC)'s campus water distribution and fire line system following recurring failures affecting hydrants, valves, and backflow preventers. Our team completed existing conditions review and field verification, including review of 146 historical plan files and coordination with FRCC facilities staff, paired with non-destructive potholing, geotechnical testing, and site observations to confirm system configuration and constraints.

The evaluation documented legacy infrastructure dating to 1977, including two water main connections and a 5,500 LF loop serving 13 hydrants with a mix of 6-inch and 8-inch pipe, and **confirmed AC pipe in multiple locations**. Design-build services are now underway for phased replacement of approximately 5,500 LF of water main and fire appurtenances, including 8-inch C-900 PVC, valves, hydrants and laterals, master meters, backflow preventers, and corridor restoration.

The evaluation identified a re-alignment of new water main with abandonment in place of AC pipe was the most economic approach while maintaining water service. Where connections to AC pipe are required, wet cutting and proper disposal per CDPHE.

Reference

Derek Brown
Associate Vice President
Facilities Planning & Management
FRCC
303.404.5000
Derek.Brown@frontrange.edu
3645 West 112th Avenue
Westminster, CO 80031

Notable Project Details

- AC piping replacement
- Design-build
- Corrosion protection
- Phasing to accommodate pedestrian and vehicular ways and school events
- CDPHE regulatory compliance and safety
- Site plan in hand work session
- Project meetings and work sessions
- Stakeholders: City of Westminster, State of Colorado, FRCC, fire department

Reference

Karen Byrd
District Principal
AWSD
303.936.5313
359 South Harlan Street
Lakewood, CO 80226

Notable Project Details

- AC pipe replacement
- District engineer services planning

Alameda Water and Sanitation District Waterline Replacement Lakewood, CO

Martin/Martin serves as district engineer for the Alameda Water and Sanitation District (AWSD), responsibilities have included the design and construction administration for replacement of more than **20,000 LF of water distribution (AC pipe, CIP, and DIP)** and collection system improvements. Our projects have encompassed surveys, capital improvement projects, long-range planning, grant applications, construction administration, cost estimating, permit review documentation, state highway permitting, innovative lining processes, field testing, and special valving design.

Projects have included 12-inch water mains, multiple boring techniques, and jurisdictional coordination.

Reference

AJ Beckman and Nick Moncada
District Managers
High View Water District
1002 Kipling Street
Lakewood, CO 80215

AJ 303.877.6284
aj@publicalliancellc.com
Nick 303.261.3380
nickm@publicalliancellc.com

Notable Project Details

- Water main replacemen
- Multiple jurisdictional permitting coordination
- Cost estimating and grant

High View Water District Jefferson County, CO

Martin/Martin provides ongoing on-call engineering services for the district, supporting system rehabilitation, replacement, and expansion of the water distribution network. Our work includes design of new distribution lines, borings, and booster pump systems, as well as preparation of bidding documents and construction administration for 12-inch, 8-inch, and 6-inch PVC piping to replace deteriorating water mains (8th and Quail; 8th and Parfet Water Loop; and Zang and 10th Avenue; throughout the District.) We coordinate permitting with multiple jurisdictional agencies, including railroads, irrigation companies, ditch authorities, and CDOT.

Additional services include cost estimating, grant application support, and phased project planning. Our in-house survey team prepares easements, land descriptions, and topographic mapping, while our engineers integrate GIS mapping and hydraulic modeling into the district's maintenance and planning program.

Wheat Ridge Water District Various Projects
Wheat Ridge, CO

Wadsworth Widening (35th Avenue to 48th Avenue) Martin/Martin provided water transmission (8-inch to 12-inch) CAD production, design, extensive utility coordination and alignment analysis, and construction administration services. Responsibilities included coordination with the City of Wheat Ridge designers, CDOT, and other utility jurisdictions. Production included SUE information, conflict review, work sessions with stakeholders, and final documents for bid which came in lower than anticipated based on accuracy of the documents.

Newland Street Martin/Martin provided design and evaluation for replacement water main within Newland Street for the existing degraded and undersized mainline, approximately 2,250 feet of 6-inch pipe. Martin/Martin provided field survey, coordination of SUE and geotechnical services, and water main design meeting Wheat Ridge Water District and Denver Water Standards. Design also meets CDPHE requirements. Plans were provided at 70%, 90%, and final construction documents. Work sessions were used to review the plans with the District prior to jurisdictional review. An opinion of estimated cost was provided for the District to budget the bids. Martin/Martin assisted with the bidding and contractor evaluation and has been retained to provide construction services during construction.

References

AJ Beckman and Nick Moncada
District Managers
Wheat Ridge Water District
6827 West 38th Avenue
Wheat Ridge, CO 80033

AJ 303.877.6284
aj@publicalliancellc.com
Nick 303.261.3380
nickm@publicalliancellc.com

Notable Project Details

- Water main replacement and upsizing
- Field survey and geotechnical services coordination
- SUE coordination and utility conflict analysis

ADDITIONAL PROJECTS

National Park Service (NPS) Grand Canyon National Park North Rim Water Line Grand Canyon, AZ

Civil engineering and survey services for 22,000 LF of water system replacement including system evaluation, alternative development, phasing options, and constructibility analysis. Services included bid options for cured-in-place piping (CIPP) and pipe bursting for existing water line, cost opinions, and coordination with multiple utilities and constraints. Project utilized Choosing By Advantages (CBA) process for eight-inch main selection and accommodated short construction season with complex environmental considerations.

Fort Logan Campus Infrastructure Water Replacement Denver, CO

Water system modeling and phased replacement planning for 231-acre campus. Final design included 7,800 LF of water main replacement and 1,400 LF of domestic and fire service lines with phased construction approach based on budget constraints. Project encompassed comprehensive utility infrastructure evaluation including roads, sanitary sewer, storm drainage, and communications improvements.

Hillcrest Village Water System Aurora, CO

Phased replacement of existing galvanized water piping with approximately 35,000 LF of new water mains across 100 acres. Services included water system analysis, GIS development, hydraulic modeling, capital improvements planning, and construction administration for complete system replacement. Work included development of water models for hydraulic analysis, backflow prevention systems, and investigation of distribution system leaking.

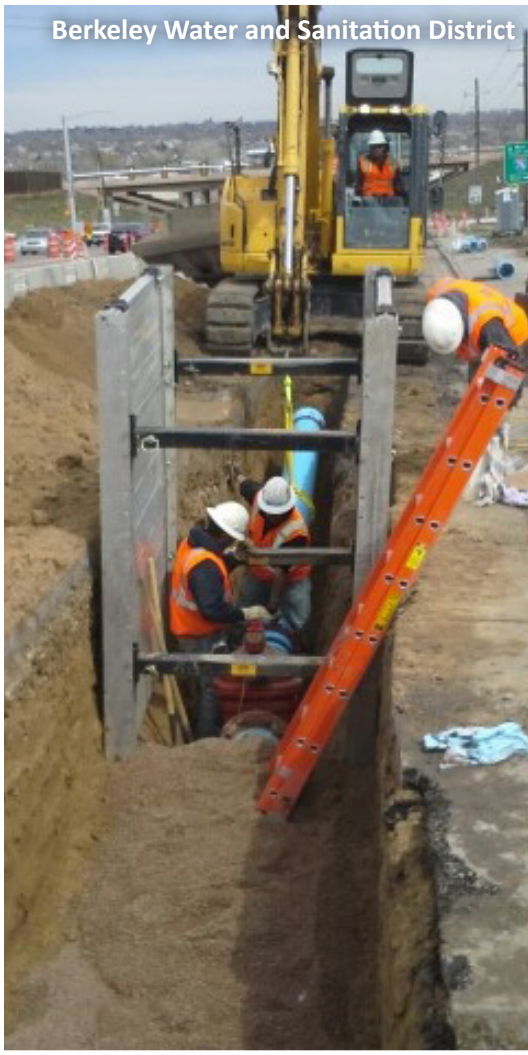
Town of Berthoud, Berthoud Parkway Water, Non-Potable Water, and Sanitary Improvements Berthoud, CO

Design of 2,000 LF of 12-inch potable water line including connections to existing utilities and coordination with Town requirements. Work was expedited to coordinate with concurrent construction packages. The project's location near Mountain Avenue and Berthoud Parkway intersection required careful coordination with existing ROW constraints.

Berkeley Water and Sanitation District Federal Boulevard Water Main Replacment 56th Avenue to 60th Avenue Adams County, CO

Evaluation of existing AC pipe for potential pipe bursting versus new 12-inch main installation. Complete design documents including coordination with Denver Water, Adams County, and CDOT. Martin/Martin provided bidding and construction services through project closeout including warranty period management and as-constructed documentation.

NPS Grand Canyon National Park North Rim Water Line


Berkeley Water and Sanitation District

Berkeley Water and Sanitation District

Town of Berthoud Projects

Town of Berthoud Arboretum and Utility Design

Thompson School District Structural Engineering Services for

- Berthoud Elementary School Addition and Renovation
- Berthoud High School Reroofing

UCHealth Heron Lake Primary Care Structural Engineering Services

Additional Relevant Projects

Town of Lochbuie 20-Inch Water Main Improvements (Part of On-Call Contract) Lochbuie, CO

16th Street Reconstruction Denver, CO

Auraria Campus Chilled Water Line Replacement Denver, CO

Buckley Space Force Base Water Replacement Aurora, CO

Broadway Park Mixed-Use Development Denver, CO

City of Federal Heights Utilities and Street Replacement Federal Heights, CO

Highway 6 Waterline Dillon, CO

Logan School for Creative Learning Site Assessment Waterline Improvements Denver, CO

Northgate Water District Water Main Replacement Greenwood Village, CO

Snake River Water District Keystone, CO

University of Colorado North Boulder Creek Campus Water Boulder, CO

Winter Park Ski Resort Lunch Rock Restaurant Water Main Winter Park, CO

16th Street Reconstruction

Appendix

KEY PERSONNEL RESUMES

BILL WILLIS, PE

PRINCIPAL, CIVIL ENGINEERING

ROLE: PRINCIPAL-IN-CHARGE

Bill is principal-in-charge for many of our firm's municipal, site, and land development projects, several of which involve water and sanitary design components. He has acted as district or town engineer for a number of municipalities for more than 35 years, and regularly coordinates with municipal and government agencies. He is attuned to matching designs to state and local standards and overseeing collaboration with jurisdictions having authority, local utilities, and stakeholders such as CDOT, FHWA, and Mile High Flood District (MHFD).

Select Project Experience

FRCC Water and Fire Line Assessment and Replacement Design-Build
Westminster, CO
Principal-in-charge for design-build services to replace 5,500 LF of AC water main piping, hydrants, master meters, and backflow preventers.

Alameda Water and Sanitary District Lakewood, CO
Principal-in-charge for on-call engineering services for the design and construction management of capital improvement projects consisting of $4.8M improvements required for the Denver Water system conversion, including AC, undersized mains, and additional looping and valving.

Wheat Ridge Water District (Several Projects) Wheat Ridge, CO
District representative for water transmission system design and construction administration services. Select projects include the widening of Wadsworth Bouleard, including a 12-inch water main and 5,800 LF of piping replacement from 35th Avenue to 48th Avenue in addition to the a water main replacement along Newland Street.

Additional Project Experience

Town of Berthoud - Berthoud Parkway Water, Non-Potable Water, and Sanitary Improvements Berthoud, CO

16th Street Reconstruction Denver, CO

High View Water District Jefferson County, CO

Berkeley Water and Sanitation District AC Piping Replacement
Arvada, CO

Buckley Space Force Base Water Replacement Aurora, CO

Hillcrest Village Water System Aurora, CO

Town of Lochbuie 20-Inch Water Main (Part of On-Call) Lochbuie, CO

Experience

42 Years in Industry
42 Years with Martin/Martin

Education

BS, Civil Engineering
Colorado State University, 1983

Registrations

Professional Engineer
CO No. 25803
9 additional states – IN, LA, MO, MT, ND, NM, NJ, OK, SD

Affiliations

American Water Works Association

Special Districts Association

Colorado Rural Water Association

ZACH SUNDERHUSE, PE

PROJECT ENGINEER, CIVIL ENGINEERING

ROLE: PROJECT MANAGER

Zach supports the planning, design, and construction management of drainage and utility infrastructure for transportation and municipal projects across the Denver metro area and northern Colorado. His background in water resources design on interstate and major arterial projects gives him a strong understanding of roadway, traffic, and structural interfaces, including utility conflict coordination. He has supported Construction Manager/General Contractor (CMGC) delivery by coordinating with owners, contractors, and stakeholders, and now focuses on construction management, troubleshooting field issues, evaluating RFIs and change orders, and coordinating across roadway, ROW, structural, traffic, and utilities teams to support constructible, successful delivery.

Select Project Experience

Town of Berthoud – Berthoud Parkway Water, Non-Potable Water, Sanitary Improvements Berthoud, CO

Zach is leading the design of new 12-inch PVC water, non-potable water, and sanitary mains along Berthoud Parkway, including evaluation of two alignment alternatives (adjacent to roadway vs. offsite). Following Town selection, he developed horizontal and vertical alignments and specified hydrants, valves, tees, and other appurtenances while coordinating with the nearby Berthoud Arboretum project team.

City of Commerce City Chambers Road Widening Waterline Relocation
Commerce City, CO

Zach led the design to relocate 300 LF of a 20-inch PVC, high-transmission main, accounting for high groundwater, proximity to a bridge foundation, and an active creek corridor. He also developed plans and specifications to support hammer-bore construction and maintain utility reliability.

Hidden Valley Water District Long-Range Plan Evergreen, CO

Zach developed a long-range replacement strategy for water mains in gravel and asphalt roadways with shallow bedrock constraints and identified priority areas for added fire hydrants to improve coverage. He also prepared phased implementation recommendations and a detailed cost estimate using current and projected unit costs informed by recent project data.

Additional Project Experience

Hillcrest Village Water System Aurora, CO

City of Englewood West Dartmouth Avenue Bridge Construction Management Englewood, CO

Experience

7 Years in Industry
<1 Year with Martin/Martin

Education

BS, Environmental Engineering
University of Colorado, 2017

Minor in Business Administration
University of Colorado, 2017

Registrations

Professional Engineer
CO No. 62814

RYAN SOLTIS, PE

SENIOR PROJECT ENGINEER, CIVIL ENGINEERING

ROLE: TRAFFIC CONTROL PLAN

Ryan has 20 years of experience providing roadway and intersection design, signals, traffic design and analysis, illumination/lighting, channelization, signing, roundabout design, and streetscape design. Ryan has prepared permitting, construction, and environmental compliance documents; developed grading and erosion control plans, cost estimates, and bid specifications; and assisted clients with public involvement. He takes a thorough and researched approach to each project with a focus on safe, cost-effective, feasible, and timely completion of projects.

Select Project Experience

City of Westminster Federal Parkway Widening Westminster, CO
Transportation design for the widening of Federal Parkway from two lanes to a four-lane, multimodal arterial section. The design will add dedicated bicycle lanes, pedestrian connections to the Big Dry Creek trail system, lane striping, curb and gutter, a raised center median, and turn lanes. The corridor serves multiple commercial access points which required specific traffic control plans and recommendations to accommodate local stakeholders throughout construction.

Pecos Street 52nd Avenue to 58th Avenue Adams County, CO
Ryan designed the roadway widening for 3,818 LF of Pecos Street to include widening the roadway from two to four lanes, replacement and reset of traffic signals at three intersections, and installation of pedestrian signals as indicated by the traffic and mobility study. Traffic control plans were required to provide options for contracting teams to safely route traffic throughout the work zone and accommodate the high school traffic during construction.

City of Commerce City Chambers Road Widening Commerce City, CO
Project manager for the roadway widening and corridor improvements for 7,325 LF of Chambers Road to increase roadway safety, capacity, mobility, pedestrian facility safety, drainage and utility relocations. The design also adds pedestrian connections to the Second Creek trail system, updated roadway striping, curb and gutter, raised center medians for access control, and auxiliary lanes. Due to the limited connectivity in the area, extensive traffic control efforts were completed to reduce roadway closures and detours, and to confirm constructibility of this detailed project.

Additional Project Experience

Northwest Lakewood Sanitation District Lakewood, CO

Big Dry Creek Trail, Park, Road, and Signal Westminster, CO

Experience

20 Years in Industry
12 Years with Martin/Martin

Education

BS, Civil Engineering
St. Martin's University, 2009

Registrations

Professional Engineer
CO No. 53075
2 Additional States – FL, WA

AURREY GANDA, PE

PROFESSIONAL ENGINEER, CIVIL ENGINEERING

ROLE: PROJECT ENGINEER

Aurrey has experience specializing in master planning projects, including CCTV review, capital improvement plan preparation, and rate and reserve studies. He is skilled in evaluating infrastructure systems to develop actionable strategies for maintenance, upgrades, and long-term growth. Aurrey is skilled in evaluating infrastructure systems to develop actionable strategies for maintenance, upgrades, and long-term growth.

Select Project Experience

Wheat Ridge Water District (Various Projects) Wheat Ridge, CO
Team member supporting multiple water mainline improvement projects. Aurrey provided Autodesk Civil 3D CAD production and design support for water main work, including the 8,000 LF Wadsworth Boulevard 12-inch water main and the 2,250 LF Newland Street replacement. Responsibilities included utility coordination, bid set production using SUE information, and construction-phase support (pay request review and observation documentation).

Plateau Valley School District Collbran, CO
Team member for water main distribution and water storage tank improvements including off-site water analysis for water use and required mainline and storage capacity improvements. Responsibilities included the design of approximately one mile of water distribution mainlines, including horizontal and vertical alignment of water lines; locations of valves, hydrants, and cathodic protection; and connections to the school system and water storage tank.

University of Colorado North Campus Master Meter Boulder, CO
Team member supporting the water distribution study and system improvements. Aurrey's performed hydraulic and water distribution analyses for the study report and supported design of recommended improvements, including waterline alignments, master meter siting, erosion control, connections to the existing water system, valve and hydrant layout, horizontal directional drilling plans, storm drain relocations, and abandonment of existing waterlines.

Additional Project Experience

Wheat Ridge Sanitation District Wheat Ridge, CO

East Jefferson County Sanitation District (EJCSD) Services Various, CO

Fruitdale Sanitation District Wheat Ridge, CO

Clear Creek Valley Water and Sanitation District
Arvada and Wheat Ridge, CO

Alameda Water and Sanitation District Lakewood, CO

Experience

4 Years in Industry
4 Years with Martin/Martin

Education

BS, Environmental Engineering
University of Colorado, 2021

Registrations

Professional Engineer
CO No. 67863

Certifications

National Association of Sewer Service Companies- Pipeline, Laterals, and Manholes Assessment Certification Program

RYAN BRYSON, PLS

SURVEY MANAGER

ROLE: SUPPLEMENTAL SURVEY SERVICES

Ryan is an accomplished survey manager with 20+ years of experience in the land surveying industry. He excels in building strong relationships with clients and stakeholders, and leading cross-functional teams on diverse projects. Ryan's expertise encompasses topographic, ROW, utility, and boundary surveys, and he has successfully executed projects across the US and internationally. Proficient in various technologies including LiDAR scanning, drones, GPS, and conventional survey methods, Ryan ensures project deliverables meet high standards through meticulous quality control and adherence to best practices.

Select Project Experience

Broadway Park Mixed-Use Development Denver, CO
Ryan provided survey services for this mixed-use site in the Denver Design District. Additional services included a new signal, due diligence, utilities, drainage alternatives, access and turning movements, relocation of easements, rerouting of utilities, and road cross-section modifications.

West Ken Caryl Avenue and South Simms Street Intersection Improvements Littleton, CO
Ryan provided terrestrial LiDAR scanning of the intersection, a traditional topographic survey, and ROW determination for roadway design purposes.

Mississippi Avenue and South Platte River Road Intersection Denver, CO*
Ryan provided topographic, utility, and ROW survey services along Mississippi Avenue from Santa Fe Drive to Fox Street by implementing conventional survey and terrestrial LiDAR scanning technologies. The project involved heavy coordination with CCD and CDOT for ROW plans and easements.

Additional Project Experience

High Line Canal Trail Realignment at Colorado Boulevard and Hampden Avenue Denver, CO*

Stuart Street Roadway and Drainage Improvements Denver, CO*

Colorado Boulevard Improvements Denver, CO*

Candelas State Highway (SH) 72 Widening Tebo Parcel Arvada, CO

**Project completed with prior firm*

Experience

22 Years in Industry
1 Year with Martin/Martin

Education

Post-Bac Certificate, GIS
Penn State World Campus, 2005

BA, Anthropology
Northern Arizona University, 1999

Registrations

Professional Land Surveyor
CO No. 38538
1 Additional State – AZ

Affiliations

National Society of Professional Surveyors

Professional Land Surveyors of Colorado, Central Chapter

JACOB HANSON, PE

ASSOCIATE PRINCIPAL/PROJECT ENGINEER

ROLE: GEOTECHNICAL ENGINEER

Kumar and Associates, Inc.

Jacob has 15 years of experience in the geotechnical and construction materials testing industry. He has experience with multiple phases of construction observation and testing on soils and mass grading, drilled and auger cast pier construction, reinforced concrete, reinforced masonry construction, asphalt and concrete pavement construction, floor flatness/floor levelness, and fireproofing observation and testing. Jacob is responsible for geotechnical subsurface investigations related to project specific studies for various project types.

Select Project Experience

Raw Waterline Phase I and II Thornton, CO
Project geotechnical engineer providing sample analysis and oversight of field/drilling operations. The project includes multiple segments and two separate phase and more than 140,000 LF of waterline from Thornton and extending through Weld County.

City of Evans Waterline Replacement Evans, CO
Project engineer for the geotechnical engineering study for the replacement of the City's waterline north of 42nd Avenue between Belmont Avenue and Carson Avenue. The project consisted of approximately 1,400 LF of waterline constructed approximately 5 to 10 feet below the existing ground surface.

Little Thompson Water District Water Tank and Waterline
Weld County, CO
Project engineer for the geotechnical engineering study for a new water tank and waterline near I-25 and WCR 38. The project consisted of an approximate 5 to 7 MG water storage tank constructed along with approximately 3,600 LF of associated pipeline.

Additional Project Experience

Town of Johnstown Wastewater Treatment Plant Pipeline
Johnstown, CO

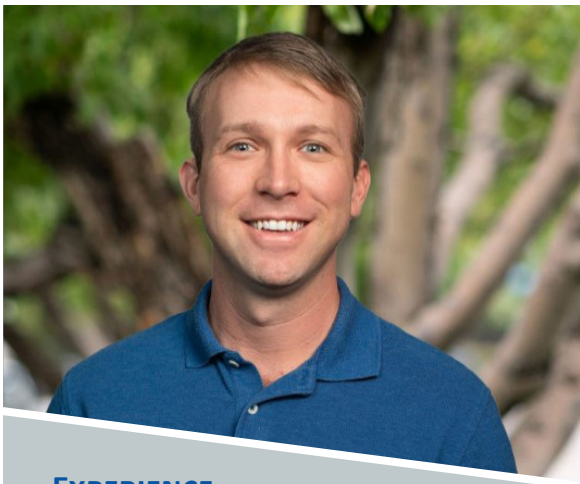
Town of Mead Waterline Replacement Mead, CO

Town of Erie Zone 3 Waterline Phases I and II Erie, CO

South St. Vrain Creek Pipeline Pump Station Lyons, CO

Town of Bennett Pump Station Bennett, CO

Interlocken Lift Station and Force Main Broomfield, CO



Experience

15 Years in Industry
13 Years with K+A

Education

BS, Civil Engineering
Washington State University, 2010

Registrations

Professional Engineer
CO No. 54404

Kumar & Associates, Inc.

CHRIS JULIANA, PLS

PRINCIPAL, PROFESSIONAL LAND SURVEYOR

ROLE: GEOTECHNICAL ENGINEER

Precision Survey & Mapping, Inc.

Chris is the founder and Principal of Precision. He has a wide breadth of experience covering many types of land surveying projects. His responsibilities include oversight and management of all surveying efforts at Precision. He is experienced in the determination of boundary lines, the preparation of GPS control networks, property descriptions for the acquisition of real property and easements, ground control for aerial photogrammetry projects, ground surveys in support of civil engineering design projects including field cross-sections, utility, and improvement locations. He is responsible for developing, training, and implementing standards and processes for Precision's LiDAR surveying methodology.

Select Project Experience

City of Aurora 2017-2019 Pipelines Aurora, CO

Principal for design survey services in support of the City of Aurora's pipeline program. Work included survey support along multiple pipeline segments, including 60-inch pipeline (1.3 miles), 36-inch pipeline (2.0 miles), and 24-inch pipeline (2.5 miles).

City of Aurora Large Valves Aurora, CO

Principal for design survey services for a City of Aurora project focused on various valve replacement improvements.

Southern Supply 12 Mile Waterline Project Various, CO

Principal for design survey services for the 12 Mile Waterline Project for Northern Colorado Water Conservancy.

City of Aurora 6th Avenue and Airport Boulevard Pressure Relief Valve Aurora, CO

Principal for design survey services for a pressure relief valve replacement project for the City of Aurora.

City of Aurora Rampart Projects (Blowoff Modifications) Aurora, CO

Principal for design survey services for City of Aurora blowoff modifications associated with pressure relief valve infrastructure.

Experience

31 Years in Industry
28 Years with Precision

Education

AAS, Civil Engineering/Surveying
Mercer County Community College

Registrations

Professional Land Surveyor
CO No. 31158

Certifications

Federal Aviation Administration
Part 107 Drone Pilot Certification

Affiliations

Professional Land Surveyors of Colorado, Central Chapter

National Society of Professional Surveyors

PRECISION SURVEY & MAPPING
PROFESSIONAL LAND SURVEYING CONSULTANTS

BOARD OF TRUSTEES INFORMATION

PUBLIC WORKS DEPARTMENT

Meeting Date:	**March 24, 2026**
Agenda Title/Subject:	**Application for Change of Handy Ditch Company Water Rights**
Type of Item:	**Consent Agenda**
Purpose:	**Adopt resolution to approve the application for water rights change**
Presented by:	**Alex Tennant, Water Utilities** **Bradley Kershaw, Lyons Gaddis Attorneys**

ATTACHMENTS:

1. Agreement Approving the Filing of Water Court Application While Pending "Catlin" Review.
2. Application for Change of Water Rights, Plan for Augmentation, and Appropriative Right of Exchange.
3. Resolution No. 2026-08 - Resolution to Approve an Application for a Change of Water Rights, Plan for Augmentation and to Appropriate Water Rights.

BACKGROUND:

Town Staff, along with the Town's water counsel and engineering consultants, have been working for several years to obtain the Handy Ditch Company's approval to file a Water Court application to change 32.83 shares of Handy Ditch Company owned by the Town ("Catlin Application"). The bylaws of the Handy Ditch Company allow a shareholder to file an application with the Water Court to change Handy shares while the Catlin review process is ongoing, with written approval from Handy Ditch Company. On March 11, 2026, the Town entered into an Agreement Approving the Filing of Water Court Application While Pending "Catlin" Review, attached as Exhibit 1 ("Catlin Agreement"). The Catlin Agreement authorizes the Town to file an application with the Water Court on or before March 31, 2026 ("Change Application"). The Catlin Agreement does not limit Handy Ditch Company's ability to fully participate in the Change Application. The Change Application is attached as Exhibit 2.

The Change Application seeks approval of a change of water rights associated with 32.83 shares of Handy Ditch Company ("Subject Water Rights") so that they can be used for all municipal uses within the Town, in addition to the continuation of historical irrigation use. The Change Application also seeks an appropriative right of exchange for the purpose of exchanging reusable water supplies (including reusable effluent from municipal use of the Subject Water rights) to the Handy Ditch headgate, where such water may be available for diversion and reuse.

[1] The term "Catlin" refers to the 1982 Colorado Supreme Court decision in *Fort Lyon Canal Co. v. Catlin Canal Co.*, 642 P.2d 501, in which the Court held that a bylaw of a mutual ditch

company which required that anyone seeking to change a water right in the ditch company first submit an application to board of directors for evaluation of effect of change on rights of others dependent on the ditch for delivery of their water was reasonable and did not violate jurisdiction of water court. Such "Catlin" approval bylaws are now customary terms in the bylaws of mutual ditch companies.

RECOMMENDED ACTION(S):

It is Staff's recommendation that the Board authorize the Town Staff, its engineering consultants, and its water rights counsel, to file the Change Application with the Water Court and to proceed with the necessary other actions deemed advisable in their discretion to adjudicate the Change Application and underlying change of the Subject Water Rights.

A Resolution approving the Change Application and authorizing the Town staff, legal consultants, and technical consultants to prepare, file, and prosecute the Change Application is attached.

AGREEMENT APPROVING THE FILING OF WATER COURT APPLICATION WHILE PENDING "CATLIN" REVIEW

THIS AGREEMENT APPROVING THE FILING OF WATER COURT APPLICATION WHILE PENDING "CATLIN" REVIEW ("**Agreement**") is made and entered into this ___ day of January, 2026 ("**Effective Date**"), by and between the Town of Berthoud, Colorado ("**Berthoud**"), whose mailing address is 807 Mountain Ave, Berthoud, Colorado 80513, and the Handy Ditch Company ("**Handy**"), whose mailing address is P.O. Box 569, Berthoud, CO 80513. Berthoud and Handy may be referred to herein individually as "Party" or collectively as the "Parties."

RECITALS

WHEREAS, Berthoud is the owner of 32.83 shares of capital stock in Handy (the "**Subject Shares**").

WHEREAS, In accordance with Handy's Bylaws and its Policy Resolution Regarding "Catlin" Review Process (collectively, the "**Catlin Review Process**") Berthoud applied to Handy for approval to change ("**Catlin Application**") the Subject Shares from irrigation use to municipal and other uses and intends to file an application in Water Court to change the use of the Subject Shares ("**Change Case**").

WHEREAS, Handy's review of Berthoud's Catlin Application is ongoing, and Handy has not issued a final decision on Berthoud's request for approval to change the Subject Shares.

WHEREAS, Berthoud desires to proceed with filing an application in Water Court to change the use of the Subject Shares while the Catlin Review Process remains ongoing.

WHEREAS, The Catlin Review Process allows for a shareholder to file an application in Water Court to change Handy shares while the Catlin Review Process is ongoing with written approval from Handy.

WHEREAS, Pursuant to the terms and conditions of this Agreement, Handy is willing to allow for Berthoud to file an application in Water Court to change the Subject Shares while its review of Berthoud's Catlin Application remains pending and ongoing.

NOW, THEREFORE, in consideration of the mutual promises and covenants contained in this Agreement, and for valuable consideration, the adequacy of which is hereby acknowledged, the Parties mutually agree as follows:

AGREEMENT

1. Incorporation. The foregoing Recitals are incorporated as if fully set forth herein.

2. Term. This Agreement shall remain in full force and effect from the Effective Date herein throughout the course of the pendency of the Change Case, unless otherwise terminated as provided herein. Berthoud shall file its Water Court Application on or before March 31, 2026.

In the event that Berthoud does not file its Water Court Application on or before March 31, 2026, this Agreement shall terminate and Handy's approval for Berthoud's filing of the Water Court Application shall automatically be revoked.

3. Approval of Water Court Application for Filing. Handy hereby approves Berthoud's filing of the Water Court Application attached hereto as **Exhibit A**. Said approval shall in no way limit Handy's ability to fully participate in the Change Case as an Opposer to protect Handy, its water rights, shareholders, property or infrastructure from injury. Any amendment to the Water Court Application by Berthoud during the course of the Change Case will require written approval of Handy. Handy expressly reserves the right to demand Berthoud's withdrawal of the Water Court Application, or an amended Water Court Application, and Berthoud's compliance with such a demand, in the event that the Catlin Review Process results in Handy's denial of Berthoud's request to change the Subject Shares or an approval with conditions which requires an amendment to the Water Court Application.

4. Approval of Preliminary Engineering. Throughout the Catlin Review Process, Handy and Berthoud have developed preliminary engineering related to Berthoud's proposed change of the Subject Shares ("**Preliminary Engineering**"). Said Preliminary Engineering is dated October 2023 and Revised April 2025, and the entirety of said Preliminary Engineering is incorporated into this Agreement by this reference. Handy hereby approves Berthoud's presentation of the Preliminary Engineering in support of its Change Case. Said approval shall in no way limit Handy's ability to fully participate in the Change Case as an Opposer to protect Handy, its water rights, shareholders, property or infrastructure from injury, including but not limited to, Handy ability to provide additional comments, analyses, or objections to the Preliminary Engineering, or to present its own engineering analyses in the Change Case which may support or contradict Berthoud's Preliminary Engineering, as Handy deems appropriate in its sole discretion. Handy reserves the right to provide additional comments, analyses, or objections to any and all subsequent versions, changes, or modifications to the Preliminary Engineering throughout the Change Case, and to present its own engineering analyses in the Change Case which may support or contradict Berthoud's Preliminary Engineering or subsequent versions thereof, as Handy deems appropriate in its sole discretion, in order to protect Handy, its water rights, shareholders, property or infrastructure from injury. Berthoud agrees that it will modify its analyses as reasonably needed should Handy's approval of Berthoud's application include conditions which would implicate a change in the Preliminary Engineering analysis.

5. Proposed Decrees. Throughout the prosecution of the Change Case, Berthoud will develop various versions of a proposed decree for its change of the Subject Shares ("**Proposed Decree**"). Handy's approval of Berthoud's filing of the Water Court Application and Handy's approval of the Preliminary Engineering as provided herein shall in no way limit Handy's

ability to fully participate in the Change Case as an Opposer to protect Handy, its water rights, shareholders, property or infrastructure from injury, including but not limited to, Handy's ability to provide comments, analyses, or objections to the contents or terms and conditions of the Proposed Decree, or to propose and argue in support of its own terms and conditions in the Proposed Decree which may support or contradict the contents or terms and conditions of Berthoud's Proposed Decree, as Handy deems appropriate in its sole discretion.

6. Costs and Fees. In accordance with Handy's Bylaws and its Policy Resolution Regarding "Catlin" Review Process, Berthoud is required to reimburse Handy for its reasonable costs and fees incurred in the Catlin Review Process and its participation in the Change Case.

   6.1. Berthoud has made a deposit to Handy that is drawn on by Handy to cover Handy's fees and costs incurred in the Catlin Review Process. Handy will continue to draw on said deposit, or subsequent funds provided for purposes of the Catlin Review Process, throughout the course of the pending Catlin Review Process.

   Berthoud shall reimburse Handy for its reasonable costs and fees incurred in the Change Case, consistent with the provisions of Paragraph 8 of the Agreement Concerning Catlin Review Process dated May 5, 2023 ("**Catlin Review Agreement**"). In consideration of this Agreement, the Parties agree to the following in regard to the manner in which Handy will be reimbursed for its participation in the Change Case.

   Within **thirty (30) days** of Berthoud's filing of the Water Court Application, Berthoud shall submit to Handy an initial deposit in the amount of **twenty-five thousand dollars ($25,000.00)**. Said deposit will be placed in a separate account established by Handy and drawn on periodically by Handy in order to satisfy its reasonable costs and fees expended or incurred in relation to Handy's participation in the Change Case. In the event that the balance of said deposit made by Berthoud drops below the amount of **ten thousand dollars ($10,000.00)** during the course of the Change Case, Berthoud shall, within **thirty (30) days** of notice thereof from Handy, provide additional funds to Handy to be deposited, held, and drawn upon by Handy periodically in order to satisfy reasonable costs and fees expended or incurred in relation to Handy's ongoing participation in the Change Case. The amount of said additional funds provided by Berthoud shall be in accordance with Handy's reasonably anticipated costs for its continued participation in the Change Case given the then-current stage of the judicial proceedings, but not less than **ten thousand dollars ($10,000.00)** per request to Berthoud. Any of said funds not utilized by Handy in its participation in the Change Case will be refunded to Berthoud within thirty (30) days of: (1) the entry of a final, non-appealable decree in the Change Case, (2) the final, non-appealable denial of the change of water rights sought by Berthoud in the Change Case; or (3) the withdrawal of Berthoud's Water Court Application in the Change Case.

By written notice, at any time throughout the Change Case, Berthoud shall have the right to seek an accounting from Handy regarding Handy's expenditures of the deposit. Handy shall have thirty (30) days from the receipt of such notice requesting an accounting from Berthoud to provide a summary of expenditures of the deposit(s) provided by Berthoud.

7. Agreement Concerning Catlin Review Process. In relevant part, Handy's Policy Resolution Regarding "Catlin" Review Process and the Catlin Review Agreement contemplate the payment of a per-share "Application Fee" associated with Berthoud's requested change of the Subject Shares. Pursuant to the Catlin Review Agreement, Berthoud has elected to make certain "Milestone Payments" as described in Paragraph 6(b) of the Catlin Review Agreement.

Whereas, Paragraphs 6(b) and 6(c) of the Catlin Review Agreement provides as follows:

> b. *Milestone Payments. If Berthoud does not pay the Application Fee as set forth in the preceding paragraph 6(a), Berthoud will pay the Application Fee in the total amount of $3,250 per share included in the Catlin Application, with partial payments due over time upon the occurrence of certain milestones, as set forth below:*
>
> i. *Within 14 days after issuance by the Company of an approval or approval with conditions of the Berthoud's Catlin Application, Berthoud shall pay $487.50 per share included in the Catlin Application;*
> ii. *Within 14 days after Berthoud files its Change Application in Water Court, Berthoud shall pay $585 per share included in the Catlin Application;*
> iii. *Upon final execution of an Operations Agreement with the Company, Berthoud shall pay $487.50 per share included in the Catlin Application; and*
> iv. *Upon entry by the Water Court of a final decree adjudicating Berthoud's Change Application, Berthoud shall pay $1,690 per share included in the Catlin Application.*
>
> c. *Denial of Catlin Application. If the Company disapproves or otherwise denies Berthoud's Catlin Application, Berthoud shall not be required to pay any Application Fee.*

The Parties hereby acknowledge that Handy's Policy Resolution Regarding "Catlin" Review Process and the Catlin Review Agreement contemplate the payment of the per-share "Application Fee" upon the completion of the Catlin Review Process and final approval, or approval with conditions, of Berthoud's Catlin Application. Given that Handy's review of Berthoud's Catlin Application is ongoing, but pursuant to this Agreement, Berthoud is entitled

to file its Water Court Application, the Parties hereby amend Paragraph 6(b)(ii) above to provide as follows:

ii. Within 14 days after issuance by the Company of an approval or approval with conditions of Berthoud's Catlin Application. Berthoud shall pay $585 per share included in the Catlin Application.

8. Ongoing Catlin Review Process. The Parties hereby acknowledge and agree that the Catlin Review Process for Berthoud's proposed change of the Subject Shares remains ongoing. Berthoud's Water Court Application and its prosecution of the Change Case shall remain subject to the Catlin Review Process and Handy's decision to approve, deny, or approve with conditions Berthoud's request to change the Subject Shares. Handy's approval of the filing of Berthoud's Water Court Application, and its approval of Berthoud's presentation of the Preliminary Engineering in the Change Case, as provided herein, shall in no way limit Handy's ability to continue its review Berthoud's Catlin Application and issue an approval, denial, or approval with conditions concerning Berthoud's Catlin Application upon completion of the Catlin Review Process. Handy reserves the right to fully evaluate Berthoud's Catlin Application, and nothing herein shall be construed as an approval by Handy of Berthoud's Water Court Application or the Preliminary Engineering.

9. Opposition to Change Case. Handy reserves the right to participate as an Opposer in the Change Case, and in any other similar action by Berthoud, whether pending or subsequent to the date of this Agreement, including any plans or other attempts by Berthoud to obtain judicial or administrative approval concerning Berthoud's use of water attributable to the Subject Shares, in order to protect Handy, its water rights, shareholders, property or infrastructure from injury as a result of the judicial or administrative approval(s) sought by Berthoud. This Agreement shall in no way limit Handy's ability to fully participate as an Opposer in all aspects of the Change Case and any subsequent proceedings related thereto.

10. Limitation of Agreement to the Subject Shares. This Agreement is specifically limited to the Subject Shares identified herein and the Catlin Review Process attendant hereto. In the event that Berthoud acquires or seeks to change additional Handy shares in the future, it shall be subject to Handy's Catlin Review Process and such additional shares shall not automatically be incorporated into this Agreement.

11. No Modification. This Agreement shall in no way amend, modify, or change the rights and responsibilities of the Parties as provided in Handy's Bylaws. Expect as specifically provided for herein, this Agreement shall in no way amend, modify, or change the rights and responsibilities of the Parties as provided in Handy's Policy Resolution Regarding "Catlin" Review Process or the Catlin Review Agreement.

12. Notice. Any notice or consent needed or required to be given under this Agreement shall be in writing and emailed, mailed by registered or certified mail, return receipt requested, or hand-delivered to the Party entitled thereto, as follows:

To Berthoud:
Attn: Ken Matthews
Director of Water Utilities
Town of Berthoud
807 Mountain Ave
Berthoud, Colorado 80513
kmatthews@berthoud.org

With Copy To:
Peter C. Johnson
Lyons Gaddis
950 Spruce Street, Suite 1B
Louisville, CO 80027
pjohnson@lyonsgaddis.com

To Handy:
Handy Ditch Company
2010 CR 10E
Berthoud, CO 80513
handyditch@gmail.com

With Copy To:
Bradley C. Grasmick
David L. Strait
Lawrence Custer Grasmick Jones & Donovan, LLP
5245 Ronald Reagan Blvd., Suite 1
Johnstown, CO 80534
brad@lcwaterlaw.com
dstrait@lcwaterlaw.com

The contact information given above may be modified at any time by written notice to the other Party.

13. Entire Agreement. This Agreement represents the entire agreement of the Parties and supersedes all prior negotiations, representations, or agreements, either written or oral with respect to the matters addressed herein.

14. Amendment. This Agreement may only be amended in writing by the mutual agreement of the Parties.

15. Waiver. The waiver of any breach of any provision of this Agreement by either Party shall not constitute a waiver of any subsequent breach of said Party.

16. Binding Agreement. This Agreement is binding upon the Parties and their successors and assigns.

17. Severability. If any provision of this Agreement or portion thereof is be found by any court having competent jurisdiction over this Agreement and the Parties to be invalid, unlawful, or unenforceable, this Agreement shall nevertheless remain effective, but shall be considered amended to the extent considered by said court to be reasonably necessary to render said provision or portion hereof valid, lawful, and enforceable, and shall be fully enforceable as so amended

18. Governing Law and Forum. This Agreement shall be governed by and construed in accordance with the laws of the State of Colorado.

19. Authority. Each of the persons executing this Agreement on behalf of the Parties covenants and warrants that he or she is fully authorized to execute this Agreement on behalf of the Party he or she represents. The Parties further agree that they each have sought the advice of independent legal counsel prior to entering into this Agreement.

20. Counterparts. This Agreement may be executed in duplicate original counterparts.

IN WITNESS WHEREOF, the undersigned Parties have caused this Agreement to be executed on the day and year first written above.

[SIGNATURES TO FOLLOW]

HANDY DITCH COMPANY

By: Doug R Rems

Title: President

HANDY DITCH COMPANY

By: Steven D Anderson

Title: Vice-President

HANDY DITCH COMPANY

By: _____

Title: _____

HANDY DITCH COMPANY

By: Jim Myers

Title: SECRETARY-TREASURER

HANDY DITCH COMPANY

By: Todd Alder

Title: Director

ATTEST:

(SEAL)

By: Amanda Hoff

Title: Executive Administrative Assistant

TOWN OF BERTHOUD

By: _____

Title: Town Administrator

ATTEST:

_____

(SEAL)

HANDY DITCH COMPANY

By: _____

Title: _____

HANDY DITCH COMPANY

By: _____

Title: _____

HANDY DITCH COMPANY

By: _____

Title: _____

HANDY DITCH COMPANY

By: _____

Title: Director

HANDY DITCH COMPANY

By: _____

Title: _____

ATTEST:

(SEAL)

By: _____

Title: Executive Administrative Assistant

TOWN OF BERTHOUD

By: _____

Title: Town Administrator

ATTEST:

_____

(SEAL)

TOWN OF BERTHOUD LARIMER & WELD COUNTIES INCORPORATED OCT. 5 A.D. 1909 SEAL COLORADO

DISTRICT COURT, WATER DIVISION 1 STATE OF COLORADO Weld County Courthouse 901 9th Ave., Greeley, CO 80631 P.O. Box 2038, Greeley, CO 80632 Telephone: (970) 475-2400	
Concerning the Application for Water Rights of: Town of Berthoud IN LARIMER AND WELD COUNTIES	▲ COURT USE ONLY▲
Attorneys for Applicant Town of Berthoud: Peter C. Johnson, Atty. Reg. #41670 Andrea A. Kehrl, Atty. Reg. #42571 Bradley N. Kershaw, Atty. Reg. #52386 Lyons Gaddis, P.C. P.O. Box 978 Longmont, CO 80502-0978 Telephone: 303-776-9900 E-mail: pjohnson@lyonsgaddis.com; akehrl@lyonsgaddis.com; bkershaw@lyonsgaddis.com	Case Number: 26CW_____
APPLICATION FOR CHANGE OF WATER RIGHTS, PLAN FOR AUGMENTATION, AND APPROPRIATIVE RIGHT OF EXCHANGE	

1. Name, Mailing Address, Email Address, and Telephone Number of Applicant:

   Town of Berthoud ("Applicant")
   P.O. Box 1229
   Berthoud, Colorado 80513
   (970) 532-2643

   Please send all pleadings and correspondence to:

Peter C. Johnson, Esq.
Andrea A. Kehrl, Esq.
Bradley N. Kershaw, Esq.
Lyons Gaddis, P.C.
P.O. Box 978
Longmont, CO 80502-0978
pjohnson@lyonsgaddis.com; akehrl@lyonsgaddis.com; bkershaw@lyonsgaddis.com

2. Purpose: Applicant seeks a change of water rights for those water rights associated with thirty two and eighty-three hundredths (32.83) shares of the nine hundred (900) outstanding shares of capital stock in the Handy Ditch Company, represented by Share Certificate Nos. 4355 (23.33 shares), 4441 (2.5 shares), 4430 (1 share), and 4235 (6 shares) (collectively, the "Subject Water Rights"). Applicant also seeks to adjudicate a plan for augmentation to provide adequate sources of replacement water to maintain the historical return flows associated with the Subject Water Rights, and to adjudicate appropriative rights of exchange for the purpose of exchanging water available under the Subject Water Rights on the Big Thompson River from its confluence with the Little Thompson River to the Handy Ditch headgate.

Claim for Change of Water Rights

3. Names of structures: Handy Ditch, Welch Reservoir, and Hertha Reservoir.

4. Handy Ditch Company Water Rights:

   A. Handy Ditch:

      i. Decree: May 28, 1883, unnumbered case, District Court, Boulder County.

      ii. Legal description of structure: The Handy Ditch headgate located on the right bank of the Big Thompson River immediately downstream from the mouth of the Big Thompson Canyon in Section 3, Township 5 North, Range 70 West of the 6th P.M., in Larimer County. See map attached hereto as **Exhibit A**.

      iii. Decreed source of water: Big Thompson River.

      iv. Appropriation dates and amounts: February 28, 1878, Priority No. 39, for 31.2 cubic feet per second ("cfs"); and December 15, 1880, Priority No. 47.5, for 141.234 cfs.

      v. Decreed use: Irrigation.

   B. Big Thompson Ditch and Manufacturing Company:

      i. Decree: May 28, 1883, unnumbered case, District Court in and for Boulder County.

         1. Subsequent decree: A portion of the water rights originally decreed to the Big Thompson Ditch and Manufacturing Company have historically been utilized under the Handy Ditch system. In a decree entered on March 23, 1914, in Civil Action 0260, District Court in and for Boulder County, that portion of Priorities 2, 4, 10-1/2, and 20 of the Big Thompson Ditch and Manufacturing Company water rights (specifically described below) were changed for diversion at the Handy Ditch headgate. Of changed water rights available at the Handy Ditch headgate, half are owned by the Handy Ditch Company and are

the subject of this Application. The other half are privately owned and are not the subject of this Application.

ii. Legal description of structure: The original decreed point of diversion of the Big Thompson Ditch and Manufacturing Company water rights is located in the Section 15, Township 5 North, Range 69 West, 6th P.M., in Larimer County. The headgate of the Handy Ditch is described in paragraph 4.A.ii above.

iii. Decreed source of water: Big Thompson River.

iv. Appropriation dates and amounts (as changed for diversion at the Handy Ditch headgate and owned by the Handy Ditch Company):

a. April 1, 1863, Priority No. 2, for 0.695 cfs.

b. May 1, 1864, Priority No. 4, for 0.76 cfs.

c. March 1, 1867, Priority No. 10-1/2, for 1.345 cfs.

d. May 1, 1872, Priority No. 20, for 0.20 cfs.

v. Decreed use: Irrigation.

C. Big Thompson Irrigating Ditch:

i. Decree: May 28, 1883, unnumbered case, District Court, Boulder County.

1. Subsequent decree: A portion of the water right originally decreed to the Big Thompson Irrigating Ditch was historically utilized under the Handy Ditch system. In a decree entered on C.A. 1336, March 21, 1898, District Court, Larimer County, that portion of Priority 5 (described below) of the Big Thompson Irrigating Ditch was changed for diversion at the Handy Ditch headgate. Of the changed Big Thompson Irrigating Ditch water right available at the Handy Ditch headgate, half is owned by the Handy Ditch Company and is the subject of this Application. The other half is privately owned and is not the subject of this Application.

ii. Legal description of structure: The original decreed point of diversion of the Big Thompson Irrigating Ditch is located in Section 19, Township 5 North, Range 68 West, 6th P.M., Larimer County. The headgate of the Handy Ditch is described in paragraph 4.A.ii above.

iii. Decreed source of water: Big Thompson River.

iv. Appropriation date and amount (as changed for diversion at the Handy Ditch headgate and historically used by the Handy Ditch Company): February 25, 1865, Priority No. 5, for 20 cfs.

v. Decreed use: Irrigation.

D. Welch Reservoir:

i. Decrees: April 1, 1931, Case No. 9079, District Court, Boulder County; and November 14, 1939, Case No. 10077, District Court, Boulder County (enlargement / refill).

ii. Legal description of structure: Welch Reservoir is located within parts of Sections 3, 4, 9, and 10, Township 4 North, Range 69 West, 6th P.M., Larimer County, as shown on **Exhibit A**. The point of diversion for Welch Reservoir is the headgate of the Handy Ditch, described in paragraph 4.A.ii above.

iii. Decreed source of water: Big Thompson River.

iv. Appropriation dates and amounts:

1. Welch Reservoir No. 1: October 1, 1881, Reservoir Priority No. 20, 1,901 acre-feet.

2. Welch Reservoir No. 2: November 25, 1888, Reservoir Priority No. 22, 662 acre-feet.

3. Welch Reservoir No. 5: November 25, 1888, Reservoir Priority No. 23, 26.5 acre-feet.

4. Welch Reservoir Nos. 1, 2, and 5 (First Enlargement): April 17, 1902, Reservoir Priority No. 24, 1,263 acre-feet.

5. Welch Reservoir Nos. 3 and 4: February 1, 1904, Reservoir Priority No. 25, 472 acre-feet.

6. Welch Reservoir Nos. 1, 2, 3, 4, and 5 (Second Enlargement): June 1, 1921, Reservoir Priority No. 28, 631 acre-feet.

7. Welch Reservoir Nos. 1, 2, 3, 4, and 5 (Refill): June 15, 1923, Reservoir Refill Priority No. 49, 4,955 acre-feet.

v. Total amount decreed to structure: 4,955 acre-feet, with one annual refill. In Civil Action No. 4862, District Court, Boulder County, by a decree entered March 18, 1912, a diversion rate of 125 cfs from the Handy Ditch was decreed for Welch Reservoirs Nos. 1, 2, 3, 4, and 5.

vi. Decreed uses: Agricultural purposes.

E. Hertha Reservoir:

i. Decrees: April 1, 1931, Case No. 9079, District Court, Boulder County (first fill and enlargement); November 14, 1939, Case No. 10077, District Court, Boulder County (refill).

ii. Legal description of structure: Northeast 1/4 of Section 13, Township 4 North, Range 69 West, 6th P.M. Hertha Reservoir is located in parts of Sections 7 and 18, Township 4 North, Range 69 West, 6th P.M., and part of Section 13, Township 4 North, Range 70 West, 6th P.M., Larimer County, as shown on **Exhibit A**.

iii. Decreed source of water: Knaus Creek and Dry Creek and their tributaries, which are tributaries to the Little Thompson River, tributary to the Big Thompson River.

iv. Appropriation dates and amounts:

1. First Fill: November 9, 1909, Reservoir Priority No. 26, 593 acre-feet.

2. First Enlargement: May 18, 1925, Reservoir Priority No. 29, 1,543 acre-feet.

3. Refill: June 15, 1923, Reservoir Priority No. 51, 593 acre-feet.

v. Decreed uses: Agricultural purposes.

5. Amount of water that Applicant intends to change: Applicant seeks to change its pro rata share of the water rights described in paragraph 4, above, based on its ownership of 32.83 shares of the 900 outstanding total number of shares of capital stock in the Handy Ditch Company ("Subject Water Rights").

6. Detailed description of proposed change: Applicant seeks to change the type of use and the place of use of the Subject Water Rights.

A. Change in place of use: Applicant seeks to change the place of use of the Subject Water Rights to allow use within its service area, as shown on **Exhibit A**, as that service area exists or may exist in the future, extra-territorial areas served by interconnects with other water supply systems, under water supply contracts or obligations of Applicant, and at any location where Applicant has augmentation or replacement obligations. In addition, the Subject Water Rights may continue to be used within and under the Handy Ditch system for irrigation purposes in a manner consistent with the historical operating practices of the ditch.

i. Place of storage: Applicant will store the Subject Water Rights in the locations described below and shown on **Exhibit A**.

1. Hertha Reservoir, located in parts of Section 7 and 18, Township 4 North, Range 69 West, 6th P.M., and in parts of Section 13, Township 4 North, Range 70 West, 6th P.M., in Larimer County.

2. Welch Reservoir, located in parts of Section 3, 4, 9, and 10, Township 4 North, Range 69 West, 6th P.M., in Larimer County.

3. Berthoud Reservoir, located in portions of the N1/2 of Section 11, Township 4 North, Range 69 West, 6th P.M., in Larimer County.

4. Loveland Lake, located in the S1/2 of the SE1/4 of Section 10; the W1/2 of the NW1/4 of Section 14; and the NE1/4 of Section 15, Township 4 North, Range 69 West, 6th P.M., in Larimer County. Applicant will not store water in Loveland Lake without prior

authorization or written approval from the Loveland Lake and Ditch Company.

5. Heron Lakes Pond, located in the NE1/4 of the SW1/4 of Section 3, Township 4 North, Range 69 West, 6th P.M., 1,505 feet from the west section line and 2,270 feet from the south section line.

6. Any other water storage facilities owned by Applicant in the future or facilities in which Applicant has or obtains written approval to store water.

B. No change in the point of diversion. No change in the point of diversion for the Subject Water Rights is sought herein.

C. Change in type of use: In addition to the continuation of historical irrigation use, Applicant seeks to change the type of use of the Subject Water Rights to include all municipal uses (including but not limited to domestic, irrigation, mechanical, manufacturing, commercial and industrial uses), augmentation, replacement, and in-reservoir beneficial uses (fishery, wildlife, piscatorial, and recreational). The Subject Water Rights may be applied immediately to such uses, may be stored for subsequent application to such uses, may be used by exchange or substitution, or may be applied to such uses after recharge in a recharge project in which the Subject Water Rights were specifically identified as a source of recharge supply in a future water court application(s) or substitute water supply plan(s).

D. Use, reuse, and successive use to extinction: Applicant will use, reuse, and successively use to extinction the Subject Water Rights for the purposes described in this paragraph 6, so long as all historical return flows have first been replaced. Applicant seeks to decree the methodology by which it will quantify reusable effluent return flows available at its wastewater treatment facility for reuse and successive use to extinction for the purposes described in this paragraph 6. Applicant does not seek in this case to quantify any other types reusable return flows (including but not limited to irrigation return flows) derived from use of the Subject Water Rights but reserves the right to do so in a future water court application.

E. Integrated system: Pursuant to section 37-92-301(4)(b), C.R.S., the Subject Water Rights and the appropriative rights of exchange described below are

part of an integrated system operated by Applicant for use of water within the Town of Berthoud, which system includes other reservoirs and water rights.

7. Determination of historical use: As part of this case, Applicant will quantify the time, place, and amount of the consumptive use and return flows associated with use of the Subject Water Rights for their historically decreed purposes through a historical use analysis of the Subject Water Rights. To quantify the historical use of the Subject Water Rights, Applicant conducted a ditch-wide historical use analysis of the Handy Ditch system. The locations of historical use of the Subject Water Rights are shown on **Exhibit A**; however, these locations are approximate and are subject to future revisions without re-publication of this Application.

    A. Records relied upon: Applicant will rely on diversion records available from the ditch company and/or the State Engineer's Office to demonstrate the historical timing, location, and amount of use of the Subject Water Rights. Applicant's analysis demonstrates that the Handy Ditch Company system has historically been water-short, and therefore Applicant does not intend to provide or identify specific dry-up.

8. Return flow replacement plan: Applicant will decree the methodology through which it will replace historical return flows in time, amount, and location as necessary to prevent injury to other vested water rights. Historical return flows that accrued to the Little Thompson River basin will be replaced at Applicant's wastewater treatment facilities, which facilities are located within the SE1/4 SW1/4, Section 19, Township 4 North, Range 68 West, 6th P.M. and the SE1/4 SW1/4, Section 14, Township 4 North, Range 68 West, 6th P.M., and by the delivery of other replacement supplies available to Applicant that are capable of being released above the downstream calling water right. Historical return flows that accrued to the Big Thompson River basin will be replaced at or near the Handy Ditch headgate, with releases from Ryan Gulch Reservoir, and by the delivery of other replacement supplies available to Applicant that are capable of being released above the downstream calling water right.

    A. Replacement water supplies: Applicant will use one or more of the following sources of water for the replacement of historical return flows:

        i. The Subject Water Rights.

ii. Windy Gap Project Water: Water provided to Applicant pursuant to its allotment of Windy Gap Project water. The water rights for the Windy Gap Project are in the Colorado River Basin and consist of the Windy Gap Pump, Pipeline, and Canal; Windy Gap Pump, Pipeline, and Canal First Enlargement; Windy Gap Pump, Pipeline, and Canal Second Enlargement; and Windy Gap Reservoir. These water rights were originally decreed in Case No. CA-1768, Grand County District Court on October 27, 1980, and in Case Nos. W-4001 and 80CW108, District Court, Water Division 5 on October 27, 1980. In addition, decrees awarding absolute water rights for municipal, industrial, irrigation, and recreational uses, including reuse, successive use, and use to extinction for the Windy Gap Reservoir; Windy Gap Pump, Pipeline and Canal; and Windy Gap Pump, Pipeline, and Canal First and Second Enlargements were entered in Case No. 88CW169, Water Division 5 (February 6, 1989) and Case No. 89CW298, Water Division 5 (July 19, 1990). Windy Gap Project water is introduced, stored, carried, and delivered in and through the components of the Colorado Big Thompson Project, co-operated by the Northern Colorado Water Conservancy District and the Bureau of Reclamation. Windy Gap Project water is imported foreign water that is available for use, reuse, and successive use to extinction. Applicant will quantify reusable return flows from the Windy Gap Project water using the methodology as decreed in Case No. 21CW3023.

iii. Previously changed Handy Ditch Company shares, decreed in Case No. 00CW110. Applicant changed 7.5 Handy Ditch Company shares in Case No. 00CW110, and that water is available for use, reuse, and successive use to extinction. Applicant will quantify reusable return flows from those 7.5 Handy Ditch Company shares using the methodology decreed in Case No. 00CW110.

iv. Ryan Gulch Reservoir Company shares, decreed in Case No. 21CW3023.

v. Other replacement supplies available to Applicant that are capable of being released above the downstream calling water right.

9. Appropriation of historical return flows: Historical return flows will be replaced only to downstream calling water rights senior to the date of the filing of this Application, and Applicant hereby appropriates for the changed uses described herein any historical return flows not required to be so replaced.

Claim for Plan for Augmentation

10. Purpose of the Plan For Augmentation: The purpose of the augmentation plan claimed herein is to provide adequate sources of replacement water to maintain the historical return flows associated with the Subject Water Rights.

11. Depletions to be augmented: The historical return flow obligations associated with the Subject Water Rights, determined as described in paragraphs 8 and 9 above.

12. Water Rights to be used for augmentation: Applicant will use water derived from the sources described in paragraph 8 above to replace the historical return flow obligations associated with the Subject Water Rights in time, place, and amount as necessary to prevent injury to any owner of or persons entitled to use water under a vested water rights or a decreed conditional water right.

    A. Future Acquired Sources: Applicant intends to acquire and/or lease additional water supplies in the future for use as a source of replacement in the plan for augmentation described herein. Said replacement supplies may be acquired and/or leased to replace or supplement water from the sources identified in paragraph 8 above. Applicant will add future acquired sources to the plan for augmentation claimed in this application pursuant to section 37-92-305(8)(c) of the Colorado Revised Statutes.

13. ByLaw Approval: The Bylaws of the Handy Ditch Company require that any change of water right "shall first require approval of the Board of Directors." The Handy Ditch Company's policy allows an applicant to file an application for a change of water rights in Water Court, concurrent with the filing of an application with the Handy Ditch Company for change of water rights. Applicant has obtained the Handy Ditch Company's written approval to file this Application and is in the process of obtaining the Handy Ditch Company's approval of the changes proposed herein.

Claim for an Appropriative Right of Exchange:

14. Description of Berthoud-Handy Exchange: Applicant seeks to adjudicate an appropriative right of exchange on the Big Thompson River to be used to exchange quantified wastewater return flows upstream for diversion into the Handy Ditch ("Berthoud-Handy Exchange"). The exchange reach for the Berthoud-Handy Exchange is shown on **Exhibit A**. Once in the Handy Ditch system, Applicant will take delivery of the exchanged water for use, reuse, and successive uses as described in paragraph 6, above. Use of the Handy Ditch system for the diversion, delivery, and storage of water diverted under the Berthoud-Handy Exchange will be subject to the September 12, 1989, Carriage Agreement between Applicant and the Handy Ditch Company, or any related or successive agreement regarding carriage of Applicant's water through the Handy Ditch system. Applicant also reserves the right to lease the exchanged water to the Handy Ditch Company for irrigation purposes under the Handy Ditch system.

    A. Exchange-from points:

        i. Confluence of the Little Thompson River and the Big Thompson River, located in Section 2, Township 4 North, Range 67 West, 6th P.M., in Larimer County, at a point 1,575 feet from the east section line and 1,620 from the south section line of said Section 2, (UTM: 512,337.7 E; 4,465.330.8 N).

    B. Exchange-to points:

        i. The Handy Ditch headgate, located on the right bank of the Big Thompson River in the SW1/4, Section 3, Township 5 North, Range 70 West of the 6th P.M., in Larimer County.

    C. Sources of supply:

        i. The Subject Water Rights.

        ii. Windy Gap Project Water, as described in paragraph 8.A.ii.

        iii. Previously changed Handy Ditch Company shares, as described in paragraph 8.A.iii.

iv. Ryan Gulch Reservoir Company shares, changed in Case No. 21CW3023.

D. Exchange rate: 20 c.f.s., Conditional.

15. Appropriation date: [DATE], 2026, the date of filing this Application.

16. Name(s) and address(es) of owner(s) or reputed owners of the land upon which any new diversion or storage structure, or modification to any existing diversion or storage structure is or will be constructed or upon which water is or will be stored, including any modification to the existing storage pool:

Berthoud Heritage Metropolitan District No. 9
550 West Eisenhower Blvd.
Loveland, CO 80537

Heron Lakes Investments, LLC
444 Mountain Avenue
Berthoud, CO 80513

The Handy Ditch Company
P.O. Box 569
Berthoud, CO 80513

WHEREFORE, Applicant requests that the Court enter a decree granting the above-proposed change of water rights, plan for augmentation, and appropriative right of exchange, and such other relief that it deems proper.

Respectfully submitted this _____ day of _____, 2026.

LYONS GADDIS, P.C.

Signature on file pursuant to C.R.C.P. 121 § 1-26(7)

By: _____
Peter C. Johnson (#41670)
Andrea A. Kehrl (#42571)
Bradley N. Kershaw (#52386)

Attorneys for the Applicant, Town of Berthoud

VERIFICATION

STATE OF COLORADO)
) ss.
COUNTY OF LARIMER)

VERIFICATION AND ACKNOWLEDGMENT OF PERSON HAVING KNOWLEDGE OF THE FACTS STATED IN THIS APPLICATION

I declare under penalty of perjury under the law of Colorado that the foregoing is true and correct.

Executed on the _____ day of _____, 2026, at

Berthoud, Colorado
(location (*i.e.* city, state))

_____ _____
Printed Name Signature

The person signing this verification is (check one): __X___ Applicant; _____Engineer; ____ Other (Town Administrator)

CERTIFICATE OF SERVICE

I hereby certify that on this ____ day of _____, 2026, I served a true and correct copy of the foregoing **APPLICATION FOR CHANGE OF WATER RIGHTS, PLAN FOR AUGMENTATION, AND APPROPRIATIVE RIGHT OF EXCHANGE** by Colorado Courts E-Filing addressed to the following:

Party Name	Party Type	Attorney/Paraprofessional Name
Division 1 Engineer	Division Engineer	DIVISION 1 WATER ENGINEER (State of Colorado DWR Division 1)
State Engineer	State Engineer	COLORADO DIVISION OF WATER RESOURCES (State of Colorado - Division of Water Resources)

_____
/s/ *signature* on file
Pursuant to C.R.C.P. *121, §1-26(7)*

Resolution No. 8
Series 2026

A Resolution to Approve an Application for a Change of Water Rights, Plan for Augmentation and to Appropriate Water Rights

WHEREAS, the Town of Berthoud, by and through the Town of Berthoud Water Department, an enterprise of the Town of Berthoud, provides water supply to its residents, customers, lessees, and contractees, and maintains a diverse water rights portfolio for that purpose; and

WHEREAS, the Town of Berthoud intends to change and use as a source of water supply 32.83 shares in the Handy Ditch Company ("Shares"), which is a portion of the 48.33 shares in the Handy Ditch Company currently owned by the Town of Berthoud; and

WHEREAS, the Shares are presently decreed for irrigation uses and, therefore, cannot be used as a source of potable water supply for the Town of Berthoud's purposes at this time; and

WHEREAS, to make the Shares available for the Town of Berthoud's purposes, the Town will be required to file an application with the Division 1 Water Court for a change of water rights for the Shares; and

WHEREAS, to maximize the use, reuse, and successive use of the water available from the changed Shares and other reusable supplies, the Town of Berthoud also seeks water court approval of an appropriative right of exchange that will allow to delivery of reusable effluent from the Shares to the headgate of the Handy Ditch Company via exchange.

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

Section 1. The Town of Berthoud, acting through its Board of Trustees ("Board"), has need for the water available under the Shares, and therefore agrees, confirms, and approves the filing of an application with the Water Court for a change of water rights for the Shares to make such water available for the uses described above and for any proper purposes.

Section 2. The Town of Berthoud intends to and will fully consume and use, reuse, and successively use to extinction all water available to the Shares.

Section 3. It is the intent of the Board to appropriate an appropriative right of exchange for use by the Town of Berthoud.

Section 4. The Board hereby acts to appropriate an appropriative right of exchange, described as follows: The exchange will operate on the Big Thompson River from its confluence with the Little Thompson River and will exchange water from the confluence upstream to the headgate of the Handy Ditch. The exchange will operate at a rate of 20 c.f.s. to allow re-diversion of the Shares, including all reusable water derived from the Shares, for use, reuse, and successive uses in its municipal water supply system and for all other decreed uses of the Shares.

Section 5. The Board authorizes Town staff, legal consultants, and technical consultants to prepare, file, and prosecute an application for a change of water rights for the Shares and adjudicate a plan for augmentation for replacement of historical return flows associated with the Shares and an appropriative right of exchange in the Division 1 Water Court.

Section 6. The Board further authorizes Town staff and water counsel to execute any necessary documentation to pursue said water rights.

Introduced, approved and adopted this 24th day of March, 2026.

Town of Berthoud

_____

William Karspeck, Mayor

Attest

_____

Christian Samora, Town Clerk

Board Of Trustee Information

ADMINISTRATION DEPARTMENT

Meeting Date:	**March 24, 2026**
Agenda Title/Subject:	**Berthoud Local Agreement**
Type of Item:	**Consent Agenda**
Purpose:	**Approval of annual agreement for a partnership with Recreation Department**
Presented by:	**Administration**

Attachments:

- 2026 Berthoud Local Programming Agreement

Background:

Berthoud Local's mission has remained to foster local food-focused initiatives within the Town of Berthoud by improving access to local food, advancing agricultural education practices, and creating meaningful opportunities for community involvement.

A primary area of investment for Berthoud Local is the coordination and delivery of its community education series, offered in partnership with the Town of Berthoud Recreation Department. Classes are intentionally subsidized to ensure accessibility for all community members, with registration fees kept low and program listings distributed through the Town's recreation guide to maximize community reach.

The series provides local instructors with a platform to share their expertise across topics such as food gardening, homesteading, sustainability, and harvest skills, connecting attendees to their local environment. All instructors are compensated for their time and knowledge.

In 2025, Berthoud Local delivered 22 classes to more than 200 attendees, representing a 53.9% increase in participation over 2024. The Recreation Center and Berthoud Local have partnered on programming for the past three years.

Berthoud Local's ability to continue serving this community depends on the Town's continued partnership and support.

Fiscal Impact And Fund Source:

Berthoud Local is requesting $25,000.00 in funding from the Town of Berthoud to subsidize salary compensation and operational expenses for the community education series.

The funding source for the request is from the 2019 1% fund of the Town of Berthoud budget. Line item 52-07-5021.04 Contract Art Activities

Community Touchstones:

A key part of Berthoud's identity is the strong bond between our partnerships and the Town itself. This partnership and the classes being offered to the Berthoud residents are a living expression of what Berthoud becomes when local government and small organizations work together.

Recommended Action(S):

It is recommended the Board of Trustees approve the annual programming agreement with Berthoud Local which will effectively approve the associated funding for the programs and operations request for the year 2026.

Agreement for Services
(Fixed Fee)

This Agreement for Services (the "Agreement") is made and entered into this _____ day of _____, 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 Berthoud Local, an independent contractor with a mailing address of P.O. Box 1331, 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**, attached hereto and incorporated herein by this reference, and known as:

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 until February 19, 2027, unless terminated as provided herein.

b. Either Party may terminate this Agreement upon 30 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 Contractor as described in **Exhibit A**. 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 invoices 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.

k. *Subject to Annual Appropriation*. Consistent with Article X, § 20 of the Colorado Constitution, any financial obligation of the Town not performed during the current fiscal year is subject to annual appropriation, shall extend only to monies currently appropriated, and shall not constitute a mandatory charge, requirement, debt or liability beyond the current fiscal year.

l. *Force Majeure*. No Party shall be in breach of this Agreement if such Party's failure to perform any of the duties under this Agreement is due to Force Majeure, which shall be defined as the inability to undertake or perform any of the duties under this Agreement due to acts of God, floods, fires, sabotage, terrorist attack, strikes, riots, war, labor disputes, forces of nature, the authority and orders of government or pandemics.

m. *Electronic Signatures*. The Parties intend that this Agreement be governed by the Uniform Electronic Transactions Act, C.R.S. § 24-71.3-101, *et seq*.

In Witness Whereof, the Parties have executed this Agreement as of the Effective Date.

Town of Berthoud, Colorado

_____
William Karspeck, Mayor

Attest:

_____
Christian R. Samora, CMC, Town Clerk

Contractor

By: _____

State of Colorado)
) ss.
County of _____)

The foregoing instrument was subscribed, sworn to and acknowledged before me this ___ day of _____, 2026, by _____ as _____ of _____.

My commission expires:

(Seal)

_____
Notary Public

Exhibit A
Scope of Services

Contractor's Duties

Contractor shall provide noncompeting programming, such as agricultural, wellness/gardening classes, and management of the community garden at Pioneer Park to Berthoud area citizens. These classes should be for visual and educational purposes offered at mutually agreed-upon venues.

The Town will provide marketing space for Contractor's in-house and mutually agreed upon programming and classes in the recreation brochure, website, the recreation center, and social media platforms should the provider 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 the provider to submit classes and programs to the Town Project Manager to allow for participant registration.

The Town will provide one page per brochure or as space is allowed.

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

Provider 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 Berthoud Local 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 at the end of each program session. Contractor is also responsible for an additional 4% for credit card/software fees for any cancellations by the participant or for cancelled classes.

FEES: The Town shall pay Provider for the scope of services:

1. Upon execution of the Agreement, Agency shall provide a one-time payment of $25,000 to Provider for services to be rendered.

2. Special Events: The Town may also elect to provide funding or sponsorship of special events outside of the scope of the Agreement.

3. The Town will allow Contractor to participate in recreation department marketing for its in-house classes. For said classes, the Town will allow registration through the recreation department software, Dash and reimburse, minus 4% in credit card/software fees and an

additional 4% for any refunds to Contractor by check after an invoice is submitted to the Agency at the end of each program session.

EXHIBIT A

Aquatics Center

1. Lazy River
2. 8 Lane Lap Swim + 1 Meter Spring Board Diving Well
3. Leisure Pool with Beach Entry
4. Triple Slide Flume + Ride Tower
5. Kids' Aquatics Playground
6. Open Lawn Seating
7. Restrooms/Changing
8. Lobby/Lifeguard Bullpen, Concessions
9. Rental/Training Room
10. Mechnical + Pump Room + Storage

Children's Playground

11. Raptor's Ridge Play Zone (5 yrs +)
12. Parent's Perch
13. Entry Plaza Water Feature
14. Rabbit's Ramble Play Zone (2-5 yrs)
15. Front Porch
16. Rental Pavilion
17. Phase 2 Splash Pad Pump Room

Baseball/Softball Fields

18. (6) Multi-Use Baseball/Softball Fields
19. Central Core Pavilion: Concessions Building, 2 Picnic Pavilions, 1 Kids Play Pavilion
20. Batting Cage
21. Restroom Building
22. Maintenance / Storage Shed

EXHIBIT B

Aquatics Center

1. Lazy River
2. 8 Lane Lap Swim + 1 Meter Spring Board Diving Well
3. Leisure Pool with Beach Entry
4. Triple Slide Flume + Ride Tower
5. Kids' Aquatics Playground
6. Open Lawn Seating
7. Restrooms/Changing
8. Lobby/Lifeguard Bullpen, Concessions
9. Rental/Training Room
10. Mechnical + Pump Room + Storage

Children's Playground

11. Raptor's Ridge Play Zone (5 yrs +)
12. Parent's Perch
13. Entry Plaza Water Feature
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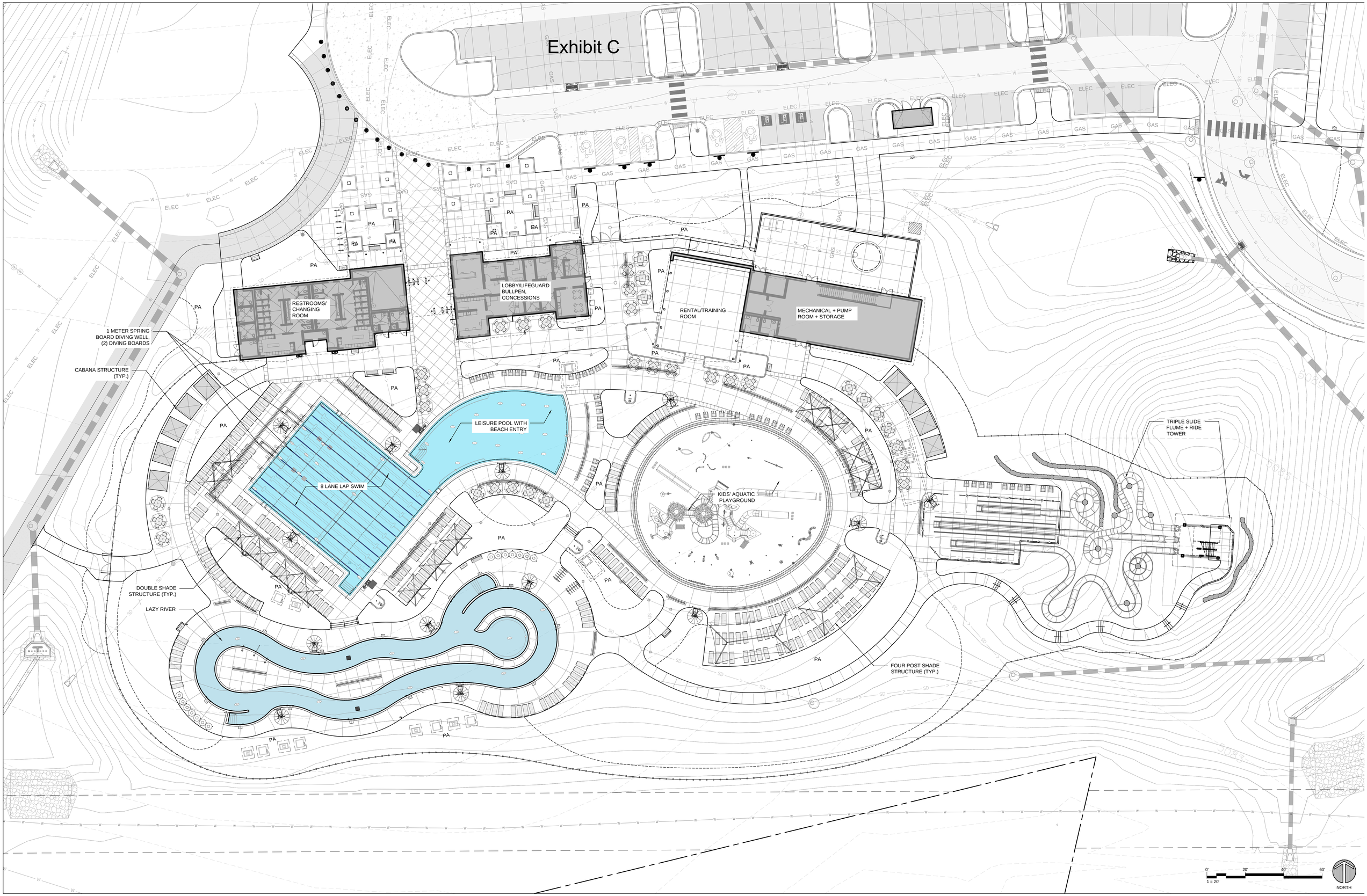
16. Rental Pavilion
17. Phase 2 Splash Pad Pump Room

Baseball/Softball Fields

18. (6) Multi-Use Baseball/Softball Fields
19. Central Core Pavilion: Concessions Building, 2 Picnic Pavilions, 1 Kids Play Pavilion
20. Batting Cage
21. Restroom Building
22. Maintenance / Storage Shed

Exhibit C


RESTROOMS/
CHANGING
ROOM
LOBBY/LIFEGUARD
BULLPEN,
CONCESSIONS
RENTAL/TRAINING
ROOM
MECHANICAL + PUMP
ROOM + STORAGE
1 METER SPRING
BOARD DIVING WELL,
(2) DIVING BOARDS
CABANA STRUCTURE
(TYP.)
LEISURE POOL WITH
BEACH ENTRY
8 LANE LAP SWIM
KIDS' AQUATIC
PLAYGROUND
TRIPLE SLIDE
FLUME + RIDE
TOWER
DOUBLE SHADE
STRUCTURE (TYP.)
LAZY RIVER
FOUR POST SHADE
STRUCTURE (TYP.)
PA
0'
20'
40'
60'
1 = 20'
NORTH

Mountain Vista Park (MVP) – Formerly Known as Richardson Park Project Information Sheet

Mountain Vista Park (MVP), formerly known as the Richardson Park property, is an approximately 80-acre community park site, north of Loveland Lake, and west of Berthoud Parkway, owned by the Town of Berthoud. The property was purchased in 2013 with the long-term goal of developing a regional park to meet the recreational needs of the community.

Over the past decade, the Town has undertaken extensive planning, public engagement, and phased park development efforts that have led to the current MVP proposal.

COMMUNITY PLANNING PROCESS

Development of Mountain Vista Park is the result of years of public planning and community input.

1. **2013** - The Town purchases the Richardson Park property (80 acres) for future park development.
2. **2016 – Parks Open Space, Recreation, and Trails (PORT) Master Plan**
   a. Town completes a comprehensive Parks Open Space, Recreation, and Trails (PORT) Master Plan
   b. Public engagement included community meetings and a survey sent to 2,000 residents with 474 responses.
   c. Residents identified sports fields as a top priority.
3. **2018 – Parks Master Plan, Programming & Priorities**
   a. The Town refined programming for major park projects.
   Priority projects identified included:
   - Waggener Farm Park and Recreation Center
   - MVP (Formerly Richardson Park)
   - Renovation of Berthoud Town Park
   - Knievel Park

4. **1998 and 2018 – Voter-Approved Sales Tax**
   a. In 1998, Berthoud voters approved a 1% sales tax, which can *only* be used for streets, open space acquisition, the construction of a recreation center, the Berthoud library, and the Berthoud Area Transportation System (BATS). In 2018, voters modified the language of that approval to authorize expenditures for all the previously allowed uses, and on other parks and recreation capital projects beyond the rec center.
   b. During the same 2018 election that updated the allowed uses for the 1998 1% tax, Berthoud voters approved an additional 1% sales tax to be used *solely* for the construction and operation of recreation and park capital projects.

PARK DEVELOPMENT PROCESS

Starting in 2019, the Town began executing the 2018 Parks Development Master Plan. Since then, the Board prioritized and the Town has completed:

- The Berthoud Recreation Center and Waggener Farm Park - *Completed 2021*
- Renovation of Berthoud Town Park - *Completed 2024*
- Construction of pickleball courts at Waggener Farm Park. Tennis courts were originally envisioned at Waggener, but due to high demand and involvement from the public, pickleball courts were constructed instead. - *Completed 2024*
- Construction of a bike park at the Mountain Vista Park site - *Completed 2024*
- 100% Design of the arboretum at Waggener Farm Park. - *Completed 2025*
- 90% Design of the Mountain Vista Park site.

MOUNTAIN VISTA PARK DEVELOPMENT PLAN

While these projects were underway, the Town started design for the remaining 60 acres of the Mountain Vista Park site, knowing this would be the next phase of the parks Master Plan.

The proposed park design includes:

- Six baseball/softball fields designed to also serve multipurpose uses
- Community lawn and performing arts stage north of Loveland Lake
- Regional destination playground
- Interactive waterfall play feature
- Regional outdoor aquatics complex
- Walking paths and gathering areas

PROJECT PHASING

Because of the size and cost of the project, the Town developed a phased construction approach.

Original Phasing Plan (Presented in 2024)

Phase 1

- Four ballfields
- Parking
- Concessions
- Restrooms
- Small playground

Phase 2

- Amphitheater & community lawn
- Two additional ballfields
- Regional playground
- Interactive waterfall

Phase 3

- Outdoor aquatics complex

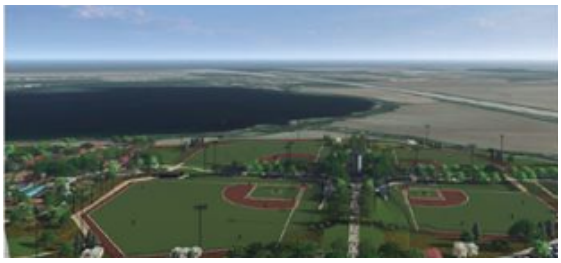
The PORT Committee expressed concern about placing the aquatics complex in the final phase, resulting in a revised phasing strategy.

<u>REVISED PROJECT PHASING TO ALLOW FOR AQUATICS FACILITY IN PHASE ONE (PRESENTED IN 2025-2026)</u>

Phase 1

- Four ballfields
- Outdoor aquatics complex
  - 8-lane lap pool
  - Two 1-meter diving boards
  - Zero-entry recreational pool
  - Large aquatic play structure
  - Slide tower with three water slides (slide tower hill will double as a sled hill in winter)
  - Extensive seating and deck space
  - Concessions and restrooms

Phase 2



- Community lawn and amphitheater
- Regional destination playground
- Interactive waterfall feature
- Two additional ballfields

<u>PROJECT FUNDING</u>

Estimated construction cost for **Phase 1: $38 – $40 million**

2026 Town Budget includes funding to construct the project, with up to $28 Million generated from the issuance of financing in the form of bonds OR certificates of participation. Total annual debt service for the financing is estimated between $1.75-$1.85 Million, depending on term length and interest rate. Financing has yet to be decided by the Town. Ongoing operational expense will be funded with user fees at the aquatics facility, tournament and recreational play revenue at the ballfields, and from the 1998 and 2019 1% sales taxes.

Mountain Vista Park: Phase 1 - Phase 2 in shaded area

PROJECT TIMELINE

If the Town Board authorizes the financing and construction of the park in time to being construction in June 2026, there is a possibility that the aquatics facility can be open in Summer 2027. If construction starts later in 2026, or early 2027, the park and pool will likely open in 2028.

WHY MOUNTAIN VISTA PARK MATTERS

Mountain Vista Park represents the next major step in Berthoud's long-term investment in parks, recreation, and community gathering spaces.
The project would:

- Expand youth and adult sports opportunities
- Provide a regional outdoor aquatics destination
- Create additional space for community events and performances
- Support Berthoud's growing population
- Continue implementation of the Town's Parks Master Plan

Regional Parks also bring visitors to Town. These visitors often visit our shops and restaurants, strengthening local business and generating additional sales taxes to support future Town improvements. Based on available data, other large regional parks in the area, including Longmont, Johnstown, Fort Collins, and Loveland, welcome between 200,000-600,000 visitors annually to those parks. This will compliment the over 200,000 visitors to the Berthoud Rec Center each year.

Rendering of Mountain Vista Park

Mountain Vista Park

2026 DRAFT – Mountain Vista Park
Economic Impact Memo

Introduction

The Town of Berthoud is planning the development of a 60-acre regional sports park and outdoor aquatics complex located just north of Loveland Lake, and west of Berthoud Parkway. The location is approximately 1.5 miles from Downtown Berthoud. The facility is envisioned as both a community recreation asset and a regional destination capable of hosting youth baseball and softball tournaments while providing a high-quality aquatics experience for residents and visitors.

The project will initially include:

- Four baseball and softball fields
- A regional outdoor aquatics facility including water slides, lazy river, aquatic play structure, and a large recreational pool
- Limited concessions offering primarily pre-packaged snacks and beverages

The sports park will support both local recreational programming and regional tournament play, while the aquatics facility is expected to attract visitors from surrounding communities due to its scale and accessibility.

This memorandum provides preliminary screening-level economic impact estimates based on expected tournament activity, aquatics attendance, and visitor spending patterns. These estimates are intended to provide an order-of-magnitude understanding of potential economic activity generated by the project.

Economic Impact Methodology

Economic impact studies for recreation, tourism, and sports facilities typically estimate economic activity by combining visitor counts with average visitor spending and applying regional economic multipliers to account for secondary economic activity generated within the local economy.

These multipliers represent the additional economic activity that occurs when businesses purchase goods and services from suppliers and when employees spend their wages within the community.

For this preliminary analysis, a simplified methodology was used consisting of:

1. Estimating tournament attendance and aquatics visitation
2. Estimating average visitor spending
3. Estimating the share of spending captured within Berthoud
4. Applying regional economic multipliers to estimate total economic activity

We believe this approach is consistent with widely accepted recreation and tourism economic impact evaluation methods.

Key Planning Assumptions

Tournament Activity

Initial operating assumptions include:

- Five regional tournaments annually during early operations
- Long-term potential to grow to ten tournaments annually
- Thirty-two teams per tournament
- Fourteen players per team
- Two coaches per team
- Two-day tournament format

Family attendance assumptions include an average of 2.5 family members per player attending tournaments.

Estimated attendance per tournament:

Category	Estimated Participants
Players	448
Coaches	64
Family visitors	1,120
Total visitors per tournament	1,632

Annual visitor totals:

Tournament Scenario	Annual Visitors
5 tournaments	8,160
10 tournaments	16,320

Teams are expected to come primarily from the front range of Colorado and nearby states like Wyoming, generating regional visits to Berthoud.

Recreational League Programming

In addition to tournament play, the sports park is expected to support local recreational baseball and softball leagues. These leagues represent a core community use of the facility and provide consistent seasonal activity.

Initial programming assumptions include:

- 250 recreational players per season
- Two seasons annually (summer and fall)
- Total recreational participation: 500 players annually

Recreational leagues typically involve weekly games and practices across an 8–10 week season. Based on our experience, we estimate that youth sporting events include family spectators accompanying participants, often averaging two or more spectators per participant.

Using a conservative assumption of two spectators per player, seasonal attendance associated with recreational league games could include:

Category	Annual Participation
Players	500
Spectators	1,000
Total participants and spectators	1,500 annual participants

Because these participants are primarily local residents, their activity is typically considered local economic activity rather than net new visitor spending in economic impact studies.

However, recreational league activity still generates measurable economic benefits through:

- concession purchases
- convenience retail purchases
- dining before or after games
- fuel purchases
- increased activity in nearby commercial areas

Community Economic Activity from Recreational Play

Local recreational participants and spectators frequently make small purchases associated with youth sporting events.

Examples include:

- beverages or snacks
- coffee or quick-service dining
- convenience retail purchases
- incidental spending near the facility

Even modest spending levels can generate measurable activity. For example, if participants and spectators spend an average of $10 per visit, recreational league activity could generate approximately:

1,500 participants × $10 = $15,000 in local economic activity annually

Because this spending is primarily generated by local residents, it is not typically counted as net new economic impact, but it does represent additional economic activity supporting nearby businesses.

Combined Field Usage

When both tournament activity and recreational league programming are considered, the baseball and softball fields are expected to generate the following annual participation levels:

Activity Type	Annual Participants / Visitors
Tournament visitors (5 events)	8,160
Recreational players	500
Recreational spectators	1,000
Total annual field-related participation	9,660+ participants and visitors

If tournament programming expands to 10 events annually, total field participation could exceed 17,800 participants and visitors annually

<u>Visitor Spending Assumptions</u>

Tournament visitors typically spend money on:

- Restaurants and food service
- Coffee shops and quick-service dining
- Fuel and convenience purchases
- Grocery and retail purchases
- Incidental shopping or entertainment

Because Berthoud currently does not have hotel accommodations, overnight lodging is expected to occur primarily in nearby communities such as Loveland, Longmont, or Fort Collins.

However, the sports park's proximity to downtown Berthoud (approximately one mile) is expected to capture a portion of visitor spending locally.

For purposes of this screening analysis, the following assumptions were used:

- Average visitor spending per tournament attendee: $125
- Estimated share of spending captured within Berthoud: 50%

We believe these assumptions are consistent with approaches used in recreation and tourism economic impact studies that estimate visitor expenditures based on expected spending patterns and regional market conditions.

Tournament Economic Impact

Direct Visitor Spending

Each tournament is estimated to generate:

- 1,632 visitors
- $125 average spending per visitor

Total visitor spending per tournament: $204,000

Estimated spending captured within Berthoud: $102,000 per tournament

Annual Direct Spending

Scenario	Total Visitor Spending	Spending Captured in Berthoud
5 tournaments	$1,020,000	$510,000
10 tournaments	$2,040,000	$1,020,000

Regional Economic Multipliers

Economic impact analyses typically apply regional multipliers to account for the ripple effects of spending within the local economy.

These effects include:

- Supplier purchases by local businesses
- Employee wages and household spending
- Additional business activity generated by the initial visitor spending

Regional recreation and tourism economic impact studies commonly use output multipliers ranging from approximately 1.5 to 1.8 when detailed local modeling is not performed.

Total Economic Impact – Tournament Activity

Applying multipliers in the 1.5–1.8 range, estimated annual economic activity generated by tournament visitors is as follows:

Scenario	Direct Spending in Berthoud	Total Impact (1.5x)	Total Impact (1.8x)
5 tournaments	$510,000	$765,000	$918,000
10 tournaments	$1,020,000	$1,530,000	$1,836,000

These estimates represent annual economic activity generated by tournament visitors alone.

Aquatics Facility Activity

The facility is expected to operate from Memorial Day through Labor Day, representing approximately 100 operating days annually.

Attendance Assumptions

- Estimated daily attendance: 800 visitors
- Estimated seasonal attendance: 80,000 visits

While many aquatics users will be local residents, the facility's scale and amenities are expected to attract visitors from surrounding communities.

It is estimated that 25% of aquatics visitors will come from outside Berthoud, resulting in approximately, 20,000 regional visitors annually

Economic impact studies of recreation facilities typically focus on non-local visitors, as they bring new spending into the community.

Aquatics Visitor Spending

Regional aquatics visitors often make additional purchases at nearby businesses including restaurants, grocery stores, coffee shops, and convenience retail locations.

Using a conservative estimate:

- Average off-site spending per regional visitor: $25

Estimated annual regional visitor spending: 20,000 visitors × $25 = $500,000

Assuming 50 percent local capture, this results in: $250,000 in direct spending within Berthoud

Applying regional multipliers

Impact Type	Estimated Value
Direct spending	$250,000
Total economic impact (1.5–1.8 multiplier)	$375,000 – $450,000

Potential Combined Economic Impact

When tournament activity and aquatics visitation are combined, the sports park and aquatics complex could generate the following levels of economic activity.

Early Phase (5 tournaments annually)

Category	Estimated Impact
Tournament impact	$765,000 – $918,000
Aquatics impact	$375,000 – $450,000
Total annual economic impact	$1.14 million – $1.37 million

Mature Phase (10 tournaments annually)

Category	Estimated Impact
Tournament impact	$1.53 million – $1.84 million
Aquatics impact	$375,000 – $450,000
Total annual economic impact	$1.9 million – $2.3 million

Downtown and Local Business Benefits

The sports park's location approximately 1.5 miles from downtown Berthoud presents a strong opportunity to capture visitor spending locally.

Tournament visitors frequently seek:

- Breakfast or coffee before games
- Lunch between games
- Dinner after games
- Convenience purchases and fuel

- Grocery and snack purchases

With appropriate wayfinding, marketing, and partnerships with downtown businesses, tournament visitors could generate meaningful economic activity within Berthoud's commercial areas.

Future Hotel Development Opportunity

While Berthoud currently does not have hotel accommodations, the regional sports park could strengthen the case for future lodging development within the community.

Two-day regional tournaments generate consistent overnight travel demand, particularly for teams traveling from outside the immediate region. As tournament programming expands, thousands of overnight stays may occur annually in nearby communities such as Loveland, Longmont, and Fort Collins.

Berthoud Parks Master Plan Operating Budget		
Operational Budget Summary	**Phase 1**	
Category	**Aquatics**	
Operating Expenses	$ 1,034,021	
Operating Revenues	$ 1,036,291	
Difference	$ 2,269	
Recovery %	100%	

Operating Budget Revenue Summary - MVP	
Category	**Facility**
Fees	
Daily Admissions	577,575
Season Pass	151,538
Rentals and Concessions	254,178
Aquatics (Learn to Swim, Swim Team, Exercise)	45,000
Other sales	8,000
Total	**$ 1,036,291**

	Draft Operating Budget Expenses Summary - MVP	
Acct #	**Category**	**Rec Ctr.**
	Personnel (new positions)	
	Full-time and Part-Time	713,554
	Contract Instructors	12,000
	Total	$ 725,554
	Other	
5009	Travel, Certification/Training	5,000
5010	Office Supplies	4,000
5011	Telephone	2,400
5012	Utilities	65,000
5020	Professional Services	30,000
5046	Uniforms	6,000
5048	Dues/Team Fees	500
5054	Trash	3,000
5057	Center Repairs	1,500
5057	Center Supplies/Janitorial	35,000
5060	Chemicals	35,000
5062	First Aid Safety	5,000
5063	Concession Supplies (33% revenue)	55,367
5090	Equipment Rental	1,500
5095	Computer Equipment Maintenance/Replacement	1,200
5251	Tools	1,000
	Cost of Goods to be Sold (50% of revenue)	2,000
	Advertising	15,000
	Printing/Postage	5,000
	Bank Charges	-
	Total	$ 273,467
	Capital	
	Replacement fund	$ 35,000
	Grand Total	**$ 1,034,021**

Overall Staff Plan - MVP

Part-Time		Rate	Hours	Aquatics Weeks		Total
Aquatics						
Facility Supervisor	$	31.00	42.5	52	$	68,510.00
Asst Facility Supervisor	$	26.00	9.5	52	$	12,844.00
Lifeguard	$	18.00	589.5	52	$	551,772.00
Concession Cashier	$	16.75	83	52	$	72,293.00
Aquatic Programs						
Aquatic Program Instructors					$	-
						-
SubTotal			**724.5**	**208.00**	**$**	**705,419.00**
Benefit Percentage 10%					$	8,135.40
Grand Total					**$**	**713,554.40**

General Staff Part Time Hours - MVP

Facility Supervisor	Days	Time	Total Hours	Employees	Days	Total Hrs. Week
	Mon-Fri	6am-10am	4	0	5	0
		10am-5pm	7	1	5	35
		5pm-6:30pm	1.5	1	5	7.5
	Saturday	7am-10:00am	3	0	1	0
		10:30am-5 pm	6.5	0	1	0
	Sunday	10:30am-5 pm	6.5	0	1	42.5

Asst. Facility Supervisor	Days	Time	Total Hours	Employees	Days	Total Hrs. Week
	Mon-Fri	7am-10am	4	0	5	0
		10am-5pm	7	0	5	0
		5pm-6:30pm	1.5	0	5	0
	Saturday	7am-10:00am	3	1	1	3
		10:30am-5 pm	6.5	1	1	6.5
	Sunday	10:30am-5 pm	6.5	1	1	9.5

Front Desk Cashier	Days	Time	Total Hours	Employees	Days	Total Hrs. Week
	Mon-Fri	7am-10am	4	1	5	20
		10am-5pm	7	2	5	70
		5pm-6:30pm	1.5	1	5	7.5
	Saturday	7am-10:00am	3	1	1	3
		10:30am-5 pm	6.5	2	1	13
	Sunday	10:30am-5 pm	6.5	2	1	113.5

Concession	Days	Time	Total Hours	Employees	Days	Total Hrs. Week
	Mon-Fri	7am-10am	4	0	5	0
		10am-5pm	7	2	5	70
		5pm-6:30pm	1.5	0	5	0
	Saturday	7am-10:00am	3	0	1	0
		10:30am-5 pm	6.5	2	1	13
	Sunday	10:30am-5 pm	6.5	2	1	83

Lifeguards	Days	Time	Total Hours	Employees	Days	Total Hrs. Week
	Mon-Fri	7am-10am	4	3	5	60
		10am-5pm	7	12	5	420
		5pm-6:30pm	1.5	3	5	22.5
	Saturday	7am-10:00am	3	3	1	9
		10:30am-5 pm	6.5	12	1	78
	Sunday	10:30am-5 pm	6.5	12	1	589.5

Revenue Plan - MVP

Resident Daily	Fees	Number	Revenue
Adult	$10.00	125	$1,250
Youth (under 18)	$7.00	312.5	$2,188
Senior	$7.00	55	$385
Total		492.5	$3,823
			x 90 days/year
Grand Total			$344,025

Non-Resident Daily	Fees	Number	Revenue
Adult	$14.00	55	$770
Youth	$10.00	137.5	$1,375
Senior	$10.00	45	$450
Total		237.5	$2,595
			x 90 days/year
Grand Total			$233,550

Rec Ctr Member Season Pass	Fees	Number	Revenue
Individual	$64	50	$3,188
Two-Person	$102	75	$7,650
Family	$166	400	$66,300
Grand Total		525	$77,138

Resident Season Pass (80513 Zip Code)	Fees	Number	Revenue
Individual	$75	55	$4,125
Two-Person	$120	50	$6,000
Family	$195	175	$34,125
Grand Total		280	$44,250

Non-Resident Season Pass	Fees	Number	Revenue
Individual	$105	5	$525
Two-Person	$165	25	$4,125
Family	$255	100	$25,500
Grand Total		130	$30,150
		935	

Fee Revenue Summary	
Daily	$577,575
Annual Passes	$151,538
Total	**$729,113**

Daily Visit Estimate

492.5	Resident Daily
238	Non Resident Daily
46.75	5% of Season Passes Daily
777	

Rental and Concessions - MVP

RENTALS				
12 Cabanas Available	**Fee**	**Per Day**	**Daily Rental**	**90 Days**
Cabana Rentals (3.5 hours)	$35	8	$280	$25,200
Canaba Rentals (Full Day)	$50	4	$200	$18,000
			Cabana Total	*$43,200*
1 Pavillion Available	**Fee**	**Per Day**	**Daily Rental**	**90 Days**
Party Pavillion Rental	$120	4	$480	$43,200
			Party Subtotal	*$43,200*
			Total Rental	**$86,400**

CONCESSIONS			
Total Visitors/Day	**# Sales (30% visitors)**	**Avg $/sale**	**Total**
777	233.03	$8	$1,864
		x90 days	**$167,778**

Statement of Qualifications: CM/GC Services for Richardson Park Phase I

Town of Berthoud
February 17, 2026

Presented by ECI Site Construction Management

Building Outdoor Spaces. Energizing Communities

February 17, 2026

Town of Berthoud
Mr. Jeremy Olinger, Deputy Town Administrator
807 Mountain Ave.
Berthoud, CO 80513

RE: CM/GC Contractor Request for Qualifications/Proposals (RFQ/P) Richardson Park Phase 1 (Project)

Dear Selection Team,

ECI Site Construction Management, Inc. (ECI) thanks you for the opportunity to provide a response to the request for qualifications for CM/GC services for the Richardson Park Phase 1 Project. We are proud to be a **local** Larimer County specialty park construction contractor and currently have the resources and availability. Our experienced pre–construction, project management and supervisory team individually have in excess of 10 years working at ECI, constructing similar park and ballfield complexes in Colorado delivering successful projects under the CM/GC process.

ECI distinguishes itself from other Colorado firms given the following:

1. As a local Colorado company based out of Loveland, ECI has an extensive portfolio of experience working on civil/landscape/site improvement CM/GC park and sports field projects. This is our company's specialty. Our team has successfully completed more than **35 park and recreation projects under the CM/GC format** and have never failed to deliver a project.

2. ECI has never failed to complete a project, nor been involved in litigation. A few unique facts about our team's capability and experience:

- ECI has been in business in Colorado for 46 years. Over the last 20 years, ECI has successfully completed more than $485 million in park and recreation work for municipalities in Colorado alone.
- Our team has completed more than 3,666,635 SF of Synthetic Turf Fields on 25 projects in Colorado.
- ECI has successfully completed – or is in the process of completing – 35 CM/GC park, recreation and sports field projects in Colorado since 2002. Many of these carry various water features and pump design components, including many with Vortex Aquatic Equipment. We have a strong team of aquatic and pool construction partners who are interested in pursuing this project further, including Colorado Hardscapes, High Country Pools, Integrity Pools and Aquatic Development Group.
- Our proposed pre–construction and management staff for Richardson Park has more than 51 years of experience with ECI on similar projects.
- ECI is LOCAL to Northern Colorado and has had recent experience with the Town of Berthoud on the construction of the pickleball complex at Waggener Farm Park. We pride ourselves on transparency and quality projects.

3. Unique to a sitework and park specialty contractor, ECI carries a Class B Commercial License (25BER–CCB–1220) with the Town of Berthoud for the construction of the vertical amenities, such as shelters, restrooms and equipment facilities. Conversely, unique to most general contractors, ECI also has manpower and heavy equipment to self–perform and assist with excavation, finish grading, miscellaneous demolition, and minor utility work for the pools to keep the project moving and avoiding scheduling delays by outsourcing all scopes of work like a traditional general contractor.

Thank you again for the opportunity to submit our qualifications. Your project has our attention! We are pleased to bring a dedicated and local park construction management team to deliver a state–of–the–art facility for the Town of Berthoud. Please don't hesitate to call with any questions or clarifications.

Sincerely,

Ted Johnson, President
ECI Site Construction Management, Inc.

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Section 1: Capabilities, Experience and Resumes

Section 2: Project Approach

Section 3: Past Project Experience/References

Building Outdoor Spaces. Energizing Communities.

Transforming Communities for 46 Years

ECI was founded in 1980 with a passion for beautifying communities with premier landscaping projects across northern Colorado. Through dedication, integrity and strong investment in clients' visions, we soon developed into Colorado's top outdoor spaces general contractor, tackling 100–acre community parks, multi–faceted sports complexes, and waterway and heavy civil projects. More than 46 years later, we still operate with authenticity, passion, unparalleled hard work, and most of all the goal of connecting Coloradans with their communities.

46 years of parks, civil, recreation, school and amenity construction exceeding $485 million in completed projects and 35 CM/GC park and recreation projects

Turnkey sitework and amenity packages delivered on time and on – or under – budget

Licensed in all major municipalities in the region, including Class A and B Building Licenses for facility, restroom and shelters

Proactive pre–construction services creating realistic budgets

In–house surveying, grading, infrastructure capabilities, and specialty equipment

SWMP preparation and compliance during construction and permit closeout

Experience on Similar Projects

For more than 46 years, ECI has been the acknowledged leader in the construction of multifaceted outdoor recreational venues throughout Colorado, having successfully completed more than $485 million worth of park, sports field and amenity projects in Colorado over the past 20 years. We pride ourselves on a dedicated and tenured staff, many with more than 10, 20 and 30 years working and growing with ECI. This begins with development internally and providing endless opportunities across all positions within the company. Simply, ECI's Core Values of **Accountable**, **Adaptable**, **Loyal** and **Resilient** sum up our people and collaboration and how we recruit and retain our team. We are proud of our team, the projects we build for our communities, and the relationships developed. We look forward to the opportunity to work with the Town of Berthoud on the construction of the proposed Richardson Park project.

Our goal on day one is to develop trust within the team, which is accomplished through open and transparent communication, including descriptive and up-to-date cost and pricing information. Through the development of this communication and trust, we can create a highly functioning team that can address, discuss, and solve even the most difficult issues throughout the project. It is our goal not only to identify things that may impede the project objectives but to be a part of the solution. Through the bidding process, we will work to identify as many risks as possible while also utilizing past experiences based on similar work to Richardson Park and specifically the Town of Berthoud. Finally, ECI has been proud to partner with **DTJ Design** and the recent successful completion of the Westminster Center Park project.

Relative experience includes some of the following high-profile projects:

- ***High Note Regional Park Phase I CM/GC (Lone Tree)*** – $23M Sports Complex/Park – 2026/2027
- ***Dove Valley Regional Park (Centennial)*** – $15M Sports Complex Renovation
- ***Dry Creek Park Sports Fields Design/Build (Longmont)*** – $7M Synthetic Turf Renovation
- ***Jeffco Public Schools Phase 1 & 2 CM/GC*** – $36M (15 Schools) – New Synthetic Fields, Tracks and Courts – Phase 1 & 2
- ***Lutz/Long Lake Regional Park Sports Fields CM/GC (Arvada)*** – $11.5M
- ***Broomfield County Commons – Regional Sports Park – Phase 1 & 2 CM/GC (Broomfield)*** – $16M
- ***Loveland Sports Park CM/GC (Loveland)*** – Phase 1 & 2 – $9M
- ***Erie Community Park Final Phase/Coal Creek Park CM/GC (Erie)*** – $15M
- ***Parkfield Lake Park Phase 2 (Denver)*** – $8.5M
- ***Twin Silo Park (Fort Collins)*** – $10M
- ***Adams County Veterans Memorial CM/GC (Brighton)*** – $10M

From the partial completed project list above, ECI is a construction partner in the successful construction of sports complex and heavily programmed municipal amenity projects.

Unparalleled Park & Recreation Experience

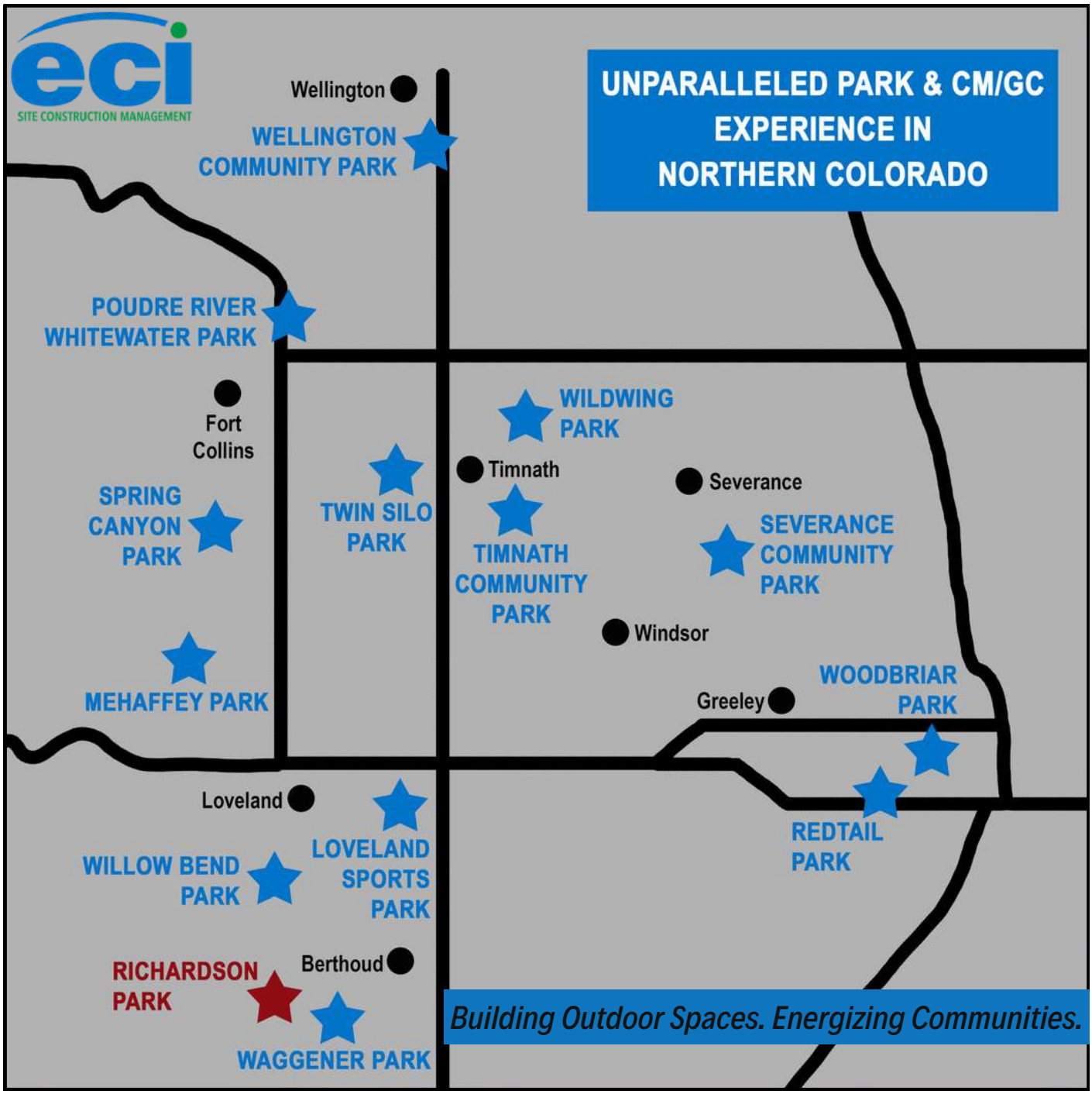
About 80 percent of ECI's work includes CM/GC and/or Design–Build construction in the municipal arena, which allows extensive input into the constructability, phasing and reality of the proposed project elements. ECI has completed more than 150 municipal park, recreation and sports projects in Colorado over the last 10 years on sites up to 100 acres. General experience includes turnkey infrastructure and offsite improvements, roadway construction, restroom/concession facilities, design–build lighted synthetic turf baseball, softball and multi–purpose fields, irrigated natural grass multi–purpose and baseball fields, irrigation pump systems and ponds, sand volleyball courts, parking lot construction, pavilions, water features, splashpads, custom playgrounds, amphitheaters and plazas.

Photo courtesy of High Country Pools & Spas

ECI's In–House Capabilities

ECI has in–house manpower and late model equipment to supplement the work onsite. This includes some of the following scopes of work:

- Selective demolition
- Minor utilities
- De–watering/water control
- Shoring
- Grading & subgrade preparation
- Trail and wall construction
- Site amenity installation/installation of pre–fabricated restroom/concession buildings
- We own numerous loaders, track hoes, water trucks, dump trucks, motor graders, mini–excavators, skid loaders, generators, sweepers, to help keep the project on–track and assist subcontractors as needed.



PROJECT NAME	PLAYGROUND	PICKLEBALL/ TENNIS COURTS	RESTROOM/ SHELTER	PARKING LOT	AQUATICS	MULTIUSE FIELD
Wellington Community Park	X	X	X	X	X	X
Twin Silo Park	X	X	X	X		X
Spring Canyon Park	X	X	X		X	X
WildWing Park	X	X	X	X		X
Timnath Community Park Ph. 2 & 3	X	X	X	X	X	X
Severance Community Park				X		X
Willow Bend Park	X		X	X		X
Mehaffey Park	X	X	X	X	X	X
Waggener Farm Pickleball Courts		X	X			
Woodbriar Park	X		X			X
Redtail Park	X		X			

IAN MESTDAGH, PE

Director of Pre-Construction

A born leader and exceptional problem-solver, Ian 's primary role is to prepare bid packages, conceptual estimates and analyze subcontractor bids for projects. Throughout his experience working on many different types of projects at ECI over the last 15 years, he has obtained vast knowledge of all aspects of the project process. Ian interacts with owners, architects, engineers and contractors on a regular basis to provide cost data on project feasibility, while utilizing his technical skills and promoting ECI's core values.

EDUCATION

Bachelor of Science, Civil Engineering
Colorado School of Mines, 2010

TRAINING & CERTIFICATIONS

- Colorado Registered Professional Engineer
- OSHA 30 HR
- Colorado Certified Erosion Control Inspector
- Procore Certified – Project Management
- Heartsaver First Aid/CPR/AED

AFFILIATIONS

- CASFM

CAREER PRIDE POINT

There is no better feeling than bringing your family to a project that you and your team have put so much effort into and watching them get the chance to enjoy it.

PROJECT EXPERIENCE

- Dove Valley Regional Park – Centennial – $15,042,107
- Cheyenne-Arapaho Park – Denver – $2,760,143
- Adams County Veterans Memorial – Brighton – $10,386,678
- Arkins Promenade – Denver – $5,263,107
- Platte Farm Open Space – Denver – $2,956,668
- Cherry Creek at Denver Country Club – Denver – $2,117,127
- 39th Avenue Greenway – Denver – $2,720,869
- Poudre River Whitewater Park – Fort Collins – $8,350,948
- Downtown Westminster Plaza & Streetscape – Westminster – $8,610,805
- Confluence Park – Denver – $8,263,640

REFERENCES

Dean Pearson, Architerra Group
303-948-0766

Chris Johnson, City of Westminster
303-658-2834

eci
SITE CONSTRUCTION MANAGEMENT

SARAH EVANS, PE

Pre-Construction Manager

A diligent worker and passionate individual, Sarah utilizes her strong organization skills and strategic thinking to lead the pre-construction team. Sarah has held several positions at ECI throughout the years, and her primary duties now include permitting, budgeting, constructability, value engineering, and analyzing bids. She has additional experience in several areas, including project management experience in structural and civil forensic engineering and geotechnical forensic engineering.

EDUCATION

Bachelor of Science, Civil Engineering
Colorado State University, 2019

TRAINING & CERTIFICATIONS

- Colorado Registered Professional Engineer
- California Registered Professional Engineer
- 30 HR OSHA
- Trench Safety
- Heartsaver First Aid, CPR, AED

CAREER PRIDE POINT

Becoming a professional engineer, licensed in both Colorado and California.

PROJECT EXPERIENCE

- Denver Museum of Nature & Science – Denver – $5,475,349
- Anthem Community Park – Broomfield – $4,160,072
- Kenneys Run – Golden – $10,289,262
- East-West Regional Trail – Douglas County – $2,464,117
- Fort Collins High School Field Improvements – Fort Collins – $2,052,479
- Jeffco Public Schools Field Improvements Phase II – Various Locations – $17,727,888
- Painted Prairie – Aurora – $11,188,566
- Poudre River Whitewater Park – Fort Collins – $8,350,948

REFERENCES

Jacqueline Altreuter, Denver Museum of Nature & Science
720-434-4114

Troy Carmann, ICON Engineering, Inc.
303-910-8198

SITE CONSTRUCTION MANAGEMENT

ANNA HOEHN

Project Manager

A passionate self–starter, Anna approaches each project with precision and productivity to ensure optimum results. She originally began her career at ECI as a project engineer and was quickly promoted to project manager. Her primary duties include scheduling, subcontract buy out, pay app review, cost to completes and reporting. Her knack for efficiently resolving obstacles and maintaining excellent relations with field personnel allow her to deliver consistent quality regardless of the project scope.

EDUCATION

Bachelor of Science, Civil Engineering
University of Tennessee, 2014

TRAINING & CERTIFICATIONS

- Certified Erosion Control Inspector
- 10 HR OSHA/30 HR OSHA
- Trench Safety
- Heartsaver First Aid, CPR, AED

CAREER PRIDE POINT

Over the past 10 years, I have created numerous beautiful and interactive spaces that I can enjoy with my family.

PROJECT EXPERIENCE

- Willow Bend Park – Loveland – $7,439,251
- WildWing Park – Timnath – $5,907,070
- Waggener Farm Pickleball Courts – Berthoud – $1,188,117
- Coal Creek Park – Erie – $7,861,068
- Timnath Community Park Phases II & III – Timnath – $6,611,296
- Erie Community Park Final Phase – Erie – $7,366,622
- Severance Community Park – Severance – $2,627,903
- Loveland Sports Park Phase II – Loveland – $3,205,510
- Mehaffey Park – Loveland – $10,881,663
- Twin Silo Park – Fort Collins – $10,426,385
- Broomfield County Commons – Broomfield – $5,792,223
- Apex Lutz and Long Lake Complexes – Arvada – $11,531,892
- Wellington Community Park – Wellington – $4,351,534

REFERENCES

Merinda Bennett, City of Loveland
970–962–3434

Wendi VanWoerkom, Muller Engineering
303–988–4939

eci
SITE CONSTRUCTION MANAGEMENT

LOUIS EDICK

Superintendent

With more than three decades of industry experience, Louis understands perfectly that each project requires an astute sense of balance and prioritization. He focuses on the greater picture, while also keeping the necessary smaller details in mind. Louis has a strong background in concrete and site preparation – a tremendous asset to ECI. Focused and tenacious, Louis is a stellar leader who has overseen the final grading, placement and backfill of footers and structure framing for some of ECI's most challenging projects.

TRAINING & CERTIFICATIONS

- OSHA 10 Hour
- Heartsaver First Aid/CPR/AED

CAREER PRIDE POINT

Completing the playground at Twin Silo Park in Fort Collins.

PROJECT EXPERIENCE

- Wild Wing Park – Timnath – $5,785,704
- Waggener Farm Pickleball Courts – Berthoud – $1,188,117
- Coal Creek Park – Erie – $7,861,068
- Timnath Community Park Phases II & III – Timnath – $6,611,296
- Erie Community Park Final Phase – Erie – $7,366,622
- Severance Community Park – Severance – $2,627,903
- Wellington Community Park – Wellington – $4,351,534
- Twin Silo Park – Fort Collins – $10,426,385
- Mehaffey Park – Loveland – $10,881,663
- Parkfield Lake Park – Denver – $8,533,266

REFERENCES

Luke Bolinger, Town of Erie
970-669-6291

Merinda Bennett, City of Loveland
970-962-3434

SITE CONSTRUCTION MANAGEMENT

Projects the Proposed Team Has Collectively Worked on Together Similar to Richardson Park

		Project #1	Project #2	Project #3	Project #4	Project #5	Project #6
Team Member	Role	Loveland Sports Park (CM/GC)	Wild Wing Park - Timnath (CM/GC)	Erie Community Park/Coal Creek (CM/GC)	Jeffco Public Schools Phase 1 & 2 High School Fields/ Tracks	Timnath Community Park Phase 2/3 (CM/GC)	Willow Bend Community Park - Loveland (CM/GC)
Louis Edick	Superintendent	X	X	X	X	X	
Ian Mestdagh, PE	Director of Pre-Con	X	X	X	X	X	X
Sarah Evans	Pre-Con Mgr					X	
Anna Hoehn	Project Manager	X		X	X	X	X
Jay Burgess	Senior Estimator	X	X	X	X	X	X

Similar Project Scope per Project	Loveland Sports Park (CM/GC)	Wild Wing Park - Timnath (CM/GC)	Erie Community Park/Coal Creek (CM/GC)	Jeffco Public Schools Phase 1 & 2 High School Fields/ Tracks	Timnath Community Park Phase 2/3 (CM/GC)	Willow Bend Community Park - Loveland (CM/GC)
Restroom Building/Shelter Construction	X	Custom	Custom		Custom	Pre-Fabricated
Trail Construction (Soft Trail/Pathways)	X	X	X	X	X	X
Aquatic Features/Splashpads/Mechanical/Pools	X		X		X	
Roadways/Paved Parking Lots	X	X	X	X	X	X
Road Cuts/Utilities/Extensive Roadway Imp	X	X	X		X	X
Custom Playgrounds		X	X		X	X
Synthetic Turf Soccerfields/Multi-Purpose Fields	X			X	X	X
LED Sports Lighting	X		X			
CM/GC Project Delivery	X	X	X	X	X	X

Project Team Organizational Chart

Design Lead

dtj DESIGN

Client

TOWN of BERTHOUD Est. 1888

Project Lead

IAN MESTDAGH, *Project Sponsor*
(Main point of contact)

Pre-Construction

SARAH EVANS
Pre-Construction Manager
(Design Point of Contact)

JAY BURGESS
Senior Estimator

Project Management

ANNA HOEHN
Project Manager

LOUIS EDICK
Superintendent

Potential Subcontractor & Supplier Partners

Aquatics Partners

Colorado Hardscapes

ADG Aquatic Development Group

High Country Pools & Spas EST. 1968

Synthetic Turf Partners

Academy Sports Turf A Tencate Company

FieldTurf

SprinTurf A PlayCore Company

RMTS Rocky Mountain Turf Solutions

Approach to Pre-Construction Services

ECI's project management approach begins with transparency but also involves a dedicated and experienced team familiar with heavy civil construction, restroom facility construction, high-profile playgrounds as well as extensive successful sports field construction. Each ECI employee is a proactive team member from pre-construction through project closeout. ECI is proud to propose a highly experienced and dedicated team to this project.

Many of our construction processes begin during pre-construction or during the bidding process and are seamlessly integrated into construction. One platform ECI uses on all projects is ***Procore*** project management software which allows the team and progress to be effortlessly tracked and available to all project partners.

This software will be used to track documents and provide the team with a centralized cloud location for document management. This is critical for a project of this magnitude and complexity for tracking changes and updates in design, budgets, scope, quality budget, schedule and ensure each team member has the most up-to-date project documentation. ECI's project management team uploads all design revisions to ***Procore***, so everyone has real-time documentation. RFI's, submittals, daily logs, site photos, and inspections are also tracked through the software.

How ECI manages our pre-construction process:

We understand client's vision, stakeholder requirements, non-negotiables and respect the design intent and vision

This allows our team to ask questions and provide solutions that maintain this overall vision throughout every step of pre-construction and through execution of construction.

Our non-negotiable – transparent communication

Construction is fluid. The CM/GC process is a team approach as every stakeholder's end goal should be to celebrate successful project. We look to solve problems collectively, innovate together and celebrate our success. This includes having difficult conversations, if needed, and bringing everyone's unique skillset background and expertise to the team for the benefit of the project and the residents of Berthoud.

Team Selection of Aquatics and Turf Subcontractors

During pre-construction, ECI would like to involve the Town of Berthoud and design team in the ultimate selection of a couple primary subcontractors, including pool/aquatics and synthetic turf. In the past, ECI has facilitated a competitive, best value selection that includes OWNER INPUT. Ultimately, the Town of Berthoud will maintain the facility but may also use it for the basis of future expansion and want to realize some maintenance economies with the adjacent Waggener Farm Recreation Center and future ballfield expansion.

ECI's pre-construction team, led by Ian Mestdagh, PE, and Sarah Evans, PE, will help facilitate a similar mini-RFP, where considerations like past performance, local presence/service, safety, financial stability, resource availability to meet schedule requirements and ultimately price are all considered. We have successfully administered this process on MULTIPLE past CM/GC projects and would encourage this for a high-profile community amenity like Richardson Park. A few of the following firms we would recommend for consideration are: **Colorado Hardscapes, Aquatic Development Group, High Country Pools, Academy Sports Turf, Rocky Mountain Turf Solutions, Sprinturf and Fieldturf.** We believe that this is the Town's project, and ECI will administer a competitive process during pre-construction to vet the best team to deliver all aspects of the project to the Town's expectations.

Easement/Permitting – Review and coordination and phasing of offsite utility and road work (Acceleration/ Deceleration lanes/median construction) (Berthoud Parkway) – Confirmation that all necessary easements and license agreements are in place to facilitate construction timeline.

Sustainability/Performance – Ensure that products utilized in the project may be suitable for reuse or recycling. This includes re-incorporating onsite riprap as needed in drainageway construction, considerations for synthetic turf recycling programs when the fields meet the end of the useful life cycle, etc.

Maintenance considerations – Utilizing our past experience in green spaces, involve Town of Berthoud maintenance staff during pre-construction as well as construction intervals to ensure accessibility and ease of maintenance. Some examples include verifying drive lane thicknesses, quick coupler locations, if desired for the synthetic turf fields, suitable power or outlet locations for various event planning and proper landscape and irrigation installation methods and planting windows are considered for plant vitality. In addition, pool, slide, lazy river start-up, winterization, ease of maintenance on filters, and equipment.

Site investigation – ECI has the in-house ability to pothole/sample existing site conditions as needed prior to mobilizing. This could be used in conjunction with any specific SUE verification. As-built, confirm grades prior to mobilizing earthwork equipment to ensure correct earth-work quantities. This is especially important in the event the project requires import or export of soil.

Budgeting – Comprehensive project cost budgeting – This includes updates at major design milestones beginning with the 90% CD set progress plans. ECI's approach to budgeting starts with the creation of a detailed schedule of values that allows us to process changes in design in real time. We utilize this to track trends and changes through each design milestone. In addition, this helps inform the client of the costs and potential savings when making design decisions and final material selections. An example of a schedule of values and trend logs as the design progresses during pre-construction is included below.

Bid Alternatives

As the detailed project budget is developed, all non-negotiable scope will be included in the base contract. If there are optional items, or preferred upgrades, those will be tracked as bid alternatives along with the associated pricing.

Common examples on similar projects are:

- Decorative concrete upgrades
- Upgraded or vinyl coated fencing
- Veneer or furnishing options to the restroom and maintenance facilities.
- Site amenities, additional or custom shelters for plaza/playground areas
- Temporary irrigation of any native seed to assist in establishment.
- Evaluate pool deck concrete thicknesses and options along with pool skimmer/Gutter systems for maintenance and construction efficiency

Contingency identification/budget risk reviews

Through the risk tracking process, we can apply selective contingencies that designate contingency funds and allows for these funds to be rolled back in for value added items as these items are mitigated. ECI will back into a contingency valuation based on a thorough review of risks and associated costs. We typically do not assign a blanket contingency percentage (as is typical) but truly understand what we may or may not actually need contingency funds for and assign specific costs for those risks.

Value Engineering

Value engineering is another critical piece of the CM/GC process. ECI will utilize all resources to provide true value engineering, not simply rely on scope cuts. Value engineering can include implementing systems that save hard material costs or even save time and potential delay costs. Alternative options like pre-fabricated steel or even concrete could help save on field labor costs. Considerations could include a custom scope of work like a custom bench, shelter or light fixture could have an extended lead time which could impact the project's critical path in which field fabrication of that portion of work may make sense to save time, money and ultimately general conditions costs for the contractor and owner.

A few value engineering considerations for the Richardson Park project could include:

- Evaluating the parking lot and roadway pavement designs. Composite versus full depth asphalt. We don't anticipate any chemical treatment of the subgrades, but that could be a consideration upon receipt of the geotechnical reports.

- Synthetic turf and aquatic bid timing and construction windows. ECI will leverage our relationships to not only generate interest from vendors but also look to bid and build this work outside the typical busy summer school season when many projects compete for these resources. This will allow for full subcontractor labor and equipment resources and more competitive pricing given the project won't be competing with tight deadline and limited resource deadlines historically from May-August.

ECI has numerous similar projects that include synthetic turf fields, hardscapes and sports lights that will be constructed late summer/fall and summer of 2027. ECI will leverage these other projects for purchasing power to provide the Town of Berthoud with the most competitive pricing.

Value Engineering Considerations

ECI has provided a handful of value engineering considerations in the Opinion of Cost Section of the Response provided separately. However, a few of these initial ideas include:

- Aquatics – Install Decorative Concrete in lieu of Life Floor
- Aquatics – Confirm pool gutter/ skimmer system with the Town and selected pool contractor
- Aquatics – Use Schedule 40 in lieu of Schedule 80 Pipe
- Phase field lighting – Install full underground and bases for all 4 fields but only stand poles and fixtures on 2 Fields. Future poles and lights can easily be installed by the Town at a later day. All infrastructure in in place.
- Install Synthetic Turf Infields only –remove synthetic turf outfields and leave the infields.
- Reduce irrigation in Native Seed Areas
- Switch from Nature Prairie Turf to Native Seed and Hydro Mulch
- Parking Lot Lighting Pole Spacing Adjustments that still provide adequate coverage to reduce pole count

Market Risks

The construction industry is ever–evolving. Subcontractor resources, tariffs and materials can all be constraints on a project. Our approach is to communicate updates and risks to the project team.

- Identify risks early and work to mitigate them through final material selections and early material procurement. Assess alternative options early on with the project team.

Comprehensive Scheduling

ECI utilizes ***Primavera P6*** for our scheduling platform. The schedule continues into construction as discussed below in our construction process.

Addressing long lead items. Through our detailed schedule of values and working alongside the design team, we work to identify all materials and suppliers and begin the risk assessment and availabilities and match this up with our project schedule. This allows for the early identification and procurement of long lead items or items with escalated risks. Depending on timing of a final GMP, an early work package may be desired to procure long lead time items. While lead times have come down the last two years, these longer lead times could include the Public Restroom Company and LSI for the playground equipment.

Permitting

We will work with the team and Town to understand permit requirements. Based on our past experience, we understand the following permits will most likely be required for this project:

1. ROW
2. Town of Berthoud Building Permits – All structures and electrical, pool
3. CDPHE Construction Stormwater
4. CDPHE Fugitive Dust Permit
5. Other permits as applicable

Subcontractor pre-qualification/selection

ECI has an extensive database of qualified contractors for all scopes of work anticipated on this project. Many subcontractors and suppliers we have successfully worked with for over 25 years understand the quality and delivery expectations ECI, the Town and DTJ Design demand. ECI vets our subcontractor team based on a number of factors, including past experience, current workload, internal resources, financial stability and references. We are happy to provide this listing to the team for consideration or consider other vendors who would be recommended by the project team.

Establish Guaranteed Maximum Price

As the design is refined, scope is vetted and competitive pricing is received, ECI will work with the team to develop a Guaranteed Maximum Price for construction. This will include any potential additive or deductive alternates and a detailed contingency to be authorized by the Town or their representative for approval. Any unused contingency funds held within the contract will be returned 100% to the Town of Berthoud.

Approach to Construction Services

How ECI manages our construction process:

We begin with a seamless transition from Pre-Construction to Construction with our proposed team heavily experienced in municipal park and sports field CM/GC projects. After our pre-construction team begins the initial construction process set-up with the integration of ***Procore*** during pre-construction. All design development, document updates, cost reports, schedules will be established and amended long before mobilization and construction commences. This history of decision tracking and accountability along the way is accurately documented and provides a basis for the team and sets the stage for the construction process to seamlessly begin.

Along with our experienced pre-construction team led by Ian Mestdagh, PE, and Sarah Evans, PE; Anna Hoehn, our project manager, as well as Louis Edick, our superintendent, are involved in providing constructability solutions, ideas and planning preparation for lead times, permits and contracts for construction to seamlessly evolve once the team is ready to move to the construction stage.

Our Non-Negotiable in Construction – Transparent Communication

While ***Procore*** and other systems provide a central platform for communication and document control, ECI prides ourselves on being proactive listeners and good communicators. It is our pledge to you that our team will communicate issues, risks, solutions, delays, market conditions (as they are ever-evolving), weather constraints, assistance as needed from the Town and DTJ Design, and also share in project successes and meeting critical milestones. We would ask for the same in return from the project team.

Safety

Safety is at the core of what we do at ECI. We are committed to an injury– and incident–free – workplace. We believe all injuries are preventable, and the health and safety of our employees, project partners, and public is critical to the long–term success of our company.

ECI integrates safety into every job task, so safety and job performance become inseparable. Through the cooperative efforts of all management team members and our work–force, we maintain a consistently incident and injury free environment. This is done through Job Specific Safety Plans and providing continued training. All team members, both internal and subcontractors, are inducted into this program on every site. This involves an introduction to the overall project and initial training is provided that covers the specific safety needs, pre–task planning, and individual work plans that are required for each specific site and scope.

Our safety program does not stop at our jobsite fence. We understand that we build public spaces and therefore have a heavier interaction with the public on our sites and espe–cially in an active development location within the Town of Berthoud. As part of our program, we address these from the onset of the project and continue to address access, site containment and fencing, and traffic and pedestrian detours to maintain the safest environment for the people around our jobsite.

We believe that safety requires open communication, accountability, ownership, and personal commitment by every member of the organization. Nothing is more impor–tant than keeping our people safe. As a part of our continued effort to maintain the highest level of safety, ECI is partner in the **State of Colorado's Premium Cost Containment Program**. As a part of this program, ECI annually recertifies our safety procedures and program with the State to verify and continually improve our overall safety program. These elements include:

- Safety Policy Declarations
- Safety Training
- Designated Safety Coordinator/Committee
- Established Written Claims Management Procedures
- Safety Rules
- Designated Medical Providers

ECI is also proud to have an **EMR (Experience Modification Rating) of 0.75 in 2025**. This rate indicates a high level of safety and incident performance and places ECI in a top class of performers in the industry. We work diligently to maintain a safe job site and continually improve training to address the dynamic nature of our projects.

Schedule Management

A project schedule is not just ECI's schedule, it becomes a TEAM schedule to transparently communicate deliverables and milestones for the entire team to be successful. ECI uses ***Primavera P6*** as our scheduling software to track and design construction progress. Schedule management begins at the forefront of pre-construction where a comprehensive schedule draft is developed and then built upon as pre-construction progresses towards construction. Updates can be uploaded and tracked through ***Procore*** as a central documentation platform. At a minimum, updates are provided monthly with applications for payment. In addition to our CPM schedule, 3-week look ahead schedules are developed weekly by the project management and field supervisory team.

These 3-week "snapshot" schedules will track immediate upcoming tasks along with who is responsible for the completion of those tasks. The 3-week schedule is also a great tool to communicate more detailed information and are laid out well for communication to the public about potential impacts to roadways, pedestrian access, or ultimately for coordinating with parks maintenance staff.

Phasing work – ECI has completed multiple similar CM/GC projects where the work is phased based on design development, permitting requirements and ever-changing needs. Many times, early work packages may be issued ahead of 100% construction documents to facilitate construction and maximize resources while available. This may be necessary for utility work or roadwork along Berthoud Parkway or even selection and procurement of longer lead items, which could include specialty pumps or custom aquatic pieces. This can be discussed, if applicable, with the project team.

Submittals

In the CM/GC process, our team begins the submittal process in pre-construction ahead of mobilization to minimize delays and approvals during construction.

- Submittal logs will be developed as design is completed and subcontractor selection is determined ahead of mobilization.
- A schedule for mock-ups will be included to allow for adequate preparation and assembly for project team approval.
- ECI prefers to approach paperwork closeout, compiling all approved submittals and documents during first half of construction with final as-builts being provided upon completion of the work – grading, utilities and finally irrigation.

Closeout/Punchlist

Project closeout begins about 50 percent of the way though construction. Our team will begin compiling all approved submittals and documents during first half of construction with final as-builts being provided upon completion of the work – grading, utilities and finally irrigation. All documentation from pre-construction through construction and warranty requests are tracked through ***Procore***. Our team will work with the Town as well to fulfill any specific grant requirements during construction and at the completion of construction as necessary.

The Tools We Use

Self-Performed Work

ECI has in-house manpower and equipment to perform and/or supplement the work onsite as necessary. ECI owns late model loaders, track hoes, water trucks, dump trucks, motor graders, mini-excavators, skidloaders, generators, sweepers, etc., to help keep the project on track and assist subcontractors as needed.

The scopes of work generally include:

- Selective demolition
- Minor utilities
- Water Control/Dewatering/Shoring
- Erosion Control measures/stabilization as necessary
- Boulder Structures
- Fine grading and subgrade preparation – includes synthetic turf fields depending on schedule
- Excavation and backfill for structures
- Soft surface trail installation
- Boulder retaining wall construction
- Site amenity assembly/installation

Project Management Platform

ECI utilizes a variety of software programs that are integrated. Estimating utilizes ***HCSS*** (Heavy Bid) software for development of estimates that are pushed to various Excel based platforms. Project management utilizes ***Procore***, which integrates with Heavy Bid and out master Accounting Software. In addition, our project management and field teams utilize ***Primavera P6*** scheduling software to develop and track schedules. Examples of the sample documents are included in the Pre-Construction and Construction approach sections above in Section 5.2.

Similar Completed Projects & References

Willow Bend Park (CM/GC)

Project Description:

Willow Bend Park is unique in that it provides universal access so visitors of all ages and abilities can connect to the outdoors and enjoy its many features. Spanning 163 acres, the park includes a climbing tower, swings, carousels, concrete slides, zip lines and more, all of which are accessible by paved ramps or smooth surfaces. Additional aspects of the space include a smaller "sensory friendly" play area shielded from noise by a large vegetation area, as well as an expansive natural area, featuring trails and seating areas. Visitors can also enjoy a picnic plaza, charging stations for assistive devices, and accessible restrooms. The park has garnered much acclaim for its commitment to inclusivity and diversity in the parks and recreation sphere.

Project Location: Loveland, CO

Project Reference:

Bryan Harding, City of Loveland
970–962–2451
Bryan.Harding@cityofloveland.org

Contract Amount: $7,439,251

Waggener Farm Pickleball Courts

Project Description:

Waggener Farm Pickleball Courts is the latest addition to the new Berthoud Fieldhouse at Waggener Farm Park. The new courts fulfill the town's need for an outdoor complex to serve the community's bustling pickleball community.

The project added eight new pickleball courts, four covered court benches, small plaza, and a maintenance shed paired with a shed for picnic tables and furnishings.

Project Location: Berthoud, CO

Project Reference:

Jeremy Olinger, Town of Berthoud
970–344–5824
jolinger@berthoud.org

Contract Amount: $1,118,116

Timnath Community Park Ph. 2 & 3 (CM/GC)

Project Description:

ECI was selected as the general contractor for phases two and three of Timnath Community Park. The second phase features a natural style of playground, a large open play field, additional parking, a large pedestrian bridge, a new dog park and a custom restroom building. The park is 12 acres and was delivered under the CM/GC process.

Phase three features six pickleball courts, two tennis courts and a basketball court. A new splash pad and pavilion are soon to be completed. Both phases are to accommodate the rapid growth Timnath has experienced in recent years so the park can continue to serve as a central location for town events.

Project Location: Timnath, CO

Project Reference:

Tom Casal, Town of Timnath
970–449–4667
tcasal@timnathgov.com

Contract Amount: $6,611,296

Erie Community Park Final Phase

Project Description:

ECI completed Erie Community Skate Park in 2013, and we were contracted to finish the final phase nearly eight years later. New park elements covered 12 acres and included a multi–directional pump track, a new 32–feet tall net climber, two full–sized basketball courts with adjustable hoops, outdoor reading rooms with formal and informal trails, and a sledding hill. ECI also created a custom restroom building and shade structures.

Project Location: Erie, CO

Project Reference:

Luke Bolinger, Town of Erie
303–926–2700
lbolinger@erieco.gov

Contract Amount: $7,366,622

Mehaffey Park (CM/GC)

Project Description:

Mehaffey Park is a 63–acre regional park located in west Loveland, Colorado. The site required extensive excavation and grading. Park features include a playground with glass fiber reinforced concrete climbing and retaining walls, custom skate park, recreational trail access, pickleball courts, and post tension tennis courts. The playground contains a waterfall feature with a small stream, and the multipurpose field is surrounded by cherry and apple orchard trees.

The fenced dog park includes a shade shelter, and the site has trails surrounding the perimeter with trail lighting. Art designed specifically for the project is displayed in various areas of the spacious park for viewing.

Project Location: Loveland, CO

Project Reference:

Merinda Bennett, City of Loveland
970–962–3434
Merinda.Bennett@cityofloveland.org

Contract Amount: $10,895,119

Coal Creek Park (CM/GC)

Project Description:

ECI worked with the Town of Erie for the re–envisioning of Coal Creek Park. The park's playground, named Maddie's Playground, is dedicated to families who have lost children and features a commemorative butterfly statue, rope climbing structures, butterfly–adorned sidewalk, memorial brick garden, nature play themed playground, walking trails, multipurpose field, and an adjacent shade structure with picnic tables.

The park's radial community building includes event and café space and restrooms. Given the unique curve of this building, everything located inside is custom and was designed on a radius. In addition, the park features a seasonal splash pad that transforms into an ice skating rink for the winter.

Project Location: Erie, CO

Project Reference:

Luke Bolinger, Town of Erie
303–926–2700
lbolinger@erieco.gov

Contract Amount: $7,847,688

Twin Silo Park

Project Description:
Given the large increase of housing growth, the neighbor–hoods in southeast Fort Collins needed a regional park. Twin Silo is a 54–acre park featuring a "Homestead" theme with a community garden and orchard. The new playground includes two relocated steel silos and a shelter designed to look like a farmhouse.

The park features new lighting, landscaping and irrigation, dog park, parking, baseball fields and restroom, pickleball courts, multi–purpose fields, original artwork designed specifically for the park, and a unique vertical grow wall. Other aspects include an upgraded BMX riding area and improvements to McClelland's Creek, creating a water play area.

Project Location: Fort Collins, CO
Project Reference:
Greg Oakes, City of Fort Collins
970–416–2260
goakes@fcgov.com
Contract Amount: $10,013,535

Adams County Veterans Memorial

Project Description:
The Adams County Veterans Memorial is part of the plans that Adams County has in place for the advancement of Riverdale Regional Park in Brighton. The purpose of this iconic project was to provide a space that not only honors living military members but also recognizes our nation's heroes who made the ultimate sacrifice.

Extending into the park's lake is a replica of the USS Colorado Battleship, complete with viewing platforms for visitors to explore. A custom story wall with detailed imagery was created in the plaza, along with marble and glass military monuments, custom colored concrete, and boulder walls. ECI self–performed the site earthwork and grading activities, wood decking on the battleship's masts, set and assembled the prefabricated restroom building, and ran the dewatering operations for the battleship's construction.

Project Location: Brighton, CO
Project Reference:
Cyndi Stringham, Adams County
720–523–6405
cstringham@adcogov.org
Contract Amount: $10,386,678

Opinion of Cost:
CM/GC Services for Richardson Park Phase I

Town of Berthoud
February 17, 2026

Presented by ECI Site Construction Management

Building Outdoor Spaces. Energizing Communities

February 17, 2026

Town of Berthoud
Mr. Jeremy Olinger, Deputy Town Administrator
807 Mountain Ave.
Berthoud, CO 80513

RE: CM/GC Contractor Request for Qualifications/Proposals (RFQ/P) Richardson Park Phase 1 (Project) – TRANSMITTAL

Dear Selection Team,

- Please find a copy of the opinion of cost and proposed fee structure as requested in the RFQ. The opinion of cost is based on the documents provided, subcontractor pricing, ECI's extensive experience on similar projects and market conditions at the time of the RFQ/P.

- Please note – That while the opinion of probable cost slightly exceeds the Town's proposed budget of $38M, there are opportunities to reign in cost as the design and final Town comments are still being updated. If indeed $38M is the top–set budget, ECI will work diligently with the team to maximize the amenities while maintaining the highest quality project elements. ECI has completed or is in the process of completing 35 Park and Recreation CM/GC projects and has never failed to align reasonable costs and budget with a project client. It is our duty to be transparent and provide solutions as experts in this field, and Richardson Park is no different.

- ECI acknowledges all Documents and correspondence provided by the Town of Berthoud including Questions and Responses dated 2/12/2026.

- The Statement of Qualifications are included in a separate submittal as requested.

Thank you again for the opportunity to submit our qualifications. Your project has our attention!

We are pleased to bring a dedicated and *local* park construction management team to deliver a state–of–the–art facility for the Town of Berthoud. Please don't hesitate to call with any questions or clarifications.

Sincerely,

Ted Johnson, President
ECI Site Construction Management, Inc.

Opinion of Cost

ECI has assembled the opinion of cost based on the following documents, subcontractor outreach, past experience, site visit, local market conditions and the Town of Berthoud and Design team expectations based on previous experience. The following opinion of cost is not a guaranteed price, but a realistic cost range based on the factors noted above and a starting point to determine an ultimate GMP and recommended construction and contingency budget. **ECI is committed to working with the Town of Berthoud to deliver Richardson Park within the Town's ultimately identified budget.**

The following documents were utilized in determining the opinion of cost:

- 2024-0711 Richardson Park 100 Percent CD Phase 1 Combined
- 2024-0711 Richardson Park 100 Percent CD Phase 2 Combined
- 2024-0711 Richardson Park 100 Percent CD Phase 3 Combined
- 2025-1223 Richardson Park Updated Site Plan-30sc-Reduced
- Geotech Report 20225038 Revised 7-9.24
- Loveland Res Bathemetric-Survey 3407 PW-23-10-S Topo Aerial
- Existing Site Survey 77589-ISP Topo Final
- Richardson Park Updated Phasing Plan
- Response to Questions 2.12.2026

Other Clarifications for the Opinion of Probable Cost

- Geotechnical Testing assumed by owner
- Tap and development fees assumed by owner
- Site development fees assumed by owner
- Permit Fees assumed to be waived by owner
- High Volt Electrical Service excluded
- Traffic signalization devices excluded
- Tax excluded
- Certified payroll, Davis Bacon Wages, Prevailing wages excluded

PROJECT:	Richardson Park Phase 1	DATE:	2/17/2026
Plan Drawings:	RichardsonPark_Updated Phasing Plan		

Opinion of Probable Cost

ITEM #	ITEM DESCRIPTION	UNIT	QUANTITY	UNIT COST	TOTAL COST
	General Conditions				
1	Mobilization and General Conditions	LS	1.00	$ 2,125,944.50	$ 2,125,944.50
2	Survey	LS	1.00	$ 375,000.00	$ 375,000.00
3	Potholing	HR	80.00	$ 450.00	$ 36,000.00
4	Traffic and Pedestrian Control	LS	1.00	$ 65,000.00	$ 65,000.00
	Subtotal (General Conditions)				**$ 2,601,944.50**
	Site Prep and Erosion Control				
5	Erosion Control BMP's	LS	1.00	$ 310,000.00	$ 310,000.00
6	Erosion Control Permitting and Management	MO	24.00	$ 2,465.00	$ 59,160.00
7	Erosion Control Maintenance	MO	24.00	$ 1,895.00	$ 45,480.00
	Subtotal (Site Prep and Erosion Control)				**$ 414,640.00**
	Earthwork				
8	Clear and Grub	AC	40.00	$ 3,800.00	$ 152,000.00
9	Earthwork - Unclassified Excavation	LS	1.00	$ 432,600.00	$ 432,600.00
10	Import Material	LS	1.00	$ 157,500.00	$ 157,500.00
11	Topsoil Strip and Spread	LS	1.00	$ 201,590.00	$ 201,590.00
12	Fine Grade	LS	1.00	$ 260,430.00	$ 260,430.00
	Subtotal (Earthwork)				**$ 1,204,120.00**
	Utilities - Water				
13	Water Service ALLOWANCE	AL	1.00	$ 990,800.00	$ 990,800.00
	Subtotal (Water)				**$ 990,800.00**
	Utilities - Sanitary				
14	Sanitary Service ALLOWANCE	AL	1.00	$ 615,500.00	$ 615,500.00
	Subtotal (Sanitary)				**$ 615,500.00**
	Utilities - Storm				
15	Storm Service ALLOWANCE	AL	1.00	$ 1,525,000.00	$ 1,525,000.00
	Subtotal (Storm)				**$ 1,525,000.00**
	Parking Lot				
16	Subgrade Prep, Parking Lot	SY	30,890.00	$ 5.75	$ 177,617.50
17	Drive Lane Profile Asphalt Paving, 8" HMA	SY	7,820.00	$ 35.00	$ 273,700.00
18	Parking Stall Asphalt Paving, 5" HMA	SY	23,070.00	$ 33.00	$ 761,310.00
19	Class 6 Aggregate Base Course, 6"	CY	5,150.00	$ 62.00	$ 319,300.00
20	Curb and Gutter	LF	13,950.00	$ 48.00	$ 669,600.00
21	Pedestrian Crossing	SF	2,300.00	$ 35.00	$ 80,500.00
22	Signage and Striping	LS	1.00	$ 95,000.00	$ 95,000.00
23	Asphalt Street Cut/Replace	SY	3,110.00	$ 42.00	$ 130,620.00
	Subtotal (Parking Lots)				**$ 2,507,647.50**
	Trails, Walks and Plazas				
24	8" HD Concrete Paving	SF	25,670.00	$ 11.00	$ 282,370.00
25	6" Std. Concrete Paving	SF	73,420.00	$ 8.15	$ 598,373.00
26	19 - Central Core Pavillion, 6" Decorative Concrete Paving	SF	14,930.00	$ 14.00	$ 209,020.00
27	Crusher Fines, 6"	SF	13,555.00	$ 4.95	$ 67,097.25
28	Bollards	EA	37.00	$ 995.00	$ 36,815.00
29	Trash Enclosure Concrete Pad, 8"	SF	1,411.00	$ 11.00	$ 15,521.00
30	ADA Ramps	EA	13.00	$ 2,985.00	$ 38,805.00
31	6" Waterpark Concrete Plaza at Aquatics Play area	SF	56,345.00	$ 14.00	$ 788,830.00
	Subtotal (Hardscapes)				**$ 2,036,831.25**

	Landscape and Irrigation				
32	Native Seed and Soil Prep	SF	510,340.00	$ 0.40	$ 204,136.00
33	Enhanced Native Grass #1	SF	100,335.00	$ 0.25	$ 25,083.75
34	Enhanced Native Grass #2	SF	318,300.00	$ 0.25	$ 79,575.00
35	Planting Area w/Gravel Mulch	SF	71,300.00	$ 2.90	$ 206,770.00
36	Stormwater Detention Basin Planting	SF	20,403.00	$ 0.50	$ 10,201.50
37	Turf	SF	78,506.00	$ 1.25	$ 98,132.50
38	Deciduous Tree	EA	215.00	$ 920.00	$ 197,800.00
39	Ornamental Tree	EA	62.00	$ 740.00	$ 45,880.00
40	Evergreen Tree	EA	81.00	$ 990.00	$ 80,190.00
41	Deciduous Shrubs	EA	221.00	$ 74.00	$ 16,354.00
42	Evergreen Shrubs	EA	1,235.00	$ 115.00	$ 142,025.00
43	Ornamental Grasses	EA	2,065.00	$ 25.00	$ 51,625.00
44	Perennials	EA	2,038.00	$ 23.00	$ 46,874.00
45	Irrigation System	LS	1.00	$ 1,550,000.00	$ 1,550,000.00
46	Native Seed Irrigation	LS	1.00	$ 950,000.00	$ 950,000.00
	Subtotal (Landscape and Irrigation)				**$ 3,704,646.75**
	Electrical				
47	Site Electrical Distribution and Fixtures (Sports field Lighting incl. below	LS	1.00	$ 2,500,000.00	$ 2,500,000.00
48	Low Volt/Security	LS	1.00	$ 225,000.00	$ 225,000.00
	Subtotal (Electrical)				**$ 2,725,000.00**
	Site Amenities				
49	Site Furnishings ALLOWANCE	AL	1.00	$ 950,000.00	$ 950,000.00
	Subtotal (Site Amenities)				**$ 950,000.00**
	Aquatics Center				
50	1 - Lazy River	SF	7380	$ 305.00	$ 2,250,900.00
51	2 - 8 Lane Lap Swim + 1 Meter Spring Board Diving Well	SF	6025	$ 473.00	$ 2,849,825.00
52	3 - Leisure Pool with Beach Entry	SF	3425	$ 268.00	$ 917,900.00
53	4 - Triple Slide Flume + Ride Tower	SF	810	$ 1,665.00	$ 1,348,650.00
54	5 - Kid's Aquatics Playground	SF	7450	$ 305.00	$ 2,272,250.00
55	6 - Open Lawn Seating	SF	9370	$ 1.50	$ 14,055.00
56	7 - Restrooms/Changing	SF	3354	$ 500.00	$ 1,677,000.00
57	8 - Lobby/Lifeguard Bullpen, Concessions	SF	2480	$ 585.00	$ 1,450,800.00
58	9 - Rental/Training Room (Shade Shelter)	SF	2065	$ 225.00	$ 464,625.00
59	10 - Mechanical + Pump Room + Storage	SF	2833	$ 415.00	$ 1,175,695.00
60	17 - Splash Pad Pump Room	SF	800	$ 415.00	$ 332,000.00
61	Waterpark Chain Link Fence and Gates	LF	1210	$ 85.00	$ 102,850.00
	Subtotal (Aquatics Center)				**$ 14,856,550.00**
	Baseball/Softball Fields				
62	18 - (4) Multi-Use Baseball/Softball Fields	EA	4.00	$ 850,000.00	$ 3,400,000.00
63	Sports field Lighting	EA	4.00	$ 350,000.00	$ 1,400,000.00
64	20 - Batting Cage	LS	1.00	$ 275,000.00	$ 275,000.00
65	21 - Restroom Building	SF	1,035	$ 515.00	$ 533,025.00
66	22 - Maintenance/Storage Shed	SF	1,130	$ 430.00	$ 485,900.00
67	8'x40' Dugouts	EA	8.00	$ 85,000.00	$ 680,000.00
68	Concessions Building	SF	400.00	$ 585.00	$ 234,000.00
69	Cantilevered Shade Structures	EA	4.00	$ 120,000.00	$ 480,000.00
70	Large Shade Structures	EA	3.00	$ 175,000.00	$ 525,000.00
71	Small Playground w/Tower Structure	LS	1.00	$ 135,000.00	$ 135,000.00
	Subtotal (Baseball/Softball Fields)				**$ 8,147,925.00**
	Signage				
72	Monument Sign	EA	2.00	$ 55,000.00	$ 110,000.00
73	Signage Package ALLOWANCE	LS	1.00	$ 25,000.00	$ 25,000.00
	Subtotal (Signage)				**$ 135,000.00**
				TOTAL OPINION OF COST	**$ 42,415,605.00**

Cost Breakdown By Major Scope

A	General Conditions				$	2,601,944.50
B	Site Prep and Erosion Control				$	414,640.00
C	Earthwork				$	1,204,120.00
D	Water Utilities				$	990,800.00
E	Sanitary Utilities				$	615,500.00
F	Storm Utilities				$	1,525,000.00
G	Asphalt Paving/Parking Lot				$	2,507,647.50
H	Trails Walks and Plazas				$	2,036,831.25
I	Landscape and Irrigation				$	3,704,646.75
J	Electrical				$	2,725,000.00
K	Site Amenities				$	950,000.00
L	Aquatics Center				$	14,856,550.00
M	Baseball/Softball Fields				$	8,147,925.00
N	Signage				$	135,000.00
				TOTAL COST OF CONSTRUCTION:	$	42,415,605.00

Proposed Fee Structure

ECI is proposing the following fee structure for costs and fees on the cost of the work for insurance, bonds and profit and overhead. We have provided a monthly General Conditions rate which can be solidified with the team once the final scope of work is determined, final subcontractors selected with the team and schedule solidified.

PROJECT:	Richardson Park CM/GC (RFQ/P) - Fee Structure			DATE:	2/17/2026
Plan Drawings:					
	Fee Structure				
ITEM #	ITEM DESCRIPTION	UNIT	QUANTITY	UNIT COST	TOTAL COST
	Fee Structure				
A	General Conditions (Per Month)	MO	1.00	$ 69,545.00	$ 69,545.00
B	Insurance - General Liability/ Umbrella (On Cost of Work)	%	1.00	0.92%	0.92%
C	Insurance -Builders Risk (On Cost of Work)	%	1.00	0.29%	0.29%
D	Performance and Payment Bonds (On Cost of Work) 2 Yr Warranty	%	1.00	0.89%	0.89%
E	Overhead and Profit "Fee" (On Cost of Work)	%	1.00	2.50%	2.50%
F	Pre-Construction Services - TBD	MO	1.00	TBD	TBD
	Subtotal Fees				TBD

Preliminary Value Engineering Considerations

We have included a partial list of some value engineering considerations for discussion with the team. A few of the items below can be selected with the team as applicable.

- Aquatics – Decorative Concrete in lieu of Life Floor – Approximately $75K – $125K
- Aquatics – Define mechanical and plumbing components – Approximately $100K –$150K
- Aquatics – Confirm pool gutter/skimmer system with the Town and selected pool contractor. Costs/Savings – TBD
- Aquatics – Use Schedule 40 in lieu of Schedule 80 Pipe – TBD $50K–$100K savings if acceptable.
- Aquatics – Remove Pool Covers – $75K–$100K
- Aquatics – Use a motor start in lieu of VFE controls on Pumps $35K Savings
- Phase field lighting – Install full underground and bases for all 4 fields but only stand poles and fixtures on 2 Fields. Approximately $600K–$700K savings. Future poles and lights can easily be installed by the Town at a later day. All infrastructure in in place.
- Simplify Maintenance and Storage Shed – This design element needs to be completed. Is this a conditioned space? Approximately $100K–$200K
- Install Synthetic Turf Infields only – Approximately $200K per field to remove synthetic turf outfields and leave the infields.

Example of Synthetic Turf Infield Only – Leaving a permanent synthetic infield in combination with a natural turf outfield can provide benefits to the project including drastically reduced maintenance on the field from needing to maintain the dirt surfaces/striping, etc. In addition, provides for more "all weather" play.

- Reduce irrigation in Native See Areas – Approximately $500K – $1M
- Switch from Nature Prairie Turf to Native Seed and Hydro Mulch – Approximately $100k – $125K
- Parking Lot Lighting Pole Spacing Adjustments that still provide adequate coverage to reduce pole count – Approximately $50K – $75K
- Reduce Generator Size Requirements – Approximately $50K
- Use alternate electrofusion valve assembly at turf, seed, and drip locations – Approximately $25K – $35K
- Pave Northernmost parking spots and Curb and Gutter as part of Phase 2 – Save $150K–$200K (see image below)

- Utilize 1.5" local Tan River Rock in place of 1.5" Crushed Sandstone – Approximately $10K – $15K.Materials are more readily available as well.
- Facilitate competitive bidding of fields and lights with other ECI ballfield projects for purchasing power discounts during the late spring of 2026. ECI has multiple large–scale park and recreation turf and field projects that will be bidding during the time of Richardson Park. ECI can leverage these projects to provide the best value to the Town of Berthoud by maximizing project interest and competitive pricing from vendors. Savings – TBD

Total preliminary Value Engineering Considerations Identified above: $3M– $4M

Scope Elements Requiring Further Design Development

A few items we identified at this time include:

- We understand the pool drawings are expected to be completed in May. As the final details are completed, ECI will work with our selected pool contractor during pre-construction to confirm pricing, lead times, final equipment selections with the Town and design team to maximize any and all efficiencies whether it be equipment selection and/or constructability and ease of maintenance.
- Shed – The maintenance and storage shed is essentially shown as a rectangle, and we have conservatively assumed conditioned space. There could be a decent cost savings depending on what is ultimately identified and needed here.

Other Items for Consideration Based on our Past Experience to Discuss with the Team

- Consider over-lot grading for the entire site vs. just phase 1 to set up the future phase (current pricing captures Phase LOW 1 only)
- Utilities – For ease of future construction of phase 2 and to minimize future price escalations, consider installing phase 2 utilities at the time of phase 1. Current construction pricing assumes Phase 1 LOW only.
- Pricing assumes irrigation for native seeding, can this be temp or does it need to be permanent?
- Review site furnishing selection with the Town and Design Team and confirm quantities, styles, lead times, tariffs and future availability, etc.
- Architectural pricing is based on similar facilities recently completed with the design team and representative of the drawing intent.

Future Richardson Park, facing west from Berthoud Parkway

PIPER | SANDLER

March 19, 2026

Town of Berthoud

Richardson Park Financing Options

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Financing Options Available to the Town

There are two financing tools available to the Town to finance the Richardson Park project:

- **Certificates of Participation (COPs)**
  - Does not require a bond election – funding can be received as soon as early Q3 2026.
  - Can be repaid from any legally available revenues (including the Town's park and recreation sales tax).
  - Requires collateral (the park itself can be used as the collateral).
  - COP repayment is subject to annual appropriation by the Town Board.
- **Sales Tax Revenue Bonds**
  - Requires a bond election – earliest issuance would be Q1 2027.
  - Repaid from a specific revenue stream (park and recreation sales tax).
  - Does not require collateral.
  - Not subject to annual appropriation – legal obligation to repay the debt through maturity.

Quantitative Comparison of Financing Options

- Based on current market conditions, COPs will receive an interest rate approximately 9 basis points (0.09%) higher than Sales Tax Revenue Bonds.
  - Translates to approximately $20,000 in annual debt service over a 30-year financing ($600,000 total).

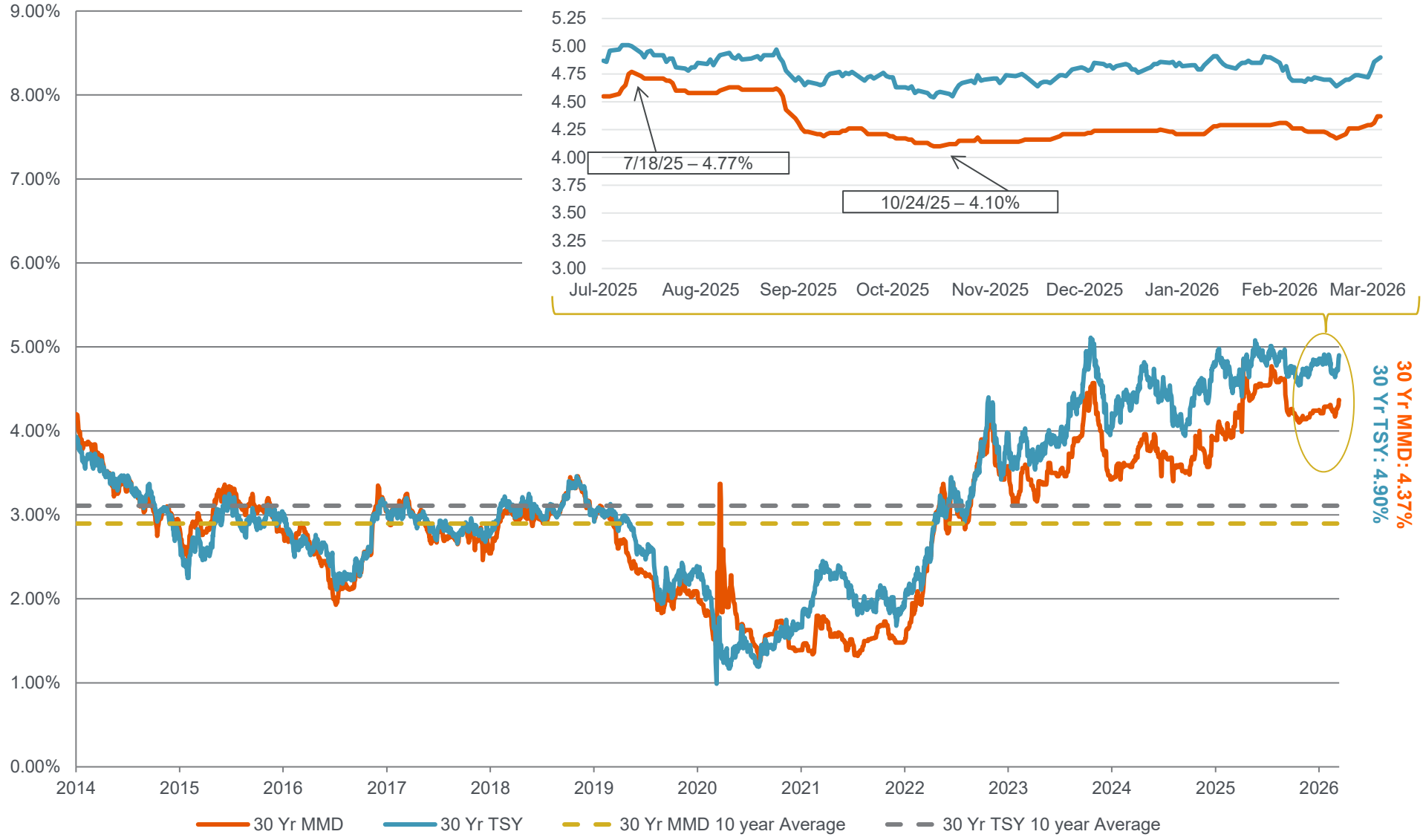
Comparison of Financing Statistics

Observation	30-Year COPs	30-Yr Sales Tax Bonds	Difference
Net Proceeds	$28,000,000	$28,000,000	-
True Interest Cost	4.79%	4.70%	0.09%
Total Debt Service	$54,445,141	$53,837,465	$607,676
Avg. Annual Debt Service	$1,814,838	$1,794,582	$20,256
Final Maturity	12/1/2056	12/1/2056	-

- The Town's COPs or Bonds will carry a 10-year optional redemption provision that allows the Town to refinance to a lower interest rate (dependent on market conditions).
- Depending on the Town's repayment goals, shorter term lengths for either COPs or Sales Tax Revenue Bonds are also viable options (e.g., 20-year, 25-year, etc.).

Interest rates as of 3/10/26 and subject to change; AA- rating assumed; estimated issuance costs included

30-Yr Tax-Exempt (MMD) & Taxable (TSY) Interest Rate Lookback



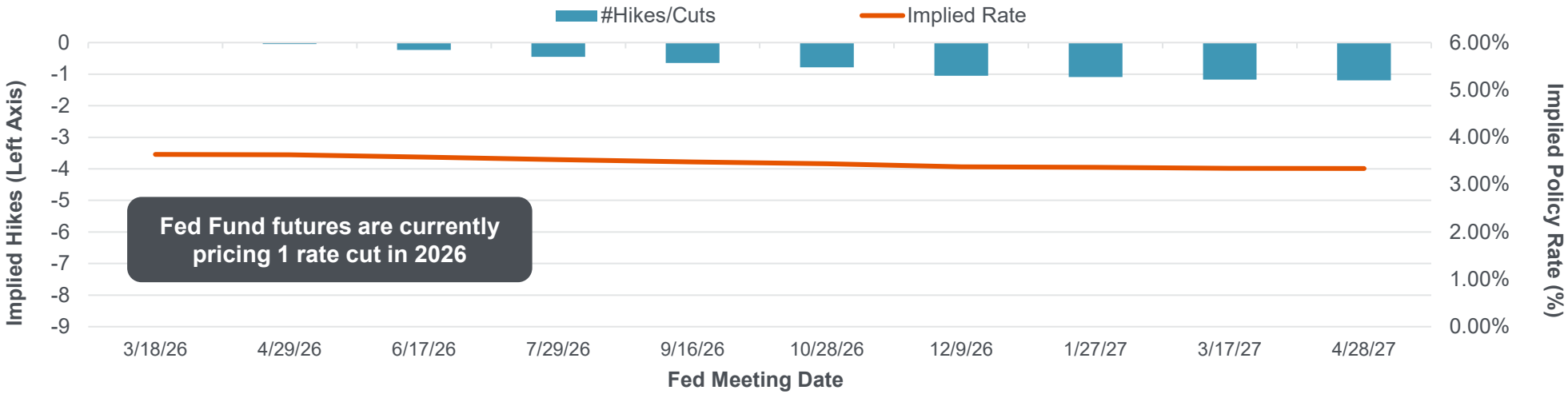
1. Source: TM3 and Treasury Data. As of 3/16/2026.

Market Expectations

- The market is currently pricing in one 25 bp rate cut through the end of 2026.
- In anticipation of the end of Fed Chair Jerome Powell's term in May, President Trump has announced plans to nominate Kevin Warsh as successor. It is expected that the President's nominee will push for a lower interest rate environment.
- The current expectation is for an economic slowdown which has historically been favorable for the municipal bond market as investors flock to safer, fixed income investments.

Inflation has started to steady, while foreign conflict has created market uncertainty

Market Expectations for Rate Cuts



1. Source: Bloomberg. As of 3/16/2026.

Disclosure

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