MEETING OF THE TOWN BOARD

Town Board Room
807 Mountain Avenue
Town of Berthoud, Colorado
Tuesday, January 10, 2023, 6:30 p.m.

This is an IN-PERSON meeting at the location and time noted above.
You may also join virtually using Zoom:

Phone: 1-346-248-7799 or 301-715-8592
Web: www.zoom.us/join **Use this Meeting ID: 210 035 9423**

Please note that you will need to call into the meeting if you wish to speak and do not have a microphone on your computer. If you are using a mobile device, it is highly recommended that you download the Zoom app.

The Town Board may take action on any of the following agenda items as presented or modified prior to or during the meeting and items necessary or convenient to effectuate the agenda items.

I. REGULAR MEETING CALLED TO ORDER – Mayor William Karspeck

II. PLEDGE OF ALLEGIANCE – Mayor William Karspeck

III. ROLL CALL – Mayor William Karspeck

IV. CITIZEN PARTICIPATION

V. SCHEDULED ITEMS and ESTIMATED TIMES FOR DISCUSSION

1. **Consent Agenda** **(Christian Samora)** **(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, that item should be removed from the Consent Agenda and considered separately.
   - **a)** January 10, 2023, Meeting Agenda
   - **b)** December 13, 2022, Meeting Minutes
   - **c)** Resolution Designating Official Posting Place of Public Meetings
   - **d)** November 2022 Financial Information
   - **e)** Decemberr 2022 Board Update

2. **Metro District Policy** **(Chris Kirk)** **(90 Min)**

3. **Introduction of Ordinance Adopting Codes by Reference** **(Chris Kirk)** **(15 Min)**
Ordinance 1315 – An Ordinance amending Chapter 11, of the Municipal Code of the Town of Berthoud, for the purposes of adopting the 2021 International Building Code by reference with amendments and the 2021 International Residential Code by reference with amendments.

VI. ELECTED OFFICIAL REPORTS **(10 Min)**

1. Town Board – Tim Hardy, May Soricelli, Mike Grace, Sean Murphy, Karl Ayers, and Jeff Butler.
2. Mayor – William Karspeck
3. Staff – Town Administrator, Attorney

The order of agenda items listed above is approximate and intended as a guideline for the Town Board. Individuals needing special accommodation may request assistance by contacting the Town Clerk 807 Mountain Avenue, Berthoud, Colorado 80513, 970-532-2643 at least 24 hours in advance.

VII. EXECUTIVE SESSION

Executive Session pursuant to C.R.S. § 24-6-402(4)(b) for a conference with legal counsel for the purpose of receiving legal advice on specific legal questions. And the following details are provided: Potential litigation.

VIII. ADJOURN

_____ _____

Town Clerk or Deputy Town Clerk William Karspeck, Mayor

The order of agenda items listed above is approximate and intended as a guideline for the Town Board. Individuals needing special accommodation may request assistance by contacting the Town Clerk 807 Mountain Avenue, Berthoud, Colorado 80513, 970-532-2643 at least 24 hours in advance.

BOARD OF TRUSTEES INFORMATION

ADMINISTRATION DEPARTMENT

Meeting Date:	**January 10, 2023**
Agenda Title/Subject:	**Consent Agenda**
Type of Item:	**Regular Item**
Purpose:	**The Consent Agenda contains routine items that can be approved with a single action by the Board.**
Presented by:	**Christian Samora**

ATTACHMENTS:

- **a)** January 10, 2023, Meeting Agenda
- **b)** December 13, 2022, Meeting Minutes
- **c)** Resolution Designating Official Posting Place of Public Meetings
- **d)** November 2022 Financial Information
- **e)** November 2022 Board Update

BACKGROUND:

"Consent Agenda" is a group of routine matters to be acted on with a single motion and vote. The Mayor will ask if any Board Member wishes to remove an item for separate discussion. Items removed from the consent agenda should be considered immediately following adoption of the amended Consent Agenda.

UPDATE/NEXT STEPS:

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

FISCAL IMPACT AND FUND SOURCE:

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

COMMUNITY TOUCHSTONES:

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

RECOMMENDED ACTION(S):

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

Followed by a second and a vote.

MEETING MINUTES OF THE TOWN BOARD

Town Board Room
807 Mountain Avenue
Town of Berthoud, Colorado
Tuesday, December 13, 2022, 6:30 p.m.

I. REGULAR MEETING CALLED TO ORDER – Mayor William Karspeck

Mayor Karspeck called the meeting to order.

II. PLEDGE OF ALLEGIANCE – Mayor William Karspeck

Mayor Karspeck led the Pledge of Allegiance.

III. ROLL CALL – Mayor William Karspeck

The following Board Members were present:

William Karspeck, Mayor
Mike Grace, Mayor Pro-Tem
Karl Ayers, Trustee
Tim Hardy, Trustee
May Soricelli, Trustee
Sean Murphy, Trustee
Jeff Butler, Trustee

The following were also present:

Chris Kirk, Town Administrator
Christian Samora, Town Clerk
Erin Smith, Town Attorney
Michelle Adams, Deputy Town Clerk
Cindy Leach, Director of Finance and HR
Curt Freese, Community Development Director
Ken Matthews, Director of Water Utilities
Brian Dubois, Assistant to the Town Administrator

IV. CITIZEN PARTICIPATION

Butch Hause and Sarah Lincoln Reported that they are ready to close on the property being purchased by the Town.

V. 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, that item should be removed from the Consent Agenda and considered separately.
   - **a)** December 13, 2022, Meeting Agenda
   - **b)** November 22, 2022, Meeting Minutes
   - **c)** Animal Control Intergovernmental and Service Agreement Amendments
   - **d)** Larimer County Sheriff's Office 2023 Statement of Work
   - **e)** Bike Lane Bid Award
   - **f)** Newell Farm Use and Occupancy Agreement
   - **g)** October 2022 Financial Information

Mayor Pro-Tem Grace moved to combine and approve the items on the Consent Agenda with exception to the Bike

Lane Bid Award and the LCSO Statement of Work.
Trustee Ayers seconded the motion. In a 7-0 roll call vote, THE MOTION CARRIED.

2. **Bike Lane Bid Award and Larimer County Sheriff's Office Statement of Work**

Trustee Murphy moved to approve items "d" and "e" on the Consent Agenda.
Trustee Ayers seconded the motion. In a 7-0 roll call vote, THE MOTION CARRIED.

3. **Tree Committee Appointment**

Trustee Murphy gave an introduction and provided background information.

Trustee Murphy moved to appoint Kathy Mitchell to the Tree Advisory Committee for a term to end on September 30, 2024.
Trustee Ayers seconded the motion. In a 7-0 roll call vote, THE MOTION CARRIED.

4. **Trust for Public Lands Conservation Funding Request**

Hannah Redmon and Don Thorn gave an introduction and provided background information.

The Board directed staff to support the Lewis Heritage Farm Project with a contribution of $200,000 and to support collaboration with the project.

5. **House of Neighborly Service Funding Request**

Dubois gave an introduction and provided background information. Jinger Tomassi further explained the request and how it will benefit the community.

Trustee Soricelli moved to approve the agreement between the Town of Berthoud and House of Neighborly Services to provide utility assistance to residents.
Mayor Pro-Tem Grace seconded the motion. In a 7-0 roll call vote, THE MOTION CARRIED.

6. **Adoption of Building and Energy Codes by Reference-Public Hearing (Curt Freese) (30 Min)**
Ordinance 1313 - An Ordinance amending Chapter 11, of the Municipal Code of the Town of Berthoud, for the purposes of adopting the 2021 International Building Code By reference with amendments, the 2021 International Residential Code by reference with amendments, the 2021 Existing Building Code by reference, the 2021 Energy Code with amendments, the 2020 National Electrical Code by reference with Electric Vehicle Amendments, the 2021 International Plumbing Code by reference with amendments, the 2021 International Fuel Gas Code, Gray Water Systems Adopting Control Regulation 86 by reference, the 2021 International Mechanical Code by reference with amendments, and the 2021 International Swimming Pool And Spa Code by reference.

Freese gave an introduction and provided background information.

Mayor Karspeck opened the Public Hearing.

There was not any comment from the public.

Mayor Karspeck closed the Public Hearing.

Mayor Pro-Tem Grace moved to approve Ordinance 1313, an Ordinance of the Town Board amending Chapter 11, of the Municipal Code of the Town of Berthoud, for the purposes of adopting the 2021 International Building Code By reference with amendments, the 2021 International Residential Code by reference with amendments, the 2021 Existing Building Code by reference, the 2021 Energy Code with amendments, the 2020 National Electrical Code by reference with Electric Vehicle Amendments, the 2021 International Plumbing Code by reference with amendments, the 2021 International Fuel Gas Code, Gray Water Systems Adopting Control Regulation 86 by reference, the 2021 International Mechanical Code by reference with amendments, and the 2021 International Swimming Pool And Spa Code by reference.
Trustee Hardy seconded the motion. In a 7-0 roll call vote, THE MOTION CARRIED.

7. **Adoption of 2023 Annual Budget-Public Hearing**

Leach gave an introduction and provided background information.

Mayor Karspeck opened the Public Hearing.

There was not any comment from the public.

Mayor Karspeck closed the Public Hearing.

Trustee Murphy moved to adopt Resolution No. 2022-15, a resolution summarizing expenditures and Revenues for each fund and adopting a budget for the Town of Berthoud, Colorado, for the calendar year beginning on the first day of January 2023 and ending on the last day of December 2023.
Trustee Hardy seconded the motion. In a 7-0 roll call vote, THE MOTION CARRIED.

Trustee Murphy moved to adopt Resolution No. 2022-16, a resolution appropriating sums of money to various funds, in the amounts and for the purposes set forth, for the Town of Berthoud, Colorado, for the 2023 Budget Year.
Trustee Hardy seconded the motion. In a 7-0 roll call vote, THE MOTION CARRIED.

Trustee Murphy moved to adopt Resolution No. 2022-17, a resolution of the Town of Berthoud adopting a fee schedule for all Town Fees as provided in the Berthoud Municipal Code.
Trustee Hardy seconded the motion. In a 7-0 roll call vote, THE MOTION CARRIED.

Trustee Murphy moved to adopt Ordinance 1314, an ordinance of the Town of Berthoud, Colorado levying the taxes for the year 2023 to defray the costs of the municipal government of Berthoud, Colorado, for the fiscal year beginning January 1, 2023 and ending December 31, 2023.
Trustee Hardy seconded the motion. In a 7-0 roll call vote, THE MOTION CARRIED.

8. **1st Street Sewer Plan** **(Ken Matthews)** **(30 Min)**

Trustee Murphy moved to direct staff to proceed with the 1st Street Sewer Capacity Improvement Project.
Mayor Pro-Tem Grace seconded the motion. In a 7-0 roll call vote, THE MOTION CARRIED.

VI. ELECTED OFFICIAL REPORTS (10 Min)

1. Town Board – Tim Hardy, May Soricelli, Mike Grace, Sean Murphy, Karl Ayers, and Jeff Butler.

Trustee Ayers Reported:

The PORT Committee met the week prior and discussed a possible expansion at Pioneer Park as well as Richardson Park plans.
The bathroom as Fickel park is complete. Ayers clarified that the façade material is intended to rust.
Ayers stated that there has been positive feedback regarding the Recreation Center.

Trustee Murphy wished everyone Happy Holidays.

Trustee Hardy Reported:

The parade went well. Hardy stated he'd like to see stats to find out how many people were downtown.
SnowFest is in progress.

Mayor Pro-Tem Grace Reported:

Graced asked for the status of the broadband project. Kirk stated Loveland Pulse is

compiling information to help the Town understand what the cost and other considerations may be.

Grace asked about LETA. Kirk stated that the Town has had additional training

2. Mayor – William Karspeck

Mayor Karspeck Reported:

Attended a retreat at Union Station for the Metropolitan Planning organization.

3. Staff – Town Administrator, Attorney

Attorney Smith wished everyone happy holidays.

VII. EXECUTIVE SESSION

Trustee Ayers moved to enter into Executive Session pursuant to C.R.S. § 24-6-402(4): (1) Subsection (a) for discussions related to the purchase, acquisition, lease, transfer, or sale of any real, personal, or other property interest; (2) Subsection (e) to determine positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and instructing negotiators; and (3) Subsection (b) for a conference with legal counsel for the purpose of receiving legal advice on specific legal questions. And the following details are provided: Water rights.
Trustee Murphy seconded the motion. In a 7-0 roll call vote, THE MOTION CARRIED.

1. Resolution 2022-18 - A Resolution to appropriate and beneficially use water on behalf of the Town of Berthoud, and authorizing the filing of a water court application for adjudication of such appropriation and beneficial use

Mayor Pro-Tem Grace moved to approve Resolution 2022-18, a resolution of the Town of Berthoud to appropriate and beneficially use water on behalf of the Town of Berthoud, and authorizing the filing of a Water Court application for adjudication of such appropriation and beneficial use.
Trustee Hardy seconded the motion. In a 7-0 roll call vote, THE MOTION CARRIED.

VIII. ADJOURN

The meeting adjourned at 10:03 PM.

_____ _____

Town Clerk or Deputy Town Clerk William Karspeck, Mayor

BOARD OF TRUSTEES INFORMATION

ADMINISTRATION DEPARTMENT

Meeting Date:	**January 10, 2023**
Agenda Title/Subject:	**Resolution designating Official Posting Places**
Type of Item:	**Consent Agenda**
Purpose:	**To designate the official posting place for public notices in accordance with Title 24.**
Presented by:	**Christian Samora**

ATTACHMENTS:

a) Resolution 2023-01 Designating the Official Posting Place for Public Notices

BACKGROUND:

The Town Board annually designates the place for posting public notices in accordance with Title 24 of State Statute. The official posting places are currently on the Town website and at Town Hall on the bulletin board, which is unchanged in the attached resolution.

It is important that the official posting places are under the control of the Town. Posting in public places that are not controlled by the Town can be problematic if notices are removed and a meeting is no longer properly noticed.

Local media outlets also receive an e-mail with links to meeting materials as well as press releases.

UPDATE/NEXT STEPS:

No additional action is needed.

FISCAL IMPACT AND FUND SOURCE:

There is no fiscal impact.

RECOMMENDED ACTION(S):

Approve this resolution as part of the Consent Agenda.

TOWN OF BERTHOUD, COLORADO
RESOLUTION NO. 01
(Series 2023)

A RESOLUTION OF THE TOWN BOARD FOR THE TOWN OF BERTHOUD, COLORADO DESIGNATING THE PLACE FOR THE POSTING OF PUBLIC NOTICES FOR TOWN BOARD MEETINGS AND OTHER TOWN BUSINESS.

WHEREAS, the Colorado Opening Meeting Law requires the Town to annually designate the place or places at which the Town shall post notices of Town meetings and other public notices; and

WHEREAS, the Town Board desires to designate the following places for the posting of public notices for the convenience of the public.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN BOARD FOR THE TOWN OF BERTHOUD, COLORADO that the following public places shall be and are hereby designated for the posting of notices for public meetings and other town business:

- The Town of Berthoud website: www.berthoud.org
- Main bulletin board located at Town Hall, 807 Mountain Avenue, Berthoud, Colorado.

RESOLVED, APPROVED and ADOPTED this 10th day of January, 2023**.**

TOWN OF BERTHOUD

By: _____
William Karspeck, Mayor

[SEAL]

ATTEST:

_____
Christian R. Samora, Town Clerk

TOWN OF BERTHOUD AT A GLANCE

Monthly Report
NOVEMBER 2022

- Sales & Use Tax revenue is 52% **over** budget for the month of November; $1,007,089 was received and $662,459 was budgeted.

- Town Revenue through November including transfers between funds is 40% **over** budget for 2022.

- Town Expenditures through November are 40% **under** budget for 2022.

Sales Tax Review

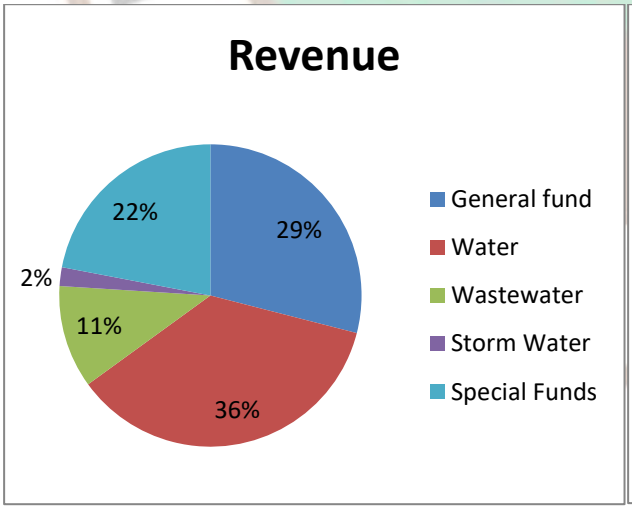
NOVEMBER	Berthoud Sales Tax	Motor Vehicle Use Tax	Building Materials Use Tax	Combined Total
2022	730,313.34	183,279.83	93,495.70	1,007,088.87
2021	675,424.06	158,279.58	213,038.24	1,046,741.88
2020	484,310.44	128,617.18	286,839.05	899,766.67
2019	402,156.76	126,699.36	131,795.46	660,651.58

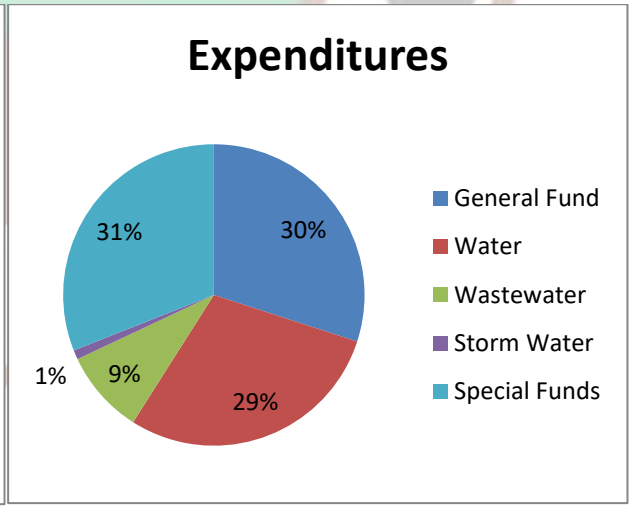
SALES TAX YEAR-TO-DATE FOR 2022 $ 11,474,487.06

COMBINED STATEMENT OF REVENUES AND EXPENDITURES
NOVEMBER 2022

REVENUE	Current Month	YTD Actual	YTD Budget	% of YTD Budget	% of Annual Budget
General Fund	449,610	12,512,231	9,559,195	131%	120%
Water	514,263	15,614,460	7,783,639	201%	184%
Wastewater	370,705	4,790,846	4,581,967	105%	96%
Storm Water	78,385	1,075,988	901,267	119%	109%
Special Funds	1,014,663	9,703,668	8,463,308	115%	105%
TOTAL REVENUE	**2,427,626**	**43,697,193**	**31,289,376**	**140%**	**128%**

EXPENDITURES	Current Month	YTD Actual	YTD Budget	% of YTD Budget	% of Annual Budget
General Fund	325,861	8,050,710	10,282,662	78%	72%
Water	317,146	7,917,150	13,813,583	57%	53%
Wastewater	135,868	2,329,496	5,942,264	39%	36%
Storm Water	7,054	65,812	830,415	8%	7%
Special Funds	333,065	8,528,225	13,655,761	62%	57%
TOTAL EXPENDITURES	**1,118,994**	**26,891,393**	**44,524,685**	**60%**	**55%**



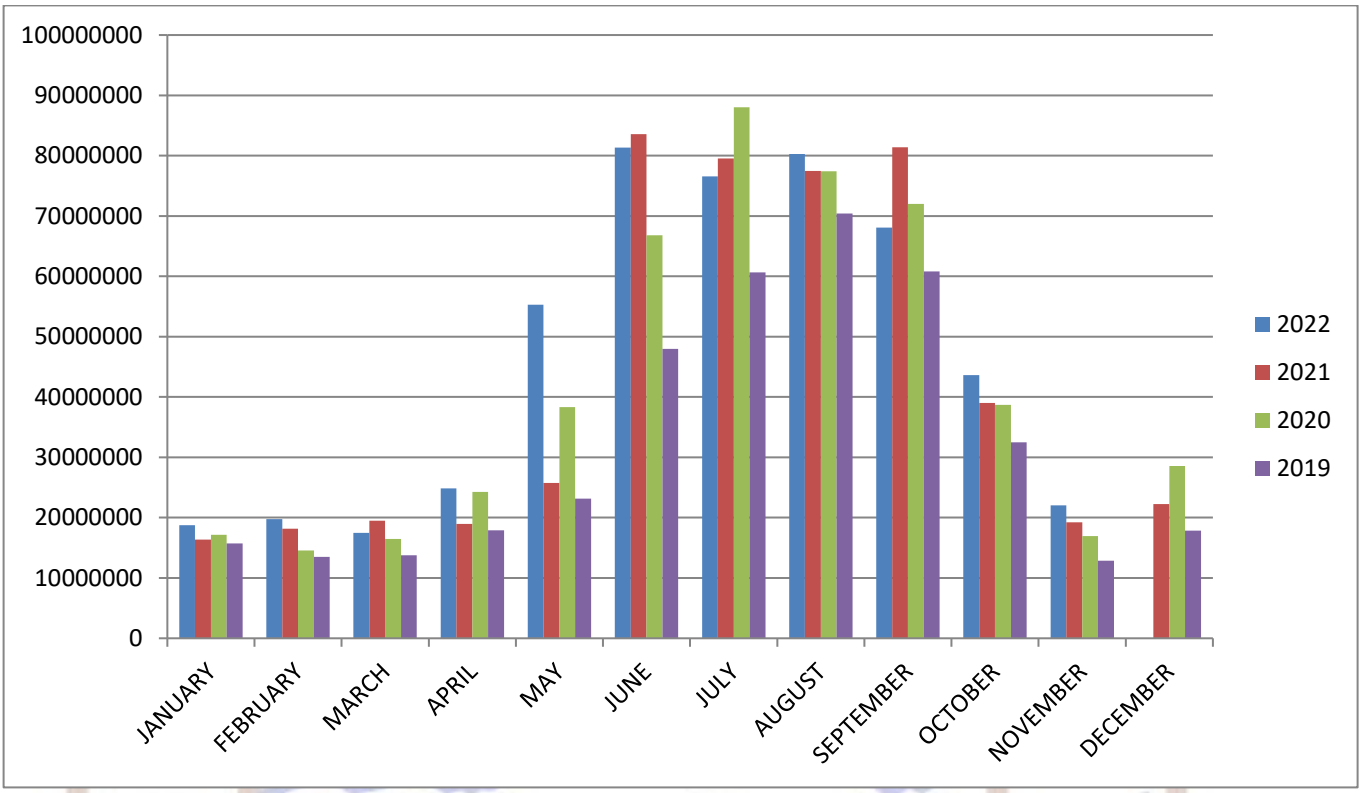


	YEAR TO DATE TOTALS THRU NOVEMBER 2022
Single Family Permits	202
Overall Permit Total	761
Water Gallons Billed	508,050,000
Passports	1271
Cemetery	22 Funerals

Building Permit & Permit Valuation by Year & 2022 YTD

	2018	2019	2020	2021	2022 YTD
Single-Family home permits	525	341	499	511	202
All permits (roofing, decks, additions, etc.)	1126	752	934	1110	761
Total Permit Value	$106,937,656	$124,840,545	$119,451,932	$238,661,288	$ 149,051,050

BERTHOUD WATER USAGE



Personnel Summary

	Full-time	Part-time	Seasonal
Administration	13		
Code Enforcement	1		
Economic Development	1		
Planning-Building	5		
Streets	4		
Recreation	4		
Rec Center	7	84	
Parks-Forestry	8		
BATS	1	1	
Water-Wastewater	5		

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

BILLS SUMMARY
NOVEMBER 2022 FINAL

BILLS ALLOWED

TOTAL BILLS	$	1,458,248
NET PAYROLL	$	227,610

Mayor William Karspeck _____

Mayor Pro-Tem Mike Grace _____

Trustee Karl Ayers _____

Trustee Jeff Butler _____

Trustee Tim Hardy _____

Trustee Sean Murphy _____

Trustee May Soricelli _____

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice GL Account Title	Check Amount
1100200400							
110122300							
11/22	11/01/2022	110122	Allstate	NOVEMBER	11-00-200400	Insurance Payable	824.56
110122301							
11/22	11/01/2022	110122	CIGNA	NOVEMBER	11-00-200400	Insurance Payable	36,910.76
110122302							
11/22	11/01/2022	110122	Guardian	NOVEMBER	11-00-200400	Insurance Payable	4,592.01
Total 1100200400:							42,327.33
1100410300							
73080							
11/22	11/30/2022	73080	Town of Johnstown	NOVEMBER	11-00-4103-00	Sales/Use Tax	7,163.92
Total 1100410300:							7,163.92
1100465500							
72789							
11/22	11/15/2022	72789	Harris, Edward	EDWARD HA	11-00-4655-00	Sign Deposit	150.00
Total 1100465500:							150.00
1101501001							
72783							
11/22	11/01/2022	72783	Lewan & Associates	4056263	11-01-5010.01	Office Supplies-General Office	811.54
72786							
11/22	11/02/2022	72786	Office Depot	Multiple	11-01-5010.01	Office Supplies-General Office	1,318.91
72795							
11/22	11/16/2022	72795	Quadient Finance USA, Inc	11032022	11-01-5010.01	Office Supplies-General Office	1,450.00
72950							
11/22	11/07/2022	72950	Awards Unlimited	36215	11-01-5010.01	Office Supplies-General Office	13.50
72951							
11/22	11/07/2022	72951	Culligan of Cheyenne	35674	11-01-5010.01	Office Supplies-General Office	94.77
73072							
11/22	11/22/2022	73072	Digital Print Resources Inc	21314	11-01-5010.01	Office Supplies-General Office	896.70
73073							
11/22	11/28/2022	73073	Office Depot	Multiple	11-01-5010.01	Office Supplies-General Office	433.92
73074							
11/22	11/28/2022	73074	Quadient, Inc	59508348	11-01-5010.01	Office Supplies-General Office	165.00
Total 1101501001:							5,184.34
1101501101							
72785							
11/22	11/01/2022	72785	Voice Exchange (Paragon	Multiple	11-01-5011.01	Telephone-General Office	76.00
72799							
11/22	11/22/2022	72799	CenturyLink Business Serv	616674148	11-01-5011.01	Telephone-General Office	1.96
Total 1101501101:							77.96
1101501301							
73035							
11/22	11/16/2022	73035	Cardmember Service	OCT22	11-01-5013.01	Vehicle Maintenance	17,537.86
Total 1101501301:							17,537.86

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice GL Account Title	Check Amount
1101501501							
72947							
11/22	11/03/2022	72947	Healthiest You	20221197872	11-01-5015.01	Insurance	672.00
Total 1101501501:							672.00
1101501707							
72911							
11/22	11/01/2022	72911	Terminix	426122424	11-01-5017.07	Building Maintenance-Town Hall	106.92
Total 1101501707:							106.92
1101502103							
72996							
11/22	11/15/2022	72996	March, Olive & Sapienza, L	156490	11-01-5021.03	Municipal Judge	118.00
Total 1101502103:							118.00
1101502801							
72980							
11/22	11/14/2022	72980	APEX Shredding Inc.	1308155	11-01-5028.01	Records Management	45.00
Total 1101502801:							45.00
1101503800							
72787							
11/22	11/02/2022	72787	Hays Market	2022 THANK	11-01-5038.00	Administrative Expenses	600.00
72907							
11/22	11/01/2022	72907	Hays Market	OCT22	11-01-5038.00	Administrative Expenses	154.74
72981							
11/22	11/14/2022	72981	Brookside Gardens	11082022	11-01-5038.00	Administrative Expenses	1,914.00
Total 1101503800:							2,668.74
1101504003							
72968							
11/22	11/14/2022	72968	Bell Gould Linder & Scott P	33850	11-01-5040.03	Attorney-Municipal Court	1,996.84
Total 1101504003:							1,996.84
1101504004							
72992							
11/22	11/15/2022	72992	Foote Law Firm	270	11-01-5040.04	Attorney-Board Meetings	3,231.25
Total 1101504004:							3,231.25
1101509501							
72946							
11/22	11/03/2022	72946	Anchor Network Solutions,	Multiple	11-01-5095.01	Computer Maintenance/Replace	13,061.95
73106							
11/22	11/29/2022	73106	Anchor Network Solutions,	30033	11-01-5095.01	Computer Maintenance/Replace	3,315.00
Total 1101509501:							16,376.95
1101509601							
72915							
11/22	11/01/2022	72915	Comcast	NOV22	11-01-5096.01	Internet	15.94

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice GL Account Title	Check Amount
Total 1101509601:							15.94
1101524901							
72918							
11/22	11/01/2022	72918	Picture This Creative Servi	000216	11-01-5249.01	Public Outreach	975.00
Total 1101524901:							975.00
1102503404							
72917							
11/22	11/01/2022	72917	Larimer Humane Society	1013	11-02-5034.04	Animal Control	2,895.50
Total 1102503404:							2,895.50
1102504604							
72808							
11/22	11/28/2022	72808	Kinsco LLC	12588	11-02-5046.04	Uniforms-Code Enforcement	85.00
Total 1102504604:							85.00
1103501101							
72958							
11/22	11/07/2022	72958	Complete Wireless Technol	102195	11-03-5011.01	Telephone	165.00
73039							
11/22	11/21/2022	73039	Complete Wireless Technol	102025	11-03-5011.01	Telephone	165.00
Total 1103501101:							330.00
1103501207							
73046							
11/22	11/21/2022	73046	Lumin8 Transportation Tec	3250	11-03-5012.07	Street Light Repairs	285.00
Total 1103501207:							285.00
1103502106							
72987							
11/22	11/14/2022	72987	Safelite	01801-12279	11-03-5021.06	Light Duty Veh/Eqiup Maint	393.22
73049							
11/22	11/21/2022	73049	O. J. Watson Equipment	0103816	11-03-5021.06	Light Duty Veh/Eqiup Maint	1,020.00
Total 1103502106:							1,413.22
1103503602							
73053							
11/22	11/21/2022	73053	Wagner Equipment Compa	P09C039388	11-03-5036.02	Heavy Duty Veh/Equip Maint	966.64
Total 1103503602:							966.64
1103503702							
72953							
11/22	11/07/2022	72953	Ennis-Flint	270428	11-03-5037.02	Materials for Maintenance	1,056.00
Total 1103503702:							1,056.00
1103504506							

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice GL Account Title	Check Amount
72938							
11/22	11/03/2022	72938	Mountain View Commercial	13027	11-03-5045.06	Shop Operations	350.00
72949							
11/22	11/07/2022	72949	Air Comfort	C005631	11-03-5045.06	Shop Operations	1,210.00
73054							
11/22	11/21/2022	73054	Wagner Welding Supply C	155610	11-03-5045.06	Shop Operations	56.00
Total 1103504506:							1,616.00
1103504704							
72933							
11/22	11/03/2022	72933	Fastenal Company	116201	11-03-5047.04	Signs & Signage	434.45
Total 1103504704:							434.45
1103525106							
72920							
11/22	11/03/2022	72920	AAA AUTO PARTS	OCT22	11-03-5251.06	Tools	781.77
Total 1103525106:							781.77
1104505601							
72999							
11/22	11/15/2022	72999	Smart Marketing with Easy	Multiple	11-04-5056.01	Brochures/Advertising	6,269.50
73070							
11/22	11/22/2022	73070	Smart Marketing with Easy	4674	11-04-5056.01	Brochures/Advertising	1,880.49
Total 1104505601:							8,149.99
1104506001							
72988							
11/22	11/14/2022	72988	Team Sideline	TS-INV-1145	11-04-5060.01	Recreation Tracking Software	649.00
Total 1104506001:							649.00
1106503906							
72972							
11/22	11/14/2022	72972	MarksNelson	MN1027000	11-06-5039.06	Dues & Subscriptions	645.68
Total 1106503906:							645.68
1106510106							
72805							
11/22	11/28/2022	72805	Downtown Colorado Inc	2022	11-06-5101.06	Memberships	350.00
Total 1106510106:							350.00
1106510806							
72800							
11/22	11/22/2022	72800	Elish, Walt	11182022	11-06-5108.06	Business Relations-Development	31.88
Total 1106510806:							31.88
1107500901							
72806							
11/22	11/28/2022	72806	Express Toll	2077125244	11-07-5009.01	Travel/Training	11.25

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice GL Account Title	Check Amount
Total 1107500901:							11.25
1107501101							
72807							
11/22	11/28/2022	72807	Hilltop Broadband	1489-202211	11-07-5011.01	Telephone	250.90
Total 1107501101:							250.90
1107501209							
72796							
11/22	11/16/2022	72796	XCEL Energy	Multiple	11-07-5012.09	Utilities-facilities/gen parks	112.69
73001							
11/22	11/15/2022	73001	Poudre Valley REA	NOV22	11-07-5012.09	Utilities-facilities/gen parks	1,386.26
Total 1107501209:							1,498.95
1107501309							
72801							
11/22	11/28/2022	72801	B-Town Automotive	32863	11-07-5013.09	Vehicle Maint-General Park	50.00
72971							
11/22	11/14/2022	72971	Mainstreet Car Care & Qui	Multiple	11-07-5013.09	Vehicle Maint-General Park	740.98
Total 1107501309:							790.98
1107502004							
73051							
11/22	11/21/2022	73051	Thirsty Soil Solutions	8528	11-07-5020.04	Weed/turf maint contract	5,458.50
Total 1107502004:							5,458.50
1107504909							
72804							
11/22	11/28/2022	72804	DBC Irrigation Supply	S4833260.00	11-07-5049.09	Irrigation-general parks	41.24
72921							
11/22	11/03/2022	72921	AJ's Backflow Testing	16313	11-07-5049.09	Irrigation-general parks	200.00
Total 1107504909:							241.24
1107505303							
72792							
11/22	11/15/2022	72792	Republic Services	Multiple	11-07-5053.03	Portojohns-Facility	935.43
Total 1107505303:							935.43
1107505503							
72784							
11/22	11/01/2022	72784	Mountain View Commercial	13026	11-07-5055.03	Restroom Maintenance	1,425.00
72810							
11/22	11/28/2022	72810	Mountain View Commercial	13079	11-07-5055.03	Restroom Maintenance	1,425.00
73047							
11/22	11/21/2022	73047	Mountain View Commercial	Multiple	11-07-5055.03	Restroom Maintenance	2,134.03
Total 1107505503:							4,984.03
1107505709							

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice GL Account Title	Check Amount
72906							
11/22	11/01/2022	72906	Colorado Materials Inc	Multiple	11-07-5057.09	Repair/Supplies-General Park	812.54
Total 1107505709:							812.54
1107505806							
72803							
11/22	11/28/2022	72803	Dan's Small Engine	109955	11-07-5058.06	Equipment Maint-Fleet	407.42
72809							
11/22	11/28/2022	72809	LL Johnson Distributing Co	1892005-00	11-07-5058.06	Equipment Maint-Fleet	916.28
72930							
11/22	11/03/2022	72930	Dan's Small Engine	0109746	11-07-5058.06	Equipment Maint-Fleet	1,235.28
72937							
11/22	11/03/2022	72937	MAC Equipment INC	Multiple	11-07-5058.06	Equipment Maint-Fleet	955.48
72982							
11/22	11/14/2022	72982	Dan's Small Engine	01109890	11-07-5058.06	Equipment Maint-Fleet	447.01
73075							
11/22	11/28/2022	73075	T & T OK Tire	1137239	11-07-5058.06	Equipment Maint-Fleet	599.00
Total 1107505806:							4,560.47
1107506008							
72912							
11/22	11/01/2022	72912	Wintergreen Corporation	6965065	11-07-5060.08	Seasonal Decorations	15,813.18
Total 1107506008:							15,813.18
1108521502							
72975							
11/22	11/14/2022	72975	ProCode, Inc.	0091955	11-08-5215.02	Contract Inspections	160,742.53
Total 1108521502:							160,742.53
1110572000							
72959							
11/22	11/07/2022	72959	CXT Incorporated	90052240	11-10-5720.00	Fickel Park Bathroom	138,320.00
72961							
11/22	11/07/2022	72961	Jones Excavating & Plumbi	5016	11-10-5720.00	Fickel Park Bathroom	29,900.00
73041							
11/22	11/21/2022	73041	Eggers Electric Inc.	18605	11-10-5720.00	Fickel Park Bathroom	4,730.00
73044							
11/22	11/21/2022	73044	Jones Excavating & Plumbi	Multiple	11-10-5720.00	Fickel Park Bathroom	8,067.36
73065							
11/22	11/22/2022	73065	Hoff Construction	Multiple	11-10-5720.00	Fickel Park Bathroom	13,651.00
Total 1110572000:							194,668.36
1111502401							
73069							
11/22	11/22/2022	73069	Novak, Grazia	11152022	11-11-5024.01	Youth Advisory Commission	19.90
Total 1111502401:							19.90
1111504003							
72997							
11/22	11/15/2022	72997	Norton & Smith, P.C.	OCT22	11-11-5040.03	Attorney	20,229.86

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice GL Account Title	Check Amount
Total 1111504003:							20,229.86
1111518803							
72974							
11/22	11/14/2022	72974	Plan Tools LLC	22-43	11-11-5188.03	Comp Plan	10,614.88
Total 1111518803:							10,614.88
1111518902							
72998							
11/22	11/15/2022	72998	Prairie Mountain Media	328393	11-11-5189.02	DEVELOPMENT REVIEW	16.53
Total 1111518902:							16.53
1112501201							
72978							
11/22	11/14/2022	72978	XCEL Energy	OCT22-3	11-12-5012.01	Utilities	8,898.76
Total 1112501201:							8,898.76
1112501901							
73067							
11/22	11/22/2022	73067	KONE	1158432397	11-12-5019.01	Elevator Maintenance	1,161.28
Total 1112501901:							1,161.28
1112503901							
72913							
11/22	11/01/2022	72913	Berthoud Village Shopping	NOV22	11-12-5039.01	HOA Fees	3,433.04
Total 1112503901:							3,433.04
2000504002							
73052							
11/22	11/21/2022	73052	Vranesh & Raisch	Multiple	20-00-5040.02	Attorney Fees	17,688.13
Total 2000504002:							17,688.13
2000510700							
73045							
11/22	11/21/2022	73045	Leonard Rice Engineers In	21307	20-00-5107.00	New Water Storage design	37,540.76
Total 2000510700:							37,540.76
2000520802							
73110							
11/22	11/29/2022	73110	Providence Infrastructure C	00003	20-00-5208.02	Raw Line Maintenance	8,991.40
Total 2000520802:							8,991.40
2100441000							
72500							
11/22	11/21/2022	72500	INGRAM, LOIS	1031.1	21-00-4410-00	Sale of Water	128.66-
72797							
11/22	11/21/2022	72797	INGRAM, LOIS	1031.1	21-00-4410-00	Sale of Water	128.66

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice GL Account Title	Check Amount
72820							
11/22	11/02/2022	72820	MCLAUGHLIN, BRANDON	2028.2	21-00-4410-00	Sale of Water	108.94
72821							
11/22	11/02/2022	72821	Mission Ventures LLC	Multiple	21-00-4410-00	Sale of Water	149.89
72822							
11/22	11/08/2022	72822	BAKER BUILDERS	HM0641	21-00-4410-00	Sale of Water	2,283.36
72823							
11/22	11/14/2022	72823	HARKINS, DERRICK & AN	9656.3	21-00-4410-00	Sale of Water	345.71
72824							
11/22	11/14/2022	72824	RAY, JAMES & DEANN	11153.2	21-00-4410-00	Sale of Water	110.17
72826							
11/22	11/15/2022	72826	SIMMONS, CHARLOTTE	2169.3	21-00-4410-00	Sale of Water	62.18
72827							
11/22	11/15/2022	72827	HARPER, CURTIS & MOR	9724.2	21-00-4410-00	Sale of Water	158.67
72828							
11/22	11/15/2022	72828	BROWN, TED	10416.3	21-00-4410-00	Sale of Water	120.41
72829							
11/22	11/15/2022	72829	Coulson Excavating Co Inc	HM0642	21-00-4410-00	Sale of Water	2,253.91
72955							
11/22	11/07/2022	72955	Little Thompson Water Dist	OCT22	21-00-4410-00	Sale of Water	1,731.59
73002							
11/22	11/16/2022	73002	YOUNGQUIST, KYLE	11658.2	21-00-4410-00	Sale of Water	72.89
73003							
11/22	11/16/2022	73003	Claystone Construction	HM0644	21-00-4410-00	Sale of Water	1,000.00
73004							
11/22	11/22/2022	73004	FARMSTEAD MASTER H	HM0640	21-00-4410-00	Sale of Water	1,007.08
73005							
11/22	11/17/2022	73005	O'GORMAN, KENNETH L	233.3	21-00-4410-00	Sale of Water	150.25
73006							
11/22	11/22/2022	73006	WOODS, BRIAN	1428.2	21-00-4410-00	Sale of Water	48.56
73007							
11/22	11/22/2022	73007	STONE, MARK	10266.2	21-00-4410-00	Sale of Water	111.00
73008							
11/22	11/22/2022	73008	BIGGS, JUDITH A. & DUB	9202.3	21-00-4410-00	Sale of Water	175.25
73009							
11/22	11/29/2022	73009	Claystone Construction	HM0643	21-00-4410-00	Sale of Water	2,385.16
Total 2100441000:							12,275.02
2100501001							
72973							
11/22	11/14/2022	72973	Pioneer Press of Greeley	86984	21-00-5010.01	Office Supplies	58.00
Total 2100501001:							58.00
2100501101							
72960							
11/22	11/07/2022	72960	Hilltop Broadband	3582-202210	21-00-5011.01	Telephone	188.50
73063							
11/22	11/22/2022	73063	Comcast	NOV22-3	21-00-5011.01	Telephone	414.53
Total 2100501101:							603.03
2100501203							
72948							
11/22	11/07/2022	72948	AGFINITY INC	I67006	21-00-5012.03	Utilities-Treatment	1,045.74

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice GL Account Title	Check Amount
73111							
11/22	11/29/2022	73111	XCEL Energy	NOV22	21-00-5012.03	Utilities-Treatment	10,237.03
Total 2100501203:							11,282.77
2100505702							
72910							
11/22	11/01/2022	72910	Smith Power Products	Multiple	21-00-5057.02	Repair, Maint, Supp Dist	12,103.61
72976							
11/22	11/14/2022	72976	Ramey Environmental	Multiple	21-00-5057.02	Repair, Maint, Supp Dist	96,173.97
Total 2100505702:							108,277.58
2100505703							
72934							
11/22	11/03/2022	72934	Grainger	9482471845	21-00-5057.03	Repair, Maint, Supp Treat	44.56
72956							
11/22	11/07/2022	72956	USA Bluebook	Multiple	21-00-5057.03	Repair, Maint, Supp Treat	972.48
Total 2100505703:							1,017.04
2100506003							
72932							
11/22	11/03/2022	72932	DPC Industries Inc.	737004747-2	21-00-5060.03	Chemicals-Treatment	4,259.50
73040							
11/22	11/21/2022	73040	DPC Industries Inc.	737004952-2	21-00-5060.03	Chemicals-Treatment	7,189.67
Total 2100506003:							11,449.17
2100508103							
73043							
11/22	11/21/2022	73043	iWorkQ Systems	197067	21-00-5081.03	SCADA	6,000.00
Total 2100508103:							6,000.00
2100510802							
72926							
11/22	11/03/2022	72926	City of Fort Collins	95709	21-00-5108.02	Lab Testing	900.00
Total 2100510802:							900.00
2100510902							
72929							
11/22	11/03/2022	72929	Dana Kepner	Multiple	21-00-5109.02	Meters-repairs	1,800.85
72984							
11/22	11/14/2022	72984	Jones Excavating & Plumbi	Multiple	21-00-5109.02	Meters-repairs	5,730.00
Total 2100510902:							7,530.85
2100511002							
72925							
11/22	11/03/2022	72925	CDPHE	Multiple	21-00-5110.02	Permits	940.00
Total 2100511002:							940.00
2100527601							

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice GL Account Title	Check Amount
72991							
11/22	11/15/2022	72991	Dell Marketing LP	Multiple	21-00-5276.01	Computer Maintenance	4,348.24
Total 2100527601:							4,348.24
2200541000							
72923							
11/22	11/03/2022	72923	Aslan Construction	6	22-00-5410.00	Treatment Plant Backwash Imp	192,857.03
73038							
11/22	11/21/2022	73038	CDM Smith	90164916	22-00-5410.00	Treatment Plant Backwash Imp	21,921.59
Total 2200541000:							214,778.62
2300501004							
72919							
11/22	11/03/2022	72919	USPS-Berthoud	NOV22	23-00-5010.04	Office Supplies	2,348.06
Total 2300501004:							2,348.06
2300501005							
73105							
11/22	11/29/2022	73105	Digital Print Resources Inc	21312	23-00-5010.05	Office Supplies- Utility Billi	2,850.00
Total 2300501005:							2,850.00
2300501101							
72914							
11/22	11/01/2022	72914	CenturyLink	NOV22	23-00-5011.01	Telephone	395.24
72916							
11/22	11/01/2022	72916	Comcast	NOV22-2	23-00-5011.01	Telephone	1,329.43
Total 2300501101:							1,724.67
2300501201							
72909							
11/22	11/01/2022	72909	Poudre Valley REA	OCT22-4	23-00-5012.01	Utilities	14,485.67
72995							
11/22	11/15/2022	72995	Little Thompson Water Dist	OCT22-2	23-00-5012.01	Utilities	150.52
73109							
11/22	11/29/2022	73109	Poudre Valley REA	NOV22-2	23-00-5012.01	Utilities	6,849.44
Total 2300501201:							21,485.63
2300501202							
72812							
11/22	11/28/2022	72812	XCEL Energy	805283639	23-00-5012.02	Utilities-Serenity Ridge	1,531.52
Total 2300501202:							1,531.52
2300502004							
72941							
11/22	11/03/2022	72941	Tetra Tech, Inc.	51974575	23-00-5020.04	Professional Fees	755.00
Total 2300502004:							755.00
2300505703							

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice GL Account Title	Check Amount
72977							
11/22	11/14/2022	72977	UNCC	222100178	23-00-5057.03	Repair, Maint. & Supplies	1,067.30
Total 2300505703:							1,067.30
2300506001							
73061							
11/22	11/22/2022	73061	BH Enterprises	4057	23-00-5060.01	Chemicals	20,241.07
Total 2300506001:							20,241.07
2300508101							
73042							
11/22	11/21/2022	73042	Fluid Design and Build, LL	Multiple	23-00-5081.01	SCADA	3,248.49
Total 2300508101:							3,248.49
2300510801							
72802							
11/22	11/28/2022	72802	Colorado Analytical Labs, I	220906081	23-00-5108.01	Lab Tests	420.00
72990							
11/22	11/15/2022	72990	Colorado Analytical Labs, I	Multiple	23-00-5108.01	Lab Tests	4,289.20
Total 2300510801:							4,709.20
2300510903							
72940							
11/22	11/03/2022	72940	Smith Power Products	532191	23-00-5109.03	Generator Maintenance	1,369.25
Total 2300510903:							1,369.25
2300511401							
72931							
11/22	11/03/2022	72931	Denali Water Solutions	359467	23-00-5114.01	Sludge Hauling	1,507.37
72969							
11/22	11/14/2022	72969	Denali Water Solutions	362019	23-00-5114.01	Sludge Hauling	2,887.18
73064							
11/22	11/22/2022	73064	Denali Water Solutions	367222	23-00-5114.01	Sludge Hauling	2,164.72
73107							
11/22	11/29/2022	73107	Denali Water Solutions	369362	23-00-5114.01	Sludge Hauling	1,538.17
Total 2300511401:							8,097.44
2300521405							
110822304							
11/22	11/08/2022	110822	Caselle Inc.	NOVEMBER	23-00-5214.05	Computer Maint/Replacement	1,728.00
Total 2300521405:							1,728.00
2400501900							
113022320							
11/22	11/30/2022	113022	Alfa Construction LLC	NOVEMBER	24-00-5019.00	ALFA Line Reimbursement	2,750.00
Total 2400501900:							2,750.00
2400527100							

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice GL Account Title	Check Amount
73037							
11/22	11/21/2022	73037	Baseline Engineering Corp	26125	24-00-5271.00	1st Street Sewer Upgrade	992.00
Total 2400527100:							992.00
2900505703							
72908							
11/22	11/01/2022	72908	Hoff Construction	22195-1	29-00-5057.03	Repair and Maintenance	5,609.75
Total 2900505703:							5,609.75
2900526102							
72943							
11/22	11/03/2022	72943	Hardline Equipment	42206598-2	29-00-5261.02	Sweeper Parts	.00
72945							
11/22	11/03/2022	72945	Hardline Equipment	42206598-2	29-00-5261.02	Sweeper Parts	521.05
73071							
11/22	11/22/2022	73071	Spartan Towing & Recover	22-19889	29-00-5261.02	Sweeper Parts	210.65
Total 2900526102:							731.70
3100524801							
73000							
11/22	11/15/2022	73000	Tait & Associates	136673	31-00-5248.01	Berthoud Reservoir Trails	647.50
Total 3100524801:							647.50
3200504100							
72782							
11/22	11/01/2022	72782	HDR Engineering	1200471343	32-00-5041.00	Welch Trail Easement	301.50
Total 3200504100:							301.50
3200517100							
73050							
11/22	11/21/2022	73050	Pinyon Environmental	301694	32-00-5171.00	Land Acquisition	3,500.00
Total 3200517100:							3,500.00
3400514200							
72905							
11/22	11/01/2022	72905	Churchich Recreation	22-0230	34-00-5142.00	Collins Park Benches	6,711.75
Total 3400514200:							6,711.75
3600430600							
72790							
11/22	11/15/2022	72790	Larimer County Sales Tax	OCTOBER 2	36-00-4306-00	County Open Space Revenue	26,815.84
73081							
11/22	11/30/2022	73081	Larimer County Sales Tax	NOVEMBER	36-00-4306-00	County Open Space Revenue	16,916.43
Total 3600430600:							43,732.27
3700501402							
72936							
11/22	11/03/2022	72936	Kwik Korner	OCT22	37-00-5014.02	Gas & Oil	2,596.67

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice GL Account Title	Check Amount
Total 3700501402:							2,596.67
3700505702							
72928							
11/22	11/03/2022	72928	CPS Distributors Inc	0008274386-	37-00-5057.02	Repair & Maintenance	231.31
Total 3700505702:							231.31
3900502000							
73108							
11/22	11/29/2022	73108	Felsburg Holt & Ullevig	34854	39-00-5020.00	Professional Services	4,770.00
Total 3900502000:							4,770.00
3900511402							
110222301							
11/22	11/02/2022	110222	WEX BANK	OCTOBER 2	39-00-5114.02	Gas & Oil	2,986.28
113022320							
11/22	11/30/2022	113022	WEX BANK	NOVEMBER	39-00-5114.02	Gas & Oil	2,956.52
Total 3900511402:							5,942.80
4000511400							
72993							
11/22	11/15/2022	72993	HDR Engineering	1200476848	40-00-5114.00	Spartan Design and Crossing	57,404.75
Total 4000511400:							57,404.75
4100522100							
72904							
11/22	11/01/2022	72904	BHA Design, Inc.	Multiple	41-00-5221.00	Downtown Sidewalk Replacement	19,782.50
Total 4100522100:							19,782.50
5100523900							
72985							
11/22	11/14/2022	72985	Loveland Barricade LLC	Multiple	51-00-5239.00	Street Improvements	35,126.35
73036							
11/22	11/21/2022	73036	All Pro Pavement Services	1079	51-00-5239.00	Street Improvements	78,346.44
Total 5100523900:							113,472.79
5200450005							
72825							
11/22	11/15/2022	72825	VARNEY, CARLEY	11/15/22	52-00-4500-05	Activity Fee-Aquatics	40.00
Total 5200450005:							40.00
5200520100							
72983							
11/22	11/14/2022	72983	Hoff Construction	Multiple	52-00-5201.00	Waggener Farm Park	25,353.00
72989							
11/22	11/15/2022	72989	Baseline Engineering Corp.	Multiple	52-00-5201.00	Waggener Farm Park	52,773.93
Total 5200520100:							78,126.93

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice GL Account Title	Check Amount
5201500801							
72922							
11/22	11/03/2022	72922	American DataBank LLC	2210293	52-01-5008.01	Background/Physicals	87.00
Total 5201500801:							87.00
5201501201							
72957							
11/22	11/07/2022	72957	XCEL Energy	OCT22-2	52-01-5012.01	Utilities	12,704.08
Total 5201501201:							12,704.08
5201502004							
72798							
11/22	11/21/2022	72798	Lewan & Associates	Multiple	52-01-5020.04	Purchased Services	340.51
72970							
11/22	11/14/2022	72970	IVR Systems	M22-1013-10	52-01-5020.04	Purchased Services	96.00
Total 5201502004:							436.51
5201505404							
72791							
11/22	11/15/2022	72791	Republic Services	Multiple	52-01-5054.04	Trash Service	1,017.85
Total 5201505404:							1,017.85
5201505601							
72994							
11/22	11/15/2022	72994	Lefthand Printworks	2826	52-01-5056.01	Brochures/Advertising/Printing	175.00
Total 5201505601:							175.00
5201524701							
72952							
11/22	11/07/2022	72952	DaySmart Recreation	00820501	52-01-5247.01	Computer Software	996.30
Total 5201524701:							996.30
5203508904							
72924							
11/22	11/03/2022	72924	C&B Cleaning Services	Multiple	52-03-5089.04	Janitor Service	6,200.00
Total 5203508904:							6,200.00
5203510201							
72954							
11/22	11/07/2022	72954	Home Depot Pro	Multiple	52-03-5102.01	Supplies/Equipment	1,206.31
Total 5203510201:							1,206.31
5205501001							
72979							
11/22	11/14/2022	72979	Anchor Network Solutions,	Multiple	52-05-5010.01	Office Supplies	11,250.27
Total 5205501001:							11,250.27

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice GL Account Title	Check Amount
5205503901							
72927							
11/22	11/03/2022	72927	CPRA	187	52-05-5039.01	Dues/Memberships	244.00
Total 5205503901:							244.00
5205511001							
72794							
11/22	11/16/2022	72794	CO Dept Of Labor & Emp	2022	52-05-5110.01	Permits/Building License	630.00
72935							
11/22	11/03/2022	72935	Hardline Equipment	Multiple	52-05-5110.01	Permits/Building License	.00
72944							
11/22	11/03/2022	72944	High Country Amusement	22163	52-05-5110.01	Permits/Building License	525.00
Total 5205511001:							1,155.00
5207502004							
72793							
11/22	11/16/2022	72793	Cheer Central Suns	918	52-07-5020.04	Purchased Services	854.00
72942							
11/22	11/03/2022	72942	Wildfire Arts Center	Multiple	52-07-5020.04	Purchased Services	1,704.00
73062							
11/22	11/22/2022	73062	Choose Well Nutrition, LLC	SPRING SE	52-07-5020.04	Purchased Services	35.00
73066							
11/22	11/22/2022	73066	Joseph E LLC	984 985	52-07-5020.04	Purchased Services	343.00
Total 5207502004:							2,936.00
5208502011							
72939							
11/22	11/03/2022	72939	Northern Colorado Sports	Multiple	52-08-5020.11	Officials-Adult Basketball	1,705.00
Total 5208502011:							1,705.00
5208502031							
72986							
11/22	11/14/2022	72986	Northern Colorado Sports	8883	52-08-5020.31	Officials-Adult Volleyball	630.00
Total 5208502031:							630.00
5209502012							
72811							
11/22	11/28/2022	72811	Northern Colorado Sports	8933	52-09-5020.12	Officials-Youth Basketball	390.00
73048							
11/22	11/21/2022	73048	Northern Colorado Sports	8853	52-09-5020.12	Officials-Youth Basketball	775.00
73068							
11/22	11/22/2022	73068	Northern Colorado Sports	8908	52-09-5020.12	Officials-Youth Basketball	550.00
Total 5209502012:							1,715.00
Grand Totals:							1,458,119.57

November 2022

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

GENERAL FUND

REVENUE

	CURRENT MONTH	YTD ACTUAL	YTD BUDGET	TOTAL 2022 BUDGET	PERCENTAGE YTD ACTUAL vs YTD BUDGET
TAXES	$ 577,390.64	$ 7,698,751.21	$ 5,983,770.83	$ 6,527,750.00	128.7%
LICENSES & PERMITS	$ 18,882.35	$ 248,343.80	$ 121,000.00	$ 132,000.00	205.2%
INTERGOVERNMENTAL REVENUE	$ 31,098.20	$ 1,571,927.50	$ 1,424,393.67	$ 1,553,884.00	110.4%
FINES	$ 2,895.00	$ 22,583.40	$ 14,666.67	$ 16,000.00	154.0%
MISCELLANEOUS	$ (220,199.96)	$ 2,400,884.35	$ 1,452,916.67	$ 1,585,000.00	165.2%
TRANSFERS	$ 27,174.17	$ 321,489.38	$ 315,057.42	$ 343,699.00	102.0%
PROPERTY SALES & DONATIONS & INS CLAIM	$ -	$ 2,450.00	$ -	$ -	0.0%
RECREATION	$ 2,680.36	$ 143,749.17	$ 154,210.83	$ 168,230.00	93.2%
PARKS	$ 1,482.50	$ 11,222.00	$ 4,170.83	$ 4,550.00	269.1%
LEASE REVENUE	$ 8,206.45	$ 90,830.07	$ 89,008.33	$ 97,100.00	102.0%
TOTAL REVENUE GENERAL FUND	**$ 449,609.71**	**$ 12,512,230.88**	**$ 9,559,195.25**	**$ 10,428,213.00**	130.9%

ADMINISTRATION

EXPENDITURES	CURRENT MONTH	YTD ACTUAL	YTD BUDGET	TOTAL 2022 BUDGET	PERCENTAGE YTD ACTUAL vs YTD BUDGET
ADMIN SALARIES/TAXES/BENEFITS	$ 94,990.09	$ 1,078,358.15	$ 1,266,292.50	$ 1,381,410.00	85.2%
GENERAL OFFICE OTHER	$ 49,548.86	$ 597,902.26	$ 608,845.42	$ 664,195.00	98.2%
ELECTIONS	$ 26,254.70	$ 68,889.42	$ 107,250.00	$ 117,000.00	0.0%
MUNICIPAL COURT	$ 4,991.61	$ 43,023.79	$ 39,691.67	$ 43,300.00	108.4%
BOARD & BOARD MEETINGS	$ 6,776.59	$ 75,160.30	$ 51,878.75	$ 56,595.00	144.9%
FINANCE	$ 75.04	$ 9,066.59	$ 18,333.33	$ 20,000.00	49.5%
BUILDING MAINTENANCE	$ 2,194.49	$ 33,928.71	$ 64,166.67	$ 70,000.00	52.9%
COMMUNITY SUPPORT	$ 1,968.59	$ 89,526.46	$ 105,416.67	$ 115,000.00	84.9%
NON-ENTITLEMENT FUNDS	$ -	$ -	$ 1,047,566.67	$ 1,142,800.00	0.0%
TRANSFERS	$ 1,666.67	$ 18,333.37	$ 18,333.33	$ 20,000.00	100.0%
TOTAL ADMIN EXPENDITURES	$ 188,466.64	$ 2,014,189.05	$ 3,327,775.00	$ 3,630,300.00	60.5%

PUBLIC SAFETY DEPARTMENT

EXPENDITURES	CURRENT MONTH	YTD ACTUAL	YTD BUDGET	TOTAL 2022 BUDGET	PERCENTAGE YTD ACTUAL vs YTD BUDGET
CODE ENFORCEMENT (INCLUDES SALARY)	$ 5,600.37	$ 62,896.61	$ 65,379.42	$ 71,323.00	96.2%
TELEPHONE/OFFICE SUPPLIES/ADMIN	$ 581.00	$ 6,857.00	$ 6,875.00	$ 7,500.00	99.7%
ANIMAL CONTROL	$ 2,895.50	$ 27,245.46	$ 32,083.33	$ 35,000.00	84.9%
TRAFFIC CONTROL/PEDESTRIAN SAFETY	$ -	$ -	$ 916.67	$ 1,000.00	0.0%
DRUG EDUCATION	$ -	$ -	$ 14,666.67	$ 16,000.00	0.0%
LARIMER COUNTY SHERIFF	$ -	$ 1,196,795.20	$ 1,724,754.17	$ 1,881,550.00	69.4%
TOTAL PUBLIC SAFETY EXPENDITURES	$ 9,076.87	$ 1,293,794.27	$ 1,844,675.25	$ 2,012,373.00	70.1%

STREETS DEPARTMENT

EXPENDITURES	CURRENT MONTH	YTD ACTUAL	YTD BUDGET	TOTAL 2022 BUDGET	PERCENTAGE YTD ACTUAL vs YTD BUDGET
SALARIES/TAXES/BENEFITS	$ 27,978.19	$ 292,746.61	$ 422,060.83	$ 460,430.00	69.4%
ADMINISTRATION OTHER	$ 1,007.30	$ 16,725.18	$ 31,735.00	$ 34,620.00	52.7%
STREET REPAIR/MAINTENANCE	$ 17,448.72	$ 162,664.51	$ 204,858.50	$ 223,482.00	79.4%
WEED CONTROL	$ -	$ -	$ 2,750.00	$ 3,000.00	0.0%
SIGNAGE	$ 383.00	$ 29,854.83	$ 32,083.33	$ 35,000.00	93.1%
SNOW REMOVAL	$ -	$ 17,623.44	$ 59,583.33	$ 65,000.00	29.6%
PROFESSIONAL SERVICES	$ 1,824.00	$ 51,539.48	$ 59,583.33	$ 65,000.00	86.5%
SHOP & VEHICLE MAINTENANCE	$ 8,743.79	$ 86,529.86	$ 130,166.67	$ 142,000.00	66.5%
REMOVAL OF OLD STREETS BUILDING	$ -	$ 3,475.00	$ 4,583.33	$ 5,000.00	0.0%
TOTAL STREETS EXPENDITURES	$ 57,385.00	$ 661,158.91	$ 947,404.33	$ 1,033,532.00	69.8%

RECREATION DEPARTMENT

EXPENDITURES	CURRENT MONTH	YTD ACTUAL	YTD BUDGET	TOTAL 2022 BUDGET	PERCENTAGE YTD ACTUAL vs YTD BUDGET
ADMIN SALARIES/TAXES/BENEFITS	$ 21,057.64	$ 231,124.39	$ 226,973.08	$ 247,607.00	101.8%
ADMINISTRATION (SUPPLIES,CONCESSIONS)	$ 3,430.81	$ 46,119.00	$ 80,391.67	$ 87,700.00	57.4%
FLAG FOOTBALL	$ -	$ 9,101.93	$ 9,249.17	$ 10,090.00	98.4%
TRACK	$ 375.00	$ 700.00	$ 4,583.33	$ 5,000.00	15.3%
TENNIS	$ -	$ 2,137.88	$ 7,956.67	$ 8,680.00	26.9%
ADULT SOFTBALL	$ -	$ -	$ 4,125.00	$ 4,500.00	0.0%
YOUTH BASEBALL	$ 138.85	$ 14,573.87	$ 15,629.17	$ 17,050.00	93.2%
YOUTH SOFTBALL	$ -	$ 6,780.71	$ 11,389.58	$ 12,425.00	59.5%
ADULT KICKBALL	$ 101.60	$ 2,567.26	$ 2,676.67	$ 2,920.00	95.9%
SOCCER	$ 54.19	$ 15,300.48	$ 18,425.00	$ 20,100.00	83.0%
CAMPS/TOURNAMENTS	$ -	$ 5,166.38	$ 6,187.50	$ 6,750.00	83.5%
ADDITIONAL PROGRAMS	$ -	$ 3,228.79	$ 6,829.17	$ 7,450.00	47.3%
TOTAL RECREATION EXPENDITURES	$ 25,158.09	$ 336,800.69	$ 394,416.00	$ 430,272.00	85.4%

PARKS DEPARTMENT

EXPENDITURES	CURRENT MONTH	YTD ACTUAL	YTD BUDGET	TOTAL 2022 BUDGET	PERCENTAGE YTD ACTUAL vs YTD BUDGET
SALARIES/TAXES/BENEFITS	$ 25,961.04	$ 317,722.16	$ 580,745.00	$ 633,540.00	54.7%
ADMINISTRATION OTHER	$ 733.67	$ 12,640.94	$ 34,824.17	$ 37,990.00	36.3%
INSECT CONTROL	$ -	$ 39,866.04	$ 41,250.00	$ 45,000.00	96.6%
FACILITIES MAINTENANCE	$ 2,364.21	$ 28,752.44	$ 33,458.33	$ 36,500.00	85.9%
TURF/BALLFIELDS	$ 985.54	$ 101,229.57	$ 100,833.33	$ 110,000.00	100.4%
GENERAL PARKS	$ 2,762.20	$ 65,948.38	$ 56,384.17	$ 61,510.00	117.0%
FLEET MAINTENANCE	$ 3,028.36	$ 14,813.51	$ 21,083.33	$ 23,000.00	70.3%
SEASONAL DECORATIONS/BANNERS	$ 5,478.61	$ 23,356.55	$ 18,791.67	$ 20,500.00	124.3%
TRANSFER TO FORESTRY	$ 41,666.67	$ 458,333.37	$ 458,333.33	$ 500,000.00	100.0%
TOTAL PARKS EXPENDITURES	$ 82,980.30	$ 1,062,662.96	$ 1,345,703.33	$ 1,468,040.00	79.0%

ECONOMIC DEVELOPMENT

EXPENDITURES	CURRENT MONTH	YTD ACTUAL	YTD BUDGET	TOTAL 2022 BUDGET	PERCENTAGE YTD ACTUAL vs YTD BUDGET
SALARIES/TAXES/BENEFITS	$ 10,504.42	$ 123,361.30	$ 130,960.50	$ 142,866.00	94.2%
ADMINISTRATION OTHER	$ 605.55	$ 21,935.42	$ 26,198.33	$ 28,580.00	83.7%
BUSINESS DEVELOPMENT/MARKETING	$ 165.10	$ 35,360.88	$ 90,475.00	$ 98,700.00	39.1%
GRANTS - MARKET STUDY & FAÇADE/SIGN	$ -	$ 3,049.47	$ 45,833.33	$ 50,000.00	6.7%
TOTAL ECONOMIC DEV EXPENDITURES	$ 11,275.07	$ 183,707.07	$ 293,467.17	$ 320,146.00	62.6%

BUILDING DEPARTMENT

EXPENDITURES	CURRENT MONTH	YTD ACTUAL	YTD BUDGET	TOTAL 2022 BUDGET	PERCENTAGE YTD ACTUAL vs YTD BUDGET
SALARIES/TAXES/BENEFITS	$ 16,039.24	$ 180,242.79	$ 181,302.00	$ 197,784.00	99.4%
ADMINISTRATION OTHER	$ 1,296.35	$ 5,148.99	$ 11,916.67	$ 13,000.00	43.2%
INSPECTIONS	$ 27,829.42	$ 745,201.17	$ 564,666.67	$ 616,000.00	132.0%
TOTAL BUILDING DEPARMENT EXPENDITURES	$ 45,165.01	$ 930,592.95	$ 757,885.33	$ 826,784.00	122.8%

PLANNING DEPARTMENT

EXPENDITURES	CURRENT MONTH	YTD ACTUAL	YTD BUDGET	TOTAL 2022 BUDGET	PERCENTAGE YTD ACTUAL vs YTD BUDGET
SALARIES/TAXES/BENEFITS	$ 17,769.13	$ 203,720.49	$ 224,126.83	$ 244,502.00	90.9%
ADMINISTRATION OTHER	$ 205.17	$ 15,682.51	$ 18,883.33	$ 20,600.00	83.0%
COMMISSION SUPPORT	$ 538.61	$ 1,755.15	$ 5,500.00	$ 6,000.00	31.9%
DEVELOPMENT REVIEW	$ (427,251.49)	$ 18,478.60	$ 55,000.00	$ 60,000.00	0.0%
COMPREHENSIVE PLANNING	$ 35,526.25	$ 149,918.62	$ 195,250.00	$ 213,000.00	76.8%
TOTAL PLANNING DEPARTMENT EXPENDITURES	$ (373,212.33)	$ 389,555.37	$ 498,760.17	$ 544,102.00	78.1%

	TOWN HALL-MOUNTAIN AVE				PERCENTAGE YTD ACTUAL vs YTD BUDGET
	CURRENT MONTH	YTD ACTUAL	YTD BUDGET	TOTAL 2022 BUDGET	
EXPENDITURES					
INSURANCE AND TAXES	$ -	$ 14.63	$ 25,666.67	$ 28,000.00	0.1%
BUILDING MAINTENANCE	$ 2,564.27	$ 13,909.44	$ 14,025.00	$ 15,300.00	99.2%
BUILDING REPAIRS	$ -	$ 136.27	$ 2,750.00	$ 3,000.00	5.0%
HOA FEES	$ 3,433.04	$ 35,293.08	$ 44,000.00	$ 48,000.00	80.2%
PURCHASE/DEVELOPMENT EXPENSE	$ -	$ -	$ -	$ -	0.0%
ADMINISTRATION FEES	$ -	$ -	$ 916.67	$ 1,000.00	0.0%
TOTAL MOUNTAIN AVE EXPENDITURES	**$ 5,997.31**	**$ 49,353.42**	**$ 87,358.33**	**$ 95,300.00**	56.5%

					PERCENTAGE YTD ACTUAL vs YTD BUDGET
	CURRENT MONTH	YTD ACTUAL	YTD BUDGET	TOTAL 2022 BUDGET	
TOTAL G.F.C.I. EXPENDITURES	$ 182,341.00	$ 529,785.66	$ 695,475.00	$ 758,700.00	76.2%
REMOVE OLD SWIMMING POOL	$ 88,000.00	$ 576,416.08	$ 275,000.00	$ 300,000.00	209.6%
TOTAL CONTRIBUTION EXPENDITURES	$ 3,227.78	$ 22,693.78	$ 89,741.63	$ 97,900.00	25.3%
TOTAL EXPENDITURES GENERAL FUND	**$ 325,860.74**	**$ 8,050,710.21**	**$ 10,282,661.55**	**$ 11,217,449.00**	
TOTAL REVENUE OVER EXPENDITURES	**$ 123,748.97**	**$ 4,461,520.67**	**$ (723,466.30)**	**$ (789,236.00)**	

WATER FUND

SOURCE OF SUPPLY

	CURRENT MONTH	YTD ACTUAL	YTD BUDGET	TOTAL 2022 BUDGET	PERCENTAGE YTD ACTUAL vs YTD BUDGET
TOTAL SOURCE OF SUPPLY REVENUE	$ 96,931.34	$ 9,743,830.55	$ 2,232,770.87	$ 2,435,750.00	436.4%
TOTAL SOURCE OF SUPPLY EXPENDITURES	$ 127,824.78	$ 4,401,230.64	$ 7,670,391.63	$ 8,367,700.00	57.4%
NET REVENUE OVER EXPENDITURES	**$ (30,893.44)**	**$ 5,342,599.91**	**$ (5,437,620.76)**	**$ (5,931,950.00)**	

WATER OPERATIONS & MAINTENANCE

	CURRENT MONTH	YTD ACTUAL	YTD BUDGET	TOTAL 2022 BUDGET	PERCENTAGE YTD ACTUAL vs YTD BUDGET
TOTAL WATER OPERATING REVENUE	$ 359,584.20	$ 3,986,781.87	$ 3,211,083.37	$ 3,503,000.00	124.2%
EXPENDITURES					
SALARIES/TAXES/BENEFITS	$ 28,908.73	$ 237,304.20	$ 309,396.08	$ 337,523.00	76.7%
ADMINISTRATION OTHER	$ 14,454.49	$ 396,603.83	$ 397,466.67	$ 433,600.00	99.8%
DISTRIBUTION	$ 56,057.11	$ 128,588.81	$ 454,208.33	$ 495,500.00	28.3%
TREATMENT	$ 16,588.73	$ 572,847.53	$ 532,583.33	$ 581,000.00	107.6%
PROFESSIONAL SERVICES	$ 35,548.04	$ 445,818.24	$ 606,833.33	$ 662,000.00	73.5%
UTILITY BILLING	$ 1,824.75	$ 12,645.99	$ 10,083.33	$ 11,000.00	125.4%
IMPROVEMENTS	$ -	$ 82,942.03	$ 898,333.33	$ 980,000.00	9.2%
TRANSFER	$ 17,500.00	$ 192,500.00	$ 491,315.00	$ 535,980.00	39.2%
TOTAL WATER OPERATING EXPENDITURES	$ 170,881.85	$ 2,069,250.63	$ 3,700,219.42	$ 4,036,603.00	55.9%
NET REVENUE OVER EXPENDITURES	**$ 188,702.35**	**$ 1,917,531.24**	**$ (489,136.05)**	**$ (533,603.00)**	

WATER PLANT CAPITAL IMPROVEMENTS

	CURRENT MONTH	YTD ACTUAL	YTD BUDGET	TOTAL 2022 BUDGET	PERCENTAGE YTD ACTUAL vs YTD BUDGET
TOTAL WATER PLANT CAPITAL REVENUE	$ 57,747.16	$ 1,883,847.28	$ 2,339,784.37	$ 2,552,492.00	80.5%
TOTAL WATER PLANT CAPITAL EXPENDITURES	$ 18,438.99	$ 1,446,668.75	$ 2,442,971.63	$ 2,665,060.00	59.2%
NET REVENUE OVER EXPENDITURES	**$ 39,308.17**	**$ 437,178.53**	**$ (103,187.26)**	**$ (112,568.00)**	
TOTAL WATER FUND REVENUE	$ 514,262.70	$ 15,614,459.70	$ 7,783,638.61	$ 8,491,242.00	200.6%
TOTAL WATER FUND EXPENDITURES	$ 317,145.62	$ 7,917,150.02	$ 13,813,582.68	$ 15,069,363.00	57.3%
NET REVENUE OVER EXPENDITURES	**$ 197,117.08**	**$ 7,697,309.68**	**$ (6,029,944.07)**	**$ (6,578,121.00)**	

WASTEWATER FUND

WASTEWATER OPERATIONS & MAINTENANCE

	CURRENT MONTH	YTD ACTUAL	YTD BUDGET	TOTAL 2022 BUDGET	PERCENTAGE YTD ACTUAL vs YTD BUDGET
TOTAL WASTEWATER REVENUE	$ 302,273.19	$ 3,155,746.29	$ 2,592,791.63	$ 2,828,500.00	121.7%
EXPENDITURES					
SALARIES/TAXES/BENEFITS	$ 9,604.60	$ 94,385.29	$ 87,376.67	$ 95,320.00	108.0%
ADMINISTRATION OTHER	$ 11,540.48	$ 247,538.14	$ 243,851.67	$ 266,020.00	101.5%
MAIN WASTEWATER TREATMENT PLANT	$ 50,983.98	$ 435,210.31	$ 604,514.17	$ 659,470.00	72.0%
REGIONAL I-25 TREATMENT PLAN	$ 2,116.57	$ 53,718.78	$ 77,916.67	$ 85,000.00	68.9%
COLLECTION SYSTEM	$ 20,215.04	$ 146,375.41	$ 219,541.67	$ 239,500.00	66.7%
PROFESSIONAL SERVICES	$ 36,832.34	$ 417,776.89	$ 485,833.33	$ 530,000.00	86.0%
UTILITY BILLING	$ 1,824.75	$ 10,646.03	$ 9,166.67	$ 10,000.00	116.1%
IMPROVEMENTS	$ -	$ 101,692.30	$ 1,485,000.00	$ 1,620,000.00	6.8%
BOND	$ -	$ 663,391.23	$ 680,258.33	$ 742,100.00	97.5%
TOTAL WASTEWATER EXPENDITURES	$ 133,117.76	$ 2,170,734.38	$ 3,893,459.17	$ 4,247,410.00	55.8%
NET REVENUE OVER EXPENDITURES	**$ 169,155.43**	**$ 985,011.91**	**$ (1,300,667.54)**	**$ (1,418,910.00)**	

WASTEWATER CAPITAL IMPROVEMENTS

	CURRENT MONTH	YTD ACTUAL	YTD BUDGET	TOTAL 2022 BUDGET	PERCENTAGE YTD ACTUAL vs YTD BUDGET
TOTAL WASTEWATER CAPITAL REVENUE	$ 68,432.08	$ 1,635,100.18	$ 1,989,175.87	$ 2,170,010.00	82.2%
TOTAL WASTEWATER CAPITAL EXPENDITURES	$ 2,750.00	$ 158,761.18	$ 2,048,805.00	$ 2,235,060.00	7.7%
NET REVENUE OVER EXPENDITURES	**$ 65,682.08**	**$ 1,476,339.00**	**$ (59,629.13)**	**$ (65,050.00)**	
TOTAL WASTEWATER FUND REVENUE	$ 370,705.27	$ 4,790,846.47	$ 4,581,967.50	$ 4,998,510.00	104.6%
TOTAL WASTEWATER FUND EXPENDITURES	$ 135,867.76	$ 2,329,495.56	$ 5,942,264.17	$ 6,482,470.00	39.2%
TOTAL REVENUE OVER EXPENDITURES	**$ 234,837.51**	**$ 2,461,350.91**	**$ (1,360,296.67)**	**$ (1,483,960.00)**	

STORM WATER FACILITIES FUND

STORM WATER OPERATIONS & MAINTENANCE

	CURRENT MONTH	YTD ACTUAL	YTD BUDGET	TOTAL 2022 BUDGET	PERCENTAGE YTD ACTUAL vs YTD BUDGET
TOTAL STORM WATER REVENUE	$ 56,291.08	$ 575,433.13	$ 413,416.63	$ 451,000.00	139.2%
EXPENDITURES					
SALARIES/TAXES/BENEFITS	$ -	$ 447.47	$ 22,033.92	$ 24,037.00	2.0%
ADMINISTRATION OTHER	$ 833.33	$ 9,521.63	$ 20,909.17	$ 22,810.00	45.5%
STREET CLEANING	$ 3,658.36	$ 23,550.18	$ 77,000.00	$ 84,000.00	30.6%
PROFESSIONAL SERVICES	$ -	$ 2,570.00	$ 50,416.67	$ 55,000.00	5.1%
IMPROVEMENTS	$ -	$ -	$ 68,750.00	$ 75,000.00	0.0%
TOTAL STORM WATER EXPENDITURES	$ 4,491.69	$ 36,089.28	$ 239,109.75	$ 260,847.00	15.1%
NET REVENUE OVER EXPENDITURES	**$ 51,799.39**	**$ 539,343.85**	**$ 174,306.88**	**$ 190,153.00**	

STORM WATER CAPITAL IMPROVEMENTS

	CURRENT MONTH	YTD ACTUAL	YTD BUDGET	TOTAL 2022 BUDGET	PERCENTAGE YTD ACTUAL vs YTD BUDGET
TOTAL STORM WATER CAPITAL REVENUE	$ 22,094.23	$ 500,554.87	$ 487,850.00	$ 532,200.00	102.6%
TOTAL STORM WATER CAPITAL EXPENDITURES	$ 2,562.73	$ 29,722.44	$ 591,305.00	$ 645,060.00	5.0%
NET REVENUE OVER EXPENDITURES	**$ 19,531.50**	**$ 470,832.43**	**$ (103,455.00)**	**$ (112,860.00)**	
TOTAL STORM WATER FUND REVENUE	$ 78,385.31	$ 1,075,988.00	$ 901,266.63	$ 983,200.00	119.4%
TOTAL STORM WATER FUND EXPENDITURES	$ 7,054.42	$ 65,811.72	$ 830,414.75	$ 905,907.00	7.9%
TOTAL REVENUE OVER EXPENDITURES	**$ 71,330.89**	**$ 1,010,176.28**	**$ 70,851.88**	**$ 77,293.00**	

SPECIAL REVENUE FUNDS

PARK DEVELOPMENT

	CURRENT MONTH	YTD ACTUAL	YTD BUDGET	TOTAL 2022 BUDGET	PERCENTAGE YTD ACTUAL vs YTD BUDGET
TOTAL PARK DEVELOPMENT REVENUE	$ 28,490.76	$ 814,377.22	$ 1,157,383.37	$ 1,262,600.00	70.4%
TOTAL PARK DEVELOPMENT EXPENDITURES	$ 75,501.51	$ 541,252.76	$ 3,113,055.00	$ 3,396,060.00	17.4%
NET REVENUE OVER EXPENDITURES	**$ (47,010.75)**	**$ 273,124.46**	**$ (1,955,671.63)**	**$ (2,133,460.00)**	

PARK DEDICATION

	CURRENT MONTH	YTD ACTUAL	YTD BUDGET	TOTAL 2022 BUDGET	PERCENTAGE YTD ACTUAL vs YTD BUDGET
TOTAL PARK DEDICATION REVENUE	$ 10,226.02	$ 210,769.20	$ 209,183.37	$ 228,200.00	100.8%
TOTAL PARK DEDICATION EXPENDITURES	$ 637.50	$ 665,603.05	$ 1,287,971.63	$ 1,405,060.00	51.7%
NET REVENUE OVER EXPENDITURES	**$ 9,588.52**	**$ (454,833.85)**	**$ (1,078,788.26)**	**$ (1,176,860.00)**	

PUBLIC FACILITIES

	CURRENT MONTH	YTD ACTUAL	YTD BUDGET	TOTAL 2022 BUDGET	PERCENTAGE YTD ACTUAL vs YTD BUDGET
TOTAL PUBLIC FACILITIES REVENUE	$ 10,819.46	$ 322,918.08	$ 491,241.63	$ 535,900.00	65.7%
TOTAL PUBLIC FACILITIES EXPENDITURES	$ -	$ 70,030.00	$ 421,721.63	$ 460,060.00	16.6%
NET REVENUE OVER EXPENDITURES	**$ 10,819.46**	**$ 252,888.08**	**$ 69,520.00**	**$ 75,840.00**	

CONSERVATION TRUST/FORESTRY

	CURRENT MONTH	YTD ACTUAL	YTD BUDGET	TOTAL 2022 BUDGET	PERCENTAGE YTD ACTUAL vs YTD BUDGET
TOTAL CONSERVATION TRUST REVENUE	$ 42,496.34	$ 560,389.35	$ 513,562.50	$ 560,250.00	109.1%
EXPENDITURES					
SALARIES/TAXES/BENEFITS	$ 20,620.78	$ 223,326.44	$ 321,740.83	$ 350,990.00	69.4%
ADMINISTRATION OTHER	$ 1,930.91	$ 16,261.10	$ 23,888.33	$ 26,060.00	68.1%
PARK MAINTENANCE & IMPROVEMENTS	$ -	$ 72,162.62	$ 87,266.67	$ 95,200.00	82.7%
TREE MAINTENANCE	$ 779.34	$ 51,222.49	$ 72,875.00	$ 79,500.00	70.3%
EAB RESPONSE	$ -	$ 36,849.45	$ 34,833.33	$ 38,000.00	105.8%
NEW VEHICLE	$ -	$ -	$ 70,583.33	$ 77,000.00	0.0%
TOTAL CONSERVATION TRUST EXPENDITURES	$ 23,331.03	$ 399,822.10	$ 611,187.50	$ 666,750.00	65.4%
NET REVENUE OVER EXPENDITURES	**$ 19,165.31**	**$ 160,567.25**	**$ (97,625.00)**	**$ (106,500.00)**	

LARIMER COUNTY OPEN SPACE TAX

	CURRENT MONTH	YTD ACTUAL	YTD BUDGET	TOTAL 2022 BUDGET	PERCENTAGE YTD ACTUAL vs YTD BUDGET
TOTAL LARIMER COUNTY REVENUE	$ 36,711.49	$ 393,203.04	$ 386,375.00	$ 421,500.00	101.8%
TOTAL LARIMER COUNTY EXPENDITURES	$ 3,447.05	$ 51,264.55	$ 139,388.37	$ 152,060.00	36.8%
NET REVENUE OVER EXPENDITURES	**$ 33,264.44**	**$ 341,938.49**	**$ 246,986.63**	**$ 269,440.00**	

CEMETERY ENDOWMENT

	CURRENT MONTH	YTD ACTUAL	YTD BUDGET	TOTAL 2022 BUDGET	PERCENTAGE YTD ACTUAL vs YTD BUDGET
TOTAL CEMETERY ENDOWMENT REVENUE	$ 5,409.42	$ 85,656.88	$ 64,304.13	$ 70,150.00	133.2%
EXPENDITURES					
SALARIES/TAXES/BENEFITS	$ 3,460.66	$ 28,745.24	$ 64,455.42	$ 70,315.00	44.6%
FUNERALS	$ -	$ 1,200.00	$ -	$ -	0.0%
MAINTENANCE	$ 112.44	$ 13,008.83	$ 19,946.67	$ 21,760.00	65.2%
IMPROVEMENTS	$ -	$ -	$ -	$ -	0.0%
TOTAL CEMETERY ENDOWMENT EXPENDITURES	$ 3,573.10	$ 42,954.07	$ 84,402.08	$ 92,075.00	50.9%
NET REVENUE OVER EXPENDITURES	**$ 1,836.32**	**$ 42,702.81**	**$ (20,097.95)**	**$ (21,925.00)**	

BATS

	CURRENT MONTH	YTD ACTUAL	YTD BUDGET	TOTAL 2022 BUDGET	PERCENTAGE YTD ACTUAL vs YTD BUDGET
TOTAL BATS REVENUE	$ 5,274.67	$ 79,488.19	$ 103,766.63	$ 113,200.00	76.6%
EXPENDITURES					
SALARIES/TAXES/BENEFITS	$ 6,443.60	$ 75,031.03	$ 82,472.50	$ 89,970.00	91.0%
ADMINISTRATION OTHER	$ 757.85	$ 3,633.71	$ 7,159.17	$ 7,810.00	50.8%
DRIVING	$ 573.68	$ 16,370.37	$ 14,941.67	$ 16,300.00	109.6%
SERVICES	$ 5,520.00	$ 115,584.80	$ 125,583.33	$ 137,000.00	92.0%
TOTAL BATS EXPENDITURES	$ 13,295.13	$ 210,619.91	$ 230,156.67	$ 251,080.00	91.5%
NET REVENUE OVER EXPENDITURES	**$ (8,020.46)**	**$ (131,131.72)**	**$ (126,390.04)**	**$ (137,880.00)**	

ROAD IMPACT FEES

	CURRENT MONTH	YTD ACTUAL	YTD BUDGET	TOTAL 2022 BUDGET	PERCENTAGE YTD ACTUAL vs YTD BUDGET
TOTAL ROAD IMPACT REVENUE	$ 28,695.67	994.51.12	$ 731,454.13	$ 797,950.00	#VALUE!
TOTAL ROAD IMPACT EXPENDITURES	$ 14,381.76	$ 315,744.69	$ 803,695.75	$ 876,759.00	39.3%
NET REVENUE OVER EXPENDITURES	**$ 14,313.91**	**#VALUE!**	**$ (72,241.62)**	**$ (78,809.00)**	

RECREATIONAL MMJ

	CURRENT MONTH	YTD ACTUAL	YTD BUDGET	TOTAL 2022 BUDGET	PERCENTAGE YTD ACTUAL vs YTD BUDGET
TOTAL RECREATIONAL MMJ REVENUES	$ 62,572.33	$ 564,465.17	$ 348,608.37	$ 380,300.00	161.9%
TOTAL RECREATIONAL MMJ EXPENDITURES	$ -	$ 297,392.76	$ 357,555.00	$ 390,060.00	83.2%
NET REVENUE OVER EXPENDITURES	**$ 62,572.33**	**$ 267,072.41**	**$ (8,946.63)**	**$ (9,760.00)**	

1998 1% SALES TAX	CURRENT MONTH	YTD ACTUAL	YTD BUDGET	TOTAL 2022 BUDGET	PERCENTAGE YTD ACTUAL vs YTD BUDGET
TOTAL 1998 1% REVENUE	$ 260,202.25	$ 2,799,771.40	$ 1,824,968.75	$ 1,990,875.00	153.4%
TOTAL 1998 1% EXPENDITURES	$ 40,791.92	$ 1,292,137.68	$ 1,870,055.00	$ 2,040,060.00	69.1%
NET REVENUE OVER EXPENDITURES	**$ 219,410.33**	**$ 1,507,633.72**	**$ (45,086.25)**	**$ (49,185.00)**	

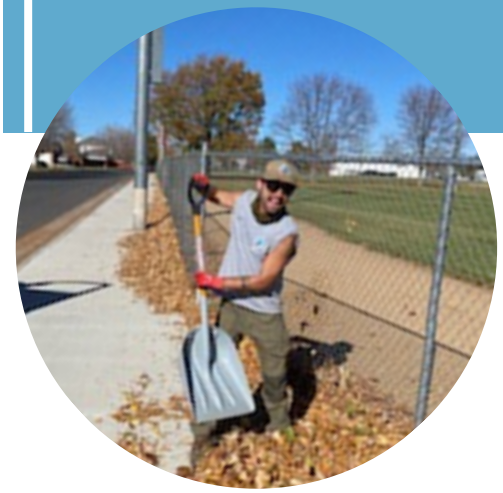
2019 1% SALES TAX	CURRENT MONTH	YTD ACTUAL	YTD BUDGET	TOTAL 2022 BUDGET	PERCENTAGE YTD ACTUAL vs YTD BUDGET
RECREATION CENTER REVENUE	$ 251,026.50	$ 1,300,957.61	$ 810,700.00	$ 884,400.00	160.5%
SALES TAX REVENUE/INTEREST	$ 272,737.63	$ 2,571,671.39	$ 1,821,760.38	$ 1,987,375.00	141.2%
TOTAL 2019 1% REVENUE	$ 523,764.13	$ 3,872,629.00	$ 2,632,460.38	$ 2,871,775.00	147.1%
RECREATION CENTER OPERATING EXPENSES	$ 132,380.07	$ 1,464,682.28	$ 1,773,539.13	$ 1,934,770.00	82.6%
COP PAYMENT AND OTHER EXPENSES	$ 25,725.50	$ 3,176,721.22	$ 2,963,033.37	$ 3,232,400.00	107.2%
TOTAL 2019 1% EXPENDITURES	$ 158,105.57	$ 4,641,403.50	$ 4,736,572.50	$ 5,167,170.00	98.0%
NET REVENUE OVER EXPENDITURES	**$ 365,658.56**	**$ (768,774.50)**	**$ (2,104,112.12)**	**$ (2,295,395.00)**	

TOTAL SPECIAL FUNDS REVENUE	$ 1,014,662.54	$ 9,703,667.53	$ 8,463,308.26	$ 9,232,700.00	
TOTAL SPECIAL FUNDS EXPENDITURES	$ 333,064.57	$ 8,528,225.07	$ 13,655,761.13	$ 14,897,194.00	
TOTAL REVENUE OVER EXPENDITURES	**$ 681,597.97**	**$ 1,175,442.46**	**$ (5,192,452.87)**	**$ (5,664,494.00)**	

TOTAL REVENUE	$ 2,427,625.53	$ 43,697,192.58	$ 31,289,376.25	$ 34,133,865.00
TOTAL EXPENDITURES	$ 1,118,993.11	$ 26,891,392.58	$ 44,524,684.27	$ 48,572,383.00

Berthoud Board Update

December 2022



FORESTRY, PARKS & OPEN SPACE

Late fall is a time when the Forestry team is working hard to get our trees and landscape prepared to rest for the winter months, so our primary objective was to finish wrapping newly planted and young trees throughout town. It was also a month when we helped light up our Town for the Holidays.

Finalize winterizing trees and irrigation systems

Since we planted 100 new trees in Berthoud this year, our staff was busy wrapping all of their young trunks to protect them from sunscald over the winter. Hillsdale nursery had its irrigation system winterized and stock trees were given an extra layer of mulch to insulate them over the coming winter.

Installation of Fickel Park restroom

With the installation of the new, heated, year-round bathroom at Fickel Park, Forestry staff were on site to perform any last-minute trimming on the trees for crane clearance.

Adding holiday shine to Berthoud

We took all of the patriotic flags that line our streets all summer and replaced them with bright and festive snowflakes and holiday lighting.

A 135’ boom lift was brought in to install lights on the large spruce trees at Fickel Park.

Tree City USA application finalized

Berthoud's Tree City USA application as well as the application for the Growth Award were finalized and submitted to the Arbor Day Foundation. Upcoming, this will be Berthoud's 40th year recognized as a Tree City and its 14th year receiving the Growth Award.

We keep Berthoud looking good.

The open space department refreshed some shifting and broken split rail fences at Hillsdale. Along with the fence repair, they resurfaced the west entrance of Hillsdale with crusher fine material.

Refreshing Open Space installations.

Open Space repainted the bear-proof, metal trash receptacle at the Berthoud Reservoir that was damaged this summer. A new compact surface was installed for the receptacle to sit upon.

STREETS

The Streets Department's mission for the month of November was to perform routine maintenance such as street sweeping, striping, and signage replacement. We were able to get some last-minute crack sealing accomplished before the ground temperature plummeted. We also saw our first snowfall on November 17th, which produced very icy road conditions.

Preventative measures make our roads last

Our crew made repairs to roads before the cracks fill with water that will freeze. Crack sealing is a process of placing an adhesive sealant into cracks in the pavement. It prevents moisture from penetrating the sub-base. This preventative measure allows the asphalt to last longer.

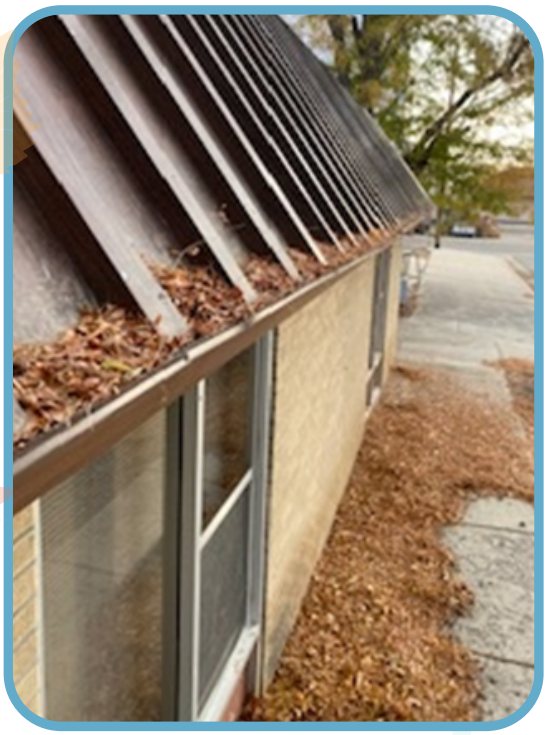
Pothole repair, like this on CR7, is another way we keep our roads safe and drivable longer.

Railroad crossing signs

Streets Department Installed new Railroad Crossing signs on CR 10E, Water Ave., Bunyan Ave., and Welch Ave. to warn citizens of an upcoming train track because safety doesn't take a vacation.

Leaf removal

The price of living in a Tree Town, USA is leaf removal. Because our town has so many beautiful, healthy trees, it took a multi-department effort to clean up the leaves.

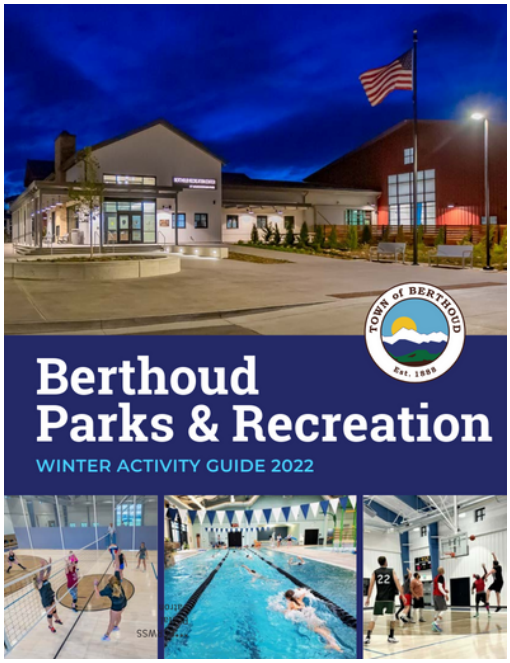


Snow Removal

After leaf removal, snow removal is never far behind.
Parks, Forestry, Open Space, and Streets all work together to keep our roads, parks, and trails clear and usable.

RECREATION DEPARTMENT

Happy one-year Anniversary, Berthoud Recreation!!
November 20th marked our one-year anniversary and what a year it has been!
Since January, we have recorded 126,352 check-ins. That is almost 383 people coming through our doors every single day to enjoy the Recreation Center's pool, classes, sports, and activities.



Registration for our winter programs opened on November 1st, which includes our Youth, 3rd-6th Grade Basketball, Women's Volleyball, Men's Basketball, and our Adult Pajama Dodgeball Tournament.

November was highlighted in aquatics by the number of no-school days throughout the month. We see the numbers in the pool increase significantly when children are off from school. The lifeguard team guarded the pools for more than 370 hours during the Thanksgiving break alone keeping over 1,200 swimmers safe during that time.

We have also expanded our Aqua Fit classes to include Silver Sneaker Splash. This rounds out a three-tier system of Aqua class offerings, providing low, medium, and advanced-level options to our members.

No matter your age, everyone loves the pool.

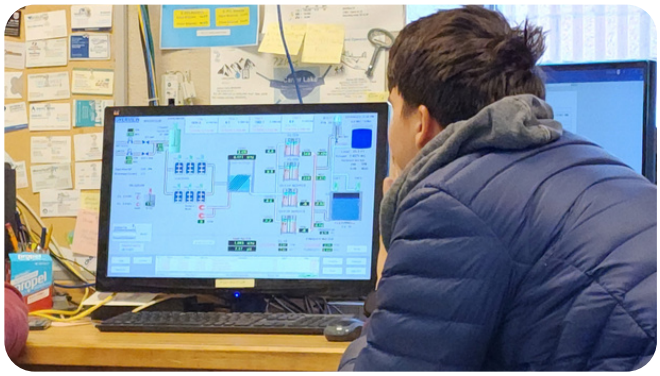
Because so many people use our aquatic facilities, the lifeguard staff regularly engages in training. This month we focused on shallow water spinal injuries, rules for slide use, and child CPR training.

Maintenance

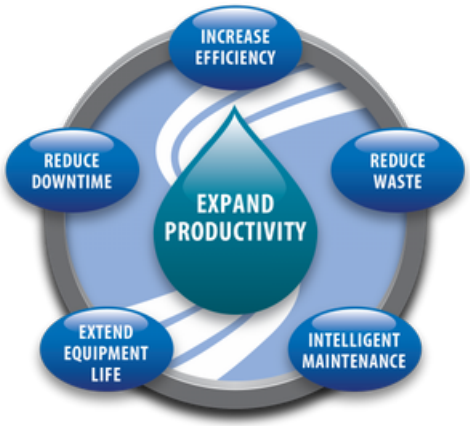
Maintenance spends several hours each month conducting preventative maintenance on our eight different types of cardio machines, checking belts and cables, and cleaning the fitness equipment every day. They also attend to work orders at Town Hall to complete repairs and do general maintenance.

WATER

Following the National Fire Protection Association (NFPA) guidelines, the Town of Berthoud Water team conducted its regular hydrant testing. This ensures the ability to provide water at an acceptable pressure and flow rate for public health and firefighting operations. These tests are also part of the Hydraulic Modeling efforts for the towns Water and Wastewater Master plan. Hydraulic models can illustrate the effects of changing conditions of a system, and help estimate required improvements. Among other things, the model display information about pipes, pumps, valves, flow, pressure, water quality and more, shown in software platforms using color-coded network maps, data tables and graphs. Today, almost every water and wastewater system has a hydraulic model that it uses for decision support.



Water systems take a lot of work to manage. Large and complex by nature, they are difficult to monitor at all times. Nevertheless, municipal water systems, like Town of Berthoud's, are expected to function, on budget, at all times. To prevent maintenance issues and streamline operations, the Town uses a credited supervisory control and data acquisition (SCADA) system for water/wastewater treatment and collection/distribution systems. From source to tap, and from your drain back to the source, the water we use every day goes through scrupulous monitoring to ensure that overall water quality is consistent and in compliance with state and federal regulations. Over the last half of 2022, the Town has engaged a SCADA specialist to debug and optimize our SCADA system. This will ultimately save the town the expense for excessive operations manpower and after-hours on-call time.



Why use SCADA?

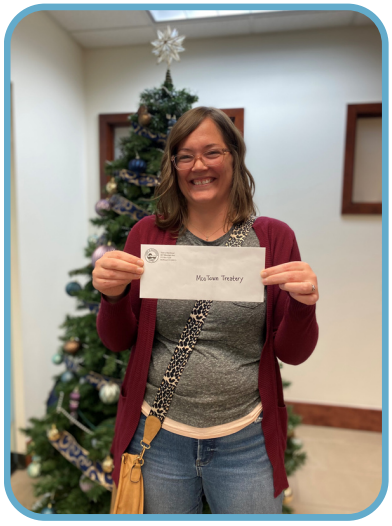
ECONOMIC DEVELOPMENT

By any measure, the month-long Shop Local program was a success.

SHOP LOCAL

44 $75 gift cards were purchased from various Berthoud storefront businesses.

These gift cards were divided into four equal groups, and each week 11 winners were drawn from the entered, qualifying receipts.



Not only was the program promoted by the Town, but it was also shared by businesses, and community members.

When all was said and done, 1,227 receipts from 73 different local businesses were turned in over the course of the four-week program.

The Town spent $3,300 on gift cards and another $600 on items for the grand prize gift basket.

The grand total of all receipts entered into the drawing amounted to $45,532.85.

All in, Berthoud businesses saw almost $50,000 in sales based on this program alone.

We hope to bring it back for National Small Business Week in April.

PLANNING

Our Planning department will be going through some changes with the departures of Curt Freese and Adam Olinger. We wish them well in their new roles and we look forward to seeing what the new year brings, and who will be lucky enough to lead our current Building and Planning staff in 2023 and beyond!

ACCOLADES

At the annual Berthoud Area Chamber of Commerce Gala, our own Cindy Leach, Director of Finance and HR, was the winner of the Drs. Fickel Award for philanthropic acts in the Berthoud community. We are honored to work alongside her every day at Town Hall.

CONGRATULATIONS

At the Town's annual employee luncheon, Byran Catron, Cody Steuben, Jeanette Andres, and Shannon Lei received the Group Recognition Award for their stellar work managing utility billing, water issues, shut-offs, and hydrant meters.

WELL DONE!

At the same luncheon, Bryan Catron was selected as Teammate of the Year for his dedication, willingness to help, and for being the only on-call water person for eight solid months.

NEIGHBORHOOD SERVICES HOLIDAY LIGHTS CONTEST

The first annual Neighborhood Services Holiday Lights Contest was a success! Members of the community cast their votes for the People's Choice award and the Brightest Berthoud Business, and a small group of Town employees voted for Best Traditional, Best Use of Inflatables, and Magnificent Mini. Winners walked away with a yard sign and a $100 gift card to their favorite Berthoud business.

Best Traditional:
208 Dorothy Dr

Best Use of Inflatables:
656 Great Basin Ct

Magnificent Mini:
826 Cooperland Trail

People's Choice:
721 6th St

Brightest Berthoud Business:
340 Mountain Ave
Re/Max Town and Country

BOARD OF TRUSTEES INFORMATION

ADMINISTRATION DEPARTMENT

Meeting Date:	**January 10, 2023**
Agenda Title/Subject:	**Metro District Discussion**
Type of Item:	**Regular Item**
Presented by:	**Chris Kirk**

ATTACHMENTS:

- Metro District Service Plan Policy
- Resolution 2023-02, a Resolution Adopting the Berthoud Metropolitan District Policy

BACKGROUND:

As the Board is aware, the creation of a Metro District Service Plan policy to guide developers and the Town Board in reviewing proposed Service Plans has been an ongoing topic of discussion. In early 2022, a study session was held to review the Fort Collins Metro District Policy and to discuss how it could be adapted to meet Berthoud's needs. During that study session, it was determined that additional review was needed, and that the policy could be simplified to meet Berthoud's unique circumstances. Staff also heard feedback from the Board about a variety of topics surrounding Metro District formation and operation. Staff took that feedback in summary outlined as follows:

- The Board is concerned about approving Metro District formation or Service Plan Amendments without having a clear understanding of what the development is intended to look like.
- The Board is concerned about transparency in the process for new property buyers, especially as it relates to understanding future financial obligations that property owners may be responsible for.
- The Board is concerned about a possible lack of citizen representation on future Board's responsible for managing a district or it's debt.
- The Board is concerned with Metro Districts being formed to only pay for limited, or basic, public services, without providing a higher level of amenity than may be normally required.

On June 7, 2022, the Board held another study session to review a new Draft Metro District Policy intended to address those concerns along with two additional concerns as follow:

- The Board is concerned with total property tax levies imposed on future property owners.
- The Board is concerned with Districts not having sufficient funds for maintenance during early phases of development.

The general feeling at the time was that the Draft Policy reasonably addressed the concerns articulated by the Board.

Following the June 7 meeting, Staff worked with Charles Norton, of Norton and Smith, to develop

a Master Intergovernmental Agreement (IGA) that would be required for Metro Districts, and which incorporates the Town's policy requirements making them a matter of contract law.

On October 11, 2022, Town Staff presented the revised Metro District Policy and the Master IGA to the Board. A decision and significant discussion was postponed due to the late hour of the meeting and the Board agreed to submit questions or comments via e-mail to the Town Administrator prior to the next meeting to discuss the issue. No questions were received and no specific comments about the policy or the IGA were submitted. That said, a general discussion about tree maintenance within the metro districts occurred during the meeting and provisions requiring replacement of dead or dying trees on metro district property were included in the new policy draft attached to this memo.

There may be other issues the board would like to discuss and review but staff believes that the attached draft policy reasonably addresses the issues of concern in practical and effective ways.

UPDATE/NEXT STEPS:

Provide direction to Town Staff with the goal of preparing a final policy OR

Approve the policy attached to this memo

FISCAL IMPACT AND FUND SOURCE:

There is not a direct fiscal impact associated with this item.

COMMUNITY TOUCHSTONES:

Having a clear and effective Metro District policy will allow the community, the Board, and developers a clear expectation for how to be build a sustainable and resilient community using Metro Districts as a tool.

RECOMMENDED ACTION(S):

APPROVE RESOLUTION 2023-02, ADOPTING THE BERTHOUD METROPOLITAN DISTRICT POLICY

TOWN OF BERTHOUD POLICY FOR REVIEWING SERVICE PLANS FOR METROPOLITAN DISTRICTS

Introduction.

This policy establishes the criteria, guidelines, and processes to be followed by Town Board and Town staff in considering service plans for the organization of metropolitan districts or amendments to those plans ("Policy"), as provided in Colorado's Special District Act in Article 1 of Title 32 of the Colorado Revised Statutes (the "Act"). The Act provides that metropolitan districts are quasi-municipal corporations and political subdivisions of the state of Colorado ("District") that can be organized within the boundaries of a municipality provided the municipality's governing body approves by resolution the proposed service plan for the District. Under the Act, the service plan constitutes the document that delineates the specific powers and functions the District can exercise, including the facilities and services it can provide, the taxes it can impose and its permitted financial arrangements (the "Service Plan"). The Act requires Districts to conform to their Service Plans. "Material modifications" to service plans may be enjoined through court suits brought by the Town or other interested parties.

Section 1 – Policy Objectives and Statements.

A. This Policy generally supports the formation of a District if it is in the best interests of the area to be served and helps to further the development policies of the Town, as articulated in the Comprehensive Plan, Development Code, development guidelines and other overlay codes as adopted by the Board.

B. A District, when properly structured, can enhance the quality of development in the Town. The Town is receptive to District formation that provides public benefits which could not be practically provided by the Town or another existing public entity, within a reasonable time and on a comparable basis. It is not the intent of the Town to create multiple entities which would be construed as competing or duplicative.

C. *The approval of a District Service Plan or Service Plan Amendment for existing Districts is at the sole discretion of Town Board*, which may reject, approve, or conditionally approve Service Plans on a case-by-case basis. Nothing in this Policy is intended, nor shall it be construed, to limit this discretion of Town Board, which retains full authority regarding the approval, terms, conditions, and limitations of all Service Plans subject only to the terms of the Act.

D. The Town wishes to require a high standard of use for Districts thereby limiting their use to situations that provide a true public benefit. An applicant project is expected to deliver extraordinary benefits across four or more of the objectives described in Section 1.E. of this Policy.

E. It is the intent of the Town that owner/resident control of Districts occur as early as feasible. Service Plans should include governance structures that encourage and accommodate this. Control Districts (also known as "service" or "managing" Districts), without resident representation on the Board of the Control District, that allow developers to control the other Districts that provide the tax revenues (known as "financing" or "taxing" districts) beyond the time needed to repay the issued debt, are prohibited. The use of districts controlled by members of the District Board of Directors who are employed by, owners or principals of, or otherwise affiliated with the developer/proponent of the Service Plan during the period that District debt is being repaid shall be considered on a case by case basis and approved only upon a showing of genuine necessity for the control district structure. Applicants are also encouraged to have a President of the Board of Directors of the control district who is an eligible elector of both the control district and one of the financing or taxing districts, and applications for approval of Service Plans that include having such a President within a fixed time period will be regarded as supporting a finding of "genuine necessity" for the control district structure.

Section 2 – Evaluation Criteria

A. Prior to considering any proposed Service Plan, or Service Plan Amendment for existing Districts which modifies the total mill levies or debt limitations of a District, a Neighborhood Master Plan ("NMP") must be approved by the Board as outlined in the Town's Municipal Code Section 30-6-106. This requirement applies to all properties regardless of underlying zoning, including those properties that have an approved Planned Unit Development ("PUD"). The intent of the NMP process is to outline street and utility infrastructure needs, traffic improvements, open space amounts and locations, park amenities and locations, trail networks, land use types and locations, and other items of significance that may provide benefit to the public and the residents of the District. Other issues such as architectural standards and landscaping standards unique to the development may be incorporated in the NMP but are not required.

B. Following approval of an NMP, the Town will evaluate any proposed District and its Service Plan based on the District's ability to deliver <u>public benefits</u> through <u>extraordinary</u> development outcomes. The District applicant must provide a "Public Benefits Narrative" which outlines and explains how the proposed District will deliver public benefits through extraordinary development by addressing "Environmental Sustainability" and "Smart Growth Management" as outlined below, as well as two additional focus areas for a minimum total of FOUR of the following focus areas:

1. <u>Environmental Sustainability:</u> Development of public improvements that deliver or facilitate the delivery of specific and measurable environmental outcomes, including but not limited to: (i) reduction of Green House Gases ("GHG"), (ii) conservation of water or energy, (iii) encourage multimodal transportation, (iv) enhance community resiliency – against future environmental events (e.g., flooding, drought, etc.); (v) increase renewable energy capacity; and/or (vi) deliver other environmental outcomes.

2. Critical Public Infrastructure: Development of public improvements that address or facilitate addressing significant infrastructure challenges previously identified by the Town, either within or proximate to the District, whether such improvements address a locally-significant challenge or a Town-wide challenge. Examples of a public improvement that constitutes "Critical Public Infrastructure" include water and sewer treatment plants that were constructed to serve the development project where the proposed Districts are located, but which will be owned and operated by the Town and can be expanded to serve areas outside the Districts' Service Area.

3. Smart Growth Management: Development of public improvements that deliver or facilitate the delivery of specific design components that: (i) increase the density of development within portions of the District; (ii) establish, enhance or address the walkability and pedestrian friendliness of the District; (iii) increase the availability of transit and/or multimodal oriented facilities; (iv) create compelling public spaces; and (v) encourage mixed-use development patterns.

4. Affordable Housing: Deliver or facilitate the delivery of additional affordable housing units at the Town's defined level of Area Median Income ("AMI") or below. The Town defines Affordable Housing as units affordable to a household earning 80 percent of AMI.

5. Workforce Housing: Deliver or facilitate the delivery of workforce housing units in the Town's defined range of AMI. For purposes of this policy, Workforce Housing units shall be defined as units affordable to a household earning between 81 percent and 120 percent of AMI.

6. Infill/Redevelopment: Enable the infill or redevelopment of property within the Town, especially when such development is consistent with Town Plan.

7. Economic Health Outcomes: Enable delivery of specific and measurable economic outcomes, such as: (i) job growth; (ii) retention of an existing business; and/or (iii) construction of a missing economic resource.

C. To provide Town Board with information and an assessment consistent with this Policy, staff will also review and report on all District proposals in the following areas:

1. Financial Assessment: All District proposals are required to submit a Financial Plan to the Town for review. Utilizing the District's Financial Plan, and other supporting information which may be necessary, the Town will evaluate a District's debt capacity and servicing ability. This review may be performed by an independent financial firm and the cost of this review will be the sole responsibility of the District Applicant.

2. Policy Evaluation: All proposals will be evaluated by Town staff against this Policy and a recommendation to approve or deny the request will be made by Town staff to the Board.

Section 3 – Application Process

A. Process Overview: The application process is designed to provide early feedback to an applicant, adequate time for a comprehensive staff review, and the appropriate steps and meeting opportunities with decision makers.

B. Letter of Interest: An applicant will provide Town with a Letter of Interest and pay the Letter of Interest fee (refer to fees below). This Letter of Interest may be submitted and considered in parallel with the approval process required for an NMP. The Letter of Interest shall contain the following:

   1. Summary narrative of the proposed development as required in Section 2.B of this policy.

   2. District proposal and Service Plan specifics, including: District powers and purpose; District infrastructure and costs; mill levy rate (both debt and, operations and maintenance); term of District from formation until dissolution or consolidation; forecasted period of build-out; proposed timeline for formation; and current development status of project.

C. Preliminary Staff Meeting with Applicant: Based on an initial review of the Letter of Interest, staff shall meet with the applicant to discuss the District proposal, potential public benefits, initial staff feedback, the evaluation process, fees, and other application elements.

D. Formal Application and Service Plan Submittal: After considering any comments made by Town staff in the Preliminary Staff Meeting the applicant may submit a formal application for consideration including the Public Benefits Narrative, the Service Plan and any associated financial plans, and any proposed intergovernmental agreements between the District and the Town.

E. Formal Staff Review: An interdisciplinary staff team will review the applicant submittal along with any follow-up documentation that is requested to assess the application according to State Statute, this Policy, and other applicable Town policy. Applicants should expect several rounds of feedback and review from Town staff.

F. Public Hearing Notice: The Service Plan Applicant must cause a written notice of the public hearing to be mailed by first-class mail to the following: (1) all fee title owners of real property within the boundaries of the proposed District(s) and of any future inclusion area proposed in the Service Plan and (2) all fee title owners of real property located within any proposed extraterritorial "Service Area" located outside the boundaries of the Districts. Such notice shall be mailed no later than thirty (30) days before the scheduled hearing date. A notice shall also be published once in a newspaper of general circulation in the Town no later than thirty (30) days before the scheduled hearing date. The mailed and published notices shall include the following information and shall be in addition to any other statutory notices required by state law:

   1. A description of the general nature of the public improvements and services to be provided by the District;

   2. A description of the real property to be included in the District and in any proposed future inclusion area, as well as real property located within any proposed extraterritorial Service Area,

with such property being described by street address, lot and block, metes and bounds if not subdivided, or such other method that reasonably apprises owners that their property will or could be included in the District's boundaries;

3. A statement of the maximum amount of property tax mill levy that can be imposed on property in the District under the proposed Service Plan;

4. A statement that property owners desiring to have the Town Board consider excluding their properties from the District must file a petition for exclusion with the Berthoud Town Clerk's Office no later than ten (10) days before the scheduled hearing date in accordance with Section 32-1-203(3.5) of the Colorado Revised Statutes;

5. A statement that a copy of the proposed Service Plan can be reviewed in the Berthoud Town Clerk's Office; and

6. The date, time, and location of the Town Board's public hearing on the Service Plan.

Board Public Hearing: The Town Board will conduct a noticed public hearing at a regular or special Board meeting to consider a resolution approving the proposed Service Plan. This hearing will occur no later than thirty (30) days prior to the final date for filing the petition with the District Court seeking an order calling an election on the question of organizing the district. Section 4 –Service Plan

A. Purpose: In addition to the requirements of the Act, a Service Plan should memorialize the understandings and agreements between the District and the Town, as well as the considerations that compelled the Town to authorize the formation of the District. The Service Plan must also include all applicable information required by the Act.

B. Compliance with Applicable Law: Any Service Plan submitted to the Town for approval must comply with all state, federal and local laws and ordinances, including the Act.

C. Eminent Domain NOT Authorized: The Service Plan shall contain language that prohibits the District from exercising the power of eminent domain. However, the Town may choose to exercise its power of eminent domain to construct public improvements within the District in which case the District and the Town will enter into an intergovernmental agreement concerning the public improvements and funding for that use of eminent domain.

D. Maximum Mill Levies: The maximum amount of requested mill levy for both debt service, and operations and maintenance, shall be consistent with State statutes.

E. Debt Term Limit: A District shall be allowed no more than forty (40) years for the levy and collection of taxes used to service debt unless a majority of the Board of Directors of the District imposing the mill levy are residents of such District and have voted in favor of a refunding of a part or all of the Debt and such refunding is for one or more of the purposes authorized in C.R.S. Section 11-56-104. The forty-year period shall be measured from the date that the District first issues debt.

F. District Dissolution: Perpetual Districts shall not be allowed except in cases where ongoing operations and maintenance are required. Except where ongoing operations and maintenance has been authorized, a District must be dissolved as soon as practical upon:

1. The payment of all debt and obligations; and

2. The completion of District development activity.

G. District Fees: All impact fees, development fees, service fees, and any other fees must be identified with particularity in the District Service Plan.

H. Notice Requirements: The Service Plan shall require that the District use all reasonable efforts to ensure that all developers of the property located within the District provide written notice to all purchasers of property in the District and any proposed future inclusion area (as well as the purchasers of property located within any extraterritorial Service Area outside the boundaries of the District) regarding the District's existing mill levies, its maximum debt mill levy, any District fees identified in the Service Plan pursuant to Section 4.G, as well as a general description of the District's authority to impose and collect rates, fees, tolls and charges. The form of notice shall be filed with the Town prior to the initial issuance of the debt of the District imposing the mill levy and shall be substantially in the form of **Exhibit A** attached hereto and incorporated by reference.

I. Annual Report: The Service Plan must obligate the District to file an annual report not later than September 1 of each year with the Town for the year ending the preceding December 31. Details of the Annual Report are to be included in the Service Plan and will be in addition to any requirements in State statutes.

J. Service Plan Requirements: In addition to all other information required in a Service Plan by the Act, a Service Plan must include the following:

1. Financial Plan: The Service Plan must include debt and operating financial projections prepared by an investment banking firm or financial advisor qualified to make such projections. The financial firm must be listed in the Bond Buyers Marketplace or, in the Town's sole discretion, other recognized publication as a provider of financial projections. The Financial Plan must include debt issuance and service schedules and calculations establishing the District's projected maximum debt capacity (the "Total Debt Limitation") based on assumptions of: (i) Projected Interest Rate on the debt to be issued; (ii) Projected Assessed Valuation of the property within the District; and (iii) Projected Rate of Absorption of the assessed valuation within the District. These assumptions must use market-based, market comparable valuation and absorption data..

   a. Total Debt Limitation: The total debt authorized in the Service Plan must not exceed 100% of the projected maximum debt capacity as shown in the Financial Plan.

   b. Administrative, Operational and Maintenance Costs: The Financial Plan must also include foreseeable administrative, operational and maintenance costs and a plan that

demonstrates the District's ability to sufficiently maintain any improvements made and owned by the District for the life of the District. The Service Plan shall also include a Funding and Reimbursement agreement between the Developer and the District that obligates the Developer to fund needed maintenance and operations of the District until such time as the District financially able to maintain and operate the District.

2. Public Improvements and Estimated Costs: Every Service Plan must include, in addition to all materials, plans and reports required by the Act, a summary of public improvements to be constructed and/or installed by the district (the "Public Improvements"). The description of these Public Improvements must include, at a minimum:

    a. A map or maps, and construction drawings of such a scale, detail and size as required by the Planning Department, providing an illustration of public improvements proposed to be built, acquired or financed by the District. The NMP may serve this purpose if sufficient detail is provided; and

    b. A written narrative and description of the public improvements; and

    c. A general description of the District's proposed role with regard to the same.

    Due to their preliminary nature, the Service Plan must indicate that the Town's approval of the Public Improvements shall not bind the Town, its boards and commissions, and Town Board in any way relating to the review and consideration of land use applications within the District.

3. Intergovernmental Agreement: As a condition of final approval of any Service Plan by the Town Board of Trustees, the Districts must execute a Master Intergovernmental Agreement with the Town of Berthoud substantially in the form attached hereto as Exhibit **B**. Any other intergovernmental agreement which is required or known at the time of formation of the District to likely be required, to fulfill the purposes of the District, must be described in the Service Plan, along with supporting rationale. The Service Plan must provide that execution of intergovernmental agreements which are likely to cause substantial increase in the District's budget and are not described in the Service Plan will require the prior approval of Town Board.

4. Extraterritorial Service Agreement: The Service Plan must describe any planned extraterritorial service agreement. The Service Plan must provide that any extraterritorial service agreement by the District that are not described in the Service Plan will require prior approval of Town Board.

5. Tree Replacement Policy: The Service Plan for any metropolitan district that will have park and recreation powers under the Act must include a provision for the mandatory replacement of trees located on District owned or operated property and facilities. The District shall be required to replace trees or shrubs when 40% or more of the plant is dead or is succumbing to a disease that is likely fatal in the short term. Final determinations about the condition of a tree or shrub shall be made by the forester employed or retained by the Town to administer

the Town's urban forest.

Section 5 – Fees

A. No request to create a Metro District shall proceed until the fees set forth herein are paid when required.

1. Letter of Interest Submittal Fee: A Letter of Interest is to be submitted to the Town's Community Development Department and a non-refundable $2,500 fee shall be paid at the time of submittal of the Letter.

2. Application Fee: An application along with a draft Service Plan is to be submitted to the Town's Community Development Department and a $7,500 non-refundable fee. In addition to the non-refundable fee, the applicant must enter into an MOU with the Town regarding payment of Town expenses for review, and submit a $7,500 deposit towards the Town's review expenses.

3. Other Expenses: The applicant for a District shall pay all reasonable consultant, legal, and other fees and expenses incurred by the Town in the process of reviewing the draft Service Plan or amended Service Plan prior to adoption, documents related to a bond issue and such other expenses as may be necessary for the Town to incur to interface with the District. All such fees and expenses shall be paid within 30 days of receipt of an invoice for these additional fees and expenses.

4. Service Plan Amendment Fee: If a proposed amendment to a Service Plan is submitted to the Town's Community Development Department, it should be submitted with a non-refundable $2,500 fee along with a $2,500 deposit towards the Town's other expenses and shall be paid at the time of submittal of the application and draft amended Service Plan.

EXHIBIT A

GENERAL DISCLOSURE AND COMMON QUESTIONS REGARDING
_____ Metropolitan District

1. What does the District do?

_____ Metropolitan District (the "**District**") was organized on _____, pursuant to a Service Plan, approved by the Town Board for the Town of Berthoud, Colorado, on _____ (the "**Service Plan**") for purposes of constructing, operating and maintaining certain public improvements within the boundaries of the District. The District is a governmental entity governed by an elected board of directors made up of property owners and property taxpayers within the District's boundaries.

The District's current and potential future boundaries are shown on the map set forth in **Exhibit 1** attached hereto. It is conceivable that additional boundary adjustments may be made within the District. Any such boundary adjustment is subject to prior approval by the owners of the property to be included and must be considered at a public hearing of the District's board of directors.

Pursuant to the Service Plan, the District is authorized to construct, operate, and maintain public improvements, including streets and traffic controls, water and storm sewer, sanitary sewer services and facilities, and park and recreation services and facilities for the benefit of the property owners of the District. The District may dedicate certain public improvements to the Town of Berthoud (the "**Town**"). The operations and maintenance of public improvements dedicated to the Town shall rest with the Town. Public improvements not dedicated to the Town shall be owned, operated, and maintained by the District or other non-profit or governmental entities. The District has authority to impose property taxes and other fees, rates, tolls, penalties, or charges to fund the construction and operations and maintenance for all improvements identified in the Service Plan. At some point in the future, the District may impose fees and/or rates; all District fees and rates may be adopted and/or amended from time to time by the District's board of directors at their discretion, as permitted by law.

Certain services may be provided within the District by one or more property owner associations organized as Colorado non-profit organizations comprised of all property owners in the District. Currently, no property owners association has been established within the boundaries of the District. If a property owners association is established, property owners may be subject to fees and assessments payable to the association which will be separate from and in addition to any fees or assessments payable to the District.

2. **How much property tax will the District collect to construct improvements and pay for operations**?

The District has authority to impose property taxes for the construction, operation, and maintenance of the improvements identified in the Service Plan. The District may issue bonds to provide for the costs of capital improvements within its boundaries. In order to meet the debt service requirements for bonds and to pay operations and maintenance costs associated with the provision of services, the District will impose a mill levy under the Service Plan. The mill levy authorized for the District under the Service Plan may not exceed 55.000 mills for the payment of debt obligations and related expenses, may not exceed 17.000 mills for the payment of operations and maintenance obligations and related expenses, and may not exceed a total of 72.000 mills for the payment of debt obligations and operations and maintenance expenses combined, which mill levy rates may be adjusted upward or downward over time as permitted in the Service Plan. In addition, various voter limitations exist which affect the taxing powers of the District, including maximum annual taxing limitations and expenditure limitations. The TABOR Amendment, Article X, Section 20 of the Colorado Constitution, also provides for various legal limitations which may restrict the taxing and spending authority of the District.

3. What are the advantages of metropolitan districts providing public improvements in lieu of cities, towns or counties?

Many areas in Colorado utilize special districts to finance public improvements. As cities, towns and counties often do not finance, construct or provide water and wastewater systems, roads, or recreation facilities in new communities, special districts have been organized to build these facilities. Special districts, and the financial powers they utilize, may also permit earlier construction of recreation facilities and other amenities for the benefit of the community when compared with developments not within special districts. Where special districts are utilized, the costs of improvements within the community are generally spread over 20 to 30 years and are paid from mill levies. Special districts are governed by property owners within the community who are better able to address issues of concern to the community than could a larger city, town or county.

4. How can I be assured that the District will not issue too many bonds and create unreasonably high mill levies?

All bonds issued by the District will be governed by the controls adopted by the Colorado legislature governing the process by which bonds are issued by special districts. In addition, the organization and operation of the District are governed by the terms of the Service Plan, which limits the mill levy that may be assessed by the District for the payment of debt obligations and related expenses to 55.000 mills, the mill levy that may be assessed by the District for payment of operations and maintenance obligations and related expenses to 17.000 mills, and the total mill levy that may be assessed by the District for debt obligations and operations and maintenance combined to 72.000 mills, subject to adjustments to account for changes in state law with respect to the assessment of property for taxation purposes, the ratio for determining assessed valuation, or other similar matters. The adjustment allows for tax revenues to be realized by the District in an equivalent amount as would have been realized by the District

based on a levy of 72.000 mills absent any change in the manner of the assessment of property for taxation purposes, the ratio for determining assessed valuation, or other similar matters.

The mill levy limits will remain in place unless and until the Service Plan is amended to permit a change in this limit for the District. This limit, as well as others existing under Colorado law and various voter approvals, are believed to be adequate to control the tax levies within the District. As noted above, however, many of the limits of the Service Plan and existing voter limits may be amended from time to time.

Market constraints on property sales by the developer also require that the mill levy within the District be comparable to mill levies in competing development areas in order to further the community as an attractive place for individuals to purchase residential property. Therefore, in the initial stages of the development, it is in the District's and the project developer's best interest to maintain a mill levy in the District comparable to the total property taxes in other similar communities so that the property taxes paid for the amenities and services in the District are perceived as a good value.

5. Who bears the risk that the community may not fully develop?

Bondholders will be providing funding to the District for the District's construction of public improvements authorized by the Service Plan. These initial bonds for the District may be supported, in part, by the developer of the project. Property taxes paid by property owners on residential property will help pay the costs of all bonds issued by the District. This results in the risk of development being shared in part by bondholders and the developer. The property owners also share risk relative to the bonds which are currently limited as noted above in paragraph 4. As previously stated, it is within the District's discretion to impose other fees to help pay for public improvements.

6. What will my tax bill look like?

In determining the tax liability due for residential property, the Larimer County Assessor's Office first determines the actual value of the residential property based upon market approach to appraisal. Up to five years of market activity are analyzed. The actual value of the residential property is then multiplied by the assessment rate, which is set every odd numbered year by the state legislature, to determine the assessed valuation of the residential property. The 2018 assessment rate on residential property was 7.2%. The mill levy is then multiplied by the assessed valuation of the residential property, resulting in the assessment for the residential property. For example, residential property with an actual value of $450,000 would have an assessed value of $32,400 ($450,000 x 7.2%). One mill (0.001) applied to that valuation for assessment produces $32.40 of taxes ($32,400 x 0.001).

It is anticipated that the tax bill for your property will show mill levies for Town of Berthoud, Larimer County, Berthoud Fire District, Thompson R2-J School District, Berthoud Community Library District, Thompson Valley Health Service District, Northern Colorado Water Conservancy District, Larimer Pest Control District, Little Thompson Water District and various other service providers, including _____ Metropolitan District. According to information available from the Larimer County Assessor, the total overlapping mill levy

imposed upon the property within the boundaries of the District, but without any District mill levy, was 98.268 mills for tax year 2018 for collection in the year 2019. Therefore, without the District, the annual tax bill levied on a residential property with an actual value of $450,000 would be approximately $3,183.88 ($32.40 x 98.268).

The maximum mill levy the District is permitted to levy is 72.000 mills (0.072000), and the portion of the annual tax bill levied by the District on a residential property with an actual value of $450,000 would be approximately $2,332.80 ($32.40 x 72.000). Your tax bill for your property will also include mill levies from other taxing entities that overlap with the District's boundaries, making the total annual tax bill levied on the residential property approximately $5,516.68 ($3,183.88 + $2,332.80).

The assessment ratio for residential property for 2019 (collection year 2020) will be 7.15%.

Exhibit 2 attached hereto sets forth the approximate mill levies that are currently levied against the property within the District and outlines the annual tax bills levied both with and without the District. Colorado taxing entities certify their mill levies on an annual basis, so the most accurate manner of ascertaining the specific taxing entities and current mill levies imposed on any property is by contacting the Larimer County Assessor's office directly.

7. Where can I get additional information regarding the District?

This document is not intended to address all issues associated with special districts generally or with _____ Metropolitan District specifically. The Service Plan for the District contains a full description of the District's purpose and functions. Prospective purchasers of property within the District are encouraged to read this document to be fully informed. A copy of the District's Service Plan is available in the Town Clerk's Office. For additional information about the District, prospective purchasers may also contact the District's manager's office at _____. The District's meetings are open to the public, at which time you can raise questions regarding any matter related to the activities of the District.

Dated this ___ day of _____, 20_____.

By: _____

Name: _____
Title: _____

Purchaser's Signature Acknowledging Receipt: _____

EXHIBIT 1
TO GENERAL DISCLOSURE AND COMMON QUESTIONS

LEGAL DESCRIPTION OF
_____ METROPOLITAN DISTRICT

EXHIBIT 2
TO GENERAL DISCLOSURE AND COMMON QUESTIONS

ESTIMATE OF PROPERTY TAXES

Annual Tax Levied on Residential Property With $450,000 Actual Value Without the District

Taxing Entity	Mill Levies (Collection Year 2019**)	Annual tax levied
Town of Berthoud	9.327	$ 302.19
Larimer County	22.403	$ 725.86
Berthoud Fire District	13.805	$ 447.28
Thompson R2-J Bond Pymt	10.022	$ 324.71
Thompson R2-J Gen Fund	37.406	$ 1,211.95
Berthoud Comm Library Dist	2.400	$77.76
Thompson Valley Hlth Scv Dist	1.763	$ 57.12
N Colo Water Cons Dist	1.000	$ 32.40
Larimer Co Pest Ctrl Dst	0.142	$ 4.60
Little Thompson Water	0.000	$ 0.00
TOTAL:	98.268	$ 3,183.88

Annual Tax Levied on Residential Property With $450,000 Actual Value With the District (Assuming Maximum District Mill Levy)

Taxing Entity	Mill Levies (Collection Year 2019**)	Annual tax levied
Town of Berthoud	9.327	$ 302.19
Larimer County	22.403	$ 725.86
Berthoud Fire District	13.805	$ 447.28
Thompson R2-J Bond Pymt	10.022	$ 324.71
Thompson R2-J Gen Fund	37.406	$ 1,211.95
Berthoud Comm Library Dist	2.400	$77.76
Thompson Valley Hlth Scv Dist	1.763	$ 57.12
N Colo Water Cons Dist	1.000	$ 32.40
Larimer Co Pest Ctrl Dst	0.142	$ 4.60
Little Thompson Water	0.000	$ 0.00
_____ Metropolitan District	72.000	$ 2,332.80
TOTAL:	170.268	$ 5,516.68

{00734898.DOCX / 3 }This estimate of Overlapping Mill Levies is based upon mill levies certified by the Larimer County Assessor's office in December 2018 for collection in 2019, and is intended only to provide approximations of the total overlapping mill levies within the District. The stated mill levies are subject to change and you should contact the Larimer County Assessor's office to obtain the most accurate and up to date information.**

EXHIBIT B

MASTER
INTERGOVERNMENTAL
AGREEMENT

TOWN OF BERTHOUD AND

_____METROPOLITAN DISTRICT NOS. ___, ___, and ___

MASTER INTERGOVERNMENTAL AGREEMENT

TOWN OF BERTHOUD AND

METROPOLITAN DISTRICT NOS. ___,_____, AND _____

This Master Intergovernmental Agreement ("Master IGA") is entered into this ____day of ____, 20__ by and between the Town of Berthoud ("Town"), a statutory town and political subdivision of the state of Colorado, and _____Metropolitan District Nos. ____, ____, and _____, quasi-municipal corporations and political subdivisions of the state of Colorado ("Districts") (collectively, the Town and the Districts are referred to as the "Parties").

RECITALS

The Districts were organized by order and decree of the (Larimer) (Weld) County District Court for the purpose of financing, constructing, installing, and acquiring public infrastructure to support development within the boundaries of the Districts.

A. As required by the Special District Act, section 32-1-101 et seq, C.R.S., and the Town of Berthoud Policy for Reviewing Service Plans for Metropolitan Districts, the Districts have submitted a Service Plan which was approved by Resolution No. _____of the Town of Berthoud Board of Trustees on _____, 20__ (Service Plan). The Service Plan reflects current capital development and financial projections for the Districts on a consolidated basis. The Council's approval of the Service Plan and the organization of the Districts was conditioned on the Districts entering into this Master Intergovernmental Agreement, which sets forth, among other things, the parameters of the Districts' authority to finance and construct public improvements.

B. The constitution and laws of the State of Colorado permit and encourage cooperative efforts by local governmental entities to make the most efficient and effective use of their powers, responsibilities and resources. Due to the fact that the Districts' boundaries are entirely located within the Town limits, and the Town provides municipal services within the Districts' boundaries, the limitations and restrictions on the exercise by the Districts of the powers and duties granted to them under the Special District Act are appropriate and necessary to protect the health, safety and welfare of the residents and citizens of the Town.

COVENANT

THEREFORE, in consideration of these mutual promises, which are acknowledged to be sufficient consideration, the Parties collectively agree, and covenant as follows:

ARTICLE I

DEFINITIONS

1.01 Defined Terms. Unless the context expressly indicates to the contrary, the following words when capitalized in the text shall have the meanings indicated:

Agreement: This Master Intergovernmental Agreement and any Amended or Supplemental versions.

Bonds: Bonds, refunding bonds, notes, certificates, debentures, contracts or other evidence of indebtedness or borrowing incurred by the Districts pursuant to law.

Business Days: The days of Monday through Friday during the week, exclusive of any holiday recognized by the United States government or the state of Colorado.

Code: The Municipal Code of the Town of Berthoud, as amended.

Control District: A title 32 metropolitan district, also known as a "service" or "managing" district, that is controlled by a majority of members of the District Board of Directors who are employed by, owners or principals of, or otherwise affiliated with the developer/proponent of the Service Plan. A Control District allows the developer to control the Resident Districts, also known as Taxing or Finance Districts, that provide tax revenues to service debt issued by the Control District pursuant to an intergovernmental agreement between the Control District and the Resident Districts.

C.R.S.: the Colorado Revised Statutes, as amended.

Development Exactions: The fees and charges imposed by the Town under the Town Regulations on development, including per unit charges for capital plant investment, such as System Development Fees.

District: The _____Metropolitan Districts Nos __ through _____, as described in the Service Plan.

District Fees: The fees, rates, tolls, and charges imposed by the Districts pursuant to law.

Facilities: The infrastructure prescribed by the Town Requirements necessary to furnish Municipal Services to the Project, and any other public improvements permitted to be constructed by the Districts, as further identified in the Service Plan.

Financial Plan: The Financial Plan required by Section 4 J 1. of the SDP and designated as Exhibit _ to the Service Plan.

Municipal Services: Water and wastewater, stormwater drainage and detention, parks and recreation, transportation and street maintenance, general administrative services including code enforcement and any other service provided by Town within the municipality under its police powers.

Plans: The plans, documents, drawings and specifications prepared by or for the Districts for construction, installation or acquisition of any of the Facilities.

Project: The existing and planned development within the boundaries of the Districts and their Service Area, as defined in the Service Plan.

Records: The public records of the Larimer and Weld County Clerk and Recorders.

Resident District: A title 32 metropolitan district which has "eligible electors" who are not employed by, owners or principals of, or otherwise affiliated with the developer/proponent of the Service Plan and who reside within the boundaries of the district.

SDP: The Town of Berthoud Policy for Reviewing Service Plans for Metropolitan Districts, adopted by Resolution 20__ and amended from time to time.

Service Plan: The Amended and Restated Service Plan for the Districts approved by Town Board of Trustees Resolution 20__-___ on _____, 20__.

Special District Act: Article 1, Title 32, C.R.S., otherwise cited as section 32-1-101 et seq, C.R.S.

System Development Fees: The charges imposed by Town under Town Regulations as a condition to the right to connect to the municipal water and wastewater system, for the purpose of recovering the Town's pro rata capital cost of water or wastewater facilities dedicated to serving those who connect.

Town: The Town of Berthoud, a statutory town and political subdivision of the state of Colorado.

Town Regulations: The ordinances, resolutions, rules and regulations of the Town, including the Code and the provisions of all zoning, subdivision, public works and building codes, as the same may be amended from time to time, applied on a Town-wide basis. Reference to Town Regulations shall mean the Town Regulations in effect at the time of application.

Town Requirements: Collectively, (i) the Code, (ii) Town Regulations, and (iii) obligations imposed through approved plats, site plans, and subdivision improvement agreements to allow for the uses permitted and densities required of development within the Project.

Certain other terms are defined in the text of the Agreement and shall have the meaning set forth in the text.

1.02 Cross-Reference. Any reference to an Article or Section number, with or without further description, shall mean such Section or Article in this Agreement.

ARTICLE II

FACILITIES DEVELOPMENT AND MAINTENANCE

2.01 Construction of Facilities. The Districts shall have the authority to construct and finance the Facilities. The Facilities shall be constructed pursuant to the standards and procedure set forth in the Service Plan and the Town Requirements.

2.02 Ownership and Maintenance. Except as provided in the Service Plan or as otherwise allowed by the Town Requirements, the Districts shall convey the Facilities to the Town for operation and maintenance by the Town. Upon acceptance of the Facilities, the Town shall operate, maintain, and/or replace the Facilities, in order to provide Municipal Services to the Project. However, this Agreement shall not restrict the Town from conveying the facilities to a regional service authority or other governmental or quasi-governmental agency or authority, provided that the conveyance shall not affect the validity or tax-exempt status of any Bonds issued to finance the Facilities. The Districts shall be explicitly authorized to operate and maintain any Facilities not conveyed to and accepted by the Town.

ARTICLE III

DEVELOPMENT FEES

3.01 Charges by the Districts. The Districts shall have no right to impose system development fees or development impact fees without the express permission of the Town.

ARTICLE IV

BOND ISSUANCE

4.01 Bonds. The Districts shall only issue Bonds in accordance with the requirements of the Service Plan, the Special District Act, and other requirements of the laws of the state of Colorado and the United States.

4.02 Benefit/Burden Test. Any Bond issued by any District shall meet the constitutional requirement that the burden imposed by the debt service mill levy shall be roughly proportional to the benefit received by properties within the District from the Facilities financed through the Bond. In the event of a change in the law governing this constitutional principle, the Districts shall continue to be governed by this Section 4.02 as a matter of contract law.

4.03 Control Districts. The use of Control Districts is governed by this Agreement and Section 1 E. of the SDP. As is provided in the Resolution of the Town Board of Trustees approving the Service Plan, the Parties agree that a Control District or Districts (may) (may not) be employed. [TO BE USED IF THE CONTROL DISTRICT STRUCTURE IS ALLOWED: The Control District(s) may only be in place during the period while any District debt that is permitted under the SDP and the Service Plan is outstanding. After that period, any remaining Control Districts must either be dissolved, or a majority of the Board of Directors must be composed of eligible electors who are not employed by, owners or principals of, or otherwise affiliated with the developer/proponent of the Service Plan and who reside within the boundaries of the District. The transition to resident control must take place no later than the first regular election after the District debt has been paid. The Parties further agree that as of the first regular District election after the date that any Resident District has any eligible elector or electors who are not employed by, owners or principals of, or otherwise affiliated with the developer/proponent of the Service Plan and who reside within the boundaries of the District, the Board President of both the Control District and any related Resident District shall be an individual who is an eligible elector of both the Control District and the Resident District and

who is not employed by, an owner or principal of, or otherwise affiliated with the developer/proponent of the Service Plan and who resides within the boundaries of the Control District or the Residential District.

ARTICLE V

SERVICE PLAN COMPLIANCE

5.01 Generally. The Service Plan contains certain responsibilities, restrictions, covenants and duties which are not set forth in this Agreement. Performance of the Service Plan by the Districts is an implied covenant of this Agreement, for which the default provisions and remedies of section 8.04 shall be applicable in the same manner as if expressly set forth in this Agreement.

5.02 Service Plan Amendment. The authority given to the Districts under the terms of the Service Plan and this Agreement is given by the Town in reliance upon certain development and financial assumptions and projections set forth in the Financial Plan that is part of the Service Plan. Although the assumptions and projections are based upon the best information available at the time that the Service Plan was approved, those assumptions and projections may prove to be materially inaccurate. Accordingly, any material departure or deviation from the assumptions and projections in the Financial Plan shall be deemed to be a "material modification" of the Service Plan, requiring the Districts to submit a Service Plan amendment to the Town for approval pursuant to the terms of the Special District Act and SDP. Failure to submit such an amendment shall enable the Town to employ all available remedies under the Special District Act to prevent or rectify a "material modification" of a service plan, in addition to the remedies set forth in Section 8.04 of this Agreement.

ARTICLE VI

ANNUAL REVIEW

6.0 Town Review. Annually no later than the date Districts are required to submit the annual report under the SDP, the Districts shall furnish to Town an accounting of all actual revenues and expenses, and accumulated reserves for the preceding calendar year, in substantially the same format as the Financial Plan, such that Town can compare the experience of the Districts with the projections and assumptions in the Financial Plan. Town shall have access to Districts' financial statements, accounting records and other supporting documentation, upon written demand, and at such reasonable times, for the purpose of auditing the financial reports submitted by Districts. Such review shall be conducted at the sole discretion of the Town.

6.1 Quinquennial Review. Completion of the requirements for annual review shall also fulfill the requirements for quinquennial review mandated by the Special District Act.

ARTICLE VI

LIMITATIONS ON DISTRICTS' POWERS

6.01 Restrictions on Expansion of Districts' Powers. The Parties acknowledge that the Service Plan was approved by the Town solely for the purpose of providing, acquiring,

constructing, installing, completing, financing, and reimbursing for the Facilities and providing or causing to be provided the services authorized pursuant to this Agreement and described in the Service Plan, and for no other purpose. The Districts shall not undertake or perform any purpose, service or function except as stated in this Agreement and in the Service Plan or as reasonably required for the Districts to accomplish such purposes, responsibilities and obligations. The Town shall not interfere with the exercise by Districts of any of their lawful powers except as the exercise thereof is specifically limited by this Agreement and the Service Plan.

6.02 Extraterritorial Authority. Districts will not engage in any service or activity outside the Service Area as defined in the Service Plan except as such Facility or service is expressly described in the Service Plan and is necessary to the provision of Facilities or services within their boundaries, or where the Districts have obtained express written permission of the Town.

6.03 Change of Districts' Boundaries. The Districts shall not cause any territory outside the Service Area described in the Service Plan to be included within the Districts, nor shall they cause any territory within the Service Area to be excluded entirely from the Districts' boundaries, without first obtaining Town approval, or unless the inclusion or exclusion of that territory is expressly provided for in the Service Plan.

ARTICLE VII

TOWN'S RESERVED POWERS

7.01 Generally. As a general-purpose municipal corporation with the police power, the Town adopts and administers policies, rules, and regulations, principally through the Town Regulations. The approval of the Service Plan or this Agreement shall in no manner restrict the Town Council from applying Town Regulations within the Project even though the Town Regulations may have the effect of limiting or delaying development or making development more costly to the landowner and/or Districts, provided the Town Regulations are:

(a) A lawful exercise of the Town's police powers; and

(b) not in express contravention of the Town Requirements, the Service Plan, or this Agreement.

7.02 No Claims. The Districts shall have no legal or equitable claim against Town as a result of the Town taking or imposing any of the following actions if it is otherwise a lawful exercise of the Town's powers:

(a) imposing new Development Exactions or increasing (or decreasing) the levels of existing Development Exactions;

(b) exercise of the Town's right of eminent domain to acquire private properties within the boundaries of the Districts for public purposes upon the payment of just compensation therefore; and

(c) acquisition of properties zoned for development within the boundaries of the Districts for park, recreation, open space, historic preservation, or other public purpose, pursuant to agreement with the grantor.

ARTICLE VIII

GENERAL PROVISIONS

8.01 Dissolution of Districts. The Districts shall be dissolved as provided for in the Service Plan and upon the occurrence of the following events:

(a) all Facilities contemplated under this Agreement and the Service Plan have been constructed, installed, and completed;

(b) final payment or discharge of all outstanding indebtedness of the Districts in accordance with applicable Colorado and federal law; and

(c) adequate provision is made for ongoing operation and maintenance of the Facilities.

8.02 Additional Warranties. The Parties warrant that each has the right, power and authority to enter into, perform, and observe this Agreement. Districts disavow as obligations any provision of any agreement or indenture between the Districts and any other special district or among the Districts which is in contravention of the provisions of this Agreement, and Districts stipulate that any such intergovernmental agreement shall be subordinate and subject to the provisions of this Agreement.

8.03 Instruments of Further Assurance. The Town and the Districts covenant that they will do, execute, acknowledge and deliver such documents and shall cause to be done such acts and transfers as may reasonably be required for the performance of their obligations hereunder.

8.04 Default and Remedies. In the event that one Party believes that the other is in default of this Agreement, the non-defaulting party shall first notify the defaulting party in writing of the default and specify the exact nature of the default in such notice. The defaulting party shall have twenty (20) business days from its receipt of the notice within which to cure such default before the non-defaulting Party may exercise any of its remedies under this Agreement, provided that:

(a) such default is capable of being cured;

(b) the defaulting Party has commenced the cure within the twenty-day period; and

(c) the defaulting Party diligently pursues said cure to completion.

If such default is not of a nature that can be cured in such twenty (20) day period, corrective action must be commenced within such period by the defaulting Party and diligently pursued to completion. In this instance where the initial corrective action could not be completed within the initial twenty-day period, if the corrective action is not completed within sixty (60) business days after the completion of the initial twenty-day corrective period, the non-defaulting Party may seek any remedy provided for in this Agreement. In addition to specific remedies provided

elsewhere in the Agreement, upon default, the non-defaulting Party shall have the right to seek any remedy at law or equity to enforce any obligation, agreement, or covenant of the defaulting Party under this Agreement, or to collect any monies then due and payable to the defaulting Party. In any such legal action, the prevailing Party shall be entitled to recover its reasonable attorney's fees and costs of suit from the other Party. In addition to any judicial remedy, the Town may withhold building permits until the default has been cured in full. The remedy of not issuing new building permits shall extend to all properties within the boundaries of the defaulting District, any contemplated inclusion area, and any portion of the District's Service Area for which extraterritorial service is provided outside the boundaries of the District.

8.05 **Notices.** All notices, certificates, or other communications hereunder shall be deemed sufficiently given when mailed by registered or certified mail, postage prepaid and addressed as follows:

If to the Town: Attn: Chris Kirk (or Successor), Town Administrator
Town of Berthoud
807 Mountain Avenue
Berthoud, CO 80513

If to the Districts:

8.08 **No Liability of Town**. Town shall have no obligation whatsoever to repay any debt or liability of the Districts, including the Bonds. The Bonds shall be obligations only of the Districts, and the full faith and credit of the Town shall in no way be employed to guarantee or secure repayment of the Bonds.

8.07 **Notice of Meetings**. The Districts shall submit a written notice to the Town Clerk of every regular and special meeting of the Districts' Board of Directors at least three days prior to the meeting. This requirement may only be fulfilled by a specific and separate notice of each meeting. Written notice must also be provided to the Town Clerk of the cancellation of any regular or special meeting.

8.08 **Assignment.** No transfer or assignment of this Agreement or of any rights hereunder shall be made by either party without the prior written consent of the other, which consent shall not be unreasonably withheld.

8.09 **Amendments.** This Agreement may be amended only in writing upon consent of the Parties. Amendments shall be approved by resolutions of the Town Board of Trustees and the Boards of Directors of the Districts during duly noticed meetings of those bodies.

8.10 **Severability.** In the event any provision of this Agreement shall be held invalid or unenforceable by any court of competent jurisdiction, such holding shall not render invalid or unenforceable any other provision hereof.

8.11 **No Waiver.** The waiver or delay in enforcement of any provision hereof shall not constitute a waiver of any other covenant or obligation in this Agreement. A waiver shall only be deemed to have taken place upon proof of the full legal standard for waiver, which means that the waiving Party must knowingly relinquish or abandon a right or privilege hereunder.

8.12 **Entire Agreement.** This Agreement contains the entire agreement of the parties concerning the subject matter and supersedes all prior conversations, proposals, negotiations, understandings, and agreements, whether written or oral.

8.13 **Covenant Running with the Land**. This Agreement touches and concerns the land within the boundaries of the Districts, any contemplated inclusion area, and any portion of the Districts' Service Area for which extraterritorial service is provided outside the boundaries of the Districts. It is intended by the Parties to be a covenant running with the land. This Agreement may be recorded by any Party in the real property records of any County in which the Districts, any contemplated inclusion area, and any portion of the Districts' Service Area for which extraterritorial service is provided outside the boundaries of the Districts is located.

8.13 **Intended Third Party Beneficiaries.** This Agreement is made for the sole purpose of promoting and protecting the public health, safety, and welfare of the residents, electors, and taxpayers of the Districts and the Town. The residents, electors, and taxpayers are intended third party beneficiaries of this Agreement and shall have standing to enforce any of the terms, covenants, and agreements set forth in this Agreement.

[*Signatures on Following Pages.*]

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the date first set forth above.

THE TOWN OF BERTHOUD

_____

_____

ATTEST:

_____

_____, Town Clerk

APPROVED AS TO FORM:

_____

Erin M. Smith, Town Attorney

METROPOLITAN DISTRICT NOS. ____, ____, AND _____

By:_____

_____

STATE OF _____)

) ss.

COUNTY OF _____)

The foregoing instrument was subscribed, sworn to and acknowledged before me this ___ day of _____, 20__, by _____, as _____ of _____.

My commission expires:

(S E A L)

_____

Notary Public

TOWN OF BERTHOUD
RESOLUTION NO. 2023-02

A RESOLUTION ADOPTING THE BERTHOUD METROPOLITAN DISTRICT POLICY

WHEREAS, the Town seeks to adopt a metropolitan district policy to guide formation of metropolitan districts within the Town, set consistent and reasonable expectations for developers and proponents of metropolitan districts, and provide more transparency and notice to prospective property owners and homeowners within metropolitan districts regarding the effects and obligations of owning real property within a metropolitan district; and

WHEREAS, the Board of Trustees ("Board") has reviewed the benefits, burdens, impacts, and various components of metropolitan districts, with input from Town staff and legal counsel; and

WHEREAS, based on guidance from the Board, staff developed: (1) Town of Berthoud Policy for Reviewing Service Plans for Metropolitan Districts; (2) Master Intergovernmental Agreement between the Town and proposed Metropolitan Districts; and, (3) a General Disclosure Form, all attached and incorporated by reference (collectively, "Berthoud Metropolitan District Policy"); and

WHEREAS, the Board finds that adopting the Berthoud Metropolitan District Policy is in the best interests of the Town and will assist in guiding the formation of metropolitan districts, setting consistent and reasonable expectations for developers and proponents of metropolitan districts, and providing more transparency and notice to prospective property owners and homeowners within metropolitan districts.

NOW THEREFORE BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF BERTHOUD, COLORADO AS FOLLOWS:

Section 1. That the Town of Berthoud Policy for Reviewing Service Plans for Metropolitan Districts is hereby adopted to guide the Board of Trustees' evaluation and decision regarding metropolitan district service plans and to achieve the purposes set forth above.

Section 2. That an agreement in substantially the same form as the Master Intergovernmental Agreement is required to be executed between the Town and any approved metropolitan district following Town approval of a Metropolitan District Service Plan.

Section 3. Any Metropolitan District Service Plan must incorporate the General Disclosure Form approved by the Town.

Section 4. That this Resolution shall be effective as of the date of its adoption.

APPROVED, and ADOPTED this 10th day of January, 2023.

TOWN OF BERTHOUD

BY: _____
William Karspeck, Mayor

ATTEST:

_____
Christian Samora, Town Clerk

BOARD OF TRUSTEES INFORMATION

COMMUNITY DEVELOPMENT DEPARTMENT

Meeting Date:	**January 10, 2023**
Agenda Title/Subject:	**Introduction of Building Code Adoption by Reference**
Type of Item:	**Regular Item**
Purpose:	**Adoption of Updated Codes with Amendments**
Presented by:	**Chris Kirk, Town Administrator**

ATTACHMENTS:

- Ordinance #1315 Adopting by reference the 2021 International Building Code, and the 2021 International Residential Code
- Appendix A, Proposed Amendments
- Colorado Front Range Gust map
- Larimer County Wind Speed Map

BACKGROUND:

In December 2022, The Town Board adopted various building codes by reference with amendments. The amendments to the adopted codes were attached as an appendix to the adopting ordinance.

The attached ordinance repeals and readopts the 2021 International Building Code and the 2021 International Residential Code by reference with amendments. The purpose of readoption is to correct the amendments regarding the Basic Design Wind Speed.

The attached Appendix A, Correction Markup, highlights the corrected amendment language in the appendix. These are changes to the amendments that were adopted by the Town Board on December 13, 2022. The revised amendments regarding wind speed will be consistent with the Colorado Front Range Gust and Larimer County Wind Speed Maps, if the attached ordinance is adopted by the Board of Trustees.

Additionally, the attached ordinance adopts by reference the International Property Maintenance Code. The ordinance adopted in December 2022 repealed Chapter 11 of the Berthoud Municipal Code, which inadvertently also repealed 11.20 regarding the Property Maintenance Code. The Property Maintenance Code was adopted in October 2021.

NEXT STEPS:

The Board may take action to schedule a Public Hearing to consider adoption of the attached ordinance. Adopting any code(s) by reference requires additional notice of the scheduled hearing date. To comply with noticing requirements, the soonest a hearing may occur is on February 14, 2022.

FISCAL IMPACT AND FUND SOURCE: N/A

COMMUNITY TOUCHSTONES: Sustainability, Resiliency

RECOMMENDED ACTION(S):
A Board Member may move to Schedule a public hearing to occur on February 14th at 6:30PM, or as soon thereafter as practicable for the purpose of considering the adoption of various codes by reference in accordance with Title 31 of Colorado Revised Statutes. Follow by a second and a roll call vote.

TOWN OF BERTHOUD

ORDINANCE NO. 1315

AN ORDINANCE AMENDING CHAPTER 11, OF THE MUNICIPAL CODE OF THE TOWN OF BERTHOUD FOR THE PURPOSES OF ADOPTING THE 2021 INTERNATIONAL BUILDING CODE BY REFERENCE WITH AMENDMENTS, THE 2021 INTERNATIONAL RESIDENTIAL CODE BY REFERENCE WITH AMENDMENTS, AND THE 2021 INTERNATIONAL PROPERTY MAINTENANCE CODE BY REFERENCE WITH AMENDMENTS.

WHEREAS, it is deemed to be in the interest of the public health, safety and general welfare to adopt the 2021 International Building Code by reference with amendments, the 2021 International Residential Code by reference with amendments, and the 2021 International Property Maintenance Code by reference with amendments; said amendments tailored to accommodate particular circumstances and requirements of the Town; and

WHEREAS, Town staff has conducted an outreach program, working with the regulated construction industry and building professionals in the development of these provisions; and

WHEREAS, the Board of Trustees, after proper notice, has held a public hearing on this Ordinance providing for the adoption of said codes pursuant to C.R.S. § 31-16-203; and

WHEREAS, the 2021 International Building Code by reference with amendments, the 2021 International Residential Code by reference with amendments, and the 2021 International Property Maintenance Code by reference with amendments have been submitted to the Board of Trustees in writing and the Board of Trustees has determined that such codes and amendments thereto should be adopted as herein set forth.

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

Section 1. Codes Adopted by Reference.

Pursuant to parts 1 and 2 of article 16 of title 31, C.R.S., there are hereby adopted by reference: The International Building Code, 2021 Edition as published by the International Code Council, 4051 West Flossmoor Road, Country Club Hills, IL 60478 as amended hereby ("IBC"); The International Residential Code, 2021 Edition as published by the International Code Council, 4051 West Flossmoor Road, Country Club Hills, IL 60478 as amended hereby ("IRC"); and The International Property Maintenance Code, 2021 Edition as published by the International Code Council, 4051 West Flossmoor Road, Country Club Hills, IL 60478 as amended hereby; provided that any penalty provisions are expressly set out in Appendix A. The subject matter of the codes adopted herein relate primarily to the conditions and maintenance of all property, buildings, and structures within the Town. The purpose of this Ordinance and the codes adopted herein is to provide consistent regulations for all property, buildings, and structures within the Town. Three (3) copies of the codes adopted herein are now filed in the office of the Clerk of the Town of Berthoud, Colorado, and may be inspected during regular business hours.

Section 2. Section 11.1 of the Berthoud Municipal Code is hereby repealed, and the 2021 International Building Code is adopted by reference with amendments as set forth in Appendix A as the new Section 11.1.

Section 3. Section 11.2 of the Berthoud Municipal Code is hereby repealed, and the 2021 International Residential Code is adopted by reference with amendments as set forth in Appendix A as the new Section 11.2.

Section 4. The 2021 International Property Maintenance Code is hereby adopted by reference with amendments as set forth in Appendix A as the new Section 11.20.

Section 5. 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. The Board of Trustees hereby declares that it would have passed this Ordinance and each part or parts hereof irrespective of the fact that any one part or parts be declared unconstitutional or invalid.

Section 6. All other ordinances or portions thereof inconsistent or conflicting with this Ordinance or any portion hereof are hereby repealed to the extent of such inconsistency or conflict.

Section 7. The repeal or modification of any provision of the Municipal Code of the Town of Berthoud by this Ordinance shall not release, extinguish, alter, modify, or change in whole or in part any penalty, forfeiture, or liability, either civil or criminal, which shall have been incurred under such provision, and each provision shall be treated and held as still remaining in force for the purpose of sustaining any and all proper actions, suits, proceedings, and prosecutions for the enforcement of the penalty, forfeiture, or liability, as well as for the purpose of sustaining any judgment, decree, or order which can or may be rendered, entered, or made in such actions, suits, proceedings, or prosecutions.

Section 8. This Ordinance is necessary for health, safety and welfare of the residents of the Town of Berthoud.

Section 9. The Provisions of this Ordinance shall take effect thirty days after publication as required by law, and shall apply to all lighting plans, development, and construction permitted after such date.

INTRODUCED, READ, ADOPTED, APPROVED, AND ORDERED PUBLISHED IN FULL this 14th day of February 2023.

_____
William Karspeck, Mayor

_____
Christian Samora, Town Clerk

APPENDIX A: Chapter 11 — Building Regulations of the Municipal Code to adopt

The International Building Code, 2021 Edition

The International Residential Code, 2021 Edition

The National Electric Code, 2020 Edition

Chapter 11.1 International Building Code

The International Building Code. 2021 Edition as published by the International Code Council, 4051 West Flossmoor Road, Country Club Hills, IL 60478. Chapters 1 through 33 inclusive and Appendix Chapter I, is hereby adopted by reference as the Town of Berthoud Building Code as if fully set out in this ordinance with the additions deletions insertions and changes as follows:

IBC Section 101.1 (Title) is amended by the addition of the term "Town of Berthoud" where indicated.

IBC Section 101.4.3 (Plumbing) is amended by the deletion of the last sentence.

IBC Section 101.4.5 (Fire prevention) is amended by replacing "International Fire Code" with "adopted fire code".

IBC Section 101.4.6 (Energy) is amended by replacing the words "International Energy Conservation Code" with " 2021 International Energy Conservation Code".

IBC Section 105.1 (Required) is amended by replacing the words "building official" with 'Town".

IBC Section 105.2 (Work exempt from permit) is amended by:

Building Exception #1 is deleted in its entirety and replaced with "One-Story detached accessory structures used as tool and storage sheds, playhouses and similar uses, provided the floor area does not exceed 120 square feet and the roof height does not exceed 10 feet above grade measured from a point directly outside the exterior walls of the structure."

Building Exception #14 is added to read "Shingle repair or replacement work not exceeding one square (100 square feet in area) of covering per building.

IBC Section 105.5 (Expiration) is amended by the deletion of this section in its entirety and replaced with the following:

"Every permit issued by the building official under the provisions of this code shall expire by limitation and become null and void if the building or work authorized by such permit is not commenced within 180 days from the date of such permit, or if the building or work authorized by such permit is suspended or abandoned at any time after the work is commenced for a period of 180 days. Before such work can be recommenced, a new permit shall be first obtained to do so, and the fee therefor shall be one half the amount of the original permit fee, exclusive of any taxes or other fees already accessed, provided no changes have been made or will be made in the original plans and specifications for such work, and provided further that such suspension or abandonment has not exceeded one year. In order to renew action on a permit after expiration, the permittee shall pay a new full permit fee."

IBC Section 109.4 (Work commencing before permit issuance) is amended by the deletion of this section in its entirety and replaced with the following:

“Any person who commences any work on a building, structure, electrical, gas, mechanical or plumbing system before obtaining the necessary permits may be subject to an investigation fee established by the town. The amount of the investigation fee may be in the amount up to the amount of the permit fee that would normally be accessed for the specific type of construction activity, with any such investigation fee being in addition to all other required permit fees. The investigation fee shall be collected whether or not a permit is then subsequently issued.

Section 109.6 (Refunds) is amended by the deletion of this section in its entirety and replaced with the following:

“The town may authorize refunding of any fee paid hereunder which was erroneously paid or collected. The town may authorize refunding of not more than 80 percent (80%) of the permit fee paid when no work has been done under a permit issued in accordance with this code. The town may authorize refunding of not more than 80 percent (80%) of the plan review fee paid when an application for a permit for which a plan review fee has been paid is withdrawn or cancelled before any plan reviewing is done. The town shall not authorize refunding of any fee paid except on written application filed by the original permittee not later than 180 days after the date of fee payment.”

IBC Section 111.3 (Temporary occupancy) is amended by deleting the words “building official” in the first and second sentence and replacing it with ‘Town”.

IBC Section 113.1 (General) is amended by the deletion of the last two sentences and replaced with the following:

“The members of the Board of Appeals shall be comprised of the members of the Town Council.”

IBC Section 113.3 (Qualifications) is amended by the deletion of this section in its entirety.

IBC Section 114.2 (Notice of Violation) is amended by the addition of ‘Notice of Violations shall be delivered in accordance with section 107 of the IPMC” after the last paragraph.

IBC Section 202 (Definitions) is amended by addition of the following:

“Sleeping Room” (Bedroom) is any enclosed habitable space within a dwelling unit, which complies with the minimum room dimension requirements of IBC Section 1208 and contains a closet, an area that is useable as a closet, or an area that is readily convertible for use as a closet. Living rooms, family rooms and other similar habitable areas that are so situated and designed so as to clearly indicate these intended uses, shall not be interpreted as sleeping rooms.

IBC Section 915.2.1 (Dwelling units) is amended by the deletion of the first sentence and replaced with the following:

“Carbon monoxide detection shall be installed in dwelling units within 15 feet of each separate sleeping area and on every level.”

IBM Section 1015.2 (Where required) is amended by the addition of a second paragraph inserted before the exceptions as follows:

“All area wells, stair wells, window wells and light wells attached to any building that are located less than 36

inches (914.4 mm) from the nearest intended walking surface and deeper than 30 inches (762 mm) below the surrounding ground level, creating an opening greater than 24 inches (610 mm) measured perpendicular from the building, shall be protected with guardrails conforming to this section around the entire opening, or be provided with an equivalent barrier.

IBC Section 1020.1 (Table 1020.1 Corridor Fire-Resistance Rating) is amended to replace the corridor rating for R Occupancies with a sprinkler system from 0.5 to 1- Hour fire rating.

IBC Section 1031.3.1 (Minimum size) is amended by the deletion of the exception.

IBC Section 1301.1.1 (Criteria) is amended by replacing "International Energy Conservation Code" with the " 2021 International Energy Conservation Code".

IBC Section 1609.3 (Basic Design Wind Speed) is amended to read as follows The basic design wind speed, V, in mph, for the determination of site wind loads shall comply with the Colorado Front Range Gust Map – ASCE 7-10 Compatible, published by the Structural Engineers Association of Colorado (dated November 18, 2013) or the Larimer County Basic Design Wind Speed Map

IBC Section 1612.3 (Establishment of flood hazard areas) is amended by the insertion of "Town of Berthoud" where indicated in [Name of Jurisdiction] and the date of the latest flood insurance study for the Town of Berthoud, where indicated in [Date of Issuance].

"Violation of the provisions of this code, as adopted in this ordinance, may be punished in accordance with Section 20.2 of the Berthoud municipal code in addition to any relief at equity to prevent continuing violation"

Chapter 11.2 International Residential Code

The International Residential Code. 2021 Edition as published by the International Code Council, 4051 West Flossmoor Road, Country Club Hills, IL 60478, Chapters 1 through 43 inclusive and Appendix Chapters F, H, and T hereby adopted by reference as the Town of Berthoud Residential Building Code as if fully set out in this ordinance with the additions deletions insertions and changes as follows.

IRC Section R101.1 (Title) is amended by the addition of the term "Town of Berthoud" where indicated.

IRC Section R105.1 (Required) is amended by replacing the words "building official" with 'Town".

IRC Section R105.2 (Work Exempt from Permit) is amended by:

Building Exception #1 is deleted in its entirety and replaced with "One-Story detached accessory structures used as tool and storage sheds, playhouses and similar uses, provided the floor area does not exceed 120 square feet and the roof height does not exceed 10 feet above grade measured from a point directly outside the exterior walls of the structure."

Building Exception #10 is deleted in its entirety and replaced with: “Shingle repair or replacement work not exceeding one square (100 square feet in area) of covering per building.

IRC Section 105.5 (Expiration) is amended by the deletion of this section in its entirety and replaced with the following:

“Every permit issued by the building official under the provisions of this code shall expire by limitation and become null and void if the building or work authorized by such permit is not commenced within 180 days from the date of such permit, or if the building or work authorized by such permit is suspended or abandoned at any time after the work is commenced for a period of 180 days. Before such work can be recommenced, a new permit shall be first obtained to do so, and the fee therefor shall be one half the amount required for a new permit for such work, provided no changes have been made or will be made in the original plans and specifications for such work, and provided further that such suspension or abandonment has not exceeded one year. In order to renew action on a permit after expiration, the permittee shall pay a new full permit fee.”

IRC Section R108.5 (Refunds) is amended by the deletion of this section in its entirety and replaced with the following:

“The town may authorize refunding of any fee paid hereunder which was erroneously paid or collected. The town may authorize refunding of not more than 80 percent (80%) of the permit fee paid when no work has been done under a permit issued in accordance with this code. The town may authorize refunding of not more than 80 percent (80%) of the plan review fee paid when an application for a permit for which a plan review fee has been paid is withdrawn or cancelled before any plan reviewing is done.

The town shall not authorize refunding of any fee paid except on written application filed by the original permittee not later than 180 days after the date of fee payment.”

IRC Section R108.6 (Work commencing before permit issuance) is amended by the deletion of this section in its entirety and replaced with the following:

“Any person who commences any work on a building, structure, electrical, gas, mechanical or plumbing system before obtaining the necessary permits may be subject to an investigation fee established by the town. The amount of the investigation fee may be in the amount up to the amount of the permit fee that would normally be accessed for the specific type of construction activity, with any such investigation fee being in addition to all other required permit fees. The investigation fee shall be collected whether or not a permit is then subsequently issued.

IRC Section R109.1.5 (Other inspections) is amended by the addition of a new subsection as follows:

IRC Section R109.1.5.2 Insulation Inspection of the structure shall be made following installation of the wall, ceiling and floor insulation and exterior windows and before wall coverings are installed.

IRC Section R110.4 (Temporary occupancy) is amended by the deletion of the words "building official" in the first and second sentence and replaced with 'Town".

IRC Section R112.1 (General) is amended by the deletion of the last three sentences and replaced with the following:

"The members of the Board of Appeals shall be comprised of the members of the Town Council."

IRC Section R112.3 (Qualifications) is amended by the deletion of this section in its entirety.

IRC Section R113.2 (Notice of Violation) is amended by the addition of "Notice of Violations shall be delivered in accordance with section 107 of the IPMC" after the last paragraph.

IRC Section R202 (Definitions) is amended by addition of the following:
"Sleeping Room" (Bedroom) is any enclosed habitable space within a dwelling unit, which complies with the minimum room dimension requirements of IRC Sections R304 and R305 and contains a closet, an area that is useable as a closet, or an area that is readily convertible for use as a closet. Living rooms, family rooms and other similar habitable areas that are so situated and designed so as to clearly indicate these intended uses, shall not be interpreted as sleeping rooms.

IRC Table R301.2 (1) IRC Table R301.2 (1) is filled to provide the following:

Table R301.2 (1)

Climatic and Geographic Design Criteria

Ground Snow Load	Wind Design		Seismic Design Category	Subject to Damage From			Winter Design Temp Deg. F	Ice barrier Underlayment Required	Flood Hazard	Air Freezing Index	Mean Annual Temp
	Speed (V)ult	Topographic effects		Weathering	Frost Line	Termite					
30psf	115-140	Yes	B	Severe	30 in.	Slight to Moderate	1	YES	26713	1000	43F

*Special Wind Region

IRC Section R302.13 (Fire Protection of Floors) is amended by deleting the section in its entirety.

IRC Section R303.4 (Mechanical Ventilation) is amended by replacing “5 air changes per hour” with “7 air changes per hour” and replacing the words “in accordance with section N1102.4.1.2” with “in accordance with section 402.4.1.2 of the International Energy Conservation Code 2021 Edition.

IRC Section R309.5 (Fire sprinklers) is amended by the deletion of this section in its entirety.

IRC Section R310.1 (Emergency escape and rescue opening required) is amended by adding the following after the first paragraph:

“All windows located in basements, habitable attics and sleeping rooms shall meet all the requirements of section R310.1 through R310.2.4.”

Exception #2 is amended by the deletion of the exception and its conditions.

IRC Section R310.4 (Area wells) is amended by the addition of the following;

“All windows in basements shall be an escape and rescue window, if requiring a window (area) well pursuant to the International Residential Code, it shall comply with the dimension requirements set forth in this section.”

IRC Section R310.4.2 (Ladder and steps) is amended by the addition of the following exception to read as follows:

“Exception: Only one window well ladder shall be required in an unfinished basement.”

IRC Section R312.1 (Guards required) is amended by the addition of a third paragraph as follows:

“All area wells, stair wells, window wells and light wells attached to any building that are located less than 36 inches (914 mm) from the nearest intended walking surface and deeper than 30 inches (762 mm) below the surrounding ground level, creating an opening greater than 24 inches (610 mm) measured perpendicular from the building, shall be protected with guardrails conforming to this section around the entire opening, or be provided with an equivalent barrier.

Exceptions:

The access side of stairways need not be protected.

Area and window wells provided for emergency escape and rescue windows may be protected with approved grates or covers that comply with Section R310.4.4 of this code.

Covers and grates may be used over stairways and other openings used exclusively for service access or for admitting light or ventilation.”

IRC Section R313 (Automatic Fire Sprinkler Systems) is amended by the deletion of this section in its entirety.

IRC Section 315.3 3 (Location) is amended by deleting the first sentence and replacing it with the following:

"Carbon monoxide detection shall be installed in dwelling units within 15 feet of each separate sleeping area and on each level."

IRC Section R401.2 (Requirements) is amended by the addition of the following after the first paragraph:

"Foundations shall be designed, and the construction drawings stamped by a Colorado registered design professional. The foundation design must be based on an engineer's soils report. The drawings must be noted with the engineering firm name, specific location for design and soils report number. A site certification prepared by State of Colorado registered design professional is required for setback verification on all new Group R Division 3 occupancies."

IRC Section R405.1 (Concrete or masonry foundations) is amended with the addition of the following after the first sentence: All foundation drains shall be designed and inspected by a State of Colorado registered design professional.

IRC Chapter 11 (Energy Efficiency) is amended by the deletion of this chapter in its entirety and replaced with the 2012 International Energy Conservation Code.

IRC Section G2415.12 (Minimum burial depth) is amended by the addition of the following: All plastic fuel gas piping shall be installed a minimum of 18 inches (457 mm) below grade.

IRC Section G2415.12.1 (Individual outdoor appliances) is amended by the deletion of this section in its entirety.

IRC Section G2417.4.1 (Test pressure) is amended by replacing 3 psig with 10 psig.

IRC Section P2503.5.1 (Rough plumbing) is amended by the deletion of the first sentence and replaced with "DWV systems shall be tested on completion of the rough piping installation by water or air without evidence of leakage."

IRC Section P2603.5.1 (Sewer depth) is amended by filling in both areas where indicated to read "12 inches (305 mm)".

IRC Section P3103.1.1 (Roof extension) is amended by replacing "6 inches" with "12 inches".

"Violation of the provisions of this code, as adopted in this ordinance, may be punished in accordance with Section 20.2 of the Berthoud municipal code in addition to any relief at equity to prevent continuing violation"

Chapter 11.1 International Property Maintenance Code

Section 11-16.1 – Amendments

IPMC Section 101.1 IPMC Section 101.1 (Title) is amended by the addition of the term "Town of Berthoud" where indicated.

IPMC Section 103 IPMC Section 103 (Code Compliance Agency) is amended by deleting the section in its entirety.

IPMC Section 104 IPMC Section 104 (Fees) is amended by deleting the section in its entirety.

IPMC Section 107.1 IPMC Subsection 107.1 (Means of Appeal) is amended by deleting the subsection in its entirety and inserting the following:

"**107.1 General**. In order to hear and decide appeals of orders, decisions or determinations made by the code official relative to the application and interpretation of this code, there shall be and is hereby created a board of appeals. The board of appeals shall be comprised of one hearing officer appointed by the Berthoud Board of Trustees who shall hold office at the board's pleasure."

IPMC Section 107.5 IPMC Subsection 107.5 is added to include the following:

"**107.5 Board of Appeals Decision Review**. Appeal from a board of appeals decision shall be pursuant to Rule 106(a)(4) of the Colorado Rules of Civil Procedure.

IPMC Section 108 IPMC Section 108 (Board of Appeals) is amended by deleting the section in its entirety.

IPMC Section 109 IPMC Section 109 (Violations) is amended by deleting the section in its entirety.

IPMC Subsection 111.4 IPMC Subsection 111.4 (Notice) is amended by deleting the subsection in its entirety.

IPMC Subsection 302.4 IPMC Subsection 302.4 (Weeds) is amended by deleting this section in its entirety.

IPMC Subsection 302.8 IPMC Subsection 302.8 (Motor Vehicles) is amended by deleting this section in its entirety.

IPMC Subsection 304.14 IPMC Section 304.14 (Insect screens) is amended by the deleting this section in its entirety.

IPMC Section 308 IPMC Section 308 (Rubbish and Garbage) is amended by the deleting this section in its entirety.

IPMC Section 309 IPMC Section 309 (Pest Elimination) is amended by the deleting this section in its entirety.

IPMC Subsection 604.2 IPMC Subsection 604.2 (Service) is amended by replacing "NFPA 70" with "Electrical Code adopted by the Town of Berthoud."

Section 11-16.2 – Penalties for Violation of International Property Maintenance Code

(a) Any person who violates a provision of this code or fails to comply with any of the requirements thereof shall be subject to penalties as set forth in Section 20.2 of the Municipal Code of the Town of Berthoud. Each day that a violation continues after due notice has been served shall be deemed a separate offense. Such violation is also deemed a nuisance and may be abated as such.

(b) The imposition of additional penalties shall not preclude the Town from instituting an appropriate action for injunction, mandamus or abatement to prevent, enjoin, abate or remove any unlawful act, erection, construction, reconstruction, alteration, remodeling or use, or to require the removal or termination of the unlawful occupancy of the building or structure in violation of the provisions of this code or of the order or direction made pursuant thereto.

Section 11-16.3 – Notice of Violation of International Property Maintenance Code

When the code official determines that there has been a violation of this code or has grounds to believe that a violation has occurred, notice shall be given in the manner prescribed below. Failure to provide notice shall not constitute waiver of the violation by the Town.

(a) **Form**. Notice shall be in accordance with the following:
1. Be in writing.
2. Include a description of the real estate sufficient for identification.
3. Include a statement of the violation or violations and why the notice is being issued.
4. Include a correction order allowing a period of 10 days from the date of the receipt of the notice in which to correct or appeal the alleged violations before further enforcement action shall be taken.
5. Inform the property owner or owner's authorized agent of the right to appeal.

(b) **Method of Service**. Such notice shall be deemed to be properly served where a copy thereof is served in accordance with one of the following methods:
1. A copy is delivered personally.
2. A copy is sent by certified or registered mail addressed to the owner at the last known address, as determined by the address on file in the records of the applicable County Assessor's office, with the return receipt requested.
3. A copy is posted in a conspicuous place in or about the structure affected by such notice.
4. A copy is delivered in any other manner prescribed by local law.

November 18, 2013

Colorado Front Range Gust Map – ASCE 7-10 Compatible

Prepared by
Jon A. Peterka
Cermak Peterka Petersen, Inc.
Fort Collins, CO

INTRODUCTION AND METHODOLOGY

A Colorado Front Range Gust Map was prepared in 2006 by Peterka (2006) for use with ASCE 7-02 and ASCE 7-05. That map contained 50-year recurrence contours and was endorsed by the Structural Engineers Association of Colorado (SEAC). Many Front Range communities have used that map to guide code wind speed definition.

An International Building Code version which refers to ASCE 7-10 is now being adopted in Colorado. ASCE 7-10 uses wind maps with recurrence intervals of 700, 1700, and 300 years (for Risk Categories II, III-IV, and I respectively) within the standard, and maps of 10, 25, 50, and 100 years recurrence in Commentary Appendix C (Serviceability Considerations). To assist the process, this report has produced appropriate maps. It is intended that SEAC review and endorse this set of maps as a recommendation to local communities for structural design in the Front Range area. Maps are prepared in three formats: 1) printed maps in this report, 2) shape files usable in a geo-referenced application, and 3) a kmz file usable with Google Earth.

For this report, no new measured wind speed data was acquired or analyzed. The speed contours of the new maps were derived from the 2006 50-year map contours using the rate of change of speed with recurrence interval as determined by Peterka and Shahid (1998). Peterka (2006) showed the rate of change of wind speed with return period in the Front Range area was consistent with the 1998 paper. The rate of change of wind speed with return period is given by Equation 3 of Peterka and Shahid:

$$Frc = 0.36 + 0.10 \ln(12\ T)$$

where T is the return period in years and Frc is the ratio of the return period speed at T years to the return period at 50 years (note that Frc = 1.00 at T=50) in the continental US. Table 1 represents the updated contour values rounded to the nearest 5 mph consistent with ASCE 7-10.

Table 1. 3-Second Wind Speeds in ASCE 7-10 Format

2006 Map Gust Spd	ASCE 7-10 Format 3-Second Gust Speed in mph for T, yrs						
mph	700	1700	300	10	25	50	100
90	115	120	105	75	85	90	95
100	125	135	120	85	95	100	105
110	140	150	130	90	100	110	120
120	150	160	140	100	110	120	130
130	165	175	155	110	120	130	140
140	175	190	165	115	130	140	150
180	225	245	210	150	165	180	190

1415 Blue Spruce Drive, Suite 3
Fort Collins, Colorado 80524, USA

Tel: 1 970 221 3371
Fax: 1 970 221 3124

info@cppwind.com
www.cppwind.com

Figure 1 contains the 700-year, 1700-year, and 300-year recurrence maps suitable for use with Risk Category II, III-IV, and I structures respectively in ASCE 7-10. Speeds are at 10m height in effective open terrain. The map covers the area from the Wyoming border to south of Denver and from about I-25 west to the Continental Divide or Larimer County line. Maps needed for serviceability considerations in Commentary Appendix C of ASCE 7-10 are in Appendix 1.

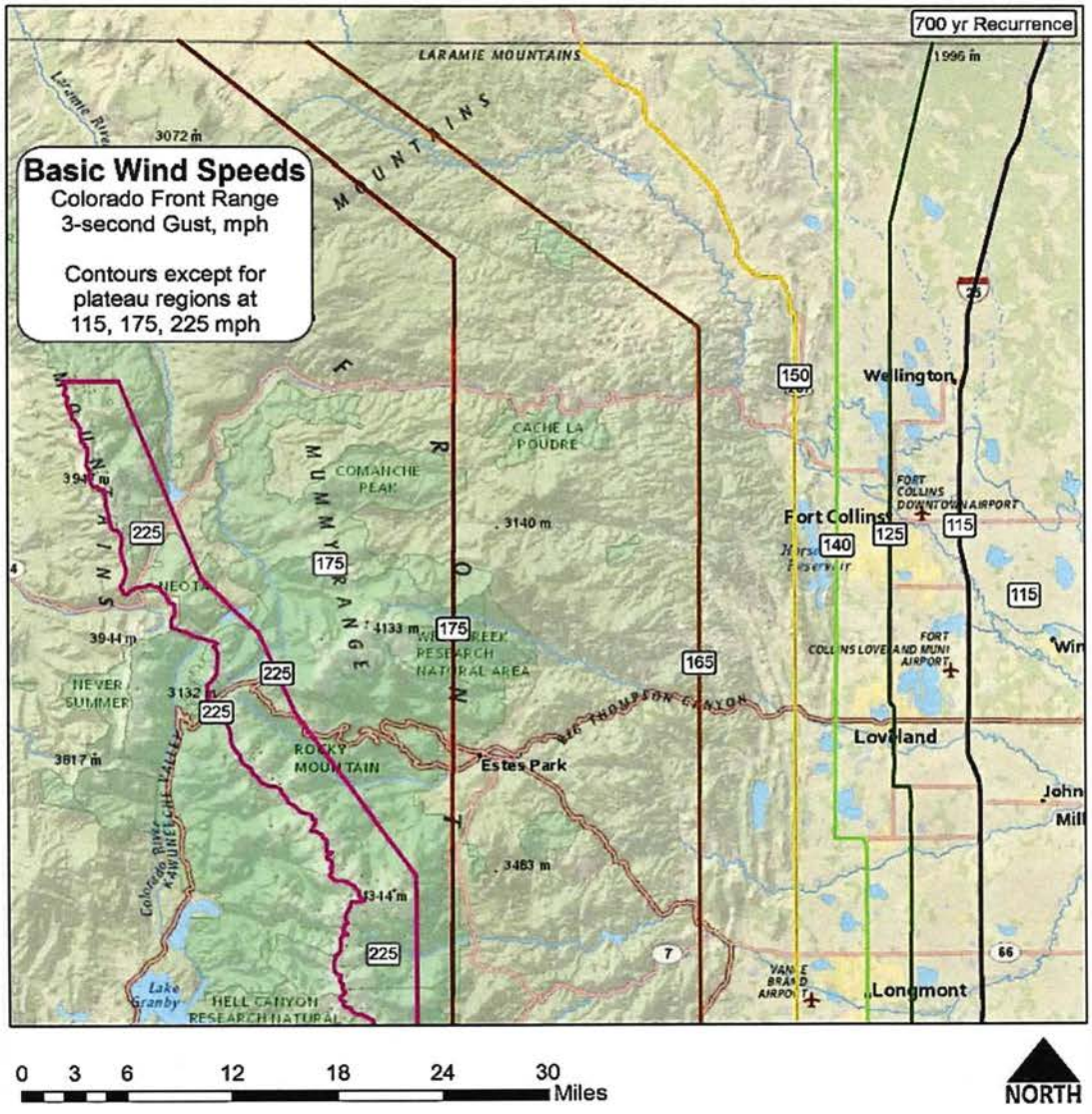
The reason these maps were originally developed was a lack of knowledge of design level wind speeds for the Front Range area and significantly different speeds adopted by various communities prior to 2006. The logic used to develop the 2006 50-year map is not repeated here (see Peterka, 2006, available on the SEAC web site). Only the information required to use the maps has been repeated. In preparing the current maps, a few minor inconsistencies between the old map and word description of the contours were discovered. In making the new maps, the word description was used to guide the contour locations. All adjustments in contour locations were much smaller than our ability to know where the contours should be placed. The original 2006 map was based on 3-second gust wind data identified and organized into a suitable database by the Colorado State Climatologist's office under the direction of Nolan Doesken. Funding for the database was organized by the Colorado Chapter of the International Code Council, who assisted by contacting and involving 35 Front Range jurisdictions situated in the special wind region as defined by ASCE 7. Jon Peterka of Cermak Peterka Petersen, Inc. (CPP, Inc.) analyzed the data using a Type I Extreme Value Distribution along with spot reports from storm data publications to develop the map. A technical review by Bill Esterday of CPP assisted in finalizing the map. The current maps were produced by Jon Peterka with assistance from the CPP drafting department with a technical review by Bill Esterday.

High wind speeds in the Front Range area on the plains adjacent to the Rocky Mountains and in the mountains east of the Continental Divide are well known to residents as winter and spring events that are sometimes damaging. The winds are known to occur from roughly the Continental Divide/Larimer County Line (the line of highest terrain running approximately north to south that marks the high terrain western edge of the Front Range area) to approximately I-25 (that runs north-south about 8-15 miles east of the intersection of the mountains with the plains). The Continental Divide is very close to the plains in the Front Range area, resulting in high downslope wind speeds where the mountains and plains intersect.

High winds in the Front Range region are apparently due to two meteorological conditions:

(1) Downslope (known locally as "Chinook") winds are driven by a pressure gradient and act much like a hydraulic jump causing highest winds near the intersection of mountains and plains and in the mountains just west of the plains. Boulder, Colorado, is well known as being highly susceptible to downslope winds. A peak gust wind speed of 147 mph has been measured at the National Center for Atmospheric Research (NCAR) on Table Mesa at the southwest edge of the city of Boulder.

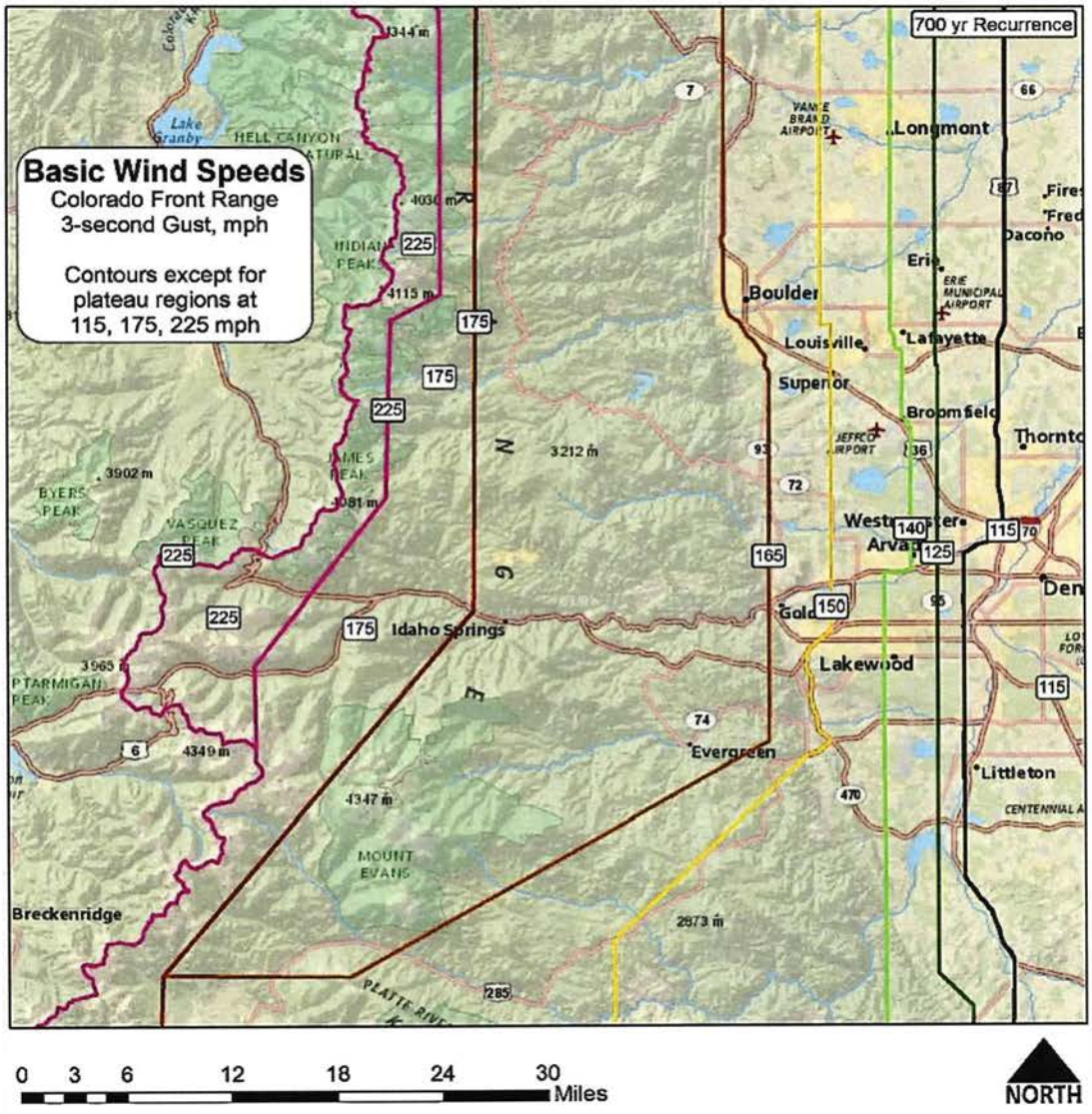
(2) Jet stream winds dip close to mountain-top level causing high wind speeds at higher terrain elevations, peaking near the Continental Divide. A peak gust of 168 mph was measured on Niwot Ridge just east of the Continental Divide west of Boulder.



North Portion

Risk Category II, 700 year recurrence, 0.00143 probability per year

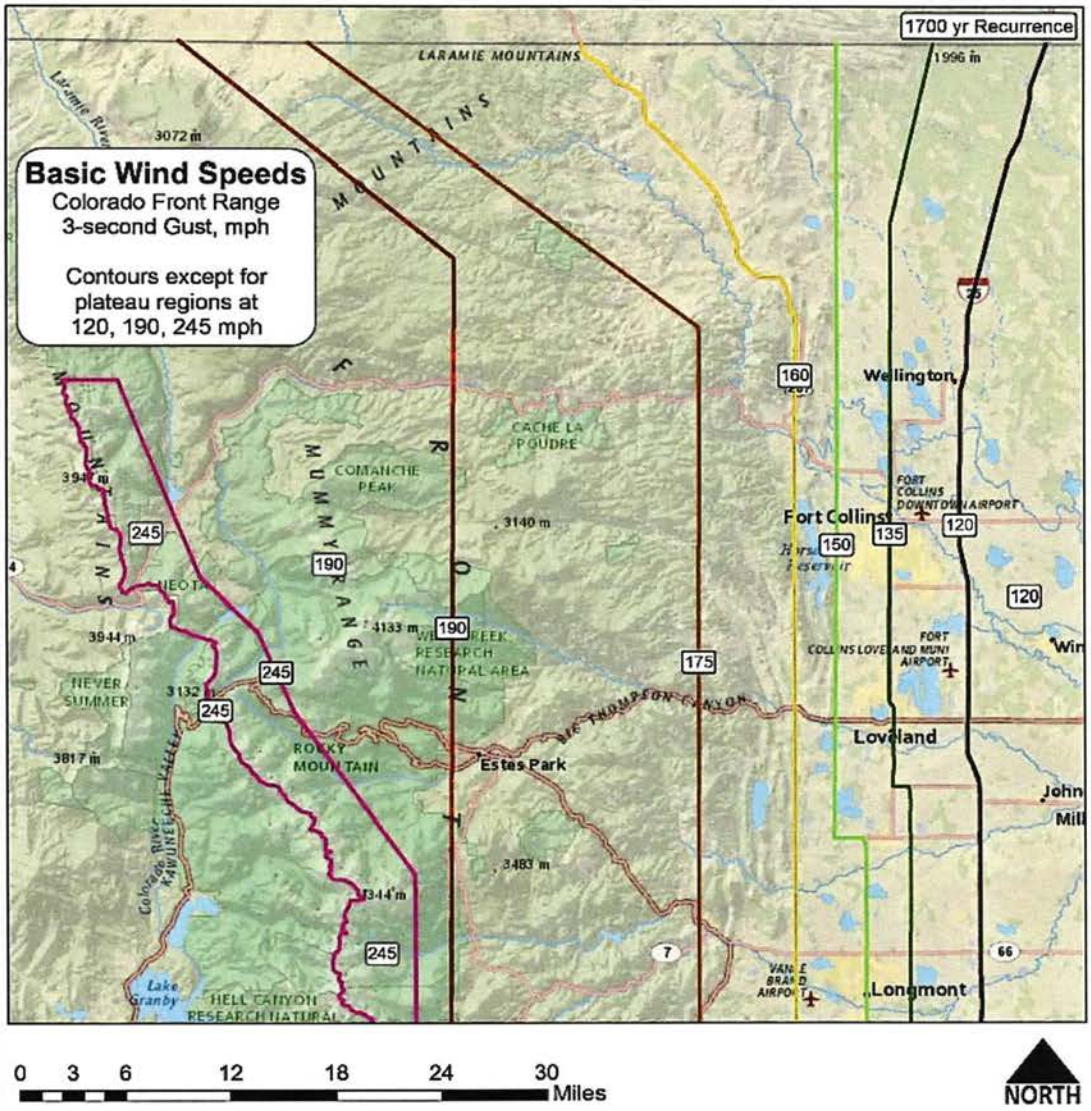
Figure 1a Colorado Front Range Gust Map.



South Portion

Risk Category II, 700 year recurrence, 0.00143 probability per year

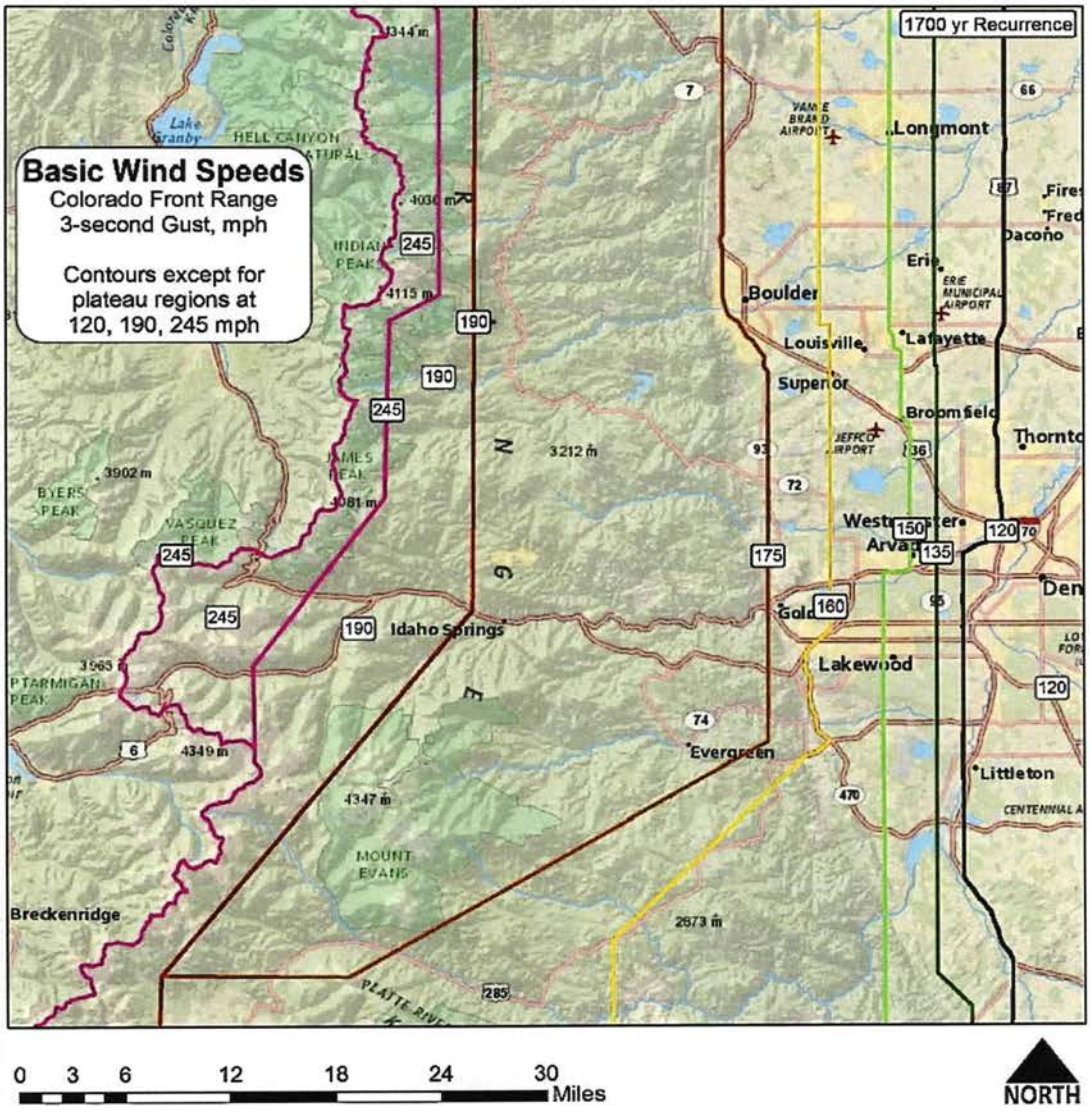
Figure 1b Colorado Front Range Gust Map.



North Portion

Risk Category III-IV, 1700 year recurrence, 0.00059 probability per year

Figure 1c Colorado Front Range Gust Map.

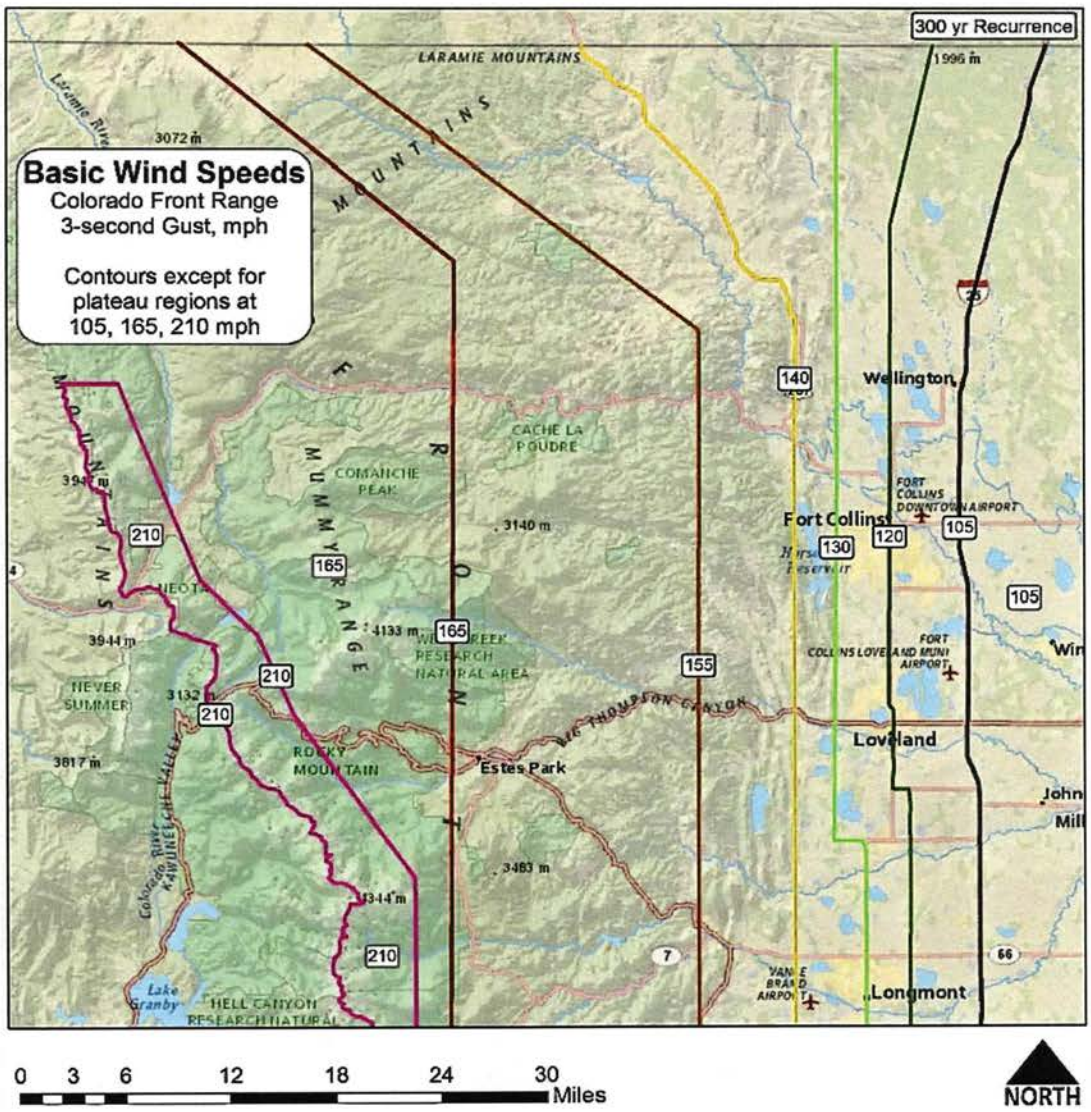


South Portion

Risk Category III-IV, 1700 year recurrence, 0.00059 probability per year

Figure 1d Colorado Front Range Gust Map.

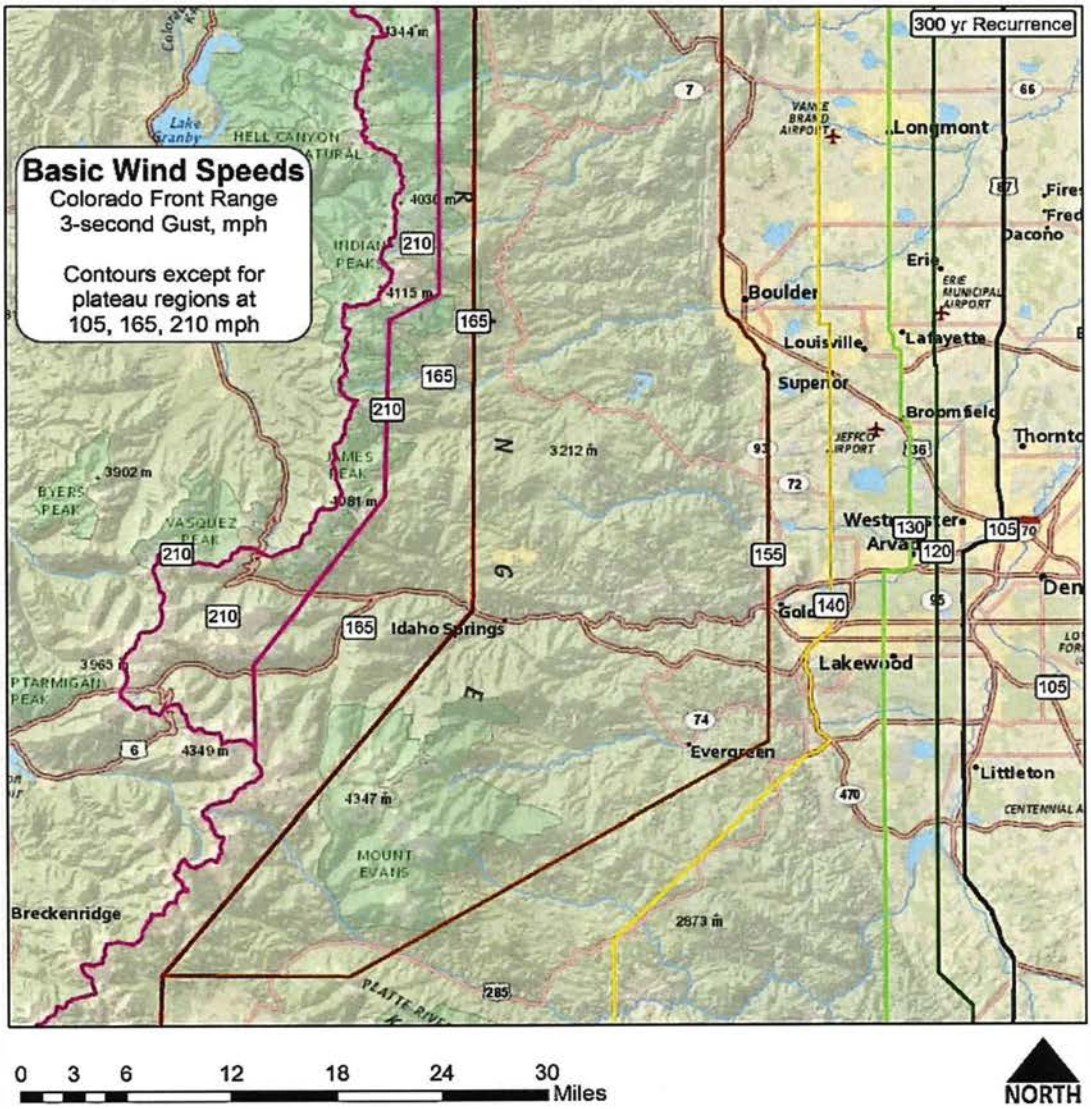
1415 Blue Spruce Drive, Suite 3
Fort Collins, Colorado 80524, USA
Tel: 1 970 221 3371
Fax: 1 970 221 3124
info@cppwind.com
www.cppwind.com



North Portion

Risk Category I, 300 year recurrence, 0.00333 probability per year

Figure 1e Colorado Front Range Gust Map.



South Portion

Risk Category I, 300 year recurrence, 0.00333 probability per year

Figure 1f Colorado Front Range Gust Map.

CONTOUR WORD DESCRIPTION

To assist in defining the locations of contours, a word description of each speed contour is as follows, using the 700-year map of Figure 1:

115 mph Contour
Federal Blvd. in Denver, south to U.S. 85 NW of Sedalia, follows 85 SSE to west of Sedalia, then due south.
Federal Blvd. in Denver north to I-76, I-76 ENE to I-25, I-25 north to Wyoming line.

125 mph Contour
Sheridan Blvd. at the west edge of Denver due south to a point west of Sedalia, roughly SE to a point near the plains/mountains interface, then south.
Sheridan Blvd. at the west edge of Denver due north along the Boulder County/Adams County line, continuing along the Boulder County/Weld County line to Colorado 60 south of Loveland, west on 60 to U.S. 287, north on 287, leaving 287 in north Fort Collins when 287 turns west, continuing due north to about Buckeye Road, then roughly NNE to the Wyoming line.

140 mph Contour
Kipling in Lakewood south to map border.
Kipling in Lakewood north to I-70, ENE on I-70 to Wadsworth, Wadsworth north into Broomfield to U.S. 287, NW on 287 following 287 north out of Broomfield, north on 287 through Longmont to CO 56 west of Berthoud, west on CO 56 to 105° 08' (near 21 RD), north on this longitude (approximately 21 RD in Loveland and Overland Trail in Fort Collins) to the Wyoming line.

150 mph Contour
SW on I-70 from the intersection of the longitude line 105° 10' (just east of the I-70 & Colfax interchange) to C-470, south on C470 to U.S. 285, SW approximately along 285 to the Jefferson County Line, south on the Jefferson County line.
North from I-70 on approximately longitude 105° 10' (just east of the I-70 & Colfax interchange) to Baseline Road east of Boulder, west to 75th street, north on this longitude line (approximately longitude 105° 10.8') to a point on US 287 SE of The Forks (NW of Fort Collins) where 287 turns west from this longitude, then approximately NW on 287 to the Wyoming line.

165 mph Contour
South from near the intersection of CO 93 and CO 170 SE of Boulder along a longitude (105° 14') approximating the location of Colorado 93 to a point directly west of the intersection of C-470 and U.S. 285, SW to the summit of Mount Blaine (NE of Jefferson in South Park), west to the west edge of South park, then south.
From near the intersection of CO 93 and CO 170 SE of Boulder, follow 93 NW through Boulder to Broadway, north on Broadway (approximately 105° 17') to a point north of the Poudre River at latitude 40° 45', then approximately NW to the Wyoming line.

175 mph Contour
From the intersection of I-70 with longitude 105° 33', southwest to connect to the 165 mph contour, then south on top of the 165 mph contour.
From the intersection of I-70 with longitude 105° 33', north on that longitude to a point approximately 1 km north of Dowdy Lake in Red Feather Lakes, then approximately NW to the Wyoming line.

1415 Blue Spruce Drive, Suite 3
Fort Collins, Colorado 80524, USA
Tel: 1 970 221 3371
Fax: 1 970 221 3124
info@cppwind.com
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225 mph Contour
The west contour follows the Continental Divide and Larimer County Line.
The east contour follows roughly parallel but east of the Continental Divide.

APPLICATION

Based on the data presented in the 2006 report, there are several observations that can be made about the data.

While wind direction has not been presented explicitly, both recorded wind directions and knowledge of the meteorological events giving rise to this special wind region shows that the higher winds in this region are due to winds from SSW through NNW, roughly 45 degrees to the N/S orientation of the high ridgeline that induces the high speeds. Thus, winds from roughly wind azimuths of 340 through 0 to 200 degrees may use the wind speed east of I-25 for design of main wind-force resisting systems (MWFRS) under the provisions of IBC or ASCE 7. Cladding pressure design under IBC or ASCE 7 must use the map wind speed since the provisions in ASCE 7 do not specify the wind direction giving the highest cladding pressures. Figure 2 illustrates these concepts.

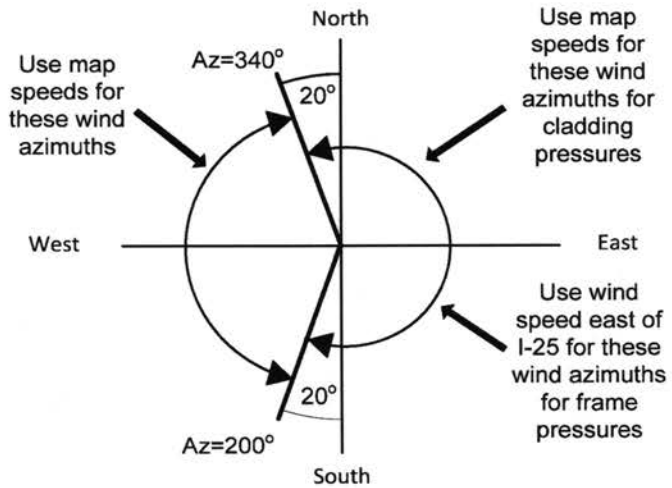

Figure 2. Design speed variation with wind direction

Many of the wind records used in this analysis are short. The Type I Extreme Value Distribution used for this analysis works best for long records of 50-100 or more years of observation (the standard deviation of prediction error decreases as the inverse of the square root of record length). For shorter records, the likelihood of prediction error increases and is statistically biased to higher wind speeds. This means that predictions using short records are somewhat more likely to predict speeds too high than too low. As more data is acquired in the future at the various stations, it is more likely that contour locations will move slightly to the west than it is that the contours will move slightly to the east. This situation is consistent with good engineering practice of designing for slightly higher loads in the presence of uncertainty. In general, wind speeds from the mid 1960's through the mid 1980's were higher than wind speeds in the late 1980's and 1990's in many of the records. This may be due to multi-decadal variability in the atmosphere. Which of these periods better represents the future (if either is the norm) is not known.

RECOMMENDATIONS FOR THE FUTURE

The lack of long records at the various sites used in this study significantly impacted the ability to accurately place contours on the map of Figure 1. The lack of data in many regions was an even larger impediment to placing contours accurately. In particular, the lack of wind speed data in the suburbs west of Denver and in the mountains made the map preparation more difficult.

It is recommended that communities install one or more anemometers to measure wind speeds and directions in their areas. Anemometer placement should be at least 1.5 to 2 times the heights of typical structures or trees in the area. For suburban areas, this means anemometers at 20 meters (60 ft) or higher. In the mountains, the tree height often dictates anemometer heights of nearly 30 m (100 ft). The author has extensive experience in siting of anemometers to measure wind speeds (as a co-author of the anemometer siting provisions of FAA, 1989) without significant interference of nearby shielding elements such a buildings or trees. This information can be used to advise on specific locations.

GUIDE FOR REPRODUCTION

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ASCE 7-05 (2006), "Minimum Design Loads for Buildings and Other Structures," *Standard ANSI/ASCE 7–05,* American Society of Civil Engineers and American National Standards Institute, New York.

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Peterka J.A. and Shahid, S. (1998), "Design gust Wind Speeds for the U.S.," Journal of Structural Engineering, Vol. 124, 207-214.

Peterka J.A. (2006), Colorado Front Range Gust Map, CPP, Inc. report for use by Colorado structural Engineers Association and Colorado Front Range communities.

1415 Blue Spruce Drive, Suite 3
Fort Collins, Colorado 80524, USA
Tel: 1 970 221 3371
Fax: 1 970 221 3124
info@cppwind.com
www.cppwind.com

APPENDIX 1

RECURRENCE INTERVAL MAPS
TO BE USED

ONLY

FOR
SERVICABILITY CONSIDERATIONS IN
ASCE 7-10 COMMENTARY APPENDIX C

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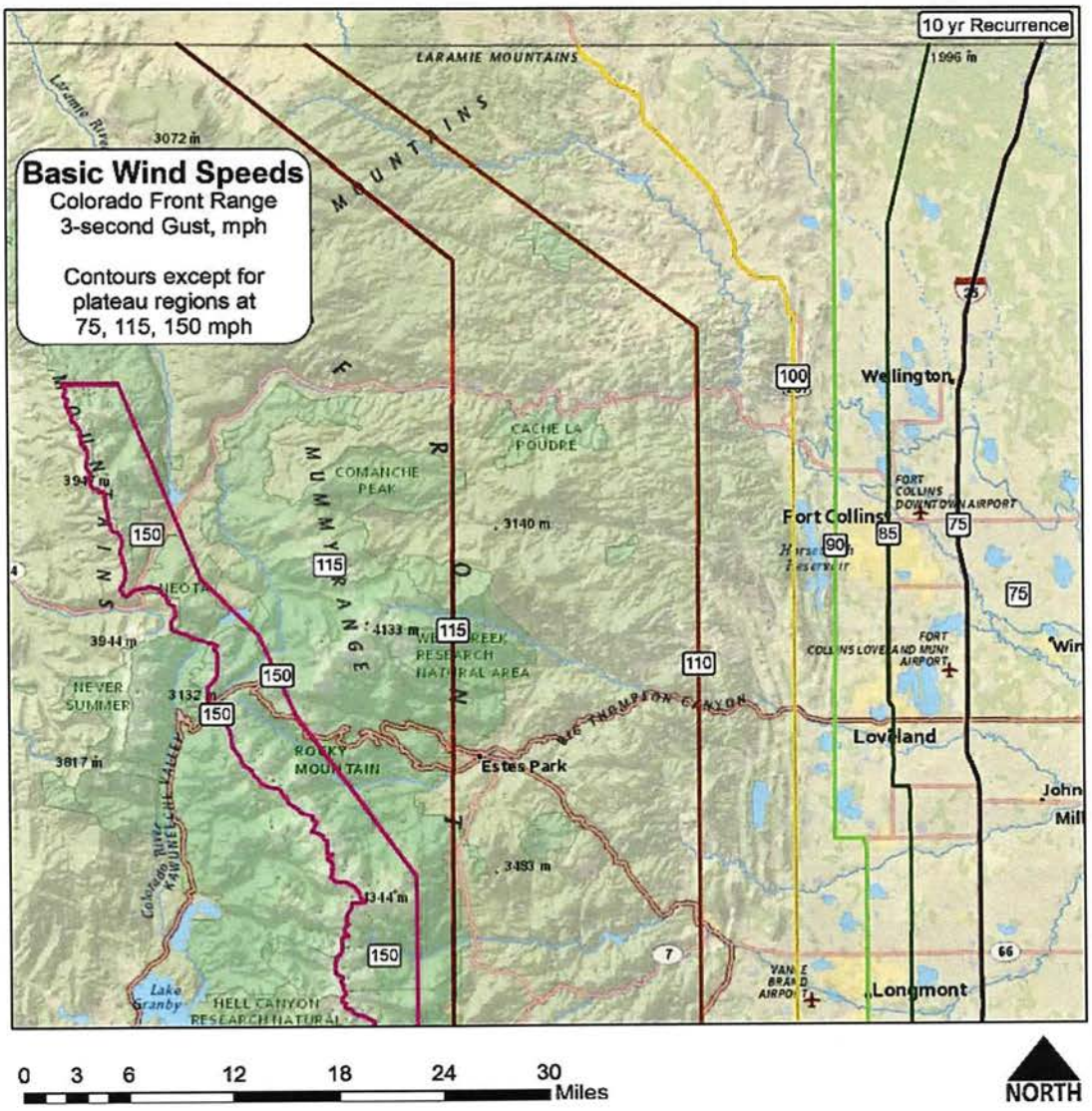
Fort Collins, Colorado 80524, USA

Tel: 1 970 221 3371
Fax: 1 970 221 3124

info@cppwind.com
www.cppwind.com

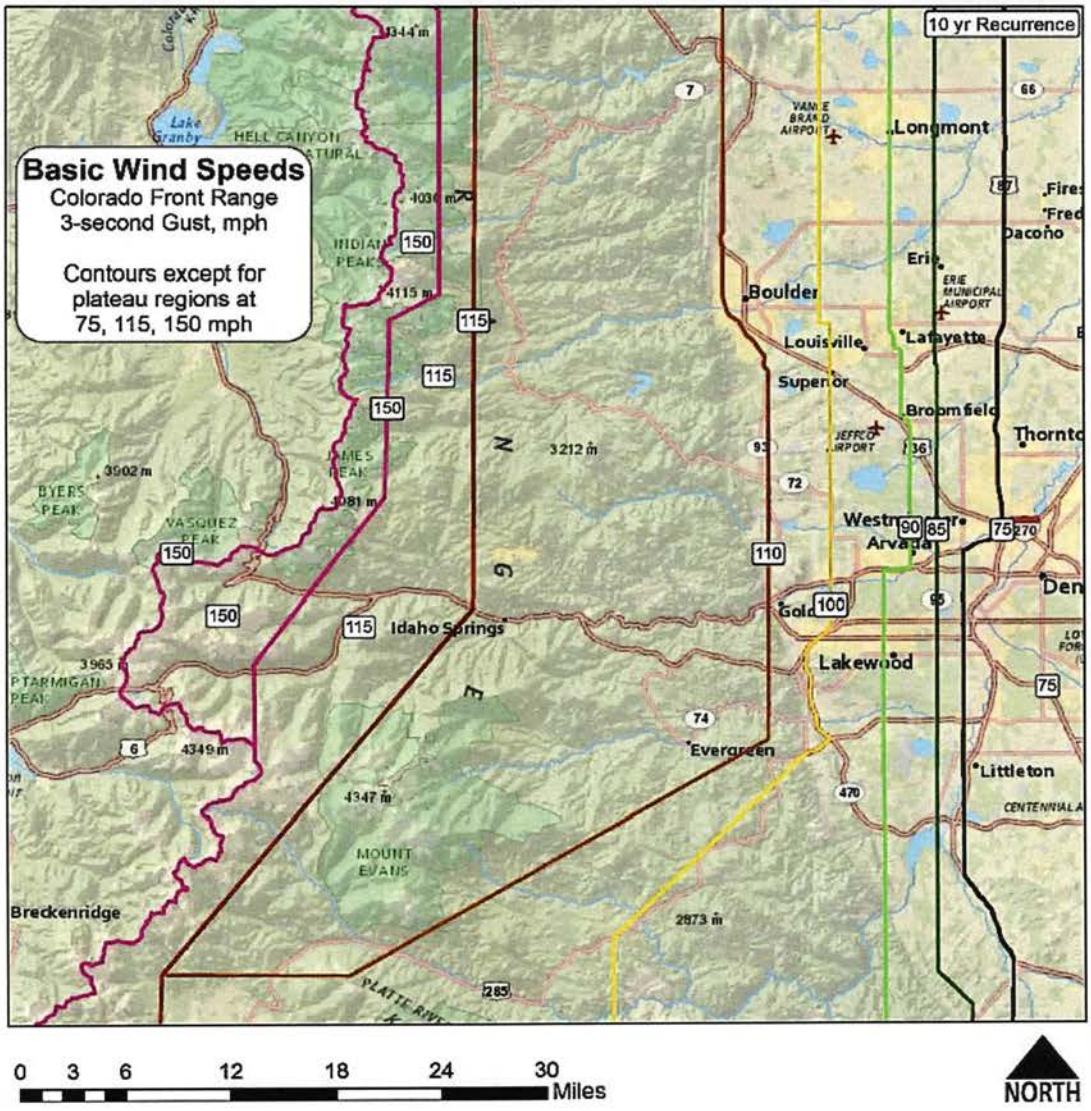


Colorado Front Range 3-Second Gust Map – 10-year recurrence interval north.

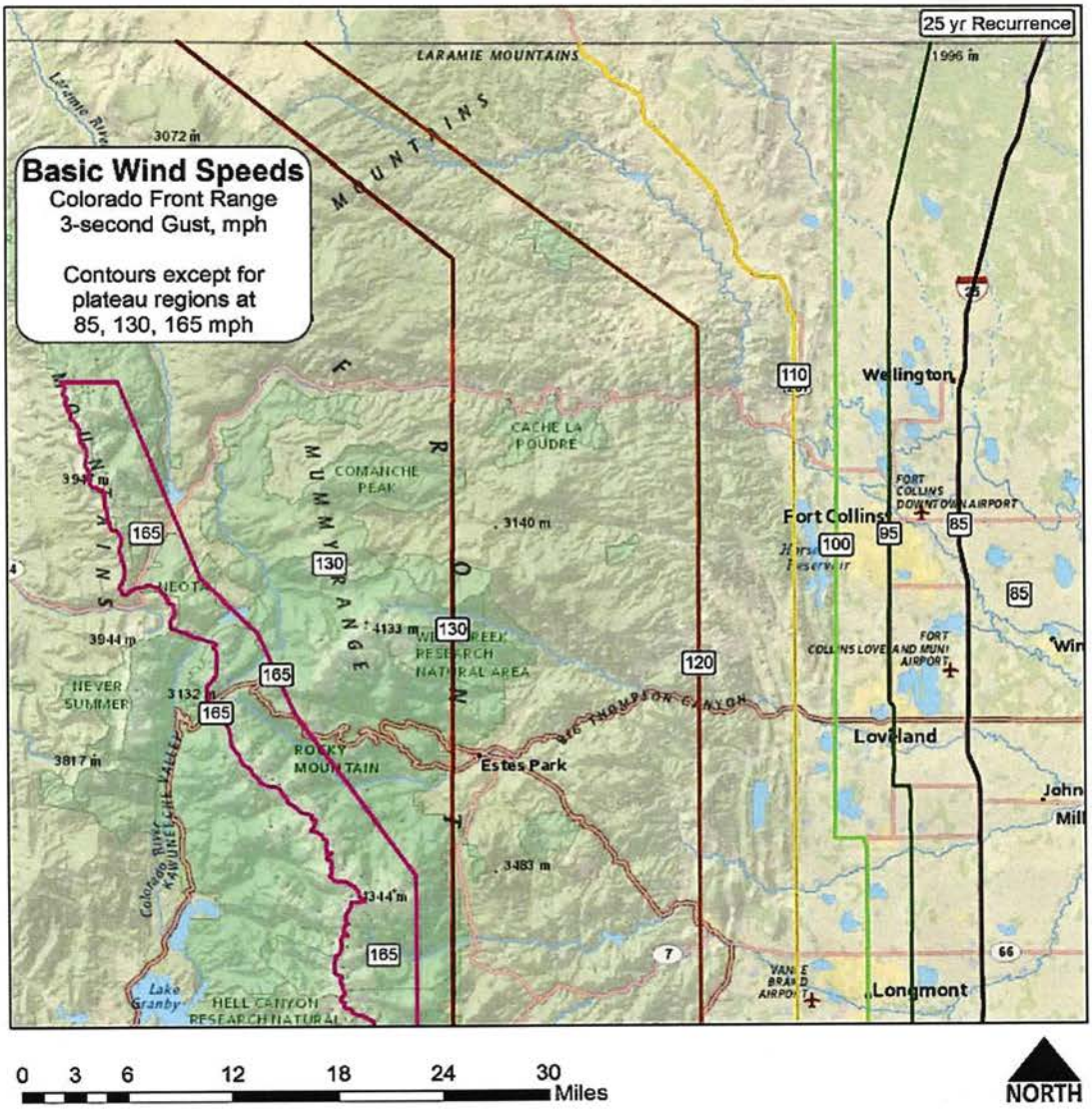
1415 Blue Spruce Drive, Suite 3
Fort Collins, Colorado 80524, USA

Tel: 1 970 221 3371
Fax: 1 970 221 3124

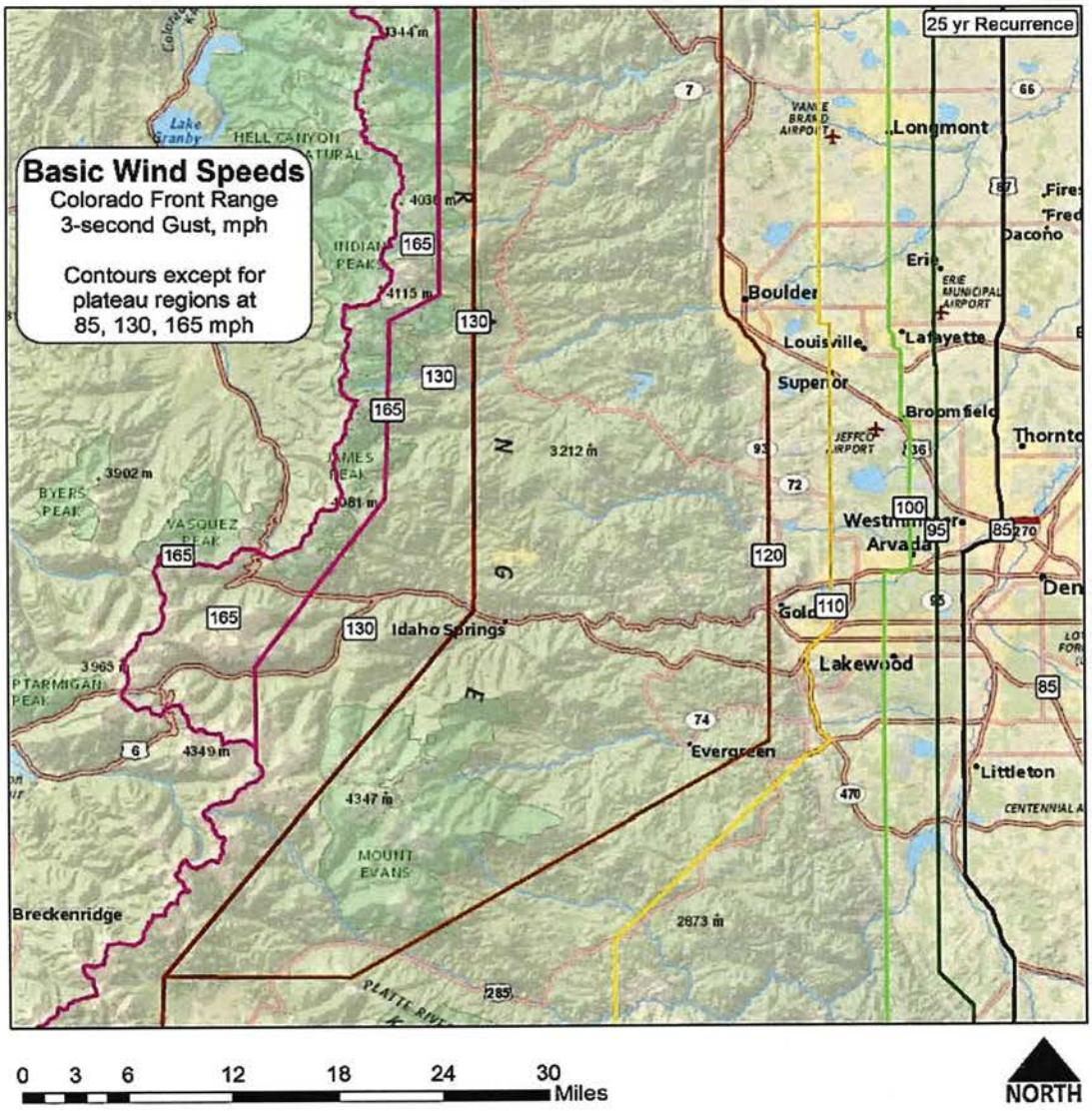
info@cppwind.com
www.cppwind.com



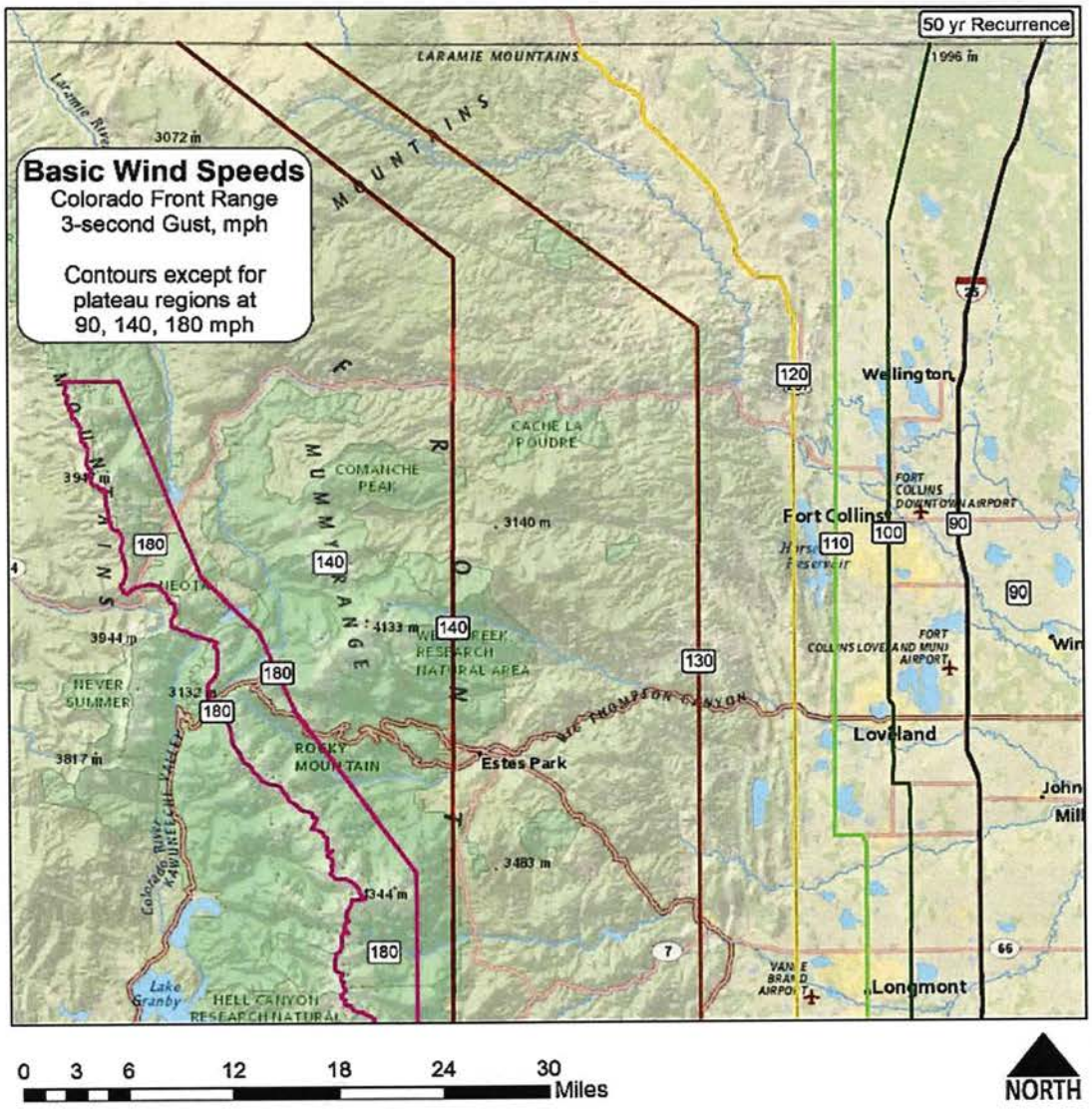
Colorado Front Range 3-Second Gust Map – 10-year recurrence interval south.



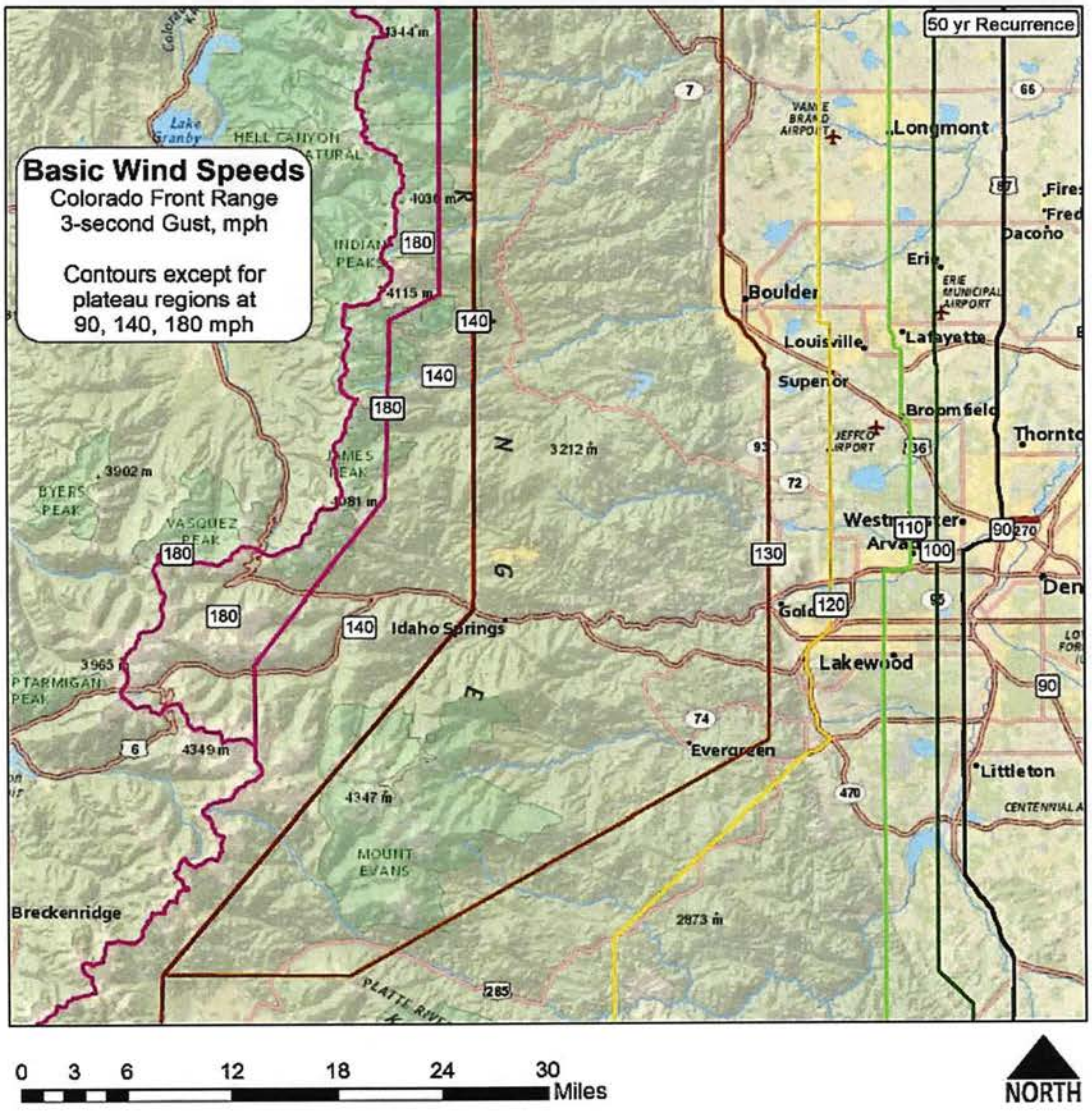
Colorado Front Range 3-Second Gust Map – 25-year recurrence interval north.



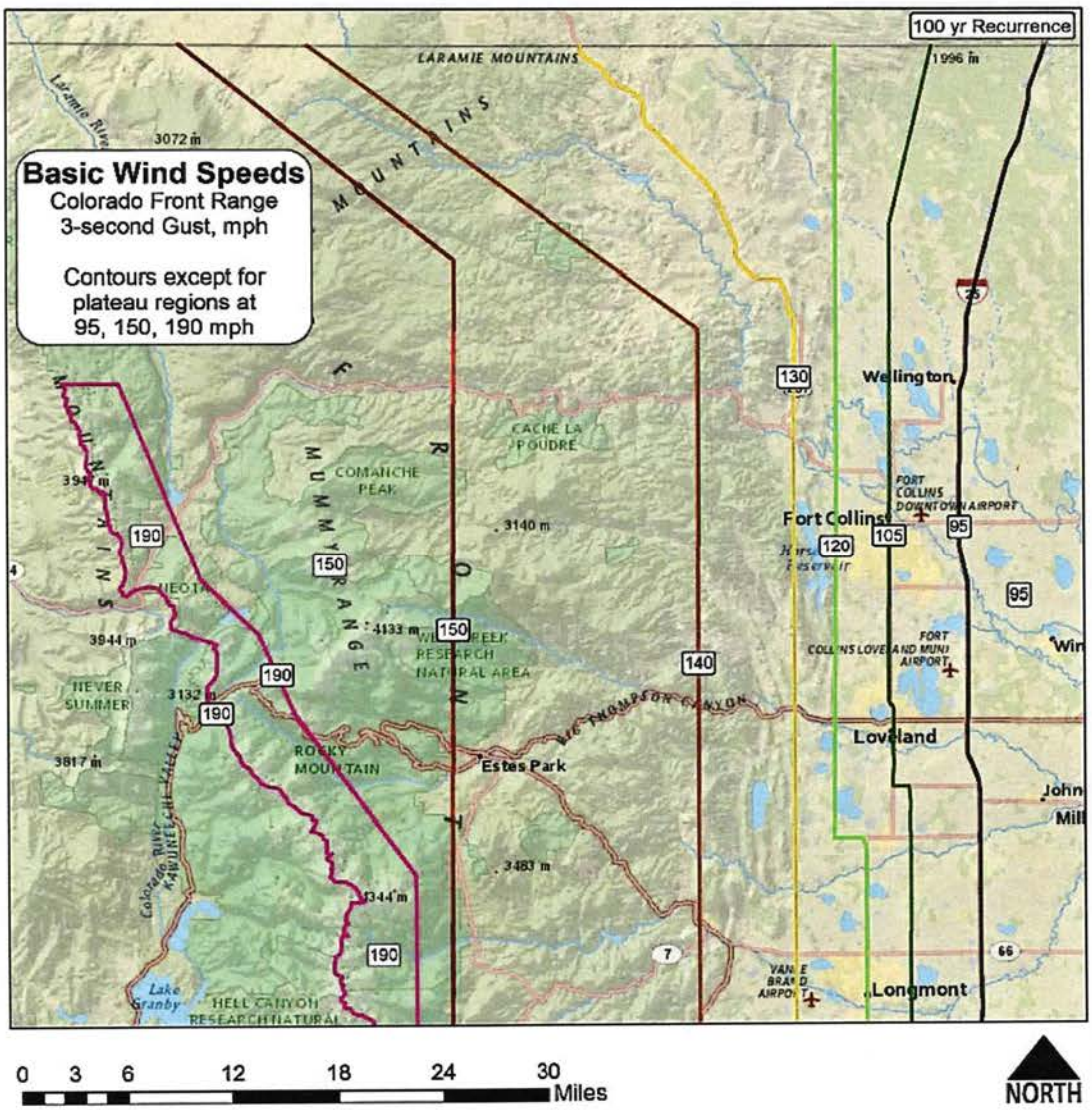
Colorado Front Range 3-Second Gust Map – 25-year recurrence interval south.



Colorado Front Range 3-Second Gust Map – 50-year recurrence interval north.



Colorado Front Range 3-Second Gust Map – 50-year recurrence interval south.

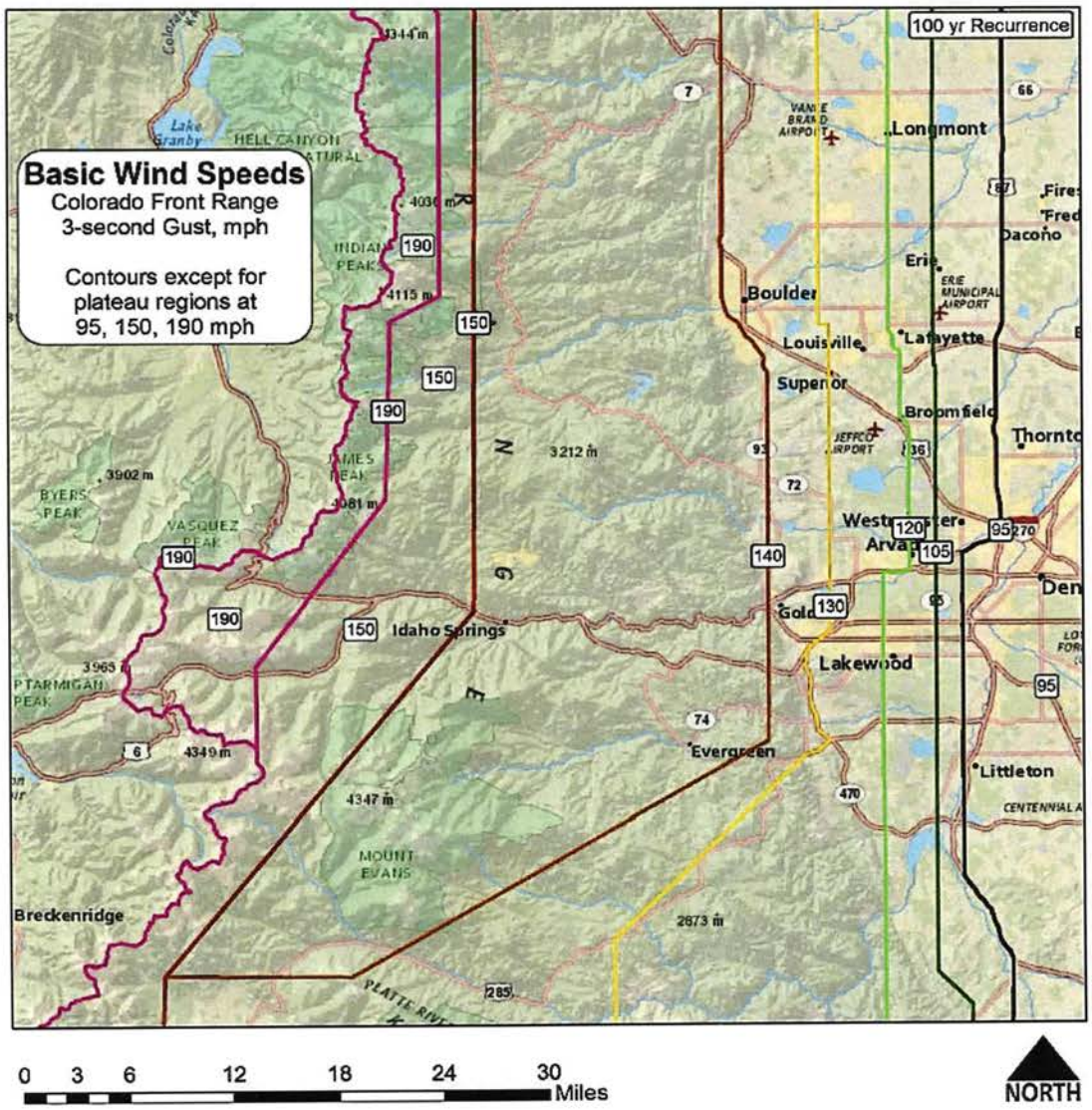


Colorado Front Range 3-Second Gust Map – 100-year recurrence interval north.

1415 Blue Spruce Drive, Suite 3
Fort Collins, Colorado 80524, USA

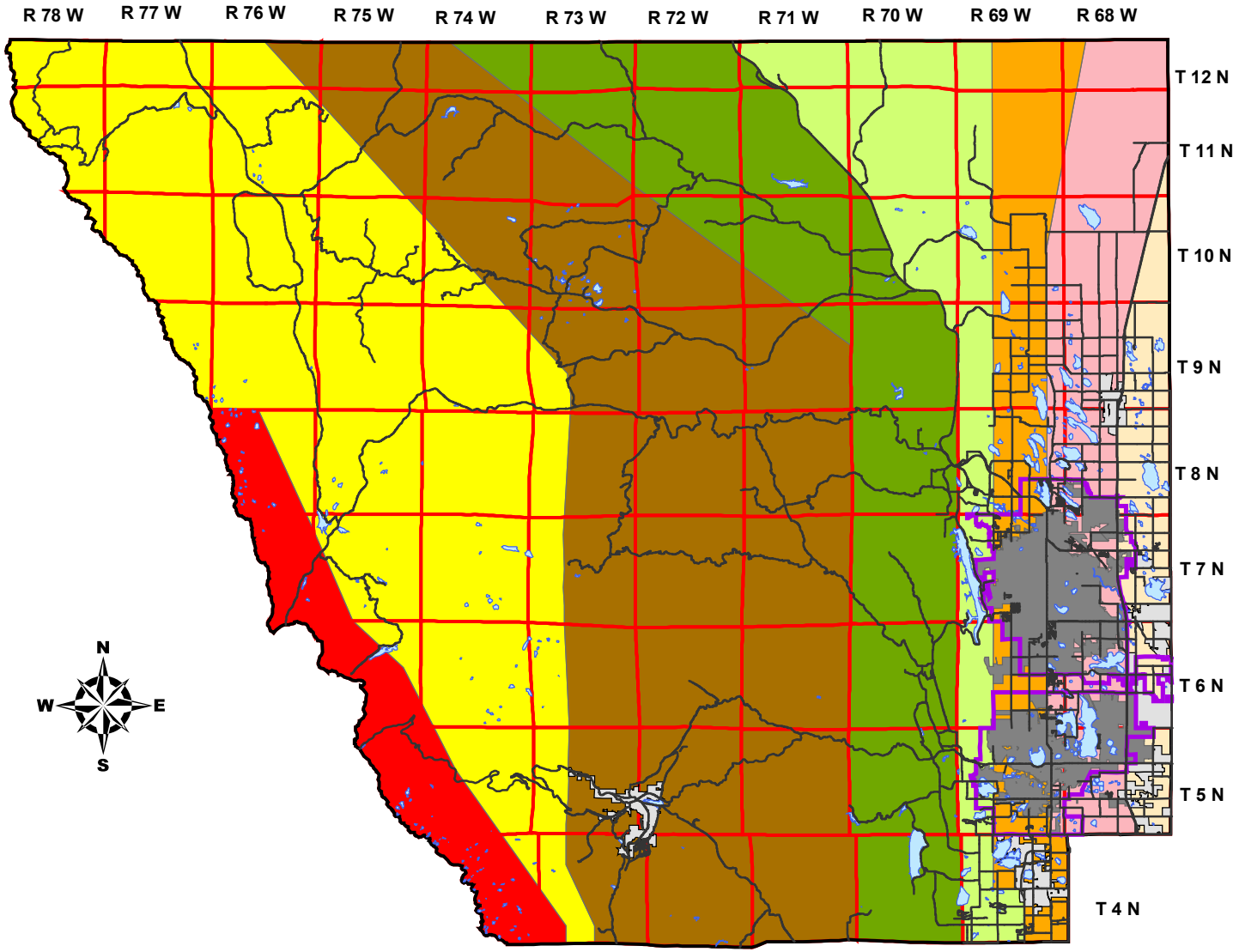
Tel: 1 970 221 3371
Fax: 1 970 221 3124

info@cppwind.com
www.cppwind.com



Colorado Front Range 3-Second Gust Map – 100-year recurrence interval south.

Larimer County Ultimate Wind Speed Map



Legend

Ultimate Wind Speed Vult (mph)

For Risk Category II Buildings/Structures

- 115 Plateau (value is constant)
- 115 to 125 Contours (values vary)
- 125 to 140 Contours (values vary)
- 140 to 150 Contours (values vary)
- 150 to 165 Contours (values vary)
- 165 to 175 Contours (values vary)
- 175 Plateau (value is constant)
- 225 Plateau (value is constant)

Incorporated Areas

Cities and Towns

- Berthoud
- Estes Park
- Fort Collins
- Johnstown
- Loveland
- Timnath
- Wellington
- Windsor
- Major Roads

Note:
For Risk Catergory I multiply the above values by 0.96

For Risk Category III & IV multiply the above values by 1.09