



Board of Trustees Regular Meeting

807 Mountain Avenue
Town Board Meeting Room
Berthoud, Colorado 80513
Tuesday, May 12, 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. May 12, 2026, Meeting Agenda
 - b. April 28, 2026, Meeting Minutes
 - c. March 2026 Financial Information
 - d. Local Planning Grant from DOLA - Share deliverable - Land and Water Banking Memorandum
 - e. Habitat for Humanity Grant Application Letter of Support
 - f. CDOT HWY 56 Maintenance Agreement
 - g. Approval of Amendment to Applied Controls & Engineering Professional Services Agreement

May 12, 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.

- h. Limited Waiver and Consent of Potential Conflict – HPWC/Hick Legacy Water Regional Authority
- 2. **Main Street 3-Year Plan Presentation and Funding Request (30 Min)**
- 3. **Annual Committee Report - Historic Preservation Advisory Committee (30 Min)**
- 4. **Proclamation - National Historic Preservation Month (5 Min)**
- 5. **Adoption of the Town of Berthoud Historic Preservation Master Plan (15 Min)**
- 6. **Amendment of the Municipal Code Regarding Backflow Prevention and Cross-Connection Control - Ordinance 1380 (30 Min)**
- 7. **Elected Official Reports (20 Min)**
 - a. Town Board -
 - b. Mayor -
 - c. Staff - Town Administrator, Attorney
- 8. **Executive Session to determine positions relative to matters that may be subject to negotiations; developing strategy for negotiations; and instructing negotiators, pursuant to C.R.S. § 24-6-402 (4)(e), regarding lease of 290 Mountain Avenue (30 Min)**

VI. Adjourn

Town Clerk or Deputy Town Clerk

William Karspeck, Mayor

Board of Trustees Information



Department

Meeting Date:	May 12, 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.
Type of Item:	Consent Agenda
Purpose:	To approve matters that are considered to be routine.
Presented by:	Christian Samora

Attachments:

None

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.



Board of Trustees Regular Meeting

807 Mountain Avenue
Town Board Meeting Room
Berthoud, Colorado 80513
Tuesday, May 12, 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. May 4, 2026, Meeting Agenda
 - b. April 28, 2026, Meeting Minutes
 - c. March 2026 Financial Information
 - d. Local Planning Grant from DOLA - Share deliverable - Land and Water Banking Memorandum
 - e. Habitat for Humanity Grant Application Letter of Support
 - f. CDOT HWY 56 Maintenance Agreement
 - g. Approval of Amendment to Applied Controls & Engineering Professional Services Agreement

May 12, 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.

- h. Limited Waiver and Consent of Potential Conflict – HPWC/Hick Legacy Water Regional Authority
- 2. **Main Street 3-Year Plan Presentation and Funding Request (30 Min)**
- 3. **Annual Committee Report - Historic Preservation Advisory Committee (30 Min)**
- 4. **Proclamation - National Historic Preservation Month (5 Min)**
- 5. **Adoption of the Town of Berthoud Historic Preservation Master Plan (15 Min)**
- 6. **Amendment of the Municipal Code Regarding Backflow Prevention and Cross-Connection Control - Ordinance 1380 (30 Min)**
- 7. **Elected Official Reports (20 Min)**
 - a. Town Board -
 - b. Mayor -
 - c. Staff - Town Administrator, Attorney
- 8. **Executive Session to determine positions relative to matters that may be subject to negotiations; developing strategy for negotiations; and instructing negotiators, pursuant to C.R.S. § 24-6-402 (4)(e), regarding lease of 290 Mountain Avenue (30 Min)**

VI. Adjourn

Town Clerk or Deputy Town Clerk

William Karspeck, Mayor



Board of Trustees Meeting Minutes

**807 Mountain Avenue
Town Board Meeting Room
Berthoud, Colorado 80513
Tuesday, April 28, 2026, at 6:30 PM**

4/28/2026 – Minutes

I. Call to Order

Mayor Karspeck called the meeting to order at 6:31 PM.

II. Pledge of Allegiance

Mayor Karspeck led the Pledge of Allegiance.

IV. Oath of Office - Newly Elected Official

Clerk Samora swore in newly elected Trustee Arno Olbricht.

III. Roll Call

The following Board members were present:

Trustee Karen Anderson
Trustee Casey Grace
Trustee Arno Olbricht
Trustee May Soricelli-Albrecht
Trustee Brett Wing
Mayor Pro-Tem Sean Murphy
Mayor Will Karspeck

The following staff members were present:

Town Attorney Nick Hartman
Town Administrator Chris Kirk
Town Clerk Christian Samora
Deputy Town Clerk Lexi Dovel
Larimer County Sheriff Sergeant Justin Williamson
Community Development Director Anne Johnson
Water & Waste Water Engineer Savana Dumler
Water Operations Manager Tyler Carpenter
Director of Water Utilities Ken Matthews

Water Resources Administrator Alex Tennant
Project Engineer Daniel Buendia
Public Works Operational Manager Keith Knoll

V. Citizen Participation

Jack Balas spoke regarding curbs in Town Park.

Sarah Lincoln spoke regarding the Newell Farm Park design plan.

Jeff Hindman spoke regarding Board member conduct and the Mayor Pro-Tem appointment.

VI. Scheduled Items and Estimated Times for Discussion

1. 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. **(5 Min)**

Trustee Wing requested item g be removed from the Consent Agenda for individual consideration.

Trustee Anderson requested items e and b be removed from the Consent Agenda for individual consideration.

Trustee Wing moved to combine and approve the items on the Consent Agenda, less items b, e, and g. Trustee Grace seconded the motion. In a 7-0 roll call vote, the motion Passed.

Mayor Pro-Tem Murphy moved to approve item b) April 14, 2026 Meeting Minutes. Trustee Wing seconded the motion. In a 5-0 roll call vote, the motion Passed, with Trustee Anderson and Trustee Grace abstaining.

Community Development Director Anne Johnson provided information on the annexation process.

Trustee Wing moved to approve item e) Berthoud Industrial Annexation Petition Substantial Compliance - Resolution 13-2026. Trustee Anderson seconded the motion. In a 7-0 roll call vote, the motion Passed.

The Board had further discussion on item g.

Trustee Anderson moved to approve item g) Berthoud Recreation Center Scheel's Sponsorship Contract. Trustee Wing seconded the motion. In a 7-0 roll call vote, the motion Passed.

- a. April 28, 2026 Meeting Agenda
- b. April 14, 2026 Meeting Minutes

- c. April 21, 2026 Meeting Minutes
- d. April 2026 Board Report
- e. Berthoud Industrial Annexation Petition Substantial Compliance - Resolution 13-2026
- f. Appointment of Municipal Officers - Resolution 14-2026
- g. Berthoud Recreation Center Scheels Sponsorship Contract
- h. Open Stage Denver Contract for July 3rd Event Stage, Sounds, and Lighting

2. Appointment of Mayor Pro-Tem (15 Min)

Mayor Karspeck provided an introduction to the Mayor Pro-Tem appointment. Clerk Samora provided additional information.

Trustee Wing nominated Trustee Soricelli-Albrecht and Trustee Olbricht. Mayor Pro-Tem Murphy nominated Trustee Grace and Trustee Anderson.

Board members each indicated their top two choices for the Mayor Pro-Tem position, and those choices were read aloud into the record.

Trustee Wing moved to appoint Trustee Soricelli-Albrecht to serve as Mayor Pro-Tem on the Berthoud Town Board of Trustees until the next regular election. Trustee Olbricht seconded the motion. In a 7-0 roll call vote, the motion Passed.

3. Town Board Committee Liaison Assignments (10 Min)

Mayor Karspeck provided an introduction to the Town Committees and Commissions.

Trustee Murphy will serve as the Board liaison to the Tree Committee.

Trustee Anderson will serve as the Board liaison to the Historic Preservation Advisory Committee.

Trustee Grace will serve as the Board liaison to the Parks, Open Space, Recreation, and Trails Committee, with Trustee Olbricht serving as the backup liaison.

Mayor Pro-Tem Soricelli-Albrecht will serve as the Board liaison to the Youth Advisory Committee, with Trustee Wing serving as the backup liaison.

4. Appointment of Planning Commission Members (5 Min)

Trustee Murphy and Trustee Wing provided information on the interviews to fill the vacancies on the Planning Commission.

Trustee Murphy moved to appoint Marleene Buttice to the Planning Commission for a term to end on September 30, 2027, and to appoint Brandon Terrazas to the Planning

Commission for a term to end on September 30, 2028. Trustee Wing seconded the motion. In a 7-0 roll call vote, the motion Passed.

5. INTRODUCTION: Amendment of the Municipal Code Regarding Backflow Prevention and Cross-Connection Control - Ordinance 1380 (15 Min)

Water & Wastewater Engineer Savana Dumler and Water Operations Manager Tyler Carpenter gave a presentation on the Backflow Prevention and Cross Connection Control Ordinance.

Director of Water Utilities Ken Matthews provided additional information.

Mayor Karspeck opened the item to public comment.

Whitney Way spoke during public comment.

Mayor Karspeck closed public comment.

The Board provided feedback on the proposed Ordinance.

Mayor Karspeck called for a 5-minute break.

6. 2026 Drought Response Plan Update (15 Min)

Director of Water Utilities Ken Matthews provided an introduction and Water Resources Administrator Alex Tennant gave a presentation on the 2026 Drought Response Plan.

The Board provided feedback on the Drought Response Plan.

7. Storm Water Master Plan Presentation and Contract Award (20 Min)

Project Engineer Daniel Buendia gave a presentation on the Stormwater Master Plan and provided information on the Contract Award.

Mayor Karspeck opened the item to public comment.

No one spoke during public comment.

Mayor Pro-Tem Soricelli-Albrecht moved to authorize the Town Administrator to execute an agreement with Wilson & Company for the creation of a Stormwater Master Plan, subject to approval of the Town Attorney. Trustee Wing seconded the motion. In a 7-0 roll call vote, the motion Passed.

8. Newell Farm Park Project Concept Design Update (30 Min)

Trustee Grace recused herself from the discussion.

Public Works Operational Manager Keith Knoll gave a presentation on the Newell Farm Park project design.

Mayor Karspeck opened the item to public comment.

CW Walker and Christine Torres spoke during public comment.

Mayor Karspeck closed public comment.

The Board provided feedback on the design concept.

Trustee Murphy moved to extend the meeting to 10:30 pm. Trustee Anderson seconded the motion. In a 6-0 roll call vote, the motion Passed.

9. Sidewalk Cost Share Program Expansion (10 Min)

Public Works Operational Manager Keith Knoll gave a presentation on the Sidewalk Cost Share Program Expansion.

Trustee Murphy moved to expand the Sidewalk Cost Share Program. Trustee Wing seconded the motion. In a 7-0 roll call vote, the motion Passed.

10. Elected Official Reports (20 Min)

- a.** Town Board - Sean Murphy, May Albrecht, Brett Wing, Casey Grace, Karen Anderson, and Arno Olbricht.

Trustee Anderson reported on the upcoming Berthoud Local Plant Sale on Saturday, May 2.

Trustee Murphy reported on the recent Arbor Day event and on SB 26-100 regarding youth sports safety requirements.

Trustee Wing thanked Trustee Murphy for his service as Mayor Pro-Tem, welcomed the new Trustees, and congratulated Mayor Pro-Tem Soricelli-Albrecht on the appointment.

Mayor Pro-Tem Soricelli-Albrecht reported on the Youth Advisory Commission's upcoming Youth Summit in Greeley and their objectives for the year. Soricelli-Albrecht provided an update on Town Branding Committee discussions.

- b.** Mayor -

Mayor Karspeck thanked Trustee Murphy and welcomed Mayor Pro-Tem Soricelli-Albrecht to her new position. Karspeck reported on the Arbor Day event, the Carrie Martin Elementary School Leadership Day, and on a meeting with CDOT regarding Spartan Avenue.

- c.** Staff - Town Administrator, Attorney

Administrator Kirk discussed scheduling a Strategic Planning session and reported on digital resources for the Board Members.

Attorney Hartman reported that staff will be working to implement the results of the April election.

VII. Adjourn

The meeting was adjourned at 10:27 pm.

Town Clerk or Deputy Town Clerk

William Karspeck, Mayor

Board of Trustees Information



Community Development Department

Meeting Date:	May 12, 2026
Agenda Title/Subject:	Habitat for Humanity Grant Application Letter of Support
Type of Item:	Consent Agenda
Purpose:	Provide a letter of support for Habitat for Humanity's grant application to the State of Colorado to develop an infill project at 1st and Bimson Street, and authorize the Mayor to sign the letter.
Presented by:	Anne Johnson

Attachments:

1. Bimson letter of support for Habitat for Humanity

Background:

Habitat for Humanity is applying for a grant to purchase land at 1st Street and Bimson in Berthoud for use as a future infill development. Habitat for Humanity has requested a letter of support from the Town which is attached.

Update/Next Steps:

Mayor Karspeck may sign the letter of support on behalf of the Town and the letter will be included in the application package for Habitat for Humanity.

Fiscal Impact and Fund Source:

There is no fiscal impact to the Town by supporting the Habitat for Humanity grant application. If approved, the Town will see increased residents who will frequent local businesses, work in local businesses, and contribute to our community.

Community Touchstones:

Providing support to local non-profit agencies is in line with the Town's Touchstones of sustainability, resiliency and community identity. The Town desires to collaborate positively with our local non-profit agencies and others who search for solutions.

Recommended Action(s):

The letter of recommendation is provided as informational and staff is seeking the Board's approval to have Mayor Karspeck sign the letter.



Garden Spot of Colorado

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

May 12, 2026

Mr. Bryant Robertson, Executive Director
Berthoud Habitat for Humanity
585 1st Street
PO Box 1227
Berthoud, CO 80513

RE: Letter of Support for Grant Application to the Land Banking Program

Dear Bryant,

The Town of Berthoud supports the Habitat for Humanity application to the State of Colorado Land Banking Program. The Bimson properties are considered infill development and the Town would like to see the properties developed for quality and diverse housing opportunities. The Town believes Habitat for Humanity can perform this work.

These particular properties are located within ½ mile walking distance from Ivy Stockwell Elementary School, less than 1 mile walking distance to Town Hall and Hays Market/Grocery Store, ¼ mile walking distance to the Fire Protection District, the Library and 2,000' walking distance to the nearest transit stop. The proposed project works in Berthoud. These projects fit the current zoning and the vision of the future land use map. The proposed townhome project would also be eligible for the Town's Fast-Track review process. This proposed project was also submitted for consideration by DOLA for the Town's Amendment to LPC-25-061 on April 6, 2026.

The Town further supports this request and is proud to share that we offer a waiver of certain building permit fees and raw water dedication requirements at a cost savings of approximately \$50,000 per residential structure. This commitment to housing diversity in Berthoud is further exemplified by the Board's approval in 2025 to waive these fees for up to ten permits per year, an increase from the previous commitment of two per year.

Housing diversity is a stated need in our 2021 Comprehensive Plan update, the 2025 Housing Diversity Plan and in the Town's commitment to Proposition 123. A sustainable and stable community is composed of affordable housing and the Bimson project will enable residents to live near services and downtown while strengthening the immediate neighborhood by developing two long-vacant parcels.

The Town of Berthoud supports the request made by Habitat for Humanity.

Sincerely,

William Karspeck, Mayor
Town of Berthoud

TOWN OF BERTHOUD AT A GLANCE

Monthly Report MARCH 2026

- Sales & Use Tax revenue is 0% **over** budget for the month of March; \$970,345 was received and \$970,812 was budgeted.
- Town Revenue through March including transfers between funds is 25% **under** budget for 2026.
- Town Expenditures through March are 42% **under** budget for 2026.

Sales Tax Review

MARCH	Berthoud Sales Tax	Motor Vehicle Use Tax	Building Materials Use Tax	Combined Total
2026	620,902.86	157,278.46	192,164.23	970,345.55
2025	682,368.33	133,232.12	146,274.91	993,449.03
2024	662,009.50	117,414.94	204,071.35	1,012,081.80
2023	575,145.29	110,307.19	247,455.97	948,083.37

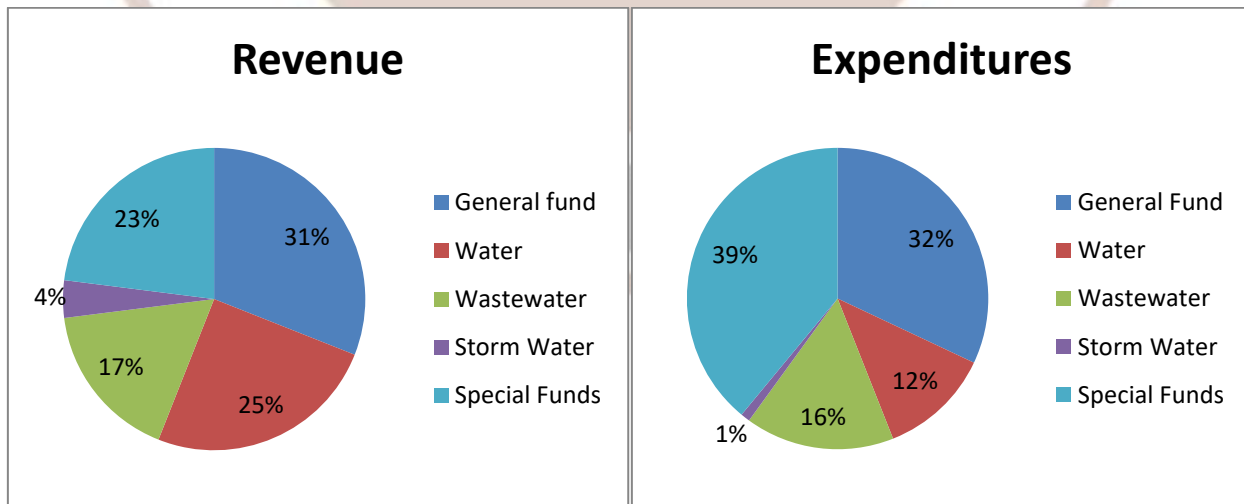
SALES TAX YEAR-TO-DATE FOR 2026

\$ 3,474,800.53

COMBINED STATEMENT OF REVENUES AND EXPENDITURES
MARCH 2026

REVENUE	Current Month	YTD Actual	YTD Budget	% of YTD Budget	% of Annual Budget
General Fund	1,936,839	3,005,725	3,320,400	91%	23%
Water	755,296	2,421,197	2,107,907	115%	29%
Wastewater	571,523	1,576,098	3,796,833	42%	10%
Storm Water	123,132	342,207	258,650	132%	33%
Special Funds	1,102,636	2,238,506	3,302,648	68%	17%
TOTAL REVENUE	4,489,427	9,583,733	12,786,438	75%	19%
Capital Projects	2,045,833	6,137,500	13,137,500	47%	12%

EXPENDITURES	Current Month	YTD Actual	YTD Budget	% of YTD Budget	% of Annual Budget
General Fund	1,508,500	4,428,006	5,667,410	78%	20%
Water	419,812	1,590,822	4,528,486	35%	9%
Wastewater	273,234	2,202,048	5,752,493	38%	10%
Storm Water	10,418	80,078	697,823	11%	3%
Special Funds	1,782,576	5,339,780	6,878,034	78%	19%
TOTAL EXPENDITURES	3,994,539	13,640,734	23,524,244	58%	15%
Capital Projects	183,595	416,221	9,725,000	4%	1%

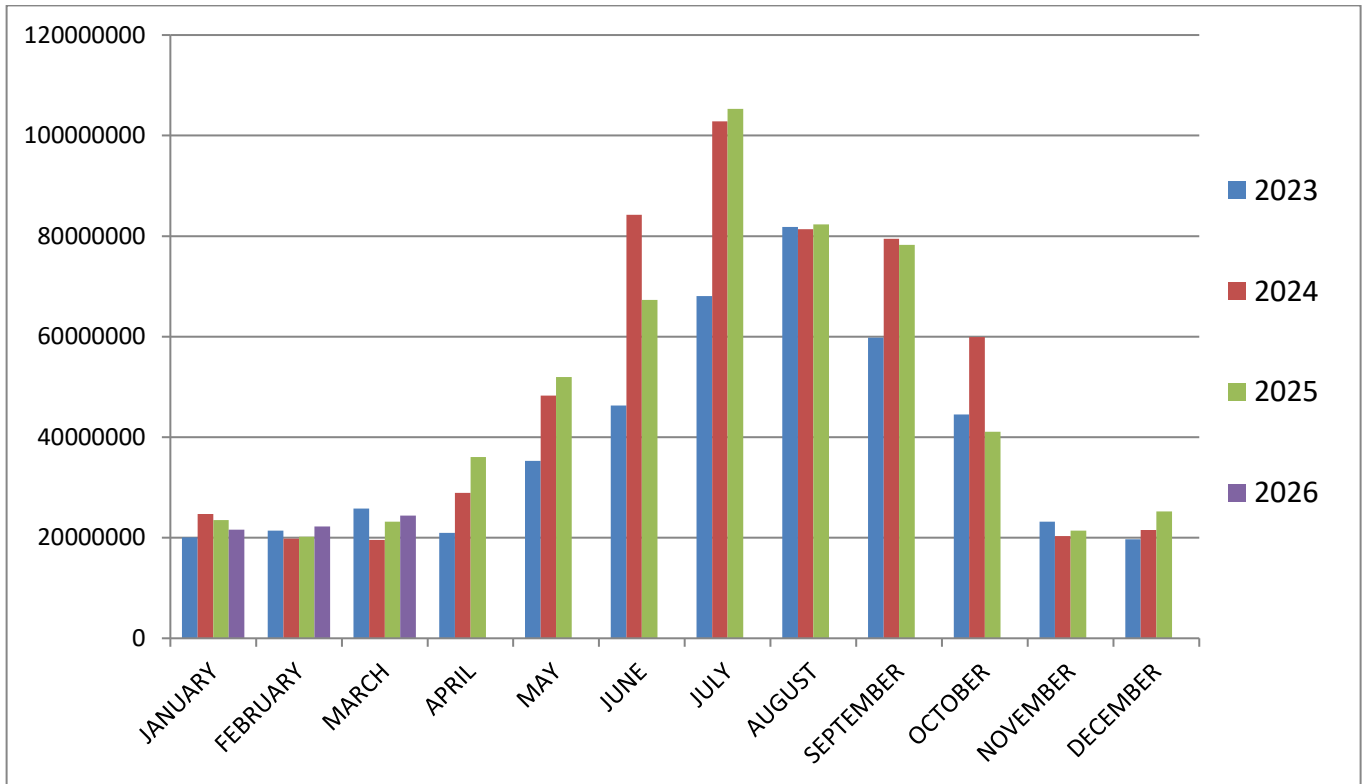


2026

	YEAR TO DATE TOTALS THRU MARCH 2026
Single Family Permits	43
Overall Permit Total	184
Water Gallons Billed	68,270,000
Passports	230
Cemetery	7 Funerals

Building Permit & Permit Valuation by Year & 2024 YTD					
	2022	2023	2024	2025	2026 YTD
Single-Family home permits	222	220	238	172	43
All permits (roofing, decks, additions, etc.)	809	748	1078	868	184
Total Permit Value	\$164,526,847	\$119,408,321	\$135,242,724	\$126,832,292	\$35,497,925

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		

March 2026

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

	GENERAL FUND				PERCENTAGE YTD ACTUAL vs YTD BUDGET
	REVENUE				
	CURRENT MONTH	YTD ACTUAL	YTD BUDGET	TOTAL 2026 BUDGET	
TAXES	\$ 1,501,428.97	\$ 1,740,417.68	\$ 2,367,324.75	\$ 9,469,299.00	73.5%
LICENSES & PERMITS	\$ 13,868.86	\$ 54,092.53	\$ 50,388.25	\$ 201,553.00	107.4%
INTERGOVERNMENTAL REVENUE	\$ 41,453.69	\$ 140,488.60	\$ 163,108.50	\$ 652,434.00	86.1%
FINES	\$ 4,810.00	\$ 13,105.00	\$ 8,531.25	\$ 34,125.00	153.6%
MISCELLANEOUS	\$ 275,155.76	\$ 735,820.80	\$ 488,143.75	\$ 1,952,575.00	150.7%
TRANSFERS	\$ 52,098.88	\$ 156,107.28	\$ 159,453.75	\$ 637,815.00	97.9%
PROPERTY SALES & DONATIONS & INS CLAIM	\$ -	\$ -	\$ -	\$ -	0.0%
RECREATION	\$ 22,961.15	\$ 92,180.75	\$ 51,650.00	\$ 206,600.00	178.5%
PARKS	\$ 3,029.00	\$ 7,456.50	\$ 5,750.00	\$ 23,000.00	129.7%
LEASE REVENUE	\$ 22,032.68	\$ 66,055.86	\$ 26,050.00	\$ 104,200.00	253.6%
TOTAL REVENUE GENERAL FUND	\$ 1,936,838.99	\$ 3,005,725.00	\$ 3,320,400.25	\$ 13,281,601.00	90.5%

ADMINISTRATION

PERCENTAGE

EXPENDITURES	CURRENT MONTH	YTD ACTUAL	YTD BUDGET	TOTAL 2026 BUDGET	YTD ACTUAL vs YTD BUDGET
ADMIN SALARIES/TAXES/BENEFITS	\$ 129,403.64	\$ 359,769.76	\$ 504,359.50	\$ 2,017,438.00	71.3%
GENERAL OFFICE OTHER	\$ 38,043.28	\$ 368,354.61	\$ 230,525.00	\$ 922,100.00	159.8%
ELECTIONS	\$ 18,714.15	\$ 37,773.40	\$ 12,787.50	\$ 51,150.00	0.0%
MUNICIPAL COURT	\$ 3,803.49	\$ 9,482.95	\$ 14,750.00	\$ 59,000.00	64.3%
BOARD & BOARD MEETINGS	\$ 3,248.50	\$ 15,507.07	\$ 25,150.00	\$ 100,600.00	61.7%
FINANCE	\$ 5,105.40	\$ 7,605.40	\$ 4,125.00	\$ 16,500.00	184.4%
BUILDING MAINTENANCE	\$ 4,392.08	\$ 15,009.29	\$ 17,500.00	\$ 70,000.00	85.8%
COMMUNITY SUPPORT	\$ -	\$ 29,960.00	\$ 25,500.00	\$ 102,000.00	117.5%
TRANSFERS	\$ 17,083.33	\$ 51,249.99	\$ 51,250.00	\$ 205,000.00	100.0%
TOTAL ADMIN EXPENDITURES	\$ 219,793.87	\$ 894,712.47	\$ 885,947.00	\$ 3,543,788.00	101.0%

PUBLIC SAFETY DEPARTMENT

PERCENTAGE

EXPENDITURES	CURRENT MONTH	YTD ACTUAL	YTD BUDGET	TOTAL 2026 BUDGET	YTD ACTUAL vs YTD BUDGET
CODE ENFORCEMENT (INCLUDES SALARY)	\$ 13,754.80	\$ 37,859.56	\$ 59,542.50	\$ 238,170.00	63.6%
LSCO ADMIN SUPPLIES	\$ -	\$ -	\$ 375.00	\$ 1,500.00	0.0%
ANIMAL CONTROL	\$ 3,737.58	\$ 11,212.74	\$ 11,212.50	\$ 44,850.00	100.0%
TRAFFIC CONTROL/PEDESTRIAN SAFETY/ABATE	\$ -	\$ 5,533.06	\$ 1,500.00	\$ 6,000.00	368.9%
DRUG EDUCATION/PUBLIC EVENTS	\$ 918.93	\$ 1,218.93	\$ 2,362.50	\$ 9,450.00	51.6%
LARIMER COUNTY SHERIFF	\$ -	\$ -	\$ 779,109.50	\$ 3,116,438.00	0.0%
TOTAL PUBLIC SAFETY EXPENDITURES	\$ 18,411.31	\$ 55,824.29	\$ 854,102.00	\$ 3,416,408.00	6.5%

STREETS DEPARTMENT

PERCENTAGE

EXPENDITURES	CURRENT MONTH	YTD ACTUAL	YTD BUDGET	TOTAL 2026 BUDGET	YTD ACTUAL vs YTD BUDGET
SALARIES/TAXES/BENEFITS	\$ 45,484.98	\$ 112,110.91	\$ 223,631.25	\$ 894,525.00	50.1%
ADMINISTRATION OTHER	\$ 1,730.24	\$ 4,195.43	\$ 8,812.50	\$ 35,250.00	47.6%
STREET REPAIR/MAINTENANCE	\$ 28,275.76	\$ 67,000.01	\$ 73,562.50	\$ 294,250.00	91.1%
CONTRACT SERVICES	\$ -	\$ 500.00	\$ 13,125.00	\$ 52,500.00	3.8%
SIGNAGE	\$ 20,277.45	\$ 24,677.63	\$ 10,500.00	\$ 42,000.00	235.0%
SNOW REMOVAL	\$ -	\$ -	\$ 17,062.50	\$ 68,250.00	0.0%
SHOP & VEHICLE MAINTENANCE	\$ 5,517.83	\$ 21,901.92	\$ 32,350.00	\$ 129,400.00	67.7%
TOTAL STREETS EXPENDITURES	\$ 101,286.26	\$ 230,385.90	\$ 379,043.75	\$ 1,516,175.00	60.8%

RECREATION DEPARTMENT

PERCENTAGE

EXPENDITURES	CURRENT MONTH	YTD ACTUAL	YTD BUDGET	TOTAL 2026 BUDGET	YTD ACTUAL vs YTD BUDGET
ADMIN SALARIES/TAXES/BENEFITS	\$ 26,122.41	\$ 69,922.36	\$ 71,301.50	\$ 285,206.00	98.1%
ADMINISTRATION (SUPPLIES, CONCESSIONS)	\$ 1,745.73	\$ 7,845.42	\$ 14,075.00	\$ 56,300.00	55.7%
FLAG FOOTBALL	\$ 2,261.80	\$ 2,291.79	\$ 9,040.00	\$ 36,160.00	25.4%
TRACK	\$ -	\$ -	\$ 2,100.00	\$ 8,400.00	0.0%
TENNIS	\$ -	\$ -	\$ 1,235.00	\$ 4,940.00	0.0%
ADULT SOFTBALL	\$ 135.00	\$ 135.00	\$ 1,412.50	\$ 5,650.00	9.6%
YOUTH BASEBALL	\$ -	\$ -	\$ 5,100.00	\$ 20,400.00	0.0%
YOUTH SOFTBALL	\$ 60.00	\$ 60.00	\$ 4,177.50	\$ 16,710.00	1.4%
ADULT KICKBALL	\$ -	\$ -	\$ 795.00	\$ 3,180.00	0.0%
ADULT SOCCER	\$ 660.00	\$ 660.00	\$ 1,282.50	\$ 5,130.00	51.5%
SOCCER	\$ 1,134.35	\$ 1,134.35	\$ 5,992.50	\$ 23,970.00	18.9%
CAMPS/TOURNAMENTS	\$ -	\$ -	\$ 2,891.25	\$ 11,565.00	0.0%
ADDITIONAL PROGRAMS	\$ 1,055.42	\$ 2,095.61	\$ 2,512.50	\$ 10,050.00	83.4%
TOTAL RECREATION EXPENDITURES	\$ 33,174.71	\$ 84,144.53	\$ 121,915.25	\$ 487,661.00	69.0%

PARKS DEPARTMENT

PERCENTAGE

EXPENDITURES	<u>CURRENT MONTH</u>	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>TOTAL 2026 BUDGET</u>	<u>YTD ACTUAL vs</u>	<u>YTD BUDGET</u>
SALARIES/TAXES/BENEFITS	\$ 66,744.38	\$ 178,089.95	\$ 240,134.50	\$ 960,538.00		74.2%
ADMINISTRATION OTHER	\$ 1,899.35	\$ 8,462.14	\$ 10,900.00	\$ 43,600.00		77.6%
INSECT CONTROL	\$ -	\$ -	\$ 15,000.00	\$ 60,000.00		0.0%
FACILITIES MAINTENANCE	\$ 2,344.11	\$ 6,145.31	\$ 17,250.00	\$ 69,000.00		35.6%
TURF/BALLFIELDS	\$ 9,677.96	\$ 20,467.72	\$ 38,000.00	\$ 152,000.00		53.9%
GENERAL PARKS	\$ 8,870.25	\$ 24,737.41	\$ 35,250.00	\$ 141,000.00		70.2%
FLEET MAINTENANCE	\$ 2,256.71	\$ 7,237.57	\$ 6,500.00	\$ 26,000.00		111.3%
SEASONAL DECORATIONS/BANNERS	\$ -	\$ 2,529.64	\$ 4,750.00	\$ 19,000.00		53.3%
TRANSFER TO FORESTRY	\$ 45,833.33	\$ 137,499.99	\$ 137,500.00	\$ 550,000.00		100.0%
TOTAL PARKS EXPENDITURES	\$ 137,626.09	\$ 385,169.73	\$ 505,284.50	\$ 2,021,138.00		76.2%

ECONOMIC DEVELOPMENT

PERCENTAGE

EXPENDITURES	<u>CURRENT MONTH</u>	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>TOTAL 2026 BUDGET</u>	<u>YTD ACTUAL vs</u>	<u>YTD BUDGET</u>
SALARIES/TAXES/BENEFITS	\$ 11,209.79	\$ 28,918.96	\$ 32,712.00	\$ 130,848.00		88.4%
ADMINISTRATION OTHER	\$ 1,448.69	\$ 27,948.79	\$ 12,445.00	\$ 49,780.00		224.6%
BUSINESS DEVELOPMENT/MARKETING	\$ 325.54	\$ 1,475.43	\$ 12,812.50	\$ 51,250.00		11.5%
GRANTS - MARKET STUDY & FAÇADE/SIGN	\$ 1,626.27	\$ 21,626.27	\$ 5,000.00	\$ 20,000.00		0.0%
TOTAL ECONOMIC DEV EXPENDITURES	\$ 14,610.29	\$ 79,969.45	\$ 62,969.50	\$ 251,878.00		127.0%

BUILDING DEPARTMENT

PERCENTAGE

EXPENDITURES	<u>CURRENT MONTH</u>	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>TOTAL 2026 BUDGET</u>	<u>YTD ACTUAL vs</u>	<u>YTD BUDGET</u>
SALARIES/TAXES/BENEFITS	\$ 15,784.56	\$ 43,340.71	\$ 63,528.00	\$ 254,112.00		68.2%
ADMINISTRATION OTHER	\$ 783.80	\$ 3,249.44	\$ 6,400.00	\$ 25,600.00		50.8%
INSPECTIONS	\$ 57,709.35	\$ 128,859.43	\$ 84,000.00	\$ 336,000.00		153.4%
TOTAL BUILDING DEPARTMENT EXPENDITURES	\$ 74,277.71	\$ 175,449.58	\$ 153,928.00	\$ 615,712.00		114.0%

PLANNING DEPARTMENT

PERCENTAGE

EXPENDITURES	<u>CURRENT MONTH</u>	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>TOTAL 2026 BUDGET</u>	<u>YTD ACTUAL vs</u>	<u>YTD BUDGET</u>
SALARIES/TAXES/BENEFITS	\$ 36,489.02	\$ 99,324.26	\$ 125,471.25	\$ 501,885.00		79.2%
ADMINISTRATION OTHER	\$ 511.88	\$ 3,486.85	\$ 10,850.00	\$ 43,400.00		32.1%
COMMISSION SUPPORT	\$ 566.75	\$ 971.03	\$ 5,000.00	\$ 20,000.00		19.4%
DEVELOPMENT REVIEW	\$ 8,013.33	\$ 37,951.99	\$ 15,000.00	\$ 60,000.00		253.0%
COMPREHENSIVE PLANNING	\$ 9,582.62	\$ 16,705.12	\$ 21,250.00	\$ 85,000.00		78.6%
TOTAL PLANNING DEPARTMENT EXPENDITURES	\$ 55,163.60	\$ 158,439.25	\$ 177,571.25	\$ 710,285.00		89.2%

ENGINEERING

PERCENTAGE

YTD ACTUAL vs

YTD BUDGET

EXPENDITURES	CURRENT MONTH	YTD ACTUAL	YTD BUDGET	TOTAL 2026 BUDGET	
SALARIES/TAXES/BENEFITS	\$ 30,774.90	\$ 80,197.48	\$ 149,565.25	\$ 598,261.00	53.6%
ADMINISTRATION OTHER	\$ 11,600.03	\$ 40,917.41	\$ 88,450.00	\$ 353,800.00	46.3%
TOTAL ENGINEERING EXPENDITURES	\$ 42,374.93	\$ 121,114.89	\$ 238,015.25	\$ 952,061.00	50.9%

COMMUNITY OUTREACH

PERCENTAGE

YTD ACTUAL vs

YTD BUDGET

EXPENDITURES	CURRENT MONTH	YTD ACTUAL	YTD BUDGET	TOTAL 2026 BUDGET	
SALARIES/TAXES/BENEFITS	\$ 11,678.66	\$ 31,446.94	\$ 38,976.50	\$ 155,906.00	80.7%
ADMINISTRATION OTHER	\$ 85.74	\$ 1,187.29	\$ 4,425.00	\$ 17,700.00	26.8%
COMMUNITY SUPPORT	\$ 4,036.24	\$ 11,653.28	\$ 16,125.00	\$ 64,500.00	72.3%
TOTAL COMMUNITY OUTREACH EXPENDITURES	\$ 15,800.64	\$ 44,287.51	\$ 59,526.50	\$ 238,106.00	74.4%

TOWN HALL-MOUNTAIN AVE

PERCENTAGE

YTD ACTUAL vs

YTD BUDGET

EXPENDITURES	CURRENT MONTH	YTD ACTUAL	YTD BUDGET	TOTAL 2026 BUDGET	
INSURANCE AND TAXES	\$ -	\$ 682.48	\$ 19,385.75	\$ 77,543.00	3.5%
BUILDING MAINTENANCE	\$ 2,815.24	\$ 14,609.41	\$ 7,874.75	\$ 31,499.00	185.5%
BUILDING REPAIRS	\$ -	\$ -	\$ 250.00	\$ 1,000.00	0.0%
ELEVATOR MAINTENANCE	\$ -	\$ -	\$ 1,500.00	\$ 6,000.00	0.0%
HOA FEES	\$ 4,395.23	\$ 13,185.69	\$ 14,746.00	\$ 58,984.00	0.0%
DESIGN	\$ -	\$ -	\$ -	\$ -	0.0%
TOTAL MOUNTAIN AVE EXPENDITURES	\$ 7,210.47	\$ 28,477.58	\$ 43,756.50	\$ 175,026.00	65.1%

PERCENTAGE

YTD ACTUAL vs

YTD BUDGET

	CURRENT MONTH	YTD ACTUAL	YTD BUDGET	TOTAL 2026 BUDGET	
TOTAL G.F.C.I. EXPENDITURES	\$ 788,769.87	\$ 2,169,608.71	\$ 2,166,500.00	\$ 8,666,000.00	100.1%
TOTAL CONTRIBUTION EXPENDITURES	\$ -	\$ 422.40	\$ 18,850.00	\$ 75,400.00	2.2%

TOTAL EXPENDITURES GENERAL FUND	\$ 1,508,499.75	\$ 4,428,006.29	\$ 5,667,409.50	\$ 22,669,638.00	
--	------------------------	------------------------	------------------------	-------------------------	--

TOTAL REVENUE OVER EXPENDITURES	\$ 428,339.24	\$ (1,422,281.29)	\$ (2,347,009.25)	\$ (9,388,037.00)	
--	----------------------	--------------------------	--------------------------	--------------------------	--

WATER FUND

SOURCE OF SUPPLY

**PERCENTAGE
YTD ACTUAL vs
YTD BUDGET**

	<u>CURRENT MONTH</u>	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>TOTAL 2026 BUDGET</u>	
TOTAL SOURCE OF SUPPLY REVENUE	\$ 187,034.49	\$ 519,525.87	\$ 510,718.75	\$ 2,042,875.00	101.7%
TOTAL SOURCE OF SUPPLY EXPENDITURES	\$ 86,911.33	\$ 239,509.00	\$ 1,587,697.50	\$ 6,350,790.00	15.1%
NET REVENUE OVER EXPENDITURES	\$ 100,123.16	\$ 280,016.87	\$ (1,076,978.75)	\$ (4,307,915.00)	

WATER OPERATIONS & MAINTENANCE

**PERCENTAGE
YTD ACTUAL vs
YTD BUDGET**

	<u>CURRENT MONTH</u>	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>TOTAL 2026 BUDGET</u>	
TOTAL WATER OPERATING REVENUE	\$ 405,895.45	\$ 1,067,327.13	\$ 1,141,650.00	\$ 4,566,600.00	93.5%
EXPENDITURES					
SALARIES/TAXES/BENEFITS	\$ 79,299.99	\$ 201,961.95	\$ 296,148.75	\$ 1,184,595.00	68.2%
ADMINISTRATION OTHER	\$ 45,468.46	\$ 201,156.56	\$ 192,325.00	\$ 769,300.00	104.6%
DISTRIBUTION	\$ 10,113.32	\$ 34,225.46	\$ 108,400.00	\$ 433,600.00	31.6%
TREATMENT	\$ 40,493.10	\$ 163,940.33	\$ 203,000.00	\$ 812,000.00	80.8%
PROFESSIONAL SERVICES	\$ 49,148.08	\$ 139,594.14	\$ 187,875.00	\$ 751,500.00	74.3%
UTILITY BILLING	\$ 3,137.15	\$ 9,372.16	\$ 8,400.00	\$ 33,600.00	111.6%
IMPROVEMENTS	\$ 83,559.58	\$ 96,634.42	\$ 1,234,846.00	\$ 4,939,384.00	7.8%
TRANSFER	\$ 21,681.25	\$ 504,427.75	\$ 65,043.75	\$ 260,175.00	775.5%
TOTAL WATER OPERATING EXPENDITURES	\$ 332,900.93	\$ 1,351,312.77	\$ 2,296,038.50	\$ 9,184,154.00	58.9%
NET REVENUE OVER EXPENDITURES	\$ 72,994.52	\$ (283,985.64)	\$ (1,154,388.50)	\$ (4,617,554.00)	

WATER PLANT CAPITAL IMPROVEMENTS

**PERCENTAGE
YTD ACTUAL vs
YTD BUDGET**

	<u>CURRENT MONTH</u>	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>TOTAL 2026 BUDGET</u>	
TOTAL WATER PLANT CAPITAL REVENUE	\$ 162,365.65	\$ 834,344.05	\$ 455,538.00	\$ 1,822,154.00	183.2%
TOTAL WATER PLANT CAPITAL EXPENDITURES	\$ -	\$ -	\$ 644,750.00	\$ 2,579,000.00	0.0%
NET REVENUE OVER EXPENDITURES	\$ 162,365.65	\$ 834,344.05	\$ (189,212.00)	\$ (756,846.00)	

TOTAL WATER FUND REVENUE	\$ 755,295.59	\$ 2,421,197.05	\$ 2,107,906.75	\$ 8,431,629.00	114.9%
TOTAL WATER FUND EXPENDITURES	\$ 419,812.26	\$ 1,590,821.77	\$ 4,528,486.00	\$ 18,113,944.00	35.1%
NET REVENUE OVER EXPENDITURES	\$ 335,483.33	\$ 830,375.28	\$ (2,420,579.25)	\$ (9,682,315.00)	

WASTEWATER FUND

WASTEWATER OPERATIONS & MAINTENANCE

	<u>CURRENT MONTH</u>	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>TOTAL 2026 BUDGET</u>	<u>PERCENTAGE YTD ACTUAL vs YTD BUDGET</u>
TOTAL WASTEWATER REVENUE	\$ 425,342.76	\$ 1,200,265.89	\$ 3,406,200.00	\$ 13,624,800.00	35.2%
EXPENDITURES					
SALARIES/TAXES/BENEFITS	\$ 22,486.67	\$ 63,872.50	\$ 130,201.25	\$ 520,805.00	49.1%
ADMINISTRATION OTHER	\$ 3,444.58	\$ 140,586.55	\$ 65,047.50	\$ 260,190.00	216.1%
MAIN WASTEWATER TREATMENT PLANT	\$ 40,311.73	\$ 162,973.40	\$ 199,250.00	\$ 797,000.00	81.8%
REGIONAL I-25 TREATMENT PLAN	\$ 2,490.87	\$ 16,412.57	\$ 30,050.00	\$ 120,200.00	54.6%
COLLECTION SYSTEM	\$ 5,053.63	\$ 23,662.07	\$ 71,250.00	\$ 285,000.00	33.2%
PROFESSIONAL SERVICES	\$ 48,867.07	\$ 140,839.46	\$ 188,125.00	\$ 752,500.00	74.9%
UTILITY BILLING	\$ 2,573.11	\$ 9,423.88	\$ 10,400.00	\$ 41,600.00	90.6%
TRANSFER	\$ 21,681.25	\$ 65,043.75	\$ 65,043.75	\$ 260,175.00	100.0%
IMPROVEMENTS	\$ -	\$ 692,696.95	\$ 2,487,500.00	\$ 9,950,000.00	27.8%
BOND	\$ 71,176.37	\$ 71,176.37	\$ 170,625.00	\$ 682,500.00	41.7%
TOTAL WASTEWATER EXPENDITURES	\$ 218,085.28	\$ 1,386,687.50	\$ 3,417,492.50	\$ 13,669,970.00	40.6%
NET REVENUE OVER EXPENDITURES	\$ 207,257.48	\$ (186,421.61)	\$ (11,292.50)	\$ (45,170.00)	

WASTEWATER CAPITAL IMPROVEMENTS

	<u>CURRENT MONTH</u>	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>TOTAL 2026 BUDGET</u>	<u>PERCENTAGE YTD ACTUAL vs YTD BUDGET</u>
TOTAL WASTEWATER CAPITAL REVENUE	\$ 146,180.49	\$ 375,831.81	\$ 390,632.50	\$ 1,562,530.00	96.2%
TOTAL WASTEWATER CAPITAL EXPENDITURES	\$ 55,148.27	\$ 815,360.64	\$ 2,335,000.00	\$ 9,340,000.00	34.9%
NET REVENUE OVER EXPENDITURES	\$ 91,032.22	\$ (439,528.83)	\$ (1,944,367.50)	\$ (7,777,470.00)	
TOTAL WASTEWATER FUND REVENUE	\$ 571,523.25	\$ 1,576,097.70	\$ 3,796,832.50	\$ 15,187,330.00	41.5%
TOTAL WASTEWATER FUND EXPENDITURES	\$ 273,233.55	\$ 2,202,048.14	\$ 5,752,492.50	\$ 23,009,970.00	38.3%
TOTAL REVENUE OVER EXPENDITURES	\$ 298,289.70	\$ (625,950.44)	\$ (1,955,660.00)	\$ (7,822,640.00)	

STORM WATER FACILITIES FUND

STORM WATER OPERATIONS & MAINTENANCE

	<u>CURRENT MONTH</u>	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>TOTAL 2026 BUDGET</u>	<u>PERCENTAGE YTD ACTUAL vs YTD BUDGET</u>
TOTAL STORM WATER REVENUE	\$ 73,711.47	\$ 218,161.21	\$ 150,000.00	\$ 600,000.00	145.4%
EXPENDITURES					
SALARIES/TAXES/BENEFITS	\$ -	\$ -	\$ -	\$ -	0.0%
ADMINISTRATION OTHER	\$ 8,045.00	\$ 24,135.00	\$ 27,322.50	\$ 109,290.00	88.3%
STREET CLEANING	\$ 2,372.78	\$ 3,457.88	\$ 25,500.00	\$ 102,000.00	13.6%
PROFESSIONAL SERVICES	\$ -	\$ -	\$ 25,000.00	\$ 100,000.00	0.0%
IMPROVEMENTS	\$ -	\$ 52,485.40	\$ 7,500.00	\$ 30,000.00	0.0%
TOTAL STORM WATER EXPENDITURES	\$ 10,417.78	\$ 80,078.28	\$ 85,322.50	\$ 341,290.00	93.9%
NET REVENUE OVER EXPENDITURES	\$ 63,293.69	\$ 138,082.93	\$ 64,677.50	\$ 258,710.00	

STORM WATER CAPITAL IMPROVEMENTS

	<u>CURRENT MONTH</u>	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>TOTAL 2026 BUDGET</u>	<u>PERCENTAGE YTD ACTUAL vs YTD BUDGET</u>
TOTAL STORM WATER CAPITAL REVENUE	\$ 49,421.02	\$ 124,046.03	\$ 108,650.00	\$ 434,600.00	114.2%
TOTAL STORM WATER CAPITAL EXPENDITURES	\$ -	\$ -	\$ 612,500.00	\$ 2,450,000.00	0.0%
NET REVENUE OVER EXPENDITURES	\$ 49,421.02	\$ 124,046.03	\$ (503,850.00)	\$ (2,015,400.00)	
TOTAL STORM WATER FUND REVENUE	\$ 123,132.49	\$ 342,207.24	\$ 258,650.00	\$ 1,034,600.00	132.3%
TOTAL STORM WATER FUND EXPENDITURES	\$ 10,417.78	\$ 80,078.28	\$ 697,822.50	\$ 2,791,290.00	11.5%
TOTAL REVENUE OVER EXPENDITURES	\$ 112,714.71	\$ 262,128.96	\$ (439,172.50)	\$ (1,756,690.00)	

SPECIAL REVENUE FUNDS

PARK DEVELOPMENT

	<u>CURRENT MONTH</u>	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>TOTAL 2026 BUDGET</u>	<u>PERCENTAGE YTD ACTUAL vs YTD BUDGET</u>
TOTAL PARK DEVELOPMENT REVENUE	\$ 55,998.14	\$ 140,291.05	\$ 178,175.00	\$ 712,700.00	78.7%
TOTAL PARK DEVELOPMENT EXPENDITURES	\$ 132,207.73	\$ 310,762.23	\$ 232,500.00	\$ 930,000.00	133.7%
NET REVENUE OVER EXPENDITURES	\$ (76,209.59)	\$ (170,471.18)	\$ (54,325.00)	\$ (217,300.00)	

PARK DEDICATION

	<u>CURRENT MONTH</u>	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>TOTAL 2026 BUDGET</u>	<u>PERCENTAGE YTD ACTUAL vs YTD BUDGET</u>
TOTAL PARK DEDICATION REVENUE	\$ 13,194.03	\$ 32,332.05	\$ 45,793.75	\$ 183,175.00	70.6%
TOTAL PARK DEDICATION EXPENDITURES	\$ -	\$ 5,146.25	\$ 37,500.00	\$ 150,000.00	13.7%
NET REVENUE OVER EXPENDITURES	\$ 13,194.03	\$ 27,185.80	\$ 8,293.75	\$ 33,175.00	

PUBLIC FACILITIES

	<u>CURRENT MONTH</u>	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>TOTAL 2026 BUDGET</u>	<u>PERCENTAGE YTD ACTUAL vs YTD BUDGET</u>
TOTAL PUBLIC FACILITIES REVENUE	\$ 34,589.15	\$ 71,365.20	\$ 58,462.50	\$ 233,850.00	122.1%
TOTAL PUBLIC FACILITIES EXPENDITURES	\$ 55,874.00	\$ 97,631.91	\$ 226,250.00	\$ 905,000.00	43.2%
NET REVENUE OVER EXPENDITURES	\$ (21,284.85)	\$ (26,266.71)	\$ (167,787.50)	\$ (671,150.00)	

CONSERVATION TRUST/FORESTRY

	<u>CURRENT MONTH</u>	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>TOTAL 2026 BUDGET</u>	<u>PERCENTAGE YTD ACTUAL vs YTD BUDGET</u>
TOTAL CONSERVATION TRUST REVENUE	\$ 95,019.59	\$ 190,513.18	\$ 178,000.00	\$ 712,000.00	107.0%
EXPENDITURES					
SALARIES/TAXES/BENEFITS	\$ 41,024.70	\$ 110,200.52	\$ 167,646.25	\$ 670,585.00	65.7%
ADMINISTRATION OTHER	\$ 43.73	\$ 3,581.21	\$ 14,562.50	\$ 58,250.00	24.6%
FLEET MAINTENANCE	\$ 831.18	\$ 4,780.82	\$ 6,625.00	\$ 26,500.00	72.2%
PARK MAINTENANCE & IMPROVEMENTS	\$ -	\$ 6,160.47	\$ 2,500.00	\$ 10,000.00	246.4%
TREE MAINTENANCE	\$ 5,596.17	\$ 8,552.80	\$ 10,500.00	\$ 42,000.00	81.5%
EAB RESPONSE	\$ -	\$ -	\$ 11,250.00	\$ 45,000.00	0.0%
TOTAL CONSERVATION TRUST EXPENDITURES	\$ 47,495.78	\$ 133,275.82	\$ 213,083.75	\$ 852,335.00	62.5%
NET REVENUE OVER EXPENDITURES	\$ 47,523.81	\$ 57,237.36	\$ (35,083.75)	\$ (140,335.00)	

LARIMER COUNTY OPEN SPACE TAX

	<u>CURRENT MONTH</u>	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>TOTAL 2026 BUDGET</u>	<u>PERCENTAGE YTD ACTUAL vs YTD BUDGET</u>
TOTAL LARIMER COUNTY REVENUE	\$ 32,655.51	\$ 40,429.61	\$ 181,000.00	\$ 724,000.00	22.3%
TOTAL LARIMER COUNTY EXPENDITURES	\$ 1,955.55	\$ 4,432.27	\$ 92,500.00	\$ 370,000.00	4.8%
NET REVENUE OVER EXPENDITURES	\$ 30,699.96	\$ 35,997.34	\$ 88,500.00	\$ 354,000.00	

<u>CEMETERY ENDOWMENT</u>						<u>PERCENTAGE</u>
	<u>CURRENT MONTH</u>	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>TOTAL 2026 BUDGET</u>		<u>YTD ACTUAL vs</u>
						<u>YTD BUDGET</u>
TOTAL CEMETERY ENDOWMENT REVENUE	\$ 28,396.14	\$ 82,214.91	\$ 61,125.00	\$ 244,500.00		134.5%
EXPENDITURES						
SALARIES/TAXES/BENEFITS	\$ 6,550.71	\$ 17,616.60	\$ 20,584.75	\$ 82,339.00		85.6%
FUNERALS	\$ -	\$ -	\$ 750.00	\$ 3,000.00		0.0%
MAINTENANCE	\$ 2,442.99	\$ 14,275.18	\$ 7,962.50	\$ 31,850.00		179.3%
IMPROVEMENTS	\$ -	\$ -	\$ 56,250.00	\$ 225,000.00		0.0%
TOTAL CEMETERY ENDOWMENT EXPENDITURES	\$ 8,993.70	\$ 31,891.78	\$ 85,547.25	\$ 342,189.00		37.3%
NET REVENUE OVER EXPENDITURES	\$ 19,402.44	\$ 50,323.13	\$ (24,422.25)	\$ (97,689.00)		
BATS						
	<u>CURRENT MONTH</u>	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>TOTAL 2026 BUDGET</u>		<u>PERCENTAGE</u>
						<u>YTD ACTUAL vs</u>
						<u>YTD BUDGET</u>
TOTAL BATS REVENUE	\$ 21,665.05	\$ 64,607.02	\$ 289,375.00	\$ 1,157,500.00		22.3%
EXPENDITURES						
SALARIES/TAXES/BENEFITS	\$ 9,480.75	\$ 27,978.36	\$ 34,353.00	\$ 137,412.00		81.4%
ADMINISTRATION OTHER	\$ -	\$ 620.50	\$ 1,725.00	\$ 6,900.00		36.0%
DRIVING	\$ 920.89	\$ 2,159.50	\$ 8,375.00	\$ 33,500.00		25.8%
SERVICES	\$ -	\$ 40,643.14	\$ 242,500.00	\$ 970,000.00		16.8%
TOTAL BATS EXPENDITURES	\$ 10,401.64	\$ 71,401.50	\$ 286,953.00	\$ 1,147,812.00		24.9%
NET REVENUE OVER EXPENDITURES	\$ 11,263.41	\$ (6,794.48)	\$ 2,422.00	\$ 9,688.00		
ROAD IMPACT FEES						
	<u>CURRENT MONTH</u>	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>TOTAL 2026 BUDGET</u>		<u>PERCENTAGE</u>
						<u>YTD ACTUAL vs</u>
						<u>YTD BUDGET</u>
TOTAL ROAD IMPACT REVENUE	\$ 40,396.93	\$ 121,419.77	\$ 160,068.75	\$ 640,275.00		75.9%
TOTAL ROAD IMPACT EXPENDITURES	\$ 429,858.05	\$ 1,289,384.79	\$ 1,305,231.25	\$ 5,220,925.00		98.8%
NET REVENUE OVER EXPENDITURES	\$ (389,461.12)	\$ (1,167,965.02)	\$ (1,145,162.50)	\$ (4,580,650.00)		

<u>RECREATIONAL MMJ</u>					<u>PERCENTAGE</u>
	<u>CURRENT MONTH</u>	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>TOTAL 2026 BUDGET</u>	<u>YTD ACTUAL vs</u> <u>YTD BUDGET</u>
TOTAL RECREATIONAL MMJ REVENUES	\$ 49,546.78	\$ 107,126.22	\$ 159,000.00	\$ 636,000.00	67.4%
TOTAL RECREATIONAL MMJ EXPENDITURES	\$ 84,763.33	\$ 324,929.99	\$ 433,750.00	\$ 1,735,000.00	74.9%
NET REVENUE OVER EXPENDITURES	\$ (35,216.55)	\$ (217,803.77)	\$ (274,750.00)	\$ (1,099,000.00)	
<u>1998 1% SALES TAX</u>					<u>PERCENTAGE</u>
	<u>CURRENT MONTH</u>	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>TOTAL 2026 BUDGET</u>	<u>YTD ACTUAL vs</u> <u>YTD BUDGET</u>
TOTAL 1998 1% REVENUE	\$ 254,824.64	\$ 376,008.76	\$ 758,109.50	\$ 3,032,438.00	49.6%
TOTAL 1998 1% EXPENDITURES	\$ 315,263.57	\$ 943,446.46	\$ 1,457,950.00	\$ 5,831,800.00	64.7%
NET REVENUE OVER EXPENDITURES	\$ (60,438.93)	\$ (567,437.70)	\$ (699,840.50)	\$ (2,799,362.00)	
<u>2019 1% SALES TAX</u>					<u>PERCENTAGE</u>
	<u>CURRENT MONTH</u>	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>TOTAL 2026 BUDGET</u>	<u>YTD ACTUAL vs</u> <u>YTD BUDGET</u>
RECREATION CENTER REVENUE	\$ 209,120.70	\$ 594,912.12	\$ 442,929.00	\$ 1,771,716.00	134.3%
SALES TAX REVENUE/INTEREST	\$ 267,229.63	\$ 417,286.11	\$ 790,609.50	\$ 3,162,438.00	52.8%
TOTAL 2019 1% REVENUE	\$ 476,350.33	\$ 1,012,198.23	\$ 1,233,538.50	\$ 4,934,154.00	82.1%
RECREATION CENTER OPERATING EXPENSES	\$ 183,177.23	\$ 594,421.42	\$ 666,724.75	\$ 2,666,899.00	89.2%
PARK EXPENSES	\$ 510,585.18	\$ 1,531,055.17	\$ 1,551,443.75	\$ 6,205,775.00	98.7%
COP PAYMENT AND OTHER EXPENSES	\$ 2,000.00	\$ 2,000.00	\$ 288,600.00	\$ 1,154,400.00	0.7%
TOTAL 2019 1% EXPENDITURES	\$ 695,762.41	\$ 2,127,476.59	\$ 2,506,768.50	\$ 10,027,074.00	84.9%
NET REVENUE OVER EXPENDITURES	\$ (219,412.08)	\$ (1,115,278.36)	\$ (1,273,230.00)	\$ (5,092,920.00)	
TOTAL SPECIAL FUNDS REVENUE	\$ 1,102,636.29	\$ 2,238,506.00	\$ 3,302,648.00	\$ 13,210,592.00	
TOTAL SPECIAL FUNDS EXPENDITURES	\$ 1,782,575.76	\$ 5,339,779.59	\$ 6,878,033.75	\$ 27,512,135.00	
TOTAL REVENUE OVER EXPENDITURES	\$ (679,939.47)	\$ (3,101,273.59)	\$ (3,575,385.75)	\$ (14,301,543.00)	
TOTAL REVENUE	\$ 4,489,426.61	\$ 9,583,732.99	\$ 12,786,437.50	\$ 51,145,752.00	
TOTAL EXPENDITURES	\$ 3,994,539.10	\$ 13,640,734.07	\$ 23,524,244.25	\$ 94,096,977.00	

CAPITAL PROJECTS

SPARTAN AVENUE CROSSING

	<u>CURRENT MONTH</u>	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>TOTAL 2026 BUDGET</u>	<u>PERCENTAGE YTD ACTUAL vs YTD BUDGET</u>
TOTAL SPARTAN AVENUE REVENUE	\$ 429,166.67	\$ 1,287,500.01	\$ 1,287,500.00	\$ 5,150,000.00	100.0%
TOTAL SPARTAN AVENUE EXPENDITURES	\$ -	\$ 216.00	\$ 37,500.00	\$ 150,000.00	0.6%
NET REVENUE OVER EXPENDITURES	\$ 429,166.67	\$ 1,287,284.01	\$ 1,250,000.00	\$ 5,000,000.00	

DOWNTOWN BUILDING RENOVATION

	<u>CURRENT MONTH</u>	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>TOTAL 2026 BUDGET</u>	<u>PERCENTAGE YTD ACTUAL vs YTD BUDGET</u>
TOTAL DOWNTOWN BUILDING REVENUE	\$ 166,666.67	\$ 500,000.01	\$ 500,000.00	\$ 2,000,000.00	100.0%
TOTAL DOWNTOWN BUILDING EXPENDITURES	\$ -	\$ 47,852.50	\$ 500,000.00	\$ 2,000,000.00	9.6%
NET REVENUE OVER EXPENDITURES	\$ 166,666.67	\$ 452,147.51	\$ -	\$ -	

ARBORETUM

	<u>CURRENT MONTH</u>	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>TOTAL 2026 BUDGET</u>	<u>PERCENTAGE YTD ACTUAL vs YTD BUDGET</u>
TOTAL ARBORETUM REVENUE	\$ 583,333.33	\$ 1,749,999.99	\$ 1,750,000.00	\$ 7,000,000.00	100.0%
TOTAL ARBORETUM EXPENDITURES	\$ 289.50	\$ 5,469.00	\$ 1,400,000.00	\$ 5,600,000.00	0.4%
NET REVENUE OVER EXPENDITURES	\$ 583,043.83	\$ 1,744,530.99	\$ 350,000.00	\$ 1,400,000.00	

RICHARDSON PARK

	<u>CURRENT MONTH</u>	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>TOTAL 2026 BUDGET</u>	<u>PERCENTAGE YTD ACTUAL vs YTD BUDGET</u>
TOTAL RICHARDSON PARK REVENUE	\$ 833,333.33	\$ 2,499,999.99	\$ 9,500,000.00	\$ 38,000,000.00	26.3%
TOTAL RICHARDSON PARK EXPENDITURES	\$ 163,518.55	\$ 337,635.84	\$ 7,687,500.00	\$ 30,750,000.00	4.4%
NET REVENUE OVER EXPENDITURES	\$ 669,814.78	\$ 2,162,364.15	\$ 1,812,500.00	\$ 7,250,000.00	

NEWELL FARM PARK

	<u>CURRENT MONTH</u>	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>TOTAL 2026 BUDGET</u>	<u>PERCENTAGE YTD ACTUAL vs YTD BUDGET</u>
TOTAL NEWELL FARM REVENUE	\$ 33,333.33	\$ 99,999.99	\$ 100,000.00	\$ 400,000.00	100.0%
TOTAL NEWELL FARM EXPENDITURES	\$ 19,786.76	\$ 25,047.76	\$ 100,000.00	\$ 400,000.00	25.0%
NET REVENUE OVER EXPENDITURES	\$ 13,546.57	\$ 74,952.23	\$ -	\$ -	

TOTAL CAPITAL PROJECTS REVENUE	\$ 2,045,833.33	\$ 6,137,499.99	\$ 13,137,500.00	\$ 52,550,000.00	
TOTAL CAPITAL PROJECTS EXPENDITURES	\$ 183,594.81	\$ 416,221.10	\$ 9,725,000.00	\$ 38,900,000.00	
TOTAL REVENUE OVER EXPENDITURES	\$ 1,862,238.52	\$ 5,721,278.89	\$ 3,412,500.00	\$ 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
MARCH 2026 FINAL

BILLS ALLOWED

TOTAL BILLS	\$	2,817,989
NET PAYROLL	\$	394,868

Mayor William Karspeck	_____
Trustee May Albrecht	_____
Trustee Karen Anderson	_____
Trustee Casey Grace	_____
Trustee Sean Murphy	_____
Trustee Arno Olbricht	_____
Trustee Brett Wing	_____

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice GL Account Title	Check Amount
1100200400							
30126300							
03/26	03/01/2026	301263	Allstate	MARCH 202	11-00-200400	Insurance Payable	950.35
30126301							
03/26	03/01/2026	301263	Guardian	MARCH 202	11-00-200400	Insurance Payable	7,522.49
310264092							
03/26	03/10/2026	310264	CIGNA	MARCH 202	11-00-200400	Insurance Payable	72,793.49
Total 1100200400:							81,266.33
1100430500							
81025							
03/26	03/16/2026	81025	Depweg, Chris	2026ROW-00	11-00-4305-00	Utility Road Cut Permit	50.00
Total 1100430500:							50.00
1100465400							
80694							
03/26	03/31/2026	80694	TCC Corporation	REFUND	11-00-4654-00	Development Review	687.66
Total 1100465400:							687.66
1100465500							
81026							
03/26	03/16/2026	81026	Heron Lakes Investments	SIGN DEPO	11-00-4655-00	Sign Deposit	350.00
Total 1100465500:							350.00
1101501001							
81019							
03/26	03/12/2026	81019	Office Depot	Multiple	11-01-5010.01	Office Supplies-General Office	499.15
81071							
03/26	03/12/2026	81071	Culligan of Cheyenne	90874	11-01-5010.01	Office Supplies-General Office	85.00
81100							
03/26	03/16/2026	81100	Midwest Connect	828780	11-01-5010.01	Office Supplies-General Office	358.28
81105							
03/26	03/16/2026	81105	USPS-Berthoud	PERMIT PI 1	11-01-5010.01	Office Supplies-General Office	370.00
81122							
03/26	03/30/2026	81122	Office Depot	4634531240	11-01-5010.01	Office Supplies-General Office	116.42
Total 1101501001:							1,428.85
1101501101							
80884							
03/26	03/02/2026	80884	Voice Exchange (Paragon	60405-46015	11-01-5011.01	Telephone-General Office	44.80
81114							
03/26	03/30/2026	81114	CenturyLink Business Serv	776544052	11-01-5011.01	Telephone-General Office	1.19
Total 1101501101:							45.99
1101501501							
81009							
03/26	03/05/2026	81009	BASIC	3699506	11-01-5015.01	Insurance	48.00
81010							
03/26	03/05/2026	81010	CIRSA	WINV100103	11-01-5015.01	Insurance	246.95
81052							
03/26	03/05/2026	81052	Healthiest You Inc	2026031810	11-01-5015.01	Insurance	1,122.00

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice GL Account Title	Check Amount
Total 1101501501:							1,416.95
1101501707							
81161							
03/26	03/26/2026	81161	DNI Heating/A C./Refrigera	5088919162	11-01-5017.07	Building Maintenance-Town Hall	1,575.00
Total 1101501707:							1,575.00
1101501804							
81076							
03/26	03/12/2026	81076	Prairie Mountain Media	445247	11-01-5018.04	Publications/Legal Notice	44.66
Total 1101501804:							44.66
1101502001							
81135							
03/26	03/23/2026	81135	Cumming Management Gr	187123	11-01-5020.01	Professional Services-Admin	4,260.00
Total 1101502001:							4,260.00
1101502302							
81020							
03/26	03/12/2026	81020	Pioneer Press of Greeley	108085	11-01-5023.02	Election Supplies	6,256.79
Total 1101502302:							6,256.79
1101503800							
80876							
03/26	03/02/2026	80876	Hays Market	FEBRUARY	11-01-5038.00	Administrative Expenses	34.99
80890							
03/26	03/03/2026	80890	Cocina & Cantina	030426-01	11-01-5038.00	Administrative Expenses	1,087.00
81054							
03/26	03/05/2026	81054	Medicine for Business & In	1047613	11-01-5038.00	Administrative Expenses	47.00
81060							
03/26	03/12/2026	81060	Cardmember Service	FEB26	11-01-5038.00	Administrative Expenses	28,575.14
81121							
03/26	03/30/2026	81121	Leach, Cindy	73817	11-01-5038.00	Administrative Expenses	89.03
81241							
03/26	03/31/2026	81241	Hays Market	MARCH26	11-01-5038.00	Administrative Expenses	205.17
Total 1101503800:							28,038.33
1101504003							
81066							
03/26	03/12/2026	81066	Bell, Boge & Associates	42222	11-01-5040.03	Attorney-Municipal Court	1,372.50
Total 1101504003:							1,372.50
1101504103							
81083							
03/26	03/12/2026	81083	Voiance Language Service	0889460226	11-01-5041.03	Court Expenses	4.14
81136							
03/26	03/23/2026	81136	Cummings & Petrone, LLC	25-10368	11-01-5041.03	Court Expenses	310.00
Total 1101504103:							314.14

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice GL Account Title	Check Amount
1101508907							
81086							
03/26	03/12/2026	81086	Z's Home & Office Cleanol	1658	11-01-5089.07	Janitorial Service & Supplies	1,150.00
Total 1101508907:							1,150.00
1101509501							
81049							
03/26	03/05/2026	81049	Anchor Network Solutions,	Multiple	11-01-5095.01	Computer Maintenance/Replace	4,686.49
Total 1101509501:							4,686.49
1102501801							
81109							
03/26	03/23/2026	81109	Mainstreet Car Care & Qui	NNO 2026	11-02-5018.01	Public Events	174.00
Total 1102501801:							174.00
1102503404							
80880							
03/26	03/02/2026	80880	NOCO Humane	1062	11-02-5034.04	Animal Control	3,737.58
Total 1102503404:							3,737.58
1102504604							
81164							
03/26	03/26/2026	81164	Kinsco LLC	00113758-0	11-02-5046.04	Uniforms-Code Enf	412.00
Total 1102504604:							412.00
1102521800							
81079							
03/26	03/12/2026	81079	Saltus Technologies	2603-66	11-02-5218.00	Traffic Control	5,533.06
Total 1102521800:							5,533.06
1103500901							
81240							
03/26	03/31/2026	81240	Flaggers Inc.	11880	11-03-5009.01	Travel/Training	300.00
Total 1103500901:							300.00
1103501207							
81139							
03/26	03/23/2026	81139	Lumin8 Transportation Tec	13148	11-03-5012.07	Street Light Repairs	592.58
Total 1103501207:							592.58
1103501406							
81028							
03/26	03/16/2026	81028	Kwik Korner	FEBRUARY	11-03-5014.06	Gas & Oil	1,167.35
81062							
03/26	03/12/2026	81062	AGFINITY INC	Multiple	11-03-5014.06	Gas & Oil	4,078.29
Total 1103501406:							5,245.64

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice GL Account Title	Check Amount
1103502106							
81093							
03/26	03/16/2026	81093	O. J. Watson Equipment	J12250	11-03-5021.06	Light Duty Veh/Equip Maint	2,090.00
Total 1103502106:							2,090.00
1103503602							
81046							
03/26	03/03/2026	81046	Wear Parts & Equip CO	70905	11-03-5036.02	Heavy Duty Veh/Equip Maint	744.84
Total 1103503602:							744.84
1103503702							
80879							
03/26	03/02/2026	80879	LG Everist INC	761699	11-03-5037.02	Materials for Maintenance	2,045.05
81145							
03/26	03/23/2026	81145	RoadSafe Traffic Systems,	265386	11-03-5037.02	Materials for Maintenance	1,900.00
81166							
03/26	03/26/2026	81166	LG Everist INC	7644489	11-03-5037.02	Materials for Maintenance	10,153.39
Total 1103503702:							14,098.44
1103504506							
81176							
03/26	03/26/2026	81176	The Sherwin-Williams CO	2551-3	11-03-5045.06	Shop Operations	383.79
Total 1103504506:							383.79
1103504601							
81123							
03/26	03/30/2026	81123	Stoppel, Clifford	UNIFORM 3-	11-03-5046.01	Uniforms	192.46
Total 1103504601:							192.46
1103504704							
81070							
03/26	03/12/2026	81070	Colorado Barricade Co	Multiple	11-03-5047.04	Signs & Signage	549.66
Total 1103504704:							549.66
1103525106							
81081							
03/26	03/12/2026	81081	Trinity Group Companies	Multiple	11-03-5251.06	Tools	1,649.00
Total 1103525106:							1,649.00
1104505601							
80882							
03/26	03/02/2026	80882	Smart Marketing with Easy	5819	11-04-5056.01	Brochures/Advertising	3,375.00
81165							
03/26	03/26/2026	81165	Lefthand Printworks	4097	11-04-5058.01	Brochures/Advertising	350.00
Total 1104505601:							3,725.00
1106511006							
79523							
03/26	03/31/2026	79523	Crazy Good Marketing	4161	11-06-5110.06	Professional Serv-Consultants	120.86

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice GL Account Title	Check Amount
Total 1106511006:							120.86
1107501101							
81107							
03/26	03/23/2026	81107	Hilltop Broadband	279413	11-07-5011.01	Telephone	259.84
Total 1107501101:							259.84
1107502004							
81248							
03/26	03/31/2026	81248	Thirsty Soil Solutions	Multiple	11-07-5020.04	Weed/turf maint contract	5,122.00
Total 1107502004:							5,122.00
1107504601							
81021							
03/26	03/12/2026	81021	Yoder, Gordon	UNIFORM 3-	11-07-5046.01	Uniforms	215.73
Total 1107504601:							215.73
1107504804							
81039							
03/26	03/03/2026	81039	Metro Fence Company	2025-147	11-07-5048.04	Ballfield Maintenance	9,500.00
81156							
03/26	03/26/2026	81156	Beacon Athletics	0630694	11-07-5048.04	Ballfield Maintenance	1,150.00
Total 1107504804:							10,650.00
1107504909							
81089							
03/26	03/16/2026	81089	DBC Irrigation Supply	Multiple	11-07-5049.09	Irrigation-general parks	4,553.01
Total 1107504909:							4,553.01
1107505303							
81015							
03/26	03/05/2026	81015	Republic Services	Multiple	11-07-5053.03	Portojohns-Facility	1,115.86
Total 1107505303:							1,115.86
1107505503							
81143							
03/26	03/23/2026	81143	Mountain View Commercial	Multiple	11-07-5055.03	Restroom Maintenance	3,141.34
Total 1107505503:							3,141.34
1107505709							
81148							
03/26	03/23/2026	81148	Uline	Multiple	11-07-5057.09	Repair/Supplies-General Park	2,911.73
Total 1107505709:							2,911.73
1107505710							
81030							
03/26	03/16/2026	81030	Poudre Valley REA	19516003 2-	11-07-5057.10	Repair/Supplies-Farm Lease	92.38

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice GL Account Title	Check Amount
Total 1107505710:							92.38
1107505806							
81108							
03/26	03/23/2026	81108	LL Johnson Distributing Co	1968551-00	11-07-5058.06	Equipment Maint-Fleet	655.00
81141							
03/26	03/23/2026	81141	MAC Equipment INC	Multiple	11-07-5058.06	Equipment Maint-Fleet	744.69
Total 1107505806:							1,399.69
1108521502							
81008							
03/26	03/03/2026	81008	ProCode, Inc.	3054733	11-08-5215.02	Contract Inspections	55,983.52
81077							
03/26	03/12/2026	81077	ProCode, Inc.	3396428	11-08-5215.02	Contract Inspections	34,692.33
Total 1108521502:							90,675.85
1110512800							
81084							
03/26	03/12/2026	81084	Wilson & Company, Inc.	147438	11-10-5128.00	3rd & Massachusetts	1,330.00
81118							
03/26	03/30/2026	81118	Wilson & Company, Inc.	144330	11-10-5128.00	3rd & Massachusetts	8,868.75
Total 1110512800:							10,198.75
1110513100							
81040							
03/26	03/03/2026	81040	Nine dot Arts	3332	11-10-5131.00	Public arts projects	14,000.00
Total 1110513100:							14,000.00
1111502301							
81112							
03/26	03/26/2026	81112	Grimditch, Carr	SAVING PLA	11-11-5023.01	Historic Pres. Support	255.00
Total 1111502301:							255.00
1111504003							
81115							
03/26	03/30/2026	81115	Maynes Bradford Shipp &	FEBRUARY	11-11-5040.03	Attorney	5,170.50
Total 1111504003:							5,170.50
1111518902							
81064							
03/26	03/12/2026	81064	Baseline Engineering Corp	FEB26	11-11-5189.02	DEVELOPMENT REVIEW	3,334.75
81140							
03/26	03/23/2026	81140	Lyons Gaddis	FEB26	11-11-5189.02	DEVELOPMENT REVIEW	17,745.00
Total 1111518902:							21,079.75
1112501201							
81032							
03/26	03/16/2026	81032	XCEL Energy	969178359	11-12-5012.01	Utilities	2,876.12

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice GL Account Title	Check Amount
81111							
03/26	03/23/2026	81111	XCEL Energy	Multiple	11-12-5012.01	Utilities	565.43
Total 1112501201:							3,441.55
1112501702							
81159							
03/26	03/26/2026	81159	Clear Shine Window Cleani	14298	11-12-5017.02	Building Maintenance-Maint	30.00
Total 1112501702:							30.00
1112503901							
80872							
03/26	03/02/2026	80872	Berthoud Village Shopping	MARCH 202	11-12-5039.01	HOA Fees	4,395.23
Total 1112503901:							4,395.23
1113502001							
80888							
03/26	03/03/2026	80888	Picture This Creative Servi	241-R-0036	11-13-5020.01	Prof Services-Community	300.00
Total 1113502001:							300.00
1114501001							
81041							
03/26	03/03/2026	81041	Pioneer Press of Greeley	Multiple	11-14-5010.01	Office Supplies-Engineering	491.00
Total 1114501001:							491.00
1114501301							
81038							
03/26	03/03/2026	81038	Mainstreet Car Care & Qui	Multiple	11-14-5013.01	Veh Maint-Engineering	2,627.35
Total 1114501301:							2,627.35
2000504002							
81097							
03/26	03/16/2026	81097	ZWR LLC	1006	20-00-5040.02	Attorney Fees	3,403.30
Total 2000504002:							3,403.30
2000510302							
81146							
03/26	03/23/2026	81146	Spheros Environmental	Multiple	20-00-5103.02	Consultant Fees	20,733.00
Total 2000510302:							20,733.00
2000510800							
81056							
03/26	03/05/2026	81056	Resource Central	6661	20-00-5108.00	Water Conservation Program	5,000.00
Total 2000510800:							5,000.00
2100441000							
80914							
03/26	03/02/2026	80914	SMITH, BILLY & HEATHE	10594.2	21-00-4410-00	Sale of Water	169.27

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice GL Account Title	Check Amount
80915							
03/26	03/02/2026	80915	MEDINA, MARIO	11335.3	21-00-4410-00	Sale of Water	147.67
80916							
03/26	03/02/2026	80916	ROOS FAMILY REVOCAB	12037.2	21-00-4410-00	Sale of Water	84.40
80917							
03/26	03/02/2026	80917	STEHR, BRANDON	11957.2	21-00-4410-00	Sale of Water	132.13
80918							
03/26	03/02/2026	80918	WILDIN, JERALD L	8819.5	21-00-4410-00	Sale of Water	34.78
80977							
03/26	03/02/2026	80977	FISHER, DENNIS & NADA	331.1	21-00-4410-00	Sale of Water	74.40
80978							
03/26	03/02/2026	80978	DEVELOPMENT CONTRA	12310.1	21-00-4410-00	Sale of Water	450.24
80979							
03/26	03/02/2026	80979	KITCHEN, MICHAEL & TA	1260.4	21-00-4410-00	Sale of Water	7.85
80980							
03/26	03/04/2026	80980	BENEFIEL, RODGER C &	12395.2	21-00-4410-00	Sale of Water	82.64
80981							
03/26	03/04/2026	80981	ROMANS-WILSON, JOSE	1605.2	21-00-4410-00	Sale of Water	110.79
80982							
03/26	03/04/2026	80982	LUCKY CHARM HOLDING	1047.3	21-00-4410-00	Sale of Water	153.62
80983							
03/26	03/04/2026	80983	PITCHER, SANDRA PAIG	2689.4	21-00-4410-00	Sale of Water	96.16
80984							
03/26	03/04/2026	80984	WASSING, MATTHEW & S	9090.3	21-00-4410-00	Sale of Water	245.38
80985							
03/26	03/04/2026	80985	KEIRNS CONSTRUCTION	12818.1	21-00-4410-00	Sale of Water	207.76
80986							
03/26	03/23/2026	80986	ASTE, STASIA	10881.2	21-00-4410-00	Sale of Water	94.12
80987							
03/26	03/23/2026	80987	SCHROETLIN COMMERC	1069.5B	21-00-4410-00	Sale of Water	24.45
80988							
03/26	03/23/2026	80988	RILEY, ZACHARY & GABR	10862.2	21-00-4410-00	Sale of Water	92.34
80989							
03/26	03/23/2026	80989	Primeau Enterprises Inc.	12536.1	21-00-4410-00	Sale of Water	4.73
80990							
03/26	03/23/2026	80990	HARRIS, SHAWN & MICIH	10118.4	21-00-4410-00	Sale of Water	28.02
80991							
03/26	03/23/2026	80991	GONZALEZ, SHIRLEY & P	1969.4	21-00-4410-00	Sale of Water	9.00
80992							
03/26	03/23/2026	80992	MUELLER, KIMBERLEY A	2626.4	21-00-4410-00	Sale of Water	56.15
80993							
03/26	03/23/2026	80993	FLANAGAN, DAN & MICH	9886.2	21-00-4410-00	Sale of Water	247.60
80994							
03/26	03/23/2026	80994	DAVIDSON, JUSTYN W	10335.2	21-00-4410-00	Sale of Water	81.72
80995							
03/26	03/23/2026	80995	MARCOUX, MATTHEW &	10435.2	21-00-4410-00	Sale of Water	146.56
80996							
03/26	03/23/2026	80996	BRUCE AND LORI WILIA	10940.3	21-00-4410-00	Sale of Water	24.46
80997							
03/26	03/23/2026	80997	HABITAT FOR HUNAITY	11529.1	21-00-4410-00	Sale of Water	138.68
80998							
03/26	03/23/2026	80998	DR Horton	Multiple	21-00-4410-00	Sale of Water	298.17
80999							
03/26	03/23/2026	80999	DR Horton	Multiple	21-00-4410-00	Sale of Water	775.96
81000							
03/26	03/23/2026	81000	L.A.P.,LP	12125.3 B	21-00-4410-00	Sale of Water	224.03

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice GL Account Title	Check Amount
81001							
03/26	03/30/2026	81001	Sheets, Gary & Therese	10728.3	21-00-4410-00	Sale of Water	105.60
81002							
03/26	03/30/2026	81002	RHOADES BUILDS, LLC	12792 1	21-00-4410-00	Sale of Water	215.68
Total 2100441000:							4,564.36
2100501005							
81017							
03/26	03/12/2026	81017	Digital Print Resources Inc	22360	21-00-5010 05	Office Supplies- Utility Billi	345.00
81110							
03/26	03/23/2026	81110	Quadient Finance USA, Inc	031726	21-00-5010 05	Office Supplies- Utility Billi	1,217.00
Total 2100501005:							1,562.00
2100501101							
80886							
03/26	03/03/2026	80886	Hilltop Broadband	272439	21-00-5011 01	Telephone	205.04
81230							
03/26	03/30/2026	81230	Comcast	MARCH26-2	21-00-5011 01	Telephone	510.00
Total 2100501101:							715.04
2100501203							
81178							
03/26	03/26/2026	81178	XCEL Energy	MARCH26-2	21-00-5012 03	Utilities-Treatment	10,118.81
Total 2100501203:							10,118.81
2100501501							
81068							
03/26	03/12/2026	81068	CIRSA	1003856	21-00-5015 01	Insurance	17.01
Total 2100501501:							17.01
2100502004							
81095							
03/26	03/16/2026	81095	TETRA TECH, INC	Multiple	21-00-5020 04	Prof. Fees-Operator	4,845.00
Total 2100502004:							4,845.00
2100503901							
81012							
03/26	03/05/2026	81012	North Front Range Water	202626	21-00-5039 01	Dues	3,472.88
Total 2100503901:							3,472.88
2100504004							
81157							
03/26	03/26/2026	81157	Central Weld County Water	0326	21-00-5040 04	Attorney	350.63
Total 2100504004:							350.63
2100504601							
80889							
03/26	03/03/2026	80889	Gonzo Screen Printing	Multiple	21-00-5046 01	Uniforms	366.30

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice GL Account Title	Check Amount
81016							
03/26	03/12/2026	81016	Carpenter, Tyler	UNIFORM 3-	21-00-5046.01	Uniforms	420.91
81120							
03/26	03/30/2026	81120	Calderon, Armando	UNIFORM 3-	21-00-5046.01	Uniforms	99.91
Total 2100504601:							887.12
2100504701							
80881							
03/26	03/02/2026	80881	Northern Water	MARCH 202	21-00-5047.01	Rental of Office Space	4,800.00
Total 2100504701:							4,800.00
2100504802							
80874							
03/26	03/02/2026	80874	Cintas First Aid & Safety	Multiple	21-00-5048.02	Safety Equipment	279.00
Total 2100504802:							279.00
2100505702							
80883							
03/26	03/02/2026	80883	Stewart & Stevenson Powe	60170662	21-00-5057.02	Repair, Maint, Supp Dist	2,298.55
81004							
03/26	03/03/2026	81004	Larimer County Landfill	2443045	21-00-5057.02	Repair, Maint, Supp Dist	28.68
81103							
03/26	03/16/2026	81103	Home Depot Commercial	1014171	21-00-5057.02	Repair, Maint, Supp Dist	595.23
Total 2100505702:							2,922.46
2100505703							
80875							
03/26	03/02/2026	80875	Hach Co.	14870630	21-00-5057.03	Repair, Maint, Supp Treat	1,406.77
81090							
03/26	03/16/2026	81090	Goble Sampson Associate	BINV001323	21-00-5057.03	Repair, Maint, Supp Treat	660.00
81092							
03/26	03/16/2026	81092	MTech Mechanical	159963	21-00-5057.03	Repair, Maint, Supp Treat	342.00
81162							
03/26	03/26/2026	81162	Hach Co.	14911110	21-00-5057.03	Repair, Maint, Supp Treat	1,406.77
Total 2100505703:							3,815.54
2100506003							
81171							
03/26	03/26/2026	81171	PVS DX INC	737000623-2	21-00-5060.03	Chemicals-Treatment	8,507.55
Total 2100506003:							8,507.55
2100508103							
81074							
03/26	03/12/2026	81074	HOA Solutions	13387	21-00-5081.03	SCADA	753.50
Total 2100508103:							753.50
2100510603							
81235							
03/26	03/30/2026	81235	USA Bluebook	Multiple	21-00-5106.03	Lab Equipment/Supplies	2,433.89

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice GL Account Title	Check Amount
Total 2100510603:							2,433.89
2100510802							
81069							
03/26	03/12/2026	81069	Colorado Analytical Labs. I	Multiple	21-00-5108.02	Lab Testing	5,635.91
Total 2100510802:							5,635.91
2100510905							
81231							
03/26	03/30/2026	81231	Core & Main	Multiple	21-00-5109.05	Meters-new	19,336.95
Total 2100510905:							19,336.95
2100512401							
81169							
03/26	03/26/2026	81169	Osborn & Caywood Ditch	13	21-00-5124.01	Water Assessments	2,000.00
81174							
03/26	03/26/2026	81174	Stumpf Lateral Ditch Comp	2026	21-00-5124.01	Water Assessments	1,638.00
81229							
03/26	03/30/2026	81229	Boulder & Larimer Irrig. &	2024261	21-00-5124.01	Water Assessments	2,430.00
81233							
03/26	03/30/2026	81233	Handy Ditch Company	Multiple	21-00-5124.01	Water Assessments	.00
81238							
03/26	03/30/2026	81238	Handy Ditch Company	2206A	21-00-5124.01	Water Assessments	17,090.50
81239							
03/26	03/30/2026	81239	McIntyre Lateral Ditch Com	1151	21-00-5124.01	Water Assessments	600.00
Total 2100512401:							23,758.50
2100527703							
81237							
03/26	03/30/2026	81237	Wesco Construction and S	MARCH26	21-00-5277.03	Plant improvements	62,748.59
Total 2100527703:							62,748.59
2100527800							
81098							
03/26	03/16/2026	81098	Autoplex Restyling Centers	3047308	21-00-5278.00	New Vehicle	8,995.99
Total 2100527800:							8,995.99
2300501101							
81106							
03/26	03/23/2026	81106	Comcast	MARCH 202	23-00-5011.01	Telephone-Main Plant	175.01
81158							
03/26	03/26/2026	81158	CenturyLink	MARCH26	23-00-5011.01	Telephone-Main Plant	295.22
81160							
03/26	03/26/2026	81160	Comcast	MARCH26	23-00-5011.01	Telephone-Main Plant	1,809.82
Total 2300501101:							2,280.05
2300501201							
81042							
03/26	03/03/2026	81042	Poudre Valley REA	FEB26-2	23-00-5012.01	Utilities-Main Plant	19,457.78

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice GL Account Title	Check Amount
81091							
03/26	03/16/2026	81091	Little Thompson Water Dist	FEB26	23-00-5012.01	Utilities-Main Plant	256.79
81101							
03/26	03/16/2026	81101	Poudre Valley REA	MARCH26	23-00-5012.01	Utilities-Main Plant	1,861.87
81170							
03/26	03/26/2026	81170	Poudre Valley REA	MARCH26-2	23-00-5012.01	Utilities-Main Plant	6,290.54
Total 2300501201:							27,866.98
2300501202							
81048							
03/26	03/03/2026	81048	XCEL Energy	966512338	23-00-5012.02	Utilities-Regional	1,741.39
Total 2300501202:							1,741.39
2300501203							
81037							
03/26	03/03/2026	81037	Little Thompson Water Dist	FEB2026	23-00-5012.03	Utilities	91.47
81053							
03/26	03/05/2026	81053	Little Thompson Water Dist	FEB26-2	23-00-5012.03	Utilities	3,232.10
81244							
03/26	03/31/2026	81244	Little Thompson Water Dist	MARCH2026	23-00-5012.03	Utilities	93.29
Total 2300501203:							3,416.86
2300504004							
81027							
03/26	03/16/2026	81027	Hoffmann, Parker, Wilson	FEBRUARY	23-00-5040.04	Attorney	22,918.93
81134							
03/26	03/23/2026	81134	Clark Hill PLC	1709634	23-00-5040.04	Attorney	308.00
Total 2300504004:							23,226.93
2300504604							
81232							
03/26	03/30/2026	81232	Gonzo Screen Printing	Multiple	23-00-5046.04	Uniforms	222.00
Total 2300504604:							222.00
2300505401							
81013							
03/26	03/05/2026	81013	Republic Services	Multiple	23-00-5054.01	Trash	481.63
Total 2300505401:							481.63
2300505701							
80887							
03/26	03/03/2026	80887	Milliken Johnstown Electric	JAN 2603	23-00-5057.01	Repair, Maint. & Supplies-Main	1,296.75
81065							
03/26	03/12/2026	81065	Beabout Brock Easley LLC	705883-001	23-00-5057.01	Repair, Maint. & Supplies-Main	3,194.04
81087							
03/26	03/16/2026	81087	1000 Bulbs	Multiple	23-00-5057.01	Repair, Maint. & Supplies-Main	2,274.07
81149							
03/26	03/23/2026	81149	USA Bluebook	Multiple	23-00-5057.01	Repair, Maint. & Supplies-Main	1,043.11
Total 2300505701:							7,807.97

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice GL Account Title	Check Amount
2300505703							
81033							
03/26	03/03/2026	81033	Grainger	Multiple	23-00-5057.03	Repair, Maint & Supplies-Lift	1,198.26
81082							
03/26	03/12/2026	81082	Utility Notification Center of	226020159	23-00-5057.03	Repair, Maint & Supplies-Lift	499.14
81242							
03/26	03/31/2026	81242	Intermountain Sales	33339	23-00-5057.03	Repair, Maint & Supplies-Lift	725.00
Total 2300505703:							2,422.40
2300510903							
81173							
03/26	03/26/2026	81173	Stewart & Stevenson Powe	Multiple	23-00-5109.03	Generator Maintenance	2,880.00
Total 2300510903:							2,880.00
2300511103							
81094							
03/26	03/16/2026	81094	Ramey Environmental	Multiple	23-00-5111.03	Sewer Incidents	138,233.32
Total 2300511103:							138,233.32
2300511401							
81080							
03/26	03/12/2026	81080	TerraGenesis	J000697	23-00-5114.01	Sludge Hauling-Main Plant	3,188.01
81175							
03/26	03/26/2026	81175	TerraGenesis	J000680	23-00-5114.01	Sludge Hauling-Main Plant	2,309.41
81234							
03/26	03/30/2026	81234	TerraGenesis	J000714	23-00-5114.01	Sludge Hauling-Main Plant	1,658.67
Total 2300511401:							7,156.09
2300511402							
81116							
03/26	03/30/2026	81116	McDonald Farms	179014	23-00-5114.02	Sludge Hauling-Regional	2,824.00
Total 2300511402:							2,824.00
2300521405							
315261046							
03/26	03/03/2026	315261	Caselle Inc.	MARCH 202	23-00-5214.05	Computer Maint/Replacement	2,172.00
Total 2300521405:							2,172.00
2300527404							
81104							
03/26	03/16/2026	81104	UMB BANK	BWR25 4-15-	23-00-5274.04	Waste Water 2012 Bonds	123,125.00
Total 2300527404:							123,125.00
2300543006							
81117							
03/26	03/30/2026	81117	RESPEC Company LLC	2261478	23-00-5430.06	Lift Station Projects	1,661.40
Total 2300543006:							1,661.40

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice GL Account Title	Check Amount
2400501900							
331261851							
03/26	03/31/2026	331261	Alfa Construction LLC	MARCH 202	24-00-5019 00	ALFA Line Reimbursement	9,310.77
Total 2400501900:							9,310.77
2400527100							
81063							
03/26	03/12/2026	81063	Alderman Berstein LLC	21705	24-00-5271.00	1st Street Sewer Upgrade	75.00
Total 2400527100:							75.00
2400527804							
80873							
03/26	03/02/2026	80873	BMcD/Moltz	15	24-00-5278.04	Plant Improvements	329,715.91
81113							
03/26	03/30/2026	81113	BMcD/Moltz	16	24-00-5278.04	Plant Improvements	1,047,795.20
81142							
03/26	03/23/2026	81142	Martin/Martin Inc.	Multiple	24-00-5278.04	Plant Improvements	49,052.90
Total 2400527804:							1,426,564.01
3300502000							
81034							
03/26	03/03/2026	81034	Huber Interiors LLC	626	33-00-5020 00	Professional Fees	790.00
81119							
03/26	03/30/2026	81119	Berthoud Village Shopping	DEPOSIT-82	33-00-5020 00	Professional Fees	5,000.00
Total 3300502000:							5,790.00
3300517700							
81050							
03/26	03/05/2026	81050	Daniels Long Chevrolet	030326	33-00-5177 00	Public Works Vehicle	71,948.00
Total 3300517700:							71,948.00
3400501001							
81138							
03/26	03/23/2026	81138	Grainger	Multiple	34-00-5010.01	Office Supplies	623.51
Total 3400501001:							623.51
3400505801							
81045							
03/26	03/03/2026	81045	University Auto Parts-NAP	Multiple	34-00-5058 01	Equipment Maintenance	464.72
81061							
03/26	03/12/2026	81061	21st Century Equipment	P16785	34-00-5058 01	Equipment Maintenance	93.26
Total 3400505801:							557.98
3400507202							
81043							
03/26	03/03/2026	81043	Schra Tree Care	38459	34-00-5072.02	Tree Maint -Parks	1,985.00
81172							
03/26	03/26/2026	81172	Schra Tree Care	38601	34-00-5072.02	Tree Maint -Parks	.00

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice GL Account Title	Check Amount
Total 3400507202							1,985.00
3600430600							
80877							
03/26	03/02/2026	80877	Hernandez, Gabriel	26BER-0008	36-00-4306-00	County Open Space Revenue	705.12
81006							
03/26	03/03/2026	81006	Park Range Construction	25BER-0061	36-00-4306-00	County Open Space Revenue	4,665.93
81187							
03/26	03/31/2026	81187	Larimer County Sales Tax	MARCH 202	36-00-4306-00	County Open Space Revenue	45,711.01
Total 3600430600							51,082.06
3600517100							
81005							
03/26	03/03/2026	81005	Majestic Surveying	8773	36-00-5171.00	Land Acquisition	16,820.00
Total 3600517100							16,820.00
3600526800							
80885							
03/26	03/03/2026	80885	Colorado Portables	Multiple	36-00-5268.00	Berthoud Reservoir park Maint	595.00
Total 3600526800							595.00
3700505702							
81035							
03/26	03/03/2026	81035	Larimer Co Solid Waste	Multiple	37-00-5057.02	Repair & Maintenance	258.12
81036							
03/26	03/03/2026	81036	Larimer County Landfill	2449541	37-00-5057.02	Repair & Maintenance	114.72
Total 3700505702							372.84
3900511402							
331263302							
03/26	03/31/2026	331263	WEX BANK	MARCH 202	39-00-5114.02	Gas & Oil	3,395.53
Total 3900511402							3,395.53
3900524701							
81007							
03/26	03/03/2026	81007	Passio Technologies LLC-	Multiple	39-00-5247.01	Software	441.00
Total 3900524701							441.00
4000511400							
81047							
03/26	03/03/2026	81047	Wilson Williams Fellman Di	2407	40-00-5114.00	Spartan Design and Crossing	189.00
Total 4000511400							189.00
4100528100							
81031							
03/26	03/16/2026	81031	Wildfire Arts Center	2026	41-00-5281.00	Wildfire Arts provider	73,500.00
Total 4100528100							73,500.00

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice GL Account Title	Check Amount
5100461000							
81186							
03/26	03/31/2026	81186	Town of Johnstown	MARCH 202	51-00-4610-00	Sales Tax Revenue	4,990.67
Total 5100461000:							4,990.67
5100501201							
81096							
03/26	03/18/2026	81096	XCEL Energy	FEB26-2	51-00-5012 01	Utilities	546.28
Total 5100501201:							546.28
5100523900							
81147							
03/26	03/23/2026	81147	Town of Mead	Multiple	51-00-5239.00	Street Improvements	2,306.50
Total 5100523900:							2,306.50
5200450075							
81018							
03/26	03/12/2026	81018	New Freedom Church	1-000609553	52-00-4500-75	Special Events Fees	140.00
Total 5200450075:							140.00
5201501101							
81011							
03/26	03/05/2026	81011	Hilltop Broadband	Multiple	52-01-5011.01	Telephone/Internet	841.80
81228							
03/26	03/30/2026	81228	AT&T Mobility	MARCH26	52-01-5011.01	Telephone/Internet	975.73
Total 5201501101:							1,817.53
5201501201							
81085							
03/26	03/12/2026	81085	XCEL Energy	FEB2026	52-01-5012 01	Utilities	23,160.83
Total 5201501201:							23,160.83
5201502004							
81179							
03/26	03/26/2026	81179	Xerox Business Solutions	Multiple	52-01-5020 04	Purchased Services	844.78
81243							
03/26	03/31/2026	81243	IVR Systems	M26-1013-1	52-01-5020 04	Purchased Services	100.00
Total 5201502004:							944.78
5201504001							
81029							
03/26	03/16/2026	81029	Maynes Bradford Shipp &	JANUARY 20	52-01-5040.01	Attorney Fees	18,500.79
Total 5201504001:							18,500.79
5201505404							
81014							
03/26	03/05/2026	81014	Republic Services	Multiple	52-01-5054.04	Trash Service	984.63

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice GL Account Title	Check Amount
Total 5201505404							984.63
5201505601							
80878							
03/26	03/02/2026	80878	Lefthand Printworks	4092	52-01-5056.01	Brochures/Advertising/Printing	80.00
Total 5201505601							80.00
5201524701							
81072							
03/26	03/12/2026	81072	Dash Platform, LLC	1638938	52-01-5247.01	Computer Software	2,607.59
Total 5201524701							2,607.59
5203501701							
81075							
03/26	03/12/2026	81075	Long Building Technologies	Multiple	52-03-5017.01	Building Maintenance/Repair	1,504.50
81245							
03/26	03/31/2026	81245	Long Building Technologies	Multiple	52-03-5017.01	Building Maintenance/Repair	1,729.00
Total 5203501701							3,233.50
5203505701							
81167							
03/26	03/26/2026	81167	Mayer Plumbing LLC	4330	52-03-5057.01	Equipment Maintenance/Repair	350.00
Total 5203505701							350.00
5203508904							
81067							
03/26	03/12/2026	81067	C & B Cleaning	049	52-03-5089.04	Janitor Service	5,512.50
Total 5203508904							5,512.50
5203510201							
81073							
03/26	03/12/2026	81073	HD Supply formerly Home	Multiple	52-03-5102.01	Supplies/Equipment	2,152.56
81163							
03/26	03/26/2026	81163	HD Supply formerly Home	Multiple	52-03-5102.01	Supplies/Equipment	804.36
Total 5203510201							2,956.92
5205500801							
81088							
03/26	03/16/2026	81088	American DataBank LLC	26020209	52-05-5008.01	Background/Physicals	49.00
Total 5205500801							49.00
5205502004							
81133							
03/26	03/23/2026	81133	CEM Sales & Service	2502455	52-05-5020.04	Purchased Services	6,722.39
Total 5205502004							6,722.39
5205505701							

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice GL Account Title	Check Amount
81247							
03/26	03/31/2026	81247	The Aqueous Solution, Inc	2026/00559	52-05-5057.01	Equipment Maintenance/Repair	1,340.40
Total 5205505701:							1,340.40
5205505703							
81246							
03/26	03/31/2026	81246	Sentry Valve Co Inc	156	52-05-5057.03	Boiler Room Maintenance/Repair	7,950.00
Total 5205505703							7,950.00
5205506001							
81057							
03/26	03/05/2026	81057	The Aqueous Solution, Inc	Multiple	52-05-5060.01	Chemicals	1,291.50
81236							
03/26	03/30/2026	81236	Wagner Welding Supply C	Multiple	52-05-5060.01	Chemicals	600.58
Total 5205506001:							1,892.08
5205510203							
81177							
03/26	03/26/2026	81177	TopShelf Printers	74759	52-05-5102.03	Supplies-Aquatics Programs	557.08
Total 5205510203:							557.08
5206502004							
81078							
03/26	03/12/2026	81078	Push Pedal Pull, Inc	418275	52-06-5020.04	Purchased Services	1,140.00
Total 5206502004:							1,140.00
5206510201							
81144							
03/26	03/23/2026	81144	Push Pedal Pull, Inc	Multiple	52-06-5102.01	Supplies/Equipment	2,895.36
Total 5206510201:							2,895.36
5207502104							
80871							
03/26	03/02/2026	80871	Berthoud Local	Multiple	52-07-5021.04	Wildfire Class	124.80
81024							
03/26	03/16/2026	81024	Berthoud Local	2026	52-07-5021.04	Wildfire Class	25,000.00
81099							
03/26	03/16/2026	81099	Berthoud Local	Multiple	52-07-5021.04	Wildfire Class	268.80
Total 5207502104:							25,393.60
5208502031							
81055							
03/26	03/05/2026	81055	Northern Colorado Sports	Multiple	52-08-5020.31	Officials-Adult Volleyball	3,580.00
Total 5208502031:							3,580.00
5209502032							
81168							
03/26	03/26/2026	81168	Northern Colorado Sports	Multiple	52-09-5020.32	Officials-Youth Volleyball	660.00

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice GL Account Title	Check Amount
Total 5209502032:							660.00
5209504612							
81051							
03/26	03/05/2026	81051	Denver Nuggets	MARCH26	52-09-5046 12	Uniforms-Youth Basketball	4,104.00
Total 5209504612:							4,104.00
5240570200							
81044							
03/26	03/03/2026	81044	TNT Private Utility Services	2026029	52-40-5702.00	Berthoud Bike Park maint	250.00
81102							
03/26	03/16/2026	81102	Vermillions Environmental	26-03-10	52-40-5702.00	Berthoud Bike Park maint	1,747.51
Total 5240570200:							1,997.51
6002502001							
81155							
03/26	03/26/2026	81155	Asher Architects + Enginee	24-C72 6	60-02-5020.01	Downtown-concept plan	47,852.50
Total 6002502001:							47,852.50
6003502002							
81150							
03/26	03/23/2026	81150	Wenk Associates, Inc.	502744	60-03-5020.02	Arboretum-design	5,179.50
Total 6003502002:							5,179.50
6004502002							
81137							
03/26	03/23/2026	81137	DTJ Design	71154	60-04-5020.02	Richardson-design	75,115.90
Total 6004502002:							75,115.90
Grand Totals:							2,817,988.71

Board of Trustees Information



Community Development Department

Meeting Date:	May 12, 2026
Agenda Title/Subject:	Local Planning Grant from DOLA - Share deliverable - Land and Water Banking Memorandum
Type of Item:	Consent Agenda
Purpose:	Information to the Trustees regarding tools that may be deployed for land banking in association with affordable housing.
Presented by:	Anne Johnson

Attachments:

1. Water Conservation and Land Banking Memorandum (FINAL)

Background:

The Colorado Division of Local Affairs (DOLA) awarded the Town of Berthoud with a grant to further housing diversity goals. Four deliverables are required to be met by this award:

1. A guidebook on the Fast Track process
2. Workflow diagrams on the Land Use, Building and Engineering processes
3. A summary of tools that may be deployed for land banking in association with affordable housing
4. Animated workflow diagrams on the Land Use, Building and Engineering processes

Deliverables 1 and 2 listed above have been completed and approved by DOLA. These documents can be found on the Planning webpage. Workshops with local builders, consultants and developers have been held to gather input and share the final document. Deliverable 3 is being shared this evening. Deliverable 4 should be completed in May.

Update/Next Steps:

Deliverable 4 should be completed in May, 2026 and shared with DOLA. Deliverable 3 will be shared with DOLA following this Trustees meeting.

Fiscal Impact and Fund Source:

The project total for this work was \$52,000 and included a \$10,400 local match. Final grant reimbursement can occur upon DOLA's approval of deliverables 3 and 4.

Community Touchstones:

Providing transparent development review processes as well as guidance to the community are within the intent of a sustainable and resilient touchstones.

Recommended Action(s):

No action is required of the Board of Trustees. The item is being provided for the Board of Trustees' information.

MEMORANDUM

To: Anne Johnson, Community Development Director, Town of Berthoud
From: Mike Scholl, Economic and Planning Specialist
 Karlyn Vasan, Senior Community Planner
Date: April 20, 2026
Re: Affordable Housing Through Public Land and Water Efficiency Strategies

TABLE OF CONTENTS

SUMMARY	1
PURPOSE AND CONTEXT	2
Berthoud’s Local Plans	2
LAND BANKING	3
Land Banking Models	3
Case Studies: Land Banking	4
LINKING LAND BANKING WITH WATER CONSERVATION	6
Land, Water and Affordability Framework	6
Case Studies: Water Conservation and Affordability	7
INITIAL RESEARCH REGARDING THE USE OF WATER BANKING	9
The Rising Cost of Water	9
GRANT AND FUNDING OPPORTUNITIES	10
State of Colorado Programs	10
Federal Programs	13
Impact Investing	14
RECOMMENDATIONS	14
#1 Engage with developers on Land Banking opportunities	14
#2 Establish a Water-Conscious Housing Policy Framework	15
#3 Establish Core Policy Principles	15

Summary

This memorandum was prepared for the Town of Berthoud to support the development of policies and strategies that advance the affordable and workforce housing goals identified in the approved Housing Diversity Plan Assessment and established through Ordinance 1355. Initially, this effort focused on identifying opportunities to leverage water rights in support of housing goals. However, given the challenges and limitations of that approach,

including the lack of available funding for water banking, the effort shifted to focus more broadly on land banking strategies and water conservation opportunities.

In this context, the Town has an opportunity to pursue a coordinated strategy that links public land contributions with water conservation measures. Land contributions reduces upfront development costs, while water-efficient design can reduce both capital and long-term operating costs. When paired, these tools can improve project feasibility and allow additional housing units to be delivered within existing water constraints.

The Town’s upcoming 2026 Water Resources Master Plan update will further define the gap between existing water supplies and projected demand and help determine whether a more aggressive water acquisition strategy is warranted. At the same time, evolving state policy places greater emphasis on aligning land use decisions with long-term water availability, reinforcing the importance of integrating housing and water planning.

This memorandum outlines a policy framework that formalizes this approach through the strategic use of public assets, performance-based standards, and targeted incentives. While relatively few communities have explicitly integrated water conservation and housing policy, emerging practices suggest that conservation can function as a development-enabling strategy rather than solely a utility objective.

Purpose and Context

This memorandum was prepared to evaluate how the Town can:

- Leverage public land to reduce development costs and support affordable housing;
- Establish a regulatory framework that prioritizes water efficiency and supports housing growth within existing resource constraints.

The memorandum also includes the initial research completed on “water-banking” or leveraging water rights that was part of this overall effort. This information could assist with a potential incentive for affordable housing in the future, when funding is available.

Berthoud’s Local Plans

This program supports the implementation of the strategies outlined in the following Plans developed with community input and support and approved by the Town Board:

- **Berthoud Comprehensive Plan (2021):** One of seven key strategies in the Plan is to provide a mix of housing, goods and services that meet the varying needs, budgets, and life stages of residents. An action item for this strategy includes “promoting a range of housing options (e.g. detached single family homes, condominiums,

townhouses, duplexes, apartments, assisted living and independent senior living, live/workspaces, ADUs, etc.) that meet varying budgets, needs and life stages.”

- **Berthoud Housing Diversity Plan (2025):** One of the long-term strategies outlined in the Plan is to explore developer incentives, including land banking, water banking, and fee reductions/deferrals, to address housing attainability and affordability in Berthoud.
- **Water Resources Master Plan (2026 – in process):** Complete an evaluation of the gap between existing water supplies and projected future demand associated with growth.

Land Banking

Land Banking is a general term that is used to describe efforts by public bodies to acquire land or leverage surplus public property to support housing. Land banking can take several forms depending on how active Berthoud wants to be, how much control it needs, and how projects are ultimately delivered. For a community like Berthoud, it is less about creating a single “program” and more about choosing the approach, ranging from passive land assembly to fully structured public-private delivery.

Land Banking Models

Below is a review of land banking models with additional case studies.

- **Public Acquisition:** In this instance, the Town acquires land, often vacant, underutilized or strategically located. The land is then held or leveraged in partnership with a developer. This strategy is often used in areas with higher growth where land prices are rising. Generally, the land is adjacent to existing infrastructure or in critical growth corridors. For this approach, generally the Town intends to hold the property for a period of time in anticipation of future growth.
- **Land Discounts-Write Downs:** The Town sells existing publicly owned land below market in exchange for affordability commitments. This strategy is often used with surplus public land with the land value acting as the subsidy. This strategy is used to reduce the need for a cash incentive.
- **Land-Parcel Assembly:** This strategy is used in urban areas where multiple smaller fragmented parcels are assembled to create a more viable development site. This is used in more developed urban areas where a multi-family affordable housing project requires upwards of 100+ units and individual parcels are too small.

- **Public-Private Land Partnership:** This strategy involves engaging developers, housing authorities, or non-profits to jointly acquire land for development. With this approach, the Town leverages private expertise and capital, and can reduce financial exposure.
- **Ground Lease Model:** Under this approach the Town, or entity would retain ownership of the land and leases it to a developer for 50 or more years in exchange for affordability commitments. The Town retains long-term control of the land and prevents loss of affordability over time.
- **Community Land Trust Model:** This approach involves a partnership with a non-profit that retains permanent ownership of the land and residents purchase or rent the homes. Generally, under the Community Land Trust model, resale is restricted and requires income verifications and limits on upward appreciation. This model requires strong community control.
- **Policy-based Housing Incentive Model (Land-banking adjacent):** This approach focuses on pre-aligning zoning and entitlement policies, rather than acquiring land, to support higher-density, affordable housing. By reducing regulatory friction and imbedding incentives, such as streamlined approvals and density allowances, the Town effectively ‘banks’ development capacity for future affordable and workforce housing. Berthoud is already using elements of this approach through fast tracking affordable housing developments and offering other density allowances.

Case Studies: Land Banking

Fort Collins – Land Bank Program

The City of Fort Collins has established a formal land banking program through its municipal code (Article XIII – Land Banking), which authorizes the City Manager to acquire property on behalf of the City. The program focuses on purchasing land within growth corridors and the City’s Growth Management Area (GMA), particularly sites that lack infrastructure and are not yet ready for development. The City holds these parcels until surrounding areas develop and infrastructure is extended, at which point the sites can be positioned for affordable housing.

To date, Fort Collins has acquired seven properties through this program and has conveyed two for development. Most recently, in February 2026, the City acquired a 2-acre site at 1900 Laporte Avenue.

Elevations Community Land Trust – Front Range

Elevations is a nonprofit organization that partners with communities to create permanent affordable homeownership opportunities. Through a community land trust model, the

organization retains ownership of the land to ensure long-term affordability. Elevation works collaboratively with local governments, developers, and homebuyers to deliver these units. Their current inventory, primarily located in the Denver metro area, includes homes priced between approximately \$125,000 and \$405,000. Under this model, upward appreciation of the housing is capped, and future buyers must be income qualified. (<https://elevationclt.org/>)

Mountain View United Church – Aurora, CO

As affordability issues continue to grow, churches are becoming more active in providing land for development. With Mountain View in Aurora, the church is leasing two acres of vacant land to Habitat for Humanity of Metro Denver for 20 units of affordable for sale housing. (<https://habitatmetrodenver.org/mountain-view-community-homes-faqs/>)



Transfer of Development Rights

As an additional strategy, the Town may consider exploring a Transfer of Development Rights (TDR) program as a way to align growth with long-term water and land use objectives. A TDR framework allows development potential to be transferred from designated “sending areas”—such as agricultural land or areas with limited water availability—to “receiving areas” that are better suited for higher-density development and more efficient infrastructure use. This approach can help direct growth toward locations where water resources, infrastructure, and services are more readily available, while preserving land and reducing pressure on areas with higher water demand or limited supply.

When structured effectively, a TDR program can also support the Town’s housing goals by encouraging higher-density, lower-water-use housing types in receiving areas. By concentrating on development in areas that can accommodate more efficient site design and reduced outdoor water use, the Town can increase housing capacity without a proportional increase in water demand. While TDR programs can be complex to implement

and require clear market demand and administrative capacity, they offer a long-term, market-based tool that complements land banking and water conservation strategies.

Linking Land Banking with Water Conservation

While many communities have implemented water conservation programs and separate affordable housing initiatives, these efforts are rarely integrated into a single policy framework, such as land banking. This separation suggests an opportunity for Berthoud to align housing objectives and water management more directly.

By treating reduced water demand as a tool to support housing feasibility, the Town can shift from a model that focuses primarily on expanding supply to one that also manages demand. This approach allows additional housing units to be supported with lower overall water requirements, while maintaining system reliability.

Land, Water and Affordability Framework

As discussed previously, Land Banking can be an effective tool for advancing affordable housing. When combined with water-conscious development standards, this approach becomes more powerful. Water-efficient design, such as reduced turf, efficient fixtures, and compact site planning, can lower both infrastructure costs and long-term operating expenses.

The Town can structure this as a performance-based exchange:

- The Town provides discounted land or favorable ground lease terms
- In return, the developer commits to:
 - Long-term affordability
 - Measurable reductions in water demand
 - Water-efficient site and building design

This approach allows public land contributions to be partially “earned” through both affordability and water performance. From a policy standpoint, this works best when it is formalized through clear performance standards tied to land disposition. For example, when the Town issues an RFP for the development of a surplus parcel, it can require or incentivize proposals that:

- Deliver a defined percentage of income-restricted units
- Demonstrate reduced per-unit water demand relative to conventional baselines
- Incorporate water-efficient site design (e.g., limited turf, xeriscaping, shared open space)

- Use efficient fixtures or, where feasible, reuse systems

The Town can then adjust the level of land discount (or other incentives) based on the degree to which a project meets these criteria. In effect, the land subsidy is partially “earned” through water performance, not just affordability.

This approach has several practical advantages. First, it lowers total development costs, making affordable housing more feasible without over-reliance on scarce subsidy dollars. Second, it reduces long-term water demand at the project level, allowing the Town to accommodate additional housing units without proportionally increasing water supply requirements. Third, it helps align land use decisions with water resource planning, which is increasingly important under evolving state expectations. Finally, it may provide a replicable model where public assets (land) are strategically leveraged to achieve multiple policy goals simultaneously, rather than being used in isolation.

In practical terms, the result is a more efficient system, where the Town uses land to unlock housing and uses water conservation to ensure that housing growth remains sustainable, allowing Berthoud to “*get more housing per acre and per acre foot.*”

The approach requires a shift in perspective, recognizing that conserved water is the most cost-effective source of supply. In practice, which means advancing regulations and standards that promote water-efficient design, including low-water landscaping (xeriscaping), high-efficiency fixtures and appliances, reuse systems where feasible, and development patterns that reduce overall demand. By integrating these considerations into the development code and review process, the Town can better position future housing growth to be both achievable and sustainable within existing and anticipated water constraints.

Case Studies: Water Conservation and Affordability

The following are case studies of communities that are using conservation to promote affordable occupancy.

Fort Collins, CO – Affordable Housing Water Efficiency Incentive

The City of Fort Collins has implemented a targeted incentive program aimed at supporting deed-restricted affordable housing providers while advancing community-wide water conservation goals. The program is designed to encourage developments that exceed baseline code requirements by incorporating high-efficiency indoor fixtures and water-wise landscaping practices. By focusing on both indoor and outdoor water use, the initiative reduces overall demand at the project level, helping to align housing production with long-term water resource constraints. Eligible projects are able to receive rebates and other financial incentives for installation of high efficiency fixtures and water-wise landscaping.

Eligibility for the program is limited to projects served by Fort Collins Utilities, ensuring that conservation benefits accrue directly to the municipal water system. Applications are accepted on a rolling basis and awarded on a first-come, first-served basis, subject to available funding. This structure provides a clear and predictable pathway for affordable housing developers to access incentives, while reinforcing the City's broader strategy of using conservation as a cost-effective alternative to expanding water supply.

Colorado Springs Utilities – Water Wise Program

Colorado Springs Utilities' Water Wise program is a comprehensive conservation initiative designed to reduce overall water demand through targeted incentives, technical assistance, and public education. The program provides rebates for high-efficiency indoor fixtures, smart irrigation systems, and water-wise landscaping, with a particular emphasis on reducing outdoor water use, which represents a significant share of residential consumption. By encouraging both new development and existing properties to adopt more efficient practices, the program supports long-term water resource management in a region facing increasing supply constraints.

While not limited exclusively to affordable housing, the Water Wise program has clear applicability to multifamily and workforce housing projects, where reduced water use translates directly into lower operating costs for residents and property managers. The program's structure allows developers and property owners to incorporate conservation measures into project design and retrofits, improving overall project feasibility. More broadly, Colorado Springs Utilities treats conservation as a core component of its water supply strategy, using demand reduction to help defer or minimize the need for costly system expansion and additional water acquisition.

Denver Water – Conservation Rebates and Landscape Transformation Programs

Denver Water has established a comprehensive suite of conservation incentive programs designed to reduce water demand across residential, commercial, and multifamily development. These programs provide rebates for high-efficiency indoor fixtures, such as toilets, urinals, and laundry equipment, as well as incentives for smart irrigation systems and water-wise landscaping. In addition, Denver Water's Landscape Transformation Assistance Program (LTAP) offers funding for converting high-water-use turf into drought-tolerant landscapes, including community-scale projects in underserved areas. Funding can support design, materials, and installation, with awards often structured on a per-square-foot basis for landscape conversion.

While these programs are broadly available, they are frequently utilized in multifamily and affordable housing contexts, where reducing water use directly lowers operating costs and improves long-term affordability. Importantly, Denver Water frames conservation as a core component of its water supply strategy, using demand reduction to extend system capacity and delay the need for costly infrastructure expansion or additional water acquisition. By

tying financial incentives to measurable reductions in indoor and outdoor water use, the program demonstrates how utilities can support housing development while managing limited water resources more efficiently.

Initial Research Regarding the use of Water Banking

Berthoud, like most municipalities, requires new development to demonstrate an adequate water supply through a water dedication or water service commitment. Developers may be required to dedicate raw water rights, acquire treated water taps, or otherwise contribute to system capacity to ensure that new demand does not impair existing users. These requirements are often imposed early in the entitlement process and may include augmentation obligations, infrastructure improvements, or participation in municipal water banking programs, depending on local policy.

Municipal water dedication practices are intended to protect system reliability and ensure long-term water security. However, they also create significant upfront costs and timing challenges for housing development. Because water rights must typically be secured prior to final approvals or financing, developers, particularly those pursuing affordable or workforce housing, must assume substantial early-stage risk. This dynamic underscores the need for innovative municipal approaches that preserve system integrity while improving project feasibility.

DOLA and the Division of Housing administer several grant programs that support water and sewer infrastructure, technical assistance, and water efficiency improvements. However, these programs generally do not address the cost of water dedication or water conservation requirements. Most housing grant programs in Colorado are designed to support vertical construction or to support expansion of new infrastructure. Very few programs assist with the early-stage costs of water acquisition and dedication, even though these costs often drive project pricing decisions and can effectively preclude the inclusion of more affordable housing units.

While providing water dedication in exchange for affordable housing commitments may offer potential benefits, legal complexities and the absence of clear funding or grant mechanisms limit the practicality of this approach.

The Rising Cost of Water

Land values in the Berthoud market indicate that vacant land averages around \$50,000 to \$70,000 per acre with variations depending on proximity to infrastructure. The average is consistent with high growth areas of the Front Range. Meanwhile, the cost of water rights, particularly Colorado-Big Thompson (CBT) units, remains a dominant capital consideration in the housing development process. A single CBT unit, commonly valued in the \$50,000 to \$70,000+ range, is comparable to the cost of an acre of developable land in Berthoud.

This cost is further compounded by yield variability, when allocations are commonly 0.6 to 0.8 acre-feet per unit, effectively increasing the real cost of usable water. Because water rights are distinct, tradable assets are often scarcer than buildable land in high-growth communities, they function as a separate and significant form of development capital. Given that water costs now surpass land acquisition on a per-acre equivalent basis, this reinforces the rationale for policies that strategically leverage water to improve housing feasibility.

The provision of water rights or water taps at a reduced or deferred cost can serve as a powerful incentive to improve the financial feasibility of affordable and workforce housing projects. Reduced-cost provisions may involve discounted tap fees or partial water right contributions tied to affordability commitments, while deferred-cost structures can allow payment to occur at certificate of occupancy, stabilization, or over an extended term. When paired with clear performance standards and enforceable affordability requirements, this approach preserves the long-term integrity of the water system while aligning municipal water assets with broader housing policy objectives.

Recent state legislation, including HB 25-1211, reflects growing recognition that traditional water management frameworks must evolve to address housing affordability. The new law mandates greater transparency around tap fees, allows for alternative compliance, and requires that tap fees be related to the costs incurred in providing the service.

Colorado also maintains an anti-speculation doctrine for water markets, requiring that any innovative approach align with state policy. Under Colorado water law, individuals or entities cannot acquire, hold, or transfer water rights without demonstrating a specific, feasible, and legally supportable plan for beneficial use. This rule prevents market manipulation and hoarding of water assets. As a result, water cannot be stockpiled in anticipation of future growth or development, even when housing needs are clear and documented.

Grant and Funding Opportunities

As part of this effort, we reviewed state and federal housing grant programs to determine their potential opportunities to support both land banking and water conservation efforts for affordable housing. The programs listed below were assessed for their applicability.

State of Colorado Programs

- **Affordable Housing Financing Fund (AHFF):** Provides grants and forgivable loans to assist with land acquisition for affordable housing development.
- **Affordable Housing Investment Fund (AHIF):** Supplies capital to lenders to offer low-interest and below-market financing for affordable housing projects. Funds may

be used for infrastructure, certain pre-development expenses, and acquisition costs.

- **Department of Housing – HOME Program:** Offers funding for a wide range of affordable housing activities, including construction, rehabilitation, and acquisition of units.
- **Colorado Housing Investment Fund (CHIF):** Provides short-term loans and loan guarantees to support affordable housing production and preservation.
- **Colorado House Bill 25-1211:** The state law requires water and sanitation districts to establish tap fees based on actual system costs and water demand, and it explicitly authorizes districts to reduce tap fees for developments that use less water. Districts can also offer lower tap fees for affordable housing projects, and water-efficient developments.

A local program in Berthoud will need to determine how to best leverage water rights acquisition or infrastructure development for housing by relying on municipal policy tools, local resources, and strategic partnerships rather than state grant funding for water acquisition. Opportunities such as temporary leasing arrangements, conservation-based water demand reductions, strategic partnerships with agricultural water-rights holders, and incentive programs for lower-water-use housing types offer promising alternatives to traditional models.

The legal right to use specific water for potable and non-potable uses will need to be evaluated on a case-by-case basis specific to the water and particular property and eventual use.

Proposition 123 – Land Banking Grant Awards

In 2025, the Office of Economic Development and International Trade (OEDIT) awarded nearly \$48 million in grants to Colorado communities seeking to acquire land for affordable housing. Below is a selected list of the recipients in the region:

- Boulder Housing Coalition - \$430,000.
- Broomfield Housing Alliance - \$3,500,000
- Commerce City Housing Authority - \$4,750,000
- Fairview Housing Partners – Colorado Springs - \$4,050,000
- Habitat for Humanity Fort Collins - \$600,000
- Habitat for Humanity St. Vrain - \$1,558,333
- The Inn Between of Longmont - \$1,750,000

Currently, the 2025/2026 grant round is focused exclusively on rural and rural resort communities but additional information on the next round should be made available sometime in July 2026. More information can be found at:

<https://coloradoaffordablehousingfinancingfund.com/land-banking/>

Eligibility Criteria under Proposition 123

Below is a set of baseline eligibility criteria tailored to Berthoud’s recent housing production patterns (predominantly market-rate single-family for-sale units, with limited rental supply) and calibrated to 100% AMI for for-sale units and 60% AMI for rental units. These criteria are based on Proposition 123 requirements and are straightforward so they can be implemented administratively and tied directly to a water-based incentive program.

General Program Requirements

- Units must be located within the Town of Berthoud and served by the municipal water system.
- Projects must be part of a new residential development or substantial redevelopment.
- Developers must enter into a recorded affordability agreement approved by the Town.
- Water-related incentives (e.g., water rights, tap fee reductions, or deferrals) are contingent on delivery of the affordable units and ongoing compliance.
- Units must be comparable in exterior appearance and general quality to market-rate units within the same project.

For-Sale Units – Up to 100% AMI

These criteria reflect Berthoud’s strong for-sale housing market and are intended to support attainable homeownership opportunities. The criteria is also consistent with Proposition 123 targets.

- **Income Target:** Households earning up to 100% of Area Median Income (AMI), adjusted for household size.
- **Affordability Standard:** Sales price must be affordable to a 100% AMI household, assuming standard underwriting assumptions (e.g., market interest rates, reasonable down payment, taxes, insurance, and HOA where applicable) with the annual cost to the household of no more than 30% of the total income.
- **Affordability Period:** Minimum resale restriction period (e.g., 20–30 years), with shared-equity or price appreciation limits to preserve long-term attainability.

- **Unit Type:** Detached single-family homes, duplexes, townhomes, or other housing types consistent with Berthoud’s prevailing development patterns.
- **Occupancy Requirement:** Owner-occupied only; no investor or short-term rental use permitted.
- **Initial Buyer Preference (optional):** Local workforce or community preference, as permitted by law.

Rental Units – Up to 60% AMI

These criteria are designed to address Berthoud’s limited rental production and align with state and federal affordable housing norms. The criteria is also consistent with Proposition 123 targets.

- **Income Target:** Households earning up to 60% of AMI, adjusted for household size.
- **Affordability Standard:** Rents (including utilities, where applicable) must not exceed limits affordable to a 60% AMI household.
- **Affordability Period:** Minimum 30-year affordability covenant, with longer terms preferred if paired with deeper incentives.
- **Unit Type:** Multifamily or attached rental units integrated within mixed-income developments or stand-alone workforce housing projects.
- **Tenant Selection:** Compliance with fair housing requirements; local employer or workforce targeting permitted where legally allowable.

Federal Programs

There is a high degree of uncertainty surrounding federal programs going forward. The program described below is specifically targeted at water utilities but may be an opportunity.

U.S. Bureau of Reclamation – WaterSMART Program: This \$8.3 billion funding pool supports projects related to water storage, water recycling and reuse, and water efficiency. Although the Department of the Interior has encouraged coordination with local governments to address water supply needs that affect affordable housing, there is no statutory requirement that these funds be used for housing-related purposes. However, demonstrating a connection to affordable housing or community development can strengthen an application by providing an additional public benefit that may improve overall project scoring. (<https://www.epa.gov/fedfunds/bureau-reclamations-watersmart-grants#ewrg>)

Impact Investing

Most large philanthropic foundations including the Walton Family Foundation do not accept direct solicitations. However, charitable organizations have shifted toward impact investing models, which allow them to support projects that generate measurable community benefits, such as affordable housing, water conservation, or economic stability, while also producing a modest financial return. This creates an opportunity to structure water-related housing initiatives in ways that align with foundation investment criteria rather than traditional grantmaking.

The Boetcher Foundation has an impact investment program and accepts inquiries from organizations. Boetcher breaks down their investments into two categories:

- **Program Related Investments (PRIs)** – Investments that may not be available through traditional channels.
- **Mission Related Investments (MRIs)** – Mission first investments that allow foundations to direct endowment funds toward social impact while maintaining a financial return.

The Boettcher Foundation accepts inquiries via email at grants@boettcherfoundation.org.

Recommendations

Given recent housing growth in Berthoud, the Town has an opportunity to work with developers to incorporate affordable housing units into new developments. The following are recommendations intended to inform housing policy discussions, actions, and potential incentives.

#1 Engage with developers on Land Banking opportunities

The Town should expand its use of land banking strategies to support affordable and workforce housing. This includes identifying surplus public land, pursuing strategic acquisitions in growth areas, and establishing public-private partnerships to reduce development costs. Where appropriate, land disposition should be tied to affordability and water-efficiency performance standards. Specifically:

- Strategic acquisitions in high growth corridors that can be reserved for future development.
- Public-Private Partnerships with developers to reduce upfront land costs and share development risk.
- Regulatory frameworks that provide bonuses and incentives for the inclusion of affordable units.

#2 Establish a Water-Conscious Housing Policy Framework

Consider building and implementing a water-conscious development framework that positions water conservation as a core strategy for supporting future housing growth, particularly affordable housing. As the cost of water, land, and construction continues to increase, reducing per-unit water demand represents one of the most practical and scalable ways to improve project feasibility while maintaining long-term system reliability.

To support implementation, align incentives with measurable water-saving outcomes. This may include regulatory flexibility, or development bonuses tied to demonstrated reductions in water demand and, where appropriate, commitments to long-term affordability.

The approach should be coordinated with the Town's upcoming Water Resources Master Plan update to ensure that land use decisions and housing strategies are aligned with long-term water availability. By formalizing this policy direction, Berthoud can support additional housing units within existing resource constraints while reinforcing its commitment to responsible growth and resource stewardship.

#3 Establish Core Policy Principles

- **Water Efficiency Should Be Treated as a Housing Enabler:** The Town should recognize that lower water demand can improve the feasibility of affordable and workforce housing by reducing or avoiding the need for costly water acquisition. Water conservation should therefore be integrated into the Town's housing strategy, land use regulations, and development review process.
- **Housing Type Matters:** Not all housing types have the same water demand profile. Smaller units, attached housing, multifamily housing, cottage courts, townhomes, and other compact forms generally require less indoor and outdoor water use per household than larger-lot detached housing. Berthoud should align its land use policies to encourage these lower-water-use housing types where appropriate.
- **Outdoor Water Use Must Be Addressed:** In many residential developments, outdoor irrigation is a major driver of water demand. A water-conscious housing strategy should place particular emphasis on reducing turf, encouraging low-water landscaping, and rethinking site design so that open space is functional but not water intensive.
- **Incentives Should Reward Measurable Conservation:** To be effective, the Town's incentives should be tied to specific and measurable water-saving outcomes. This may include reduced tap fees, regulatory flexibility, or development bonuses in exchange for commitments to lower water use and long-term affordability.

Board of Trustees Information



Public Works Department

Meeting Date:	May 12, 2026
Agenda Title/Subject:	CDOT HWY 56 Maintenance Agreement
Type of Item:	Consent Agenda
Purpose:	Authorize Town Administrator to enter into an agreement over HWY 56 maintenance with CDOT
Presented by:	Keith Knoll

Attachments:

1. Maintenance Agreement Area
2. DRAFT - CDOT HWY 56

Background:

Colorado State Highway 56, also known as Mountain Avenue. in Berthoud, is a state highway owned and maintained by the Colorado Department of Transportation (CDOT). CDOT utilizes maintenance agreements with local municipalities to efficiently manage roadway segments that function as community corridors. In practice, Berthoud Streets Department staff are better positioned to respond to snow and ice removal, minor roadway maintenance, and signage needs, while CDOT retains responsibility for major roadway repairs, renovations, and pavement markings.

The primary change in this year's agreement is an adjustment to the maintenance limits assigned to the Town. With the installation of a new roundabout at County Line Road, both CDOT and Town staff agreed it is appropriate for the Town to assume additional maintenance responsibilities from the 1st Street roundabout east to County Line Road. This increase in mileage increases CDOT's yearly payment to the town to \$9,072.00 per year for the next 5 years.

This type of agreement is not new. The Town has maintained similar 5-year agreements with CDOT for many years, and such arrangements are common practice for municipalities across Colorado to ensure timely, efficient, and locally responsive maintenance of state highways within their jurisdictions. CDOT follows the State of Colorado fiscal year, which runs from July 1 through June 30. Fiscal Year 2027 will begin on July 1, 2026.

Update/Next Steps:

No additional steps needed following Town Board direction to authorize contract.

Fiscal Impact and Fund Source:

General Fund Revenues

11-00-4314.00 – CDOT Snow Removal

\$9,072.00 payment from CDOT per year for 5 years (FY 27-31). Total = \$45,360.00

Community Touchstones:

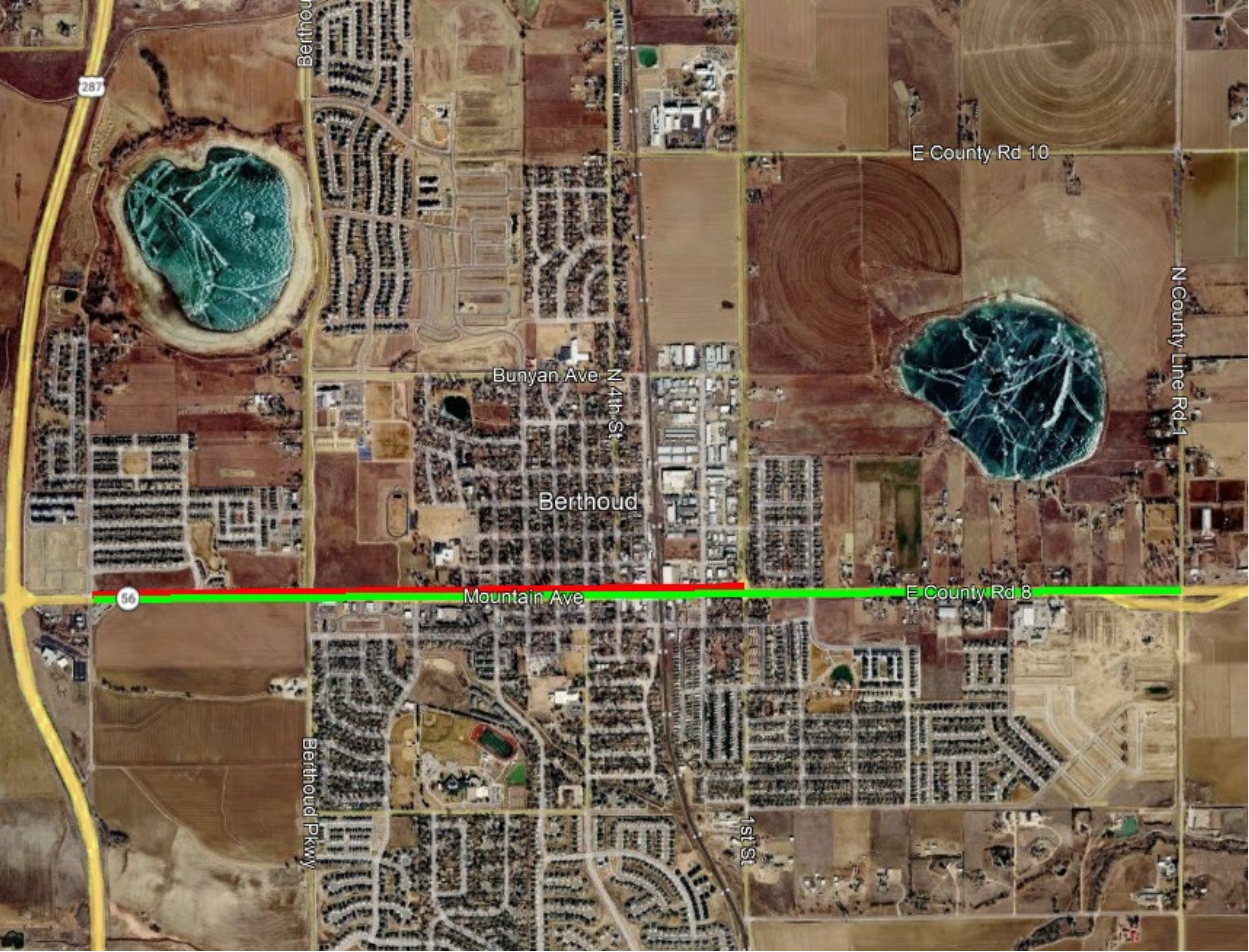
This agreement supports a sustainable and resilient approach to maintaining a key community corridor by aligning maintenance responsibilities with the entity best equipped to respond. By enabling timely, locally managed care of Highway 56/Mountain Ave., the Town enhances safety and operational efficiency.

Recommended Action(s):

Authorize Town Administrator to enter into an agreement over HWY 56 maintenance with CDOT

RED = Previous Maintenance Agreement Mileage

GREEN = New Maintenance Agreement Mileage



(State \$HWY Mtce)
TOWN OF BERTHOUD

Rev 10/03
Region: 4 (CM)

CONTRACT

THIS AGREEMENT is entered into by and between TOWN OF BERTHOUD (hereinafter called the “Local Agency” or “Contractor”), and the STATE OF COLORADO acting by and through the Department of Transportation (hereinafter called the “State” or “CDOT”).

RECITALS

1. Authority exists in the law and funds have been budgeted, appropriated and otherwise made available and a sufficient uncommitted balance thereof remains available for payment of project and Local Agency costs. Total Contract Amount: \$45,360.00.
2. Required approval, clearance and coordination have been accomplished from and with appropriate agencies.
3. Section 43-2-135(1)(i) C.R.S., as amended, requires the State to install, operate, maintain and control, at State expense, all traffic control devices on the state highway system within cities and incorporated towns.
4. The parties desire to enter this Contract for the Contractor to provide some or all of the certain Highway maintenance services on state highways that are the responsibility of the State under applicable law, and for the State to pay the Contractor a reasonable negotiated fixed rate for such services.
5. The parties also intend that the Contractor shall remain responsible to perform any services and duties on state highways that are the responsibility of the Contractor under applicable law, at its own cost.
6. The State and the Contractor have the authority, as provided in Sections 29-1-203, 43-1-106, 43-2-103, 43-2-104, and 43-2-144 C.R.S., as amended, and in applicable ordinance or resolution duly passed and adopted by the Contractor, to enter into contract with the Contractor for the purpose of maintenance of traffic control devices on the state highway system as hereinafter set forth.
7. The Contractor has adequate facilities to perform the desired maintenance services on State highways within its jurisdiction.

THE PARTIES NOW AGREE THAT:

Section 1. Scope of Work

The Local Agency shall perform all Maintenance Services for the specified locations located within the Local Agency's jurisdiction and described in **Exhibit A**. Such services and highways are further detailed in Section 5.

Section 2. Order of Precedence

In the event of conflicts or inconsistencies between this Contract and its exhibits, such conflicts or inconsistencies shall be resolved by reference to the documents in the following order of priority:

1. Special Provisions contained in Section 21 of this Contract
2. This Contract
3. **Exhibit F** (General Provisions)
4. **Exhibit A** (Scope of Work)
5. **Exhibit C** (Option Letter)
6. **Exhibit D** (Encumbrance Letter)
7. **Exhibit E** (PII Certification)
8. **Exhibit B** (Local Agency Resolution)

Section 3. Term

This contract shall be effective upon the date signed/approved by the State Controller, or designee, or on July 1, 2026, whichever is later. The term of this contract shall be for **a term of FIVE (5) years**. Provided, however, that the State's financial obligation for each subsequent, consecutive fiscal year of that term after the first fiscal year shall be subject to and contingent upon funds for each subsequent year being appropriated, budgeted, and otherwise made available therefor.

Section 4. Project Funding and Payment Provisions

- A. The Local Agency has estimated the total cost of the work and is prepared to accept the state funding for the work, as evidenced by an appropriate ordinance or resolution duly passed and adopted by the authorized representatives of the Local Agency, which expressly authorizes the Local Agency to enter into this contract and to complete the work under the project. A copy of this ordinance or resolution is attached hereto and incorporated herein as **Exhibit B**.
- B. Subject to the terms of this Contract, for the satisfactory performance of the Maintenance Services on the Highways, as described in Section 5, the State shall pay the Local Agency on a lump sum basis, payable in monthly installments, upon receipt of the Local Agency's statements, as provided herein.
- C. The Local Agency will provide Maintenance Services as described in **Exhibit A**, for a **total maximum amount of \$9,072.00.00 per State fiscal year, and a maximum contract total shall not exceed the cumulative five-year total of \$45,360.00**. The negotiated rate per mile shall remain fixed for the full five-year term of the contract, unless this rate is renegotiated in accord with the procedure set forth herein in Section 17. The total payments to the Local Agency during the term of this contract shall not exceed that maximum amount, unless this contract is amended. The Local Agency will bill the State monthly and the State will pay such bills within 45 days.
- D. The State shall pay the Local Agency for the satisfactory operation and maintenance of traffic control devices under this agreement at the rates described in **Exhibit A**.
- E. The statements submitted by the Local Agency for which payment is requested shall contain an adequate description of the type(s) and the quantity(ies) of the Maintenance Services performed, the date(s) of that performance, and on which specific sections of the Highways such services were performed, in accord with standard Local Agency billing standards.
- F. If the Local Agency fails to satisfactorily perform the Maintenance Services or if the statement submitted by the Local Agency does not adequately document the payment requested, after notice thereof from the State, the State may deduct and retain a proportionate amount from the monthly payment, based on the above rate, for that segment or portion.

Section 5: State & Local Agency Commitments:

- A. The Local Agency shall perform the Maintenance Services for the certain State Highway System locations described herein. Such services and locations are detailed in **Exhibit A**.
- B. The Local Agency shall operate and maintain the highway miles as listed on **Exhibit A**. As used herein the term "maintenance services" shall mean only those maintenance services normally performed by the State to comply with its responsibility under §§43-2-102 and 43-2-135, C.R.S., as described in the State's then current "Maintenance Management Information Manual", as amended, which is incorporated herein by this reference. The Local Agency shall obtain a copy of that Manual from the State before it performs any Maintenance Services under this contract. Maintenance Services do not include reconstruction of portions of the highways destroyed by major disasters, fires, floods, or Acts of God. Provided, however, that the Local Agency shall give the State immediate notice of the existence of any such conditions on the Highways.)
 - 1. Maintenance Services to be performed by the Local Agency, at State expense, for the Highways under this contract shall include (without limitation) the following services:
 - a. Removal of snow, sanding and salting.
 - b. Patching, making safe, repairing, spot reconditioning, spot stabilization and spot seal coating, including shoulders, and damage caused by ordinary washouts.
 - c. Painting of bridges, of other structures, and of highway appurtenances.
 - d. Warning the State's representative of any "dangerous condition" (as defined in §24-10-103(1) C.R.S., as amended), and/or repairing that condition.
 - e. Inspecting State Highway signing and regulatory devices on the Highways at least weekly and notifying the State's Regional Transportation Director as soon as the Local Agency has notice of any State Highway signing and regulatory devices in need of repair.
 - 2. Local Agency shall also continue to perform, at its own expense, all activities/duties on the Highways that Local Agency is required to perform by §43-2-135 (1) (a) and (e), C.R.S., as amended, including, but not limited to: cutting weeds and grasses within the State's right of way; fence maintenance; cleaning of roadways, including storm sewer inlets and catch basins; cleaning of ditches; and repairing of drainage structures, excluding storm sewers.
- C. The Local Agency shall perform all Maintenance Services on an as needed basis. The Local Agency's performance of such services shall comply with the same standards that are currently used by the State for the State's performance of such services, for similar type highways with similar use, in that year, as

determined by the State. The State's Regional Transportation Director, or their representative, shall determine the then current applicable maintenance standards for the Maintenance Services. Any standards/directions provided by the State's representative to the Local Agency concerning the Maintenance Services shall be in writing. The Local Agency shall contact the State Region office and obtain those standards before the Local Agency performs such services.

- D. The Local Agency shall perform the Maintenance Services in a satisfactory manner and in accordance with the terms of this contract. The State reserves the right to determine the proper quantity and quality of the Maintenance Services performed by the Local Agency, as well as the adequacy of such services, under this contract. The State may withhold payment, if necessary, until Local Agency performs the Maintenance Services to the State's satisfaction. The State will notify the Local Agency in writing of any deficiency in the Maintenance Services. The Local Agency shall commence corrective action within 24 hours of receiving actual or constructive notice of such deficiency: a) from the State; b) from its own observation; or c) by any other means. In the event the Local Agency, for any reason, does not or cannot correct the deficiency within 24 hours, the State reserves the right to correct the deficiency and to deduct the actual cost of such work from the subsequent payments to the Local Agency, or to bill the Local Agency for such work.

Section 6. Record Keeping

The Local Agency shall maintain a complete file of all records, documents, communications, and other written materials, which pertain to the costs incurred under this contract. The Local Agency shall maintain such records for a period of three (3) years after the date of termination of this contract or final payment hereunder, whichever is later, or for such further period as may be necessary to resolve any matters which may be pending. The Local Agency shall make such materials available for inspection at all reasonable times and shall permit duly authorized agents and employees of the State and FHWA to inspect the project and to inspect, review and audit the project records.

Section 7. Termination Provisions

This contract may be terminated as follows:

- A. This Contract may be terminated by either party, but only at the end of the State fiscal year (June 30), and only upon written notice thereof sent by registered, prepaid mail and received by the non-terminating party, not later than 30 calendar days before the end of that fiscal year. In that event, the State shall be responsible to pay the Local Agency only for that portion of the highway Maintenance Services actually and satisfactorily performed up to the effective date of that termination, and the Local Agency shall be responsible to provide such services up to that date, and the parties shall have no other obligations or liabilities resulting from that termination.

Notwithstanding subparagraph A above, this contract may also be terminated as follows:

- B. Termination for Convenience. The State may terminate this contract at any time the State determines that the purposes of the distribution of moneys under the contract would no longer be served by completion of the project. The State shall effect such termination by giving written notice of termination to the Local Agency and specifying the effective date thereof, at least twenty (20) days before the effective date of such termination.
- C. Termination for Cause. If, through any cause, the Local Agency shall fail to fulfill, in a timely and proper manner, its obligations under this contract, or if the Local Agency shall violate any of the covenants, agreements, or stipulations of this contract, the State shall thereupon have the right to terminate this contract for cause by giving written notice to the Local Agency of its intent to terminate and at least ten (10) days opportunity to cure the default or show cause why termination is otherwise not appropriate. In the event of termination, all finished or unfinished documents, data, studies, surveys, drawings, maps, models, photographs and reports or other material prepared by the Local Agency under this contract shall, at the option of the State, become its property, and the Local Agency shall be entitled to receive just and equitable compensation for any services and supplies delivered and accepted. The Local Agency shall be obligated to return any payments advanced under the provisions of this contract. Notwithstanding the above, the Local Agency shall not be relieved of liability to the State for any damages sustained by the State by virtue of any breach of the contract by the Local Agency, and the State may withhold payment to the Local Agency for the purposes of mitigating its damages until such time as the exact amount of damages due to the State from the Local Agency is determined.

If after such termination it is determined, for any reason, that the Local Agency was not in default or that the Local Agency's action/inaction was excusable, such termination shall be treated as a

termination for convenience, and the rights and obligations of the parties shall be the same as if the contract had been terminated for convenience, as described herein.

- D. Termination Due to Loss of Funding. The parties hereto expressly recognize that the Local Agency is to be paid, reimbursed, or otherwise compensated with federal and/or State funds which are available to the State for the purposes of contracting for the Project provided for herein, and therefore, the Local Agency expressly understands and agrees that all its rights, demands and claims to compensation arising under this contract are contingent upon availability of such funds to the State. In the event that such funds or any part thereof are not available to the State, the State may immediately terminate or amend this contract.

Section 8. Legal Authority

The Local Agency warrants that it possesses the legal authority to enter into this contract and that it has taken all actions required by its procedures, by-laws, and/or applicable law to exercise that authority, and to lawfully authorize its undersigned signatory to execute this contract and to bind the Local Agency to its terms. The person(s) executing this contract on behalf of the Local Agency warrants that such person(s) has full authorization to execute this contract.

Section 9. Representatives and Notice

The State will provide liaison with the Local Agency through the State's Region Director, Region CDOT, Region 4, 10601 West 10th Street,. Said Region Director will also be responsible for coordinating the State's activities under this contract and will also issue a "Notice to Proceed" to the Local Agency for commencement of the Work. All communications relating to the day-to-day activities for the work shall be exchanged between representatives of the State's Transportation Region CDOT, Region 4 and the Local Agency. All communication, notices, and correspondence shall be addressed to the individuals identified below. Either party may from time to time designate in writing new or substitute representatives.

If to State

CDOT, Region 4
Tom Aguilar
Maintenance Superintendent
10601 West 10th Street,
Greeley, CO 80634
970-302-2045
thomas.aguilar@state.co.us

If to the Local Agency

Town of Berthoud
Keith Knoll
Public Works Operational
Manager 807 Mountain Ave.
Berthoud, CO 80513
970-532-2210
kknoll@berthoud.org

Section 10. Successors

Except as herein otherwise provided, this contract shall inure to the benefit of and be binding upon the parties hereto and their respective successors and assigns.

Section 11. Third Party Beneficiaries

It is expressly understood and agreed that the enforcement of the terms and conditions of this contract and all rights of action relating to such enforcement, shall be strictly reserved to the State and the Local Agency. Nothing contained in this contract shall give or allow any claim or right of action whatsoever by any other third person. It is the express intention of the State and the Local Agency that any such person or entity, other than the State or the Local Agency receiving services or benefits under this contract shall be deemed an incidental beneficiary only.

Section 12. Governmental Immunity

Notwithstanding any other provision of this contract to the contrary, no term or condition of this contract shall be construed or interpreted as a waiver, express or implied, of any of the immunities, rights, benefits, protection, or other provisions of the Colorado Governmental Immunity Act, § 24-10-101, et seq., C.R.S., as now or hereafter amended. The parties understand and agree that liability for claims for injuries to persons or property arising out of negligence of the State of Colorado, its departments, institutions, agencies, boards, officials and employees is controlled and limited by the provisions of § 24-10-101, et seq., C.R.S., as now or hereafter amended and the risk management statutes, §§ 24-30-1501, et seq., C.R.S., as now or hereafter amended.

Section 13. Severability

Document Builder Generated
Rev. 12/09/2016

Page 4 of 10

To the extent that this contract may be executed and performance of the obligations of the parties may be accomplished within the intent of the contract, the terms of this contract are severable, and should any term or provision hereof be declared invalid or become inoperative for any reason, such invalidity or failure shall not affect the validity of any other term or provision hereof.

Section 14. Waiver

The waiver of any breach of a term, provision, or requirement of this contract shall not be construed or deemed as a waiver of any subsequent breach of such term, provision, or requirement, or of any other term, provision or requirement.

Section 15. Entire Understanding

This contract is intended as the complete integration of all understandings between the parties. No prior or contemporaneous addition, deletion, or other amendment hereto shall have any force or effect whatsoever, unless embodied herein by writing. No subsequent novation, renewal, addition, deletion, or other amendment hereto shall have any force or effect unless embodied in a writing executed and approved pursuant to the State Fiscal Rules.

Section 16. Survival of Contract Terms

Notwithstanding anything herein to the contrary, the parties understand and agree that all terms and conditions of this contract and the exhibits and attachments hereto which may require continued performance, compliance or effect beyond the termination date of the contract shall survive such termination date and shall be enforceable by the State as provided herein in the event of such failure to perform or comply by the Local Agency.

Section 17. Modification and Amendment

This contract is subject to such modifications as may be required by changes in federal or State law, or their implementing regulations. Any such required modification shall automatically be incorporated into and be part of this contract on the effective date of such change as if fully set forth herein. Except as provided above, no modification of this contract shall be effective unless agreed to in writing by both parties in an amendment to this contract that is properly executed and approved in accordance with applicable law.

A. Amendment

Either party may suggest renegotiation of the terms of this contract, provided that the contract shall not be subject to renegotiation more often than annually, and that neither party shall be required to renegotiate. If the parties agree to change the provisions of this contract, the renegotiated terms shall not be effective until this Contract is amended/modified accordingly in writing. Provided, however, that the rates will be modified in accordance with applicable cost accounting principles and standards (including sections 24-107-101, et seq., C.R.S. and implementing regulations), and be based on an increase/decrease in the "allowable costs" of performing the Work. Any such proposed renegotiation shall not be effective unless agreed to in writing by both parties in an amendment to this contract that is properly executed and approved by the State Controller or delegee. Any such rate change will go into effect on the first day of the first month following the amendment execution date.

B. Option Letter

- a. The State may increase/decrease the quantity of goods/services described in **Exhibit A** at the same unit prices (rates) originally established in the contract. The State may exercise the option by written notice to the Local Agency in a form substantially equivalent to **Exhibit C**.
- b. As a result of increasing/decreasing the locations, the State may also unilaterally increase/decrease the maximum amount payable under this contract based upon the unit prices (rates) originally established in the contract and the schedule of services required, as set by the terms of this contract. The State may exercise the option by providing a fully executed option to the Local Agency, in a form substantially equivalent to **Exhibit C**, immediately upon signature of the State Controller or an authorized delegate. The Option Letter shall not be deemed valid until signed by the State Controller or an authorized delegate. Any such rate change will go into effect on the first day of the first month following the option letter execution date.

C. State Encumbrance Letter

The State may encumber the funds up to the maximum amount allowed during a given fiscal year by unilateral execution of an encumbrance letter in a form substantially equivalent to **Exhibit D**. The State shall provide a fully executed encumbrance letter to the Local Agency after execution.

Delivery/performance of the goods/services shall continue at the same rate and under the same terms as established in the contract.

Section 18. Disputes

Except as otherwise provided in this contract, any dispute concerning a question of fact arising under this contract, which is not disposed of by agreement, will be decided by the Chief Engineer of the Department of Transportation. The decision of the Chief Engineer will be final and conclusive unless, within 30 calendar days after the date of receipt of a copy of such written decision, the Local Agency mails or otherwise furnishes to the State a written appeal addressed to the Executive Director of the Department of Transportation. In connection with any appeal proceeding under this clause, the Local Agency shall be afforded an opportunity to be heard and to offer evidence in support of its appeal. Pending final decision of a dispute hereunder, the Local Agency shall proceed diligently with the performance of the contract in accordance with the Chief Engineer's decision. The decision of the Executive Director or his duly authorized representative for the determination of such appeals will be final and conclusive and serve as final agency action. This dispute clause does not preclude consideration of questions of law in connection with decisions provided for herein. Nothing in this contract, however, shall be construed as making final the decision of any administrative official, representative, or board on a question of law.

Section 19. Does not supersede other agreements

This contract is not intended to supersede or affect in any way any other agreement (if any) that is currently in effect between the State and the Local Agency for other "maintenance services" on State Highway rights-of-way within the jurisdiction of the Local Agency. Also, the Local Agency shall also continue to perform, at its own expense, all such activities/duties (if any) on such State Highway rights-of-ways that the Local Agency is required by applicable law to perform.

Section 20. Subcontractors

The Local Agency may subcontract for any part of the performance required under this contract, subject to the Local Agency first obtaining approval from the State for any particular subcontractor. The State understands that the Local Agency may intend to perform some or all of the services required under this contract through a subcontractor. The Local Agency agrees not to assign rights or delegate duties under this contract [or subcontract any part of the performance required under the contract] without the express, written consent of the State; which shall not be unreasonably withheld. Except as herein otherwise provided, this agreement shall inure to the benefit of and be binding only upon the parties hereto and their respective successors and assigns.

[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK]

Section 21. COLORADO SPECIAL PROVISIONS (COLORADO FISCAL RULE 3-3)

These Special Provisions apply to all contracts except where noted in *italics*.

A. STATUTORY APPROVAL. §24-30-202(1), C.R.S.

This Contract shall not be valid until it has been approved by the Colorado State Controller or designee. If this Contract is for a Major Information Technology Project, as defined in §24-37.5-102(19), then this Contract shall not be valid until it has been approved by the State's Chief Information Officer or designee.

B. FUND AVAILABILITY. §24-30-202(5.5), C.R.S., applicable local agency law, rule or regulation.

Financial obligations of the Parties payable after the current State Fiscal Year are contingent upon funds for that purpose being appropriated, budgeted, and otherwise made available.

C. GOVERNMENTAL IMMUNITY.

Liability for claims for injuries to persons or property arising from the negligence of the State, its departments, boards, commissions committees, bureaus, offices, employees and officials shall be controlled and limited by the provisions of the Colorado Governmental Immunity Act, §24-10-101, et seq., C.R.S.; the Federal Tort Claims Act, 28 U.S.C. Pt. VI, Ch. 171 and 28 U.S.C. 1346(b), and the State's risk management statutes, §§24-30-1501, et seq. C.R.S. No term or condition of this Contract shall be construed or interpreted as a waiver, express or implied, of any of the immunities, rights, benefits, protections, or other provisions, contained in these statutes.

D. INDEPENDENT CONTRACTOR

Contractor shall perform its duties hereunder as an independent contractor and not as an employee. Neither Contractor nor any agent or employee of Contractor shall be deemed to be an agent or employee of the State. Contractor shall not have authorization, express or implied, to bind the State to any agreement, liability or understanding, except as expressly set forth herein. **Contractor and its employees and agents are not entitled to unemployment insurance or workers compensation benefits through the State and the State shall not pay for or otherwise provide such coverage for Contractor or any of its agents or employees. Contractor shall pay when due all applicable employment taxes and income taxes and local head taxes incurred pursuant to this Contract. Contractor shall (i) provide and keep in force workers' compensation and unemployment compensation insurance in the amounts required by law, (ii) provide proof thereof when requested by the State, and (iii) be solely responsible for its acts and those of its employees and agents.**

E. COMPLIANCE WITH LAW.

Contractor shall comply with all applicable federal and State laws, rules, and regulations in effect or hereafter established, including, without limitation, laws applicable to discrimination and unfair employment practices.

F. CHOICE OF LAW, JURISDICTION, AND VENUE.

Colorado law, and rules and regulations issued pursuant thereto, shall be applied in the interpretation, execution, and enforcement of this Contract. Any provision included or incorporated herein by reference which conflicts with said laws, rules, and regulations shall be null and void. All suits or actions related to this Contract shall be filed and proceedings held in the State of Colorado and exclusive venue shall be in the City and County of Denver.

G. PROHIBITED TERMS.

Any term included in this Contract that requires the State to indemnify or hold Contractor harmless; requires the State to agree to binding arbitration; limits Contractor's liability for damages resulting from death, bodily injury, or damage to tangible property; or that conflicts with this provision in any way shall be void ab initio. Nothing in this Contract shall be construed as a waiver of any provision of §24-106-109 C.R.S. Any term included in this Contract that limits Contractor's liability that is not void under this section shall apply only in excess of any insurance to be maintained under this Contract, and no insurance policy shall be interpreted as being subject to any limitations of liability of this Contract.

H. SOFTWARE PIRACY PROHIBITION.

State or other public funds payable under this Contract shall not be used for the acquisition, operation, or maintenance of computer software in violation of federal copyright laws or applicable licensing restrictions. Contractor hereby certifies and warrants that, during the term of this Contract and any extensions, Contractor has and shall maintain in place appropriate systems and controls to prevent such improper use of public funds. If the State determines that Contractor is in violation of this provision, the State may exercise any remedy available at law or in equity or under this Contract, including, without limitation, immediate termination of this Contract and any remedy consistent with federal copyright laws or applicable licensing restrictions.

I. EMPLOYEE FINANCIAL INTEREST/CONFLICT OF INTEREST. §§24-18-201 and 24-50-507, C.R.S.

The signatories aver that to their knowledge, no employee of the State has any personal or beneficial interest whatsoever in the service or property described in this Contract. Contractor has no interest and shall not acquire any interest, direct or indirect, that would conflict in any manner or degree with the performance of Contractor's services and Contractor shall not employ any person having such known interests.

THE REMAINDER OF THIS PAGE IS INTENTIONALLY LEFT BLANK

Section 22. SIGNATURE PAGE

THE PARTIES HERETO HAVE EXECUTED THIS AGREEMENT

* Persons signing for The Local Agency hereby swear and affirm that they are authorized to act on The Local Agency's behalf and acknowledge that the State is relying on their representations to that effect.

<p style="text-align: center;">THE LOCAL AGENCY TOWN OF BERTHOUD</p> <p>Name: _____ (print name)</p> <p>Title: _____ (print title)</p> <p>_____ *Signature</p> <p>Date: _____</p>	<p style="text-align: center;">STATE OF COLORADO Jared S. Polis Department of Transportation</p> <p>By _____ Keith Stefanik, P.E., Chief Engineer (For) Shoshana M. Lew, Executive Director</p> <p>Date: _____</p>
<p>2nd Local Agency Signature if needed</p> <p>Name: _____ (print name)</p> <p>Title: _____ (print title)</p> <p>_____ *Signature</p> <p>Date: _____</p>	<p style="text-align: center;">STATE OF COLORADO LEGAL REVIEW Philip J. Weiser, Attorney General</p> <p>By _____ Signature – Assistant Attorney General</p> <p>Date: _____</p>

ALL AGREEMENTS REQUIRE APPROVAL BY THE STATE CONTROLLER

CRS §24-30-202 requires the State Controller to approve all State Agreements. This Agreement is not valid until signed and dated below by the State Controller or delegate. The Local Agency is not authorized to begin performance until such time. If The Local Agency begins performing prior thereto, the State of Colorado is not obligated to pay The Local Agency for such performance or for any goods and/or services provided hereunder.

**STATE OF COLORADO
STATE CONTROLLER
Robert Jaros, CPA, MBA, JD**

By: _____
Colorado Department of Transportation

Date: _____

THE REST OF THIS PAGE IS LEFT INTENTIONALLY BLANK

Exhibit A - Scope of work

Colorado Department of Transportation Scope of work for Maintenance performed duties by the Town of Berthoud.

The Local Agency shall perform all "maintenance services" for the State Highway and US Highway System segments described herein, SH 56B MP 3.00 to MP 5.52, located within the Local Agency's jurisdiction, for a total of 2.52 center line miles which is equivalent to 10.08 lane miles, as detailed in Exhibit A, attached hereto and incorporated herein by this reference. To include current and future park and-ride locations within the local Agencies jurisdiction. All work will be performed in accordance to standards set by the state maintenance section.

Section 43-2-102 and 103, C.R.S require the state to maintain state highways (including where such highways extend through a city or an incorporated town), and 43-2-135 describes certain specific responsibilities of the State and affected local entities (respectively) with respect to state highways that are also part of a local street system.

The parties also intend that the Local Agency shall remain responsible to perform any services and duties on state highways that are the responsibility of the Local Agency under applicable law, at its own cost.

The Local Agency has adequate facilities to perform the desired maintenance services on State highways within its jurisdiction.

SH056B

MP 3.00 to MP 5.52= 2.52 center lane miles

2.52*4= 10.08 lane miles

10.08 lane miles
x \$900.00 per lane mile

\$9,072.00 per year payment to
The Town of Berthoud

\$9,072.00 yearly payment
x 5 years

\$45,360.00

FLEXIBLE PAVEMENT PATCHING/ MINOR REPAIRS

Patching small areas of bituminous roadway curb and ditch to correct abrupt depressions, potholes, edge failure or surface cracking, buckling, or spalling. Includes work with the small patch machine, curb machine and planning done with motor grader. All hand patching and minor curb and gutter repair of bituminous material to be shown under this activity.

RIGID PAVEMENT PATCHING/ MINOR REPAIRS

Patching small areas of concrete roadway, curb and ditch to correct abrupt depressions, potholes, edge failure or surface cracking, buckling, or spalling. Includes patching of P.C.C. pavement with bituminous concrete. All hand patching and minor curb and gutter repair of concrete material to be shown under this activity.

CRACK SEALING FLEXIBLE PAVEMENT- HAND

Deterioration of bituminous pavement due to excessive cracking and spalling. Cleaning and filling cracks in roadway surface with crack filler material to prevent spalling and entry of water and debris.

CRACK & JOINT SEALING RIGID PAVEMENT-HAND

Deterioration of concrete pavement due to excessive cracking, spalling and joint failure. Cleaning and filling cracks and joints in roadway surface with crack and joint filler material to prevent spalling and e of water and debris. Includes routing joints, and replacement of backer rods and joints.

BASE STABILIZATION AND REPAIR

Removal and replacement of base and surface material using premixed bituminous material and/or required base material to correct severe cracking, upheavals, and base failures. Includes raising and leveling concrete slabs by mud jacking.

FENCE, GATE, CATTLEGUARD CLEANING & MAINTENANCE

Repair, replace or install fence, cattle guards and gates located on or within the Right-of-Way limits. Clean dirt, vegetation or debris from the fence line. Also includes any fence taken down and not replaced (with landowner consent, if applicable).

SINGLE POST SIGN-INSTALLATION, MAINTENANCE & REPLACEMENT

Install, replace or repair signs and signposts damaged by accident, vandalism or deterioration. Includes single-posted outdoor advertising signs, mailbox repair, and all breakaway features on signs. Report to this Activity when new signs are being installed where none previously existed or when removing single posted outdoor advertising signs.

MULTI POST SIGN - INSTALLATION, MAINTENANCE & REPLACEMENT

Install, replace or repair signs and signposts damaged by accident, vandalism or deterioration. Includes two or more posted outdoor advertising signs, mailbox repair, and all breakaway features on signs. Report to this Activity when new signs are being installed where none previously existed or when removing multi posted outdoor advertising signs.

DELINEATOR, REFERENCE POST INSTALLATION, MAINTENANCE & REPLACEMENT

Install, straighten, paint, clean or replace delineator posts, reflectors, or reference posts to maintain desired traffic control. Includes the posts for delineators and reference posts (mile marker posts) and guardrail and median barrier delineation.

METAL GUARD RAIL MAINTENANCE, INSTALLATION, STRAIGHTENING

New installation, repair, replace, clean or remove rail sections, SRT or Safety end treatments, post and hardware damaged by accident, vandalism or normal deterioration. Includes damaged metal guardrail with straightening machine.

CONCRETE GUARDRAIL MAINTENANCE & INSTALLATION

Repair, installation and maintenance of all concrete guardrail.

BRIDGE/ STRUCTURE PAINTING

Painting of all structural members and railings to prevent deterioration. This will include the preparation for painting. Also includes painting done to cover graffiti.

SNOW REMOVAL & TRACTION APPLICATION (SANDING, DEICERS)

Removing snow, ice and slush from the roadway, shoulders and ramps; plowing or blading with trucks or graders to keep roads open and reduce weather related hazardous driving conditions, including the application of chemicals and abrasives to continuous sections or roadway or isolated spots

EXHIBIT B – LOCAL AGENCY RESOLUTION

LOCAL AGENCY
ORDINANCE
or
RESOLUTION
(if applicable)

EXHIBIT C - SAMPLE OPTION LETTER

SAMPLE IGA OPTION LETTER

Highway or Traffic Maintenance

(This option has been created by the Office of the State Controller for CDOT use only)

Date: _____	State Fiscal Year: _____	Option Letter No. _____	Routing # _____
--------------------	---------------------------------	--------------------------------	------------------------

Vendor name: _____

1) SUBJECT:

Change in the amount of goods within current term.

2) REQUIRED PROVISIONS:

In accordance with Section 17 of contract routing number insert FY, agency code & routing #, between the State of Colorado, Department of Transportation, and insert Local Agency name the state hereby exercises the option to an increase/decrease in the amount of goods/services at the same rate(s) specified in Exhibit A.

The amount of the current Fiscal Year contract value (encumbrance) is increased/decreased by \$ amount of change to satisfy services/goods ordered under the contract for the current fiscal year insert fiscal year. The Contract Encumbrance Amount in Recital 1 is hereby modified to \$amount of new annual encumbrance, and Section 4, B, 1 shall also be modified to show the annual not to exceed amount to \$amount of new annual encumbrance and the Contract (five-year term) not to exceed amount shall be modified to \$amount of the new five-year maximum.

The total contract value to include all previous amendments, option letters, etc. is \$insert accumulated/total encumbrance amount.

3) EFFECTIVE DATE:

The effective date of this Option Letter is upon approval of the State Controller or delegate, whichever is later.

APPROVALS:

State of Colorado:

JARED S. POLIS, GOVERNOR

By: _____ Date: _____
Keith Stefanik, P.E., Chief Engineer, Colorado Department of Transportation

ALL CONTRACTS MUST BE APPROVED BY THE STATE CONTROLLER

CRS §24-30-202 requires the State Controller to approve all State Contracts. This Contract is not valid until signed and dated below by the State Controller or delegate. Local Agency is not authorized to begin performance until such time. If Local Agency begins performing prior thereto, the State of Colorado is not obligated to pay Local Agency for such performance or for any goods and/or services provided hereunder.

**State Controller
Robert Jaros, CPA, MBA, JD**

By: _____

Date: _____

Form date: August 16, 2013

EXHIBIT D – SAMPLE ENCUMBRANCE LETTER

ENCUMBRANCE LETTER

Date: []	State Fiscal Year: []	Encumbrance Letter No. []	Routing #: []
		Orig. IGA: []	PO: []

1) Encumber fiscal year funding in the contract.

2) PROVISIONS: In accordance with Section 4 and Exhibit C of the original Contract routing number Orig Routing # between the State of Colorado, Department of Transportation, and Contractor's Name, covering the term July 1, Year through June 30, Year, the State hereby encumbers funds for the goods/services specified in the contract for fiscal year Year.

The amount to be encumbered by this Encumbrance Letter is \$amount of change. The Total contract (encumbrance) amount, including all previous amendments, option letters, etc. is \$Insert New \$ Amt.

3) EFFECTIVE DATE. The effective date of this Encumbrance Letter is upon approval of the State Controller.

STATE OF COLORADO
Jared S. Polis, GOVERNOR
 Department of Transportation

By: _____
 Keith Stefanik, P.E., Chief Engineer
 (For) Shoshana M. Lew, Executive Director

Date: _____

ALL CONTRACTS REQUIRE APPROVAL BY THE STATE CONTROLLER

CRS §24-30-202 requires the State Controller to approve all State Contracts. This Contract is not valid until signed and dated below by the State Controller or delegate. Contractor is not authorized to begin performance until such time. If Contractor begins performing prior thereto, the State of Colorado is not obligated to pay Contractor for such performance or for any goods and/or services provided hereunder.

STATE CONTROLLER
Robert Jaros, CPA, MBA, JD

By: _____
 Department of Transportation

Date: _____

EXHIBIT E

PII Certification

STATE OF COLORADO

**LOCAL AGENCY CERTIFICATION FOR ACCESS TO PII THROUGH A
DATABASE OR AUTOMATED NETWORK**

Pursuant to § 24-74-105, C.R.S., I, _____, on behalf of _____ (legal name of Local Agency) (the “Local Agency”), hereby certify under the penalty of perjury that the Local Agency has not and will not use or disclose any Personal Identifying Information, as defined by § 24-74-102(1), C.R.S., for the purpose of investigating for, participating in, cooperating with, or assisting Federal Immigration Enforcement, including the enforcement of civil immigration laws, and the Illegal Immigration and Immigrant Responsibility Act, which is codified at 8 U.S.C. §§ 1325 and 1326, unless required to do so to comply with Federal or State law, or to comply with a court-issued subpoena, warrant or order.

I hereby represent and certify that I have full legal authority to execute this certification on behalf of the Local Agency.

Signature: _____

Printed Name: _____

Title: _____

Date: _____

Exhibit F

General Provisions

General Provisions

A. Assignment

Local Agency's rights and obligations under this Agreement are personal and may not be transferred or assigned without the prior, written consent of the State. Any attempt at assignment or transfer without such consent shall be void. Any assignment or transfer of Local Agency's rights and obligations approved by the State shall be subject to the provisions of this Agreement.

B. Subcontracts

Local Agency shall not enter into any subgrant or subcontract in connection with its obligations under this Agreement without the prior, written approval of the State. Local Agency shall submit to the State a copy of each such subgrant or subcontract upon request by the State. All subgrants and subcontracts entered into by Local Agency in connection with this Agreement shall comply with all applicable federal and state laws and regulations, shall provide that they are governed by the laws of the State of Colorado, and shall be subject to all provisions of this Agreement. If the entity with whom Local Agency enters into a subcontract or subgrant would also be considered a Subrecipient, then the subcontract or subgrant entered into by Local Agency shall also contain provisions permitting both Local Agency and the State to perform all monitoring of that Subcontractor in accordance with the Uniform Guidance.

C. Binding Effect

Except as otherwise provided in §A of this exhibit, all provisions of this Agreement, including the benefits and burdens, shall extend to and be binding upon the Parties' respective successors and assigns.

D. Authority

Each Party represents and warrants to the other that the execution and delivery of this Agreement and the performance of such Party's obligations have been duly authorized.

E. Captions and References

The captions and headings in this Agreement are for convenience of reference only, and shall not be used to interpret, define, or limit its provisions. All references in this Agreement to sections (whether spelled out or using the § symbol), subsections, exhibits or other attachments, are references to sections, subsections, exhibits or other attachments contained herein or incorporated as a part hereof, unless otherwise noted.

F. Counterparts

This Agreement may be executed in multiple, identical, original counterparts, each of which shall be deemed to be an original, but all of which, taken together, shall constitute one and the same agreement.

G. Entire Understanding

This Agreement represents the complete integration of all understandings between the Parties related to the Work, and all prior representations and understandings related to the Work, oral or written, are merged into this Agreement. Prior or contemporaneous additions, deletions, or other changes to this Agreement shall not have any force or effect whatsoever, unless embodied herein.

H. Digital Signatures

If any signatory signs this agreement using a digital signature in accordance with the Colorado State Controller Contract, Grant and Purchase Order Policies regarding the use of digital signatures issued under the State Fiscal Rules, then any agreement or consent to use digital signatures within the electronic system through which that signatory signed shall be incorporated into this Agreement by reference.

I. Modification

Except as otherwise provided in this Agreement, any modification to this Agreement shall only be effective if agreed to in a formal amendment to this Agreement, properly executed and approved in accordance with applicable Colorado State law and State Fiscal Rules. Modifications permitted under this Agreement, other than Agreement amendments, shall conform to the policies issued by the Colorado State Controller.

J. Statutes, Regulations, Fiscal Rules, and Other Authority

Any reference in this Agreement to a statute, regulation, State Fiscal Rule, fiscal policy or other authority shall be interpreted to refer to such authority then current, as may have been changed or amended since the Effective Date of this Agreement.

K. Severability

The invalidity or unenforceability of any provision of this Agreement shall not affect the validity or enforceability of any other provision of this Agreement, which shall remain in full force and effect, provided that the Parties can continue to perform their obligations under this Agreement in accordance with the intent of this Agreement.

L. Survival of Certain Agreement Terms

Any provision of this Agreement that imposes an obligation on a Party after termination or expiration of this Agreement shall survive the termination or expiration of this Agreement and shall be enforceable by the other Party.

M. Taxes

The State is exempt from federal excise taxes under I.R.C. Chapter 32 (26 U.S.C., Subtitle D, Ch. 32) (Federal Excise Tax Exemption Certificate of Registry No. 84-730123K) and from State and local government sales and use taxes under §§39-26-704(1), et seq., C.R.S. (Colorado Sales Tax Exemption Identification Number 98-02565). The State shall not be liable for the payment of any excise, sales, or use taxes, regardless of whether any political subdivision of the state imposes such taxes on Local Agency. Local Agency shall be solely responsible for any exemptions from the collection of excise, sales or use taxes that Local Agency may wish to have in place in connection with this Agreement.

N. Third Party Beneficiaries

Except for the Parties' respective successors and assigns described in § A of this exhibit, this Agreement does not and is not intended to confer any rights or remedies upon any person or entity other than the Parties. Enforcement of this Agreement and all rights and obligations hereunder are reserved solely to the Parties. Any services or benefits which third parties receive as a result of this Agreement are incidental to this Agreement, and do not create any rights for such third parties.

O. Waiver

A Party's failure or delay in exercising any right, power, or privilege under this Agreement, whether explicit or by lack of enforcement, shall not operate as a waiver, nor shall any single or partial exercise of any right, power, or privilege preclude any other or further exercise of such right, power, or privilege.

P. CORA Disclosure

To the extent not prohibited by federal law, this Agreement and the performance measures and standards required under §24-106-107, C.R.S., if any, are subject to public release through the CORA.

Q. Standard and Manner of Performance

Local Agency shall perform its obligations under this Agreement in accordance with the highest standards of care, skill and diligence in Local Agency's industry, trade, or profession.

R. Licenses, Permits, and Other Authorizations

Local Agency shall secure, prior to the Effective Date, and maintain at all times during the term of this Agreement, at its sole expense, all licenses, certifications, permits, and other authorizations required to perform its obligations under this Agreement, and shall ensure that all employees, agents and Subcontractors secure and maintain at all times during the term of their employment, agency or Subcontractor, all license, certifications, permits and other authorizations required to perform their obligations in relation to this Agreement.

S. Indemnification

i. General Indemnification

Local Agency shall indemnify, save, and hold harmless the State, its employees, agents and assignees (the "Indemnified Parties"), against any and all costs, expenses, claims, damages, liabilities, court awards and other amounts (including attorneys' fees and related costs) incurred by any of the Indemnified Parties in relation to any act or omission by Local Agency, or its employees, agents, Subcontractors, or assignees in connection with this Agreement.

ii. Confidential Information Indemnification

Disclosure or use of State Confidential Information by Local Agency may be cause for legal action by third parties against Local Agency, the State, or their respective agents. Local Agency shall indemnify, save, and hold harmless the Indemnified Parties, against any and all claims, damages, liabilities, losses, costs, expenses (including attorneys' fees and costs) incurred by the State in relation to any act or omission by Local Agency, or its employees, agents, assigns, or Subcontractors.

iii. Intellectual Property Indemnification

Local Agency shall indemnify, save, and hold harmless the Indemnified Parties, against any and all costs, expenses, claims, damages, liabilities, and other amounts (including attorneys' fees and costs) incurred by the Indemnified Parties in relation to any claim that any Work infringes a patent, copyright, trademark, trade secret, or any other intellectual property right.

iv. Accessibility Indemnification

Local Agency shall indemnify, save, hold harmless, and assume liability on behalf of the State, its officers, employees, agents and assignees (collectively the "Indemnified Parties"), for any and all costs, expenses, claims, damages, liabilities, court awards, attorney fees and related costs, and other amounts incurred by any of the Indemnified Parties in relation to Contractor's noncompliance with §§24-85-101, et seq., C.R.S., or the *Accessibility Standards for Individuals with a Disability* as established by the Office of Information Technology pursuant to Section §24-85-103, C.R.S. State employees are considered third parties for the purposes of this section.

T. Accessibility

- i. Local Agency shall comply with the *Accessibility Standards for Individuals with a Disability*, as adopted by the Office of Information Technology pursuant to §24-85-103 C.R.S.
- ii. The State may require Local Agency's compliance with the *Accessibility Standards for Individuals with a Disability* adopted by the Office of Information Technology pursuant to §24-85-103 C.R.S. is determined and tested by a qualified third party selected by the State. The State may ask the Local Agency to review the selection of the third party. Local Agency shall be responsible for all costs associated with the third-party

vendor's assessment. If Local Agency is not in compliance as determined by the third-party vendor, at the State's request and at the State's direction, Local Agency shall promptly take all necessary actions to come into compliance using a State-approved vendor, at no additional cost to the State.

THE REST OF THIS PAGE IS INTENTIONALLY LEFT BLANK

CONSULTING SERVICES AGREEMENT

This Consulting Service Agreement (the "**Agreement**") is made effective as of this _____ Day of _____ (month), _____ (year) (the "**Effective Date**") and entered into between Applied Control Engineering, Inc., an Delaware corporation with an address of 700 Creek View Road, Newark, DE 19711, (the "**Consultant**") and the Town of Berthoud, a Colorado statutory municipality (the "**Town or Berthoud**") with an address _____ of 801 Mountain Ave, Berthoud CO 80513. Taken together, Consultant and Town shall be referred to as the "**Parties**."

Recitals

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

Agreement

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

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

2. **Term.** This Agreement and all provisions contained herein shall be effective as of the Effective Date and all Services contemplated hereunder shall be completed no later than **12/31/2026** ("**Term**"). The Term identified in this paragraph is subject to any written Change Orders that may be executed by the Parties and/or any Termination that may occur in accordance with Paragraph 3, below.

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

4. **Fees, Expenses and Taxes.** Consultant expressly acknowledges that all costs, expenses and applicable taxes for materials and services that it is required to supply and perform hereunder, including any costs associated with travel, lodging and meals, are included in the Contract Price set forth in Exhibit A. Unless otherwise explicitly set forth in Exhibit A, Consultant shall provide and pay for labor, materials, furniture, furnishings and equipment, tools, consumables, installation equipment and machinery, delivery and other facilities and services necessary for the proper execution and completion of the Services.

5. **Payment Terms.** The "Fee", as identified on Exhibit A, shall not exceed **\$114,780** without prior written authorization by Town. The Fee shall be paid by the Town pursuant to invoices ("Invoices") submitted by consultant. Consultant shall submit Invoices no more often than monthly. Each Invoice shall describe the Services that have been completed and the portion of the Fee payable for same. Berthoud shall not be obligated to pay any costs and/or fees in excess of the Fee identified on Exhibit A and referenced again in this sub-paragraph.

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

7. **Representations, Warranties and Covenants.**
- a. Consultant hereby represents, warrants and agrees that:
 - i. Consultant has adequate skill, training, expertise, knowledge and experience to perform the Services in a competent and professional manner consistent with industry standards;
 - ii. Consultant has sufficient personnel and equipment available to perform and complete the Services within the milestones, timelines and time frames specified in this Agreement;
 - iii. Consultant will perform the Services in a good and workmanlike manner consistent with industry standards;
 - iv. Consultant has the full right and authority to enter into and fully perform this Agreement;
 - v. Consultant shall perform its activities under this Agreement in accordance with all federal, state and local codes, laws, rules, regulations, and legal requirements relating to the services provided by Consultant under this Agreement ("**Legal Requirements**");
 - vi. The execution, delivery and performance of this Agreement will not violate the provisions of any agreement to which Consultant is a party or by which it is bound; and
 - vii. The person signing this Agreement on behalf of Consultant has the full authority to do so.
 - b. Berthoud hereby represents, warrants and agrees that:
 - i. Berthoud has the full right and authority to enter into and fully perform this Agreement;
 - ii. Berthoud shall perform its activities under this Agreement in accordance with all Legal Requirements;
 - iii. The execution, delivery and performance of this Agreement will not violate the provisions of any agreement to which Berthoud is a party or by which it is bound;
 - iv. The person signing this Agreement on behalf of Berthoud has the full authority to do so.
8. **Insurance.** Consultant agrees to maintain insurance during the life of the agreement:
- a. Comprehensive general liability insurance coverage in an amount not less than \$1 million per occurrence and automobile liability for owned, hired, and non-owned vehicles; and
 - b. Professional/negligent acts, errors and omissions insurance in an amount not less than \$1 million; and
 - c. Such workers' compensation insurance as required.
9. **Termination.** Town may terminate this agreement at any time by giving Consultant ten working days' prior written notice, provided that in such event Consultant shall be entitled to payment for those Services rendered, work in progress, and any non-cancellable charges through the date of termination, provided those Services rendered are satisfactory to the Town and work in progress is turned over to the Town.
10. **Records.** Information, data, estimates, reports, studies, and all other project documents drafted or created by Consultant or on behalf of Consultant for Town shall belong to Town and Consultant hereby assigns all of its copyright interests to Town. All of the foregoing documents hereafter prepared by Consultant for Town shall be retained and maintained for Town by Consultant for a period of seven (7) years in its offices at no additional cost to Town. Consultant shall release all such files and documents as instructed by Town from time to time. Consultant shall not be liable for use of any such documents for purposes other than their original intended purpose.
11. **Liability and indemnity.** To the extent of its fault, Consultant agrees to hold the Town harmless for any costs, claims, or liabilities arising from Consultant's performance or operations relating to the services required by this agreement.

12. **Notices.** All notices required to be given pursuant to this Agreement shall be made in writing and shall be delivered by personal delivery and securing a written receipt, or shall be sent by certified mail, return receipt requested, to the respective Party's address included below. Notice given as provided herein shall be deemed to have been given on the date it was received as evidenced by the receipt received pursuant to either form of delivery. Notice hereunder shall be addressed to:

If sent to Berthoud:

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

If sent to Consultant:

Applied Control Engineering, Inc.
 700 Creek View Road
 Newark, DE 19711

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

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

ENTER BUSINESS NAME	TOWN OF BERTHOUD
Signature:	Signature:
By:	By: Chris Kirk
Its:	Its: Town Administrator
Date:	Date:

EXHIBIT A

Scope of Services, Contract Price, and Additional Terms

To the Consulting Services Agreement between Town of Berthoud and Applied Control Engineering, Inc.

1. SCOPE OF SERVICES

Consultant shall perform the following scopes of work as described in ACE Proposal No. TOB251031 Revision 0, dated December 11, 2025, which is incorporated herein by reference.

Scope	Name	Billing Basis	Price
1	Engineering Operations Support Hours	Time & Expense	\$27,620
3	Documentation Management Procedure	Fixed Price	\$3,700
5	Configuration Backup Files	Fixed Price	\$8,900
8	Hardware Standards Specification	Fixed Price	\$9,190
10	Cybersecurity Hardening	Fixed Price	\$18,400
12	Network Segmentation & Remote Access	Fixed Price	\$31,300
14	Secure Logons Implementation	Fixed Price	\$13,600
Total Contract Price			\$112,710

Detailed Scope Descriptions:

Scope 1: Engineering Operations Support Hours

- One (1) kickoff meeting to explain scope for each task.
- One (1) document with procedures to maintain the control system and cybersecurity measures.
- Twenty (20) hours for quarterly site visits to WTP and WRF to check diagnostic data and inspect hardware cabinets.
- Forty (40) hours to provide input on control system needs and review specifications for TOB expansion projects.
- Twenty (20) hours for biannual site visits to WTP, WRF, and RWRF to patch PLC and HMI firmware.

Scope 3: Documentation Management Procedure

- Develop a procedure to manage control system documentation.

Scope 5: Configuration Backup Files

- Forty (40) engineering hours to gather information from previous integrators and attempt to back up Motorola RTU and WRF OmniSite applications.
- Note: ACE cannot guarantee successful backup if previous integrators do not provide required credentials and access.

Scope 8: Hardware Standards Specification

- One (1) kickoff meeting to discuss project schedule and expectations.
- Develop a specification defining hardware standards for system expansion and upgrades, including PLC, I/O cards, local HMI, network switches, panel enclosures, and power supplies.

Scope 10: Cybersecurity Hardening

- One (1) kickoff meeting to explain scope for each task.
- Thirty-six (36) in-office hours and up to four (4) on-site days to: create an on-site KeePass password database, change default credentials on all network and control devices, install port blockers on unused ports, and develop a one-page OT cybersecurity operator guide.
- Up to \$400 allowance for port blocker hardware.

Scope 12: Network Segmentation & Remote Access

- One (1) kickoff meeting to explain scope.
- Assessment and implementation of OT network segmentation changes based on the BlastShield solution.
- Provide three (3) BlastShield remote site gateways with five-year licensing to replace existing EWON remote access.
- Provide one (1) BlastShield Orchestrator with five-year licensing for centralized management and auditing.
- Provide five (5) BlastShield User Client licenses and eight (8) BlastAccess User Client licenses, each with five-year terms and passwordless MFA.
- Configure gateways to enforce deny-by-default segmentation on site OT networks.

Scope 14: Secure Logons Implementation

- One (1) kickoff meeting to explain scope.
- Two (2) in-office days and up to four (4) on-site days to update user accounts and permissions on PCs and tablets (least privilege) and implement secure access control changes on all firewalls, gateways, switches, routers, HMIs, PLCs, and RTUs.

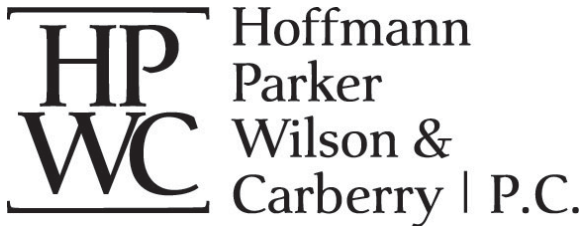
2. CONTRACT PRICE

The total Contract Price for all services listed above shall not exceed \$112,710. Scope 1 (Engineering Operations Support Hours) is billed on a Time-and-Expense basis per ACE's Rate Structure effective September 15, 2025. All other scopes are fixed price.

Invoices shall be submitted no more than monthly and shall describe completed services. Payment terms are Net 30 days from invoice date.

3. ADDITIONAL TERMS

- Schedule: Work schedule shall be established at a kickoff meeting between TOB and ACE.
- Exclusions: Scope prices do not include site installation, site wiring, HMI or PLC programming, or execution of procedures developed under documentation scopes (Scope 3). Those scopes cover document development only.
- Assumptions: TOB will supply ACE with required I/O lists, P&ID drawings, specification documents, and existing configurations as needed. ACE will submit draft documents for one round of Town review before issuing Revision 0. Additional revisions may require a Change Order.
- Scope 5 Limitation: Backup of Motorola RTU and WRF OmniSite applications is contingent on previous system integrators providing required credentials. ACE cannot guarantee successful completion if access is not provided.
- Business Hours: All work is assumed to occur Monday through Friday during normal business hours, excluding ACE holidays.
- Escalation: If resale hardware or software costs increase due to factors beyond ACE's control, the additional cost will be passed to TOB with prior written notice.
- Town Responsibility: A Town employee is responsible for verifying that all cabinet doors are closed and locked per SCADA Master Plan recommendations.



Hoffmann
Parker
Wilson &
Carberry | P.C.

Corey Y. Hoffmann
Kendra L. Carberry
Jefferson H. Parker
M. Patrick Wilson
Hilary M. Graham
Kathryn M. Sellars

511 16th Street, Suite 610
Denver, CO 80202-4260
(303) 825-6444

Katharine J. Vera
Elizabeth G. LeBuhn
Kunal A. Parikh
Bria I. May
Nicholas A. Hartman
Nathan T. Cash
Tatiana A. Follett
Amanda L. Bruning

Of Counsel
J. Matthew Mire
Daniel P. Harvey
Austin P. Flanagan

May 6, 2026

Board of Trustees
Town of Berthoud
807 Mountain Avenue
Berthoud, Colorado 80513

Re: **Waiver of Potential Conflict regarding Hicks Legacy Regional Water Authority**

Dear Mayor and Trustees:

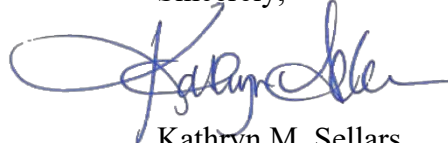
This letter addresses our firm's representation of both the Town and the entities which are working to establish the Hicks Legacy Regional Water Authority. As you may know, our firm, through our law partner, Hilary Graham, was engaged to assist those entities to establish the authority and draft its establishing agreement. With this letter, we seek the Town's informed consent to a limited waiver of a potential conflict.

As we understand, the Town is participating in the establishment of the authority and as general counsel for the Town we have recently been asked to review the draft agreement. Because our firm also provides legal counsel to all the entities (including the Town) in the drafting the establishing agreement, all the entities must determine whether they find our firm's representation of their interests acceptable given our concurrent representation of all the entities involved. If approved by the Board, this waiver would be limited to review of the establishing agreement and representing the Town in that matter.

Please let either Kendra or me know if you have any questions. It is important that the Town's consideration of this request be both informed and with the advice of independent counsel if you decide to seek it. Should the Town elect to waive this conflict and consent to the arrangement with a limited waiver of this specific conflict of interest as described herein, we will need to have the Mayor countersign this letter below.

May 6, 2026
Page 2

Sincerely,



Kathryn M. Sellars

The Town of Berthoud Board of Trustees hereby consents to Hoffmann, Parker, Wilson, and Carberry, P.C.'s drafting and reviewing of an establishing agreement to create the Hicks Legacy Regional Water Authority as described herein and hereby waives any conflict the firm may have because of its concurrent representation of the Town and the other entities involved in the establishment of the Hicks Legacy Regional Water Authority.

William Karspeck, Mayor

Date: _____, 2026.



ABOUT COLORADO MAIN STREET


The Colorado Main Street Program offers support for community-led downtown revitalization. We help communities thrive by providing a customizable framework to focus efforts, energy, and resources to create a more vibrant community. Proven revitalization strategies and organization help communities identify and leverage opportunities and resources. By focusing on current community strengths and assets, the Colorado Main Street Program is a catalyst to move you forward, one step at a time.

The Colorado Main Street program, housed within the Department of Local Affairs, has the mission to coordinate resources and technical assistance for communities seeking to revitalize their historic downtown commercial districts based on their unique needs.


OUR MISSION: Strengthen our Colorado communities by assisting them with implementing the Main Street Approach and helping them revitalize and preserve their historic downtowns and build economic resiliency.

OUR VISION: Healthy and vibrant downtowns that enrich local businesses, embrace history, and enhance their unique sense of place.


THE MAIN STREET APPROACH

 **ORGANIZATION** gets everyone working toward the same goal and assembles the appropriate human and financial resources to implement a Main Street revitalization program.


- A governing board, volunteers, and specific project committees for a volunteer-driven program.
- A Main Street Manager to coordinate the work and be a point of contact, both for locals and the state program.

 **PROMOTION** sells a positive image of the commercial district and encourages consumers and investors to live, work, shop, play, and invest in the Main Street district.

- Market unique characteristics with an effective promotional strategy forges a positive image.
- Improve consumer confidence and encourage commercial activity and investment.

 **DESIGN** puts Main Street into top physical shape, rehabilitating historic buildings, encouraging appropriate new construction, and developing sensible design management and planning.

- Capitalize on assets — such as historic buildings and pedestrian-oriented streets.
- Create an inviting atmosphere (attractive window displays, street furniture, signs, sidewalks, lights and landscaping)

 **ECONOMIC VITALITY** strengthens a existing economic assets while expanding and diversifying its economic base to create jobs, respond to consumer needs.

- Sharpen competitiveness of existing business owner.
- Foster entrepreneurial start-ups and expansions and recruit compatible new businesses and economic uses.



PROGRAM REQUIREMENTS AND BENEFITS

To become an official Main Street program, a community must establish a steering committee or board of directors, ensure that volunteers know the basics of the Main Street Approach, have a multi-year strategic plan for their downtown, raise community awareness of these efforts, and demonstrate support from the public and private sectors.

It is not unusual for the application process to become an official Main Street community to take a year or more.

Benefits include mini-grants, scholarship funding, consulting services, and targeted technical assistance.

FOR MORE INFORMATION

Visit cdola.colorado.gov/main-street or contact staff:

Gayle Langley, Colorado Main Street Program Coordinator, gayle.langley@state.co.us, 720-498-0563

Larry Lucas, Main Street Architect, larry.lucas@state.co.us, 720-402-9303

Traci Stoffel, Main Street Specialist, traci.stoffel@state.co.us, 720-467-4327

May 12, 2026 | Board of Trustees Meeting

Mayor Karspeck and Board of Trustees,

Berthoud Main Street is proposing a three-year partnership with the Town of Berthoud to strengthen and preserve the unique character of our historic downtown.



Downtown Berthoud is one of the most important assets in our community. It reflects our identity, supports local businesses, and provides a shared space where residents and visitors gather, connect, and spend time. The Town has already made meaningful investments through holiday lighting, façade and sign incentives, maintenance, and capital projects.

This proposal builds on that foundation through a more coordinated and consistent approach focused on improving the overall downtown environment.

Berthoud Main Street is currently an Aspiring Main Street community working toward formal recognition through Colorado Main Street, housed within the Department of Local Affairs (DOLA).

To become an official Colorado Main Street program, Berthoud must still demonstrate:

- A paid professional program manager
- A sustainable three-year funding strategy
- Formal municipal partnership and Town support

This proposed partnership is designed to help Berthoud meet those requirements while positioning our community to access long-term Main Street resources, technical assistance, and additional funding opportunities.

The Ask

We are requesting a three-year partnership commitment of: **\$85,000 annually**

Berthoud Main Street's projected annual programming budget is approximately \$90,000 annually. This reflects both projected program expenses and revenues (through sponsorships, grants, and fundraising).

This annual program structure includes the following core categories:

- **48% Organizational Operations & Program Management (~\$41K)**
Program manager, insurance, business support, reporting and compliance, and operational capacity required to execute and sustain the program
- **15% Marketing & Communications (~\$13.5K)**
Downtown marketing campaigns (web, social, email, print), business promotion, public awareness and engagement
- **11% Visitor Materials, Downtown Experience Tools & Strategic Program Development (~\$10K)**
Printed maps and public-facing materials, visitor guides and tourism resources, downtown discovery tools, sponsorship development, grant writing, fundraising support, and long-term program growth and development initiatives
- **24% Annual Events & Activations (~\$20.5K)**
Community events, seasonal activations and downtown programming designed to increase activity, foot traffic, community engagement, and year-round visibility

Town investment would provide the foundational operational support necessary to establish and sustain the program, while sponsorships, grants, fundraising, and partnerships would help offset annual event, activation, and initiative costs whenever possible.

Historic preservation, design initiatives, and larger placemaking projects would be pursued collaboratively through separate project proposals, grant opportunities, sponsorships, and future strategic partnerships.

This is not a request to simply fund events. It is an investment in a sustainable annual program that strengthens the downtown environment through coordinated management, promotion, community activation, and long-term economic vitality.

Why This Matters

A strong downtown requires more than isolated efforts. It depends on coordination, visibility, preservation, and sustained investment.

Berthoud already has many of the foundational pieces, but without centralized program structure, opportunities for greater impact, alignment, and outside funding remain limited.

This partnership is designed to:

- Maximize the Town's existing downtown investment
- Strengthen historic preservation and downtown character
- Create a more active, welcoming, and connected downtown environment
- Support local businesses through increased visibility and engagement
- Improve downtown as a shared space for residents and visitors
- Position Berthoud to access additional grants, sponsorships, and outside resources

What This Enables

With dedicated funding and program management, Berthoud can move from individual projects to a coordinated downtown strategy that improves the downtown environment year-round.

This includes:

- Stronger communication and community awareness
- Consistent marketing and tourism promotion
- Greater participation in Town and business initiatives
- Expanded community programming and activation
- Historic preservation and placemaking support
- Long-term sustainability for downtown investment

We appreciate the Town's continued commitment to downtown Berthoud and the opportunity to build on that investment through a strategic partnership.

We respectfully ask for your support of this three-year partnership and \$85,000 annual investment.

Thank you,
Berthoud Main Street


Berthoud Main Street Town of Berthoud Partnership

Preserve and Strengthen Downtown Berthoud



A strong downtown doesn't happen by accident





**The Town is already
investing downtown.
Let's build on that.**

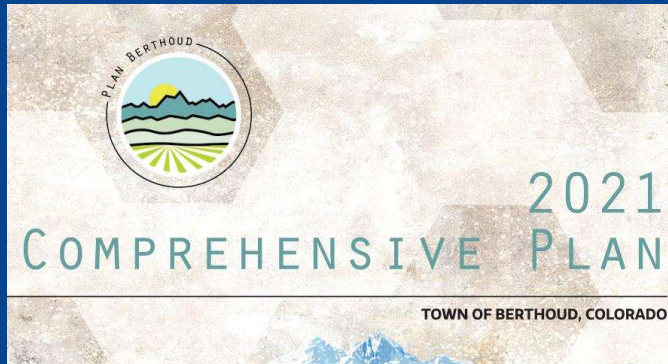
**For every \$1 invested in
a Main Street program,
~\$21 is reinvested locally**



mainstreet.org/our-network/collective-impact

Berthoud Board of Trustees

The municipality is the steward of the community members' vision



Bridge



Berthoud Main Street

Aligning community and Town's vision to preserve and strengthen downtown



Summary of Benefits

Mini-Grants and Scholarships

- Tangible investments in your community **\$5,000 per year**
- Professional development **\$3,000 per year**

Consulting Services & Technical Assistance

- Consulting pool for targeted projects
\$10-\$25,000/community/year
- On-call staff
- Monthly office hours
- Professional architect and Economic Vitality experts for building-business owners

Training & Networking

- Library of resources
- Annual visits
- Site visits
- Presentations to council or board, stakeholders, public
- Webinars
- Listserv
- Grant review, letters of support



Organization: Services and Benefits

Technical and Consulting Assistance

- Strategic Plan-Work Plan development
- Board Retreats/Development
- Facilitation (growing partnership/collaboration)
- On-call support
- Training webinars

Scholarships

- Annual Statewide Summit
- National Now Conference
- Other professional development opportunities

Ex: Saving Places, DCI In the Game, EDCC



**Uplift Meeker Main Street Program
2025-2028 Strategic Plan**

The Uplift Meeker Main Street Program Strategic Plan 2025-2028 is a three-year roadmap developed by the Board of Directors for Uplift Meeker, a community based organization created in partnership with the Town & the local Chamber of Commerce. Our Board of Directors includes local community members, business owners and tenants, and civic minded professionals whose partnership serves as a unifying force committed to enhancing and maintaining the heart of Meeker.

Uplift Meeker's 2025-2028 Strategic Plan identifies our organizational mission and purpose and articulates our vision for the future. Our plan provides Program focus by defining four strategic priorities. These strategic priorities will be advanced by completing specific projects in the heart of Meeker through partnership, collaboration and volunteer support.

Vision:
"We Imagine our town full of life – welcoming, connected and proud of its roots."

Mission: We proudly foster economic growth in the heart of Meeker, where we work to preserve the Town's unique charm, support local businesses, and nurture a thriving, vibrant community for all to enjoy.

Main Street Program Four Point Framework for Community Revitalization

Economic Vitality Design Promotion Organization

Uplift Meeker's Strategic Priorities define our Program's focus and are aligned with the Colorado Main Street Community Four Point Approach for Community Transformation. The Uplift Meeker Board of Directors leverages key partnerships and resources to advance each Strategic Priority.

Strategic Priorities

1. Boost business engagement and activity in the heart of Meeker.
2. Tell our Story – Promote the value and impact of the Main Street program (Uplift Meeker) and its role in supporting community vitality.
3. Implement projects that preserve, enhance and connect people to the heart of Meeker.
4. Collaborate with the town and partner organizations to align resources and achieve greater impact.



cdola.colorado.gov 7

Design: Services and Benefits

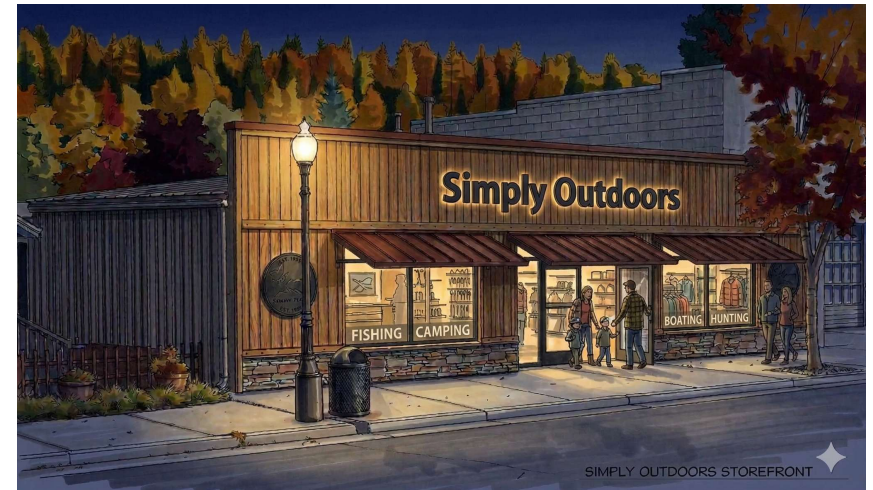
Technical and Consulting Assistance

- Park/parklet design and construction documents
- Gateway sign design and construction documents
- Parking assessment/analysis
- Alleyway Activation
- Wayfinding (limited)
- Building Inventory
- Historic Building designation
- On-call support
- Training webinars



Design: Architectural Support

recommendations advice mechanical
local historic **history** building-codes
original redevelopment sustainability
funding character lighting rehabilitation awning consultants analysis
regulatory facade development **guidance** signage tax-credits
audit standards drawings windows support systems
design budget planning floorplans **building** strategy functions insulation
grants paint **preservation** phasing consult
collaborate energy-efficiency restore equipment
color renewables contractors



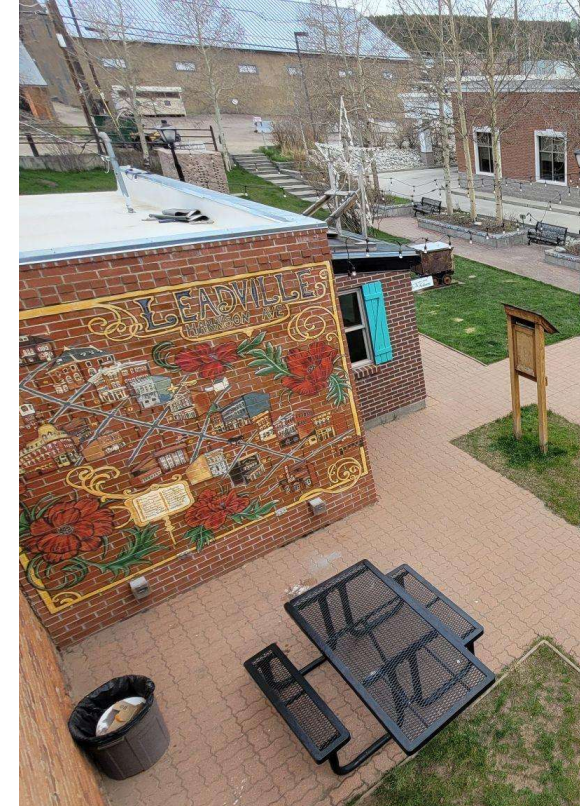
Design: Services and Benefits

Mini-grants

- Placemaking
- Public amenities
- Public art
- Playground equipment
- Banners
- Wayfinding

Scholarships

- Saving Places conference
- National Now Conference
- Other professional development opportunities



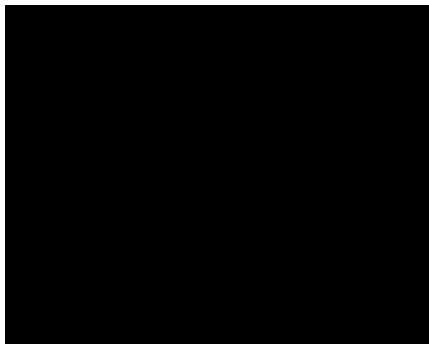
Placemaking: Amenities and Elements



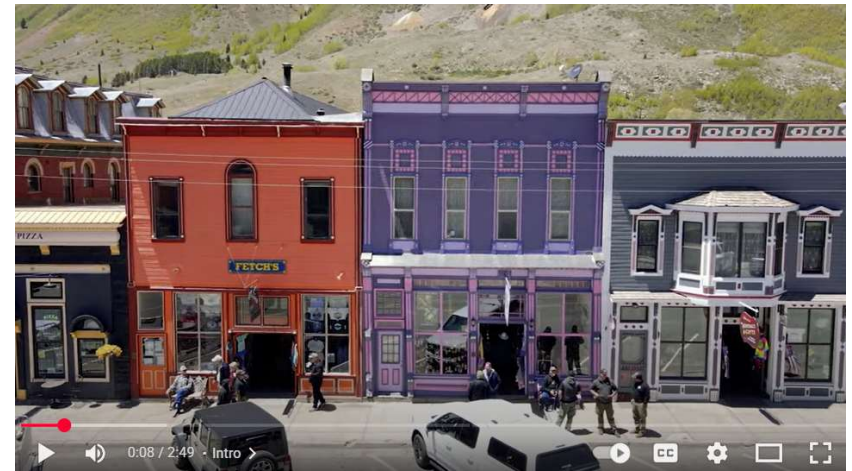
Placemaking: Public Art



Promotion: Services and Benefits



Promotional Videos!



cdola.colorado.gov 13

Economic Vitality: Services and Benefits

Technical and Consulting Assistance

- Building and Business Inventory
- Grant Incentive toolkit
- Market Analysis
- ESRI Data Analytics
- Redevelopment Analysis-Toolkit
- National Coordinating Program resources
- On-call support
- AI Deployment
- Training webinars



REDEVELOPMENT ROADMAP



Prepared for Limon Main Street with support from the Colorado Main Street Program, a division of the Colorado Department of Local Affairs.



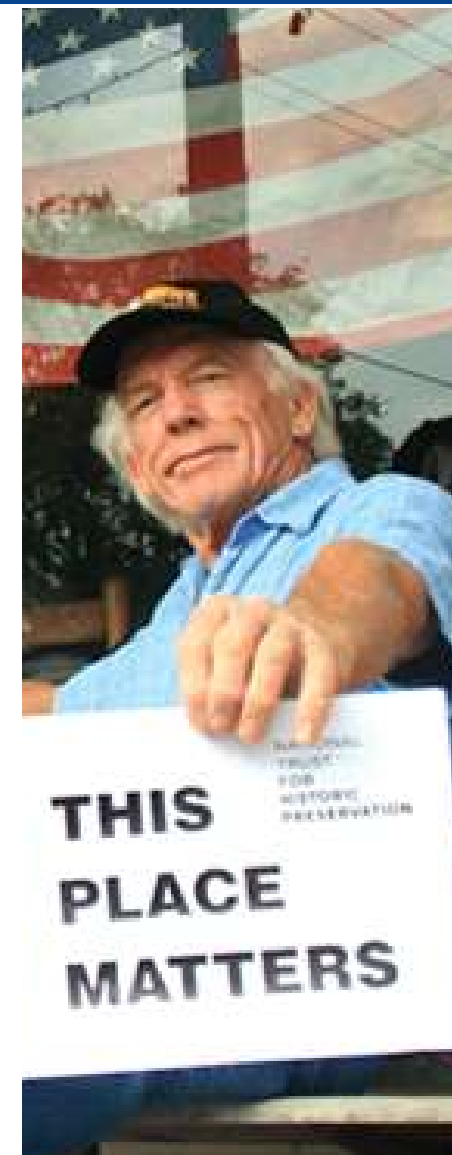
Completed by Ayres Associates
April 2025

***Small really does matter: Small steps,
small businesses, small deals, and small developments
can add up to a big impact.***

- Ed McMahon,
Former Board President of Main Street America

***There is simply no more cost effective economic
development program of any type, on any scale,
anywhere in the country than Main Street.***

- Donovan Rypkema,
Author of *The Economics of Historic Preservation*

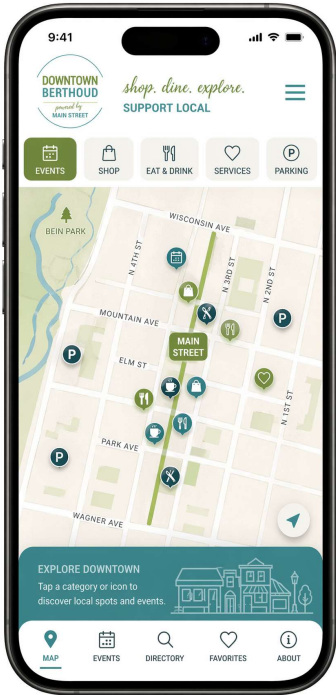




WHAT THIS LOOKS LIKE IN BERTHOUD

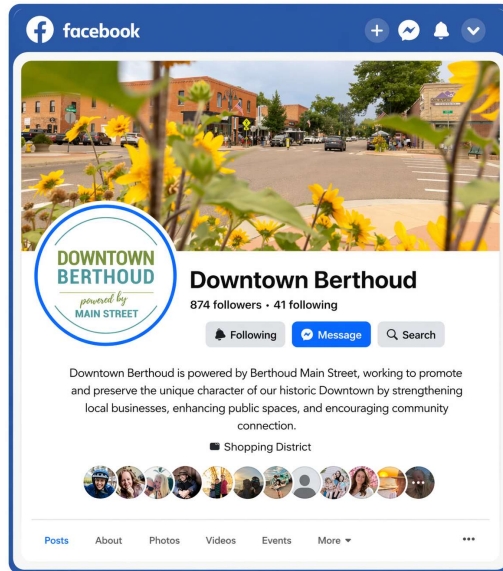


DOWNTOWN APP

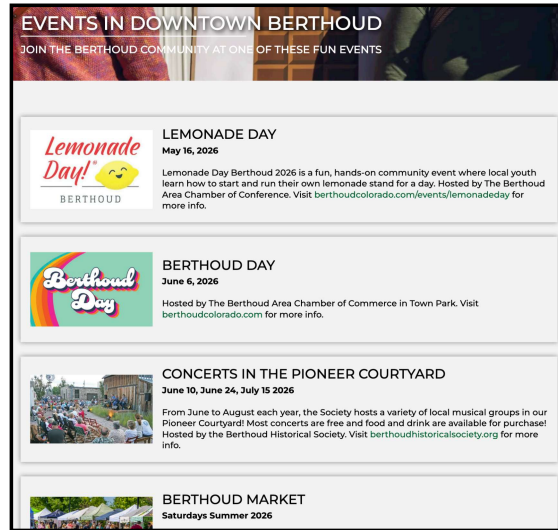


WHAT THIS LOOKS LIKE IN BERTHOUD

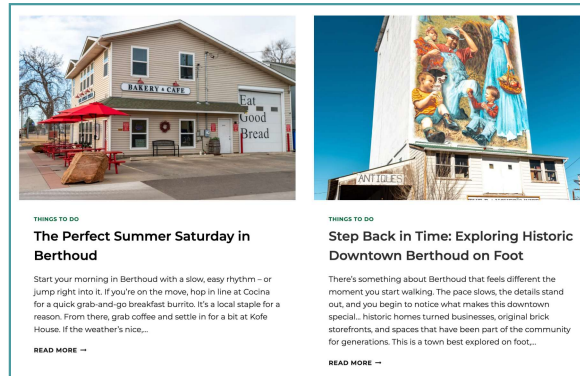
SOCIAL ENGAGEMENT



DOWNTOWN EVENT CALENDAR



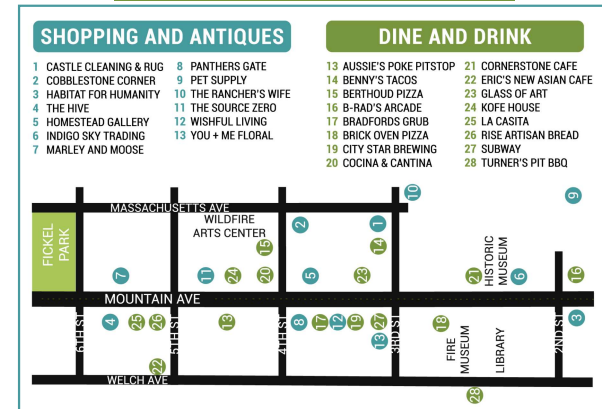
TOURISM ARTICLES



WALKING TOUR BROCHURE



PRINTED DOWNTOWN MAP



How can Berthoud Become an Official Main Street Community

Berthoud Main Street is an *Aspiring* Main Street community

Colorado Main Street community requirements:

- Formalized organization structure: 501(c)(3) nonprofit
- Active Board of Directors: Board of 9 Downtown Stakeholders
- Community Awareness
- Paid professional program manager***
- Dedicated support and funding from Town of Berthoud***
 - Sustainable 3 year funding strategy***
 - Formal Resolution from Town Government***
 - Town Liaison



Will you support preserving and strengthening Downtown Berthoud?

Dedicated support and funding from the Town of Berthoud, a formal resolution supporting 3 year sustainable funding strategy

Trustee as Ex Officio Main Street Board member



Preserve and Strengthen Downtown Berthoud



MISSION OUR PURPOSE

Strengthen and preserve the unique character of downtown Berthoud by championing local businesses, celebrating arts and culture, and creating experiences that bring our community together. We honor the historic charm of our downtown while fostering a vibrant walkable district where small businesses and community connection thrive.

VISION OUR ASPIRATION

A downtown that preserves its unique character, strengthens local businesses, honors history, inspires innovation, celebrates the arts, and encourages community connection.

Board of Trustees Information



Community Development Department

Meeting Date:	May 12, 2026
Agenda Title/Subject:	Annual Committee Report - Historic Preservation Advisory Committee
Type of Item:	Regular Item
Purpose:	Presentation of the Town of Berthoud Historic Preservation Advisory Committee Annual Report for 2025 to the Town Board of Trustees
Presented by:	Leslie Moore

Attachments:

1. 2025 HPAC Annual Report

Background:

The Historic Preservation Committee provides an annual report to the Town Board of Trustees as required by Resolution 2019.02. Resolution 2019.02 provides details on the mission and function of the Historic Preservation Advisory Committee, as well as other non-statutory Committees in the Town of Berthoud. This Annual Report for the year 2025 was prepared by the Committee with assistance from its Staff Liaison, and discussed during their April 13, 2026 and March 9, 2026 meetings.

This report outlines the activities of the Historic Preservation Advisory Committee for the year 2025, including but not limited to public engagement events, the initiation and completion of a Historic Preservation Master Plan process in conjunction with consultants Chronicle Heritage, and the implementation of an updated virtual walking tour.

Update/Next Steps:

This item requires no additional action.

Fiscal Impact and Fund Source:

There is no fiscal impact associated with this report.

Community Touchstones:

This informational item is aligned with the Community Identity touchstone through the Town and the Historic Preservation Advisory Committee's continued efforts to promote and encourage historic preservation and education within the Town, as detailed in the report.

Recommended Action(s):

No action is required of the Board of Trustees. The item is being provided for the Board

of Trustees' information.



Historic Preservation Advisory Committee 2025 Annual Report



Committee Members



- Leslie Moore, Chair
 - Lee Hardies, Vice Chair
 - Joan Cullen, Secretary
 - John Belcastro
 - Ryan Durfee
 - Carri Grimditch
 - Courtney Van Hooser
-
- Bella Manzo, Staff Liaison
 - Andrew Wayland, Berthoud Historical Society Liaison
 - Tim Hardy, Board Liaison



By the numbers



- 1 Minor Alteration Requests Reviewed
- 3 Major Alterations Requests Reviewed
- No new properties added or removed to the register of Local Historic Landmarks

Coaster Project

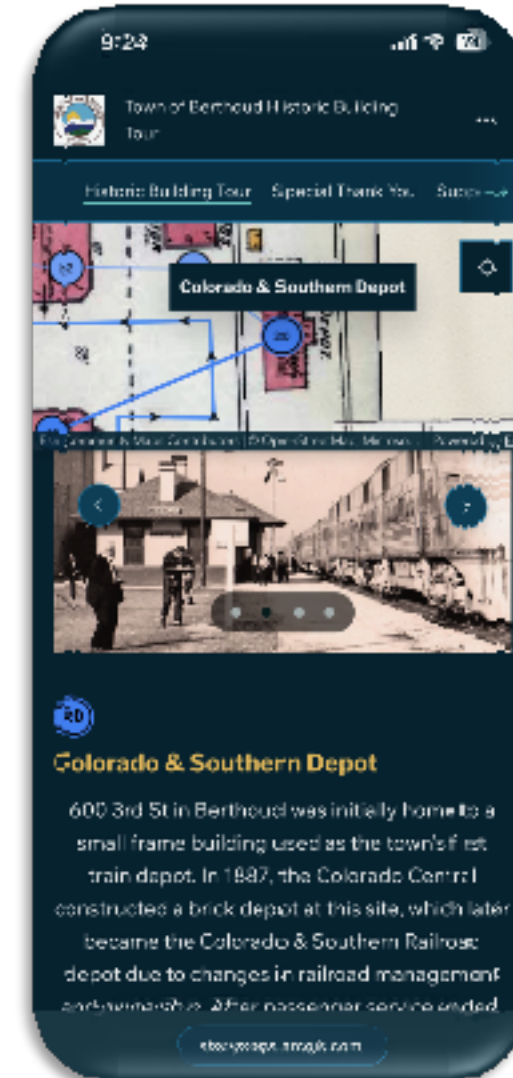
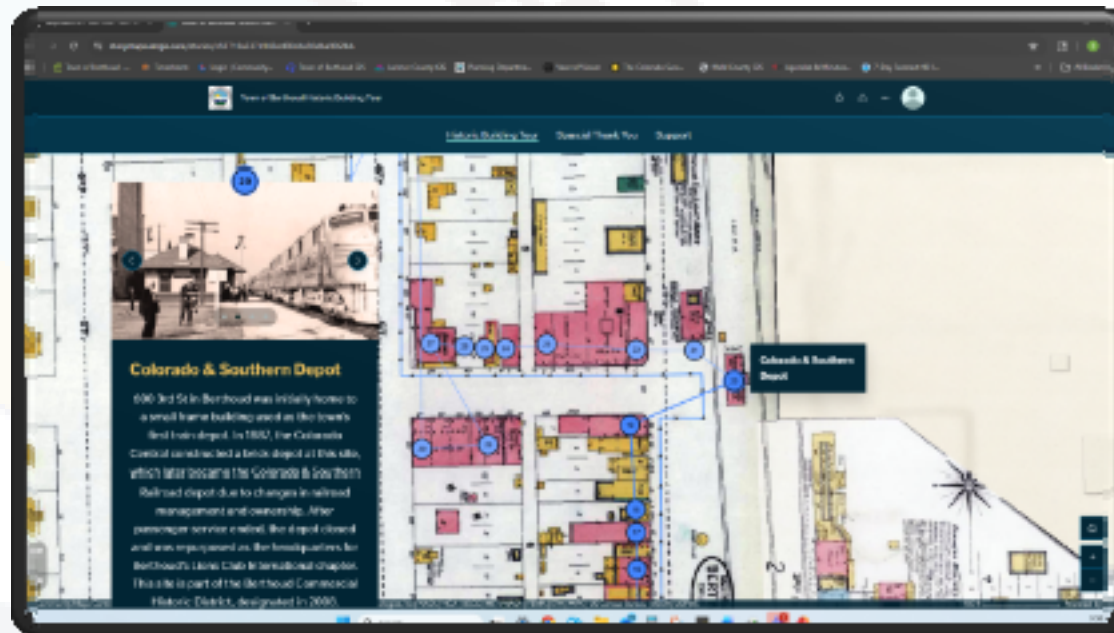


- Expansion of coaster program from 2024
- 4 unique designs
- QR codes direct to interactive online Historic Walking Tour

Virtual Historic Walking Tour



- Updated with new look
- Better optimized for mobile use
- Utilizes historic Sanborn maps



Historic Preservation Plan



- Process began in Spring 2025
- Multiple rounds of community outreach
 - Online survey
 - In-person events
 - Stakeholder group meeting
 - Open public comment on plan draft
 - Multiple rounds of HPAC comments
- Outlines vision, goals, and strategies for the HPAC




New Orientation Process




- September 2025
- Orientation for all new commissioners
- Outlines committee function, roles, responsibilities, and best practices.
- Will be conducted annually for new and returning committee members

Berthoud HPAC Toolkit




- Land Use Code, Section 9
- Historic Preservation Plan (in progress!)
- State Historic Preservation Office/Office of Archaeology and Historic Preservation
- Secretary of the Interior Standards for Rehabilitation

Alteration Requests




Minor
Authorization from **Town Staff** is required.

- Staff may bring to HPAC if necessary

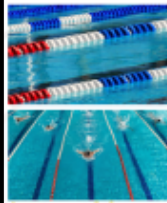


Major
Authorization from the **Town Board of Trustees** is required

1. Request is identified, then received by Staff
2. Staff presents request to HPAC
3. HPAC provides recommendation to Trustees



Duties and Authorities: our "Swim Lanes"



1. Conduct activities necessary to maintain CLG status
2. Make Recommendations to Staff and the Board of Trustees regarding:
 1. Criteria for review of resources
 2. Resources to be nominated as historic structures/districts
 3. Applications for alterations to exteriors of historic structures & elements of historic districts
 4. Review applications for moving/demolishing Local Historic Landmarks
 5. Matters related to preserving the historic character of the town
 6. Support or financial assistance for preservation-related programs
 7. Removal of properties from the register for various reasons
 8. Application fees for alteration applications
3. Advise and assist historic property owners on rehabilitation and nomination options
4. Initiate public education programs (i.e., walking tours, brochures, lectures, etc.)
5. Survey historic properties and areas and prioritize their importance

Outstanding Landmark Awards Selection



Residential:
McCormick House



Commercial:
335 Mountain Ave





- In-person at Oktoberfest
- In-person at A Very Merry Berthoud (Craft Fair)
- Multiple opportunities for public input via online community survey and open public comment on Preservation Plan

Berthoud, CO Preservation Plan

What is a Preservation Plan?

A Preservation Plan is a local policy document that establishes a series of goals and strategies for preserving historic sites, neighborhoods, and local heritage. The Town of Berthoud is in the process of drafting its first town-wide preservation plan. The Plan will be adopted by the Board of Trustees and managed by the Community Development Department and the Historic Preservation Advisory Committee.

Preservation Plans:

- Guide new development in the Town that is sensitive to its historic character and development.
- Provide a set of actionable policy items for the Town to pursue.
- Identify what is important to the community through a community driven process.
- Identify priorities and strategies for achieving goals and policies identified by the community.

Community Survey

The Town of Berthoud is seeking your input through a short online survey. The survey will help the Town identify what's important to the community as it drafts its first Historic Preservation Plan.

Scan the QR code to take the 5-10 minute online survey.



Downtown Berthoud Co. 1920



For more information visit berthoud.org/260/Historic-Preservation-Advisory-Committee





Historic Preservation Advisory Committee 2025 Annual Report



Historic Preservation Month Proclamation

WHEREAS, local historic preservation is an effective tool for revitalizing neighborhoods, promoting economic, social, and environmental sustainability, fostering local pride, and maintaining community character while enhancing livability; and

WHEREAS, preserving our historic resources is vital to maintaining the character and heritage of Berthoud; and

WHEREAS, the Berthoud Historic Preservation Advisory Committee actively works to survey and identify properties, structures, and areas that are culturally, architecturally, or historically significant to the Town; and

WHEREAS, it is important to celebrate the role of history in our lives and the contributions made by dedicated individuals in helping to preserve the tangible aspects of the heritage that has shaped us as a people; and

WHEREAS, the National Historic Preservation Act has had a profound impact on Colorado and all historic places listed on Local, State, and National Registers that contribute to the revitalization and recognition of communities through heritage tourism and the preservation of historic places that honor the diverse cultural, agricultural, natural, and built environments of our amazing State.

Now, Therefore, I, William Karspeck, Mayor of Berthoud, do hereby declare the month of May 2026 as:

Historic Preservation Month

In the Town of Berthoud, I, Mayor William Karspeck, and the Town of Berthoud Board of Trustees ask each resident to join us to observe this important month and bring attention to maintaining our history and historic properties.

William Karspeck, Mayor Date

Board of Trustees Information



Community Development Department

Meeting Date:	May 12, 2026
Agenda Title/Subject:	Adoption of the Town of Berthoud Historic Preservation Master Plan
Type of Item:	Regular Item
Purpose:	Approval and adoption of the Town of Berthoud Historic Preservation Master Plan.
Presented by:	Anne Johnson

Attachments:

1. 01 Ordinance 1381 Historic Preservation Master Plan
2. 02 Berthoud, Co Preservation Plan
3. 03 Berthoud Preservation Plan Survey Results

Background:

The Town of Berthoud was awarded a grant through History Now on March 3, 2025 to develop a Historic Preservation Master Plan. A portion of the funding stream for that grant was from the federal Historic Preservation Fund and federal funds were not released. The State of Colorado reached out to the Town and alerted staff to an alternative source of funds through the State Historical Fund. The Town quickly responded and supplied a subsequent grant application and were notified of award in May, 2025.

The Town issued an RFP, received nine bids, and after a competitive review process, the Town Trustees approved the Town's selection of Chronicle Heritage on May 27, 2025.

Following selection, Town staff, members of Chronicle Heritage and the Historic Preservation Advisory Committee proceeded to have engagement events at Oktoberfest, Very Merry Berthoud, a survey, a stakeholder's group meeting, and shared the Master Plan drafts to many participants and community members. The State of Colorado has approved the Master Plan being presented to you today.

Update/Next Steps:

The Action Plan portion of the Master Plan contains priorities which the Historic Preservation Advisory Committee will evaluate starting in June to prepare for implementation yet in 2026 as well as budget preparation for 2027.

Fiscal Impact and Fund Source:

Upon the Board's approval, the Town will be able to submit for reimbursement in the amount of \$25,000 (grant award). The Town's match was \$9,383.34 and was included in the Town

budget.

Community Touchstones:

Implementing the action plan will help guide the Historic Preservation Advisory Committee's activities which will strengthen the Town's identity.

Recommended Action(s):

Staff recommends the Town Board approve and adopt the Historic Preservation Master Plan as presented.

**Ordinance No. 1381
Series 2026**

An Ordinance of the Town of Berthoud

Whereas, the Town of Berthoud is a municipal corporation possessing all powers granted to a statutory town by Title 31 of the Colorado Revised Statutes; and

Whereas, the Town of Berthoud, Colorado, has developed a Historic Preservation Master Plan in accordance with the requirements of the State Historical Fund; and

Whereas, the Town of Berthoud Historic Preservation Master Plan engaged residents throughout the 9-month planning period; and

Whereas, the Board of Trustees, have adopted the Historic Preservation Master Plan by reference at their May 12, 2026 public hearing; and

Whereas, the attached Exhibits A and B, the only attachments hereto has been submitted for consideration in writing to the Board of Trustees and the Board of Trustees has determined that such Master Plan should be adopted as herein set forth;

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

Section 1. The Town of Berthoud Historic Preservation Master Plan, attached as Exhibits A and B are hereby adopted;

Section 2. If any section, paragraph, sentence, clause, or phrase of this Ordinance is held to be unconstitutional or invalid for any reason, such decision shall not affect the validity or constitutionality of the remaining portions of this Ordinance.

Section 3. Severability. If any provision of this Ordinance is determined to be invalid for any reason, such determination shall not affect the validity of the remaining provisions of this Ordinance, and the Board of Trustees hereby declares that it would have passed this Ordinance and each provision thereof irrespective of the fact that any one or more provisions may be declared invalid.

Section 4. Repeal. Existing ordinances or provisions thereof inconsistent with the provisions of this Ordinance are hereby repealed, except that this repeal shall not affect or prevent the prosecution or punishment of any person for any act done or committed in violation of any ordinance hereby repealed prior to the effective date of this Ordinance.

Introduced, approved and adopted this 12 day of May, 2026.

Town of Berthoud

William Karspeck, Mayor

Attest

Christian Samora, Town Clerk

PRESERVATION PLAN FOR BERTHOUD, CO

APRIL 2026



ACKNOWLEDGMENTS



Town of Berthoud
807 Mountain Avenue
Berthoud, CO 80513

This preservation plan was made possible by State Historical Grant #2025-M2-004.
<https://www.berthoud.org/>

History Colorado Document Number MC.LG.NR8

Publication Credits: All images within the document are cited from the source.
Pictures and figures without sources were created by Chronicle Heritage. Title page photos are sourced from Flickr and Adobe Stock unless noted otherwise.

Board of Trustees:

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

Historic Preservation Advisory Committee:

Leslie Moore, Chair
Lee Hardies, Vice-Chair
Carri Grimditch
Courtney VanHooser
John Belcastro
Joan Cullen
Ryan Durfee
Tim Hardy, Board Liaison

Berthoud Historical Society Liaison:

Andrew Wayland

Berthoud Staff:

Anne Johnson, Community Development Director
Bella Manzo, Planner

Chronicle Heritage Staff:

John Schuttler, Senior Architectural Historian & Project Manager
Caleb Gasperek, Preservation Planner & Plan Author
Alyssa Maziarz, Graphic Designer



Berthoud Foursquare Church by Charles Gilmore.
(Source: Denver Public Library Special Collections, C2011-16 ART)



German Congregational Church (730 6th Street)

BERTHOUD

GARDEN SPOT OF COLORADO

TABLE OF CONTENTS

CHAPTER 1	
INTRODUCTION.....	6
Summary.....	7
A Brief History.....	8
What is Historic Preservation.....	11
Preservation Planning.....	11
What is a Historic Preservation Plan.....	13
How to Use This Plan.....	13
Preservation Plan Development.....	14
Community Survey.....	15
HISTORIC PRESERVATION IN BERTHOUD, CO	18
National Historic Preservation Act of 1966.....	18
History Colorado and the State Historic Preservation Office.....	18
State Historical Fund.....	19
Certified Local Government Program.....	20
Incentives for Historic Preservation.....	22
BERTHOUD'S HISTORIC PRESERVATION PROGRAM.....	23
Historic Resources (Chapter 30, Section 10).....	23
Historic Preservation Advisory Committee.....	24
Local, State, and National Designations.....	25
Local Historic Landmark Register.....	26
Berthoud Commercial Historic District.....	28
Local Historic Landmarks.....	29
Berthoud Community Partners.....	32
CHAPTER 2	
GOALS, STRATEGIES, AND IMPLEMENTING ACTIONS, AND FIVE-YEAR PLAN	34
Goal 1: Strengthen and Implement Berthoud's Existing Historic Preservation Program.....	36
Goal 2: Protect Berthoud's Existing Historic Resources and Maintain the Town's Character.....	46
Goal 3: Identify and Protect New Historic Resources within Berthoud.....	58
Goal 4: Promote a Greater Understanding of Local History Through Civic Pride, Community Engagement, and Partnerships.....	72
Implementing Actions Matrix.....	84
Five-Year Work Plan.....	97
BIBLIOGRAPHY.....	100

CHAPTER 1

INTRODUCTION



B 2746. Berthoud's Public School, Berthoud, Colorado.
Berthoud's Public School pictured in 1912.
(Source: Denver Public Library Special Collections X-7309)

Summary

Located on a bluff in the Little Thompson Valley, the Town of Berthoud has grown steadily since its founding in the late 1800s into a vibrant community of over 14,000 residents. Boasting a rich agricultural history, Berthoud has an active downtown characterized by a variety of building and architectural types that reflect nearly 150 years of architectural history. The 2026 Berthoud Preservation Plan is a collaborative effort between the Town of Berthoud, the Historic Preservation Advisory Committee (HPAC), community stakeholders, the public, and cultural resource consultants at Chronicle Heritage, that seeks to promote and celebrate the history of Berthoud through the built environment and areas within its Growth Management Plan. The creation and implementation of this plan was made possible by a grant from the State Historical Fund. The objective of this Plan is to document the town's existing historic preservation program and establish a long-term vision for its future through a series of goals, strategies, and implementing actions. This plan is the first of its kind in Berthoud.

Historic preservation in Berthoud is facilitated by the Historic Preservation Advisory Committee (HPAC), a town board entrusted with protecting and promoting Berthoud's historic resources. The HPAC primarily accomplishes this by reviewing and nominating historic properties and districts to the local landmark register. Since the HPAC was formed in 2002, one historic district and over 50 properties have been designated as historic landmarks. While the HPAC has been successful in protecting many of its early historic resources centered around the downtown commercial core, a comprehensive inventory of the community's historic resources has not yet been undertaken. This plan aims to empower the HPAC and its community partners with the knowledge and tools necessary to reveal more of the town's history and implement measures to protect its historic resources for the enjoyment of future generations.

A Brief History

Prior to the arrival of Europeans in Colorado's northern Front Range, the area surrounding present day Berthoud, Colorado was first inhabited by the Paleoindian peoples belonging to the Clovis culture (12,000-11,000 B.P), and later the Folsom culture (11,000-10,000 BP). The Paleoindians of the Front Range lived within a climate both cooler and wetter than today. These early people lived as hunter gatherers, moving along with the seasons and following the migration of now-extinct large game animals such as mammoths, camels, and sloths which they hunted. Archaeological sites in the area including campsites, kill sites, and animal processing sites provide an impartial record for how the first inhabitants of the Front Range lived.



The Chicago, Burlington & Quincy R.R. passing through Berthoud. (Source: Denver Public Library Special Collections RR-1210)

Over time continental glaciers receded, and environmental conditions improved until the Front Range's climate reflected what we have come to experience today. Numerous tribes would come to inhabit the Front Range in the immediate years proceeding the arrival of Euro-Americans including the Arapaho, Ute, and Cheyenne people. Primarily nomadic people, these Native people moved from place to place as the seasons changed. The Cheyenne and Arapaho primarily inhabited the eastern plains, where they hunted bison and other game. The Utes, who relied less on the hunting of bison, primarily resided in the mountains and western plateau. Each of these tribes relied on the waters of the Cache la Poudre, the Platte, and the Big Thompson, as well as smaller tributaries such as Little Thompson Creek.

The Pikes Peak gold rush of 1858 signaled the beginning of American expansion into what would become Berthoud. In 1872 homesteader Lewis Cross arrived in Larimer County and established the region's first post office, the Little Thompson Post Office. Another early settler was Peter Turner, who established a homestead on a bluff north of the Little

Thompson River near the Cross Ranch. Within a few years a school, general store, and a blacksmith shop were built and a town began to take shape.

In 1877 a rail line of the Colorado Central Railroad was constructed over the Overland Stage route which passed through Turner's homestead. The railroad company built a depot and section house near the post office. A small rural community grew around the post office and rail depot and the community was named Berthoud in honor of Edward L. Berthoud, an engineer who mapped some of the early rail routes through the Little Thompson Valley. The location of the rail depot presented problems with trains passing through Berthoud. The depot was located at a low point in the valley that made it difficult for trains departing Berthoud in both directions. Turner, who owned land at a higher elevation north of the current townsite, laid out and platted a new townsite at no cost to the railroad. Between 1883 and 1884 the railroad and other inhabitants of Berthoud moved to the new townsite located at the present day location of Berthoud.

In the late 1800s the agricultural importance of Berthoud grew as the town expanded. Local farmers established a ditch company and began drawing water from the Big Thompson River to irrigate their crops. Shortly after the Berthoud Ditch and Reservoir Waterworks was established and residents of Berthoud approved a measure to lay pipe to a lake north of town. The development of Berthoud's water infrastructure provided crucial access to water for both municipal and farming uses. Businesses to support local agriculture grew and expanded throughout the late 1800s and a small, but notable commercial sector developed. In addition to farmer's cooperatives and grain elevators, Berthoud's early businesses included a bank, general and specialty stores, and a hotel operated and owned by Peter Turner.



The German Congregational Church of Berthoud circa 1930. (Source: Denver Public Library Special Collections X-7307)

In addition to commercial enterprises, civic and religious organizations were built to support community life in Berthoud. Peter Turner established the first school in

Berthoud proper on the north side of Mountain Avenue between 6th and 7th streets. In 1895 the school was torn down and a new brick building was erected that doubled the size of the original school. The Presbyterians established the first church in Berthoud, though they were soon followed by the United Brethren Church who built an imposing Gothic Revival church at the corner of 4th Street and Mountain Avenue. By the 1920s six denominations had established churches in Berthoud.

Residential development in Berthoud was initially concentrated to the west and north of the commercial district on the north side of Mountain Avenue within the original Turner lots. In the early 1900s George Kee, a local real estate mogul, purchased 40 acres from Turner and established the Capitol Hill Addition. The addition included 72 lots along 4th, 5th, and 6th streets. The addition included many residential dwellings with modern conveniences such as water, sewer, and electric lights. Other notable developments include the Long's Peak Addition, the Welch Addition, and Fickel Park which was home to many of Berthoud's business and civic leaders.

Throughout the first half of the 20th century the automobile would transform the landscape of the town. The first Ford dealership was established in Berthoud in 1912 by Emery Bashor. In 1922 the town's first service station was built at the corner of 1st Street and Mountain Avenue. In the 1930s homes and businesses were assigned numbered addresses and street signs were erected along major avenues. Between 1924 and 1925 Mountain Avenue was designated as State Highway 56 and US Highway 287, formally linking Berthoud to other communities along the highway system of the Front Range. The ascent of the automobile coincided with the waning of agricultural and the community's reliance on the railroad. In the second half of the 20th century Berthoud has diversified its economy through the tourism, manufacturing, and service industries, though agriculture remains an important part of the community's identity and cultural heritage.

What is Historic Preservation?

Historic preservation is the practice of identifying, protecting, and preserving buildings, landscapes, archaeological sites, and other aspects of the built environment that have historic and cultural significance, so that these resources might be preserved, protected, and enjoyed by future generations. Historic preservation is most often associated with the tangible aspects of our environment, but is also mindful of the stories, ideas, traditions, and beliefs embodied within these places. Historic preservation does not strive to freeze historic places in time, but to utilize these places through thoughtful transformations which serve modern purposes while preserving their integrity and character. Historic preservation includes both advocacy-based and compliance-based initiatives. Local regulations facilitate the preservation of historic properties; while oral histories, community engagement, and a broader understanding of history help to instill a sense of shared stewardship within the community.

Preservation Planning

As a planning document, it is important to understand what preservation planning is. Preservation planning is the process of organizing preservation activities through the identification and evaluation of historic properties, protecting those properties through mechanisms such as zoning or preservation ordinances, and managing these properties for their long-term stewardship. Preservation plans such as this document are a key component of preservation planning and help to establish long-term goals and management strategies. Preservation planning occurs at many scales including the state level, within the boundaries of a community, or within a specific project area.

Preservation planning is guided by the following National Park Service (NPS) principles:

- Historic properties cannot be replaced when destroyed. Preservation planning aims to preserve historic properties in place and plan for their long-term use.
- Preservation planning begins before all significant properties in a community have been identified. Existing information should be used to make informed decisions, and new information should be acquired as necessary.
- Public participation is essential in the planning process and should be used to help define the values of a community and the threats to its historic properties. Public participation helps to broaden support for historic preservation by defining shared values that guide preservation planning decisions.

NPS Preservation Terminology

Preservation: Preservation is defined as the act or process of applying measures necessary to sustain the existing form, integrity, and materials of an historic property.

Reconstruction: Reconstruction is defined as the act or process of depicting, by means of new construction, the form, features, and detailing of a non-surviving site, landscape, building, structure, or object for the purpose of replicating its appearance at a specific period of time and in its historic location.

Rehabilitation: Rehabilitation is defined as the act or process of making possible a compatible use for a property through repair, alterations, and additions while preserving those portions or features which convey its historical, cultural, or architectural values.

Restoration: Restoration is defined as the act or process of accurately depicting the form, features, and character of a property as it appeared at a particular period of time by means of the removal of features from other periods in its history and reconstruction of missing features from the restoration period.

What is a Historic Preservation Plan?

A historic preservation plan is a planning document adopted by a government entity that provides an inventory of existing conditions within the town and a framework for identifying, protecting, and promoting its historic resources in the future. The NPS recommends state and local governments adopt preservation plans as a way of integrating historic preservation into the broader realm of public policy and community advocacy. Preservation plans assess the strengths and weaknesses of the town's existing preservation program in order to identify what is working well, what could be improved, and what opportunities or tools are available to use. A primary component of a preservation plan is the formulation of goals and strategies based on community feedback and coordination between town staff, consultants, stakeholders, and the public.

How to Use This Plan

This plan is meant to be utilized by town staff, the HPAC, community stakeholders, and the public. Each involved entity has a part to play in carrying out this plan. Town staff and the HPAC are the primary managers and administrators of this plan. Staff utilized the Action Plan contained within this document for annual budgeting and work planning. The Town Board of Trustees approves the annual budget which directs staff's priorities for the year. Community stakeholders such as non-profits, businesses, and other community groups will also help facilitate strategies found herein, especially those that rely on community input, outreach, and advocacy. Finally, members of the community support this plan by participating in cultural activities, supporting local businesses, and engaging in heritage tourism which helps instill a sense of shared ownership and stewardship of Berthoud's historic resources.

Historic preservation plans such as these are living documents which change over time to reflect the changing priorities of the community. As goals and priorities change, it will be necessary to update this plan in the future. Preservation plans are typically implemented over five to ten years. After five years, the town should assess whether an update is needed and repeat this evaluation every five years. Grant funding may be available to update the plan in the future.

2030 Colorado Preservation Plan

History Colorado, the State Historic Preservation Office (SHPO), has adopted its own statewide preservation plan. State preservation plans such as the 2030 Colorado Preservation Plan help to coordinate and support local preservation efforts across the state. Like the Berthoud preservation plan, the state plan includes a series of goals and strategies for coordinating statewide efforts through 2030. The NPS, which oversees the National Historic Preservation Act (NHPA), requires states to adopt preservation plans and update those plans every 10 years. The Berthoud Preservation Plan uses the State plan as a reference for the framing of this document and some of the goals and strategies found herein. Goals of Colorado's state plan include preserving and sustaining Colorado's historic resources, recognizing Colorado's diverse stories, engaging and collaborating with local communities, and educating and training the next generation of preservationists. The state plan may be accessed at <https://www.historycolorado.org/state-preservation-plan>.



**History
Colorado**

We Are Colorado. Somos Colorado.

Goals, Objectives, and Actions

Vision 2030: Preservation serves and inspires Colorado communities by connecting people, places, and stories to honor our shared history, strengthen our collective sense of belonging, and build a more vibrant and resilient future.

The goals, objectives, and actions for achieving this co-created vision cannot stand alone and depend on the success of one another. Although the goals below are separate and distinct, they are part of a continuum of effort that we, as Coloradans, can all work from. Together, we will work to:

Preservation Plan Development

The Town of Berthoud hired cultural resource consultants Chronicle Heritage in August 2025 to create Berthoud's first townwide preservation plan. The plan was developed over a nine-month period that included community engagement through an online survey and several meetings between town staff and Chronicle Heritage throughout the planning process.

Community Survey

Between October 1 and November 14, 2025, a community-wide online survey was conducted in coordination with the Town of Berthoud, consultants Chronicle Heritage, and community stakeholders. To generate awareness of the survey and the plan's objectives, staff from the Town of Berthoud's Community Development Department and Chronicle Heritage hosted a booth at the town's Octoberfest celebration on October 4. Feedback gathered from the survey was fundamental in developing the goals and strategies outlined within this plan. The survey also provided key insights into the challenges facing preservation in Berthoud, as well as opportunities for future planning efforts. A total of 145 responses were received.

Insights from the Community Survey:

1. Millennials (ages 30–45) make up the largest proportion of survey respondents followed by Gen X (ages 45–60). This is reflective of the town's population at large; nearly 50% of Berthoud's population fall within the Millennial or Gen X cohorts.
2. 70% of survey respondents are familiar with the HPAC and 80% of survey respondents are familiar with the Berthoud Commercial Historic District and local landmarks.
3. 85% of survey respondents stated that it is either very important or extremely important to preserve important places, neighborhoods, and landmarks within Berthoud.
4. Over 75% of respondents said that the Town of Berthoud is effective in preserving and promoting historic resources within the community.
5. Nearly 70% of respondents see no downsides to the town expanding its inventory of historic landmarks and districts.
6. The majority of respondents believe the town should prioritize identifying and documenting new historic landmarks and districts. The community would also like to see historic preservation integrated into other town endeavors such as economic development and for the town to forge new partnerships with community organizations.

To gain additional insights into the community's attitudes towards historic preservation and priorities in planning efforts, staff from the Community Development Department and Chronicle Heritage identified six broad action items in response to the following prompt: ***What can the Town of Berthoud do to promote historic preservation?***

Attendees at the town's Very Merry Berthoud event on December 6, 2025 were asked to select three action items they felt deserved the most attention in preservation planning. The responses served as a basis for refining the action items included in this plan. A total of 268 people participated with the following results:

- Development of school programs and presentations - 248 selections
- Promotion of state tax credits available to individual property owners for restoration of historic properties – 135 selections
- Designation of more historic districts in Berthoud's Growth Management Area – 134 selections
- Stronger requirements concerning architectural salvage – 129 selections
- Development of workshops/training sessions for owners of historic properties – 98 selections
- Generation and distribution of posters/signage for businesses supporting historic preservation efforts – 60 selections

Residents were asked to identify important sites, neighborhoods, or buildings in Berthoud that should be preserved or investigated for future preservation efforts. Examples of some of the responses include:

- ***Welch Avenue and Mountain Avenue***
- ***German Congressional Church***
- ***Town Park Ballfields***
- ***Rancher's Wife (604 3rd Street)***
- ***Ludlow Farm area***
- ***Bacon Lake area***
- ***Open space, natural areas, and agricultural properties***
- ***Little Thompson River corridor***
- ***Flagstone sidewalks***
- ***Heritage trees***
- ***United Brethren Church / Berthoud Foursquare Church***

Historic Preservation in Berthoud, Colorado

National Historic Preservation Act of 1966

In 1966 the federal government under President Lyndon B. Johnson passed the National Historic Preservation Act (NHPA) of 1966. The NHPA established the National Register of Historic Places (NRHP), the Historic Preservation Fund (HPF) administered by the National Park Service, State Historic Preservation Offices (SHPOs), the Section 106 review process, and the Advisory Council on Historic Preservation (ACHP), the federal agency which oversees historic preservation issues in the U.S. The NHPA is significant for being the most comprehensive preservation legislation in the nation and for establishing a clearly defined process for historic preservation based on codified federal regulations. The NHPA also created specific roles, responsibilities, and obligations for Native American tribes, state governments, and local governments such as Berthoud.

History Colorado and the State Historic Preservation Office (SHPO)

In 1879 the State Historical Society of Colorado was founded. Today this organization operates as History Colorado, the State Historic Preservation Office (SHPO). Colorado was one of the first states to appoint a State Historic Preservation Officer after the passage of the National Historic Preservation Act of 1966. History Colorado is responsible for administering federal preservation laws, reviewing state nominations for the National Register of Historic Places and the State Register of Historic Properties, consulting with federal agencies, administering the state and federal tax credit program and the State Historical Fund (SHF), maintaining a database of historic properties in the state, and coordinating with local municipalities such as Berthoud through the Certified Local Government (CLG) Program.

State Historical Fund (SHF)

Established over 30 years ago, the SHF awards grants on an annual basis for preservation projects across the state. The SHF grant is administered by History Colorado and is funded by gaming tax revenue from within the state. Grants from the SHF are available to public entities, Sovereign Tribal Nations, and non-profit organizations in Colorado. Private individuals and for-profit entities may apply for SHF grants if a public entity or non-profit applies on the owner's behalf and administers the grant. Most projects under the SHF require a matching contribution toward the project total and must meet certain standards and criteria set forth by History Colorado in the annual SHF Grant Program Guidebook. Projects that meet the Expanding the Narrative requirements may apply with no cash match. Further details on the Expanding the Narrative program requirements can be found in the SHF Grant Program Guidebook.

Both competitive and non-competitive grants are available annually. Competitive grants are available through two grant rounds per year with a maximum grant request of \$250,000, while noncompetitive grants are available year-round for up to \$20,000. Competitive grants typically provide funding for the built environment, archaeology, and education or training related to historic preservation. Noncompetitive grants typically aid in the planning and development of future, larger historic preservation projects. History Colorado encourages applicants to reach out to their engagement staff early in the process to determine which type of grant your project may be eligible for. For more information about the SHF and the Expanding the Narrative program visit <https://www.historycolorado.org/state-historical-fund>.

Did you know?

This preservation plan was supported in part by a grant from the State Historical Fund. Since its creation the State Historical Fund has awarded nearly \$400 million for historic preservation projects across all 64 of Colorado's counties.

Certified Local Government (CLG) Program

In 1980 the NHPA was amended by the U.S. Congress to add the Certified Local Government (CLG) Program. CLGs are counties or local governments certified by the SHPO and the NPS which have shown a commitment to historic preservation in their communities. Municipalities participating in the CLG program must meet NPS requirements that include:

- The establishment of a local preservation ordinance and a historic preservation commission (such as the HPAC).
- The CLG must maintain inventory of historic properties in their community.
- The CLG must provide the opportunity for public participation in local preservation programs.
- The CLG must review and comment on NRHP nominations submitted within their jurisdiction.
- At least one member of the HPAC must attend a SHPO-approved educational/training event each year.
- The CLG must submit an annual report to History Colorado that includes the number of cases reviewed and their outcomes, new designation, progress on any survey activities, educational activities, and the credentials of new HPAC members and assigned town staff.



Downtown Berthoud as pictured in 1920 during a snow storm.
(Source: Denver Public Library Special Collections, X-7310)

In exchange for complying with the CLG requirements, communities such as Berthoud have access to certain benefits:

- CLGs have access to grant funding that can be used for historic resource surveys, planning documents, historic property nominations, or educational activities. These grants do not require a matching amount and are separate from the State Historical Fund.
- Technical support from History Colorado and NPS in order to advance local preservation efforts.
- CLG communities can join national organizations such as the National Alliance of Preservation Commissions that provide additional resources.
- CLG communities can take advantage of CLG-exclusive networking and training opportunities throughout the state.
- The ability to participate in the review of tax credit projects.
- Property owners of locally designated landmarks and contributing buildings within the historic district are eligible for the 20 percent State Historic Preservation Tax Credit and access to the State Historical Fund.

CLG Grant Fund

Through History Colorado, CLGs such as Berthoud may apply for grant funding through the U.S. Department of the Interior's Historic Preservation Fund (HPF) Program. The program requires that at least 10% of Colorado's annual program funds are subgranted to CLGs such as Berthoud. These grants are awarded on a competitive basis only and do not require a matching contribution from the applicant. Two types of grants are offered under the CLG Grant Fund: General and Scholarship. Scholarship grants are awarded for specific training opportunities for town staff and commission members. General grants encompass all other types of eligible projects and are subject to the rules outlined in the annual CLG Program grant manual. For more information visit <https://www.historycolorado.org/certified-local-government-grants>.

Incentives for Historic Preservation

History Colorado offers several financial incentives tied to the state's historic rehabilitation tax credit for qualifying historic properties.

State Residential, Commercial, and Housing Tax Credit

The Residential, Commercial, and Housing Tax Credit programs are financial incentives offered by History Colorado that help to preserve and rehabilitate qualifying historic properties. The programs work by reducing your state income tax dollar for dollar over a ten-year period when you spend money preserving or rehabilitating a property which is listed on the national, state, or local register of historic properties. Applicants interested in one of the programs are encouraged to visit <https://www.historycolorado.org/preservation-tax-credits> for a list of qualifying expenses and application procedures, and to contact History Colorado at hc_oahp@state.co.us before beginning the application process. A basic comparison of the three programs is provided in the table below.

	State Commercial Tax Credit	State Residential Tax Credit	State Housing Historic Tax Credit
Property Type	Commercial or income-producing historic properties	Private residential historic properties	Commercial properties where 50% of the square footage becomes net new rental housing
Credit Size	\$1,000,000	\$100,000	\$1,500,000
Percentage of Qualified Expenses	25% for urban properties; 35% for rural properties	20% for urban properties; 35% for rural properties	25% for urban properties; 35% for rural properties; plus an additional 5% for affordable housing
Transferability of Credits	Credits may be transferred until claimed	Tax credit stays with the owner of the property	Credits may be transferred until claimed

Federal Incentives

A 20% income tax credit is available for the rehabilitation of certified historic structures through the National Park Service. Applicable buildings must be considered depreciable under the Internal Revenue and must be a commercial, business, or income-producing building, this includes rental or apartment buildings. However, private residential buildings do not qualify under the federal tax credit program. The tax credit works as a dollar for dollar write-off of federal income taxes owed. Qualifying buildings must be a certified historic structure, or a building that is individually listed in the National Register of Historic Places or contributing to a National Register listed historic district. Properties which are not listed in the National Register may qualify for the program under certain conditions. A preliminary determination of significance from the National Park Service may be used to determine if a building would qualify for the National Register, thereby potentially qualifying for the tax credit program. Work qualifying for the program must meet the Secretary's Standards for Rehabilitation. Property owners interested in the federal tax credit program should first review the requirements at <https://www.nps.gov/subjects/taxincentives/about.htm> and contact History Colorado for more information at hc_oahp@state.co.us.

Tax benefits may also be available through placing a voluntary historic preservation easement on your property. Preservation easements are typically in the form of a deed that permanently protects a historic property by restricting the property's development. Due to the complexity of historic preservation easements, interested parties should first contact a tax attorney and visit <https://www.nps.gov/subjects/taxincentives/about.htm> for more information.

Berthoud's Historic Preservation Program

Historic Resources (Chapter 30, Section 10)

The local regulations pertaining to historic resources are found within Chapter 30 Section 10 of the Berthoud Municipal Code. Section 10 includes the formation of the Historic Preservation Advisory Committee (HPAC), their roles and duties, and the standards and procedures for listing historic resources as local historic landmarks or to a local historic district. Another key part included in Chapter 30 Section 10 is the procedures for the alteration or demolition of local historic landmarks and contributing resources within historic districts.

Historic Preservation Advisory Committee (HPAC)

Chapter 30 Section 10 of the Berthoud Municipal Code establishes the HPAC, a town board entrusted by the Board of Trustees with protecting Berthoud's historic resources. The HPAC is tasked with protecting Berthoud's historic and cultural resources and carrying out the duties necessary to maintain Berthoud's status as a Certified Local Government (CLG). Formed in 2002, the HPAC is the primary body responsible for protecting Berthoud's historic resources. Since 2002, over 50 resources in Berthoud have been designated as historic properties, including one building on the National Register of Historic Places and one building to the State of Colorado Landmark Register. In 2008 the HPAC successfully formed its first historic district, the Berthoud Commercial Historic District. The District includes a number of notable historic commercial buildings in Berthoud's historic downtown. The HPAC is responsible for providing recommendations to town staff and the Town Board of Trustees concerning:

- Criteria for review of historic resources and for review of proposals to demolish designated resources.
- Resources to be nominated for designation as either a historic structure or historic district.
- Application for alterations to the exterior of designated historic structures or elements of historic districts.
- Applications for moving or demolishing a Designated Local Historic Landmark.
- Matters related to preserving the historic character of the town.
- Support or financial assistance for preservation-related programs.
- Removal of properties from the register for reasons including, but not limited to, acts of God, undue hardship and public health/safety concerns.
- Application fees for applications made by citizens applying for historic designation or who are applying to alter or demolish a historically designated property.

Historic resource surveys are the primary method through which the HPAC identifies and evaluates historic resources. Two historic resource surveys have previously been conducted in Berthoud. In 2004 a historic resource survey of commercial buildings was undertaken. This survey provided information that was crucial for the designation of the Berthoud Commercial Historic District. A second survey was conducted in 2006 of the Fickel Park, a residential neighborhood directly west of the commercial survey area from 2004. The 2006 survey included an intensive level survey of 50 buildings several of which were added to the local landmark register including the Ardnt House (706 7th St), the Edumndson House (647 6th St), and the John Bell House (633 6th St).

Local, State, and National Designations

In Colorado there are three levels of landmark designation that a historic property may fall under, these are the local, state, and national registers. Historic properties on local registers, such as the Berthoud historic landmark register, are protected under local preservation ordinances. This level of designation carries regulatory protection, requiring property owners to undergo a design review process before making exterior alterations to their historic property. Historic properties are also protected from demolition under local registers.

The Colorado State Register of Historic Properties administered by History Colorado is the state's register of historic properties which are significant to the history of the state. The program includes buildings, structures, objects, districts, and archaeological sites. Properties which are listed in the National Register of Historic Places are automatically placed in the Colorado State Register. Unlike local registers, listing on the state register is largely honorary and historic properties are not protected from demolition or alterations in most cases. An exemption to this rule is when state agencies undertake a project which may affect properties listed on the state register. State agencies are required to consult with History Colorado when a project could affect properties listed on the state register.

The National Register of Historic Places is the official list of significant historic sites, buildings, structures, districts, and objects important to our nation's history. Listing in the National Register of Historic Places provides national recognition for sites of historical or architectural significance. Like the state register, listing in the National Register of Historic Places is largely honorary, and private property owners of listed properties are not restricted with what they can do to their property. There are exceptions to this rule; for instance, if a National Register of Historic Places property is also listed on the local register, then the local regulations would apply. For example, the Bimson Blacksmith shop is listed both locally and nationally.



Properties on the National Register are often easily identified by their distinct plaques.

(Source: NPS)

Local Historic Landmark Register

One of the primary duties of the HPAC is the identification and evaluation of historic resources. Typically, only historic resources over 50 years in age may be considered. When evaluating historic resources, the HPAC applies the significance criteria and the seven aspects of historic integrity to determine if a historic resource is eligible, potentially eligible, or ineligible for listing in the local register. The four eligibility criteria used by the HPAC when evaluating historic resources are as follows:

- A. The resource is associated with events that have made a significant contribution to the broad patterns of our history; or
- B. Is associated with the lives of significant persons in Berthoud's past; or
- C. Embodies the distinctive characteristics of a type, period, or method of construction; represent the work of a master; or possess high artistic values; or represent a significant and distinguishable entity whose components may lack individual distinction; or
- D. Has yielded or may be likely to yield, information important in history or prehistory.

Historic resources must meet at least one of the criteria above in addition to retaining sufficient historic integrity. The seven aspects of integrity are location, design, setting, materials, workmanship, feeling, and association. The aspects of integrity are used to determine whether a historic resource sufficiently conveys its historical significance. If a resource has been determined to be eligible and retain historic integrity, the resource may be designated as a local historic landmark. The flowchart on the next page summarizes the designation process.

Once a historic resource has been added to the local landmark register, any changes to the exterior of the property must conform with the Secretary of the Interior's Standards for Rehabilitation. The Standards are a set of 10 guidelines for repairing and altering historic buildings that are sensitive to the significant historic, architectural, and cultural characteristics of a property and assist with its long-term preservation while encouraging new, compatible uses. When a development review application is received and processed for review by referral agencies, Staff determines whether historic resources may be affected by the proposed development. If a proposal may have an effect, Staff issues the application for review by the HPAC, in addition to all other necessary referral agencies. The HPAC then has the opportunity to comment on the application, which the applicant must address before moving forward in the review process. When an application must go through multiple submittals, HPAC is given the opportunity to comment on each submittal until comments have been addressed.

Berthoud Historic Property Designation Process



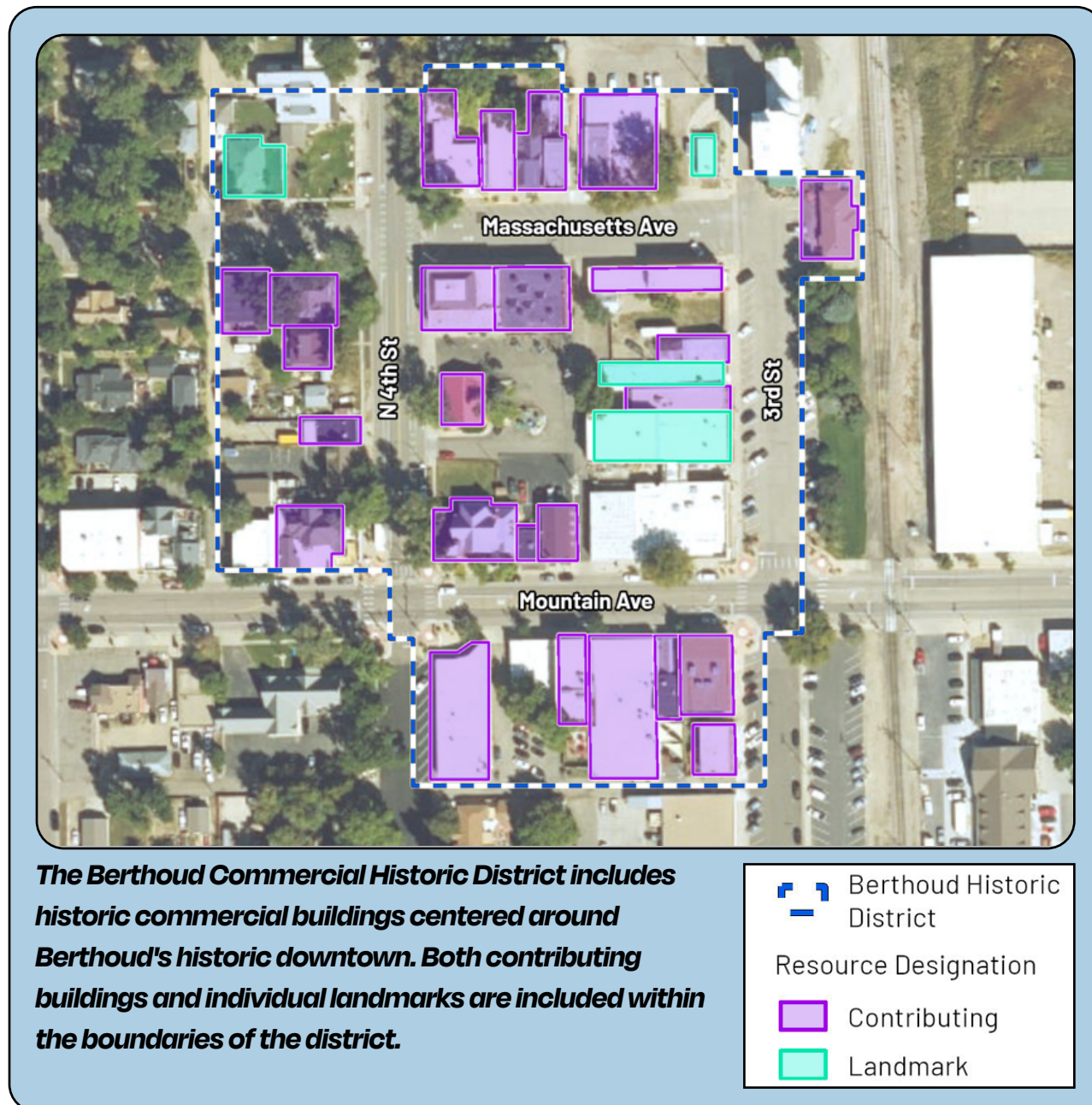
Berthoud Commercial Historic District

As part of their regular duties, the HPAC may make recommendations to the Town Board of Trustees for the formation of historic districts. For a historic district to be approved, the majority of the property owners within the boundaries of the proposed district must approve of the designation. The regulations of the proposed district shall only apply to those buildings or properties which have been identified as contributing to the historic district. The Town of Berthoud currently has one local historic district, the Berthoud Commercial Historic District. The district is located in the core of Berthoud's historic downtown and includes commercial and other non-residential properties.

Local Historic Landmarks

Local Historic Landmarks (LHL's) are locally significant historic places designated by the Town of Berthoud for their exceptional value or quality in illustrating or interpreting the heritage of the town. LHL's are protected under Chapter 30 Section 10 of the Berthoud Municipal Code. Several LHL's are located within the Berthoud Commercial Historic District while others are found outside of the district's boundaries. LHL's within and outside of the Berthoud Commercial Historic District are afforded the same protective measures under Chapter 30 Section 10. To maintain its status as a CLG, town staff and the HPAC are tasked with maintaining an inventory of historic properties within the town's jurisdiction. Berthoud maintains the following inventory of LHL's found on the next page.

Property Name	Address	Year Landmarked	Historic District
August Johnson House	500 1st Street	2006	N/A
Arndt House	706 7th Street	2017	N/A
Berthoud National Bank	310 Mountain Avenue	2007	Berthoud Commercial
Bimson Blacksmith Shop ¹	224 Mountain	N/A	N/A
C.P. Thompson Home	717 6th Street	2019	N/A
Carlson Building	226 Mountain Avenue	N/A	N/A
Chamber of Commerce Building	307/309/311 Mountain	2008	Berthoud Commercial
City Star Barn - Jefferes Garage	321 Mountain Avenue	2008	Berthoud Commercial
Colorado and Southern Depot	600 3rd Street	2008	Berthoud Commercial
Culp House	733 5th Street	2016	N/A
Dr. J.B. Clymer House	400 Mountain Avenue	2008	Berthoud Commercial
Dunbar and Dunbar Variety Store	535 3rd Street	2008	Berthoud Commercial
Edumndson House	647 6th Street	2014	N/A
Elevated Water Tank	424 Larimer County Road 10E	2006	N/A
F.I. Davis House	549 N 4th Street	2008	Berthoud Commercial
First National Bank of Berthoud Building	328 Massachusetts Avenue	2008	Berthoud Commercial
United Brethren Church ²	500 4th Street	2001	N/A
First United Brethren Office Building	344 Mountain Avenue	2008	Berthoud Commercial
Garvin's Grocery	527 N 4th Street	2008	Berthoud Commercial
German Congregational Church	730 6th Street	2019	N/A
Gustav and Annie Swanson Farm	1932 1st Street	N/A	N/A



John Bell House	633 6th Street	2019	N/A
Kee and Lyon Building	333 Massachusetts Avenue	2008	Berthoud Commercial
L.H. Kelly House	541 N 4th Street	2008	Berthoud Commercial
Masonic Building	349 Massachusetts Avenue	2003	Berthoud Commercial
McCarthy Medical Office Building	338 Massachusetts Avenue	2008	Berthoud Commercial
McCarty-Fickel House	645 7th Street	2007	N/A
McCormick Brunner Cottage	631 5th Street	2017	N/A
Moon Theatre	342 Massachusetts Avenue	2008	Berthoud Commercial
Munson and Hubbell Mercantile	565 3rd Street	2008	Berthoud Commercial
Odd Fellows Building	335 Mountain Avenue	2008	Berthoud Commercial
Stranahan and Schreiner Building	425 Massachusetts Avenue	2008	N/A
Turner House	348 Massachusetts Avenue	2008	Berthoud Commercial
Ullery House	648 Welch	2017	N/A
Zoller's Shoe Shop	315 Mountain Avenue	2008	Berthoud Commercial
N/A	429/435 3rd Street	2008	Berthoud Commercial
N/A	525 3rd Street	2008	Berthoud Commercial
N/A	543 3rd Street	2008	Berthoud Commercial
N/A	603 3rd Street	2008	Berthoud Commercial
N/A	526 4th Street	2008	Berthoud Commercial
N/A	330 Massachusetts Avenue	2008	Berthoud Commercial
N/A	428 Massachusetts Avenue	2008	Berthoud Commercial
N/A	316 Mountain Avenue	2008	Berthoud Commercial
N/A	330 Mountain Avenue	2008	Berthoud Commercial
N/A	340 Mountain Avenue	2008	Berthoud Commercial
N/A	343/345 Mountain Avenue	2008	Berthoud Commercial
N/A	349 Mountain Avenue	2008	Berthoud Commercial
N/A	357 Mountain Avenue	2008	Berthoud Commercial

¹ The Bimson Blacksmith Shop is listed in the National Register of Historic Places

² The United Brethren Church is listed in the Colorado State Register of Historic Properties



The United Brethren Church pictured here around 1914 is listed on the Colorado State Register of Historic Properties and is the oldest ecclesiastical building attributed to Colorado architect Montezuma Fuller.

(Source: Denver Public Library Special Collections, X-7327)

Berthoud Community Partners

Two local organizations, the Berthoud Historical Society and Historic Larimer County, are engaged in efforts to promote and preserve the history of Berthoud, the Little Thompson Valley, and the surrounding region. While the preservation plan is guided and administered by the Town of Berthoud and the HPAC, cooperation with the two groups can provide additional opportunities for collaboration on planning initiatives and broaden the network of support for preservation-based activities. Opening and maintaining a dialogue with the two groups will also ensure that programming efforts are not duplicated across organizations. The Implementing Actions Matrix in the following chapter makes note of which strategies and implementing actions provide opportunities for partnerships with the Berthoud Historical Society, Historic Larimer County, and other community organizations operating in Berthoud.

Berthoud Historical Society

The Berthoud Historical Society was organized in 1976 under Dr. R.B. Fickel, the mayor of Berthoud at the time. Fickel invited interested parties together for the purpose of forming a historical society. A year later in 1977 the Berthoud Historical Society was officially organized as a corporation by the State of Colorado. The organization is financed through membership dues, donations, monetary gifts, and fundraising events. A 12-member board of directors meets monthly and publishes a quarterly newsletter.

The organization hosts regular events promoting local history and culture including summer concerts, stargazing nights, summer workshops, and a speaker series featuring local historians and other presenters. The Berthoud Historical Society operates the Little Thompson Valley Pioneer Museum out of the Bimson Blacksmith Shop and the McCarty-Fickel Home house museum. Both properties are listed historic landmarks in Berthoud and the Bimson Blacksmith Shop is also listed on the National Register of Historic Places.

Historic Larimer County

Historic Larimer County is a non-profit organization that was formed in 1988 by Derek Roberts with the aim of preserving and promoting the history of Larimer County. The organization is engaged in education and advocacy throughout Larimer County and advocates for the preservation of historic structures and neighborhoods at risk of demolition or insensitive redevelopment. Historic Larimer County is administered by a 12-member board made up of representatives from towns, cities, and rural areas across the county.

Historic Larimer County hosts events, tours, and talks throughout the year, including preservation 101 workshops which provide detailed information on Colorado's architectural history and how historic preservation is implemented into public policy. The organization also administers an interpretive sign program, where applicants may apply for a historic sign on their property. Since 2018 Historic Larimer County has hosted annual preservation awards which recognize one or more recipients who have made an meaningful contributions to preserving Larimer County's history.



Bimson's Blacksmith Shop prior to its purchase and rehabilitation by the Berthoud Historical Society. Today the organization runs the little Thompson Valley Pioneer Museum out of the building. The blacksmith shop is listed on the National Register of Historic Places. (Source: Library of Congress)

CHAPTER 2

GOALS, STRATEGIES, IMPLEMENTING ACTIONS, AND FIVE-YEAR PLAN

Introduction

Berthoud's historic preservation plan aims to empower the town's historic preservation program over the next ten years through four aspirational goals, each centered around a distinct theme. The goals are intended to guide town staff and the HPAC in strengthening the preservation program, protecting Berthoud's historic character, identifying and celebrating additional historic resources, and building community support through active engagement. The goals of the Preservation Plan are:

- 1.** *Strengthen and implement Berthoud's existing Historic Preservation Program.*
- 2.** *Protect Berthoud's existing historic resources and maintain the Town's historic character.*
- 3.** *Identify and protect new historic resources within Berthoud.*
- 4.** *Promote a greater understanding of local history through civic pride, community engagement, and partnerships.*

This chapter is organized with the four Goals at its foundation, followed by the applicable Strategies for achieving each goal. For each strategy there are Implementing Action(s) that illustrate how the strategy may be achieved. A table outlining the Implementing Actions for each Strategy is found at the end of the chapter, followed by a five-year plan that guides town staff and the HPAC through implementing the strategies herein. Case studies from other communities in Colorado have also been provided to demonstrate how similar initiatives have been successfully implemented. The following sections are organized around this Goal, Strategy, and Implementing Action framework:

Goal

Goals are long-term aspirations that reflect a desired outcome for Berthoud's historic preservation program. The goals are intended to encompass overarching principles that guide preservation policy within Berthoud over the next five to ten years.

Strategies

For each Goal, a number of strategies have been identified. Strategies are intended to be completed within the life of this plan and should be measurable and achievable.

Implementing Actions

Each strategy includes implementing actions, or concrete tasks for town staff and the HPAC to complete in support of the plan goals. A table found at the end of the chapter outlines the Implementing Actions for each strategy.

Case Studies

For most of the strategies found herein, a case study from another community has been included. With one exception, all the case studies are from other communities in Colorado. Case studies provide examples of how similar strategies have been implemented successfully in other communities and are intended to provide inspiration and ideas for town staff and the HPAC as they implement the strategies found within the preservation plan.

Goal 1: Strengthen and Implement Berthoud's existing Historic Preservation Program.

Strategy #1.1: Undertake an annual review of the Historic Preservation Program and the Historic Preservation Plan.

One of the requirements of being a Certified Local Government (CLG) community is that Berthoud must submit an annual report to History Colorado in order to maintain its status as a CLG. Failure to do so may put the town's CLG status at risk. History Colorado reviews the annual reports against a set of sixteen criteria that are used to evaluate a CLG's compliance with the program. Many of the strategies found herein would help to demonstrate Berthoud's compliance with the CLG program and should be included within the annual report upon their completion. Tracking progress helps town staff and the HPAC stay organized, document achievements, and provide continuity for incoming staff and HPAC members.



Case Study

The Town of Lyons keeps an up-to-date record of achievements and ongoing projects within its monthly historic preservation committee meeting agendas. Agendas include ongoing projects, budget requests, active grants, and goal setting for the upcoming year. The City of Lakewood takes a similar approach and prepares and publishes an annual report of its historic preservation program. The report includes a record of achievements from the previous year and goals for the following year. A combined approach of tracking progress at regular meetings and compiling that documentation into an annual report will help to ensure that Berthoud maintains its CLG status and is able to accurately track progress within the preservation plan.

2024 Budget

- Request #1 Description: Certified Local Government (CLG) Subgrant: Historic Context Survey, Local Match Requirement (5.67% of Grant); Deadline for completion of Historic Context Survey is April 1, 2025.
 - Amount \$1500.00
- Request #2 Description: Funds to design and create bronze plaques for property owners who choose to designate their property as a Historic Property, recognized by the Town of Lyons and State of Colorado. The plaques would be displayed on the exterior of the property, identifying it as a Local Landmark. The City of Longmont issues a plaque like the one below. Rough cost estimates are \$125 p/plaque; the requested budget is for 5 properties to be designated in 2024.
 - Amount \$625.00
- Request #3 Description: Funds to organize and host 2-3 porch talks in 2024. Topics would likely focus on historic properties (to support the HPC's work in rolling out our Historic Designation Program) and/or the History of Lyons (to support the HPC's work on the Historic Context Survey Grant).
 - Amount \$1000.00

2023 Review

- \$25,000 Grant Started
- Land Acknowledgement
- Designation Process
- GIS Markers - Walking Tour
- Website

2024 Goal Setting

- We must attend a SHPO-approved training at least once per year
- We will have our first CLG evaluation in 2024 (it's every 4 years)
- Depot Building Designation + Plaque

The Town of Lyons's Historic Preservation Commission keeps an up to date and publicly accessible record of its historic preservation endeavors, budget requests, past accomplishments, and goals for the year in their monthly agendas.

(Photo Source: Town of Lyons; <https://www.townoflyons.com/AgendaCenter/>)

Strategy #1.2: Annually apply for grant funding to achieve strategies found within the plan.

As a Certified Local Government (CLG), Berthoud has access to CLG-exclusive grants through the Colorado CLG grant program. As a government entity, Berthoud may also apply for SHF grants, though applicants do not have to be CLGs to apply for SHF grants. While certain restrictions apply to both grants, many of the strategies outlined within this plan are eligible for grant funding under these two programs. Both the competitive grant under the SHF and the general grant under the CLG program have set deadlines, while the noncompetitive SHF grant has a rolling, year-round deadline. Competitive grant awards are typically announced in June and December, while noncompetitive grants are often awarded within 30–45 days of submission. Certain other grants such as the historic resource survey plan grant (see Strategy 3.1) may be applied for year-round. Town staff and the HPAC should identify strategies within this plan and apply for grant funding as appropriate. Many of the goals and strategies found herein align with those found in Colorado's State Preservation. When the town applies for grant funding, they should note how the proposed project aligns with both the state 2030 plan and the Berthoud plan where applicable.



Case Study

Crested Butte was awarded a \$35,185 grant in 2024 to conduct a reconnaissance survey of historic resources in city limits. In 2025 Crested Butte was awarded an additional \$50,000 grant to design and implement historic district design guidelines and standards. Conducting historic resource surveys and adopting design guidelines were both identified as strategies within Crested Butte's 2024 Historic Preservation Plan. By applying for grant funding which aligns with the preservation plan, Crested Butte is following best practices and proactively building their preservation program. This approach demonstrates how preservation plan-driven grant applications can build momentum year after year.



The Town of Crested Butte is in the process of updating their historic district design guidelines. Design guidelines ensure compatible development and thoughtful alterations to historic properties. (Photo Source: Library of Congress)

Strategy #1.3: Ensure the goals of the Preservation Plan are represented in current and future planning efforts.

Town staff and the HPAC should play an active role in broader planning efforts within Berthoud. The management of Berthoud's historic resources is just one aspect of the larger built environment with connections to various other departments, groups, and individuals working to improve Berthoud. By ensuring that the broader environment is examined holistically in planning efforts, Berthoud may more readily address concerns and identify opportunities for collaboration between different Town departments and its community partners. Chapter 30 Section 10 – Historic Resources of the Berthoud Development Code entrusts the HPAC with collaborating with town staff and together making recommendations to the Town Board of Trustees on how to best protect and enhance Berthoud's historic character and its historic resources. Town staff and the HPAC should also work with Weld and Larimer County and its community partners on relevant historic preservation issues.



Ritter Farmstead

Case Study

The Ivywild school of Colorado Springs was identified by the City of Colorado Springs as a Neighborhood Strategy area within its Urban Renewal Plan. The city sought to redevelop the site while strengthening the neighborhood's identity around the school, a focal point of the neighborhood which operated from 1916 to 2009. The school has since been renovated into a mixed-use facility featuring several local businesses. Streetscape improvements around the school were also constructed by the City through the Community Development Block Grant, with additional retail, residential, and office space being encouraged along Tejon Street through tax increment financing. The site was first identified in the 1993 Ivywild Neighborhood Master Plan, a plan adopted by the City of Colorado Springs that emphasized the historic character of the neighborhood and its preservation.



The Ivywild School is a successful adaptive reuse project that was redeveloped into a mixed-use facility with CDBG funding.

(Photo Source: <https://www.visitcos.com/directory/ivywild-school/>)

Strategy #1.4: Enhance the orientation experience of new HPAC members through additional training and mentoring.

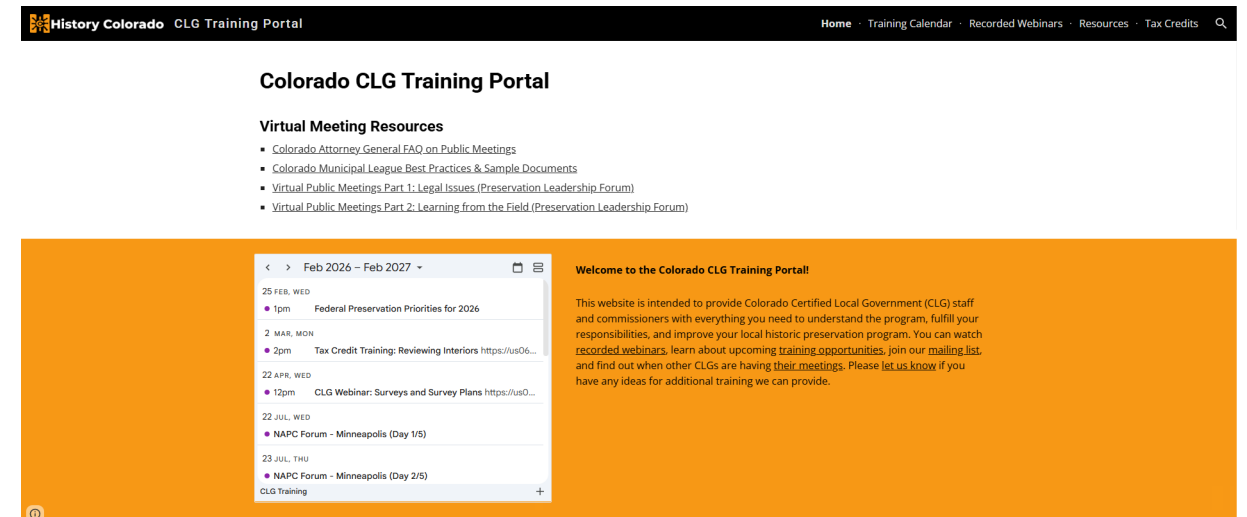
A well-informed and adequately trained HPAC is able to make informed and consistent decisions and rulings when a clear training package is provided during onboarding. As part of Berthoud's annual CLG review, History Colorado reviews the HPAC's performance in reviewing requests and the consistency of their design review decisions. By having an adequately trained HPAC, Berthoud reduces their risk of decertification in the CLG program. Many training materials are available online, through History Colorado, the National Park Service, and the National Alliance of Preservation Commissions (NAPC).

Strategy #1.5: Encourage members of the HPAC & planning staff to attend training opportunities and conferences for historic preservation such as the National Alliance of Preservation Commissions (NAPC) FORUM, the Colorado Preservation Inc. Saving Places conference, and the National Trust for Historic Preservation PastForward conference.

As a CLG community, Berthoud must send at least one commission member to a SHPO-approved training each year. Grant funding is available through the CLG Scholarship grant program to sponsor commission members to attend conferences such as the annual Colorado Preservation Inc. Saving Places Conference. Other relevant conferences include the annual NAPC FORUM conference and the annual National Trust for Historic Preservation PastForward conference. The NAPC also offers Commission Assistance and Mentoring Program or CAMP training to interested communities. CAMP training is specifically tailored to preservation commissions such as the HPAC and provides hands-on exercises, group discussions, networking, and mentoring through virtual or live training sessions.

Case Study

History Colorado hosts a CLG Training Portal that provides a comprehensive overview of the CLG program in addition to webinars, upcoming training opportunities, and other useful information for commissioners and town staff. The portal also includes a basic overview of historic preservation as a discipline and useful case studies of successful historic property surveys, design guidelines, and public engagement programs from other CLGs in Colorado.



The History Colorado OLG training portal is a useful online tool for both commissioners and town staff that provides access to training resources and online resources throughout Colorado.

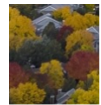
(Photo Source: <https://sites.google.com/state.co.us/clg-training-portal/home>)

Strategy #1.6: Utilize digital platforms to promote Berthoud's history and the work of the HPAC.

Web-based tools are one of the most effective tools for promoting a greater understanding of Berthoud's history and the work of the HPAC. The web-based historic story map on the town's website is a great example of the types of information that should be included on the website. As initiatives are completed, additional content should be added to the website to help the broader public understand the history of Berthoud and the work of the HPAC.

Case Study

The Historic Preservation department within the City of Fort Collins hosts a variety of stories from the city's past on their webpage. Topics include the history of Civil Rights, Asian Americans, Hispanic people, Indigenous people, and other ethnic groups who have settled in Fort Collins through its history. The website features videos, brochures, walking tours, and other useful information that provides a comprehensive overview of each of these specific topics. Thematic surveys which are identified in Strategy 3.3 are an important tool for uncovering the full history of a city's development and can be used to begin building a similar repository of stories on the HPAC landing page.



Asian Americans in Early Fort Collins

This page is dedicated to telling the story of Asian Americans of all backgrounds in Fort Collins since the 1860s. It explores the lives, businesses, labor and education of early Chinese and Japanese residents, highlighting their resilience in the face of racism and exclusion and their lasting contributions to the city's history.



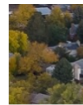
Black and African American History in Fort Collins

Explore the stories of Black/African American residents in Fort Collins. From early settlers and pioneering families to civil rights activism, housing struggles and community leadership, these stories highlight resilience, contributions and places that shaped the city's past and present.



Civil Rights History in Fort Collins

A hub for the City's 2022-2023 historic context project on civil rights in Fort Collins, this page highlights the people, movements and places that shaped the fight for equality since the 1860s, including Black, Hispanic, LGBTQ+, Asian American and Native American civil rights.



The City of Fort Collins Historic Preservation landing page.
(Photo Source: <https://www.fortcollins.gov/Services/Historic-Preservation/Full-Story-Fort-Collins-Stories-from-Our-Past>)

Strategy #1.7: Create and adopt a regular HPAC digital newsletter.

A dedicated preservation newsletter is a practical tool for keeping residents and property owners informed of local preservation news. Creating a regular preservation newsletter should be prioritized for town staff and the HPAC as it will help to spread awareness of the program and keep residents up to date on the implementation of the plan's strategies. It may be beneficial to coordinate with community partners such as the Berthoud Historical Society and Historic Larimer County to create a shared newsletter. Information within the newsletter should provide updates to residents on accomplishments of the historic preservation program, new developments, and ongoing and future projects. Any new historic landmarks or historic districts should also be highlighted within the newsletter.



Old Berthoud High School arch in Fickel Park

Goal 2: Protect Berthoud's existing historic resources and maintain the Town's character.

Strategy #2.1: Adopt user-friendly design guidelines for local historic districts.

The Town of Berthoud has adopted the Secretary of the Interior's Standards for Rehabilitation (the Standards) within Section 10 of the Berthoud Development Code. The Standards provide direction for making repairs, alterations, and additions to historic buildings. The intent of the Standards is to assist with the long-term preservation of a historic building's significance through the preservation of historical features and materials. Several sections of Berthoud's Development Code also include architectural standards for new construction that strive to create compatible infill development with Berthoud's historic building stock. Local design guidelines build on the Standards by providing a clear, user-friendly document with specific details and illustrations on appropriate alterations, additions, and new construction in a format tailored for Berthoud. Design guidelines are one of the most effective tools adopted by preservation commissions for guiding appropriate development and rehabilitations within historic districts and for local landmarks. Design guidelines are intended to be utilized by the general public, town staff, developers, architects, and members of the HPAC.

Unlike an ordinance or development code, design guidelines are typically found outside of a municipality's municipal code, though they usually require review by the local preservation commission, planning commission, and city council or board of trustees before they are adopted and implemented. Design guidelines adopted in Berthoud should include appropriate alterations for both contributing and non-contributing historic resources (see Strategy 3.6).

It may be necessary to resurvey the existing commercial historic district before design guidelines are practical. A resurvey of the district may provide a better understanding of the architectural characteristics of the district and any changes that have occurred since the district was last surveyed in 2004. Additionally, should a residential historic district be adopted in Berthoud, it will also likely be necessary to create design guidelines tailored to residential architecture types. Design guidelines are a common recipient of grant funding.

Case Study

In 2024 Carbondale was awarded a CLG grant to update its existing historic district design guidelines. The guidelines provide an overview of architectural styles in the town and their significant elements, appropriate alterations, and appropriate treatment measures for preserving historic elements. The guidelines also include guidance for new construction in its historic districts to ensure that new development is compatible with the town's historic character. CLG grants may be used to create new design guidelines or update existing guidelines as was the case for Carbondale.



Carbondale is in the process of updating their existing historic district design guidelines. Pictured here is a unique beehive-shaped building in Carbondale. Design guidelines often include specific recommendations for alterations to building's based on their architectural type or significance.

(Photo Source: Library of Congress)

Strategy #2.2: Adopt salvage or deconstruction guidelines for demolished historic structures.

Chapter 30 Section 10-111.9.b of Berthoud's Development Code encourages the salvage of significant architectural elements when a landmark or contributing structure within the historic district is demolished. While demolition is discouraged, salvage ensures that important elements of the historic building are retained and reused within the community. Several municipalities around the U.S. have adopted ordinances that require historic buildings to be deconstructed rather than demolished, and for the salvaged materials to be reused in new construction. While a deconstruction ordinance may not be feasible in Berthoud, the town can adopt clear guidelines that indicate which materials are worth salvaging. Historic design guidelines often include an overview of significant architectural styles and elements within a community and could help to facilitate clear salvage guidelines. The salvage guidelines may be included within the proposed design guidelines in Strategy 2.1 and incorporated into the code as part of the proposed changes outlined in Strategy 2.6.



780 Massachusetts Avenue

Case Study

In 2020, Boulder became one of a handful of cities in the U.S. to require deconstruction for residential and commercial structures rather than demolition, regardless of their age. The ordinance includes a mandatory minimum diversion rate, which stipulates that 75% of a building's weight must be reused or recycled. Since adoption, deconstructed materials have been used to construct new residences, offices, and commercial buildings around Boulder.

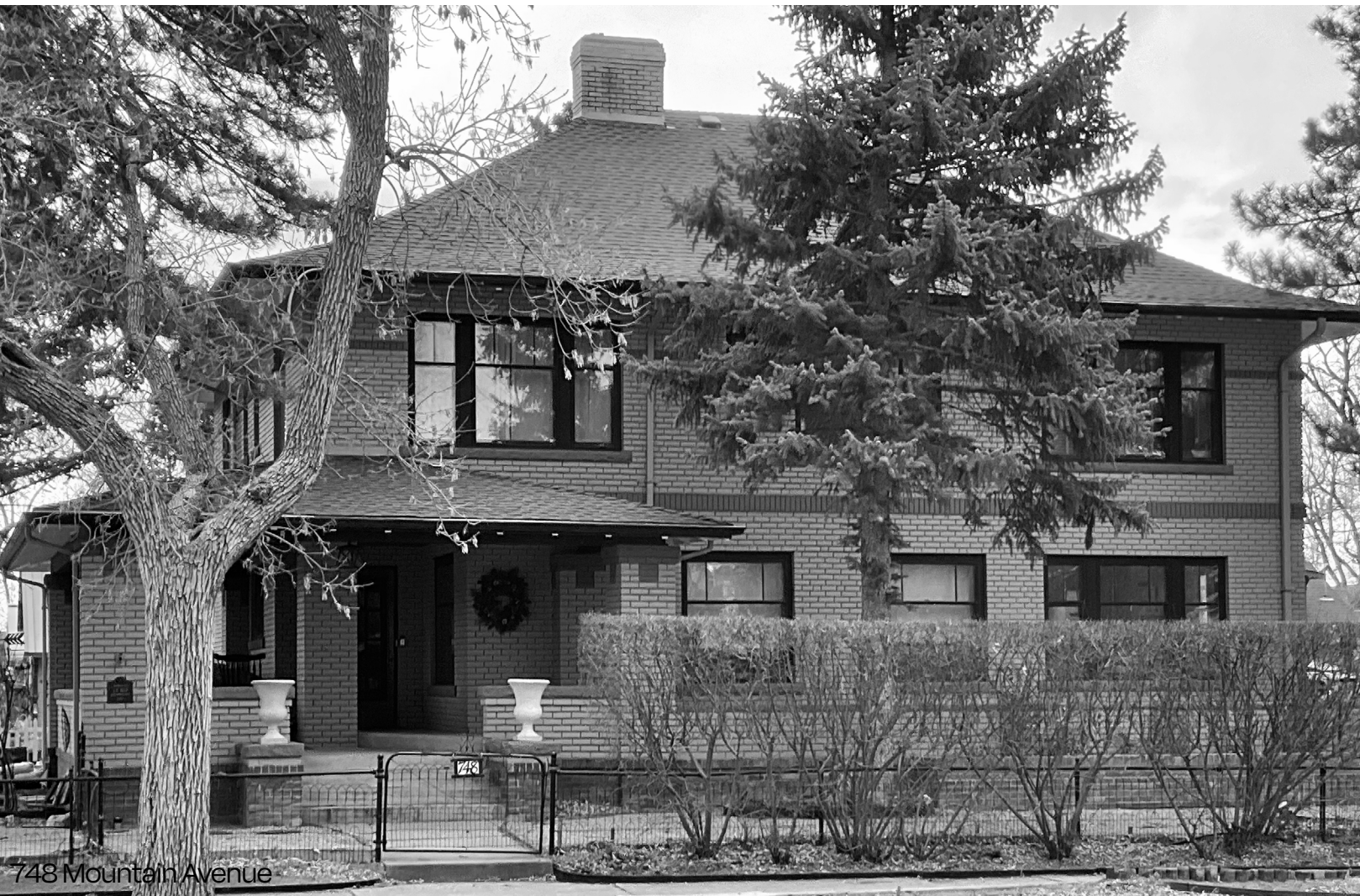


Steel beams from the former Boulder Community Hospital were salvaged and used in the construction of a new fire station in East Boulder.

(Photo Source: <https://coloradosun.com/2023/10/29/boulder-community-hospital-deconstruction-recycled/>)

Strategy #2.3: Update the existing HPAC Owner's Manual and distribute to property owners upon completion.

The existing HPAC Owner's Manual is an important publication that provides details on Berthoud's historic preservation program, including the benefits of local designation, the design review process, and the Colorado Preservation Tax Credit program. As Berthoud's preservation program expands, the manual can be updated to provide the most up-to-date information. Any updates to the manual should maintain its user-friendly format. The manual should include direct links to important information on the town's website including a link to find if your property is a landmark or within a historic district, historic design guidelines, available incentives, contractors with historic preservation experience (available through History Colorado), historic house research (also through History Colorado), and HPAC applications. While some of these resources exist already, as the preservation program expands more resources will become available for property owners and should be included within the Manual.



Case Study

In 2025 the Town of Lyons was awarded a CLG grant for historic preservation outreach materials. Public education programs, activities or publications that help to spread awareness of local, state, and federal preservation programs are an eligible expense for projects funded under the CLG grant program. Berthoud's Municipal Code entrusts the HPAC with initiating public education programs which may include public outreach materials.

Are You Considering Historic Designation in Berthoud?

Owner's Manual



The HPAC owner's manual is a useful tool that can be updated as more resources are made available for historic properties in Berthoud.

(Photo Source: <https://berthoud.org/260/Historic-Preservation-Advisory-Committee>)

Strategy #2.4: Explore incentives for property owners in the historic district and for landmarked properties.

Several financial incentives are available through state and federal funding sources including the State Historic Rehabilitation Tax Credit, the State Historical Fund, and the Federal Preservation Tax Credit. While these programs provide a crucial source of funding for preservation projects, only certain types of projects or properties may qualify for funding and the application process may prove daunting to individual property owners. Local incentives, both monetary and regulatory, are often more appealing to individual property owners and can help encourage community support for new historic districts and landmarks. Financial incentives may include matching grants for certified projects, tax rebates and credits, or financial assistance for architectural services. Regulatory incentives often involve expedited permitting, zoning or use adjustments, and variances which allow exceptions for properties that do not conform to modern codes. Several communities around Colorado have enacted local incentives for historic districts and landmarked properties that may be worth pursuing in Berthoud.



Case Study

Mini grants: Manitou Springs' Vicky Bunsen Doucette Memorial Mini-Grant Program provides matching assistance for eligible preservation work in historic districts. The grants cover up to 75% of project costs, with a \$2,000 maximum award per property owner. The program requires a 25% match by the property owner. Castle Rock, Cripple Creek, Fort Collins, Littleton, and Louisville have similar grant programs that are funded through the annual budgeting process.

Regulatory incentives: Communities such as Aspen and Boulder provide exemptions to local regulations such as setbacks, parking, or zoning variances for certain eligible historic properties.

Tax and fee incentives: Boulder, Manitou Springs, and Steamboat Springs have sales tax rebate or waiver programs for materials used in preservation and rehabilitation projects. Castle Rock, Denver, Glenwood Springs, and Littleton offer full or partial refunds of property taxes for designated historic properties.



Manitou Springs is one of several communities in Colorado that offers financial incentives for historic properties, such as the Manitou Bath House pictured here in the 1980s.

(Photo Source: Denver Public Library)

Strategy #2.5: Investigate methods to celebrate features of the environment other than the historic built environment (trees, landscapes, sidewalks, cemeteries, neighborhood setting) and those historic places which no longer exist.

During the community survey, respondents expressed an interest in recognizing and protecting the history of Berthoud outside of its built environment. Several communities around Colorado follow this approach by protecting historic sidewalks, heritage trees, viewsheds, and other historic landscape features. Other communities also undertake programs to recognize and commemorate aspects of the environment which no longer exist, such as Camp 202 in Greeley (see case study for Strategy 4.4) or Denver's historic Chinatown. Commemorative markers or plaques may be used to commemorate such places as identified in Strategy 4.4.



649 Welch Avenue

Case Study

The Town of Telluride affords special protections for heritage trees, or those trees in the community that are recognized to be of significance due to their age, size, type, horticultural value, or historic significance. A permit is required to remove certain trees, though heritage trees are afforded special consideration and cannot be removed until all other alternatives have been exhausted.

The City of Denver addresses historic sidewalks, street trees, street furnishings, walls and fences, topographical features, and other historic landscape features in their historic district design guidelines. These environmental features are protected under the Landmark Preservation Ordinance and are required to go through the design review process for their alteration or removal.



Many of Denver's historic neighborhoods are known for their historic flagstone sidewalks.

(Photo Source: <https://curtisark.org/initiatives/flagstone/>)

Strategy #2.6: Consider adopting a demolition ordinance to review non-landmarked or non-historic district properties which meet certain criteria (over 50 years old, identified within a previous survey, etc).

Many municipalities both in Colorado and around the U.S. have adopted demolition ordinances which provide certain protections for historic buildings that are not landmarked or located within historic districts. These ordinances often require the building to be of a certain age, such as 50 years old, and to meet at least one of the eligibility criteria from the ordinance. Typically, the demolition case is reviewed by a staff planner who determines if the building meets the criteria for listing in the landmark register and retains sufficient integrity. If the building appears potentially eligible, the planner may present the demolition case before the local preservation commission, who may place a temporary stay on the demolition permit while alternatives are sought. If an alternative to demolition cannot be found, then the demolition may proceed after a set period. During the stay of demolition, the staff planner and preservation commission work with the applicant to find alternatives to demolition, which may involve rehabilitating or preserving the structure, moving the structure, or incorporating salvaged materials from the demolition into new construction.



Case Study

Chapter 47, Section 22 of Lafayette's Code of Ordinances requires that any demolition permit for a building over 50 years in age be reviewed by the local preservation commission before approval. If the commission determines that the building has potential historic significance, they may issue a stay of demolition not to exceed 90 days. During the 90 days the board may pursue actions to preserve the building including consultation with community groups, negotiations to move or salvage the building, or landmarking the building. If an alternative cannot be reached at the end of 90 days the demolition permit may be issued. Boulder, Fort Collins, Denver, Golden, and Longmont all have similar provisions to protect non-landmarked buildings.



This Sanborn map of Lafayette, Colorado in 1937 shows the layout of several streets with buildings overlaid on top. Sanborn maps and other historical data are useful for determining the approximate age of buildings when an exact date cannot be determined.

(Photo Source: Library of Congress)

Goal 3: Identify and protect new historic resources in Berthoud.

Strategy #3.1: Undertake a historic resource survey plan followed by reconnaissance and intensive level surveys.

Like historic contexts, historic resource surveys are the bedrock of successful historic preservation programs and are necessary for identifying and evaluating historic properties within a given community, neighborhood, or geography. Historic resource surveys provide valuable information that guides preservation planning decisions including successful land use policies, heritage tourism initiatives, and public education initiatives. Identifying historic properties is also a crucial part of determining which resources might be eligible for federal and state tax credits and other incentives. Conducting historic resource surveys will be a necessary step for designating new historic districts and listings to the local, state, and national register.

To identify new historic properties, Berthoud should first undertake a historic resource survey plan. A historic resource survey plan provides a comprehensive overview of previous survey efforts, identifies appropriate historic contexts, current survey needs, and prioritizes future surveys. A special grant fund is available for survey plans and may be applied for year-round. Following the historic resource survey plan, reconnaissance and intensive-level surveys may be used to identify eligible historic properties for the local, state, and national register. Intensive level surveys typically involve more in-depth research on potentially eligible properties identified during a reconnaissance survey to provide a formal evaluation of eligibility. Reconnaissance surveys and intensive level surveys may be combined. For instance, a survey may record 100 buildings over several blocks, then provide an in-depth analysis of potentially eligible buildings that appear to meet one of the eligibility criteria and retain historic integrity for landmark designation.

History Colorado recommends that previously surveyed areas be resurveyed every five to ten years. It may be necessary to resurvey the areas from the 2004 and 2006 surveys. Resurveying the two areas could identify new historic resources and help document changes to previously surveyed buildings. Berthoud should consider prioritizing a resurvey of the Fickle Park residential area from the 2006 survey. While many of Berthoud's earliest commercial buildings are protected under the existing historic district, many historic residential buildings in Berthoud have not yet been protected under a historic district overlay.

Case Study

Between 2019 and 2020 the Town of Frisco conducted a reconnaissance survey followed by an intensive level survey of historic resources within the town. No previous formal survey had been conducted in Frisco prior to the 2019 reconnaissance survey. The reconnaissance survey covered nearly 188 acres of the town and identified all buildings that appeared to have been constructed prior to 1950. The intensive level survey focused on a subset of these identified resources and included an evaluation of their integrity to determine which buildings would be eligible for the local landmark register. Both the reconnaissance survey and intensive survey were funded through a SHF grant.



Historic resource surveys identify and evaluate historic properties in a community, such as the historic Frisco Hotel, pictured here in the early 1900s.

(Photo Source: Denver Public Library)

Strategy #3.2: Develop and document historic contexts to build a comprehensive history of Berthoud and supplement survey efforts.

Historic contexts and historic resource surveys are essential tools for identifying, evaluating, and protecting historic resources within Berthoud. Historic contexts are used to describe the broad patterns and significant periods of historic development within the community. They also provide information on the types of historic resources that may be found in Berthoud and can help direct the scope of survey efforts. Historic contexts may be conducted as part of a historic resource survey or as standalone documents. Both historic contexts and historic resource surveys are a common source of grant funding and a critical component of guiding future planning efforts. Before completing additional historic contexts, Berthoud should first complete a historic resource survey plan, identified in Strategy 3.1, which may be used to guide survey and historic context efforts.



645 North 7th Street

Case Study

In 2025 the Town of Lyons contracted consultants to research and write a town-wide historic context through a CLG grant. The Lyons historic context defines key themes which shaped the town's development patterns and will be used to facilitate further preservation planning initiatives and support additional listings to the local, state, and national register.



Historic context reports, such as the one conducted for the Town of Lyons, is an essential piece of identifying historic properties within a community. The photo here shows downtown Lyons here as it appeared in the early 1900s. Photographs are a useful tool for aging and identifying historic properties.

(Photo Source: Denver Public Library)

Strategy #3.3: Develop thematic historic contexts and conduct thematic resource surveys of Berthoud.

Thematic surveys are a type of intensive level survey that documents specific property types and provides eligibility recommendations for those properties based on a central theme. Unlike a typical intensive level survey, which may look at all property types in a geographic area, a thematic survey identifies specific property types associated with a central theme, such as agricultural properties or railroad-era properties. Before a thematic resource survey is conducted, a thematic historic context must first be completed. A thematic historic context provides a comprehensive overview and history of the subject matter and includes information on the characteristics of the associated property type. Several respondents to the community survey emphasized the agricultural heritage of Berthoud as being important to the community's character.



Case Study

The City of Aurora conducted an intensive resource survey to identify eligible properties associated with the post-war development of the Hoffman Heights neighborhood, Aurora's first post-war suburban development project. The survey was conducted after an initial reconnaissance survey and included a historic context in order to identify significant residential, commercial, and public properties within the Hoffman Heights subdivision. Information collected from this thematic resource survey was used to identify eligible properties and delineate the boundaries for a Hoffman Heights historic district. Properties which are determined eligible through historic resource surveys and are designated are eligible for state and federal historic tax credits that may help to fund their preservation or reuse.



Thematic historic contexts and surveys help to identify properties associated with a central theme, such as the intensive survey of the Hoffman Heights neighborhood of Aurora, which specifically investigated post-war development in the neighborhood.

(Photo Source: <https://www.9news.com/article/life/style/colorado-guide/hoffman-heights-in-aurora-a-neighborhood-born-from-wwii>)

Strategy #3.4: Designate new local landmarks and local historic districts.

Designating new landmarks and historic districts to the local register is the most effective way that the HPAC may protect its local historic resources. Under Chapter 30 Section 10 of Berthoud's Municipal Code, the HPAC may recommend to the Town Board of Trustees properties and historic districts eligible for local listing. Unlike the National Register, which is a largely honorary designation, listings to the local register afford historic resources the most protection from demolition and alterations which may negatively affect the resource's character and integrity. To designate new landmarks and historic districts the Town of Berthoud will first need to develop historic contexts and undertake historic resource surveys to identify those properties and districts which are eligible.



609 5th Street

Case Study

In 2025 the City of Colorado Springs listed its newest historic district, the Parkside Historic District in its local register. The historic district includes several buildings in the National Register and other locally contributing buildings. The effort to designate the area as a historic district was led by the Historic Uptown Neighborhood Association. The organization specifically mentions Colorado Spring's own historic preservation plan as being a catalyst for the neighborhoods designation. More information about the historic district and the extensive public process to designate the district can be found at <https://historicoptown.org/2022/04/23/parkside-district-preservation/>.



Historic apartment building located in the Parkside Historic District of Colorado Springs.
(Photo Source: <https://historicoptown.org/2023/12/14/624-n-cascade-ave/>)

Strategy #3.5: Designate new properties and districts to the Colorado State Register of Historic Properties and the National Register of Historic Places.

Through survey efforts, properties or districts may be identified which are eligible for listing in the Colorado State Register of Historic Properties and the National Register of Historic Places (NRHP). After a resource has been determined eligible, the property may be nominated to the Colorado Register and the NRHP through an application process with History Colorado and the National Park Service. Listings to the Colorado Register and the NRHP may be undertaken by individual property owners or community groups, though the nomination process can be daunting to individuals without prior experience. Listing within the Colorado Register and the NRHP is a largely honorary designation and property owners are not restricted with what they can do, though tax credits are available for alterations or rehabilitations which maintain or improve the historic integrity of the site. A noncompetitive SHF grant may be used to hire a consultant to complete a State or NRHP nomination with a 10–25% match. CLG grants may also be used for nominations. Prior to applying for grants, a property needs to be found officially eligible for the State and NRHP by staff at the Office of Archaeology and Historic Preservation at History Colorado.



545 North 7th Street

Case Study

In 2024 The Colorado Asian Pacific United organization (CAPU) was awarded a SHF grant to identify sites associated with Denver’s historic Chinatown, which existed around Market and Wazee Streets in the 1800s, for nomination to the State and National Register of Historic Places. The initiative is part of a larger project to uncover the history of Denver’s Chinese residents, who faced racial discrimination throughout the 19th and 20th century. Projects which help to uncover the history of marginalized or underrepresented communities in Colorado are ranked higher when History Colorado evaluates grant applications. Grant funding is also available for the completion of State and National Register nominations, which often require the help of outside consultants.



Circa 1875 photo of a Chinese marching band along a street in Denver, likely Wazee Street. Wazee and Market Street were once the nexus of Denver’s Chinese community, many of whom immigrated to the city in the late 1800s. Today, little remains of Denver’s Chinatown, though efforts are underway to establish a historic district commemorating the area.

(Photo Source: Denver Public Library)

Strategy #3.6: Revise Chapter 30 Section 10-105.2 of the Berthoud Municipal Code to include non-contributing buildings within historic districts.

Chapter 30 Section 10-105.2 of the Berthoud Municipal Code dictates that non-contributing buildings within historic districts are not required to abide by the regulations of Section 10 for historic districts. While alterations to non-contributing buildings are typically not held to the same standard as landmarked or contributing buildings, they should still be sympathetic to the historic character of surrounding buildings and the larger historic district. Alterations to non-contributing buildings which are unsympathetic to surrounding historic buildings risk degrading the integrity of contributing buildings and the district as a whole. Reduced integrity can place historic districts at risk of delisting. Historic district design guidelines may provide guidance on appropriate alterations to non-contributing buildings.

Case Study

In 2011 the Foley Downtown Historic District in Foley, Alabama was significantly reduced in size due to years of inappropriate alterations which had reduced the integrity of the larger historic district. Alterations which reduced the integrity of the district included those to both contributing and non-contributing resources. Over time, the extent of the alterations caused large portions of the historic district to lose its historic character and feeling, thereby reducing the integrity of the district and necessitating a reduction in the district size. Both contributing and non-contributing buildings play an important role in maintaining the integrity of historic districts. Historic design guidelines ensure that alterations to both contributing and non-contributing resources maintain the integrity of historic districts.



300 Block of Mountain Avenue

Strategy #3.7: Develop parameters for neighborhood conservation districts that seek to preserve the character and setting of historic geographies within Berthoud.

Neighborhood conservation districts are a planning tool similar to historic district overlays that aim to preserve the character and setting of a particular neighborhood or area. Unlike historic districts, neighborhood conservation districts do not meet the eligibility criteria for listing in a local, state, or national register. Neighborhood conservation districts preserve the character and feeling of older residential neighborhoods by protecting features such as setbacks, house sizes, roof shapes, porches, and other façade elements that give a neighborhood its distinct feeling. New construction within neighborhood conservation districts is required to be compatible with existing buildings and include elements that make the neighborhood unique. Neighborhood conservation districts can support neighborhood affordability while still encouraging reinvestment. The Mountain Avenue Overlay District within the Berthoud Development Code operates similarly to a neighborhood conservation district. To determine which neighborhoods or areas within Berthoud might qualify as neighborhood conservation districts it will be necessary to conduct historic resource surveys as noted under Strategy 3.1.



615 North 7th Street

Case Study

Longmont's Conservation Overlay (C-O) zoning district is an overlay district that may be applied on top of the base zoning district. In 2023 the Historic Eastside Neighborhood Association (HENA) requested the city place a conservation overlay in their neighborhood. The request was made in response to a 2018 zone change which resulted in development pressures inconsistent with the existing neighborhood. The C-O overlay would ensure that new development is compatible with the character of the existing neighborhood and that the neighborhood remains affordable. The C-O overlay includes many provisions which help maintain neighborhood cohesion by requiring new buildings to have similar roof slopes and overhangs, exterior building materials, front porches, and window and door alignments to existing buildings on the same block face.



A modestly sized house in Longmont's eastside where a conservation overlay is proposed. Conservation overlays help to ensure that new development is compatible with existing buildings in a given area.

(Photo Source: Longmont Museum)

Goal 4: Promote a greater understanding of local history through civic pride, community engagement, and partnerships.

Strategy #4.1: Strengthen partnerships with potential stakeholder groups.

The Preservation Plan will be administered by town staff in collaboration with the HPAC, though partnerships with local community groups may help to ensure the plan's success, provide opportunities for collaboration, and increase the number of available resources for utilization. Local preservation advocates and historic property owners are key stakeholders who can support and benefit from the strategies found in the plan. By strengthening relationships with local groups, the town can build broader support for historic preservation in Berthoud and collaborate on the implementation of the strategies and goals outlined within.



647 6th Street

Case Study

Discover Denver is a survey program of Historic Denver that relies on volunteers to identify historic buildings within the city that are historically, architecturally, or culturally significant. The program is a collaborative effort between Discover Denver, a local non-profit, History Colorado, and the City of Denver. Information collected in the survey is used to support historic designations within the city. The program is primarily funded by a grant from the Colorado State Historical Fund.



1764 Gilpin Street in Denver, Colorado. The building is one of hundred's surveyed by community volunteers through Discover Denver's neighborhood survey program.

(Photo Source: https://historicdenver.org/wp-content/uploads/sites/7422/2024/07/City_Park_West_Survey_Report-FINAL.pdf)

Strategy #4.2: Seek opportunities for cultural programming through festivals and other community events with community partners.

Chapter 30 Section 10 of Berthoud's Municipal Code entrusts the HPAC with the authority to promote the local history and culture of Berthoud through public education programs and other initiatives which raise public awareness of Berthoud's heritage. Several local and county organizations with an interest in local history host annual events, providing opportunities for collaboration between town staff, the HPAC, and these organizations. Town staff and the HPAC should collaborate with local organizations such as the Berthoud Historical Society, Historic Larimer County, and Berthoud Main Street to find ways to collaborate on cultural programming and other festivals and events which promote a greater public awareness of local history.



648 5th Street

Case Study

Each Memorial Day weekend the City of Colorado Springs hosts its annual Territory Days festival in the Old Colorado City historic district. The event is one of the state's largest street fairs and includes over 250 vendors, three stages for live music, and various cultural activities that celebrate the history of Old Colorado City. In addition to the street fair that includes pop-up vendors from around the state, many local businesses and non-profits participate in Territory days.



The log cabin pictured here in 1917 served as Colorado's capitol for five days in 1862. The cabin sits in Bancroft Park in the heart of Old Colorado City where the annual Territory Days festival takes place. (Photo Source: Library of Congress)

Strategy #4.3: Adopt a marker or plaque program.

Historic markers or plaques are a useful tool for recognizing important historic sites and resources within a community. Chapter 30 Section 10 of the Berthoud Municipal Code allows and encourages the HPAC to adopt a local marker program. Historic plaques may be mounted on buildings or installed as standalone markers, though they are best utilized when they can be viewed from a public right of way. Historic plaques often signify that a building or site is listed within a local, state, or national register, though many communities also provide plaques to non-listed buildings which the community has identified as significant. Plaques which do not signify inclusion within a local, state, or national register should be clearly differentiated to avoid confusion. Historic plaques may be provided for individual landmarks or to contributing resources within a historic district. Plaques may also be provided for specific projects as part of a community's annual preservation awards recognizing significant preservation projects. The Town of Berthoud should tailor its own historic marker or plaque program through public participation and partnerships with local organizations such as the Berthoud Historical Society. Several communities provide plaques free of charge to historic property owners through permit fees or other dedicated funding sources, or property owners may voluntarily purchase plaques through a program administered by the municipality. Grant funding is not typically available for historic plaques.



409 Welch Avenue

Case Study

Historic Pueblo, Inc. is a non-profit organization modeled after similar organizations in Colorado such as Historic Boulder and Historic Denver that supports historic preservation in Pueblo through educational seminars, historic tours, and work with the local historic preservation commission. Historic Pueblo, Inc. maintains a historic plaque program that recognizes properties over 50 years old within the city. Properties which receive a historic plaque are not required to be locally listed. The Pueblo program is an example of a community which maintains a plaque program through a collaboration between a third party and the local preservation commission.

In 2022 the Town of Carbondale created a historic plaque program through the town's historic preservation commission. The town has since installed 22 plaques on historic properties. Applicants are required to submit a short application and provide a \$25 matching fee for the historic plaque. The Carbondale program is an example of a community in which the plaque program is run and administered by town staff and the local preservation commission.



Several residences in Pueblo's Northside Historic District have received plaques through the Historic Pueblo, Inc. program.

(Photo Source: <https://www.historicpueblo.org/historic-places/pueblo-register-of-historic-places/157-generally-located-from-court-to-west-street-and-17th-to-19th-streets>)

Strategy #4.4: Create an interpretive historic sign program and integrate the program with web-based technology.

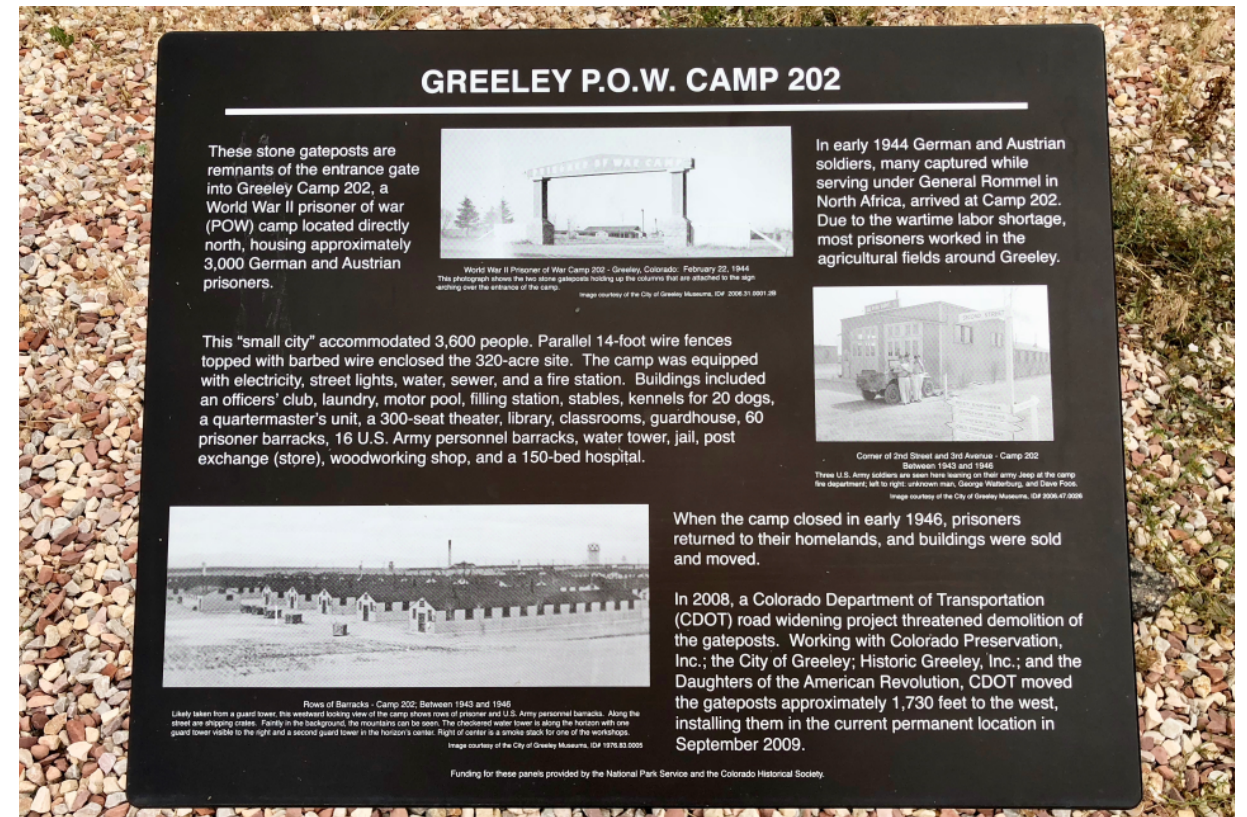
Like historic plaques, interpretive signs are a useful tool for educating the public on the history of a building or place. Interpretive signs may be attached to structures or freestanding. Recently many communities have utilized web-based technology to supplement their interpretive sign programs with QR codes that link to more in-depth information than could be displayed on a single plaque. This also has the advantage of reducing costs, as more information can be provided online than would be possible on a reasonably sized plaque. The online platform is also more accessible than the traditional plaque, as information online can more easily be translated into different languages or aided by audio recordings. The interpretive sign program may also be utilized alongside the existing Berthoud historic walking tour through QR codes which may directly link each site to its location on the web-based walking tour.



Case Study

In 2011 the City of Greeley used CLG funding to design, build, and in-stall two interpretive panels commemorating Camp 202, a German POW camp that operated in Greeley between 1943 and 1946. Today only two gateposts are all that remain of the once sprawling POW camp that housed 3,000 German soldiers. The Greeley program is an example of an interpretive sign installation that commemorates a site where most of the re-sources are no longer extant. By installing these interpretive panels residents and travelers are able to connect to the site even if most of its physical attributes are no longer present.

The City of Longmont maintains an interpretive sign program through the Longmont Museum that is integrated with a web-based walking tour. The program includes interpretive panels with QR-codes that link to the online walking tour. Once a user scans the QR code they are taken to an online map that includes their location on the tour with additional history and photos of the site.



Camp 202 interpretive panels installed through a CLG grant.
(Photo Source: <https://www.hmdb.org/PhotoFullSize.asp?PhotoID=436457>)

Strategy #4.5: Hold annual preservation awards that recognize significant projects or newly landmarked properties within Berthoud.

Many communities both in Colorado and around the U.S. hold annual preservation awards to celebrate exemplary projects which promote historic preservation within the community. The scope of each program is different, though they typically include various categories that recognize different projects completed during the previous year. The Berthoud Historical Society previously held an annual preservation award ceremony, but the awards were paused in recent years and have not yet resumed according to the Society's website. Awards are often presented in May during Preservation Month, a month-long celebration of historic preservation observed nationwide. The award program could also be paired with the proposed plaque program, with plaques presented annually to recognize award recipients. In such a scenario, historic plaques may be awarded each year to awardees that recognize their contribution to historic preservation in Berthoud. Because the Berthoud Historical Society has previously held annual preservation awards, town staff and the HPAC should coordinate with the Berthoud Historical Society on the annual awards moving forward. Awards may be presented during a regularly scheduled HPAC meeting or as part of a separate community event.



228 Mountain Avenue

Case Study

Each year the City of Aspen's Historic Preservation Commission presents annual awards during a regularly scheduled city council meeting. The awards recognize projects that made an outstanding contribution to historic preservation within Aspen. While the awards typically recognize significant rehabilitation or restoration projects, the awards have also been used to recognize members in the community who demonstrated a commitment to historic preservation.



The Wheeler Opera House, pictured here in 1957, received a preservation award from Aspen's City Council in 2023 for a significant exterior renovation which included replacement of its sandstone exterior sourced from a quarry in Wyoming.

(Photo Source: Denver Public Library)

Strategy #4.6: Partner with local organizations to co-host an annual historic building tour or similar program.

Building tours are a useful public education tool the HPAC may use to raise awareness of historic preservation while allowing residents and visitors to experience the historic architecture of Berthoud. Historic building tours are commonly hosted by non-profit organizations or neighborhood associations. The Town of Berthoud and the HPAC may partner with local organizations such as the Berthoud Historical Society and Historic Larimer County to co-host such events. Proceeds from tours may be used to support historic preservation in Berthoud.



Case Study

Each December Habitat for Humanity of the St. Vrain Valley hosts an annual 2-day 'Gift of the Home' Holiday tour. In 2025 the tour included three historic buildings in Longmont, Colorado. Proceeds from the event went to funding Habitat for Humanities mission in northern Colorado. The event was sponsored by local organizations and businesses who provided cash donations. The event was facilitated by volunteers who received free entry to the event.

Every other year Historic Boulder holds a historic ghost tour in one of the City's historic districts. The event includes a tour of several buildings and a local cemetery with stories of Boulder's departed residents. The event is sponsored by the City of Boulder with support from local businesses and non-profit organizations.



The Hover Residence, pictured here on an early 20th century postcard, was featured in Longmont's Gift of the Home Tour in 2025.

(Photo Source: Longmont Museum)

Implementing Actions Matrix

Goal 1: Strengthen and Implement Berthoud's existing Historic Preservation Program.			
Implementing Action	Priority	Timeframe	Potential Partners
Strategy #1.1: Undertake an annual review of the Historic Preservation Program and the Historic Preservation Plan			
Town staff and the HPAC shall discuss and document ongoing projects, new projects, and progress within the preservation plan at regularly scheduled HPAC meetings.	3	Recurring	N/A
Each year town staff and the HPAC shall devote a portion of one regular meeting to identify projects and funding sources, such as grants, for achieving the strategies and goals outlined within the preservation plan.	3	Recurring	
Town staff and the HPAC shall conduct an annual review of Berthoud's preservation ordinance and the local landmark register to document changes and future needs.	3	Recurring	
Town staff shall compile and submit a report to History Colorado demonstrating compliance with the CLG program requirements annually.	3	Recurring	
Town staff shall share the annual report with the Town Board of Trustees and publicize the report on the HPAC landing page.	3	Recurring	
Strategy #1.2: Regularly apply for grant funding to achieve strategies found within the plan.			
Town staff and the HPAC shall identify appropriate strategies within the plan that would qualify for grant funding at a regularly scheduled meeting as identified within Strategy 1.1.	2	Recurring	N/A
Town staff and the HPAC shall determine the amount of matching funds required to pursue strategies found here in the plan and secure additional funding as necessary.	2	Recurring	
Town staff shall apply for at least one CLG or SHF grant on an annual basis and other grants as appropriate.	2	Recurring	

Strategy #1.3: Ensure the goals of the Preservation Plan are represented in current and future planning efforts.			
Town staff and the HPAC shall identify areas where historic preservation might be integrated with other planning endeavors in Berthoud and the surrounding area.	2	Short-term, Recurring	Town Departments, County agencies, Berthoud Historical Society, Historic Larimer County, non-profit and other community organizations, property owners
Town staff shall review current planning documents and identify opportunities to integrate historic preservation goals through plan amendments, companion studies, or implementation tools, including: Berthoud Comprehensive Plan (2021); Berthoud Housing Diversity Plan (2025); Transportation Plan (2021); Mountain Avenue Plan (2019); First Street Corridor Plan (2023); Future Land Use Map (2021); Architectural Design Guidelines (2021); Landscape Design Guidelines (2023); Larimer County Housing Needs Assessment (2021); and Loveland Housing Authority Regional Housing Study (2021).	2	Short-term, Mid-term, Recurring	
Town staff shall ensure that future updates to the preservation plan consider other town and county community planning endeavors.	3	Recurring	
Strategy #1.4: Enhance the orientation experience of new HPAC members through additional training and mentoring.			
Town staff shall create an HPAC training package for new HPAC members.	2	Short-term	N/A
Town staff shall ensure the training package covers at the minimum CLG requirements, HPAC procedures, and the Preservation Plan framework.	2	Short-term	
Town staff shall schedule a periodic meeting to review the HPAC bylaws, the design review process, the demolition and designation process, and other relevant procedures with HPAC members.	3	Recurring	
Town staff and the HPAC are encouraged to join the NAPC-Listserv to connect with other preservation commissions around the U.S and the History Colorado mailing list to stay informed of training opportunities in Colorado.	3	Short-term	

Strategy #1.5: Encourage members of the HPAC & planning staff to attend training opportunities and conferences for historic preservation such as the National Alliance of Preservation Commissions (NAPC) FORUM, the Colorado Preservation Inc. Saving Places conference, and the National Trust for Historic Preservation PastForward conference.

Town staff and at least one member of the HPAC shall attend the upcoming Saving Places Conference in Colorado.	2	Short-term	History Colorado, NAPC, other CLG communities in Weld and Larimer County
Town staff and at least one member of the HPAC shall attend an annual conference or training opportunity for historic preservation.	3	Recurring	
Town staff shall explore funding sources to host a History Colorado or CAMP training session in Berthoud.	3	Short-term	

Strategy #1.6: Utilize digital platforms to promote Berthoud's history and the work of the HPAC.

Town staff shall work with IT staff to create a dedicated space on the town's website for the preservation plan and update the space regularly to include historic resource surveys, National Register nominations and listings, historic contexts, and other materials relevant to the program.	2	Short-term, Recurring	Berthoud Historical Society, Historic Larimer County
Town staff shall work with IT staff to create an interactive map on the website where residents and property owners can search their address to determine if they are located within a historic district or are designated as a landmark.	2	Short-term	
Town staff shall work with their IT staff to remove redundant links and integrate the 'Step Back in Time with the HPAC' landing page within the primary HPAC page.	2	Short-term	
Town staff shall update the website regularly to include any new projects, initiatives, events, or documentation that supports the work of the HPAC or promotes local history.	3	Recurring	

Strategy #1.7: Create and adopt a regular HPAC digital newsletter.

Town staff and the HPAC shall establish a newsletter schedule during a regularly scheduled meeting. Given the scope of the preservation plan, a quarterly or semiannual schedule is likely appropriate.	2	Short-term	Property owners, Berthoud Historical Society, Historic Larimer County, non-profit and other community organizations
Town staff and the HPAC shall form a HPAC working group to determine the scope of content for the newsletter.	2	Short-term	
Town staff shall work with the town's IT staff to create a digital signup on the HPAC landing page for the newsletter.	2	Short-term	
Town staff shall work with the HPAC working group to review and publish the newsletter on a regular basis.	3	Recurring	

Goal 2: Protect Berthoud's existing historic resources and maintain the town's character.

Implementing Action	Priority	Timeframe	Potential Partners
---------------------	----------	-----------	--------------------

Strategy #2.1: Adopt user-friendly design guidelines for local historic districts.

Town staff and the HPAC shall apply for grant funding and secure additional funding, if necessary, to create and implement historic design guidelines using design professionals with experience in historic preservation.	1	Short-term	History Colorado, NAPC, Consultants, Property owners, Berthoud Historical Society, Historic Larimer County, non-profit and other community organizations
Upon adoption of the design guidelines, town staff and the HPAC shall seek design review training, either through the contracted design professional, History Colorado, or another preservation organization such as the National Alliance of Preservation Commissions (NAPC).	2	Short-term	
The adopted historic design guidelines should be maintained on the town's website and utilized by town staff and the HPAC when conducting design review.	2	Short-term, Recurring	

Strategy #2.2: Adopt salvage or deconstruction guidelines for demolished historic structures.			
Within the adopted historic design guidelines, ensure that an overview of Berthoud's historic architecture is included and that significant features of each style are included.	1	Short-term	Berthoud Historical Society, Historic Larimer County, Larimer County, Property Owners, environmental groups, non-profit and other community organizations, other communities which have adopted salvage or deconstruction guidelines and ordinances
Town staff shall consult with other communities which have implemented salvage or deconstruction initiatives, as well as environmental groups, to determine a scope for a similar program in Berthoud.	2	Short-term	
Town staff shall work with the Building Official to revise local codes or regulations to allow for material reuse and salvage.	2	Short-term	
Create and implement salvage guidelines that indicate which materials and elements of a building are worth reusing or repurposing in the case of building demolition. The salvage guidelines may be included within the historic design guidelines or as a standalone document.	2	Short-term	
Strategy #2.3: Update the existing HPAC Owner's Manual and distribute to property owners upon completion.			
Update the HPAC manual to include the most up-to-date information on resources as they become available, including links to adopted historic design guidelines, available incentives, contractors with historic preservation experience, and other programs that may be of interest to property owners.	3	Short-term, Recurring	Property owners, Berthoud Historical Society, Historic Larimer County, non-profit and other community organizations
Consider applying for CLG grant funding to create an updated manual and help with the costs of printing and distribution.	3	Short-term	
Upon completion, the Manual may be distributed to Berthoud historic property owners and those considering landmark designation for their properties.	3	Short-term, Recurring	

Strategy #2.4: Explore incentives for property owners in the historic district and for landmarked properties.			
Town staff and the HPAC shall research potential incentives and funding mechanisms to support local incentives.	2	Short-term	History Colorado, Town Departments, County agencies, Berthoud Historical Society, Historic Larimer County, non-profit and other community organizations, property owners
Once incentives have been identified, town staff shall pursue their implementation, including seeking any necessary appropriations through the town's budgeting process.	2	Short-term	
Town staff shall create a historic property owner toolkit that includes information on available state and federal incentives, as well as local incentives as they become available, and make it easily accessible through the town's website.	3	Short-term	
Town staff shall incorporate information on available incentives into public outreach materials such as the HPAC Owner's Manual and other publications and distribute them to historic property owners.	3	Short-term	
Strategy #2.5: Investigate methods to celebrate features of the environment other than the historic built environment (trees, landscapes, sidewalks, cemeteries, neighborhood setting) and those historic places which no longer exist.			
Undertake historic resource surveys and historic contexts which may identify resources outside of the built environment that may be worth preserving and protecting or resources which are no longer extant. Ensure that community engagement informs the process and reflects residents' input.	2	Short-term	History Colorado, Consultants, Berthoud Historical Society, Historic Larimer County, non-profit and other community organizations, property owners
Using information gathered from historic resource surveys and historic contexts, develop and implement measures which protect these identified resources or commemorate those places which are significant and no longer exist.	2	Short-term, Mid-term	
Ensure that significant resources are incorporated within historic design guidelines, which provide additional guidance on how these resources may be protected and preserved while ensuring compatible, new development.	2	Short-term, Mid-term	

Strategy #2.6: Consider adopting a demolition ordinance to review non-landmarked or non-historic district properties which meet certain criteria (over 50 years old, identified within a previous survey, etc).			
Town staff and the HPAC shall review existing demolition ordinances for non-landmarked structures and evaluate the feasibility of adopting a similar ordinance in Berthoud.	1	Short-term	History Colorado, NAPC, Berthoud Historical Society, Historic Larimer County, non-profit and other community organizations, property owners, other communities in Colorado which have adopted similar ordinances
Should a similar demolition ordinance be feasible, town staff and the HPAC shall seek community and stakeholder input and draft the demolition ordinance for adoption.	1	Short-term, Mid-term	
Ensure that the website and other publications are up to date with the latest information reflecting any ordinance changes.	2	Short-term	

Goal 3: Identify and protect new historic resources in Berthoud.			
Implementing Action	Priority	Timeframe	Potential Partners
Strategy #3.1: Undertake a historic resource survey plan followed by reconnaissance and intensive level surveys.			
Town staff and the HPAC shall plan apply for grant funding to undertake a historic resource survey plan.	1	Short-term	Consultants, Berthoud Historical Society, Historic Larimer County, non-profit and other community organizations, property owners
Following the completion of the historic resource survey plan, town staff shall pursue new surveys that were identified in the plan, draft and submit request for proposals, and secure an outside consultant to undertake the survey.	1	Short-term	
After initial reconnaissance surveys have been conducted, town staff and the HPAC may plan for more intensive historic surveys to identify potentially eligible historic landmarks and historic districts.	1	Short-term, Recurring	
Ensure that historic resource surveys are available on the town's website and are provided to its community partners such as the Berthoud Historical Society, Historic Larimer County, and local libraries. Intensive level surveys should also be shared with relevant property owners.	3	Recurring	

Strategy #3.2: Develop and document historic contexts to build a comprehensive history of Berthoud and supplement survey efforts.			
Town staff and the HPAC shall undertake targeted historic contexts that identify periods of significance, property types, and important themes which shaped Berthoud's development and land use patterns and helped to define local geographies, landscapes, and culture.	1	Short-term	Consultants, Berthoud Historical Society, Historic Larimer County, non-profit and other community organizations, property owners
Town staff shall apply for grant funding and publish a request for proposals to complete the historic context which will help to guide future planning and survey efforts.	1	Short-term	
Ensure that historic contexts are posted on the town's website and provided to community partners such as the Berthoud Historical Society, Historic Larimer County, and local libraries.	2	Short-term, Recurring	
Strategy #3.3: Develop thematic historic contexts and conduct thematic resource surveys of Berthoud.			
After the historic resource survey plan has been completed, town staff shall review the results of the plan and work with the HPAC to identify topics for a thematic historic context and resource survey	2	Short-term	Consultants, Berthoud Historical Society, Historic Larimer County, non-profit and other community organizations, property owners
Town staff shall secure funding to conduct thematic historic contexts and thematic resource surveys to document specific property types, neighborhoods, or themes (e.g, agricultural resources, mid-century neighborhoods, commercial corridors, or landscapes).	2	Short-term, Recurring	
Town staff shall ensure that thematic historic contexts and resource surveys are readily available on the town's website and provided to community partners such as the Berthoud Historical Society, Historic Larimer County, and local libraries.	3	Recurring	

Strategy #3.4: Designate new local landmarks and local historic districts.			
After surveys have been conducted identifying eligible historic properties in Berthoud, town staff and the HPAC shall work with property owners to pursue local landmark designation or the creation of new historic districts.	2	Mid-term, Recurring	Berthoud Historical Society, Historic Larimer County, non-profit and other community organizations, property owners
Town staff and the HPAC shall involve the public and community stakeholders when recommending new landmark listings and the creation of historic districts and ensure that the public is provided sufficient information on the importance of local listings.	2	Mid-term, Recurring	
Once new landmarks or historic districts have been listed, town staff shall ensure that the town website and associated applications are updated to reflect the designations.	2	Recurring	
Strategy #3.5: Designate new properties and districts to the Colorado State Register of Historic Properties and the National Register of Historic Places.			
Town staff and the HPAC shall pursue listings in the Colorado Register and National Register for properties which have been identified as eligible through historic resource surveys.	2	Short-term, Recurring	History Colorado, consultants, Berthoud Historical Society, Historic Larimer County, non-profit and other community organizations, property owners
Town staff and the HPAC shall work with community groups, stakeholders, and individual property owners to promote the listing of properties in the Colorado and National Register.	3	Recurring	
Town staff and the HPAC shall identify individuals, groups, or outside consultants to prepare Colorado and National Register nominations and secure funding to support the undertaking if necessary.	2	Short-term, Recurring	
Any new listings in the Colorado Register and the National Register should be included on the HPAC's landing page and shared with community partners such as the Berthoud Historical Society and Historic Larimer County.	3	Recurring	

Strategy #3.6: Revise Chapter 30 Section 10-105.2 of the Berthoud Municipal Code to include non-contributing buildings within historic districts.			
Adopt historic design guidelines (see Strategy 2.1) that address alterations to non-contributing buildings in historic districts.	1	Short-term	History Colorado, consultants, property owners, Berthoud Historical Society, Historic Larimer County, non-profit and other community organizations
Town staff and the HPAC shall pursue the ordinance amendment process to revise Chapter 30 Section 10-105.2 of the Berthoud Municipal Code to include non-contributing buildings.	1	Mid-term	
Town staff and the HPAC shall involve property owners within the historic district in the ordinance amendment process and ensure that they are provided sufficient information on the risks associated with incompatible alterations to non-contributing buildings in the historic district.	1	Short-term	
Strategy #3.7: Develop parameters for neighborhood conservation districts that seek to preserve the character and setting of historic geographies within Berthoud.			
As part of the historic resource survey identified in Strategy 3.1, town staff shall include provisions within the proposal to identify neighborhoods or other areas where neighborhood conservation districts might be feasible.	2	Short-term	Town departments, consultants, property owners, Berthoud Historical Society, Historic Larimer County, non-profit and other community organizations
Once potential neighborhood conservation districts have been identified, town staff and the HPAC shall form a working group to determine the feasibility of adopting neighborhood conservation district overlays.	2	Short-term	
If neighborhood conservation districts are determined feasible, town staff and the HPAC shall work to implement new neighborhood conservation districts through legislation.	2	Mid-term	

Goal 4: Promote a greater understanding of local history through civic pride, community engagement, and partnerships.			
Implementing Action	Priority	Timeframe	Potential Partners
Strategy #4.1: Strengthen partnerships with potential stakeholder groups.			
Town staff and the HPAC shall form a working group tasked with identifying and coordinating coordinate with local groups on historic preservation initiatives found within the plan where collaboration is possible.	2	Short-term	Berthoud Historical Society, Historic Larimer County, non-profit and other community organizations, property owners, local historians and others interested in local history
Town staff and the HPAC shall engage community partners and stakeholders when implementing strategies found within the plan and seek ways to include local organizations in preservation initiatives.	2	Recurring	
Strategy #4.2: Seek opportunities for cultural programming through festivals and other community events with community partners.			
As part of the working group established under Strategy 4.1, the HPAC working group shall identify opportunities to collaborate on local festivals and community events.	2	Short-term, Recurring	Berthoud Historical Society, Historic Larimer County, non-profit and other community organizations, cultural and other civic organizations, property owners
The HPAC working group shall work with its community partners to establish a scope for new events and other festivals and identify sources of funding to host such events.	3	Recurring	
The HPAC shall work with its community partners to foster a lasting partnership and ensure that new events are planned and managed annually.	3	Recurring	

Strategy #4.3: Adopt a marker or plaque program.			
Town staff and the HPAC shall identify and research historic plaque programs within Colorado and establish a scope for a Berthoud program.	3	Short-term	Berthoud Historical Society, Historic Larimer County, non-profit and other community organizations, property owners, marker manufacturers and distributors, other communities in Colorado which have adopted marker programs
Town staff and the HPAC shall engage local property owners and community partners such as the Berthoud Historical Society to define a scope for a local marker program and collaborate on its implementation and management.	3	Short-term	
Town staff and the HPAC shall identify historic plaque makers and distributors and determine the costs of producing plaques.	3	Short-term	
Town staff and the HPAC shall identify and secure a funding source for the plaque program, determine the cost to applicants, and implement the historic plaque program.	3	Short-term	
Town staff and the HPAC shall review and update the plaque program regularly and maintain a record of properties which have received plaques.	3	Recurring	
Strategy #4.4: Create an interpretive historic sign program and integrate the program with web-based technology.			
Town staff and the HPAC shall identify and research interpretive sign programs within Colorado and establish a scope of effort for a Berthoud program.	3	Short-term	Berthoud Historical Society, Historic Larimer County, non-profit and other community organizations, property owners, interpretive sign manufacturers and distributors, other communities in Colorado which have adopted interpretive sign programs
Town staff and the HPAC shall engage local community groups such as the Berthoud Historical Society and Historic Larimer County to collaborate on the adoption and management of an interpretive historic sign program.	3	Short-term	
Town staff and the HPAC shall identify sign makers and distributors and determine the costs of producing interpretive sign panels.	3	Short-term	
Town staff and the HPAC shall ensure that the interpretive sign panels work within the Town's branding parameters and include a link to web-based applications where applicable, such as the existing Berthoud historic walking tour found on the town's website.	3	Short-term	
Town staff and the HPAC shall identify and secure a funding source and implement the interpretive sign program.	3	Short-term	

Strategy #4.5: Hold annual preservation awards that recognize significant projects or newly landmarked properties within Berthoud.

Town staff and the HPAC shall establish a scope for annual preservation awards and coordinate with the Berthoud Historical Society on conducting the awards.	3	Short-term	Berthoud Historical Society, Historic Larimer County, non-profit and other community organizations, property owners
Town staff and the HPAC shall investigate ways of integrating other strategies found herein, such as the proposed plaque program, into the annual preservation awards.	3	Short-term	
Town staff and the HPAC shall publicize the annual preservation awards and maintain a record of the awards on the HPAC's landing page.	3	Recurring	

Strategy #4.6: Partner with local organizations to co-host an annual historic building tour or similar program.

Town staff and the HPAC shall collaborate with local organizations such as the Berthoud Historical Society to determine the feasibility of holding a historic building tour or similar program in 2026 and shall establish a scope for such a tour.	3	Short-term	Berthoud Historical Society, Historic Larimer County, non-profit and other community organizations, property owners
Town staff and the HPAC shall work with participating organizations to identify historic properties to be included in the tour.	3	Short-term	
At the conclusion of the tour, town staff and the HPAC shall collaborate with participating organizations to determine the feasibility of conducting the tour on an annual basis.	3	Short-term, Recurring	

Five-Year Work Plan

The intent of the 5-year work plan is to give town staff and the HPAC a plan of action for implementing the strategies identified earlier in this chapter over the next five years. The priority and order of strategies play an important role in their implementation. As indicated at the beginning of this chapter, certain strategies and actions may need to be completed before work can begin on other strategies. For instance, a historic resource survey is required before town staff can begin the process of designating new landmarks and historic districts. This work plan emphasizes both order and priority, so that strategies and actions may be pursued in a logical and pragmatic manner. The plan may be modified or adjusted at any time and is intended to provide guidance rather than adherence to a strict formula.

Year 1 Work Plan	
Work Plan Item	Applicable Strategies
Undertake a historic resource survey plan that will prioritize additional historic resource surveys in order to identify historic properties eligible for listing in the local, state, and national registers.	Strategy 2.5, Strategy 3.1, Strategy 3.2, Strategy 3.7
Establish a working group, develop a scope and schedule, and begin circulating an HPAC digital newsletter to keep property owners and interested parties informed of the plan's implementation and relevant updates within the department.	Strategy 1.7
Identify stakeholders and community partners who could assist with the implementation of plan strategies and pursue collaborations with these groups or individuals.	Strategy 4.1, Strategy 4.2
Update the website to include a dedicated space for the preservation plan and related projects.	Strategy 1.6
Update the website to include a clear map of the historic district.	Strategy 1.6
Town staff and a member of the HPAC shall attend the upcoming Saving Places Conference in Colorado.	Strategy 1.5

Year 2 Work Plan	
Work Plan Item	Applicable Strategies
Complete the historic resource survey plan identified in year 1 and begin the process of initiating a new historic resource survey and historic context. Berthoud should consider resurveying the Fickle Park neighborhood from the 2006 survey as its first official historic resource survey under the preservation plan.	Strategy 3.1, Strategy 3.2, Strategy 3.4
Begin the process of amending Chapter 30 Section 10-105.2 of the Berthoud Municipal Code to account for non-contributing buildings in historic districts.	Strategy 3.6
Begin to identify incentives for historic property owners in Berthoud.	Strategy 2.4
Begin drafting and implementing a training program for new HPAC members.	Strategy 1.4

Year 3 Work Plan	
Work Plan Item	Applicable Strategies
Complete the historic resource survey and historic context identified in Year 2.	Strategy 3.1, Strategy 3.2,
Begin working with stakeholders, community partners, and local residents to establish new historic landmarks and historic districts identified through the completed historic resource survey.	Strategy 3.4
Begin the process of implementing incentives identified during Year 2.	Strategy 2.4
Identify funding opportunities and work with stakeholders to host a NAPC CAMP training in Berthoud or another CLG community in Larimer County.	Strategy 1.5
Begin for the process of establishing preservation awards in collaboration with community partners and explore ways to reward or recognize property owners for significant contributions to Berthoud's history.	Strategy 4.5

Year 4 Work Plan	
Work Plan Item	Applicable Strategies
Begin the process of adopting design guidelines for historic resources in Berthoud. The guidelines should cover resources found in the existing commercial historic district. Should a residential historic district be designated, it will also be necessary to account for residential property types.	Strategy 2.1, Strategy 2.2, Strategy 2.5
Pursue a Colorado State Register of Historic Properties and/or National Register landmark designation for an applicable property identified within a historic resource survey.	Strategy 3.5
Work with community partners to begin organizing a historic building tour or similar program. The tour may coincide with the adoption of a new historic district, new incentives, or other accomplishments.	Strategy 4.6
Complete the intensive or thematic based survey and context identified in year 3 and pursue local landmark or National Register designations based on the results of the survey.	Strategy 3.3, Strategy 3.4, Strategy 3.5

Year 5 Work Plan	
Work Plan Item	Applicable Strategies
Begin the process of adopting a demolition ordinance for non-landmarked historic resources.	Strategy 2.6
Define a scope and conduct an intensive or thematic based survey and historic context, or additional historic resource surveys identified through the historic resource survey plan in Year 1.	Strategy 2.5, Strategy 3.1, Strategy 3.2, Strategy 3.3
Begin investigating the adoption of a historic plaque program and/or an interpretive historic sign program.	Strategy 4.3, Strategy 4.4
Begin the process of defining a scope for neighborhood conservation districts. The applicability for a conservation district may have been identified within a previous historic resource survey, or a new survey may be required.	Strategy 3.7
Complete a review of the preservation plan and determine if another 5-year work plan is appropriate or if an update to the plan is required.	Strategy 1.1

The table of recurring tasks serves as a companion to the annual work plans above and may be carried out by Town staff and the HPAC annually.

Recurring Actions	
Work Plan Item	Applicable Strategies
Complete an annual review of the preservation plan and identify funding opportunities, such as grants, for implementing plan strategies in the following year.	Strategy 1.1, Strategy 1.2
Explore training opportunities for town staff and the HPAC and attend applicable conferences, webinars, or other historic preservation events.	Strategy 1.4, Strategy 1.5
Continue to engage stakeholders through the implementation of plan strategies and actions and explore opportunities for further collaboration.	Strategy 4.1, Strategy 4.2
Ensure that staff and the HPAC are provided the opportunity to engage with other town departments and community groups. Additionally, ensure that staff and the HPAC are included in planning endeavors where historic resources are involved.	Strategy 1.3, Strategy 4.1
Continue to update the website through the 5-year work plan to include projects, events, and other items relevant to the plans implementation.	Strategy 1.6
Update the existing HPAC owner's manual and continue to do so as more tools and incentives become available.	Strategy 2.3

Bibliography

"A Brief History of Larimer County." Fort Collins History Connection. Accessed March 01, 2026. <https://history.fcgov.com/explore/county-history>.

Abbott, Carl, Stephen J. Leonard, and Thomas J. Noel. *Colorado: A History of the Centennial State*. Boulder: University Press of Colorado, 2013.

"Berthoud." Colorado Encyclopedia. Accessed March 01, 2026. <https://coloradoencyclopedia.org/article/berthoud>.

Bond, Anne Wainstein. Report. *Berthoud Commercial Buildings Survey*, 2004.

Dunn, Meg. "A Short History of the Berthoud Historical Society." Northern Colorado History, November 29, 2022. <https://www.northerncoloradohistory.com/berthoud-historical-society/>.

Fenson, Mel. "Saturday in Berthoud." Colorado Magazine Online, 2010. https://www.coloradomagazineonline.com/Cities%20_%20Towns/Berthoud/Berthoud_Colorado.htm.

French, Mark. *Berthoud, from River Bottom to Bluff*. Berthoud, Colorado: Slim Thompson Publications, 2018.

"From the River Bottom to the Bluff: History of Berthoud and the Little Thompson Valley." Berthoud Historical Society. Accessed January 20, 2026. <https://berthoudhistoricalsociety.org/23-history/>.

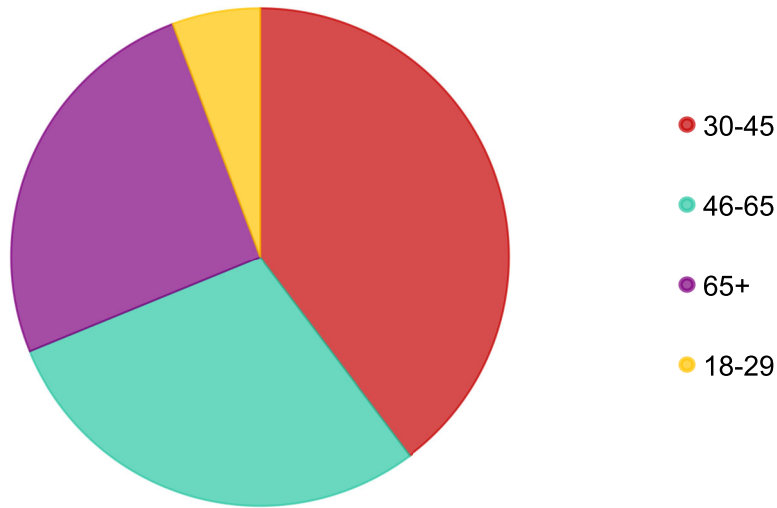
Gilmore, Kevin, Marcia Tate, Mark Chenault, Bonnie Clark, Terri McBride, and Margaret Wood. "Colorado Prehistory: A Context for the Platte River Basin." Online Resources for Colorado Archaeology and Historic Preservation, 1999. <https://archaeologycolorado.org/sites/default/files/Platte%20Ch%201-5.pdf>.

"History - Part 2: Building on 4th 1887 to 1940s." First United Methodist Church Berthoud. Accessed March 20, 2026. https://berthoudumc.org/?page_id=7129.

"Indians of Colorado." Doing history/keeping the past: The Indians of Colorado, 2011. <https://web.archive.org/web/20111210171817/http://hewit.unco.edu/dohist/teachers/essays/indians.htm>.

Berthoud Preservation Plan Survey

Age Range



Answers

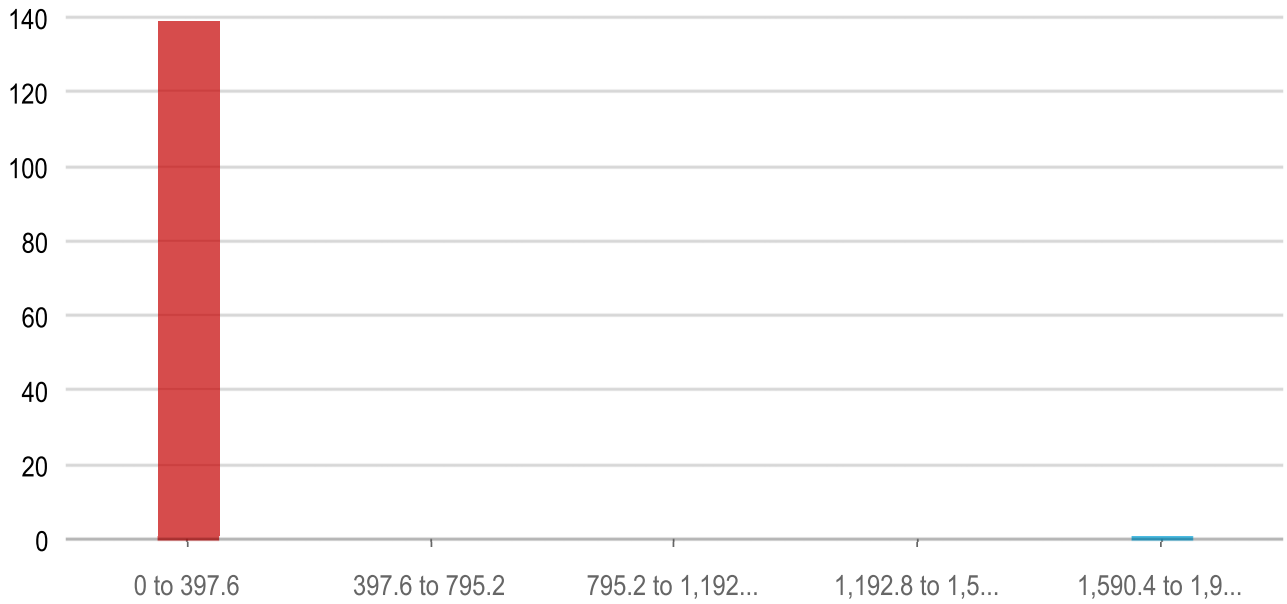
Count

Percentage

30-45	56	37.84%
46-65	41	27.7%
65+	36	24.32%
18-29	8	5.41%

Answered: 141 Skipped: 7

Years in the community

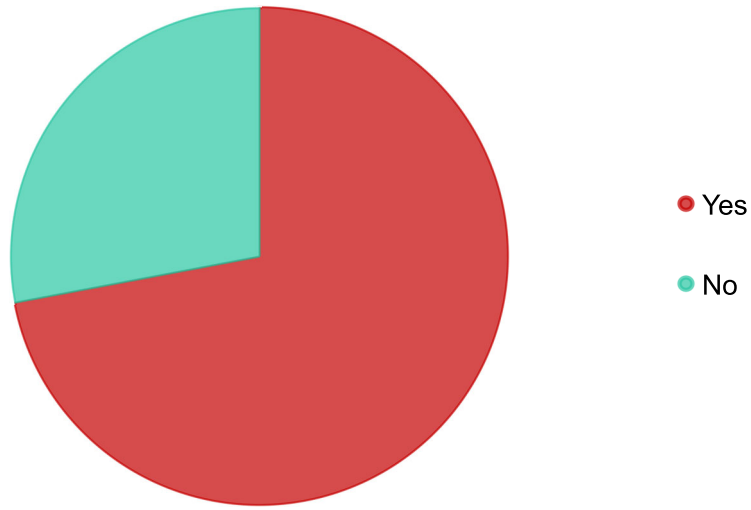


Stats **Value**

Min.	0
Max.	1,988
Avg.	26.12857142857143
Sum.	3,658

Answered: 140 Skipped: 8

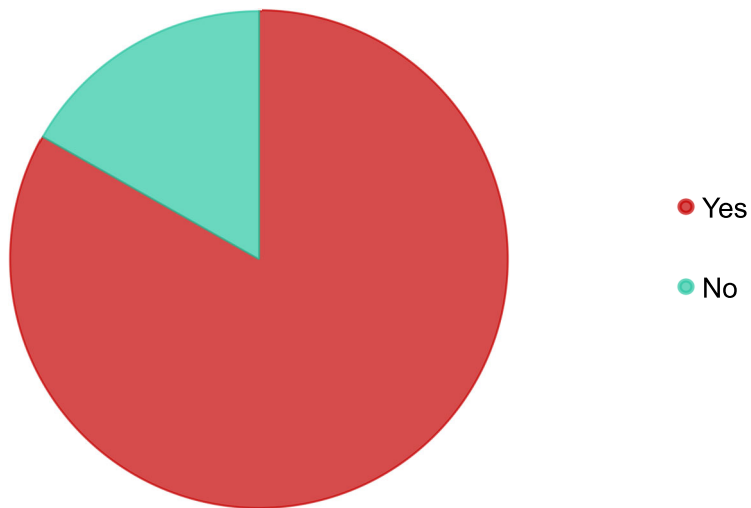
1. Are you aware the Town of Berthoud had a Historic Preservation Advisory...



Answers	Count	Percentage
Yes	103	69.59%
No	40	27.03%

Answered: 143 Skipped: 5

2. Are you aware the Town has a local historic district (The Berthoud...

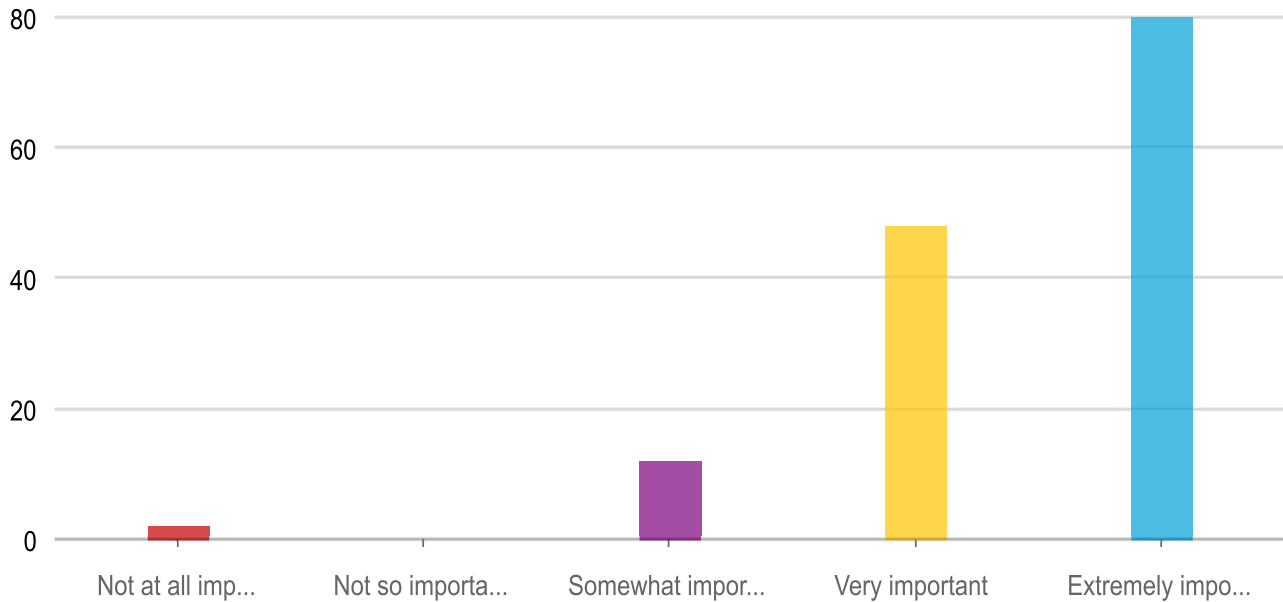


Answers	Count	Percentage
---------	-------	------------

Yes	119	80.41%
No	24	16.22%

Answered: 143 Skipped: 5

3. How important do you think it is to preserve important places, historic...

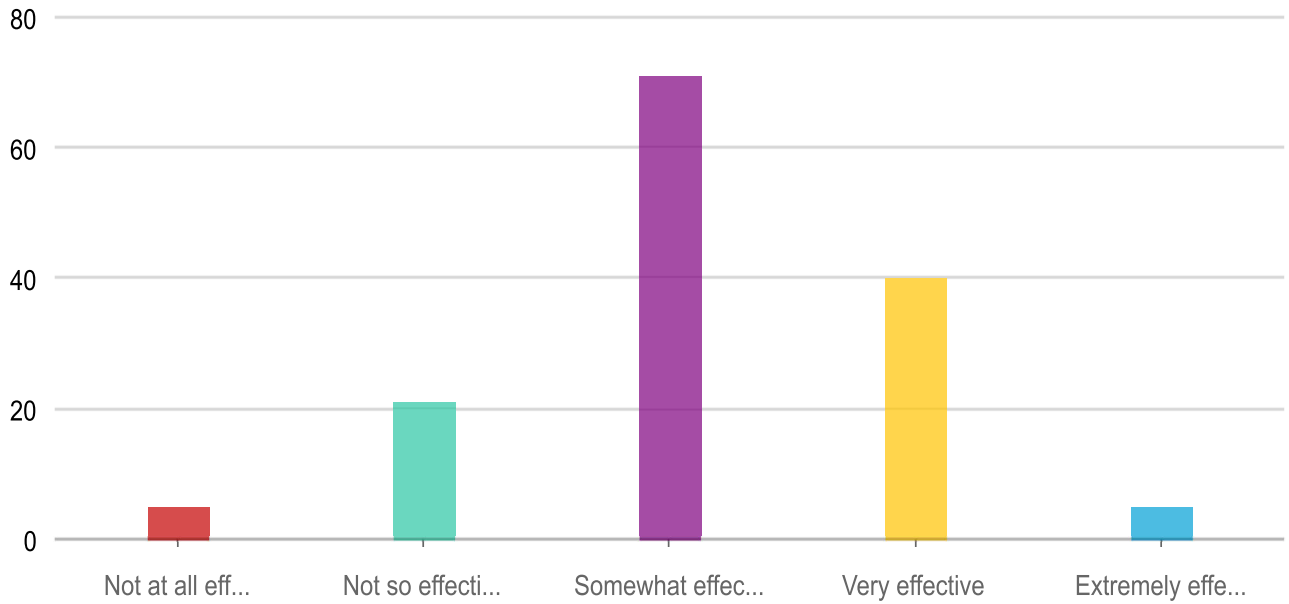


Answers	Count	Percentage
---------	-------	------------

Not at all important	2	1.35%
Not so important	0	0%
Somewhat important	12	8.11%
Very important	48	32.43%
Extremely important	80	54.05%

Answered: 142 Skipped: 6

4. How effective do you think the Town is when it comes to protecting and...



Answers **Count** **Percentage**

Not at all effective	5	3.38%
Not so effective	21	14.19%
Somewhat effective	71	47.97%
Very effective	40	27.03%
Extremely effective	5	3.38%

Answered: 142 Skipped: 6

5. Are there any historic buildings, sites, neighborhoods, or other areas in...

Response	Count
Downtown	2
Welch Ave area	1
Voice of Christ Church	1
Town park ballfields	1
The whole down town area, and the old feed store by ranchers wife.	1
The ranchers wife is a visual piece of history	1
The grain silos and related buildings of the grain processing operation next to railroad tracks. Also the depot. And the red rug cleaning building. The Kwik Korner gas station and coffee shop are some sites to consider	1
The entire mountain avenue corridor. The Ludlow farm house area. Bacon lake area. The church on mountain avenue. Any farms that can be preserved too. For example, the one on the corner of Berthoud parkway and 4e, northwest corner. Preserve the train depot too.	1
The church on Mountain	1
Some of the charm that drew us to Berthoud is the open fields west of the city and west of Berthoud Parkway. Developing those into urban sprawl would be disappointing. Especially if that sprawl did not include large swaths of trails, parks, and open spaces that keep the area "rural" at heart and keeping the views from the streets like Spartan Ave, Mountain Ave and the homes along Berthoud Parkway. Seeing Long's Peak in panorama is something Berthoud has over cities like Longmont and Loveland. Developing east would retain that.	1
So many farms, downtown buildings, beautiful old homes! Stop the destruction of our town!	1
Please keep Berthoud's agricultural heritage alive! This is a major part of the town's history, and filling all these beautiful old farms and ranches with development is turning this town into the likes of Loveland and Fort Collins. We don't need more houses, we need to go back to having a community-based culture in this town; we need to be focusing on the agricultural basis that flourishes into producing for the community we have.	1
Our beautiful rural farm land and prairie.	1
Original townsite on the Little Thompson River is at risk of residential development. Town should evaluate if anything remains and if archaeological investigation is necessary.	1

Open space should be protected as much as possible to protect the historic aspects of an historically agriculture-based SMALL town. For example, the recent development plans for the historic wildlife corridor area just southeast of downtown Berthoud was a travesty. While the Town Board had no choice but to incorporate the area so they could have AT LEAST some input for the development... action to purchase this important piece of land should have been taken long before that unpopular incorporation had to be done. The Historical Committee and the Town of Berthoud should have found financial partners to purchase the land before the developers did.	1
OPEN SPACE ANS FIELDS ANS WILDLIFE CORRIDORS. CRITTERS AND FARMS WERE HERE FIRST.	1
One concern is what rules would be in place to allow/refuse certain building or businesses and how those rules could be adjusted in the future.	1
Older homes and buildings in the older parts of Berthoud	1
Old Berthoud drug The barns General character of downtown Old houses Farmland and farmhouses around 287 and mountain ave intersection that are for sale.	1
Moved here because of the small town feel and the independent local businesses. Would hate to see us go the way of other charming places (Aspen e.g) that failed to keep their historic buildings and "feel" intact. It's worth more than dollars and profits.	1
Ludlow Farmhouse and outbuildings	1
Ludlow farm - the existing trees and homestead site should be preserved with the new huge development.	1
Ludlow farm	1
Little Thompson River and natural areas along Berthoud parkway to 1st, Ludlow farm and that beautiful view, why isn't that whole area a new park and nature area. Our wildlife matters like the bear on the river, deer and elk in the fields, the fox by Spartan even the prairie dogs on Berthoud parkway a keystone species. We love seeing eagles and hawks that's their dinner by your proposal sign. The board is missing the park with the overgrowth in Berthoud. There's no point in an arboretum with proposed apartment buildings on mountain.	1
Limit development to keep the farm lands.	1
Land by the little Thompson Farm land	1

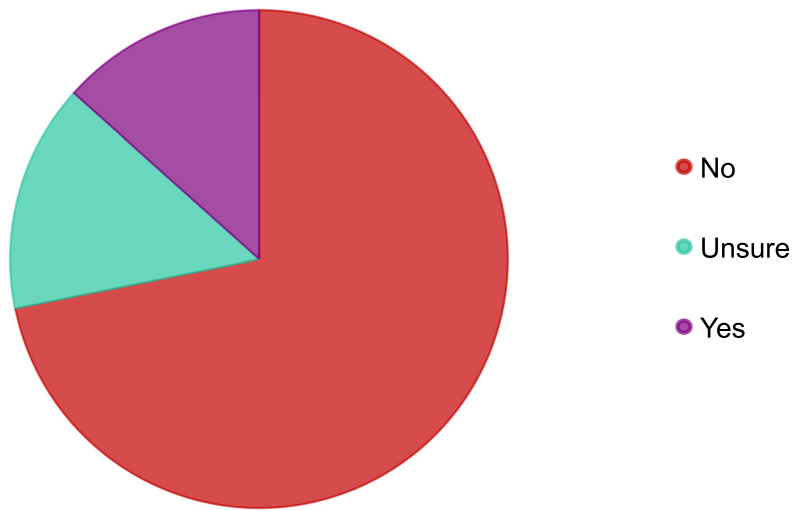
-Is the grain tower protected in any way? -Are there any scenarios in which the schoolhouse south of town (private property) could be saved? -I'll miss the little white farmhouse on CR 17. Could it be "deconstructed" instead of razed? Could the silos be incorporated into the development? -What will happen to the old police station?	1
I love the columns preserved in fickle, the plaques with the history on the buildings downtown, would like the new arboretum to include into in the file that donated the land, love all of it. Love the old buildings preserved and rehabbed	1
I don't know if it's protected or not, but that old church that's for sale with the house needs to be protected. I love it	1
I believe the houses in old town should be protected as well as the trees, flagstone sidewalks and parks. It seems the downtown buildings are well preserved and any new construction and renovation should be done to keep the historic nature and integrity of downtown Berthoud.	1
I believe that the entire Mountain Ave. corridor should be protected, including the West Character district along Mountain Ave. There are currently two major developments under review, The Gateway Apartments and the Tundra Flats which are both located along Mountain Ave. in the West Character district. I strongly believe that if these developments are approved, Berthoud will become no different from the surrounding towns and there will be no need to bother pursuing a Town of Berthoud Preservation Plan.	1
Houses in town that are very old and farms that were the start of Berthoud.	1
Historic preservation of barns and buildings.	1
Historic farms.	1
Hdhehsn	1
Farmland along the Little Thompson river, especially the former Befus farm which has a long history and incredibly rich biodiversity.	1
Berthoud lost its charm when it lost Berthoud National Bank.	1
Area farms and agricultural open space.	1
A&W Root Beer	1
A&W	1

4square church on 4th and Mountain Create a historical district mountain north to Lake and east west 1
 3rd to 8th Preserve our farming heritage by limiting growth and destruction of historic barns/buildings.
 Create true open spaces for wildlife conservation. Not ball fields. These are NOT open spaces. We
 don't want to be walking on concrete paths in our open spaces

4 square church Train depot The building where Subway is Church of Christ, 6th and Lake 1
 Cobblestone Corner building

Answered: 43 Skipped: 105

6. In your view are there any downsides to the Town expanding its inventory ...



Answers	Count	Percentage
---------	-------	------------

No	102	68.92%
Unsure	21	14.19%
Yes	19	12.84%

Answered: 142 Skipped: 6

If needed, please provide additional details for question 6

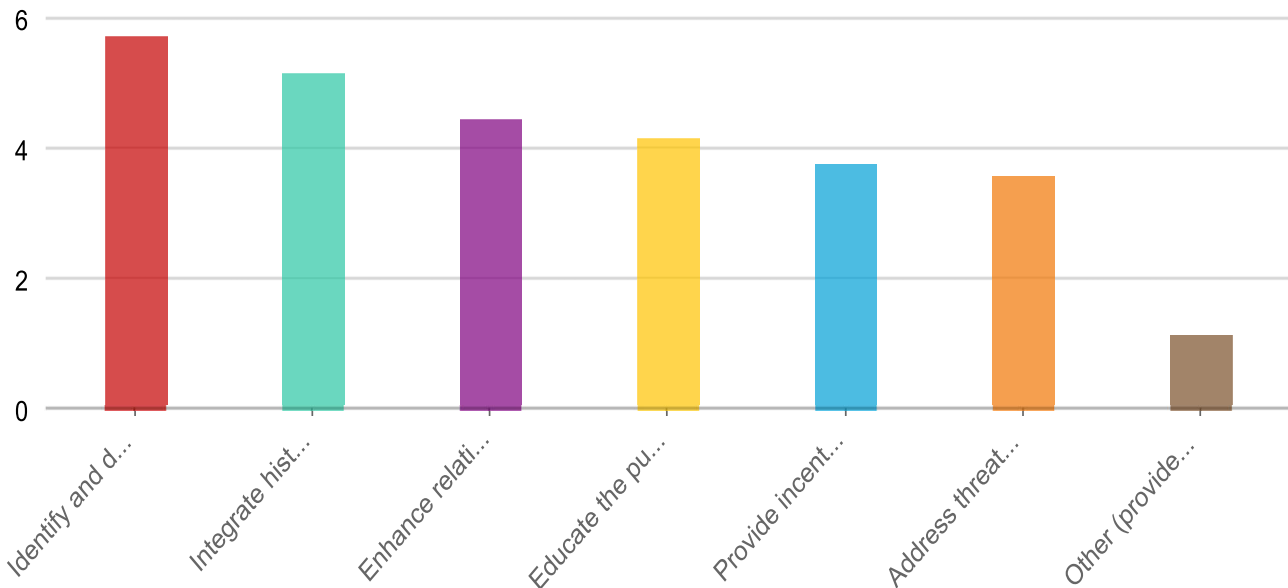
The area around 3rd and 2nd and the train tracks and warehousing should be renovated and incorporated into a town hub.	1
Taxpayer burden	1
Revenue and population growth is not a positive attribute to this town.	1
Potentially higher home prices, more difficult for home/land owners to make improvements, someone needs to oversee regulations/improvement requests/etc.	1
Please do	1
People that buy those properties must keep them historic in repairs and no remodeling. Like windows and exterior.	1
Nxneneidnd	1
None	1
My gut says no, but I'd have to be presented both sides to really answer that honestly	1
More than historical preservation of individual buildings or areas, I would prefer to curb the growth rate of the whole town to preserve the small town feeling that drew me to Berthoud in the first place.	1
May prevent future economic development opportunities	1
Maintaining historic buildings helps maintain character	1
It's incredibly important that we show how much progress we have made and how easy we have it now. Conserving our history allows our elders to share their history and educate and inspire our youth.	1
It is important to keep our history, but easy to block all progress if we cling to tightly. When buildings are kept just because they are old, but condemnable shape it hurts the community more than it helps.	1
It depends upon which landmarks, districts, etc., and the potential resulting "downsides."	1
If there was a downside it would be that the historic district and other downtown locations get stuck in the past instead of becoming denser. That could force more sprawl instead of effective vertical and denser development.	1
If anything, too much is being destroyed.	1
I'm not a fan of government entities dictating what people can and can't do with their own properties. Participation should be voluntary with incentives.	1

I would think maintenance costs could become an issue.	1
I would be curious how this would impact local taxes, though not necessarily opposed to this, I would want to understand the numbers and long term impact to residents	1
I believe that there would be a high likelihood that the community will view most "old" buildings as historic and want to preserve it when it is not necessarily the case. If a building is important or noteworthy to the town then saving it could be prudent but just because it is old does not always qualify for saving. If the town wants to improve its downtown corridor then making room and adding new buildings could be helpful.	1
History is often written by the winners, and the winners are often not as good or righteous as history claims they are. If we are to effectively preserve Berthoud history, we mustn't let it fall to the same pattern.	1
Historic preservation often runs a few risks: 1. It artificially freezes a landmark at an arbitrary point in history. A house built around 1900 and registered now has been allowed to evolve over 125 years, and "preservation" measures often go beyond respecting the history to unnaturally forbidding further evolution of a building. 2. Overly zealous preservation efforts can put an undue burden on homeowners by forbidding upgrades that would enhance homes (things like more energy efficient windows, for instance) or requiring maintenance be true to the original materials which may be either essentially impossible to procure, or now known to be inferior. In many cases, stringent requirements do nothing for the perceived historic character and turn into a detriment to the quality of a building, where less stringent requirements find a happy medium. In my experience as a homeowner of a listed residence in Berthoud, we've managed to strike that balance pretty well, but what I've seen and heard about other areas would make a designated historic home in those places an automatic "no" for me despite really liking the historic character.	1
Historic districts can work to draw in tourism. Would be great to convert some of the larger old warehouses (I assume empty?) to a "multi market" or "souq" where many small businesses can rent a booth (sort of like an indoor farmer's market/craft fair) promoting small businesses and visitors. I love walking around the back streets looking at the historic houses and reading the plaques...this is wonderful.	1
Historic character is what makes berthoud special. Don't turn it cookie cutter modern like boulder is doing!	1
Getting highway/truck traffic off Mountain Ave. Noise, pollution deter the use of the avenue.	1
Expanding the historic landmarks in Berthoud will continue to set it apart from other Colorado towns, creating a unique and welcoming atmosphere, while protecting the home values of its residents.	1

Cost on the taxpayer or owner of location.	1
Cost of maintenance. Lack of flexibility or many times selecting sites that are just not worth the expense.	1
Berthoud has a small town prairie feel that is disappearing. It should be saved and treasured.	1
Because when it's GONE, it's GONE there's no turning back. Multiple areas across the US where nobody's paid attention and it's all regret when they realize what they've done and then you lose any the community fabric of any heritage.	1
Be smart about growth and learn from others on how growth and historical preservation CAN and does work hand in hand. Preserve our downtown buildings, view shed, and entrance points into the town. Hwy 56, 1st street.	1
As long as, the historic districts are made available for public use	1
As long as it doesn't get in the way of modern amenities	1

Answered: 41 Skipped: 107

7. What objectives should the Town prioritize when creating its Preservation...



Rank

Answers

1

2

3

4

5

Average score

1

Identify and document

5.72

	historic sites/districts	32.61%	35.51%	15.22%	8.7%	4.35%	3.6	
2	Integrate historic preservation into other city projects and decision-making endeavors such as park planning, transportation improvements, affordable housing, etc.	45	49	21	12	6		5.17
		26.81%	15.22%	25.36%	20.29%	5.8%	5	
3	Enhance relationships between the Town and partners with an interest in local history & historic							4.46
		4.35%	19.57%	28.99%	21.74%	15.22%	10.14%	0%

Answered: 138 Skipped: 10

Other / Additional Priorities for the Preservation Plan

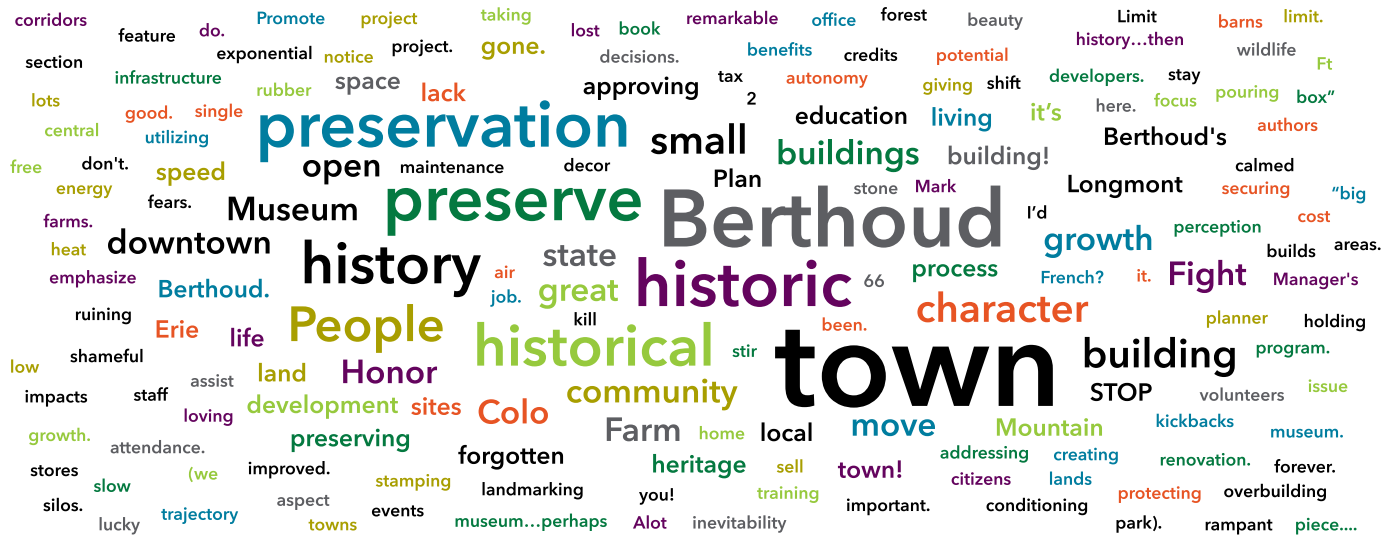
The word cloud requires at least 20 answers to show.

Response	Count
The Board takes years to make up its mind.	1
Testing.	1
Stop the cheap mass production building. It make Berthoud look tacky.	1
Stop building! And absolutely halt! any building over 2 stories. We don't need this liberal HNS here making Mountain Avenue look like the cesspool up 287 into Loveland, seriously?? HONOR those who built this town and our farmers still here!	1
Preserving open space, parks and farms.	1
Preserve farm land/ little Thompson	1
Listen, hear, and most importantly Understand.	1

Historical preservation is important because it maintains cultural identify, educates future generations, and provides economic and environmental benefits. Many of us have moved to Berthoud because of the historic downtown area. We would like to see more renovation of historic buildings. Mark French, Town Historian, does a wonderful job of educating the public about historical buildings in the area. I would encourage you to request Mark's input on the preservation plan.	1
Hensnsnns	1
Give rebates for repair on those properties.	1
Getting an In and Out or McDonalds into town.	1
Doing this on my phone did not allow me to drag into a priority order: My true priority order would be: 1 - (2) 2 - (1) 3 - (7) Other = Prioritize Open Space natural areas and wildlife corridors 4 - (6) 5 - (3) 6 - (4) 7 - (5)	1
Could not get 7 to rank, so here it is 1. Integrate historic preservation 2. ID and document 3. Educate the public 4. Reduce threats 5. Provide incentives for property owners	1
Click and drag doesnt work properly on a phone!	1
Bring back "garden spot" on our town's signs!	1
As above, consider archaeology potential of early Berthoud and the original townsite.	1
Always consider the bones of the structure and making decisions and providing guidance to ownership of those properties so that prevents unnecessary structural decay.	1

Answered: 17 Skipped: 131

8. Do you have any additional issues or comments you would like to be considered as...



Response	Count
No	2
Who will become the next Mark French?	1
There is a perception that landmarking your home is giving up autonomy to the Town when it comes to maintenance and decor decisions. Town should emphasize the benefits while addressing these fears. Town might consider training a planner in the process for securing state historic preservation tax credits so that they can assist local citizens in utilizing this program.	1
The town is ruining the character of Berthoud by rubber stamping every single development project. It is truly shameful what they have done here. They are loving all their kickbacks from the developers.	1
The shift in focus to notice, name, and honor the history of our town instead of the potential for exponential growth is so important. The inevitability of growth is not lost on anyone, and I really believe it is creating a stir that can be calmed by pouring energy into what is and what has been. Our buildings and land know much we don't.	1
The Berthoud Historical Museum staff and volunteers do a remarkable job. It would be great to see the infrastructure of some of the buildings improved. The lack of central heat and air conditioning impacts museum attendance. The Museum Manager's office is in a building that needs renovation. Thank you!	1
Thank you for taking on this project and protecting the history of berthoud	1
Stop overbuilding and approving new builds that your community keeps saying no to, preserve the beauty of Berthoud and its farms.	1

Promote the museum...perhaps holding free or low cost events there that feature one aspect of town and Colo history...then can look around the museum. Perhaps a book section with Colo history (we used to sell some great local authors of Colo history up at state forest state park).	1
Preserve Open Space and wildlife corridors to honor the historic trajectory of small town life to help slow down rampant building growth.	1
Preserve lots of open space	1
Preserve barns and silos.	1
Please start exploring conservation easements that incorporate the historic aspects of Berthoud.	1
Please preserve what we have, once it's gone, it's gone forever. Were lucky to have the historical places we do.	1
Please do not allow "big box" stores in Berthoud. Preserving our small town identity is of utmost importance to me.	1
Not really a preservation plan issue,but how about better speeding enforcement on Mountain Ave? Vehicles regularly speed through historic downtown Berthoud at speeds well above the speed limit.	1
None	1
More information to the community about historic sites and preservation efforts would be good.	1
Limit high density development. Preserve environmentally sensitive areas.	1
Keep the old stone sidewalks when possible	1
Invite public input meetings as the Preservation Plan evolves	1
Important to continue education about and preservation of historical properties	1
I think when people think historical landmarks are only buildings. I would also consider farm land where wild animals are found is also worth preserving and calling historical. Alot of the farm lands have great meaning to this town, and it seems to be forgotten and not preserved. After all, most of us moved to Berthoud because it is the Garden Spot... most people think that is completely forgotten and ruined because of overdevelopment. I would urge you to consider open spaces in preservation plans because ultimately, that is the most historical piece.... before settlers came and developed.	1
I think this is a nice process.	1
I think I'd like to be part of the process so I may check into getting on the committee.	1

Fight more building! Fight anything over 2 stories! Fight this homeless blight into our town! Keep it beautiful and wholesome. Honor those of us that have farms and grow your food, we deserve that!	1
Enough with the subdivisions. They lack character and yards and personality. Provider parks around historic structures or sites where living histories can coexist and provide education and outdoor opportunities. Look at Boulder County's agricultural heritage center in Longmont on 66 by McIntosh Lake or Lee Martinez Farm in Ft Collins. It's doable!	1
Educate the new folk about the towns history. They move here because of the quality of life and knowing where you live and the history adds to the uniqueness of the place. If people don't know about our history they won't value it until it's gone. Speak with Lafayette and Erie to see how they managed growth and historic preservation. The historical society is doing a good job but has limited resources to increase impact and get the message out.	1
Do not approve anything taller than two story buildings along the Mountain Avenue Corridor. Massive apartment complexes in this area will ruin the character of Berthoud and totally change the dynamics of the town as we now see it. I think it would also cause many to move from Berthoud, my husband and myself included.	1
Dndnenjs	1
Berthoud's character as a small town that values its rural heritage is being undermined by suburban sprawl that gobbles up farmland, leaving unsightly high-density, high-priced, look-alike housing in its wake. And the fact that the Town Board would even consider approving a 3-story building in Berthoud's downtown shows how far unchecked commercial development has gone. People move and stay here because they want sustainable community that respects the landscape. We don't want to see another Erie or Johnstown. For these and many other reasons, prioritizing preservation is crucial.	1
As stated above if the Town wants to preserve a building you must combine with something that is more modern of an attraction. There is very little interest in old farmstead culture (unless you are an old person) and as a town we need to move forward like the rest of the Front Range. Berthoud is living in the past and our 'historic' downtown is in decline. Please modernize old with new ideas.	1
As a former member of the committee I think you are on the right path.	1
Again, STOP with the building! We are BEGGING you to not decimate this small town! People can easily drive to Loveland or Longmont, don't kill Berthoud!	1

Answered: 35 Skipped: 113

Board of Trustees Information



Utilities Department

Meeting Date:	May 12, 2026
Agenda Title/Subject:	Amendment of the Municipal Code Regarding Backflow Prevention and Cross-Connection Control - Ordinance 1380
Type of Item:	Regular Item
Purpose:	Adoption of an ordinance repealing and reenacting Municipal Code Section 6.28 (Backflow Prevention) and adopting new Section 6.29 (Non-Potable Cross-Connection Control)
Presented by:	Savana Dumler

Attachments:

1. Ordinance 1380 Regarding Backflow and Cross Connections

Background:

The proposed ordinance repeals and reenacts Section 6.28 to modernize the Town's Backflow Prevention and Cross-Connection Control Program (BPCCCP) and adds a new Section 6.29 establishing a dedicated Non-Potable Water Cross-Connection Control Program. Together, these sections provide clear regulatory authority, inspection rights, defined responsibilities for owners and homeowners' associations, and enforcement procedures including civil penalties and service suspension. Based on concerns of the Board and the Public, the ordinance has been revised in response to that feedback and reviewed by Town attorneys. The updated version is presented tonight for second reading and final adoption.

Update/Next Steps:

§6.28-7(A)(1) — RPZ exemption expanded. The original language allowed the Town to approve only an alternative assembly. The revised language explicitly authorizes the Town to approve an alternative assembly or a waiver of the assembly requirement entirely, where a Town hazard survey confirms a lesser degree of hazard. The RPZ remains the default for all commercial connections.

§6.29-5 — Special districts added. Language updated throughout to read 'owners' association or special district,' ensuring metro districts and special districts with direct responsibility for non-potable distribution systems are subject to the same annual affidavit requirement as HOAs. The revised language covers situations where a metro district is subdivided into multiple HOAs. If adopted, staff will notify affected customers and homeowners' associations of their obligations under the updated ordinance and begin implementation of the program in accordance with the approved scope and schedule.

Fiscal Impact and Fund Source:

Administration of the program is an ongoing function of the Water Utilities Department and is

accommodated within the existing Water Utilities operating budget. The ordinance places responsibility for all design, installation, testing, maintenance, and replacement costs of backflow prevention assemblies on the customer, consistent with CDPHE requirements and industry practice. Civil penalty revenues are expected to be minor and will offset a portion of program administration costs. No grant or loan funds are proposed for this ordinance.

Community Touchstones:

Adopting the updated ordinance protects public health by safeguarding the Town's drinking water supply from contamination due to backflow and cross connections. The ordinance aligns the Town's code with state and federal regulatory requirements, provides clear expectations for property owners, homeowners' associations, and certified testers, and gives the Town the tools needed to act quickly in the event of a suspected backflow event. The updated program supports the Town's long-term goals of reliable infrastructure, regulatory compliance, and responsible stewardship of community resources.

Recommended Action(s):

Adopt on second reading the ordinance repealing and reenacting Section 6.28 of the Berthoud Municipal Code regarding Backflow Prevention and adopting new Section 6.29 regarding Non-Potable Cross-Connection Control, and repealing provisions in conflict therewith.

**Ordinance No. 1380
Series 2026**

An Ordinance of the Town of Berthoud Repealing and Reenacting Section 6.28 of the Berthoud Municipal Code Regarding Backflow Prevention, Adopting a New Section 6.29 Regarding Non-Potable Cross-Connection Control, and Repealing Provisions in Conflict Therewith

Whereas, the Town operates a municipal public water system;

Whereas, the Colorado Department of Public Health and Environment requires water suppliers in Colorado to adopt standards for backflow prevention;

Whereas, protection of the public potable water system from contamination and pollution is necessary to protect public health and safety;

Whereas, certain properties within the Town receive non-potable or secondary irrigation water, including systems operated by homeowners' associations or special districts;

Whereas, cross connections between potable and non-potable systems create a risk of backflow contamination of the public drinking water supply;

Whereas, the Town has identified illegal cross connections between potable and non-potable systems, including prior incidents resulting in illness; and

Whereas, the Board of Trustees finds it necessary to establish clear regulatory authority, inspection rights, enforcement procedures, and penalties to prevent and eliminate cross connections.

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

Section 1. Section 6.28 of the Berthoud Municipal Code is hereby repealed in its entirety and reenacted as follows:

6.28 Backflow Prevention and Cross-connection Control Program

6.28-1. Purpose and Authority

A. The Town is the supplier of its public water system and maintains a Backflow Prevention and Cross-Connection Control Program (the "BPCCCP") to protect its potable water supply from contamination or pollution caused by backflow or back-siphonage.

B. The purpose of the BPCCCP is to:

1. Prevent contaminants from entering the public water system from private plumbing systems;

2. Identify, control, and eliminate existing or potential cross connections between potable and non-potable systems;

3. Maintain a consistent, effective process for backflow prevention and inspection;
and

4. Ensure all assemblies comply with the Town's adopted plumbing code, CDPHE Reg. 11, Section 11.39 and applicable ASSE/USC standards.

C. The BPCCCP is authorized by the Safe Drinking Water Act, 42 U.S.C. § 300f, *et seq.*; the CDPHE Backflow Prevention and Cross Connection Control Regulation 11, Section 11.39; Title 25, Articles 8 and 10, C.R.S.; and the Colorado Plumbing Code.

6.28-2. Applicability

A. The BPCCCP applies to:

1. All commercial, industrial, institutional, multi-family, irrigation, and other non-single residential property type water service connections to the Town's system; and
2. All customers located outside Town limits who receive water from the Town by agreement or otherwise.

B. Single-family residential connections are generally exempt from the BPCCCP unless the Town identifies a cross connection or potential contamination hazard, or the residence has an additional irrigation service not tapped directly off the domestic potable service or a fire suppression system.

C. If a conflict arises between this Section and any plumbing, mechanical, building, electrical, fire or other code adopted by the State, then the most stringent provisions of each respective code shall prevail.

6.28-3. Definitions

For purposes of this Section, the following terms shall have the following meanings:

ABPA – The American Backflow Prevention Association, a national organization that provides training and certification programs for backflow prevention assembly testers and cross connection control specialists.

ASSE – The American Society of Sanitary Engineering (ASSE International), an organization that develops performance standards and certification criteria for plumbing and backflow prevention assemblies.

Backflow – The reverse flow of water or other substances into the public water system from an unintended source.

Backflow Event – The confirmed or reasonably suspected reversal of flow from a non-potable source into the Town's potable water system.

Backflow Prevention Assembly – An approved, testable, lead-free, mechanical device installed on a service line or internal plumbing to prevent backflow into the potable water supply system, meeting the laboratory and field performance specifications of ASSE or the Foundation for Cross-Connection Control and Hydraulic Research of the University of Southern California.

Backflow Prevention Method – A method or non-testable device used to prevent backflow for low-hazard conditions, which is not considered acceptable backflow protection where a testable backflow prevention assembly is required by the Town.

CDPHE – The Colorado Department of Public Health and Environment, the state agency responsible for administering and enforcing the Colorado Primary Drinking Water Regulations (5 CCR 1002-11) and overseeing public water system compliance with state and federal drinking water requirements.

Certified Tester – An individual certified by ASSE or ABPA and state-approved program to test backflow prevention assemblies.

Containment – Installation of a backflow prevention assembly at the service connection to prevent backflow from an entire property or facility.

Cross Connection – An actual or potential connection between the potable water system and a source that could cause contamination.

Cross Connection Survey – A systematic on-site inspection or documented questionnaire conducted by the Town to identify and evaluate the physical presence of any actual or potential cross connections at a water service connection or within the plumbing system, to assess the degree of hazard posed by such cross connections, and to determine whether a backflow assembly is required.

Customer – An individual or entity receiving water service from the Town.

Hazard (degree of) – The evaluation of the actual or potential conditions within water system that can be classified as either a health or non-health hazard.

High Hazard Property – Any property that has access to or is served by both potable water and non-potable or secondary water.

Isolation – Backflow prevention protection at each fixture or appliance outlet/connection.

Multi-family residential – Residential housing with three (3) or more dwellings on a single water service connection.

Non-hazard - A potential cross connection involving any pollutant that will not create a health hazard as determined by the public water system.

Non-Potable Water – Water not meeting drinking water standards, including but not limited to secondary irrigation water, ditch water, lake water, well water, or reclaimed water not intended for human consumption.

On-Site Verification Inspection – An inspection of water cross connections, backflow prevention methods and backflow prevention assemblies performed by the Town.

Pressure Vacuum Breaker (PVB) – A breaker used for low-hazard irrigation systems without chemical injection or booster pumps.

Reduced Pressure Zone (RPZ) Assembly – An assembly designed for high-hazard situations.

Secondary Water System – Any distribution system supplying non-potable water for irrigation or other non-drinking purposes.

Single-family residential – A standalone dwelling for a single household that includes its own land, separate utilities, and private entrance.

Testable Double Check Valve Assembly (DCVA) – An assembly used for medium-hazard situations such as non-chemical fire systems.

USC – The Foundation for Cross-Connection Control and Hydraulic Research at the University of Southern California (USC-FCCCHR), which evaluates and lists backflow prevention assemblies that meet accepted performance standards.

6.28-4. Authority and Standards

The BPCCCP complies with the following regulatory authorities and technical standards:

1. The Colorado Primary Drinking Water Regulations, 5 CCR 1002-11, including CDPHE Section 11.39 governing backflow prevention and cross connection control;
2. The current plumbing code adopted by the Town;
3. Applicable ASSE standards;
4. Approval listings and performance criteria established by USC; and
5. Additional technical standards adopted by the Town necessary to administer the BPCCCP.

6.28-5. Administration

The Town shall administer the BPCCCP by:

1. Maintaining a database of backflow inspection reports and hazard surveys;
2. Issuing notices for required installation, testing, and maintenance;
3. Ensuring compliance with CDPHE cross connection control requirements;
4. Coordinating with certified testers and property owners to track compliance; and
5. Conducting annual on-site verification inspections of non-residential properties, and when required of residential properties using backflow prevention methods.

6.28-6. General Requirements

A. The Town will inspect each non-single family residential connection to determine if there is a cross connection hazard that requires backflow protection. Inspections will be conducted whenever a property changes ownership or occupancy, or when alterations are made to the water service or internal plumbing system. If a cross connection is found, the Town will determine what type of backflow assembly is required.

B. All commercial, industrial, institutional, individual irrigation systems, and multi-family buildings shall install an RPZ assembly (lead-free) to isolate their private plumbing systems from the Town's distribution system, unless otherwise approved by the Town. Where an RPZ assembly is not feasible, an approved alternative testable backflow assembly shall be provided at all identified cross connections within the plumbing system.

C. Water heating or storage systems that can cause pressure increases shall include an approved expansion or pressure-control device.

D. Building or plumbing plans for new or modified construction shall be approved by the Town prior to issuance of a building permit. Plans shall include:

1. Service type, size, and location;
2. Meter size and location;
3. Backflow assembly type, size and location;
4. Fire sprinkler system(s) service line, size, and type of assembly; and
5. Any necessary thermal expansion control measures.

6.28-7. Backflow Prevention Assemblies

A. Where Required.

1. *Non-Single Residential Properties.* All commercial, industrial, institutional, irrigation, and multi-family service connections shall install an approved RPZ assembly at the service connection for containment unless the Town determines that a lesser degree of hazard exists and approves an alternative backflow prevention assembly or a waiver.

2. *Commercial and Industrial Internal Hazards.* Where internal cross connections or hazardous processes exist, the Town may require isolation protection at specific equipment, processes, or plumbing connections in addition to containment protection.

3. Fire Protection Systems.

a. Non-chemical fire protection systems shall include a testable Double Check Valve Assembly (DCVA) unless a greater degree of hazard requires a higher level of protection.

b. Fire protection systems containing antifreeze, foam, corrosion inhibitors, or other chemical additives shall install an RPZ assembly.

4. *Irrigation Service Connections.* Irrigation service connections shall install backflow protection as follows:

a. Non single-family residential irrigation systems shall install an RPZ assembly unless otherwise approved by the Town.

b. Single-family residential irrigation systems with no chemical injection or booster pumps shall install a PVB unless the Town determines that a greater level of protection is required due to site-specific conditions.

5. *Increased Protection.* The Town may require a higher level of backflow protection where the degree of hazard warrants additional protection of the public water system.

B. Installation Standards.

1. Each backflow prevention assembly shall be installed by a licensed plumber in accordance with Town's adopted plumbing code and ASSE/USC specifications.

2. Assemblies shall be located on the customer side of the meter in an accessible, non-hazardous location.

3. Branch connections or tees between the meter and the assembly are prohibited.

4. Each assembly shall be installed horizontally unless specifically approved for vertical installation by ASSE or USC standards.

5. An RPZ shall be installed at least twelve (12) inches above finished grade, with adequate drainage and freeze protection.

6. An assembly shall not be submerged, buried, or located in areas subject to flooding or freezing.

7. Each backflow assembly shall be protected from freezing with an outdoor enclosure in accordance with a ASSE 1060 or by method approved by Berthoud Water Utilities.

C. *Responsibility.* The customer is responsible for all design, installation, testing, maintenance, and replacement costs associated with backflow prevention assemblies.

6.28-8. Degree of Hazard Determination

The Town shall determine the degree of hazard presented by a customer’s plumbing system or water use practices. The Town may classify a connection as a health hazard or non-health hazard based on cross connection surveys, inspection findings, operational conditions, or other information available to the Town. The Town’s determination of hazard classification shall govern the type of backflow prevention assembly required.

6.28-9. Testing and Maintenance

- A. Backflow prevention assemblies shall be tested:
 - 1. At installation, both new and replacement;
 - 2. After repair or relocation; and
 - 3. Annually thereafter on a date set by the Town between February 1st and September 1st.
- B. Tests shall be performed by a certified backflow assembly tester/technician.
- C. Assemblies that fail must be repaired or replaced with re-submission of the passing test results within seven (7) days of the test completion by a licensed installer or certified tester. The failed test result must also be submitted within seven (7) days of failure.
- D. Each tester shall use calibrated test equipment verified annually.
- E. The Town may require more frequent testing for high-hazard facilities or after suspected contamination events.
- F. Non-approved or non-testable assemblies must be replaced with approved assemblies.

6.28-10. Reporting and Recordkeeping

- A. Each test report shall include:
 - 1. Customer account information;
 - 2. Assembly type, make, model, serial number, and size;
 - 3. New installation or replacement date, with replaced assembly serial number;
 - 4. Installation location;
 - 5. Test date and results;
 - 6. Technician name, certification agency, number, and expiration; and
 - 7. Test kit make, model, serial number, and calibration date.
- B. All records shall be retained by the tester and the customer for a minimum of three (3) years.
- C. Newly installed backflow prevention assembly reports and test results shall be submitted within seven (7) days. The Town may reject incomplete, illegible or inaccurate test reports and may restrict testers that submit unreliable data.
- D. Each backflow prevention assembly shall display a test tag including the following:
 - 1. Test date;
 - 2. Assembly serial number, make, model, size; and

3. Tester's name, contact, signature, and state certification number; and
4. Pass or fail results.

6.28-11. Right of Entry

A. Authorized representatives of the Town may enter any property served by the public water system, during reasonable hours and upon presentation of proper credentials, to conduct cross connection surveys, inspect backflow prevention assemblies, verify compliance with the BPCCCP, or investigate conditions that may pose a risk to the public potable water system.

B. Right of entry under this Section shall be a condition of water service. Property owners and customers shall provide reasonable access to water service connections, plumbing systems, and backflow prevention assemblies required by this Section.

C. Where security or restricted access exists, the property owner shall arrange reasonable access for Town personnel to inspect required backflow prevention assemblies.

6.28-12. Notice and Order to Correct

The Town shall provide written notice to any customer whose plumbing system has been determined to present a risk to the Town's distribution system. The notice and order shall state that the customer must install an approved backflow prevention assembly at their own cost at the main service connection, or at each service connection as required by the Town, and shall include a deadline for such installation.

6.28-13. Emergency Authority

A. In the event of a suspected or confirmed backflow event, the Town may immediately take any action necessary to protect the public water supply, including without limitation:

1. Termination of water service;
2. Isolation of affected distribution system areas;
3. Flushing of distribution mains;
4. Collection of water quality samples;
5. Public notification; and
6. Coordination with CDPHE.

B. The Town may recover from all responsible parties all costs associated with investigation, mitigation, and regulatory response.

6.28-14. Violation and Penalties

A. *Violation.* It is unlawful to violate any provision of this Section or the BPCCCP. Each day a violation continues shall constitute a separate offense.

B. *Notice of Violation.* If the Town determines that a certified tester or testing company has violated the requirements of the BPCCCP or this Section, the Town shall issue a written notice of violation describing the violation and required corrective action. Notice may be provided by personal delivery, United States mail, or other method permitted by law.

C. *Tester Penalties.* Violations by a testing company or certified tester may result in the following enforcement actions:

1. For the first violation, the Town shall issue a written notice of violation identifying the violation and requiring corrective action.

2. For the second or any subsequent violation, the Town may suspend or revoke authorization for the certified tester or testing company to perform backflow prevention assembly testing within the Town’s water service area.

3. The Town may prohibit any certified tester or testing company that fails to comply with the BPCCCP or this Section from performing backflow testing within the Town's water service area.

D. *Tampering Penalty.* The Town shall assess a penalty of one hundred dollars (\$100) for the removal or damage to a water service locking device installed by the Town, in addition to assessment for all costs associated with restoring the device.

E. *Testing Results Penalty.* Failure to submit required backflow assembly test results within the required timeframe shall result in the following penalties:

<u>Days Past Due</u>	<u>Civil Penalty</u>
31 days past due	\$100
61 days past due	\$250
91 days past due	\$500
After 91 days past due	Water service may be suspended.

F. *Suspension.*

1. The Town may suspend water service and assess additional fees if:

- a. An uncontrolled cross connection exists;
- b. A required assembly is defective, bypassed, or removed;
- c. Inspection or testing is refused; or
- d. Annual inspection or testing is past due.

2. The Town shall provide reasonable notice to the customer prior to suspension.

3. Water service will be restored only after the condition causing the suspension has been corrected and verified by the Town.

4. Notwithstanding the foregoing, the Town may immediately suspend water service without prior notice whenever, in the judgment of the Town, such action is necessary to protect the public health, the public potable water supply, or the integrity of the distribution system due to an actual or suspected cross connection, backflow condition, or other contamination risk.

Section 2. Section 6.29 is hereby added to the Berthoud Municipal Code, to read as follows:

6.29 Non-Potable Water Cross Connection Control Program

6.29-1. Purpose

This Section establishes requirements to prevent cross connections between the Town's potable water system and non-potable or secondary water systems.

6.29-2. Definitions

The definitions set forth in Section 6.28-3 shall apply to this Section.

6.29-3. Cross Connections Prohibited

A. No person shall create, install, maintain, or permit a cross connection between the Town's potable water system and any non-potable water source. Any person who creates or contributes to the creation of a prohibited cross connection shall be considered a responsible party under this Section.

B. A cross connection shall remain a violation regardless of whether a device intended to prevent backflow has been installed unless such device has been expressly approved in writing by the Town.

C. The following shall not be considered acceptable protection against cross connection:

1. Single check valves;
2. Swing checks;
3. Dual check valves;
4. Irrigation pressure vacuum breakers (PVB) used to justify interconnection; or
5. Hose bib vacuum breakers.

D. Any approved backflow prevention assemblies shall be installed and tested in accordance with Town standards, including without limitation applicable ASSE and USC-FCCCHR standards, and maintained in proper working order at all times.

6.29-4. High Hazard Properties

Any property with access to both potable and non-potable water shall be classified as a High Hazard Property. On a High Hazard Property, the Town may require installation or upgrade of a backflow prevention assembly where it determines that site conditions present an increased risk of backpressure, back siphonage, or contamination.

6.29-5. Owners' Association and Special District Responsibilities

A. Any owners' association or special district receiving non-potable water service from the Town shall maintain a cross connection control program for its non-potable distribution system.

B. On or before March 1st of each year, each owners' association and special district receiving non-potable water service from the Town shall provide an annual affidavit to the Town stating that the owners' association or special district:

1. Maintains a cross connection control plan acceptable to the Town;
2. Is not aware of any cross connections exists within the non-potable system;
3. Verified that residents have received annual notification that potable and non-potable systems may not be interconnected;
4. Will provide updated management contact information to the Town within thirty (30) days of any change; and
5. Will maintain a list of all addresses receiving non-potable water and a primary contact name and contact information for each property and provide it to the Town upon request.

6.29-6. Right of Entry

- A. Authorized representatives of the Town may enter any property served by a non-potable water system, during reasonable hours and upon presentation of proper credentials, to inspect or investigate conditions that may pose a risk to the Town's potable water system.
- B. Right of entry under this Section shall be a condition of non-potable water service. Property owners and customers shall provide reasonable access to service connections, plumbing systems and other facilities.
- C. Where security or restricted access exists, the property owner shall arrange reasonable access for Town personnel to inspect required backflow prevention assemblies.

6.29-7. Violation and Penalties

- A. *Violation.* It is unlawful to violate any provision of this Section. Each day a violation continues shall constitute a separate offense.
- B. *Penalty for Administrative Violations.* For failure to comply with inspection, certification, or protective requirements, the following shall apply:
 - 1. The Town shall issue a written notice of violation, which shall include a deadline for compliance
 - 2. The Town may impose a civil penalty not to exceed one thousand dollars (\$1,000) per violation.
- C. *Penalty for Unlawful Cross Connection.* For creation or maintenance of a prohibited cross connection, the following shall apply:
 - 1. The Town shall issue a written notice of violation, which shall include a deadline for elimination of the cross connection.
 - 2. The Town may impose a civil penalty not to exceed \$2,650 per violation, subject to inflationary increases as allowed by law.
 - 3. The Town may recover all costs incurred for investigation and inspection.
 - 4. The Town may terminate water service to the property.
- D. *Penalty for Backflow Event.* If a backflow event occurs, the following shall apply:
 - 1. The Town shall immediately terminate water service to the property. Water service shall not be restored until the hazard is eliminated and all costs and penalties are satisfied.
 - 2. The Town shall require installation or upgrade of a Town-specified backflow protection.
 - 3. The Town may impose a civil penalty not to exceed \$2,650 per violation, subject to inflationary increases as allowed by law, against the property owner or other person responsible for the backflow event.
 - 4. The Town may recover all costs incurred, including without limitation: investigation; sampling and laboratory testing; system flushing; public notification; consultant and engineering services; and regulatory reporting.
 - 5. The Town's determination that a backflow event has occurred shall be *prima facie* evidence for purposes of enforcement of this Section.

E. *Responsibility.* The existence of a cross connection or the occurrence of a backflow event shall be strict liability, regardless of intent or negligence, and it shall not be a defense to enforcement that: a device was installed in good faith; a contractor recommended or installed the device; the property owner believed the device prevented backflow; or the condition predated the adoption of this Section.

Section 3. Severability. If any provision of this Ordinance is determined to be invalid for any reason, such determination shall not affect the validity of the remaining provisions of this Ordinance, and the Board of Trustees hereby declares that it would have passed this Ordinance and each provision thereof irrespective of the fact that any one or more provisions may be declared invalid.

Section 4. Repeal. Existing ordinances or provisions thereof inconsistent with the provisions of this Ordinance are hereby repealed, except that this repeal shall not affect or prevent the prosecution or punishment of any person for any act done or committed in violation of any ordinance hereby repealed prior to the effective date of this Ordinance.

Introduced, approved and adopted this ___ day of _____, 2026.

Town of Berthoud

William Karspeck, Mayor

Attest

Christian R. Samora, CMC, Town Clerk