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

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

1. Meeting Called To Order - Mayor William Karspeck
2. Pledge Of Allegiance - Mayor William Karspeck
3. Roll Call - Mayor William Karspeck
4. Citizen Participation
5. Scheduled Items And Estimated Time For Discussion

5.I. Consent Agenda
Introduction By: Christian Samora

Documents:

MEMO RE CONSENT AGENDA.PDF
A. NOVEMBER 14 2023 MEETING AGENDA.PDF
B. OCTOBER 24 2023 TOWN BOARD MEETING MINUTES.PDF
C. OCTOBER 2023 FINANCIAL INFORMATION.PDF
D. WINDY GAP WATER PURCHASE.PDF
E. LARIMER COUNTY MUTUAL AID AGREEMENT.PDF

5.II. Wireless Communication Code - Introduction
Introduction By: Anne Johnson

Documents:

MEMO RE WIRELESS COMMUNICATION CODE.PDF
ORDINANCE 1325.PDF
ORDINANCE 1325 ATTACHMENT.PDF
DESIGN STANDARDS BERTHOUD.PDF
LEGAL PUBLICATION.PDF
PLANNING COMMISSION MINUTES 2023 09 28.PDF

5.III. General Code Amendments - Introduction
Introduction By: Anne Johnson

Documents:

MEMO RE GENERAL CODE AMENDMENTS.PDF
ORDINANCE 1326.PDF
ORDINANCE 1326 ATTACHMENT.PDF
PUBLICATION GENERAL.PDF
PLANNING COMMISSION MINUTES 2023 09 28.PDF

5.IV. Water And Wastewater Master Plan And Rate Study
Introduction By: Ken Matthews

Documents:

MEMO RE WATER AND WSTEWATER MASTER PLAN.PDF

5.V. 2024 Annual Budget - 2nd Draft Presentation
Introduction By: Chris Kirk

Documents:

MEMO RE BUDGET PRESENTATION.PDF
2024 BUDGET.PDF

6. Elected Official Reports

1. Town Board - Tim Hardy, May Albrecht, Mike Grace, Sean Murphy, Karl Ayers, and Chris Kurtz.
2. Mayor - William Karspeck
3. Staff - Town Administrator, Attorney

7. Adjourn

*The order of agenda items listed above is approximate and intended as a guideline for the*

Town Board. Individuals needing special accommodation may request assistance by *contacting the Town Clerk 807 Mountain Avenue, Berthoud, Colorado 80513, 970-532-2643 at least 24 hours in advance.*

# BOARD OF TRUSTEES INFORMATION

## ADMINISTRATION DEPARTMENT

| | |
|---|---|
| **Meeting Date:** | **November 14, 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)** November 14, 2023, Meeting Agenda
- **b)** October 24, 2023, Meeting Minutes
- **c)** October 2023 Financial Information
- **d)** Windy Gap Water Purchase
- **e)** Larimer County Mutual Aid Agreement

### 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 OF THE TOWN BOARD

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**Tuesday, November 14th, 2023, 6:30 p.m.**

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**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)** November 14, 2023, Meeting Agenda
   - **b)** October 24, 2023, Meeting Minutes
   - **c)** October 2023 Financial Information
   - **d)** Windy Gap Water Purchase
   - **e)** Larimer County Mutual Aid Agreement

2. **Wireless Communication Code – Introduction** **(Anne Johnson)** **(20 Min)**
   Ordinance 1325 – An ordinance of the Town of Berthoud, Colorado to repeal and replace the Town of Berthoud Wireless Communications Facilities Code found in Chapter 30, Section 30-3-111 found in the Municipal Code.

3. **General Code Amendments – Introduction** **(Anne Johnson)** **(20 Min)**
   Ordinance 1326 – An ordinance of the Town of Berthoud, Colorado amending the sections 30-1-116 regarding storage containers and clarifying land use application processing requirements throughout Chapter 30 of the Berthoud Municipal Code.


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4. **Water and Wastewater Master Plan and Rate Study** **(Ken Matthews)** **(30 Min)**

5. **2024 Annual Budget – 2nd Draft Presentation** **(Chris Kirk)** **(90 Min)**

## VI. ELECTED OFFICIAL REPORTS (10 Min)

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

## VII. ADJOURN

_____ _____

Town Clerk or Deputy Town Clerk William Karspeck, Mayor

*November 14, 2023, Meeting Agenda*
*The order of agenda items listed above is approximate and intended as a guideline for the Town Board. Individuals needing special accommodation may request assistance by contacting the Town Clerk 807 Mountain Avenue, Berthoud, Colorado 80513, 970-532-2643 at least 24 hours in advance.*

# MEETING MINUTES OF THE TOWN BOARD
**Town Board Room**
**807 Mountain Avenue**
**Town of Berthoud, Colorado**
**Tuesday, October 24, 2023, 6:30 p.m.**

10/24/2023 - Minutes

1. Meeting Called To Order - Mayor William Karspeck

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

2. Cub Scout Den Opening Flag Ceremony

3. Pledge Of Allegiance - Mayor William Karspeck

   Color Guard led the Pledge of Allegiance.

4. Roll Call - Mayor William Karspeck

   The following Board Members were present:

   Sean Murphy, Trustee
   Chris Kurtz, Trustee
   Tim Hardy, Trustee
   Karl Ayers, Trustee
   Mike Grace, Mayor Pro-Tem
   Will Karspeck, Mayor

   The following Board Members were absent:

   May Albrecht, Trustee

   The following Staff Members were present:

   Chris Kirk, Town Administrator
   Alicia Garcia, Town Attorney
   Christian Samora, Town Clerk
   Lexi Weissman, Deputy Town Clerk
   Anne Johnson, Planning Director

5. Citizen Participation

   The following citizens spoke during Citizen Participation:

   Stacy Evans, Sheri Watts, Warren Turner, Jon Evans, Ron Larsen, Deborah Light, Matthew Gawin spoke regarding short term rentals.
   Jeanine Weinzierl spoke regarding short term rentals and speed limits.
   Carolyn Hobson spoke regarding the Thompson School Board.

6. Scheduled Items And Estimated Time For Discussion

   6.I. Consent Agenda

   Items:

A. October 24, 2023 Town Board Meeting Agenda
B. October 10, 2023 Meeting Minutes
C. Town Hall Roof Replacement Project Bid Award
D. Resolution 2023-22 Oil and Gas Administrative Suspension
E. October 2023 Board Report
F. Colorado Open Lands Grant Letter of Support

**Trustee Murphy moved to combine and approve the items on the Consent Agenda. Mayor Pro-Tem Grace seconded the motion. In a 6-0 roll call vote, THE MOTION CARRIED.**

6.II. Bat Week Proclamation

**Mayor Karspeck read the Bat Week Proclamation aloud, proclaiming October 24-31, 2023 as Bat Week in the Town of Berthoud.**

6.III. Appointments To Various Volunteer Committees

Planning Commission:
**Trustee Murphy moved to appoint Abigal Smith to the Planning Commission for a term of 3 years, and to appoint Joe Donnelly to fill the remainder of a vacant term ending on May 24, 2025. Trustee Kurtz seconded the motion. In a 6-0 roll call vote, THE MOTION CARRIED.**

Historic Preservation Advisory Committee:
**Trustee Hardy moved to appoint Fred Maine, Lee Hardies, Cheryl Szydlo, and Todd Duval to the Historic Preservation Advisory Committee, each for a term of 2 years. Trustee Grace seconded the motion. In a 6-0 roll call vote, THE MOTION CARRIED.**

PORT Committee:
**Trustee Ayers moved to appoint Lauren Roth, Carolyn Hobson, Sean Henry, Kristle White to the PORT Committee, each for a term of 2 years. Trustee Kurtz seconded the motion. In a 6-0 roll call vote, THE MOTION CARRIED.**

Tree Advisory Committee:
**Trustee Murphy moved to appoint Richard Kurcab, Lynn Larsen, and Amy Lentz to the Tree Advisory Committee, each for a term of 2 years. Mayor Karspeck seconded the motion. In a 6-0 roll call vote, THE MOTION CARRIED.**

Youth Advisory Committee:
**Mayor Pro-Tem Grace moved to appoint Joe Rohnke and Danyelle Strantz to the Youth Advisory Committee, each for a term of 2 years. Trustee Hardy seconded the motion. In a 6-0 roll call vote, THE MOTION CARRIED.**

6.IV. Habitat Fee Waiver Request

Planning Director, Anne Johnson, gave an introduction.

Mike Cook with Habitat for Humanity provided more information.

Mayor Karspeck opened up public comment.
No one spoke during public comment.
Mayor Karspeck closed public comment.

**Trustee Kurtz moved to approve the request to waive fees for Berthoud Habitat for Humanity to waive fees for the home at 1766 North 4th Street, except for the water tap/plant investment fee ($6,330) and the wastewater tap/plant investment fee ($5,500). Trustee Hardy seconded the motion. In a 6-0 roll call vote, THE MOTION CARRIED.**

6.V. Landscape Guidelines - Introduction

Planning Director, Anne Johnson, gave an introduction.

Mayor Karspeck opened public comment.
No one spoke during public comment.
Mayor Karspeck closed public comment.

**Mayor Pro-Tem Grace moved to schedule a Public Hearing on November 28, 2023 to consider the adoption of the Town of Berthoud Landscape Design Guidelines. Trustee Hardy seconded the motion. In a 6-0 roll call vote, THE MOTION CARRIED.**

7. Elected Official Reports

Trustee Ayers:
Trustee Ayers spoke regarding short term rentals.

Trustee Hardy:
Trustee Hardy spoke regarding short term rentals.

Trustee Kurtz:
Trustee Kurtz spoke regarding short term rentals.

Trustee Murphy:
Trustee Murphy spoke regarding short term rentals, planning commission, the Bat Week Proclamation and Ordinance 847.

Mayor Pro-Tem Grace:
Mayor Pro-Tem Grace reported on the Youth Advisory meeting and Trunk or Treat. Grace inquired about a railroad update.

Mayor Karspeck:
Mayor Karspeck spoke regarding short term rentals. Karspeck reported on a Meeting between the Town and the School District. Karspeck spoke regarding the future passenger rail that will run through Berthoud.

Town Administrator:
Administrator Kirk reported on the Town Park Project.

8. Adjourn

The meeting was adjourned at 8:10 pm.

# TOWN OF BERTHOUD AT A GLANCE

## Monthly Report
## SEPTEMBER 2023

- Sales & Use Tax revenue is 55% **over** budget for the month of September; $1,148,654 was received and $739,250 was budgeted.

- Town Revenue through September including transfers between funds is 38% **over** budget for 2023.

- Town Expenditures through September are 60% **under** budget for 2023.

### Sales Tax Review

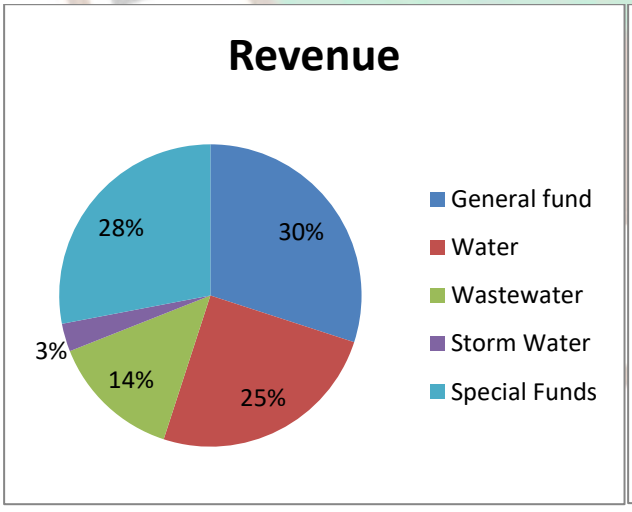
| SEPTEMBER | Berthoud Sales Tax | Motor Vehicle Use Tax | Building Materials Use Tax | Combined Total |
|---|---|---|---|---|
| **2023** | 719,615.01 | 178,186.45 | 250,852.06 | 1,148,653.52 |
| **2022** | 700,357.70 | 154,181.59 | 162,992.49 | 1,017,531.78 |
| **2021** | 625,535.54 | 145,243.88 | 259,863.39 | 1,030,642.81 |
| **2020** | 472,425.00 | 131,656.83 | 244,691.81 | 848,773.64 |

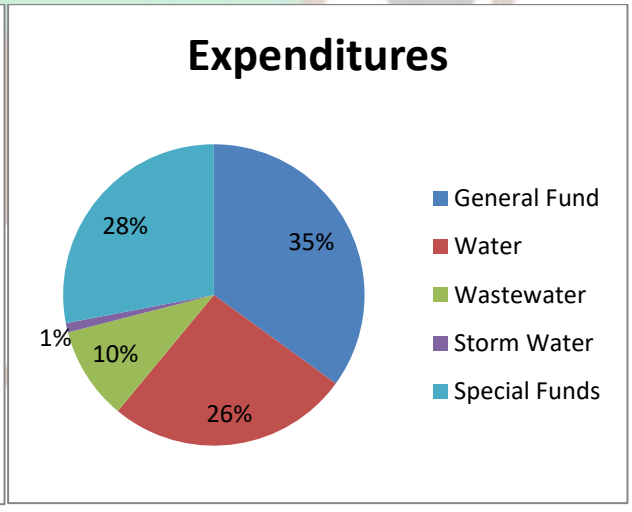
**SALES TAX YEAR-TO-DATE FOR 2023 $ 9,240,473.90**

COMBINED STATEMENT OF REVENUES AND EXPENDITURES
SEPTEMBER 2023

| REVENUE | Current Month | YTD Actual | YTD Budget | % of YTD Budget | % of Annual Budget |
|---|---|---|---|---|---|
| General Fund | 1,074,065 | 9,964,727 | 7,735,921 | 129% | 97% |
| Water | 1,222,668 | 8,240,360 | 5,163,670 | 160% | 120% |
| Wastewater | 531,458 | 4,466,441 | 3,397,882 | 131% | 99% |
| Storm Water | 119,778 | 966,116 | 590,700 | 164% | 123% |
| Special Funds | 1,196,289 | 9,263,786 | 7,000,086 | 132% | 99% |
| **TOTAL REVENUE** | **4,144,258** | **32,901,430** | **23,888,259** | **138%** | **103%** |

| EXPENDITURES | Current Month | YTD Actual | YTD Budget | % of YTD Budget | % of Annual Budget |
|---|---|---|---|---|---|
| General Fund | 1,722,640 | 8,593,180 | 14,769,978 | 58% | 44% |
| Water | 319,233 | 6,464,613 | 26,816,366 | 24% | 18% |
| Wastewater | 928,265 | 2,514,659 | 5,970,064 | 42% | 32% |
| Storm Water | 11,367 | 74,269 | 523,777 | 14% | 11% |
| Special Funds | 459,405 | 7,161,372 | 13,518,280 | 53% | 40% |
| **TOTAL EXPENDITURES** | **3,440,910** | **24,808,093** | **61,598,465** | **40%** | **30%** |



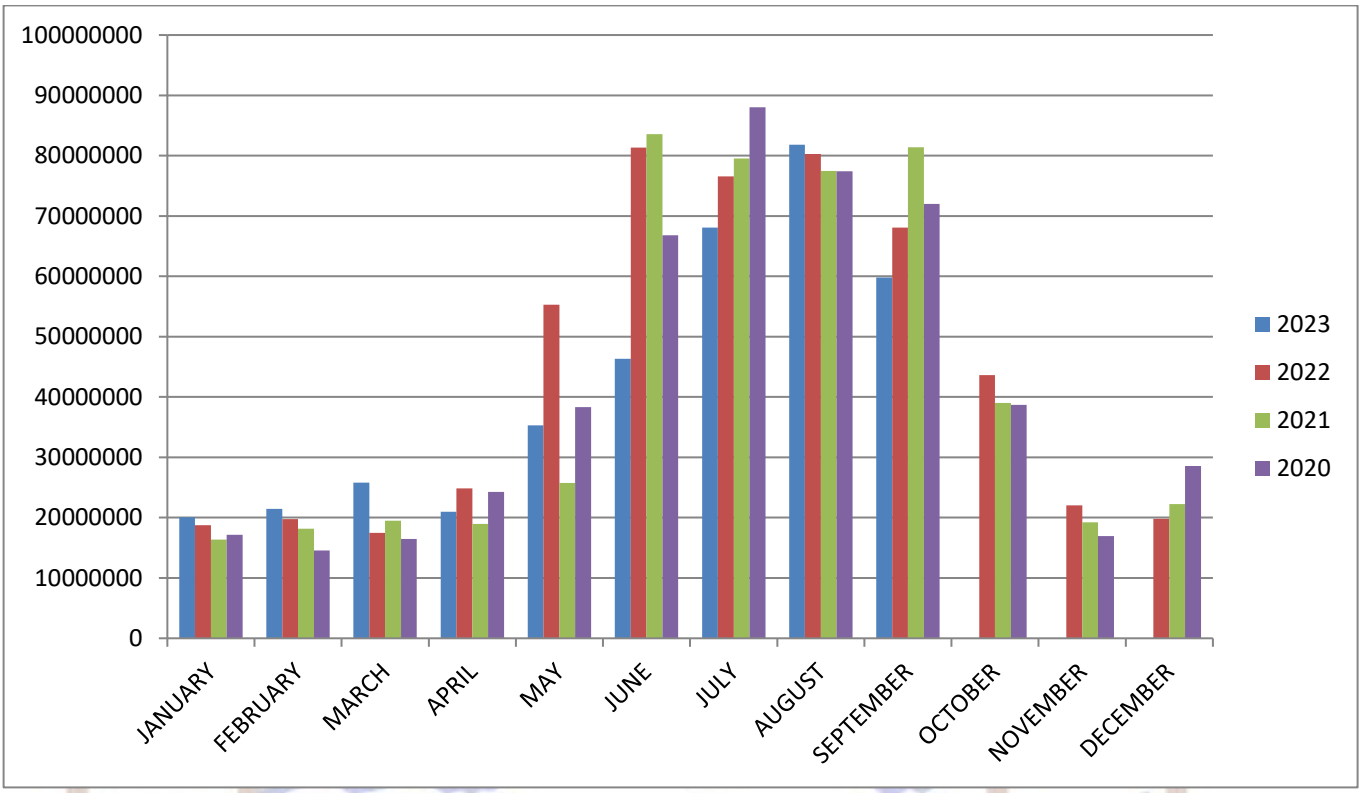

**2023**

| | YEAR TO DATE TOTALS THRU SEPTEMBER 2023 |
|---|---|
| Single Family Permits | 144 |
| Overall Permit Total | 547 |
| Water Gallons Billed | 379,620,000 |
| Passports | 1005 |
| Cemetery | 21 Funerals |
| | |

## Building Permit & Permit Valuation by Year & 2023 YTD

| | 2019 | 2020 | 2021 | 2022 | 2023 YTD |
|---|---|---|---|---|---|
| **Single-Family home permits** | 341 | 499 | 511 | 215 | 144 |
| **All permits (roofing, decks, additions, etc.)** | 752 | 934 | 1110 | 809 | 547 |
| **Total Permit Value** | $124,840,545 | $119,451,932 | $238,661,288 | $164,526,847 | $87,618,315 |

BERTHOUD WATER USAGE




## Personnel Summary

| | Full-time | Part-time | Seasonal |
|---|---|---|---|
| Administration | 13 | | |
| Code Enforcement | 1 | | |
| Economic Development | 1 | | |
| Planning-Building | 5 | | |
| Streets | 6 | | |
| Recreation | 4 | | |
| Rec Center | 6 | 79 | |
| Parks-Forestry | 11 | | |
| BATS | 1 | 1 | |
| Water-Wastewater | 6 | | |

# SEPTEMBER 2023

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

**GENERAL FUND**

**REVENUE**

| | CURRENT MONTH | YTD ACTUAL | YTD BUDGET | TOTAL 2023 BUDGET | PERCENTAGE YTD ACTUAL vs YTD BUDGET |
|---|---|---|---|---|---|
| TAXES | $ 642,928.44 | $ 6,461,064.49 | $ 5,614,200.00 | $ 7,485,600.00 | 115.1% |
| LICENSES & PERMITS | $ 12,111.80 | $ 189,028.18 | $ 183,000.00 | $ 244,000.00 | 103.3% |
| INTERGOVERNMENTAL REVENUE | $ 40,508.08 | $ 380,345.02 | $ 293,313.00 | $ 391,084.00 | 129.7% |
| FINES | $ 2,120.00 | $ 20,327.00 | $ 11,625.00 | $ 15,500.00 | 174.9% |
| MISCELLANEOUS | $ 335,670.55 | $ 2,408,146.37 | $ 1,176,000.00 | $ 1,568,000.00 | 204.8% |
| TRANSFERS | $ 30,202.12 | $ 269,375.31 | $ 267,234.75 | $ 356,313.00 | 100.8% |
| PROPERTY SALES & DONATIONS & INS CLAIM | $ - | $ 15,827.28 | $ - | $ - | 0.0% |
| RECREATION | $ 740.50 | $ 133,972.80 | $ 116,891.25 | $ 155,855.00 | 114.6% |
| PARKS | $ 886.00 | $ 9,346.00 | $ 5,775.00 | $ 7,700.00 | 161.8% |
| LEASE REVENUE | $ 8,897.30 | $ 77,294.54 | $ 67,882.50 | $ 90,510.00 | 113.9% |
| **TOTAL REVENUE GENERAL FUND** | **$ 1,074,064.79** | **$ 9,964,726.99** | **$ 7,735,921.50** | **$ 10,314,562.00** | 128.8% |

## ADMINISTRATION

| EXPENDITURES | CURRENT MONTH | YTD ACTUAL | YTD BUDGET | TOTAL 2023 BUDGET | PERCENTAGE YTD ACTUAL vs YTD BUDGET |
|---|---|---|---|---|---|
| ADMIN SALARIES/TAXES/BENEFITS | $ 99,640.03 | $ 971,136.05 | $ 1,093,244.25 | $ 1,457,659.00 | 88.8% |
| GENERAL OFFICE OTHER | $ 21,076.34 | $ 490,479.50 | $ 496,016.25 | $ 661,355.00 | 98.9% |
| ELECTIONS | $ - | $ 778.00 | $ 4,500.00 | $ 6,000.00 | 0.0% |
| MUNICIPAL COURT | $ 2,278.81 | $ 31,267.47 | $ 32,850.00 | $ 43,800.00 | 95.2% |
| BOARD & BOARD MEETINGS | $ 2,195.45 | $ 63,024.20 | $ 48,075.00 | $ 64,100.00 | 131.1% |
| FINANCE | $ - | $ 9,641.60 | $ 15,000.00 | $ 20,000.00 | 64.3% |
| BUILDING MAINTENANCE | $ 11,520.06 | $ 45,006.51 | $ 79,500.00 | $ 106,000.00 | 56.6% |
| COMMUNITY SUPPORT | $ - | $ 69,877.14 | $ 5,250.00 | $ 7,000.00 | 1331.0% |
| NON-ENTITLEMENT FUNDS | $ - | $ - | $ - | $ - | 0.0% |
| TRANSFERS | $ 1,666.67 | $ 15,000.03 | $ 15,000.00 | $ 20,000.00 | 100.0% |
| TOTAL ADMIN EXPENDITURES | $ 138,377.36 | $ 1,696,210.50 | $ 1,789,435.50 | $ 2,385,914.00 | 94.8% |

## PUBLIC SAFETY DEPARTMENT

| EXPENDITURES | CURRENT MONTH | YTD ACTUAL | YTD BUDGET | TOTAL 2023 BUDGET | PERCENTAGE YTD ACTUAL vs YTD BUDGET |
|---|---|---|---|---|---|
| CODE ENFORCEMENT (INCLUDES SALARY) | $ 5,194.48 | $ 44,135.85 | $ 64,962.00 | $ 86,616.00 | 67.9% |
| TELEPHONE/OFFICE SUPPLIES/ADMIN | $ 565.67 | $ 900.19 | $ 5,625.00 | $ 7,500.00 | 16.0% |
| ANIMAL CONTROL | $ 3,826.83 | $ 34,441.47 | $ 34,500.00 | $ 46,000.00 | 99.8% |
| TRAFFIC CONTROL/PEDESTRIAN SAFETY | $ - | $ - | $ 750.00 | $ 1,000.00 | 0.0% |
| DRUG EDUCATION | $ - | $ - | $ 12,750.00 | $ 17,000.00 | 0.0% |
| LARIMER COUNTY SHERIFF | $ 565,086.00 | $ 1,695,258.00 | $ 1,698,750.00 | $ 2,265,000.00 | 99.8% |
| TOTAL PUBLIC SAFETY EXPENDITURES | $ 574,672.98 | $ 1,774,735.51 | $ 1,817,337.00 | $ 2,423,116.00 | 97.7% |

## STREETS DEPARTMENT

| EXPENDITURES | CURRENT MONTH | YTD ACTUAL | YTD BUDGET | TOTAL 2023 BUDGET | PERCENTAGE YTD ACTUAL vs YTD BUDGET |
|---|---|---|---|---|---|
| SALARIES/TAXES/BENEFITS | $ 33,271.20 | $ 288,585.19 | $ 375,574.50 | $ 500,766.00 | 76.8% |
| ADMINISTRATION OTHER | $ 1,528.09 | $ 15,759.93 | $ 36,000.00 | $ 48,000.00 | 43.8% |
| STREET REPAIR/MAINTENANCE | $ 15,789.76 | $ 167,518.56 | $ 194,625.00 | $ 259,500.00 | 86.1% |
| WEED CONTROL | $ - | $ 9,717.92 | $ 2,250.00 | $ 3,000.00 | 431.9% |
| SIGNAGE | $ 1,839.00 | $ 20,310.33 | $ 30,000.00 | $ 40,000.00 | 67.7% |
| SNOW REMOVAL | $ 1,482.00 | $ 64,702.00 | $ 86,250.00 | $ 115,000.00 | 75.0% |
| SHOP & VEHICLE MAINTENANCE | $ 8,551.26 | $ 87,851.57 | $ 114,000.00 | $ 152,000.00 | 77.1% |
| TOTAL STREETS EXPENDITURES | $ 62,461.31 | $ 654,445.50 | $ 838,699.50 | $ 1,118,266.00 | 78.0% |

## RECREATION DEPARTMENT

| EXPENDITURES | CURRENT MONTH | YTD ACTUAL | YTD BUDGET | TOTAL 2023 BUDGET | PERCENTAGE YTD ACTUAL vs YTD BUDGET |
|---|---|---|---|---|---|
| ADMIN SALARIES/TAXES/BENEFITS | $ 26,438.98 | $ 231,702.02 | $ 260,271.75 | $ 347,029.00 | 89.0% |
| ADMINISTRATION (SUPPLIES,CONCESSIONS) | $ 6,531.20 | $ 27,494.69 | $ 52,560.00 | $ 70,080.00 | 52.3% |
| FLAG FOOTBALL | $ 1,346.45 | $ 7,816.77 | $ 9,412.50 | $ 12,550.00 | 83.0% |
| TRACK | $ 587.92 | $ 4,327.02 | $ 3,607.50 | $ 4,810.00 | 119.9% |
| TENNIS | $ 214.63 | $ 3,934.25 | $ 6,435.00 | $ 8,580.00 | 61.1% |
| ADULT SOFTBALL | $ - | $ - | $ 3,855.00 | $ 5,140.00 | 0.0% |
| YOUTH BASEBALL | $ - | $ 16,513.98 | $ 13,275.00 | $ 17,700.00 | 124.4% |
| YOUTH SOFTBALL | $ 102.10 | $ 3,953.93 | $ 7,993.50 | $ 10,658.00 | 49.5% |
| ADULT KICKBALL | $ 575.15 | $ 1,655.88 | $ 2,865.00 | $ 3,820.00 | 57.8% |
| SOCCER | $ 2,165.06 | $ 12,157.99 | $ 16,170.00 | $ 21,560.00 | 75.2% |
| CAMPS/TOURNAMENTS | $ - | $ 4,902.91 | $ 4,725.00 | $ 6,300.00 | 103.8% |
| ADDITIONAL PROGRAMS | $ - | $ - | $ 5,422.50 | $ 7,230.00 | 0.0% |
| TOTAL RECREATION EXPENDITURES | $ 37,961.49 | $ 314,459.44 | $ 386,592.75 | $ 515,457.00 | 81.3% |

## PARKS DEPARTMENT

| EXPENDITURES | CURRENT MONTH | YTD ACTUAL | YTD BUDGET | TOTAL 2023 BUDGET | PERCENTAGE YTD ACTUAL vs YTD BUDGET |
|---|---|---|---|---|---|
| SALARIES/TAXES/BENEFITS | $ 36,023.81 | $ 314,018.91 | $ 468,837.75 | $ 625,117.00 | 67.0% |
| ADMINISTRATION OTHER | $ 303.61 | $ 10,663.89 | $ 28,162.50 | $ 37,550.00 | 37.9% |
| INSECT CONTROL | $ 5,527.85 | $ 33,167.00 | $ 33,750.00 | $ 45,000.00 | 98.3% |
| FACILITIES MAINTENANCE | $ 2,901.76 | $ 39,595.37 | $ 39,375.00 | $ 52,500.00 | 100.6% |
| TURF/BALLFIELDS | $ 6,083.78 | $ 55,465.71 | $ 65,250.00 | $ 87,000.00 | 85.0% |
| GENERAL PARKS | $ 4,342.71 | $ 67,433.67 | $ 64,875.00 | $ 86,500.00 | 103.9% |
| FLEET MAINTENANCE | $ 2,874.99 | $ 17,208.99 | $ 17,250.00 | $ 23,000.00 | 99.8% |
| SEASONAL DECORATIONS/BANNERS | $ - | $ 1,951.70 | $ 16,500.00 | $ 22,000.00 | 11.8% |
| TRANSFER TO FORESTRY | $ 41,666.67 | $ 375,000.03 | $ 375,000.00 | $ 500,000.00 | 100.0% |
| TOTAL PARKS EXPENDITURES | $ 99,725.18 | $ 914,505.27 | $ 1,109,000.25 | $ 1,478,667.00 | 82.5% |

## ECONOMIC DEVELOPMENT

| EXPENDITURES | CURRENT MONTH | YTD ACTUAL | YTD BUDGET | TOTAL 2023 BUDGET | PERCENTAGE YTD ACTUAL vs YTD BUDGET |
|---|---|---|---|---|---|
| SALARIES/TAXES/BENEFITS | $ 15,309.64 | $ 110,996.32 | $ 115,999.50 | $ 154,666.00 | 95.7% |
| ADMINISTRATION OTHER | $ 196.48 | $ 4,084.83 | $ 7,342.50 | $ 9,790.00 | 55.6% |
| BUSINESS DEVELOPMENT/MARKETING | $ 10,567.81 | $ 65,542.64 | $ 72,532.50 | $ 96,710.00 | 90.4% |
| GRANTS - MARKET STUDY & FAÇADE/SIGN | $ - | $ - | $ 37,500.00 | $ 50,000.00 | 0.0% |
| TOTAL ECONOMIC DEV EXPENDITURES | $ 26,073.93 | $ 180,623.79 | $ 233,374.50 | $ 311,166.00 | 77.4% |

## BUILDING DEPARTMENT

| EXPENDITURES | CURRENT MONTH | YTD ACTUAL | YTD BUDGET | TOTAL 2023 BUDGET | PERCENTAGE YTD ACTUAL vs YTD BUDGET |
|---|---|---|---|---|---|
| SALARIES/TAXES/BENEFITS | $ 12,630.85 | $ 130,659.97 | $ 165,925.50 | $ 221,234.00 | 78.7% |
| ADMINISTRATION OTHER | $ 213.59 | $ 2,583.71 | $ 9,551.25 | $ 12,735.00 | 27.1% |
| INSPECTIONS | $ 48,417.71 | $ 397,590.46 | $ 396,000.00 | $ 528,000.00 | 100.4% |
| TOTAL BUILDING DEPARMENT EXPENDITURES | $ 61,262.15 | $ 530,834.14 | $ 571,476.75 | $ 761,969.00 | 92.9% |

## PLANNING DEPARTMENT

| EXPENDITURES | CURRENT MONTH | YTD ACTUAL | YTD BUDGET | TOTAL 2023 BUDGET | PERCENTAGE YTD ACTUAL vs YTD BUDGET |
|---|---|---|---|---|---|
| SALARIES/TAXES/BENEFITS | $ 22,796.74 | $ 127,386.10 | $ 200,916.00 | $ 267,888.00 | 63.4% |
| ADMINISTRATION OTHER | $ 504.04 | $ 10,657.95 | $ 15,817.50 | $ 21,090.00 | 67.4% |
| COMMISSION SUPPORT | $ - | $ 840.49 | $ 8,625.00 | $ 11,500.00 | 9.7% |
| DEVELOPMENT REVIEW | $ 31,833.75 | $ 169,124.45 | $ 150,000.00 | $ 200,000.00 | 0.0% |
| COMPREHENSIVE PLANNING | $ 3,350.25 | $ 65,318.31 | $ 144,750.00 | $ 193,000.00 | 45.1% |
| TOTAL PLANNING DEPARTMENT EXPENDITURES | $ 58,484.78 | $ 373,327.30 | $ 520,108.50 | $ 693,478.00 | 71.8% |

## COMMUNITY OUTREACH

| EXPENDITURES | CURRENT MONTH | YTD ACTUAL | YTD BUDGET | TOTAL 2023 BUDGET | PERCENTAGE YTD ACTUAL vs YTD BUDGET |
|---|---|---|---|---|---|
| SALARIES/TAXES/BENEFITS | $ 5,936.15 | $ 54,501.13 | $ 47,738.25 | $ 63,651.00 | 114.2% |
| ADMINISTRATION OTHER | $ - | $ 2,538.68 | $ 3,333.75 | $ 4,445.00 | 76.2% |
| COMMUNITY SUPPORT | $ 1,228.75 | $ 9,825.77 | $ 28,425.00 | $ 37,900.00 | 34.6% |
| TOTAL ECONOMIC DEV EXPENDITURES | $ 7,164.90 | $ 66,865.58 | $ 79,497.00 | $ 105,996.00 | 84.1% |

## TOWN HALL-MOUNTAIN AVE

| EXPENDITURES | CURRENT MONTH | YTD ACTUAL | YTD BUDGET | TOTAL 2023 BUDGET | PERCENTAGE YTD ACTUAL vs YTD BUDGET |
|---|---|---|---|---|---|
| INSURANCE AND TAXES | $ - | $ - | $ 21,000.00 | $ 28,000.00 | 0.0% |
| BUILDING MAINTENANCE | $ 3,991.25 | $ 12,468.67 | $ 5,325.00 | $ 7,100.00 | 234.2% |
| BUILDING REPAIRS | $ - | $ 485.00 | $ - | $ - | 0.0% |
| HOA FEES | $ 3,860.86 | $ 34,747.74 | $ 36,000.00 | $ 48,000.00 | 96.5% |
| PURCHASE/DEVELOPMENT EXPENSE | $ - | $ - | $ - | $ - | 0.0% |
| ADMINISTRATION FEES | $ - | $ - | $ - | $ - | 0.0% |
| **TOTAL MOUNTAIN AVE EXPENDITURES** | **$ 7,852.11** | **$ 47,701.41** | **$ 62,325.00** | **$ 83,100.00** | 76.5% |

| | CURRENT MONTH | YTD ACTUAL | YTD BUDGET | TOTAL 2023 BUDGET | PERCENTAGE YTD ACTUAL vs YTD BUDGET |
|---|---|---|---|---|---|
| TOTAL G.F.C.I. EXPENDITURES | $ 641,903.94 | $ 1,993,852.14 | $ 7,260,581.00 | $ 9,680,775.00 | 27.5% |
| REMOVE OLD POOL | $ - | $ 375.00 | $ - | $ - | 0.0% |
| TOTAL CONTRIBUTION EXPENDITURES | $ 6,699.61 | $ 45,244.25 | $ 101,550.00 | $ 135,400.00 | 44.6% |
| **TOTAL EXPENDITURES GENERAL FUND** | **$ 1,722,639.74** | **$ 8,593,179.83** | **$ 14,769,977.75** | **$ 19,693,304.00** | |
| **TOTAL REVENUE OVER EXPENDITURES** | **$ (648,574.95)** | **$ 1,371,547.16** | **$ (7,034,056.25)** | **$ (9,378,742.00)** | |

## WATER FUND

### SOURCE OF SUPPLY

| | CURRENT MONTH | YTD ACTUAL | YTD BUDGET | TOTAL 2023 BUDGET | PERCENTAGE YTD ACTUAL vs YTD BUDGET |
|---|---|---|---|---|---|
| TOTAL SOURCE OF SUPPLY REVENUE | $ 404,383.69 | $ 3,805,878.52 | $ 1,570,125.00 | $ 2,093,500.00 | 242.4% |
| TOTAL SOURCE OF SUPPLY EXPENDITURES | $ 79,266.31 | $ 4,238,646.14 | $ 22,552,087.00 | $ 30,069,450.00 | 18.8% |
| **NET REVENUE OVER EXPENDITURES** | **$ 325,117.38** | **$ (432,767.62)** | **$ (20,981,962.00)** | **$ (27,975,950.00)** | |

### WATER OPERATIONS & MAINTENANCE

| | CURRENT MONTH | YTD ACTUAL | YTD BUDGET | TOTAL 2023 BUDGET | PERCENTAGE YTD ACTUAL vs YTD BUDGET |
|---|---|---|---|---|---|
| TOTAL WATER OPERATING REVENUE | $ 534,527.87 | $ 2,743,642.43 | $ 2,206,500.00 | $ 2,942,000.00 | 124.3% |
| **EXPENDITURES** | | | | | |
| SALARIES/TAXES/BENEFITS | $ 34,440.37 | $ 302,846.46 | $ 564,120.75 | $ 752,161.00 | 53.7% |
| ADMINISTRATION OTHER | $ 12,553.68 | $ 447,066.56 | $ 360,600.00 | $ 480,800.00 | 124.0% |
| DISTRIBUTION | $ 12,991.01 | $ 132,572.26 | $ 379,950.00 | $ 506,600.00 | 34.9% |
| TREATMENT | $ 92,411.24 | $ 478,797.93 | $ 527,250.00 | $ 703,000.00 | 90.8% |
| PROFESSIONAL SERVICES | $ 38,545.22 | $ 351,745.21 | $ 446,250.00 | $ 595,000.00 | 78.8% |
| UTILITY BILLING | $ 399.75 | $ 6,564.72 | $ 9,900.00 | $ 13,200.00 | 66.3% |
| IMPROVEMENTS | $ 30,250.00 | $ 121,532.13 | $ 1,012,500.00 | $ 1,350,000.00 | 12.0% |
| TRANSFER | $ 18,375.00 | $ 165,375.00 | $ 494,913.00 | $ 659,884.00 | 33.4% |
| TOTAL WATER OPERATING EXPENDITURES | $ 239,966.27 | $ 2,006,500.27 | $ 3,795,483.75 | $ 5,060,645.00 | 52.9% |
| **NET REVENUE OVER EXPENDITURES** | **$ 294,561.60** | **$ 737,142.16** | **$ (1,588,983.75)** | **$ (2,118,645.00)** | |

### WATER PLANT CAPITAL IMPROVEMENTS

| | CURRENT MONTH | YTD ACTUAL | YTD BUDGET | TOTAL 2023 BUDGET | PERCENTAGE YTD ACTUAL vs YTD BUDGET |
|---|---|---|---|---|---|
| TOTAL WATER PLANT CAPITAL REVENUE | $ 283,756.11 | $ 1,690,838.72 | $ 1,387,045.00 | $ 1,849,394.00 | 121.9% |
| TOTAL WATER PLANT CAPITAL EXPENDITURES | $ - | $ 219,466.38 | $ 468,795.00 | $ 625,060.00 | 46.8% |
| **NET REVENUE OVER EXPENDITURES** | **$ 283,756.11** | **$ 1,471,372.34** | **$ 918,250.00** | **$ 1,224,334.00** | |
| **TOTAL WATER FUND REVENUE** | $ 1,222,667.67 | $ 8,240,359.67 | $ 5,163,670.00 | $ 6,884,894.00 | 159.6% |
| **TOTAL WATER FUND EXPENDITURES** | $ 319,232.58 | $ 6,464,612.79 | $ 26,816,365.75 | $ 35,755,155.00 | 24.1% |
| **NET REVENUE OVER EXPENDITURES** | **$ 903,435.09** | **$ 1,775,746.88** | **$ (21,652,695.75)** | **$ (28,870,261.00)** | |

## WASTEWATER FUND

### WASTEWATER OPERATIONS & MAINTENANCE

| | CURRENT MONTH | YTD ACTUAL | YTD BUDGET | TOTAL 2023 BUDGET | PERCENTAGE YTD ACTUAL vs YTD BUDGET |
|---|---|---|---|---|---|
| TOTAL WASTEWATER REVENUE | $ 317,092.21 | $ 2,868,089.80 | $ 2,272,875.00 | $ 3,030,500.00 | 126.2% |
| **EXPENDITURES** | | | | | |
| SALARIES/TAXES/BENEFITS | $ 11,846.16 | $ 97,632.13 | $ 128,958.75 | $ 171,945.00 | 75.7% |
| ADMINISTRATION OTHER | $ 4,063.25 | $ 155,742.87 | $ 139,522.50 | $ 186,030.00 | 111.6% |
| MAIN WASTEWATER TREATMENT PLANT | $ 30,715.27 | $ 302,923.90 | $ 409,312.50 | $ 545,750.00 | 74.0% |
| REGIONAL I-25 TREATMENT PLAN | $ 7,319.67 | $ 20,731.42 | $ 64,687.50 | $ 86,250.00 | 32.0% |
| COLLECTION SYSTEM | $ 20,589.97 | $ 100,303.66 | $ 151,875.00 | $ 202,500.00 | 66.0% |
| PROFESSIONAL SERVICES | $ 39,642.57 | $ 468,953.13 | $ 488,250.00 | $ 651,000.00 | 96.0% |
| UTILITY BILLING | $ 399.75 | $ 6,380.72 | $ 9,900.00 | $ 13,200.00 | 64.5% |
| TRANSFER | $ 8,750.00 | $ 78,750.00 | $ 78,750.00 | $ 105,000.00 | 100.0% |
| IMPROVEMENTS | $ - | $ 15,240.00 | $ 1,278,750.00 | $ 1,705,000.00 | 1.2% |
| BOND | $ 734,175.00 | $ 830,906.99 | $ 681,262.50 | $ 908,350.00 | 122.0% |
| TOTAL WASTEWATER EXPENDITURES | $ 857,501.64 | $ 2,077,564.82 | $ 3,431,268.75 | $ 4,575,025.00 | 60.5% |
| **NET REVENUE OVER EXPENDITURES** | **$ (540,409.43)** | **$ 790,524.98** | **$ (1,158,393.75)** | **$ (1,544,525.00)** | |

### WASTEWATER CAPITAL IMPROVEMENTS

| | CURRENT MONTH | YTD ACTUAL | YTD BUDGET | TOTAL 2023 BUDGET | PERCENTAGE YTD ACTUAL vs YTD BUDGET |
|---|---|---|---|---|---|
| TOTAL WASTEWATER CAPITAL REVENUE | $ 214,365.89 | $ 1,598,350.83 | $ 1,125,007.00 | $ 1,500,010.00 | 142.1% |
| TOTAL WASTEWATER CAPITAL EXPENDITURES | $ 70,762.95 | $ 437,094.21 | $ 2,538,795.00 | $ 3,385,060.00 | 17.2% |
| **NET REVENUE OVER EXPENDITURES** | **$ 143,602.94** | **$ 1,161,256.62** | **$ (1,413,788.00)** | **$ (1,885,050.00)** | |
| **TOTAL WASTEWATER FUND REVENUE** | $ 531,458.10 | $ 4,466,440.63 | $ 3,397,882.00 | $ 4,530,510.00 | 131.4% |
| **TOTAL WASTEWATER FUND EXPENDITURES** | $ 928,264.59 | $ 2,514,659.03 | $ 5,970,063.75 | $ 7,960,085.00 | 42.1% |
| **TOTAL REVENUE OVER EXPENDITURES** | **$ (396,806.49)** | **$ 1,951,781.60** | **$ (2,572,181.75)** | **$ (3,429,575.00)** | |

## STORM WATER FACILITIES FUND

### STORM WATER OPERATIONS & MAINTENANCE

| | CURRENT MONTH | YTD ACTUAL | YTD BUDGET | TOTAL 2023 BUDGET | PERCENTAGE YTD ACTUAL vs YTD BUDGET |
|---|---|---|---|---|---|
| TOTAL STORM WATER REVENUE | $ 63,368.38 | $ 553,629.16 | $ 360,750.00 | $ 481,000.00 | 153.5% |
| **EXPENDITURES** | | | | | |
| SALARIES/TAXES/BENEFITS | $ - | $ 861.22 | $ - | $ - | #DIV/0! |
| ADMINISTRATION OTHER | $ 875.00 | $ 7,875.00 | $ 17,482.50 | $ 23,310.00 | 45.0% |
| STREET CLEANING | $ 4,614.80 | $ 53,722.33 | $ 71,250.00 | $ 95,000.00 | 75.4% |
| PROFESSIONAL SERVICES | $ 5,877.00 | $ 11,810.25 | $ 60,000.00 | $ 80,000.00 | 19.7% |
| IMPROVEMENTS | $ - | $ - | $ - | $ - | #DIV/0! |
| TOTAL STORM WATER EXPENDITURES | $ 11,366.80 | $ 74,268.80 | $ 148,732.50 | $ 198,310.00 | 49.9% |
| **NET REVENUE OVER EXPENDITURES** | **$ 52,001.58** | **$ 479,360.36** | **$ 212,017.50** | **$ 282,690.00** | |

### STORM WATER CAPITAL IMPROVEMENTS

| | CURRENT MONTH | YTD ACTUAL | YTD BUDGET | TOTAL 2023 BUDGET | PERCENTAGE YTD ACTUAL vs YTD BUDGET |
|---|---|---|---|---|---|
| TOTAL STORM WATER CAPITAL REVENUE | $ 56,410.12 | $ 412,487.20 | $ 229,950.00 | $ 306,600.00 | 179.4% |
| TOTAL STORM WATER CAPITAL EXPENDITURES | $ - | $ - | $ 375,045.00 | $ 500,060.00 | 0.0% |
| **NET REVENUE OVER EXPENDITURES** | **$ 56,410.12** | **$ 412,487.20** | **$ (145,095.00)** | **$ (193,460.00)** | |
| **TOTAL STORM WATER FUND REVENUE** | $ 119,778.50 | $ 966,116.36 | $ 590,700.00 | $ 787,600.00 | 163.6% |
| **TOTAL STORM WATER FUND EXPENDITURES** | $ 11,366.80 | $ 74,268.80 | $ 523,777.50 | $ 698,370.00 | 14.2% |
| **TOTAL REVENUE OVER EXPENDITURES** | **$ 108,411.70** | **$ 891,847.56** | **$ 66,922.50** | **$ 89,230.00** | |

## SPECIAL REVENUE FUNDS

### PARK DEVELOPMENT

| | CURRENT MONTH | YTD ACTUAL | YTD BUDGET | TOTAL 2023 BUDGET | PERCENTAGE YTD ACTUAL vs YTD BUDGET |
|---|---|---|---|---|---|
| TOTAL PARK DEVELOPMENT REVENUE | $ 103,228.26 | $ 628,267.63 | $ 493,800.00 | $ 658,400.00 | 127.2% |
| TOTAL PARK DEVELOPMENT EXPENDITURES | $ (1,079,348.18) | $ 1,187,766.78 | $ 1,597,545.00 | $ 2,130,060.00 | 74.3% |
| **NET REVENUE OVER EXPENDITURES** | **$ 1,182,576.44** | **$ (559,499.15)** | **$ (1,103,745.00)** | **$ (1,471,660.00)** | |

### PARK DEDICATION

| | CURRENT MONTH | YTD ACTUAL | YTD BUDGET | TOTAL 2023 BUDGET | PERCENTAGE YTD ACTUAL vs YTD BUDGET |
|---|---|---|---|---|---|
| TOTAL PARK DEDICATION REVENUE | $ 27,192.38 | $ 166,757.35 | $ 150,000.00 | $ 200,000.00 | 111.2% |
| TOTAL PARK DEDICATION EXPENDITURES | $ - | $ (1,323.75) | $ 112,545.00 | $ 150,060.00 | -1.2% |
| **NET REVENUE OVER EXPENDITURES** | **$ 27,192.38** | **$ 168,081.10** | **$ 37,455.00** | **$ 49,940.00** | |

### PUBLIC FACILITIES

| | CURRENT MONTH | YTD ACTUAL | YTD BUDGET | TOTAL 2023 BUDGET | PERCENTAGE YTD ACTUAL vs YTD BUDGET |
|---|---|---|---|---|---|
| TOTAL PUBLIC FACILITIES REVENUE | $ 33,098.45 | $ 454,348.79 | $ 346,650.00 | $ 462,200.00 | 131.1% |
| TOTAL PUBLIC FACILITIES EXPENDITURES | $ 1,767.20 | $ 13,181.56 | $ 262,545.00 | $ 350,060.00 | 5.0% |
| **NET REVENUE OVER EXPENDITURES** | **$ 31,331.25** | **$ 441,167.23** | **$ 84,105.00** | **$ 112,140.00** | |

## CONSERVATION TRUST/FORESTRY

| | CURRENT MONTH | YTD ACTUAL | YTD BUDGET | TOTAL 2023 BUDGET | PERCENTAGE YTD ACTUAL vs YTD BUDGET |
|---|---|---|---|---|---|
| TOTAL CONSERVATION TRUST REVENUE | $ 72,425.75 | $ 500,871.26 | $ 442,875.00 | $ 590,500.00 | 113.1% |
| **EXPENDITURES** | | | | | |
| SALARIES/TAXES/BENEFITS | $ 21,836.44 | $ 205,035.02 | $ 249,718.50 | $ 332,958.00 | 82.1% |
| ADMINISTRATION OTHER | $ 655.73 | $ 18,406.80 | $ 19,357.50 | $ 25,810.00 | 95.1% |
| PARK MAINTENANCE & IMPROVEMENTS | $ 7,044.00 | $ 33,300.33 | $ 66,750.00 | $ 89,000.00 | 49.9% |
| TREE MAINTENANCE | $ - | $ 79,907.40 | $ 52,125.00 | $ 69,500.00 | 153.3% |
| EAB RESPONSE | $ - | $ 7,678.00 | $ 33,750.00 | $ 45,000.00 | 22.7% |
| TOTAL CONSERVATION TRUST EXPENDITURES | $ 29,536.17 | $ 344,327.55 | $ 421,701.00 | $ 562,268.00 | 81.7% |
| **NET REVENUE OVER EXPENDITURES** | **$ 42,889.58** | **$ 156,543.71** | **$ 21,174.00** | **$ 28,232.00** | |

## LARIMER COUNTY OPEN SPACE TAX

| | CURRENT MONTH | YTD ACTUAL | YTD BUDGET | TOTAL 2023 BUDGET | PERCENTAGE YTD ACTUAL vs YTD BUDGET |
|---|---|---|---|---|---|
| TOTAL LARIMER COUNTY REVENUE | $ 39,960.84 | $ 365,585.69 | $ 392,250.00 | $ 523,000.00 | 93.2% |
| TOTAL LARIMER COUNTY EXPENDITURES | $ 217,255.15 | $ 831,599.36 | $ 1,215,045.00 | $ 1,620,060.00 | 68.4% |
| **NET REVENUE OVER EXPENDITURES** | **$ (177,294.31)** | **$ (466,013.67)** | **$ (822,795.00)** | **$ (1,097,060.00)** | |

## CEMETERY ENDOWMENT

| | CURRENT MONTH | YTD ACTUAL | YTD BUDGET | TOTAL 2023 BUDGET | PERCENTAGE YTD ACTUAL vs YTD BUDGET |
|---|---|---|---|---|---|
| TOTAL CEMETERY ENDOWMENT REVENUE | $ 3,927.59 | $ 65,803.45 | $ 52,875.00 | $ 70,500.00 | 124.5% |
| **EXPENDITURES** | | | | | |
| SALARIES/TAXES/BENEFITS | $ 3,318.39 | $ 34,183.82 | $ 48,444.00 | $ 64,592.00 | 70.6% |
| FUNERALS | $ - | $ 930.00 | $ 2,250.00 | $ 3,000.00 | 0.0% |
| MAINTENANCE | $ 1,265.31 | $ 19,260.62 | $ 20,707.50 | $ 27,610.00 | 93.0% |
| IMPROVEMENTS | $ - | $ 972.00 | $ 26,250.00 | $ 35,000.00 | 0.0% |
| TOTAL CEMETERY ENDOWMENT EXPENDITURES | $ 4,583.70 | $ 55,346.44 | $ 97,651.50 | $ 130,202.00 | 56.7% |
| **NET REVENUE OVER EXPENDITURES** | **$ (656.11)** | **$ 10,457.01** | **$ (44,776.50)** | **$ (59,702.00)** | |

## BATS

| | CURRENT MONTH | YTD ACTUAL | YTD BUDGET | TOTAL 2023 BUDGET | PERCENTAGE YTD ACTUAL vs YTD BUDGET |
|---|---|---|---|---|---|
| TOTAL BATS REVENUE | $ 6,007.97 | $ 76,869.42 | $ 55,875.00 | $ 74,500.00 | 137.6% |
| **EXPENDITURES** | | | | | |
| SALARIES/TAXES/BENEFITS | $ 6,957.36 | $ 67,950.94 | $ 76,372.50 | $ 101,830.00 | 89.0% |
| ADMINISTRATION OTHER | $ 1,426.82 | $ 2,136.81 | $ 3,791.25 | $ 5,055.00 | 56.4% |
| DRIVING | $ 2,981.97 | $ 20,569.44 | $ 22,275.00 | $ 29,700.00 | 92.3% |
| SERVICES | $ - | $ 80,685.02 | $ 79,500.00 | $ 106,000.00 | 101.5% |
| TOTAL BATS EXPENDITURES | $ 11,366.15 | $ 171,342.21 | $ 181,938.75 | $ 242,585.00 | 94.2% |
| **NET REVENUE OVER EXPENDITURES** | **$ (5,358.18)** | **$ (94,472.79)** | **$ (126,063.75)** | **$ (168,085.00)** | |

## ROAD IMPACT FEES

| | CURRENT MONTH | YTD ACTUAL | YTD BUDGET | TOTAL 2023 BUDGET | PERCENTAGE YTD ACTUAL vs YTD BUDGET |
|---|---|---|---|---|---|
| TOTAL ROAD IMPACT REVENUE | $ 97,619.42 | $ 1,111,196.62 | $ 513,825.00 | $ 685,100.00 | 216.3% |
| TOTAL ROAD IMPACT EXPENDITURES | $ 3,827.88 | $ 240,171.02 | $ 472,780.00 | $ 630,373.00 | 50.8% |
| **NET REVENUE OVER EXPENDITURES** | **$ 93,791.54** | **$ 871,025.60** | **$ 41,045.00** | **$ 54,727.00** | |

## RECREATIONAL MMJ

| | CURRENT MONTH | YTD ACTUAL | YTD BUDGET | TOTAL 2023 BUDGET | PERCENTAGE YTD ACTUAL vs YTD BUDGET |
|---|---|---|---|---|---|
| TOTAL RECREATIONAL MMJ REVENUES | $ 63,128.53 | $ 506,944.07 | $ 301,500.00 | $ 402,000.00 | 168.1% |
| TOTAL RECREATIONAL MMJ EXPENDITURES | $ 971,366.32 | $ 1,083,077.40 | $ 952,545.00 | $ 1,270,060.00 | 113.7% |
| **NET REVENUE OVER EXPENDITURES** | **$ (908,237.79)** | **$ (576,133.33)** | **$ (651,045.00)** | **$ (868,060.00)** | |

| 1998 1% SALES TAX | CURRENT MONTH | YTD ACTUAL | YTD BUDGET | TOTAL 2023 BUDGET | PERCENTAGE YTD ACTUAL vs YTD BUDGET |
|---|---|---|---|---|---|
| TOTAL 1998 1% REVENUE | $ 307,735.22 | $ 2,041,180.42 | $ 1,669,312.00 | $ 2,225,750.00 | 122.3% |
| TOTAL 1998 1% EXPENDITURES | $ 158,298.57 | $ 1,551,092.37 | $ 3,540,045.00 | $ 4,720,060.00 | 43.8% |
| **NET REVENUE OVER EXPENDITURES** | **$ 149,436.65** | **$ 490,088.05** | **$ (1,870,733.00)** | **$ (2,494,310.00)** | |

| 2019 1% SALES TAX | CURRENT MONTH | YTD ACTUAL | YTD BUDGET | TOTAL 2023 BUDGET | PERCENTAGE YTD ACTUAL vs YTD BUDGET |
|---|---|---|---|---|---|
| RECREATION CENTER REVENUE | $ 120,038.02 | $ 1,183,064.15 | $ 916,312.00 | $ 1,221,750.00 | 129.1% |
| SALES TAX REVENUE/INTEREST | $ 321,926.44 | $ 2,162,897.27 | $ 1,664,812.00 | $ 2,219,750.00 | 129.9% |
| TOTAL 2019 1% REVENUE | $ 441,964.46 | $ 3,345,961.42 | $ 2,581,124.00 | $ 3,441,500.00 | 129.6% |
| RECREATION CENTER OPERATING EXPENSES | $ 140,752.18 | $ 1,293,652.22 | $ 1,563,439.00 | $ 2,084,586.00 | 82.7% |
| COP PAYMENT AND OTHER EXPENSES | $ - | $ 391,138.46 | $ 3,100,500.00 | $ 4,134,000.00 | 12.6% |
| TOTAL 2019 1% EXPENDITURES | $ 140,752.18 | $ 1,684,790.68 | $ 4,663,939.00 | $ 6,218,586.00 | 36.1% |
| **NET REVENUE OVER EXPENDITURES** | **$ 301,212.28** | **$ 1,661,170.74** | **$ (2,082,815.00)** | **$ (2,777,086.00)** | |

| | | | | |
|---|---|---|---|---|
| **TOTAL SPECIAL FUNDS REVENUE** | $ 1,196,288.87 | $ 9,263,786.12 | $ 7,000,086.00 | $ 9,333,450.00 |
| **TOTAL SPECIAL FUNDS EXPENDITURES** | $ 459,405.14 | $ 7,161,371.62 | $ 13,518,280.25 | $ 18,024,374.00 |
| **TOTAL REVENUE OVER EXPENDITURES** | **$ 736,883.73** | **$ 2,102,414.50** | **$ (6,518,194.25)** | **$ (8,690,924.00)** |

| | | | | |
|---|---|---|---|---|
| TOTAL REVENUE | $ 4,144,257.93 | $ 32,901,429.77 | $ 23,888,259.50 | $ 31,851,016.00 |
| TOTAL EXPENDITURES | $ 3,440,908.85 | $ 24,808,092.07 | $ 61,598,465.00 | $ 82,131,288.00 |

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

# BILLS SUMMARY
# SEPTEMBER 2023 FINAL

BILLS ALLOWED

| | | |
|---|---|---|
| TOTAL BILLS | $ | 3,098,627 |
| NET PAYROLL | $ | 260,298 |

Mayor William Karspeck _____

Mayor Pro-Tem Mike Grace _____

Trustee May Albrecht _____

Trustee Karl Ayers _____

Trustee Tim Hardy _____

Trustee Chris Kurtz _____

Trustee Sean Murphy _____

| GL Period | Check Issue Date | Check Number | Payee | Invoice Number | Invoice GL Account | Invoice GL Account Title | Check Amount |
|---|---|---|---|---|---|---|---|
| **1100200400** | | | | | | | |
| **81523301** | | | | | | | |
| 09/23 | 09/15/2023 | 815233 | CIGNA | SEPTEMBE | 11-00-200400 | Insurance Payable | 34,567.72 |
| **90123300** | | | | | | | |
| 09/23 | 09/01/2023 | 901233 | Allstate | SEPTEMBE | 11-00-200400 | Insurance Payable | 833.84 |
| Total 1100200400: | | | | | | | 35,401.56 |
| **1100221050** | | | | | | | |
| **90123301** | | | | | | | |
| 09/23 | 09/01/2023 | 901233 | Guardian | SEPTEMBE | 11-00-221050 | Payroll Deduction Payable | 5,086.54 |
| Total 1100221050: | | | | | | | 5,086.54 |
| **1100420900** | | | | | | | |
| **74751** | | | | | | | |
| 09/23 | 09/07/2023 | 74751 | Elliot, Tesla | 582866 | 11-00-4209-00 | Restitution | 1,465.00 |
| **74762** | | | | | | | |
| 09/23 | 09/20/2023 | 74762 | Collins, Michael | 901054067 | 11-00-4209-00 | Restitution | 5.00 |
| **74763** | | | | | | | |
| 09/23 | 09/20/2023 | 74763 | Johnstone, Carson | 575025 | 11-00-4209-00 | Restitution | 500.00 |
| Total 1100420900: | | | | | | | 1,970.00 |
| **1101501001** | | | | | | | |
| **74745** | | | | | | | |
| 09/23 | 09/06/2023 | 74745 | Office Depot | Multiple | 11-01-5010.01 | Office Supplies-General Office | 328.76 |
| **74758** | | | | | | | |
| 09/23 | 09/19/2023 | 74758 | Quadient Finance USA, Inc | 09142023 | 11-01-5010.01 | Office Supplies-General Office | 1,463.00 |
| **74812** | | | | | | | |
| 09/23 | 09/06/2023 | 74812 | Culligan of Cheyenne | 49678 | 11-01-5010.01 | Office Supplies-General Office | 82.00 |
| **74825** | | | | | | | |
| 09/23 | 09/12/2023 | 74825 | American DataBank LLC | 2308308 | 11-01-5010.01 | Office Supplies-General Office | 71.00 |
| Total 1101501001: | | | | | | | 1,944.76 |
| **1101501101** | | | | | | | |
| **74741** | | | | | | | |
| 09/23 | 09/01/2023 | 74741 | Voice Exchange (Paragon | SEPTEMBE | 11-01-5011.01 | Telephone-General Office | 38.00 |
| Total 1101501101: | | | | | | | 38.00 |
| **1101501501** | | | | | | | |
| **74802** | | | | | | | |
| 09/23 | 09/05/2023 | 74802 | Healthiest You | 2023092390 | 11-01-5015.01 | Insurance | 770.00 |
| Total 1101501501: | | | | | | | 770.00 |
| **1101501707** | | | | | | | |
| **74797** | | | | | | | |
| 09/23 | 09/05/2023 | 74797 | Smith Power Products | Multiple | 11-01-5017.07 | Building Maintenance-Town Hall | 15,353.67 |
| Total 1101501707: | | | | | | | 15,353.67 |
| **1101501804** | | | | | | | |
| **74833** | | | | | | | |
| 09/23 | 09/12/2023 | 74833 | Prairie Mountain Media | 359516 | 11-01-5018.04 | Publications/Legal Notice | 38.86 |

| GL Period | Check Issue Date | Check Number | Payee | Invoice Number | Invoice GL Account | Invoice GL Account Title | Check Amount |
|---|---|---|---|---|---|---|---|
| **74855** | | | | | | | |
| 09/23 | 09/19/2023 | 74855 | Fidelity National Title Comp | 20931108 | 11-01-5018.04 | Publications/Legal Notice | 5.00 |
| **74860** | | | | | | | |
| 09/23 | 09/19/2023 | 74860 | Land Title Guarantee Com | OE1074299 | 11-01-5018.04 | Publications/Legal Notice | 5.00 |
| Total 1101501804: | | | | | | | 48.86 |
| **1101502103** | | | | | | | |
| **74864** | | | | | | | |
| 09/23 | 09/19/2023 | 74864 | March, Olive & Sapienza, L | Multiple | 11-01-5021.03 | Municipal Judge | 1,188.00 |
| Total 1101502103: | | | | | | | 1,188.00 |
| **1101502801** | | | | | | | |
| **74851** | | | | | | | |
| 09/23 | 09/19/2023 | 74851 | CivicPlus | 271395 | 11-01-5028.01 | Records Management | 868.32 |
| Total 1101502801: | | | | | | | 868.32 |
| **1101503800** | | | | | | | |
| **74754** | | | | | | | |
| 09/23 | 09/12/2023 | 74754 | Hays Market | Multiple | 11-01-5038.00 | Administrative Expenses | 126.61 |
| Total 1101503800: | | | | | | | 126.61 |
| **1101504001** | | | | | | | |
| **74858** | | | | | | | |
| 09/23 | 09/19/2023 | 74858 | Kissinger & Fellman, P.C. | 4367 | 11-01-5040.01 | Attorney-Admin | 671.00 |
| Total 1101504001: | | | | | | | 671.00 |
| **1101504003** | | | | | | | |
| **74846** | | | | | | | |
| 09/23 | 09/19/2023 | 74846 | Bell Gould Linder & Scott P | 35874 | 11-01-5040.03 | Attorney-Municipal Court | 2,551.28 |
| Total 1101504003: | | | | | | | 2,551.28 |
| **1101508907** | | | | | | | |
| **74784** | | | | | | | |
| 09/23 | 09/05/2023 | 74784 | C & B Cleaning | Multiple | 11-01-5089.07 | Janitorial Service & Supplies | 6,620.00 |
| Total 1101508907: | | | | | | | 6,620.00 |
| **1101509501** | | | | | | | |
| **74809** | | | | | | | |
| 09/23 | 09/06/2023 | 74809 | Anchor Network Solutions, | Multiple | 11-01-5095.01 | Computer Maintenance/Replace | 5,528.90 |
| **74844** | | | | | | | |
| 09/23 | 09/19/2023 | 74844 | Anchor Network Solutions, | Multiple | 11-01-5095.01 | Computer Maintenance/Replace | 4,359.50 |
| Total 1101509501: | | | | | | | 9,888.40 |
| **1101509601** | | | | | | | |
| **74738** | | | | | | | |
| 09/23 | 09/01/2023 | 74738 | Comcast | SEPTEMBE | 11-01-5096.01 | Internet | 20.60 |
| Total 1101509601: | | | | | | | 20.60 |

| GL Period | Check Issue Date | Check Number | Payee | Invoice Number | Invoice GL Account | Invoice GL Account Title | Check Amount |
|---|---|---|---|---|---|---|---|
| **1101524901** | | | | | | | |
| **73227** | | | | | | | |
| 09/23 | 09/29/2023 | 73227 | Picture This Creative Servi | 226 | 11-01-5249.01 | Public Outreach | 300.00- |
| **75171** | | | | | | | |
| 09/23 | 09/29/2023 | 75171 | Picture This Creative Servi | 226 | 11-01-5249.01 | Public Outreach | 300.00 |
| Total 1101524901: | | | | | | | .00 |
| **1102503404** | | | | | | | |
| **74803** | | | | | | | |
| 09/23 | 09/05/2023 | 74803 | Larimer Humane Society | 1031 | 11-02-5034.04 | Animal Control | 3,826.83 |
| Total 1102503404: | | | | | | | 3,826.83 |
| **1103501101** | | | | | | | |
| **74874** | | | | | | | |
| 09/23 | 09/19/2023 | 74874 | Complete Wireless Technol | 103974 | 11-03-5011.01 | Telephone | 165.00 |
| Total 1103501101: | | | | | | | 165.00 |
| **1103501206** | | | | | | | |
| **74879** | | | | | | | |
| 09/23 | 09/20/2023 | 74879 | AGFINITY INC | Multiple | 11-03-5012.06 | Utilites-Shop | 525.00 |
| Total 1103501206: | | | | | | | 525.00 |
| **1103501406** | | | | | | | |
| **74813** | | | | | | | |
| 09/23 | 09/06/2023 | 74813 | Kwik Korner | AUG23 | 11-03-5014.06 | Gas & Oil | 2,285.49 |
| Total 1103501406: | | | | | | | 2,285.49 |
| **1103502106** | | | | | | | |
| **74954** | | | | | | | |
| 09/23 | 09/27/2023 | 74954 | Prestige Chrysler Dodge | 6141250/2 | 11-03-5021.06 | Light Duty Veh/Eqiup Maint | 726.50 |
| Total 1103502106: | | | | | | | 726.50 |
| **1103503602** | | | | | | | |
| **74760** | | | | | | | |
| 09/23 | 09/19/2023 | 74760 | 4Rivers Equipment | 1525240 | 11-03-5036.02 | Heavy Duty Veh/Equip Maint | 1,295.00 |
| **74824** | | | | | | | |
| 09/23 | 09/12/2023 | 74824 | 4Rivers Equipment | Multiple | 11-03-5036.02 | Heavy Duty Veh/Equip Maint | 18,165.59 |
| Total 1103503602: | | | | | | | 19,460.59 |
| **1103503702** | | | | | | | |
| **74862** | | | | | | | |
| 09/23 | 09/19/2023 | 74862 | LG Everist INC | 661460 | 11-03-5037.02 | Materials for Maintenance | 1,751.96 |
| Total 1103503702: | | | | | | | 1,751.96 |
| **1103504102** | | | | | | | |
| **74761** | | | | | | | |
| 09/23 | 09/19/2023 | 74761 | Loveland Barricade LLC | 21220 | 11-03-5041.02 | Equipment Rental | 118.00 |
| **74869** | | | | | | | |
| 09/23 | 09/19/2023 | 74869 | Wagner Rents | Multiple | 11-03-5041.02 | Equipment Rental | 1,914.60 |

| GL Period | Check Issue Date | Check Number | Payee | Invoice Number | Invoice GL Account | Invoice GL Account Title | Check Amount |
|---|---|---|---|---|---|---|---|
| **74872** | | | | | | | |
| 09/23 | 09/19/2023 | 74872 | BeeLine Trucking | 2294 | 11-03-5041.02 | Equipment Rental | 275.00 |
| Total 1103504102: | | | | | | | 2,307.60 |
| **1103504506** | | | | | | | |
| **74748** | | | | | | | |
| 09/23 | 09/06/2023 | 74748 | Republic Services | Multiple | 11-03-5045.06 | Shop Operations | 1,479.14 |
| **74753** | | | | | | | |
| 09/23 | 09/12/2023 | 74753 | Cintas First Aid & Safety | Multiple | 11-03-5045.06 | Shop Operations | 774.00 |
| **74814** | | | | | | | |
| 09/23 | 09/06/2023 | 74814 | University Auto Parts-NAP | Multiple | 11-03-5045.06 | Shop Operations | 683.69 |
| **74830** | | | | | | | |
| 09/23 | 09/12/2023 | 74830 | Mountain View Commercial | 13480 | 11-03-5045.06 | Shop Operations | 344.11 |
| **74861** | | | | | | | |
| 09/23 | 09/19/2023 | 74861 | Larimer Co Solid Waste | AUG23 | 11-03-5045.06 | Shop Operations | 220.25 |
| **74945** | | | | | | | |
| 09/23 | 09/27/2023 | 74945 | United Site Services | 114-1273581 | 11-03-5045.06 | Shop Operations | 577.49 |
| Total 1103504506: | | | | | | | 4,078.68 |
| **1103504601** | | | | | | | |
| **74765** | | | | | | | |
| 09/23 | 09/20/2023 | 74765 | Cervantes, Armo | UNIFORMS | 11-03-5046.01 | Uniforms | 277.12 |
| **74766** | | | | | | | |
| 09/23 | 09/20/2023 | 74766 | Wicks, Jeff | UNIFORMS | 11-03-5046.01 | Uniforms | 272.06 |
| Total 1103504601: | | | | | | | 549.18 |
| **1103504704** | | | | | | | |
| **74827** | | | | | | | |
| 09/23 | 09/12/2023 | 74827 | Colorado Barricade Co | 65158136-00 | 11-03-5047.04 | Signs & Signage | 298.00 |
| Total 1103504704: | | | | | | | 298.00 |
| **1104502045** | | | | | | | |
| **74796** | | | | | | | |
| 09/23 | 09/05/2023 | 74796 | Northern Colorado Sports | 9812 | 11-04-5020.45 | Officials-Adult Kickball | 80.00 |
| Total 1104502045: | | | | | | | 80.00 |
| **1106511006** | | | | | | | |
| **74810** | | | | | | | |
| 09/23 | 09/06/2023 | 74810 | Leadline Project Managem | BERTHOUD- | 11-06-5110.06 | Professional Serv-Consultants | 5,676.25 |
| **74889** | | | | | | | |
| 09/23 | 09/21/2023 | 74889 | Crazy Good Marketing | 3622 | 11-06-5110.06 | Professional Serv-Consultants | 336.10 |
| Total 1106511006: | | | | | | | 6,012.35 |
| **1106511206** | | | | | | | |
| **74742** | | | | | | | |
| 09/23 | 09/05/2023 | 74742 | Bizwest | 8922-R | 11-06-5112.06 | Marketing | 685.00 |
| Total 1106511206: | | | | | | | 685.00 |
| **1107502004** | | | | | | | |

| GL Period | Check Issue Date | Check Number | Payee | Invoice Number | Invoice GL Account | Invoice GL Account Title | Check Amount |
|---|---|---|---|---|---|---|---|
| **74868** | | | | | | | |
| 09/23 | 09/19/2023 | 74868 | Thirsty Soil Solutions | 8907 | 11-07-5020.04 | Weed/turf maint contract | 385.00 |
| **74938** | | | | | | | |
| 09/23 | 09/26/2023 | 74938 | Thirsty Soil Solutions | 8910 | 11-07-5020.04 | Weed/turf maint contract | 1,500.00 |
| Total 1107502004: | | | | | | | 1,885.00 |
| **1107504409** | | | | | | | |
| **74786** | | | | | | | |
| 09/23 | 09/05/2023 | 74786 | DBC Irrigation Supply | Multiple | 11-07-5044.09 | Fertilizer/Chemicals-gen parks | 1,105.72 |
| Total 1107504409: | | | | | | | 1,105.72 |
| **1107504601** | | | | | | | |
| **72538** | | | | | | | |
| 09/23 | 09/29/2023 | 72538 | Chard, Coleton | 3RD QUART | 11-07-5046.01 | Uniforms | 95.87- |
| **75170** | | | | | | | |
| 09/23 | 09/29/2023 | 75170 | Chard, Coleton | 3RD QUART | 11-07-5046.01 | Uniforms | 95.87 |
| Total 1107504601: | | | | | | | .00 |
| **1107504904** | | | | | | | |
| **74853** | | | | | | | |
| 09/23 | 09/19/2023 | 74853 | DBC Irrigation Supply | Multiple | 11-07-5049.04 | Irrigation Repair-Ball Fields | 1,668.64 |
| **74871** | | | | | | | |
| 09/23 | 09/19/2023 | 74871 | Baseline - Subscriptions | 14294-2023 | 11-07-5049.04 | Irrigation Repair-Ball Fields | 419.00 |
| Total 1107504904: | | | | | | | 2,087.64 |
| **1107505503** | | | | | | | |
| **74793** | | | | | | | |
| 09/23 | 09/05/2023 | 74793 | Mountain View Commercial | Multiple | 11-07-5055.03 | Restroom Maintenance | 2,572.62 |
| Total 1107505503: | | | | | | | 2,572.62 |
| **1107505709** | | | | | | | |
| **74764** | | | | | | | |
| 09/23 | 09/20/2023 | 74764 | Black Eagle Fencing | 2690 | 11-07-5057.09 | Repair/Supplies-General Park | 549.00 |
| Total 1107505709: | | | | | | | 549.00 |
| **1107505902** | | | | | | | |
| **74878** | | | | | | | |
| 09/23 | 09/19/2023 | 74878 | Vector Disease Control Inte | 13325 | 11-07-5059.02 | Insect Control | 5,527.85 |
| Total 1107505902: | | | | | | | 5,527.85 |
| **1108521502** | | | | | | | |
| **74834** | | | | | | | |
| 09/23 | 09/12/2023 | 74834 | ProCode, Inc. | 0103954 | 11-08-5215.02 | Contract Inspections | 76,479.48 |
| Total 1108521502: | | | | | | | 76,479.48 |
| **1110512300** | | | | | | | |
| **74747** | | | | | | | |
| 09/23 | 09/06/2023 | 74747 | Picture This Creative Servi | 272 | 11-10-5123.00 | Signage at Entryways | 260.00 |

| GL Period | Check Issue Date | Check Number | Payee | Invoice Number | Invoice GL Account | Invoice GL Account Title | Check Amount |
|---|---|---|---|---|---|---|---|
| Total 1110512300: | | | | | | | 260.00 |
| **1110512800** | | | | | | | |
| **74821** | | | | | | | |
| 09/23 | 09/07/2023 | 74821 | Wilson & Company, Inc. | Multiple | 11-10-5128.00 | 3rd & Massachusetts | 28,307.40 |
| **74947** | | | | | | | |
| 09/23 | 09/27/2023 | 74947 | Wilson & Company, Inc. | 119678 | 11-10-5128.00 | 3rd & Massachusetts | 8,392.50 |
| Total 1110512800: | | | | | | | 36,699.90 |
| **1110512900** | | | | | | | |
| **74806** | | | | | | | |
| 09/23 | 09/06/2023 | 74806 | DTJ Design | 66626 | 11-10-5129.00 | Richardson Park Construction | 125,476.94 |
| Total 1110512900: | | | | | | | 125,476.94 |
| **1110570800** | | | | | | | |
| **74859** | | | | | | | |
| 09/23 | 09/19/2023 | 74859 | Krische Construction | 23047 1 | 11-10-5708.00 | Town Park Reconstruction | 188,042.21 |
| **74866** | | | | | | | |
| 09/23 | 09/19/2023 | 74866 | Ohlson Lavoie Corporation | 115041 | 11-10-5708.00 | Town Park Reconstruction | 27,297.75 |
| Total 1110570800: | | | | | | | 215,339.96 |
| **1111518603** | | | | | | | |
| **74940** | | | | | | | |
| 09/23 | 09/27/2023 | 74940 | Baseline Engineering Corp | Multiple | 11-11-5186.03 | Development Code Updates | 32,274.25 |
| Total 1111518603: | | | | | | | 32,274.25 |
| **1111518902** | | | | | | | |
| **74842** | | | | | | | |
| 09/23 | 09/18/2023 | 74842 | Cardmember Service | AUG2023 | 11-11-5189.02 | DEVELOPMENT REVIEW | 29,096.45 |
| **74845** | | | | | | | |
| 09/23 | 09/19/2023 | 74845 | Baseline Engineering Corp | AUG2023 | 11-11-5189.02 | DEVELOPMENT REVIEW | 41,526.02 |
| **74847** | | | | | | | |
| 09/23 | 09/19/2023 | 74847 | Berthoud Weekly Surveyor | 38138 | 11-11-5189.02 | DEVELOPMENT REVIEW | 289.96 |
| **74943** | | | | | | | |
| 09/23 | 09/27/2023 | 74943 | Norton & Smith, P.C. | AUG23 | 11-11-5189.02 | DEVELOPMENT REVIEW | 9,330.40 |
| Total 1111518902: | | | | | | | 80,242.83 |
| **1112501702** | | | | | | | |
| **74897** | | | | | | | |
| 09/23 | 09/27/2023 | 74897 | Clear Shine Window Cleani | 13734 | 11-12-5017.02 | Building Maintenance-Maint | 30.00 |
| Total 1112501702: | | | | | | | 30.00 |
| **1112503901** | | | | | | | |
| **74801** | | | | | | | |
| 09/23 | 09/05/2023 | 74801 | Berthoud Village Shopping | SEPT | 11-12-5039.01 | HOA Fees | 3,860.86 |
| Total 1112503901: | | | | | | | 3,860.86 |
| **1113501801** | | | | | | | |

| GL Period | Check Issue Date | Check Number | Payee | Invoice Number | Invoice GL Account | Invoice GL Account Title | Check Amount |
|---|---|---|---|---|---|---|---|
| **74826** | | | | | | | |
| 09/23 | 09/12/2023 | 74826 | Berthoud High School | 0003 | 11-13-5018.01 | Advertising-Community Outreach | 500.00 |
| Total 1113501801: | | | | | | | 500.00 |
| **1113502001** | | | | | | | |
| **74740** | | | | | | | |
| 09/23 | 09/01/2023 | 74740 | Picture This Creative Servi | 241-R-0006 | 11-13-5020.01 | Prof Services-Community | 300.00 |
| **74832** | | | | | | | |
| 09/23 | 09/12/2023 | 74832 | Novel Media Group | 090823 | 11-13-5020.01 | Prof Services-Community | 340.00 |
| **74948** | | | | | | | |
| 09/23 | 09/27/2023 | 74948 | AdSortium, LLC | Multiple | 11-13-5020.01 | Prof Services-Community | 868.75 |
| Total 1113502001: | | | | | | | 1,508.75 |
| **2000504002** | | | | | | | |
| **74946** | | | | | | | |
| 09/23 | 09/27/2023 | 74946 | Vranesh & Raisch | Multiple | 20-00-5040.02 | Attorney Fees | 24,013.52 |
| Total 2000504002: | | | | | | | 24,013.52 |
| **2000510402** | | | | | | | |
| **74885** | | | | | | | |
| 09/23 | 09/20/2023 | 74885 | Leonard Rice Engineers In | 24092 | 20-00-5104.02 | Water Resource Master Plan | 21,547.58 |
| Total 2000510402: | | | | | | | 21,547.58 |
| **2000510602** | | | | | | | |
| **74744** | | | | | | | |
| 09/23 | 09/06/2023 | 74744 | Handy Ditch Company | 1292 | 20-00-5106.02 | Ditchwide Study | 597.00 |
| Total 2000510602: | | | | | | | 597.00 |
| **2000510800** | | | | | | | |
| **74835** | | | | | | | |
| 09/23 | 09/12/2023 | 74835 | Resource Central | 5855 | 20-00-5108.00 | Water Conservation Program | 1,155.00 |
| Total 2000510800: | | | | | | | 1,155.00 |
| **2000512302** | | | | | | | |
| **74752** | | | | | | | |
| 09/23 | 09/11/2023 | 74752 | Stewart Title | 2095008 | 20-00-5123.02 | Water Purchase | 460.50 |
| Total 2000512302: | | | | | | | 460.50 |
| **2000520802** | | | | | | | |
| **74886** | | | | | | | |
| 09/23 | 09/20/2023 | 74886 | Providence Infrastructure C | 00012 | 20-00-5208.02 | Raw Line Maintenance | 67,823.42 |
| Total 2000520802: | | | | | | | 67,823.42 |
| **2100441000** | | | | | | | |
| **74675** | | | | | | | |
| 09/23 | 09/26/2023 | 74675 | DUNRITE EXCAVATION | HM0794 | 21-00-4410-00 | Sale of Water | 1,000.00 |
| Total 2100441000: | | | | | | | 1,000.00 |

| GL Period | Check Issue Date | Check Number | Payee | Invoice Number | Invoice GL Account | Invoice GL Account Title | Check Amount |
|---|---|---|---|---|---|---|---|
| **2100500901** | | | | | | | |
| **74819** | | | | | | | |
| 09/23 | 09/07/2023 | 74819 | Matthews, Ken | Multiple | 21-00-5009.01 | Travel, Training | 84.80 |
| **74852** | | | | | | | |
| 09/23 | 09/19/2023 | 74852 | Colorado Water Congress | 50036 | 21-00-5009.01 | Travel, Training | 475.00 |
| Total 2100500901: | | | | | | | 559.80 |
| **2100501101** | | | | | | | |
| **74739** | | | | | | | |
| 09/23 | 09/01/2023 | 74739 | Hilltop Broadband | 3582-202308 | 21-00-5011.01 | Telephone | 194.70 |
| **74873** | | | | | | | |
| 09/23 | 09/19/2023 | 74873 | Comcast | SEPT23 | 21-00-5011.01 | Telephone | 427.10 |
| Total 2100501101: | | | | | | | 621.80 |
| **2100501203** | | | | | | | |
| **74939** | | | | | | | |
| 09/23 | 09/26/2023 | 74939 | XCEL Energy | SEPT23 | 21-00-5012.03 | Utilities-Treatment | 11,331.13 |
| Total 2100501203: | | | | | | | 11,331.13 |
| **2100505702** | | | | | | | |
| **74794** | | | | | | | |
| 09/23 | 09/05/2023 | 74794 | MTech Mechanical | 121295 | 21-00-5057.02 | Repair, Maint, Supp Dist | 1,247.12 |
| **74800** | | | | | | | |
| 09/23 | 09/05/2023 | 74800 | Ramey Environmental | Multiple | 21-00-5057.02 | Repair, Maint, Supp Dist | 192,865.90 |
| **74932** | | | | | | | |
| 09/23 | 09/20/2023 | 74932 | Jones Excavating & Plumbi | Multiple | 21-00-5057.02 | Repair, Maint, Supp Dist | 11,320.50 |
| Total 2100505702: | | | | | | | 205,433.52 |
| **2100505703** | | | | | | | |
| **74930** | | | | | | | |
| 09/23 | 09/20/2023 | 74930 | Hach Co. | 13732587 | 21-00-5057.03 | Repair, Maint, Supp Treat | 1,471.36 |
| **74951** | | | | | | | |
| 09/23 | 09/27/2023 | 74951 | Goble Sampson Associate | BINV001074 | 21-00-5057.03 | Repair, Maint, Supp Treat | 4,661.00 |
| Total 2100505703: | | | | | | | 6,132.36 |
| **2100506003** | | | | | | | |
| **74789** | | | | | | | |
| 09/23 | 09/05/2023 | 74789 | DPC Industries Inc. | Multiple | 21-00-5060.03 | Chemicals-Treatment | 8,844.88 |
| **74795** | | | | | | | |
| 09/23 | 09/05/2023 | 74795 | Nalco Company LLC | 6602157075 | 21-00-5060.03 | Chemicals-Treatment | 39,291.06 |
| **74829** | | | | | | | |
| 09/23 | 09/12/2023 | 74829 | DPC Industries Inc. | 737003446-2 | 21-00-5060.03 | Chemicals-Treatment | 3,097.82 |
| **74953** | | | | | | | |
| 09/23 | 09/27/2023 | 74953 | Nalco Company LLC | 6602216441 | 21-00-5060.03 | Chemicals-Treatment | 39,047.60 |
| Total 2100506003: | | | | | | | 90,281.36 |
| **2100508103** | | | | | | | |
| **74791** | | | | | | | |
| 09/23 | 09/05/2023 | 74791 | HOA Solutions | 11333 | 21-00-5081.03 | SCADA | 450.00 |
| **74888** | | | | | | | |
| 09/23 | 09/20/2023 | 74888 | Timber Line Electric & Cont | 8115 | 21-00-5081.03 | SCADA | 3,294.75 |

| GL Period | Check Issue Date | Check Number | Payee | Invoice Number | Invoice GL Account | Invoice GL Account Title | Check Amount |
|---|---|---|---|---|---|---|---|
| **74931** | | | | | | | |
| 09/23 | 09/20/2023 | 74931 | HOA Solutions | 11367 | 21-00-5081.03 | SCADA | 1,808.25 |
| Total 2100508103: | | | | | | | 5,553.00 |
| **2100510902** | | | | | | | |
| **74785** | | | | | | | |
| 09/23 | 09/05/2023 | 74785 | Dana Kepner | 1585274-00 | 21-00-5109.02 | Meters-repairs | 2,438.00 |
| **74882** | | | | | | | |
| 09/23 | 09/20/2023 | 74882 | Gopher Excavation Inc | 06-2420 | 21-00-5109.02 | Meters-repairs | 2,750.00 |
| Total 2100510902: | | | | | | | 5,188.00 |
| **2100512401** | | | | | | | |
| **74749** | | | | | | | |
| 09/23 | 09/06/2023 | 74749 | Handy Ditch Company | 090623 | 21-00-5124.01 | Water Assessments | 3,000.00 |
| **74831** | | | | | | | |
| 09/23 | 09/12/2023 | 74831 | Northern Water | 08312023 | 21-00-5124.01 | Water Assessments | 37,875.95 |
| Total 2100512401: | | | | | | | 40,875.95 |
| **2100527702** | | | | | | | |
| **74811** | | | | | | | |
| 09/23 | 09/06/2023 | 74811 | BERTHOUD HOMES, LLC | 2021024.1 | 21-00-5277.02 | Distribution System Improve | 3,883.63 |
| Total 2100527702: | | | | | | | 3,883.63 |
| **2200527600** | | | | | | | |
| **74887** | | | | | | | |
| 09/23 | 09/20/2023 | 74887 | TETRA TECH, INC | 52079978 | 22-00-5276.00 | Master Planning Update | 13,129.00 |
| Total 2200527600: | | | | | | | 13,129.00 |
| **2300501004** | | | | | | | |
| **74816** | | | | | | | |
| 09/23 | 09/07/2023 | 74816 | USPS-Berthoud | SEPT23 | 23-00-5010.04 | Office Supplies | 2,604.67 |
| Total 2300501004: | | | | | | | 2,604.67 |
| **2300501101** | | | | | | | |
| **74736** | | | | | | | |
| 09/23 | 09/01/2023 | 74736 | CenturyLink | SEPTEMBE | 23-00-5011.01 | Telephone-Main Plant | 406.32 |
| **74737** | | | | | | | |
| 09/23 | 09/01/2023 | 74737 | Comcast | SEPTEMBE | 23-00-5011.01 | Telephone-Main Plant | 1,388.39 |
| **74949** | | | | | | | |
| 09/23 | 09/27/2023 | 74949 | AT&T Mobility | SEPT23 | 23-00-5011.01 | Telephone-Main Plant | 1,321.09 |
| Total 2300501101: | | | | | | | 3,115.80 |
| **2300501201** | | | | | | | |
| **74808** | | | | | | | |
| 09/23 | 09/06/2023 | 74808 | Poudre Valley REA | AUG23-3 | 23-00-5012.01 | Utilities-Main Plant | 13,133.40 |
| **74863** | | | | | | | |
| 09/23 | 09/19/2023 | 74863 | Little Thompson Water Dist | AUG2023 | 23-00-5012.01 | Utilities-Main Plant | 892.18 |
| **74877** | | | | | | | |
| 09/23 | 09/19/2023 | 74877 | Poudre Valley REA | SEPT2023 | 23-00-5012.01 | Utilities-Main Plant | 1,481.53 |

| GL Period | Check Issue Date | Check Number | Payee | Invoice Number | Invoice GL Account | Invoice GL Account Title | Check Amount |
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| **74937** | | | | | | | |
| 09/23 | 09/26/2023 | 74937 | Poudre Valley REA | SEPT23 | 23-00-5012.01 | Utilities-Main Plant | 8,335.64 |
| Total 2300501201: | | | | | | | 23,842.75 |
| **2300501203** | | | | | | | |
| **74807** | | | | | | | |
| 09/23 | 09/06/2023 | 74807 | Little Thompson Water Dist | AUG23 | 23-00-5012.03 | Utilities | 5,980.68 |
| Total 2300501203: | | | | | | | 5,980.68 |
| **2300502004** | | | | | | | |
| **74944** | | | | | | | |
| 09/23 | 09/27/2023 | 74944 | TETRA TECH, INC. | 52127491 | 23-00-5020.04 | Professional Fees | 8,844.75 |
| Total 2300502004: | | | | | | | 8,844.75 |
| **2300505701** | | | | | | | |
| **74857** | | | | | | | |
| 09/23 | 09/19/2023 | 74857 | Grainger | Multiple | 23-00-5057.01 | Repair, Maint. & Supplies-Main | 169.02 |
| Total 2300505701: | | | | | | | 169.02 |
| **2300505703** | | | | | | | |
| **74836** | | | | | | | |
| 09/23 | 09/12/2023 | 74836 | UNCC | 223080177 | 23-00-5057.03 | Repair, Maint. & Supplies-Lift | 641.13 |
| Total 2300505703: | | | | | | | 641.13 |
| **2300506002** | | | | | | | |
| **74955** | | | | | | | |
| 09/23 | 09/27/2023 | 74955 | Treatment Technology | 190216 | 23-00-5060.02 | Chemicals-Regional | 2,508.70 |
| Total 2300506002: | | | | | | | 2,508.70 |
| **2300510801** | | | | | | | |
| **74838** | | | | | | | |
| 09/23 | 09/12/2023 | 74838 | Colorado Analytical Labs, I | Multiple | 23-00-5108.01 | Lab Tests-Main Plant | 3,733.71 |
| Total 2300510801: | | | | | | | 3,733.71 |
| **2300511401** | | | | | | | |
| **74787** | | | | | | | |
| 09/23 | 09/05/2023 | 74787 | Denali Water Solutions | Multiple | 23-00-5114.01 | Sludge Hauling-Main Plant | 2,210.58 |
| **74828** | | | | | | | |
| 09/23 | 09/12/2023 | 74828 | Denali Water Solutions | 583073 | 23-00-5114.01 | Sludge Hauling-Main Plant | 968.06 |
| **74928** | | | | | | | |
| 09/23 | 09/20/2023 | 74928 | Denali Water Solutions | Multiple | 23-00-5114.01 | Sludge Hauling-Main Plant | 1,605.78 |
| **74942** | | | | | | | |
| 09/23 | 09/27/2023 | 74942 | Denali Water Solutions | 566812 | 23-00-5114.01 | Sludge Hauling-Main Plant | 2,275.44 |
| Total 2300511401: | | | | | | | 7,059.86 |
| **2300521405** | | | | | | | |
| **81523300** | | | | | | | |
| 09/23 | 09/15/2023 | 815233 | Caselle Inc. | SEPTEMBE | 23-00-5214.05 | Computer Maint/Replacement | 1,728.00 |

| GL Period | Check Issue Date | Check Number | Payee | Invoice Number | Invoice GL Account | Invoice GL Account Title | Check Amount |
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| Total 2300521405: | | | | | | | 1,728.00 |
| **2300527404** | | | | | | | |
| **74896** | | | | | | | |
| 09/23 | 09/26/2023 | 74896 | UMB BANK | BTH2 2023 | 23-00-5274.04 | Waste Water 2012 Bonds | 734,175.00 |
| Total 2300527404: | | | | | | | 734,175.00 |
| **2400501900** | | | | | | | |
| **93023302** | | | | | | | |
| 09/23 | 09/30/2023 | 930233 | Alfa Construction LLC | SEPTEMBE | 24-00-5019.00 | ALFA Line Reimbursement | 9,900.00 |
| Total 2400501900: | | | | | | | 9,900.00 |
| **2400527100** | | | | | | | |
| **74884** | | | | | | | |
| 09/23 | 09/20/2023 | 74884 | Kimley-Horn and Associate | 196724000-0 | 24-00-5271.00 | 1st Street Sewer Upgrade | 18,767.34 |
| Total 2400527100: | | | | | | | 18,767.34 |
| **2900526102** | | | | | | | |
| **74757** | | | | | | | |
| 09/23 | 09/19/2023 | 74757 | O. J. Watson Equipment | Multiple | 29-00-5261.02 | Sweeper Parts | 1,624.81 |
| **74883** | | | | | | | |
| 09/23 | 09/20/2023 | 74883 | Hardline Equipment | 42209045 | 29-00-5261.02 | Sweeper Parts | 246.86 |
| Total 2900526102: | | | | | | | 1,871.67 |
| **3100502202** | | | | | | | |
| **74788** | | | | | | | |
| 09/23 | 09/05/2023 | 74788 | Diamond Enterprise Fencin | 1238 | 31-00-5022.02 | Bike Park plan | 960.00 |
| **74805** | | | | | | | |
| 09/23 | 09/06/2023 | 74805 | Diamond Enterprise Fencin | Multiple | 31-00-5022.02 | Bike Park plan | 10,766.00 |
| **74854** | | | | | | | |
| 09/23 | 09/19/2023 | 74854 | DeFalco Construction Com | 8 | 31-00-5022.02 | Bike Park plan | 21,557.58 |
| **74880** | | | | | | | |
| 09/23 | 09/20/2023 | 74880 | American Ramp Company | 4 | 31-00-5022.02 | Bike Park plan | 79,553.82 |
| **74881** | | | | | | | |
| 09/23 | 09/20/2023 | 74881 | DTJ Design | 66835 | 31-00-5022.02 | Bike Park plan | 151,879.75 |
| **74929** | | | | | | | |
| 09/23 | 09/20/2023 | 74929 | Eggers Electric Inc. | 19852 | 31-00-5022.02 | Bike Park plan | 11,327.14 |
| **74941** | | | | | | | |
| 09/23 | 09/27/2023 | 74941 | CXT Incorporated | 90066314 | 31-00-5022.02 | Bike Park plan | 137,905.00 |
| **74952** | | | | | | | |
| 09/23 | 09/27/2023 | 74952 | Malm Electrical Contractor | 4376 | 31-00-5022.02 | Bike Park plan | 35,564.00 |
| Total 3100502202: | | | | | | | 449,513.29 |
| **3300502000** | | | | | | | |
| **74783** | | | | | | | |
| 09/23 | 09/05/2023 | 74783 | alm2s | 8024 | 33-00-5020.00 | Professional Fees | 5,137.90 |
| Total 3300502000: | | | | | | | 5,137.90 |
| **3400507703** | | | | | | | |

| GL Period | Check Issue Date | Check Number | Payee | Invoice Number | Invoice GL Account | Invoice GL Account Title | Check Amount |
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| **74856** | | | | | | | |
| 09/23 | 09/19/2023 | 74856 | Fort Collins Wholesale Nur | 177606 | 34-00-5077.03 | Tree Replacement | 8,112.00 |
| Total 3400507703: | | | | | | | 8,112.00 |
| **3400507902** | | | | | | | |
| **74798** | | | | | | | |
| 09/23 | 09/05/2023 | 74798 | Thirsty Soil Solutions | Multiple | 34-00-5079.02 | Supplies | 4,615.25 |
| Total 3400507902: | | | | | | | 4,615.25 |
| **3400508004** | | | | | | | |
| **74848** | | | | | | | |
| 09/23 | 09/19/2023 | 74848 | Blue River Forestry and Tr | 145291 | 34-00-5080.04 | EAB Response/Treatment | 478.50 |
| Total 3400508004: | | | | | | | 478.50 |
| **3600430600** | | | | | | | |
| **74913** | | | | | | | |
| 09/23 | 09/30/2023 | 74913 | Larimer County Sales Tax | SEPTEMBE | 36-00-4306-00 | County Open Space Revenue | 47,774.92 |
| Total 3600430600: | | | | | | | 47,774.92 |
| **3600522000** | | | | | | | |
| **74935** | | | | | | | |
| 09/23 | 09/26/2023 | 74935 | ECI Site Construction Man | 4 | 36-00-5220.00 | Waggener Farm Park Const | 209,615.10 |
| Total 3600522000: | | | | | | | 209,615.10 |
| **3600526500** | | | | | | | |
| **74870** | | | | | | | |
| 09/23 | 09/19/2023 | 74870 | XCEL Energy | AUG2023-3 | 36-00-5265.00 | Jaskowski Property Maint. | 55.83 |
| Total 3600526500: | | | | | | | 55.83 |
| **3600526800** | | | | | | | |
| **74815** | | | | | | | |
| 09/23 | 09/06/2023 | 74815 | XCEL Energy | AUG2023 | 36-00-5268.00 | Berthoud Reservoir park Maint | 128.76 |
| Total 3600526800: | | | | | | | 128.76 |
| **3700501402** | | | | | | | |
| **92923300** | | | | | | | |
| 09/23 | 09/29/2023 | 929233 | WEX BANK | SEPTEMBE | 37-00-5014.02 | Gas & Oil | 4,044.39 |
| Total 3700501402: | | | | | | | 4,044.39 |
| **3700505702** | | | | | | | |
| **74799** | | | | | | | |
| 09/23 | 09/05/2023 | 74799 | PIONEER | Multiple | 37-00-5057.02 | Repair & Maintenance | 578.07 |
| **74818** | | | | | | | |
| 09/23 | 09/07/2023 | 74818 | Heritage Landscape Suppl | 0011858335- | 37-00-5057.02 | Repair & Maintenance | 173.82 |
| **74875** | | | | | | | |
| 09/23 | 09/19/2023 | 74875 | Landmark Monuments LLC | Multiple | 37-00-5057.02 | Repair & Maintenance | 875.27 |
| Total 3700505702: | | | | | | | 1,627.16 |

| GL Period | Check Issue Date | Check Number | Payee | Invoice Number | Invoice GL Account | Invoice GL Account Title | Check Amount |
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| **3900501302** | | | | | | | |
| **74792** | | | | | | | |
| 09/23 | 09/05/2023 | 74792 | Mainstreet Car Care & Qui | Multiple | 39-00-5013.02 | Vehicle Maintenance | 998.89 |
| **74898** | | | | | | | |
| 09/23 | 09/27/2023 | 74898 | Fifty Thirty Auto Spa | 769 | 39-00-5013.02 | Vehicle Maintenance | 150.00 |
| Total 3900501302: | | | | | | | 1,148.89 |
| **3900524701** | | | | | | | |
| **74746** | | | | | | | |
| 09/23 | 09/06/2023 | 74746 | Passio Technologies | 039973 | 39-00-5247.01 | Software | 1,200.00 |
| Total 3900524701: | | | | | | | 1,200.00 |
| **4000511400** | | | | | | | |
| **74950** | | | | | | | |
| 09/23 | 09/27/2023 | 74950 | BNSF Railway Company | 90257329 | 40-00-5114.00 | Spartan Design and Crossing | 1,625.76 |
| Total 4000511400: | | | | | | | 1,625.76 |
| **5100461000** | | | | | | | |
| **74912** | | | | | | | |
| 09/23 | 09/30/2023 | 74912 | Town of Johnstown | SEPTEMBE | 51-00-4610-00 | Sales Tax Revenue | 8,639.03 |
| Total 5100461000: | | | | | | | 8,639.03 |
| **5100523900** | | | | | | | |
| **74790** | | | | | | | |
| 09/23 | 09/05/2023 | 74790 | Gopher Excavation Inc | Multiple | 51-00-5239.00 | Street Improvements | 92,850.00 |
| **74843** | | | | | | | |
| 09/23 | 09/19/2023 | 74843 | All Pro Pavement Services | 1127 | 51-00-5239.00 | Street Improvements | 152,687.56 |
| **74956** | | | | | | | |
| 09/23 | 09/27/2023 | 74956 | Vance Brothers | 2683 2684 2 | 51-00-5239.00 | Street Improvements | 36,884.20 |
| Total 5100523900: | | | | | | | 282,421.76 |
| **5201501101** | | | | | | | |
| **74822** | | | | | | | |
| 09/23 | 09/07/2023 | 74822 | Hilltop Broadband | 4872-202309 | 52-01-5011.01 | Telephone/Internet | 390.58 |
| Total 5201501101: | | | | | | | 390.58 |
| **5201501201** | | | | | | | |
| **74837** | | | | | | | |
| 09/23 | 09/12/2023 | 74837 | XCEL Energy | AUG2023-2 | 52-01-5012.01 | Utilities | 19,994.91 |
| Total 5201501201: | | | | | | | 19,994.91 |
| **5201501501** | | | | | | | |
| **74850** | | | | | | | |
| 09/23 | 09/19/2023 | 74850 | CIRSA | Multiple | 52-01-5015.01 | Insurance | 1,267.55 |
| Total 5201501501: | | | | | | | 1,267.55 |
| **5201502004** | | | | | | | |
| **74804** | | | | | | | |
| 09/23 | 09/05/2023 | 74804 | Xerox Business Solutions | Multiple | 52-01-5020.04 | Purchased Services | 837.44 |

| GL Period | Check Issue Date | Check Number | Payee | Invoice Number | Invoice GL Account | Invoice GL Account Title | Check Amount |
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| Total 5201502004: | | | | | | | 837.44 |
| **5201505404** | | | | | | | |
| **74759** | | | | | | | |
| 09/23 | 09/19/2023 | 74759 | Republic Services | Multiple | 52-01-5054.04 | Trash Service | 672.04 |
| Total 5201505404: | | | | | | | 672.04 |
| **5201505601** | | | | | | | |
| **74823** | | | | | | | |
| 09/23 | 09/07/2023 | 74823 | Lefthand Printworks | 3151 | 52-01-5056.01 | Brochures/Advertising/Printing | 38.25 |
| Total 5201505601: | | | | | | | 38.25 |
| **5201524701** | | | | | | | |
| **74817** | | | | | | | |
| 09/23 | 09/07/2023 | 74817 | DaySmart Recreation | 1014174 | 52-01-5247.01 | Computer Software | 1,256.46 |
| Total 5201524701: | | | | | | | 1,256.46 |
| **5203501701** | | | | | | | |
| **74890** | | | | | | | |
| 09/23 | 09/21/2023 | 74890 | Powers Products | 6587 | 52-03-5017.01 | Building Maintenance/Repair | 920.00 |
| Total 5203501701: | | | | | | | 920.00 |
| **5203502004** | | | | | | | |
| **74936** | | | | | | | |
| 09/23 | 09/26/2023 | 74936 | Long Building Technologies | Multiple | 52-03-5020.04 | Purchased Services | 2,410.29 |
| Total 5203502004: | | | | | | | 2,410.29 |
| **5203505701** | | | | | | | |
| **74743** | | | | | | | |
| 09/23 | 09/05/2023 | 74743 | Paton Group | 230195 | 52-03-5057.01 | Equipment Maintenance/Repair | 1,275.00 |
| Total 5203505701: | | | | | | | 1,275.00 |
| **5205506001** | | | | | | | |
| **74927** | | | | | | | |
| 09/23 | 09/20/2023 | 74927 | CEM Sales & Service | 161451 | 52-05-5060.01 | Chemicals | 1,120.00 |
| Total 5205506001: | | | | | | | 1,120.00 |
| **5205510201** | | | | | | | |
| **74867** | | | | | | | |
| 09/23 | 09/19/2023 | 74867 | Sunbelt Rentals Inc | 143529946-0 | 52-05-5102.01 | Supplies/Equipment | 315.00 |
| Total 5205510201: | | | | | | | 315.00 |
| **5207502004** | | | | | | | |
| **74849** | | | | | | | |
| 09/23 | 09/19/2023 | 74849 | Choose Well Nutrition, LLC | AUG23 | 52-07-5020.04 | Purchased Services | 38.50 |
| Total 5207502004: | | | | | | | 38.50 |

| GL Period | Check Issue Date | Check Number | Payee | Invoice Number | Invoice GL Account | Invoice GL Account Title | Check Amount |
|---|---|---|---|---|---|---|---|
| **5208502031** | | | | | | | |
| **74820** | | | | | | | |
| 09/23 | 09/07/2023 | 74820 | Northern Colorado Sports | 9857 | 52-08-5020.31 | Officials-Adult Volleyball | 140.00 |
| **74876** | | | | | | | |
| 09/23 | 09/19/2023 | 74876 | Northern Colorado Sports | 9898 | 52-08-5020.31 | Officials-Adult Volleyball | 1,010.00 |
| Total 5208502031: | | | | | | | 1,150.00 |
| **5209504632** | | | | | | | |
| **74865** | | | | | | | |
| 09/23 | 09/19/2023 | 74865 | MI Sports and Casuals | Multiple | 52-09-5046.32 | Uniforms-Youth Volleyball | 4,572.55 |
| Total 5209504632: | | | | | | | 4,572.55 |
| Grand Totals: | | | | | | | 3,098,627.34 |

# BOARD OF TRUSTEES INFORMATION

## ADMINISTRATION DEPARTMENT

| | |
|---|---|
| **Meeting Date:** | **October 24, 2023** |
| **Agenda Title/Subject:** | **Windy Gap Purchase Agreement** |
| **Type of Item:** | **Consent Agenda** |
| **Purpose:** | **To approve an agreement for the purchase of two Windy Gap water units** |
| **Presented by:** | **Chris Kirk** |

### ATTACHMENTS

- Agreement for Sale and Purchase of Windy Gap Units

### BACKGROUND:

The Town previously bought 8 Windy Gap Units from the Platte River Power Authority (PRPA), in 2018 and 2020. As reported to the Board in August of this year, PRPA published a request for bids offering to sell an additional 5 Windy Gap Units. During the Town's August 8, 2023, Board Meeting, the Board authorized the Town Administrator to execute a bid proposal for purchase of the Windy Gap Units, and if such bid was accepted, to execute a purchase agreement substantially in the form presented in the August 8 Board Meeting packet. The Town proceeded to place a bid for purchase of 3 Windy Gap Units at a purchase price of $3,900,000/Unit and was awarded the bid for purchase of 2 Windy Gap Units. The price of the water, without even considering reuse factors, is approximately $39,000/acre-foot ($3.9 million/Unit). It is well below the current market value of units in the Colorado-Big Thompson (CBT) Project, which is approximately $70,000/acre-foot. Without considering reuse of the water, the 2 Units could yield up to 200 acre-feet/year, which is enough water for 500 single family homes (SFEs).

<u>Windy Gap Project.</u>

The Windy Gap Project was built in the 1960s to divert additional water through the CBT Project. It is comprised of a small reservoir west of Lake Granby and it is entitled to use the CBT system for delivery to the east slope. There are a total of 480 Windy Gap "Units" within the Project, and it is designed to provide 100 acre-feet/Unit. One of the primary benefits of the Windy Gap water rights is that unlike CBT units, the water can be reused.

However, the Windy Gap Units are junior to CBT units, and it has always been contemplated that additional storage will be needed to "firm" up the yield of the Units. In

dry years, the Windy Gap water rights may not be entitled to divert water. In very wet years, Windy Gap water is the first water spilled from Lake Granby. Therefore, carryover storage can be used to firm the yield, by storing surplus water delivered in good water yielding years or reuse water generated after the first use of the Windy Gap water. If operated correctly, that storage should be able to firm up the yield of Windy Gap Units to deliver 100 acre-feet/year.

Based on this situation, 14 different entities have been pursuing the Windy Gap Firming ("WGFP"), which is comprised of a large reservoir (90,000 acre-feet) just west of Carter Lake. There is no capacity available for purchase in the WGFP, so Berthoud would need to firm the Units itself, as discussed in more detail below.

Despite these shortcomings, Windy Gap Units are still very valuable because 1) They can be used without a new Decree from Water Court; 2) They are deliverable through the CBT system; 3) The water is reusable; and 4) The yield can be firmed up with additional storage.

Water Storage.

If the Town purchases the subject 2 Windy Gap Units, it will own a total of 10 Units. The Town plans to firm the yield of these Windy Gap Units through the acquisition of additional storage to capture the Town's reusable water derived from the Units. The WGFP is contemplated to firm the yield of Windy Gap Units with 3 acre-feet of storage per acre-foot of water. Based on that ratio, the Town should plan to eventually obtain at least 3,000 acre-feet of new storage.

We recommend that the Town authorize the Town Administrator to execute the Agreement for Sale and Purchase of Windy Gap Units and any other documents necessary to effectuate the purchase and the transfer of the Windy Gap Units to the Town by the Municipal Subdistrict of the Northern Colorado Water Conservancy District

**FISCAL IMPACT**
As mentioned previously, the cost of the 2 Windy Gap unites totals $7,800,000. Other minor transfer fees will apply as well. The Board budgeted funds in the Town's Water Source of Supply Fund during the 2023 Mid-Year Budget update to support this purchase.

**COMMUNITY TOUCHSTONES:**
Purchase of these units will expand and strengthen the Town's water portfolio and will improve the Town's long-term Sustainability and Resiliency.

**RECOMMENDED ACTION(S):**

Authorize the Town Administrator to execute the Agreement for Sale and Purchase of Windy Gap Units in substantially the form of the attached Agreement, and further authorize the Town Administrator to execute any other documents necessary to effectuate the purchase and the transfer of the Windy Gap Units to the Town by the Municipal Subdistrict of the Northern Colorado Water Conservancy District, including payment of a $500.00 transfer fee.

**AGREEMENT FOR SALE AND PURCHASE OF WINDY GAP UNITS**

THIS AGREEMENT FOR SALE AND PURCHASE OF WINDY GAP PROJECT UNITS ("Agreement"), effective _____, is between TOWN OF BERTHOUD, a municipal corporation organized under the laws of the state of Colorado and acting by and through its Berthoud Water Activity Enterprise, a government-owned business within the meaning of Article X, Section 20(2)(d) of the Colorado Constitution, organized under § 37-45.1-101, C.R.S., ("Buyer") and PLATTE RIVER POWER AUTHORITY, a political subdivision of the state of Colorado ("Platte River"). Buyer and Platte River may be referred to individually as a "Party" and together as the "Parties."

**RECITALS**

A. Platte River has an allotment of Windy Gap Units, as defined in Section 1 below; and

B. Buyer operates a municipal water system within the boundaries of Northern Water (as defined below) and certain parcels of land located within Berthoud's incorporated limits were previously included within the boundaries of the Municipal Subdistrict (as defined below); and

C. Platte River is willing to sell two unfirmed Windy Gap Units (that is, without storage in the Windy Gap Firming Project) in the Windy Gap Project to Buyer, and Buyer wishes to purchase those unfirmed Windy Gap Units from Platte River, in accordance with the terms and conditions of this Agreement.

**AGREEMENT**

THE PARTIES AGREE:

**1.** **Definitions**. The following definitions apply in this Agreement:

a. "Board" means the Board of Directors of the Municipal Subdistrict.

b. "Closing Date" means the date the sale of the Windy Gap Units closes as described in Paragraph 9.

c. "Encumbrances" has the meaning given in Paragraph 2.

d. "Municipal Subdistrict" means the Municipal Subdistrict of the Northern Colorado Water Conservancy District, a political subdivision of the State of Colorado.

e. "Northern Water" means the Northern Colorado Water Conservancy District, a political subdivision of the State of Colorado.

f. "Windy Gap Firming Project" or "Firming Project" means the water storage project being developed by the Windy Gap Firming Project Water Activity Enterprise for storing water produced by the Windy Gap Project, defined below.

g. “Windy Gap Project” means the water diversion and storage project, including the Windy Gap Reservoir, pumping plant, pipeline, water rights and associated works, that is operated by the Municipal Subdistrict under various agreements with participants.

h. “Windy Gap Units” means unfirmed units of Windy Gap Water, as defined below, that are currently owned by Platte River and that Buyer agrees to purchase from Platte River under this Agreement, together with:

1. all rights, privileges, credits, and benefits attributable to the Windy Gap Units, and

2. a pro rata share, based on the number of Windy Gap Units, of Platte River’s interests in all amounts, monies, proceeds or funds held by or for the benefit of the Municipal Subdistrict, including but not limited to the operation and maintenance fund and any other funds established for the Windy Gap Project by the Municipal Subdistrict.

One unit of Windy Gap Water equals 1/480th of the annual yield of the Windy Gap Project.

i. “Windy Gap Water” means the quantity of water acquired and obtained by the Municipal Subdistrict from the development and construction of the Windy Gap Project under applicable state law, and which the Municipal Subdistrict introduces into the Windy Gap Project system either directly or by exchange and which is or will be deliverable to the Municipal Subdistrict through the Windy Gap Project works, including the works of the Windy Gap Firming Project.

**2.** **Sale of Windy Gap Units**. Effective on the Closing Date, Platte River will sell Buyer the Windy Gap Units free and clear of all encumbrances, including but not limited to prior preemptive rights to purchase, assessments, leases or other pending sales agreements or rights of first refusal (“Encumbrances”) under the following terms and conditions. The Windy Gap Units do not include any associated storage rights in the Windy Gap Firming Project.

a. Purchase Price. Buyer will pay Platte River the sum of $7,800.000 for the Windy Gap Units (“Purchase Price”), based on $3,900,000 per unit.

b. Continuing Obligations. As of the Closing Date, Buyer assumes and is solely responsible for all of Platte River’s continuing obligations due and owing on the Windy Gap Units.

**3.** **Payment Terms**. Buyer will pay the full Purchase Price to Platte River on the Closing Date.

**4.** **Conditions Precedent and Contingencies**. Platte River’s obligation to sell, and Buyer’s obligation to purchase, the Windy Gap Units are contingent upon the following conditions precedent:

a. Municipal Subdistrict approval of Buyer’s inclusion in the Municipal Subdistrict (unless Buyer is, as of the Closing Date, already part of the Municipal Subdistrict);

b. Buyer's acquisition of financing sufficient to pay the Purchase Price;

c. Buyer's submittal of documentation, acceptable to the Municipal Subdistrict, of its tax-exempt status;

d. Municipal Subdistrict Board approval of Platte River's application to amend its allotment contract with the Municipal Subdistrict pursuant to an application, agreement and order in substantially the form of the documents attached to this Agreement as Attachment A, or such other documents provided by the Municipal Subdistrict and approved by the Parties;

e. Municipal Subdistrict Board approval of the transfer of the Windy Gap Units to Buyer, and execution of an allotment contract between the Municipal Subdistrict and Buyer for the Windy Gap Units through a petition and order generally consistent with the examples attached to this Agreement as Attachment B, or other form acceptable to the Municipal Subdistrict, or such other documents provided by the Municipal Subdistrict and approved by the Parties; and

f. The waiver or refusal of all four of Platte River's member communities under any right of first refusal or similar right that may exist related to the Windy Gap Units (which Platte River confirms, as of the effective date of this Agreement, has occurred).

If any of these conditions precedent is not satisfied on or before March 31, 2024 and the Parties do not extend this deadline in writing, this Agreement will automatically terminate; each Party will be released from all rights and obligations under this Agreement.

**5.** **Further Assurances**. Platte River and Buyer will take all commercially reasonable actions necessary to secure the release of the Windy Gap Units from the allotment contract between the Municipal Subdistrict and Platte River, obtain Board approval of the transfer of the Windy Gap Units to Buyer and obtain any other necessary approvals required to facilitate the sale of the Windy Gap Units to Buyer.

**6.** **Warranty to Title**. Platte River represents and warrants that, as of the Closing Date, title to the Windy Gap Units will be free and clear of all Encumbrances. This warranty survives the closing of this transaction and the Municipal Subdistrict's transfer of the Windy Gap Units from Platte River to Buyer.

**7.** **No Other Warranty**. Platte River does not make any express or implied warranties or representations concerning the quality or the quantity of water that will be yielded from the Windy Gap Units, any Windy Gap Water's suitability for intended uses, or the Municipal Subdistrict's approval of the sale. It is the Buyer's responsibility to understand the use and yield of Windy Gap Water allotment contracts, and all applicable Municipal Subdistrict requirements, policies and procedures. By their nature, unfirmed Windy Gap Units on their own may not yield any water in a given year.

**8.** **Transfer Fees**. Buyer will pay any transfer fees charged by the Municipal Subdistrict and Northern Water for issuance of an allotment contract between the Municipal Subdistrict and Buyer to effect the transfer of the Windy Gap Units to Buyer.

**9.** **Closing**. Closing will occur at a place and time mutually agreeable to the Parties within six days of satisfaction of all conditions precedent and contingencies in Paragraph 4 of this

Agreement, but no later than March 31, 2024, unless extended in writing by the Parties. At closing, Buyer will pay Platte River the Purchase Price for the Windy Gap Units, and the Parties will execute and deliver the documents required to complete the transfer of the Windy Gap Units from Platte River to Buyer.

**10. Default/Disputes**. If either Party defaults in performing any obligation under this Agreement, the other Party must give written notice of the default by mailing or hand delivery to the defaulting Party. If the default is not cured within 28 days after delivery of the notice, the non-defaulting Party has the right to pursue whatever remedies are available under this Agreement and Colorado law including, but not limited to, specific performance.

**11. Notice.** Written notices required under this Agreement must be directed to the following addresses. Notices will be considered received when hand-delivered or three days after being sent by certified mail, return receipt requested.

| | |
|---|---|
| If to Platte River: | Platte River Power Authority<br>c/o Fuels & Water Manager<br>2000 East Horsetooth Road<br>Fort Collins, Colorado 80525 |
| With a copy to: | General Counsel<br>Contract Administration<br>Platte River Power Authority<br>2000 East Horsetooth Road<br>Fort Collins, Colorado 80525 |
| If to Buyer: | Christopher Kirk<br>Town of Berthoud<br>807 Mountain Avenue<br>Berthoud, Colorado 80513 |
| With a copy to: | Peter C. Johnson<br>Vranesh and Raisch, LLLP<br>5303 Spine Road, Ste. 202<br>Boulder, CO 80301 |

Other general correspondence between the Parties related to Agreement implementation may be delivered to the recipients listed above or by email as listed below, unless either Party notifies the other that email correspondence is not acceptable.

| | |
|---|---|
| Platte River: | Contract Administration<br>contractadmin@prpa.org<br><br>Fuels & Water Manager<br>banksh@prpa.org |
| Buyer: | Christopher Kirk<br>ckirk@berthoud.org<br><br>Peter C.Johnson<br>pcj@vrlaw.com |

**12.** **Entire Agreement**. This Agreement, including its attachments, contains the entire agreement of the Parties and supersedes all prior and contemporaneous oral and written agreements or communications concerning its subject matter. In case of any conflict between the terms of this Agreement and any related documents, the order of precedence is: (a) this Agreement, (b) any attachments to this Agreement, (c) any other terms authorized representatives of both Parties agree to in writing.

**13.** **No Partnership.** This Agreement does not create an agency, partnership or joint venture relationship between Platte River and Buyer or any other party. Platte River is not responsible for the debts or obligations of Buyer or any other party.

**14.** **Restriction on Assignment**. Buyer may not assign this Agreement or any rights conferred by this Agreement without Platte River's prior written consent.

**15.** **Amendment**. This Agreement may be amended only by a written instrument that specifically refers to this Agreement and is signed by authorized representatives of both Parties.

**16.** **Severability**. If a court of competent jurisdiction holds any provision of this Agreement invalid or unenforceable, the other provisions of this Agreement remain valid.

**17.** **Governing Law; Venue**. This Agreement is governed by the laws of the state of Colorado (exclusive of choice-of-law principles), and venue for any litigation related to this Agreement will be Larimer County, Colorado.

**18.** **Governmental Immunity**. Nothing in this Agreement waives any immunities, rights, benefits, protections, or other provisions of the Colorado Governmental Immunity Act, C.R.S. §§ 24-10-101, et seq., or of any other defenses, immunities, and limitations of liability available by law to Platte River. Platte River is subject to the Colorado Open Records Act, C.R.S. §§24-72-201, *et. seq.,* and any information provided to Platte River may be made public if required by law.

**19.** **Headings**. Headings used in this Agreement are for convenience and do not affect the meaning or interpretation of this Agreement.

SIGNATURE PAGE FOLLOWS

TOWN OF BERTHOUD

By: _____

Title: _____

ATTEST:

_____

PLATTE RIVER POWER AUTHORITY

By: _____

Title: _____

ATTEST:

_____

## ATTACHMENT A

**MUNICIPAL SUBDISTRICT**
**NORTHERN COLORADO WATER CONSERVANCY DISTRICT**
**PLATTE RIVER POWER AUTHORITY'S APPLICATION FOR AMENDMENT TO WATER ALLOTMENT CONTRACT TO REDUCE ALLOTMENT BY TWO (2) UNITS**

WHEREAS, the Platte River Power Authority, a political subdivision of the State of Colorado ("Platte River"), currently holds an allotment of 110 Units of Subdistrict Water pursuant to Order of the Board of Directors of Municipal Subdistrict, Northern Colorado Water Conservancy District, dated July 11, 1975, as subsequently revised by Orders of the Board (collectively the "Allotment Contract"); and

WHEREAS, Platte River has determined that it has no present need for the beneficial use of two (2) Units of such Subdistrict Water allotment and has entered into a contract to transfer two (2) Units of such allotment to the Town of Berthoud, Colorado, and

WHEREAS, there are currently no bonds or other outstanding indebtedness related to the Windy Gap Project, except for ongoing operation and maintenance expenses, and upon closing, Berthoud has agreed to assume all continuing obligations related to the two (2) Units to be transferred.

NOW THEREFORE, Platte River hereby applies for and requests that its Allotment Contract be amended to reduce its allotment of Subdistrict Water Units by two (2) Units, and that it be released from any further obligations with respect to the two (2) Units transferred to Berthoud. All other terms and conditions of the Allotment Contract shall remain unchanged and in full force and effect.

Respectfully submitted this _____ day of _____, 2023.

**PLATTE RIVER POWER AUTHORITY**

By: _____

ATTEST:

By: _____

## ATTACHMENT A (cont.)

**ORDER OF MUNICIPAL SUBDISTRICT
NORTHERN COLORADO WATER CONSERVANCY DISTRICT
ON PLATTE RIVER POWER AUTHORITY'S APPLICATION TO AMEND WATER ALLOTMENT CONTRACT TO REDUCE ALLOTMENT BY TWO (2) UNITS**

Upon the Application of the Platte River Power Authority ("Platte River"), and after considering said Petition as required by law at a regular meeting held on _____, 2023, the Board of Directors of the Municipal Subdistrict, Northern Colorado Water Conservancy District (Subdistrict) hereby orders that:

The Application is GRANTED.

The allotment of two (2) Units of Subdistrict Water of Platte River is hereby transferred to the Town of Berthoud, and Platte River's Allotment Contract is hereby AMENDED to reduce its allotment of Subdistrict Water by two (2) Units. Platte River is hereby released from any further obligations with respect to the two (2) Units transferred to the Town of Berthoud. All other terms and conditions of Platte River's Allotment Contract shall be unchanged and remain in full force and effect.

Dated: _____, 2023

**MUNICIPAL SUBDISTRICT,
NORTHERN COLORADO WATER
CONSERVANCY DISTRICT**

_____
W.A. Emslie, President

ATTEST:

_____
Bradley D. Wind, Secretary

## ATTACHMENT B

**MUNICIPAL SUBDISTRICT,**
**NORTHERN COLORADO WATER CONSERVANCY DISTRICT**
**TOWN OF BERTHOUD'S APPLICATION FOR AMENDMENT TO WINDY GAP PROJECT WATER ALLOTMENT CONTRACT TO INCREASE ALLOTMENT BY TWO (2) UNITS**

WHEREAS the Town of Berthoud, a municipal corporation organized under the laws of the State of Colorado and acting by and through its Berthoud Water Activity Enterprise (a governmental-owned business within the meaning of Article X, Section 20(2)(d), of the Colorado Constitution, organized pursuant to C.R.S. § 37-45.1-101) of the State of Colorado (hereinafter "Berthoud"), currently holds an allotment of eight (8) Units of Subdistrict Water pursuant to Order of the Board of Directors of Municipal Subdistrict, Northern Colorado Water Conservancy District, ("Board") dated November 12, 2020 (the "Allotment Contract"); and

WHEREAS, Berthoud has agreed to acquire two (2) Units of Subdistrict Water from Platte River Power Authority, a political subdivision of the State of Colorado ("Platte River"), which obtained an allotment of Units of Subdistrict Water pursuant to Order of the Board dated July 11, 1975, as amended by subsequent Order of the Board; and

WHEREAS, Berthoud agrees to assume all continuing obligations related to the two (2) Units to be transferred by Platte River, and Platte River has concurrently herewith applied to the Board to amend its allotment contract to decrease its allotment by the number of Units transferred to Berthoud.

NOW THEREFORE, Berthoud hereby requests that its Allotment Contract be amended to increase its allotment of Subdistrict Water Units by two (2) Units, to ten (10) Units. All other terms and conditions of the Allotment Contract shall remain unchanged and in full force and effect.

Respectfully Submitted: _____, 2023.

**TOWN OF BERTHOUD, a municipal corporation organized under the laws of the State of Colorado and acting by and through its Berthoud Water Activity Enterprise (a governmental-owned business within the meaning of Article X, Section 20(2)(d), of the Colorado Constitution, organized pursuant to C.R.S. § 37-45.1-101) of the State of Colorado**

By: _____

Title: _____

ATTEST:

By: _____

Title: _____

**ATTACHMENT B (cont.)**

**ORDER OF MUNICIPAL SUBDISTRICT,
NORTHERN COLORADO WATER CONSERVANCY DISTRICT,
ON TOWN OF BERTHOUD'S APPLICATION FOR AMENDMENT TO
WINDY GAP PROJECT WATER ALLOTMENT CONTRACT TO INCREASE
ALLOTMENT BY TWO (2) UNITS**

Upon the Application of the Town of Berthoud, a municipal corporation organized under the laws of the State of Colorado and acting by and through its Berthoud Water Activity Enterprise (a governmental-owned business within the meaning of Article X, Section 20(2)(d), of the Colorado Constitution, organized pursuant to C.R.S. § 37-45-.1-101) of the State of Colorado (hereinafter "Berthoud"), and after considering said Application as required by law at a regular meeting held on _____, 2023, the Board of Directors of the Municipal Subdistrict, Northern Colorado Water Conservancy District ("Subdistrict") hereby orders that:

This Application is GRANTED.

Berthoud's Allotment Contract is hereby AMENDED to increase its allotment of Subdistrict Water by two (2) Units, to ten (10) Units. Berthoud hereby assumes any and all continuing obligations related to the two (2) Units transferred to it by this Order. All other terms and conditions of Berthoud's Allotment Contract shall be unchanged and remain in full force and effect.

Dated: _____, 2023.

**MUNICIPAL SUBDISTRICT,
NORTHERN COLORADO WATER CONSERVANCY DISTRICT**

_____
W.A. Emslie, President

ATTEST:

_____
Bradley D. Wind, Secretary

# BOARD OF TRUSTEES INFORMATION

## ADMINISTRATION DEPARTMENT

| | |
|---|---|
| **Meeting Date:** | **November 14, 2023** |
| **Agenda Title/Subject:** | **Disaster Mutual Aid Agreement** |
| **Type of Item:** | **Consent Agenda** |
| **Purpose:** | **Approve Agreement** |
| **Presented by:** | **Brian Dubois** |

**ATTACHMENTS:**

- Agreement for Disaster-Emergency Mutual Aid & Funding Assistance

**BACKGROUND:**

This is an agreement made by and among the governmental entities and emergency management services and partners throughout Northern Colorado that have a role in preparing for, responding to, and/or recovering from disasters and emergencies. This agreement is intended to allow for mutual aid between the parties whenever there is an urgent or potentially significant situation that threatens the general welfare and good order of the public, public health, public safety, or property, including but not limited to "Disasters," "State of Emergency," or "Local Emergency."

In the event any party determines a need for aid from any other Party in light of an emergency or disaster, such Party may request aid from any other Party as follows:

- A request for assistance may be for any type of assistance or aid that the Requesting Party (Requesting Party) may deem necessary to respond to an emergency or disaster situation within its jurisdiction.

- A Requesting Party's request for aid will be made through its Emergency Operations Center (EOC) or emergency management staff to the EOC or emergency management staff of any other Party. Any request for mutual aid or assistance shall include a statement of the nature and complexity of the subject need, the amount and type of equipment and/or personnel requested, contact information, duration needed, and the location to which the equipment and/or personnel are to be dispatched.

Upon receipt of a request for assistance, any Responding Party may, in its sole discretion, provide personnel, equipment, or other assistance to the Requesting Party. Any Responding Party reserves the right to recall its personnel, equipment, materials, supplies, and other resources at any time and will, if practicable, give the Requesting Party at least twenty-four (24) hours advance notice.

## UPDATE/NEXT STEPS:

- N/A

## FISCAL IMPACT AND FUND SOURCE:

- N/A

## COMMUNITY TOUCHSTONES:

- Resiliency

## RECOMMENDED ACTION(S):

**Recommend the Town Board approve and enter into the agreement with surrounding agencies. A signature is needed from Mayor Karspeck.**

AGREEMENT FOR DISASTER-EMERGENCY MUTUAL AID
AND
DISASTER-EMERGENCY FUNDING ASSISTANCE

This Agreement is made by and among the governmental entities and emergency management services and partners who are signatories hereto, all being entities lying within or in close proximity to northern Colorado and having a role in preparing for, responding to, and/or recovering from disasters and emergencies, and each a Party (referred to herein as the "Party" or the "Parties").

## I. Purpose

Each Party has equipment and personnel trained and equipped to respond to situations involving an emergency. By this Agreement, the Parties intend to authorize and provide the terms for their mutual assistance in emergency situations, whether natural or man-made, which require resources in addition to those that can be provided by the Party in whose jurisdiction the emergency occurs. This Agreement is intended to allow for mutual aid between the Parties whenever there is an urgent or potentially significant situation that threatens the general welfare and good order of the public, public health, public safety, or property, including but not limited to "Disasters", "State of Emergency", or "Local Emergency" as those terms are defined in Title 24, Article 33.5, Part 7, Colorado Revised Statutes. As of the date each party becomes a signatory to this Agreement, it shall then supersede and replace the following mutual aid agreements: *Intergovernmental Agreement for Disaster-Emergency Mutual Aid and Disaster-Emergency Funding Assistance*; *Mutual Aid Agreement for Disaster-Emergency Mutual Aid and Disaster-Emergency Funding Assistance*.

## II. Authority

The authority for this Agreement is Section 18 of Article XIV of the Colorado Constitution; Section 6 of Article XX of the Colorado Constitution; Section 29-1-203, C.R.S., and provisions of the Colorado Disaster Emergency Act, Section 24-33.5-701, *et seq.*, C.R.S., as amended.

## III. Term

This Agreement shall commence on the date that it is signed by at least two Parties and shall continue until such time as there are no longer at least two Parties to the Agreement. A Party may terminate its participation in this Agreement as set forth in Section XI, below.

## IV. Request for Assistance and Mutual Aid

**a.** In the event any Party determines a need for aid from any other Party in light of an emergency or disaster, such Party may request aid from any other Party as follows:

- **i.** A request for assistance may be for any type of assistance or aid that the Requesting Party (Requesting Party) may deem necessary to respond to an emergency or disaster situation within its jurisdiction.

**ii.** A Requesting Party's request for aid will be made through its Emergency Operations Center (EOC) or emergency management staff to the EOC or emergency management staff of any other Party. Any request for mutual aid or assistance shall include a statement of the nature and complexity of the subject need, the amount and type of equipment and/or personnel requested, contact information, duration needed, and the location to which the equipment and/or personnel are to be dispatched.

## V. Response to Request for Assistance and Mutual Aid

**a.** Upon receipt of a request for assistance, any other Party (Responding Party) may, in its sole discretion, provide personnel, equipment, or other assistance to the Requesting Party.

**b.** Any Responding Party reserves the right to recall its personnel, equipment, materials, supplies and other resources at any time and will, if practicable, give the Requesting Party at least twenty-four (24) hours advance notice.

## VI. Command & Control

**a.** It is the intent and Agreement of the Parties that the command structure and exchange of mutual aid provided for in this Agreement conform to the current standards of practice of the National Incident Management System (NIMS) and the Incident Command System (ICS).

**b.** Parties responding with available resources and personnel will confer with the Requesting Party's EOC and report to the staging area designated by the Requesting Party. The Responding and Requesting Parties' EOCs will track the status of the appropriate resources accordingly in WebEOC.

## VII. Release of Resources

Personnel and equipment of a Responding Party shall be released by the Requesting Party's Incident Commander when the assistance is no longer required; or when the Responding Party requests the return of such resources. The release of all resources shall be communicated and documented through the appropriate EOC and resource management system.

## VIII. Reimbursement and Compensation

**a.** First Twelve Hours of Response. Unless otherwise agreed in advance by the involved Parties, each Party will assume responsibility for its own expenses, including without limitation personnel and equipment costs, related to the provision of mutual aid during the first twelve (12) hours of the first operational period (Non-Reimbursable Costs). The first operational period is measured from the time of the initial dispatch, tone, or report of an incident to a response agency.

**b.** After the First Twelve Hours of Response. Unless otherwise agreed in advance by the involved Parties, after the first twelve hours of the first operational period, the Requesting Party shall reimburse the Responding Party for the following costs associated with the response (Reimbursable Costs):

**i.** Personnel Costs. Personnel costs, including salaries, hourly wages, overtime, and costs of fringe benefits.

**ii.** Equipment. An amount for the use of the Responding Party's equipment during the period of assistance according to the Schedule of Equipment Rates established and published by the Federal Emergency Management Agency (FEMA), www.fema.gov/xls/government/grant/pa/egsch.xls. Rates for equipment not referenced on the FEMA Schedule of Equipment Rates shall be as agreed upon by the involved Parties and based on actual recovery of costs.

**iii.** Materials and Supplies. The actual replacement cost or replacement in kind of the expended or non-returnable materials and supplies provided by the Responding Party, plus handling charges. The Responding Party shall not charge the Requesting Party for materials, supplies and reusable items that are returned to the Responding Party in a clean, damage-free condition. Reusable supplies that are returned to the Responding Party with damage must be treated as expendable supplies for purposes of cost reimbursement.

**c.** Tracking Reimbursable Costs. Tracking of personnel time, work/rest, and equipment costs shall be the responsibility of the Requesting Party. The Responding Party will be responsible for invoicing the Requesting Party after demobilization as per any financial agreement by both parties.

**d.** Reimbursement. The reimbursement of any Responding Party is not contingent on the Requesting Party's eligibility for or receipt of reimbursement from any federal or state agency. The Parties acknowledge that a Requesting Party will pursue all legal reimbursement available for costs associated with emergency and disaster response and recovery, including Reimbursable Costs incurred by Responding Parties. The Parties agree to cooperate with any Requesting Party as may be necessary to establish the necessity of the aid provided, and its reasonableness in light of the emergency situation. Parties involved in this Agreement shall, upon request of resources, determine financial terms and limitations through a separate document or through a pre-existing process outlined by the Emergency Management Agency or the Emergency Operations Center. This is typically done through a Request for Assistance Form or a 213RR Form, but may involve any written financial process used by the Requesting Party.

In addition, this Agreement shall not be construed as to limit or waive reasonable compensation or reimbursement for costs incurred under this Agreement that may be eligible for reimbursement by local, state or federal agencies or any other third parties.

Payment. Within ninety (90) days from the end of the period of assistance, a Responding Party shall provide the Requesting Party with an invoice that itemizes all Reimbursable Costs. The Requesting Party must pay the invoice in full on or before the forty-fifth (45th) day following the billing date. Any amounts unpaid on the forty-sixth (46th) day following the billing date will be delinquent, and from that date forward will accrue interest at 2% per annum plus the bank prime loan rate in effect on the first date of delinquency, as reported in the Federal Reserve Statistical Release H.15, www.federalreserve.gov/releases/H15/update/.

Delinquent interest will be computed on an actual days/actual days basis. Upon agreement of the involved Parties, the payment deadlines may be extended if reimbursement from state or federal sources is pending and likely to occur.

**e.** Financial Obligations. Pursuant to Colorado law, any financial obligations of a governmental entity under this Agreement, are subject to and contingent upon annual appropriation therefore.

## IX. Additional Responsibilities

**a.** Agency Policy and Procedures. Each Party's personnel are responsible for following their agency's administrative policies and procedures. The parties hereto enter into this Agreement as separate and independent entities and each shall maintain that status through the term of this Agreement. Each Party remains responsible for all pay, entitlement, benefits, employment decisions, and worker's compensation benefits for its own personnel.

**b.** Compliance with All Applicable Laws. Each Party shall be responsible at all times for compliance with all laws and regulations applicable to each of its actions hereunder. Each Party must, upon request by another involved Party, make available on a reasonable basis such information as may be required to ensure or show compliance with local, state and federal laws.

**c.** Provisions for Responding Personnel. Within the written request for resources, the Agreement shall outline provisions required for personnel and equipment, including temporary housing, food and supplies necessary to perform the functions required. This may be outlined in the request as a need by the Requesting Party or as a need from the Responding Party. This should be outlined prior to any deployment of resources. If the Requesting Party cannot provide food or shelter for the said personnel, the Responding Party may secure the resources necessary to meet those needs and shall be entitled to reimbursement from the Requesting Party for such cost, not to exceed the state per diem rates.

**d.** Nondiscrimination. No person with responsibilities in providing services or the operation of any activities under this Agreement will unlawfully discriminate against persons being assisted or requesting assistance on the basis of race, color, national origin, age, sex, religion, handicap, political affiliation or beliefs, or any other unlawful basis.

## X. Disaster Planning and Interagency Cooperation

**a.** In order to enhance public safety, the protection of life, property and the environment, and in order to enhance the mutual aid capabilities contemplated in this Agreement, the Parties agree to do the following:

- **i.** Prepare and keep current emergency planning documents, including jurisdictional or agency disaster response plans and recovery plans. The Parties agree to cooperate in the development of each Party's Emergency Operations Plans.
- **ii.** To the extent possible, participate in the county emergency management activities which are designed to ensure coordinated disaster planning, response, and recovery. These activities may include the Local Emergency

Planning Committee, multi-agency coordination systems, disaster risk and hazard assessment, training and education, and Incident Management Team support.

**iii.** To the extent possible, provide a liaison to the county EOC during incidents that affect two or more Parties within the county to the extent allowed by the local emergency plans, staffing, and other budgetary considerations of the Parties. Liaisons may be provided virtually through EOC software management tools, telephone or email.

**XI. Termination**

Any Party may terminate its participation in this Agreement without cause, and such termination will be effective on the date written notice is sent to the governing board of each Party. Termination will not negate any obligations that result from mutual aid provided or received prior to termination, including pending claims for reimbursement provided under this Agreement.

**XII. Non-Liability**

This Agreement shall not be construed to create a duty as a matter of law, contract, or otherwise for any Party to assume any liability for injury, property damage, or any other loss or damage that may occur by any action, or non-action taken, or service provided, to the public or any person, as a result of this Agreement. Nothing in this Agreement is intended nor shall be interpreted to waive any benefits or protections that may be available to any Party by the provisions of the Colorado Governmental Immunity Act, C.R.S. 24-10-101 *et. seq*., as the same may be amended from time to time.

**XIII. Integration and Amendments**

This Agreement contains the entire understanding of the Parties and the Parties agree that this Agreement may only be amended or altered by written agreement signed by the Parties' authorized representatives.

**XIV. Assignment /Transfer**

No Party shall assign or otherwise transfer this Agreement or any right or obligation herein without prior consent of the other Parties.

**XV. No Third Party Beneficiary**

This Agreement is made for the sole and exclusive benefit of the Parties hereto and nothing in this Agreement is intended to create or grant to any Third Party or person any right or claim for damage, or the right to bring or maintain any action at law, nor does any Party waive its immunities at law, including the rights, protections, limitations and immunities granted the Parties under the Colorado Governmental Immunity Act, C.R.S. 24-10-101 *et. seq*., as the same may be amended from time to time.

**XVI. Severability**

If any term, covenant, or condition of this Agreement is deemed by a court of competent jurisdiction to be invalid, void, or unenforceable, the remaining provisions of this Agreement shall be binding upon the Parties.

**XVII. Headings**

The section headings of this Agreement are inserted only as a matter of convenience and for reference. They do not define or limit the scope or intent of any provisions in this Agreement and shall not be construed to affect in any manner the terms and provisions herein.

**XVIII. Becoming a Party to this Agreement**

**a.** Any governmental entity, as defined under Colorado law, may join in this Agreement after formal approval by the prospective party's governing body, notification to the Larimer County Office of Emergency Management of such approval, and notification by the Larimer County Office of Emergency Management to all other Parties. To the extent that local government entities outside of Larimer County choose to join in this Agreement, notification shall also be provided to office of emergency management in the county where the entity is located.

**b.** Any non-governmental entity that has a role in preparing for, responding to, or recovering from emergencies or disasters may request to join in this Agreement after formal approval by the prospective party's governing body. Following such formal approval, the prospective party shall submit a request to join this Agreement to the Larimer County Office of Emergency Management. If the Larimer County Office of Emergency management determines the prospective party is properly joined in this Agreement, it shall notify each of the other Parties to this Agreement that the prospective party is joined as a Party.

**XIX. Execution**

This Agreement shall be executed by each Party on a separate signature page. This Agreement and the original signature pages shall be filed with and held by Larimer County Emergency Management or its successor agency, at 200 West Oak Street, Fort Collins, CO 80522. Copies of signature pages shall be provided to each Party, and such copies shall have the full force and effect as if they were originals. A copy of the full Agreement will be provided to the Colorado State Division of Homeland Security and Emergency Management.

SIGNATURE PAGE

As outlined in the foregoing Intergovernmental Agreement, the below designated jurisdiction executes this Agreement on the most recent date indicated below.

PARTY:

_____

By:

_____

Title:

_____

Date:

_____

ATTEST AS TO SIGNATURES:

_____

Title:

_____

Date:

_____

# BOARD OF TRUSTEES INFORMATION

## COMMUNITY DEVELOPMENT DEPARTMENT

| | |
|---|---|
| **Meeting Date:** | **November 14, 2023** |
| **Agenda Title/Subject:** | **Public Hearing to consider repealing and replacing Section 30-3-111 of the Berthoud Municipal Code to update the Wireless Communications Facilities Code Ordinance 1325 (2023); Reading 1** |
| **Type of Item:** | **Public Hearing** |
| **Purpose:** | **1st Reading of Ordinance 1325** |
| **Presented by:** | **Anne Johnson, Community Development Director** |

**ATTACHMENTS:**

- Ordinance 1325
- Exhibit A to Ordinance 1325 (2023)
- Legal Publication
- Draft design guidelines for wireless communications facilities
- Planning Commission minutes

**BACKGROUND:**

It is necessary to update the Municipal Code to keep pace with Federal and State regulations regarding Wireless Communications Facilities. The Town has contracted with Ken Fellman, an attorney with national expertise regarding Wireless Communications Facilities and coordinated with the Town's Attorney, Erin Smith regarding the proposed Ordinance and Attachment.

**UPDATE/NEXT STEPS:**

After the Planning Commission public hearing, the Board of Trustees will hear the request to amend the Code at their hearing on November 14, 2023. A second reading will be held on November 28, 2023. If approved, future development proposals will be provided with a clear path forward regarding land use applications and installation standards in the Town of Berthoud.

**FISCAL IMPACT AND FUND SOURCE:**

There is no negative fiscal impact to the Town in consideration of this request.

**COMMUNITY TOUCHSTONES:**

Consideration of this request does support the Touchstones of Resilience, Sustainability and Community Identity. The Town has developed draft design guidelines to manage the look of wireless communications facilities. Keeping pace with Federal and State regulations regarding Wireless Communications Facilities by updating the Town's Municipal Code is resilient and provides a sustainable path forward by having current regulations.

**RECOMMENDED ACTION(S):**
See suggested motions below and note that these are suggestions and may be amended by the Town Board of Trustees.

Suggested Motion for Approval:
*I move to approve the proposed changes to Chapter 30, Section 30-3-111 of the Berthoud Municipal Code on first reading and set the second reading on November 28, 2023 for final approval. This recommendation of approval is outlined in the attached Ordinance 1325 (2023) and includes supporting information in the Ordinance attachment.*

Suggested Motion for Denial:
*I move to deny the proposed changes to Chapter 30, Section 30-3-111 of the Berthoud Municipal Code for the following reasons:* _____ .

**TOWN OF BERTHOUD ORDINANCE**
**NUMBER 1325**
**(SERIES 2023)**

**AN ORDINANCE OF THE TOWN OF BERTHOUD, COLORADO TO REPEAL AND REPLACE THE TOWN OF BERTHOUD WIRELESS COMMUNICATIONS FACILITIES CODE FOUND IN CHAPTER 30, SECTION 30-3-111 FOUND IN THE MUNICIPAL CODE**

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

**WHEREAS,** the Planning Commission, after proper notice, has held a public hearing on September 28, 2023 on this ordinance providing for a recommendation of approval from the Town Board of Trustees; and

**WHEREAS**, the Board of Trustees, after proper notice has held two public hearings on this ordinance providing for the adoption of said code amendments pursuant to C.R.S. Section 31-16-203; and

**WHEREAS,** the Development Code and amendments thereto have been submitted to the Board of Trustees in writing and the Board of Trustees has determined that such code and amendments thereto should be adopted as herein set forth;

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

Section 1. That Chapter 30, Section 30-3-111 -116, is hereby repealed and replaced in its entirety as set forth in Exhibit A, attached and is hereby adopted;

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

Section 3. 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 4. 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 property 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 5. The provisions of this ordinance shall take effect thirty days after publication as required by law, and shall apply to all development and construction permitted after such date.

INTRODUCED, READ, AND APPROVED on this 14th day of November, 2023.

**TOWN OF BERTHOUD**

**By** _____

**William Karspeck, Mayor**

**ATTEST:**

**By:** _____

**Christian Samora, Town Clerk**

READ, ADOPTED, AND APPROVED on this 28th day of November, 2023.

**TOWN OF BERTHOUD**

**By** _____

**William Karspeck, Mayor**

**ATTEST:**

**By:** _____

**Christian Samora, Town Clerk**

# EXHIBIT A, Ordinance 1325

**30-3-111 - Wireless Communication Facilities (WCFs)**

**A. Purpose and Goals.** The purpose of these provisions is to establish requirements for the siting of Wireless Communications Facilities. The goals of these provisions are to:

1. Provide for the managed development and installation, maintenance, modification, and removal of wireless communications infrastructure in the Town with the fewest number of WCFs to complete a network without unreasonably discriminating against wireless communications providers of functionally equivalent services including all of those who install, maintain, operate, and remove WCFs.
2. Promote and protect the public health, safety, and welfare by reducing the visibility of WCFs to the fullest extent possible through techniques including but not limited to concealment design techniques and undergrounding of the equipment associated with WCFs.
3. Encourage the deployment of smaller, less intrusive WCFs where appropriate to supplement existing larger WCFs.
4. Encourage the use of wall mounted panel antennas.
5. Encourage roof mounted antennas when wall mounted antennas will not provide adequate service or are not otherwise feasible.
6. Encourage the location of Towers in non-residential areas, in a manner that minimizes the total number of Towers needed throughout the community.
7. Encourage strongly the collocation of WCFs on new and existing Sites.
8. Encourage owners and users of antennas and Towers to locate them, to the extent possible, in areas where the adverse impact on the community is minimized.
9. Enhance the ability of WCF providers to provide such services to the community quickly, effectively, and efficiently.
10. Effectively manage WCFs in the Right-of-Way.

**B. Definitions**

1. Alternative Tower Structure: Any man-made clock towers, bell steeples, light poles, water towers, farm silos, or similar alternative design mounting structures approved by the Town, that conceal where technically feasible the presence of WCFs to make them architecturally compatible with the surrounding area pursuant to this Section. A stand-alone pole in the Right-of-Way that accommodates Small Cell Facilities is considered an Alternative Tower Structure provided it meets the concealment standards of this Section. Alternative Tower Structures are not considered Towers, for the purposes of this Section.
2. Antenna: Any device used to transmit and/or receive radio or electromagnetic waves such as, but not limited to panel antennas, reflecting discs, microwave dishes, whip antennas, directional and non-directional antennas consisting of one or more elements, multiple antenna configurations, or other similar devised and configurations.
3. Antennas, panel: An array of antennas, rectangular in shape, used to transmit and receive telecommunication signals.
4. Antenna, whip: A single antenna that is cylindrical in shape and omni-directional.
5. Base Station: A structure or equipment at a fixed location that enables FCC-licensed or authorized wireless communications between user equipment and a communications network. The definition of Base Station does not include or encompass a Tower as defined herein or any equipment associated with a Tower. Base Station does include, without limitation:
    a. Equipment associated with wireless communications services such as private broadcast, and public safety services, as well as unlicensed wireless services and fixed wireless services such as microwave backhaul that, at the time the relevant

application is filed with the Town under this Section, has been reviewed and approved under the applicable zoning or siting process, or under another State or local regulatory review process, even if the structure was not built for the sole or primary purpose of providing such support.

b. Radio transceivers, antennas, coaxial or fiber-optic cable, regular and backup power supplied, and comparable equipment, regardless of technological configuration (including Distributed Antenna Systems ("DAS") and small cell networks) that, at the time the relevant application is filed with the Town under this Section, has been reviewed and approved under the applicable zoning or siting process, or under another State or local regulatory review process, even if the structure was not built for the sole or primary purpose of providing such support.

The definition of Base Station does not include any structure that, at the time the relevant application is filed with the Town under this Section, does not support or house equipment described in paragraphs A and B above.

6. Camouflage or Camouflage Design Techniques: Measures used in the design and siting of Wireless Communication Facilities with the intent to minimize or eliminate the visual impact of such facilities to surrounding uses. A WCF Site utilizes Camouflage Design Techniques when it (i) is integrated as an architectural feature of an existing structure, or (ii) is integrated in an outdoor fixture such as a flagpole, while still appearing to some extent as a WCF. This definition does not include the use of Concealment design elements so that a facility looks like something other than a wireless Tower or Base Station.

7. Collocation:
   a. For the purposes of Eligible Facilities Requests, means the mounting or installation of transmission equipment on an Eligible Support Structure for the purpose of transmitting and /or receiving radio frequency signals for communications purposes.
   b. For the purposes of facilities subject to shot clocks governed by 47 U.S.C. Sec. 332, means attachment of facilities to existing structures, regardless of whether the structure or location has previously been zoned for wireless facilities.

8. Concealment: Utilization of elements of stealth design in a facility so that the facility looks like something other than a wireless Tower or Base Station. Language such as "stealth," "camouflage," or similar in any permit or other document required by the Town Code is included in this definition to the extent such permit or other document reflects an intent at the time of approval to condition the site's approval on a design that looks like something else. Concealment can further include a design which mimics and is consistent with the nearby natural, or architectural features (such as an artificial tree), or is incorporated into (including without limitation, being attached to the exterior of such facility and painted to match it) or replaces existing permitted facilities (including without limitation, stop signs or other traffic signs or freestanding light standards) so that the presence of the WCF is not apparent. This definition does not include conditions that merely minimize visual impact but do not incorporate Concealment design elements so that the facility looks like something other than a wireless Tower or Base Station.

9. Eligible Facilities Request: Any request for modification of an Existing Tower or Base Station that does not Substantially Change the physical dimensions of such Tower or Base Station involving:

    a. Collocation of new Transmission Equipment.
    b. Removal of Transmission Equipment.
    c. Replacement of Transmission Equipment.

    A request for modification of an Existing Tower or Base Station that does not comply with the generally applicable building, structural, electrical, and safety codes or with other laws codifying objective standards reasonably related to health and safety, or does not comply with any relevant federal requirements, is not an Eligible Facilities Request.

10. Eligible Support Structure: Any Tower or Base Station as defined in this Section, provided that it is Existing at the time the relevant application is filed with the Town under this Section.

11. Equipment Cabinets: A cabinet or building used to house equipment used by wireless communications providers at a Wireless Communications Facility. This definition does not include relatively small electronic components, such as remote radio units, radio transceivers, amplifiers, or other devices mounted behind antennas, if they are not used as physical containers for smaller, distinct devices.

12. Existing: For purposes of this Section, a constructed Tower or Base Station that was reviewed, approved, and lawfully constructed in accordance with all requirements of applicable law as of the time of an Eligible Facilities Request, provided that a Tower that exists as a legal, non-conforming use and was lawfully constructed is existing for purposes of this definition.

13. OTARD Antenna:

    a. An antenna that is designed to receive direct broadcast satellite service, including direct-to-home satellite services, that is one meter or less in diameter; or
    b. An antenna that is designed to receive video programming services via multipoint distribution services, including multichannel multipoint distribution services, instruction television fixed services, and local multipoint distribution services, and that is one meter or less in diameter or diagonal measurement; or
    c. An antenna that is designed to receive television broadcast signals.

14. OTARD antenna structure: Any pole, Tower, or other structure designed and intended to support an OTARD Antenna.

15. Related Accessory Equipment: The Transmission Equipment customarily used with, and incidental to Wireless Communication Facilities antennas, including by way of example, coaxial or fiber-optic cable, regular and backup power supply and remote radio units.

16. Right-of-Way: In the context of this Section, any public street or road that is dedicated to public use for vehicular traffic except for those rights-of-way owned by the Colorado Department of Transportation within the Town limits.

17. Site: In the context of this Section, for Towers and Eligible Support Structures, a Site means the current boundaries of the leased or owned property surrounding the Tower or Eligible Support Structure and any access or utility easements currently related to the Site. For Alternative Tower Structures, Base Stations and Small Cell Facilities in the Right-of-Way, a Site is further restricted to that area comprising the base of the structure and to other Related Accessory Equipment already installed on the ground.

18. Small Cell Facility: A WCF where each antenna is located inside an enclosure of no more than three (3) cubic feet in volume or, in the case of an antenna that has exposed elements, the antenna and all of its exposed elements could fit within an imaginary enclosure of no more than three (3) cubic feet; and primary equipment enclosures are no larger than seventeen (17) cubic feet in volume. The following associated equipment may be located outside of the primary equipment enclosure and, if so located, is not included in the calculation of equipment volume: electric meter, concealment, telecommunications demarcation box, ground-based enclosure, back-up power systems, grounding equipment, power transfer switch and cut-off switch.

19. Substantial Change: A modification substantially changes the physical dimensions of an Eligible Support Structure if after the modification, the structure meets any of the following criteria:

    a. For Towers, it increases the height of the Tower by more than ten percent or by the height of one additional antenna array with separation from the nearest existing antenna not to exceed twenty (20) feet, whichever is greater, as measured from the top of an existing antenna to the bottom of a proposed new antenna; for other Eligible Support Structures, it increases the height of the structure by more than ten percent or more than ten (10) feet, whichever is greater, as measured from the top of an existing antenna to the bottom of a proposed new antenna;
    b. For Towers, it involves adding an appurtenance to the body of the Tower that would protrude from the edge of the Tower more than twenty (20) feet, or more than the width of the Tower structure at the level of the appurtenance, whichever is greater; for Eligible Support Structures, it involves adding an appurtenance to the body of the structure that would protrude from the edge of the structure by more than six (6) feet;
    c. For any Eligible Support Structure, it involves installation of more than the standard number of new equipment cabinets for the technology involved, as determined on a case-by-case basis based on the location of the Eligible Support Structure but not to exceed four cabinets per application; or for Base Stations, it involves installation of any new equipment cabinets on the ground if there are no pre-existing ground cabinets associated with the structure, or else involves installation of ground cabinets that are more than ten percent larger in height or overall volume than any other ground cabinets associated with the structure;
    d. It entails any excavation or deployment outside of the current site, except that, for Towers other than Towers in the Public Rights-of-Way, it entails any excavation or deployment of Transmission Equipment outside of the current site by more than 30 feet in any direction. The site boundary from which the 30 feet is measured excludes any access or utility easements currently related to the site.
    e. For any Eligible Support Structure, it would defeat the Concealment elements of the Eligible Support Structure by causing a reasonable person to view the structure's intended stealth design as no longer effective;

f. For any Eligible Support Structure, it does not comply with record evidence of conditions associated with the siting approval of the construction or modification of the Eligible Support Structure or Base Station equipment, unless the non-compliance is due to an increase in height, increase in width, addition of cabinets, or new excavation that would not exceed the thresholds identified in paragraphs a, b, and c of this definition.

For purposes of determining whether a Substantial Change exists, changes in height are measured from the original support structure in cases where deployments are or will be separated horizontally, such as on building rooftops; in other circumstances, changes in height are measured from the dimensions of the Tower or Base Station, inclusive of approved appurtenances and any modifications that were approved prior to February 22, 2012.

20. Tower: Any structure that is designed and built for the sole or primary purpose of supporting any FCC-licensed or authorized antennas and their associated facilities, including structures that are constructed for wireless communications services including, but not limited to, private, broadcast, and public safety services, as well as unlicensed wireless services and fixed wireless services such as microwave backhaul, and the associated Site. The term includes radio and television transmission towers, self-supporting lattice towers, guy towers, monopoles, microwave towers, common carrier towers, cellular telephone towers and the like. Alternative Tower Structures and Small Cell Facilities in the Rights-of-Way are not Towers.

21. Transmission Equipment: Equipment that facilitates transmission for any FCC licensed or authorized wireless communication service, including, but not limited to, radio transceivers, antennas, coaxial or fiber-optic cable, and regular and backup power supply. The term includes equipment associated with wireless communications services including, but not limited to, private, broadcast, and public safety services, as well as unlicensed wireless services and fixed wireless services such as microwave backhaul.

22. Wireless Communications Facility or WCF: A facility used to provide personal wireless services as defined at 47 U.S.C. Section 332 (c)(7)(C); or wireless information services provided to the public or to such classes of users as to be effectively available directly to the public via licensed or unlicensed frequencies; or wireless utility monitoring and control services. A WCF does not include a facility entirely enclosed within a permitted building where the installation does not require a modification of the exterior of the building; nor does it include a device attached to a building, used for serving that building only and that is otherwise permitted under other provisions of the Code. A WCF includes an antenna or antennas, including without limitation, directions, omni-directions and parabolic antennas, Base Stations, support equipment, Small Cell Facilities, Alternative Tower Structures, and Towers. It does not include the support structure to which the WCF or its components are attached if the use of such structures for WCFs is not the primary use. The term does not include mobile transmitting devices used by wireless service subscribers, such as vehicle or handheld radios/telephones and their associated transmitting antennas, nor does it include other facilities specifically excluded from the coverage of this Section.

**C. Applicability; Waiver; Exemptions**. The requirements set forth in this Section shall apply to all WCF applications for Base Stations, Alternative Tower Structures, Alternative Tower Structures located within Right-of-Way, and Towers as defined elsewhere herein. The Town,

through an appropriately designated and authorized person, shall have the authority to waive any requirement or standard set forth in this Section as it may be proposed to be applied to a specific WCF, if the Town makes a determination that the specific requirement or standard as proposed to be applied is preempted by federal or state law. Prior to applying the waiver to any pending application, the Town shall, in consultation with the Town Administrator and Town Attorney, make a written preemption determination which written determination shall identify the specific requirement or standard that is being waived and cite to the specific federal or state law provision that preempts the specific Town requirement or standard set forth in this Section. The requirements set forth in this Section shall not apply to:

1. *Amateur Radio Antennas.* Amateur radio antennas that are owned and operated by a federally licensed amateur radio station operator or are used exclusively for receive-only antennas, provided that the requirement that the height be no more than the distance from the base of the antenna to the nearest property line is met. The Town or their designee has the authority to approve modifications to the height restriction, if in the reasonable discretion of the Town, modifications are necessary to comply with federal law.
2. *Pre-existing WCFs.* Any WCF for which a permit has been properly issued prior to the effective date of this Section, shall not be required to meet the requirements of this Section, other than the requirements of subparagraphs Section D.1, Section D.5 and Section D.6 below. Changes and additions to pre-existing WCFs (including trading out of antennas for an equal number of antennas) shall meet applicable requirements of this Section.
3. *Miscellaneous Antennas.* Antennas used for reception of television, multi-channel video programming and radio such as OTARD antennas, television broadcast band antennas, and broadcast radio antennas, provided that the requirement that the height be no more than the distance from the base to the nearest property line are met. The Town Administrator or their designee has the authority to approve modifications to the height restriction related to OTARD antennas and OTARD antenna structures, if in the reasonable discretion of the Town, modifications are necessary to comply with federal law.

**D. Operational Standards**.

1. *Federal Requirements.* All WCFs shall meet the current standards and regulations of the FAA, the FCC and any other agency of the federal government with the authority to regulate WCFs. If such standards and regulations are changed, then the owners of the WCF governed by this Section shall bring such facility into compliance with such revised standards and regulations within the time period mandated by the controlling federal agency. Failure to meet such revised standards and regulations shall constitute grounds for the removal of the WCF at the owner's expense.
2. *Radio Frequency Standards.* All WCFs shall comply with federal standards for radio frequency emissions. The Town may require that the owner or operator of the WCF provide information demonstrating compliance. If such information is not sufficient, in the reasonable discretion of the Town, to demonstrate compliance, the Town may require the owner or operator of the WCF to submit a project implementation report which provides cumulative field measurements of radio frequency emissions of all Antennas installed at the subject Site, and which compares the results with established federal standards. If, upon review, the Town finds that the facility does not meet federal standards, the Town may require corrective action within a reasonable period of time, and if not corrected, may require removal of the WCF. Any reasonable costs incurred by the Town, including reasonable consulting costs to verify compliance with these requirements, shall be paid by the applicant.

3. *Signal Interference.* All WCFs shall be designed and sited so as not to cause interference with the normal operation of radio, television, telephone and other communication services utilized by adjacent residential and non-residential properties; nor shall any such facilities interfere with any public safety communications. The Applicant shall provide a written statement ("Signal Interference Letter") from a qualified radio frequency engineer, certifying that a technical evaluation of existing and proposed facilities indicates no potential interference problems.
4. *Legal Access.* In all applications for WCFs outside of the Right-of-Way, an Applicant shall demonstrate that it owns or has lease rights to the Site.
5. *Operation and Maintenance.* To ensure the structural integrity of WCFs, the owner of a WCF shall ensure that it is maintained in compliance with standards contained in applicable local building and safety codes. If upon inspection, the Town determines that a WCF fails to comply with such codes and constitutes a danger to persons or property, then, upon written notice being provided to the owner of the WCF, the owner shall have thirty (30) days from the date of notice to bring such WCF into compliance. Upon good cause shown by the owner, the Town may extend such compliance period not to exceed ninety (90) days from the date of said notice. If the owner fails to bring such WCF into compliance within said time period, the Town may remove such WCF at the owner's expense. No hazardous materials shall be permitted in association with WCFs, except those necessary for the operations of the WCF and only in accordance with all applicable laws governing such materials.
6. *Abandonment and Removal.* If a WCF has not been in use for a period of three months, the owner of the WCF shall notify the Town of the non-use and shall indicate whether re-use is expected within the ensuing three months. Any WCF that is not operated for a continuous period of six months shall be considered abandoned. The Town, in its sole discretion, may require an abandoned WCF to be removed. The owner of such WCF shall remove the same within thirty (30) days of receipt of written notice from the Town. If such WCF is not removed within said thirty (30) days, the Town may remove it at the owner's expense and any approved permits for the WCF shall be deemed to have expired.

**E. Design Standards.** The requirements set forth in this Section shall apply to the location and design of all WCFs governed by this Section as specified below; provided, however, that the Town may waive any one or more of these requirements it if determines that the goals of this Section are better served thereby. WCFs shall be designed and located to minimize the impact on surrounding properties and residential neighborhoods and to maintain the character and appearance of the Town, consistent with other provisions of this Code. In addition to the provisions of this Code, applicants shall comply with the Town's Wireless Communications Design Standards, which may be adopted and amended from time to time by the Town Administrator.

1. *Camouflage/Concealment.* All WCFs and any Related Accessory Equipment shall, to the maximum extent possible, use Concealment Design Techniques, and where not possible utilize Camouflage Design Techniques. Camouflage Design Techniques include, but are not limited to using materials, colors, textures, screening, undergrounding, landscaping, or other design options that will blend the WCF to the surrounding natural setting and built environment.
    a. Where WCFs are located in areas of high public visibility, they shall, where physically possible, be designed to be concealed, and where not possible to be concealed, to minimize the WCF profile through placement of equipment fully or partially underground, or by way of example and not limitation, behind landscape berms.

b. A Concealment design may include the use of Alternative Tower Structures should the Town determine that such design meets the intent of this Code and the community is better served thereby.
c. All WCFs, such as antennas, vaults, equipment rooms, equipment enclosures, and Towers shall be constructed of non-reflective materials (visible exterior surfaces only).

2. *Siting.*
   a. No portion of any WCF may extend beyond the property line.
   b. WCFs shall be required to be designed and constructed to permit the facility to accommodate WCFs from at least two wireless communications providers on the same WCF. No WCF owner or operator shall unfairly exclude a competitor from using the same facility or Site.
   c. WCFs shall be sited in a location that does not reduce the parking for the other principal uses on the parcel below Code standards.
   d. WCFs shall not encroach into any sight triangles.
   e. WCFs shall not encroach into recorded/documented easements without permission from the underlying property owner and the easement holder.

3. *Lighting.* WCFs shall not be artificially lighted, unless required by the FAA or other applicable governmental authority, or the WCF is mounted on a light pole or other similar structure primarily used for lighting purposes. If lighting is required, the Town may review the available lighting alternatives and approve the design that would cause the least disturbance to the surrounding views. Lighting shall comply with the Town's Dark Sky Standards, and be shielded or directed to the greatest extent possible so as to minimize the amount of glare and light falling onto nearby properties, particularly residences.

4. *Landscape and Fencing Requirements.*
   a. WCFs shall be sited in a manner that does not reduce the landscaped areas for the other principal uses on the lot or parcel, below any applicable Code standards including without limitation, Planned Unit Development standards.
   b. Except for WCFs in the Right-of-Way, the Site of the WCF shall be landscaped with a buffer of plant materials that effectively screen the view of the WCF from adjacent residential property. The standard buffer shall consist of the front, side, and rear landscaped setback on the perimeter of the Site.
   c. In locations where the visual impact of the WCF would be minimal, the landscaping requirement may be reduced or waived in whole or in part by the Town.
   d. Existing mature tree growth and natural landforms on the Site shall be preserved to the maximum extent possible. In some cases, such as WCFs sited on large, wooded lots, natural growth around the Site perimeter may be sufficient to buffer.
   e. No trees larger than four (4) inches in diameter measured at 4½ feet high on the tree from grade may be removed, unless authorized by the Town. To obtain such authorization the Applicant shall show that tree removal is necessary, the Applicant's plan minimizes the number of trees to be removed and that any trees removed are replaced at a ratio of 2 to 1 with tree species to be approved by the Town. The applicant shall provide a maintenance plan to ensure the replacement trees shall be irrigated and maintained to the Town for approval prior to the removal of any tree.

5. *Specific Design Requirements*. Additional design requirements shall be applicable to the types of WCFs as specified below:
    a. *Base Stations –*
        *i.* Base Stations shall be architecturally compatible with respect to attachments, and colored to match the building or structure to which they are attached;
        *ii.* The maximum protrusion of such facilities from the building or structure face to which they are attached shall be two (2) feet;
        *iii.* Wall mounted WCFs shall not extend above the roofline unless mounted to a penthouse; and
        *iv.* Roof mounted WCFs shall be approved only where an Applicant demonstrates a wall mounted WCF is inadequate to provide service and shall be evaluated for approval based upon the following criteria:
            1. Roof mounted whip antennas shall extend no more than twelve (12) feet above the parapet of any flat roof or ridge of a sloped roof or penthouse to which they are attached;
            2. Roof mounted panel antennas shall extend no more than seven (7) feet above the parapet of a flat roof or ridge of a sloped roof to which they are mounted; and
            3. Other roof mounted Related Accessory Equipment shall extend no more than seven (7) feet above any parapet of a flat roof upon which they may be placed, and shall not be permitted on a sloped roof.
    b. *Alternative Tower Structures (ATS) and Small Cell Facilities not located in the Right-of-Way –*
        i. ATS shall be designed and constructed to look like a building, facility, or structure typically found in the area, in order that the WCF is Concealed.
        ii. Height or size of the proposed ATS or Small Cell Facility should be minimized as much as possible and shall be subject to the maximum height restrictions of the zoning district in which they are located, as set forth in The Zoning Section, Chapter 30 of the Town's Municipal Code, as amended.
        iii. ATS shall be sited in a manner that is least obtrusive to residential structures and residential district boundaries;
        iv. ATS should take into consideration the uses on adjacent and nearby properties and the compatibility of the facility to these uses;
        v. ATS and Small Cell Facilities shall be compatible with the surrounding topography, tree coverage, and foliage;
        vi. ATS and Small Cell Facilities shall be designed utilizing design characteristics that have the effect of concealing where technically feasible and generally reducing or eliminating visual obtrusiveness; and
        vii. Visual impacts of the proposed ingress and egress shall be minimized.
    c. *Alternative Tower Structures and Small Cell Facilities located in the Right-of-Way –*
        i. No ATS pole shall be higher than thirty-five (35) feet including any cannister or antennas located on top of a pole;
        ii. No pole or structure shall be more than ten (10) feet higher (as measured from the ground to the top of the pole or structure) than any existing utility or traffic signal within five hundred (500) feet of the pole or structure;

iii. Any new pole for ATS or Small Cell Facilities shall be separated from any other existing WCF facility by a distance of at least six hundred (600) feet, unless the new pole replaces an existing traffic signal, street light or utility pole;

iv. With respect to pole-mounted components, Small Cell Facilities shall be located on an existing utility pole serving another utility; or be located on a new utility pole where other utility distribution lines are aerial, if there are no reasonable alternatives;

v. ATS must be concealed consistent with other existing natural or manmade features in the Right-of-Way near the location where the ATS will be located;

vi. To the extent reasonably feasible, be consistent with the size and shape of the pole-mounted equipment installed by communications companies on utility poles near the ATS;

vii. When placed near a residential property, any ATS or Small Cell Facilities must be placed in front of the common side yard property line between adjoining residential properties. In the case of a corner lot, the facility must be placed in front of the common side yard property line adjoining residential properties, or on the corner formed by two intersecting streets;

viii. Small Cell Facilities shall:

(1) be designed such that antenna installations on traffic signals are placed in a manner so that the size, appearance, and function of the signal will not be considerably altered; and

(2) be designed such that all antennas, mast arms, equipment, and other facilities are sized to minimize visual clutter, and where possible, concealed within the structure; and

(3) be consistent with the size and shape of the pole-mounted equipment installed by communications companies on utility poles near the ATS; and

(4) require that any ground mounted equipment be installed in an underground or partially underground equipment vault (projecting not more than thirty-six (36) inches above grade) or the maximum height permissible through the Town's Engineering specifications and standards for ground mounted utility equipment, or co-located within a traffic cabinet of a design approved by the Town, unless a use by special review is obtained subject to the requirements of the Town Code; and

(5) not alter vehicular circulation or parking within the Right-of-Way or impede vehicular, bicycle, or pedestrian access or visibility along the Right-of-Way; and

(6) comply with the federal Americans With Disabilities Act and all applicable local, state, and federal law and regulations; and

(7) not be located or maintained in a manner that causes unreasonable interference. Unreasonable interference means any use of the Right-of-Way that disrupts or interferes with its use by the Town, the general public, or other person authorized to use or be present upon the Right-of-Way, when there exists an alternative that would result in less disruption or interference. Unreasonable interference includes any use of the Right-of-Way that disrupts vehicular or pedestrian traffic, any

interference with public utilities, and any other activity that will present a hazard to public health, safety, or welfare.

d. *Towers* -

i. Towers shall either maintain a galvanized steel finish, or, subject to any applicable FAA standards, be painted a neutral color so as to reduce visual obtrusiveness as determined by the Town;

ii. Tower structures should use existing landforms, vegetation, and structures to aid in concealing the facility from view or blending in with the surrounding built and natural environment;

iii. Monopole support structures shall taper from the base to the tip;

iv. All Towers shall be enclosed by security fencing or wall at least six (6) feet in height and shall also be equipped with an appropriate anti-climbing device. No security fencing or any portion thereof shall consist of barbed wire or chain link material; and

v. Towers shall be subject to the maximum height restrictions of the zoning district in which they are located, subject to a maximum height limit of sixty (60) feet.

vi. Towers should be sited in a manner that is least obtrusive to residential structures and residential district boundaries where feasible;

vii. Towers should take into consideration the uses on adjacent and nearby properties and the compatibility of the Tower to these uses;

viii. Towers should be designed utilizing design characteristics that have the effect of reducing or eliminating visual obtrusiveness;

ix. Visual impacts of the proposed ingress and egress shall be minimized;

x. No new Towers shall be permitted unless the Applicant demonstrates to the reasonable satisfaction of the Town that no existing WCFs can accommodate the needs that the Applicant proposes to address with its Tower application. Evidence submitted to demonstrate that no existing WCFs can accommodate these needs may consist of the following:

(1) No existing WCFs are of sufficient height and are located within the geographic area required to meet the Applicant's engineering requirements;

(2) Existing WCFs do not have sufficient structural strength to support Applicant's proposed WCF;

(3) The Applicant's proposed WCF would cause electromagnetic interference with the WCFs on the existing WCFs or the existing WCFs would cause interference with the Applicant's proposed WCF; or

(4) The Applicant demonstrates that there are other limiting factors that render existing WCFs unsuitable for collocation.

xi. A Tower shall meet the greater of the following minimum setbacks from all property lines:

(1) The setback for a principal building within the applicable zoning;

(2) Twenty-five (25) percent of the facility height, including WCFs and Transmission Equipment; or

(3) The Tower height, including antennas, if the Tower is in or adjacent to a residential district or residential zoned property.

(4) For Sites within or adjacent to residential zones, Towers over forty (40) feet in height shall not be located within one-quarter mile from any existing Tower that is over forty (40) feet in height, unless the Applicant has shown to the satisfaction of the Town that there are no reasonably suitable alternative sites in the required geographic area which can meet the Applicant's needs.

xii. No Towers shall be permitted in the Right-of-Way.

e. *Related Accessory Equipment* - Related Accessory Equipment for all WCFs shall meet the following requirements:

i. All buildings, shelters, cabinets, and other accessory components shall be grouped as closely as technically possible;

ii. For WCFs outside of the Right-of-Way, the total footprint coverage area of the WCF's Related Accessory Equipment shall not exceed three hundred fifty (350) square feet;

iii. No Related Accessory Equipment or accessory structure shall exceed twelve (12) feet in height; and

iv. Related Accessory Equipment shall be located out of sight whenever possible by locating behind parapet walls or within equipment enclosures. Where such alternate locations are not available, the Related Accessory Equipment shall be concealed where technically feasible or otherwise camouflaged in a manner appropriate for the specific site.

6. Additional Design Standards. The Town may adopt administrative regulations addressing additional design standards for WCFs.

**F. Review Procedures and Requirements.** No new WCF shall be constructed and no collocation or modification to any existing WCF may occur except after a written request from an Applicant, reviewed and approved by the Town in accordance with this Section. In addition to following the procedures and regulations regarding land use approval, the applicant is responsible for coordinating any building permit activities with the Town. All WCFs, except Eligible Facilities Requests, shall be reviewed pursuant to the following procedures:

1. *Submittal Requirements.* Each Applicant for a WCF shall be required to submit:

a. A Signal Interference Letter

b. For new Towers and attachments to buildings, an inventory of Existing Sites

c. A stamped report by a state of Colorado registered professional engineer, or a verified statement from a qualified radio frequency engineer, demonstrating or assuring that the site will be in full compliance with federal radio-frequency emissions standards for wireless facilities; and

d. A stamped plan or report by a state of Colorado registered professional engineer indicating the structure is structurally sound to support the WCF.

e. For all sites except Small Cell Facilities located in the Rights-of-Way, a site plan map prepared in accordance with the Site Plan Map standards as detailed in Chapter 30 of the Berthoud Municipal Code. Applications for Small Cell Facilities located in the Rights-of-Way shall provide a map illustrating the location of the facility.

f. A project narrative detailing the criteria found in either the Site Plan or the Special Use Permit standards as detailed in Chapter 30 of the Berthoud Municipal Code, as applicable. The following additional information shall be described/provided:

i. How the application meets the Design Standards found in this Chapter.
ii. Concealment and Camouflage provisions.
iii. If a freestanding facility is proposed, an analysis of alternatives to a freestanding facility within a one-mile radius of the facility.
iii. A list of all permits or approvals obtained or anticipated to be obtained from local, state or federal agencies other than the Federal Communications Commission (FCC).
iv. A statement as to whether the facility can be made available for collocation with other wireless users and if so, under what conditions.
v. Any other information deemed necessary by the Town to determine compliance with this Section.

2. *Additional Submittal Requirements.* In addition to the information required in Subsection 1 above, find the following requirements below:

a. In all zoning districts in which Towers are a use by right, applications shall be reviewed and considered for approval by the Town for conformance to this Section, any specific requirements of the zone district in which the proposed Tower is located and the Town's Wireless Communications Design Standards. In zoning districts where applications are permitted by use by special review, the application process shall follow the use by special review process and approved by the Town Board of Trustees. Such Towers shall be reviewed for conformance to this Section using the use by special review procedures set forth in Chapter 30 of the Municipal Code in conjunction with the applicable sections of this Section. Except in zone districts where Towers are a use by right, all applications for Towers shall demonstrate that other alternative design options such as Base Stations or Alternative Tower Structures are not viable options.
b. In all zoning districts and Planned Unit Developments, each application for a Base Station, Alternative Tower Structure, or Alternative Tower Structure proposed for location within Right-of-Way shall be reviewed and considered for approval by the Town for conformance to this Section and any specific requirements of the zone district in which the proposed Site is located. Except for WCFs in the Right-of-Way that meet all requirements of this Section or Eligible Facilities Requests, the Town may refer the application to Planning Commission for approval if the Town finds the proposed WCF to have a significant visual impact (e.g., proximity to historic or designated view corridors, or on significant community features) or otherwise is substantially incompatible with the structure on which the WCF will be installed, or it does not meet the clear intent of this Section.

3. *Criteria for approval.* The Community Development Director, or their designee, shall determine if the applicant has demonstrated that the proposed WCF meets the following standards, as applicable:

a. Application materials are complete.

b. The proposed land use will satisfy all applicable provisions of the zoning code, overlay districts, and subdivision regulations unless a variance is being concurrently requested.
c. The proposed land use will conform with or further the goals, policies and strategies set forth in the Town of Berthoud Comprehensive Plan.
d. The proposed land use will be adequately served with public utilities, services, and facilities (i.e., water, sewer, electric, schools, street system, fire protection, public transit, storm drainage, refuse collection, parks system, etc.) and not impose an undue burden above and beyond those of the permitted uses of the district.
e. The proposed land use will not substantially alter the basic character of the district in which it is in or impair the development or redevelopment potential of the district.
f. The proposed land use will result in efficient on- and off-site traffic circulation which will not have a significant adverse impact on the adjacent uses or result in hazardous conditions for pedestrians or vehicles in or adjacent to the site.
g. Potential negative impacts of the proposed land use on the rest of the neighborhood or of the neighborhood on the proposed land use have been mitigated through setbacks, architecture, screening, landscaping, site arrangement or other methods. The applicant shall, at a minimum, satisfactorily address impacts including: traffic; activity levels; light; noise; odor; building type, style and scale; hours of operation; dust; and erosion control.
h. The applicant has submitted evidence that all applicable local, state and federal permits have been or will be obtained.
i. The application addresses camouflage of the facilities from public view as appropriate.
j. The Signal Interference Letter is found to be satisfactory to the Town.
k. The radio frequency report is found to be satisfactory to the Town.
l. The structures proposed are found to be satisfactory to the Town.
m. If accessory structures are proposed, the application provides information regarding accessory structures that meet the intent of the Accessory Structures standards of this Section and Chapter 30 of the Municipal Code.
n. Compliance with mitigation co-location standards and requirements established by this Section and Chapter 30 of the Municipal Code.

3. *Timeframes for Review.*

a. All WCFs, other than those specified below shall be reviewed according to the following timeframes:

i. Review of an application to collocate a facility on an Existing Tower or Base Station: 90 days.

ii. Review of an application to deploy a Small Cell Facility on a new structure: 90 days.

iii. Review of an application to deploy a WCF other than a Small Cell Facility on a new structure: 150 days.

iv. Review of an application for a new Tower, Base Station, or Alternative Tower Structure: 150 days.

b. Tolling the Timeframe for Review. Except for WCFs specified below in subsections (F)-(G), the relevant review timeframe begins to run when the application is filed with the Town, and may be tolled only by mutual agreement or where the Town determines that an application is incomplete.

i. To toll the timeframe for incompleteness, the Town shall provide written notice to the applicant within thirty (30) calendar days of receipt of the application, specifically delineating all missing documents or information required in the application;

ii. Upon providing the notice of incompleteness to the applicant, the timeframe for review pauses. The timeframe for review begins running again when the applicant makes a supplemental written submission in response to the Town's notice of incompleteness; and

ii. Following a supplemental submission, the Town will notify the applicant within ten (10) business days whether the supplemental submission did not provide the information identified in the original notice delineating missing information. The timeframe is tolled in the case of second or subsequent notices pursuant to the procedures identified in subparagraph b of this subsection. In the case of a second or subsequent notice of incompleteness, the Town may not specify missing documents or information that were not delineated in the original notice of incompleteness.

4. *Specific Review Procedures for Collocating Small Cell Facilities on Existing Towers or Base Stations*. Within ten (10) business days of receipt of an application for a Small Cell Facility, the Town shall provide written comments to the applicant determining completeness of the application and setting forth any modifications required to complete the application to bring the proposal into full compliance with the requirements of this subsection.

a. To toll the timeframe for incompleteness, the Town must provide written notice to the applicant within ten (10) business days of receipt of the application, specifically delineating all missing documents or information required in the application.
b. The timeframe for review resets to zero (0) when the applicant makes a supplemental written submission in response to the Town's notice of incompleteness.
c. Following a supplemental submission, the Town will notify the applicant within ten (10) business days whether the supplemental submission provided the information identified in the original notice delineating missing information. If the application remains incomplete, the timeframe is tolled pursuant to the procedures identified in subparagraphs (1) and (2) of this paragraph. In the case of a second or subsequent notice of incompleteness, the Town may not specify missing information or documents that were not delineated in the original notice of incompleteness.

5. *Specific Review Procedures for Eligible Facilities Requests.*
a. Application. Eligible Facilities Requests for Collocation on or modification of an Existing Tower or Base Station shall be considered a use by right subject to administrative review and determination by the Town. The Town shall prepare, and from time to time revise and make publicly available, an

application form which shall be limited to the information necessary for the Town to consider whether an application for Collocation or modification is an Eligible Facilities Request. Such information may include, without limitation, whether the project:

i. results in a Substantial Change to the physical dimensions of the Site; or

ii.violates a generally applicable law, regulation, or other rule reasonably related to public health and safety.

The application may not require an applicant to demonstrate a need or business case for the proposed modification or Collocation.

b. Time frame for EFR review. Subject to the tolling provisions below, an application for an Eligible Facility Request shall be approved within sixty (60) days of the date of the request unless the Town determines that it does not qualify as an Eligible Facilities Request. Upon receipt of an application for an Eligible Facility Request pursuant to this subsection, the Town shall review such application to determine whether the application so qualifies.

c. Tolling the Timeframe for EFR Review.

i. The sixty (60) calendar day review period begins to run when the application is filed with the Town, and may be tolled only by mutual agreement or where the Town determines that an application is incomplete:

(1) To toll the timeframe for incompleteness, the Town must provide written notice to the applicant within thirty (30) calendar days of receipt of the application, specifically delineating all missing documents or information required in the application;
(2) Upon notice of incompleteness to the applicant, the timeframe for review pauses. The timeframe for review begins running again when the applicant makes a supplemental written submission in response to the Town's notice of incompleteness; and
(3) Following a supplemental submission, the Town will notify the applicant within ten (10) business days whether the supplemental submission did not provide the information identified in the original notice delineating missing information. The timeframe is tolled in the case of second or subsequent notices pursuant to the procedures identified in subparagraphs (i) and (ii) of this subsection. In the case of a second or subsequent notice of incompleteness, the Town may not specify missing documents or information that were not delineated in the original notice of incompleteness.

ii. If the Town fails to approve or deny an Eligible Facility Request within the time frame for review (accounting for any tolling), the request shall be deemed granted; provided that this approval shall become

effective only upon the Town's receipt of written notification from the applicant after the review period has expired (accounting for any tolling) indicating that the application has been deemed granted.

c. Interaction with Telecommunications Act 47 U.S.C. Section 332(c)(7). If the Town determines that the applicant's request is not an Eligible Facilities Request, the applicant shall be advised as to the relevant provisions of the Town Code that govern the process to consider the request, and whether the Town Code requires any additional information to be submitted in order for the request to be considered complete. If the applicant subsequently indicates an intent for the proposal to be considered under the relevant section of the Town Code and submits all required information, the presumptively reasonable timeframe under 47 U.S.C. Section 332(c)(7), as set forth in applicable federal and state law will begin to run from submittal of the required information under the applicable provision of the Town Code.

**G.** ***Decision***. Any decision to approve, approve with conditions, or deny an application for a WCF shall be in writing, supported by substantial evidence in a written record, and shall be provided to the Applicant within ten (10) days of the decision. If the approval is for a concealed WCF, the written decision shall specifically identify that the WCF is a concealed facility.

**H.** ***Compliance with Applicable Law***. Notwithstanding the approval of an application for collocation as described herein, all work done pursuant to WCF applications must be completed in accordance with all applicable building and safety requirements as set forth in the Town Code, and any other applicable regulations. In addition, all WCF applications shall comply with the following:

a. Comply with any permit or license issued by a local, state, or federal agency with jurisdiction of the WCF;
b. Comply with easements, covenants, conditions and/or restrictions on or applicable to the underlying real property;
c. Be maintained in good working condition and to the standards established at the time of application approval or as otherwise required by applicable law; and
d. Remain free from trash, debris, litter, graffiti, and other forms of vandalism. Any damage shall be repaired as soon as practicable, and in no instance more than ten (10) days from the time of notification by the Town or after discovery by the owner or operator of the Site.

**I.** ***Compliance Report***. Upon request by the Town, the Applicant shall provide a compliance report within forty-five (45) days after installation of a WCF, demonstrating that as installed and in operation, the WCF complies with all conditions of approval, applicable Town requirements and standard regulations.

**VII. Standards for Approval**. No WCF, including Related Accessory Equipment, shall be approved unless it meets the following approval criteria:

**A.** Visual impacts are minimized and view corridors are protected to the greatest extent feasible.
**B.** Unless a Tower site, or otherwise waived pursuant to this Section, the WCF utilizes Concealment Design Techniques to avoid adverse impacts on the surrounding area, by ensuring that the facility looks like something other than a Tower or Base Station;
C. The WCF meets the applicable design standards for the type of WCF in accordance with Section V, Design Standards; and
D. The WCF is and will be operated at all times in accordance with Section IV.

Wireless Communications Facilities
Town of Berthoud Design Standards
Prepared 8/3/2023, updated 10/3/2023

# 1. Background

Wireless communications facilities are low-powered antennas and related equipment installed by providers such as cell phone service providers. The installation is completed to deploy and improve personal wireless services to small geographic areas. These facilities will provide voice and data service and may be modified over time as technology changes.

Refer to the definitions found in the Wireless Communications Facilities section of the Town's Development Code as found in Chapter 30 of the Municipal Code.

# 2. Applicability

This design manual provides minimum standards required for developing wireless communications facilities in the Town of Berthoud to preserve the aesthetic character of the community and ensure placement of poles and equipment does not create a safety hazard. Federal and state law requires citizens to allow facilities in the public right-of-way, including streets and sidewalks. The Town of Berthoud recognizes that installing utility facilities in the public right-of-way is allowed; however, the Town shall not be liable to owners or users of wireless communications facilities for any damage caused by those persons or entities.

All wireless communication facilities and associated accessory equipment shall meet current standards and regulations of the Federal Aviation Administration ("FAA"), Federal Communications Commission ("FCC"), and any other agency of the federal or state government with the authority to regulate wireless services and equipment.

Deviations from these standards shall be reviewed on a site-specific basis by the Town of Berthoud and may be granted if these standards would result in a prohibition or effective prohibition of personal wireless service. The Town may also permit a deviation from these standards which it finds the applicant's proposed design provides equivalent or superior aesthetic value when compared to strict compliance with these standards.

# 3. Design Standards

Wireless communications facilities shall be designed and located to minimize the impact on the surrounding neighborhood and shall maintain the character and appearance of the Town. Applicants installing wireless communications facilities are highly encouraged to replace existing street lights with a dual – use pole (combination of small cell and street lighting pole). The location of the new dual-use or freestanding pole shall be completed to minimize impacts to view corridors.

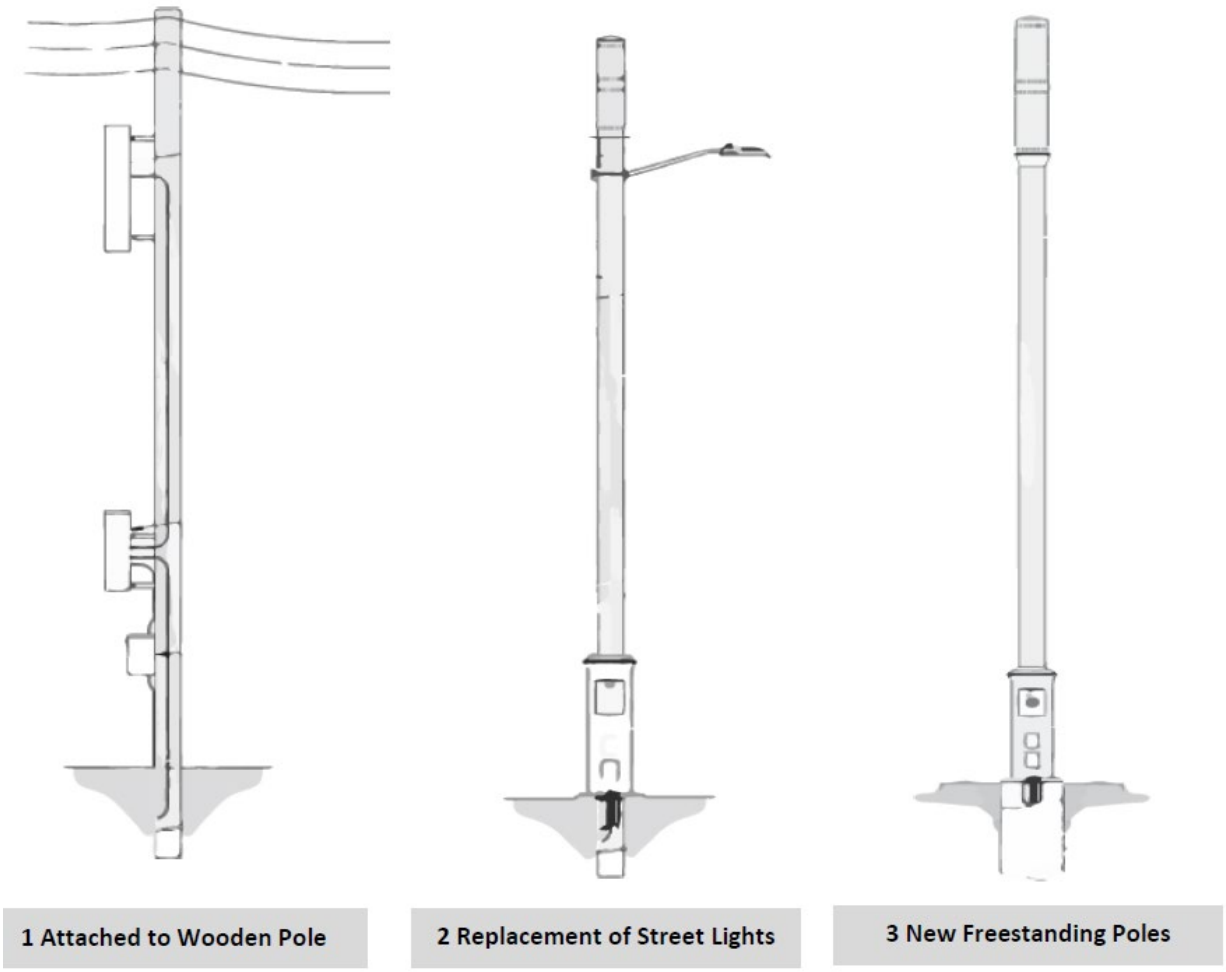
Wireless communication providers shall consider the aesthetics of the existing street lights and neighborhoods adjacent to proposed small cell locations prior to submitting an application to the Town. When a facility is installed in a neighborhood with unique street light characteristics, the design shall closely match the existing street light aesthetics. Unique assemblies may include mast arms, decorative pole bases, architectural luminaires, mounting heights, pole colors, etc., that deviate from these guidelines.

New facilities must use camouflage design techniques that blend the facility with the natural and built environment. The equipment and facility shall match the color of the existing pole. The Town of

Berthoud may not own the pole as both Poudre Valley REA and Xcel Energy are in Town. The developer is required to provide consent from either Poudre Valley REA or Xcel Energy for installation and then match pole color.

**A. Types of Wireless Communication Facilities**
Berthoud has identified three different types of small cell installations that are permitted in the rights-of-way (Figure 1). These types include attachments to existing wooden power poles, replacement of existing metal street light poles (preferred method), and new freestanding metal pole installations. An overview of each type is shown in Sections 1 through 3 of this design manual.

*Figure 1: Facility Types*




## Facility Type 1: Attached to Existing Pole

**Overview**
Wireless communication facilities may be deployed in the public right-of-way through the utilization of an existing wooden power or street light pole (Figure 2). They may be replaced with taller wooden poles to facilitate the wireless communication facility equipment as necessary, subject to zoning district height

restrictions. All attachments to wooden power poles shall be approved by the city and the energy provider (Poudre Valley REA or Xcel Energy) prior to installation. All equipment shall meet the energy provider's utility requirements and the Town's Wireless Communications right of way permit requirements. All equipment located within the right of way shall be located such that it meets Town standards, requirements of the Americans with Disabilities Act, and does not obstruct, impede, or hinder usual pedestrian or vehicular travel.

Lighting shall comply with the Town's Dark Sky Ordinance, and shall meet all requirements of the applicable Town of Berthoud street lighting standards found in the Development Code

**Design Standards**
All wireless communication carrier antennas and antenna equipment shall be mounted behind a shroud. Antennas that technically cannot be covered by a shroud shall have concealment built up to the antenna edge to create a uniform appearance aesthetically, if they stand off more than 6 inches from the pole face or farther than 6 inches combined from the pole edge extended. The equipment shall be co-located and concealed by up to two shrouds, including the radio cabinet area and antenna area. The antenna shroud may alternatively be mounted to strand cable on an existing span, please contact the Community Development Department to review proposed aesthetics. No new overhead cable spans shall be created for the sole purpose of the small cell facility.

*Figure 2: Existing Pole Attachment*

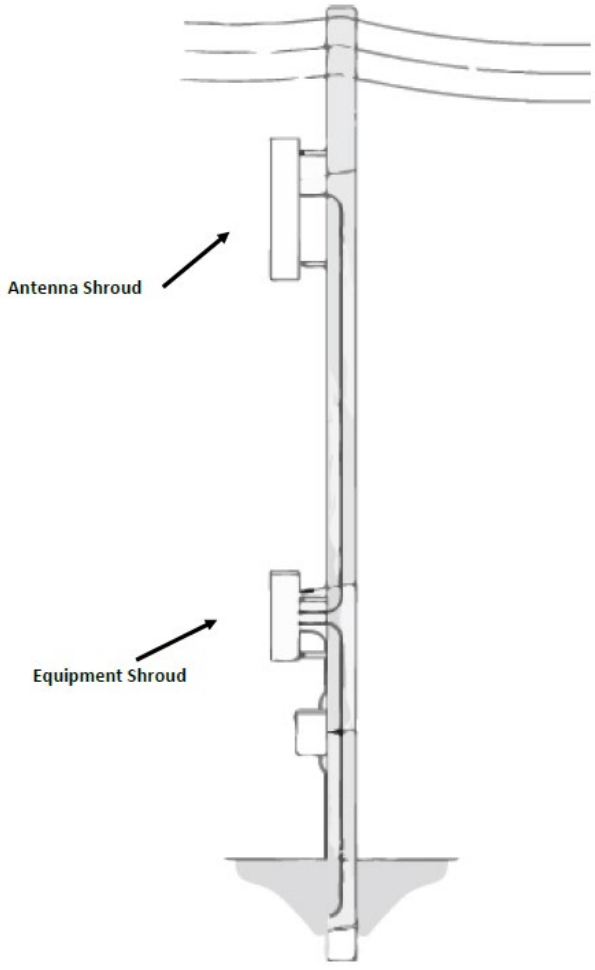


*Table 1: Specifications for Existing Pole Installations*

| | |
|---|---|
| Luminaire | Per Berthoud's and energy provider requirements |
| Luminaire Mast Arm | Per energy provider's lighting standards |
| Luminaire Mounting Height | Same height as surrounding luminaires |
| Electrical Service | Per energy provider's requirements |
| Grounding | Per energy provider's requirements |
| Separation of Service | All new conduit and cable shall be separated by owner in any pull boxes |
| Utility Equipment | Per energy provider's requirements |
| Equipment Shroud | 49" H x 1" W x 13" D maximum |
| Cantenna (if provided) | 19" diameter x 80" height (maximum) |
| Antenna – side mounted (if provided) | 16" wide with height and depth not to exceed 9 cubic feet |
| RF Equipment Disconnect | Per energy provider's requirements |
| Owner Identification | A 4" x 6" (maximum) plate with the carrier's name, location, identifying information, and emergency telephone number shall be permanently affixed to the equipment |
| Color | Small cell facility accessory equipment and shrouds shall be colored gray or brown |

## Facility Type 2: Replacement of Street Lights

**General Guidance**

This is the preferred method of developing Wireless Telecommunication Facilities in Berthoud. Existing street light poles may be replaced with the installation of a new dual-use or combination pole (Figure 3).

Existing street lights are typically owned by either Poudre Valley REA or Xcel Energy; however, the Town of Berthoud owns street light poles that should be considered first for conversion to company owned dual-use poles. Poudre Valley REA and Xcel Energy owned dual-use poles that replace existing street lights shall meet the respective company's standards and Berthoud's requirements. Dual-use poles shall be reviewed via the Town's Small Cell ROW Permit requirements. For company owned poles, to simplify and reduce construction costs, the luminaire on company owned poles will be powered by the same service as the small cell facility. Maintenance and power will be the responsibility of the pole owner. For company-owned dual-use poles, the luminaire will be flat rated (billed to the Town of Berthoud) and the small cell facility will be metered per the company's requirements. The company will continue to provide maintenance to the luminaire per tariff and franchise requirements.

Any existing luminaire shall be upgraded to LED and meet the Town's lighting requirements and Dark Sky Standards. The designer can contact the Town of Berthoud Community Development department for confirmation of required luminaire.

**Types of Poles Allowed**

There are two main types of replacement street light poles. The first type (2.1) conceals all small cell carrier antennas and equipment internally to the pole and cantenna, behind a shroud or concealment. No separate ground level equipment shelters, cabinets or electrical panels shall be installed at each location unless all reasonable alternative pole locations and underground locations have been explored and found by the Town to be substantially lacking or technically infeasible. This type of pole is expected in most areas of the city.

The second type (2.2) is a dual-use pole (equipment cabinets) and will be allowed when the proposed area has adequate right-of-way width to safely house and conceal the associated equipment cabinet and power meter cabinet or on high speed roadways requiring breakaway features. To qualify for this installation, the applicant must demonstrate that the equipment cabinet is located at least 20' from curb or 3' behind a sidewalk and next to a fence or sound wall that is at least 2' taller than the proposed cabinet. This dual-use pole (equipment cabinets) is expected to mainly be used on arterials where the roadway is separated from adjacent properties with fences or sound walls. It may be permitted in areas with extensive street furniture or areas where visual concealment is less necessary (drainage gulches, area adjacent to natural open spaces, etc.) in the Town of Berthoud's determination on a case by case basis.

**Design Standards**
All wireless communications facilities and accessory equipment shall meet the utility provider's utility requirements (as applicable) and the Berthoud aesthetic design requirements. Dual-use small cell and street light applications and aesthetics must be approved by the city prior to installation. All new dual-use poles shall match or be substantially similar to the finishes, designs, colors, and other aesthetic characteristics already present in the existing poles or designated for the area.

All antennas and wiring shall be concealed within the vertical pole, within a cantenna, or behind a shroud mounted to the top of the pole structure. All cantennas and shrouds shall provide as complete concealment as possible to ensure concealed views of antennas, equipment, and other hardware. Antennas that technically cannot be covered by a shroud shall have concealment built up to the antenna edge to create a uniform appearance aesthetically, if they stand off more than 6 inches from the pole face or farther than 6 inches combined from the pole edge extended.

Type 2.1 poles shall have all equipment, meters, and wiring mounted internally. The antennas shall be concealed utilizing a cantenna, shrouding or similar camouflage design acceptable to the city. It is recognized that some installations may use a distributed power cabinet for multiple pole locations, eliminating the need for a meter and service at each pole location.

Type 2.2 poles shall have separate equipment cabinets and meters. The equipment cabinets shall use camouflage design techniques, including the use of materials, colors, screening, undergrounding, or other design options that will blend into the surrounding natural setting. Wherever possible, new small cell equipment cabinets shall utilize existing landforms, vegetation, and structure to aid in screening the facility from view and to blend in with surrounding built and natural environment and maintain a cohesive appearance.

Type 2.1 and 2.2 poles may have one separate 3 cubic foot equipment shroud or similar camouflage design acceptable to the city covering externally mounted equipment in addition to the cantenna. To qualify for this installation, the applicant must demonstrate that the additional technology cannot be integrated into the equipment cabinet and/or the cantenna or there are multiple carriers co-locating on the pole.

*Figure 3: Replacement Poles*

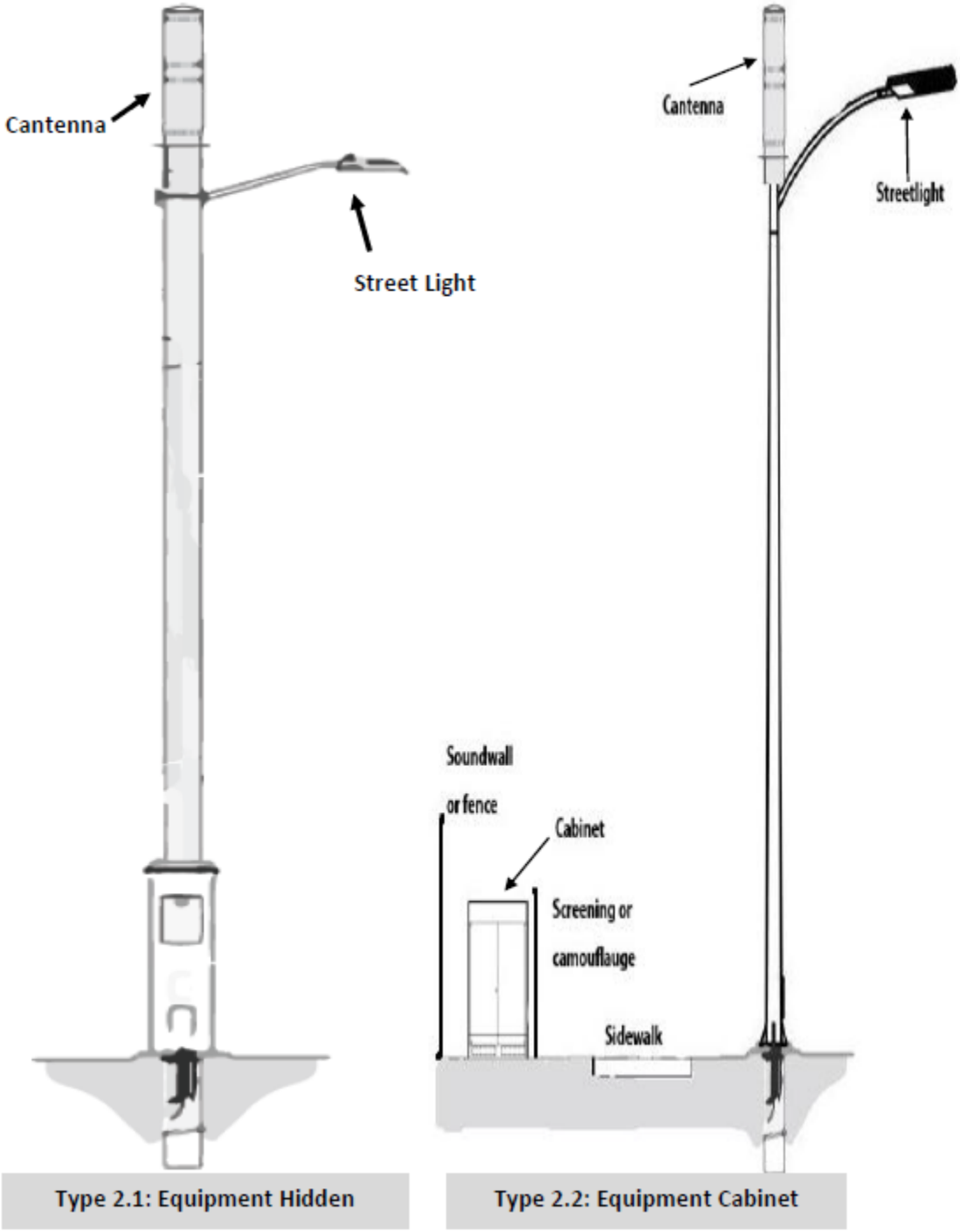


*Table 2: Specifications for Dual Use Pole Installations*

| | |
|---|---|
| Pole Type | Round, straight, galvanized steel |
| Pole Color | If the pole is painted to match existing street light aesthetics, paint shall be powder coated over zinc paint. Pole and equipment cabinet shall still be galvanized. |
| Pole Design Parameters | TIA-222 rev H including any updates or addendums. Include changes for local condition: 130 mph special wind zone for poles under 45' tall. |
| Equipment Cabinet Dimensions | 20" diameter x 5'8" tall (maximum) |
| Access Doors | Utility access – per utility provider requirements, meter shall be recessed as much as possible into the equipment cabinet. Luminaire access – hand hole with fused power disconnect. Carrier access – lockable door appropriately sized. |
| Luminaire | Per Berthoud's and energy provider requirements |
| Luminaire Mast Arm | Per energy provider's lighting standards and matching adjacent luminaire arms |
| Luminaire Mounting Height and Pole height | Luminaire at the same height as surrounding luminaires. Structure height may not exceed 40' or 8' taller than any existing utility or traffic signal pole within a radius of 600' within the same zone district and on the same category of street. |
| Electrical Service | Per energy provider's requirements |
| Separation of Service | All new conduit and cable shall be separated by owner in any pull boxes |
| Ventilation | Passive louvers and/or passive ventilation systems are preferred. If required, fans shall not emit noise greater than 50 b(b)s at one meter (3.28'). |
| Cantenna (if provided) | 19" diameter x 80" height (maximum) |
| Side-mounted Shroud (if allowed) | 16" wide with height and depth not to exceed 9 cubic feet |
| Utility Equipment | Per energy provider's requirements |
| Equipment Shroud | 49" H x 1" W x 13" D maximum |
| Equipment Cabinet Area (if allowed) | 350 square feet maximum size. Camouflaging and any associated wall or fence shall be lower than adjacent existing sound wall or fence. |
| Owner Identification | A 4" x 6" (maximum) plate with the carrier's name, location, identifying information, and emergency telephone number shall be permanently affixed to the equipment |
| Color | Antennas and small cell facility accessory equipment and shrouds shall be colored gray, black or pole color |

## Facility Type 3: Freestanding Pole

**General Guidance**
Freestanding small cell poles are standalone structures located in the right of way (Figure 4). The use of freestanding small cell poles shall be the last option considered for a location.

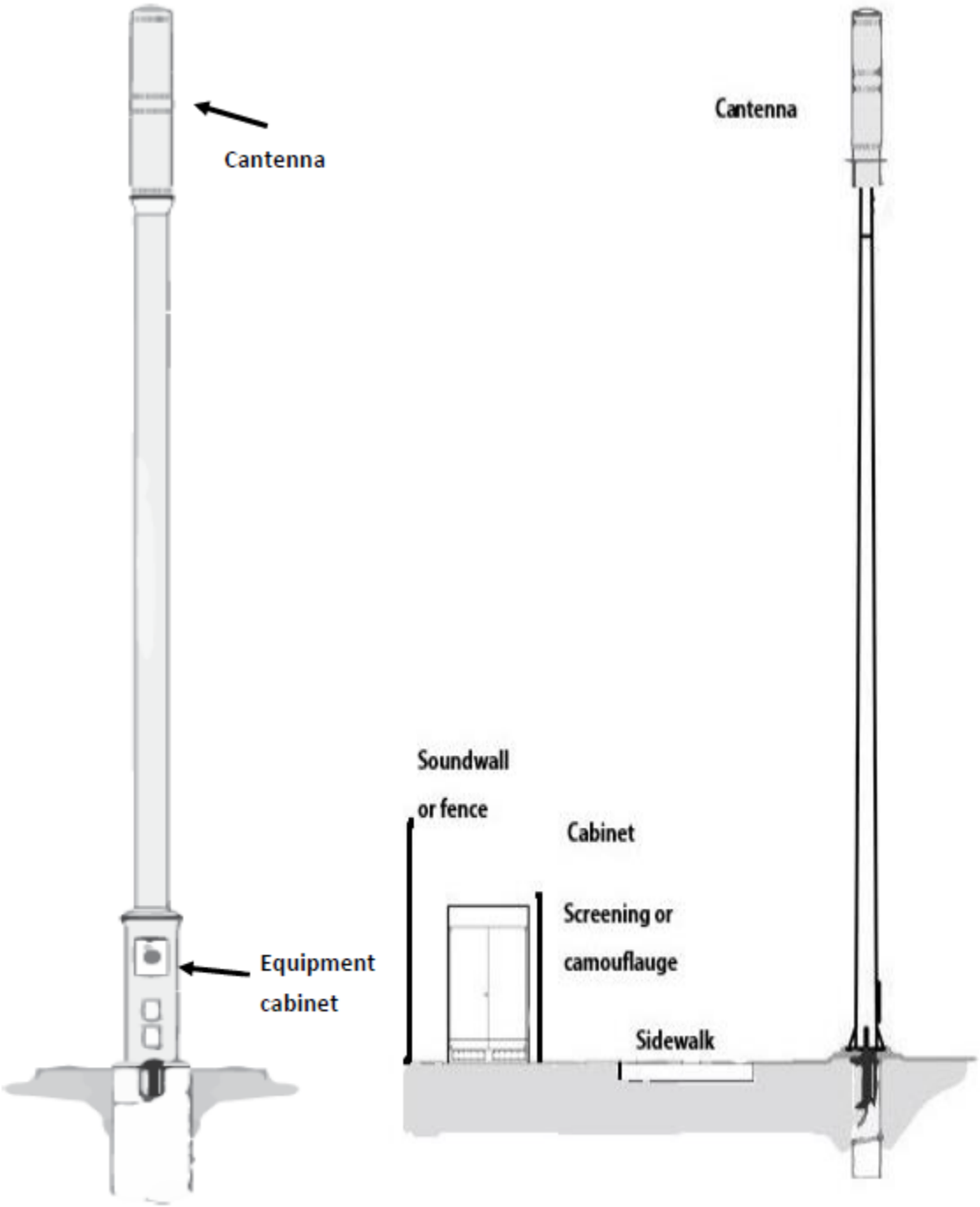
**Types of Poles Allowed**
There are two main types with some minor variations for freestanding small cell poles. The first type (3.1) conceals all small cell carrier antennas and equipment internally to the pole and cantenna, behind a shroud or concealment. No separate ground level equipment shelters, cabinets or electrical panels shall be installed at each location unless all reasonable alternative pole locations and underground locations have been explored and found substantially lacking. This type of pole is rarely expected in most areas of the city as most situations will require a type 2.1 dual-use pole. The second type (3.2) is a pole with separate equipment cabinets and will be allowed when the proposed area has adequate right-of-way width to safely house and conceal the associated equipment cabinet and power meter cabinet or on a high speed roadway requiring breakaway features and a type 2.2 pole is technically infeasible. To qualify for this installation, the applicant must demonstrate that the equipment cabinet is located at least 20' from curb or 3' behind a sidewalk and next to a six-foot or taller fence or sound wall and that there is not an existing street light that can be replaced. This dual-use pole (equipment cabinets) is expected to mainly be used on arterials where the roadway is separated from adjacent properties with fences or sound walls without street lights. It may be permitted in areas with extensive street furniture or areas where visual concealment is less necessary (drainage gulches, adjacent to natural open spaces, etc.) by the Town of Berthoud's determination on a case by case basis.

**Design Standards**
All small cell facilities and accessory equipment shall meet the requirements of the utility provider (as applicable) and Berthoud's design aesthetics. Freestanding small cell applications and aesthetics must be approved by Berthoud prior to installation.

- All new freestanding poles shall match or be substantially similar to the finishes, designs, colors, and other aesthetic characteristics already present in the existing poles or designated for the area.
- All antennas and wiring shall be concealed within the vertical pole, within a cantenna, or behind a shroud mounted to the top of the pole structure.
- All cantennas and shrouds shall provide as complete concealment as possible to ensure concealed views of antennas, equipment, and other hardware.
- Antennas that technically cannot be covered by a shroud shall have concealment built up to the antenna edge to create a uniform appearance aesthetically, if they stand off more than 6 inches from the pole face or farther than 6 inches combined from the pole edge extended.
- All Type 3 freestanding small cell poles shall be separated by at least 600 feet from another freestanding Type 3 Small Cell Pole, and shall meet all applicable requirements of the Placement Section to follow.
- Type 3.1 poles shall have all equipment, meters, and wiring mounted internally. The antennas shall utilize a cantenna, shroud or similar camouflage design acceptable to the Town.
- Type 3.2 poles shall have separate equipment cabinets and meters. The equipment cabinets shall use camouflage design techniques, including the use of materials, colors, screening, undergrounding, or other design options that will blend into the surrounding natural setting. Wherever possible, new small cell equipment cabinets shall utilize existing landforms, vegetation, and structure to aid in screening the facility from view and to blend in with surrounding built and natural environment and maintain a cohesive appearance.
- Type 3.1 and 3.2 poles may have one separate 3 cubic foot equipment shroud or similar camouflage design acceptable to the city covering externally mounted equipment in addition to

the cantenna. To qualify for this installation, the applicant must demonstrate that the additional technology cannot be integrated into the equipment cabinet and/or the cantenna or there are multiple carriers co-locating on the pole.

*Figure 3: New Freestanding Poles*




Type 3.1: Equipment Hidden

Type 3.2: Equipment Cabinet

*Table 3: Specifications for Freestanding Pole Installations*

| | |
|---|---|
| Pole Type | Round, straight, galvanized steel |
| Pole Color | If the pole is painted to match existing street light aesthetics, paint shall be powder coated over zinc paint. Pole and equipment cabinet shall still be galvanized. |
| Pole Design Parameters | TIA-222 rev H including any updates or addendums. Include changes for local condition: 130 mph special wind zone for poles under 45' tall. |
| Equipment Cabinet Dimensions | 20" diameter x 5'8" tall (maximum) |
| Access Doors | Utility access – per utility provider requirements, meter shall be recessed as much as possible into the equipment cabinet. Luminaire access – hand hole with fused power disconnect. Carrier access – lockable door appropriately sized. |
| Luminaire | Per Berthoud's and energy provider requirements |
| Pole Height | Structure height may not exceed 40' or 8' taller than any existing utility or traffic signal pole within a radius of 600' within the same zone district and on the same category of street. |
| Electrical Service | Per energy provider's requirements |
| Separation of Service | All new conduit and cable shall be separated by owner in any pull boxes |
| Pole Separation | All Type 3 freestanding small cell poles shall be separated by at least 600 feet from another freestanding Type 3 pole, and shall meet all applicable requirements of the placement section of these requirements. |
| Ventilation | Passive louvers and/or passive ventilation systems are preferred. If required, fans shall not emit noise greater than 50 b(b)s at one meter (3.28'). |
| Cantenna (if provided) | 19" diameter x 80" height (maximum) colored to match or be substantially similar to pole color |
| Side-mounted Shroud (if allowed) | 16" wide with height and depth not to exceed 9 cubic feet |
| Equipment Cabinet Area (if allowed) | 350 square feet maximum size. Camouflaging and any associated wall or fence shall be lower than adjacent existing sound wall or fence. |
| Owner Identification | A 4" x 6" (maximum) plate with the carrier's name, location, identifying information, and emergency telephone number shall be permanently affixed to the equipment |
| Color | Small equipment shall be colored gray, black or the same color as the pole. Antennas equipment shrouds shall be colored to match the pole color. |

## 4. Accessory Equipment and Placement Requirements

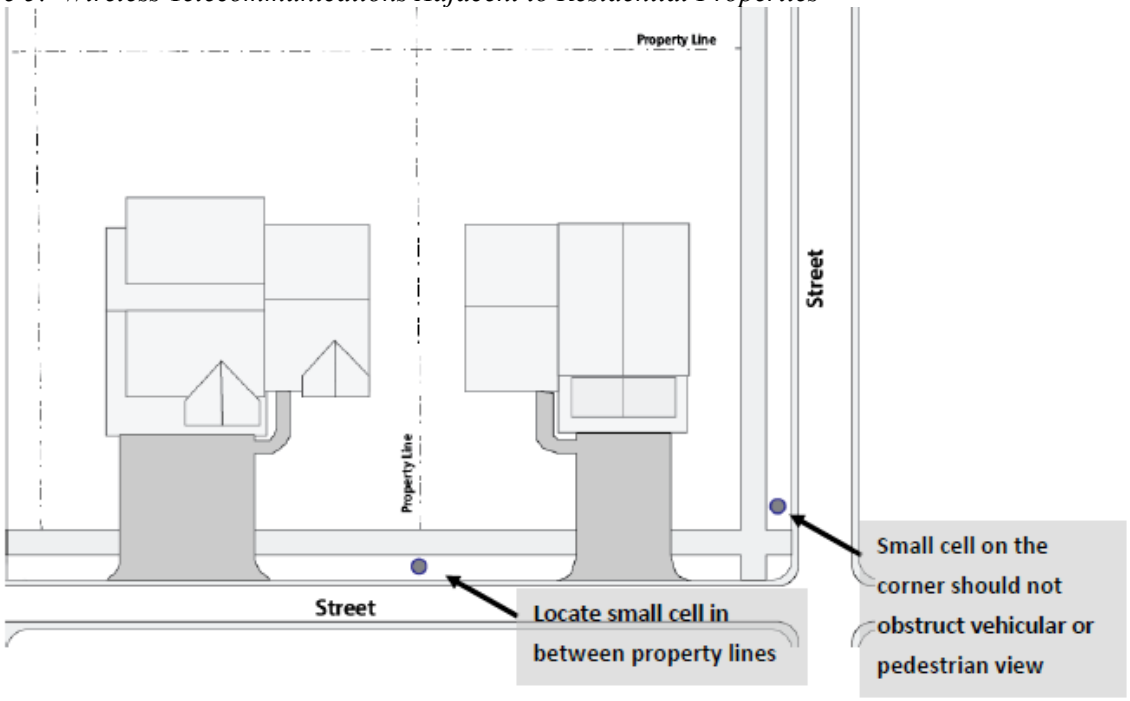
A dual-use small wireless facility and street light pole shall only be located where an existing street light pole can be removed and replaced or at a new location where it has been identified that a street light is necessary. The location of all new small wireless poles or equipment cabinets, regardless of type, shall be subject to the following:

- Does not alter vehicular circulation or parking within the right of way
- Does not impede vehicular, bicycle, or pedestrian access or visibility along the right of way

- Located a minimum of 15 feet from existing street light, traffic signal or utility poles
- In general alignment with existing trees, utility poles, or street lights
- Equal distance between trees when possible, with a minimum of 15 feet separation such that no proposed disturbance shall occur within the critical root zone of any tree
- With appropriate clearance from existing utilities

When placed adjacent to a residential property, the small cell facility shall be placed in proximity to a common property line between adjoining residential properties, such that it minimizes visual impacts equitably among adjacent and nearby properties (Figure 5). When placed adjacent to a residential property located on a corner lot, the small cell facility shall be placed adjacent to a common property line between adjoining residential properties or on the corner formed by two intersecting streets (Figure 5). If these placement requirements are not technically feasible, the applicant may submit a written statement to the Public Works Department requesting the small cell facility be exempt from these requirements and offer alternative locations reasonably meeting the intent of these standards and minimizing impacts among residential properties. Replacement poles and new poles shall comply with the Americans with Disabilities Act, Town construction and sidewalk clearance standards, Town ordinances, and state and federal laws and regulations in order to provide a clear and safe passage within the rights-of-way.

*Figure 5: Wireless Telecommunications Adjacent to Residential Properties*




**Accessory Equipment**

If pole-mounted locations are not available, ground-mounted antenna equipment shall use camouflage design techniques, including the use of materials, colors, screening, undergrounding, or other design options that will blend the new equipment into the surrounding setting. Accessory equipment shall be sited in a way that does not alter vehicular circulation or parking within the right-of-way or impede vehicular, bicycle, or pedestrian access or visibility along the right-of-way.

**TOWN OF BERTHOUD, COLORADO**

**NOTICE OF PUBLIC HEARING**

Repeal and Replacement of the Town of Berthoud Telecommunications Code with the Town of Berthoud Wireless Communications Facilities Code found in Chapter 30, Section 30-3-111 of the Municipal Code

PUBLIC NOTICE IS HEREBY GIVEN of public hearings before the Berthoud Planning Commission on Thursday, September 28, 2023 at 6:00 p.m. and before the Town Board on Tuesday, November 14, 2023 at 6:30 pm to consider repeal and replacement of Section 30-3-111 of the Municipal Code regarding Wireless Communications Facilities. The public hearings will be held at Town Hall 807 Mountain Avenue Berthoud 80513.

Given and Posted on this 23rd day of August, 2023.

Published: Loveland Reporter Herald August 25, 2023-1998962

## Prairie Mountain Media, LLC

### PUBLISHER'S AFFIDAVIT

County of Larimer
State of Colorado

The undersigned, Agent, being first duly sworn under oath, states and affirms as follows:

1. He/she is the legal Advertising Reviewer of Prairie Mountain Media LLC, publisher of the *Loveland Reporter Herald*.
2. The *Loveland Reporter Herald* is a newspaper of general circulation that has been published continuously and without interruption for at least fifty-two weeks in Larimer County and meets the legal requisites for a legal newspaper under Colo. Rev. Stat. 24-70-103.
3. The notice that is attached hereto is a true copy, published in the *Loveland Reporter Herald* in Larimer County on the following date(s):

Aug 25, 2023

Melissa Najera
Signature

Subscribed and sworn to me before me this
25th day of August 2023

Shayla Najera
Notary Public

(SEAL)

SHAYLA NAJERA
NOTARY PUBLIC
STATE OF COLORADO
NOTARY ID 20174031965
MY COMMISSION EXPIRES July 31, 2025

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| Fee: | $19.43 |

Garden Spot of Colorado

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

**Planning Commission Minutes – September 28, 2023, at 6:00 p.m.**

1. **Call to Order** – The Planning Commission convened a regular meeting on Thursday, September 28, 2023. Chairperson Anderson called the meeting to order at 6:00 p.m.

2. **Pledge of Allegiance**

3. **Roll Call** – Members Present:

| | | |
|---|---|---|
| | Karen Anderson | (Chairperson) |
| | Jon Van Benthem | (Secretary) |
| | Abigail Smith | (Commissioner) |
| | Brett Wing | (Commissioner) |
| | Nick Semedalas | (Commissioner) |
| Members Absent: | Melissa Feldbush | (Commissioner) |
| Staff present: | Anne Johnson | (Community Development Director) |
| | Teri Reger | (Planning Technician) |

4. **Approval of Minutes** – Minutes from August 24, 2023, Planning Commission Meeting.

   **MOTION made by Commissioner John Van Benthem to APPROVE the Minutes for August 24, 2023.**

   **SECONDED by Brett Wing.**

   **With those all in favor, THE MOTION CARRIED.**

5. **Public Hearing: Wireless Telecommunications Facilities Code**

   Introduced by Community Development Director Anne Johnson and presented by Ken Fellman from Kissinger & Fellman, P.C. on a consideration of repealing and replacing Section 30-3-111 of the Berthoud Municipal Code to update the Wireless Communications Facilities Code Ordinance 1325 (2023).

   ***Public Comment was opened at 7:01 p.m.***

   ***Public Comment was closed at 7:01 p.m.***

   **MOTION made by Jon Van Benthem to APPROVE the proposed changes to Chapter 30, Section 30-3-111 of the Berthoud Municipal Code. This recommendation of approval is outlined in the attached Ordinance 1325 (2023) and includes supporting information in the Ordinance attachment.**

   **SECONDED by Nick Semedalas. With all in favor, THE MOTION CARRIED.**

6. **Public Hearing: Amendment to Chapter 30 of Berthoud Municipal code (Land Development)**

Community Development Director Anne Johnson introduced proposed amendments to the following Sections of Chapter 30 of the Berthoud Municipal Code: 30-1-116 regarding the definition of storage containers as storage units and Marijuana Businesses (also Sections 30-3-111, 30-3-112, 30-1-117 and 30-3-104); and clarifying land use application processing requirements throughout Chapter 30 via Ordinance 1326 (2023).

***Public Comment was opened at 8:00 p.m.***

Lynn Larsen has a role with the alcohol & marijuana board and wanted to point out that the terminology in the Town Code should reflect terminology in the State regulations.

***Public Comment was closed at 8:07 p.m.***

**MOTION was made by John Van Benthem to continue Section 2 of Ordinance 1326 until the October 12, 2023, Planning Commission meeting. SECONDED by Abigail Smith. With all in favor, THE MOTION CARRIED.**

**MOTION was made by Abigail Smith to forward a recommendation of approval of Ordinance 1326 as presented to the Board of Trustees with the following exceptions:**

- **Section 2 regarding regulations for marijuana facilities to be presented at the October 12, 2023, Planning Commission meeting;**
- **Section 4, Table 3.10 to insert the final terminology for marijuana facilities.**
- **Section 5, Section 30-3-112 to insert the final terminology for marijuana facilities.**
- **Section 5, Section 30-3-112.B.7.a to insert the final terminology for marijuana facilities.**
- **Section 5, Section 30-3-113 to insert the final terminology for marijuana facilities.**
- **Section 6, Table 1.1 to insert the final terminology for marijuana facilities into the land use table.**
- **Section 6, Table 1.1 to insert a line item to the notice table as follows:**

| | Hearing | Publication | Mailed Notice | Post Sign |
|---|---|---|---|---|
| Small Cell Wireless Telecommunications Facilities | NA | NA | Yes, to property owners within 500 feet within 15 days following approval as a courtesy notice | NA |

**SECONDED by Brett Wing. The motion with all in favor, THE MOTION CARRIED.**

7. **Reports by Staff**

- **Tawn Hillenbrand is at the Colorado APA Conference.**
- **The Town Board approved the Flood Mitigation Code and Wave 1 of the Code Cleanup on September 26, 2023.**
- **The Town Board approved the Ludlow Annexation and Zoning on September 26, 2023.**
- **Winter Holiday Dinner for Planning Commission will be held on December 14, 2023, at 5pm before the Planning Commission meeting that evening at Town Hall.**
- **In October the Planning Commission will see Wave 3 of the Code cleanup then there will be a break from the clean up until February.**
- **Chris Kurtz was appointed to the Town Board of Trustees and will need to fill his spot on the Planning Commission as well as appoint a new Vice Chair.**

8. **Adjourn** –

The meeting was adjourned at 8:32 p.m.

Karen L. Anderson
CHAIRPERSON

SECRETARY

# BOARD OF TRUSTEES INFORMATION

## COMMUNITY DEVELOPMENT DEPARTMENT

| | |
|---|---|
| **Meeting Date:** | **November 14, 2023** |
| **Agenda Title/Subject:** | **Public Hearing to consider proposed amendments to the following Sections of Chapter 30 of the Berthoud Municipal Code: 30-1-116 regarding the definition of storage containers as storage units; and clarifying land use application processing requirements throughout Chapter 30 via Ordinance 1326 (2023), 1st Reading** |
| **Type of Item:** | **Public Hearing** |
| **Purpose:** | **First Reading of Ordinance 1326 (2023)** |
| **Presented by:** | **Anne Johnson, Community Development Director** |

**ATTACHMENTS:**

- Ordinance 1326
- Exhibit A to Ordinance 1326 (2023)
- Legal Publication
- Planning Commission Minutes

**BACKGROUND:**

Amending the Land Development Code is necessary to keep pace with Federal and State regulations, to clarify intent and processing standards, and to identify opportunities to strengthen the requirements for land use development proposals to ensure the resulting development will adhere to the Town's 2021 Comprehensive Plan update.

**UPDATE/NEXT STEPS:**

After the Planning Commission public hearing, the Board of Trustees will hear the request to amend the Code at their hearings on November 14 and 28, 2023. If approved, future development proposals will be provided with a clear path forward regarding expectations for land use applications in the Town of Berthoud.

**FISCAL IMPACT AND FUND SOURCE:**

There is no negative fiscal impact to the Town in consideration of this request.

**COMMUNITY TOUCHSTONES:**

Consideration of this request does support the Touchstones of Resilience, Sustainability and Community Identity. Updating the Town's Municipal Code to provide transparent and easy interpretation of development application expectations is resilient and provides a sustainable path forward for the development community.

**RECOMMENDED ACTION(S):**
See suggested motions below.

Suggested Motion for Approval:
*I move to approve the amendments to the following Sections of Chapter 30 of the Berthoud Municipal Code: 30-1-116 regarding the definition of storage containers as storage units; and clarifying land use application processing requirements throughout Chapter 30 via Ordinance 1326 (2023) for the reasons outlined in the staff report as well as in Ordinance 1326.*

Suggested Motion for Denial:
*I move to deny the proposed amendments to the following Sections of Chapter 30 of the Berthoud Municipal Code: 30-1-116 regarding the definition of storage containers as storage units; and clarifying land use application processing requirements throughout Chapter 30 via Ordinance 1326 (2023) for the following reasons:* _____ .

**TOWN OF BERTHOUD ORDINANCE**
**NUMBER 1326**
**(SERIES 2023)**

**AN ORDINANCE OF THE TOWN OF BERTHOUD, COLORADO AMENDING THE FOLLOWING SECTIONS OF THE LAND USE CODE:**
**30-1-116 REGARDING THE DEFINITION OF STORAGE CONTAINERS AS STORAGE UNITS AND CLARIFYING LAND USE APPLICATION PROCESSING REQUIREMENTS THROUGHOUT CHAPTER 30 OF THE BERTHOUD MUNICIPAL CODE.**

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

**WHEREAS,** the Town wishes to amend sections of the Municipal Code to remain consistent with the intent of the 2021 Comprehensive Plan update, to maintain consistency with State and Federal regulations, and to clarify the intent of application requirements and development standards; and

**WHEREAS,** the Planning Commission, after proper notice, has held a public hearing on September 28, 2023 on this ordinance providing for a recommendation of approval from the Town Board of Trustees; and

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

**WHEREAS,** the Development Code and amendments thereto have been submitted to the Board of Trustees in writing and the Board of Trustees has determined that such code and amendments thereto should be adopted as herein set forth;

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

Section 1. That Chapter 30, Sections 30-1-116, and Chapter 30 regarding land use application processing requirements as set forth in Exhibit A, attached is hereby adopted;

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

Section 3. 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 4. 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 property 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 5. The provisions of this ordinance shall take effect thirty days after publication as required by law, and shall apply to all development and construction permitted after such date.

INTRODUCED, READ, AND APPROVED on this 14th day of November, 2023.

**TOWN OF BERTHOUD**

**By** _____

**William Karspeck, Mayor**

**ATTEST:**

**By:** _____

**Christian Samora, Town Clerk**

READ, ADOPTED, AND APPROVED on this 28th day of November, 2023.

**TOWN OF BERTHOUD**

**By** _____

**William Karspeck, Mayor**

**ATTEST:**

**By:** _____

**Christian Samora, Town Clerk**

# EXHIBIT A:  Ordinance 1326

*Note for the reader/Municode: Section explanations are not to be codified. These introductory explanations are intended to memorialize the reason why a code change is proposed.*

**Section 1:** Clarification on the use of Containers for storage, the definition of outdoor storage, the licensing of temporary businesses, and where temporary uses may be permitted are proposed for amendments. Staff from multiple departments collaborated on the following proposal. Clarification of definitions 404 and 407 are also proposed to reflect the nature of temporary land uses and are not related to the clarification needed for definitions 83 and 295.

**30-1-116 – Definitions**

83. *Container* (also known as cargo or shipping container) means a truck trailer body or a shipping container that can be detached from the chassis for loading into a vessel, a rail car or stacked in a container depot. Containers may be ventilated, insulated, refrigerated, flat rack, vehicle rack, open top, bulk liquid or equipped with interior devices. Containers are intended for the temporary and mobile transport of goods, and shall not be allowed for permanent use as storage, or as a building. No Container shall be located within any public right-of-way or an easement. Containers may be used for temporary storage for a duration not to exceed fourteen (14) days. Container use exceeding fourteen (14) days shall first obtain a Temporary Container Permit with the Town. In no event shall a Container be used for a time period greater than a collective six (6) months within any consecutive twelve (12) months.

295. *Outdoor storage* means the keeping, in an unenclosed area, of any equipment, goods, junk, material, merchandise or vehicles, including boats, RV's and trailers, in the same place for more than 24 hours. Containers shall not be allowed for use as permanent storage or building purposes.

404. *Temporary business* means a business commonly recognized as being conducted for regularly scheduled or occurring portions of a year — not to exceed four consecutive months. Examples of a temporary business include, but are not limited to, Christmas tree sale lots, farmer's markets, circuses, carnivals, new home sales operations, etc. and shall obtain a vendor license, as applicable.

407. *Temporary use* means a prospective use intended for limited duration and shall not include continuing a nonconforming use or building.

**30-2-117 Commercial and industrial standards**

B. *General provisions for commercial and industrial proposals*.

11. *Containers*. Storage Containers as defined herein shall not be located on any industrial or commercial property exceeding the Standards found in the definition of Container.

**Section 2:** Delete a Conveyance Plat as this type of land division can be accomplished in the Minor Subdivision process and the Town does not have parcels of this size in Town. Additional reference to Conveyance Plat processes and notification requirements will also be deleted as proposed in Section 3 of this document. The Minor Subdivision process may accomplish the same end goal and is not limited to parcel size.

**Section 3:** Consolidate the processes required for the different land use permit types into one table with limited narrative materials to simplify understanding and to heighten transparency of the Berthoud land use planning process with the development community.

30-3-115: Application Process. The Town of Berthoud has many different application processes for land development. This Section of the Development Code provides a reference to what the common steps are and a table to guide application processing requirements.

1. Pre-application meeting: A pre-application meeting is a requirement for most application submittals as found in Table 3.10. The intent is to provide applicants with insight which may impact their applications, establish the process for application submittal, review application requirements and expectations, and to determine if the proposed use is consistent with the intent of the Land Use Code.
2. Administrative Review: Several land use applications may be reviewed following an Administrative Review process identified in Chapter 30. Land use applications that may have an Administrative Review option are listed in Table 3.10.
3. Application Submittal: The applicant shall submit application materials required by this Code; amended, additional or reduced materials required by the Pre-Application meeting. The materials shall be submitted in a format and in the quantity required by the Town.
4. Certification of Completeness: Within a reasonable period of time and upon receipt of a land use application, staff shall review the submitted materials in conformance with the pre-application meeting specifications, the Code requirements, and to ensure materials are complete. Staff shall ether certify the application is complete and in compliance with all submittal requirements or reject the submittal as incomplete and notify the applicant of any deficiencies. The Applicant shall then correct any deficiencies in the application package, if necessary, and resubmit the application to Town Staff who will review the submittal for completeness. Materials requiring an original signature shall be signed in blue ink.
5. Notice to Surrounding/Affected Property Owners: Within the period of time established in the Hearing and Notification Section of this Code, Staff shall provide notice of a pending application. The public may view the application at Town Hall and provide comments which shall be reviewed by Staff, provided to the Applicant, and provided in packet materials for the public hearing process. When written comments are received prior to the Public Hearing, the applicant shall address public comments in a report to be included with the record prior to the Public Hearing. The applicant shall provide mailing labels of all surrounding and affected property owners to the Town along with the source of information used to generate the mailing labels. Staff shall determine the quantity of mailing label sets to be submitted.
6. Referral Period: Within an appropriate timeframe following Certification of Completeness, Staff shall send information about the application by regular mail to surrounding/affected property owners within a distance established in the Hearing and Notification Section of this Chapter which may include mineral interest owners of record, mineral and oil and gas lessees for the property, as specified in the public hearing and general notice provisions found in this Chapter. Other parties of interest such as an established referral agency shall also receive notification. Referral agencies and owners of interest shall have a set period of time to make comments. Comments shall be reviewed by Staff, provided to the Applicant, and provided in packet materials for the public hearing process. When comments are received prior to the Public Hearing, the applicant shall address public comments in a report to be included with the record prior to the Public Hearing.
    a. The applicant shall address staff and referral agency comments within six (6) months of the date of the Staff Report. Should six months' time pass without adequate response from

the applicant, the application shall be determined to be withdrawn. Remaining development fees shall be refunded.

G. Public Hearing Publication: The Town shall send notice of the Public Hearing according to the Hearing and Notification Section of this Chapter by regular mail to surrounding/affected property owners within a distance established in the Hearing and Notification Section of this Chapter which may include mineral interest owners of record, mineral and oil and gas lessees for the property, as specified in the public hearing and general notice provisions found in this Chapter. The Town shall also publish notice in a newspaper of general circulation of the upcoming public hearing(s).

H. Sign Posting: After providing the Town with a sign deposit, the Applicant shall post a sign along all public road frontages. Timing for the sign posting can be found in the Hearing and Notification Section of this Chapter. The Applicant shall return the sign to the Town following the last Public Hearing concerning the proposed application. If the sign is damaged, the deposit shall not be returned to the Applicant.

I. Planning Commission Hearing/Meeting: The Planning Commission shall hold a Public Hearing/Meeting to review the land use application. The Planning Commission shall make a recommendation to the Board of Trustees to approve, conditionally approve or deny the application. The Planning Commission is the final Public Meeting/Hearing on Waivers and Final Plats.

J. Town Board of Trustees Public Hearing: The Board of Trustees shall, after receiving the report and recommendation from the Planning Commission, hold a public hearing and act upon the proposed land use application. Following the Public Hearing, the Board shall consider the comments and evidence presented at the hearing, evaluate the application in accordance with the Criteria for Approval found in this Chapter and approve, approve with conditions or deny the application, in whole or in part.

K. Ordinance or Resolution: Land use applications receiving a Public Hearing/Meeting shall be approved by either a Resolution or Ordinance as outlined in Table 3.10.

L. Criteria for Approval: Criteria for Approval is found in the Code section relative to each application process. The applicant shall include in their narrative rationale for how the proposed application meets the Criteria for Approval. Staff shall evaluate and make a determination of compliance with the Criterial for Approval and provide findings in the Staff Report for an administrative decision, as well as in the materials to be presented to Planning Commission and the Board of Trustees for applications where a Public Hearing is required.

M. Conditions of Approval and Recording: Prior recording the documents for a land use application eligible for an administrative approval or those applications requiring a Public Hearing, the Applicant shall address all Conditions of Approval contained in the Staff Report and or the Ordinance or Resolution. Once staff is satisfied that the Conditions of Approval have been met, appropriate documents shall be recorded with the office of either the Larimer or Weld County Clerk and Recorder.

**Table 3.10** *Note for the reader and not for codification purposes: The Special Use Permit requirements for Marijuana uses will be added to this table under a separate Ordinance.*

| Application Process | Required pre-application meeting | Application Submittal | Certification of Completeness | Notice to Surrounding Property Owners; Hearing Date publication; Sign Posting requirements | Mineral Notice | Referral Period | Administrative Option | Planning Commission | Town Board of Trustees | Criteria for Approval | Ordinance/ Resolution | Conditions of Approval Addressed including Development Agreement | Record documents |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Application Type | | | | | | | | | | | | | |
| Use by Special Review | Yes | Yes | Yes | Refer to the Hearing and Notification requirements Section of this Chapter of the Municipal Code | Yes | Yes | No | Yes | Yes | Yes | Resolution | Yes | Yes |
| Wireless Communication Facilities, use by right | Yes | Yes | Yes | | No | Yes | Yes | No | No | Yes | No | Yes | Yes |
| Wireless Communication Facilities, Use by Special Review | Yes | Yes | Yes | | No | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes |
| Wireless Communication Facilities, Eligible Facilities | Yes | Yes | Yes | | No | Yes | Yes | No | No | Yes | No | Yes | Yes |
| Site Plan | Yes | Yes | Yes | | No | Yes | Yes | No | No | Yes | Administrative | Yes | Yes |
| Variances | Yes | Yes | Yes | | No | Yes | No | Acting as BOA | optional | Yes | Resolution | Yes | Record Resolution w/ Minutes as an attachment |
| Waiver | Yes | Yes | Yes | | No | Yes | Optional | Yes | No | Yes | Resolution | Yes | Record Resolution w/ Minutes as an attachment |
| Annexation | Yes | Yes | Yes | | Yes | Yes | No | No | Yes | Yes, also see C.R.S. | Ordinance | Yes | Yes |
| Zoning Amendment and Amended PUD | Yes | Yes | Yes | | No | Yes | No | Yes | Yes | Yes | Ordinance | Yes | Yes |
| Text Amendment to Chapters 10 & 11 | No | Yes | Yes | | No | Optional | No | Yes | Yes | Yes | Ordinance | No | No |
| Text Amendment to Chapters 1-9 | No | Yes | Yes | | No | Optional | No | Yes | Yes | Yes | Ordinance | No | No |
| Neighborhood Master Plan (to accompany Amended PUD) | Yes | Yes | Yes | | Yes | Yes | No, Minor Amendment may be Optional | Yes | Yes | Yes | Resolution | Yes | Yes |
| Preliminary Plat | Yes | Yes | Yes | | Yes | Yes | No | Yes | Yes | Yes | Resolution | Yes | Yes |
| Final Plat | In circumstances when application is submitted > 6 months after approval of Preliminary Plat | Yes | Yes | | Yes if change to lot lines from Preliminary Plan; No if no change from Preliminary Plat | Yes | No | Yes | No | Yes | Resolution | Yes | Yes |
| Replat | Yes | Yes | Yes | | No if no more than 1 additional lot is created; Yes if more than 1 additional lot is created | Yes | Optional | No | Yes | Yes | Resolution | Yes | Yes |
| Administrative Adjustment to recorded plats | Yes | Yes | Yes | | No | Optional | Yes | | | | | Yes | Yes |
| Minor Sub | Yes | Yes | Yes | | Yes | Yes | No | Yes | No | Yes | No | Yes | Yes |
| Home Occupation | No | Yes | Yes | | No | Optional | No | No | No | No | No | Yes | No |

NOTE: Processes with an "Optional" notation are for staff to determine the outcome of the step.

**Section 4:** The Land Use processes were consolidated in Section 3 above and therefore, redundant information in the following Code Sections can be deleted to reduce the opportunity for errors from redundancy. All references to a Conditional Use Permit, Special Use Permit throughout Chapter 30 of the Berthoud Municipal Code shall be changed to reflect Use by Special Review. This caveat is provided to allow Muni Code to make edits to scrivener errors should the terminology not be caught inclusively.

*Note for the reader and not for codification purposes: The processes of Home Occupation found in 30-3-112 and the Marijuana uses found in 30-3-113 will receive similar amendments to be codified in a separate Ordinance reflective of the changes made to other processes listed herein.*

### 30-3-106 Use by Special Review

B. Use by Special Review *process*.

1. The procedures found in Table 3.10 shall be followed.
2. Notice shall be given in accordance with the public hearing and general notice provisions found in this Chapter.
3. Unless otherwise stated in the Resolution, all Use by Special Review applications shall be commenced within six months of the time such approval; otherwise the Use by Special Review shall be null and void.
4. Use by Special Review *permit application submittal*. The applicant shall submit the complete application package to the Town and shall request that the application be reviewed by the Planning Commission and Board.
    a. Land use application form.
    b. Title commitment. The title commitment must be current and dated no more than 30 days from the date of conditional use application submittal.
    c. Written statement and any graphics necessary to describe the precise nature of the proposed use and its operating characteristics and to illustrate how all conditional use review criteria have been satisfied.
    d. A map showing the proposed development of the site, including topography, building locations, parking, traffic circulation, usable open space, landscaped area and utilities and drainage features.
    e. Preliminary building plans and elevations sufficient to indicate the dimensions, general appearance and scale of all buildings.
    f. Such additional material as the Town may prescribe or the applicant may submit pertinent to the application.
    g. Surrounding and interested property ownership report — Provide the Town with a current set of mailing labels (not more than 30 days old) of the names and addresses of the surrounding property owners (within 300 feet of the property), mineral interest owners and mineral and oil and gas lessees of record for the property, and appropriate ditch companies. The applicant shall certify that the report is complete and accurate.

C. Use by Special Review criteria. The Town may approve a conditional use application if it finds that each of the following criteria are satisfied:

*Note to the reader: No other changes are proposed.*

**30-3-108 Board of Adjustment**

*Note to the reader: No changes to A and C are proposed. The proposed changes to B are listed below.*

B. *Procedures generally*. The board of adjustment shall hold a public hearing on all applications and appeals, subject to the following:

1. The procedures found in Table 3.10 shall be followed.
2. Notice shall be given in accordance with the public hearing and general notice provisions found in this Chapter.
3. Unless otherwise stated in the Resolution, all variances granted shall be commenced within six months of the time such variance is granted; otherwise the variance shall be null and void.
4. The concurring vote of a majority of the board of adjustment shall be necessary to reverse any order, requirement, decision, or determination of any administrative official, or to decide in favor of the applicant in order to implement a variance.

**30-3-109 Waivers**

*Note to the reader: No changes to the Purpose statement or to sections A or C are proposed. The proposed changes to B are listed below. Note, waivers may be applied for to request a waiver from the requirements of Design Standards (30-2), Zoning (30-3) and Signs (30-7) only.*

B. *Waiver application*.

1. *Waiver request in conjunction with other applications*. The applicant shall submit the following to the Town in conjunction with another application (re-zoning or PUD amendment, Concept Plan, Final Plat, Site Plan, or Preliminary Plat only). All other cases shall follow the variance procedures.
    a. Explanation letter — identifying the waiver being requested and explaining what exceptional condition, practical difficulty, or unnecessary hardship exists to require the waiver. The letter shall also address how the waiver, if granted, will not be detrimental to the public good, create a conflict with the Town Comprehensive Plan or impair the intent and purpose of this Code.
2. The procedures found in Table 3.10 shall be followed.
3. Notice shall be given in accordance with the public hearing and general notice provisions found in this Chapter.
4. Unless otherwise stated in the Resolution, all waivers granted shall be commenced within six months of the time such waiver is granted; otherwise the waiver shall be null and void.

**30-3-110 Amendments**

*Note to the reader: No changes to the Purpose statement or to sections A or B are proposed. The proposed changes to C are listed below.*

C. *Zoning amendment application process*.

1. The procedures found in Table 3.10 shall be followed.
2. *Zoning amendment application submittal*. The applicant shall submit the complete zoning amendment application package to the Town and shall request that the application be reviewed by the Planning Commission and Board. Note: In the case of text amendments, no zoning amendment map is required.
3. Notice shall be given in accordance with the public hearing and general notice provisions found in this Chapter.
7. *Post approval actions*.
    a. The procedures found in Table 3.10 shall be followed in addition to the post-approval actions included in this Section.

b. Upon approval of an amendment to the official zoning map by the Board, the Town shall cause an appropriate revision of the official zoning map to be prepared. In the event the zoning amendment was initiated by an interested party, the petitioner shall pay the Town's cost for the preparation of the revision to the official zoning map.

c. Upon approval of an ordinance amending, changing or repealing part of the text of this Section, the Town shall certify a copy of the ordinance and place it in the official records of the Town and make appropriate supplements to this Section.

d. The applicant initiating the official zoning map amendment shall have one month after approval of the amendment by the Board to submit to the Town either two original mylar plats or an electronic copy of the approved and fully-executed zoning amendment map for recording, along with the recording fees and all other costs billed by the Town relative to the zoning amendment.
The zoning amendment map shall be prepared by a licensed surveyor or engineer. Inaccurate, incomplete or poorly drawn plans shall be rejected. In addition, the petitioner shall provide the final document in a format acceptable to the Town. .

e. Within 30 days of receipt of an applicant-initiated zoning amendment map, the Town shall review the document(s) for compliance with the Board approval, obtain the Town Officials' signatures and submit the approved zoning amendment map and the ordinance amending the official zoning map to the Larimer or Weld County Clerk and Recorder's Office for recordation.

**30-6-103 Subdivision types and process outlines**

A. *Methods of land subdivision.* There are two ways to subdivide land based on the magnitude of scale: Minor Subdivision and Major Subdivision.

1. *Minor Subdivisions.*

*Definition.* A Minor Subdivision is a subdivision, or amendment to a subdivision, which has been previously platted, includes no additional public right-of-way dedication, and includes one or more of the following:

a. The boundaries of six or fewer lots are created from one parent tract or lot, cumulatively;

b. Any lot line adjustment, consolidation of multiple lots into one.

2. *Major Subdivisions.*

*Definition.* A Major Subdivision is a subdivision which includes one or more of the following:

a. Dedication of public right-of-way, public infrastructure or other public tracts; or

b. The subdivision consists of five or more lots or tracts.

c. The creation of lots on property that has never previously been platted.

B. *Subdivision Process.* There are a number of process steps and application submittals required in order to subdivide land. The procedures found in Table 3.10 shall be followed in addition to the post-approval actions included in this Section. The application materials required are outlined in Table 6.1 below.

C. *Application Types.* The following applications are required to be submitted in order to process subdivisions, per Table 6.1 below:

1. *Preliminary Plat.*

a. *Definition:* A plat that depicts preliminary engineering studies and construction documents.

b. *Purpose/intent:* To provide both the Applicant of a proposed subdivision and the Town with sufficient information to understand if a proposed subdivision will meet all applicable codes, regulations, and policies, and to plan for infrastructure, traffic and lot-layout.

c. *Review Criteria:* The following criteria must be found by the Town Board of Trustees in order to approve a Preliminary Plat:
d. *Submittal process:* The procedures found in Table 3.10 shall be followed
e. *Timeframe related to approval of Preliminary Plat.* A Preliminary Plat is in full force and effect for a period of three years from date of Town Board action to approve or approve with conditions. Approval will automatically expire at the end of three years unless an Applicant requests a one-year extension prior to termination, or submits a completed Final Plat application for all or a portion of the property. An Applicant may request one extension for a term of one year.
f. Notice shall be given in accordance with the public hearing and general notice provisions found in this Chapter.
g. *Preliminary Plat Required:* A Preliminary Plat is required for all subdivisions. No Final Plat will be processed or approved without prior Preliminary Plat approval.

2. *Final Plat.*
a. *Definition:* A complete and Final Plat with final engineering studies and construction documents, which is in conformance with the appropriate County requirements to record.
b. *Purpose/intent:* A depiction of a subdivision that complies with all applicable codes, regulations, and policies, to be recorded.
c. *Review Criteria:* The following criteria must be found by the Planning Commission in order to approve a Final Plat.
d. *Submittal process:* The procedures found in Table 3.10 shall be followed
e. Notice shall be given in accordance with the public hearing and general notice provisions found in this Chapter.

f. *Timeframe related to approval of Final Plat.* A Final Plat is in full force and effect for a period of three years from date of or unless Public Improvements are completed and accepted on all or a portion of the Final Plat. Applicants may request a single, one-year extension from the Town prior to termination of Final Plat approval. Prior to the expiration of the original three-year timeframe or the extension (four-year total) timeframe, an Applicant may request an additional extension if substantial progress has been made on installation of Public Improvements.
g. *Construction drawings and final landscape plans required before recording.* Construction drawings and final landscape plans are required to be submitted before the Final Plat process or concurrently with the Final Plat process. These documents must be deemed to be in substantial conformance to the appropriate sections of this ordinance prior to recordation of the Final Plat.

**30-6-105 Application Requirements and Standards**

A. *Application submittal requirements:* The following table outlines the submittal requirements and standards required for each application type.

Table 6.1

| Application Requirements and Standards | | | | |
|---|---|---|---|---|
| | Preliminary Plat | Final Plat | | Minor Subdivision |
| Application form | X | X | | X |
| Fee and MOU with deposit | X | X | | X |
| Title Commitment | X | X | | X |
| Neighboring Property owner list and mailing labels | X | X | | X |
| **Mapping Products** | | | | |

| | | | | |
|---|---|---|---|---|
| Title of project | X | X | | X |
| North arrow, scale, date of prep | X (1:100 scale) | X (1:100 scale) | | X (1:100 scale) |
| Vicinity map | X | X | | X |
| Names and addresses of owners, applicant, designers, engineers, and surveyors | X | X | | X |
| Legal description | X | X | | X |
| Acreage of property | X | X | | X |
| Basis for establishing bearing | X | X | | X |
| Bearings, distances, chords, radii, central angles and tangent links for the perimeter and all lots, blocks, rights-of-way and easements | X | X | | X |
| USGS topographic contours, 2' intervals | X | X | | X |
| Name and location of abutting subdivisions or owners of abutting property (if land is not platted) | X | X | | X |
| Lots, blocks, and street layout (with cross-sections), dimensions and square footage for each lot. Dimensions and square footages may be rounded to nearest whole number for Preliminary Plat, and must be to two decimal places for Final, Conveyance, and Minor Subdivision. | X | X | | X |
| Parcels excepted from inclusion should be noted as "not included in this subdivision" and the boundary completely indicated by bearings and distances. | X | X | | X |
| Consecutive numbering of all lots and blocks | | X | | X |
| Location and approximate acreage of proposed land uses | X | X | | X |
| Existing and proposed easements including r/ws on or adjacent to property (labeled and dimensioned) | X | X | | X |
| Existing and proposed streets for all streets on or adjacent to property. | X | X | | X |
| Proposed street names. | | X | | X |
| Location and description of monuments | | X | | X |
| Note or table indicating how public dedication requirements will be met | X | X | | |
| Table providing the following info for each proposed land use area: total acreage, proposed density, proposed floor area ratio, proposed square footage, and proposed number of dwelling units | X | X | | X |
| Location and acreage of proposed parks, trails, regional trail connections, playgrounds, schools or other public uses. | X | X | | |
| Location, function, ownership and manner of maintenance of any private open space. | X | X | | X |
| General locations of existing utilities on or adjacent to property | x | x | | |
| Approximate location and size of existing sewer lines, water lines and fire hydrants. Approximate location of proposed sewer lines, water lines, and fire hydrants. | X | X | | X |
| Graphic and/or written explanation of how the property will be served with utilities including any issues or proposed changes to the service provider boundaries | | x | | |

| | | | | |
|---|---|---|---|---|
| Location by field survey or aerial photography of existing and proposed water courses and bodies of water such as irrigation ditches and lakes. Water courses shall include direction of flow. | X | X | | X |
| Floodplain boundary with a note regarding the source of information (if no floodplain, state as such) | X | X | | X |
| The boundaries of proposed phases of the subdivision if the final plat is intended to be submitted in multiple phases. | X | | | |
| General location of existing surface improvements such as buildings, fences, oil or gas facilities, or other structures which will remain on the property as part of the subdivision. | X | X | | X |
| Geologic hazard areas | X | X | | X |
| Existing and proposed zoning on and around the property | X | X | | X |
| An AutoCad drawing file of Preliminary Plat | X | X | | X |
| Certification language and signing blocks *see section below for template. | | X | | X |
| Surveyor's Certificate and applicable signature blocks | X | X | | X |
| **Development Narrative Materials** | | | | |
| Explanation of consistency with previous related approvals, Comprehensive Plan, Development Code, PORT Plan. | X | X | | X |
| Discuss compliance with lot area size, dispersion of lots, setback variation and garage placement in proposed residential subdivisions as identified in Section 30-2-116 of Code | X | X | | X |
| General description of plan for drainage and storm water management | X | X | | X |
| Water supply info including: number of taps needed, amount of raw water, and source of water | X | X | | X |
| Initial road and traffic impact study/evaluation of the street system, road connectivity and road impacts of the proposal | X | X | | X |
| Utility info including capacity and any line extensions or upgrades that may be necessary | X | X | | X |
| Statement indicating whether or not any commercial mineral deposits are located on site | X | X | | X |
| **Supporting Documents** | | | | |
| Grading and drainage plan and report | Preliminary | Final | | Final |
| Construction drawings | 80% | 100% | | 100% |
| Water and sewer plan and study | Preliminary | Final | | Final |
| Geologic study | Preliminary | Final | | Final |
| Landscape, irrigation and open space plan as specified in the Town's Landscape Design Guidelines and the Landscape Design Section of the Municipal Code | Preliminary | Final | | Final |
| Traffic study | Preliminary | Final | | General memo |
| Mineral, oil and gas rights documentation | X | X | | X |
| CHS records search (at discretion of Town) | X | | | X |

| General ecological resource survey | Preliminary | Final | | General memo |
|---|---|---|---|---|
| Documentation identifying who will own and maintain open spaces | | X | | X |
| Deed for public lands for dedication of public sites for open space or other civic purposes. | | X | | X |
| **Other Documentation** | | | | |
| Shall be prepared by or under direct supervision of a registered land surveyor and meet applicable State of Colorado requirements | X | X | | X |
| Except for parcels separated by public rights-of-way, public tracts, or railroads, any parcels not contiguous shall not be included in one plat; nor shall more than one plat be made on the same sheet. Contiguous parcels owned by different parties may be included on one plat, provided that all owners join in the dedication and acknowledgement. | X | X | | X |
| Lengths shall be shown to the nearest hundredth of a foot and bearings shall be shown in degrees, minutes and seconds. | X | X | | X |
| The perimeter survey description of proposed subdivision shall include at least one tie to an existing section monument of record and a description of monuments. The survey shown shall not have an error greater than one part in ten thousand. | X | X | | X |
| Bearings, distances, and curve data of all perimeter boundary lines shall be indicated outside the boundary line, not inside, with the lot dimensions. | X | X | | X |
| All signatures shall be made in black drawing ink. | X | X | | X |

**30-6-106 Neighborhood Master Plan**

A. *Neighborhood Master Plan purpose.* The Neighborhood Master Plan is a conceptual design of the development submitted with a rezoning or major subdivision application, that depicts what the applicant envisions for the overall development, including zoning, transportation, pedestrian network, parks, open space, subdivision identity standards and other amenities.

B. *Previously approved concept plans.* Concept plans approved before the amendment of this section of the ordinance shall not be entitled to any vested development right.

C. *Process*. The procedures found in Table 3.10 shall be followed.

D. Notice shall be given in accordance with the public hearing and general notice provisions found in this Chapter.

E. *Required Application Materials.* A Neighborhood Master Plan is required for all residential and/or mixed-use re-zonings or subdivisions over ten acres in size. Any new zoning amendments shall require a new Neighborhood Master Plan approval. Major proposed changes to any approved preliminary plat, will require a new Neighborhood Master Plan approval. The Neighborhood Master will consist of the following required elements:

30. Depiction of compliance with subdivision identity standards found in this Chapter.

33. *Open space plan:* The applicant shall provide a preliminary open space plan that addresses the following elements:

i. Proposed open space distribution and location, including percentage of open space.

ii. Compliance with the required park development requirements found in the Parks, trails and open space Section of this Chapter.

iii. Required buffer areas as found in the Parks, trails and open space Section of this Chapter.

iv. Information regarding the intended source of water for a proposed non-potable water irrigation system.

v. Information regarding the intended source of potable water and the raw water dedication.

**30-6-107 Preliminary plat**

B. *Preliminary Plat application process.* The procedures found in Table 3.10 shall be followed.

C. Notice shall be given in accordance with the public hearing and general notice provisions found in this Chapter.

D. *Preliminary Plat application submittal.* Following approval or conditional approval of the concept plan and rezoning application, the applicant may submit the complete preliminary plat application to the Town. The preliminary plat application package shall be formatted and packaged per the application submittal checklist provided by the Town and include the following items in electronic format:

i. Preliminary water and sewer plan and study. This plan shall be prepared by a registered professional engineer. It is necessary that the engineer consult with the appropriate utility service providers regarding the design of all utilities through the subdivision. Identify the source of raw water for dedication purposes.

k. Preliminary landscape and open space plan. The landscape plan must address the treatment of all exterior spaces. Landscape plans are to be designed to meet the requirements of this Code and show approximate locations of trees, shrubs, groundcovers, turf, buffering, fences, walls and other site amenities that will be included in the plan. Applicants are to consult with the Town arborist regarding tree planting schemes and the Berthoud Tree Board will be given an opportunity to review and comment upon the tree plan for the property. Provide a landscape maintenance plan inclusive of irrigation practices for different planting areas, weed control, replacement of diseased or dead materials, and mowing. Provide the preliminary location of all proposed meters and backflow devices.

E. *Early grading.* After approval of a Preliminary Plat, Applicant may proceed with preliminary grading of the project area if a construction plan set for grading and drainage is approved and memo

authorizing grading work is issued by the Town Engineer. Early grading is at the risk of the Applicant and no presumption of any Final Plat approval at the Planning Commission is expressed or implied by any authorization of early grading. The Town shall request surety from the applicant in a form acceptable to the Town to cover the cost of restabilizing the disturbed property and other work should the applicant not proceed with the development post disturbance.

**30-6-108 Final plat**

A. *Final Plat purpose.* The purpose of the final plat is to complete the subdivision of land consistent with the technical standards of the Town.

B. The procedures found in Table 3.10 shall be followed.

A. Notice shall be given in accordance with the public hearing and general notice provisions found in this Chapter.

*D. Final Plat application process.*

1. Final Plat application submittal. The final plat application shall substantially conform to the preliminary plat as approved at the public hearing and shall meet all conditions of approval. The applicant shall submit the completed final plat application package to the Town. The final plat application shall be formatted and packaged per the application submittal checklist provided by the Town and include:

8. Original plats. The applicant shall submit to the Town either one original signed mylar or one electronic version of the final plat ready for the Mayor and Town Clerk to sign and record, and final executed copies of all agreements. Original mylars and documents shall become the property of the Town. The form of the Final Plat submittal shall be determined by the Town.

9. Complete engineering plans and specifications. After Final Plat approval the applicant shall prepare and submit the following for administrative approval by the Town prior to commencement of construction:

b. Final landscape and open space plan. The landscape plan must address the treatment of all exterior spaces. Landscape plans are to be designed to meet the requirements of this Code and PORT Plan and show trees, shrubs, groundcovers, turf, buffering, fences, walls and other site amenities that will be included in the plan. All plant materials must be adapted to the physical limitations of the local climate and specific conditions of the landscape plan. All plant materials must meet specifications of the American Association of Nurseryman for number one grade. All street trees must be selected from the Town of Berthoud recommended tree list.

14. Provide a landscape maintenance plan inclusive of irrigation practices for different planting areas, weed control, replacement of diseased or dead materials, and mowing. Provide the location of all proposed meters and backflow devices.

15. Final irrigation plan. Provide a plan illustrating how the proposed landscape material will be irrigated.

16. Hydrozone analysis. Provide an analysis of the proposed consumption of potable and non-potable water for both interior and exterior uses. Indicate the intended source of water for potable and non-potable uses.

c. Development sign plan. Provide a plan illustrating a unified signage plan for the development. Illustrate how the sign will be integrated into the overall site inclusive of landscape materials.

d. Architectural standards for the development. Standards in addition to the architectural standards found in Chapter 30 shall have the result of creating a unique subdivision and/or development consistent with the sense of place being created for the greater subdivision and/or development.

e. A "pdf" file and an electronic file in a format acceptable to the Town.

**30-6-109 Minor subdivision plat**

A. *Minor Subdivision Plat purpose.*

1. The purpose of the Minor Subdivision Plat is to complete the subdivision of land consistent with the technical standards when the following conditions exist:
   a. The property has previously been platted within the Town; and
   b. The resulting subdivision will produce six or fewer lots.

B. *Minor Subdivision Plat application process.*

1. The procedures found in Table 3.10 shall be followed

2. Notice shall be given in accordance with the the public hearing and general notice provisions found in this Chapter.

3. *Minor Subdivision plat application submittal.* The application materials shall be formatted and packaged per the application submittal checklist provided by the Town and include:
   f. Additional materials. At Town discretion and depending on the size of the Minor Subdivision and its potential impact to the community, the Town may request the following additional materials:
      i. Traffic study
      ii. Geotechnical report
      iii. Drainage map and study
      iv. Utility map and study
   v. Final landscape, open space, and buffer plan. Provide a plan illustrating existing and proposed landscape materials, materials to be removed and those to be retained, a plan for open space and appropriate buffering for commercial and industrial properties. The buffer plan shall be made in accordance with the Commercial and Industrial Standards Section and the Commercial and Industrial buffering and screening techniques Standards of the Municipal Code and shall also contain an open space plan consistent with this Section. Provide a landscape maintenance plan inclusive of irrigation practices for different planting areas, weed control, replacement of diseased or dead materials, and mowing. Provide the location of all proposed meters and backflow devices.
   vi. Final irrigation plan. Provide a plan illustrating how the proposed landscape material will be irrigated.
   vii. Hydrazone analysis. Provide an analysis of the proposed consumption of potable and non-potable water for both interior and exterior uses. Indicate the intended source of water for potable and non-potable uses.
   viii Exterior elevations of proposed structures/graphic visual aids. Provide complete building elevations, drawn to scale, with illustrations of all colors and identifying major materials to be used in the structure(s). In addition, Staff may require building floor plans, sectional drawings, perspective drawings, models, and/or computer visualizations when the impacts of a proposal warrant such information.
   ix. Development sign plan. Provide a plan illustrating a unified signage plan for the development. Illustrate how the sign will be integrated into the overall site inclusive of landscape materials.
   x. Architectural standards for the development. Standards in addition to the architectural standards found in Chapter 30 shall have the result of creating a unique subdivision and/or development consistent with the sense of place being created for the greater subdivision and/or development.

4. An applicant may appeal denial by the Planning Commission to the Town Board.

C. *Minor Subdivision Plat review criteria.* The Town shall use the following criteria to evaluate the request:
   a. The minor subdivision plat is in compliance with this Code, the Town Comprehensive Plan, the PORT Plan, and any additional master plans or overlay districts affecting the property.
   b. The Planning Commission shall also consider how the Applicant has addressed comments received from the public, during the Public Comment portion of the process, as well as and referral agency comments made during the development review process when considering the request.

**30-6-111 Administrative adjustment to recorded plats**

A. *Administrative Adjustment purpose.* The purpose of the administrative adjustment is to allow adjustments to recorded final plats where there is anticipated to be no significant impact to the Town. The Town Administrator may determine that the Planning Commission should make the decision as to the adjustment of internal or external boundary lines if the adjustment would have a significant impact on the Town or the neighborhood.

D. The procedures found in Table 3.10 shall be followed.

E. Notice shall be given in accordance with the public hearing and general notice provisions found in this Chapter.

F. *Application materials.* In order to process any request for an administrative adjustment, the following materials shall be provided:
   1) *Application Form, Fee and Memorandum of Understanding*.
   2) *Narrative.* The applicant shall provide a narrative describing the amendment proposed.
   3) *Graphic.* The applicant shall provide a graphic depicting the current condition and a graphic depicting the proposed condition.
   4) *Proof of ownership.* All owners of the property shall provide evidence satisfactory to the Town Administrator that they are the holders of equitable title to the property. Evidence of ownership required by the Town may include, but not be limited to: the recorded deed, or the title policy to the property and a copy of the billing by Larimer or Weld Counties for real property taxes. It shall not be necessary to have the holders of the legal title to the property included as petitioners with those persons holding equitable title to the property.
   5) *Petition for administrative adjustment.* All owners of legal and equitable title shall execute before a Notary Public a petition stating they are the owners of equitable title to the property and that they wish to merge two or more adjoining lots into one lot. The petition shall also contain such additional information that the Town may deem appropriate.

**30-6-112 Site plan**

A. *Site Plan Purpose.* Approval of a site plan review application is a prerequisite to applying for a building permit for all multi-family (excluding duplexes), commercial, and industrial developments. The site plan shows how the lot will be developed so that the Town can ensure that the site design will be in compliance with all Town regulations and this Code.

B. *Site Plan process.*
   1. The procedures found in Table 3.10 shall be followed.
   2. Notice shall be given in accordance with the public hearing and general notice provisions found in this Chapter.

   3. *Site Plan application.*
   4. *Review and action.* The Town Administrator and Planner shall be responsible for processing all applications for Site Plan Reviews within the Town of Berthoud. The Town Administrator and

Planner shall also have the responsibility of ensuring that all applications and submittal requirements are met prior to initiating any official action as listed above. The authority and responsibility for making the decision to approve, disapprove or approve with conditions all requests for a site plan review will rest with the Town Administrator.

The Town Administrator may refer a site plan application to the Planning Commission for the Commission's review and action, based on a determination that the proposed development's complexity, projected impacts, or proximity to conflicting land uses merits such action. The application and notice of the referral shall be sent to the Planning Commission for its review within a Public Hearing and action. Appeals of any Planning Commission final decision may be made to the Town Board acting as the Board of Appeals using the appeal procedures found in Section 30-3-108.B. and C.

5. *Board consideration of appeals.* The Board of Trustees shall consider any appeal within 45 days of the close of the 14-day appeal period, except an appeal associated with a concurrent development application requiring Board review or approval, shall be considered with final action on the concurrent development application. The Board shall apply the site plan review criteria to uphold, modify, or reverse an earlier decision.
6. *Post approval actions.*
    a. *Building Permit.* A building permit shall be issued only when a site plan has been approved. However, with the approval of the Town, an applicant may submit a building permit application concurrent with the site plan application. Building permits shall not be issued for any development that is not in conformance with the approved site plan.
    b. *Phasing and expiration of approval.* The site plan shall be effective for a period of three years from the date of approval, unless stated otherwise in the written site plan approval. Building permits shall not be issued based on site plans that have an approval date more than three years old. For multi-phased plans, building permits shall not be issued based on an approval date more than three years from the date of Phase I approval.

**30-6-113 Amendments and exceptions**

A. *Amendments.* Amendments to any lots, tracts or parcels, or the relocation or addition of streets within a previously recorded subdivision, shall be considered a resubdivision (also known as a "replat") and shall be prepared and submitted in compliance with the requirements as set forth in this Code. Concept plan, preliminary plat and final plat requirements related to a replat may be waived in part at the discretion of the Town Board of Trustees.

B. The procedures found in Table 3.10 shall be followed.

C. Notice shall be given in accordance with the public hearing and general notice provisions found in this Chapter.

D. *Exceptions.* The Town Board after providing public notice including mailed notice to property owners within 300 feet of the property, posting notice of a public hearing and publishing notice in the newspaper of record; may in its discretion, grant exceptions, modifications and/or waivers ("Exceptions") from the regulations set forth in this Chapter 30, Section 6 with respect to a particular parcel of property upon the following findings:

2. That the granting of the Exceptions will not be materially detrimental to the public welfare, will not materially diminish the rights set forth in the Development Code of other property in the area in which the property is situated and will consistent with the purposes and objectives of the Town Comprehensive Plan, Trails and Open Space plans, and any other Master Plan, specification and standard affecting the property and the land use application under consideration.

**Section 5:** Table 1.1 found in Section 30-1-117 and portions of Section 30-1-117 will need to be amended to reflect the changes made to the land use processing table found in Section 4 of this document referenced previously.

**30-1-117 Public hearing and general notice provisions**

B. *Public notice requirements.* The Town shall give notice of any public hearing required as provided below. The applicant shall be responsible for all costs of such notice.

1. Where required by statute or ordinance to give notice to surrounding property owners, notice shall be given by mailing a written notice not later than fifteen days before the hearing to those persons who have listed for taxation any real property located within 500' feet of the lot, parcel or property area that is the subject of the application or appeal.
2. Where required by statute or ordinance to give notice to other interested property owners such as mineral interest owners of record, mineral and oil and gas lessees for the property, and appropriate ditch companies notice shall be given by mailing a written notice not later than 15 days before the hearing.
3. Where required by statute or ordinance to give notice to other parties of interest or referral agencies, notice shall be given by mailing a written notice not later than 15 days before the hearing.
4. Where required by statute or ordinance to give notice of annexation hearings to special districts, school districts and Larimer or Weld County Commissioners and the Larimer or Weld County Attorney, notice shall be given by a certified mailing of a written notice not later than 25 days before the hearing.
5. When required by the notice of public hearing table (Table 1.1) in this section, the applicant must post a sign along each street frontage of the property. The Town will provide signs when a complete application is made. The applicant is responsible for erecting and maintaining the sign(s) for the time period specified and removing them after the last public hearing. Signs must be placed as near the property line as possible and in a manner that is readily visible from the street or road. Posting the property is a courtesy to the public and the failure of anyone to observe a sign does not invalidate any public hearing.
6. The applicant shall provide (prior to the hearing) an affidavit showing the property was posted within the specified time.
7. The Town shall give notice of any public hearing required as follows:
    a. Notice shall be given to potentially interested persons by publishing a notice one time in a newspaper having general circulation in the area not less than 15 days prior to the hearing.
    b. This notice shall state the date, time and place of the hearing, reasonably identify the lot, parcel or property that is the subject of the application or appeal, and give a brief description of the action requested or proposed. Proof of publication shall be made part of the record at the time of the public hearing.
    c. The applicant shall provide the required number of mailing labels and a list in a format acceptable to the Town with application materials. The applicant shall certify the source for the mailing list and labels.

*Note for the reader and not for codification purposes: The land use process for Marijuana Uses in the following table will be amended as part of a separate Ordinance.*

Table 1.1 Hearing and notification requirements

| | Hearing | Publication | Mailed notice | Post sign |
|---|---|---|---|---|
| Annexation | Before Commission as regular agenda item. Before Town Board per C.R.S. | 4 successive weeks starting at least 30 days prior to Statutory Hearing. | Yes, to property owners within 500 feet no less than 25 days and no more than 30 days prior to Statutory Hearing. | Yes, no less than 30 days prior to Statutory Hearing. |
| Zoning | Before Commission as regular agenda item and Town Board as hearing. | No less than 15 days prior to Commission meeting. | Yes, to property owners w/in 500 feet sent no less than 15 days prior to Commission meeting. | Yes, no less than 15 days prior to Commission meeting. |
| Rezoning | Before Commission as regular agenda item and Board as hearing. | No less than 15 days prior to hearing. | Yes, to properties within 500 foot area sent no less than 15 days prior to Commission meeting. | Yes, no less than 15 days prior to Commission meeting. |
| Text Amendment to Development Code (Chapters 10-11) | Before Board as hearing. | No less than 15 days prior to hearing. | No. | No. |
| Neighborhood Master Plan | Before both Commission and Board as regular agenda items. | No less than 15 days prior to Commission/Board meeting. | Yes, to properties within 500' feet no less than 15 days prior to meeting. | Yes, to properties no less than 15 days prior to Commission meeting. |
| Preliminary Plat | Before Planning Commission as regular agenda item and Board as hearing. | No less than 15 days prior to meeting. | Yes, to property owners within 500 feet no less than 15 days prior to meeting. | Yes, no less than 15 days prior to Commission meeting. |
| Final Plat or a Replat | Before Planning Commission as Hearing. No Board meeting or hearing. | No less than 15 days prior to Commission meeting. | Yes, to property owners within 500 feet no less than 15 days prior to Commission hearing. | Yes, no less than 5 days prior to Commission hearing. |
| ~~Conveyance Plat~~ | ~~Before Commission as regular agenda item and Board as hearing.~~ | ~~No less than 5 days prior to Commission meeting.~~ | ~~Yes, to property owners within 500 feet, and referral agencies no less than 5 days prior to Commission meeting.~~ | ~~Yes, no less than 5 days prior to Commission meeting.~~ |
| ~~PUD or amendment to PUD~~ | ~~Before Commission as regular agenda~~ | ~~No less than 15 days prior to hearing.~~ | ~~Yes, to property owners within 300 feet, and referral~~ | ~~Yes, no less than 15 days prior to~~ |

| | | | | |
|---|---|---|---|---|
| | ~~item and Board as hearing.~~ | | ~~agencies no less than 15 days prior to Commission meeting.~~ | ~~Commission meeting.~~ |
| Amended PUD: Changes to a previously-approved PUD shall follow both the Change of Zone and Neighborhood Master Plan process as found in Chapter 30 and in this Table | | | | |
| Comprehensive Plan Amendment | Before Planning Commission as hearing and Board as regular agenda item. | No less than 15 days prior to Commission hearing. | No | No |
| Text Amendment to Development Code (Chapters 1-9) | Before Planning Commission as regular item and Town Board as hearing. | No less than 15 days prior to hearing. | No. | No. |
| Variances and Appeals | Board of Adjustment (BOA) as hearing | No less than 15 days prior to hearing. | Yes, to property owners within 500 feet no less than 15 days prior to BOA hearing. | Yes, no less than 15 days prior to BOA hearing. |
| Use by Special Review | Before Planning Commission as hearing. | No less than 15 days prior to hearing. | Yes, to property owners within 500 feet, and referral agencies no less than 15 days prior to Commission meeting. | Yes, no less than 15 days prior to Commission meeting. |
| Use By Special Review including ~~Medical Marijuana/~~Oil and Gas | Before Town Board as a hearing | No less than 15 days prior to hearing. | Yes, to property owners within 500 feet, and referral agencies no less than 15 days prior to Board meeting. | Yes, no less than 15 days prior to Town Board meeting. |
| Minor Subdivision | Before Planning Commission as hearing. | No less than 15 days prior to hearing. | Yes, to property owners within 500 feet no less than 15 days prior to Commission hearing. | Yes, no less than 15 days prior to Commission hearing. |
| Site Plan Review and Action | Administrative approval unless referred to Planning Commission by Administrator | No notice required. | Upon application acceptance to property owners within 500’ | Upon application acceptance |
| Wireless Communications Facilities as Uses by Special Review | Before Town Board as a hearing | No less than 15 days prior to hearing. | Yes, to property owners within 500 feet, and referral agencies no less than 15 days prior to Board meeting. | Yes, no less than 15 days prior to Town Board meeting. |

**Section 6:** The intent of this next grouping of Code changes is to perform tabulation clean-up work; clarify the intent and requirements; and to delete a portion of Section 30-2-116 for residential design standards and diversity options. The particular section proposed to be deleted is difficult to regulate and poses increased compliance management on the Town. The Town's Landscaping Standards under final development provides guidance for water-wise landscaping materials.

### 30-2-116 - Residential design standards

A. *Purpose.* The Board of Trustees of Berthoud have determined that residential development is a primary component of land use in this community and that the appearance of single or multi-family dwellings from the street is intrinsically related to the preservation of neighborhood character and quality of life.

B. *Applicability.* The design standards stated in this "section" are intended to implement strategies for residential development, and promote quality design of an urban environment. In an effort to avoid monotonous streetscapes, all residential development (including PUDs and development on individual lots or parcels) shall include a mixture of different lot sizes, dimensions, and housing models, as provided and described in this section, unless expressly exempt by this section. Repetitive front elevation dwellings shall not be located adjacent to or directly across the street. The requirements of this Section shall not apply to the rebuilding of a structure not in conformance with this Section that has been damaged or destroyed by fire or natural disaster.

C. *Compliance required for building permit.* Compliance with this Section, as determined by the Planning Director, shall be required as a condition of the issuance of a building permit for any single or multi-family residential dwelling. A decision by the Planning Director may be appealed by the Applicant to the Planning Commission on appeal, acting as the Board of Adjustment. Architectural elevations shall be submitted with all site plans. Block diversity plans shall also be submitted as required herein, during the building permit process.

D. *Single-family dwelling standards.* The intent of this section is to foster new residential development with architectural designs that create diversity and variety along residential streets.

1. *Lot diversity:*

a. *Mix of housing.* A mix of permitted housing types shall be included in any individual development plan, to the extent reasonably feasible, depending on the size of the parcel. In order to promote such variety, the following minimum standards shall be met:

i. A minimum of two housing diversity types shall be required in residential developments containing 20 acres or more, including such plans that are part of a phased overall development;

ii. A minimum of three housing diversity types shall be required in residential developments containing more than 30 acres, including such plans that are part of a phased overall development;

iii. A minimum of of four housing diversity types shall be required in residential developments containing more than 50 acres, including such plans that are part of a phased overall development.

b. To the maximum extent feasible, housing types, block dimensions, garage placement, lot sizes and lot dimensions shall be significantly and substantially varied to avoid repetitive rows of housing and monotonous streetscapes. For example, providing distinct single-family detached dwellings or two-family dwellings on larger lots and on corners and providing small lot single-family dwellings on smaller lots abutting common open spaces fronting on streets are methods that accomplish the lot diversity requirements set forth in this subsection

1. In addition, diversity and density is to be spread within developments in a harmonious fashion and not located in one area. Disconnected areas of density or different lot and uses will not be permitted.

b. The following list provides housing diversity types available to satisfy this Lot Diversity requirement.

1. Single-family detached dwellings with rear loaded garages.
2. Single-family detached dwellings with front or side loaded garages.
3. Small lot single-family detached dwellings (i.e. lots containing less than 4,000 square feet or with lot frontages of 40 feet or less) may be used to satisfy the lot diversity requirements if: 1) there is a difference of at least 2,000 square feet between the average lot size for small lot single-family detached dwellings (insert that average size) and 2) the average lot size for single-family detached dwellings with front or side loaded garages
4. Two-family dwellings.
5. Single-family attached dwellings.
6. Two-family attached dwellings, the placement of which shall be limited to no more than two such dwellings per two consecutive individual lots.
7. Mixed-use dwelling units.
8. Multi-family dwellings containing more than three to four units per building;
9. Multi-family dwellings containing five to seven units per building.
10. Multi-family dwellings containing more than seven units per building (limited to 12 dwelling units per building).
11. Modular homes.
12. Commercial uses.
13. A mixture of lot sizes is provided within one block (i.e. 40 feet wide lots with 80 feet wide lots), on at least 30 percent of the lots.

2. *Housing model diversity detached:*

a. Any development of 100 or more single-family detached dwelling units shall have at least four different housing models. Any development containing fewer than 100 single-family or two-family dwelling units shall have at least three different types of housing models.

b. In addition to having unique model types, each model shall have a minimum of two unique architectural elevations. Each elevation shall be distinguishable from one another and shall have at least four of the listed building elements which clearly and obviously distinguish it from other elevations of the same model:

i. Unique porches and front entries that include different architectural styles, building materials, sizing, or placement;

ii. Exterior materials (e.g. stucco, natural wood, cement fiberboard, rock, brick, etc.);

iii. Garage orientation and point of access. Unique garage styles will also be considered (e.g. carriage doors, raised panel, contemporary, etc.);

iv. Roof types (e.g. gable, hip, lean-to, dormer, etc.);

v. Creative design alternatives not stated above

vi. Any two elevations that are distinctly different architectural styles (e.g. colonial, cottage, craftsman, farmhouse, French country, modern, ranch, traditional, Tudor, Victorian, etc.) shall be exempt from these requirements.

vii. One of the following creative design elements found below may be used. If i. and iv., listed above are satisfied, an applicant will received two building element credits by using one of the following creative design elements:

1. Architecture/material type (select as many as desired, only one will qualify for one element):

    - Masonry (brick or stone) exteriors are provided on all four sides of 50 percent or more of buildings.
    - 100 percent of models/lots have garage planes that take up less than 50 percent of the total length of the structure's front facade.
    - All homes on corner lots shall have wraparound porches with a porch depth a minimum six-feet.
    - All homes on corner lots shall have two stories with different elevations.
    - 50 percent of models on rear and side yards have partially improved exterior details or materials, such as brick, stone, or other architectural features

2. Energy sustainability standards (Select as many as desired, only one will qualify for 1 element):

    - 50 percent of homes in the block diversity plan are LEED certified (certified by third party before certificate of occupancy).
    - 75 percent of homes have solar roof panels installed before certificate of occupancy. Solar panels must be installed in a manner that any conduit is concealed within the attic of the home, so that it is not visible from the ground. Conduit may be concealed behind the panels if an attic does not exist. Any conduit that is visible must be painted to blend in with the materials that the conduit is attached to.
    - 25 percent of homes are certified as net-zero homes by a third party before certificate of occupancy.

3. Accessibility:

    - 50 percent or more of homes are built with a ground-floor master bedroom and full bath.
    - 10 percent of homes in the block diversity plan have built in accessory living quarters/mother-in-law suite, with separate entry and garage.

*Note to the reader: the remainder of this section is unchanged.*

**Section 7:** Minor housekeeping amendments to the Code are proposed to clarify intent, interpretation, consistency with the vision found in the Comprehensive Plan, and to ensure the Development Code is transparent for staff and the development community.

**30-2-102 Design standards based on Comprehensive Plan**

The intention of the Town in enacting this Section is to clearly describe the Town's vision for the physical development of land in Berthoud. The Design Standards in this Section are intended to further the goals and objectives in the Town of Berthoud Comprehensive Plan and create a vital, cohesive, well-designed community that preserves and enhances the small-town character of this community. Those interested in developing property in the Town of Berthoud are encouraged to review the most recent version of the Town of Berthoud Comprehensive Plan with a particular focus on the following Goals and Objectives:

- Land use and growth management
- Circulation and transportation
- Community character and urban design
- Public infrastructure

**30-2-112 Landscape design**

C. *Landscaping design standards.*

2. *Tree-lined streets.* The Town of Berthoud has a long, rich heritage of tree-lined streets. Today street trees and their conditions are a concern to those involved in urban forestry and the Town has the authority and obligation to assure that vegetation planted on public rights-of-way meets certain standards. Tree plantings should be made with the same methodical planning that is used when making substantial financial investments. To comply with Section 30-2-105 of this Code there are three options to achieve this requirement:

b. *No tree lawns, attached sidewalks:*

v. Street trees along rural streets where there is no sidewalk may be planted to create irregular clusters to reinforce the design and character of the project and frame views. Downtown streets — The properties generally located within the boundary of Massachusetts Avenue, Welch Ave, 1st Street, and LCR 17 are encouraged to provide decorative hardscaping, window boxes, planters, tree boxes, benches and street art, in order to attract pedestrian activity. Trees planted within paved environments shall have a minimum four-foot wide square tree well with grate.

**Zoning**

**30-3-101 General provisions**

In their interpretation and application, the provisions of these zoning regulations shall be held to be minimum requirements adopted for the promotion of the public health, safety, convenience, comfort, prosperity and general welfare of the community.

A.. *Uniformity of regulations*. The regulations established by this Section within each zone shall apply uniformly to each class or type of structure or land. Unless exceptions are specified in this Section, the following interpretations shall apply:

B.. *Conflict with other provisions of law*. Whenever the requirements of this Section are inconsistent with the requirements of any other lawfully adopted rules, regulations or ordinances, the more restrictive standards shall govern.

C.. *Conflict with private covenants or deeds*. In case of a conflict between this Code and any private restrictions, the provisions of this Code shall control for purposes of enforcement by

the Town. The Town shall have no responsibility to enforce private covenants or deed provisions.

D.. *Zoning of annexed territory*.

1. Zoning of land during annexation may be done in accordance with the procedure and notice requirements of this Section. The proposed zoning ordinance shall not be passed before the date when the annexation ordinance is passed.
2. Any area annexed shall be brought under the provisions of this Section and the Zoning Map within 90 days from the effective date of the annexation ordinance, despite any legal review that may be made challenging the annexation. If the property is not zoned during such 90-day period, or such portion thereof as is required to zone the territory, the Town shall not issue a building permit for any portion, or all of, the newly annexed area.

**30-3-103 Zoning districts and boundaries**

A. *Zoning Districts*. In order to carry out the provisions of this Code, the Town is divided into the following zoning districts:

1. URC – Urban Residential/Commercial District
2. SRC – Suburban Residential/Commercial District
3. CD – Conservation District
4. AG — Agricultural District
5. TN — Traditional Neighborhood District
6. R1 — Single Family District
7. R2 — Limited Multi-Family District
8. R3 — Multi-Family District
9. R4 — Mixed Use District
10. R5 — Manufactured/Mobile Home District
11. C1 — Neighborhood Commercial District
12. C2 — General Commercial District
13. M1 — Light Industrial District
14. M2 — Industrial District
15. T — Transitional District
16. PUD — Planned Unit Development Overlay District

**30-3-104 Principal and conditional uses permitted by zoning district**

D. UR Urban Residential and Commercial District.

*Intent.* The Urban Residential and Commercial (URC) District is intended to provide for a variety of housing types and limited commercial uses in a dense, walkable environment built at a human scale.

1. *Principal or Conditional uses*. Principal or conditional uses for the SRC District are found on Table 3.10.
2. *Area and Bulk Requirements*. See Tables 3.11, 3.12, 3.13, 3.14, 3.15, 3.16 and 3.17.

E. SR Suburban Residential and Commercial District.

*Intent.* The Suburban Residential and Commercial (SRC) District is intended to provide for neighborhoods with primarily single-family detached, and single family attached (townhomes and paired homes) homes and limited commercial uses.

1. *Principal or Conditional uses*. Principal or conditional uses for the SRC District are found on Table 3.7.
2. *Area and Bulk Requirements*. See Table 3.8.

F. CD Conservation District.

*Intent.* The Conservation District (CD) is intended to provide for a primarily low-density housing types and large areas of conservation.

1. *Principal or Conditional uses*. Principal or conditional uses for the CD District are found on Table 3.5.
2. *Area and Bulk Requirements*. See Tables 3.4 and 3.6.

G. . *AG Agricultural District*.

*Intent*. The AG District provides for the continuation of agricultural activities on property annexed to the Town. Newly annexed areas that are predominately used for agricultural purposes may be zoned AG until other zoning is requested by the property owner. Agricultural zoning is intended to either support the continued agricultural activity on open farmlands near the Berthoud community or be used as a temporary "holding" zone until development at an urban scale is proposed.

1. *Principal or Conditional uses*. Principal or conditional uses for the AG District are found on Table 3.3.
2. *Area and Bulk Requirements*. See Table 3.1.
3. *Maximum density*. Development in the AG District is limited to one unit per acre where connection to public water and wastewater systems is present, and one unit per 2.29 acres for properties without connection to public water or wastewater systems.

I. *TN Traditional Neighborhood District*.

*Intent*. The TN District provides for the development of low to moderate density single family residential dwellings with alleys. New residential development in this District shall feature garages that are accessed from a 20-foot wide alley.

1. *Principal or Conditional uses*. Principal or conditional uses for the TN District are found on Table 3.3.
2. *Area and bulk requirements*. See Table 3.1.
3. *Maximum density*. Accessory dwelling units in the TN District count as .33 units towards the overall project density.
4. *Tree lawn requirement*. Developments within the TN District must include a seven-foot wide tree lawn along all streets.

J. *R1 Single Family District*.

*Intent*. The R1 District provides for the development of low to moderate density single family residential dwellings.

1. *Principal or Conditional uses*. Principal or conditional uses for the R1 District are found on Table 3.3.
2. *Area and bulk requirements*. See Table 3.1.

K. *R2 Limited Multi-Family District*.

*Intent*. The R2 District provides for the development of areas containing low to moderate density with both single and multi-family residential uses.

1. *Principal or Conditional uses*. Principal or conditional uses for the R2 District are found on Table 3.3.
2. *Area and bulk requirements*. See Table 3.1.

L. R3 Multi-family District.

*Intent*. The R3 District is a moderate to higher-density residential zone that allows the development of multiple dwelling units on the same lot.

1. *Principal or Conditional uses*. Principal or conditional uses for the R3 District are found on Table 3.3.
2. *Area and bulk regulations*. See Table 3.1

M. *R4 Mixed Use District*.

*Intent*. The purpose of the R4: Mixed Use Zone District is to allow for the development of variety of residential, commercial, business and employment land uses within pedestrian-oriented neighborhoods.

1. *Principal or Conditional uses*. Principal or conditional uses for the R4 District are found on Table 3.3.
2. *Area and bulk regulations*. See Table 3.1.
3. *Maximum density or lot coverage*.
    a. Accessory dwelling units in the R4 District count as .33 units towards the overall project density.

N. *R5 Manufactured/Mobile Home Park District*.

*Intent*. The intent of this district is to provide for the development of manufactured home parks and subdivisions. Mobile Home Parks or subdivisions are also included within this District.

1. *Principal or Conditional uses*. Principal or conditional uses for the R5 District are found on Table 3.1.
2. *Area and bulk requirements*. See Figure 3.6 and Table 3.1.
3. *Maximum density*. Development in the R5 District shall not exceed 12 dwelling units per gross acre.
4. *Open space required*. Development in the R5 District shall provide public open space (parks, trails, open lands) per Chapter 30, Section 2 of this Code.

O. *Table 3.2 Revised Lot and Density Standards Commercial and Industrial.*

P. *C1 Neighborhood Commercial District.*

*Intent.* The Neighborhood Commercial District is intended to provide for the development of mixed use, retail, commercial and service businesses to support residential neighborhoods. New development or redevelopment in this district should be scaled in size to fit the adjacent neighborhood. This District does not support larger retail, public, religious or other uses commonly referred to as “big box” type uses.

1. *Principal or Conditional uses.* Principal or conditional uses for the C1 District are found on Table 3.3.
2. *Area and bulk requirements*. See Table 3.2.

Q. *C2 General Commercial District*.

*Intent*. The C2 District is intended to be a setting for development of a wide range of service businesses, retail uses, offices and personal and business establishments. This District supports both smaller (neighborhood) commercial and retail uses as well as larger uses (commercial, retail, religious, etc.) commonly referred to as “big box” uses.

1. *Principal or Conditional uses*. Principal or conditional uses for the C2 District are found on Table 3.3.
2. *Area and bulk requirements*. See Table 3.2.

R. *M-1 Light Industrial District*.

*Intent*. This district is intended to provide locations for a variety of workplaces including light industrial uses, research and development offices and institutions. This district is also intended to accommodate secondary uses that complement and support the primary workplace uses, such as hotels, restaurants, convenience shopping, and child care.

1. *Principal or Conditional uses*. Principal or conditional uses for the M1 District are found on Table 3.3.
2. *Area and bulk requirements*. See Table 3.2.

S. M2 Industrial District.

*Intent*. This zoning district is intended to provide a location for a variety of employment opportunities such as manufacturing, warehousing and distributing, indoor and outdoor storage and a wide range of commercial and industrial operations.

1. *Principal or Conditional uses*. Principal or conditional uses for the M2 District are found on Table 3.3.
2. *Area and bulk requirements*. See Table 3.2.

T. *Transitional District*.

*Intent*. The intent of the T: Transitional District is to accommodate properties which are in a transitional stage with regard to their ultimate use or plans for development.

3. *Permitted uses*. The following uses are permitted by right in the T district:

No use shall be permitted except such use as existed on the date the property was placed in this zoning district. No permanent structures shall be constructed on any land in this district, except that which is expressly authorized by the Town Board at the time of zoning property into this district. The Town Board of Trustees may grant a variance permitting expansion of any existing use, or installation or enlargement of a permanent structure to be used in connection with the use of the property, at the time of such zoning upon the following conditions:

a. The owner of the property, prior to the Town Board meeting at which the zoning is to be heard, shall submit a site plan showing in reasonable detail the proposed expansion of current use or installation of permanent structure on the property.
b. The Town Board shall grant such variance upon a finding that the strict application of the zoning ordinance would result in exceptional or undue hardship upon the owner of the property and that the variance may be granted without substantial detriment to the public good and without substantially impairing the intent and purposes of this code.

2. *Change of zoning*. The owner of any property in the T District may at any time petition the Town to remove the property from this zoning district and place it in another zoning district, in accordance with the procedures and requirements of this code.

U. *Planned Unit Development (PUD) Overlay District*.

*Intent*. This Planned Unit Development (PUD) Overlay District is intended to be used as an overlay zone that supplements one or more underlying standard zone districts as found in this Code. The PUD Overlay District is intended to permit greater flexibility in the application of specific zoning standards and greater freedom in the allowable range of land use types.

**30-3-105 Setbacks and encroachments — all districts**

A. *Setback requirements (all districts).*

1. Permanent features allowed within setbacks shall include:
   i. Cornices, canopies, eaves or other similar architectural features if they extend no more than two feet into a required setback and if they do not encroach into or overhang an easement;
   ii. Steps or ramps to the principal entrance and necessary landings, provided they do not extend more than six feet into the required setback;
   iii. Utility service lines to a structure and utility lines, wires and associated structures within a utility easement;
   iv. Fire escapes, provided they do not extend more than six feet into the required setback;
   v. Uncovered patios, porches and decks not more than 30 inches above grade, provided they do not extend more than 30 percent of the required setback distance into the required setback area; and
   vi. HVAC units may encroach up to two feet into the required setback.
2. Permanent features allowed within both setbacks and easements include:
   i. Landscaping; and
   ii. Fences and decorative walls, subject to height and other restrictions of this Chapter.
3. Permanent features not allowed within an easement include:
   i. Window wells below grade of the structure;

ii. Building egress located below the grade of the structure;
iii. Structures, concrete pathways, sidewalks, fences and other features prohibiting the flow of stormwater through a drainage easement.

4. Drainage easements shall be kept clear of any obstruction.

**VESTING OF PROPERTY RIGHTS**

**30-4-102 General provisions**

A.. Request for site specific development plan approval. Landowners wishing the creation of vested property rights pursuant to Article 68 of Title 24, C.R.S., as amended, shall request that approval in writing at least 30 days prior to the date that the approval is to be considered. Failure of the landowner to request such an approval renders the plan not a "site specific development plan," and no vested property rights shall be deemed to have been created.

B.. *Notice and hearing*. No site specific development plan shall be approved until notice of such hearing has been published by the Town at least five days before the hearing, and after a public hearing called for that purpose. Such notice may, at the Town's option, be combined with any other required notice. At such hearing, interested persons shall have an opportunity to be heard.

C.. *Approval, conditional approval, effective date, amendments, referendum and review*.

**Subdivision Standards**

**30-6-101 General provisions**

The provisions of this Section shall apply to any and all proposals for subdivision of land within the municipal boundaries of the Town, unless expressly and specifically exempted or provided otherwise in this Code. No development shall be undertaken without prior approval or authorization pursuant to the terms of this Code. All development shall comply with the applicable terms, conditions, requirements, standards and procedures established in this Section and the Code. The submittal of an application for approval pursuant to the provisions of these Subdivision Regulations constitutes consent to, and agreement to comply with all of its applicable provisions.

This Section establishes procedural and substantive rules for obtaining the necessary approval to develop land and construct buildings and structures. Development applications will be reviewed for compliance with the Town Comprehensive Plan; Parks and Open Space Master Plan; Trails Master Plan, Transportation Master Plan; overlay districts including the property; Engineering standards and specifications; and applicable regulations, policies and other guidelines as amended. The submittal of a subdivision application for consideration pursuant to the provisions of these Subdivision Regulations constitutes an agreement and the implied consent of the owner or applicant to comply with all of its applicable provisions.

Scheduling of the review of development applications before the Planning Commission or Town Board is at the discretion of the Town of Berthoud. Any change to a development application by an Applicant after formal submittal of that application to the Town constitutes a decision by the Applicant that may result in the Town deciding to continue or cancel the Hearing and/or void the pending application. The Town may then reschedule or cancel the review of the development application at its discretion.

Prior to formal submittal of any subdivision application identified in this Section, the applicant shall have a pre-application meeting with the Community Development Division. The procedures found in Table 3.10 shall be followed. Notice shall be given in accordance with the public hearing and general notice provisions found in this Chapter. The Community Development Department will typically provide to an applicant an individualized submittal checklist indicating the documents and information needed, quantities of those documents to be submitted, and the referral agencies that will be involved in the review process. The applicants are responsible for being fully familiar with all applicable provisions of these Subdivision Regulations. At the time of submittal, the applicants will submit application materials

in a form acceptable by the Town. Upon determination by staff that a submittal constitutes a complete development application, the Town will forward the packets to each referral agency.

**TOWN OF BERTHOUD, COLORADO**

**NOTICE OF PUBLIC HEARING**
**Amendments to the Berthoud Development Code**

PUBLIC NOTICE IS HEREBY GIVEN of public hearings before the Berthoud Planning Commission on Thursday, September 28, 2023 at 6:00 p.m. and before the Town Board on Tuesday, November 14, 2023 at 6:30 pm to consider amendments to Chapter 30 of the Berthoud Municipal Code, specifically amending the definition section regarding containers as storage units and marijuana businesses (also Section 30-3-113, 30-3-112, 30-1-117 and 30-3-104), and clarifying land use application processing requirements throughout Chapter 30 of the Berthoud Municipal Code. The public hearings will be held at Town Hall 807 Mountain Avenue Berthoud 80513.

Given and Posted on this 23rd day of August, 2023.

Published: Loveland Reporter Herald August 25, 2023-1998959

## Prairie Mountain Media, LLC

### PUBLISHER'S AFFIDAVIT

**County of Larimer**
**State of Colorado**

The undersigned, Agent, being first duly sworn under oath, states and affirms as follows:

1. He/she is the legal Advertising Reviewer of Prairie Mountain Media LLC, publisher of the *Loveland Reporter Herald*.
2. The *Loveland Reporter Herald* is a newspaper of general circulation that has been published continuously and without interruption for at least fifty-two weeks in Larimer County and meets the legal requisites for a legal newspaper under Colo. Rev. Stat. 24-70-103.
3. The notice that is attached hereto is a true copy, published in the *Loveland Reporter Herald* in Larimer County on the following date(s):

Aug 25, 2023

Melissa Najera
Signature

Subscribed and sworn to me before me this 25th day of August 2023.

Shayla Najera
Notary Public

(SEAL)

SHAYLA NAJERA
NOTARY PUBLIC
STATE OF COLORADO
NOTARY ID 20174031965
MY COMMISSION EXPIRES July 31, 2025

| | |
|---|---|
| Account: | 1051549 |
| Ad Number: | 1998959 |
| Fee: | $19.43 |

Garden Spot of Colorado

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

**Planning Commission Minutes – September 28, 2023, at 6:00 p.m.**

1. **Call to Order** – The Planning Commission convened a regular meeting on Thursday, September 28, 2023. Chairperson Anderson called the meeting to order at 6:00 p.m.

2. **Pledge of Allegiance**

3. **Roll Call** – Members Present:

| | | |
|---|---|---|
| | Karen Anderson | (Chairperson) |
| | Jon Van Benthem | (Secretary) |
| | Abigail Smith | (Commissioner) |
| | Brett Wing | (Commissioner) |
| | Nick Semedalas | (Commissioner) |
| Members Absent: | Melissa Feldbush | (Commissioner) |
| Staff present: | Anne Johnson | (Community Development Director) |
| | Teri Reger | (Planning Technician) |

4. **Approval of Minutes** – Minutes from August 24, 2023, Planning Commission Meeting.

   **MOTION made by Commissioner John Van Benthem to APPROVE the Minutes for August 24, 2023.**

   **SECONDED by Brett Wing.**

   **With those all in favor, THE MOTION CARRIED.**

5. **Public Hearing: Wireless Telecommunications Facilities Code**

   Introduced by Community Development Director Anne Johnson and presented by Ken Fellman from Kissinger & Fellman, P.C. on a consideration of repealing and replacing Section 30-3-111 of the Berthoud Municipal Code to update the Wireless Communications Facilities Code Ordinance 1325 (2023).

   ***Public Comment was opened at 7:01 p.m.***

   ***Public Comment was closed at 7:01 p.m.***

   **MOTION made by Jon Van Benthem to APPROVE the proposed changes to Chapter 30, Section 30-3-111 of the Berthoud Municipal Code. This recommendation of approval is outlined in the attached Ordinance 1325 (2023) and includes supporting information in the Ordinance attachment.**

   **SECONDED by Nick Semedalas. With all in favor, THE MOTION CARRIED.**

6. **Public Hearing: Amendment to Chapter 30 of Berthoud Municipal code (Land Development)**

Community Development Director Anne Johnson introduced proposed amendments to the following Sections of Chapter 30 of the Berthoud Municipal Code: 30-1-116 regarding the definition of storage containers as storage units and Marijuana Businesses (also Sections 30-3-111, 30-3-112, 30-1-117 and 30-3-104); and clarifying land use application processing requirements throughout Chapter 30 via Ordinance 1326 (2023).

***Public Comment was opened at 8:00 p.m.***

Lynn Larsen has a role with the alcohol & marijuana board and wanted to point out that the terminology in the Town Code should reflect terminology in the State regulations.

***Public Comment was closed at 8:07 p.m.***

**MOTION was made by John Van Benthem to continue Section 2 of Ordinance 1326 until the October 12, 2023, Planning Commission meeting. SECONDED by Abigail Smith. With all in favor, THE MOTION CARRIED.**

**MOTION was made by Abigail Smith to forward a recommendation of approval of Ordinance 1326 as presented to the Board of Trustees with the following exceptions:**

- **Section 2 regarding regulations for marijuana facilities to be presented at the October 12, 2023, Planning Commission meeting;**
- **Section 4, Table 3.10 to insert the final terminology for marijuana facilities.**
- **Section 5, Section 30-3-112 to insert the final terminology for marijuana facilities.**
- **Section 5, Section 30-3-112.B.7.a to insert the final terminology for marijuana facilities.**
- **Section 5, Section 30-3-113 to insert the final terminology for marijuana facilities.**
- **Section 6, Table 1.1 to insert the final terminology for marijuana facilities into the land use table.**
- **Section 6, Table 1.1 to insert a line item to the notice table as follows:**

| | Hearing | Publication | Mailed Notice | Post Sign |
|---|---|---|---|---|
| Small Cell Wireless Telecommunications Facilities | NA | NA | Yes, to property owners within 500 feet within 15 days following approval as a courtesy notice | NA |

**SECONDED by Brett Wing. The motion with all in favor, THE MOTION CARRIED.**

7. **Reports by Staff**

- **Tawn Hillenbrand is at the Colorado APA Conference.**
- **The Town Board approved the Flood Mitigation Code and Wave 1 of the Code Cleanup on September 26, 2023.**
- **The Town Board approved the Ludlow Annexation and Zoning on September 26, 2023.**
- **Winter Holiday Dinner for Planning Commission will be held on December 14, 2023, at 5pm before the Planning Commission meeting that evening at Town Hall.**
- **In October the Planning Commission will see Wave 3 of the Code cleanup then there will be a break from the clean up until February.**
- **Chris Kurtz was appointed to the Town Board of Trustees and will need to fill his spot on the Planning Commission as well as appoint a new Vice Chair.**

8. **Adjourn** –

The meeting was adjourned at 8:32 p.m.

Karen L. Anderson
CHAIRPERSON

SECRETARY

# BOARD OF TRUSTEES INFORMATION

## UTILITIES

| | |
|---|---|
| **Meeting Date:** | **November 14, 2023** |
| **Agenda Title/Subject:** | **Water & Wastewater Master Plan & Rate Study** |
| **Type of Item:** | **Presentation** |
| **Purpose:** | Present the final Water and Wastewater Master Plan including a study of the proposed funding requirements with respect to current revenue and introduce alternatives for project financing including changes to existing rates. |
| **Presented by:** | **Ken Matthews, Director of Water Utilities** |

### ATTACHMENTS:
None

### BACKGROUND:
For the last year and a half, the Town has been working with Tetra Tech on the reference study. The draft plan was presented to the Board in a study session earlier this May. Subsequent to that meeting, the plan was completed and an analysis of the capital funding requirements over time compared to current fund balances and projected revenue was performed. We will present a brief outline of the proposed capital improvements plan and then introduce several alternatives for funding and financing the improvements and the utility.

### UPDATE/NEXT STEPS:
Disseminate input from the Board and prepare a recommendation for 2024 billing rates and potential borrowing.

### FISCAL IMPACT AND FUND SOURCE:
The capital plan will impact funds 20, 21, 22, 23, and 24

### COMMUNITY TOUCHSTONES:

Active, forward-thinking planning is an essential task for proper management of a resilient utility. The plan cares for the existing infrastructure and outlines improvements that align with the Town's Comprehensive Plan.

### RECOMMENDED ACTION(S):

Recommend that the plan is final and ready to distribute. Also, staff to prepare a recommendation for utility rates for 2024 and subsequent years.

# BOARD OF TRUSTEES INFORMATION

## SELECT DEPARTMENT

| | |
|---|---|
| **Meeting Date:** | **November 14, 2023** |
| **Agenda Title/Subject:** | **Draft budget for 2024** |
| **Type of Item:** | **Presentation** |
| **Purpose:** | **To present updated draft budget for 2024** |
| **Presented by:** | **Chris Kirk** |

**ATTACHMENTS:**

- 2024 draft budget spreadsheet

**BACKGROUND:** On October 10th, the Town Administrator presented the initial draft of the 2024 Budget. The past several weeks, the Town Administrator and Finance Director met with each department director to determine budgetary needs for 2024. This included discussions regarding personnel needs, equipment needs, supply needs, and general needs of each department. These numbers were entered into the budget spreadsheet, and the Town Administrator carefully considered the needs and the impact each item had on the overall efficiency and financial health of the Town. The presentation will explain each fund and the budget requests for 2024.

**UPDATE/NEXT STEPS:** The Town Administrator, Finance Director, and department directors will reexamine the 2023 estimates and 2024 budget requests to ensure all numbers continue to present an accurate financial plan for 2024. Any changes will be brought before the board with a request for adoption on December 12th.

**FISCAL IMPACT AND FUND SOURCE:** All funds, revenues, and expenditures are reviewed for this project.

**COMMUNITY TOUCHSTONES:** Sustainability and Resiliency are most pertinent to this project.

**RECOMMENDED ACTION(S): There is no official action taken at this time.**

**TOWN OF BERTHOUD**
**BUDGET YEAR ENDING DECEMBER 31, 2024**

**GENERAL FUND TOTALS**

| | | ACTUALS | ACTUALS | ACTUALS | ACTUALS | BUDGET | ESTIMATE | BUDGET | BUDGET | BUDGET | BUDGET | BUDGET |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | DESCRIPTION | 2019 | 2020 | 2021 | 2022 | 2023 | 2023 | 2024 | 2025 | 2026 | 2027 | 2028 |
| | **BEGINNING FUND BALANCE** | **5,393,793** | **7,434,983** | **11,259,871** | **18,410,765** | **23,415,239** | **23,415,239** | **15,423,172** | **15,883,633** | **17,233,711** | **18,458,054** | **19,623,734** |
| | **REVENUES** | | | | | | | | | | | |
| 1 | Total Taxes | 5,849,889 | 7,435,888 | 9,363,123 | 9,259,465 | 7,485,600 | 7,975,850 | 8,860,350 | 9,099,243 | 9,519,392 | 9,960,549 | 10,423,764 |
| 2 | Total Licenses and Permits | 261,482 | 179,071 | 178,194 | 273,262 | 244,000 | 239,700 | 239,700 | 225,540 | 236,817 | 248,658 | 261,091 |
| 3 | Total Intergovernmental Rev. | 468,896 | 1,177,722 | 1,868,450 | 1,627,920 | 391,084 | 376,084 | 516,084 | 494,334 | 518,747 | 544,380 | 571,294 |
| 4 | Total Charges for Services(Rec,Pool,Pks) | 167,553 | 81,170 | 145,258 | 155,345 | 163,555 | 165,755 | 173,100 | 181,755 | 190,843 | 200,385 | 210,404 |
| 5 | Total Fines and Forfeits | 30,416 | 23,906 | 16,026 | 24,127 | 15,500 | 21,000 | 21,000 | 22,050 | 23,153 | 24,310 | 25,526 |
| 6 | Total Interest & Fee Revenue | 486,230 | 480,025 | 553,365 | 874,880 | 600,000 | 1,500,000 | 1,100,000 | 1,155,000 | 1,212,750 | 1,273,388 | 1,337,057 |
| 7 | Total Transfers In | 323,063 | 333,610 | 384,053 | 349,240 | 356,313 | 356,313 | 358,298 | 375,098 | 392,738 | 411,260 | 430,708 |
| 8 | Total Building Fees | 1,073,047 | 1,575,671 | 2,203,838 | 1,547,004 | 960,000 | 900,000 | 800,000 | 800,000 | 800,000 | 800,000 | 800,000 |
| 9 | Total Miscellaneous Revenue | 5,607 | 101,902 | 126,403 | 16,306 | - | 58,800 | - | - | - | - | - |
| 11 | Total Planning Fees | (1,527) | 39,324 | 25,570 | 90,112 | 8,000 | 24,000 | 24,000 | 25,200 | 26,460 | 27,783 | 29,172 |
| 12 | Total Town Hall Lease Income | 109,969 | 117,426 | 107,962 | 99,009 | 90,510 | 96,500 | 68,450 | 66,728 | 68,396 | 70,106 | 71,858 |
| | **TOTAL OPERATING REVENUES** | **8,774,625** | **11,545,715** | **14,972,242** | **14,316,670** | **10,314,562** | **11,714,002** | **12,160,982** | **12,444,947** | **12,989,294** | **13,560,817** | **14,160,874** |
| 13 | **MISCELLANEOUS REVENUE** | 21 | 20 | 22 | 75,898 | 0 | 90,000 | 0 | 0 | 0 | 0 | 0 |
| | **TOTAL REVENUES** | **8,774,646** | **11,545,735** | **14,972,264** | **14,392,568** | **10,314,562** | **11,804,002** | **12,160,982** | **12,444,947** | **12,989,294** | **13,560,817** | **14,160,874** |
| | | ACTUALS | ACTUALS | ACTUALS | ACTUALS | BUDGET | ESTIMATE | BUDGET | BUDGET | BUDGET | BUDGET | BUDGET |
| | EXPENSES | 2019 | 2020 | 2021 | 2022 | 2023 | 2023 | 2024 | 2025 | 2026 | 2027 | 2028 |
| 100 | Total General Government | 1,222,516 | 2,105,341 | 1,830,368 | 2,219,434 | 2,385,914 | 2,535,114 | 2,768,105 | 2,850,380 | 3,154,394 | 3,200,484 | 3,479,003 |
| 200 | Total Public Safety | 1,227,307 | 1,418,375 | 1,650,208 | 1,862,495 | 2,423,116 | 2,423,016 | 2,636,601 | 2,768,431 | 2,906,852 | 3,052,195 | 3,204,805 |
| 300 | Total Streets | 876,218 | 773,407 | 784,704 | 747,860 | 1,118,266 | 1,150,366 | 1,243,713 | 1,305,899 | 1,371,194 | 1,439,753 | 1,511,741 |
| 400 | Total Recreation | 381,382 | 338,378 | 275,421 | 374,093 | 515,457 | 517,107 | 458,057 | 480,960 | 505,008 | 530,258 | 556,771 |
| 500 | Total Pool | 103,194 | 38,784 | 50,154 | 595,881 | - | 375 | - | - | - | - | - |
| 600 | Total Economic Development | 143,101 | 133,749 | 180,308 | 201,830 | 311,166 | 269,606 | 373,271 | 341,535 | 358,611 | 376,542 | 395,369 |
| 700 | Total Parks | 578,135 | 761,932 | 746,567 | 1,156,745 | 1,478,667 | 1,479,267 | 1,665,783 | 1,520,922 | 1,581,968 | 1,846,066 | 1,963,370 |
| 800 | Total Building Department | 712,573 | 874,737 | 1,235,511 | 992,677 | 761,969 | 761,969 | 714,010 | 727,711 | 742,096 | 757,201 | 773,061 |
| 1100 | Total Planning | 179,306 | 382,836 | 436,601 | 502,259 | 693,478 | 697,478 | 646,203 | 547,263 | 574,626 | 603,357 | 633,525 |
| 1200 | Total Town Hall Lease Expense | 90,398 | 190,824 | 77,296 | 79,183 | 83,100 | 89,100 | 98,600 | 93,975 | 98,674 | 103,607 | 108,788 |
| 1300 | Total Community Outreach | - | - | - | - | 105,996 | 108,496 | 136,087 | 139,110 | 143,283 | 147,582 | 152,009 |
| | Total Engineering | - | - | - | - | - | - | 299,861 | 318,684 | 328,245 | 338,092 | 348,235 |
| 1500 | Contributions | 20,901 | 21,833 | 45,400 | 23,146 | 135,400 | 75,400 | 60,400 | - | - | - | - |
| | **TOTAL OPERATING EXPENSES** | **5,535,031** | **7,040,196** | **7,312,538** | **8,755,603** | **10,012,528** | **10,107,294** | **11,100,691** | **11,094,869** | **11,764,951** | **12,395,138** | **13,126,677** |
| **1000** | **TOTAL CAPITAL PROJECTS** | **1,198,425** | **680,651** | **508,832** | **632,491** | **9,680,775** | **9,688,775** | **235,000** | **-** | **-** | **-** | **-** |
| | **TOTAL EXPENSES** | **6,733,456** | **7,720,847** | **7,821,370** | **9,388,094** | **19,693,303** | **19,796,069** | **11,335,691** | **11,094,869** | **11,764,951** | **12,395,138** | **13,126,677** |
| | EMERGENCY RESERVES | - | - | - | - | - | - | 364,829 | | | | |
| | **ENDING FUND BALANCE** | **7,434,983** | **11,259,871** | **18,410,765** | **23,415,239** | **14,036,498** | **15,423,172** | **15,883,633** | **17,233,711** | **18,458,054** | **19,623,734** | **20,657,931** |
| | MINIMUM EFB | | | | | | | 1,665,104 | 1,664,230 | 1,764,743 | 1,859,271 | 1,969,001 |

**GENERAL FUND REVENUES**

**11-00**

| | | | ACTUALS 2019 | ACTUALS 2020 | ACTUALS 2021 | ACTUALS 2022 | BUDGET 2023 | ESTIMATE 2023 | BUDGET 2024 | BUDGET 2025 | BUDGET 2026 | BUDGET 2027 | BUDGET 2028 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | **Taxes** | | | | | | | | | | | |
| 4101 | 0 | Property Tax - General | 1,270,679 | 1,338,217 | 1,447,664 | 1,401,407 | 1,600,000 | 1,600,000 | 1,750,000 | 1,837,500 | 1,929,375 | 2,025,844 | 2,127,136 |
| 4102 | 0 | Specific Ownership | 244,739 | 344,269 | 374,142 | 511,649 | 400,000 | 360,000 | 380,000 | 399,000 | 418,950 | 439,898 | 461,892 |
| 4103 | 0 | Sales Tax - General | 2,476,669 | 3,240,145 | 4,399,494 | 5,021,128 | 3,600,000 | 4,000,000 | 4,650,000 | 4,882,500 | 5,126,625 | 5,382,956 | 5,652,104 |
| 4103 | 1 | Sales Tax - Permits | 1,044,397 | 1,485,396 | 2,210,809 | 1,306,883 | 835,500 | 900,000 | 857,500 | 696,250 | 696,250 | 696,250 | 696,250 |
| 4103 | 2 | Colorado Excise Tax | 45,991 | 91,585 | 127,457 | 142,632 | 100,000 | 145,000 | 140,000 | 147,000 | 154,350 | 162,068 | 170,171 |
| 4104 | 0 | Cigarette | 7,111 | 10,782 | 15,914 | 12,084 | 10,000 | 12,000 | 12,000 | 12,600 | 13,230 | 13,892 | 14,586 |
| 4105 | 0 | Franchise Taxes | 92,096 | 100,443 | 110,342 | 127,697 | 90,000 | 90,000 | 90,000 | 94,500 | 99,225 | 104,186 | 109,396 |
| 4106 | 0 | Severance Tax | 53,577 | 39,871 | 14,925 | 92,979 | 70,000 | 88,000 | 70,000 | 73,500 | 77,175 | 81,034 | 85,085 |
| 4107 | 0 | Property Tax - Police | 602,512 | 773,835 | 651,221 | 631,651 | 770,000 | 770,000 | 900,000 | 945,000 | 992,250 | 1,041,863 | 1,093,956 |
| 4108 | 0 | Occupation Tax | 8,700 | 10,622 | 10,900 | 10,682 | 10,000 | 10,000 | 10,000 | 10,500 | 11,025 | 11,576 | 12,155 |
| 4109 | 0 | Lodging Tax | 3,418 | 723 | 255 | 673 | 100 | 600 | 600 | 630 | 662 | 695 | 729 |
| 4110 | 0 | Disposable Bag Fee | - | - | - | - | - | 250 | 250 | 263 | 276 | 289 | 304 |
| | | | | | | | | | | | | | |
| **4100** | | **Total Taxes** | **5,849,889** | **7,435,888** | **9,363,123** | **9,259,465** | **7,485,600** | **7,975,850** | **8,860,350** | **9,099,243** | **9,519,392** | **9,960,549** | **10,423,764** |
| | | | | | | | | | | | | | |
| | | **Licenses & Permits** | | | | | | | | | | | |
| 4201 | 0 | Business License/Liquor/MMJ | 104,541 | 92,447 | 77,085 | 107,387 | 100,000 | 100,000 | 100,000 | 105,000 | 110,250 | 115,763 | 121,551 |
| 4201 | 1 | MMJ Transaction Fee | 38,818 | 31,407 | 23,848 | 21,676 | 17,000 | 12,000 | 12,000 | 12,600 | 13,230 | 13,892 | 14,586 |
| 4202 | 0 | Animal Licenses | 1,460 | 930 | 1,240 | 3,250 | 2,000 | 1,800 | 1,800 | 1,890 | 1,985 | 2,084 | 2,188 |
| 4203 | 0 | Passports | 57,363 | 13,207 | 21,926 | 76,995 | 70,000 | 70,000 | 70,000 | 73,500 | 77,175 | 81,034 | 85,085 |
| 4206 | 0 | Farm Leases | 56,224 | 38,275 | 36,780 | 38,714 | 30,000 | 30,000 | 30,000 | 31,500 | 33,075 | 34,729 | 36,465 |
| 4207 | 0 | Rental Property | 2,000 | 2,000 | 16,000 | 24,280 | 24,000 | 24,700 | 24,900 | - | - | - | - |
| 4208 | 0 | Records Requests | 1,076 | 805 | 1,315 | 960 | 1,000 | 1,200 | 1,000 | 1,050 | 1,103 | 1,158 | 1,216 |
| | | | | | | | | | | | | | |
| **4200** | | **Total Licenses & Permits** | **261,482** | **179,071** | **178,194** | **273,262** | **244,000** | **239,700** | **239,700** | **225,540** | **236,817** | **248,658** | **261,091** |
| | | | | | | | | | | | | | |
| | | **Intergovernmental Revenue** | | | | | | | | | | | |
| 4265 | 0 | CRVF Coronavirus Relief Funds (DOLA) | - | 320,525 | 164,812 | - | - | - | - | - | - | - | - |
| 4265 | 1 | DOLA-Non Entitlement Units | - | - | 1,142,887 | 1,142,887 | - | - | - | - | - | - | - |
| 4303 | 0 | Highway User Tax Fund | 327,976 | 266,733 | 351,181 | 365,232 | 280,000 | 280,000 | 380,000 | 399,000 | 418,950 | 439,898 | 461,892 |
| 4304 | 0 | Road & Bridge | 131,671 | 157,920 | 77,750 | 66,202 | 100,000 | 70,000 | 70,000 | 73,500 | 77,175 | 81,034 | 85,085 |
| 4305 | 0 | Utility Road Cut Permit | 3,165 | 7,710 | 10,103 | 27,515 | 5,000 | 20,000 | 15,000 | 15,750 | 16,538 | 17,364 | 18,233 |
| 4307 | 2 | DOLA Grant for CR 7 project | - | 400,000 | - | - | - | - | - | - | - | - | - |
| 4307 | 3 | State of Colorado-Grant | | | 42,898 | - | - | - | - | - | - | - | - |
| 4307 | 5 | CDOT Grant for Parklets | | | 43,556 | - | - | - | - | - | - | - | - |
| 4307 | 6 | Grant-Misc (Electric Mower) | | | 21,500 | 20,000 | - | - | 45,000 | - | - | - | - |
| 4311 | 0 | GOCO Grant for Roberts Dock | - | 18,750 | - | - | - | - | - | - | - | - | - |
| 4314 | 0 | CDOT Snow Removal | 6,084 | 6,084 | 6,084 | 6,084 | 6,084 | 6,084 | 6,084 | 6,084 | 6,084 | 6,084 | 6,084 |
| 4316 | 0 | DOLA Grant for Berthoud Market Analysis | - | - | 7,679 | - | - | - | - | - | - | - | - |
| | | | | | | | | | | | | | |
| **4300** | | **Total Intergovernmental** | **468,896** | **1,177,722** | **1,868,450** | **1,627,920** | **391,084** | **376,084** | **516,084** | **494,334** | **518,747** | **544,380** | **571,294** |
| | | | | | | | | | | | | | |
| | | **Charges For Services** | | | | | | | | | | | |
| 4401 | 0 | Recreation (see page 4) | 115,539 | 64,932 | 140,567 | 144,123 | 155,855 | 158,055 | 165,400 | 173,670 | 182,354 | 191,471 | 201,045 |
| 4402 | 0 | Swimming Pool Fees (see page 4) | 43,573 | 13,912 | (236) | - | - | - | - | - | - | - | - |
| 4404 | 0 | Park Fees (see page 4) | 8,441 | 2,326 | 4,927 | 11,222 | 7,700 | 7,700 | 7,700 | 8,085 | 8,489 | 8,914 | 9,359 |
| | | | | | | | | | | | | | |
| **4400** | | **Total Charges for Services** | **167,553** | **81,170** | **145,258** | **155,345** | **163,555** | **165,755** | **173,100** | **181,755** | **190,843** | **200,385** | **210,404** |
| | | | | | | | | | | | | | |

| GENERAL FUND REVENUES CON'T | | | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 11-00 | | | | | | | | | | | | | |
| | | | ACTUALS | ACTUALS | ACTUALS | ACTUALS | BUDGET | ESTIMATE | BUDGET | BUDGET | BUDGET | BUDGET | BUDGET |
| | | | 2019 | 2020 | 2021 | 2022 | 2023 | 2023 | 2024 | 2025 | 2026 | 2027 | 2028 |
| | | **Fines** | | | | | | | | | | | |
| 4500 | 0 | Fines & Forfeitures | 21,166 | 17,705 | 7,866 | 7,130 | 5,000 | 8,000 | 8,000 | 8,400 | 8,820 | 9,261 | 9,724 |
| 4501 | 0 | Court Fees | 6,225 | 3,586 | 7,230 | 16,292 | 10,000 | 12,000 | 12,000 | 12,600 | 13,230 | 13,892 | 14,586 |
| 4502 | 0 | Surcharges | 3,025 | 2,615 | 930 | 705 | 500 | 1,000 | 1,000 | 1,050 | 1,103 | 1,158 | 1,216 |
| | | | | | | | | | | | | | |
| **4500** | | **Total Fines & Forfeits** | **30,416** | **23,906** | **16,026** | **24,127** | **15,500** | **21,000** | **21,000** | **22,050** | **23,153** | **24,310** | **25,526** |
| | | | | | | | | | | | | | |
| | | **Interest & Fees** | | | | | | | | | | | |
| 4601 | 0 | Interest | 111,430 | 68,900 | 85,789 | 304,247 | 80,000 | 900,000 | 500,000 | 525,000 | 551,250 | 578,813 | 607,753 |
| 4603 | 0 | Municipal Fees | 374,800 | 411,125 | 467,576 | 570,633 | 520,000 | 600,000 | 600,000 | 630,000 | 661,500 | 694,575 | 729,304 |
| | | | | | | | | | | | | | |
| **4600** | | **Total Interest & Fees** | **486,230** | **480,025** | **553,365** | **874,880** | **600,000** | **1,500,000** | **1,100,000** | **1,155,000** | **1,212,750** | **1,273,388** | **1,337,057** |
| | | | | | | | | | | | | | |
| | | **Building Department** | | | | | | | | | | | |
| 4620 | 0 | Building and Planning Fees | 1,073,047 | 1,575,671 | 2,203,838 | 1,547,004 | 960,000 | 900,000 | 800,000 | 800,000 | 800,000 | 800,000 | 800,000 |
| | | | | | | | | | | | | | |
| **4600** | | **Total Building Department** | **1,073,047** | **1,575,671** | **2,203,838** | **1,547,004** | **960,000** | **900,000** | **800,000** | **800,000** | **800,000** | **800,000** | **800,000** |
| | | | | | | | | | | | | | |
| | | **Planning Department** | | | | | | | | | | | |
| 4651 | 0 | Application Fees | 22,468 | 11,650 | 19,578 | 35,800 | 5,000 | 20,000 | 20,000 | 21,000 | 22,050 | 23,153 | 24,310 |
| 4653 | 0 | Electric Charging Vehicle Fees | - | - | - | 2,721 | 3,000 | 4,000 | 4,000 | 4,200 | 4,410 | 4,631 | 4,862 |
| 4654 | 0 | Development Review Fees | (23,995) | 27,674 | 5,092 | 53,463 | - | - | - | - | - | - | - |
| 4655 | 0 | Sign Deposit | - | - | 900 | (1,872) | - | - | - | - | - | - | - |
| | | | | | | | | | | | | | |
| **4600** | | **Total Planning Department** | **(1,527)** | **39,324** | **25,570** | **90,112** | **8,000** | **24,000** | **24,000** | **25,200** | **26,460** | **27,783** | **29,172** |
| | | | | | | | | | | | | | |
| | | **Transfers** | | | | | | | | | | | |
| 4701 | 0 | Water | 140,000 | 140,000 | 214,430 | 210,000 | 220,500 | 220,500 | 220,500 | 231,525 | 243,101 | 255,256 | 268,019 |
| 4702 | 0 | Wastewater | 140,000 | 140,000 | 107,215 | 100,000 | 105,000 | 105,000 | 105,000 | 110,250 | 115,763 | 121,551 | 127,628 |
| 4705 | 0 | Road Impact Fees | 28,063 | 36,610 | 51,892 | 29,240 | 20,313 | 20,313 | 22,298 | 22,298 | 22,298 | 22,298 | 22,298 |
| 4709 | 0 | BATS | 5,000 | 5,000 | - | - | - | - | - | - | - | - | - |
| 4711 | 0 | Storm Water | 10,000 | 12,000 | 10,516 | 10,000 | 10,500 | 10,500 | 10,500 | 11,025 | 11,576 | 12,155 | 12,763 |
| | | | | | | | | | | | | | |
| **4700** | | **Total Transfers** | **323,063** | **333,610** | **384,053** | **349,240** | **356,313** | **356,313** | **358,298** | **375,098** | **392,738** | **411,260** | **430,708** |
| | | | | | | | | | | | | | |
| | | **Miscellaneous Revenues** | | | | | | | | | | | |
| 4209 | 0 | Restitution | - | - | 175 | 197 | - | - | - | - | - | - | - |
| 4310 | 0 | Loss Control Rebate/Insurance Claims | 5,607 | 96,840 | 45,395 | 13,659 | - | 43,000 | - | - | - | - | - |
| 4607 | 0 | Donations | - | - | 57,672 | - | - | - | - | - | - | - | - |
| 4901 | 0 | Sale of Equipment | - | 5,062 | 23,161 | 2,450 | - | 15,800 | - | - | - | - | - |
| | | | | | | | | | | | | | |
| | | **Total Miscellaneous Revenues** | **5,607** | **101,902** | **126,403** | **16,306** | **-** | **58,800** | **-** | **-** | **-** | **-** | **-** |
| | | | | | | | | | | | | | |
| | | **Miscellaneous Revenues** | | | | | | | | | | | |
| 4610 | 0 | Oil and Gas | 21 | 20 | 22 | 75,898 | - | 90,000 | - | - | - | - | - |
| | | | | | | | | | | | | | |
| | | **Total Miscellaneous Revenues** | **21** | **20** | **22** | **75,898** | **-** | **90,000** | **-** | **-** | **-** | **-** | **-** |
| | | | | | | | | | | | | | |

| GENERAL FUND REVENUES (CHARGES FOR SERVICES) | | | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 11-04 | | | | | | | | | | | | | |
| | | | ACTUALS | ACTUALS | ACTUALS | ACTUALS | BUDGET | ESTIMATE | BUDGET | BUDGET | BUDGET | BUDGET | BUDGET |
| | | | 2019 | 2020 | 2021 | 2022 | 2023 | 2023 | 2024 | 2025 | 2026 | 2027 | 2028 |
| | | RECREATION | | | | | | | | | | | |
| 4450 | 1 | Tennis | 5,473 | 777 | 5,411 | 6,420 | 7,700 | 7,700 | 7,700 | 8,085 | 8,489 | 8,914 | 9,359 |
| 4450 | 2 | Active Net Credit | - | - | (13,682) | - | - | - | - | - | - | - | - |
| 4450 | 3 | British Soccer | 180 | - | 390 | 675 | 675 | 675 | 850 | 893 | 937 | 984 | 1,033 |
| 4450 | 5 | Concession Stand Receipts | 943 | - | 678 | - | 680 | 680 | 500 | 525 | 551 | 579 | 608 |
| 4450 | 8 | Flag Football | 7,571 | 5,954 | 12,938 | 16,766 | 17,000 | 17,000 | 19,500 | 20,475 | 21,499 | 22,574 | 23,702 |
| 4450 | 9 | Track Fees | 3,008 | (60) | 4,058 | 3,403 | 3,900 | 5,200 | 7,350 | 7,718 | 8,103 | 8,509 | 8,934 |
| 4450 | 11 | Adult Basketball | 1,302 | 857 | (15) | - | - | - | - | - | - | - | - |
| 4450 | 12 | Youth Basketball | 9,516 | 1,660 | 3,247 | - | - | - | - | - | - | - | - |
| 4450 | 21 | Adult Softball | 1,087 | 245 | - | 325 | 4,800 | 4,800 | 5,600 | 5,880 | 6,174 | 6,483 | 6,807 |
| 4450 | 22 | Youth Baseball | 11,307 | 6,459 | 20,274 | 23,841 | 23,000 | 23,600 | 23,000 | 24,150 | 25,358 | 26,625 | 27,957 |
| 4450 | 23 | Youth Softball | 9,241 | 9,088 | 10,199 | 14,907 | 15,000 | 15,000 | 15,000 | 15,750 | 16,538 | 17,364 | 18,233 |
| 4450 | 31 | Adult Volleyball | 5,316 | 807 | 2,705 | - | - | - | - | - | - | - | - |
| 4450 | 32 | Youth Volleyball | 2,331 | 1,355 | 2,003 | - | - | - | - | - | - | - | - |
| 4450 | 34 | Youth Sponsorships | 11,717 | 7,283 | 27,915 | 6,975 | 12,000 | 12,000 | 12,000 | 12,600 | 13,230 | 13,892 | 14,586 |
| 4450 | 35 | Field Fees | 4,556 | 4,593 | 8,480 | 4,536 | 4,000 | 4,000 | 4,000 | 4,200 | 4,410 | 4,631 | 4,862 |
| 4450 | 45 | Adult Kickball | 2,570 | 1,061 | 3,051 | 3,007 | 4,000 | 4,000 | 4,000 | 4,200 | 4,410 | 4,631 | 4,862 |
| 4450 | 50 | Youth Soccer | 25,631 | 21,124 | 36,314 | 38,646 | 39,000 | 39,000 | 39,000 | 40,950 | 42,998 | 45,147 | 47,405 |
| | | Adult Soccer | | | | | | | 5,600 | 5,880 | 6,174 | 6,483 | 6,807 |
| 4450 | 51 | Sport Camps | 4,840 | 404 | 14,102 | 15,736 | 15,000 | 15,300 | 15,300 | 16,065 | 16,868 | 17,712 | 18,597 |
| 4450 | 52 | Tournaments | - | 149 | 468 | - | - | - | - | - | - | - | - |
| 4450 | 55 | Additional Programs Fees | 8,950 | 3,176 | 2,031 | 8,886 | 9,100 | 9,100 | 6,000 | 6,300 | 6,615 | 6,946 | 7,293 |
| | | | | | | | | | | | | | |
| **4450** | | **Total Recreation Revenue** | **115,539** | **64,932** | **140,567** | **144,123** | **155,855** | **158,055** | **165,400** | **173,670** | **182,354** | **191,471** | **201,045** |
| | | | | | | | | | | | | | |
| 11-05 | | | | | | | | | | | | | |
| | | SWIMMING POOL | | | | | | | | | | | |
| 4451 | 0 | Lessons | 12,251 | 12,973 | (236) | - | - | - | - | - | - | - | - |
| 4463 | 0 | Daily Admissions | 11,988 | 351 | - | - | - | - | - | - | - | - | - |
| 4464 | 0 | Season Passes | 9,151 | - | - | - | - | - | - | - | - | - | - |
| 4466 | 0 | Pool Rental | 2,477 | - | - | - | - | - | - | - | - | - | - |
| 4467 | 0 | Swim Team | 2,789 | 588 | - | - | - | - | - | - | - | - | - |
| 4469 | 0 | Concessions | 4,917 | - | - | - | - | - | - | - | - | - | - |
| | | | | | | | | | | | | | |
| **4460** | | **Total Swimming Pool Revenue** | **43,573** | **13,912** | **(236)** | **-** | **-** | **-** | **-** | **-** | **-** | **-** | **-** |
| | | | | | | | | | | | | | |
| 11-07 | | | | | | | | | | | | | |
| | | PARKS | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| 4468 | 0 | Shooting Range | - | - | 340 | 320 | 200 | 200 | 200 | 210 | 221 | 232 | 243 |
| 4469 | 0 | Park Reservations | 6,749 | 2,286 | 4,357 | 9,777 | 7,000 | 7,000 | 7,000 | 7,350 | 7,718 | 8,103 | 8,509 |
| 4470 | 0 | Banners | 1,692 | 40 | 230 | 1,125 | 500 | 500 | 500 | 525 | 551 | 579 | 608 |
| | | | | | | | | | | | | | |
| | | **Total Parks Revenue** | **8,441** | **2,326** | **4,927** | **11,222** | **7,700** | **7,700** | **7,700** | **8,085** | **8,489** | **8,914** | **9,359** |
| | | | | | | | | | | | | | |
| | | **TOTAL GENERAL FUND OPERATING REVENUES** | **8,664,656** | **11,428,289** | **14,864,280** | **14,217,661** | **10,224,052** | **11,617,502** | **12,092,532** | **12,378,219** | **12,920,898** | **13,490,712** | **14,089,016** |
| | | | | | | | | | | | | | |
| | | **Total Miscellaneous Revenue** | **21** | **20** | **22** | **75,898** | **-** | **90,000** | **-** | **-** | **-** | **-** | **-** |
| | | | | | | | | | | | | | |
| | | **TOTAL GENERAL FUND REVENUES** | **8,664,677** | **11,428,309** | **14,864,302** | **14,293,559** | **10,224,052** | **11,707,502** | **12,092,532** | **12,378,219** | **12,920,898** | **13,490,712** | **14,089,016** |

**GENERAL GOVERNMENT EXPENSE**

**11-01**

| | | | ACTUALS 2019 | ACTUALS 2020 | ACTUALS 2021 | ACTUALS 2022 | BUDGET 2023 | ESTIMATE 2023 | BUDGET 2024 | BUDGET 2025 | | BUDGET 2026 | BUDGET 2027 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 5001 | | Salaries | 528,833 | 655,369 | 827,176 | 977,045 | 1,105,056 | 1,105,056 | 1,226,272 | 1,287,586 | 1,351,965 | 1,419,563 | 1,490,541 |
| 5002 | | Employer Contributions | 135,056 | 154,735 | 193,854 | 216,626 | 297,350 | 297,350 | 306,864 | 322,207 | 338,318 | 355,233 | 372,995 |
| 5003 | | Pension | 22,122 | 28,819 | 37,258 | 43,741 | 55,253 | 55,253 | 61,314 | 64,379 | 67,598 | 70,978 | 74,527 |
| 5009 | 5 | Travel-Trans-Educ-Finance | 5,117 | 4,327 | 1,738 | 732 | 10,000 | 10,000 | 10,000 | 10,500 | 11,025 | 11,576 | 12,155 |
| 5009 | 12 | Travel-Clerk/Deputy Clerk | 3,883 | 2,919 | 3,998 | 3,399 | 10,000 | 10,000 | 10,000 | 10,500 | 11,025 | 11,576 | 12,155 |
| 5009 | 14 | Travel-Trans-Educ-Administration | 5,351 | 1,289 | 6,326 | 10,853 | 15,000 | 15,000 | 15,000 | 15,750 | 16,538 | 17,364 | 18,233 |
| 5009 | 41 | Travel-Trans-Educ Board | 10,174 | 6,754 | 6,055 | 11,115 | 17,500 | 17,500 | 17,500 | 18,375 | 19,294 | 20,258 | 21,271 |
| 5010 | 1 | Office Supplies-admin | 34,880 | 39,648 | 47,604 | 51,027 | 45,000 | 55,000 | 65,000 | 68,250 | 71,663 | 75,246 | 79,008 |
| 5010 | 3 | Office Supplies-court | | | | 988 | 2,500 | 2,500 | 2,500 | 2,625 | 2,756 | 2,894 | 3,039 |
| 5010 | 4 | Office Supplies-board | | | | 2,882 | 2,500 | 2,500 | 2,500 | 2,625 | 2,756 | 2,894 | 3,039 |
| 5011 | 1 | Telephone | 7,242 | 8,543 | 9,447 | 10,998 | 12,000 | 11,000 | 11,000 | 11,550 | 12,128 | 12,734 | 13,371 |
| 5012 | 1 | Utilities | 26,212 | 27,024 | 29,855 | 32,433 | 30,000 | 35,000 | 36,000 | 37,800 | 39,690 | 41,675 | 43,758 |
| 5013 | 1 | Vehicle Maintenance | 232 | 712 | 174 | 396 | 1,000 | 1,000 | 3,000 | 3,150 | 3,308 | 3,473 | 3,647 |
| 5014 | 1 | Gasoline | 343 | 93 | 224 | 533 | 600 | 800 | 1,000 | 1,050 | 1,103 | 1,158 | 1,216 |
| 5015 | 1 | Insurance | 52,824 | 88,995 | 109,246 | 120,537 | 130,000 | 130,000 | 225,000 | 236,250 | 248,063 | 260,466 | 273,489 |
| 5017 | 7 | Town Hall Building Maintenance | 23,234 | 8,252 | 26,355 | 18,750 | 78,000 | 40,000 | 35,000 | 36,750 | 38,588 | 40,517 | 42,543 |
| 5018 | 4 | Publications/Legal Notices | 3,777 | 1,938 | 5,480 | 4,683 | 5,000 | 5,000 | 5,000 | 5,250 | 5,513 | 5,788 | 6,078 |
| 5019 | 4 | Recording Fees | - | 156 | 6 | - | 100 | 100 | 100 | 105 | 110 | 116 | 122 |
| 5020 | 1 | Professional Fees | 28,245 | 49,674 | 120,953 | 107,687 | 30,000 | 70,000 | 50,000 | 52,500 | 55,125 | 57,881 | 60,775 |
| 5021 | 3 | Municipal Judge | 12,250 | 9,428 | 4,245 | 16,765 | 18,000 | 18,000 | 18,000 | 18,900 | 19,845 | 20,837 | 21,879 |
| 5022 | 2 | Election Judge | 2,354 | 2,370 | - | 2,089 | - | - | 2,500 | - | 2,500 | - | 2,500 |
| 5023 | 2 | Election Supplies | 33,667 | 55,143 | 2,213 | 65,132 | - | - | 50,000 | - | 100,000 | - | 100,000 |
| 5024 | 2 | Election Publications | 321 | - | - | 133 | - | - | - | - | - | - | - |
| 5027 | 1 | Codification | - | - | - | 3,947 | 7,000 | 7,000 | - | - | - | - | - |
| 5028 | 1 | Records Management | 18,085 | 15,913 | 13,271 | 18,907 | 20,000 | 25,000 | 25,000 | 26,250 | 27,563 | 28,941 | 30,388 |
| 5036 | 1 | Regional Meetings | 1,336 | 3,638 | 399 | - | 5,000 | 5,000 | - | - | - | - | - |
| 5038 | 0 | Administrative Expense | 7,773 | 3,607 | 3,010 | 8,170 | 8,000 | 23,000 | 36,000 | 37,800 | 39,690 | 41,675 | 43,758 |
| 5038 | 1 | Passport Expense | 2,030 | 312 | 1,069 | 1,794 | 2,000 | 3,000 | 3,000 | 3,150 | 3,308 | 3,473 | 3,647 |
| 5039 | 1 | Dues and Subscriptions | 16,878 | 17,143 | 22,068 | 11,552 | 24,000 | 24,000 | 24,000 | 25,200 | 26,460 | 27,783 | 29,172 |
| 5040 | 1 | Attorney-admin | 48,132 | 118,164 | 120,591 | 53,452 | 82,000 | 82,000 | 82,000 | 86,100 | 90,405 | 94,925 | 99,672 |
| 5040 | 2 | Attorney-elections | | | | 1,535 | 6,000 | 6,000 | 3,000 | 3,150 | 3,308 | 3,473 | 3,647 |
| 5040 | 3 | Attorney-court | | | | 25,258 | 17,000 | 30,000 | 30,000 | 31,500 | 33,075 | 34,729 | 36,465 |
| 5040 | 4 | Attorney-board | | | | 49,703 | 25,000 | 60,000 | 60,000 | 63,000 | 66,150 | 69,458 | 72,930 |
| 5041 | 3 | Court Expense | 42 | 180 | - | 7 | 5,000 | 5,000 | 1,000 | 1,050 | 1,103 | 1,158 | 1,216 |
| 5045 | 1 | Safety Committee (CPR) | 1,728 | 204 | 3,076 | 3,192 | 3,000 | 4,000 | 7,500 | 7,875 | 8,269 | 8,682 | 9,116 |
| 5046 | 1 | Uniforms | - | - | - | - | 4,655 | 4,655 | 4,655 | 4,888 | 5,132 | 5,389 | 5,658 |
| 5048 | 1 | Wellness Committee | 1,681 | 1,198 | 3,341 | 25,862 | 30,000 | 30,000 | 34,000 | 35,700 | 37,485 | 39,359 | 41,327 |
| 5050 | 1 | Employee Recognition | - | 7,226 | (131) | 3,810 | 12,000 | 12,000 | 12,000 | 12,600 | 13,230 | 13,892 | 14,586 |
| 5089 | 7 | Janitorial Service & Supplies | 21,223 | 23,110 | 30,436 | 20,500 | 28,000 | 28,000 | 35,000 | 36,750 | 38,588 | 40,517 | 42,543 |
| 5090 | 5 | Auditing (1/3) | 8,368 | 9,166 | 8,333 | 8,400 | 10,000 | 10,000 | 10,000 | 10,500 | 11,025 | 11,576 | 12,155 |
| 5091 | 1 | Parking Lot Lease | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 |
| 5095 | 1 | Computer Equipment Maintenance/Replacement | 14,534 | 17,349 | 41,721 | 89,161 | 40,000 | 100,000 | 60,000 | 63,000 | 66,150 | 69,458 | 72,930 |
| 5096 | 1 | Internet | 2,841 | 2,691 | 2,365 | 3,053 | 3,000 | 4,000 | 4,000 | 4,200 | 4,410 | 4,631 | 4,862 |
| 5097 | 1 | Webpage (redesign) | 7,640 | 8,180 | 8,589 | 34,001 | 9,000 | 8,000 | 8,000 | 8,400 | 8,820 | 9,261 | 9,724 |
| 5246 | 4 | Audio/visual Equipment | 4,712 | - | 85 | 7,826 | 14,000 | 14,000 | 5,000 | 5,250 | 5,513 | 5,788 | 6,078 |
| 5247 | 1 | Software (Caselle) | 6,930 | 20,706 | 9,158 | 9,726 | 22,000 | 15,000 | 12,000 | 12,600 | 13,230 | 13,892 | 14,586 |
| 5247 | 3 | Software (Caselle)-Court | 1,260 | 1,260 | 1,260 | 1,281 | 1,300 | 1,300 | 1,300 | 1,365 | 1,433 | 1,505 | 1,580 |
| 5249 | 1 | Public Outreach | 64,080 | 64,216 | 35,039 | 17,883 | - | - | - | - | - | - | - |
| 5252 | 1 | Community Events | 31,105 | 35,062 | 44,053 | 69,145 | 90,000 | 90,000 | 90,000 | 94,500 | 99,225 | 104,186 | 109,396 |
| 5256 | 7 | Clean-Up Day | 7,802 | - | 3,783 | 4,029 | 5,000 | 9,000 | 10,000 | 10,500 | 11,025 | 11,576 | 12,155 |
| 5257 | 7 | Spring/Fall Clean Up-Branches | - | - | 2,250 | - | 2,000 | 2,000 | 2,000 | 2,100 | 2,205 | 2,315 | 2,431 |
| 5265 | 1 | CRVF Coronavirus Relief Funds (DOLA) Related Expenses | - | 485,440 | - | - | - | - | - | - | - | - | - |
| 5265 | 6 | COVID 19 Berthoud Recovery Programs | - | 52,825 | - | - | - | - | - | - | - | - | - |
| 5280 | 0 | Transfer to Cemetery Fund | - | 50,000 | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 | 80,000 | 80,000 | 100,000 |
| 5300 | 1 | Bank Fees | 18,119 | 21,463 | 24,295 | 28,596 | 26,000 | 32,000 | 35,000 | 36,750 | 38,588 | 40,517 | 42,543 |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| | | **TOTAL GENERAL GOVERNMENT** | **1,222,516** | **2,105,341** | **1,830,368** | **2,219,434** | **2,385,914** | **2,535,114** | **2,768,105** | **2,850,380** | **3,154,394** | **3,200,484** | **3,479,003** |

**PUBLIC SAFETY EXPENSE**

**11-02**

| | | | ACTUALS 2019 | ACTUALS 2020 | ACTUALS 2021 | ACTUALS 2022 | BUDGET 2023 | ESTIMATE 2023 | BUDGET 2024 | BUDGET 2025 | BUDGET 2026 | BUDGET 2027 | BUDGET 2028 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 5001 | 4 | Salaries-Code Enforcement | 23,008 | 40,480 | 41,796 | 44,706 | 48,211 | 48,211 | 64,618 | 67,849 | 71,241 | 74,803 | 78,544 |
| 5002 | 4 | Employer Contributions-Code Enforcement | 8,000 | 23,426 | 17,716 | 18,775 | 25,797 | 25,797 | 6,807 | 7,147 | 7,505 | 7,880 | 8,274 |
| 5003 | 4 | Pension-Code Enforcement | - | 617 | 925 | 1,292 | 2,763 | 2,763 | 3,231 | 3,392 | 3,562 | 3,740 | 3,927 |
| 5009 | 4 | Training-Code Enforcement | 699 | 38 | 706 | 45 | 2,000 | 2,000 | 2,000 | 2,100 | 2,205 | 2,315 | 2,431 |
| 5010 | 1 | Office Supplies-LCSO | 2,238 | 1,010 | 2,186 | 581 | 800 | 1,000 | 1,500 | 1,575 | 1,654 | 1,736 | 1,823 |
| 5010 | 4 | Office Supplies-Code Enforcement | | | | 2,056 | 1,000 | 2,000 | 2,000 | 2,100 | 2,205 | 2,315 | 2,431 |
| 5011 | 4 | Telephone/Mobile-Code Enforcement | 468 | 656 | 663 | 659 | 800 | 800 | 800 | 840 | 882 | 926 | 972 |
| 5013 | 4 | Vehicle Maintenance-Code Enforcement | 962 | 431 | 529 | 290 | 1,000 | 2,000 | 2,000 | 2,100 | 2,205 | 2,315 | 2,431 |
| 5014 | 4 | Gasoline-Code Enforcement | 711 | 637 | 463 | 584 | 1,800 | 1,000 | 1,000 | 1,050 | 1,103 | 1,158 | 1,216 |
| 5018 | 1 | Public Events (LETA, Holiday light contest) | 268 | - | 6,276 | 6,276 | 6,500 | 10,000 | 10,000 | 10,500 | 11,025 | 11,576 | 12,155 |
| 5034 | 4 | Animal Control | 6,200 | 16,553 | 3,483 | 30,141 | 46,000 | 46,000 | 58,000 | 60,900 | 63,945 | 67,142 | 70,499 |
| 5039 | 1 | Dues & Memberships | - | - | - | - | 200 | 200 | 200 | 210 | 221 | 232 | 243 |
| 5046 | 4 | Uniforms-Code Enforcement | 902 | 515 | 552 | 745 | 1,445 | 1,445 | 1,445 | 1,517 | 1,593 | 1,673 | 1,756 |
| 5095 | 4 | Computer-Code Enforcement | 554 | - | - | - | 1,800 | 1,800 | - | - | - | - | - |
| 5218 | 0 | Traffic Control | 4,447 | - | - | - | 1,000 | 1,000 | 1,000 | 1,050 | 1,103 | 1,158 | 1,216 |
| 5222 | 7 | School Safety/Education | 4,642 | - | - | 19,440 | 17,000 | 12,000 | 12,000 | 12,600 | 13,230 | 13,892 | 14,586 |
| 5228 | 1 | LARIMER COUNTY SHERIFF'S DEPT | 1,324,208 | 1,334,012 | 1,574,913 | 1,951,905 | 2,265,000 | 2,265,000 | 2,470,000 | 2,593,500 | 2,723,175 | 2,859,334 | 3,002,300 |
| | | Fund 41 Retail MJ participation | (150,000) | | | (150,000) | - | - | - | - | - | - | - |
| | | Fund 33 Public Facilities participation for LSCO vehicle | | | | (65,000) | 0 | 0 | 0 | | | | |
| | | **TOTAL PUBLIC SAFETY DEPARTMENT** | **1,227,307** | **1,418,375** | **1,650,208** | **1,862,495** | **2,423,116** | **2,423,016** | **2,636,601** | **2,768,431** | **2,906,852** | **3,052,195** | **3,204,805** |

**STREETS EXPENSE**

**11-03**

| | | | ACTUALS | ACTUALS | ACTUALS | ACTUALS | BUDGET | ESTIMATE | BUDGET | BUDGET | BUDGET | BUDGET | BUDGET |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | 2019 | 2020 | 2021 | 2022 | 2023 | 2023 | 2024 | 2025 | 2026 | 2027 | 2028 |
| 5001 | | Salaries | 250,197 | 252,669 | 271,444 | 249,814 | 336,809 | 336,809 | 457,803 | 480,693 | 504,728 | 529,964 | 556,462 |
| 5002 | | Employer Contributions | 93,164 | 80,702 | 93,099 | 80,032 | 147,117 | 147,117 | 173,120 | 181,776 | 190,865 | 200,408 | 210,428 |
| 5003 | | Pension | 9,611 | 8,076 | 10,176 | 8,554 | 16,840 | 16,840 | 22,890 | 24,035 | 25,236 | 26,498 | 27,823 |
| 5008 | 1 | Employee Physicals-Background | 721 | 377 | 524 | 461 | 800 | 800 | 800 | 840 | 882 | 926 | 972 |
| 5009 | 1 | Training | 3,847 | 1,052 | 5,243 | 3,536 | 6,500 | 6,500 | 6,500 | 6,825 | 7,166 | 7,525 | 7,901 |
| 5010 | 1 | Office Supplies | 6,909 | 3,803 | 4,159 | 5,303 | 6,000 | 3,000 | 6,000 | 6,300 | 6,615 | 6,946 | 7,293 |
| 5011 | 1 | Telephone | 5,970 | 6,782 | 5,187 | 4,404 | 6,200 | 6,200 | 5,500 | 5,775 | 6,064 | 6,367 | 6,685 |
| 5012 | 2 | Street Lighting-utilities only | 126,283 | 114,856 | 132,437 | 159,204 | 116,000 | 165,000 | 165,000 | 173,250 | 181,913 | 191,008 | 200,559 |
| 5012 | 6 | Utilities-Shop | 3,417 | 5,740 | 3,147 | 1,142 | 4,500 | 3,000 | 3,000 | 3,150 | 3,308 | 3,473 | 3,647 |
| 5012 | 7 | Street Light Repairs | - | 16,747 | 11,173 | 6,200 | 15,000 | 15,000 | 15,000 | 15,750 | 16,538 | 17,364 | 18,233 |
| 5014 | 6 | Gasoline | 23,660 | 18,248 | 23,083 | 28,459 | 30,000 | 32,000 | 35,000 | 36,750 | 38,588 | 40,517 | 42,543 |
| 5018 | 1 | Publications | 460 | 25 | - | - | 500 | 500 | 500 | 525 | 551 | 579 | 608 |
| 5020 | 1 | Professional Fees (ROW inspections) | - | - | - | 15,743 | 50,000 | 40,000 | 30,000 | 31,500 | 33,075 | 34,729 | 36,465 |
| 5021 | 6 | Vehicle and Equipment Maintenance - Light Duty | 46,917 | 43,367 | 10,697 | 12,919 | 40,000 | 40,000 | 20,000 | 21,000 | 22,050 | 23,153 | 24,310 |
| 5036 | 2 | Vehicle and Equipment Maintenance - Heavy Duty | 13,577 | 34,096 | 22,184 | 29,220 | 50,000 | 50,000 | 40,000 | 42,000 | 44,100 | 46,305 | 48,620 |
| 5037 | 2 | Material for Maintenance | 108,283 | 45,391 | 16,187 | 11,121 | 75,000 | 75,000 | 50,000 | 52,500 | 55,125 | 57,881 | 60,775 |
| 5039 | 1 | Dues | 202 | 391 | 50 | 421 | 500 | 600 | 600 | 630 | 662 | 695 | 729 |
| 5040 | 7 | Contracting(weed applications, dust suppresant) | - | - | 23,435 | 39,502 | 50,000 | 50,000 | 50,000 | 52,500 | 55,125 | 57,881 | 60,775 |
| 5041 | 2 | Equipment Rental | 22,510 | 12,561 | 2,941 | 460 | 10,000 | 6,000 | 10,000 | 10,500 | 11,025 | 11,576 | 12,155 |
| 5042 | 5 | Snow & Ice Removal | 61,463 | 65,000 | 55,871 | 17,623 | 65,000 | 65,000 | 65,000 | 68,250 | 71,663 | 75,246 | 79,008 |
| 5044 | 3 | Weed Control Chemicals and Supplies | 5,919 | 3,584 | 425 | - | 3,000 | 500 | - | - | - | - | - |
| 5045 | 6 | Shop Operations | 15,167 | 11,967 | 13,212 | 18,502 | 18,000 | 20,000 | 22,000 | 23,100 | 24,255 | 25,468 | 26,741 |
| 5046 | 1 | Uniforms | 6,730 | 6,275 | 2,567 | 2,790 | 4,500 | 4,500 | 6,000 | 6,300 | 6,615 | 6,946 | 7,293 |
| 5047 | 4 | Signs & Signage | 33,766 | 14,324 | 36,799 | 32,926 | 40,000 | 40,000 | 40,000 | 42,000 | 44,100 | 46,305 | 48,620 |
| 5048 | 2 | Safety Equipment | 11,399 | 2,992 | 5,359 | 8,323 | 8,500 | 8,500 | 10,000 | 10,500 | 11,025 | 11,576 | 12,155 |
| 5049 | 5 | Storm Costs | 16,388 | 17,486 | - | - | - | - | - | - | - | - | - |
| 5095 | 1 | Computer Maintenance/Replacement | 1,495 | - | 1,044 | 2,513 | 5,000 | 5,000 | - | - | - | - | - |
| 5247 | 1 | Software | - | 1,240 | 4,810 | - | 3,000 | 3,000 | 3,000 | 3,150 | 3,308 | 3,473 | 3,647 |
| 5251 | 6 | Tools | 8,163 | 5,656 | 6,166 | 5,213 | 9,500 | 9,500 | 6,000 | 6,300 | 6,615 | 6,946 | 7,293 |
| 5255 | 0 | Removal of old streets building | - | - | 23,285 | 3,475 | - | - | - | - | - | - | - |
| | | **TOTAL STREETS DEPARTMENT** | **876,218** | **773,407** | **784,704** | **747,860** | **1,118,266** | **1,150,366** | **1,243,713** | **1,305,899** | **1,371,194** | **1,439,753** | **1,511,741** |

**RECREATION EXPENSE**

**11-04**

| | | | ACTUALS 2019 | ACTUALS 2020 | ACTUALS 2021 | ACTUALS 2022 | BUDGET 2023 | ESTIMATE 2023 | BUDGET 2024 | BUDGET 2025 | BUDGET 2026 | BUDGET 2027 | BUDGET 2028 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | **ADMINISTRATION** | | | | | | | | | | | |
| 5001 | 2 | Salaries | 125,776 | 148,017 | 71,363 | 205,942 | 240,541 | 240,541 | 209,117 | 219,573 | 230,551 | 242,079 | 254,183 |
| 5002 | 2 | Employer Contributions | 43,263 | 43,491 | 20,734 | 57,641 | 94,461 | 94,461 | 60,074 | 63,078 | 66,232 | 69,543 | 73,020 |
| 5003 | 2 | Pension | 2,782 | 5,348 | 2,722 | 2,662 | 12,027 | 12,027 | 10,456 | 10,979 | 11,528 | 12,104 | 12,709 |
| 5009 | 2 | Training/Professional Dev/Membership | 2,319 | 1,843 | 1,030 | 4,810 | 5,000 | 5,000 | 5,000 | 5,250 | 5,513 | 5,788 | 6,078 |
| 5010 | 2 | Office Supplies | 6,072 | 4,533 | 3,032 | 730 | 3,000 | 3,000 | 3,000 | 3,150 | 3,308 | 3,473 | 3,647 |
| 5011 | 2 | Telephone | 4,286 | 3,388 | 3,566 | 1,052 | 2,000 | 2,000 | 2,000 | 2,100 | 2,205 | 2,315 | 2,431 |
| 5012 | 2 | Utilities | 2,046 | 2,170 | 1,664 | - | - | - | - | - | - | - | - |
| 5013 | 2 | Vehicle Maintenance | 1,360 | 2,089 | 746 | 472 | 2,500 | 2,500 | 2,500 | 2,625 | 2,756 | 2,894 | 3,039 |
| 5014 | 2 | Gasoline | 4,068 | 1,555 | 1,484 | 1,678 | 2,000 | 2,000 | 2,250 | 2,363 | 2,481 | 2,605 | 2,735 |
| 5020 | 1 | Officiating Administrative Fee | 7,500 | 3,425 | 4,410 | 7,110 | 8,300 | 8,300 | 8,500 | 8,925 | 9,371 | 9,840 | 10,332 |
| 5046 | 2 | Uniforms | 3,055 | 2,251 | 2,161 | 159 | 980 | 980 | 1,980 | 2,079 | 2,183 | 2,292 | 2,407 |
| 5048 | 1 | School District Charges | 3,664 | 1,816 | 1,392 | - | 1,200 | 1,200 | 600 | 630 | 662 | 695 | 729 |
| 5049 | 1 | Ballfield Maintenance and Repair | 12,850 | 19,291 | 17,618 | - | - | - | - | - | - | - | - |
| 5052 | 2 | First Aid Supplies-Safety | 1,067 | 1,440 | 1,995 | 1,908 | 1,800 | 1,800 | 2,500 | 2,625 | 2,756 | 2,894 | 3,039 |
| 5053 | 1 | Porta john | 362 | 171 | 225 | - | - | - | 500 | 525 | 551 | 579 | 608 |
| 5054 | 2 | Trash | 2,524 | 1,501 | 714 | - | - | - | - | - | - | - | - |
| 5056 | 1 | Brochures\Advertising | 12,758 | 11,163 | 15,843 | 18,110 | 23,300 | 23,300 | 23,300 | 24,465 | 25,688 | 26,973 | 28,321 |
| 5058 | 1 | Equipment Maintenance | 727 | 1,021 | 1,647 | - | - | - | - | - | - | - | - |
| 5059 | 1 | Coach Certification-Background checks | 832 | 723 | 1,395 | 1,560 | 2,000 | 2,000 | 3,600 | 3,780 | 3,969 | 4,167 | 4,376 |
| 5060 | 1 | Rec registration/tracking software | 3,695 | - | 2,141 | 8,705 | 10,600 | 10,600 | 1,200 | 1,260 | 1,323 | 1,389 | 1,459 |
| 5071 | 1 | Scholarships | - | - | - | - | 2,500 | 2,500 | 2,500 | 2,625 | 2,756 | 2,894 | 3,039 |
| 5095 | 2 | Computer Equipment Maintenance/Replacement | 1,766 | - | - | - | 1,800 | 1,800 | 2,000 | 2,100 | 2,205 | 2,315 | 2,431 |
| | | | | | | | | | | | | | |
| | | **CONCESSION STAND** | | | | | | | | | | | |
| 5001 | 5 | Salaries | 1,132 | 122 | 667 | - | 1,000 | 1,000 | - | - | - | - | - |
| 5002 | 5 | Employer Contributions | 90 | 10 | 53 | - | 100 | 100 | - | - | - | - | - |
| 5063 | 5 | Supplies | 793 | - | 452 | - | 2,000 | 2,000 | 2,000 | 2,100 | 2,205 | 2,315 | 2,431 |
| | | | | | | | | | | | | | |
| | | **FLAG FOOTBALL** | | | | | | | | | | | |
| 5001 | 8 | Salaries | 3,849 | 3,860 | 4,426 | 914 | 1,500 | 1,500 | 1,700 | 1,785 | 1,874 | 1,968 | 2,066 |
| 5002 | 8 | Employer Contributions | 1,239 | 781 | 732 | 72 | 150 | 150 | 170 | 179 | 187 | 197 | 207 |
| 5003 | 8 | Pension | 132 | 35 | 114 | - | - | - | - | - | - | - | - |
| 5020 | 8 | Officials | 1,070 | 680 | 1,417 | 1,780 | 3,900 | 3,900 | 4,800 | 5,040 | 5,292 | 5,557 | 5,834 |
| 5046 | 8 | Uniforms/Shirts | 2,130 | 998 | 5,385 | 6,017 | 6,200 | 6,200 | 8,250 | 8,663 | 9,096 | 9,550 | 10,028 |
| 5050 | 8 | Equipment | 408 | 413 | 292 | 320 | 800 | 800 | 600 | 630 | 662 | 695 | 729 |
| 5055 | 8 | Clinics | - | - | - | - | - | - | - | - | - | - | - |
| | | | | | | | | | | | | | |
| | | **TRACK** | | | | | | | | | | | |
| 5001 | 9 | Salaries | 1,358 | - | 3,910 | - | 3,100 | 3,100 | 4,100 | 4,305 | 4,520 | 4,746 | 4,984 |
| 5002 | 9 | Employer Contributions | 150 | - | 482 | - | 310 | 310 | 410 | 431 | 452 | 475 | 498 |
| 5003 | 9 | Pension | 10 | - | 47 | - | - | - | - | - | - | - | - |
| 5046 | 9 | Uniforms/Shirts | - | - | 449 | 325 | 500 | 500 | 1,050 | 1,103 | 1,158 | 1,216 | 1,276 |
| 5048 | 9 | Dues/Team Fees | 375 | - | 621 | 375 | 700 | 700 | 550 | 578 | 606 | 637 | 669 |
| 5050 | 9 | Equipment | - | - | 11 | - | 200 | 200 | 200 | 210 | 221 | 232 | 243 |
| | | | | | | | | | | | | | |
| | | **TENNIS** | | | | | | | | | | | |
| 5001 | 10 | Salaries | 6,880 | 250 | 5,595 | 1,490 | 5,800 | 5,800 | 3,400 | 3,570 | 3,749 | 3,936 | 4,133 |
| 5002 | 10 | Employer Contributions | 783 | 92 | 445 | 117 | 580 | 580 | 340 | 357 | 375 | 394 | 413 |
| 5046 | 10 | Uniforms/Shirts | 798 | - | 478 | 531 | 800 | 800 | 900 | 945 | 992 | 1,042 | 1,094 |
| 5048 | 10 | Dues/Team Fees | 460 | - | - | - | 600 | 600 | 600 | 630 | 662 | 695 | 729 |
| 5050 | 10 | Equipment | 143 | - | 719 | - | 800 | 800 | 600 | 630 | 662 | 695 | 729 |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |

**RECREATION EXPENSE CON'T**

**11-04**

| | | | ACTUALS 2019 | ACTUALS 2020 | ACTUALS 2021 | ACTUALS 2022 | BUDGET 2023 | ESTIMATE 2023 | BUDGET 2024 | BUDGET 2025 | BUDGET 2026 | BUDGET 2027 | BUDGET 2028 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | **ADULT BASKETBALL** | | | | | | | | | | | |
| 5001 | 11 | Salaries | 2,685 | 1,036 | 35 | - | - | | - | - | - | - | - |
| 5002 | 11 | Employer Contributions | 849 | 195 | 8 | - | - | | - | - | - | - | - |
| 5003 | 11 | Pension | 1 | 2 | 2 | - | - | | - | - | - | - | - |
| 5020 | 11 | Officials | 750 | 570 | - | - | - | | - | - | - | - | - |
| | | **YOUTH BASKETBALL** | | | | | | | | | | | |
| 5001 | 12 | Salaries | 10,689 | 6,641 | 724 | - | - | | - | - | - | - | - |
| 5002 | 12 | Employer Contributions | 2,173 | 1,045 | 170 | - | - | | - | - | - | - | - |
| 5003 | 12 | Pension | 157 | 134 | 23 | - | - | | - | - | - | - | - |
| 5020 | 12 | Officials | 1,860 | 1,080 | 560 | - | - | | - | - | - | - | - |
| 5046 | 12 | Uniforms/Shirts | 2,288 | 1,705 | 582 | - | - | | - | - | - | - | - |
| 5048 | 12 | Dues/Team Fees | 95 | - | - | - | - | | - | - | - | - | - |
| 5050 | 12 | Equipment | 2,762 | 762 | 1,261 | - | - | | - | - | - | - | - |
| 5055 | 12 | Clinics | 400 | - | - | - | - | | - | - | - | - | - |
| | | **ADULT SOFTBALL** | | | | | | | | | | | |
| 5001 | 21 | Salaries | 313 | 91 | 165 | - | 1,400 | 1,400 | 1,500 | 1,575 | 1,654 | 1,736 | 1,823 |
| 5002 | 21 | Employer Contributions | 25 | 35 | 43 | - | 140 | 140 | 150 | 158 | 165 | 174 | 182 |
| 5003 | 21 | Pension | - | 2 | 8 | - | - | - | - | - | - | - | - |
| 5020 | 21 | Officials | 350 | - | - | - | 2,700 | 2,700 | 3,100 | 3,255 | 3,418 | 3,589 | 3,768 |
| 5048 | 21 | Dues/Team Fees | - | - | - | - | - | - | - | - | - | - | - |
| 5050 | 21 | Equipment | 220 | - | - | - | 900 | 900 | 900 | 945 | 992 | 1,042 | 1,094 |
| | | **YOUTH BASEBALL** | | | | | | | | | | | |
| 5001 | 22 | Salaries | 11,140 | 10,189 | 8,486 | 2,145 | 3,000 | 3,000 | 3,500 | 3,675 | 3,859 | 4,052 | 4,254 |
| 5002 | 22 | Employer Contributions | 2,978 | 2,322 | 1,457 | 168 | 300 | 300 | 350 | 368 | 386 | 405 | 425 |
| 5003 | 22 | Pension | 26 | 44 | 254 | - | - | - | - | - | - | - | - |
| 5020 | 22 | Officials | 2,102 | 1,388 | 3,045 | 3,740 | 3,400 | 3,400 | 4,000 | 4,200 | 4,410 | 4,631 | 4,862 |
| 5046 | 22 | Uniforms/Shirts | 5,362 | 2,884 | 6,408 | 5,880 | 8,000 | 8,000 | 9,600 | 10,080 | 10,584 | 11,113 | 11,669 |
| 5048 | 22 | Dues/Team Fees | 284 | 350 | 350 | 706 | 900 | 900 | 900 | 945 | 992 | 1,042 | 1,094 |
| 5050 | 22 | Equipment | 1,619 | 1,411 | 2,034 | 2,435 | 2,100 | 2,100 | 2,500 | 2,625 | 2,756 | 2,894 | 3,039 |
| 5055 | 22 | Clinics | - | - | - | - | - | - | - | - | - | - | - |
| | | **YOUTH SOFTBALL** | | | | | | | | | | | |
| 5001 | 23 | Salaries | 928 | 2,325 | 1,950 | 283 | 780 | 780 | 1,100 | 1,155 | 1,213 | 1,273 | 1,337 |
| 5002 | 23 | Employer Contributions | 74 | 329 | 398 | 22 | 78 | 78 | 110 | 116 | 121 | 127 | 134 |
| 5003 | 23 | Pension | - | 23 | 76 | - | - | - | - | - | - | - | - |
| 5020 | 23 | Officials | 1,075 | 1,610 | 670 | 1,545 | 1,400 | 1,400 | 1,400 | 1,470 | 1,544 | 1,621 | 1,702 |
| 5046 | 23 | Uniforms/Shirts | 2,586 | 1,949 | 2,205 | 909 | 2,500 | 2,500 | 2,300 | 2,415 | 2,536 | 2,663 | 2,796 |
| 5048 | 23 | Dues/Team Fees | 2,780 | 3,195 | 4,045 | 3,275 | 3,600 | 3,600 | 5,100 | 5,355 | 5,623 | 5,904 | 6,199 |
| 5050 | 23 | Equipment | 659 | 399 | 1,026 | 1,017 | 2,100 | 2,100 | 2,000 | 2,100 | 2,205 | 2,315 | 2,431 |
| 5055 | 23 | Clinics | - | - | - | - | 200 | 200 | - | - | - | - | - |

**RECREATION EXPENSE CON'T**

**11-04**

| | | | ACTUALS 2019 | ACTUALS 2020 | ACTUALS 2021 | ACTUALS 2022 | BUDGET 2023 | ESTIMATE 2023 | BUDGET 2024 | BUDGET 2025 | BUDGET 2026 | BUDGET 2027 | BUDGET 2028 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | **ADULT VOLLEYBALL** | | | | | | | | | | | |
| 5001 | 31 | Salaries | 4,055 | 1,910 | 1,533 | - | - | | - | - | - | - | - |
| 5002 | 31 | Employer Contributions | 932 | 347 | 262 | - | - | | - | - | - | - | - |
| 5003 | 31 | Pension | 34 | 13 | 32 | - | - | | - | - | - | - | - |
| 5020 | 31 | Officials | 2,029 | 640 | 1,510 | - | - | | - | - | - | - | - |
| 5050 | 31 | Equipment | 559 | 291 | 100 | - | - | | - | - | - | - | - |
| | | | | | | | | | | | | | |
| | | **ADULT KICKBALL** | | | | | | | | | | | |
| 5001 | 45 | Salaries | 893 | 962 | 939 | 823 | 1,200 | 1,200 | 1,600 | 1,680 | 1,764 | 1,852 | 1,945 |
| 5002 | 45 | Employer Contributions | 71 | 154 | 117 | 65 | 120 | 120 | 160 | 168 | 176 | 185 | 194 |
| 5003 | 45 | Pension | - | 5 | 10 | - | - | - | - | - | - | - | - |
| 5020 | 45 | Officials | 1,000 | 500 | 1,225 | 1,680 | 2,400 | 2,400 | 2,400 | 2,520 | 2,646 | 2,778 | 2,917 |
| 5050 | 45 | Equipment | 365 | 39 | - | - | 100 | 100 | 100 | 105 | 110 | 116 | 122 |
| | | | | | | | | | | | | | |
| | | **SOCCER** | | | | | | | | | | | |
| 5001 | 50 | Salaries | 9,477 | 9,583 | 9,762 | 2,565 | 6,100 | 6,100 | 4,500 | 4,725 | 4,961 | 5,209 | 5,470 |
| 5002 | 50 | Employer Contributions | 1,925 | 1,933 | 1,727 | 201 | 610 | 610 | 450 | 473 | 496 | 521 | 547 |
| 5003 | 50 | Pension | 291 | 362 | 259 | - | - | - | - | - | - | - | - |
| 5020 | 50 | Officials | 2,735 | 1,577 | 3,262 | 3,255 | 6,200 | 6,200 | 8,000 | 8,400 | 8,820 | 9,261 | 9,724 |
| 5046 | 50 | Uniforms/Shirts | 6,186 | 2,841 | 7,122 | 8,868 | 7,000 | 7,000 | 9,750 | 10,238 | 10,749 | 11,287 | 11,851 |
| 5048 | 50 | Dues/Team Fees | - | - | - | 112 | 850 | 850 | 500 | 525 | 551 | 579 | 608 |
| 5050 | 50 | Equipment | 2,065 | 2,068 | 3,035 | 298 | 400 | 400 | 400 | 420 | 441 | 463 | 486 |
| 5055 | 50 | Clinics | - | - | 250 | - | 400 | 400 | - | - | - | - | - |
| | | | | | | | | | | | | | |
| | | **ADULT SOCCER** (YOUTH VOLLEYBALL) | | | | | | | | | | | |
| 5001 | 32 | Salaries | 1,658 | 1,299 | 611 | - | - | - | 1,000 | 1,050 | 1,103 | 1,158 | 1,216 |
| 5002 | 32 | Employer Contributions | 306 | 252 | 133 | - | - | - | 100 | 105 | 110 | 116 | 122 |
| 5003 | | Pension | 36 | 61 | - | - | - | - | - | - | - | - | - |
| 5020 | | Officials | 450 | - | 80 | - | - | - | 2,900 | 3,045 | 3,197 | 3,357 | 3,525 |
| 5046 | | Uniforms/Shirts | 789 | 461 | 374 | - | - | - | - | - | - | - | - |
| 5050 | | Equipment | 372 | 155 | - | - | - | - | 500 | 525 | 551 | 579 | 608 |
| | | | | | | | | | | | | | |
| | | **SPORTS CAMPS** | | | | | | | | | | | |
| 5001 | 51 | Salaries | 7,487 | - | 11,222 | 3,043 | 1,500 | 3,000 | 4,900 | 5,145 | 5,402 | 5,672 | 5,956 |
| 5002 | 51 | Employer Contributions | 1,199 | - | 1,501 | 239 | 150 | 300 | 490 | 515 | 540 | 567 | 596 |
| 5003 | 51 | Pension | 155 | - | 62 | - | - | - | - | - | - | - | - |
| 5020 | 51 | Officials | - | - | - | - | - | - | - | - | - | - | - |
| 5046 | 51 | Uniforms/Shirts | - | - | 1,291 | 787 | 1,900 | 1,900 | 1,900 | 1,995 | 2,095 | 2,199 | 2,309 |
| 5050 | 51 | Equipment | 2,786 | - | 1,679 | 1,098 | 2,000 | 2,000 | 2,000 | 2,100 | 2,205 | 2,315 | 2,431 |
| 5055 | 51 | Clinics | - | - | - | - | - | - | - | - | - | - | - |
| | | | | | | | | | | | | | |
| | | **TOURNAMENTS** | | | | | | | | | | | |
| 5001 | 52 | Salaries | - | - | - | - | 500 | 500 | 500 | 525 | 551 | 579 | 608 |
| 5002 | 52 | Employer Contributions | - | - | - | - | 50 | 50 | 50 | 53 | 55 | 58 | 61 |
| 5020 | 52 | Officials | - | - | - | - | - | - | - | - | - | - | - |
| 5050 | 52 | Equipment | - | - | - | - | 200 | 200 | 200 | 210 | 221 | 232 | 243 |
| | | | | | | | | | | | | | |
| | | **ADDITIONAL PROGRAMS** | | | | | | | | | | | |
| 5001 | 55 | Salaries | 5,808 | 4,303 | 4,528 | 914 | 2,300 | 2,300 | 2,000 | 2,100 | 2,205 | 2,315 | 2,431 |
| 5002 | 55 | Employer Contributions | 1,153 | 989 | 683 | 72 | 230 | 230 | 200 | 210 | 221 | 232 | 243 |
| 5003 | 55 | Pension | 148 | 196 | 74 | - | - | - | - | - | - | - | - |
| 5046 | 55 | Uniforms/Shirts | 364 | - | - | - | - | - | - | - | - | - | - |
| 5048 | 55 | Dues/Team Fees/Printing | - | - | - | - | - | - | - | - | - | - | - |
| 5050 | 55 | Equipment | 682 | 2,404 | 2,046 | 84 | 500 | 500 | - | - | - | - | - |
| 5055 | 55 | Martial Arts | 3,570 | 840 | 1,830 | 3,384 | 4,200 | 4,200 | 4,200 | 4,410 | 4,631 | 4,862 | 5,105 |
| | | | | | | | | | | | | | |
| | | **TOTAL RECREATION DEPARTMENT** | **381,382** | **338,378** | **275,421** | **374,093** | **515,457** | **517,107** | **458,057** | **480,960** | **505,008** | **530,258** | **556,771** |

| SWIMMING POOL EXPENSE | | | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| **11-05** | | | | | | | | | | | | | |
| | | | **ACTUALS** | **ACTUALS** | **ACTUALS** | **ACTUALS** | **BUDGET** | **ESTIMATE** | **BUDGET** | **BUDGET** | **BUDGET** | **BUDGET** | **BUDGET** |
| | | | **2019** | **2020** | **2021** | **2022** | **2023** | **2023** | **2024** | **2025** | **2026** | **2027** | **2028** |
| | | | | | | | | | | | | | |
| 5001 | 1 | Salaries | 66,691 | 25,782 | - | - | - | - | - | - | - | - | - |
| 5002 | 1 | Employer Contributions | 12,874 | 2,329 | - | - | - | - | - | - | - | - | - |
| 5003 | 1 | Pension | 841 | 32 | - | - | - | - | - | - | - | - | - |
| 5009 | 1 | Training, certifications | 109 | 450 | - | - | - | - | - | - | - | - | - |
| 5010 | 1 | Office Supplies | 519 | 10 | - | - | - | - | - | - | - | - | - |
| 5011 | 1 | Telephone | 2,022 | 937 | 107 | - | - | - | - | - | - | - | - |
| 5012 | 2 | Utilities | 5,175 | 3,390 | 1,159 | - | - | - | - | - | - | - | - |
| 5046 | 1 | Uniforms | 466 | 74 | - | - | - | - | - | - | - | - | - |
| 5054 | 2 | Trash | 583 | 172 | 233 | (85) | - | - | - | - | - | - | - |
| 5057 | 2 | Boiler Room Maintenance | 2,110 | 302 | - | - | - | - | - | - | - | - | - |
| 5057 | 3 | Pool Supplies/Maintenance | 515 | 1,795 | 181 | - | - | - | - | - | - | - | - |
| 5059 | 4 | Swim Team | 2,048 | - | - | - | - | - | - | - | - | - | - |
| 5060 | 3 | Chemicals | 3,954 | 2,088 | - | - | - | - | - | - | - | - | - |
| 5062 | 4 | First Aid-Safety | 968 | 1,379 | 990 | - | - | - | - | - | - | - | - |
| 5063 | 4 | Concession Supplies | 2,990 | 44 | - | - | - | - | - | - | - | - | - |
| 5080 | 0 | Town Park pool removal and redesign | - | - | 47,484 | 595,966 | - | 375 | - | - | - | - | - |
| 5095 | 1 | Computer Equipment Maintenance/Replacement | 1,329 | - | - | - | - | - | - | - | - | - | - |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| | | **TOTAL SWIMMING POOL** | **103,194** | **38,784** | **50,154** | **595,881** | **-** | **375** | **-** | **-** | **-** | **-** | **-** |
| | | | | | | | | | | | | | |

**ECONOMIC DEVELOPMENT**

**11-06**

| | | | ACTUALS | ACTUALS | ACTUALS | ACTUALS | BUDGET | ESTIMATE | BUDGET | BUDGET | BUDGET | BUDGET | BUDGET |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | 2019 | 2020 | 2021 | 2022 | 2023 | 2023 | 2024 | 2025 | 2026 | 2027 | 2028 |
| 5001 | 6 | Salaries | 90,035 | 95,148 | 99,762 | 114,229 | 124,292 | 124,292 | 144,340 | 151,557 | 159,135 | 167,092 | 175,446 |
| 5002 | 6 | Employer Contributions | 22,653 | 17,833 | 19,494 | 19,755 | 24,159 | 24,159 | 27,544 | 28,921 | 30,367 | 31,886 | 33,480 |
| 5003 | 6 | Pension | 4,502 | 4,757 | 4,988 | 5,711 | 6,215 | 6,215 | 7,217 | 7,578 | 7,957 | 8,355 | 8,772 |
| 5009 | 6 | Education | 1,447 | 50 | 1,254 | 803 | 3,000 | 3,000 | 1,900 | 1,995 | 2,095 | 2,199 | 2,309 |
| 5011 | 6 | Telephone | 2,126 | 2,104 | 1,680 | 2,163 | 2,400 | 2,400 | 2,400 | 2,520 | 2,646 | 2,778 | 2,917 |
| 5039 | 6 | Dues & Subscriptions | 386 | 1,012 | 1,260 | 1,011 | 1,145 | 1,145 | 1,390 | 1,460 | 1,532 | 1,609 | 1,690 |
| 5046 | 6 | Uniforms | - | - | - | - | 245 | 245 | 245 | 257 | 270 | 284 | 298 |
| 5095 | 6 | Computer Equipment Maintenance/Replacement | - | - | - | - | - | 2,000 | - | - | - | - | - |
| 5101 | 6 | Memberships | 5,590 | 5,505 | 6,510 | 18,560 | 18,560 | 23,000 | 28,610 | 30,041 | 31,543 | 33,120 | 34,776 |
| 5102 | 6 | Office Supplies | 470 | 717 | 104 | 113 | 500 | 500 | 500 | 525 | 551 | 579 | 608 |
| 5103 | 6 | Printing | 786 | - | - | - | 2,500 | 2,500 | 2,500 | 2,625 | 2,756 | 2,894 | 3,039 |
| 5106 | 6 | Business Prospecting-Travel | 3,169 | 774 | 8,685 | 6,773 | 16,300 | 16,300 | 22,925 | 24,071 | 25,275 | 26,539 | 27,865 |
| 5107 | 6 | Table/ Events | 5,000 | - | - | - | - | - | - | - | - | - | - |
| 5108 | 6 | Business Development | 451 | 1,771 | 18,135 | 11,936 | 32,100 | 32,100 | 35,350 | 37,118 | 38,973 | 40,922 | 42,968 |
| 5110 | 6 | Professional Services-Consultants | 2,563 | 3,728 | 2,855 | 16,687 | 26,000 | 26,000 | 46,600 | 48,930 | 51,377 | 53,945 | 56,643 |
| 5112 | 6 | Marketing/Advertising/Giveaways | 3,923 | 350 | - | 1,040 | 3,750 | 3,750 | 3,750 | 3,938 | 4,134 | 4,341 | 4,558 |
| 5120 | 6 | Grants for Business Facade Improvements | - | - | 15,581 | 3,049 | 50,000 | 2,000 | 48,000 | - | - | - | - |
| | | **TOTAL BUSINESS DEVELOPMENT** | **143,101** | **133,749** | **180,308** | **201,830** | **311,166** | **269,606** | **373,271** | **341,535** | **358,611** | **376,542** | **395,369** |

**PARKS EXPENSES**

**11-07**

| | | | ACTUALS 2019 | ACTUALS 2020 | ACTUALS 2021 | ACTUALS 2022 | BUDGET 2023 | ESTIMATE 2023 | BUDGET 2024 | BUDGET 2025 | BUDGET 2026 | BUDGET 2027 | BUDGET 2028 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 5001 | 1 | Salaries | 283,293 | 326,654 | 289,669 | 273,312 | 453,460 | 453,460 | 573,375 | 602,044 | 632,146 | 663,753 | 696,941 |
| 5002 | 1 | Employer Contributions | 79,170 | 86,431 | 78,984 | 68,283 | 148,984 | 148,984 | 136,239 | 143,051 | 150,203 | 157,714 | 165,599 |
| 5003 | 1 | Pension | 10,397 | 11,353 | 9,546 | 10,674 | 22,673 | 22,673 | 28,669 | 30,102 | 31,607 | 33,188 | 34,847 |
| 5008 | 1 | Physicals, Background | - | 49 | - | 70 | 100 | 400 | 400 | 420 | 441 | 463 | 486 |
| 5009 | 1 | Travel, Education | 2,993 | 3,676 | 3,499 | 4,038 | 6,500 | 6,500 | 6,500 | 6,825 | 7,166 | 7,525 | 7,901 |
| 5010 | 1 | Office Supplies | 1,690 | 624 | 863 | 1,666 | 1,500 | 1,500 | 1,500 | 1,575 | 1,654 | 1,736 | 1,823 |
| 5011 | 1 | Telephone | 2,584 | 2,762 | 4,983 | 3,631 | 4,000 | 4,000 | 4,000 | 4,200 | 4,410 | 4,631 | 4,862 |
| 5012 | 4 | Utilities-turf/ballfields | 8,802 | 8,944 | 9,655 | 8,702 | 10,000 | 10,000 | 10,000 | 10,500 | 11,025 | 11,576 | 12,155 |
| 5012 | 9 | Utilities-facilities/general parks | 5,376 | 6,028 | 8,537 | 10,604 | 11,000 | 11,000 | 14,000 | 14,700 | 15,435 | 16,207 | 17,017 |
| 5013 | 9 | Vehicle Maintenance-general parks | 593 | 2,922 | 1,283 | 4,524 | 7,500 | 8,500 | 9,000 | 9,450 | 9,923 | 10,419 | 10,940 |
| 5013 | 8 | Vehicle Maintenance-bucket truck | 3,375 | 543 | - | - | - | - | - | - | - | - | - |
| 5014 | 4 | Gasoline-turf/ballfields | 6,675 | 5,164 | 6,247 | 8,216 | 9,000 | 9,000 | 9,000 | 9,450 | 9,923 | 10,419 | 10,940 |
| 5014 | 9 | Gasoline-facilities/general parks | 4,429 | 5,168 | 3,916 | 6,388 | 7,000 | 7,000 | 9,000 | 9,450 | 9,923 | 10,419 | 10,940 |
| 5020 | 1 | Professional Services | 3,716 | - | - | - | 3,000 | - | - | - | - | - | - |
| 5020 | 4 | Weed/Turf Maintenance-contract | 4,971 | 9,125 | 10,901 | 17,574 | 20,000 | 24,000 | 30,000 | 31,500 | 33,075 | 34,729 | 36,465 |
| 5039 | 1 | Dues | - | - | - | - | 100 | 100 | 100 | 105 | 110 | 116 | 122 |
| 5040 | 1 | Attorney | - | - | - | - | 1,000 | 1,000 | 1,000 | 1,050 | 1,103 | 1,158 | 1,216 |
| 5044 | 4 | Turf Maintenance-turf/ballfields | 2,132 | 2,448 | 3,258 | 5,511 | 6,000 | 7,500 | 7,500 | 7,875 | 8,269 | 8,682 | 9,116 |
| 5044 | 9 | Turf Maintenance-general parks | 6,353 | 5,334 | 3,674 | 3,470 | 6,000 | 6,000 | 8,000 | 8,400 | 8,820 | 9,261 | 9,724 |
| 5046 | 1 | Uniforms | 3,818 | 6,264 | 4,455 | 4,145 | 4,950 | 4,950 | 7,500 | 7,875 | 8,269 | 8,682 | 9,116 |
| 5048 | 4 | Ballfield Maintenance (bleachers)(remove bleachers) | - | - | - | 49,934 | 20,000 | 20,000 | 65,000 | 68,250 | 71,663 | 75,246 | 79,008 |
| 5049 | 4 | Irrigation and Sprinkler Repair-turf/ballfields | 5,516 | 1,521 | 3,839 | 5,239 | 10,000 | 10,000 | 10,000 | 10,500 | 11,025 | 11,576 | 12,155 |
| 5049 | 9 | Irrigation and Sprinkler Repair-general parks | 5,489 | 2,843 | 6,133 | 12,798 | 10,000 | 10,000 | 10,000 | 10,500 | 11,025 | 11,576 | 12,155 |
| 5053 | 3 | Porta-Johns-parks | 3,272 | 3,673 | 5,126 | 6,037 | 8,000 | 8,000 | 8,000 | 8,400 | 8,820 | 9,261 | 9,724 |
| 5054 | 2 | Facility Maintenance (trash) | 470 | 500 | 2,034 | 2,592 | 3,500 | 4,000 | 3,500 | 3,675 | 3,859 | 4,052 | 4,254 |
| 5055 | 3 | Restroom Maintenance-parks | 7,373 | 5,894 | 7,318 | 20,833 | 30,000 | 30,000 | 30,000 | 31,500 | 33,075 | 34,729 | 36,465 |
| 5057 | 4 | Repair and Maintenance Supplies-turf/ballfield | 5,513 | 6,539 | 7,196 | 7,671 | 12,000 | 12,000 | 12,000 | 12,600 | 13,230 | 13,892 | 14,586 |
| 5057 | 9 | Repair and Maintenance Supplies-facilities/general parks | 8,860 | 8,292 | 16,950 | 15,938 | 35,000 | 35,000 | 60,000 | 63,000 | 66,150 | 69,458 | 72,930 |
| 5057 | 10 | Farm Lease Supplies | 1,092 | 787 | 3,628 | 704 | 5,000 | 6,500 | 10,000 | 10,500 | 11,025 | 11,576 | 12,155 |
| 5058 | 6 | Equipment Maintenance | 7,058 | 9,907 | 8,635 | 12,720 | 18,000 | 18,000 | 18,000 | 18,900 | 19,845 | 20,837 | 21,879 |
| 5059 | 2 | Insect Control | 32,372 | 29,230 | 29,961 | 43,258 | 45,000 | 45,000 | 45,000 | 47,250 | 49,613 | 52,093 | 54,698 |
| 5060 | 8 | Seasonal Decorations | 4,190 | 4,247 | 4,380 | 17,829 | 15,000 | 15,000 | 10,000 | 10,500 | 11,025 | 11,576 | 12,155 |
| 5064 | 9 | Transfer to Forestry | 55,000 | 175,000 | 195,000 | 500,000 | 500,000 | 500,000 | 500,000 | 300,000 | 300,000 | 500,000 | 550,000 |
| 5070 | 3 | Entry gate/fence at main building and Bein ballfield | - | 7,640 | - | - | 8,500 | 8,700 | - | - | - | - | - |
| 5074 | 1 | Office Furniture | - | - | 1,975 | - | 2,500 | 2,500 | 2,500 | 2,625 | 2,756 | 2,894 | 3,039 |
| 5075 | 9 | Bein Park trail improvements | - | 17,205 | - | 18,000 | - | - | - | - | - | - | - |
| 5076 | 9 | Park signage | - | - | - | - | 5,000 | 5,000 | 5,000 | 5,250 | 5,513 | 5,788 | 6,078 |
| 5090 | 8 | Equipment Rental | 4,150 | 2,298 | 4,485 | 5,528 | 7,000 | 7,000 | 7,000 | 7,350 | 7,718 | 8,103 | 8,509 |
| 5092 | 3 | Main Street Maintenance | 2,757 | 2,581 | 4,777 | 3,154 | 6,000 | 6,000 | 6,000 | 6,300 | 6,615 | 6,946 | 7,293 |
| 5095 | 1 | Computer Equipment Maintenance/Replacement | 3,937 | - | 4,175 | 1,501 | 10,400 | 5,000 | 3,000 | - | - | - | - |
| 5251 | 6 | Tools | 719 | 286 | 1,485 | 2,201 | 5,000 | 5,000 | 5,000 | 5,250 | 5,513 | 5,788 | 6,078 |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| | | **TOTAL PARKS DEPARTMENT** | **578,135** | **761,932** | **746,567** | **1,156,745** | **1,478,667** | **1,479,267** | **1,665,783** | **1,520,922** | **1,581,968** | **1,846,066** | **1,963,370** |

**BUILDING DEPARTMENT EXPENSE**

**11-08**

| | | | ACTUALS 2019 | ACTUALS 2020 | ACTUALS 2021 | ACTUALS 2022 | BUDGET 2023 | ESTIMATE 2023 | BUDGET 2024 | BUDGET 2025 | BUDGET 2026 | BUDGET 2027 | BUDGET 2028 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 5001 | 1 | Salaries | 135,050 | 91,636 | 129,973 | 155,779 | 163,577 | 163,577 | 174,646 | 183,378 | 192,547 | 202,175 | 212,283 |
| 5002 | 1 | Employer Contributions | 19,087 | 20,304 | 31,668 | 41,231 | 49,478 | 49,478 | 67,697 | 71,082 | 74,636 | 78,368 | 82,286 |
| 5003 | 1 | Pension | 6,062 | 416 | 6,317 | 7,789 | 8,179 | 8,179 | 8,732 | 9,169 | 9,627 | 10,109 | 10,614 |
| 5009 | 3 | Travel-Trans-Educ | - | - | 135 | 1,098 | 800 | 800 | 6,000 | 6,300 | 6,615 | 6,946 | 7,293 |
| 5010 | 3 | Office Supplies | 2,521 | 5,527 | 2,496 | 1,295 | 5,000 | 5,000 | 10,000 | 10,500 | 11,025 | 11,576 | 12,155 |
| 5011 | 3 | Telephone | 1,624 | 1,724 | 1,600 | 2,026 | 1,800 | 1,800 | 1,800 | 1,890 | 1,985 | 2,084 | 2,188 |
| 5046 | 3 | Uniforms | - | - | - | - | 735 | 735 | 735 | 772 | 810 | 851 | 893 |
| 5095 | 3 | Computer Equipment Maintenance/Replacement | 1,876 | 610 | - | 994 | 3,600 | 3,600 | 3,600 | 3,780 | 3,969 | 4,167 | 4,376 |
| 5185 | 3 | Internet Access | 609 | 581 | 441 | 507 | 800 | 800 | 800 | 840 | 882 | 926 | 972 |
| 5215 | 2 | Contract Inspections | 545,744 | 753,939 | 1,062,881 | 781,958 | 528,000 | 528,000 | 440,000 | 440,000 | 440,000 | 440,000 | 440,000 |
| 5248 | 1 | Permit Program | - | - | - | - | - | - | - | - | - | - | - |
| | | **TOTAL BUILDING DEPARTMENT** | **712,573** | **874,737** | **1,235,511** | **992,677** | **761,969** | **761,969** | **714,010** | **727,711** | **742,096** | **757,201** | **773,061** |

**PLANNING DEPARTMENT EXPENSE**

**11-11**

| | | | ACTUALS 2019 | ACTUALS 2020 | ACTUALS 2021 | ACTUALS 2022 | BUDGET 2023 | ESTIMATE 2023 | BUDGET 2024 | BUDGET 2025 | BUDGET 2026 | BUDGET 2027 | BUDGET 2028 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 5001 | 1 | Salaries | 89,952 | 145,211 | 152,197 | 178,288 | 199,346 | 199,346 | 249,694 | 262,179 | 275,288 | 289,052 | 303,505 |
| 5002 | 1 | Employer Contributions | 24,178 | 39,699 | 42,585 | 45,155 | 58,575 | 58,575 | 36,689 | 38,523 | 40,450 | 42,472 | 44,596 |
| 5003 | 1 | Pension | 3,921 | 4,604 | 7,554 | 8,869 | 9,967 | 9,967 | 12,485 | 13,109 | 13,764 | 14,453 | 15,175 |
| 5009 | 6 | Travel-Trans-Educ | 911 | 1,020 | 50 | 3,000 | 3,000 | 3,000 | 8,000 | 8,400 | 8,820 | 9,261 | 9,724 |
| 5010 | 6 | Office Supplies | 7,476 | 4,127 | 3,104 | 8,191 | 6,000 | 6,000 | 6,000 | 6,300 | 6,615 | 6,946 | 7,293 |
| 5011 | 6 | Telephone | 1,897 | 1,724 | 1,599 | 2,026 | 2,300 | 2,300 | 2,300 | 2,415 | 2,536 | 2,663 | 2,796 |
| 5018 | 3 | Legal Notices/Recording Fees | 1,152 | 74 | 320 | - | 1,500 | 1,500 | 1,500 | 1,575 | 1,654 | 1,736 | 1,823 |
| 5022 | 1 | Planning Commission Support | 448 | - | 322 | 376 | 1,500 | 1,500 | 1,500 | 1,575 | 1,654 | 1,736 | 1,823 |
| 5023 | 1 | Historical Preservation Support | 1,513 | 2,443 | 3,275 | 1,014 | 5,000 | 5,000 | 5,000 | 5,250 | 5,513 | 5,788 | 6,078 |
| 5024 | 1 | Youth Advisory | 682 | 456 | 1,227 | 988 | 2,000 | 2,000 | 2,000 | 2,100 | 2,205 | 2,315 | 2,431 |
| 5025 | 1 | PORT Committee | 49 | - | - | - | 1,500 | 1,500 | 1,500 | 1,575 | 1,654 | 1,736 | 1,823 |
| 5026 | 1 | Tree Committee | | | | | 1,500 | 1,500 | 1,500 | 1,575 | 1,654 | 1,736 | 1,823 |
| 5036 | 3 | Mapping Updates | 715 | 2,126 | - | 680 | 1,000 | 1,000 | - | - | - | - | - |
| 5038 | 3 | Supplies-Tools-Maps | 3,285 | - | - | - | 500 | 500 | - | - | - | - | - |
| 5039 | 6 | Dues & Subscriptions | - | 533 | 632 | 455 | 1,000 | 1,000 | 4,000 | 4,200 | 4,410 | 4,631 | 4,862 |
| 5040 | 3 | Attorney | 23,043 | 47,142 | 50,044 | 57,920 | 60,000 | 60,000 | 60,000 | 63,000 | 66,150 | 69,458 | 72,930 |
| 5046 | 6 | Uniforms | - | - | - | - | 490 | 490 | 735 | 772 | 810 | 851 | 893 |
| 5058 | 6 | Equipment-Software-Hardware-Plotter | - | - | - | - | 1,000 | 1,000 | - | - | - | - | - |
| 5095 | 6 | Computer Equipment Maintenance/Replacement | 4,608 | - | 1,329 | 2,316 | 1,800 | 1,800 | 1,800 | 1,890 | 1,985 | 2,084 | 2,188 |
| 5184 | 6 | Regional Fees and Support | 2,968 | 3,147 | 3,487 | 4,430 | 4,500 | 5,500 | 5,500 | 5,775 | 6,064 | 6,367 | 6,685 |
| 5185 | 6 | Internet Access | 609 | 581 | 441 | 507 | 1,000 | 1,000 | 1,000 | 1,050 | 1,103 | 1,158 | 1,216 |
| 5186 | 3 | Development Code Update (Architechtural Guidelines)(Landscape) | - | - | 50,070 | 29,132 | 105,000 | 105,000 | 125,000 | - | - | - | - |
| 5188 | 3 | Comp Plan (2022 1st Street Overlay) | - | 101,270 | 98,831 | 89,261 | 25,000 | 28,000 | - | - | - | - | - |
| 5189 | 2 | Development Review | 11,899 | 28,679 | 19,534 | 69,651 | 200,000 | 200,000 | 120,000 | 126,000 | 132,300 | 138,915 | 145,861 |
| | | **TOTAL PLANNING DEPARTMENT** | **179,306** | **382,836** | **436,601** | **502,259** | **693,478** | **697,478** | **646,203** | **547,263** | **574,626** | **603,357** | **633,525** |

**LEASE**

**11-12**

| | | | ACTUALS 2019 | ACTUALS 2020 | ACTUALS 2021 | ACTUALS 2022 | BUDGET 2023 | ESTIMATE 2023 | BUDGET 2024 | BUDGET 2025 | BUDGET 2026 | BUDGET 2027 | BUDGET 2028 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | **REVENUES** | | | | | | | | | | | |
| 4401 | 0 | Lease-Guaranty Bank | 59,580 | 61,368 | 63,209 | 63,209 | 66,420 | 65,100 | 65,100 | 66,728 | 68,396 | 70,106 | 71,858 |
| 4402 | 0 | Lease-Edward Jones | 18,307 | 18,764 | 19,234 | 19,634 | 20,190 | 20,100 | 3,350 | - | - | - | - |
| 4501 | 0 | Lease-Triton | 4,472 | 3,000 | 3,000 | 3,000 | 750 | 2,250 | - | - | - | - | - |
| 4503 | 0 | Lease-Tax Credit Connection | 15,810 | 16,294 | 9,769 | - | - | - | - | - | - | - | - |
| 4504 | 0 | Lease-United Waste | 5,350 | 5,400 | 5,400 | 5,400 | 1,350 | 4,050 | - | - | - | - | - |
| 4505 | 0 | Lease-Archinger | 4,000 | 4,200 | 3,150 | 700 | - | - | - | - | - | - | - |
| 4506 | 0 | Lease-A Little Help | 2,450 | 3,600 | 4,200 | 4,200 | 1,050 | 2,800 | - | - | - | - | - |
| 4507 | 0 | Lease-Berthoud Feed | - | 4,800 | - | - | - | - | - | - | - | - | - |
| 4508 | 0 | Lease-ProClean | - | - | - | 2,615 | 750 | 2,200 | - | - | - | - | - |
| 4509 | 0 | Lease-RAFT | - | - | - | 251 | - | - | - | - | - | - | - |
| | | | | | | | | | | | | | |
| | | **TOTAL REVENUES** | **109,969** | **117,426** | **107,962** | **99,009** | **90,510** | **96,500** | **68,450** | **66,728** | **68,396** | **70,106** | **71,858** |
| | | | | | | | | | | | | | |
| | | **EXPENDITURES** | | | | | | | | | | | |
| 5012 | 1 | Utilities (XCEL) | 5,201 | 3,823 | 4,353 | 7,566 | 1,250 | 7,200 | 7,200 | - | - | - | - |
| 5013 | 1 | Trash | 937 | 949 | 965 | 1,048 | 300 | 1,400 | 1,400 | - | - | - | - |
| 5015 | 1 | Insurance | - | - | - | - | 3,000 | - | - | - | - | - | - |
| 5017 | 1 | Building Maintenance-Janitor | 3,254 | 3,363 | 2,609 | 2,365 | 750 | 2,200 | 500 | - | - | - | - |
| 5017 | 2 | Building Maintenance-Maintenance | 977 | 551 | 486 | 253 | 300 | 300 | - | - | - | - | - |
| 5017 | 3 | Building Maintenance-Repairs | 8,982 | 147 | - | 136 | - | 500 | - | - | - | - | - |
| 5019 | 1 | Elevator Maintenance | 2,865 | 2,805 | 2,923 | 4,978 | 4,500 | 4,500 | 4,500 | 4,725 | 4,961 | 5,209 | 5,470 |
| 5020 | 1 | Property Tax | 22,387 | 23,234 | 24,079 | 24,111 | 25,000 | 25,000 | 37,000 | 38,850 | 40,793 | 42,832 | 44,974 |
| 5021 | 1 | Purchase Expense (Berthoud Feed Supply) | 5,684 | 114,869 | - | - | - | - | - | - | - | - | - |
| 5039 | 1 | HOA Fees | 39,890 | 40,833 | 41,881 | 38,726 | 48,000 | 48,000 | 48,000 | 50,400 | 52,920 | 55,566 | 58,344 |
| 5112 | 1 | Lease Expense | 221 | 250 | - | - | - | - | - | - | - | - | - |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| | | **TOTAL EXPENDITURES** | **90,398** | **190,824** | **77,296** | **79,183** | **83,100** | **89,100** | **98,600** | **93,975** | **98,674** | **103,607** | **108,788** |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| | | **TOTAL NEW TOWN HALL DEPARTMENT** | **19,571** | **(73,398)** | **30,666** | **19,826** | **7,410** | **7,400** | **(30,150)** | **(27,248)** | **(30,278)** | **(33,502)** | **(36,930)** |
| | | | | | | | | | | | | | |

**COMMUNITY OUTREACH**

**11-13**

| | | | ACTUALS 2019 | ACTUALS 2020 | ACTUALS 2021 | ACTUALS 2022 | BUDGET 2023 | ESTIMATE 2023 | BUDGET 2024 | BUDGET 2025 | BUDGET 2026 | BUDGET 2027 | BUDGET 2028 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | | | | | | | | | |
| 5001 | 1 | Salaries | - | - | - | - | 45,749 | 45,749 | 73,267 | 75,465 | 77,729 | 80,061 | 82,463 |
| 5002 | 1 | Employer Contributions | - | - | - | - | 15,615 | 15,615 | 18,712 | 19,273 | 19,852 | 20,447 | 21,061 |
| 5003 | 1 | Pension | - | - | - | - | 2,287 | 2,287 | 3,663 | 3,773 | 3,886 | 4,003 | 4,123 |
| 5009 | 1 | Education/Travel | - | - | - | - | 2,500 | 2,500 | 2,500 | 2,575 | 2,652 | 2,732 | 2,814 |
| 5010 | 1 | Office Supplies | - | - | - | - | 500 | 500 | 2,000 | 1,000 | 1,030 | 1,061 | 1,093 |
| 5011 | 1 | Telephone | - | - | - | - | 1,200 | 1,200 | 1,200 | 1,236 | 1,273 | 1,311 | 1,351 |
| 5018 | 1 | Advertising/Promotional | - | - | - | - | 2,500 | 5,000 | 7,500 | 7,725 | 7,957 | 8,195 | 8,441 |
| 5020 | 1 | Professional Services | - | - | - | - | 27,000 | 27,000 | 20,000 | 20,600 | 21,218 | 21,855 | 22,510 |
| 5039 | 1 | Memberships/Dues/Subscriptions | - | - | - | - | 3,000 | 3,000 | 3,000 | 3,090 | 3,183 | 3,278 | 3,377 |
| 5046 | 1 | Uniforms | - | - | - | - | 245 | 245 | 245 | 252 | 260 | 268 | 276 |
| 5103 | 1 | Printing | - | - | - | - | 3,000 | 3,000 | 3,000 | 3,090 | 3,183 | 3,278 | 3,377 |
| 5247 | 1 | Software | - | - | - | - | 2,400 | 2,400 | 1,000 | 1,030 | 1,061 | 1,093 | 1,126 |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| | | **TOTAL COMMUNITY OUTREACH** | **-** | **-** | **-** | **-** | **105,996** | **108,496** | **136,087** | **139,110** | **143,283** | **147,582** | **152,009** |
| | | | | | | | | | | | | | |

| ENGINEERING | | | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | ACTUALS | ACTUALS | ACTUALS | ACTUALS | BUDGET | ESTIMATE | BUDGET | BUDGET | BUDGET | BUDGET | BUDGET |
| | | | 2019 | 2020 | 2021 | 2022 | 2023 | 2023 | 2024 | 2025 | 2026 | 2027 | 2028 |
| 5001 | 1 | Salaries | - | - | - | - | - | - | 211,406 | 217,748 | 224,281 | 231,009 | 237,939 |
| 5002 | 1 | Employer Contributions | - | - | - | - | - | - | 76,065 | 78,347 | 80,697 | 83,118 | 85,612 |
| 5003 | 1 | Pension | - | - | - | - | - | - | - | 10,887 | 11,214 | 11,550 | 11,897 |
| 5009 | 1 | Education/Travel | - | - | - | - | - | - | 2,500 | 2,575 | 2,652 | 2,732 | 2,814 |
| 5010 | 1 | Office Supplies | - | - | - | - | - | - | 2,000 | 1,000 | 1,030 | 1,061 | 1,093 |
| 5011 | 1 | Telephone | - | - | - | - | - | - | 1,200 | 1,236 | 1,273 | 1,311 | 1,351 |
| | | Vehicle Maintenance | - | - | - | - | - | - | 1,000 | 1,030 | 1,061 | 1,093 | 1,126 |
| | | Gasoline | | | | | | | 1,200 | 1,236 | 1,273 | 1,311 | 1,351 |
| 5020 | 1 | Professional Services | - | - | - | - | - | - | - | - | - | - | - |
| 5039 | 1 | Memberships/Dues/Subscriptions | - | - | - | - | - | - | 3,000 | 3,090 | 3,183 | 3,278 | 3,377 |
| 5046 | 1 | Uniforms | - | - | - | - | - | - | 490 | 505 | 520 | 535 | 551 |
| 5247 | 1 | Software | - | - | - | - | - | - | 1,000 | 1,030 | 1,061 | 1,093 | 1,126 |
| | | **TOTAL ENGINEERING** | **-** | **-** | **-** | **-** | **-** | **-** | **299,861** | **318,684** | **328,245** | **338,092** | **348,235** |

**GENERAL FUND-CAPITAL IMPROVEMENT EXPENSE**

**11-10**

| | | | ACTUALS 2019 | ACTUALS 2020 | ACTUALS 2021 | ACTUALS 2022 | BUDGET 2023 | ESTIMATE 2023 | BUDGET 2024 | BUDGET 2025 | BUDGET 2026 | BUDGET 2027 | BUDGET 2028 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | **ADMIN** | | | | | | | | | | | |
| 5085 | 0 | Town Hall roof | | | | | 75,000 | 75,000 | | | | | |
| 5086 | 0 | Vehicle Replacement Admin | | | | | 35,000 | 35,000 | | | | | |
| 5102 | 0 | Town Signage Improvements (replace front sign) | | | | | | | | | | | |
| 5103 | 0 | Mountain Ave Overlay Plan | 113,452 | | | | | | | | | | |
| 5104 | 0 | I-25 Interchange Aesthetics Project | | | | | 630,000 | 630,000 | | | | | |
| 5105 | 0 | HVAC Roof Units at Town Hall and Server Room (2023) | | 108,590 | | | 15,000 | 15,000 | | | | | |
| 5106 | 0 | Parking Lot overlay (45%) | | 196,257 | | | | | | | | | |
| 5120 | 0 | Carpet 2nd floor Town Hall | 18,539 | 208,196 | | 98,840 | | | | | | | |
| 5123 | 0 | Monument-Wayfinding Signs | | | | | 60,000 | 60,000 | | | | | |
| 5250 | 0 | Town Hall Copy Machine - Folding Machine | | 37,246 | | 5,500 | | | | | | | |
| 5251 | 0 | Audio/Visual Equipment | | | 26,889 | | | | | | | | |
| 5252 | 0 | Electric Vehicle Charging Station | | | 54,073 | | 55,000 | 58,000 | | | | | |
| | | **SAFETY** | | | | | | | | | | | |
| 5151 | 0 | Crosswalk lights | | | | | 80,000 | 80,000 | 20,000 | | | | |
| 5153 | 0 | Radar speed trailer | | | | | | 10,000 | | | | | |
| | | **CODE ENFORCMENT** | | | | | | | | | | | |
| 5800 | 0 | New Vehicle | | 34,495 | | | | | | | | | |
| | | **STREETS** | | | | | | | | | | | |
| 5058 | 0 | New Street Sweeper (drainage 60% & Streets 40%) $250000 | | | 100,000 | | | | | | | | |
| 5099 | 0 | New Vehicle | | | 55,706 | | | | | | | | |
| 5111 | 0 | CR 7 | 593,612 | | | | | | | | | | |
| 5111 | 0 | CR 7 | 345,238 | | | | | | | | | | |
| 5127 | 0 | Street Light replacement / retrofit for dark sky | | | 2,290 | | | | | | | | |
| 5283 | 0 | Mini Skid mower attachments | | | | | 6,000 | 6,000 | | | | | |
| 5301 | 0 | Radio communication system | 11,225 | | | | | | | | | | |
| 5302 | 0 | Packer/roller for grader | | | 27,000 | | | | | | | | |
| 5302 | 0 | Skid Steer grader attachment | | | | | 17,000 | 17,000 | | | | | |
| 5303 | 0 | Dingo with attachments | | | 41,223 | | | | | | | | |
| 5304 | 0 | Tilt Trailer | | | | 9,640 | | | | | | | |
| 5305 | 0 | Warning light system for sign truck | | | | 6,422 | | | | | | | |
| 5307 | 0 | Roadway Message Boards (2) | | | | | 40,000 | 40,000 | | | | | |
| 5308 | 0 | John Deere mini excavator | | | | | | | | | | | |
| | | Grinder Vacuum | | | | | | | 15,000 | | | | |
| | | | | | | | | | | | | | |
| | | **PARKS & REC** | | | | | | | | | | | |
| 5083 | 0 | Walker Mower | | 29,916 | | | | | | | | | |
| 5084 | 0 | ATV Plow | | | | | 23,000 | 23,000 | | | | | |
| 5101 | 0 | New Vehicle (Parks) | | | | 40,692 | 104,000 | 104,000 | 80,000 | | | | |
| 5128 | 0 | 3rd Street and Massachusetts | | | | | 4,455,775 | 4,455,775 | | | | | |
| 5129 | 0 | Richardson Park Construction Drawings | | | | | 2,250,000 | 2,250,000 | | | | | |
| 5281 | 0 | Wireless scoreboard (x2) | 3,197 | | | | | | | | | | |
| 5401 | 0 | New Vehicle (Recreation) (2 in 2020) | | 56,000 | | | | | | | | | |
| 5403 | 0 | Batting Cages at Bein (60% in park dev) | | | 11,381 | | | | | | | | |
| 5404 | 0 | Equipment Shed | 4,725 | | | | | | | | | | |
| 5406 | 0 | Soccer Goals - Waggener Farm Park | | | | 12,971 | | | | | | | |
| 5407 | 0 | Pitching mounds, batter boxes, batting cages | | | | 10,000 | | | | | | | |
| 5701 | 0 | Trailer | | | 8,092 | | | | | | | | |
| 5703 | 0 | Roberts Lake Dock renovation | 51,433 | | | | | | | | | | |
| 5704 | 0 | Playground Equipment (Bein, Town Park) 70% | 1,068 | | | | | | | | | | |
| 5708 | 0 | Town Park Phase I | | | | 3,266 | 1,750,000 | 1,750,000 | | | | | |
| 5710 | 0 | Security System-Bein, Town Park, Pioneer Park, BUILDINGS | 12,757 | | | | 30,000 | 55,000 | 25,000 | | | | |
| 5712 | 0 | Slope Ditch Mower | 31,184 | | | | | | | | | | |
| 5713 | 0 | Sprayer/Fertilizer/Seeder Buggy | 11,995 | | | | | | | | | | |
| 5714 | 0 | ToolCat | | | 59,586 | | | | | | | | |
| 5715 | 0 | Irrigation Improvements Project | | | 49,614 | 54,447 | 55,000 | 25,000 | 30,000 | | | | |
| 5716 | 0 | Berthoud Reservoir Trail & N Berthoud Pkwy trail (Oil & Gas $) | | | | 11,204 | | | | | | | |
| 5717 | 0 | Ballfield infield skims and replacement | | 9,951 | | | | | | | | | |
| 5718 | 0 | Toro Field Mower | | | 72,978 | | | | | | | | |
| 5719 | 0 | Bein Park Fitness Equipment Replacement | | | | 135,166 | | | | | | | |
| 5720 | 0 | Fickel Park Bathroom | | | | 193,497 | | | | | | | |
| 5721 | 0 | Pressure washer for trailer | | | | 5,846 | | | | | | | |
| 5722 | 0 | Robot field liner | | | | 45,000 | | | | | | | |
| | | Parking lot pavement design | | | | | | | 15,000 | | | | |
| | | Electric mowers | | | | | | | 50,000 | | | | |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| | | **TOTAL CAPITAL IMPROVEMENT** | **1,198,425** | **680,651** | **508,832** | **632,491** | **9,680,775** | **9,688,775** | **235,000** | - | - | - | - |

**CONTRIBUTION EXPENSE**

**11-15**

| | | | ACTUALS 2019 | ACTUALS 2020 | ACTUALS 2021 | ACTUALS 2022 | BUDGET 2023 | ESTIMATE 2023 | BUDGET 2024 | BUDGET 2025 | BUDGET 2026 | BUDGET 2027 | BUDGET 2028 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 5150 | 0 | Shop Local | 900 | - | 30,000 | 3,680 | 30,000 | 15,000 | 15,000 | - | - | - | - |
| 5154 | 0 | House of Neighborly Service utility assistance | - | - | - | - | 30,000 | 35,000 | - | - | - | - | - |
| 5166 | 0 | Historical Society | 1,118 | - | 15,000 | 17,500 | 25,000 | 25,000 | 45,000 | - | - | - | - |
| 5168 | 0 | Contributions-Other (RAQC) | 50 | 400 | 400 | 1,966 | 400 | 400 | 400 | - | - | - | - |
| 5169 | 0 | Municipal Shareback | 18,833 | 21,433 | - | - | 50,000 | - | - | - | - | - | - |
| | | **TOTAL CONTRIBUTIONS** | **20,901** | **21,833** | **45,400** | **23,146** | **135,400** | **75,400** | **60,400** | **-** | **-** | **-** | **-** |
| | | **TOTAL GENERAL FUND OPERATING EXPENSES** | **5,535,031** | **7,040,196** | **7,312,538** | **8,755,603** | **10,012,528** | **10,107,294** | **11,100,691** | **11,094,869** | **11,764,951** | **12,395,138** | **13,126,677** |
| | | **Total Capital Projects Expense** | **1,198,425** | **680,651** | **508,832** | **632,491** | **9,680,775** | **9,688,775** | **235,000** | **-** | **-** | **-** | **-** |
| | | **TOTAL GENERAL FUND EXPENSES** | **6,733,456** | **7,720,847** | **7,821,370** | **9,388,094** | **19,693,303** | **19,796,069** | **11,335,691** | **11,094,869** | **11,764,951** | **12,395,138** | **13,126,677** |

**WATER FUND-SOURCE OF SUPPLY**

**20-00**

| | | | ACTUALS 2019 | ACTUALS 2020 | ACTUALS 2021 | ACTUALS 2022 | BUDGET 2023 | ESTIMATE 2023 | BUDGET 2024 | BUDGET 2025 | BUDGET 2026 | BUDGET 2027 | BUDGET 2028 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | **BEGINNING FUND BALANCE** | **12,916,098** | **28,827,774** | **16,912,218** | **24,481,494** | **29,910,288** | **29,910,288** | **23,092,433** | **20,098,893** | **9,918,246** | **7,678,885** | **5,377,876** |
| | | **REVENUES** | | | | | | | | | | | |
| 4450 | 2 | Cash in Lieu-Water Dedication | 16,033,448 | 1,626,150 | 8,386,055 | 9,456,917 | 1,980,000 | 5,300,000 | 2,500,000 | 2,000,000 | 2,000,000 | 2,000,000 | 2,000,000 |
| 4451 | 2 | Raw Water System Fee | 105,985 | 123,725 | 125,195 | 54,145 | 73,500 | 73,500 | 61,250 | 61,250 | 61,250 | 61,250 | 61,250 |
| 4452 | 1 | Transfer from Water Fund | 100,000 | 100,000 | 100,000 | - | - | - | - | - | - | - | - |
| 4300 | 2 | Donated Revenue | 32,721 | - | - | - | - | - | - | - | - | - | - |
| 4601 | 2 | Interest | 382,270 | 224,704 | 126,220 | 411,846 | 40,000 | 800,000 | 500,000 | 50,000 | 52,500 | 55,125 | 57,881 |
| | | **TOTAL REVENUE** | **16,654,424** | **2,074,579** | **8,737,470** | **9,922,908** | **2,093,500** | **6,173,500** | **3,061,250** | **2,111,250** | **2,113,750** | **2,116,375** | **2,119,131** |
| | | **EXPENSES** | | | | | | | | | | | |
| 5015 | 2 | Insurance | - | - | - | - | 10,000 | - | - | - | - | - | - |
| 5040 | 2 | Attorney Fees | 61,959 | 74,802 | 88,906 | 196,038 | 230,000 | 230,000 | 230,000 | 241,500 | 253,575 | 266,254 | 279,566 |
| 5080 | 2 | Payments Richardson Property (til 2028) | 67,456 | 67,640 | 67,456 | 67,456 | 67,640 | 67,455 | 67,640 | 67,640 | 67,640 | 67,640 | 67,640 |
| 5101 | 2 | Reservoir Design and Construction | - | - | - | 14,489 | 50,000 | 50,000 | 50,000 | 52,500 | 55,125 | 57,881 | 60,775 |
| 5101 | 3 | Reservoir Management/Maintenance | 54,207 | 114,347 | 6,398 | 2,036 | 84,000 | 3,000 | 85,000 | 30,000 | 31,500 | 33,075 | 34,729 |
| 5101 | 4 | Reservoir Aeration Maintenance | - | - | - | - | 8,400 | 8,400 | - | - | - | - | - |
| 5102 | 2 | Video Inspect Dam Outlets | 8,607 | - | - | - | - | - | - | - | - | - | - |
| 5103 | 2 | Consultant Fees | 49,464 | 76,554 | 165,904 | 111,293 | 125,000 | 163,000 | 120,000 | 126,000 | 132,300 | 138,915 | 145,861 |
| 5104 | 2 | Water Resource Management Plan | 29,736 | 58,629 | 98,735 | - | 21,000 | 11,000 | 20,000 | 21,000 | 22,050 | 23,153 | 24,310 |
| 5104 | 2 | Non-Pot Master Plan | - | - | - | - | 150,000 | 10,000 | 100,000 | 105,000 | 110,250 | 115,763 | 121,551 |
| 5106 | 2 | Ditchwide Study | 13,949 | 15,519 | 39,322 | 116,002 | 120,000 | 130,000 | 120,000 | 126,000 | 132,300 | 138,915 | 145,861 |
| 5107 | 0 | New Water Storage Reservoir (design) | - | - | 5,566 | 295,456 | 3,750,000 | 15,000 | 500,000 | 8,000,000 | - | - | - |
| 5108 | 0 | Water Conservation Program | - | - | - | 19,595 | 26,250 | 26,250 | 60,000 | 20,000 | 21,000 | 22,050 | 23,153 |
| 5123 | 2 | Water Purchases | 432,000 | 13,585,000 | 691,000 | 3,541,283 | 24,425,000 | 12,000,000 | 4,000,000 | 3,000,000 | 3,000,000 | 3,000,000 | 3,000,000 |
| 5208 | 2 | Raw Line Maintenance and Improvements (design) | 775 | 5,542 | 6,152 | 131,504 | 1,000,000 | 275,000 | 700,000 | 500,000 | 525,000 | 551,250 | 578,813 |
| 5209 | 2 | Boat/Tractor Maintenance | 33 | - | - | - | 2,100 | 2,100 | 2,000 | 2,100 | 2,205 | 2,315 | 2,431 |
| 5278 | 2 | Southern Water Supply Pipeline (SWSP2) | 24,562 | (7,910) | (1,320) | (1,098) | - | - | - | - | - | - | - |
| 5300 | 2 | Bank Fees | - | 12 | 75 | 60 | 60 | 150 | 150 | 158 | 165 | 174 | 182 |
| | | **TOTAL EXPENSES** | **742,748** | **13,990,135** | **1,168,194** | **4,494,114** | **30,069,450** | **12,991,355** | **6,054,790** | **12,291,898** | **4,353,110** | **4,417,384** | **4,484,871** |
| | | **SOURCE OF SUPPLY FUND BALANCE** | **28,827,774** | **16,912,218** | **24,481,494** | **29,910,288** | **1,934,338** | **23,092,433** | **20,098,893** | **9,918,246** | **7,678,885** | **5,377,876** | **3,012,136** |

| WATER FUND-OPERATIONS & MAINTENANCE | | | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| **21-00** | | | | | | | | | | | | | |
| | | | **ACTUALS** | **ACTUALS** | **ACTUALS** | **ACTUALS** | **BUDGET** | **ESTIMATE** | **BUDGET** | **BUDGET** | **BUDGET** | **BUDGET** | **BUDGET** |
| | | | **2019** | **2020** | **2021** | **2022** | **2023** | **2023** | **2024** | **2025** | **2026** | **2027** | **2028** |
| | | | | | | | | | | | | | |
| | | **BEGINNING FUND BALANCE** | **1,716,798** | **2,660,137** | **4,223,070** | **5,086,329** | **6,744,411** | **6,744,411** | **5,441,266** | **4,686,083** | **4,083,074** | **(913,516)** | **(858,732)** |
| | | | | | | | | | | | | | |
| | | **REVENUES** | | | | | | | | | | | |
| 4410 | 0 | Sale of Water | 2,872,740 | 3,458,196 | 3,295,123 | 3,823,424 | 2,600,000 | 2,600,000 | 3,800,000 | 3,990,000 | 4,189,500 | 4,398,975 | 4,618,924 |
| 4411 | 0 | Water Meters | 389,745 | 561,660 | 566,100 | 142,780 | 330,000 | 90,000 | 88,000 | 88,000 | 88,000 | 88,000 | 88,000 |
| 4412 | 0 | Berth. Lake Ranchettes Pump Fee | 44,385 | 55,865 | 63,180 | 67,830 | - | 23,000 | - | - | - | - | - |
| 4416 | 0 | Water Share Rental | 8,330 | 13,724 | - | - | - | - | - | - | - | - | - |
| 4420 | 0 | Property Rental | 12,000 | 655 | - | - | - | - | - | - | - | - | - |
| 4601 | 0 | Interest | 21,523 | 24,208 | 25,097 | 88,239 | 12,000 | 200,000 | 200,000 | 210,000 | 220,500 | 231,525 | 243,101 |
| 4602 | 0 | Transfer loan from Water Capital | 2,510,000 | - | - | - | - | - | - | - | - | - | - |
| | | | | | | | | | | | | | |
| | | **TOTAL REVENUES** | **5,858,723** | **4,114,308** | **3,949,500** | **4,122,273** | **2,942,000** | **2,913,000** | **4,088,000** | **4,288,000** | **4,498,000** | **4,718,500** | **4,950,025** |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| | | **EXPENSES** | | | | | | | | | | | |
| 5001 | | Salaries | 342,291 | 362,562 | 277,992 | 225,870 | 519,712 | 519,712 | 579,269 | 608,232 | 638,644 | 670,576 | 704,105 |
| 5002 | | Employer Contributions | 103,151 | 108,138 | 85,405 | 57,834 | 206,463 | 206,463 | 297,617 | 312,498 | 328,123 | 344,529 | 361,755 |
| 5003 | | Pension | 11,334 | 13,713 | 12,357 | 3,547 | 25,986 | 25,986 | 28,963 | 30,412 | 31,932 | 33,529 | 35,205 |
| 5007 | 1 | License and Examinations | 540 | 920 | 168 | 300 | 600 | 600 | 600 | 630 | 662 | 695 | 729 |
| 5008 | 1 | Employee Physicals-Background | 16 | 74 | - | 92 | 100 | 100 | 100 | 105 | 110 | 116 | 122 |
| 5009 | 1 | Travel, Trans. & Education | 2,952 | 866 | 632 | 4,841 | 5,000 | 5,000 | 5,000 | 5,250 | 5,513 | 5,788 | 6,078 |
| 5010 | 1 | Office Supplies-admin | 20,261 | 15,382 | 19,928 | 31,827 | 34,400 | 34,400 | 35,000 | 36,750 | 38,588 | 40,517 | 42,543 |
| 5010 | 5 | Office Supplies-billing | | | | 7,090 | 6,600 | 6,600 | 6,600 | 6,930 | 7,277 | 7,640 | 8,022 |
| 5011 | 1 | Telephone/pager | 8,079 | 6,607 | 7,471 | 6,814 | 8,500 | 8,500 | 8,500 | 8,925 | 9,371 | 9,840 | 10,332 |
| 5012 | 3 | Utilities | 95,849 | 112,641 | 119,213 | 126,680 | 150,000 | 150,000 | 150,000 | 157,500 | 165,375 | 173,644 | 182,326 |
| 5013 | 1 | Vehicle Maintenance | 7,193 | 1,133 | 929 | 3,210 | 4,500 | 4,500 | 4,500 | 4,725 | 4,961 | 5,209 | 5,470 |
| 5014 | 1 | Gasoline | 4,700 | 3,499 | 4,899 | 3,583 | 5,000 | 7,000 | 8,000 | 8,400 | 8,820 | 9,261 | 9,724 |
| 5015 | 1 | Insurance | 59,466 | 77,140 | 89,397 | 111,952 | 120,000 | 120,000 | 120,000 | 126,000 | 132,300 | 138,915 | 145,861 |
| 5018 | 1 | Publications/Legal Notices | 1,457 | 1,414 | 2,950 | 4,181 | 9,000 | 1,000 | 5,000 | 5,250 | 5,513 | 5,788 | 6,078 |
| 5020 | 4 | Professional Fees | 30,218 | 118,298 | 128,984 | 468,184 | 520,000 | 520,000 | 575,000 | 603,750 | 633,938 | 665,634 | 698,916 |
| 5021 | 4 | Prof Fees: Engineer | 18,861 | - | 2,293 | - | 20,000 | 20,000 | 20,000 | 21,000 | 22,050 | 23,153 | 24,310 |
| 5022 | 4 | GIS Data Mapping | 2,000 | - | 1,025 | 2,674 | 5,000 | 5,000 | 10,500 | 11,025 | 11,576 | 12,155 | 12,763 |
| 5039 | 1 | Dues | 724 | 419 | - | 3,552 | 5,000 | 5,000 | 5,000 | 5,250 | 5,513 | 5,788 | 6,078 |
| 5040 | 4 | Attorney | 14,532 | 12,709 | 102,694 | 2,874 | 35,000 | 35,000 | 35,000 | 36,750 | 38,588 | 40,517 | 42,543 |
| 5041 | 2 | Equipment Rental | - | 342 | - | - | 1,000 | 1,000 | 1,000 | 1,050 | 1,103 | 1,158 | 1,216 |
| 5044 | 2 | Weed Spray | - | 442 | 65 | - | - | - | - | - | - | - | - |
| 5046 | 1 | Uniforms | 2,871 | 2,188 | 1,651 | 1,111 | 2,800 | 2,800 | 8,250 | 8,663 | 9,096 | 9,550 | 10,028 |
| 5048 | 2 | Safety Equipment | 632 | 4,932 | 1,722 | 1,228 | 2,000 | 3,000 | 2,500 | 2,625 | 2,756 | 2,894 | 3,039 |
| 5054 | 1 | Trash | 7,390 | 2,605 | 1,265 | 1,439 | 1,500 | 2,000 | 2,000 | 2,100 | 2,205 | 2,315 | 2,431 |
| 5056 | 1 | Facility Maintenance | 12,263 | 13,041 | 6,059 | 1,864 | 6,000 | 6,000 | 4,000 | 4,200 | 4,410 | 4,631 | 4,862 |
| 5057 | 2 | Repair/Maint/Supplies-distribution | 43,065 | 87,772 | 74,430 | 18,577 | 50,000 | 50,000 | 52,500 | 55,125 | 57,881 | 60,775 | 63,814 |
| 5057 | 3 | Repair/Maint/Supplies-treatment | | | | 63,158 | 90,000 | 90,000 | 60,000 | 63,000 | 66,150 | 69,458 | 72,930 |
| 5060 | 3 | Chemicals | 135,078 | 175,844 | 217,874 | 331,334 | 320,000 | 320,000 | 335,000 | 351,750 | 369,338 | 387,804 | 407,195 |
| 5081 | 3 | SCADA/Software | 9,611 | 9,718 | 8,810 | 15,747 | 40,000 | 50,000 | 42,000 | 44,100 | 46,305 | 48,620 | 51,051 |
| 5082 | 2 | Lab Software | 8,736 | 20,149 | 2,050 | - | 15,000 | 15,000 | 15,000 | 15,750 | 16,538 | 17,364 | 18,233 |
| 5090 | 4 | Auditing (1/3) | 8,316 | 9,167 | 8,333 | 8,300 | 10,000 | 10,000 | 10,000 | 10,500 | 11,025 | 11,576 | 12,155 |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
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| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |

| WATER FUND-OPERATIONS & MAINTENANCE, CON'T | | | ACTUALS | ACTUALS | ACTUALS | ACTUALS | BUDGET | ESTIMATE | BUDGET | BUDGET | BUDGET | BUDGET | BUDGET |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 21-00 | | | 2019 | 2020 | 2021 | 2022 | 2023 | 2023 | 2024 | 2025 | 2026 | 2027 | 2028 |
| | | | | | | | | | | | | | |
| 5106 | 3 | Lab Equipment & Supplies | 8,196 | 8,337 | 3,473 | 2,225 | 3,000 | 10,000 | 10,000 | 10,500 | 11,025 | 11,576 | 12,155 |
| 5107 | 1 | Transfer to General Fund | 140,000 | 140,000 | 214,430 | 210,000 | 220,500 | 220,500 | 220,500 | 231,525 | 243,101 | 255,256 | 268,019 |
| 5108 | 2 | Lab Testing | 16,426 | 26,408 | 25,312 | 19,307 | 32,000 | 32,000 | 32,000 | 33,600 | 35,280 | 37,044 | 38,896 |
| 5109 | 2 | Meters repairs, replacement, moves | 52,499 | 275,817 | 215,531 | 38,042 | 225,000 | 225,000 | 60,000 | 63,000 | 66,150 | 69,458 | 72,930 |
| 5109 | 5 | Meters - New | 818,972 | 170,852 | 332,718 | 47,972 | 450,000 | 450,000 | 250,000 | 250,000 | 250,000 | 250,000 | 250,000 |
| 5110 | 2 | Permits | 940 | 963 | 940 | 940 | 2,600 | 2,600 | 1,000 | 1,050 | 1,103 | 1,158 | 1,216 |
| 5111 | 2 | Water Breaks | 15,256 | 13,498 | 44,551 | 9,174 | 54,000 | 45,000 | 47,000 | 49,350 | 51,818 | 54,408 | 57,129 |
| 5116 | 2 | Carriage Agreement(BUREC) | 37,828 | 45,551 | 78,203 | 43,014 | 80,000 | 80,000 | 80,000 | 84,000 | 88,200 | 92,610 | 97,241 |
| 5124 | 1 | Water Assessments (CBT) | 119,531 | 142,431 | 201,549 | 205,031 | 255,000 | 280,000 | 295,000 | 309,750 | 325,238 | 341,499 | 358,574 |
| 5189 | 4 | Development Review | - | 138 | - | - | - | - | - | - | - | - | - |
| 5232 | 1 | 2006 Bond Refinance (97 & 82) | 165,822 | - | - | - | - | - | - | - | - | - | - |
| 5269 | 4 | Water Rate Study | - | - | - | - | 5,000 | 5,000 | 20,000 | - | - | - | - |
| 5273 | 1 | 2007 Bond Payoff | 1,543,026 | - | - | - | - | - | - | - | - | - | - |
| 5274 | 1 | 2012 Bond Payoff | 1,000,204 | - | - | - | - | - | - | - | - | - | - |
| 5274 | 7 | Transfer loan to Water Capital | - | - | 382,584 | 325,982 | 439,384 | 439,384 | 439,384 | 439,384 | 439,384 | - | - |
| 5276 | 1 | Computer Maintenance/Computer/Caselle-admin | 9,893 | 4,353 | 4,356 | 3,570 | 5,400 | 5,400 | 5,500 | 5,775 | 6,064 | 6,367 | 6,685 |
| 5276 | 5 | Computer Maintenance/Computer/Caselle-billing | | | | 6,637 | 6,600 | 6,600 | 6,600 | 6,930 | 7,277 | 7,640 | 8,022 |
| 5284 | 3 | Contract Water Treatment (Little T) | 10,454 | 39,132 | 26,782 | 21,417 | 100,000 | 7,000 | 30,000 | 31,500 | 33,075 | 34,729 | 36,465 |
| 5300 | 1 | Bank fees | 9,322 | 10,738 | 13,850 | 18,017 | 18,000 | 18,000 | 18,000 | 18,900 | 19,845 | 20,837 | 21,879 |
| 5416 | 2 | Water Leasing | 5,720 | 32,073 | 27,360 | - | 45,000 | 45,000 | - | - | - | - | - |
| | | | | | | | | | | | | | |
| | | **TOTAL EXPENSES** | **4,905,675** | **2,072,006** | **2,750,235** | **2,459,191** | **4,160,645** | **4,096,145** | **3,941,883** | **4,083,508** | **4,253,215** | **3,992,022** | **4,179,123** |
| | | | | | | | | | | | | | |
| | | WATER OPERATING BALANCE | $ 2,669,846 | $ 4,702,439 | $ 5,422,335 | $ 6,749,411 | $ 5,525,766 | $ 5,561,266 | $ 5,587,383 | $ 4,890,574 | $ 4,327,859 | $ (187,038) | $ (87,830) |
| | | | | | | | | | | | | | |

| WATER FUND-OPERATIONS & MAINTENANCE CON'T | | | ACTUALS | ACTUALS | ACTUALS | ACTUALS | BUDGET | ESTIMATE | BUDGET | BUDGET | BUDGET | BUDGET | BUDGET |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 21-00 | | | 2019 | 2020 | 2021 | 2022 | 2023 | 2023 | 2024 | 2025 | 2026 | 2027 | 2028 |
| | | **OPERATIONS CAPITAL EXPENSES** | | | | | | | | | | | |
| 5277 | 3 | Booster Station (power supply to booster station) | | | | | | | | | | | |
| 5277 | 2 | Distribution System Improvements (upgrade pipe) | 3,188 | | | 5,000 | 550,000 | 100,000 | 550,000 | 577,500 | 606,375 | 636,694 | 668,528 |
| 5277 | 3 | Plant Improvements | | | | 0 | 100,000 | 0 | 200,000 | 200,000 | 4,600,000 | | |
| 5277 | 4 | Filter Plant (Media,valves) | | | | | 200,000 | 20,000 | | | | | |
| 5278 | 0 | New Vehicle | | | | | 50,000 | 0 | 100,000 | | | | |
| 5285 | 0 | New Equipment (Vac Trailer 1/3) | 6,521 | | | | | | 51,300 | 30,000 | 35,000 | 35,000 | 35,000 |
| 5402 | 6 | Bunyan Avenue Water Main Replacement | | 479,369 | | | | | | | | | |
| 5410 | 6 | Treatment Plant Backwash Improvements (1/2) | | - | 336,006 | 0 | | | | | | | |
| | | | | | | | | | | | | | |
| | | **TOTAL OPERATIONS CAPITAL EXPENSES** | **9,709** | **479,369** | **336,006** | **5,000** | **900,000** | **120,000** | **901,300** | **807,500** | **5,241,375** | **671,694** | **703,528** |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| | | **TOTAL WATER FUND EXPENSES** | **4,915,384** | **2,551,375** | **3,086,241** | **2,464,191** | **5,060,645** | **4,216,145** | **4,843,183** | **4,891,008** | **9,494,590** | **4,663,716** | **4,882,651** |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| | | **ENDING OPERATIONS FUND BALANCE** | **2,660,137** | **4,223,070** | **5,086,329** | **6,744,411** | **4,625,766** | **5,441,266** | **4,686,083** | **4,083,074** | **(913,516)** | **(858,732)** | **(791,358)** |
| | | | | | | | | | | | | | |

**WATER FUND-CAPITAL IMPROVEMENTS**

**22-00**

| | | | ACTUALS 2019 | ACTUALS 2020 | ACTUALS 2021 | ACTUALS 2022 | BUDGET 2023 | ESTIMATE 2023 | BUDGET 2024 | BUDGET 2025 | BUDGET 2026 | BUDGET 2027 | BUDGET 2028 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | **BEGINNING FUND BALANCE** | **3,960,436** | **4,191,501** | **7,163,865** | **10,595,924** | **11,045,747** | **11,045,747** | **12,865,091** | **14,481,995** | **4,655,650** | **(1,303,106)** | **(1,432,779)** |
| | | **WATER CAPITAL REVENUES** | | | | | | | | | | | |
| 4412 | 1 | System Investment Fees | 2,886,461 | 3,129,845 | 3,097,917 | 1,805,949 | 1,399,000 | 1,399,000 | 1,582,500 | 1,582,500 | 1,582,500 | 1,582,500 | 1,582,500 |
| 4414 | 0 | Wilson Ranch for I-25 | 13 | 22 | - | - | 10 | 20 | 20 | 21 | 22 | 23 | 24 |
| 4422 | 1 | Sale of Assets | - | - | - | 33,892 | - | - | - | - | - | - | - |
| 4425 | 1 | Grant (Larimer County - ultrasonic bouy) | - | - | - | 35,000 | - | - | - | - | - | - | - |
| 4601 | 1 | Interest-System Investment Fees | 63,229 | 41,438 | 46,411 | 141,099 | 10,000 | 320,000 | 300,000 | 315,000 | 330,750 | 347,288 | 364,652 |
| 4601 | 3 | Interest-Rate Stability | 7,025 | 4,605 | 5,157 | 15,678 | 1,000 | 36,000 | 35,000 | 36,750 | 38,588 | 40,517 | 42,543 |
| 4602 | 1 | Transfer from Water Fund | - | - | 382,584 | 325,982 | 439,384 | 439,384 | 439,384 | 439,384 | 439,384 | - | - |
| | | **TOTAL CAPITAL REVENUE** | **2,956,728** | **3,175,910** | **3,532,069** | **2,357,600** | **1,849,394** | **2,194,404** | **2,356,904** | **2,373,655** | **2,391,244** | **1,970,328** | **1,989,719** |
| | | **WATER CAPITAL EXPENSES** | | | | | | | | | | | |
| 5020 | 1 | Professional Fees | | 1,790 | | | | | | | | | |
| 5140 | 1 | AFLA Water Line | | | | | 125,000 | 125,000 | | | | | |
| 5151 | 1 | Meter Reading Equipment | | | | | 100,000 | 0 | 40,000 | | | | |
| 5152 | 1 | Town Hall Building | 100,000 | 100,000 | | | | | | | | | |
| 5204 | 0 | Treatment Plant Transmission Line/Storage Tank Pipeline | | | 100,000 | 92,071 | | | 450,000 | 12,000,000 | 350,000 | 2,100,000 | 1,000,000 |
| 5207 | 0 | Loveland Reservoir Ditch pump | | | | | 100,000 | 0 | | | | | |
| 5273 | 1 | Transfer to Water Fund for Bond Payoff | 2,510,000 | | | | | | | | | | |
| 5276 | 0 | Master Plan Update | | | | 88,187 | 100,000 | 100,000 | 50,000 | | | | |
| 5277 | 1 | Plant Improvements for capacity | 115,549 | 101,724 | | 208,225 | 50,000 | 0 | 200,000 | 200,000 | 8,000,000 | | |
| 5300 | 1 | Bank Fees | 114 | 32 | 10 | 10 | 60 | 60 | | | - | - | - |
| 5410 | 0 | Treatment Plant Backwash Improvements (1/2) | | | | 1,519,284 | 150,000 | 150,000 | | | | | |
| | | **CAPITAL EXPENSES** | **2,725,663** | **203,546** | **100,010** | **1,907,777** | **625,060** | **375,060** | **740,000** | **12,200,000** | **8,350,000** | **2,100,000** | **1,000,000** |
| | | **ENDING CAPITAL FUND BALANCE** | **4,191,501** | **7,163,865** | **10,595,924** | **11,045,747** | **12,270,081** | **12,865,091** | **14,481,995** | **4,655,650** | **(1,303,106)** | **(1,432,779)** | **(443,060)** |

**WASTEWATER FUND-OPERATIONS & MAINTENANCE**

**23-00**

| | | | ACTUALS | ACTUALS | ACTUALS | ACTUALS | BUDGET | ESTIMATE | BUDGET | BUDGET | BUDGET | BUDGET | BUDGET |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | 2019 | 2020 | 2021 | 2022 | 2023 | 2023 | 2024 | 2025 | 2026 | 2027 | 2028 |
| | | **BEGINNING FUND BALANCE** | **2,892,715** | **3,263,951** | **3,973,123** | **4,772,837** | **5,853,447** | **5,853,447** | **5,450,822** | **2,658,306** | **6,759,770** | **4,006,897** | **1,278,095** |
| | | **REVENUES** | | | | | | | | | | | |
| 4410 | 0 | Wastewater Charges | 2,647,350 | 2,900,454 | 3,093,222 | 3,367,742 | 3,000,000 | 3,000,000 | 3,000,000 | 3,150,000 | 3,307,500 | 3,472,875 | 3,646,519 |
| 4410 | 2 | Hillsdale Lift Station Fees | (1) | (3) | 1 | (1) | - | - | - | 13,000,000 | - | - | - |
| 4410 | 3 | Mary's Farm Lift Station Fees | 4,456 | 2,394 | 5,274 | 8,084 | - | 7,000 | - | - | - | - | - |
| 4433 | 0 | Bomar Lift Station Maint. | 2,121 | 2,111 | 2,125 | 2,123 | 2,000 | 2,000 | 2,000 | 2,100 | 2,205 | 2,315 | 2,431 |
| 4433 | 1 | Campion Lift Station Maint | 14,403 | 14,746 | 15,051 | 14,947 | 15,000 | 15,000 | 15,000 | 15,750 | 16,538 | 17,364 | 18,233 |
| 4434 | 0 | Riverglen Lift Station Maint. | 3,878 | 3,989 | 4,026 | 4,070 | 3,500 | 3,500 | 3,500 | 3,675 | 3,859 | 4,052 | 4,254 |
| | | Heron Lakes Lift Station Maint | | | | | | | | | | | |
| 4601 | 0 | Interest | 53,048 | 29,319 | 25,191 | 75,656 | 10,000 | 200,000 | 200,000 | 210,000 | 220,500 | 231,525 | 243,101 |
| | | **TOTAL WASTEWATER REVENUES** | **2,725,255** | **2,953,010** | **3,144,890** | **3,472,621** | **3,030,500** | **3,227,500** | **3,220,500** | **16,381,525** | **3,550,601** | **3,728,131** | **3,914,538** |
| | | **EXPENSES** | | | | | | | | | | | |
| 5001 | | Salaries | 41,282 | 54,107 | 32,866 | 91,761 | 120,463 | 120,463 | 218,468 | 229,391 | 240,861 | 252,904 | 265,549 |
| 5002 | | Employer Contributions | 11,913 | 13,197 | 8,406 | 20,400 | 45,459 | 45,459 | 90,757 | 95,295 | 100,060 | 105,063 | 110,316 |
| 5003 | | Pension | 2,065 | 2,296 | 1,145 | 800 | 6,023 | 6,023 | 10,923 | 11,470 | 12,043 | 12,645 | 13,277 |
| 5007 | 4 | License and Examinations | - | - | - | - | 500 | 500 | 500 | 525 | 551 | 579 | 608 |
| 5008 | 4 | Employee Physicals-Background | - | - | - | - | 500 | 500 | 500 | 525 | 551 | 579 | 608 |
| 5009 | 4 | Travel, Trans. & Education | 298 | - | - | 63 | 1,600 | 1,600 | 1,650 | 1,733 | 1,819 | 1,910 | 2,006 |
| 5010 | 4 | Office Supplies-admin | 20,124 | 21,753 | 25,107 | 19,402 | 13,400 | 15,000 | 14,000 | 14,700 | 15,435 | 16,207 | 17,017 |
| 5010 | 5 | Office Supplies-billing | | | | 7,090 | 6,600 | 6,600 | 6,600 | 6,930 | 7,277 | 7,640 | 8,022 |
| 5011 | 1 | Telephone/pager-main plant | 4,457 | 4,593 | 5,733 | 2,168 | 1,250 | 2,500 | 2,500 | 2,625 | 2,756 | 2,894 | 3,039 |
| 5011 | 2 | Telephone/pager-regional plant | | | | 2,109 | 1,250 | 2,500 | 2,500 | 2,625 | 2,756 | 2,894 | 3,039 |
| 5012 | 1 | Utilities-main plant | 213,000 | 212,081 | 224,304 | 233,978 | 235,000 | 235,000 | 235,000 | 246,750 | 259,088 | 272,042 | 285,644 |
| 5012 | 2 | Utilities-regional plant | | | | 14,541 | 20,000 | 20,000 | 20,000 | 21,000 | 22,050 | 23,153 | 24,310 |
| 5012 | 3 | Utilities-lift stations | | | | 1,527 | 5,000 | 5,000 | 5,000 | 5,250 | 5,513 | 5,788 | 6,078 |
| 5013 | 3 | Vehicle Maintenance | 1,224 | 212 | 600 | 340 | 1,500 | 1,500 | 1,500 | 1,575 | 1,654 | 1,736 | 1,823 |
| 5014 | 3 | Gasoline | 2,386 | 1,672 | 484 | - | 1,000 | 1,000 | 1,000 | 1,050 | 1,103 | 1,158 | 1,216 |
| 5015 | 4 | Insurance | 59,466 | 73,223 | 87,776 | 111,952 | 120,000 | 120,000 | 120,000 | 126,000 | 132,300 | 138,915 | 145,861 |
| 5018 | 4 | Publications | - | - | 3,683 | - | 1,000 | 1,000 | 1,000 | 1,050 | 1,103 | 1,158 | 1,216 |
| 5020 | 4 | Professional Fees | 349,256 | 352,628 | 334,648 | 442,959 | 590,000 | 590,000 | 620,000 | 651,000 | 683,550 | 717,728 | 753,614 |
| 5022 | 4 | GIS Data Mapping | 2,360 | 247 | 1,025 | 1,907 | 15,000 | 15,000 | 16,000 | 16,800 | 17,640 | 18,522 | 19,448 |
| 5039 | 4 | Dues | 1,225 | 1,225 | 1,127 | - | 2,000 | 2,000 | 2,000 | 2,100 | 2,205 | 2,315 | 2,431 |
| 5040 | 4 | Attorney | - | 5,955 | 14,026 | 2,950 | 21,000 | 21,000 | 22,000 | 23,100 | 24,255 | 25,468 | 26,741 |
| 5041 | 1 | Equipment Rental | - | - | - | - | 1,500 | 1,500 | 1,500 | 1,575 | 1,654 | 1,736 | 1,823 |
| 5046 | 4 | Uniforms | - | 93 | - | - | 1,130 | 1,130 | 3,750 | 3,938 | 4,134 | 4,341 | 4,558 |
| 5048 | 4 | Safety | - | - | - | 164 | 500 | 500 | 500 | 525 | 551 | 579 | 608 |
| 5054 | 1 | Trash | 1,977 | 2,137 | 2,139 | 2,442 | 2,500 | 3,500 | 3,500 | 3,675 | 3,859 | 4,052 | 4,254 |
| 5057 | 1 | Repair, Maint. & Supplies-main plant | 233,747 | 126,353 | 80,012 | 68,811 | 120,000 | 120,000 | 125,000 | 131,250 | 137,813 | 144,703 | 151,938 |
| 5057 | 2 | Repair, Maint. & Supplies-regional plant | | | | 9,695 | 10,000 | 10,000 | 11,000 | 11,550 | 12,128 | 12,734 | 13,371 |
| 5057 | 3 | Repair, Maint. & Supplies-lift stations | | | | 26,253 | 45,000 | 45,000 | 47,500 | 49,875 | 52,369 | 54,987 | 57,737 |
| 5060 | 1 | Chemicals-main plant | 50,153 | 54,696 | 53,121 | 52,552 | 55,000 | 55,000 | 60,000 | 63,000 | 66,150 | 69,458 | 72,930 |
| 5060 | 2 | Chemicals-regional plant | | | | 22,832 | 25,000 | 25,000 | 26,000 | 27,300 | 28,665 | 30,098 | 31,603 |
| 5081 | 1 | Plant SCADA | 7,025 | 19,219 | 3,715 | 8,268 | 30,000 | 30,000 | 30,000 | 31,500 | 33,075 | 34,729 | 36,465 |
| 5090 | 4 | Auditing (1/3) | 8,316 | 9,167 | 8,333 | 8,300 | 10,000 | 10,000 | 10,000 | 10,500 | 11,025 | 11,576 | 12,155 |
| 5107 | 4 | Transfer to General Fund | 140,000 | 140,000 | 107,215 | 100,000 | 105,000 | 105,000 | 105,000 | 110,250 | 115,763 | 121,551 | 127,628 |
| 5108 | 1 | Lab Tests-main plant | 29,712 | 37,977 | 35,728 | 28,337 | 30,000 | 30,000 | 31,500 | 33,075 | 34,729 | 36,465 | 38,288 |
| 5108 | 2 | Lab Tests-regional plant | | | | 4,578 | 10,000 | 10,000 | 11,000 | 11,550 | 12,128 | 12,734 | 13,371 |
| 5109 | 3 | Generator Maintenance | 11,762 | 8,202 | 13,687 | 14,030 | 15,000 | 15,000 | 16,000 | 16,800 | 17,640 | 18,522 | 19,448 |
| 5110 | 4 | Plant Permit | 9,733 | 9,801 | 9,896 | 10,458 | 12,000 | 12,000 | 12,000 | 12,600 | 13,230 | 13,892 | 14,586 |
| 5111 | 3 | Sewer Incidents | 1,429 | 10,684 | 1,500 | - | 10,000 | 10,000 | 10,000 | 10,500 | 11,025 | 11,576 | 12,155 |
| 5114 | 1 | Sludge Hauling-main plant | 53,588 | 56,907 | 72,758 | 61,535 | 65,000 | 100,000 | 105,000 | 110,250 | 115,763 | 121,551 | 127,628 |
| 5114 | 2 | Sludge Hauling-regional plant | | | | 3,541 | 20,000 | 20,000 | 20,000 | 21,000 | 22,050 | 23,153 | 24,310 |
| 5116 | 1 | Lab Equipment | 1,252 | 855 | 1,979 | 4,585 | 4,500 | 4,500 | 4,600 | 4,830 | 5,072 | 5,325 | 5,591 |
| 5119 | 5 | Meter Replacements | 2,200 | - | 49,846 | - | - | - | - | - | - | - | - |
| 5129 | 3 | Lift Station  Maint | 17,351 | 15,602 | 12,529 | 86,313 | 40,000 | 40,000 | 40,000 | 42,000 | 44,100 | 46,305 | 48,620 |
| 5138 | 3 | T.V. Lines/Line Cleaning | 15,816 | 80,638 | 71,073 | 32,109 | 85,000 | 85,000 | 87,000 | 91,350 | 95,918 | 100,713 | 105,749 |
| 5182 | 1 | Repair & Calibration-Lab Equip. | - | - | - | - | 1,000 | 1,000 | 1,000 | 1,050 | 1,103 | 1,158 | 1,216 |

| WASTEWATER FUND-OPERATIONS & MAINTENANCE CON'T | | | ACTUALS | ACTUALS | ACTUALS | ACTUALS | BUDGET | ESTIMATE | BUDGET | BUDGET | BUDGET | BUDGET | BUDGET |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 23-00 | | | 2019 | 2020 | 2021 | 2022 | 2023 | 2023 | 2024 | 2025 | 2026 | 2027 | 2028 |
| | | | | | | | | | | | | | |
| 5214 | 4 | Computer Maintenance/Computer/Caselle-admin | 4,612 | 6,793 | 4,353 | 2,575 | 10,400 | 10,400 | 10,400 | 10,920 | 11,466 | 12,039 | 12,641 |
| 5214 | 5 | Computer Maintenance/Computer/Caselle-billing | | | | 4,637 | 6,600 | 6,600 | 6,600 | 6,930 | 7,277 | 7,640 | 8,022 |
| 5231 | 4 | Software | 1,112 | 8,738 | 7,014 | 205 | 5,000 | 5,000 | 5,500 | 5,775 | 6,064 | 6,367 | 6,685 |
| 5267 | 0 | Mary's Farm decommissioning | - | 5,592 | - | - | - | - | - | - | - | - | - |
| 5268 | 0 | Removal of facility at 1st street | - | - | 824 | 61,124 | - | - | - | - | - | - | - |
| 5269 | 4 | Rate Study | - | - | - | - | 15,000 | 15,000 | 15,000 | - | - | - | - |
| 5274 | 4 | 2012 Bonds | 528,450 | 529,100 | 523,100 | 740,834 | 908,350 | 908,350 | 953,768 | 906,100 | 910,350 | 912,850 | 908,600 |
| 5300 | 4 | Bank Fees | 9,234 | 10,988 | 14,100 | 18,267 | 18,000 | 18,000 | 18,000 | 18,900 | 19,845 | 20,837 | 21,879 |
| | | | | | | | | | | | | | |
| | | **TOTAL EXPENSES** | **1,836,525** | **1,876,731** | **1,813,852** | **2,326,392** | **2,870,025** | **2,910,125** | **3,163,016** | **3,210,061** | **3,329,509** | **3,452,967** | **3,575,723** |
| | | | | | | | | | | | | | |
| | | WASTEWATER OPERATING BALANCE | 3,781,445 | 4,340,230 | 5,304,161 | 5,919,066 | 6,013,922 | 6,170,822 | 5,508,306 | 15,829,770 | 6,980,863 | 4,282,061 | 1,616,910 |

| WASTEWATER FUND-OPERATIONS & MAINTENANCE CON'T | | | ACTUALS | ACTUALS | ACTUALS | ACTUALS | BUDGET | ESTIMATE | BUDGET | BUDGET | BUDGET | BUDGET | BUDGET |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 23-00 | | | 2019 | 2020 | 2021 | 2022 | 2023 | 2023 | 2024 | 2025 | 2026 | 2027 | 2028 |
| | | | | | | | | | | | | | |
| | | **CAPITAL PROJECTS** | | | | | | | | | | | |
| 5285 | 0 | New Equipment (Vac Trailer 1/3) | 18,750 | | | | | | | | | | |
| 5420 | 6 | Line Rehab and Manhole | 46,771 | | | - | 350,000 | - | 350,000 | 375,000 | 390,000 | 405,000 | 420,000 |
| 5430 | 6 | Lift Station Projects | 6,216 | | | 2,092 | 500,000 | 150,000 | 1,150,000 | | | | 402,000 |
| 5431 | 6 | Collection Replacement Projects | | 19,646 | | 0 | 350,000 | 530,000 | 350,000 | 375,000 | 390,000 | 405,000 | 420,000 |
| 5450 | 6 | Solids Handling Facility Improvements | | | | | 85,000 | 0 | | | | | |
| 5451 | 6 | Plant Equipment Replacement | 445,757 | 347,461 | 531,324 | 63,527 | 400,000 | 20,000 | 1,000,000 | 8,320,000 | | | |
| 5452 | 6 | Plant Improvements-Regional | | | | 0 | 20,000 | 20,000 | | | | | |
| | | | | | | | | | | | | | |
| | | | | | | | | | | 0 | 2,193,966 | 2,193,966 | 2,193,966 |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| | | **TOTAL CAPITAL PROJECTS** | **517,494** | **367,107** | **531,324** | **65,619** | **1,705,000** | **720,000** | **2,850,000** | **9,070,000** | **2,973,966** | **3,003,966** | **3,435,966** |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| | | **TOTAL WASTEWATER EXPENSE** | **2,354,019** | **2,243,838** | **2,345,176** | **2,392,011** | **4,575,025** | **3,630,125** | **6,013,016** | **12,280,061** | **6,303,475** | **6,456,933** | **7,011,689** |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| | | **TOTAL WASTEWATER FUND BALANCE** | **3,263,951** | **3,973,123** | **4,772,837** | **5,853,447** | **4,308,922** | **5,450,822** | **2,658,306** | **6,759,770** | **4,006,897** | **1,278,095** | **(1,819,056)** |
| | | | | | | | | | | | | | |

**WASTEWATER CAPITAL FUND**

**24-00**

| | | | ACTUALS 2019 | ACTUALS 2020 | ACTUALS 2021 | ACTUALS 2022 | BUDGET 2023 | ESTIMATE 2023 | BUDGET 2024 | BUDGET 2025 | BUDGET 2026 | BUDGET 2027 | BUDGET 2028 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | **BEGINNING FUND BALANCE** | **8,081,687** | **9,600,676** | **11,829,857** | **14,692,607** | **16,118,884** | **16,118,884** | **17,428,854** | **17,803,884** | **(2,807,085)** | **(638,251)** | **1,570,273** |
| | | **CAPITAL FACILITY REVENUES** | | | | | | | | | | | |
| 4412 | 0 | System Investment Fees | 2,524,069 | 2,819,300 | 2,804,056 | 1,423,021 | 1,250,000 | 1,250,000 | 1,375,000 | 1,375,000 | 1,375,000 | 1,375,000 | 1,375,000 |
| 4414 | 0 | Wilson Ranch for I-25 | 21 | 27 | - | - | 10 | 30 | 30 | 32 | 33 | 35 | 36 |
| 4419 | 0 | ALFA Line | 119,113 | 140,250 | 171,050 | 113,772 | 220,000 | 220,000 | 220,000 | 231,000 | 242,550 | 254,678 | 267,411 |
| 4601 | 0 | Interest | 149,086 | 88,622 | 78,565 | 222,923 | 30,000 | 500,000 | 500,000 | 525,000 | 551,250 | 578,813 | 607,753 |
| | | **TOTAL CAPITAL FACILITY REVENUE** | **2,792,289** | **3,048,199** | **3,053,671** | **1,759,716** | **1,500,010** | **1,970,030** | **2,095,030** | **2,131,032** | **2,168,833** | **2,208,525** | **2,250,201** |
| | | **CAPITAL FACILITY EXPENSES** | | | | | | | | | | | |
| 5014 | 0 | Regional Wastewater Plant | | | | - | 175,000 | - | | | | | |
| 5015 | 0 | Heron Lakes Lift Station | 3,973 | 50,709 | | | | | | | | | |
| 5019 | 0 | ALFA Line Reimbursement | 119,113 | 140,250 | 171,050 | 113,772 | 220,000 | 220,000 | 220,000 | | | | |
| 5134 | 0 | UV System | 289,886 | 516,856 | | | | | | | | | |
| 5148 | 0 | CR 17 Sewer project | 844,211 | 1,104 | | | | | | | | | |
| 5271 | 0 | 1st Street Sanitary Sewer Upgrade | | 110,067 | 16,251 | 51,580 | 1,750,000 | 300,000 | 1,500,000 | 22,742,000 | | | |
| 5273 | 0 | WW Master Plan Update | | | | 88,187 | 140,000 | 140,000 | | | | | |
| 5278 | 4 | WW System Improvements for Capacity | 15,997 | | 3,610 | 79,890 | 500,000 | - | | | | | |
| 5278 | 4 | Plant Improvements | | | | - | 600,000 | - | | | | | |
| 5300 | 0 | Bank Fees | 120 | 32 | 10 | 10 | 60 | 60 | | | | | |
| | | **TOTAL CAP FACILITY EXPENSES** | **1,273,300** | **819,018** | **190,921** | **333,439** | **3,385,060** | **660,060** | **1,720,000** | **22,742,000** | **-** | **-** | **-** |
| | | **ENDING CAP FAC FUND BALANCE** | **9,600,676** | **11,829,857** | **14,692,607** | **16,118,884** | **14,233,834** | **17,428,854** | **17,803,884** | **(2,807,085)** | **(638,251)** | **1,570,273** | **3,820,474** |

| STORM WATER CAPITAL FUND | | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| **28-00** | | | | | | | | | | | | |
| | | | ACTUALS | ACTUALS | ACTUALS | ACTUALS | BUDGET | ESTIMATE | BUDGET | BUDGET | BUDGET | BUDGET | BUDGET |
| | | | 2019 | 2020 | 2021 | 2022 | 2023 | 2023 | 2024 | 2025 | 2026 | 2027 | 2028 |
| **4999** | | **BEGINNING FUND BALANCE** | **888,439** | **1,690,007** | **2,318,301** | **3,356,579** | **3,870,643** | **3,870,643** | **3,824,183** | **2,702,183** | **3,237,683** | **3,781,058** | **4,332,702** |
| | | **REVENUES** | | | | | | | | | | | |
| 4410 | 0 | Storm Water Impact Fees | 683,936 | 906,287 | 1,075,687 | 491,328 | 303,600 | 303,600 | 378,000 | 378,000 | 378,000 | 378,000 | 378,000 |
| 4420 | 0 | Developers-CR 17 | 200,000 | 200,000 | - | - | - | - | - | - | - | - | - |
| 4601 | 0 | Interest | 22,564 | 17,436 | 17,040 | 52,458 | 3,000 | 150,000 | 150,000 | 157,500 | 165,375 | 173,644 | 182,326 |
| | | **TOTAL REVENUE** | **906,500** | **1,123,723** | **1,092,727** | **543,786** | **306,600** | **453,600** | **528,000** | **535,500** | **543,375** | **551,644** | **560,326** |
| | | **STORM WATER CAPITAL EXPENSES** | | | | | | | | | | | |
| 5020 | 0 | Professional Fees | 9,485 | | | - | | | | | | | |
| 5101 | 0 | CR 17 Trunk Main | 95,356 | 406,241 | 54,449 | - | | | | | | | |
| 5102 | 0 | Service Center (10%) | | 89,177 | | | | | | | | | |
| 5104 | 0 | Berthoud Reservoir Stormwater Outfall Improvements (design) | | | | 29,722 | 500,000 | 500,000 | 1,500,000 | | | | |
| | | Serenity Ridge Drainage improvements | | | | | | | 150,000 | | | | |
| 5300 | 0 | Bank Fees | 91 | 11 | | - | 60 | 60 | | | | | |
| | | **TOTAL CAPITAL EXPENSES** | **104,932** | **495,429** | **54,449** | **29,722** | **500,060** | **500,060** | **1,650,000** | **-** | **-** | **-** | **-** |
| **5999** | | **ENDING STORM WATER FUND BALANCE** | **1,690,007** | **2,318,301** | **3,356,579** | **3,870,643** | **3,677,183** | **3,824,183** | **2,702,183** | **3,237,683** | **3,781,058** | **4,332,702** | **4,893,028** |

| STORM WATER OPERATIONS FUND | | | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| **29-00** | | | | | | | | | | | | | |
| | | | **ACTUALS** | **ACTUALS** | **ACTUALS** | **ACTUALS** | **BUDGET** | **ESTIMATE** | **BUDGET** | **BUDGET** | **BUDGET** | **BUDGET** | **BUDGET** |
| | | | **2019** | **2020** | **2021** | **2022** | **2023** | **2023** | **2024** | **2025** | **2026** | **2027** | **2028** |
| | | | | | | | | | | | | | |
| **4999** | | **BEGINNING FUND BALANCE** | **382,224** | **645,527** | **938,434** | **1,256,206** | **1,846,287** | **1,846,287** | **2,197,117** | **2,558,807** | **2,980,582** | **3,423,445** | **3,888,451** |
| | | | | | | | | | | | | | |
| | | **REVENUES** | | | | | | | | | | | |
| 4410 | 0 | Storm Water Fees | 448,874 | 501,689 | 557,928 | 611,539 | 480,000 | 480,000 | 480,000 | 504,000 | 529,200 | 555,660 | 583,443 |
| 4601 | 0 | Interest | 8,367 | 5,992 | 5,914 | 22,891 | 1,000 | 70,000 | 70,000 | 73,500 | 77,175 | 81,034 | 85,085 |
| | | | | | | | | | | | | | |
| | | **TOTAL REVENUE** | **457,241** | **507,681** | **563,842** | **634,430** | **481,000** | **550,000** | **550,000** | **577,500** | **606,375** | **636,694** | **668,528** |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| | | **EXPENSES** | | | | | | | | | | | |
| 5001 | | Salaries | 44,860 | 39,895 | 8,810 | 5,142 | - | 610 | - | - | - | - | - |
| 5002 | | Employer Contributions | 17,169 | 13,020 | 2,650 | 320 | - | 250 | - | - | - | - | - |
| 5003 | | Pension | 1,818 | 1,560 | 312 | - | - | - | - | - | - | - | - |
| 5009 | 5 | Travel, Training | - | - | - | - | 750 | 750 | 750 | 788 | 827 | 868 | 912 |
| 5020 | 4 | Professional Fees | 24,736 | 5,224 | 16,405 | 870 | 25,000 | 25,000 | 25,000 | 26,250 | 27,563 | 28,941 | 30,388 |
| 5022 | 4 | GIS Data Mapping | 2,000 | 247 | 197 | - | 5,000 | 5,000 | 5,000 | 5,250 | 5,513 | 5,788 | 6,078 |
| 5042 | 1 | Snow & Ice Removal | 10,062 | 9,438 | 17,535 | 4,625 | 25,000 | 25,000 | 25,000 | 26,250 | 27,563 | 28,941 | 30,388 |
| 5057 | 3 | Repair & Maint: culverts, drain pans, gutters | 35,139 | 35,626 | 19,355 | 5,610 | 50,000 | 50,000 | 50,000 | 52,500 | 55,125 | 57,881 | 60,775 |
| 5059 | 5 | Computer Maint/Replacement/Caselle | 802 | 1,800 | - | - | 2,000 | 2,000 | 2,000 | 2,100 | 2,205 | 2,315 | 2,431 |
| 5060 | 3 | Drainage Parts | 1,374 | - | 391 | 1,287 | 2,000 | 2,000 | 2,000 | 2,100 | 2,205 | 2,315 | 2,431 |
| 5107 | 5 | Transfer to General Fund | 10,000 | 12,000 | 10,516 | 10,000 | 10,500 | 10,500 | 10,500 | 11,025 | 11,576 | 12,155 | 12,763 |
| 5110 | 4 | Permit | 962 | 462 | - | 355 | 10,000 | 10,000 | 10,000 | 10,500 | 11,025 | 11,576 | 12,155 |
| 5190 | 0 | Master Drainage Plan | 12,532 | 15,414 | - | - | 50,000 | 50,000 | - | - | - | - | - |
| 5261 | 2 | Sweeper Parts | 13,643 | 13,287 | 19,899 | 16,140 | 18,000 | 18,000 | 18,000 | 18,900 | 19,845 | 20,837 | 21,879 |
| 5269 | 0 | Rate Study | - | - | - | - | - | - | - | - | - | - | - |
| 5300 | 5 | Bank Fees | 91 | 12 | - | - | 60 | 60 | 60 | 63 | 66 | 69 | 73 |
| | | | | | | | | | | | | | |
| | | **TOTAL EXPENSES** | **175,188** | **147,985** | **96,070** | **44,349** | **198,310** | **199,170** | **148,310** | **155,726** | **163,512** | **171,687** | **180,272** |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| | | **STORM WATER CAPITAL EXPENSES** | | | | | | | | | | | |
| 5058 | 0 | Street Sweeper (40% GF & 60% Drainage) | | | 150,000 | | | | | | | | |
| 5084 | 0 | Skid Steer | | 66,789 | | | | | | | | | |
| 5125 | 0 | Crackfilling machine-roadside mower (50% streets) | | | | | | | | | | | |
| 5172 | 0 | Excavator (50% streets, 50% storm water) | | | | | | | | | | | |
| 5201 | 0 | Harben Trailer and inspection camera | | | | | | | | | | | |
| 5202 | 0 | Heron Pointe ditch grading design | | | | | | | 40,000 | | | | |
| 5285 | 0 | New Equipment (Vac Trailer 1/3) | 18,750 | | | | | | | | | | |
| 5401 | 6 | Culverts-drain pans-gutters | | | | - | | | | | | | |
| | | | | | | | | | | | | | |
| | | **TOTAL CAPITAL EXPENSES** | **18,750** | **66,789** | **150,000** | **-** | **-** | **-** | **40,000** | **-** | **-** | **-** | **-** |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| | | **TOTAL STORM WATER OPERATION EXPENSES** | **193,938** | **214,774** | **246,070** | **44,349** | **198,310** | **199,170** | **188,310** | **155,726** | **163,512** | **171,687** | **180,272** |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| **5999** | | **ENDING STORM WATER FUND BALANCE** | **645,527** | **938,434** | **1,256,206** | **1,846,287** | **2,128,977** | **2,197,117** | **2,558,807** | **2,980,582** | **3,423,445** | **3,888,451** | **4,376,708** |
| | | | | | | | | | | | | | |

**PARK DEVELOPMENT**

**31-00**

| | | | ACTUALS 2019 | ACTUALS 2020 | ACTUALS 2021 | ACTUALS 2022 | BUDGET 2023 | ESTIMATE 2023 | BUDGET 2024 | BUDGET 2025 | BUDGET 2026 | BUDGET 2027 | BUDGET 2028 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| **4999** | | **BEGINNING FUND BALANCE** | **2,787,926** | **2,585,670** | **1,469,514** | **2,471,918** | **2,553,299** | **2,553,299** | **1,136,559** | **1,893,822** | **2,860,334** | **3,827,122** | **4,794,200** |
| | | **REVENUES** | | | | | | | | | | | |
| 4601 | 0 | Interest | 48,115 | 17,931 | 14,390 | 38,605 | 5,000 | 60,000 | 5,250 | 5,513 | 5,788 | 6,078 | 6,381 |
| 4607 | 0 | Grant Revenue | - | - | 40,000 | - | - | - | - | - | - | - | - |
| 4607 | 0 | CDOT Funding for Berthoud Parkway Trail | 0 | - | - | - | - | - | - | - | - | - | - |
| 4700 | 0 | Park Development | 1,116,365 | 1,588,571 | 1,837,216 | 833,709 | 653,400 | 653,320 | 961,000 | 961,000 | 961,000 | 961,000 | 961,000 |
| | | **TOTAL REVENUES** | **1,164,480** | **1,606,502** | **1,891,606** | **872,314** | **658,400** | **713,320** | **966,250** | **966,513** | **966,788** | **967,078** | **967,381** |
| | | **EXPENSES** | | | | | | | | | | | |
| 5020 | 1 | Professional Fees | 1,085,386 | 40,000 | | | | | 30,000 | | | | |
| 5021 | 0 | Impact Fee Study | 7,871 | | | | | | | | | | |
| 5022 | 0 | Park Development Master Plan | 3,305 | | | | | | | | | | |
| 5022 | 1 | Skate Park at Waggener Plan | | 9,000 | 720,789 | 13,320 | | | | | | | |
| 5022 | 2 | Bike Park at Richardson | | 30,375 | 108,839 | 606,523 | 1,200,000 | 1,200,000 | 150,000 | | | | |
| 5203 | 0 | Batting Cages at Bein (40% in GF) | | | 30,522 | | | | | | | | |
| 5204 | 0 | Town Park | 98,962 | 2,900 | | | | | | | | | |
| 5207 | 1 | Pioneer Park | 876 | 13,225 | | - | 330,000 | 330,000 | | | | | |
| 5207 | 2 | Pioneer Park Community Garden | | | 889 | 631 | | | | | | | |
| 5210 | 0 | Dog Park | 3,250 | 109,858 | | 47,177 | | | | | | | |
| 5220 | 0 | Waggener Farm Park Construction | | 1,500,000 | | - | | | | | | | |
| 5246 | 1 | Heron Lakes (shelter, parking lot, bathrooms) | | | | - | | | | | | | |
| 5247 | 1 | Hillsdale | 77 | 1,600 | | - | | | | | | | |
| 5248 | 1 | Berthoud Reservoir (trails) | 166,919 | 1,015,688 | 10,523 | 647 | | | | | | | |
| 5249 | 0 | Roberts Lake east field development (design) | | | | 8,213 | | | | | | | |
| 5250 | 0 | North Berthoud Parkway trail | | | 17,640 | 47,698 | 600,000 | 600,000 | | | | | |
| 5251 | 0 | Richardson Park (design) | | | | 66,724 | | | | | | | |
| 5300 | 1 | Bank Fees | 90 | 12 | | - | 60 | 60 | - | - | - | - | - |
| | | **TOTAL EXPENSES** | **1,366,736** | **2,722,658** | **889,202** | **790,933** | **2,130,060** | **2,130,060** | **180,000** | **-** | **-** | **-** | **-** |
| **5998** | | **EMERGENCY RESERVES** | - | - | - | - | - | - | 28,988 | | | | |
| **5999** | | **ENDING PARK FUND BALANCE** | **2,585,670** | **1,469,514** | **2,471,918** | **2,553,299** | **1,081,639** | **1,136,559** | **1,893,822** | **2,860,334** | **3,827,122** | **4,794,200** | **5,761,581** |

**PARK LAND ACQUISITION AND DEDICATION**

**32-00**

| | | | ACTUALS 2019 | ACTUALS 2020 | ACTUALS 2021 | ACTUALS 2022 | BUDGET 2023 | ESTIMATE 2023 | BUDGET 2024 | BUDGET 2025 | BUDGET 2026 | BUDGET 2027 | BUDGET 2028 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| **4999** | | **BEGINNING FUND BALANCE** | **900,583** | **1,134,153** | **1,503,754** | **1,873,536** | **662,799** | **662,799** | **731,639** | **838,932** | **955,432** | **1,073,244** | **1,192,435** |
| | | **REVENUES** | | | | | | | | | | | |
| 4601 | 0 | Interest | 17,088 | 10,673 | 10,067 | 24,583 | 5,000 | 25,000 | 25,000 | 26,250 | 27,563 | 28,941 | 30,388 |
| 4700 | 0 | Park Dedication | 226,144 | 358,940 | 416,613 | 200,709 | 195,000 | 195,000 | 240,250 | 240,250 | 240,250 | 240,250 | 240,250 |
| | | **TOTAL REVENUES** | **243,232** | **369,613** | **426,680** | **225,292** | **200,000** | **220,000** | **265,250** | **266,500** | **267,813** | **269,191** | **270,638** |
| | | **EXPENSES** | | | | | | | | | | | |
| 5020 | 0 | Professional Fees | 1,700 | | | 1,700 | | | | | | | |
| 5021 | 0 | Impact Fee Study | 7,871 | | | | | | | | | | |
| 5022 | 0 | Open Space Master Plan | | | 56,898 | 4,602 | | | | | | | |
| 5041 | 0 | Welch Trail Easement | | | | 25,901 | | 1,100 | | | | | |
| 5171 | 0 | Park Expansion Property Purchase (Newell Farm) | | | | 1,403,801 | - | | | | | | |
| 5171 | 1 | Park Expansion-transfer to open space acquisition | | | | | 150,000 | 150,000 | 150,000 | 150,000 | 150,000 | 150,000 | 150,000 |
| 5300 | 0 | Bank Fees | 91 | 12 | | 25 | 60 | 60 | - | - | - | - | - |
| | | **TOTAL EXPENSES** | **9,662** | **12** | **56,898** | **1,436,029** | **150,060** | **151,160** | **150,000** | **150,000** | **150,000** | **150,000** | **150,000** |
| **5998** | | **EMERGENCY RESERVES** | - | - | - | - | - | - | 7,958 | | | | |
| **5999** | | **ENDING DEDICATION FUND BALANCE** | **1,134,153** | **1,503,754** | **1,873,536** | **662,799** | **712,739** | **731,639** | **838,932** | **955,432** | **1,073,244** | **1,192,435** | **1,313,072** |

**PUBLIC FACILITIES FUND**

**33-00**

| | | | ACTUALS 2019 | ACTUALS 2020 | ACTUALS 2021 | ACTUALS 2022 | BUDGET 2023 | ESTIMATE 2023 | BUDGET 2024 | BUDGET 2025 | BUDGET 2026 | BUDGET 2027 | BUDGET 2028 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| **4999** | | **BEGINNING FUND BALANCE** | **1,914,193** | **2,363,051** | **1,620,006** | **2,353,419** | **2,623,937** | **2,623,937** | **2,831,077** | **2,972,412** | **3,282,912** | **3,598,662** | **3,919,925** |
| | | **REVENUES** | | | | | | | | | | | |
| 4601 | 0 | Interest | 37,455 | 17,182 | 11,412 | 35,902 | 5,000 | 100,000 | 100,000 | 105,000 | 110,250 | 115,763 | 121,551 |
| 4700 | 0 | Public Facilities | 648,187 | 657,317 | 733,220 | 304,646 | 457,200 | 457,200 | 205,500 | 205,500 | 205,500 | 205,500 | 205,500 |
| | | **TOTAL REVENUES** | **685,642** | **674,499** | **744,632** | **340,548** | **462,200** | **557,200** | **305,500** | **310,500** | **315,750** | **321,263** | **327,051** |
| | | **EXPENSES** | | | | | | | | | | | |
| 5020 | 0 | Professional Fees | | | | | 350,000 | 350,000 | | | | | |
| 5021 | 0 | Impact Fee Study | 7,871 | | | | | | | | | | |
| 5153 | 0 | Service Center (90%/ 10% from storm water) | 228,823 | 1,417,532 | 9,719 | - | | | | | | | |
| 5155 | 0 | Parks/Forestry Storage Building at Service Center | | | 1,500 | - | | | | | | | |
| 5156 | 0 | Parks/Forestry Storage Building at Waggener Farm | | | | 5,030 | | | | | | | |
| 5176 | 0 | LCSO Vehicle (transfer to general fund) | | | | 65,000 | | | | | | | |
| | | New Vehicles | | | | | | | 140,000 | | | | |
| | | Town Hall office construct | | | | | | | 15,000 | | | | |
| 5300 | 0 | Bank Fees | 90 | 12 | | - | 60 | 60 | - | - | - | - | - |
| | | **TOTAL EXPENSES** | **236,784** | **1,417,544** | **11,219** | **70,030** | **350,060** | **350,060** | **155,000** | - | - | - | - |
| **5998** | | **EMERGENCY RESERVES** | - | - | - | - | - | - | 9,165 | | | | |
| **5999** | | **ENDING FACILITY FUND BALANCE** | **2,363,051** | **1,620,006** | **2,353,419** | **2,623,937** | **2,736,077** | **2,831,077** | **2,972,412** | **3,282,912** | **3,598,662** | **3,919,925** | **4,246,975** |

**CONSERVATION TRUST FUND**

**34-00**

| | | | ACTUALS 2019 | ACTUALS 2020 | ACTUALS 2021 | ACTUALS 2022 | BUDGET 2023 | ESTIMATE 2023 | BUDGET 2024 | BUDGET 2025 | BUDGET 2026 | BUDGET 2027 | BUDGET 2028 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| **4999** | | **BEGINNING FUND BALANCE** | **149,896** | **116,515** | **158,927** | **230,599** | **368,734** | **368,734** | **438,216** | **430,219** | **256,525** | **59,146** | **36,898** |
| | | **REVENUES** | | | | | | | | | | | |
| 4301 | 0 | Conservation Trust Distribution | 78,194 | 81,011 | 108,532 | 134,329 | 90,000 | 120,000 | 120,000 | 126,000 | 132,300 | 138,915 | 145,861 |
| 4364 | 0 | Transfer from General Fund | 56,000 | 175,000 | 195,000 | 500,000 | 500,000 | 500,000 | 500,000 | 300,000 | 300,000 | 500,000 | 550,000 |
| 4601 | 0 | Interest | 2,326 | 1,096 | 1,080 | 4,457 | 500 | 15,000 | 15,000 | 15,750 | 16,538 | 17,364 | 18,233 |
| | | **TOTAL REVENUES** | **136,520** | **257,107** | **304,612** | **638,786** | **590,500** | **635,000** | **635,000** | **441,750** | **448,838** | **656,279** | **714,093** |
| | | **GENERAL PARK** | | | | | | | | | | | |
| 5001 | | Salaries | 7,634 | - | - | - | - | - | - | - | - | - | - |
| 5002 | | Employer Contributions | 1,414 | - | - | - | - | - | - | - | - | - | - |
| 5003 | | Pension | 382 | - | - | - | - | - | - | - | - | - | - |
| 5095 | 1 | Computer Equipment Maintenance/Replacement | 833 | - | - | - | - | - | - | - | - | - | - |
| 5096 | 1 | GIS Software | - | - | - | - | - | - | - | - | - | - | - |
| 5140 | 1 | Park Building - Grounds - Sprinklers | 951 | 1,000 | 1,628 | - | 3,000 | 3,000 | 3,000 | 3,150 | 3,308 | 3,473 | 3,647 |
| 5141 | 1 | Roberts Park (concrete entry and pavillion)(nursery) | 5,266 | 4,915 | 6,175 | 65,451 | 30,000 | 30,000 | 5,000 | 5,250 | 5,513 | 5,788 | 6,078 |
| 5142 | 0 | Picnic tables and benches | - | - | - | 6,712 | - | - | - | - | - | - | - |
| 5143 | 0 | Trail Signage | - | - | - | - | 10,000 | 10,000 | - | - | - | - | - |
| 5177 | 1 | Fickel Park | 800 | - | - | - | - | - | - | - | - | - | - |
| 5270 | 1 | Tennis Court Repair | 30,091 | - | 2,500 | - | 6,000 | 6,000 | 4,000 | 4,200 | 4,410 | 4,631 | 4,862 |
| | | **GENERAL EXPENSE SUBTOTAL** | **47,371** | **5,915** | **10,303** | **72,163** | **49,000** | **49,000** | **12,000** | **12,600** | **13,230** | **13,892** | **14,586** |
| | | **FORESTRY and OPEN SPACE** | | | | | | | | | | | |
| 5001 | | Salaries | 71,791 | 94,513 | 114,075 | 197,728 | 228,809 | 228,809 | 319,717 | 335,703 | 352,488 | 370,112 | 388,618 |
| 5002 | | Employer Contributions | 17,404 | 24,946 | 32,935 | 54,234 | 92,709 | 92,709 | 93,934 | 98,631 | 103,562 | 108,740 | 114,177 |
| 5003 | | Pension | 3,643 | 4,722 | 3,652 | 2,747 | 11,440 | 11,440 | 15,986 | 16,785 | 17,624 | 18,506 | 19,431 |
| 5009 | 1 | Travel, Education | - | - | 2,595 | 3,330 | 3,500 | 4,000 | 4,500 | 4,725 | 4,961 | 5,209 | 5,470 |
| 5010 | 1 | Office Supplies | - | - | 335 | 564 | 750 | 1,000 | 1,000 | 1,050 | 1,103 | 1,158 | 1,216 |
| 5011 | 1 | Telephone | - | - | 25 | 519 | 750 | 750 | 750 | 788 | 827 | 868 | 912 |
| 5013 | 1 | Vehicle Maintenance | - | - | 706 | 3,339 | 5,500 | 5,500 | 6,000 | 6,300 | 6,615 | 6,946 | 7,293 |
| 5014 | 1 | Gasoline | - | - | 4,053 | 5,166 | 5,500 | 7,000 | 7,000 | 7,350 | 7,718 | 8,103 | 8,509 |
| 5046 | 1 | Uniforms | - | - | 1,353 | 1,981 | 2,950 | 2,950 | 4,500 | 4,725 | 4,961 | 5,209 | 5,470 |
| 5058 | 1 | Equipment Maintenance | - | - | 2,233 | 2,025 | 5,000 | 6,000 | 29,000 | 6,500 | 6,825 | 7,166 | 7,525 |
| 5072 | 2 | Tree Maintenance | 2,423 | 4,760 | 28,256 | 35,428 | 40,000 | 40,000 | 40,000 | 42,000 | 44,100 | 46,305 | 48,620 |
| 5076 | 2 | Educational Materials | 149 | 632 | - | 452 | 2,500 | 2,500 | 2,500 | 2,625 | 2,756 | 2,894 | 3,039 |
| 5077 | 3 | Tree Replacement | 11,362 | 17,494 | 18,732 | 11,199 | 20,000 | 20,000 | 20,000 | 21,000 | 22,050 | 23,153 | 24,310 |
| 5077 | 4 | EAB Tree Replacement (combined in 2020) | 7,711 | - | - | - | - | - | - | - | - | - | - |
| 5079 | 2 | Supplies | 898 | 2,677 | 3,080 | 5,406 | 7,000 | 7,000 | 7,000 | 7,350 | 7,718 | 8,103 | 8,509 |
| 5080 | 4 | EAB Response-Treatment | 6,480 | 59,024 | 10,607 | 36,849 | 45,000 | 45,000 | 45,000 | 47,250 | 49,613 | 52,093 | 54,698 |
| 5085 | 4 | EAB Cost Share | 578 | - | - | - | - | - | - | - | - | - | - |
| 5095 | 1 | Computer Equipment Maintenance/Replacement | - | - | - | 2,003 | 1,800 | 1,800 | - | - | - | - | - |
| 5263 | 0 | New Vehicle and water tank | - | - | - | 65,518 | - | - | - | - | - | - | - |
| 5266 | 0 | Arboretum at Waggener Farm Park Master Plan - concept plan | - | - | - | - | 40,000 | 40,000 | 15,000 | - | - | - | - |
| 5300 | 1 | Bank Fees | 91 | 12 | - | - | 60 | 60 | 60 | 63 | 66 | 69 | 73 |
| | | **FORESTRY EXPENSE SUBTOTAL** | **122,530** | **208,780** | **222,637** | **428,488** | **513,268** | **516,518** | **611,947** | **602,844** | **632,986** | **664,636** | **697,868** |
| | | **TOTAL EXPENSES** | **169,901** | **214,695** | **232,940** | **500,651** | **562,268** | **565,518** | **623,947** | **615,444** | **646,216** | **678,527** | **712,454** |
| **5998** | | **EMERGENCY RESERVES** | - | - | - | - | - | - | 19,050 | | | | |
| **5999** | | **ENDING CONSERV FUND BALANCE** | **116,515** | **158,927** | **230,599** | **368,734** | **396,966** | **438,216** | **430,219** | **256,525** | **59,146** | **36,898** | **38,538** |

**LARIMER COUNTY OPEN SPACE TAX FUND**

**36-00**

| | | | ACTUALS 2019 | ACTUALS 2020 | ACTUALS 2021 | ACTUALS 2022 | BUDGET 2023 | ESTIMATE 2023 | BUDGET 2024 | BUDGET 2025 | BUDGET 2026 | BUDGET 2027 | BUDGET 2028 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| **4999** | | **BEGINNING FUND BALANCE** | **1,306,996** | **1,517,801** | **953,816** | **855,107** | **1,301,392** | **1,301,392** | **146,332** | **321,322** | **599,512** | **891,615** | **1,198,325** |
| | | **REVENUES** | | | | | | | | | | | |
| 4306 | 0 | Revenues | 215,696 | 239,006 | 322,925 | 403,689 | 220,000 | 220,000 | 220,000 | 231,000 | 242,550 | 254,678 | 267,411 |
| 4307 | 0 | CDOT Funding for Berthoud Parkway Trail | 0 | - | - | 79,130 | - | - | - | - | - | - | - |
| 4310 | 1 | Transfer from Park Dedication Fund | - | - | - | - | 150,000 | 150,000 | 150,000 | 150,000 | 150,000 | 150,000 | 150,000 |
| 4310 | 2 | Transfer from 1998 1% Fund | - | - | - | - | 150,000 | 150,000 | 150,000 | 150,000 | 150,000 | 150,000 | 150,000 |
| 4601 | 0 | Interest | 23,737 | 11,339 | 6,173 | 15,354 | 3,000 | 45,000 | 45,000 | 47,250 | 49,613 | 52,093 | 54,698 |
| | | **TOTAL REVENUES** | **239,433** | **250,345** | **329,098** | **498,173** | **523,000** | **565,000** | **565,000** | **578,250** | **592,163** | **606,771** | **622,109** |
| | | **EXPENSES** | | | | | | | | | | | |
| 5020 | 0 | Professional Fees | | | | | | | 40,000 | | | | |
| 5220 | 0 | Waggener Farm Construction (Pickleball courts) | | 450,000 | | | 1,300,000 | 1,300,000 | | | | | |
| 5257 | 0 | Trail System & Improvements- HERON LAKES | | 269,251 | | | | | | | | | |
| 5257 | 0 | Trail System & Improvements- Master Plan | 6,606 | | 27,548 | | | | | | | | |
| 5257 | 1 | Trail System & Improvements- South Berthoud Parkway Trail | | | 363,997 | 31,452 | 45,000 | 45,000 | | | | | |
| 5259 | 0 | Hillsdale-regular maintenance | 10,884 | 65,201 | | 6,764 | 10,000 | 10,000 | 10,000 | | | | |
| 5260 | 0 | Pioneer Park-lake bank seed, trail around lake,pavillion | 2,493 | | 5,702 | | | | | | | | |
| 5265 | 0 | Jaskowski property maintenance | 6,653 | 24,263 | 6,316 | 7,058 | 10,000 | 10,000 | 10,000 | | | | |
| 5265 | 1 | Jaskowski trail connection | | | | (162) | | | | | | | |
| 5266 | 0 | Richardson property maintenance | 1,900 | 1,355 | 4,120 | 433 | 10,000 | 10,000 | 3,000 | | | | |
| 5268 | 0 | Berthoud Reservoir Park/Trail maintenance | | 4,248 | 20,124 | 6,343 | 45,000 | 45,000 | 10,000 | | | | |
| 5300 | 0 | Bank Fees | 92 | 12 | | - | 60 | 60 | 60 | 60 | 60 | 60 | 60 |
| | | **EXPENSES** | **28,628** | **814,330** | **427,807** | **51,888** | **1,420,060** | **1,420,060** | **73,060** | **60** | **60** | **60** | **60** |
| 5171 | 0 | Open Space Acquisition | - | - | 0 | 0 | 200,000 | 300,000 | 300,000 | 300,000 | 300,000 | 300,000 | 300,000 |
| | | **LAND ACQUISITION EXPENSES** | **-** | **-** | **-** | **-** | **200,000** | **300,000** | **300,000** | **300,000** | **300,000** | **300,000** | **300,000** |
| | | **TOTAL EXPENSES** | **28,628** | **814,330** | **427,807** | **51,888** | **1,620,060** | **1,720,060** | **373,060** | **300,060** | **300,060** | **300,060** | **300,060** |
| **5998** | | **EMERGENCY RESERVES** | **-** | **-** | **-** | **-** | **-** | **-** | 16,950 | | | | |
| **5999** | | **ENDING LARIMER FUND BALANCE** | **1,517,801** | **953,816** | **855,107** | **1,301,392** | **204,332** | **146,332** | **321,322** | **599,512** | **891,615** | **1,198,325** | **1,520,374** |

**CEMETERY ENDOWMENT FUND**

**37-00**

| | | | ACTUALS 2019 | ACTUALS 2020 | ACTUALS 2021 | ACTUALS 2022 | BUDGET 2023 | ESTIMATE 2023 | BUDGET 2024 | BUDGET 2025 | BUDGET 2026 | BUDGET 2027 | BUDGET 2028 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| **4999** | | **BEGINNING FUND BALANCE** | **46,165** | **39,569** | **122,260** | **157,044** | **198,304** | **198,304** | **140,102** | **80,548** | **56,193** | **89,619** | **120,717** |
| | | **REVENUES** | | | | | | | | | | | |
| 4280 | 0 | Transfer from General Fund | - | 50,000 | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 | 80,000 | 80,000 | 100,000 |
| 4601 | 0 | Interest | 765 | 623 | 827 | 2,708 | 500 | 7,000 | 7,000 | 7,350 | 7,718 | 8,103 | 8,509 |
| 4710 | 0 | Lot Sales | 22,989 | 38,470 | 33,250 | 42,860 | 25,000 | 25,000 | 25,000 | 26,250 | 27,563 | 28,941 | 30,388 |
| 4711 | 0 | Opening & Closing | 14,585 | 27,925 | 37,740 | 23,315 | 25,000 | 25,000 | 25,000 | 26,250 | 27,563 | 28,941 | 30,388 |
| 4713 | 0 | Marker Sales | 2,400 | 1,525 | 165 | 145 | - | - | - | - | - | - | - |
| | | **TOTAL REVENUES** | **40,739** | **118,543** | **91,982** | **89,028** | **70,500** | **77,000** | **77,000** | **79,850** | **142,843** | **145,985** | **169,284** |
| | | **EXPENSES** | | | | | | | | | | | |
| 5001 | | Salaries | 24,274 | 20,101 | 35,382 | 29,030 | 55,987 | 55,987 | 58,512 | 61,438 | 64,509 | 67,735 | 71,122 |
| 5002 | | Employer Contributions | 3,328 | 2,876 | 8,769 | 3,903 | 5,806 | 5,806 | 6,196 | 6,506 | 6,831 | 7,173 | 7,531 |
| 5003 | | Pension | 112 | 200 | 1,631 | 304 | 2,799 | 2,799 | 2,926 | 3,072 | 3,225 | 3,387 | 3,556 |
| 5012 | 2 | Utilities | 2,857 | 2,199 | 568 | 485 | 3,000 | 8,000 | 8,000 | 8,400 | 8,820 | 9,261 | 9,724 |
| 5014 | 2 | Gasoline | 934 | 229 | 2,102 | 1,952 | 2,200 | 2,200 | 2,200 | 2,310 | 2,426 | 2,547 | 2,674 |
| 5020 | 1 | Professional Fees (funerals) | - | - | - | 1,200 | 3,000 | 3,000 | 3,000 | 3,150 | 3,308 | 3,473 | 3,647 |
| 5020 | 0 | Professional Fees - concept plan for Cemetery improvements | - | - | - | - | 35,000 | 35,000 | 35,000 | - | - | - | - |
| 5046 | 2 | Uniforms | - | - | - | - | 850 | 850 | 850 | 893 | 937 | 984 | 1,033 |
| 5057 | 2 | Repair & Maintenance | 7,973 | 6,827 | 6,946 | 10,894 | 15,000 | 15,000 | 15,000 | 15,750 | 16,538 | 17,364 | 18,233 |
| 5059 | 2 | Marker Sales | 1,219 | 1,670 | - | - | 2,500 | 2,500 | 2,500 | 2,625 | 2,756 | 2,894 | 3,039 |
| 5082 | 0 | Maint Shop & Storage Building (gutters, roof) | - | - | - | - | 4,000 | 4,000 | - | - | - | - | - |
| 5083 | 0 | Columbarium | - | - | - | - | - | - | - | - | - | - | - |
| 5083 | 1 | Cremains Vaults | - | 1,740 | 1,800 | - | - | - | - | - | - | - | - |
| 5084 | 0 | Traveling sprinkler | 6,600 | - | - | - | - | - | - | - | - | - | - |
| 5300 | 2 | Bank Fees | 38 | 10 | - | - | 60 | 60 | 60 | 63 | 66 | 69 | 73 |
| | | **TOTAL EXPENSES** | **47,335** | **35,852** | **57,198** | **47,768** | **130,202** | **135,202** | **134,244** | **104,206** | **109,416** | **114,887** | **120,631** |
| **5998** | | **EMERGENCY RESERVES** | - | - | - | - | - | - | 2,310 | | | | |
| **5999** | | **ENDING CEMETERY FUND BALANCE** | **39,569** | **122,260** | **157,044** | **198,304** | **138,602** | **140,102** | **80,548** | **56,193** | **89,619** | **120,717** | **169,369** |

**BERTHOUD AREA TRANSPORTATION FUND**

**39-00**

| | | | ACTUALS 2019 | ACTUALS 2020 | ACTUALS 2021 | ACTUALS 2022 | BUDGET 2023 | ESTIMATE 2023 | BUDGET 2024 | BUDGET 2025 | BUDGET 2026 | BUDGET 2027 | BUDGET 2028 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| **4999** | | **BEGINNING FUND BALANCE** | **331,601** | **352,837** | **546,666** | **514,853** | **440,395** | **440,395** | **286,055** | **118,753** | **46,235** | **15,091** | **24,889** |
| | | **REVENUES** | | | | | | | | | | | |
| 4101 | 0 | Donations | 10 | - | - | - | - | - | - | - | - | - | - |
| 4106 | 0 | OOA | 26,065 | 20,112 | 24,285 | 30,430 | 20,000 | 11,400 | - | 10,000 | 10,500 | 11,025 | 11,576 |
| 4107 | 0 | Client Contributions | 5,457 | 2,263 | 4,257 | 3,625 | 2,500 | 2,500 | 2,500 | 2,625 | 2,756 | 2,894 | 3,039 |
| 4108 | 0 | Transfer from 1% Fund | 72,100 | 90,000 | 90,000 | 50,000 | 50,000 | 50,000 | 50,000 | 100,000 | 150,000 | 200,000 | 200,000 |
| 4109 | 0 | City of Ft. Collins | 70,134 | 238,298 | 9,727 | 57,993 | - | 9,600 | 15,000 | 15,750 | 16,538 | 17,364 | 18,233 |
| 4601 | 0 | Interest | 5,354 | 3,243 | 3,002 | 5,855 | 2,000 | 15,000 | 15,000 | 15,750 | 16,538 | 17,364 | 18,233 |
| | | **TOTAL REVENUE** | **179,120** | **353,916** | **131,271** | **147,903** | **74,500** | **88,500** | **82,500** | **144,125** | **196,331** | **248,648** | **251,080** |
| | | **EXPENSES** | | | | | | | | | | | |
| 5001 | | Salaries | 68,945 | 69,713 | 63,010 | 68,238 | 78,948 | 78,948 | 97,419 | 102,290 | 107,404 | 112,775 | 118,413 |
| 5002 | | Employer Contributions | 14,324 | 14,229 | 14,363 | 14,572 | 18,935 | 18,935 | 21,127 | 22,183 | 23,293 | 24,457 | 25,680 |
| 5003 | | Pension | 2,590 | 2,733 | 2,598 | 2,659 | 3,947 | 3,947 | 4,871 | 5,114 | 5,370 | 5,639 | 5,921 |
| 5008 | 2 | Employee Physicals-Background | 190 | - | - | - | 500 | 500 | 500 | 525 | 551 | 579 | 608 |
| 5009 | 1 | Travel, Training, Education | - | - | - | - | 1,000 | 1,000 | 1,000 | 1,050 | 1,103 | 1,158 | 1,216 |
| 5010 | 1 | Office Supplies | 287 | 244 | 115 | 142 | 800 | 800 | 800 | 840 | 882 | 926 | 972 |
| 5011 | 2 | Telephone | 1,422 | 696 | 1,172 | 1,271 | 1,200 | 1,200 | 1,300 | 1,365 | 1,433 | 1,505 | 1,580 |
| 5013 | 2 | Vehicle Maintenance | 10,185 | 4,304 | 5,235 | 8,566 | 15,000 | 15,000 | 15,000 | 15,750 | 16,538 | 17,364 | 18,233 |
| 5017 | 2 | Insurance Deductibles | - | - | - | 758 | 5,000 | 5,000 | 5,000 | 5,250 | 5,513 | 5,788 | 6,078 |
| 5020 | 0 | Consultant - Transit Study | - | - | 19,675 | 60,327 | 20,000 | 20,000 | - | - | - | - | - |
| 5021 | 1 | Admin. Expenses | - | - | - | - | 100 | 100 | 100 | 105 | 110 | 116 | 122 |
| 5022 | 1 | Flex Bus Service | 43,216 | 36,338 | 27,137 | 33,258 | 45,000 | 45,000 | 45,000 | 47,250 | 49,613 | 52,093 | 54,698 |
| 5023 | 1 | RAFT Contribution | 5,000 | 22,000 | 22,000 | 22,000 | 41,000 | 41,000 | 41,000 | - | - | - | - |
| 5039 | 1 | CASTA Dues | 203 | 281 | 315 | 247 | 350 | 350 | 350 | 368 | 386 | 405 | 425 |
| 5040 | 1 | Attorney | - | - | - | - | 500 | 500 | 500 | 525 | 551 | 579 | 608 |
| 5044 | 1 | Advertising | 186 | 62 | 672 | - | 500 | 500 | 1,500 | 1,575 | 1,654 | 1,736 | 1,823 |
| 5045 | 2 | Driver Drug Testing | 565 | 358 | 130 | 685 | 1,000 | 1,000 | 1,000 | 1,050 | 1,103 | 1,158 | 1,216 |
| 5046 | 1 | Uniforms | - | - | - | - | 245 | 500 | 1,500 | 1,575 | 1,654 | 1,736 | 1,823 |
| 5059 | 0 | New Vehicle | - | - | - | - | - | - | - | - | - | - | - |
| 5095 | 1 | Computer Equipment Maintenance/Replacement | - | - | - | 1,487 | - | - | - | - | - | - | - |
| 5107 | 1 | Transfer to General Fund | 5,000 | 5,000 | - | - | - | - | - | - | - | - | - |
| 5114 | 2 | Gasoline | 4,679 | 3,117 | 5,662 | 7,151 | 7,000 | 7,000 | 7,800 | 8,190 | 8,600 | 9,029 | 9,481 |
| 5247 | 1 | Software | 1,000 | 1,000 | 1,000 | 1,000 | 1,500 | 1,500 | 1,500 | 1,575 | 1,654 | 1,736 | 1,823 |
| 5300 | 1 | Bank Fees | 92 | 12 | - | - | 60 | 60 | 60 | 63 | 66 | 69 | 73 |
| | | **TOTAL EXPENSES** | **157,884** | **160,087** | **163,084** | **222,361** | **242,585** | **242,840** | **247,327** | **216,643** | **227,475** | **238,849** | **250,792** |
| **5998** | | **EMERGENCY RESERVES** | - | - | - | - | - | - | 2,475 | | | | |
| **5999** | | **ENDING BATS FUND BALANCE** | **352,837** | **546,666** | **514,853** | **440,395** | **272,310** | **286,055** | **118,753** | **46,235** | **15,091** | **24,889** | **25,178** |

**ROAD IMPACT FEES**

**40-00**

| | | | ACTUALS 2019 | ACTUALS 2020 | ACTUALS 2021 | ACTUALS 2022 | BUDGET 2023 | ESTIMATE 2023 | BUDGET 2024 | BUDGET 2025 | BUDGET 2026 | BUDGET 2027 | BUDGET 2028 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | **BEGINNING FUND BALANCE** | **2,850,809** | **2,511,947** | **2,688,275** | **4,295,079** | **4,921,774** | **4,921,774** | **5,442,301** | **1,786,456** | **2,664,909** | **3,551,236** | **4,445,832** |
| | | **REVENUES** | | | | | | | | | | | |
| 4250 | 0 | Flood Recovery | 153,121 | - | - | - | - | - | - | - | - | - | - |
| 4401 | 0 | Road Impact Fees | 935,445 | 1,220,318 | 1,729,723 | 978,317 | 677,100 | 677,100 | 743,250 | 743,250 | 743,250 | 743,250 | 743,250 |
| 4405 | 0 | Heron Pointe Bridge Funds | - | - | - | - | - | 350,000 | - | - | - | - | - |
| 4601 | 0 | Interest | 56,249 | 23,575 | 21,118 | 68,308 | 8,000 | 150,000 | 150,000 | 157,500 | 165,375 | 173,644 | 182,326 |
| | | **TOTAL REVENUES** | **1,144,815** | **1,243,893** | **1,750,841** | **1,046,625** | **685,100** | **1,177,100** | **893,250** | **900,750** | **908,625** | **916,894** | **925,576** |
| | | **EXPENSES** | | | | | | | | | | | |
| 5016 | 0 | Refunds | | | | | | 26,200 | | | | | |
| 5020 | 0 | Professional Fees | 204,801 | 52,462 | 18,783 | | | | | | | | |
| 5021 | 0 | Impact Fee Study | 8,724 | | | | | | | | | | |
| 5087 | 0 | Plow Truck/Steel V box | | | | 98,963 | 155,000 | 155,000 | | | | | |
| 5087 | 0 | Dump truck/Snowplow Tandem | 71,141 | | | | | | | | | | |
| 5101 | 0 | Transfer to General Fund (3%) | 28,063 | 36,610 | 51,892 | 29,240 | 20,313 | 20,313 | 22,298 | 22,298 | 22,298 | 22,298 | 22,298 |
| 5106 | 0 | Transportation Master Plan Update | | | | | | | | | | | |
| 5108 | 0 | Van Metre Purchase and Demo | 912,321 | 38 | 1,175 | 52,960 | | | | | | | |
| 5110 | 0 | Berthoud Parkway widening | 8,535 | 600,176 | | | 250,000 | 250,000 | | | | | |
| 5111 | 0 | CR 7 Project (30% for widening) | 250,000 | | 8,843 | | | | | | | | |
| 5113 | 0 | LCR 10E Bridge Widening | | | | | | | | | | | |
| 5114 | 0 | Spartan Design and Crossing | | 128,267 | 63,344 | 238,344 | 150,000 | 150,000 | 4,500,000 | | | | |
| 5116 | 0 | Highway 287 & 10E Ramps | - | - | - | 423 | | | | | | | |
| 5117 | 0 | Intersection Improvements at Hwy 14 & Berthoud Pkwy - crosswalk lights | | | | | 55,000 | 55,000 | | | | | |
| 5220 | 0 | Waggener Farm Construction | | 250,000 | | | | | | | | | |
| 5300 | 0 | Bank Fees | 92 | 12 | | - | 60 | 60 | - | - | - | - | - |
| | | **TOTAL EXPENSES** | **1,483,677** | **1,067,565** | **144,037** | **419,930** | **630,373** | **656,573** | **4,522,298** | **22,298** | **22,298** | **22,298** | **22,298** |
| | | **EMERGENCY RESERVES** | - | - | - | - | - | - | 26,798 | | | | |
| | | **ENDING ROAD IMPACT FUND BALANCE** | **2,511,947** | **2,688,275** | **4,295,079** | **4,921,774** | **4,976,501** | **5,442,301** | **1,786,456** | **2,664,909** | **3,551,236** | **4,445,832** | **5,349,111** |

| RECREATIONAL MJ TAX 7% | | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| **41-00** | | | | | | | | | | | | |
| | | | ACTUALS | ACTUALS | ACTUALS | ACTUALS | BUDGET | ESTIMATE | BUDGET | BUDGET | BUDGET | BUDGET | BUDGET |
| | | | 2019 | 2020 | 2021 | 2022 | 2023 | 2023 | 2024 | 2025 | 2026 | 2027 | 2028 |
| | | **BEGINNING FUND BALANCE** | **7,184** | **82,744** | **501,969** | **1,105,948** | **1,465,802** | **1,465,802** | **655,742** | **639,242** | **1,131,742** | **1,653,117** | **2,204,811** |
| | | **REVENUES** | | | | | | | | | | | |
| 4601 | 0 | Interest | 1,731 | 1,917 | 4,548 | 17,907 | 2,000 | 50,000 | 50,000 | 52,500 | 55,125 | 57,881 | 60,775 |
| 4604 | 0 | Sales Tax | 223,885 | 426,705 | 594,431 | 665,252 | 400,000 | 400,000 | 500,000 | 525,000 | 551,250 | 578,813 | 607,753 |
| 4606 | 0 | Quick Win Grant (MPO) | - | - | 5,000 | - | - | - | - | - | - | - | - |
| | | **TOTAL REVENUES** | **225,616** | **428,622** | **603,979** | **683,159** | **402,000** | **450,000** | **550,000** | **577,500** | **606,375** | **636,694** | **668,528** |
| | | **EXPENSES** | | | | | | | | | | | |
| 5200 | 0 | Street Projects | - | - | - | - | | | | | | | |
| 5201 | 0 | Bike Lane Striping | - | - | - | - | | | | | | | |
| 5210 | 0 | Youth Projects | - | - | - | - | | | | | | | |
| 5211 | 0 | Carnival | - | - | - | 23,125 | 30,000 | 20,000 | 30,000 | | | | |
| 5220 | 0 | Sidewalk Projects | - | - | - | - | | | | | | | |
| 5221 | 0 | Downtown Sidewalk Replacement | - | - | - | 90,180 | 150,000 | 150,000 | 350,000 | | | | |
| 5222 | 0 | Quick Win Pedestrian Crosswalk at Welch/3rd | - | 6,835 | - | - | | | | | | | |
| 5223 | 0 | Sidewalk Maintenance Plan | - | - | - | - | 30,000 | 30,000 | 50,000 | | | | |
| 5240 | 0 | Law Enforcement Projects | 150,000 | 2,550 | - | 150,000 | - | | | | | | |
| 5241 | 0 | Flock Camera System | | | | | | | 25,000 | | | | |
| 5242 | 0 | LCSO Equipment | | | | | | | 10,000 | | | | |
| 5260 | 0 | Park Projects | - | - | - | - | | | | | | | |
| 5261 | 0 | Bike Park Scope expansion | | | | | 1,000,000 | 1,000,000 | | | | | |
| 5280 | 0 | Recreation Projects | - | - | - | - | | | | | | | |
| 5281 | 0 | Wildfire arts provider | - | - | - | 60,000 | 60,000 | 60,000 | 60,000 | 60,000 | 60,000 | 60,000 | 60,000 |
| 5282 | 0 | Other Recreation Service Providers | - | - | - | - | - | - | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 |
| 5300 | 0 | Bank Fees | 56 | 12 | - | - | 60 | 60 | | | | | |
| | | **TOTAL EXPENSES** | **150,056** | **9,397** | **-** | **323,305** | **1,270,060** | **1,260,060** | **550,000** | **85,000** | **85,000** | **85,000** | **85,000** |
| | | **EMERGENCY RESERVES** | - | - | - | - | - | - | 16,500 | | | | |
| | | **ENDING SALES TAX FUND BALANCE** | **82,744** | **501,969** | **1,105,948** | **1,465,802** | **597,742** | **655,742** | **639,242** | **1,131,742** | **1,653,117** | **2,204,811** | **2,788,339** |

Use of collected Tax Revenues: The designated revenues shall be segregated to a fund which is to be used solely for youth activities and services, streets and sidewalk improvements, law enforcement, and parks and recreation.

| 1998 1% SALES TAX FUND* | | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| **51-00** | | | | | | | | | | | | |
| | | | **ACTUALS** | **ACTUALS** | **ACTUALS** | **ACTUALS** | **BUDGET** | **ESTIMATE** | **BUDGET** | **BUDGET** | **BUDGET** | **BUDGET** | **BUDGET** |
| | | | **2019** | **2020** | **2021** | **2022** | **2023** | **2023** | **2024** | **2025** | **2026** | **2027** | **2028** |
| | | **BEGINNING FUND BALANCE** | **3,974,371** | **4,524,786** | **1,167,278** | **2,309,405** | **4,483,834** | **4,483,834** | **2,182,624** | **2,356,910** | **3,605,105** | **4,925,803** | **6,325,130** |
| | | **REVENUES** | | | | | | | | | | | |
| 4601 | 0 | Interest | 75,186 | 26,958 | 11,279 | 51,336 | 8,000 | 170,000 | 8,400 | 8,820 | 9,261 | 9,724 | 10,210 |
| 4235 | 0 | Safe Routes to School Grant | - | - | - | 284,621 | - | - | - | - | - | - | - |
| 4610 | 0 | Sales Tax | 1,236,274 | 1,620,073 | 2,199,747 | 2,510,564 | 1,800,000 | 2,000,000 | 2,325,000 | 2,441,250 | 2,563,313 | 2,691,478 | 2,826,052 |
| 4610 | 1 | Sales Tax-building permits | 524,256 | 742,698 | 1,105,405 | 653,442 | 417,750 | 450,000 | 428,750 | 348,125 | 348,125 | 348,125 | 348,125 |
| | | **TOTAL REVENUES** | **1,835,716** | **2,389,729** | **3,316,431** | **3,499,963** | **2,225,750** | **2,620,000** | **2,762,150** | **2,798,195** | **2,920,699** | **3,049,327** | **3,184,387** |
| | | **EXPENSES** | | | | | | | | | | | |
| 5038 | 0 | Sidewalks/ADA | 185,371 | 327,040 | 143,492 | 192,934 | 500,000 | 500,000 | | | | | |
| 5233 | 0 | Pavement Maintenance Plan | | | 10,215 | 11,759 | | 650 | | | | | |
| 5235 | 0 | Safe Routes to School | | 49,262 | 438,052 | 17,740 | | | | | | | |
| 5237 | 0 | Transportation (BATS)-Transfer | 72,100 | 90,000 | 90,000 | 50,000 | 50,000 | 50,000 | 50,000 | 100,000 | 150,000 | 200,000 | 200,000 |
| 5239 | 0 | Street Improvements | 914,475 | 750,238 | 725,010 | 818,729 | 1,400,000 | 1,600,000 | 2,300,000 | 1,300,000 | 1,300,000 | 1,300,000 | 1,300,000 |
| 5240 | 0 | Waggener Farm Park | 99,869 | 4,500,000 | 570,000 | | | | 5,000 | | | | |
| 5241 | 0 | Round-a-bout Reconstruction | | 25,005 | 191,686 | 124,557 | | 500 | | | | | |
| 5242 | 0 | Open Space/Trail Acquisition transfer | | | | | 150,000 | 150,000 | 150,000 | 150,000 | 150,000 | 150,000 | 150,000 |
| 5244 | 0 | I-25 Design, Art and Landscaping | 13,395 | 5,680 | 5,849 | 109,815 | 1,120,000 | 1,120,000 | | | | | |
| 5245 | 0 | Town Park | | | | | 1,500,000 | 1,500,000 | | | | | |
| 5300 | 0 | Bank Fees | 91 | 12 | | - | 60 | 60 | | | | | |
| | | **TOTAL EXPENSES** | **1,285,301** | **5,747,237** | **2,174,304** | **1,325,534** | **4,720,060** | **4,921,210** | **2,505,000** | **1,550,000** | **1,600,000** | **1,650,000** | **1,650,000** |
| | | **EMERGENCY RESERVES** | - | - | - | - | - | - | 82,865 | | | | |
| | | **ENDING SALES TAX FUND BALANCE** | **4,524,786** | **1,167,278** | **2,309,405** | **4,483,834** | **1,989,524** | **2,182,624** | **2,356,910** | **3,605,105** | **4,925,803** | **6,325,130** | **7,859,517** |

There is established a special fund of the Town to be known as the Town of Berthoud Sales and Use Tax Special Fund ("fund"). The 1% increase in each of the sales and use taxes shall be used exclusively for: Maintenance, improvements, paving, overlaying and repairing of streets; for the purchase of land and construction of a building for a municipal recreation center; for the purchase of land to be used as open space and as buffer areas; operation, maintenance, repairs and improvements to the Berthoud Public Library; and for the operation, maintenance, repair and improvements of the Berthoud Area Transportation System.

Effective 1/1/2019: Revenues from the tax increase approved on November 4, 1997, by the qualified electors of the Town of Berthoud may be utilized exclusively for uses presently allowed and for the construction, operation, and maintenance of capital improvements to parks, open spaces, recreation facilities, and trails.

| 2019 1% SALES TAX FUND | | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 52- | | | ACTUALS | ACTUALS | ACTUALS | ACTUALS | BUDGET | ESTIMATE | BUDGET | BUDGET | BUDGET | BUDGET | BUDGET |
| | | | 2019 | 2020 | 2021 | 2022 | 2023 | 2023 | 2024 | 2025 | 2026 | 2027 | 2028 |
| | | **BEGINNING FUND BALANCE** | **-** | **1,760,033** | **21,894,066** | **6,190,072** | **6,085,268** | **6,085,268** | **3,738,432** | **4,353,303** | **5,089,809** | **5,903,380** | **6,396,749** |
| **00** | | **REVENUES** | | | | | | | | | | | |
| 4400 | 0 | Sales Tax | 1,261,272 | 1,643,387 | 2,225,447 | 2,537,812 | 1,800,000 | 2,000,000 | 2,325,000 | 2,441,250 | 2,563,313 | 2,691,478 | 2,826,052 |
| 4400 | 1 | Sales Tax-building permits | 506,293 | 742,698 | 1,081,572 | 653,442 | 417,750 | 450,000 | 428,750 | 348,125 | 348,125 | 348,125 | 348,125 |
| 4450 | 52 | COP Advance-GRANT | - | 24,457,930 | - | 12,500 | - | - | - | - | - | - | - |
| 4500 | 1 | Recreation Center Memberships | - | - | 407,955 | 916,932 | 675,000 | 675,000 | 900,400 | 945,420 | 992,691 | 1,042,326 | 1,094,442 |
| 4500 | 70 | Recreation Center Memberships-Corporate | - | - | 3,212 | 935 | 15,000 | 15,000 | 2,500 | 2,625 | 2,756 | 2,894 | 3,039 |
| 4500 | 2 | Recreation Center Daily Fees | - | - | 54,499 | 279,949 | 240,500 | 240,500 | 325,000 | 341,250 | 358,313 | 376,228 | 395,040 |
| 4500 | 3 | Recreation Center Rentals | - | - | 7,285 | 48,761 | 45,000 | 45,000 | 53,900 | 56,595 | 59,425 | 62,396 | 65,516 |
| 4500 | 60 | Recreation Center Sponsorships | - | - | - | 11,026 | 25,000 | 25,000 | 30,000 | 31,500 | 33,075 | 34,729 | 36,465 |
| 4500 | 4 | Activity Fee-Senior Activites | - | - | - | 170 | 3,000 | 3,000 | 1,000 | 1,050 | 1,103 | 1,158 | 1,216 |
| 4500 | 5 | Activity Fee-Aquatics | - | - | 10,513 | 66,446 | 58,500 | 58,500 | 64,800 | 68,040 | 71,442 | 75,014 | 78,765 |
| 4500 | 6 | Activity Fee-Fitness | - | - | 3,515 | 49,258 | 45,600 | 45,600 | 68,200 | 71,610 | 75,191 | 78,950 | 82,898 |
| 4500 | 7 | Activity Fee-Class/Program | - | - | 840 | 23,565 | 27,000 | 27,000 | 15,000 | 15,750 | 16,538 | 17,364 | 18,233 |
| 4500 | 8 | Activity Fee-Youth Futsal | - | - | 868 | 1,195 | 2,700 | 2,700 | 2,700 | 2,835 | 2,977 | 3,126 | 3,282 |
| 4500 | 11 | Activity Fee-Adult Basketball | - | - | 4,016 | 6,034 | 9,000 | 9,000 | 5,600 | 5,880 | 6,174 | 6,483 | 6,807 |
| 4500 | 12 | Activity Fee-Youth Basketball | - | - | 10,392 | 15,655 | 12,600 | 12,600 | 18,900 | 19,845 | 20,837 | 21,879 | 22,973 |
| 4500 | 15 | Activity Fee-Senior Pickleball | - | - | 15 | 1,825 | 1,400 | 1,400 | 600 | 630 | 662 | 695 | 729 |
| 4500 | 16 | Activity Fee-Youth Multi Sport Class | - | - | - | - | 1,800 | 1,800 | 1,800 | 1,890 | 1,985 | 2,084 | 2,188 |
| 4500 | 31 | Activity Fee-Adult Volleyball | - | - | 5,168 | 12,618 | 11,700 | 11,700 | 11,700 | 12,285 | 12,899 | 13,544 | 14,221 |
| 4500 | 32 | Activity Fee-Youth Volleyball | - | - | 1,095 | 4,611 | 5,200 | 5,200 | 12,700 | 13,335 | 14,002 | 14,702 | 15,437 |
| 4500 | 40 | Activity Fee-Senior Volleyball/Basketball | - | - | - | - | 1,500 | 1,500 | 1,500 | 1,575 | 1,654 | 1,736 | 1,823 |
| 4500 | 45 | Activity Fee-Senior Travel | - | - | - | - | 2,000 | 2,000 | 4,000 | 4,200 | 4,410 | 4,631 | 4,862 |
| 4500 | 54 | Activity Fee-Adult Additional Sports | - | - | (90) | 1,395 | 1,500 | 1,500 | 750 | 788 | 827 | 868 | 912 |
| 4500 | 55 | Activity Fee-Youth Additional Sports | - | - | 850 | 497 | - | - | 750 | 788 | 827 | 868 | 912 |
| 4500 | 75 | Special Events Fee | - | - | - | 7,674 | 7,000 | 7,000 | 9,000 | 9,450 | 9,923 | 10,419 | 10,940 |
| 4563 | 0 | Vending/Inventory Sales | - | - | 264 | 3,811 | 5,000 | 5,000 | 8,500 | 8,925 | 9,371 | 9,840 | 10,332 |
| 4564 | 0 | Contract Arts Activities | - | - | - | - | 25,750 | 25,750 | 20,000 | 21,000 | 22,050 | 23,153 | 24,310 |
| 4550 | 31 | Transfer from Park Development | - | 1,540,000 | - | - | - | - | - | - | - | - | - |
| 4550 | 36 | Transfer from Larimer Open Space | - | 450,000 | - | - | - | - | - | - | - | - | - |
| 4550 | 40 | Transfer from Road Impact | - | 250,000 | - | - | - | - | - | - | - | - | - |
| 4550 | 51 | Transfer from 1998 1% | - | 4,500,000 | 570,000 | - | - | - | - | - | - | - | - |
| 4601 | 0 | Interest | 11,649 | 106,242 | 56,612 | 76,980 | 2,000 | 200,000 | 50,000 | 52,500 | 55,125 | 57,881 | 60,775 |
| | | **TOTAL REVENUES** | **1,779,214** | **33,690,257** | **4,444,028** | **4,733,091** | **3,441,500** | **3,871,750** | **4,363,050** | **4,479,140** | **4,685,691** | **4,902,569** | **5,130,291** |

| | | | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | **RECREATION CENTER OPERATING EXPENSES** | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| **01** | | **Recreation Center Administration/Operations** | | | | | | | | | | | |
| 5001 | 1 | Salaries | - | - | 262,081 | 210,843 | 199,535 | 199,535 | 284,933 | 299,180 | 314,139 | 329,846 | 346,338 |
| 5002 | 1 | Employer Contributions | - | - | 74,797 | 69,083 | 74,324 | 74,324 | 97,950 | 102,848 | 107,990 | 113,389 | 119,059 |
| 5003 | 1 | Pension | - | - | 3,164 | 8,132 | 9,977 | 9,977 | 14,247 | 14,959 | 15,707 | 16,492 | 17,317 |
| 5001 | 2 | Salaries-PART TIME/SEASONAL | - | - | 21,669 | 146,278 | 170,000 | 170,000 | 181,400 | 190,470 | 199,994 | 209,993 | 220,493 |
| 5002 | 2 | Employer Contributions-PART TIME/SEASONAL | - | - | 1,717 | 11,483 | 17,000 | 17,000 | 18,140 | 19,047 | 19,999 | 20,999 | 22,049 |
| 5007 | 1 | Employee license/certifications/recognition | - | - | - | - | 1,500 | 1,500 | 1,500 | 1,575 | 1,654 | 1,736 | 1,823 |
| 5008 | 1 | Background/Physicals | - | - | 673 | 312 | 500 | 500 | 1,000 | 1,050 | 1,103 | 1,158 | 1,216 |
| 5009 | 1 | Training/Education/Travel | - | - | 160 | 437 | 3,500 | 3,500 | 4,000 | 4,200 | 4,410 | 4,631 | 4,862 |
| 5010 | 1 | Office Supplies | - | - | 8,929 | 2,659 | 4,000 | 4,000 | 4,000 | 4,200 | 4,410 | 4,631 | 4,862 |
| 5011 | 1 | Telephone/Internet | - | - | 3,257 | 4,897 | 5,500 | 5,500 | 5,500 | 5,775 | 6,064 | 6,367 | 6,685 |
| 5012 | 1 | Utilities | - | - | 34,804 | 163,800 | 170,000 | 170,000 | 170,000 | 178,500 | 187,425 | 196,796 | 206,636 |
| 5013 | 1 | Vehicle Maintenance | - | - | - | - | - | - | - | - | - | - | - |
| 5014 | 1 | Gasoline | - | - | - | - | - | - | - | - | - | - | - |
| 5015 | 1 | Insurance | - | - | 8,051 | 38,000 | 40,000 | 40,000 | 48,000 | 50,400 | 52,920 | 55,566 | 58,344 |
| 5018 | 1 | Publications/Subscriptions/Job Postings | - | - | 1,461 | 810 | 2,000 | 2,000 | 1,000 | 1,050 | 1,103 | 1,158 | 1,216 |
| 5020 | 4 | Recreation Center Management Expense | - | 25,000 | 129 | - | - | - | - | - | - | - | - |
| 5020 | 4 | Purchased Services | - | - | 3,125 | 7,008 | 9,500 | 9,500 | 8,000 | 8,400 | 8,820 | 9,261 | 9,724 |
| 5039 | 1 | Dues/memberships | - | - | - | - | 1,000 | 1,000 | 1,000 | 1,050 | 1,103 | 1,158 | 1,216 |
| 5040 | 1 | Attorney | - | - | 3,346 | 616 | 3,500 | 3,500 | 3,500 | 3,675 | 3,859 | 4,052 | 4,254 |
| 5046 | 1 | Uniforms | - | - | 6,289 | 4,327 | 4,225 | 4,225 | 4,225 | 4,436 | 4,658 | 4,891 | 5,136 |
| 5048 | 1 | Safety/First Aid | - | - | - | 1,233 | 2,500 | 2,500 | 3,700 | 3,885 | 4,079 | 4,283 | 4,497 |
| 5053 | 1 | Postage | - | - | 206 | 27 | 2,500 | 2,500 | 1,000 | 1,050 | 1,103 | 1,158 | 1,216 |
| 5054 | 4 | Trash Service | - | - | 462 | 2,266 | 2,700 | 2,700 | 3,300 | 3,465 | 3,638 | 3,820 | 4,011 |
| 5056 | 1 | Brochures/Advertising/Printing | - | - | 7,104 | 8,316 | 16,000 | 16,000 | 13,000 | 13,650 | 14,333 | 15,049 | 15,802 |
| 5057 | 1 | Equipment Maintenance/Repair | - | - | - | - | 1,000 | 1,000 | 1,000 | 1,050 | 1,103 | 1,158 | 1,216 |
| 5063 | 5 | Pro Shop Inventory | - | - | 327 | 1,365 | 4,000 | 4,000 | 6,000 | 6,300 | 6,615 | 6,946 | 7,293 |
| 5095 | 1 | Computer/Maintenance/Replacement | - | - | 32,364 | - | 3,600 | 3,600 | 3,600 | 3,780 | 3,969 | 4,167 | 4,376 |
| 5102 | 1 | Supplies (non-office)/Equipment (non-dep) | - | - | 18,350 | 3,572 | 15,000 | 15,000 | 9,000 | 9,450 | 9,923 | 10,419 | 10,940 |
| 5110 | 1 | Permits/building license | - | - | - | - | 1,000 | 1,000 | 1,000 | 1,050 | 1,103 | 1,158 | 1,216 |
| 5247 | 1 | Computer Software | - | - | 8,816 | 16,782 | 29,640 | 29,640 | 29,640 | 31,122 | 32,678 | 34,312 | 36,028 |
| 5300 | 1 | Bank Fees | 56 | 22 | 10,456 | 52,343 | 54,000 | 54,000 | 54,000 | 56,700 | 59,535 | 62,512 | 65,637 |
| | | | | | | | | | | | | | |
| | | **01 SUBTOTAL** | **56** | **25,022** | **511,737** | **754,589** | **848,001** | **848,001** | **973,635** | **1,022,316** | **1,073,432** | **1,127,104** | **1,183,459** |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| **02** | | **Events** | | | | | | | | | | | |
| 5001 | 1 | Salaries | - | - | 322 | - | - | - | - | - | - | - | - |
| 5002 | 1 | Employer Contributions | - | - | 144 | - | - | - | - | - | - | - | - |
| 5003 | 1 | Pension | - | - | 12 | - | - | - | - | - | - | - | - |
| 5001 | 2 | Salaries-PART TIME/SEASONAL | - | - | - | 543 | 3,500 | 3,500 | 21,300 | 22,365 | 23,483 | 24,657 | 25,890 |
| 5002 | 2 | Employer Contributions-PART TIME/SEASONAL | - | - | - | 43 | 350 | 350 | 2,130 | 2,237 | 2,348 | 2,466 | 2,589 |
| 5020 | 4 | Purchased Services | - | - | - | 3,496 | 7,600 | 7,600 | 5,000 | 5,250 | 5,513 | 5,788 | 6,078 |
| 5102 | 1 | Supplies (non-office)/Equipment (non-dep) | - | - | 12,541 | 1,717 | 5,500 | 5,500 | 6,500 | 6,825 | 7,166 | 7,525 | 7,901 |
| | | | | | | | | | | | | | |
| | | **02 SUBTOTAL** | **-** | **-** | **13,019** | **5,799** | **16,950** | **16,950** | **34,930** | **36,677** | **38,510** | **40,436** | **42,458** |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| **03** | | **Recreation Center Maintenance** | | | | | | | | | | | |
| 5001 | 1 | Salaries | - | - | 11,510 | 57,131 | 57,996 | 57,996 | 48,336 | 50,753 | 53,290 | 55,955 | 58,753 |
| 5002 | 1 | Employer Contributions | - | - | 925 | 4,516 | 5,986 | 5,986 | 16,219 | 17,030 | 17,881 | 18,776 | 19,714 |
| 5003 | 1 | Pension | - | - | - | 1,486 | 2,900 | 2,900 | 2,417 | 2,538 | 2,665 | 2,798 | 2,938 |
| 5001 | 2 | Salaries-PART TIME/SEASONAL | - | - | 1,675 | 9,414 | 21,840 | 21,840 | 21,900 | 22,995 | 24,145 | 25,352 | 26,620 |
| 5002 | 2 | Employer Contributions-PART TIME/SEASONAL | - | - | 133 | 839 | 2,184 | 2,184 | 2,190 | 2,300 | 2,414 | 2,535 | 2,662 |
| 5014 | 1 | Fuel | - | - | 36 | - | 250 | 250 | 250 | 263 | 276 | 289 | 304 |
| 5017 | 1 | Building Maintenance/Repair | - | - | - | 3,193 | 15,000 | 15,000 | 20,000 | 21,000 | 22,050 | 23,153 | 24,310 |
| 5020 | 4 | Purchased Services | - | - | - | 1,737 | 9,500 | 9,500 | 21,100 | 22,155 | 23,263 | 24,426 | 25,647 |
| 5041 | 1 | Equipment Rental | - | - | - | 668 | 5,000 | 5,000 | 5,000 | 5,250 | 5,513 | 5,788 | 6,078 |
| 5057 | 1 | Equipment Maintenance/Repair | - | - | - | 773 | 18,000 | 18,000 | 10,000 | 10,500 | 11,025 | 11,576 | 12,155 |
| 5089 | 4 | Janitorial Service | - | - | 7,500 | 60,000 | 60,000 | 60,000 | 65,000 | 68,250 | 71,663 | 75,246 | 79,008 |
| 5102 | 1 | Supplies (non-office)/Equipment (non-dep) | - | - | 22,616 | 13,703 | 22,000 | 22,000 | 23,100 | 24,255 | 25,468 | 26,741 | 28,078 |
| 5251 | 1 | Tools | - | - | 2,935 | 415 | 1,200 | 1,200 | 1,200 | 1,260 | 1,323 | 1,389 | 1,459 |
| | | | | | | | | | | | | | |
| | | **03 SUBTOTAL** | **-** | **-** | **47,330** | **153,875** | **221,856** | **221,856** | **236,712** | **248,547** | **260,975** | **274,023** | **287,725** |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |

| 04 | | Recreation Center Senior Activities | | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 5001 | 1 | Salaries | - | - | - | - | - | - | - | - | - | - | - | - |
| 5002 | 1 | Employer Contributions | - | - | - | - | - | - | - | - | - | - | - | - |
| 5003 | 1 | Pension | - | - | - | - | - | - | - | - | - | - | - | - |
| 5001 | 2 | Salaries-PART TIME/SEASONAL | - | - | - | - | 1,400 | 1,400 | 1,000 | 1,050 | 1,103 | 1,158 | 1,216 | |
| 5002 | 2 | Employer Contributions-PART TIME/SEASONAL | - | - | - | - | 140 | 140 | 100 | 105 | 110 | 116 | 122 | |
| 5020 | 4 | Purchased Services | - | - | - | - | - | - | - | - | - | - | - | - |
| 5102 | 1 | Supplies (non-office)/Equipment (non-dep) | - | - | 52 | 26 | 250 | 250 | 250 | 263 | 276 | 289 | 304 | |
| | | | | | | | | | | | | | | |
| | | **Subtotal** | **-** | **-** | **52** | **26** | **1,790** | **1,790** | **1,350** | **1,418** | **1,488** | **1,563** | **1,641** | |
| | | **Senior Frisbee Golf** | | | | | | | | | | | | |
| 5001 | 14 | Salaries-PART TIME/SEASONAL | - | - | - | - | 1,000 | 1,000 | 1,100 | 1,155 | 1,213 | 1,273 | 1,337 | |
| 5002 | 14 | Employer Contributions-PART TIME/SEASONAL | - | - | - | - | 100 | 100 | 110 | 116 | 121 | 127 | 134 | |
| 5020 | 14 | Officials | - | - | - | - | - | - | - | - | - | - | - | - |
| 5046 | 14 | Uniforms | - | - | - | - | - | - | - | - | - | - | - | - |
| 5048 | 14 | Team Fees/Dues | - | - | - | - | - | - | - | - | - | - | - | - |
| 5050 | 14 | Equipment/Awards | - | - | 440 | 133 | 750 | 750 | 750 | 788 | 827 | 868 | 912 | |
| | | | | | | | | | | | | | | |
| | | **Subtotal** | **-** | **-** | **440** | **133** | **1,850** | **1,850** | **1,960** | **2,058** | **2,161** | **2,269** | **2,382** | |
| | | **Senior Pickleball** | | | | | | | | | | | | |
| 5001 | 15 | Salaries-PART TIME/SEASONAL | - | - | - | 185 | 1,100 | 1,100 | 1,300 | 1,365 | 1,433 | 1,505 | 1,580 | |
| 5002 | 15 | Employer Contributions-PART TIME/SEASONAL | - | - | - | 15 | 110 | 110 | 130 | 137 | 143 | 150 | 158 | |
| 5020 | 15 | Officials | - | - | - | - | - | - | - | - | - | - | - | - |
| 5046 | 15 | Uniforms | - | - | - | - | - | - | - | - | - | - | - | - |
| 5048 | 15 | Team Fees/Dues | - | - | - | - | - | - | - | - | - | - | - | - |
| 5050 | 15 | Equipment/Awards | - | - | 1,668 | 202 | 500 | 500 | 800 | 840 | 882 | 926 | 972 | |
| | | | | | | | | | | | | | | |
| | | **Subtotal** | **-** | **-** | **1,668** | **402** | **1,710** | **1,710** | **2,230** | **2,342** | **2,459** | **2,582** | **2,711** | |
| | | **Senior Volleyball/Basketball** | | | | | | | | | | | | |
| 5001 | 40 | Salaries-PART TIME/SEASONAL | - | - | - | - | 1,100 | 1,100 | 1,300 | 1,365 | 1,433 | 1,505 | 1,580 | |
| 5002 | 40 | Employer Contributions-PART TIME/SEASONAL | - | - | - | - | 110 | 110 | 130 | 137 | 143 | 150 | 158 | |
| 5020 | 40 | Officials | - | - | - | - | - | - | - | - | - | - | - | - |
| 5046 | 40 | Uniforms | - | - | - | - | - | - | - | - | - | - | - | - |
| 5048 | 40 | Team Fees/Dues | - | - | - | - | - | - | - | - | - | - | - | - |
| 5050 | 40 | Equipment/Awards | - | - | - | - | 250 | 250 | 250 | 263 | 276 | 289 | 304 | |
| | | | | | | | | | | | | | | |
| | | **Subtotal** | **-** | **-** | **-** | **-** | **1,460** | **1,460** | **1,680** | **1,764** | **1,852** | **1,945** | **2,042** | |
| | | **Senior Travel** | | | | | | | | | | | | |
| 5001 | 45 | Salaries-PART TIME/SEASONAL | - | - | - | - | 1,300 | 1,300 | 1,000 | 1,050 | 1,103 | 1,158 | 1,216 | |
| 5002 | 45 | Employer Contributions-PART TIME/SEASONAL | - | - | - | - | 130 | 130 | 100 | 105 | 110 | 116 | 122 | |
| 5020 | 45 | Officials | - | - | - | - | - | - | - | - | - | - | - | - |
| 5046 | 45 | Uniforms | - | - | - | - | - | - | - | - | - | - | - | - |
| 5048 | 45 | Team Fees/Dues | - | - | - | - | - | - | - | - | - | - | - | - |
| 5050 | 45 | Equipment/Awards/Fuel | - | - | - | - | 750 | 750 | 750 | 788 | 827 | 868 | 912 | |
| | | | | | | | | | | | | | | |
| | | **Subtotal** | **-** | **-** | **-** | **-** | **2,180** | **2,180** | **1,850** | **1,943** | **2,040** | **2,142** | **2,249** | |
| | | | | | | | | | | | | | | |
| | | **04 SUBTOTAL** | **-** | **-** | **2,160** | **561** | **8,990** | **8,990** | **9,070** | **9,524** | **10,000** | **10,500** | **11,025** | |
| | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | |

| | | | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| **05** | | **Recreation Center Aquatics** | | | | | | | | | | | |
| 5001 | 1 | Salaries | - | - | 12,484 | 77,655 | 116,705 | 116,705 | 141,319 | 148,385 | 155,804 | 163,594 | 171,774 |
| 5002 | 1 | Employer Contributions | - | - | 3,161 | 28,374 | 48,930 | 48,930 | 69,056 | 72,509 | 76,134 | 79,941 | 83,938 |
| 5003 | 1 | Pension | - | - | - | - | 5,835 | 5,835 | 7,066 | 7,419 | 7,790 | 8,180 | 8,589 |
| 5001 | 2 | Salaries-PART TIME/SEASONAL | - | - | 38,230 | 293,926 | 298,140 | 298,140 | 283,000 | 297,150 | 312,008 | 327,608 | 343,988 |
| 5002 | 2 | Employer Contributions-PART TIME/SEASONAL | - | - | 3,026 | 23,073 | 29,814 | 29,814 | 28,300 | 29,715 | 31,201 | 32,761 | 34,399 |
| 5001 | 3 | Salaries-Programs-PART TIME/SEASONAL | | | | - | 30,096 | 30,096 | 36,400 | 38,220 | 40,131 | 42,138 | 44,244 |
| 5002 | 3 | Employer Contributions-Programs-PART TIME/SEASONAL | | | | - | 3,009 | 3,009 | 3,640 | 3,822 | 4,013 | 4,214 | 4,424 |
| 5007 | 1 | Employee license/certifications/recognition | - | - | 800 | 816 | 2,250 | 2,250 | 2,250 | 2,363 | 2,481 | 2,605 | 2,735 |
| 5007 | 3 | Employee license/certifications-programs | | | | - | 3,650 | 3,650 | 2,500 | 2,625 | 2,756 | 2,894 | 3,039 |
| 5008 | 1 | Background/Physicals | - | - | 33 | 395 | 800 | 800 | 800 | 840 | 882 | 926 | 972 |
| 5009 | 1 | Training/Education/Travel | - | - | 245 | 835 | 2,000 | 2,000 | 2,000 | 2,100 | 2,205 | 2,315 | 2,431 |
| 5010 | 1 | Office Supplies | - | - | 145 | 2,826 | 500 | 500 | 500 | 525 | 551 | 579 | 608 |
| 5018 | 1 | Publications/Subscriptions/Job Postings | - | - | 25 | 129 | 1,000 | 1,000 | 1,000 | 1,050 | 1,103 | 1,158 | 1,216 |
| 5020 | 4 | Purchased Services | - | - | - | - | 10,000 | 10,000 | 15,000 | 15,750 | 16,538 | 17,364 | 18,233 |
| 5039 | 1 | Dues/memberships | - | - | - | 857 | 500 | 500 | 500 | 525 | 551 | 579 | 608 |
| 5046 | 1 | Uniforms | - | - | - | - | 2,990 | 2,990 | 2,990 | 3,140 | 3,296 | 3,461 | 3,634 |
| 5048 | 1 | Safety/First Aid | - | - | 1,528 | 446 | 1,000 | 1,000 | 1,000 | 1,050 | 1,103 | 1,158 | 1,216 |
| 5057 | 1 | Equipment Maintenance/Repair | - | - | - | 4,730 | 12,000 | 12,000 | 25,000 | 26,250 | 27,563 | 28,941 | 30,388 |
| 5057 | 3 | Boiler Equipment Maintenance/Repair | - | - | 256 | 209 | 3,500 | 3,500 | 3,500 | 3,675 | 3,859 | 4,052 | 4,254 |
| 5060 | 1 | Chemicals | - | - | 3,162 | 15,114 | 30,000 | 30,000 | 30,000 | 31,500 | 33,075 | 34,729 | 36,465 |
| 5102 | 1 | Supplies (non-office)/Equipment (non-dep) | - | - | 87,136 | 4,178 | 3,500 | 3,500 | 3,500 | 3,675 | 3,859 | 4,052 | 4,254 |
| 5102 | 3 | supplies (non-office)/Equipment (non-dep)-programs | | | | - | 1,400 | 1,400 | 4,800 | 5,040 | 5,292 | 5,557 | 5,834 |
| 5048 | 3 | Team Fees/Dues | | | | - | 700 | 700 | 700 | 735 | 772 | 810 | 851 |
| 5110 | 1 | Permits/building license | - | - | 645 | 1,991 | 2,000 | 2,000 | 1,500 | 1,575 | 1,654 | 1,736 | 1,823 |
| | | | | | | | | | | | | | |
| | | **05 SUBTOTAL** | **-** | **-** | **150,876** | **455,554** | **610,319** | **610,319** | **666,321** | **699,637** | **734,619** | **771,350** | **809,917** |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| **06** | | **Recreation Center Fitness** | | | | | | | | | | | |
| 5001 | 1 | Salaries | - | - | 9,132 | 51,420 | 52,229 | 52,229 | 60,674 | 63,708 | 66,893 | 70,238 | 73,750 |
| 5002 | 1 | Employer Contributions | - | - | 4,806 | 22,434 | 26,061 | 26,061 | 33,529 | 35,205 | 36,966 | 38,814 | 40,755 |
| 5003 | 1 | Pension | - | - | - | 1,222 | 2,611 | 2,611 | 3,034 | 3,185 | 3,345 | 3,512 | 3,687 |
| 5001 | 2 | Salaries-PART TIME/SEASONAL | - | - | 8,292 | 69,477 | 73,935 | 73,935 | 96,800 | 101,640 | 106,722 | 112,058 | 117,661 |
| 5002 | 2 | Employer Contributions-PART TIME/SEASONAL | - | - | 657 | 5,454 | 7,393 | 7,393 | 9,680 | 10,164 | 10,672 | 11,206 | 11,766 |
| 5020 | 4 | Purchased Services | - | - | - | 3,685 | 3,000 | 3,000 | 5,000 | 5,250 | 5,513 | 5,788 | 6,078 |
| 5057 | 1 | Equipment Maintenance/Repair | - | - | - | 230 | 3,000 | 3,000 | 9,000 | 5,000 | 5,250 | 5,513 | 5,788 |
| 5102 | 1 | Supplies (non-office)/Equipment (non-dep) | - | - | 3,206 | 4,577 | 5,000 | 5,000 | 3,000 | 3,150 | 3,308 | 3,473 | 3,647 |
| | | | | | | | | | | | | | |
| | | **06 SUBTOTAL** | **-** | **-** | **26,093** | **158,499** | **173,229** | **173,229** | **220,717** | **227,303** | **238,668** | **250,601** | **263,131** |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| **07** | | **Recreation Center Classes/Programs** | | | | | | | | | | | |
| 5001 | 1 | Salaries | - | - | 144 | 5,663 | - | - | - | - | - | - | - |
| 5002 | 1 | Employer Contributions | - | - | 52 | 1,416 | - | - | - | - | - | - | - |
| 5003 | 1 | Pension | - | - | - | 96 | - | - | - | - | - | - | - |
| 5001 | 2 | Salaries-PART TIME/SEASONAL | - | - | 25 | - | 5,350 | 5,350 | 5,350 | 5,618 | 5,898 | 6,193 | 6,503 |
| 5002 | 2 | Employer Contributions-PART TIME/SEASONAL | - | - | 2 | - | 535 | 535 | 535 | 562 | 590 | 619 | 650 |
| 5020 | 4 | Purchased Services | - | - | - | 18,479 | 10,000 | 10,000 | 10,000 | 10,500 | 11,025 | 11,576 | 12,155 |
| 5021 | 4 | Contract Arts Activities | - | - | - | - | 25,000 | 25,000 | 67,400 | 70,770 | 74,309 | 78,024 | 81,925 |
| 5102 | 1 | Supplies (non-office)/Equipment (non-dep) | - | - | 42 | 1,630 | 6,200 | 6,200 | 8,000 | 8,400 | 8,820 | 9,261 | 9,724 |
| | | | | | | | | | | | | | |
| | | **07 SUBTOTAL** | **-** | **-** | **265** | **27,284** | **47,085** | **47,085** | **91,285** | **95,849** | **100,642** | **105,674** | **110,957** |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |

| 08 | | Recreation Center Adult Sports | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | **General Administration** | | | | | | | | | | | |
| 5001 | 1 | Salaries | - | - | 816 | 6,632 | 10,174 | 10,174 | 11,066 | 11,619 | 12,200 | 12,810 | 13,451 |
| 5002 | 1 | Employer Contributions | - | - | 104 | 1,540 | 4,945 | 4,945 | 5,240 | 5,502 | 5,777 | 6,066 | 6,369 |
| 5003 | 1 | Pension | - | - | 11 | 112 | 509 | 509 | 553 | 581 | 610 | 641 | 673 |
| 5008 | 1 | Background/Physicals | - | - | - | 54 | 100 | 100 | 100 | 105 | 110 | 116 | 122 |
| 5009 | 1 | Training/Education/Travel | - | - | - | - | - | - | - | - | - | - | - |
| 5010 | 1 | Office Supplies | - | - | - | 2 | 250 | 250 | 250 | 263 | 276 | 289 | 304 |
| 5018 | 1 | Publications/Subscriptions/Job Postings | - | - | - | 129 | 250 | 250 | 250 | 263 | 276 | 289 | 304 |
| 5020 | 1 | Purchased Services | - | - | - | - | - | - | - | - | - | - | - |
| 5048 | 1 | Safety/First Aid | - | - | - | - | 100 | 100 | 100 | 105 | 110 | 116 | 122 |
| 5055 | 1 | Clinics/Tournaments | - | - | - | - | 750 | 750 | 750 | 788 | 827 | 868 | 912 |
| | | | | | | | | | | | | | |
| | | **Subtotal** | **-** | **-** | **931** | **8,469** | **17,078** | **17,078** | **18,309** | **19,225** | **20,186** | **21,195** | **22,255** |
| | | **Adult Basketball** | | | | | | | | | | | |
| 5001 | 11 | Salaries-PART TIME/SEASONAL | - | - | - | 959 | 1,800 | 1,800 | 2,200 | 2,310 | 2,426 | 2,547 | 2,674 |
| 5002 | 11 | Employer Contributions-PART TIME/SEASONAL | - | - | - | 75 | 180 | 180 | 220 | 231 | 243 | 255 | 267 |
| 5020 | 11 | Officials | - | - | - | 4,558 | 7,600 | 7,600 | 5,800 | 6,090 | 6,395 | 6,714 | 7,050 |
| 5046 | 11 | Uniforms | - | - | - | - | - | - | - | - | - | - | - |
| 5048 | 11 | Team Fees/Dues | - | - | - | - | - | - | - | - | - | - | - |
| 5050 | 11 | Equipment/Awards | - | - | - | 165 | 400 | 400 | 400 | 420 | 441 | 463 | 486 |
| | | | | | | | | | | | | | |
| | | **Subtotal** | **-** | **-** | **-** | **5,757** | **9,980** | **9,980** | **8,620** | **9,051** | **9,504** | **9,979** | **10,478** |
| | | **Adult Volleyball** | | | | | | | | | | | |
| 5001 | 31 | Salaries-PART TIME/SEASONAL | - | - | 314 | 1,656 | 3,300 | 3,300 | 3,700 | 3,885 | 4,079 | 4,283 | 4,497 |
| 5002 | 31 | Employer Contributions-PART TIME/SEASONAL | - | - | 25 | 130 | 330 | 330 | 370 | 389 | 408 | 428 | 450 |
| 5020 | 31 | Officials | - | - | - | 5,480 | 7,500 | 7,500 | 10,800 | 11,340 | 11,907 | 12,502 | 13,127 |
| 5046 | 31 | Uniforms | - | - | - | - | - | - | - | - | - | - | - |
| 5048 | 31 | Team Fees/Dues | - | - | - | - | - | - | - | - | - | - | - |
| 5050 | 31 | Equipment/Awards | - | - | 584 | 415 | 1,000 | 1,000 | 1,250 | 1,313 | 1,378 | 1,447 | 1,519 |
| | | | | | | | | | | | | | |
| | | **Subtotal** | **-** | **-** | **923** | **7,681** | **12,130** | **12,130** | **16,120** | **16,926** | **17,772** | **18,661** | **19,594** |
| | | **Additional Adult Sports** | | | | | | | | | | | |
| 5001 | 54 | Salaries-PART TIME/SEASONAL | - | - | - | 151 | 500 | 500 | 600 | 630 | 662 | 695 | 729 |
| 5002 | 54 | Employer Contributions-PART TIME/SEASONAL | - | - | - | 12 | 50 | 50 | 60 | 63 | 66 | 69 | 73 |
| 5020 | 54 | Officials | - | - | - | - | 1,000 | 1,000 | 1,000 | 1,050 | 1,103 | 1,158 | 1,216 |
| 5046 | 54 | Uniforms | - | - | - | - | - | - | - | - | - | - | - |
| 5048 | 54 | Team Fees/Dues | - | - | - | - | - | - | - | - | - | - | - |
| 5050 | 54 | Equipment/Awards | - | - | - | 66 | 200 | 200 | 200 | 210 | 221 | 232 | 243 |
| | | | | | | | | | | | | | |
| | | **Subtotal** | **-** | **-** | **-** | **229** | **1,750** | **1,750** | **1,860** | **1,953** | **2,051** | **2,153** | **2,261** |
| | | | | | | | | | | | | | |
| | | **08 SUBTOTAL** | **-** | **-** | **1,854** | **22,136** | **40,938** | **40,938** | **44,909** | **47,155** | **49,513** | **51,988** | **54,588** |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |

| 09 | | Recreation Center Youth Sports | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | **General Administration** | | | | | | | | | | | |
| 5001 | 1 | Salaries | - | - | 4,351 | 7,439 | 10,174 | 10,174 | 11,066 | 11,619 | 12,200 | 12,810 | 13,451 |
| 5002 | 1 | Employer Contributions | - | - | 592 | 1,718 | 4,945 | 4,945 | 5,240 | 5,502 | 5,777 | 6,066 | 6,369 |
| 5003 | 1 | Pension | - | - | 14 | 112 | 509 | 509 | 553 | 581 | 610 | 641 | 673 |
| 5008 | 1 | Background/Physicals | - | - | - | 27 | 750 | 750 | 900 | 945 | 992 | 1,042 | 1,094 |
| 5009 | 1 | Training/Education/Travel | - | - | - | 100 | 700 | 700 | 900 | 945 | 992 | 1,042 | 1,094 |
| 5010 | 1 | Office Supplies | - | - | - | - | 250 | 250 | 250 | 263 | 276 | 289 | 304 |
| 5018 | 1 | Publications/Subscriptions/Job Postings | - | - | - | 258 | 250 | 250 | 250 | 263 | 276 | 289 | 304 |
| 5020 | 1 | Purchased Services | - | - | - | - | - | - | - | - | - | - | - |
| 5048 | 1 | Safety/First Aid | - | - | - | - | 100 | 100 | 100 | 105 | 110 | 116 | 122 |
| 5055 | 1 | Clinics | - | - | - | - | 600 | 600 | 600 | 630 | 662 | 695 | 729 |
| | | | | | | | | | | | | | |
| | | **Subtotal** | **-** | **-** | **4,957** | **9,654** | **18,278** | **18,278** | **19,859** | **20,852** | **21,895** | **22,990** | **24,139** |
| | | **Youth Futsal** | | | | | | | | | | | |
| 5001 | 8 | Salaries-PART TIME/SEASONAL | - | - | - | - | 500 | 500 | 400 | 420 | 441 | 463 | 486 |
| 5002 | 8 | Employer Contributions-PART TIME/SEASONAL | - | - | - | - | 50 | 50 | 40 | 42 | 44 | 46 | 49 |
| 5020 | 8 | Officials | - | - | - | - | - | - | - | - | - | - | - |
| 5046 | 8 | Uniforms | - | - | - | - | 500 | 500 | - | - | - | - | - |
| 5048 | 8 | Team Fees/Dues | - | - | - | - | - | - | - | - | - | - | - |
| 5050 | 8 | Equipment/Awards | - | - | 7,579 | - | 300 | 300 | 300 | 315 | 331 | 347 | 365 |
| | | | | | | | | | | | | | |
| | | **Subtotal** | **-** | **-** | **7,579** | **-** | **1,350** | **1,350** | **740** | **777** | **816** | **857** | **899** |
| | | **Youth Basketball** | | | | | | | | | | | |
| 5001 | 12 | Salaries-PART TIME/SEASONAL | - | - | 958 | 1,619 | 2,800 | 2,800 | 3,200 | 3,360 | 3,528 | 3,704 | 3,890 |
| 5002 | 12 | Employer Contributions-PART TIME/SEASONAL | - | - | 76 | 127 | 280 | 280 | 320 | 336 | 353 | 370 | 389 |
| 5020 | 12 | Officials | - | - | - | 1,930 | 3,900 | 3,900 | 4,100 | 4,305 | 4,520 | 4,746 | 4,984 |
| 5046 | 12 | Uniforms | - | - | - | 3,045 | 2,900 | 2,900 | 4,800 | 5,040 | 5,292 | 5,557 | 5,834 |
| 5048 | 12 | Team Fees/Dues | - | - | - | 35 | - | - | - | - | - | - | - |
| 5050 | 12 | Equipment/Awards | - | - | 69 | 905 | 1,600 | 1,600 | 1,600 | 1,680 | 1,764 | 1,852 | 1,945 |
| | | | | | | | | | | | | | |
| | | **Subtotal** | **-** | **-** | **1,103** | **7,661** | **11,480** | **11,480** | **14,020** | **14,721** | **15,457** | **16,230** | **17,041** |
| | | **Youth Multi Sport Class** | | | | | | | | | | | |
| 5001 | 16 | Salaries-PART TIME/SEASONAL | - | - | - | - | 600 | 600 | 600 | 630 | 662 | 695 | 729 |
| 5002 | 16 | Employer Contributions-PART TIME/SEASONAL | - | - | - | - | 60 | 60 | 60 | 63 | 66 | 69 | 73 |
| 5020 | 16 | Officials | - | - | - | - | - | - | - | - | - | - | - |
| 5046 | 16 | Uniforms | - | - | - | 179 | 450 | 450 | - | - | - | - | - |
| 5048 | 16 | Team Fees/Dues | - | - | - | - | - | - | - | - | - | - | - |
| 5050 | 16 | Equipment/Awards | - | - | - | - | 200 | 200 | 200 | 210 | 221 | 232 | 243 |
| | | | | | | | | | | | | | |
| | | **Subtotal** | **-** | **-** | **-** | **179** | **1,310** | **1,310** | **860** | **903** | **948** | **996** | **1,045** |
| | | **Youth Volleyball** | | | | | | | | | | | |
| 5001 | 32 | Salaries-PART TIME/SEASONAL | - | - | - | 210 | 1,000 | 1,000 | 2,350 | 2,468 | 2,591 | 2,720 | 2,856 |
| 5002 | 32 | Employer Contributions-PART TIME/SEASONAL | - | - | - | 17 | 100 | 100 | 235 | 247 | 259 | 272 | 286 |
| 5020 | 32 | Officials | - | - | - | 200 | 450 | 450 | 4,320 | 4,536 | 4,763 | 5,001 | 5,251 |
| 5046 | 32 | Uniforms | - | - | - | 493 | 900 | 900 | 1,575 | 1,654 | 1,736 | 1,823 | 1,914 |
| 5048 | 32 | Team Fees/Dues | - | - | - | - | - | - | - | - | - | - | - |
| 5050 | 32 | Equipment/Awards | - | - | - | - | 1,000 | 1,000 | 1,000 | 1,050 | 1,103 | 1,158 | 1,216 |
| | | | | | | | | | | | | | |
| | | **Subtotal** | **-** | **-** | **-** | **920** | **3,450** | **3,450** | **9,480** | **9,954** | **10,452** | **10,974** | **11,523** |
| | | **Additional Youth Sports** | | | | | | | | | | | |
| 5001 | 55 | Salaries-PART TIME/SEASONAL | - | - | 49 | - | 1,000 | 1,000 | 1,000 | 1,050 | 1,103 | 1,158 | 1,216 |
| 5002 | 55 | Employer Contributions-PART TIME/SEASONAL | - | - | 4 | - | 100 | 100 | 100 | 105 | 110 | 116 | 122 |
| 5020 | 55 | Officials | - | - | - | - | - | - | - | - | - | - | - |
| 5046 | 55 | Uniforms | - | - | - | - | - | - | - | - | - | - | - |
| 5048 | 55 | Team Fees/Dues | - | - | - | - | - | - | - | - | - | - | - |
| 5050 | 55 | Equipment/Awards | - | - | 400 | - | 250 | 250 | 250 | 263 | 276 | 289 | 304 |
| | | | | | | | | | | | | | |
| | | **Subtotal** | **-** | **-** | **453** | **-** | **1,350** | **1,350** | **1,350** | **1,418** | **1,488** | **1,563** | **1,641** |
| | | | | | | | | | | | | | |
| | | **09 SUBTOTAL** | **-** | **-** | **14,092** | **18,414** | **37,218** | **37,218** | **46,309** | **48,625** | **51,056** | **53,609** | **56,289** |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |

| | | | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| **30** | | **Recreation Center Capital Expenditures/Improvements** | | | | | | | | | | | |
| 5101 | 0 | Office Furniture | - | - | 110,490 | - | - | - | - | - | - | - | - |
| 5102 | 0 | Copier | - | - | 10,500 | - | - | - | - | - | - | - | - |
| 5301 | 0 | Security System | - | - | - | - | - | - | - | - | - | - | - |
| 5302 | 0 | Maintenance Equipment | - | - | - | 13,771 | - | - | - | - | - | - | - |
| 5501 | 0 | Robotic Pool Cleaner | - | - | 5,034 | - | - | - | - | - | - | - | - |
| 5601 | 0 | Fitness Equipment | - | - | 16,484 | 32,953 | 40,000 | 40,000 | - | - | - | - | - |
| 5602 | 0 | Fitness Equipment Replacement | - | - | - | - | 40,000 | 40,000 | 40,000 | 40,000 | 40,000 | 40,000 | 40,000 |
| 5801 | 0 | Bleachers | - | - | 9,483 | - | - | - | - | - | - | - | - |
| | | | - | - | - | - | - | - | - | - | - | - | - |
| | | | - | - | - | - | - | - | - | - | - | - | - |
| | | | | | | | | | | | | | |
| | | **30 SUBTOTAL** | **-** | **-** | **151,991** | **46,724** | **80,000** | **80,000** | **40,000** | **40,000** | **40,000** | **40,000** | **40,000** |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| | | **RECREATION CENTER OPERATIONS TOTAL EXPENDITURES** | **56** | **25,022** | **919,417** | **1,643,435** | **2,084,586** | **2,084,586** | **2,363,888** | **2,475,632** | **2,597,414** | **2,725,284** | **2,859,549** |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| **35** | | **CERTIFICATES OF PARTICIPATION** | | | | | | | | | | | |
| 5201 | 0 | Waggener Farm Park Construction | 19,125 | 12,220,941 | 18,102,849 | 2,061,980 | | | | | | | |
| 5254 | 0 | COP Payment | - | 1,106,994 | 1,123,000 | 1,130,400 | 1,132,000 | 1,132,000 | 1,138,000 | 1,148,200 | 1,152,400 | 1,558,000 | 1,558,000 |
| 5255 | 0 | COP Fee | - | 203,267 | 2,756 | 2,080 | 2,000 | 2,000 | 2,000 | 2,000 | 2,000 | 2,000 | 2,000 |
| | | | | | | | | | | | | | |
| | | **COP TOTAL EXPENDITURES** | **19,125** | **13,531,202** | **19,228,605** | **3,194,460** | **1,134,000** | **1,134,000** | **1,140,000** | **1,150,200** | **1,154,400** | **1,560,000** | **1,560,000** |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| | | **OTHER EXPENSES** | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| **40** | | **Park Improvements** | | | | | | | | | | | |
| 5245 | 0 | Town Park | | | | | 3,000,000 | 3,000,000 | | | | | |
| | | Waggener Farm Park Maintenance | | | | | | | 63,400 | 65,302 | 67,261 | 69,279 | 71,357 |
| | | Richardson Bike Park Maintenance | | | | | | | 50,000 | 51,500 | 53,045 | 54,636 | 56,275 |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| **50** | | **Trail Improvements** | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| **60** | | **Athletic Fields** | | | | | | | | | | | |
| 5101 | 0 | Athletic Complex Study | - | - | - | | | | | | | | |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| **70** | | **Aquatics Other** | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| | | **TOTAL OTHER EXPENSES** | **0** | **0** | **-** | **-** | **3,000,000** | **3,000,000** | **113,400** | **116,802** | **120,306** | **123,915** | **127,633** |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| | | **TOTAL RECREATION CENTER OPERATING AND OTHER EXPENSES** | **19,181** | **13,556,224** | **20,148,022** | **4,837,895** | **6,218,586** | **6,218,586** | **3,617,288** | **3,742,634** | **3,872,120** | **4,409,200** | **4,547,181** |
| | | | | | | | | | | | | | |
| | | **EMERGENCY RESERVES** | - | - | - | - | - | - | 130,892 | - | - | - | - |
| | | | | | | | | | | | | | |
| | | **ENDING SALES TAX FUND BALANCE** | **1,760,033** | **21,894,066** | **6,190,072** | **6,085,268** | **3,308,182** | **3,738,432** | **4,353,303** | **5,089,809** | **5,903,380** | **6,396,749** | **6,979,859** |
| | | | | | | | | | | | | | |

1/1/2019: Authorization of new 1% sales tax to finance recreation improvements; for the purpose of funding parks and recreation needs within the town; such tax to consist of a rate increase in the town sales and use tax of 1%; restricted as to use solely for parks and recreation purposes including, but not limited to, expanding and improving the existing town trail system, renovating or replacing existing aquatic facilities, developing constructing and equipping a recreation center and related facilities, and developing constructing and equipping athletic fields; and to the extent that funds are available for the purpose of constructing acquiring equipping and operating park and recreation improvements.

| | 2019 | 2020 | 2021 | 2022 | 2023 | 2023 ESTIMATE | 2024 | 2025 | 2026 | 2027 | 2028 |
|---|---|---|---|---|---|---|---|---|---|---|---|
| BEGINNING BALANCE | 50501914 | 75303662 | 91245270 | 105009721 | 123910484 | 123910484 | 103452017 | 96665702 | 66610337 | 60081500 | 64439531 |
| REVENUE | 48800333 | 69926171 | 53081593 | 49980784 | 31851016 | 40260906 | 39525616 | 52386481 | 40913386 | 42211710 | 43843761 |
| EXPENSE | 23998585 | 53984563 | 39317142 | 31080021 | 82131288 | 60719373 | 45603153 | 82441846 | 47442223 | 37853679 | 38524575 |
| EMERGENCY RESERVES | 0 | 0 | 0 | 0 | 0 | 0 | 708778 | 0 | 0 | 0 | 0 |
| ENDING BALANCE | 75303662 | 91245270 | 105009721 | 123910484 | 73630212 | 103452017 | 96665702 | 66610337 | 60081500 | 64439531 | 69758718 |
| ENDING BALANCE VERIFICATION | 75303662 | 91245270 | 105009721 | 123910484 | 73630212 | 103452017 | 96665702 | 66610337 | 60081500 | 64439531 | 69758718 |

| | 2019 | 2020 | 2021 | 2022 | 2023 | 2024 | 2025 | 2026 | 2027 | 2028 |
|---|---|---|---|---|---|---|---|---|---|---|
| Valuation | 204,767,931 | 275,956,520 | 211,195,697 | | 237,792,724 | | | | | |
| GENERAL FUND | 6.291 | 5.188 | 6.636 | | 6.629 | | | | | |
| POLICE SERVICES | 3.000 | 3.000 | 3.000 | | 3.000 | | | | | |
| REFUND & ABATEMENT | 0.036 | 0.000 | 0.033 | | 0.019 | | | | | |
| TOTAL MILL LEVY | 9.327 | 8.188 | 9.669 | | 9.648 | | | | | |
| ACTUALS SF BUILDING PERMITS | 341 | 499 | 511 | | 300 | 250 | 250 | 250 | 250 | 250 |