



**Garden
Spot of
Colorado**

**MEETING OF THE TOWN BOARD
Town Board Room
807 Mountain Avenue
Town of Berthoud, Colorado
Tuesday, August 27, 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. AUGUST 27, 2024 MEETING AGENDA.PDF](#)

[B. AUGUST 13, 2024 MEETING MINUTES.PDF](#)

[C. JUNE 2024 FINANCIAL INFORMATION.PDF](#)

[D. AUGUST 2024 BOARD REPORT.PDF](#)

[E. SUSTAINABILITY PLAN CONTRACT.PDF](#)

[F. PURCHASE OF HANDY DITCH AND LLDC WATER SHARES.PDF](#)

5.II. AdSortium Media Telly Award Presentation

Introduction By: Walt Elish

Documents:

[MEMO RE ADSORTIUM MEDIA TELLY AWARD.PDF](#)

5.III. Berthoud Golden Links Funding Request

Introduction By: Nancy Weber

Documents:

[BERTHOUD GOLDEN LINKS.PDF](#)

5.IV. Thompson School District Bond Presentation
Introduction By: TBD

Documents:

[MEMO RE THOMPSON R2-J SCHOOL DISTRICT.PDF](#)

5.V. 2024 PORT Survey
Introduction By: Keith Knoll / Kaitlyn Haskovec

Documents:

[MEMO RE PORT SURVEY.PDF](#)
[PORT SURVEY REPORT.PDF](#)

5.VI. Mid-Year Budget Adjustment - Public Hearing
Introduction By: Chris Kirk

Documents:

[MEMO RE MID-YEAR BUDGET ADJUSTMENT.PDF](#)
[RESOLUTION 2024 11 SUPPLEMENTAL AND ROLLOVER 2024.PDF](#)
[2024 BUDGET-SUPPLEMENT.PDF](#)
[2024 BUDGET SUPPLEMENT-ROLLOVER SUMMARY.PDF](#)
[2024 BUDGET SUPPLEMENT-ROLLOVER DETAIL.PDF](#)

5.VII. General Code Changes - Introduction
Introduction By: Anne Johnson

Documents:

[MEMO RE GENERAL CODE CHANGES.PDF](#)
[ORDINANCE 1342 REGARDING CHANGES TO CHAPTER 30.PDF](#)
[ORDINANCE 1342 ATTACHMENT.PDF](#)
[AFFIDAVIT OF PUBLICATION.PDF](#)

6. Elected Official Reports

1. Town Board - Tim Hardy, May Albrecht, Sean Murphy, Karl Ayers, Chris Kurtz, and Brett Wing
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:	August 13, 2024
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) August 27, 2024, Meeting Agenda
- b) August 13, 2024, Meeting Minutes
- c) June 2024 Financial Information
- d) August 2024 Board Report
- e) Sustainability Plan Contract
- f) Purchase of Handy Ditch and LLDC Water Shares

BACKGROUND:

The Consent Agenda is a group of routine matters to be acted on with a single motion and vote. The mayor will ask if any Board Member wishes to remove an item for 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.



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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) August 27, 2024, Meeting Agenda
 - b) August 13, 2024, Meeting Minutes
 - c) June 2024 Financial Information
 - d) August 2024 Board Report
 - e) Sustainability Plan Contract
 - f) Purchase of Handy Ditch and Loveland Lake and Ditch Shares
 - 2. AdSortium Media Telly Award Presentation** (Walt Elish) (10 Min)
 - 3. Berthoud Golden Links Funding Request** (Nancy Weber) (15 Min)
 - 4. Thompson R2-J School District Bond Presentation** (Thompson School District) (15 Min)
 - 5. 2024 PORT Survey** (Keith Knoll / Kaitlyn Haskovec) (20 Min)
 - 6. Mid-Year Budget Adjustment – Public Hearing** (Chris Kirk) (30 Min)
Resolution 2024-11 – A resolution making a supplemental appropriation of funds and adopting budget amendments to account for roll over and supplemental items, and making a supplemental appropriation.

August 27, 2024, Meeting Agenda

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- 7. General Code Changes – Introduction** (Anne Johnson) (15 Min)
- Ordinance 1342 – An ordinance amending certain sections of the Berthoud Municipal Code Chapter 30, specifically Section 3 regarding land uses, permits and zoning classifications; Section 1 by amending definitions; and Section 2 regarding the protection of viewsheds.

- VI. ELECTED OFFICIAL REPORTS** (10 Min)
1. Town Board – Tim Hardy, May Albrecht, Sean Murphy, Karl Ayers, Chris Kurtz, and Brett Wing
 2. Mayor – William Karspeck
 3. Staff – Town Administrator, Attorney

VII. ADJOURN

Town Clerk or Deputy Town Clerk

William Karspeck, Mayor

August 27, 2024, Meeting Agenda

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MEETING MINUTES OF THE TOWN BOARD

**Town Board Room
807 Mountain Avenue
Town of Berthoud, Colorado
Tuesday, August 13, 2024, 6:30 p.m.**

8/13/2024 - Minutes

1. Meeting Called To Order - Mayor William Karspeck

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

2. Pledge Of Allegiance - Mayor William Karspeck

Mayor Karspeck led the Pledge of Allegiance.

3. Roll Call - Mayor William Karspeck

The following Board members were present:

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

The following staff members were present:

Alicia Garcia, Town Attorney
Chris Kirk, Town Administrator
Christian Samora, Town Clerk
Lexi Weissman, Deputy Town Clerk
Sergeant Justin Williamson, Larimer County Sheriff
Walt Elish, Economic Development Director
Anne Johnson, Community Development Director
Tawn Hillenbrand, Senior Planner

4. Citizen Participation

There were not any members of the public wishing to participate.

5. Scheduled Items And Estimated Time For Discussion

5.I. Consent Agenda

Items:

- a) August 13, 2024, Meeting Agenda
- b) July 23, 2024, Meeting Minutes
- c) League of Women Voters Proclamation
- d) Mark French Proclamation

Trustee Albrecht requested item D) Mark French Proclamation be removed from the Consent Agenda for individual consideration.

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

Mayor Karspeck read the Mark French Proclamation aloud.

Mayor Pro-Tem Murphy moved to approve item D) Mark French Proclamation. Trustee Ayers seconded the motion. In a 7-0 roll call vote, THE MOTION CARRIED.

5.II. House Of Neighborly Services Presentation

Cherri Houle and Jinger Tomassi with House of Neighborly Service gave a presentation on their Life Center project.

Mayor Karspeck opened up the item to public comment.

Gary Hansen, Davon Cook, Marc Sexton, Aaron Perry, Mark Morris, and Amber Schneider spoke during public comment.

Mayor Karspeck closed public comment.

Trustee Wing moved to have the Life Center continue to work with staff, members of the community and Trustees. Trustee Hardy seconded the motion. In a 7-0 roll call vote, THE MOTION CARRIED.

Mayor Karspeck called for a 5-minute break.

Mayor Karspeck read aloud the League of Women Voters Proclamation.

5.III. Caretakers Of Tradition Presentation

Pete Cowdin, John Beck, Jerry Ward, and Paul Rimsky with the Caretakers of Tradition gave a presentation on their historical equipment showroom.

5.IV. Berthoud VFW Funding Request

Kraig Patriquin, Sarah Garman, Bart Bartholomew, and Neil Schaal with the Berthoud VFW gave a presentation on a potential meeting space for the VFW.

Mayor Karspeck opened the item to public comment.

No one spoke during public comment.

Trustee Hardy moved to approve \$12,000 for the VFW meeting space for one year and have an annual presentation from the VFW. Trustee Kurtz seconded the motion. In a 7-0 roll call vote, THE MOTION CARRIED.

5.V. Redevelopment Of Public Works And Skateboard Park Site

Economic Development Director, Walt Elish, gave a presentation on the redevelopment of the Public Works and Skateboard Park site.

Mayor Karspeck opened the item to public comment.

Linda Wilson and Rosma Walker spoke during public comment.

Mayor Karspeck closed public comment.

Mayor Pro-Tem Murphy moved to approve the selection of Asher Architects and Engineers to develop conceptual renderings for the redevelopment of Berthoud's former public works garage site and skateboard park site. Trustee Hardy seconded the motion. In a 7-0 roll call vote, THE MOTION CARRIED.

Trustee Ayers moved to extend the meeting to 11:00 pm. Trustee Hardy seconded the motion. By unanimous decision, THE MOTION CARRIED.

Mayor Karspeck called for a 5 minute break.

5.VI. Short Term Rental Regulations - Public Hearing

Community Development Director, Anne Johnson, gave an introduction on the Short Term Rental Regulations Public Hearing process.

Senior Planner, Tawn Hillenbrand, gave a presentation on Short Term Rental Regulations.

Mayor Karspeck opened the Public Hearing.

Matthew Gawin, Sherry Watts, and Kristie Peatrowsky spoke during the Public Hearing. Jason Valderrama and Mindy

Hughes spoke during the Public Hearing via Zoom.
Mayor Karspeck closed the Public Hearing.

Trustee Ayers moved to extend the meeting past 11:00 through to the end of the Executive Session. Mayor Karspeck seconded the motion. By unanimous decision, THE MOTION CARRIED.

Mayor Pro-Tem Murphy moved to adopt Ordinance 1342, an ordinance amending certain sections of the Berthoud Municipal Code Chapter 30, to allow short-term rentals. Specifically, Sections 1 and 3 proposed for amendment with the following two stipulations: That section D-2 is amended from 500 ft to 200 ft and section D-5 is removed with following numbers altered in that series to reflect the change. Trustee Ayers seconded the motion. In a 6-1 roll call vote, THE MOTION CARRIED. Trustee Hardy had the dissenting vote.

Mayor Pro-Tem Murphy moved to approve Resolution 2024-09, a resolution of the Town of Berthoud adopting an amendment to the 2024 fee schedule for the Town of Berthoud as provided in the Berthoud Municipal Code. Trustee Ayers seconded the motion. In a 7-0 roll call vote, THE MOTION CARRIED.

6. Elected Official Reports

Trustee Albrecht:

Albrecht reported on recent Youth Advisory meetings and ideas.

Trustee Wing:

Wing recommended another row of chairs and a map of Berthoud be added in the Board room.

Trustee Ayers:

Ayers reported on the recent PORT Committee meeting and ideas for the Jaskowski property. Ayers mentioned the PORT survey that will be going before the Board at the next meeting and reported on the North Berthoud Parkway Trail Connection bid and the Town Park opening.

Mayor Pro-Tem Murphy:

Murphy reported on an issue with a slide at the Rec Center and the efficient response by staff.

Trustee Hardy:

Hardy reported on open seats on the Historic Preservation Advisory Committee and current HPAC efforts.

Mayor Karspeck:

Karspeck thanked Trustee Albrecht for her work with the Youth Advisory Committee and reported on his continued work on the upcoming passenger rail project. Karspeck inquired about an issue with McNeil Lift Station.

Administrator Kirk:

Kirk requested that the Board determine Trustees to serve as the interview committee for Planning Commission vacancies and to determine which Trustees will serve on the Housing Plan Steering Committee. It was determined that Mayor Pro Tem Murphy and Trustee Hardy will serve on the Housing Plan Steering Committee, and Mayor Karspeck and Trustee Kurtz will act as the interview committee for Planning Commission, with Trustee Ayers serving as the backup.

7. Executive Session

Mayor Karspeck moved to go into Executive Session pursuant to C.R.S. 24-6-402(4)(e) to determine positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and instructing negotiators; and pursuant to C.R.S. 24-6-402(4)(b) for a conference with legal counsel for the purpose of receiving legal advice on specific legal questions related to potential litigation. Trustee Hardy seconded the motion. In a 7-0 roll call vote, THE MOTION CARRIED.

8. Adjourn

The meeting was adjourned at 11:52 P.M.

TOWN OF BERTHOUD AT A GLANCE

Monthly Report JUNE 2024

- Sales & Use Tax revenue is 38% **over** budget for the month of May; \$1,265,665 was received and \$917,917 was budgeted.
- Town Revenue through June including transfers between funds is 13% **over** budget for 2024.
- Town Expenditures through June are 3% **over** budget for 2024.

Sales Tax Review

JUNE	Berthoud Sales Tax	Motor Vehicle Use Tax	Building Materials Use Tax	Combined Total
2024	712,753.86	117,491.51	176,732.96	1,006,978.33
2023	639,847.50	157,907.95	79,304.24	877,059.69
2022	636,891.53	133,412.65	452,848.55	1,223,152.73
2021	525,123.17	150,299.24	374,180.17	1,049,602.58

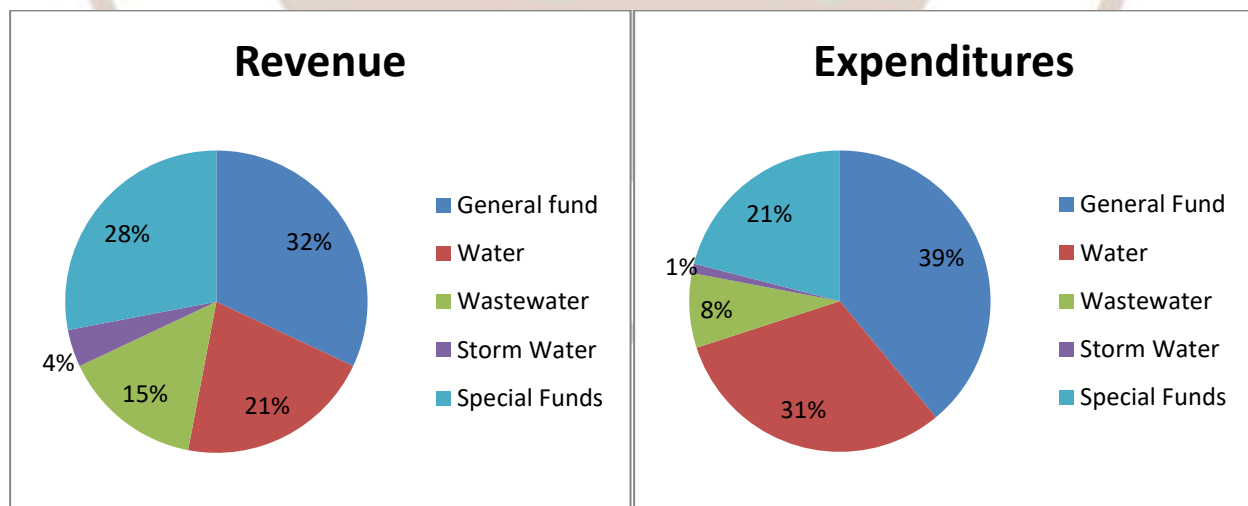
SALES TAX YEAR-TO-DATE FOR 2024

\$ 6,615,636.77

COMBINED STATEMENT OF REVENUES AND EXPENDITURES
JUNE 2024

REVENUE	Current Month	YTD Actual	YTD Budget	% of YTD Budget	% of Annual Budget
General Fund	808,131	7,080,366	6,080,491	116%	58%
Water	791,515	4,785,981	4,753,077	101%	50%
Wastewater	531,903	3,454,755	2,657,765	130%	65%
Storm Water	120,229	822,672	539,000	153%	76%
Special Funds	1,066,915	6,223,832	5,732,475	109%	54%
TOTAL REVENUE	3,318,693	22,367,606	19,762,808	113%	57%

EXPENDITURES	Current Month	YTD Actual	YTD Budget	% of YTD Budget	% of Annual Budget
General Fund	993,750	9,281,484	5,751,731	161%	81%
Water	5,657,446	7,491,614	5,818,987	129%	64%
Wastewater	277,610	1,935,136	3,866,508	50%	25%
Storm Water	11,381	64,151	919,155	7%	3%
Special Funds	1,089,027	4,953,331	6,773,382	73%	37%
TOTAL EXPENDITURES	8,029,214	23,725,716	23,129,763	103%	51%

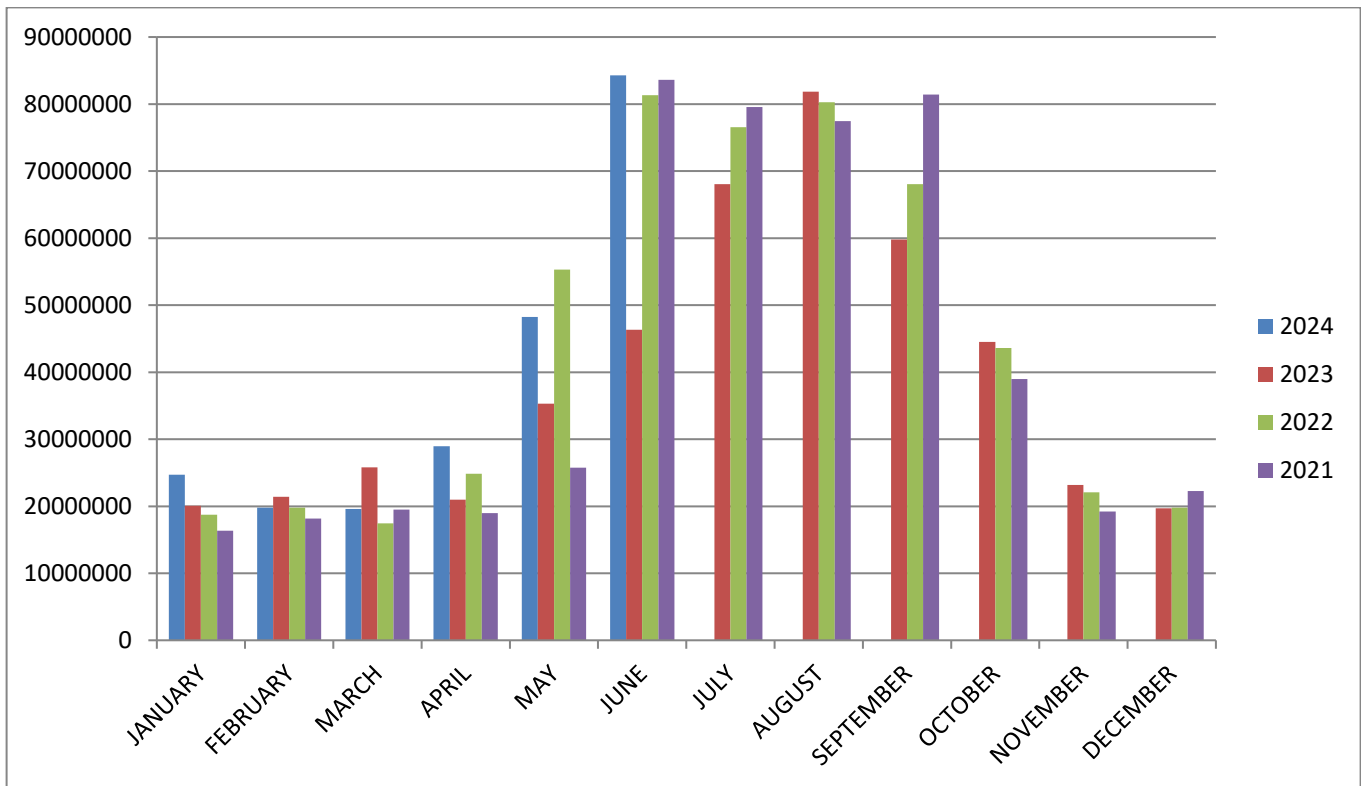


2024

	YEAR TO DATE TOTALS THRU JUNE 2024
Single Family Permits	137
Overall Permit Total	341
Water Gallons Billed	225,547,000
Passports	530
Cemetery	11 Funerals

Building Permit & Permit Valuation by Year & 2024 YTD					
	2020	2021	2022	2023	2024 YTD
Single-Family home permits	505	508	222	220	137
All permits (roofing, decks, additions, etc.)	934	1110	809	748	341
Total Permit Value	\$119,451,932	\$238,661,288	\$164,526,847	\$119,408,321	\$67,746,715

BERTHOUD WATER USAGE



Personnel Summary

	Full-time	Part-time	Seasonal
Administration	13		
Code Enforcement	2		
Economic Development	1		
Planning-Building	4	1	
Streets	6		
Recreation	4		
Rec Center	7	91	
Parks-Forestry	11		
BATS	1	1	
Water-Wastewater	7	1	

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



BILLS SUMMARY
JUNE 2024 FINAL

BILLS ALLOWED

TOTAL BILLS	\$ 1,973,203
NET PAYROLL	\$ 318,516

Mayor William Karspeck	_____
Trustee May Albrecht	_____
Trustee Karl Ayers	_____
Trustee Tim Hardy	_____
Trustee Chris Kurtz	_____
Trustee Sean Murphy	_____
Trustee Brett Wing	_____

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice GL Account Title	Check Amount
1100200400							
60124310							
06/24	06/03/2024	601243	Allstate	JUNE 2024	11-00-200400	Insurance Payable	787.01
60124311							
06/24	06/03/2024	601243	CIGNA	JUNE 2024	11-00-200400	Insurance Payable	41,979.85
60124312							
06/24	06/03/2024	601243	Guardian	JUNE 2024	11-00-200400	Insurance Payable	6,346.13
Total 1100200400:							49,112.99
1100465500							
76712							
06/24	06/20/2024	76712	TCC Corporation	SIGN DEPO	11-00-4655-00	Sign Deposit	150.00
76713							
06/24	06/24/2024	76713	Babcock Land Corp	SIGN DEPO	11-00-4655-00	Sign Deposit	150.00
Total 1100465500:							300.00
1101500912							
76651							
06/24	06/06/2024	76651	CMCA	JUNE24	11-01-5009.12	Travel/Training-Clerk	1,800.00
Total 1101500912:							1,800.00
1101500941							
76522							
06/24	06/11/2024	76522	Town of Johnstown	CML SPRIN	11-01-5009.41	Travel/Training-Board	60.00
76655							
06/24	06/11/2024	76655	Cardmember Service	MAY24	11-01-5009.41	Travel/Training-Board	17,520.08
Total 1101500941:							17,580.08
1101501001							
76508							
06/24	06/02/2024	76508	USPS-Berthoud	2024 PO BO	11-01-5010.01	Office Supplies-General Office	410.00
76527							
06/24	06/20/2024	76527	Deluxe	9004987245	11-01-5010.01	Office Supplies-General Office	1,263.62
76630							
06/24	06/03/2024	76630	Xerox Business Solutions	5086639	11-01-5010.01	Office Supplies-General Office	811.54
76661							
06/24	06/11/2024	76661	Culligan of Cheyenne	61275	11-01-5010.01	Office Supplies-General Office	83.00
76709							
06/24	06/20/2024	76709	Office Depot	Multiple	11-01-5010.01	Office Supplies-General Office	785.97
Total 1101501001:							3,354.13
1101501101							
76525							
06/24	06/20/2024	76525	CenturyLink Business Serv	692497660	11-01-5011.01	Telephone-General Office	25.00
76629							
06/24	06/03/2024	76629	Voice Exchange (Paragon	60405-45871	11-01-5011.01	Telephone-General Office	43.60
Total 1101501101:							68.60
1101501501							
76691							
06/24	06/18/2024	76691	CIRSA	241269	11-01-5015.01	Insurance	244.49

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice GL Account Title	Check Amount
76748							
06/24	06/24/2024	76748	BASIC	3137174	11-01-5015.01	Insurance	421.00
Total 1101501501:							665.49
1101501707							
76639							
06/24	06/06/2024	76639	Holbrook Service	A-43721	11-01-5017.07	Building Maintenance-Town Hall	1,497.00
Total 1101501707:							1,497.00
1101501804							
76628							
06/24	06/03/2024	76628	The Reporter Herald	JUNE24	11-01-5018.04	Publications/Legal Notice	732.95
76634							
06/24	06/06/2024	76634	Berthoud Weekly Surveyor	39026	11-01-5018.04	Publications/Legal Notice	1,936.25
76670							
06/24	06/11/2024	76670	Prairie Mountain Media	386979	11-01-5018.04	Publications/Legal Notice	87.16
Total 1101501804:							2,756.36
1101502004							
76533							
06/24	06/20/2024	76533	NJK Photography	979	11-01-5020.04	Professional Services-Board	168.75
Total 1101502004:							168.75
1101502103							
76700							
06/24	06/18/2024	76700	March & Olive, LLC	Multiple	11-01-5021.03	Municipal Judge	1,158.50
Total 1101502103:							1,158.50
1101503800							
76509							
06/24	06/03/2024	76509	Grandpa's Cafe	3	11-01-5038.00	Administrative Expenses	.00
76510							
06/24	06/03/2024	76510	Grandpa's Cafe	06112024	11-01-5038.00	Administrative Expenses	957.00
76511							
06/24	06/04/2024	76511	KO-FE LLP	06112024	11-01-5038.00	Administrative Expenses	103.13
76607							
06/24	06/03/2024	76607	Hays Market	MAY24	11-01-5038.00	Administrative Expenses	32.99
Total 1101503800:							1,093.12
1101504003							
76657							
06/24	06/11/2024	76657	Bell Gould Linder & Scott P	37859	11-01-5040.03	Attorney-Municipal Court	1,921.07
Total 1101504003:							1,921.07
1101504004							
76664							
06/24	06/11/2024	76664	Foote Law Firm	414	11-01-5040.04	Attorney-Board Meetings	3,231.25
Total 1101504004:							3,231.25

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice GL Account Title	Check Amount
1101504103							
76708							
06/24	06/20/2024	76708	Boulder County Sheriffs Off	24-1225	11-01-5041.03	Court Expenses	12.90
Total 1101504103:							12.90
1101504601							
76520							
06/24	06/11/2024	76520	Dubois, Brian	UNIFORM 6-	11-01-5046.01	Uniforms	42.59
Total 1101504601:							42.59
1101508907							
76635							
06/24	06/06/2024	76635	C & B Cleaning	Multiple	11-01-5089.07	Janitorial Service & Supplies	6,620.00
Total 1101508907:							6,620.00
1101509501							
76609							
06/24	06/03/2024	76609	Insight Public Sector, Inc.	1101165859	11-01-5095.01	Computer Maintenance/Replace	8.02
76650							
06/24	06/06/2024	76650	Anchor Network Solutions,	Multiple	11-01-5095.01	Computer Maintenance/Replace	4,202.70
Total 1101509501:							4,210.72
1101509601							
76625							
06/24	06/03/2024	76625	Comcast	JUNE24-2	11-01-5096.01	Internet	22.76
Total 1101509601:							22.76
1101524701							
61524300							
06/24	06/01/2024	615243	Caselle Inc.	JUNE	11-01-5247.01	Software-Admin	1,941.00
Total 1101524701:							1,941.00
1101525607							
76611							
06/24	06/03/2024	76611	Larimer Co Solid Waste	MAY24	11-01-5256.07	Clean Up Day	594.54
76668							
06/24	06/11/2024	76668	Larimer Co Solid Waste	MAY2024	11-01-5256.07	Clean Up Day	5,102.09
Total 1101525607:							5,696.63
1102501004							
76616							
06/24	06/03/2024	76616	Pioneer Press of Greeley	97547	11-02-5010.04	Office Supplies-Code Enf	52.00
Total 1102501004:							52.00
1102503404							
76627							
06/24	06/03/2024	76627	NOCO Humane	1041	11-02-5034.04	Animal Control	4,354.67

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice GL Account Title	Check Amount
Total 1102503404:							4,354.67
1102504604							
76752							
06/24	06/24/2024	76752	Kinsco LLC	0017801-1	11-02-5046.04	Uniforms-Code Enforcement	533.90
Total 1102504604:							533.90
1103501101							
76679							
06/24	06/11/2024	76679	Complete Wireless Technol	65659	11-03-5011.01	Telephone	165.00
Total 1103501101:							165.00
1103501202							
76763							
06/24	06/26/2024	76763	Poudre Valley REA	JUNE2024	11-03-5012.02	Utilities-Street Lights	8,566.29
Total 1103501202:							8,566.29
1103501207							
76710							
06/24	06/20/2024	76710	XCEL Energy	879831687	11-03-5012.07	Street Light Repairs	7,385.72
Total 1103501207:							7,385.72
1103501406							
76610							
06/24	06/03/2024	76610	Kwik Korner	MAY24	11-03-5014.06	Gas & Oil	2,728.13
Total 1103501406:							2,728.13
1103502106							
76612							
06/24	06/03/2024	76612	MAC Equipment INC	476051	11-03-5021.06	Light Duty Veh/Equip Maint	52.96
Total 1103502106:							52.96
1103503602							
76614							
06/24	06/03/2024	76614	Mobile Wrench	144594	11-03-5036.02	Heavy Duty Veh/Equip Maint	104.50
Total 1103503602:							104.50
1103504007							
76638							
06/24	06/06/2024	76638	GMCO Corporation	24-1946	11-03-5040.07	Contract Services	7,995.00
Total 1103504007:							7,995.00
1103504102							
76602							
06/24	06/03/2024	76602	BeeLine Trucking	2557	11-03-5041.02	Equipment Rental	550.00
76648							
06/24	06/06/2024	76648	United Rentals	234400673-0	11-03-5041.02	Equipment Rental	776.00

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice GL Account Title	Check Amount
Total 1103504102:							1,326.00
1103504506							
76518							
06/24	06/11/2024	76518	Republic Services	Multiple	11-03-5045.06	Shop Operations	1,027.93
76530							
06/24	06/20/2024	76530	Larimer Co Solid Waste	2167179	11-03-5045.06	Shop Operations	155.88
76532							
06/24	06/20/2024	76532	Mountain View Commercial	13877	11-03-5045.06	Shop Operations	375.00
Total 1103504506:							1,558.81
1103504601							
76521							
06/24	06/11/2024	76521	Lambing, Adam	UNIFORM 6-	11-03-5046.01	Uniforms	464.10
Total 1103504601:							464.10
1103504802							
76619							
06/24	06/03/2024	76619	Safety & Construction Sup	14244	11-03-5048.02	Safety Equipment	541.80
76672							
06/24	06/11/2024	76672	Safety & Construction Sup	14398	11-03-5048.02	Safety Equipment	2,206.95
Total 1103504802:							2,748.75
1104500902							
76760							
06/24	06/26/2024	76760	Express Toll	2093066132	11-04-5009.02	Travel/Training/Certification	4.20
Total 1104500902:							4.20
1104502022							
76755							
06/24	06/24/2024	76755	Northern Colorado Sports	11025	11-04-5020.22	Officials-Youth Baseball	400.00
Total 1104502022:							400.00
1104502045							
76684							
06/24	06/11/2024	76684	Northern Colorado Sports	11005	11-04-5020.45	Officials-Adult Kickball	950.00
Total 1104502045:							950.00
1104504622							
76620							
06/24	06/03/2024	76620	TopShelf Printers	58883	11-04-5046.22	Uniforms-Youth Baseball	4,296.39
Total 1104504622:							4,296.39
1106510106							
76753							
06/24	06/24/2024	76753	Larimer Small Business De	06202024	11-06-5101.06	Memberships	2,000.00
Total 1106510106:							2,000.00

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice GL Account Title	Check Amount
1106512006							
76195							
06/24	06/25/2024	76195	Truepenny Studio	22282	11-06-5120.06	Grants for Business Facade Imp	2,000.00
Total 1106512006:							2,000.00
1107501101							
76761							
06/24	06/26/2024	76761	Hilltop Broadband	1489-202406	11-07-5011.01	Telephone	262.51
Total 1107501101:							262.51
1107501209							
76685							
06/24	06/12/2024	76685	Poudre Valley REA	JUNE24	11-07-5012.09	Utilities-facilities/gen parks	1,511.90
Total 1107501209:							1,511.90
1107504601							
76512							
06/24	06/06/2024	76512	Kouns, Samantha	UNIFORM 6-	11-07-5046.01	Uniforms	115.92
76513							
06/24	06/06/2024	76513	Schachterle, John	UNIFORM 6-	11-07-5046.01	Uniforms	181.40
Total 1107504601:							297.32
1107504904							
76694							
06/24	06/18/2024	76694	DBC Irrigation Supply	Multiple	11-07-5049.04	Irrigation Repair-Ball Fields	1,162.52
76762							
06/24	06/26/2024	76762	Jones Excavating & Plumbi	Multiple	11-07-5049.04	Irrigation Repair-Ball Fields	2,836.70
Total 1107504904:							3,999.22
1107505303							
76516							
06/24	06/11/2024	76516	Republic Services	Multiple	11-07-5053.03	Portojohns-Facility	337.80
Total 1107505303:							337.80
1107505704							
76643							
06/24	06/06/2024	76643	Pioneer Mfg. Co./ Poiner	203545	11-07-5057.04	Repair/Supplies-Ball Fields	1,503.76
76766							
06/24	06/26/2024	76766	Turf Tank	32814	11-07-5057.04	Repair/Supplies-Ball Fields	1,999.00
Total 1107505704:							3,502.76
1107505709							
76617							
06/24	06/03/2024	76617	Playworks, Inc	Multiple	11-07-5057.09	Repair/Supplies-General Park	5,550.53
76747							
06/24	06/24/2024	76747	5280 Locates LLC	4036	11-07-5057.09	Repair/Supplies-General Park	600.00
Total 1107505709:							6,150.53

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice GL Account Title	Check Amount
Total 1112501703:							92.00
1112501901							
76646							
06/24	06/06/2024	76646	Shums Coda Associates	17891	11-12-5019.01	Elevator Maintenance	280.00
Total 1112501901:							280.00
1112503901							
76622							
06/24	06/03/2024	76622	Berthoud Village Shopping	JUNE24	11-12-5039.01	HOA Fees	4,460.91
Total 1112503901:							4,460.91
1113502001							
76653							
06/24	06/06/2024	76653	Picture This Creative Servi	311	11-13-5020.01	Prof Services-Community	100.00
76680							
06/24	06/11/2024	76680	Don Karle Photography	2024-108	11-13-5020.01	Prof Services-Community	1,800.00
Total 1113502001:							1,900.00
2000504002							
76706							
06/24	06/18/2024	76706	Vranesh & Raisch	Multiple	20-00-5040.02	Attorney Fees	15,156.50
Total 2000504002:							15,156.50
2000510402							
76698							
06/24	06/18/2024	76698	Leonard Rice Engineers In	26443	20-00-5104.02	Water Resource Master Plan	11,942.00
Total 2000510402:							11,942.00
2000510800							
76697							
06/24	06/18/2024	76697	Intera Incorporated	05-24-222	20-00-5108.00	Water Conservation Program	1,500.00
Total 2000510800:							1,500.00
2100441000							
76179							
06/24	06/03/2024	76179	GRIFFEN, PATRICIA & DI	2612.2	21-00-4410-00	Sale of Water	67.54
76181							
06/24	06/03/2024	76181	Lifestyle Custom Homes of	12450.1	21-00-4410-00	Sale of Water	17.97
76182							
06/24	06/10/2024	76182	ARCHER, LISA & RICHA	2785.3	21-00-4410-00	Sale of Water	365.30
76183							
06/24	06/10/2024	76183	RIVAS, SAMANTHA	11074.2	21-00-4410-00	Sale of Water	82.61
76185							
06/24	06/20/2024	76185	KEIRNS CONSTRUCTION	12330.1	21-00-4410-00	Sale of Water	296.62
76186							
06/24	06/24/2024	76186	BREWSTER, WAYNE & S	2511.1	21-00-4410-00	Sale of Water	87.03
76187							
06/24	06/24/2024	76187	SIEGLE, JEFFREY & DIAN	12216.4	21-00-4410-00	Sale of Water	68.17

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice GL Account Title	Check Amount
76188							
06/24	06/24/2024	76188	SADRIEH, JAMES	9800.3	21-00-4410-00	Sale of Water	352.26
76189							
06/24	06/24/2024	76189	CHAPMAN, KATIE	11253.2	21-00-4410-00	Sale of Water	180.72
76190							
06/24	06/26/2024	76190	MCKIM, SHARON	425.3	21-00-4410-00	Sale of Water	112.48
76191							
06/24	06/26/2024	76191	Turnage, John	729.1	21-00-4410-00	Sale of Water	510.49
76192							
06/24	06/26/2024	76192	DR Horton	Multiple	21-00-4410-00	Sale of Water	1,037.23
76193							
06/24	06/26/2024	76193	DR Horton	Multiple	21-00-4410-00	Sale of Water	791.65
Total 2100441000:							3,970.07
2100501001							
76506							
06/24	06/01/2024	76506	Digital Print Resources Inc	21908	21-00-5010.01	Office Supplies	2,068.00
Total 2100501001:							2,068.00
2100501005							
76769							
06/24	06/27/2024	76769	Digital Print Resources Inc	Multiple	21-00-5010.05	Office Supplies- Utility Billi	4,228.50
Total 2100501005:							4,228.50
2100501101							
76526							
06/24	06/20/2024	76526	Comcast	JUNE 2024 5	21-00-5011.01	Telephone	435.90
76626							
06/24	06/03/2024	76626	Hilltop Broadband	3582-202405	21-00-5011.01	Telephone	197.15
Total 2100501101:							633.05
2100501301							
76642							
06/24	06/06/2024	76642	Mainstreet Car Care & Qui	Multiple	21-00-5013.01	Vehicle Maintenance	860.05
Total 2100501301:							860.05
2100504004							
76701							
06/24	06/18/2024	76701	Maynes Bradford Shipps &	MAY2024	21-00-5040.04	Attorney	19,338.84
Total 2100504004:							19,338.84
2100505702							
76667							
06/24	06/11/2024	76667	Jones Excavating & Plumbi	Multiple	21-00-5057.02	Repair, Maint, Supp Dist	4,665.06
76682							
06/24	06/11/2024	76682	Jones Excavating & Plumbi	5407	21-00-5057.02	Repair, Maint, Supp Dist	16,945.30
Total 2100505702:							21,610.36
2100505703							

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice GL Account Title	Check Amount
76695							
06/24	06/18/2024	76695	Grainger	Multiple	21-00-5057.03	Repair, Maint, Supp Treat	1,089.59
Total 2100505703:							1,089.59
2100506003							
76669							
06/24	06/11/2024	76669	Nalco Company LLC	6602698127	21-00-5060.03	Chemicals-Treatment	39,592.80
Total 2100506003:							39,592.80
2100510905							
76662							
06/24	06/11/2024	76662	Dana Kepner	Multiple	21-00-5109.05	Meters-new	14,867.25
Total 2100510905:							14,867.25
2300441000							
76180							
06/24	06/03/2024	76180	SCHMIDT, HOWARD & JO	1644.1	23-00-4410-00	Wastewater Charges	47.30
76184							
06/24	06/10/2024	76184	OLESEN, LESLIE J	2430.2	23-00-4410-00	Wastewater Charges	294.99
Total 2300441000:							342.29
2300501101							
76601							
06/24	06/03/2024	76601	AT&T Mobility	MAY2024	23-00-5011.01	Telephone-Main Plant	710.53
76623							
06/24	06/03/2024	76623	CenturyLink	JUNE24	23-00-5011.01	Telephone-Main Plant	409.76
76624							
06/24	06/03/2024	76624	Comcast	JUNE24	23-00-5011.01	Telephone-Main Plant	1,640.62
76758							
06/24	06/26/2024	76758	AT&T Mobility	JUNE24	23-00-5011.01	Telephone-Main Plant	00
76768							
06/24	06/26/2024	76768	AT&T Mobility	JUNE24	23-00-5011.01	Telephone-Main Plant	743.81
Total 2300501101:							3,504.72
2300501201							
76534							
06/24	06/20/2024	76534	Poudre Valley REA	Multiple	23-00-5012.01	Utilities-Main Plant	305.75
76618							
06/24	06/03/2024	76618	Poudre Valley REA	MAY24-2	23-00-5012.01	Utilities-Main Plant	14,753.80
76699							
06/24	06/18/2024	76699	Little Thompson Water Dist	MAY2024-3	23-00-5012.01	Utilities-Main Plant	200.76
Total 2300501201:							15,260.31
2300501202							
76720							
06/24	06/30/2024	76720	XCEL Energy	883064434	23-00-5012.02	Utilities-Regional	1,474.67
Total 2300501202:							1,474.67
2300501203							

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice GL Account Title	Check Amount
76641							
06/24	06/06/2024	76641	Little Thompson Water Dist	MAY2024-2	23-00-5012.03	Utilities	3,211.36
Total 2300501203:							3,211.36
2300502004							
76704							
06/24	06/18/2024	76704	RJN Group	412801	23-00-5020.04	Professional Fees	69,032.17
Total 2300502004:							69,032.17
2300505401							
76517							
06/24	06/11/2024	76517	Republic Services	Multiple	23-00-5054.01	Trash	727.03
Total 2300505401:							727.03
2300505701							
76665							
06/24	06/11/2024	76665	HOA Solutions	11932	23-00-5057.01	Repair, Maint. & Supplies-Main	576.70
76671							
06/24	06/11/2024	76671	Ramey Environmental	Multiple	23-00-5057.01	Repair, Maint. & Supplies-Main	106,465.54
Total 2300505701:							107,042.24
2300505702							
76678							
06/24	06/11/2024	76678	Xylem Water Solutions U.S.	3556C89098	23-00-5057.02	Repair, Maint & Supplies-Reg	2,688.26
Total 2300505702:							2,688.26
2300505703							
76675							
06/24	06/11/2024	76675	UNCC	224050187	23-00-5057.03	Repair, Maint. & Supplies-Lift	651.45
76683							
06/24	06/11/2024	76683	Norfield Development Part	2318	23-00-5057.03	Repair, Maint. & Supplies-Lift	1,111.95
Total 2300505703:							1,763.40
2300506001							
76656							
06/24	06/11/2024	76656	Aries Chemical	108829	23-00-5060.01	Chemicals-Main Plant	16,265.00
Total 2300506001:							16,265.00
2300510802							
76660							
06/24	06/11/2024	76660	Colorado Analytical Labs. I	Multiple	23-00-5108.02	Lab Tests-Regional	4,845.91
Total 2300510802:							4,845.91
2300510903							
76673							
06/24	06/11/2024	76673	Smith Power Products	580157	23-00-5109.03	Generator Maintenance	316.38
Total 2300510903:							316.38

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice GL Account Title	Check Amount
2300511401							
76663							
06/24	06/11/2024	76663	Denali Water Solutions	821774	23-00-5114.01	Sludge Hauling-Main Plant	1,440.04
76750							
06/24	06/24/2024	76750	Denali Water Solutions	824316	23-00-5114.01	Sludge Hauling-Main Plant	2,317.66
Total 2300511401:							3,757.70
2300511402							
76702							
06/24	06/18/2024	76702	McDonald Farms	Multiple	23-00-5114.02	Sludge Hauling-Regional	6,066.50
Total 2300511402:							6,066.50
2300511601							
76705							
06/24	06/18/2024	76705	USA Bluebook	Multiple	23-00-5116.01	Lab Equipment/supplies	6,887.40
Total 2300511601:							6,887.40
2400501900							
63024305							
06/24	06/28/2024	630243	Alfa Construction LLC	JUNE 2024	24-00-5019.00	ALFA Line Reimbursement	4,950.00
Total 2400501900:							4,950.00
2400527100							
76764							
06/24	06/26/2024	76764	Roberts Excavation	5	24-00-5271.00	1st Street Sewer Upgrade	18,118.21
Total 2400527100:							18,118.21
3300502000							
76666							
06/24	06/11/2024	76666	Infusion Architects	2	33-00-5020.00	Professional Fees	6,550.00
Total 3300502000:							6,550.00
3400504601							
76717							
06/24	06/25/2024	76717	Koons, Brandon	UNIFORM 6-	34-00-5046.01	Uniforms	200.00
Total 3400504601:							200.00
3400505801							
76754							
06/24	06/24/2024	76754	MAC Equipment INC	469872	34-00-5058.01	Equipment Maintenance	322.58
Total 3400505801:							322.58
3400514001							
76645							
06/24	06/06/2024	76645	Raynor Door Authority of D	99926	34-00-5140.01	Park Bldg & Grounds	304.00
Total 3400514001:							304.00

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice GL Account Title	Check Amount
3600430600							
76734							
06/24	06/28/2024	76734	Larimer County Sales Tax	JUNE 2024	36-00-4306-00	County Open Space Revenue	33,581.96
Total 3600430600:							33,581.96
3600526800							
76707							
06/24	06/18/2024	76707	XCEL Energy	MAY24	36-00-5268-00	Berthoud Reservoir park Maint	360.91
Total 3600526800:							360.91
3900501302							
76649							
06/24	06/06/2024	76649	University Auto Parts-NAP	Multiple	39-00-5013-02	Vehicle Maintenance	325.74
Total 3900501302:							325.74
4000511400							
76608							
06/24	06/03/2024	76608	HDR Engineering	1200623055	40-00-5114-00	Spartan Design and Crossing	5,434.25
Total 4000511400:							5,434.25
4100522100							
76681							
06/24	06/11/2024	76681	Flatout Concrete	2402-2314-7	41-00-5221-00	Downtown Sidewalk Replacement	21,138.76
Total 4100522100:							21,138.76
5100461000							
76733							
06/24	06/28/2024	76733	Town of Johnstown	JUNE 2024	51-00-4610-00	Sales Tax Revenue	7,276.78
Total 5100461000:							7,276.78
5100503800							
76194							
06/24	06/25/2024	76194	Fickel Farm Patio Homes	2308-0416-0	51-00-5038-00	Sidewalk Improvements	5,000.00
76507							
06/24	06/02/2024	76507	Erbes, Bruce	1852	51-00-5038-00	Sidewalk Improvements	1,000.00
Total 5100503800:							6,000.00
5100524400							
76604							
06/24	06/03/2024	76604	BHA Design, Inc.	2203-19	51-00-5244-00	I-25 Design	567.50
76696							
06/24	06/18/2024	76696	Integrated Site Services In	6	51-00-5244-00	I-25 Design	158,152.44
Total 5100524400:							158,719.94
5200440000							
76714							
06/24	06/24/2024	76714	ION Developer LLC	24BER-0009	52-00-4400-00	Sales Tax Revenue	385.84

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice GL Account Title	Check Amount
Total 5200440000:							385.84
5201500801							
76633							
06/24	06/06/2024	76633	American DataBank LLC	Multiple	52-01-5008.01	Background/Physicals	273.90
Total 5201500801:							273.90
5201501101							
76652							
06/24	06/06/2024	76652	Hilltop Broadband	4872-202406	52-01-5011.01	Telephone/Internet	392.45
Total 5201501101:							392.45
5201501201							
76711							
06/24	06/20/2024	76711	XCEL Energy	880159488	52-01-5012.01	Utilities	11,833.46
Total 5201501201:							11,833.46
5201502004							
76654							
06/24	06/06/2024	76654	Xerox Business Solutions	5095857	52-01-5020.04	Purchased Services	26.90
Total 5201502004:							26.90
5201505404							
76519							
06/24	06/11/2024	76519	Republic Services	Multiple	52-01-5054.04	Trash Service	718.86
Total 5201505404:							718.86
5201505601							
76640							
06/24	06/06/2024	76640	Lefthand Printworks	3423	52-01-5056.01	Brochures/Advertising/Printing	554.00
Total 5201505601:							554.00
5201524701							
76636							
06/24	06/06/2024	76636	DaySmart Recreation	01218325	52-01-5247.01	Computer Software	1,645.86
Total 5201524701:							1,645.86
5203501701							
76528							
06/24	06/20/2024	76528	DH Pace Company	Multiple	52-03-5017.01	Building Maintenance/Repair	1,158.49
76531							
06/24	06/20/2024	76531	Long Building Technologies	Multiple	52-03-5017.01	Building Maintenance/Repair	4,284.71
Total 5203501701:							5,443.20
5203510201							
76621							
06/24	06/03/2024	76621	Western Paper Distributors	4859599	52-03-5102.01	Supplies/Equipment	231.11

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice GL Account Title	Check Amount
76676							
06/24	06/11/2024	76676	Western Paper Distributors	Multiple	52-03-5102.01	Supplies/Equipment	302.15
76751							
06/24	06/24/2024	76751	HD Supply formerly Home	Multiple	52-03-5102.01	Supplies/Equipment	584.63
Total 5203510201:							1,117.89
5205502004							
76686							
06/24	06/12/2024	76686	Prestige Aquatics	Multiple	52-05-5020.04	Purchased Services	2,865.00
Total 5205502004:							2,865.00
5205505701							
76606							
06/24	06/03/2024	76606	Exceptional Water Systems	14349	52-05-5057.01	Equipment Maintenance/Repair	2,931.03
Total 5205505701:							2,931.03
5205506001							
76524							
06/24	06/20/2024	76524	CEM Sales & Service	163167	52-05-5060.01	Chemicals	1,250.00
76536							
06/24	06/20/2024	76536	The Aqueous Solution, Inc	Multiple	52-05-5060.01	Chemicals	943.79
76537							
06/24	06/20/2024	76537	The Aqueous Solution, Inc	Multiple	52-05-5060.01	Chemicals	1,161.14
Total 5205506001:							3,354.93
5207502004							
76659							
06/24	06/11/2024	76659	Choose Well Nutrition, LLC	MAY24	52-07-5020.04	Purchased Services	42.00
76693							
06/24	06/18/2024	76693	Crest Robotics and Compu	2847	52-07-5020.04	Purchased Services	873.60
76757							
06/24	06/26/2024	76757	101 Sports	2633	52-07-5020.04	Purchased Services	.00
76767							
06/24	06/26/2024	76767	101 Sports	2633	52-07-5020.04	Purchased Services	315.00
Total 5207502004:							1,230.60
5207502104							
76603							
06/24	06/03/2024	76603	Berthoud Local	Multiple	52-07-5021.04	Wildfire Class	172.80
76658							
06/24	06/11/2024	76658	Berthoud Local	206	52-07-5021.04	Wildfire Class	38.40
Total 5207502104:							211.20
5208502031							
76600							
06/24	06/03/2024	76600	Northern Colorado Sports	10958	52-08-5020.31	Officials-Adult Volleyball	3,330.00
76615							
06/24	06/03/2024	76615	Northern Colorado Sports	10972	52-08-5020.31	Officials-Adult Volleyball	1,420.00
Total 5208502031:							4,750.00

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice GL Account Title	Check Amount
5209505012							
76523							
06/24	06/20/2024	76523	BSN Sports, LLC	308804700	52-09-5050.12	Equipment-Youth Basketball	131.88
Total 5209505012:							131.88
5240570100							
76647							
06/24	06/06/2024	76647	Thirsty Soil Solutions	9204	52-40-5701.00	Waggener Farm Park maint	1,575.00
76749							
06/24	06/24/2024	76749	Colorado Materials Inc	Multiple	52-40-5701.00	Waggener Farm Park maint	4,898.15
Total 5240570100:							6,473.15
5240570200							
76605							
06/24	06/03/2024	76605	Colorado Portables	116747	52-40-5702.00	Berthoud Bike Park maint	300.00
76674							
06/24	06/11/2024	76674	Thirsty Soil Solutions	9217	52-40-5702.00	Berthoud Bike Park maint	850.00
76719							
06/24	06/26/2024	76719	Mountain View Commercial	Multiple	52-40-5702.00	Berthoud Bike Park maint	3,491.85
76759							
06/24	06/26/2024	76759	Colorado Portables	117881	52-40-5702.00	Berthoud Bike Park maint	300.00
Total 5240570200:							4,941.85
Grand Totals:							1,973,203.23

June 2024

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

GENERAL FUND

REVENUE

PERCENTAGE

YTD ACTUAL vs

YTD BUDGET

	CURRENT MONTH		YTD ACTUAL		YTD BUDGET		TOTAL 2023 BUDGET		PERCENTAGE
TAXES	\$ 676,841.48	\$	4,664,161.81	\$	4,430,175.00	\$	8,860,350.00		105.3%
LICENSES & PERMITS	\$ 25,565.92	\$	132,839.74	\$	119,850.00	\$	239,700.00		110.8%
INTERGOVERNMENTAL REVENUE	\$ 52,774.53	\$	278,411.42	\$	258,042.00	\$	516,084.00		107.9%
FINES	\$ 1,795.00	\$	16,145.00	\$	10,500.00	\$	21,000.00		153.8%
MISCELLANEOUS	\$ 5,728.98	\$	1,618,003.00	\$	962,000.00	\$	1,924,000.00		168.2%
TRANSFERS	\$ 29,188.15	\$	180,216.12	\$	179,149.00	\$	358,298.00		100.6%
PROPERTY SALES & DONATIONS & INS CLAIM	\$ 2,572.77	\$	2,572.77	\$	-	\$	-		0.0%
RECREATION	\$ 3,748.60	\$	130,359.45	\$	82,700.00	\$	165,400.00		157.6%
PARKS	\$ 1,322.00	\$	8,295.00	\$	3,850.00	\$	7,700.00		215.5%
LEASE REVENUE	\$ 8,593.56	\$	49,362.04	\$	34,225.00	\$	68,450.00		144.2%
TOTAL REVENUE GENERAL FUND	\$ 808,130.99	\$	7,080,366.35	\$	6,080,491.00	\$	12,160,982.00		116.4%

<u>ADMINISTRATION</u>					<u>PERCENTAGE</u>
<u>EXPENDITURES</u>	<u>CURRENT MONTH</u>	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>TOTAL 2023 BUDGET</u>	<u>YTD ACTUAL vs</u> <u>YTD BUDGET</u>
ADMIN SALARIES/TAXES/BENEFITS	\$ 126,549.60	\$ 807,067.52	\$ 797,225.00	\$ 1,594,450.00	101.2%
GENERAL OFFICE OTHER	\$ 37,282.15	\$ 425,279.20	\$ 385,127.50	\$ 770,255.00	110.4%
ELECTIONS	\$ 1,125.00	\$ 39,334.89	\$ 32,750.00	\$ 65,500.00	0.0%
MUNICIPAL COURT	\$ 3,191.06	\$ 19,556.61	\$ 28,400.00	\$ 56,800.00	68.9%
BOARD & BOARD MEETINGS	\$ 8,365.57	\$ 42,606.76	\$ 45,050.00	\$ 90,100.00	94.6%
FINANCE	\$ 3,220.00	\$ 10,462.04	\$ 10,000.00	\$ 20,000.00	104.6%
BUILDING MAINTENANCE	\$ 4,424.85	\$ 26,380.64	\$ 35,000.00	\$ 70,000.00	75.4%
COMMUNITY SUPPORT	\$ 3,852.44	\$ 37,838.51	\$ 51,000.00	\$ 102,000.00	74.2%
TRANSFERS	\$ 1,666.67	\$ 10,000.02	\$ 10,000.00	\$ 20,000.00	100.0%
TOTAL ADMIN EXPENDITURES	\$ 189,677.34	\$ 1,418,526.19	\$ 1,394,552.50	\$ 2,789,105.00	101.7%
<u>PUBLIC SAFETY DEPARTMENT</u>					<u>PERCENTAGE</u>
<u>EXPENDITURES</u>	<u>CURRENT MONTH</u>	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>TOTAL 2023 BUDGET</u>	<u>YTD ACTUAL vs</u> <u>YTD BUDGET</u>
CODE ENFORCEMENT (INCLUDES SALARY)	\$ 13,971.12	\$ 64,723.64	\$ 92,936.50	\$ 185,873.00	69.6%
LSCO ADMIN SUPPLIES	\$ 29.50	\$ 89.77	\$ 750.00	\$ 1,500.00	12.0%
ANIMAL CONTROL	\$ 4,354.67	\$ 26,128.02	\$ 29,000.00	\$ 58,000.00	90.1%
TRAFFIC CONTROL/PEDESTRIAN SAFETY	\$ -	\$ -	\$ 500.00	\$ 1,000.00	0.0%
DRUG EDUCATION/PUBLIC EVENTS	\$ -	\$ 1,035.76	\$ 11,000.00	\$ 22,000.00	9.4%
LARIMER COUNTY SHERIFF	\$ 617,143.00	\$ 1,234,286.00	\$ 1,235,000.00	\$ 2,470,000.00	99.9%
TOTAL PUBLIC SAFETY EXPENDITURES	\$ 635,498.29	\$ 1,326,263.19	\$ 1,369,186.50	\$ 2,738,373.00	96.9%
<u>STREETS DEPARTMENT</u>					<u>PERCENTAGE</u>
<u>EXPENDITURES</u>	<u>CURRENT MONTH</u>	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>TOTAL 2023 BUDGET</u>	<u>YTD ACTUAL vs</u> <u>YTD BUDGET</u>
SALARIES/TAXES/BENEFITS	\$ 41,983.10	\$ 269,143.90	\$ 326,906.50	\$ 653,813.00	82.3%
ADMINISTRATION OTHER	\$ 1,328.96	\$ 8,520.25	\$ 14,450.00	\$ 28,900.00	59.0%
STREET REPAIR/MAINTENANCE	\$ 12,103.31	\$ 98,041.49	\$ 135,000.00	\$ 270,000.00	72.6%
CONTRACT SERVICES	\$ 1,717.75	\$ 24,526.25	\$ 25,000.00	\$ 50,000.00	98.1%
SIGNAGE	\$ 1,923.04	\$ 23,624.09	\$ 20,000.00	\$ 40,000.00	118.1%
SNOW REMOVAL	\$ -	\$ -	\$ 32,500.00	\$ 65,000.00	0.0%
SHOP & VEHICLE MAINTENANCE	\$ 6,240.79	\$ 55,194.09	\$ 68,000.00	\$ 136,000.00	81.2%
TOTAL STREETS EXPENDITURES	\$ 65,296.95	\$ 479,050.07	\$ 621,856.50	\$ 1,243,713.00	77.0%

RECREATION DEPARTMENT

EXPENDITURES					PERCENTAGE
	CURRENT MONTH	YTD ACTUAL	YTD BUDGET	TOTAL 2023 BUDGET	YTD ACTUAL vs YTD BUDGET
ADMIN SALARIES/TAXES/BENEFITS	\$ 27,696.04	\$ 151,306.48	\$ 139,823.50	\$ 279,647.00	108.2%
ADMINISTRATION (SUPPLIES, CONCESSIONS)	\$ 923.80	\$ 14,742.82	\$ 31,715.00	\$ 63,430.00	46.5%
FLAG FOOTBALL	\$ -	\$ 11,884.65	\$ 7,760.00	\$ 15,520.00	153.2%
TRACK	\$ 1,786.20	\$ 1,931.01	\$ 3,155.00	\$ 6,310.00	61.2%
TENNIS	\$ 1,926.17	\$ 1,926.17	\$ 2,920.00	\$ 5,840.00	66.0%
ADULT SOFTBALL	\$ -	\$ -	\$ 2,825.00	\$ 5,650.00	0.0%
YOUTH BASEBALL	\$ 6,648.34	\$ 12,949.22	\$ 10,425.00	\$ 20,850.00	124.2%
YOUTH SOFTBALL	\$ 208.32	\$ 2,667.67	\$ 6,005.00	\$ 12,010.00	44.4%
ADULT KICKBALL	\$ 189.98	\$ 856.60	\$ 2,130.00	\$ 4,260.00	40.2%
ADULT SOCCER	\$ -	\$ 1,568.80	\$ 2,250.00	\$ 4,500.00	69.7%
SOCCER	\$ -	\$ 8,892.12	\$ 11,800.00	\$ 23,600.00	75.4%
CAMPS/TOURNAMENTS	\$ 3,079.77	\$ 3,254.53	\$ 5,020.00	\$ 10,040.00	64.8%
ADDITIONAL PROGRAMS	\$ 322.71	\$ 322.71	\$ 3,200.00	\$ 6,400.00	10.1%
TOTAL RECREATION EXPENDITURES	\$ 42,781.33	\$ 212,302.78	\$ 229,028.50	\$ 458,057.00	92.7%

PARKS DEPARTMENT

EXPENDITURES					PERCENTAGE
	CURRENT MONTH	YTD ACTUAL	YTD BUDGET	TOTAL 2023 BUDGET	YTD ACTUAL vs YTD BUDGET
SALARIES/TAXES/BENEFITS	\$ 48,867.32	\$ 283,805.70	\$ 369,141.50	\$ 738,283.00	76.9%
ADMINISTRATION OTHER	\$ 1,010.75	\$ 9,318.64	\$ 15,000.00	\$ 30,000.00	62.1%
INSECT CONTROL	\$ 5,693.66	\$ 22,065.63	\$ 22,500.00	\$ 45,000.00	98.1%
FACILITIES MAINTENANCE	\$ 3,220.00	\$ 13,506.49	\$ 22,000.00	\$ 44,000.00	61.4%
TURF/BALLFIELDS	\$ 8,991.49	\$ 28,833.19	\$ 71,750.00	\$ 143,500.00	40.2%
GENERAL PARKS	\$ 6,589.30	\$ 54,512.65	\$ 58,000.00	\$ 116,000.00	94.0%
FLEET MAINTENANCE	\$ 338.51	\$ 2,971.26	\$ 16,000.00	\$ 32,000.00	18.6%
SEASONAL DECORATIONS/BANNERS	\$ -	\$ 2,900.28	\$ 8,500.00	\$ 17,000.00	34.1%
TRANSFER TO FORESTRY	\$ 41,666.67	\$ 250,000.02	\$ 250,000.00	\$ 500,000.00	100.0%
TOTAL PARKS EXPENDITURES	\$ 116,377.70	\$ 667,913.86	\$ 832,891.50	\$ 1,665,783.00	80.2%

ECONOMIC DEVELOPMENT**PERCENTAGE****YTD ACTUAL vs**

<u>EXPENDITURES</u>	<u>CURRENT MONTH</u>	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>TOTAL 2023 BUDGET</u>	<u>YTD BUDGET</u>
SALARIES/TAXES/BENEFITS	\$ 13,510.23	\$ 87,225.69	\$ 89,550.50	\$ 179,101.00	97.4%
ADMINISTRATION OTHER	\$ 2,552.42	\$ 19,757.82	\$ 18,772.50	\$ 37,545.00	105.2%
BUSINESS DEVELOPMENT/MARKETING	\$ 587.49	\$ 30,573.42	\$ 54,312.50	\$ 108,625.00	56.3%
GRANTS - MARKET STUDY & FAÇADE/SIGN	\$ 2,000.00	\$ 14,000.00	\$ 24,000.00	\$ 48,000.00	58.3%
TOTAL ECONOMIC DEV EXPENDITURES	\$ 18,650.14	\$ 151,556.93	\$ 186,635.50	\$ 373,271.00	81.2%

BUILDING DEPARTMENT**PERCENTAGE****YTD ACTUAL vs**

<u>EXPENDITURES</u>	<u>CURRENT MONTH</u>	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>TOTAL 2023 BUDGET</u>	<u>YTD BUDGET</u>
SALARIES/TAXES/BENEFITS	\$ 12,017.19	\$ 81,245.11	\$ 125,537.50	\$ 251,075.00	64.7%
ADMINISTRATION OTHER	\$ 439.29	\$ 1,950.43	\$ 11,467.50	\$ 22,935.00	17.0%
INSPECTIONS	\$ 46,708.10	\$ 412,924.74	\$ 220,000.00	\$ 440,000.00	187.7%
TOTAL BUILDING DEPARMENT EXPENDITURES	\$ 59,164.58	\$ 496,120.28	\$ 357,005.00	\$ 714,010.00	139.0%

PLANNING DEPARTMENT**PERCENTAGE****YTD ACTUAL vs**

<u>EXPENDITURES</u>	<u>CURRENT MONTH</u>	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>TOTAL 2023 BUDGET</u>	<u>YTD BUDGET</u>
SALARIES/TAXES/BENEFITS	\$ 21,751.63	\$ 158,319.27	\$ 149,434.00	\$ 298,868.00	105.9%
ADMINISTRATION OTHER	\$ 1,838.51	\$ 7,908.17	\$ 11,917.50	\$ 23,835.00	66.4%
COMMISSION SUPPORT	\$ 128.15	\$ 3,752.30	\$ 5,750.00	\$ 11,500.00	65.3%
DEVELOPMENT REVIEW	\$ (199,588.07)	\$ 27,543.05	\$ 60,000.00	\$ 120,000.00	45.9%
COMPREHENSIVE PLANNING	\$ 4,318.50	\$ 30,897.94	\$ 96,000.00	\$ 192,000.00	32.2%
TOTAL PLANNING DEPARTMENT EXPENDITURES	\$ (171,551.28)	\$ 228,420.73	\$ 323,101.50	\$ 646,203.00	70.7%

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

<u>EXPENDITURES</u>	<u>CURRENT MONTH</u>	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>TOTAL 2023 BUDGET</u>	<u>YTD BUDGET</u>
SALARIES/TAXES/BENEFITS	\$ -	\$ -	\$ 143,735.50	\$ 287,471.00	0.0%
ADMINISTRATION OTHER	\$ -	\$ 600.00	\$ 6,195.00	\$ 12,390.00	9.7%
TOTAL ENGINEERING EXPENDITURES	\$ -	\$ 600.00	\$ 149,930.50	\$ 299,861.00	0.4%

COMMUNITY OUTREACH

EXPENDITURES					<u>PERCENTAGE</u>
	<u>CURRENT MONTH</u>	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>TOTAL 2023 BUDGET</u>	<u>YTD ACTUAL vs</u> <u>YTD BUDGET</u>
SALARIES/TAXES/BENEFITS	\$ 7,895.52	\$ 48,028.18	\$ 47,821.00	\$ 95,642.00	100.4%
ADMINISTRATION OTHER	\$ 55.27	\$ 854.99	\$ 4,472.50	\$ 8,945.00	19.1%
COMMUNITY SUPPORT	\$ 2,009.50	\$ 5,143.09	\$ 15,750.00	\$ 31,500.00	32.7%
TOTAL COMMUNITY OUTREACH EXPENDITURES	\$ 9,960.29	\$ 54,026.26	\$ 68,043.50	\$ 136,087.00	79.4%

TOWN HALL-MOUNTAIN AVE

EXPENDITURES					<u>PERCENTAGE</u>
	<u>CURRENT MONTH</u>	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>TOTAL 2023 BUDGET</u>	<u>YTD ACTUAL vs</u> <u>YTD BUDGET</u>
INSURANCE AND TAXES	\$ -	\$ -	\$ 18,500.00	\$ 37,000.00	0.0%
BUILDING MAINTENANCE	\$ 805.80	\$ 6,173.78	\$ 4,550.00	\$ 9,100.00	135.7%
BUILDING REPAIRS	\$ 92.00	\$ 282.00	\$ -	\$ -	0.0%
ELEVATOR MAINTENANCE	\$ -	\$ 310.00	\$ 2,250.00	\$ 4,500.00	13.8%
HOA FEES	\$ 4,460.91	\$ 26,472.29	\$ 24,000.00	\$ 48,000.00	0.0%
DESIGN	\$ -	\$ 942.92	\$ -	\$ -	0.0%
TOTAL MOUNTAIN AVE EXPENDITURES	\$ 5,358.71	\$ 34,180.99	\$ 49,300.00	\$ 98,600.00	69.3%

					<u>PERCENTAGE</u>
	<u>CURRENT MONTH</u>	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>TOTAL 2023 BUDGET</u>	<u>YTD ACTUAL vs</u> <u>YTD BUDGET</u>
TOTAL G.F.C.I. EXPENDITURES	\$ 19,602.50	\$ 4,127,131.43	\$ 140,000.00	\$ 280,000.00	2948.0%
TOTAL CONTRIBUTION EXPENDITURES	\$ 2,933.38	\$ 85,390.92	\$ 30,200.00	\$ 60,400.00	282.8%
TOTAL EXPENDITURES GENERAL FUND	\$ 993,749.93	\$ 9,281,483.63	\$ 5,751,731.50	\$ 11,503,463.00	
TOTAL REVENUE OVER EXPENDITURES	\$ (185,618.94)	\$ (2,201,117.28)	\$ 328,759.50	\$ 657,519.00	

WATER FUND**SOURCE OF SUPPLY****PERCENTAGE****YTD ACTUAL vs**

	<u>CURRENT MONTH</u>	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>TOTAL 2023 BUDGET</u>	<u>YTD BUDGET</u>
TOTAL SOURCE OF SUPPLY REVENUE	\$ 215,672.18	\$ 1,671,279.85	\$ 1,530,625.00	\$ 3,061,250.00	109.2%
TOTAL SOURCE OF SUPPLY EXPENDITURES	\$ 5,344,585.41	\$ 5,811,309.70	\$ 3,027,395.00	\$ 6,054,790.00	192.0%
NET REVENUE OVER EXPENDITURES	\$ (5,128,913.23)	\$ (4,140,029.85)	\$ (1,496,770.00)	\$ (2,993,540.00)	

WATER OPERATIONS & MAINTENANCE**PERCENTAGE****YTD ACTUAL vs**

	<u>CURRENT MONTH</u>	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>TOTAL 2023 BUDGET</u>	<u>YTD BUDGET</u>
TOTAL WATER OPERATING REVENUE	\$ 421,885.30	\$ 1,776,284.39	\$ 2,044,000.00	\$ 4,088,000.00	86.9%
EXPENDITURES					
SALARIES/TAXES/BENEFITS	\$ 47,380.26	\$ 303,580.41	\$ 452,924.50	\$ 905,849.00	67.0%
ADMINISTRATION OTHER	\$ 14,669.69	\$ 427,133.18	\$ 262,225.00	\$ 524,450.00	162.9%
DISTRIBUTION	\$ 20,730.73	\$ 94,366.57	\$ 145,500.00	\$ 291,000.00	64.9%
TREATMENT	\$ 155,362.67	\$ 387,945.72	\$ 313,500.00	\$ 627,000.00	123.7%
PROFESSIONAL SERVICES	\$ 49,468.11	\$ 260,879.09	\$ 335,250.00	\$ 670,500.00	77.8%
UTILITY BILLING	\$ 4,588.96	\$ 12,176.03	\$ 6,600.00	\$ 13,200.00	184.5%
IMPROVEMENTS	\$ 2,285.00	\$ 83,973.00	\$ 575,650.00	\$ 1,151,300.00	14.6%
TRANSFER	\$ 18,375.00	\$ 110,250.00	\$ 329,942.00	\$ 659,884.00	33.4%
TOTAL WATER OPERATING EXPENDITURES	\$ 312,860.42	\$ 1,680,304.00	\$ 2,421,591.50	\$ 4,843,183.00	69.4%
NET REVENUE OVER EXPENDITURES	\$ 109,024.88	\$ 95,980.39	\$ (377,591.50)	\$ (755,183.00)	

WATER PLANT CAPITAL IMPROVEMENTS**PERCENTAGE****YTD ACTUAL vs**

	<u>CURRENT MONTH</u>	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>TOTAL 2023 BUDGET</u>	<u>YTD BUDGET</u>
TOTAL WATER PLANT CAPITAL REVENUE	\$ 153,957.30	\$ 1,338,416.59	\$ 1,178,452.00	\$ 2,356,904.00	113.6%
TOTAL WATER PLANT CAPITAL EXPENDITURES	\$ -	\$ -	\$ 370,000.00	\$ 740,000.00	0.0%
NET REVENUE OVER EXPENDITURES	\$ 153,957.30	\$ 1,338,416.59	\$ 808,452.00	\$ 1,616,904.00	
TOTAL WATER FUND REVENUE	\$ 791,514.78	\$ 4,785,980.83	\$ 4,753,077.00	\$ 9,506,154.00	100.7%
TOTAL WATER FUND EXPENDITURES	\$ 5,657,445.83	\$ 7,491,613.70	\$ 5,818,986.50	\$ 11,637,973.00	128.7%
NET REVENUE OVER EXPENDITURES	\$ (4,865,931.05)	\$ (2,705,632.87)	\$ (1,065,909.50)	\$ (2,131,819.00)	

WASTEWATER FUND**WASTEWATER OPERATIONS & MAINTENANCE**

					<u>PERCENTAGE</u>
	<u>CURRENT MONTH</u>	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>TOTAL 2023 BUDGET</u>	<u>YTD ACTUAL vs</u> <u>YTD BUDGET</u>
TOTAL WASTEWATER REVENUE	\$ 369,326.63	\$ 2,150,680.06	\$ 1,610,250.00	\$ 3,220,500.00	133.6%
EXPENDITURES					
SALARIES/TAXES/BENEFITS	\$ 17,905.71	\$ 110,669.84	\$ 160,074.00	\$ 320,148.00	69.1%
ADMINISTRATION OTHER	\$ 2,111.54	\$ 122,898.85	\$ 94,900.00	\$ 189,800.00	129.5%
MAIN WASTEWATER TREATMENT PLANT	\$ 50,668.88	\$ 329,175.41	\$ 299,800.00	\$ 599,600.00	109.8%
REGIONAL I-25 TREATMENT PLAN	\$ 27,432.59	\$ 86,039.26	\$ 45,250.00	\$ 90,500.00	190.1%
COLLECTION SYSTEM	\$ 15,477.36	\$ 61,406.25	\$ 104,000.00	\$ 208,000.00	59.0%
PROFESSIONAL SERVICES	\$ 57,717.50	\$ 388,264.87	\$ 341,500.00	\$ 683,000.00	113.7%
UTILITY BILLING	\$ 2,116.93	\$ 12,241.33	\$ 6,600.00	\$ 13,200.00	185.5%
TRANSFER	\$ 8,750.00	\$ 52,500.00	\$ 52,500.00	\$ 105,000.00	100.0%
IMPROVEMENTS	\$ -	\$ -	\$ 1,425,000.00	\$ 2,850,000.00	0.0%
BOND	\$ -	\$ 86,687.74	\$ 476,884.00	\$ 953,768.00	18.2%
TOTAL WASTEWATER EXPENDITURES	\$ 182,180.51	\$ 1,249,883.55	\$ 3,006,508.00	\$ 6,013,016.00	41.6%
NET REVENUE OVER EXPENDITURES	\$ 187,146.12	\$ 900,796.51	\$ (1,396,258.00)	\$ (2,792,516.00)	

WASTEWATER CAPITAL IMPROVEMENTS

					<u>PERCENTAGE</u>
	<u>CURRENT MONTH</u>	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>TOTAL 2023 BUDGET</u>	<u>YTD ACTUAL vs</u> <u>YTD BUDGET</u>
TOTAL WASTEWATER CAPITAL REVENUE	\$ 162,576.21	\$ 1,304,074.54	\$ 1,047,515.00	\$ 2,095,030.00	124.5%
TOTAL WASTEWATER CAPITAL EXPENDITURES	\$ 95,429.48	\$ 685,252.34	\$ 860,000.00	\$ 1,720,000.00	79.7%
NET REVENUE OVER EXPENDITURES	\$ 67,146.73	\$ 618,822.20	\$ 187,515.00	\$ 375,030.00	
TOTAL WASTEWATER FUND REVENUE	\$ 531,902.84	\$ 3,454,754.60	\$ 2,657,765.00	\$ 5,315,530.00	130.0%
TOTAL WASTEWATER FUND EXPENDITURES	\$ 277,609.99	\$ 1,935,135.89	\$ 3,866,508.00	\$ 7,733,016.00	50.0%
TOTAL REVENUE OVER EXPENDITURES	\$ 254,292.85	\$ 1,519,618.71	\$ (1,208,743.00)	\$ (2,417,486.00)	

STORM WATER FACILITIES FUND

STORM WATER OPERATIONS & MAINTENANCE

PERCENTAGE

YTD ACTUAL vs

	<u>CURRENT MONTH</u>	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>TOTAL 2023 BUDGET</u>	<u>YTD BUDGET</u>
TOTAL STORM WATER REVENUE	\$ 68,732.45	\$ 403,243.14	\$ 275,000.00	\$ 550,000.00	146.6%
EXPENDITURES					
SALARIES/TAXES/BENEFITS	\$ -	\$ -	\$ -	\$ -	0.0%
ADMINISTRATION OTHER	\$ 1,410.92	\$ 5,785.92	\$ 405.00	\$ 810.00	1428.6%
STREET CLEANING	\$ 793.29	\$ 12,086.02	\$ 46,250.00	\$ 92,500.00	26.1%
PROFESSIONAL SERVICES	\$ 820.00	\$ 9,763.75	\$ 27,500.00	\$ 55,000.00	35.5%
IMPROVEMENTS	\$ 889.25	\$ 14,006.25	\$ 20,000.00	\$ 40,000.00	70.0%
TOTAL STORM WATER EXPENDITURES	\$ 3,913.46	\$ 41,641.94	\$ 94,155.00	\$ 188,310.00	44.2%

NET REVENUE OVER EXPENDITURES	\$ 64,818.99	\$ 361,601.20	\$ 180,845.00	\$ 361,690.00	
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STORM WATER CAPITAL IMPROVEMENTS

PERCENTAGE

YTD ACTUAL vs

	<u>CURRENT MONTH</u>	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>TOTAL 2023 BUDGET</u>	<u>YTD BUDGET</u>
TOTAL STORM WATER CAPITAL REVENUE	\$ 51,497.01	\$ 419,428.99	\$ 264,000.00	\$ 528,000.00	158.9%
TOTAL STORM WATER CAPITAL EXPENDITURES	\$ 7,467.75	\$ 22,509.25	\$ 825,000.00	\$ 1,650,000.00	2.7%
NET REVENUE OVER EXPENDITURES	\$ 44,029.26	\$ 396,919.74	\$ (561,000.00)	\$ (1,122,000.00)	
TOTAL STORM WATER FUND REVENUE	\$ 120,229.46	\$ 822,672.13	\$ 539,000.00	\$ 1,078,000.00	152.6%
TOTAL STORM WATER FUND EXPENDITURES	\$ 11,381.21	\$ 64,151.19	\$ 919,155.00	\$ 1,838,310.00	7.0%

TOTAL REVENUE OVER EXPENDITURES	\$ 108,848.25	\$ 758,520.94	\$ (380,155.00)	\$ (760,310.00)	
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SPECIAL REVENUE FUNDS**PARK DEVELOPMENT**

					<u>PERCENTAGE</u>
	<u>CURRENT MONTH</u>	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>TOTAL 2023 BUDGET</u>	<u>YTD ACTUAL vs</u>
					<u>YTD BUDGET</u>
TOTAL PARK DEVELOPMENT REVENUE	\$ 59,881.31	\$ 583,107.21	\$ 483,125.00	\$ 966,250.00	120.7%
TOTAL PARK DEVELOPMENT EXPENDITURES	\$ 93.00	\$ 657,869.50	\$ 90,000.00	\$ 180,000.00	731.0%
NET REVENUE OVER EXPENDITURES	\$ 59,788.31	\$ (74,762.29)	\$ 393,125.00	\$ 786,250.00	

PARK DEDICATION

					<u>PERCENTAGE</u>
	<u>CURRENT MONTH</u>	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>TOTAL 2023 BUDGET</u>	<u>YTD ACTUAL vs</u>
					<u>YTD BUDGET</u>
TOTAL PARK DEDICATION REVENUE	\$ 16,767.41	\$ 153,555.98	\$ 132,625.00	\$ 265,250.00	115.8%
TOTAL PARK DEDICATION EXPENDITURES	\$ -	\$ -	\$ 75,000.00	\$ 150,000.00	0.0%
NET REVENUE OVER EXPENDITURES	\$ 16,767.41	\$ 153,555.98	\$ 57,625.00	\$ 115,250.00	

PUBLIC FACILITIES

					<u>PERCENTAGE</u>
	<u>CURRENT MONTH</u>	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>TOTAL 2023 BUDGET</u>	<u>YTD ACTUAL vs</u>
					<u>YTD BUDGET</u>
TOTAL PUBLIC FACILITIES REVENUE	\$ 25,123.31	\$ 195,029.85	\$ 152,750.00	\$ 305,500.00	127.7%
TOTAL PUBLIC FACILITIES EXPENDITURES	\$ 4,100.00	\$ 51,730.00	\$ 77,500.00	\$ 155,000.00	66.7%
NET REVENUE OVER EXPENDITURES	\$ 21,023.31	\$ 143,299.85	\$ 75,250.00	\$ 150,500.00	

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

	<u>CURRENT MONTH</u>	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>TOTAL 2023 BUDGET</u>	<u>YTD BUDGET</u>
TOTAL CONSERVATION TRUST REVENUE	\$ 81,425.64	\$ 344,760.18	\$ 317,500.00	\$ 635,000.00	108.6%
EXPENDITURES					
SALARIES/TAXES/BENEFITS	\$ 28,648.46	\$ 185,121.76	\$ 214,818.50	\$ 429,637.00	86.2%
ADMINISTRATION OTHER	\$ 1,633.51	\$ 5,274.15	\$ 6,655.00	\$ 13,310.00	79.3%
FLEET MAINTENANCE	\$ 1,397.94	\$ 7,823.80	\$ 21,000.00	\$ 42,000.00	37.3%
PARK MAINTENANCE & IMPROVEMENTS	\$ 6,752.89	\$ 9,301.79	\$ 13,500.00	\$ 27,000.00	68.9%
TREE MAINTENANCE	\$ -	\$ 18,975.34	\$ 33,500.00	\$ 67,000.00	56.6%
EAB RESPONSE	\$ -	\$ -	\$ 22,500.00	\$ 45,000.00	0.0%
TOTAL CONSERVATION TRUST EXPENDITURES	\$ 38,432.80	\$ 226,496.84	\$ 311,973.50	\$ 623,947.00	72.6%

NET REVENUE OVER EXPENDITURES	\$ 42,992.84	\$ 118,263.34	\$ 5,526.50	\$ 11,053.00
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LARIMER COUNTY OPEN SPACE TAX**PERCENTAGE****YTD ACTUAL vs**

	<u>CURRENT MONTH</u>	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>TOTAL 2023 BUDGET</u>	<u>YTD BUDGET</u>
TOTAL LARIMER COUNTY REVENUE	\$ 35,124.35	\$ 147,344.80	\$ 282,500.00	\$ 565,000.00	52.2%
TOTAL LARIMER COUNTY EXPENDITURES	\$ 417,622.69	\$ 539,718.02	\$ 236,530.00	\$ 473,060.00	228.2%

NET REVENUE OVER EXPENDITURES	\$ (382,498.34)	\$ (392,373.22)	\$ 45,970.00	\$ 91,940.00
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CEMETERY ENDOWMENT**PERCENTAGE****YTD ACTUAL vs**

	<u>CURRENT MONTH</u>	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>TOTAL 2023 BUDGET</u>	<u>YTD BUDGET</u>
TOTAL CEMETERY ENDOWMENT REVENUE	\$ 11,101.83	\$ 41,030.78	\$ 38,500.00	\$ 77,000.00	106.6%
EXPENDITURES					
SALARIES/TAXES/BENEFITS	\$ 4,258.49	\$ 29,723.72	\$ 33,817.00	\$ 67,634.00	87.9%
FUNERALS	\$ -	\$ -	\$ 1,500.00	\$ 3,000.00	0.0%
MAINTENANCE	\$ 1,897.39	\$ 9,034.67	\$ 14,305.00	\$ 28,610.00	63.2%
IMPROVEMENTS	\$ 5,325.00	\$ 13,792.98	\$ 17,500.00	\$ 35,000.00	0.0%
TOTAL CEMETERY ENDOWMENT EXPENDITURES	\$ 11,480.88	\$ 52,551.37	\$ 67,122.00	\$ 134,244.00	78.3%

NET REVENUE OVER EXPENDITURES	\$ (379.05)	\$ (11,520.59)	\$ (28,622.00)	\$ (57,244.00)
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<u>BATS</u>						<u>PERCENTAGE</u>
	<u>CURRENT MONTH</u>	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>TOTAL 2023 BUDGET</u>	<u>YTD ACTUAL vs</u>	<u>YTD BUDGET</u>
TOTAL BATS REVENUE	\$ 5,647.68	\$ 107,174.70	\$ 41,250.00	\$ 82,500.00		259.8%
EXPENDITURES						
SALARIES/TAXES/BENEFITS	\$ 8,747.86	\$ 60,351.06	\$ 61,708.50	\$ 123,417.00		97.8%
ADMINISTRATION OTHER	\$ -	\$ 431.39	\$ 3,655.00	\$ 7,310.00		11.8%
DRIVING	\$ 1,589.44	\$ 14,470.06	\$ 15,300.00	\$ 30,600.00		94.6%
SERVICES	\$ -	\$ 76,182.00	\$ 60,000.00	\$ 120,000.00		127.0%
TOTAL BATS EXPENDITURES	\$ 10,337.30	\$ 151,434.51	\$ 140,663.50	\$ 281,327.00		107.7%
NET REVENUE OVER EXPENDITURES	\$ (4,689.62)	\$ (44,259.81)	\$ (99,413.50)	\$ (198,827.00)		
<u>ROAD IMPACT FEES</u>						<u>PERCENTAGE</u>
	<u>CURRENT MONTH</u>	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>TOTAL 2023 BUDGET</u>	<u>YTD ACTUAL vs</u>	<u>YTD BUDGET</u>
TOTAL ROAD IMPACT REVENUE	\$ 68,074.77	\$ 570,348.23	\$ 446,625.00	\$ 893,250.00		127.7%
TOTAL ROAD IMPACT EXPENDITURES	\$ 3,045.90	\$ 35,445.93	\$ 2,276,149.00	\$ 4,552,298.00		1.6%
NET REVENUE OVER EXPENDITURES	\$ 65,028.87	\$ 534,902.30	\$ (1,829,524.00)	\$ (3,659,048.00)		
<u>RECREATIONAL MMJ</u>						<u>PERCENTAGE</u>
	<u>CURRENT MONTH</u>	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>TOTAL 2023 BUDGET</u>	<u>YTD ACTUAL vs</u>	<u>YTD BUDGET</u>
TOTAL RECREATIONAL MMJ REVENUES	\$ 58,497.99	\$ 284,867.70	\$ 275,000.00	\$ 550,000.00		103.6%
TOTAL RECREATIONAL MMJ EXPENDITURES	\$ 291,424.91	\$ 375,441.91	\$ 280,000.00	\$ 560,000.00		134.1%
NET REVENUE OVER EXPENDITURES	\$ (232,926.92)	\$ (90,574.21)	\$ (5,000.00)	\$ (10,000.00)		

<u>1998 1% SALES TAX</u>					<u>PERCENTAGE</u>
	<u>CURRENT MONTH</u>	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>TOTAL 2023 BUDGET</u>	<u>YTD ACTUAL vs</u> <u>YTD BUDGET</u>
TOTAL 1998 1% REVENUE	\$ 274,792.04	\$ 1,362,868.91	\$ 1,381,075.00	\$ 2,762,150.00	98.7%
TOTAL 1998 1% EXPENDITURES	\$ 139,335.92	\$ 1,284,541.29	\$ 1,402,500.00	\$ 2,805,000.00	91.6%
NET REVENUE OVER EXPENDITURES	\$ 135,456.12	\$ 78,327.62	\$ (21,425.00)	\$ (42,850.00)	
<u>2019 1% SALES TAX</u>					<u>PERCENTAGE</u>
	<u>CURRENT MONTH</u>	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>TOTAL 2023 BUDGET</u>	<u>YTD ACTUAL vs</u> <u>YTD BUDGET</u>
RECREATION CENTER REVENUE	\$ 136,935.43	\$ 965,844.62	\$ 779,650.00	\$ 1,559,300.00	123.9%
SALES TAX REVENUE/INTEREST	\$ 293,543.00	\$ 1,467,899.15	\$ 1,401,875.00	\$ 2,803,750.00	104.7%
TOTAL 2019 1% REVENUE	\$ 430,478.43	\$ 2,433,743.77	\$ 2,181,525.00	\$ 4,363,050.00	111.6%
RECREATION CENTER OPERATING EXPENSES	\$ 158,320.99	\$ 1,125,356.99	\$ 1,189,244.00	\$ 2,378,488.00	94.6%
PARK EXPENSES	\$ 14,833.01	\$ 66,745.06	\$ 56,700.00	\$ 113,400.00	117.7%
COP PAYMENT AND OTHER EXPENSES	\$ -	\$ 386,000.00	\$ 570,000.00	\$ 1,140,000.00	67.7%
TOTAL 2019 1% EXPENDITURES	\$ 173,154.00	\$ 1,578,102.05	\$ 1,815,944.00	\$ 3,631,888.00	86.9%
NET REVENUE OVER EXPENDITURES	\$ 257,324.43	\$ 855,641.72	\$ 365,581.00	\$ 731,162.00	
TOTAL SPECIAL FUNDS REVENUE	\$ 1,066,914.76	\$ 6,223,832.11	\$ 5,732,475.00	\$ 11,464,950.00	
TOTAL SPECIAL FUNDS EXPENDITURES	\$ 1,089,027.40	\$ 4,953,331.42	\$ 6,773,382.00	\$ 13,546,764.00	
TOTAL REVENUE OVER EXPENDITURES	\$ (22,112.64)	\$ 1,270,500.69	\$ (1,040,907.00)	\$ (2,081,814.00)	

TOTAL REVENUE	\$ 3,318,692.83	\$ 22,367,606.02	\$ 19,762,808.00	\$ 39,525,616.00
TOTAL EXPENDITURES	\$ 8,029,214.36	\$ 23,725,715.83	\$ 23,129,763.00	\$ 46,259,526.00

Berthoud Board Update

August 2024



FORESTRY / OPEN SPACE

Submitted By Paul Furnas, Town Forester

The primary objectives for the Forestry and Open Space departments for the month of July were focusing on summer maintenance tasks. A strong summer storm came through that created some needed clean-up afterwards, both in open spaces and forestry. An irrigation break was discovered at the Waggener Recreation Center that needed full attention from the Open Space staff until it was fixed. The

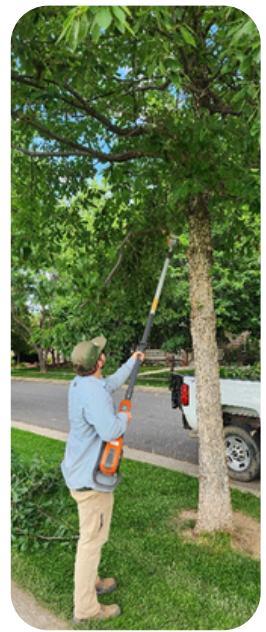
Forestry Department's truck got some helpful upgrades. Forestry also focused on the trees at the Hillsdale Open Space for a few days in July, removing some dead trees and planting some new hybrid oaks. The last round of cuttings were taken from some suspected heirloom apple trees on the west side of town before the trees are removed for the incoming development. Routine summer maintenance tasks were continued such as tree limb clearance, open space mowing, and weed mitigation



Results of the severe storm that swept through Berthoud on July 20, 2024



Tree trimming in Town Park before the park reopens



Storm runoff repair at Robert's Park. Irrigation repair at Waggener Farm Park. Branch trimming.



Before



After

Weed mitigation around Berthoud and at the Berthoud Bike Park



Before



After



The Forestry truck received some much needed upgrades. A hydraulic lift gate was installed which will help Forestry loading and unloading heavy loads. Also in the upfitting, a V-Plow was purchased to help with snow removal in the winter this year.



RECREATION

Submitted By Amanda Gustafson, Director of Recreation | Cultural Services

Operations, Memberships & Marketing

This month, the operations team worked on the following areas: Reviewed operations budget expenses, finalized quarterly goals, created inspection forms for the facility, held quarterly guest service meetings, completed stay meetings, revamped aquatics forms in c2c. This month the Operations team sold 63 new memberships and checked in 13,389 people into the facility.

Sports & Programs

July came and went quickly along with our summer sports season. In July, CARA Track, Tennis, Youth Baseball, T-ball, and all of the summer camps came to an end along with our summer adult tournament series. The season was fun and the participants had the opportunity to learn and grow while having fun with us this season. This is the first time we have held the adult tournament series, and though it started slow, the cornhole and pickleball tournaments had a combined 42 individuals participate.



Summer camp fishing at Roberts Lake – Big thank you to Bennett's Bait & Tackle for supplying poles and bait!

Fitness & Active Adults



This month has been planning and preparing for the upcoming weight room floor replacement. With a bit of preparation, we will be able to hold many of the fitness classes during this closure.

These classes will be held in the party room, pool, gym, or outdoor on the turf area. It will be a beautiful setting for yoga and Cardio Cycle.



ACTIVE ADULTS (50+)



We hosted our FIRST Active Adult Outdoor Pickleball League. We had six teams sign up and this includes teams who were not from Berthoud. We had two teams from Loveland and one team from Frederick. With six weeks of league games, we had to take the games inside only once, due to the wind.

Lolli and Tim, took first place in the playoffs

Aquatics

July was a jam-packed month seeing full pools and full programs. Aquatics brought in just over \$10,000 in revenue in July alone. Monday through Thursday two-week lessons were strong, but the Tuesday and Thursday night lessons still continue to be the strongest and most consistent.

Private swimming lessons increased as well, seeing 21 private swimming lessons.



The highlight of the month for aquatics was competing in the statewide lifeguard games at Water World. Berthoud took 10 dedicated lifeguards who competed strong enough to finish fifth in the state. On top of this, there is a “Fastest Lifeguard, male and female”. Our very own Amelia Hughes took third in the race as she battled the waves to compete against women from all over the state.



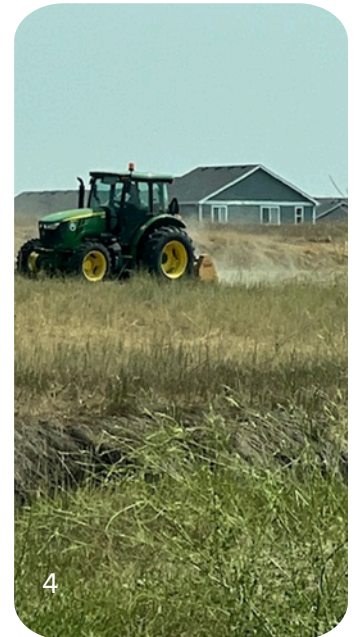
STREETS DEPARTMENT

Submitted By Brandon Keegan, Streets Supervisor

July has been a very busy month for the Streets Department. Contractors patched 1st Street and performed crack sealing. County Road 10E and Water Ave were patched, crack-sealed, chip-sealed, and restriped. Additionally, thermoplastic turn arrows and railroad crossing markings were installed. And with the school year about to begin, we have been focusing on painting curbs, updating signage, and repairing thermoplastic crosswalks.



1. Dust suppressant being applied to CR10E 2. Grading wastewater road 3. County Road 10E and Water Ave are crack-sealed, and chip-sealed 4. Filling in the potholes and smoothing out the alleys in Oldtown



1 & 2. CR10E- After striping was completed, railroad crossing and thermoplastics turn arrows were installed 3. Streets Crew teamed up both sweepers to do a thorough cleaning of downtown 4. Streets crew mowed the field on the Richardson property





Turner Avenue- Streets on-call was contacted by Larimer County dispatch to repair a sign after hours. A temporary sign was installed for the meantime until a permanent one could be installed



1 & 2 - 4th Street and Turner Ave- Streets crew installed new bike lane thermoplastics
3 & 4 - Prairie star-Streets crew is installing new thermoplastics at pedestrian crossings in the Prairie Star neighborhood



ADMINISTRATION

Submitted By Christian Samora, Town Clerk

Northern Colorado Clerks Luncheon

On July 11, 2024, the Town of Berthoud Clerk's Office hosted northern Colorado municipal clerks for a lunch and learn session. The Town's Community Outreach Specialist, Stephanie Horvath, provided an informational presentation regarding the Town's community outreach programs and events. Our Neighborhood Services Specialist, Theresa Morgan, presented information regarding the annual Holiday Light Contest.

The session provided an opportunity for municipal officials to share ideas and learn new ways to work with the community. Various communities host the luncheon on alternating months through the summer and fall each year. Attendees traveled from near and far to participate in the session.

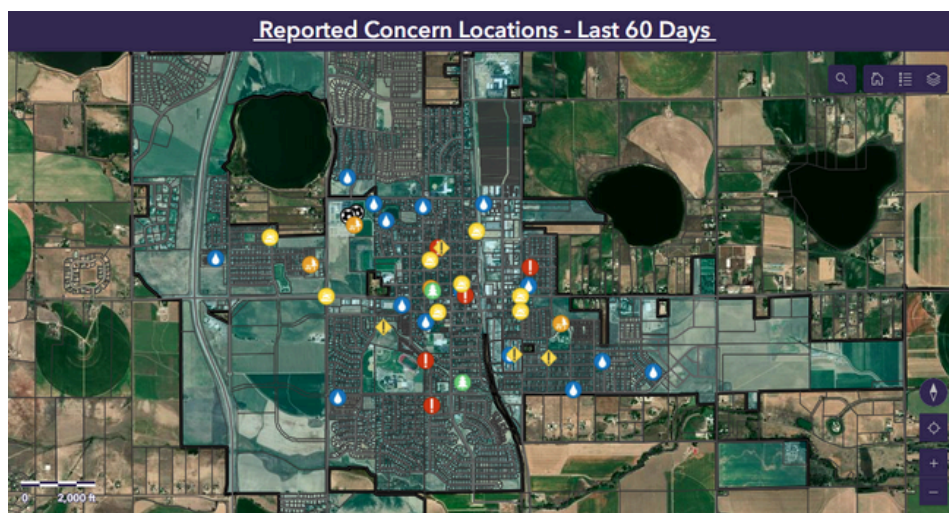


Information Technology

Berthoud Report A Concern (BRAC) goes live.

BRAC is a new system designed by GIS Analyst, Nathan Gabbard, to enhance community engagement and improve the efficiency of municipal services. The new system, called Berthoud Report A Concern (BRAC), provides residents a streamlined and user-friendly way to report various issues directly to the appropriate department.

The new system went live in July and is working better than expected. Concerns registered by our community allows them to feel heard and helps our staff discover issues they may not have found otherwise.



COMMUNITY DEVELOPMENT

Submitted By Anne Johnson, Planning Director

Building Division data for June 2024:



New Residential
7 in July, 2024



New Commercial
2 in July, 2024



Number of "Other"
43 in July, 2024



Total Valuation
\$ 10,469,097.20



Engineering

Construction Site Inspections: 59

Town Projects Inspected: 101

Response to Citizen Questions: 4

MS4 Inspections: 7

ROW Inspections: 7

Other: Meetings / Inspections: 49

Planning

Public Assistance



Walk-ins : 8

Emails : 2,662

Phone calls : 91

Site Visits : 4



Pre-Application meetings : 4

Public Hearings/Applications presented : 5

Codes/Comp Plan Action Items in-process: 3

Applications in Process: 21



PARKS / CEMETERY

Submitted By Sami Kouns, Parks Supervisor

Parks/Cemetery

The month of July granted the Parks and Cemetery Departments the ability to settle in to more of a routine as baseball/softball games came to an end, and there are no other large events scheduled for the immediate future. The everyday maintenance of mowing grass accompanied by irrigation repairs was not a far stretch from the norm, but the lack of games and events allowed us the opportunity to address other projects that have been on the books until more time presented itself. July served as a perfect transition month from different jobs every day, to more of a scheduled set routine and will continue as such until mid-August when soccer and softball pick up again for the Berthoud Recreation Department. Until then, Parks and Cemetery will continue to address issues as they arise while still completed the necessary weekly and monthly maintenance to keep these Town of Berthoud areas safe and beautiful for any who may step foot on the premises.

The 3rd of July event is put on by the Town of Berthoud at Waggener Farm Park. The Parks crew is responsible for doing preparations for this event that include mowing, installing orange fencing for the beer garden, marking sprinkler heads for the stage and bounce houses, and making the park presentable and safe for the ten-thousand plus people who attend this event every year.



Mowing

Water on a consistent schedule combined with warm weather led to a lot of grass growth in many different parks throughout town. Some of these areas, that are usually cut with a mulching deck on the Toro mower, had to be picked up with the Walkers to reduce layover while maintaining the aesthetic and health of the grass.



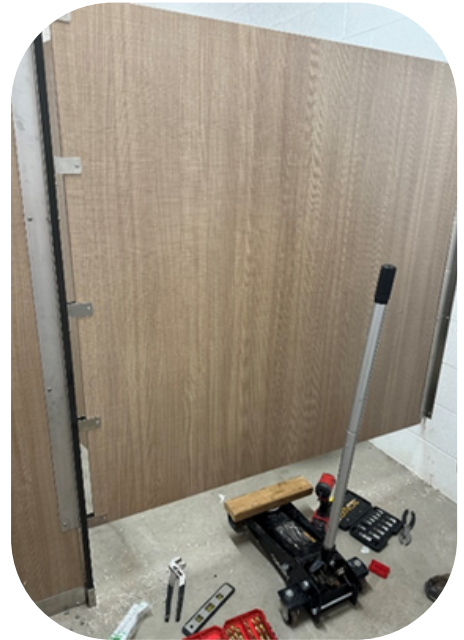
July was a busy one at the Greenlawn Cemetery. New, above ground irrigation pipes helped direct water to areas in desperate need of some moisture. This led to an huge abundance of lush, green grass. This led to more mowing throughout the week in addition to some irrigation repairs to keep these areas green. The Greenlawn Cemetery and staff also facilitated five burials in the month of July.





An aeration fountain was installed in the Pioneer Pond to assist with the reduction of algae and build-up as non-potable water is being directed to the pond for use by the park and surrounding neighborhood.

In May of this year, the panel separating the handicap stall from the adjacent stall in the women's restroom at Waggener Farm Park was vandalized beyond repair. A new panel was ordered and finally arrived in July. This new panel and new hardware were installed to keep the bathroom clean, functional, and vandalism free.



Irrigation audits have been an ongoing task throughout the summer months. These audits led to multiple irrigation repairs in several different areas including Waggener Farm Park, Bein Park, Pioneer Park, and Fickel Park. As issues arose they were addressed according to priority.



WATER / WASTEWATER

Submitted By Marie Mitchell, Administrative Tech / Water

Water Utilities July Activities: Summer Surge and Exciting Advances

A Busy Month Under the Sun

This summer, as temperatures soared, so did the demand for the Water Utilities Water Operations and Engineering team! With an influx of concerns about high usage and potential leaks, the Team has been working to address these issues and ensure every customer is taken care of.

Innovative Meter Installations on the Horizon

Water Utilities is thrilled to rollout Kamstrup meters for the AMI Smart Meter pilot study. Our Water Ops field staff has been hard at work, with 25 meters already installed and actively gathering data. This cutting-edge technology promises to enhance monitoring capabilities, real-time water usage readings for water customers and drive future improvements and water efficiency.

Preparing for Fall: Major System Upgrades

Water Utilities is gearing up for some major upgrades this fall. Staff has been collaborating with administration to secure approval for a large-diameter diffuser, which will revolutionize directional flushing operations within the distribution system. Expect to see these enhancements in action starting early to mid-fall.

Valve Replacement and Emergency Repairs

Water Utilities team tackled a significant challenge this month with the replacement of the valve at 7th Street and 7th Street Place. The old valve was leaking into the curb, and thanks to swift action and working with contractor Jones Plumbing and Excavation, the team resolved the issue. Additionally, when a water main break struck at 3rd and Bunyan over the weekend, Water Ops team joined forces with Gopher Excavating to execute repairs on a Sunday. Despite the short notice, the Team ensured residents had access to drinking water on Saturday evening while waiting for the repair crew.

Supporting Growth and Improvement

Water Utilities is excited to support Berthoud's growth with continued water meter installations and inspections:

- New Build Water Meter Installations: 28 completed
- Final Water Meter Inspections for CO Issuance: 43 residential and 1 commercial passed with flying colors

Moreover, collaboration with the Parks and Open Space departments initiated several enhancements to town-owned properties, including investigating and addressing an irrigation leak.



BOARD OF TRUSTEES INFORMATION



ADMINISTRATION DEPARTMENT

Meeting Date:	August 27, 2024
Agenda Title/Subject:	Sustainability Action Plan
Type of Item:	Consent Agenda
Purpose:	Consultant Recommendation
Presented by:	Brian Dubois

ATTACHMENTS:

- Initial RFP
- Cumming Group Submission

BACKGROUND:

Town staff recently presented a plan and a request for proposals for the creation of a Sustainability Action Plan to the Town Board. With approval to proceed and the RFP posted online, the Town received three submissions. Of these three submissions, Town staff recommends moving forward to create the Sustainability Action Plan with Cumming Group. Cumming Group has shown lots of municipal experience with Sustainability Plans and similar projects. The Cumming Group team has already shown their knowledge and flexibility throughout initial meetings with Town staff.

UPDATE/NEXT STEPS:

- Town staff will complete the consultant agreement process, and a kick-off meeting will follow.

FISCAL IMPACT AND FUND SOURCE:

Mid-year adjustments being made to appropriate funds.

COMMUNITY TOUCHSTONES:

Community Identity and Sustainability

RECOMMENDED ACTION(S):

Authorize Town staff to enter into an agreement with Cumming Group for the completion of a Sustainability Action Plan.



Request for Proposal

Town of Berthoud Sustainability Action Plan

Town of Berthoud, Colorado

807 Mountain Avenue

Berthoud, CO 80513

2024

Overview

This request for proposal (RFP) is being issued by the Town of Berthoud, Colorado. The goal is to solicit proposals for a Sustainability Action Plan (Plan). The Plan is to provide a strategic framework for advancing sustainability goals, engaging stakeholders, promoting accountability, improving quality of life, enhancing economic prosperity, and addressing global challenges through local efforts. More specifically, the Town's intends to prepare a Plan that addresses the following focus areas: sustainable transportation & air quality, water & land management, energy and resource management, and green & healthy building.

To achieve these objectives, the Town proposes to retain the services of a qualified and innovative consultant firm or a collaborative consultant team with a demonstrated ability to work interactively with the Town Board & staff, Planning Commission, community and other stakeholders to develop a Plan. The selected firm(s) must have both a demonstrated command of environmental planning and energy efficiency, along with substantial experience and knowledge of sustainable community best practices. While the focus areas provide guidance, each response to this RFQ should describe your best method, based on past practices, to develop a Plan incorporating these focus areas and others as may be identified during the project.

A general scope of work is provide below but your proposal should also clearly outline the scope of work that each firm expects to be necessary to complete the project.

Scope of Services

1. Project Management: Establish an effective working relationship between the consultant team, Town departments and staffs, and defines the Plan's stakeholders, and community outreach activities.
2. Inventory of Existing Conditions: Assess the Town's current practices using a set of key sustainability metrics to understand the key challenges and opportunities.
3. Establish Sustainability Goals: Work with key stakeholders to establish specific, time-bound sustainability goals.
4. Develop a Sustainability Action Plan: Develop a set of actions and initiatives that enable the Town to achieve the sustainability goals.
5. Implement Actions and Initiatives: Develop a timeline for implementation of the sustainability plan. Establish a framework for monitoring implementation progress using key sustainability metrics.
6. Report Results: Develop a communication plan to report on the implementation progress of the sustainability action plan.

The selected consultant will be expected to participate in regular project meetings and conduct interviews with Town staff and others to obtain additional project knowledge, priorities, and options.

Response Format and Requirements

The proposal shall include the following components:

Cover Letter

This letter shall briefly introduce the consulting team, indicate interest in the project, and be signed by an authorized company executive. Letters should be one page or less.

Fees

The proposed fees for the project should include the hourly rates and estimated hours of each member of the team assigned to the project; any fixed expenses, and any other fees or expenses anticipated.

Experience of the Firm/Consultant and Statement of Qualifications

This proposal shall highlight the firm or team's experience in completing similar projects for public agencies and include a reference for each project for the selection team to contact. This section shall also identify the key individuals that will be a part of the project team, their role and assignments in the project, and their individual qualifications/professional experience.

Submittal Process/Contact with Town of Berthoud Staff

If you or your company is interested in responding to this proposal, please send an email to the address listed below containing contact information for your firm. This is a non-binding statement, but this will form the list of parties who will receive notification of any questions and their answers.

All questions or requests for clarification, or official submittals to this RFP should be made through the following email address:

Brian Dubois, Assistant to the Town Administrator
bdubois@berthoud.org

Responses to any questions will be provided to all interested parties within 3 business days. If a more detailed response is required, you will be informed of a timeline in the initial response. The company that submits a question will not be identified in the public response.

To be considered for this RFP, an official Response submittal must be made by 5:00 PM on June 27, 2024, and sent to the e-mail address above. Late submissions will not be accepted.

All material submitted regarding this RFP shall become the property of the Town. The Town has the right to use any or all ideas presented in reply to this RFP, regardless of the consultant awarded; disqualification of any consultant does not eliminate this right. The Town reserves the right to reject or accept any or all proposals or waive any formalities, informalities, or information therein.

RFP Timeline and Selection Criteria

All time frames are expected targets with the exception of Response due date of June 27, 2024. Unless notified in writing, no proposals will be accepted after this date.

- | | |
|---|---------------------------------|
| • Release of Request for Proposal | May 30, 2024 |
| • Vendor Response Preparation | May 30 to June 27, 2024 |
| • Bid Responses Due by Electronic Delivery
email proposal response to bdubois@berthoud.org | 5:00 PM on June 27, 2024 |
| • Bid response review by Town Staff | July 1-4, 2024 |
| • Notification of any parties selected for further evaluation | July 8, 2024 |
| • Interviews of selected parties, if necessary | July 15-16, 2024 |
| • Staff recommendation and Board selection | July 23, 2024 |

The Town reserves the right to withdraw or cancel this RFP at any time. The Town also reserves the right to select any consultant that it believes can perform the work, in its sole discretion, regardless of fee estimate. Any contract negotiated between Town staff and the selected firm is subject to Town Board approval.

CUMMING
GROUP

Town of Berthoud

Sustainability Action Plan

August 13, 2024

cumming-group.com



CUMMING GROUP

88 Inverness Circle East
Building G Suite 101
Englewood, CO 80112

T 303 771 0396

cumming-group.com

August 13, 2024

Brian Dubois, Assistant to the Town Administrator
Town of Berthoud
807 Mountain Avenue
Berthoud, CO 80513

Re: The Town of Berthoud Sustainability Action Plan

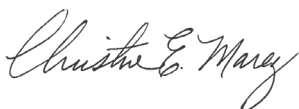
Dear Mr. Dubois,

Cumming Management Group Inc., (Cumming Group), is pleased to present our qualifications to the Town of Berthoud ("Town") to assist the Town in the preparation of a Sustainability Action Plan. The successful delivery of services to the Town requires a team that is staffed with highly qualified climate and sustainability industry experts and technical professionals who have a deep understanding of municipal operations, greenhouse gas emissions, energy, waste, water, and stakeholder and community needs. Our service commitment to the Town of Berthoud is to be that Team.

Our team brings the following benefits to the Town of Berthoud

- **Depth of Sustainability Expertise.** As a company with roots in Colorado tracing back 25 years, Cumming Group is privileged to join the Town in its mission to achieve its energy, greenhouse gas emissions, and sustainability goals, and to proactively plan for the regional effects of climate change in the short and long term. Our team of deeply qualified experts has directly engaged in the mitigation of GHG, planning of waste, water and energy strategies, and developing regional sustainability policy and GHG reduction strategies for agencies across the region. We have also provided SAP services for several cities and complex, multi-billion-dollar public agencies, including the City of Oxnard, City of Los Angeles, City of Ellensburg, City of Oakley, San Francisco International Airport, County of San Diego, County of Los Angeles, the Los Angeles County Metropolitan Transportation Authority, and several more.
- **Program Leadership and Mobilization of Highly Qualified Staff.** With over 12 years of experience working directly for cities and public agencies nationwide providing leading sustainability and program management services, our Sr. Director of Sustainability, Emma Sorrell, will oversee our team's performance and contract services. Emma is supported by Katya Balakhovsky, Cumming Group's Sr. Sustainability Project Manager, who will be your single point of contact responsible for the work and all task deliverables. We have mobilized a team of accredited sustainability professionals, climate data scientists, environmental planners, certified energy managers, cost estimators, and stakeholder engagement specialists to ensure the development of an ambitious yet achievable plan for the Town.
- **A Commitment to Environmental Responsibility and Achieving Climate Objectives.** Cumming Group has been at the forefront of the changing attitudes and legislative/regulatory initiatives advancing sustainability and climate in the built environment. Our expert team presents on sustainability policy at industry forums and conferences, and delivers related training to owner-agency stakeholders, community leaders, and the public. Leveraging this expertise, Cumming Group develops and implements innovative sustainability and climate strategies and solutions for our clients that directly reduce GHG, improve energy efficiency, reduce water consumption, and strengthen infrastructure against changing climate conditions.

Our team is readily available and committed to supporting the Town of Berthoud immediately in your Sustainability Action Plan objectives. If you have any questions or desire further information, please contact Christine Marez directly.



Christine Marez, Senior Vice President
Cumming Group
T +1 626 688 4634
CMarez@cumming-group.com



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Section B

Firm Overview



Firm Overview

Cumming Management Group, Inc. (Cumming Group) is a privately held California corporation and will serve as the prime firm for this contract. Founded in 1996, and now in our 28th year, Cumming Group has more than 2,000 employees in 50+ offices worldwide. We offer clients the local knowledge and responsiveness of a small organization, backed by the depth of resources only a national firm can offer.

Since the opening of our Colorado office 25 years ago, our firm has had the privilege of working with numerous public clients to make their project endeavors successful, including Cities and Towns of Denver, Aurora, Thornton, Northglenn, and Castle Rock. Our experience also extends to numerous quasi-public clients including the Denver Center for Performing Arts, Denver Housing Authority, Denver Museum of Nature and Science, Denver Zoo and Denver Health and Hospital Authority.

Our team is qualified for this engagement based upon our extensive experience providing climate action, sustainability planning, stakeholder engagement, and sustainability reporting services to public sector clients, as well as, project and construction management, cost estimating, project controls, and commissioning.

Cumming Group understands that cities and municipalities are facing increasing demands to act on issues of climate change, environmental protection, and social equity. Through our full suite of energy, climate, and sustainability services addressing the planning, design, construction, and operation of municipal and community assets, we help our clients address these needs in meaningful, lasting, and cost-effective ways. Alongside our climate and sustainability services, Cumming also offers robust project management and cost management services, allowing us to provide integrated services that meet our clients' immediate and long-term needs.

We are excited to partner with the Town and are certain that our team's combined experience and local knowledge will bring together the very best solutions by creating an implementable climate action plan that allows the community to adapt and thrive among climate change challenges over time. Our highly credentialed team of sustainability, climate, and energy professionals brings the necessary technical expertise, industry qualifications, and previous experience delivering these specific services to make the Town's SAP a success. Cumming Group's team holds the following qualifications and certifications:

- Airport Carbon Accreditation Verifier (ACA)
- CARB Lead Verifier, Low Carbon Fuel Standard (LCFS)
- SASB Fundamentals of Sustainability Accounting (FSA)
- Certified Permitting Professional (CPP) registered with SCAQMD
- Professional Engineers (PE)
- Certified Energy Auditor (CEA)
- Certified Energy Engineer (CEM)
- Global Reporting Standard (GRI)
- TRUE Zero Waste Advisor
- Envision Sustainability Professional (ENV SP)
- Qualified Water Efficient Landscaper, Alliance for Water Efficiency
- LEED Accredited Professional (LEED AP, O+M, BD+C)
- WELL Accredited Professional
- Fitwel Ambassador
- G-PRO Fundamentals, Construction Management
- Certified Commissioning Authority (CxA)
- Certified Building Commissioning Professionals (CBCP)
- Existing Building Commissioning Professional (EBCP)
- Certified Building Commissioning Professional (BCP)
- ASHRAE BEMP Certified Professional
- ISO 14001, 12021, and ISO 9001 Certified
- SCAQMD Certified Employee Transportation Coordination

Through results-focused technology, innovation, smart design principles, and best management practices, Cumming Group delivers custom climate action plans and high-performance infrastructure designed to achieve long-term carbon neutrality and climate resiliency with minimal impact on the natural environment. We are proud of our solid reputation for providing similar services in a high-quality and cost-effective manner, on schedule, and on time.

2,000+
TEAM MEMBERS WORLDWIDE

50+
OFFICES WORLDWIDE

28
YEARS IN BUSINESS

\$300+
BILLION IN COMPLETED PROJECTS

#14
[RANKING ON ENGINEERING NEWS-RECORD \(ENR\) TOP 100 PM/CM LIST](#)



Our sustainability practice team understands the types of climate challenges the Town of Berthoud is facing, having performed numerous sustainability plans for cities and counties throughout the U.S. We are proud of our solid reputation in providing similar services in a cost-effective manner, on schedule and on time. With our deep resources and experienced leadership teams, we stand ready to commence work on this important project immediately.

Cumming Group’s collaborative approach ensures alignment between our internal partners and clients to clearly define the project objectives and create the appropriate technical approach needed to achieve the desired outcomes. Our deep experience fostering meaningful and intentional internal and external stakeholder engagement also ensures the prioritization of community-based strategies.

Any Sustainability Plan foundation must be an accurate baseline of current resource consumption and GHG emissions and set of future scenarios in line with State and federal laws, plans, and policies. Cumming Group is known for its holistic approach to Sustainability inventories, having performed this work for numerous cities, which utilizes robust data management practices in alignment with ISO 14064. We have the technical skills, insight into infrastructure and asset management, and knowledge to identify, analyze, and prioritize effective sustainability strategies.

Cumming Group has contributed to the delivery of innovative and cost-effective sustainability programs for over 50+ cities, counties, public agencies, and regulatory clients. The team is currently providing similar sustainability planning services, including **Sustainability Plans, CAPs, CAAPs, Decarbonization Plans, and Net Zero Roadmaps** for clients including:

- City of Oxnard, CA
- City of Ellensburg, WA
- County of Los Angeles, CA
- County of San Diego, CA
- Southern California Association of Governments, CA
- San Francisco International Airport (SFO), CA
- New York State Office of General Services (OGS), NY
- Los Angeles Metro, CA
- Orange County Transportation Authority, CA
- North County Transportation District, CA
- Port of Los Angeles (POLA), CA
- Port of Seattle, WA
- Los Angeles World Airports (LAWA), CA
- City of Oakley, CA
- City of Tumwater, WA
- City of Grants Pass, OR
- Long Beach Unified School District, CA
- Santa Monica Malibu Unified School District, CA

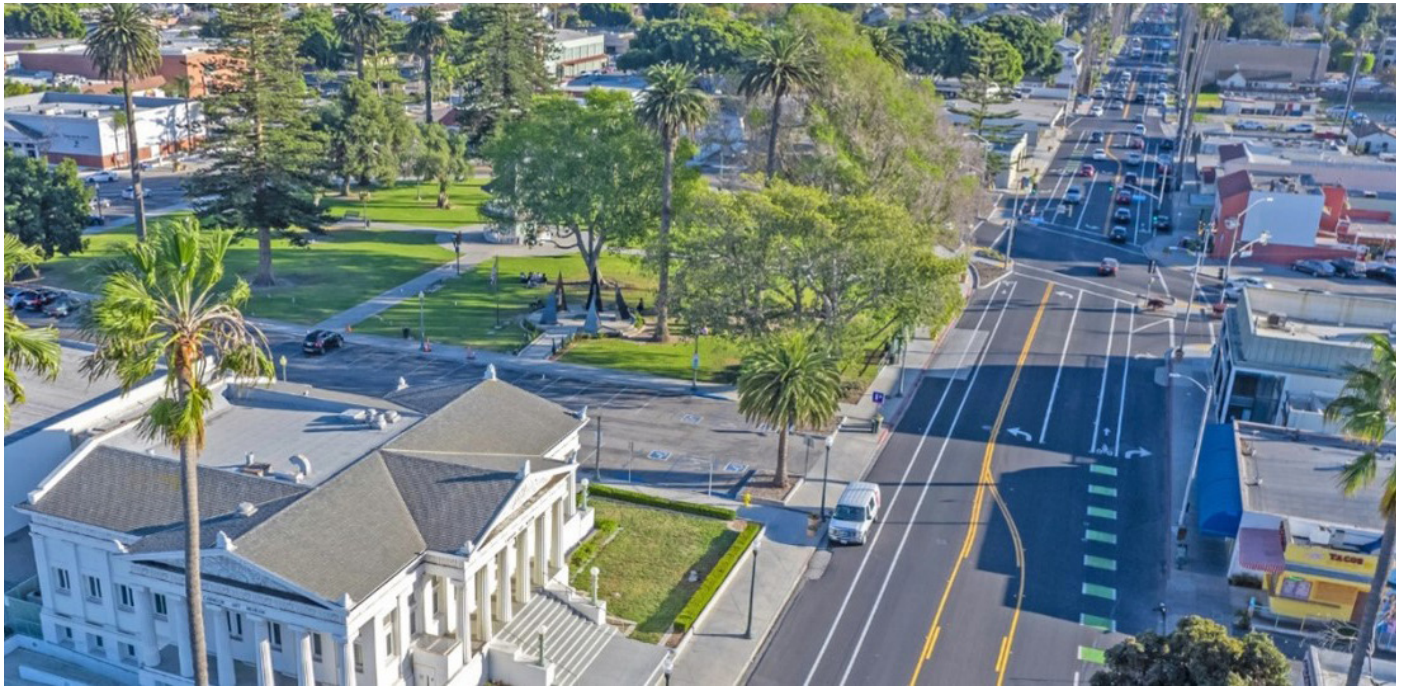
“Our experience with the sustainability team from Cumming Group has been nothing short of outstanding. Their expertise guided us through the development and implementation of a comprehensive sustainability & energy strategy that aligns with our community values and long-term vision. I wholeheartedly recommend their services to any entity seeking to embrace sustainability and make a meaningful contribution to a greener and more sustainable future.”

Buddy Stanavich, Energy Resources Manager – City of Ellensburg

Section C

Relevant Past Experience





Climate Action and Adaptation Plan

City of Oxnard | Oxnard, CA

Identifying holistic climate mitigation and adaptation strategies for a historic coastal city.

Cumming Group supported the City of Oxnard with the preparation and adoption of a comprehensive Climate Action and Adaptation Plan (CAAP), in alignment with California Senate Bill (SB) 32 and SB 379. In partnership with Environmental Science Associates, Cumming Group produced a CAAP that provides a roadmap for reducing greenhouse gas (GHG) emissions and reducing climate risk and vulnerability across Oxnard.

Municipal and community-wide emissions inventories

Cumming Group’s scope of work for the Oxnard CAAP included developing municipal and community-wide GHG emissions inventories for the 2018 baseline year, covering emissions across government operations and agricultural, commercial, industrial, and residential emissions.

Strategy Development

In addition, Cumming Group identified strategies and programs to drive GHG emission reductions with a particular focus on energy strategies. These included, but were not limited to, energy efficiency and conservation measures, renewable energy generation, clean power procurement, microgrid and storage technology, and building electrification.

Community engagement

Finally, Cumming Group also spearheaded community engagement efforts throughout the development of the CAAP. Our team engaged municipal and community stakeholders through a series of one-on-one and small group interviews, public surveys and workshops, and City Council briefings.

PROJECT DURATION: May 2022 - June 2022
PROJECT MANAGER: Emma Sorrell
PROJECT TEAM: Louis Spanias, Katya Balakhovsky
SCHEDULE/BUDGET ADHERENCE: Cumming Group successfully completed its entire scope of work for this project within the designated project schedule and budget.
REFERENCE: Kathleen Mallory, Planning & Sustainability Manager, 805-385-8370, kathleen.mallory@oxnard.org



Climate Adaptation and Sustainability Plan

Orange County Transportation Authority (OCTA) | Orange, CA

Data-driven planning to reduce OCTA's carbon emissions and bolster systemwide resilience.

Cumming Group was selected by the Orange County Transportation Authority (OCTA) to develop the agency's first Climate Adaptation and Sustainability Plan (CASP), inclusive of greenhouse gas mitigation, vulnerability assessment, and strategic planning services. The plan is a strategic framework for OCTA to decarbonize its operations and transit services over the next several decades, with options for short-term, mid-term, and long-term reductions.

Greenhouse gas emissions reduction

Cumming Group's scope of work for the CASP included producing a baseline of the agency's greenhouse gas (GHG) emissions, covering Scope 1 and Scope 2 emissions, as well as several strategies and programs to drive emissions reductions over time with a focus on clean energy and clean fuels across OCTA transit services. Proposed measures included clean vehicle technologies, alternative fuels, energy efficiency, renewable energy, clean power purchasing, distributed energy resources, and building electrification.

Climate vulnerability assessment

The scope of services included a climate vulnerability assessment of OCTA assets, services, and communities. The vulnerability assessment assessed OCTA's exposure, sensitivity, and adaptive capacity in the context of several climate hazards, including air quality, drought, extreme weather, high heat, flooding, storm surge, and wildfire. Proposed measures cut across improving air quality, developing resilient building infrastructure, emergency preparedness, and human comfort and health.

Strategic plan

The CASP is the result of these two analytical phases, complete with short-term (2023-2035), mid-term (2035-3070), and long-term actions (2070-2100). While the final plan does not establish formal commitments, it identifies several potential pathways for the agency to set emissions reduction and climate resilience goals as an immediate next step. Following the plan's adoption, Cumming Group was selected for a sustainability program support contract to begin implementing the CASP.

PROJECT DURATION: February 2022 - April 2024

PROJECT MANAGER: Katya Balakhovsky

PROJECT TEAM: Emma Sorrell, Louis Spanias, Zetian Zhang, Adriana Aragon

SCHEDULE/BUDGET ADHERENCE: Cumming Group successfully completed its entire scope of work for this project within the designated project schedule and budget.

REFERENCE: Lauren Sato, Senior Transportation Analyst, 714-650-5756, lsato@octa.net

District-Wide Sustainability Plan

Long Beach Unified School District | Long Beach, CA

Net Zero Roadmap: Creating a path toward a better climate future

Cumming was selected to lead the development of Long Beach Unified School District's first Districtwide Sustainability Plan. The project consists of the development of a long-range sustainability plan, including goals, strategies, metrics, and on-going monitoring systems. Development of current and future initiatives for energy efficiency, renewable energy programs, transportation electrification, water use reduction and water saving practices, Green building practices including building electrification, identification of sustainable school materials; development and implementation of K-12 environmental education and literacy program; waste reduction and recycling; food waste compost and organic waste recovery; campus greening and urban forestry and school garden programs.

PROJECT DURATION: January 2023 - August 2024

PROJECT MANAGER: Katya Balakhovsky

PROJECT TEAM: Emma Sorrell, Louis Spanias, Zetian Zhang, Adriana Aragon

SCHEDULE/BUDGET ADHERENCE: Cumming Group successfully completed its entire scope of work for this project within the designated project schedule and budget.

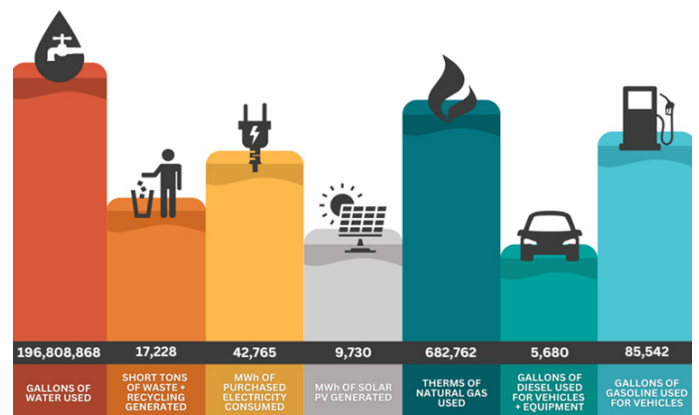
REFERENCE: Alan Reising, Assistant Superintendent, 526-997-7550, areising@lbschools.net

Electrification and Decarbonization Planning

The project consists of the development of a long-range sustainability plan and energy master plan, including goals, strategies, metrics, and ongoing monitoring systems. Development of current and future initiatives for energy efficiency, renewable energy programs, transportation decarbonization, electrification, water use reduction, and water saving practices, Green building practices including building electrification, identification of sustainable school materials; development and implementation of K-12 environmental education and literacy program; waste reduction and recycling; food waste compost and organic waste recovery; campus greening and urban forestry and school garden programs.

Stakeholder Engagement and Outreach

Cumming Group also facilitates engagement with District stakeholders and advisory groups to develop and monitor plan development and implementation, and the creation of a District Sustainability Council partnered with the City of Long Beach.





Climate Action Plan

City of Oakley | Oakley, CA

Fostering community and economic development through environmental stewardship and climate action.

Cumming Group was recently selected to lead the development of the City of Oakley's Climate Action Plan (CAP), which the City has committed to adopting through its Strategic Plan 2022-2027+ and the Oakley General Plan. The CAP will be designed to align with and build on Oakley's existing planning endeavors, as well as introduce effective and manageable mechanisms to reduce greenhouse gas (GHG) emissions and bolster community-wide climate resilience.

Existing conditions assessment

Cumming Group's scope of work will begin with a comprehensive existing conditions assessment, entailing a review of Oakley's internal and community-wide programs, code and ordinances, technical resources, community engagement, and other pertinent policies and projects. This work will also include a review of Contra Costa County and Association of Bay Area Government (ABAG) planning and guidance documents to inform the planning process.

Municipal and community-wide greenhouse gas emissions

Our team will also prepare municipal and community-wide GHG emissions inventories for the City of Oakley, in alignment with internationally recognized guidance (e.g., ISO 14054, GHG Protocol). These inventories will serve as baselines against which the City will track its mitigation progress. Cumming Group will also prepare multiple 2045 emissions scenario projections, reflecting business-as-usual and business-as-planned scenarios, as well as various emissions reduction scenarios that include high-level projections of certain strategy impacts.

Vulnerability assessment and engagement

Finally, Cumming Group is scoped to develop a climate and social vulnerability analysis to determine sensitivity, exposure, and adaptive capacity across the City of Oakley to pertinent climate hazards, especially as it pertains to frontline communities. In addition, Cumming Group will facilitate a public engagement process consisting of multiple public workshops and a public comment period to ensure that community perspectives are meaningfully folded into the final CAP.

PROJECT DURATION: April 2024 - April 2025 (expected)

PROJECT MANAGER: Louis Spanias

PROJECT TEAM: Emma Sorrell, Katya Balakhovsky, Zetian Zhang, Morgan Rose

SCHEDULE/BUDGET ADHERENCE: Cumming Group anticipates completing its entire scope of work for this project within the designated project schedule and budget.

REFERENCE: Ken Strelo, Community Development Director, 925-625-7036



Climate Element

City of Tumwater | Tumwater, WA

Using equity-forward engagement and science-based analysis to create a state-compliant Climate Element.

Cumming Group was selected as part of a broader consulting team led by EXP to lead the development of the City of Tumwater's Climate Element for its 2025 Comprehensive Plan. The City is required by the State of Washington to conduct a periodic update of its Comprehensive Plan, which now includes a new requirement for a Climate Element consisting of climate mitigation and resilience sub-elements.

Equity-focused public engagement

Under its designated scope of work, Cumming Group is responsible for amending the City of Tumwater's public engagement strategy as part of its Comprehensive Plan to account for Climate Element planning requirements, as well as for executing that strategy with a focus on equity, frontline communities, and accessible engagement. Cumming Group will facilitate multiple workshops and small group meetings with community-based organizations to ensure that historically marginalized voices are engaged throughout the planning process.

Climate Mitigation Sub-Element

Cumming Group will lead the development of the Climate Mitigation Sub-Element, which is focused on identifying emissions reduction pathways that are focused on transportation and land use. Specifically, Cumming Group will focus on identifying reduction opportunities in vehicle miles traveled (VMT) per capita, and will conclude the element with a monitoring and evaluation process to enable Tumwater to report its emissions to the Washington State Department of Commerce on a regular basis.

Strategy development

Cumming Group will conclude its scope of work with a final set of strategies informed by emissions analyses and community engagement that will inform both the Climate Mitigation and Climate Resilience sub-elements. This work will also include the development of amendments to the Tumwater Municipal Code, as well as the co-facilitation of the finalization and formal approval process of Tumwater's Climate Element.

PROJECT DURATION: April 2024 - June 2025 (expected)

PROJECT MANAGER: Louis Spanias

PROJECT TEAM: Emma Sorrell, Sarah McDowell, Zetian Zhang, Morgan Rose

SCHEDULE/BUDGET ADHERENCE: Cumming Group anticipates completing its entire scope of work for this project within the designated project schedule and budget.

REFERENCE: Alyssa Jones Wood, Sustainability Coordinator, 360-754-4140, ajoneswood@ci.tumwater.wa.us



Sustainability and Energy Master Plan

City of Ellensburg | Ellensburg, WA

Rising to ambitious state climate and energy goals through data- and community-driven strategy.

Cumming Group was selected to help develop the City of Ellensburg's Sustainability and Energy Plan (SEP), in partnership with McKinstry, which would ensure the City's compliance with the State of Washington's Clean Energy Transformation Act (CETA) and Climate Commitment Act (CCA).

Existing conditions assessment, baseline GHG emissions inventory, and emissions projections

Cumming Group's scope of work for the SEP included developing an existing conditions assessment that assessed the City's prior and ongoing actions with respect to sustainability, climate mitigation, and energy resources. The existing conditions assessment also included comprehensive municipal and community-wide greenhouse gas (GHG) emissions inventories, covering Scope 1 and Scope 2 emissions. The inventories were supplemented by a business-as-usual projection of municipal and community-wide emissions through 2050 without any new actions.

Engagement and strategy development

Cumming Group was also scoped to lead internal engagement with City departments, in part to inform its existing conditions assessment but also to inform the development of emissions mitigation and broader sustainability and energy strategies. Cumming Group designed and facilitated one-on-one and small group interviews with City staff, and co-developed a community-wide survey that informed the strategies in the SEP. The final strategies produced by Cumming Group covered energy, land use, transportation, green building, and water subject areas, accompanied by supporting actions to drive their implementation.

Strategic plan

The SEP is the result of these analytical and engagement phases, laying the roadmap for the City of Ellensburg to comply with state regulation. While the final plan does not establish formal commitments, it identifies several pathways for the City to set more tailored emissions reduction goals as an immediate next step. The final Sustainability and Energy Plan was adopted by Ellensburg City Council in January 2024.

PROJECT DURATION: October 2022 - January 2024

PROJECT MANAGER: Louis Spanias

PROJECT TEAM: Emma Sorrell, Sarah McDowell, Zetian Zhang, Morgan Rose

SCHEDULE/BUDGET ADHERENCE: Cumming Group successfully completed its entire scope of work for this project within the designated project schedule and budget.

REFERENCE: Buddy Stanavich, Energy Resource Manager, 509-312-0792, stanavichb@ci.ellensburg.wa.us

Section D

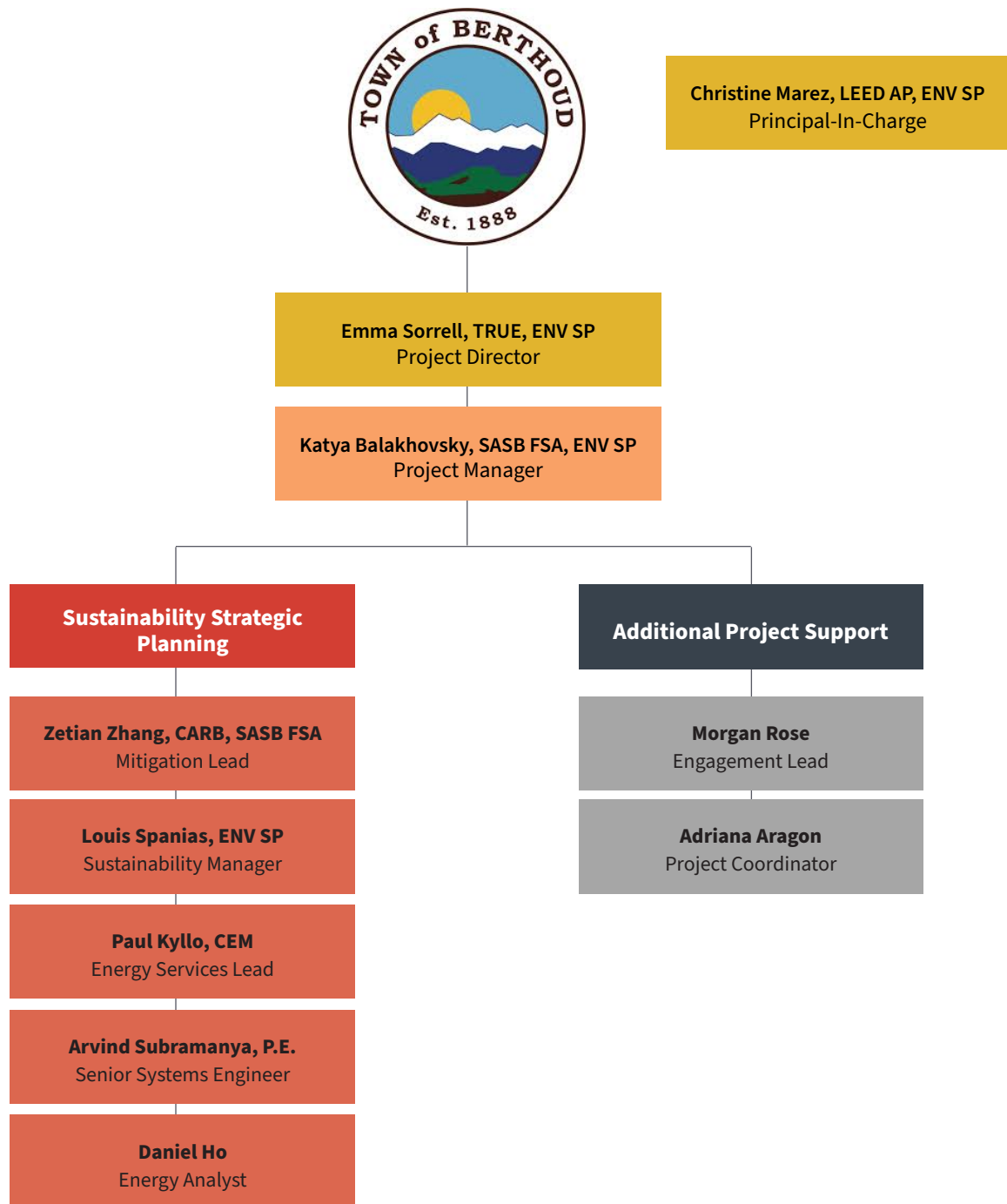
Our Team



Project Team

Organizational Chart

Cumming selected staff for each position and role as reflected in the Organization Chart below based on individual team member qualifications pertaining to education, years of industry experience, and past relevant work performed. As such, team members were assigned to functional areas and scope tasks as outlined in the Key Personnel table on the following page. Most importantly, these staff were selected based on their commitments to be solutions-oriented contributors .



Key Personnel

Cumming has selected a diverse and highly skilled team of sustainability professionals to support this contract. All team members proposed for this engagement have previously worked together as a group to provide similar services to cities and public agencies for the past several years. This team is immediately available and has adequate capacity to support the Town of Berthoud through the duration of the Sustainability Action Plan development process.

Key Personnel			
Name & Role	Certifications	Primary Responsibilities	Qualifications
Christine E. Marez Principal B.S., Electrical Engineering California State University Los Angeles	- LEED Accredited Professional (LEED AP) - Envision Sustainability Professional (ENV SP) - Certified Inspector General (CIG) - Engineering in Training (EIT) - ISO 20121 Implementation Lead	Project Principal Christine is the Principal-in Charge authorized to represent Cumming for this project. Christine will be accountable for the overall team performance, efficiency, schedule management, and quality of deliverables.	Christine is the Senior Vice President of Sustainability for Cumming, leading energy project development and sustainability strategies and initiatives. She is a LEED AP and ENVISION Sustainability Professional (ENV SP) with extensive experience developing and managing projects in the sustainability areas of resource conservation, energy efficiency, and emission reduction. Christine has over 28 years of experience managing large capital programs and 11 years of experience in electric utility design and construction.
Emma Sorrell Project Director B.S., Urban & Environmental Policy, Occidental College	- GRI Certified Professional - Envision Sustainable Professional (ENV SP) - TRUE Advisor TRUE Zero Waste Rating System, (GBCI) - Certified Employee Transportation Coordinator, (SCAQMD)	Project Director Emma is the Project Director and will oversee the successful execution of all technical deliverables.	Emma is the Sr. Director of Sustainability for Cumming Group with over 13 years of experience managing all aspects of comprehensive climate and sustainability programs, including strategic planning, program and project management, program analytics, data management, and sustainability metric reporting. Emma has successfully led the on-budget and on-schedule delivery of climate action plans for multiple cities/public agencies, including the City of Ellensburg which was adopted by City Council in January 2024. Emma's collaborative approach bridges the technical analysis, strategy development, and community engagement to produce a highly customized plan that seamlessly integrates with an organization's comprehensive strategic plan, community culture, and operational context.
Katya Balakhovsky Senior Project Manager (Lead Contact) B.S., Environmental Studies, University of Southern California	- Envision Sustainability Professional (ENV SP) - Fundamentals of Sustainability Accounting (FSA) Credential Level 1	Senior Project Manager (Lead Contact) Katya is the Project Manager for this effort, serving as the day-to-day team leader and point-of-contact. She will oversee all tasks and deliverables, and will be responsible for team coordination, daily work planning and activities, document control, data management, and ensuring all tasks are completed on time and within budget.	Katya is a detail-oriented and data-driven Senior Project Manager, specializing in sustainability, climate, and Environmental Social Governance (ESG) services. Katya has six years of experience supporting clients through all phases of sustainability planning, energy efficiency, renewable energy, and other decarbonization strategies. This includes rigorous data analysis for the development of GHG reduction calculations and facility energy profiles. Katya has recently served as the mitigation strategy lead for several climate action plans.
Louis Spanias Senior Sustainability Manager MSc., Nature, Society and Environmental Policy, University of Oxford B.S., Society and Environment, U.C. Berkeley	Envision Sustainability Professional (ENV SP)	Sustainability Manager Louis will support the development of sustainability strategies and other related tasks, including cost/ benefits analyses, responsible parties, funding sources, and stakeholder engagement. Louis will also serve as a technical resource for water conservation measures.	Louis is a sustainability and climate practitioner with over a decade of experience leading decarbonization, sustainability, climate mitigation, climate adaptation and resilience, and broader sustainability projects for public and private sector clients. Louis has led projects and programs from the building scale up to the regional level for public transit agencies, cities, counties, community choice aggregators, and businesses, including several strategic climate and sustainability plans. Louis has a deep understanding of community-facing and community-driven climate action sustainability plans, having overseen or directly supported planning and engagement efforts for numerous jurisdictions. These plans include but are not limited to the cities of Ellensburg, WA; Tucson, AZ; West Hollywood, CA; and Oxnard, CA; as well as the counties of San Diego and Los Angeles.



Key Personnel			
Name & Role	Certifications	Primary Responsibilities	Qualifications
Zetlan “Tim” Zhang Senior Climate Manager M.E., Environmental Engineering, Duke University B.E., Environmental Engineering, China Agricultural University B.A., Business Administration, China Agricultural University	- CARB Lead Verifier - FSA Credential, SASB/IFRS - LEED AP, O+M	GHG Mitigation Lead Tim will serve as the task leader for the development of the municipal and community GHG emissions inventories and will oversee the GHG mitigation team in handling, cleaning, synthesizing, calculating, and projecting emissions. Tim will also oversee data management in accordance with ISO 14064	Tim is a Senior Climate Manager with over six years of experience and key expertise in GHG accounting, renewable energy procurement, ESG strategy, reporting, and corporate climate risk assessment. He has strong analytical, project management, and stakeholder engagement skills. Before joining Cumming, Tim worked for WSP, developing GHG inventories and climate strategies for Fortune 500 companies in the tech, apparel, consumer products, medical and manufacturing industries.
Morgan Rose Sustainability Project Manager Master of Urban Planning, University of Southern California B.A., International Development Studies, UCLA	Envision Sustainability Professional (ENV SP)	Engagement Lead Morgan will lead the development of the public and stakeholder engagement plan and any subsequent engagement efforts. She will work closely with the ADA accessibility specialist to ensure all engagement activities are fully accessible.	Morgan is a Sustainability Project Manager for Cumming’s Energy and Sustainability Team. As a Master of Urban Planning (MUP), Morgan specializes in community focused climate and sustainability planning in urban and built environment contexts, with a focus on engagement and community-based solutions. She has over 6 years of experience managing programs and partnerships for a diverse range of city, state, public, and nonprofit clients, and has led numerous engagement initiatives
Arvind Subramanya Senior Engineer Master of Engineering: Mechatronics, Robotics & Automation, University of Wollongong, New South Wales, Australia B.S., Mechanical Engineering, Bangalore University, India	- Professional Engineer (P. E.): Mechanical Engineering - Certified Building Commissioning Professional (CBCP)	Senior Systemes Engineer As the Sr. Systems Engineer, Arvind will provide technical evaluation and advisory support for the review and selection of systems-based climate mitigation and adaptation strategies.	Arvind is a Senior Energy Engineer at Cumming and brings over 15 years of experience in energy management, utility programs, building technologies, sustainability, smart grid solutions, renewables, and project management. Arvind has led and worked on energy efficiency programs with utilities, state, city, federal, educational, non-profit, commercial, and industrial sectors. He specializes in strategic decision-making towards sustainable building operations; Life Cycle Cost Analysis (LCCA), Total Cost of Ownership (TCO), and Supply/Demand Side Management.
Paul Kylo, CEM Energy Lead M.B.A. Loyola Marymount University, Los Angeles, CA B.S. Mechanical Engineering, California State Polytechnic Univeristy, Pomona, CA	Certified Energy Manager (CEM)	Energy Services Lead As the Energy Services Lead, Paul will provide oversee the inventory and development of goals related to the energy category and associated GHG emissions impacts..	Paul is a proven leader in the energy and sustainability space with more than 25 years of experience delivering effective solutions to help meet our client’s carbon reduction goals. He combines unique technical, market, and regulatory knowledge with deep experience in business operations to implement scalable approaches to reducing a client’s environmental footprint. In the past 10 years alone, Paul’s efforts have directly reduced carbon emissions by more than 50,000 metric tons of CO2 equivalent.
Daniel Ho Mechanical Engineer Bachelor of Science, Mechanical Engineering, University of California, San Diego	- Certified Energy Manager (CEM) - Engineer-in-Training (EIT) - Envision Sustainability Professional (ENV SP)	Energy Analyst As the Energy Analyst, Daniel will support with analysis related to GHG emissions, with a specific focus on renewable energy and energy efficiency, including development of energy models and renewable energy studies.	Daniel is a Mechanical Engineer with years of experience in the energy and sustainability industry, working primarily on commercial, industrial, and multifamily energy efficiency and solar/battery incentive programs. He is focused on providing technical analysis on renewable energy installations, advancing opportunities for sustainability, program management, facilitating collaborative relationships between clients and local and federal regulators, and ensuring clients adhere to all local and federal initiatives. Daniel has extensive experience in energy and solar modeling, utility bill analysis, ASHRAE Level I, II, and III energy audits, advanced energy storage (AES) system analysis, LEED Certifications and regulatory compliance.



Key Personnel			
Name & Role	Certifications	Primary Responsibilities	Qualifications
Adriana Aragon Assistant Project Manager B.S., Organizational Communication, University of Portland, OR	• ISO 14001: Lead Auditor Training (In Progress)	Project Coordinator Danielle will support Morgan with the development and implementation of a stakeholder engagement strategy to support development of the CAP. This will include defining stakeholder groups, identifying communication channels, and coordinating outreach.	Adrianas expertise is in supporting outreach and training sustainability programs and projects in the public sector. Danielle Adriana has supported a wide range of planning efforts, including OCTA, Ellensburg, and the LAC Metropolitan Transportation Authority. She is experienced in working with internal departments such as communications, marketing, and talent development to develop and implement engagement strategies.

Our Client Commitment

Cumming Group is committed to helping our clients achieve ambitious energy and sustainability goals. Through best management practices, results-focused technology, innovation, and smart design principles, Cumming Group delivers high performance buildings and infrastructure designed to achieve long-term sustainability and carbon neutrality with minimal impact on the natural environment.

With over 28 years of experience, the Cumming Group team continues to deliver energy and sustainability solutions that ensure our client succeeds in reaching their goals. We provide owners and developers with certainty that they will achieve the maximum impact for every dollar spent.



Christine Marez, LEED AP, ENV SP, CIG, EIT

Senior Vice President - Sustainability, Energy & ESG Services

Christine is a Senior Vice President and head of Sustainability and ESG for Cumming's global portfolio supporting our clients to achieve carbon reduction and project and program sustainability goals. She is a LEED AP and ENV SP with extensive experience developing and managing projects in the public and private sectors overseeing decarbonization, sustainability and climate solutions, renewable energy, and battery storage strategies. Christine has over 30 years of experience managing large capital construction programs, and 11 years of experience in electric utility design and construction.

EDUCATION

- Bachelor of Science, Electrical Engineering, California State University, Los Angeles

CERTIFICATIONS

- Leadership in Energy and Environmental Design (LEED) Accredited Professional
- Certified Inspector General (CIG)
- Envision Sustainability Professional (ENV SP)
- ISO 20121 Implementation Lead
- GBAC™ Star Accreditation Certified (Global Biorisk Advisory Council)

AFFILIATIONS

- USGBC California, Vice Chair Board of Directors
- Society of Hispanic Professional Engineers (SHPE)
- Construction Management Association of America (CMAA)

PUBLICATIONS / PRESENTATIONS

- Yale University Sustainability: Mechanical Systems Usage & Economics, Yale University Sustainability: Mechanical Systems Usage & Economics

REPRESENTATIVE EXPERIENCE

City of Ellensburg Sustainability, Climate, and Energy Master Plan

City of Ellensburg, WA

Christine oversaw the development of a Sustainability and Climate Action Plan for the City of Ellensburg that can be real time and incorporates operations, community resources, and planning criteria for capital improvement projects. Cumming focused on identifying mitigation measures to meet or exceed compliance with State and Federal policy objectives, including the Clean Buildings Bill (HB 1257, 2019 & SHB 1768, 2021), Clean Energy Transformation Act (CETA) and the Climate Commitment Act (CCA). Cumming is recommending policy options achieving local goals with specific actions to meet energy system and building code compliance targets; and developing of a robust public participation program review of findings, gauge and incorporate community priorities in the planning process.

City of Oxnard Climate Action Plan

City of Oxnard, CA

Leads Cumming's team of professionals for the update of the 2020 City of Oxnard CAP including tracking and reviewing GHG Emission Inventory development, data management, GHG emissions quantification, reporting, and verification; Cumming is supporting the City of Oxnard with the preparation and adoption of a comprehensive Climate Action Plan (CAP), in alignment with Senate Bill (SB) 32 and SB 379. The Cumming team is helping the City develop clear targets, goals, strategies, and actions to enable the City to achieve or exceed its GHG reduction goals while addressing climate adaptation, resilience, risks, and vulnerabilities. As part of this work, the team is preparing community wide and municipal GHG emissions inventories, forecasts, and targets. Based on that information, Cumming is aiding the City with identifying strategies and programs for GHG emissions reduction. As part of the broader CAP development effort, the team is conducting citywide climate change vulnerability and risk assessments to inform the city's resilience and adaptation strategies. Cumming is also leading the stakeholder engagement effort to solicit feedback through the development of the CAP

Long Beach Unified School District, District-wide Energy, Sustainability and Decarbonization Plan

Long Beach, CA

Christine leads our team in developing the first District-wide analysis of the District's energy, water, and waste impacts, past projects and current operations. The analysis includes growth, utility trends and pricing projections, and planned construction and energy/water/waste reduction projects. The analysis identifies projects and operational changes where carbon and resource impacts can be reduced, and provides project specifics such as cost, payback, project timelines, energy and carbon impacts. The Plan is a detailed roadmap of how the District can achieve Net Zero and other



goals, such as Building HVAC Electrification, Decarbonization, Fleet Electrification, Zero Waste, Solar OV. + Battery Storage. Services includes energy auditing, analysis, GHG emission inventory, fleet electrification, building decarbonization, solar feasibility, and overall strategic sustainability and net zero planning.

LA Metro, 2020 Moving Beyond Sustainability Strategic Plan

Los Angeles, CA

s part of its Sustainability Program Assistance Services contract with the Los Angeles County Metropolitan Transportation Authority (Metro), Cumming supported the development and publication of Metro's recent strategic sustainability plan, Moving Beyond Sustainability (MBS) from November 2018 to September 2020. The Cumming team managed the entire organizing and development effort, bringing internal and external stakeholders into a holistic plan development process. As part of that effort, Cumming was involved with the development of sophisticated resource and emissions impact models to help inform the development of meaningful strategies and actions to mitigate Metro's environmental and community impacts.

Orange County Transportation Authority (OCTA), Climate Adaptability and Sustainability Plan

Orange County, CA

Principal in Charge for the delivery of services to the Orange County Transportation Authority (OCTA) for climate action, adaptation planning and vulnerability assessment services. Cumming is performing a Gap Analysis to develop a more thorough climate adaptation and sustainability plan. Our team's scope of work includes GHG emissions inventory, climate vulnerability assessment, and the development of OCTA's Climate Adaptation and Sustainability Plan. Cumming is helping OCTA identify strategies and programs to drive GHG reductions with a particular focus on the development of energy strategies including energy efficiency and conservation measures, renewable energy generation, clean power purchasing, microgrid and storage technology, and building electrification. The Plan will identify emission reduction and adaptation measures and strategies and will serve as a foundation for OCTA to utilize to further its climate adaptation efforts and GHG emissions reduction for the future.

San Francisco Int'l. Airport (SFO), Sustainability and Climate Services

San Francisco, CA

Cumming is providing sustainability and climate services for SFO, the first and only airport in North America with the strategic goals of achieving Triple Zero - zero net energy, waste, and carbon. Christine is the Principal in Charge and leads Cumming's team in our effort focused on optimizing the use of natural resources and making operations more efficient at the Airport through organizational process improvements to meet the demands of a growing local region. Our project services include strategic planning to develop the airports first ESG Plan based on the new ESG Airports Council International-North America ESG airports framework and moving SFO from Level 4 to Level 5 of the Airport Carbon Accreditation (ACA). Christine oversees tasks related to: Implementation of SFO's Resilience Framework, Integrated Environmental, Social, Governance (ESG) Report Development, Federal Funding Grants, Electric vehicle implementation plan, and Operations-focused development strategy, Carbon sequestration strategy, On-site solar and battery program, Net Zero Waste and Circularity strategy, and Building retrocommissioning.



Emma Sorrell, ENV SP, GRI CERTIFIED PROFESSIONAL, TRUE ADVISOR

Senior Director - Sustainability

Emma is the Senior Director of Sustainability for Cumming's Energy & Sustainability team and leads Cumming's sustainability practice. She has over 12 years of experience spearheading and managing all aspects of comprehensive climate and sustainability programs, including strategic planning, program and project management, program analytics, data management, and annual sustainability metric reporting.

REPRESENTATIVE EXPERIENCE

City of Ellensburg Sustainability, Climate, and Energy Master Plan

City of Ellensburg, WA

Cumming Group supported the development of the City of Ellensburg's first Sustainability and Energy Plan (SEP). Emma was the Cumming Project Director for this endeavor, leading a fulfillment of a scope of work that included an existing conditions assessment, internal stakeholder engagement, a baseline assessment of greenhouse gas emissions, and a final draft of the plan. The SEP was adopted by the Ellensburg Mayor and City Council in January 2024.

City of Oxnard Climate Action Plan

City of Oxnard, CA

Leads Cumming's team of professionals for the update of the 2020 City of Oxnard CAP including tracking and reviewing GHG Emission Inventory development, data management, GHG emissions quantification, reporting, and verification; Cumming is supporting the City of Oxnard with the preparation and adoption of a comprehensive Climate Action Plan (CAP), in alignment with Senate Bill (SB) 32 and SB 379. The Cumming team is helping the City develop clear targets, goals, strategies, and actions.

Long Beach Unified School District, District-wide Sustainability Plan

Long Beach, CA

Cumming created a thorough, District-wide analysis of the District's energy, water, and waste impacts, past projects and current operations. The analysis includes growth, utility trends and pricing projections, and planned construction and energy/water/waste reduction projects. The analysis identifies projects and operational changes where carbon and resource impacts can be reduced, and provides project specifics such as cost, payback, project timelines, energy and carbon impacts. The Plan is a detailed roadmap of how the District can achieve Net Zero and other goals, such as Building HVAC Electrification, Decarbonization, Fleet Electrification, Zero Waste, Solar PV and Battery Storage.

LA Metro, Annual Sustainability Reporting, Los Angeles, CA

Los Angeles, CA

Since 2017, Emma has led the development and publication of Los Angeles Metro's annual Sustainability Report and GHG emissions inventory (Scopes 1, 2 and select 3), including all aspects of data collection, trend analysis, report writing, graphics, and report production. The report includes 30 different sustainability performance metrics ranging from emissions and natural resource use, to workforce development and sustainable procurement. The report conforms with The GHG Protocol, the APTA Sustainability Commitment, ISO 14064, and other applicable standards governing sustainability reporting and verification for public agencies.

LA Metro, Sustainability Data Management Protocol,

Los Angeles, CA

Since 2019, Emma has been overseeing the implementation of a Sustainability Data Management Protocol and Verification Plan governing the storage and handling of

EDUCATION

- Bachelor of Science, Urban & Environmental Policy, Occidental College, Los Angeles, CA
- Magna cum Laude, Distinction with Honors
- Phi Beta Kappa Scholar

CERTIFICATIONS

- GRI Certified Professional, Global Reporting Initiative, 2023
- Envision Sustainable Professional (ENV SP), Institute for Sustainable Infrastructure
- TRUE Advisor – TRUE Zero Waste Rating System, Green Business Certification Inc. (GBCI)
- ISO 20121 Implementation Lead, International Organization for Standardization (ISO)
- Certified Employee Transportation Coordinator, South Coast Air Quality Management District (SCAQMD)

CORE CAPABILITIES

- Data Management
- Greenhouse Gas Accounting
- Project Management
- Strategic Planning
- Sustainability Reporting
- Sustainable Supply Chain

AWARDS / HONORS

- Innovative Waste Reduction Best Practice Award, , 2017



Metro’s sustainability performance data. This project includes the development of a centralized database housing Metro’s data, the documentation of robust calculation methodology protocols, and the production of calculator tools for all metrics

Orange County Transportation Authority, Climate Action & Adaptation Plan,
Orange County, CA

Emma spearheaded the development of the District’s award-winning Sustainability Plan. Emma served as the Project Director for Cumming to provide the agency’s first Climate Action and Sustainability Plan (CASP) and adaptation planning and vulnerability assessment services. Cumming supported OCTA in identify strategies and programs to drive GHG reductions with a particular focus on the development of clean vehicle technology, alternative fuels, energy efficiency and conservation measures, renewable energy generation, clean power purchasing, and building electrification.

North County Transit District, Sustainability and Climate Action Plan
Oceanside, CA

Emma led development of a Sustainability and Climate Action Plan for the North County Transit District (NCTD) in northern San Diego County. The plan fulfills the requirements of the Federal Transit Administration’s “Sustainable Transit for a Healthy Planet Challenge” and aligns with the APTA Sustainability Commitment and various state climate goals. The plan establishes a baseline for the agency’s operational GHG emissions as well as regional GHG displacement as a result of providing transit service and taking cars off the road. The plan models NCTD’s projected emission reductions through their transition to a zero-emission bus fleet and will identify further emission reduction measures such as renewable energy, microgrid and storage technology, waste diversion, etc. Emma is also leading development of NCTD’s annual sustainability report through 2025.

SMMUSD, Districtwide Sustainability Strategic Plan
Santa Monica, CA

Emma spearheaded the development of the District’s award-winning Sustainability Strategic Plan. Developed through a year-long, collaborative process involving the Board of Education, facilities staff, educators, students, parents, and community members, the plan established long-range goals and a systematic roadmap to help the District implement and achieve sustainability across their education, planning, construction, and operational functions. The plan was unanimously adopted by the SMMUSD Board of Education in March 2019 and earned a prestigious Sustainable Quality Award from the City of Santa Monica.



Katya Balakhovsky, ENV SP

Senior Project Manager, Sustainability & ESG

Katya is a Senior Project Manager on Cumming's Sustainability and climate services team. Katya specializes in sustainability, climate, and Environmental Social Governance (ESG), and has 5 years of experience supporting clients through all phases of energy efficiency, renewable energy, sustainability and climate planning. This includes rigorous data analysis for the development of baseline calculations, such as carbon footprints and facility energy profiles. Katya also oversees stakeholder engagement efforts for public agency clients to ensure an effective goal setting approach. Katya assists clients in leveraging baseline data and stakeholder input for the development of achievable targets and strategies related to energy and climate. Katya also participates in the implementation of sustainability programs, including extensive experience managing training programs related to sustainability.

EDUCATION

- Bachelor of Science, Environmental Studies, University of Southern California, Los Angeles, CA

CERTIFICATIONS

- Fundamentals of Sustainability Accounting (FSA) Credential Level 1
- Envision Sustainability Professional (ENV SP)

CORE CAPABILITIES

- Carbon Footprint
- Data Analysis
- Data Management
- GHG Analysis
- Materiality Analysis
- Net Zero
- Project Management
- Report-writing
- Solar Assessment
- Stakeholder Engagement
- Strategic Planning

LANGUAGES

- Italian
- Russian

REPRESENTATIVE EXPERIENCE

City of Oxnard Climate Action Plan

City of Oxnard, CA

Katya is supporting the City of Oxnard with the preparation and adoption of a comprehensive Climate Action Plan (CAP), in alignment with Senate Bill (SB) 32 and SB 379. The Cumming team is helping the City develop clear targets, goals, strategies, and actions to enable the City to achieve or exceed its GHG reduction goals while addressing climate adaptation, resilience, risks, and vulnerabilities. As part of this work, the team is preparing community wide and municipal GHG emissions inventories, forecasts, and targets. Based on that information, Cumming is aiding the City with identifying strategies and programs for GHG emissions reduction. As part of the broader CAP development effort, the team is conducting citywide climate change vulnerability and risk assessments to inform the city's resilience and adaptation strategies. Cumming is also leading the stakeholder engagement effort to solicit feedback through the development of the CAP.

Long Beach Unified School District, District-wide Sustainability Plan

Long Beach, CA

Katya is the lead Project Manager overseeing Cumming's development of for Long Beach Unified School District's first District-wide Sustainability Plan. The scope of work includes analysis of growth, utility trends and pricing projections, and planned construction and energy/water/waste reduction projects. The analysis identifies projects and operational changes where carbon and resource impacts can be reduced, and provides project specifics such as cost, payback, project timelines, energy and carbon impacts. The Plan is a detailed roadmap of how the District can achieve Net Zero and other goals, such as Building HVAC Electrification, Decarbonization, Fleet Electrification, Zero Waste, Solar PV and Battery Storage and current conditions assessment, stakeholder engagement, baseline assessments and target-setting for sustainability performance, goal and strategy development, and development and implementation support of the final plan.

Orange County Transportation Authority, Climate Action & Sustainability Plan

Orange, CA

Katya serves as the lead project manager for the development of OCTA's Climate Action & Sustainability Plan. Katya provides oversight as well as directly contributes to key activities such as GHG inventory calculations and scenario modelling, stakeholder engagement strategies, strategy and measure development, and development of a reporting framework. Cumming supported OCTA in identify strategies and programs to drive GHG reductions with a particular focus on the development of energy/fuel



strategies including clean vehicle technology, alternative fuels, energy efficiency and conservation measures, renewable energy generation, clean power purchasing, and building electrification. The Plan identifies emission reduction and adaptation measures and strategies and will serve as a foundation for OCTA to further its climate adaptation efforts and GHG emission reductions for the future.

Val Verde Unified School District

Los Angeles, CA

Cumming facilitated the comprehensive analysis of Val Verde Unified School District's carbon footprint, and oversaw the development of the District's Net Zero Roadmap. This included ROI analysis for each carbon reduction measure, including lighting, controls, HVAC upgrades and replacements, and considerations for onsite renewables. As part of this project, Cumming conducted energy audits across district sites, and also conducted detailed feasibility analysis for solar at 14 sites, including financials and review of state and federal financial incentives.

North County Transit District, Sustainability and Climate Action Plan,

Oceanside, CA

Katya was the PM supporting North County Transit District (NCTD) to provide program level sustainability and climate services to develop its first Sustainability and Climate Action Plan (SCAP). Christine oversees our team's services includes baselining the agency's GHG emissions, climate vulnerability assessment, goal and strategy development, and the drafting/design of NCTD's Climate Adaptation and Sustainability Plan in alignment with the APTA framework. Cumming is identifying climate action and sustainability strategies; performing a vulnerability assessment; and identifying carbon reduction methodologies, projects, and initiatives for the agency. Services included development of energy/fuel strategies including clean vehicle technology, alternative fuels, energy efficiency and conservation measures, renewable energy generation, clean power purchasing, microgrid and storage technology, and building electrification.

San Francisco Int'l. Airport (SFO), Sustainability and Climate Services

San Francisco, CA

Katya provides sustainability planning and implementation services for SFO, with a focus on ESG planning. Katya oversees ESG benchmarking and ESG readiness assessment, as well as stakeholder engagement to develop a framework and enhance transparency. The framework will also harmonize ESG efforts across the airport community. SFO is the first and only airport in North America with the strategic goals of achieving Triple Zero - zero net energy, waste, and carbon. Katya leads the ESG and Sustainability effort focused on optimizing the use of natural resources and making operations more efficient at the Airport through organizational process improvements to meet the demands of a growing local region. Katya supports the following tasks related to: Sustainability Strategic Planning, Integrated Environmental, Social, Governance (ESG) Report Development, Federal Funding Grants, and Operations-focused development strategies.



Louis Spanias, ENV SP

Senior Sustainability Manager

Louis is a Senior Sustainability Manager for Cumming's Energy and Sustainability team. He is a sustainability and climate practitioner with over a decade of experience leading sustainability, decarbonization, and climate resilience projects for municipalities, counties, public agencies, and private sector clients. Louis has led climate action and resilience planning efforts for the likes of the City of Oxnard (CA), the City of Tucson (AZ), the City of Ellensburg (WA), the Los Angeles County Metropolitan Transportation Authority (CA), and North County Transit District (CA). He also led the development of Silicon Valley Clean Energy's Community Resilience Planning Framework and heat action planning efforts for the City of Los Angeles.

EDUCATION

- Master of Science, Nature, Society and Environmental Policy, University of Oxford, Oxford, UK
- Bachelor of Science, Society and Environment, Minor: Public Policy, University of California, Berkeley

CERTIFICATIONS

- Airport Carbon Accreditation Verifier, ACI Europe, 2020
- Envision Sustainability Professional (ENV SP), Institute for Sustainable Infrastructure, 2019

AFFILIATIONS

- American Society of Adaptation Professionals
- U.C. Berkeley Student Environmental Resource Center Alumni Board Member
- Association for the Advancement of Sustainability in Higher Education

PUBLICATIONS / PRESENTATIONS

- Interactive Tools for Global Sustainability and Earth Systems: Sea Level Change and Temperature | 2013 Frontiers in Education Conference, Oct 2013

AWARDS / HONORS

- Coro Lead LA Fellow, Coro Southern California, 2022
- 2020 Star Performer, Cumming Management Group, 2021
- Distinction Merit for MSc Dissertation, University of Oxford, 2015
- Honors and Distinction in General Scholarship, University of California, Berkeley, College of Natural Resources, 2014

Louis is a trained facilitator, having led community and stakeholder engagement projects for several public strategic plans. He brings experience centering diversity, equity, inclusion, and belonging principles in company operations and client projects, and has chaired DEI committees for consulting firms and international associations.

REPRESENTATIVE EXPERIENCE

City of Oakley Climate Action Plan

City of Oakley, CA

Louis is leading the development of a Climate Action Plan for the City of Oakley, CA. The scope of work includes an existing conditions assessment, greenhouse gas emissions inventories and scenario projections, a climate vulnerability and risk assessment, and a final plan to be completed and adopted by the City in April 2025.

City of Tumwater, Climate Element

City of Tumwater, WA

Louis is leading the development of a Climate Element for the City of Tumwater, WA. Under state regulation, Tumwater is required to develop a Climate Element as part of its Comprehensive Plan updates, including a Climate Mitigation sub-element and a Climate Resilience Sub-Element. Louis will lead the development of the Climate Mitigation sub-element, as well as community and stakeholder engagement. The Climate Element is expected to be completed by June 2025.

Long Beach Unified School District, District-wide Sustainability Plan

Long Beach, CA

Louis is providing advisory services to help development of a District-wide Sustainability Plan for Long Beach Unified School District. The scope of work includes a current conditions assessment, stakeholder engagement, baseline assessments and target-setting for sustainability performance, goal and strategy development, and implementation support. Louis will advise the District with respect to stakeholder engagement, sustainability performance metrics, and plan implementation.

City of Ellensburg, Sustainability and Energy Plan

City of Ellensburg, WA

Cumming Group supported the development of the City of Ellensburg's first Sustainability and Energy Plan (SEP). Louis served as the Project Manager for this endeavor, leading a fulfillment of a scope of work that included an existing conditions assessment, internal stakeholder engagement, a baseline assessment of greenhouse gas emissions, and a final draft of the plan. The SEP was adopted by the Ellensburg Mayor and City Council in January 2024.

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- Chancellor’s Advisory Council on Sustainability Award, University of California, Berkeley, 2014

LANGUAGES

- Spanish
- Greek

San Francisco International Airport (SFO), Sustainability and Climate Services

Los Angeles, CA

Cumming is providing sustainability and climate services for SFO, the first and only airport in North America with the strategic goals of achieving Triple Zero - zero net energy, waste, and carbon. Louis leads the ESG and Sustainability effort focused on optimizing the use of natural resources and making operations more efficient at the Airport through organizational process improvements to meet the demands of a growing local region. Louis oversees tasks related to: Implementation of SFO’s Resilience Framework, Integrated Environmental, Social, Governance (ESG) Report Development, Federal Funding Grants, Electric vehicle implementation plan, and Operations-focused development strategy.

LA Metro, Moving Beyond Sustainability Strategic Plan

Los Angeles, CA

Cumming Group led the development of LA Metro’s 10-year strategic sustainability plan: Moving Beyond Sustainability. Under this scope of work, Cumming Group led all of the technical baseline analyses across all sustainability performance categories in the plan, and facilitated both internal and external stakeholder engagement as part of the planning process. The Plan was adopted by LA Metro’s Board of Directors in September 2020. Louis served as a Technical Lead and Co-Author of the plan, and has since supported multiple facets of the plan’s implementation, including annual sustainability reports, GHG emissions inventories, and public-facing dashboards and data platforms.

North County Transit District, Sustainability and Climate Action Plan

Oceanside, CA

Cumming Group prepared North County Transit District’s first Sustainability and Climate Action Plan. Louis served as the Project Manager and oversaw execution of the scope of work, which included a baseline conditions assessment inclusive of a greenhouse gas emissions inventory, internal and external stakeholder engagement, and the development of decarbonization strategies and supporting implementation plan. The plan was approved by the District’s Board of Directors in February 2024.

City of Tucson, Climate Action and Adaptation Plan,

Tucson, AZ

The City of Tucson declared a Climate Emergency in September 2020 and committed to both achieving municipal carbon neutrality by 2030 and preparing a climate action and adaptation plan, titled Tucson Resilient Together (or Tucson Unidos somos resilientes in Spanish). Scope components include an existing conditions assessment, community engagement, greenhouse gas emissions analyses, and the development of the final plan with supporting implementation and monitoring and evaluation plans. Louis served as the Project Manager for this endeavor while at Buro Happold.

County of San Diego, Energy Resiliency and Equity Report

San Diego, CA

Cumming Group authored an Energy, Resiliency, and Equity Technical Report for the County of San Diego, as part of a broader sustainability on-call. The report provides a summary of electrical grid conditions, an evaluation of community-scale climate and energy vulnerability in the unincorporated County, and recommendations around programs supporting building-level electrification and energy efficiency. Louis co-authored the report and provided technical advisory on community and energy resilience throughout the unincorporated county area.



Tim Zhang, LEED AP O+M, SASB FSA
Senior Climate Manager

Tim is the Senior Climate Manager for Cumming's Energy and Sustainability team, with over six years of experience and key expertise in GHG accounting, renewable energy procurement, ESG strategy, reporting, and corporate climate risk assessment. He has strong analytical, project management, and stakeholder engagement skills. He leads the climate change services for Cumming Group. Tim has worked Fortune 500 companies in the tech, apparel, consumer products, medical and manufacturing industries. Tim is bilingual (English and Chinese) and has lived and worked in the USA and China. He is experienced in cross-cultural communications and thrives working with international teams with diverse and multi-disciplinary backgrounds.

EDUCATION

- Master of Engineering, Environmental Engineering, Duke University, Durham, NC
- Bachelor of Engineering, Environmental Engineering & Bachelor of Administration, Business Administration, China Agricultural University, Beijing, China

CERTIFICATIONS

- Certificate in ESG Investing, CFA Institute, 2021
- Fundamentals of Sustainability Accounting (FSA) Credential, SASB/IFRS Foundation, 2022
- LEED Accredited Professional Operations + Maintenance (LEED AP O+M), Green Business Certification Inc. (GBCI), 2019
- Qualified Water Efficient Landscaper, Alliance for Water Efficiency, 2020

CORE CAPABILITIES

- Emission Modeling
- ESG Reporting
- GHG Accounting
- Supplier Sustainability Training
- Supply Chain Engagement
- Water Accounting
- Water Risk Assessment

SOFTWARE SKILLS

- ArcGIS
- Energy Toolbase
- Excel VBA
- GaBi
- Google Earth
- Matlab
- Microsoft Office Suite
- Python

REPRESENTATIVE EXPERIENCE

City of Ellensburg Sustainability, Climate, and Energy Master Plan

City of Ellensburg, WA

Tim is the GHG Inventory Manager leading the development of the GHG Inventory for the City of Ellensburg that accounts for the municipal and community's Scope 1, 2, and selected Scope 3 emissions following GHG Protocol guidance for the public sector and leveraging the EPA GHG intensity tool for the local government. Cumming is focused on identifying mitigation measures to meet or exceed compliance with State and Federal policy objectives, including the Clean Buildings Bill (HB 1257, 2019 & SHB 1768, 2021), Clean Energy Transformation Act (CETA), and the Climate Commitment Act (CCA). Cumming is recommending policy options to achieve local goals with specific actions to meet energy system and building code compliance targets; and developing of a robust public participation program review of findings, gauge and incorporate community priorities in the planning process.

North County Transit District, Sustainability and Climate Action Plan,

Oceanside, CA

As the Senior Climate Manager, Tim is leading the Cumming team in developing a baseline GHG inventory (Scopes 1, 2, and 3) and supporting the development of the Sustainability and Climate Action Plan for the North County Transit District (NCTD) in northern San Diego County. The GHG inventory result will fulfill the requirements of the Federal Transit Administration's "Sustainable Transit for a Healthy Planet Challenge" and align with the APTA Sustainability Commitment and various state climate goals. The project will establish a baseline for the agency's operational GHG emissions as well as regional GHG displacement as a result of providing transit service and taking cars off the road. The plan will model NCTD's projected emission reductions through their transition to a zero-emission bus fleet and will identify further emission reduction measures such as renewable energy, microgrid, and storage technology, waste diversion, etc. Tim will also support the development of NCTD's annual sustainability report through 2025, which will communicate performance on the agency's selected sustainability performance metrics and goals in alignment with GRI and other applicable reporting standards.

Long Beach Unified School District, District-wide Sustainability Plan

Long Beach, CA

Tim is the lead Climate Manager overseeing Cumming's development of Long Beach Unified School District's first District-wide Sustainability Plan. The scope of work includes analysis of growth, utility trends and pricing projections, and planned construction and energy/water/waste reduction projects. The energy and climate analysis identifies projects and operational changes where carbon and resource impacts can be reduced and provides project specifics such as cost, payback, project

- QGIS
- R
- RETScreen
- Tableau

AFFILIATIONS

- American Society of Adaptation Professionals (ASAP)

PUBLICATIONS / PRESENTATIONS

- The Proposed SEC Climate Disclosure Rule and What it Means for Students, Duke Fuqua School of Business, Mar 2022
- What SEC's Climate Disclosure Rule Could Mean for Students and Job Seekers, GreenBiz, Mar 2022
- WSP USA Climate and Sustainability Experts Examine Details of the New Federal Climate Rule Requirements for Federal Suppliers and Contractors, WSP Insights, Dec 2022

AWARDS / HONORS

- EDF Climate Corps Fellowship, Premier Graduate-Level Fellowship in Environmental Impact, Environmental Defense Fund, 2019
- EDF Climate Corps Alumni Service Award, Environmental Defense Fund, 2023

LANGUAGES

- Chinese
- English
- Spanish

timelines, and energy and carbon impacts. The Plan is a detailed roadmap of how the District can achieve Net Zero and other goals, such as Building HVAC Electrification, Decarbonization, Fleet Electrification, Zero Waste, Solar PV, and Battery Storage and current conditions assessment, stakeholder engagement, baseline assessments and target-setting for sustainability performance, goal and strategy development, and development and implementation support of the final plan.

Orange County Transportation Authority, Climate Action & Sustainability Plan *Orange, CA*

Tim is serving as the Senior Climate Manager for Cumming to provide climate action, adaptation planning, and vulnerability assessment services to the Orange County Transportation Authority (OCTA). Our team's scope of work includes conducting a GHG emissions inventory, climate vulnerability assessment, and the development of OCTA's Climate Adaptation and Sustainability Plan. The final phase of work also includes developing an annual reporting framework and metric calculation template to support OCTA with annual reporting.

San Francisco Int'l. Airport (SFO), Sustainability and Climate Services *San Francisco, CA*

Tim is the lead climate manager and Airport Carbon Accredited Verifier for Cumming's SFO contract for sustainability and climate services. SFO is the first and only airport in North America with the strategic goals of achieving Triple Zero - zero net energy, waste, and carbon. Louis leads the ESG and Sustainability effort focused on optimizing the use of natural resources and making operations more efficient at the Airport through organizational process improvements to meet the demands of a growing local region. Our project services include strategic planning to develop the airport's first ESG Plan based on the new ESG Airports Council International-North America ESG airports framework and moving SFO from Level 4 to Level 5 of the Airport Carbon Accreditation (ACA). Tim supports the following tasks related to: Sustainability Strategic Planning, Integrated Environmental, Social, Governance (ESG) Report Development, Federal Funding Grants, and Operations-focused development strategies.

LAWA Air Quality, Greenhouse Gas Emissions, Carbon, Program Management *Los Angeles, CA*

Tim is the lead climate manager and Airport Carbon Accredited Verifier for Cumming's LAWA contract providing sustainability services support to Los Angeles World Airports (LAWA) including GHG/carbon emission inventory development, analysis, and reporting and technical air quality analyses and strategic air quality evaluations for all three LAWA airports. Our firm is part of a larger team developing the airports greenhouse gas (GHG) inventory and obtaining ACA certification for LAX, developing airport-wide GHG emissions inventories for Scope 1, 2, and 3 sources, and supporting development of the ACA-required stakeholder engagement plan. Developed carbon reduction projects have earned LAX the Level 3 Airport Carbon Accreditation from the Airports Council International; the Level 3 ranking in 2017 made it the third airport in the United States to reach that level of GHG emission reduction certification. The Level 3 Certification – Optimization, indicates that the Scope 1 and Scope 2 GHG emissions (from sources owned by Los Angeles World Airports) have been declining compared to the previous three-year average. In addition, the Scope 3 emissions for airport tenant activities (aircraft and ground support operations), passenger vehicle trips, and cargo truck trips are in the scope of services.



Paul Kylo, CEM

Energy Lead

Paul is the Director of Energy for Cumming Group. He is a proven leader in the energy and sustainability space with more than 30 years of experience delivering effective solutions to help meet Owner carbon reduction goals in California and across the U.S. He combines unique technical, market, and regulatory knowledge with deep experience in business operations to implement scalable approaches to reducing a client's environmental footprint. In the past 10 years alone, Paul's efforts have directly reduced carbon emissions by more than 50,000 metric tons of CO2 equivalent.

REPRESENTATIVE EXPERIENCE

City of Grants Pass (OR), Solar Feasibility Studies

Grants Pass, OR

Paul oversees the Cumming Group team providing the City of Grants Pass Solar Feasibility Studies at three sites, Foothill and Merlin Landfills and the Redwood pump station totaling 15.97. Services include a Feasibility Study of the Economic performance, Environmental Resiliency, Sustainability and Social Benefits of potential solar installations of large solar fields at all locations. Cumming group solar experts are providing the City an analysis on the different possibilities of ownership such as city owned, community solar, power purchase agreements, and other options for each of the proposed solar arrays.

CA Energy Commission CalSHAPE Ventilation and Plumbing Program

Los Angeles, CA

Paul oversees the implementation of energy, decarbonization, and building electrification projects through the California Energy Commission CalSHAPE program for 70+ K-12 clients, managing the program's requirements for participation including (i) submittal of program funding applications and management of funding awards and distribution, (ii) development of site-specific estimates for the number and type of all HVAC systems at the site. (iii) performance of the HVAC system and delivery of the HVAC Assessment Report inclusive of results and findings. Cumming's in-house cost estimators develop line-item costs for materials, labor, and other costs per the CEC allowable labor rates and include brief narratives explaining the use of funds for any other costs.

Long Beach Unified School District, District-wide Sustainability Plan

Long Beach, CA

Paul oversees Cumming energy team developing Long Beach Unified School District's first District-wide Sustainability Plan. The scope of work includes analysis of growth, utility trends and pricing projections, and planned construction and energy/water/waste reduction projects. The energy analysis identifies projects and operational changes where carbon and resource impacts can be reduced, and provides project specifics such as cost, payback, project timelines, energy and carbon impacts. The Plan is a detailed roadmap of how the District can achieve Net Zero and other goals, such as Building HVAC Electrification, Decarbonization, Fleet Electrification, Zero Waste, Solar PV and Battery Storage.

L.A. Metro, Sustainability Reporting & Data Management Protocol

Los Angeles, CA

Paul provides energy project management support for the agency's energy strategy and related decarbonization projects and oversees energy project implementation of its 10-year sustainability strategic plan, Moving Beyond Sustainability, as well as the industry standard metrics defined by the APTA Sustainability Reporting guidelines. Paul oversees Metro's energy efficiency, renewable energy, and BMS controls projects

EDUCATION

- Master of Business Administration, Loyola Marymount University, Los Angeles, CA
- Bachelor of Science, Mechanical Engineering, California State Polytechnic University, Pomona

CERTIFICATIONS

- Certified Energy Manager, Association of Energy Engineers, 2013

CORE CAPABILITIES

- Client Engagement
- Contract Negotiations
- Financial Management
- Program Operations
- Strategic Planning
- Technical Writing

AFFILIATIONS

- Western HVAC Performance Alliance, Co-Founder

PUBLICATIONS / PRESENTATIONS

- The Water-Energy Nexus: Opportunities and Challenges for the Energy Sector, Association of Energy Services Professionals, Aug 2015
- The Challenge of AC Early Replacement, ACEEE Summer Study on Energy Efficiency in Buildings, Aug 2012

AWARDS / HONORS

- Technology Transfer Award, Efforts to Commercialize Variable Refrigerant Flow HVAC Equipment in California, Electric Power Research Institute

that are ongoing and expected to be installed in the next 2-3 years, including LED Lighting retrofit of Gateway Headquarters Building, Multiple rail and bus projects, and BMS retrofits for (20) Rail and Bus Operating Divisions.

San Francisco Int'l. Airport (SFO), Sustainability and Climate Services

San Francisco, CA

Paul is the Senior Energy Manager for Cumming's sustainability and climate services for SFO. Paul oversees the Building retro-commissioning and focused on optimizing the use of natural resources and making operations, specifically energy usages and renewable energy opportunities at the Airport. Paul oversees tasks related to: Federal Funding Grants and State and Local incentives, Electric vehicle implementation plan, and Operations-focused development strategy, On-site solar and battery program, and Building retro-commissioning

Confidential U.S. Mall Retailer, Energy Audit & Net Zero Carbon Strategy Development

Los Angeles, CA

Paul is the Energy Director delivering Cumming energy services for 13 flagship client properties across the U.S. He oversees Cumming's energy team of professional engineers, auditors and analysts performing ASHRAE Level II energy audits, data analysis, technical report development, Net Zero measure development, cost assessments, and Owner project presentations. Cumming has identified and developed measures supporting URW's energy efficiency goal of an overall 20% reduction in energy usage for 2023; and the development of a long-term Net Zero Roadmap for facility operations. Paul also supports URW with sustainability reporting of all resources and recently developed a dynamic PowerBI dashboard tool to URW executives that achieved a vastly more comprehensive and calculated mode of tracking utility usages and cost analysis in real time house resources data, utility bills, energy usage, demand spikes, and costs. Cumming oversees Client's greater North American Energy and Sustainability portfolio, implementing widespread corporate changes towards carbon reduction during the pivotal period.

Southern California Edison, Energy Efficiency Programs Development

Southern CA

Senior Program Manager with responsibilities that included:

- Managed a \$65M portfolio of residential and commercial energy efficiency programs focused on innovative and transformative approaches to reducing energy and peak demand use.
- Led regulatory planning efforts for \$500M energy efficiency program portfolio including the design of more than 30 program implementation strategies.
- Successfully planned, launched, and managed the nationally recognized ENERGY STAR™ HVAC Quality Installation Program, which installed more than 20,000 residential HVAC systems and was highlighted by ACHR News in April 2009 article as "groundbreaking" and the "best example" of a utility program.
- Held leadership positions in several HVAC industry associations including co-chair of the Consortium for Energy Efficiency Residential HVAC Committee, Board of Directors for the Institute of Heating and Air Conditioning Industries, the Board of Trustees for North American Technician Excellence, and member of the Air Conditioning Contractors of America Residential HVAC Quality Installation Standards Committee



Arvind Subramanya, PE, CBCP®

Senior Engineer

Arvind is a Senior Energy Engineer at Cumming and brings over 16 years of experience in energy management, utility programs, building technologies, sustainability, smart grid solutions, renewables, and project management. Arvind has led and worked on energy efficiency programs with utilities, state, city, federal, educational, non-profit, commercial, and industrial sectors. He specializes in strategic decision-making towards sustainable building operations; Life Cycle Cost Analysis (LCCA), Total Cost of Ownership (TCO), and Supply/Demand Side Management. In addition, Arvind has led several commissioning, retro-commissioning, and monitoring based commissioning projects and has authored research projects developing white papers and articles to support energy efficiency, sustainability, and electric load management.

EDUCATION

- Master of Engineering: Mechatronics, Robotics & Automation, University of Wollongong, New South Wales, Australia
- Bachelor of Mechanical Engineering, Bangalore University, India
- Diploma in Software Network Centered Computing NIIT
- Diploma in Software Technology and Systems Management NIIT

CERTIFICATIONS

- Professional Engineer (P. E.): Mechanical Engineering
- Certified Building Commissioning Professional (CBCP)

SOFTWARE SKILLS

- eQuest 3.65
- EnergyPro
- TRACE 700
- Visual 3D Lighting Simulation
- AutoCAD
- Air Master+
- MS Word, Excel, PowerPoint

PUBLICATIONS / PRESENTATIONS

- The publication lays groundwork for how to optimize a facility to operate as an automated load management resource through the integration of real-time communication of addressable loads and distributed energy resources with utility smart meter data to modify building loads based on control algorithms., Automated intelligent Distributed Energy Resource (DER) management, 2019.

REPRESENTATIVE EXPERIENCE

City of Grants Pass, Solar Feasibility Studies

Grants Pass, OR

Arvind supports the Cumming Group team providing the City of Grants Pass Solar Feasibility Studies at three sites, Foothill and Merlin Landfills and the Redwood pump station totaling 15.97. Arvind performed site visits and energy analysis for the City on the different possibilities of ownership such as city owned, community solar, power purchase agreements, and other options for each of the proposed solar arrays.

San Francisco Int'l. Airport (SFO), Sustainability and Climate Services

San Francisco, CA

Arvind is the technical lead providing services to SFO related to energy and commissioning. Our project services include strategic planning to develop the airports first ESG Plan based on the new ESG Airports Council International-North America ESG airports framework and moving SFO from Level 4 to Level 5 of the Airport Carbon Accreditation (ACA). Arvind provides advisory on high performance building systems, including building electrification, commissioning and retro-commissioning, energy efficiency optimization data monitoring, and building management systems.

URW Energy Audits

Multiple Locations, Nationwide

Arvind leads Energy Audit and Analysis services for URW 13 flagship properties across the U.S. He manages and work with Cumming's energy team of professional engineers, auditors and analysts performing ASHRAE Level II energy audits, data analysis, technical report development, Net Zero measure development, cost assessments, and Owner project presentations. Cumming has identified and developed measures supporting URW's energy efficiency goal of an overall 20% reduction in energy usage for 2023; and the development of a long term Net Zero Roadmap for facility operations.

Orange County Healthcare Campus El Toro

Orange County, CA

Arvind oversees Commissioning services for the new-build "Orange County El-Toro Project" will be an estimated 68,000 SF facility two-story facility situated on a 4-acre site. The new facility will be designed to integrate administrative and operational wings of several county facilities under the same "campus" environment. Project will be developed as a new center for the operation of the Orange County Emergency Medical Services (OCEMS), Orange County Public Health Laboratory (OCPHL) & Orange County Health Care Agency (OCHCA) Administration.



CA Energy Commission CalSHAPE Energy Program

Los Angeles, CA

Arvind oversees Cumming's energy team performing energy analysis and field auditing for the CA Energy Commission (CEC) CalSHAPE Grant Program for over 40+ K-12 clients throughout California projects; includes requirements for program participation including (i) submittal of program funding applications, management of funding awards and distribution, (ii) performance of the HVAC Assessment of all air-handling units, rooftop units and unitary and single zone equipment of the school site's HVAC system and subsequent HVAC Assessment Report inclusive of results and findings from the assessment, (iii) development of site-specific estimates for the number and type of all HVAC systems at the site. Cumming's in-house cost estimators develop line-item costs for materials, labor, and other costs per the CEC allowable labor rates and include brief narratives explaining the use of funds for any other cost.

California State University, Multiple Campuses

Multiple Locations, CA

Led and performed commissioning (Cx), retro-commissioning (RCx), and monitoring based commissioning (MBCx) and training across several campuses. Projects include state-of-the-art Performance Arts Center (PAC), which includes a 1,700-seat performance hall, 175-seat black box theater, backstage support, classrooms, 230-seat lecture room, rehearsal and events space, and a broadcast facility. In addition, Arvind has completed commissioning projects at other buildings such as the Student Resource Center (SRC) and classrooms. Engineering services include Cx plan development, performing design reviews, pre-functional checklists, functional test procedures, BMS/EMS assessments, energy modeling, and HVAC and system controls tune-ups.

California State University, Channel Islands Campus

Ventura, CA

Commissioning (Cx), retro-commissioning (RCx), and monitoring based commissioning (MBCx). Projects include buildings such as classrooms, faculty offices, library, student residence center, student center, and other on-campus facilities. Engineering services include Cx plan development, performing design reviews, pre-functional checklists, functional test procedures, BMS/EMS assessments, energy modeling, and HVAC and system controls tune-ups.

LA Metro, Sustainability Program Assistance Services

Los Angeles, CA

Arvind is responsible for the development of energy efficiency projects, renewable energy and battery storage, microgrid project development and commissioning program support for the Metro's Environmental Compliance and Sustainability department. Other services include Energy Conservation & Renewable Energy Management, and Construction management Support for the implementation of energy project development and construction. Arvind is also responsible for Metro's commissioning services oversight for all Measure M capital projects including the development of Owner OPR documents, and BOD; contractor bid specifications for commissioning; and construction Cx oversight for bus and rail capital projects.



Daniel Ho, EIT, CEM, ENV SP
Mechanical Engineer

Daniel is a Mechanical Engineer with years of experience in the energy and sustainability industry, working primarily on commercial, industrial, and multifamily energy efficiency and solar/battery incentive programs. He is focused on providing technical analysis on renewable energy installations, advancing opportunities for sustainability, program management, facilitating collaborative relationships between clients and local and federal regulators, and ensuring clients adhere to all local and federal initiatives. Daniel has extensive experience in energy and solar modeling, utility bill analysis, ASHRAE Level I, II, and III energy audits, advanced energy storage (AES) system analysis, LEED Certifications and regulatory compliance.

EDUCATION

- Bachelor of Science, Mechanical Engineering, University of California, San Diego

CERTIFICATIONS

- Certified Energy Manager (CEM), Association of Energy Engineers
- Engineer-in-Training (EIT), California Board for Professional Engineers, Land Surveyors, and Geologists
- Envision Sustainability Professional (ENV SP), Institute for Sustainable Infrastructure

SOFTWARE SKILLS

- AutoCAD (2D, 3D)
- Energy Toolbase
- Energy Star
- eQUEST 3.65
- HelioScope
- Microsoft Office Suite
- PVSyst

YEARS OF EXPERIENCE

- 5 Years

REPRESENTATIVE EXPERIENCE

Grants Pass (OR), Solar Feasibility Studies

Grants Pass, OR

Daniel is the lead solar engineer supporting the Cumming Group team providing the City of Grants Pass Solar Feasibility Studies at three sites, Foothill and Merlin Landfills and the Redwood pump station totaling 15.97. Services include a Feasibility Study of the Economic performance, Environmental Resiliency, Sustainability and Social Benefits of potential solar installations of large solar fields at all locations. Arvind performed site visits and energy analysis for the City on the different possibilities of ownership such as city owned, community solar, power purchase agreements, and other options for each of the proposed solar arrays.

River Delta Unified School District Energy and Solar Analysis

Rio Vista, CA

Daniel and Cumming support River Delta USD in an independent review of Energy Audit Reports Solar PV contract submitted by a major solar provider vender. Cumming performed risk assessments and financial analysis of the project and developed a detailed Technical Analysis and Risk Report that included multiple findings and recommendations to reduce investment costs, contract terms, production guarantee; Cumming provided backup cost estimates for all equipment installation including electrical equipment and transformer upgrades.

Torrance Unified School District Solar Analysis

Torrance, CA

Daniel and Cumming support Torrance USD in an independent review of a Solar PV contract submitted by a major solar provider vender. Cumming performed risk assessments and financial analysis of the project and developed a detailed Technical Analysis and Risk Report that included multiple findings and recommendations to reduce investment costs, contract terms, production guarantee; Cumming provided backup cost estimates for all equipment installation including electrical equipment and transformer upgrades. Additionally, Cumming aids the district in the application for Net Energy Metering (NEM) and facilitated the procurement of the solar equipment, contractor, and installation.

Santa Maria-Bonita Unified School District Solar Analysis

Santa Maria, CA

Daniel and Cumming support Santa Maria Bonita USD in an independent review of a Solar PV contract submitted by a major solar provider vender. Cumming performed risk assessments and financial analysis of the project and developed a detailed Technical Analysis and Risk Report that included multiple findings and recommendations to reduce investment costs, contract terms, production guarantee; Cumming provided

backup cost estimates for all equipment installation including electrical equipment and transformer upgrades.

Woodlake Unified School District Solar Analysis

Santa Maria, CA

Daniel and Cumming support Woodlake USD in an independent review of a Solar PV contract submitted by a major solar provider vender. Cumming performed risk assessments and financial analysis of the project and developed a detailed Technical Analysis and Risk Report that included multiple findings and recommendations to reduce investment costs, contract terms, production guarantee; Cumming provided backup cost estimates for all equipment installation including electrical equipment and transformer upgrades

Tulare County of Education Solar Analysis

Visalia, CA

Daniel and Cumming support the Tulare County of Education in an independent review of a Solar PV contract submitted by a major solar provider vender. Cumming performed risk assessments and financial analysis of the project and developed a detailed Technical Analysis and Risk Report that included multiple findings and recommendations to reduce investment costs, contract terms, production guarantee; Cumming provided backup cost estimates for all equipment installation including electrical equipment and transformer upgrades.

CalSHAPE, California Energy Commission

Multiple Locations, CA

Daniel assists in the implementation of energy projects through the California Energy Commission CalSHAPE program for 70+ K-12 clients, managing the program's requirements for participation including (i) submittal of program funding applications and management of funding awards and distribution, (ii) development of site-specific estimates for the number and type of all HVAC systems at the site. (iii) performance of the HVAC system and delivery of the HVAC Assessment Report inclusive of results and findings. Cumming's in-house cost estimators develop line-item costs for materials, labor, and other costs per the CEC allowable labor rates and include brief narratives explaining the use of funds for any other costs.

LA Metro, Sustainability Reporting, and Data Management Protocol

Los Angeles, CA

Supported the annual development and publication of Los Angeles Metro's annual Sustainability Report and GHG emissions inventory (Scopes 1, 2 and select 3), including all aspects of data collection, trend analysis, report writing, graphics, and report production. Metro reports annually on two sets of sustainability metrics - custom metrics from the agency's 10-year sustainability strategic plan, Moving Beyond Sustainability, as well as the industry standard metrics defined by the APTA Sustainability Reporting guidelines. As such, their report includes 30 different sustainability performance metrics ranging from emissions and natural resource use, to workforce development and sustainable procurement. The report conforms with The GHG Protocol, the APTA Sustainability Commitment, ISO 14064, and other applicable standards governing sustainability reporting and verification for public agencies.



Morgan Rose, EIT, CEM, ENV SP

Sustainability Project Manager

Morgan is a Sustainability Project Manager for Cumming's Energy and Sustainability Team. As a Master of Urban Planning (MUP), Morgan specializes in climate and sustainability planning and program management in built environment contexts. She has over 6 years of experience managing programs, plans, and partnerships for a diverse range of city, state, public, and nonprofit clients.

REPRESENTATIVE EXPERIENCE

City of Ellensburg, Sustainability and Energy Plan

Ellensburg, WA

Morgan supported Cumming's development of a Sustainability and Energy Plan for the City of Ellensburg in Washington. This Plan established a cohesive roadmap detailing how the City will comply with state energy legislation and successfully execute the sustainability and energy portions of its strategic vision. A key part of Morgan's role in this project involved analyzing and embedding feedback from the City's community engagement efforts into the Plan's targets, goals, and strategies. Morgan also helped lead and execute the final Sustainability and Energy Plan design.

Long Beach Unified School District, District-wide Sustainability Plan

Long Beach, CA

Morgan supported the development of a District-wide Sustainability Plan for Long Beach Unified School District. The project scope of work included a current conditions assessment, stakeholder engagement, baseline assessments and target-setting for sustainability performance, goal and strategy development, and implementation support. Morgan served as a strategic advisor and editor during final Plan development and design, with particular focus on Plan baseline assessments and stakeholder engagement.

North County Transit District, Sustainability and Climate Action Plan

Oceanside, CA

Morgan supported the development of a Sustainability and Climate Action Plan for the North County Transit District (NCTD) in northern San Diego County. The project established a baseline for the agency's operational GHG emissions as well as regional GHG displacement as a result of providing transit service and taking cars off the road. Morgan supported the ultimate design and layout of the Plan, with focus on clarity and accessibility. Morgan also developed the key terms and appendix sections of the Plan.

LA Metro, Environmental Justice / Land Use Toolkit Module

Los Angeles, CA

Morgan manages LA Metro's forthcoming Environmental Justice / Land Use Toolkit Module project. A strategic collaboration between LA Metro's Office of Equity and Race (OER) and Office of Sustainability (OOS), the Toolkit Module project will feature a formalized framework of equity indicators that will help LA Metro staff and other key stakeholders better understand, evaluate, and communicate equity and land use impacts from LA Metro projects through geographic analysis. Morgan manages a diverse team of external and external stakeholders contributing to this initiative, which is occurring in phases. The initial phase includes the development of a comprehensive community-based organization partnership plan, engagement plan, background research, and stakeholder engagement activities to better understand Toolkit Module users and needs. Future phases will include Toolkit Module development and iteration, rollout and use case testing, and comprehensive staff training.

EDUCATION

- Master of Urban Planning, University of Southern California, Los Angeles, CA
- Bachelor of Arts, International Development Studies, University of California, Los Angeles

CERTIFICATIONS

- Envision Sustainability Professional (ENV SP)

CORE CAPABILITIES

- Data Management
- Project Management
- Strategic Planning
- Urban Planning

SOFTWARE SKILLS

- Adobe Suite
- Google Suite
- Microsoft Office Suite
- Python

AWARDS / HONORS

- Dean's Certificate of Merit, Projects Related to Urban Planning Master's Degree, USC Price, 2023
- Lowdon Wingo Prize, Exemplary Academic Achievement in Urban Planning, USC Price, 2023
- International Development Studies Academic Award, Award for Exceptional Thesis Project, UCLA, 2017

YEARS OF EXPERIENCE

- 6 Years



LA Metro, Regional Bus Stop Improvements Initiative

Los Angeles, CA

Morgan is Project Manager for the Regional Bus Stop Improvements Initiative at LA Metro. The Regional Bus Stop Improvements Initiative seeks to facilitate a county-wide conversation focused on enhancing bus stops in Greater Los Angeles. It fosters collaboration across jurisdictions to support the development of both technical and financial strategies that enhance the infrastructure, safety, and customer experience of bus stops in Los Angeles County. Morgan is currently overseeing the development of a robust Program website and resource hub, which will provide Angelenos and jurisdictions access to key materials, tools, and convening opportunities related to bus stop improvements.

LA Metro, Growing a Greener Workforce

Los Angeles, CA

Morgan manages day-to-day logistics and helps lead strategic direction for Metro's Growing a Greener Workforce Program. This Program provides both Metro employees and the general public with educational opportunities focused on climate and sustainability. Morgan supports program curriculum, training administration, and marketing and outreach strategy with program partners and key stakeholders. A core part of Morgan's work with this Program involves developing strategic outreach plans to best engage both internal Metro employees and Angelenos interested in learning more about sustainability. Morgan leads sessions with internal Metro stakeholders, local environmental nonprofits, and other community-based groups to better understand how to most effectively reach diverse audiences through this Program, with a focus on vulnerable and overburdened Angelenos, and she translates the results of these efforts into strategic outreach plans with ample opportunities for ongoing iteration and refinement. To date, the program has facilitated sustainability training and certification for over 1,000 Metro employees and over 400 external community members.

LA Metro, Sustainability Youth Program

Los Angeles, CA

Morgan serves as Project Manager for Metro's Sustainability Youth Program. The Youth Program provides professional development pathways, educational initiatives, and leadership opportunities for young Angelenos interested in sustainability and the environment. Morgan leads program management and strategic stakeholder engagement for this initiative. She convenes and facilitates strategic discussions across a diverse cohort of climate and sustainability professionals, internal stakeholders at Metro, and local youth affiliated with Metro's community programming. She coordinates and consolidates feedback derived from these sessions into streamlined, actionable strategic plans that reflect wide-ranging stakeholder input for early-stage project implementation in the coming months.



Adriana Aragon, ENV SP, LEED GA, WELL AP, FITWEL AMBASSADOR Assistant Project Manager

Adriana has over five years of experience supporting the implementation of urban development through a wide variety of businesses and industries. Adriana has experience with data-driven responsibilities on projects that continuously grow and evolve over time, managing work in both descriptive and predicative analysis. Alongside her degree in Geography Urban Studies, she has supported LEED projects, succeeded at becoming a LEED Green Associate, and is in current pursuit of LEED AP BD+C. Outside of her environmental certifications and passion, she shows strength in time management, resourcefulness, data analysis, relationship management skills, and project organization/leadership.

EDUCATION

- Bachelor of Arts, Geography Urban Studies, University of Texas at Austin

CERTIFICATIONS

- Certified Fitwel® Ambassador, Fitwel Certification System
- WELL Accredited Professional, International WELL Building Institute
- LEED Green Associate (LEED GA), U.S. Green Building Council
- Envision Sustainability Professional (ENV SP), Institute for Sustainable Infrastructure, 2023

TRAINING

- OSHA 10-Hour Training Certificate

REPRESENTATIVE EXPERIENCE

Long Beach Unified School District, District-wide Sustainability Plan

Long Beach, CA

Adriana provides project management and coordination support to the team as needed. She provides project coordination and project controls including coordinating team schedules to assist in the development of Long Beach Unified School District's first Districtwide Sustainability Plan.

North County Transit District, Sustainability and Climate Action Plan

Oceanside, CA

Adriana provides project management and coordination support to the team as needed. Her focus is on stakeholder engagement, where she provides project coordination and project controls support on an on-going basis including coordinating team and stakeholder schedules to assist in the development of North County Transit District's Sustainability and Climate Action Plan (SCAP).

LA Metro, Sustainability Program Management Services

Los Angeles, CA

Adriana provides project management support on a variety of sustainability projects for the Los Angeles Metro. She leads subconsultant management, project controls, task order development, progress tracking, invoicing, administrative support, and various contract management support of the multi-million dollar contract. Additionally, she works alongside Cumming project managers providing services to the LA Metro's Office of Sustainability. Adriana provides project data analysis, quality assurance reviews, and reporting support for the implementation of Metro's Moving Beyond Sustainability goals.

Orange County Transportation Authority, Climate Adaptation and Sustainability Plan

Los Angeles, CA

Adriana supports day-to-day project management by developing meeting agendas, preparing and distributing meeting minutes, and coordinating meeting schedules. She conducted research on OCTA's internal programs/policies, as well as external policies, programs, technical resources, and best practices, and assisted in summarizing findings in a Best Practices Memo. She assisted with preparing presentations and other materials for internal and external stakeholder engagement meetings. She also supports her team with the development of the Climate Adaptation and Sustainability Plan, the agency's first Climate Adaptation and Sustainability Plan.



Port of Los Angeles, Environmental Management System ISO 14001 Program Management

Los Angeles, CA

Cumming manages the Port of LA’s Environmental Management System (EMS) for operational best practices that help ensure compliance with federal, state, and local environmental regulations, continual improvement, and pollution prevention. Adriana supported the team with scheduling audit workshops and creating materials for the workshops for internal stakeholders.

Amazon, Various Projects, Northwest U.S.

Provided support for nine (9) project managers in the Northwest region. Played a key role on client’s tenant improvement projects by creating tools and insights that support client’s vision. Developed and managed project audit reports, closeout requirements and activities, reviewed and requested purchase orders, project documentation, deliverables, schedule updates, progress payments, reviewed and processes invoices, purchase orders, change orders, and vendor contracts and proposals.

Section E

Our Approach



Our Approach

Project Understanding

Cumming Group acknowledges and affirms the request by the Town of Berthoud (“Town”) to work with the Town Board & staff, Planning Commission, community and other stakeholders to develop a Sustainability Action Plan. This planning effort, with all of its individual components and deliverables, will provide a strategic framework for advancing the Town’s sustainability goals, engaging stakeholders, promoting accountability, improving quality of life, enhancing economic prosperity, and addressing global challenges through local efforts.

Our Approach to Sustainability

Cumming Group’s holistic approach to sustainability and climate action planning yields actionable, equitable, and impactful plans.

Cumming Group is exceptionally prepared to work with the Town, the Town Board & staff, Planning Commission, community and other stakeholders to deliver this Plan, bringing forward a team with decades of collective experience working with cities, regional government, and public agencies in Colorado and beyond on sustainability- and climate-centered strategic plans. Our know-how and approach to this work are not solely informed by our experience working on strategic plans, but also by our experience working with public sector clients to implement those plans through in-house program and project management.

Work Plan

Our approach, as explained in the task-based breakdown that follows, is highly collaborative and designed to bridge gaps between data, technical solutions, organizational culture, and community needs. It is our commitment that this work, and the final Sustainable Action Plan, will do the following:

- **Resonate with and reflect the Town’s vision** to maintain its small-town character while encouraging new industry development to grow its local workforce;
- **Bring the community together**, moving beyond conventional ‘transactional’ engagements toward approaches that meet people where they are and foster buy-in toward the Town’s climate endeavors;;
- **Create a shared sense of responsibility** around climate action.

Task 1: Project Management

Objective: Establish an effective working relationship between the consultant team, Town departments and staff, and defines the Plan’s stakeholders, and community outreach activities.

Cumming Group has assigned a committed Project Manager, **Katya Balakhovsky**, to provide day-to-day oversight and management of the Sustainability Action Plan. Katya brings extensive experience working with public sector clients, having led sustainability planning efforts for Long-Beach Unified School District, San Francisco International Airport, and Orange County Transportation Authority, as well as leading technical analyses for the City of Oxnard (CA), the County of San Diego, and various other entities.

Cumming Group proposes facilitating monthly meetings with the project core team via videoconference to review progress, discuss key activities and milestones, review schedule and budget status, solicit input on deliverables, discuss strategies to overcome challenges, and foster a dialogue regarding Berthoud’s vision to keep its small town identity but meet the outlined sustainability goals and the strategies and implementation priorities therein. These meetings will serve to routinely update Town staff and to ensure accountability on the project schedule and budget.

In addition to these routine meetings, Cumming Group will facilitate a variety of task specific meetings (as outlined throughout our approach to the Scope of Work), including a kick-off meeting, staff meetings and interviews, stakeholder and community

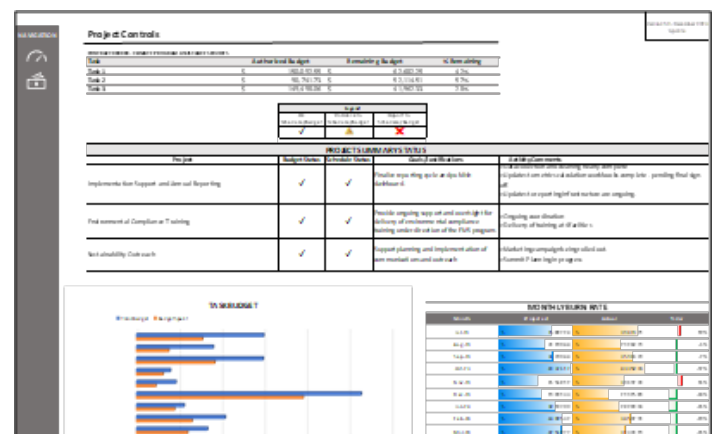


Figure 1 - Sample Project Controls Workbook



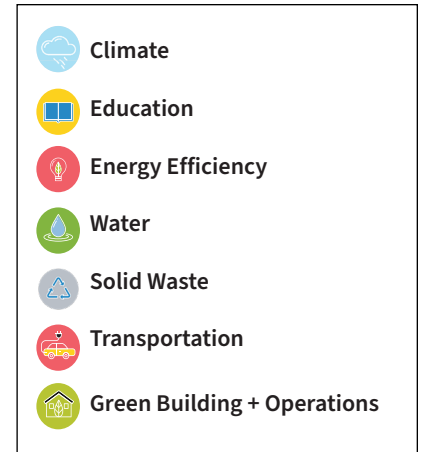
engagement, and other background and draft review meetings. As part of this task, Cumming will also maintain budget and schedule workbooks, action items logs, and stakeholder engagement plans.

Task 2: Inventory of Existing Conditions

Objective: Assess the Town's current practices using a set of key sustainability metrics to understand the key challenges and opportunities.

Cumming Group will issue a request for information (RFI) to analyze existing information across core sustainability categories such as waste, water, transportation and others for the selected baseline year (2023 recommended). As needed, our project team will schedule and facilitate follow-up meetings with the City's core team or other City staff to ensure that all necessary data and documents have been properly identified and collected. These meetings will also be used to review existing conditions with City staff and confirm the parameters and methodologies. After data collection is complete, Cumming Group will aggregate the data and analyze it for gaps, irregularities, and other outliers to ensure that a quality, comprehensive, and reliable dataset is being used.

In order to streamline this task, and accommodate the inventory within the base scope budget, the Town will be responsible for providing data in electronic format already aggregated to the facility level. Cumming Group will develop an aggregated carbon footprint to serve as the baseline for the climate category.



As information is received, our team will conduct research on the City's existing and internal community-wide programs, code and ordinances, technical and programmatic resources, and other policies and projects that may be pertinent to the Sustainability Action Plan.

Deliverables

- **Assessment of current practices**
- **Aggregated carbon footprint**
- **Inventory of native resource use (energy, waste, water, etc.)**

Task 3: Establish Sustainability Goals

Objective: Work with key stakeholders to establish specific, time-bound sustainability goals.

Cumming Group has facilitated stakeholder management for a multitude of public agency clients including cities, counties, transit agencies, and airports during their climate and sustainability planning and implementation journeys. Cumming Group will implement stakeholder engagement best practices such as ensuring that there is sufficient opportunity to communicate, background information is provided prior to any meetings, meeting time is allocated to review contextual information, and dynamic tools and activities are being leveraged. Under this task, Cumming Group will facilitate one group meeting, and up to 3 targeted meetings with specific Town staff that oversee operations of key areas pertaining to sustainability. In addition, Cumming Group will conduct a study session in the early phases of the work with Board members to gain initial buy in and consensus on next steps. These meetings will be focused on the review of proposed goals and feasibility of each goal.

Cumming will prepare suggested time bound goals for each category based on the results of the inventory of existing conditions and industry best practices, as well as alignment with state policy. Cumming understands that Colorado has set a GHG reduction goal of 90% by 2050, and as such public agencies throughout the state will be expected to tailor their plans to align with the state-wide target.

Deliverables

- **One stakeholder engagement workshop (group meeting)**
- **Three targeted engagement meetings**
- **Time bound, quantitative sustainability goals**
- **Board Members Study Session**

Task 4: Develop a Sustainability Action Plan

Objective: Develop a set of actions and initiatives that enable the town to achieve their sustainability goals

Cumming will develop and design a Sustainability Action Plan (“Plan”) document. This Plan will house the results of the current inventory and existing practices, as well as lay out the established goals and a description of the stakeholder engagement efforts undertaken by the Town to determine these goals. The Plan will include photos and infographics to allow the Town to use this document in marketing efforts to advertise its sustainability program and commitment to climate action. Cumming will also integrate two rounds of comments and revisions from Town staff.

In order to maximize the benefits of the Plan, Cumming recommends Sustainability Goals to be supported by specific measures and actions that the Town plans to implement, including the recommended timelines for these actions. This task will build upon the work done in Task 3 and will expand the language of the plan to focus on those strategies and actions that have been deemed feasible by Berthoud stakeholders across various categories, including energy, waste, water, and green buildings.

While climate is just one of the focus areas addressed in the Sustainability Plan, climate protection is a central consideration driving strategy selection and implementation. As such Cumming will calculate GHG emissions impacts of proposed climate strategies and measure and include them in the Plan documents to visually present the positive impacts of the Towns efforts. Additionally, it is noted that water conservation, waste reduction, and sustainable purchasing also have GHG reduction co-benefits. Thus, GHG emissions can serve as the common metric through which the city’s reports across all focus areas are measured and reported. This approach will allow the city to quantify the cumulative climate benefits of its sustainability program and will also provide the city with a mechanism for benchmarking against peers and aligning its goals with state, federal, and international climate goals.

Cumming will develop a menu of GHG mitigation strategies based on the findings of the Current Conditions Inventory assessment. The initial set of strategies will reflect the outcomes of the emissions and assessments, Berthoud’s level of control over certain emission sources, alignment with regional, state, and federal goals and regulatory requirements, and municipal best practices. With respect to specific GHG mitigation measures, Cumming Group will focus on identifying municipal and community-wide measures that meet at the nexus of greatest emissions impact at the lowest direct cost to the municipality and community members. Cumming Group will present measures that consider presently available technologies, current and anticipated external funding, and regulatory requirements. This information will be reviewed with the Town.

Deliverables

- **Sustainability Action Plan, including specific GHG emissions reduction measures**

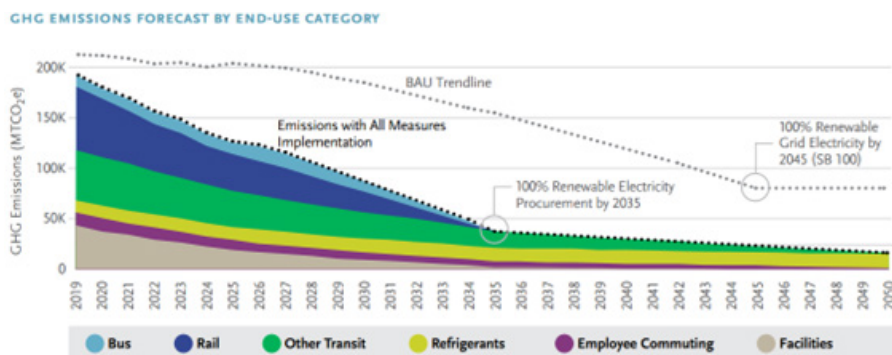


Figure 2: Example of an emissions forecast “wedge model” prepared for LA County Metropolitan Transportation

Task 5: Implement Actions and Initiatives

Objective: Develop a timeline for implementation of the sustainability plan. Establish a framework for monitoring implementation progress using key sustainability metrics.

Cumming Group will develop an implementation roadmap for each of the goals, based on the time-bound targets of each goal. This includes providing guidance on timeline, prioritization, sequencing, responsible parties, and potential partners. Cumming Group will also outline a menu of prioritization criteria that the Town staff can leverage when making determinations on future projects. This roadmap will serve to determine key milestones against which to monitor progress and determine success of the overall program. Additionally, Cumming Group will develop an approach for how implementation will be monitored. This can include leveraging existing processes such as annual business planning, and annual reporting to inform subsequent year budgets.



Cumming Group understands the importance of advance planning for sustainability programs, and will expand upon the implementation roadmap developed by building in specific considerations for supporting action.. Cumming Group will integrate considerations on timeline, prioritization, sequencing, responsible parties, potential partners for each specific measure, and additionally will also conduct a cost analysis to provide the Town with ROM estimates to assist with future planning.

Deliverables

- **Implementation roadmap**
- **Prioritization criteria**
- **Implementation roadmap for specific actions**
- **Rom Cost Analysis**

Task 6: Report Results

Objective: Prepare a reporting framework and high level communication plan

Cumming Group will prepare a reporting framework for the Town, including a guidance on recommended frequency of reporting, data fields to be included, as well as general approach (such as considerations for a public facing dashboard or annual performance reports). Cumming Group will also provide a high level communications plan, that includes guidance on additional recommended outreach such as press releases or social media campaigns advertising the Town's progress and announcing performance updates.

Deliverables

- **Reporting Framework**
- **Communication Plan**

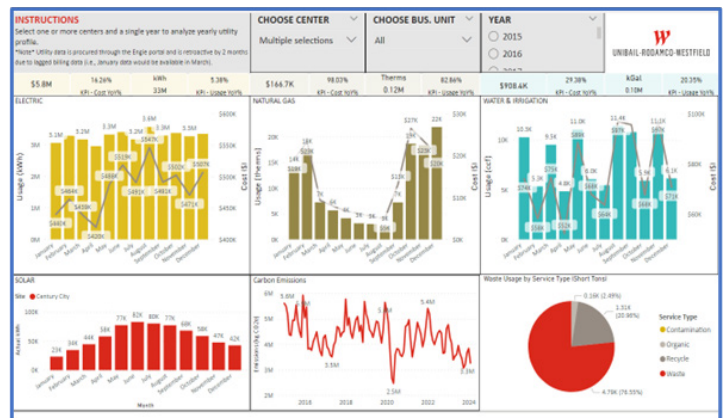


Figure 3: Sample Dashboard developed by Cumming Group



Project Schedule

Cumming Group proposes the following project schedule.

Town of Berthoud, Colorado

Development of a Sustainability Action Plan (SAP)

TASK #	TASK
1	Project Management
2	Inventory of Existing Conditions
3	Establish Sustainability Goals
4	Develop a Sustainability Action Plan
5	Implement Actions and Initiatives
6	Report Results

SCHEDULE

2024												2025											
MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC				
				Kick-Off																			
															</								

Section F

Fees





Fees

The following fees cover the team’s work and anticipated expenses for the completion of the tasks (both base scope and additional recommended services) as described in the approach section starting on page 40 of this document.

TOWN OF BERTHOUD SUSTAINABILITY ACTION PLAN (BASE SCOPE)			
TASK	DESCRIPTION	HOURS/TASK	TOTAL FEE
1	Project Management	32	\$5,280.00
2	Inventory of Existing Conditions	47	\$9,085.00
3	Establish Sustainability Goals	65	\$12,800.00
4	Develop a Sustainability Action Plan	92	\$17,480.00
5	Implement Actions and Initiatives	73	\$14,175.00
6	Report Results	40	\$7,800.00
	Total #1	352	\$66,620.00



Hourly Rates

The following anticipated hourly rates cover the key team members identified on page 15 of this document.

TEAM MEMBER	HOURLY RATE
Christine Marez (Principle in Charge)	\$250.00
Emma Sorrell (Project Director)	\$225.00
Paul Kylo (Energy Services Lead)	\$205.00
Katya Balakhovsky (Sustainability Manager)	\$195.00
Louis Spanias (Sustainability Manager)	\$195.00
Zetian Zhang (Emissions Lead)	\$195.00
Arvind Subramanya (Sr. Engineer)	\$195.00
Daniel Ho (Energy Analyst)	\$175.00
Morgan Rose (Engagement Lead)	\$185.00
Adriana Aragon (Project Coordinator)	\$135.00

CUMMING GROUP

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BOARD OF TRUSTEES INFORMATION



ADMINISTRATION DEPARTMENT

Meeting Date:	August 27, 2024
Agenda Title/Subject:	Purchase of Handy Ditch and Loveland Lake & Ditch Shares
Type of Item:	Consent Agenda
Purpose:	To authorize the Town Administrator to execute a contract for the purpose of purchasing water shares
Presented by:	Chris Kirk

ATTACHMENTS:

1. Draft Contract to Buy and Sell Water Rights (Carlson – Handy and Loveland Lake)

BACKGROUND:

A consistent aspect of the Town's long-term strategy to develop its water rights portfolio has been to acquire ditch shares on the Big Thompson River whenever those types of water rights become available. The Town received an offer from Charles ("Chuck") D. Carlson to purchase his eighty-five hundredths (0.85) share in the Handy Ditch Company ("Handy") and his one and three-tenths (1.3) shares in the Loveland Lake and Ditch Company ("Loveland Lake") (collectively the "Subject Shares"). Acquisition of the Subject Shares would satisfy the Town's criteria, is consistent with the Town's long-term water rights strategy, and is an excellent fit with the Town's water resources portfolio, particularly with the Town's recent acquisitions of other Handy and Loveland Lake shares.

The Town's 2020 Water Resources Master Plan recommends that the Town continue to acquire Loveland Lake shares for non-potable irrigation use. The development and use of non-potable irrigation systems decreases the demand for and resulting use of potable water sources for irrigation use and correspondingly increases the amount of households or other indoor uses that can be served from the Town's other potable water sources. The Town currently uses its Loveland Lake shares for irrigation of parks and a portion of the Farmstead subdivision, and the Town expects an increase in the demand for water resources that can be used for non-potable irrigation. In addition, the Town currently has 40.58 Handy shares in its water rights portfolio, and the addition of another 0.85 share would fit well within the Town's existing portfolio and bolster its ownership of Handy shares.

The purchase agreement with exhibits is attached to this memo. The terms of the purchase agreement are consistent with the Town's prior purchase agreements for Handy and Loveland Lake shares, with the exception of the addition of a "lease-back provision" at Paragraph 15 of the agreement. In short, by that provision, the Town would grant Mr. Carlson the option to lease the Subject Shares for three (3) years after execution of the agreement for continued irrigation use at his property. Under the lease-back arrangement, Mr. Carlson would pay the Town an annual

lease amount to cover the ditch companies' annual assessments for the Subject Shares. The temporary lease-back arrangement would not hinder the Town's intended use of the Subject Shares in the long term. Under the agreement, the Town would pay cash to acquire the Subject Shares, contingent on the Board's approval.

We strongly recommend that the Town acquire the Subject Shares because they will be simple to incorporate into the Town's water rights portfolio and non-potable water supply system, and they will increase the number of households that can be served with the Town's other potable water sources.

UPDATE/NEXT STEPS:

This section should be used to provide:

- Any updates if the item has been presented to the Town Board previously and articulate next steps if this item will be coming back for further consideration.

FISCAL IMPACT AND FUND SOURCE:

The Town may incur some minor legal expenses and processing fees associated with the purchase of the water shares. This expense will be covered within exiting budgets.

COMMUNITY TOUCHSTONES:

Having a strong and diverse water portfolio is critical to ensuring the Town's long-term *Resiliency and Sustainability*.

RECOMMENDED ACTION(S):

Authorize the Town Administrator to execute an agreement substantially in the form of the attached Contract to Buy and Sell Water Rights. And to authorize the Town Administrator to execute any other documents necessary to effectuate the purchase of the water shares.

CONTRACT TO BUY AND SELL WATER RIGHTS

(Carlson – Handy and Loveland Lake)

1. PARTIES AND WATER RIGHTS. THE TOWN OF BERTHOUD, a municipal corporation, ("Buyer") agrees to buy, and the undersigned seller, CHARLES D. CARLSON, with an address of 312 E. County Road 8, Berthoud, CO 80513, ("Seller") agrees to sell, on the terms and conditions set forth in this Contract to Buy and Sell Water Rights ("Contract"), the following described water rights:

- A. Seller's Eighty-Five Hundredths (0.85) share in the Handy Ditch Company ("Handy"), which is represented by Stock Certificate No. 4195 ("Handy Share"), which has been used to irrigate the lands described in **Exhibit 1** (the "Property") attached hereto and incorporated by reference herein; and
- B. Seller's One and Three-Tenths (1.3) shares in the Loveland Lake and Ditch Co. ("LLDC"), which is represented by Stock Certificate No. 1017 ("LLDC Shares"), which has been used to irrigate the lands described in **Exhibit 1** (the "Property") attached hereto and incorporated by reference herein.
- C. The Handy Share and the LLDC Shares are referred to jointly as the "Water Rights," and the Handy Ditch Company and the Loveland Lake and Ditch Company are referred to jointly as the "Companies."

The Buyer and Seller may also be referred to herein individually as a "Party" and collectively as "Parties."

2. PURCHASE PRICE. The purchase price for the Handy Share shall be Two Hundred and Four Thousand Dollars (\$204,000.00), and the purchase price for the LLDC Shares shall be Eighty-Four Thousand Five Hundred Dollars (\$84,500.00) for a total purchase price of Two Hundred Eighty-Eight Thousand Five Hundred Dollars (\$288,500.00) ("Purchase Price").

3. NOT ASSIGNABLE. This Contract shall not be assignable by Buyer without Seller's prior written consent. Except as so restricted, this Contract shall inure to

the benefit of and be binding upon the heirs, personal representatives, successors and assigns of the parties.

4. EVIDENCE OF TITLE. Buyer shall obtain, at Buyer's expense, an Ownership and Encumbrance Report ("O&E Report") for the lands which have historically been irrigated by the subject Water Rights described in Paragraph 1 above, within fourteen (14) days after execution of this Contract ("Title Deadline") to determine whether any encumbrances on the Water Rights are set forth therein. Buyer may require of Seller that copies of instruments (or abstracts of instruments) listed in the schedule of exceptions ("Exceptions") in the O&E Report also be furnished to Buyer at Buyer's expense. This requirement shall pertain only to instruments shown of record in the office of the clerk and recorder of the designated county or counties. The Buyer may also conduct a search of the records of the Colorado Secretary of State to determine whether encumbrances on the Water Rights exist, at Buyer's expense ("UCC Report"). The Buyer may also conduct a search of the records of the Companies to determine whether encumbrances on the Water Rights exist and whether Seller has clean title to the Water Rights. The O&E Report, UCC Report, and the Companies records, together with any copies or abstracts of instruments furnished pursuant to this Paragraph 4 constitute the title documents ("Title Documents"). Buyer, or Buyer's designee, must request Seller, in writing, to furnish copies or abstracts of instruments listed in the schedule of exceptions no later than five (5) calendar days after Title Deadline.

5. TITLE.

(a) Title Review. Buyer shall have the right to inspect the Title Documents. Written notice by Buyer of unmerchantability of title or of any other unsatisfactory title condition shown by the Title Documents shall be signed by or on behalf of Buyer and given to Seller within twenty-one (21) days after Buyer's receipt of the Title Documents. If Seller does not receive Buyer's notice on or before said date, Buyer accepts the condition of title as disclosed by the Title Documents as satisfactory subject to Paragraph 5(d) hereof.

(b) Matters Not Shown by the Public Records. Seller shall deliver to Buyer, on or before the Title Deadline set forth in Paragraph 4, true copies of all lease(s) in Seller's possession pertaining to the Water Rights and shall disclose to Buyer all liens or other title matters not shown by the public records of which Seller has actual knowledge. Written notice of any unsatisfactory condition(s) disclosed by

Seller or revealed by such inspection shall be signed by or on behalf of Buyer and given to Seller within twenty-one (21) days of Buyers' receipt of such documents. If Seller does not receive Buyer's notice by said date, Buyer accepts title to such rights, if any, of third parties of which Buyer has actual knowledge, subject to Paragraph 5(d) hereof.

(c) Right to Cure. If Seller receives notice of unmerchantability of title or any other unsatisfactory title condition(s) as provided in subsection (a) or (b) above, Seller shall use reasonable efforts to correct said unsatisfactory title condition(s) within fourteen (14) days of receipt of such notice ("Cure Period"). If Seller fails to correct said unsatisfactory title condition(s) during the Cure Period, this Contract shall then terminate; provided, however, Buyer may, by written notice received by Seller, within fourteen (14) days after the Cure Period, waive objection to said unsatisfactory title condition(s), subject to Paragraph 5(d) hereof.

(d) Updated Title Documents. Seller shall provide an updated O&E Report dated the day of closing of this transaction ("Closing"), at Buyer's expense. The Buyer may also provide an updated UCC Report at Closing. In the event that encumbrances appear in said updated Title Documents that did not appear in the original Title Documents, Buyer shall have the right to terminate this Contract and all rights and obligations hereunder shall become void.

6. INVESTIGATIONS OF HISTORICAL USE OF WATER RIGHTS. Buyer shall have the right to investigate the historical delivery and use of the Water Rights and all related matters, including but not limited to the Companies' agreements, facilities and records ("Water Rights Investigations"), and Seller hereby agrees to assist in said Water Rights Investigations at no cost to Seller. In the event that, based on those Water Rights Investigations, Buyer determines in its sole discretion that the Water Rights are unsuitable for use by Buyer, Buyer may provide written notice to Seller of the unsuitability of the Water Rights, at Buyer's sole discretion, signed by or on behalf of the Buyer and delivered on or before Closing. Upon Seller's receipt of said notice within sixty (60) days of execution of this Contract, this Contract shall terminate.

7. DRY-UP COVENANT AND CONTINGENCY. The Water Rights have historically been used for irrigation purposes on the Property. Seller shall execute a Dry-Up Covenant in substantially the form attached hereto as **Exhibit 2** for the Property subject to the terms hereof.

8. WARRANTIES AND ASSESSMENTS. Seller warrants that he has good and sufficient title to the Water Rights, the right, privilege, and authority to sell the same, that there are no liens or encumbrances of any kind against the Water Rights, and that all assessments by both Companies (up to and including the 2024 water year) are paid. Seller shall pay any transfer fees and any outstanding assessments due to the Companies for the 2024 water year prior to Closing.

9. TRANSFER OF TITLE TO WATER RIGHTS. Subject to tender of payment as required herein and compliance by Buyer with the other terms and provisions hereof, Seller shall execute and deliver a good and sufficient Special Warranty Deed to Buyer conveying the Water Rights free and clear of all liens, encumbrances and past assessments, in substantially the form attached hereto as **Exhibit 3**. There shall be no proration of assessments for the year 2024. Seller shall also execute Stock Assignments, in substantially the forms attached hereto as **Exhibits 4-A and 4-B**.

10. ESCROW. The following shall be deposited into escrow within twenty-one (21) days of execution of this Contract:

- (a) The Purchase Price of \$288,500.00 (collectively the "Purchase Funds");
- (b) The executed Special Warranty Deed referenced in Paragraph 9; and
- (c) The executed Dry-Up Covenant described in Paragraph 7 above.

The Escrow Agent shall be Stewart Title Company ("Escrow Agent"), and the funds and documents shall be held by Escrow Agent pursuant to the terms of the Escrow Agreement attached hereto as **Exhibit 5**.

11. STOCK CERTIFICATES. Seller shall be responsible for delivering the original Stock Certificates, the executed Stock Assignments, and any transfer fees to the Companies for the issuance of new unencumbered Stock Certificates to the Water Rights in the name of Buyer. Seller is also responsible for delivery of the new unencumbered Stock Certificates to the Water Rights in the name of Buyer to Escrow Agent.

12. CLOSING. Closing shall occur upon (A) delivery of the new original Stock Certificates to Escrow Agent described in Paragraph 11 above and (B) issuance of the updated Title Documents pursuant to Paragraph 5(d) hereof which do not list any encumbrances on the Water Rights that did not appear in the initial Title Documents. At Closing, Escrow Agent shall distribute the Purchase Price to Seller. At said Closing, the

Escrow Agent shall also deliver the new original Stock Certificates, the executed Special Warranty Deed for the Water Rights, and the executed Dry-Up Covenant to Buyer.

In the event that (1) new Stock Certificates are not issued to Buyer in accordance herewith within sixty (60) days of execution of this Contract; or (2) the updated Title Documents list new encumbrances on the Water Rights, this Contract shall automatically terminate, unless otherwise agreed to in writing by the Parties.

If the new Stock Certificates have not been issued as set forth in Paragraph 11 above, Escrow Agent shall deliver the Purchase Funds to Buyer and shall deliver the original Special Warranty Deed for the Water Rights to Seller and this Contract shall automatically terminate and all rights and obligations hereunder shall become null and void.

13. PAYMENT OF ENCUMBRANCES. Any encumbrance required to be paid shall be paid within thirty (30) days of execution of this Contract, unless otherwise agreed to in writing by the Parties.

14. CLOSING COSTS, DOCUMENTS, AND SERVICES. Seller shall pay all transfer fees for the conveyance of the Water Rights to Buyer. The Parties shall split the \$750 escrow fee evenly in the amount of \$375 each.

15. OPTIONAL LEASE-BACK TO SELLER. In accordance with the terms and conditions of this Paragraph 15, Buyer agrees to provide Seller the opportunity to lease back both Water Rights, only the Handy Share, or only the LLDC Shares, but no fractional portions of either Share. Buyer grants the right for Seller to lease and use the Water Rights, at Seller's discretion, each year for a term of three (3) years from the date of Closing. When leasing the Water Rights, Seller's use of the Water Rights shall be limited to the beneficial use of irrigating the Property described in **Exhibit 1**.

(a) **Annual Written Notice.** By March 1, 2025, March 1, 2026, and March 1, 2027, Seller shall provide written notice of his intent to lease the Water Rights or not for each upcoming irrigation season to Buyer. Said notice shall indicate whether Seller opts to lease both Water Rights, only the Handy Share, or only the LLDC Shares that year. In the event that Seller either does not provide written notice by March 1 indicating Seller's intent to lease the Water Rights (or the Handy Share or the LLDC Shares) that year or Seller provides notice indicating an intent not to lease hereunder, Buyer is not required to lease the

Water Rights to Seller and may use or lease them to third parties, in its sole discretion.

(a) Annual Lease Payment. Seller shall pay Buyer an annual lease rate of Seven Hundred Eighty Dollars and Fifty Cents (\$780.50) to lease the Water Rights for Seller's use each year that Seller leases said Water Rights, the Handy Share, or the LLDC Shares. Said lease rate is based on a lease rate of Two Hundred Eighty Dollars and Fifty Cents (\$280.50) for the Handy Share and Five Hundred Dollars (\$500) for the LLDC Shares. If Seller leases only the Handy Share or only the LLDC Shares, Seller shall pay a lease rate of \$280.50 or \$500, respectively.

(b) Buyer's Address for Notice. Seller shall send all written notices required by this Paragraph 15 to the following:

Town of Berthoud
c/o Town Administrator
Town Hall
807 Mountain Avenue
Berthoud, CO 80513

With a copy to:

Vranesh and Raisch, LLP
c/o Pete Johnson, Andrea Kehrl, and Bradley Kershaw
5303 Spine Road
Boulder, CO 80301

(c) Accounting Responsibilities. Seller shall report his use of the Water Rights to any Company ditch rider, the water commissioner (if a Company and/or water commissioner require), and to Buyer in such form and at such times as required by Buyer, the Companies, and/or water commissioner. Seller's reports shall include the acres irrigated, the crops grown, the date irrigation commences, and the date irrigation ceases as well as any other matters as reasonably requested by Buyer in connection with the use of the Water Rights or supplementation of the same. If the installation of measuring devices is hereafter requested by the Division or State Engineer or required by any subsequent Water Court decree,

Seller shall install said devices and upon the installation further report to Buyer the amount of water diverted and used for irrigation on the Property.

(d) Invoicing. Buyer may send Seller an invoice during each year in which Seller leases the Water Rights, but Buyer is not required to do so.

16. TIME OF ESSENCE/REMEDIES. Time is of the essence hereof. If any payment due hereunder is not paid, honored, or tendered when due, or if any other obligation hereunder is not performed or waived as herein provided, there shall be the following remedies:

(a) If Buyer is in Default:

Seller may elect to treat this Contract as canceled, in which case all payments and things of value received hereunder shall be forfeited and retained on behalf of Seller, and Seller may recover such damages as may be proper, or Seller may elect to treat this Contract as being in full force and effect and Seller shall have the right to specific performance or damages, or both.

(b) If Seller is in Default:

Buyer may elect to treat this Contract as canceled, in which case all payments and things of value received hereunder shall be returned and Buyer may recover such damages as may be proper, or Buyer may elect to treat this Contract as being in full force and effect and Buyer shall have the right to specific performance or damages, or both.

(c) Costs and Expenses.

Anything to the contrary herein notwithstanding, in the event of any arbitration or litigation arising out of this Contract, the arbitrator or court shall award to the prevailing party all reasonable costs and expenses, including attorney fees.

17. RECOMMENDATION OF LEGAL COUNSEL. By signing this document, Buyer and Seller acknowledge that this document has important legal consequences and

that the examination of title and consultation with legal and tax or other counsel is recommended before signing this Contract.

18. TERMINATION. In the event this Contract is terminated, all payments and things of value received hereunder shall be returned and the Parties shall be relieved of all obligations hereunder.

19. NOTICE TO BUYER. Any notice to Buyer shall be effective when received by Buyer.

20. NOTICE TO SELLER. Any notice to Seller shall be effective when received by Seller.

21. MODIFICATION OF THIS CONTRACT. No subsequent modification of any of the terms of this Contract shall be valid, binding upon the parties, or enforceable, unless such modification is made in writing and signed by the Parties.

22. ENTIRE AGREEMENT. This Contract constitutes the entire Contract between the Parties relating to the subject hereof, and any prior agreements pertaining thereto, whether oral or written, have been merged and integrated into this Contract.

23. BOARD APPROVAL. The Berthoud Board of Trustees approved this Contract through a motion approved on August 27, 2024.

BUYER: TOWN OF BERTHOUD

By: _____
Christopher Kirk, Town Administrator

Date of Buyer's Signature: _____

Buyer's Address: 807 Mountain Avenue, P.O. Box 1229, Berthoud, Colorado, 80513

SELLER: CHARLES D. CARLSON

By: _____

Date of Seller's Signature: _____

Seller's Address: 312 E. County Road 8, Berthoud, CO 80513

EXHIBIT 1
PROPERTY DESCRIPTION

312 E. County Road 8, Berthoud, Colorado 80513, which is currently assigned Larimer
County Assessor Parcel No. 9413396702.

EXHIBIT 2 DRY-UP COVENANT

THIS COVENANT, made this ____ day of _____, 2024, between CHARLES D. CARLSON, whose address is 312 E. County Road 8, Berthoud, CO 80513, ("Grantor") and the TOWN OF BERTHOUD, a Colorado municipal corporation, which address is 807 Mountain Avenue, P.O. Box 1229, Berthoud, Colorado, 80513 ("Grantee").

WITNESSETH, that Grantor, for good and valuable consideration, has sold to the Town of Berthoud the following described water rights, to wit:

- A. Grantor's Eighty-Five Hundredths (0.85) share in the Handy Ditch Company ("Handy"), which is represented by Stock Certificate No. 4195 ("Handy Share"); and
- B. Grantor's One and Three-Tenths (1.3) shares in the Loveland Lake and Ditch Co. ("LLDC"), which is represented by Stock Certificate No. 1017 ("LLDC Shares").

The above-described water rights are referred to below as "the Water Rights."

Grantor acknowledges that the Water Rights may be utilized by the Town of Berthoud in its municipal water system, and that in order to effect such usage, the water associated with said Water Rights may need to be transferred in an appropriate Water Court proceeding from agricultural to municipal purposes. The lands upon which the water associated with the Water Rights has historically been used for irrigation purposes which are owned by Grantor are described in **Exhibit A** attached hereto and incorporated by reference herein.

As an aid to the transfer of said Water Rights, following the three-year period during which Grantor may lease back the Water Rights pursuant to Paragraph 15 of its Contract to Buy and Sell Water Rights with Grantee (*i.e.*, through the 2027 irrigation season), the Grantor hereby agrees and covenants that, subject to the following conditions, the lands described in **Exhibit A**, which have historically been irrigated with these Water Rights, shall not, henceforth, be irrigated with any surface or subsurface

water which is tributary to the South Platte River or its tributaries except as set forth below.

It is the intent of both parties that this covenant shall not prohibit the Grantor, or his successors and assigns, from irrigating the affected lands with the following sources of water:

- (a) with water rights which have been transferred to the subject property through an appropriate Water Court proceeding;
- (b) with new shares in other ditch companies which have been made available to the property after the date hereof;
- (c) with water from an exempt well or wells authorized by the Colorado Division of Water Resources; or
- (d) with water supplied by a municipality, a water district or other governmental entity.

Grantor covenants that he has the right and privilege to execute this Covenant and it is expressly understood and agreed by the Grantor that the restrictive dry-up covenant contained herein shall attach to and run with the land and shall be binding not only upon the Grantor, but also upon his successors, assigns, and any other persons or entities which acquire an ownership or leasehold interest in all or a portion of the subject property in the future.

The Town of Berthoud, as well as any party to its water transfer proceeding relating to the Water Rights, and which is materially injured as a result of a violation of the within-described restrictive covenant, is specifically given the right to enforce these restrictions through any proceeding, at law or in equity, against any persons or entities violating or threatening to violate this dry-up covenant.

IN WITNESS WHEREOF, the Grantor has hereunto set his hand and seal on the date and year first above written.

[Remainder of page intentionally left blank - signature page follows]

GRANTOR:

CHARLES D. CARLSON

STATE OF COLORADO)
) ss.
County of _____)

The foregoing document was executed before me this ____ day of _____, 2024, by Charles D. Carlson.

Notary Public

My Commission Expires:

EXHIBIT 3
SPECIAL WARRANTY DEED

THIS DEED is made this ____ day of _____, 2024, between **CHARLES D. CARLSON**, whose address is 312 E. County Road 8, Berthoud, CO 80513, ("Grantor") and the **TOWN OF BERTHOUD**, a Colorado municipal corporation, having an address of 807 Mountain Avenue, Berthoud, CO 80513 ("Grantee").

WITNESSETH, that Grantor, for and in consideration of the sum of Two Hundred Eighty-Eight Thousand Five Hundred Dollars (\$288,500.00) and other consideration, the receipt and sufficiency of which is hereby acknowledged, has granted, sold, and conveyed, and does hereby grant, sell, convey, and confirm unto Grantee, its successors and assigns forever, all the water rights situate, lying and being in the County of Larimer, State of Colorado, described as follows (the "Water Rights"):

- (1) All water and water rights represented by the following shares of stock (collectively the "Shares"):
 - a. Grantor's Eighty-Five Hundredths (0.85) share in the Handy Ditch Company, which is represented by Stock Certificate No. 4195; and
 - b. Grantor's One and Three-Tenths (1.3) shares in the Loveland Lake and Ditch Co. which is represented by Stock Certificate No. 1017.
- (2) All beneficial right, title and interest, if any, in all water, water rights, ditches, ditch rights, reservoirs, reservoir rights, canals, canal rights, headgates and all other assets, rights, title, or interests represented by the Shares.

TOGETHER with all and singular the hereditaments and appurtenances thereto belonging, or in anywise appertaining, and the reversion and reversions, remainder and remainders, rents, issues, and profits thereof, and all the estate, right, title, interest, claim and demand whatsoever of the Grantor, either in law or equity, of, in and to the Water Rights, with the hereditaments and appurtenances.

TO HAVE AND TO HOLD the Water Rights with the appurtenances, unto the Grantee, its successors and assigns forever. The Grantor, for the Grantor and his heirs, successors, and assigns, does covenant and agree that Grantor shall and will WARRANT

EXHIBIT 4-A

Assignor hereby authorizes the secretary of the Handy Ditch Company to effectuate this Assignment and to transfer the Share on the books of the Handy Ditch Company.

ASSIGNOR:

[illegible]

Notary Public

- 16 -

EXHIBIT 4-B
STOCK ASSIGNMENT – LOVELAND LAKE AND DITCH COMPANY

FOR GOOD AND VALUABLE CONSIDERATION, the receipt, adequacy, and sufficiency of which are hereby acknowledged, **CHARLES D. CARLSON**, having an address of 312 E. County Road 8, Berthoud, CO 80513 (“Assignor”) does hereby sell, transfer, assign, and convey to the **TOWN OF BERTHOUD**, a Colorado municipal corporation, having an address of 807 Mountain Avenue, P.O. Box 1229, Berthoud, Colorado, 80513, (“Assignee”) all of Assignor’s right, title and interest in Assignor’s One and Three-Tenths (1.3) shares of stock in the Loveland Lake and Ditch Company, evidenced by Stock Certificate No. 1017 (the “Share”) free and clear of all liens, encumbrances, and past-due assessments.

Assignor hereby authorize the secretary of the Loveland Lake and Ditch Company to effectuate this Assignment and to transfer the Share on the books of the Loveland Lake and Ditch Company.

This Assignment is executed by Assignor as of the ____ day of _____, 2024.

ASSIGNOR:

CHARLES D. CARLSON

STATE OF COLORADO)
) ss.
County of _____)

The foregoing STOCK ASSIGNMENT – LOVELAND LAKE AND DITCH COMPANY was executed before me this ____ day of _____, 2024, by Charles D. Carlson.

Notary Public

My Commission Expires:

EXHIBIT 5

ESCROW AGREEMENT

- 1. PARTIES.** The parties to this Escrow Agreement are the **Town of Berthoud** ("Purchaser"), **Charles D. Carlson**, having an address of 312 E. County Road 8, Berthoud, CO 80513 ("Seller"), and **Stewart Title Company** ("Escrow Agent").
- 2. SALES AGREEMENT.** The Seller and Purchaser have entered into a Contract To Buy and Sell Water Rights, attached hereto as **EXHIBIT 1** ("Sales Agreement"). Any defined terms used herein that are not defined herein shall be interpreted consistently with the Sales Agreement.
- 3. DEPOSIT INTO ESCROW BY PURCHASER.** The Purchaser shall deposit the following into escrow with Escrow Agent within twenty-one (21) days of execution of the Sales Agreement:

 - a. Purchase Funds in the amount of Two Hundred Eighty-Eight Thousand Five Hundred Dollars (\$288,500.00).
- 4. DEPOSIT INTO ESCROW BY SELLER.** The Seller shall deposit the following into escrow with Escrow Agent within twenty-one (21) days of execution of the Sales Agreement:

 - a. Executed Special Warranty Deed for all water and water rights represented by the following shares of stock (collectively the "Shares" or "Water Rights"):

 - (i) Seller's Eighty-Five Hundredths (0.85) share in the Handy Ditch Company, which is represented by Stock Certificate No. 4195; and
 - (ii) Seller's One and Three-Tenths (1.3) shares in the Loveland Lake and Ditch Co. which is represented by Stock Certificate No. 1017; and
 - b. Executed Dry-Up Covenant.
- 5. SECOND DEPOSIT INTO ESCROW BY SELLER.** Upon issuance of new original Stock Certificates for the above-described Shares in the Handy Ditch Company and the Loveland Lake and Ditch Co. in the name of the Buyer, Seller shall deposit said original Stock Certificates into escrow.

6. **ESCROW ACCOUNT FEES.** The escrow account fees assessed for this transaction shall be \$750.00. Purchaser and Seller agree to each pay \$375 of the escrow account fees.

7. **RECORDING FEES.** Purchaser and Seller shall be responsible for payment of all recording fees for documents issued in their names.

8. **CLOSING.** Upon deposit of the original Stock Certificates described in Paragraph 5 above, and issuance of updated Title Documents that do not include encumbrances on the Water Rights that did not appear in the original Title Documents, Closing shall be scheduled, and the Escrow Agent shall release the Purchase Funds to Seller at said Closing. At Closing, Escrow Agent shall also release the Special Warranty Deed referenced in Paragraph 4 above and the new original Stock Certificate referenced in Paragraph 5 above to Purchaser. Closing shall occur within ten (10) business days of deposit of the new original Stock Certificate referenced in Paragraph 5 above.

9. **FAILURE OF DELIVERY OF ORIGINAL STOCK CERTIFICATES.** In the event that the new original Stock Certificates described in Paragraph 5 above are not deposited into escrow within sixty (60) days of execution of the Sales Agreement, or the updated Title Documents list new encumbrances on the Water Rights which did not appear in the original Title Documents, the Purchase Funds shall be returned to Purchaser and all documents deposited by Seller shall be returned to Seller.

10. **INDEMNIFICATIONS.** In the event of any conflicting demand made upon it in connection with this Escrow Agreement, Escrow Agent may continue to hold the escrowed funds until receipt of instructions from both parties or until a final order by a court of competent jurisdiction resolving the subject dispute. Escrow Agent shall be entitled to rely upon any such final order. If for any reason the parties fail to resolve a dispute, Escrow Agent may, at its discretion, commence a civil action to interplead any conflicting demands made upon it. Escrow Agent's deposit with a court of competent jurisdiction of the escrowed funds shall relieve Escrow Agent from all further liability and responsibility hereunder. The parties agree to indemnify and save Escrow Agent harmless against all costs, damages, attorneys' fees, expenses, and liabilities which Escrow Agent may incur or sustain in connection with this Escrow Agreement, including any interpleader action brought by Escrow Agent. Escrow

Agent shall not be liable for any act it may do or omit to do hereunder while acting in good faith and in the exercise of its reasonable judgment, and any act done or omitted by Escrow Agent pursuant to the advice of its attorney shall be conclusive evidence of such good faith and reasonable judgment.

11. NOTICES. Any notice required or permitted by this Escrow Agreement shall be in writing and shall be deemed to have been sufficiently given for all purposes if sent by certified or registered mail, postage and fees prepaid, addressed to the party to whom such notice is intended to be given at the address set forth on the signature page below, or at such other address as has been previously furnished in writing to the other party or parties. Such notice shall be deemed to have been given when deposited in the U.S. Mail.

12. TIME OF THE ESSENCE. Time is of the essence to all performance required by this Escrow Agreement.

13. PARAGRAPH CAPTIONS. The captions of the paragraphs are set forth only for convenience and reference, and are not intended in any way to define, limit, or describe the scope or intent of this Escrow Agreement.

DATED: _____, 2024

PURCHASER:

TOWN OF BERTHOUD

By: _____
Christopher Kirk, Town Administrator

Address: 807 Mountain Avenue
P.O. Box 1229
Berthoud, Colorado, 80513

SELLER:

By: _____
Charles D. Carlson

Address: 312 E. County Road 8
Berthoud, Colorado 80513

ESCROW AGENT:

Stewart Title Company

By: _____
Gina Cruz

Address: 12110 North Pecos Street, Suite 150
Westminster, CO 80234

BOARD OF TRUSTEES INFORMATION

BUSINESS DEVELOPMENT DEPARTMENT



Meeting Date:	August 27, 2024
Agenda Title/Subject:	2024 Telly Award
Type of Item:	Presentation
Purpose:	• Present the Telly Award to the Board of Trustees
Presented by:	Walt Elish, Business Development Manager Ben Price, Owner, AdSortium Media

ATTACHMENTS:

- None

BACKGROUND:

For the past four years, staff has contracted with Ben Price of AdSortium Media, to produce a short video for the Berthoud Business Appreciation Breakfast. The purpose of the video is to visually express the Town's appreciation to Berthoud businesses for operating and investing in our community. Each of the videos has been well received and appreciated. However, the 2023 video was exceptional in its content and visual impact and received numerous compliments. Because of the numerous positive comments staff received for the video, the idea of submitting the video for an award was discussed. Being familiar with the various award program opportunities for video productions, Ben Price then took the initiative to submit the video for a "Telly Award."

[The Telly Awards](#) is the premier award honoring video and television across all screens. The Telly Awards was established in 1979 and annually receives over 13,000 entries from around the world. Past winners include Adobe, BET Networks, BritBox, CNN, The Walt Disney Company, ESPN, HBO, Microsoft, NASA, National Geographic, Paramount, and The Smithsonian Museum.

Staff is therefore pleased to report that the 2023 Berthoud Business Appreciation Breakfast video was nominated and subsequently awarded the 2024 **People's Telly Silver Winner: Non-Broadcast**. The Berthoud video placed alongside productions by Delta Airlines, National Aquarium, Florida Department of Transportation, Columbia Pictures, and the United States Golf Association. Berthoud's award is a significant achievement and indicative of the quality work that AdSortium Media, working alongside of Berthoud's Business Development Department, produces. Earning recognition from this competition, even a nomination, is something to be proud of.

FISCAL IMPACT AND FUND SOURCE:

No fiscal Impact.

COMMUNITY TOUCHSTONES:

The community touchstone that this item addresses is our community identity since this initiative showcased Berthoud on a national level in a very positive light. .

RECOMMENDED ACTION(S):

No formal action

Here had speakers

- ① people running for office State & Local
 - ② Well, our mayor Sean Murphy, ~~has~~ ^{Ryan} Armagost
 - ③ Barbara Bennett Laremer Co Scan lady
 - ④ Stu Boyd Thomson school board
 - ⑤ Lady from Alzheimers
 - ⑥ my friend Anne Hasker brought her twin goats
 - ⑦ We visited Blue Mt Diner
 - ⑧ Lavender farm
 - ⑨ Georgetown train (took)
 - ⑩ We had a lady talk to us about Genealogy
 - ⑪ We visited Nollan Water
 - ⑫ We " Louland Museum
- ① We have monthly Birthday lunches
- Our Se Center started BATS transportation
- ② We have Show & Sell - Very talented ladies
- ① Quilt Show
 - ② lady brought items from Japan when she lived there
 - ③ I did my antique hat show
 - ④ We had Halloween party & dressed up.
 - ⑤ Mark French had us at Museum here in Benham ^{lots of} history
 - ⑥ One of our Coffey girls showed his latent & leather items
 - ⑦ Christmas party of yral Elnora's
 - ⑧ One of our ladies showed her antique dishes
 - ⑨ Magic show by one of our ladies' grand son.

We are busy & speaking in Aug. Sept & Oct

- ① 2 ladies (authors) who write books
- ② a travel lady
- ③ lady from L.N.S
- ④ Bertrand Employee re: Code Enforcement.
- ⑤ Barbara Bennett Laramie Co - re: Scams
- ⑥ We offer chair yoga Wed's at 10:15am

We are asking for \$20,000 so we can continue at Freedom Church (Cornerstone cafe) make some short trips & continue as the Golden Link's

BOARD OF TRUSTEES INFORMATION



ADMINISTRATION DEPARTMENT

Meeting Date:	August 27, 2024
Agenda Title/Subject:	Thompson R2-J School District Presentation
Type of Item:	Presentation
Purpose:	Informational Presentation
Presented by:	Thompson R2-J School District

BACKGROUND:

This item will be an informational presentation. There may be additional information distributed during the presentation.

BOARD OF TRUSTEES INFORMATION



PARKS DEPARTMENT

Meeting Date:	August 27, 2024
Agenda Title/Subject:	2024 PORT Survey Report
Type of Item:	Presentation
Purpose:	Update the Board with the 2024 PORT Survey Report
Presented by:	Keith Knoll – Public Works Operations Manager Kailyn Haskovec – RRC Associates

ATTACHMENTS:

- 2024 Parks, Open Space, Recreation, and Trails Survey Report Draft

BACKGROUND:

The Town Board of Trustees directed staff and the PORT Committee to develop a Parks, Open Space, Recreation, and Trails Survey. Town staff hired RRC Associates to support the development and distribution of the 2024 survey and perform data analysis of the results in a final summary back to Town staff.

The survey gathered data usage of our current PORT inventory which can be compared to similar questions found in the 2016 and 2018 surveys. Additionally, the survey gathered data on current resident priorities that can be used to help support the planning of future PORT properties and amenities.

5,376 surveys were mailed to Berthoud residents, and we received 836 responses.

COMMUNITY TOUCHSTONES:

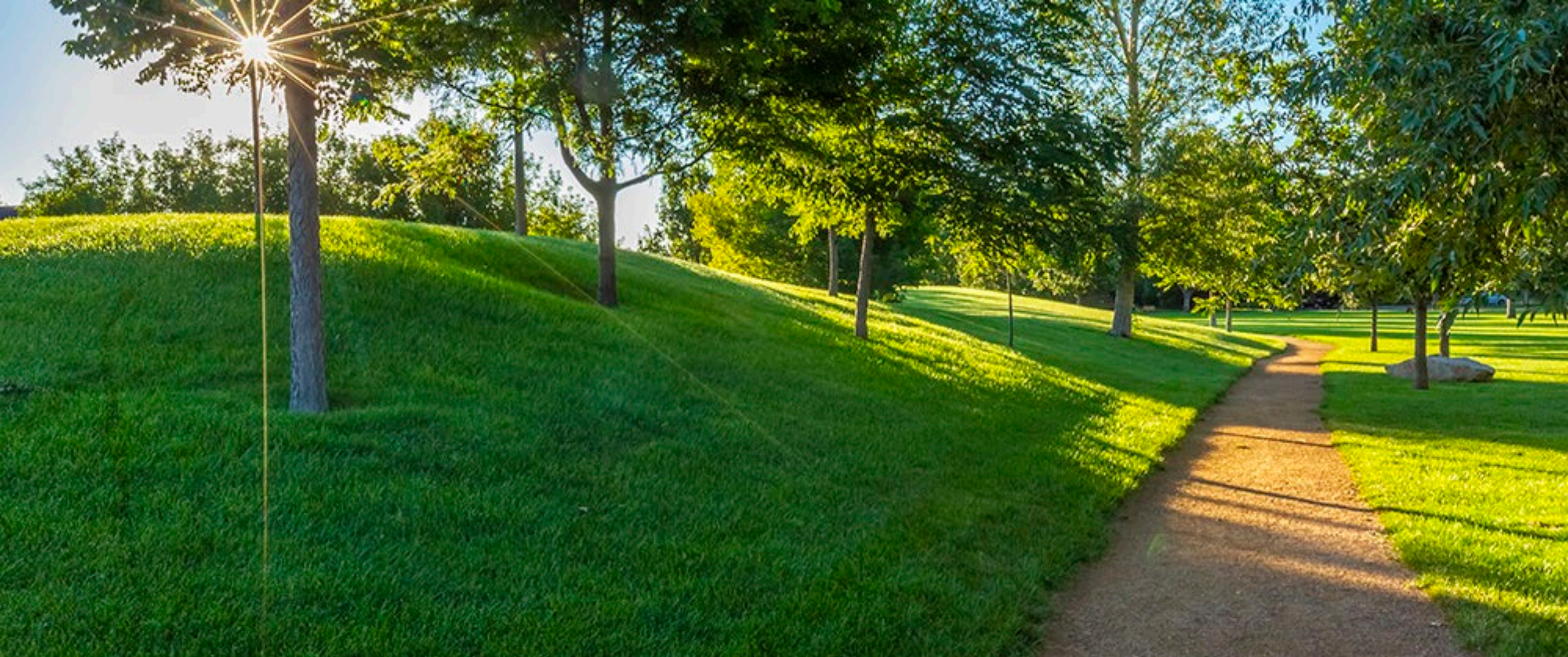
Continued additions and improvements to our Berthoud Parks, Open Space, Recreation, and Trails amenities help strengthen our **Community Identity** of being a place that is great to both live and recreate in.

FISCAL IMPACT AND FUND SOURCE:

None

RECOMMENDED ACTION(S):

This is an informational update and presentation. The 2024 PORT Survey will be posted on the Berthoud.org website



TOWN OF BERTHOUD

Parks, Open Space, Recreation & Trails Survey Report 2024



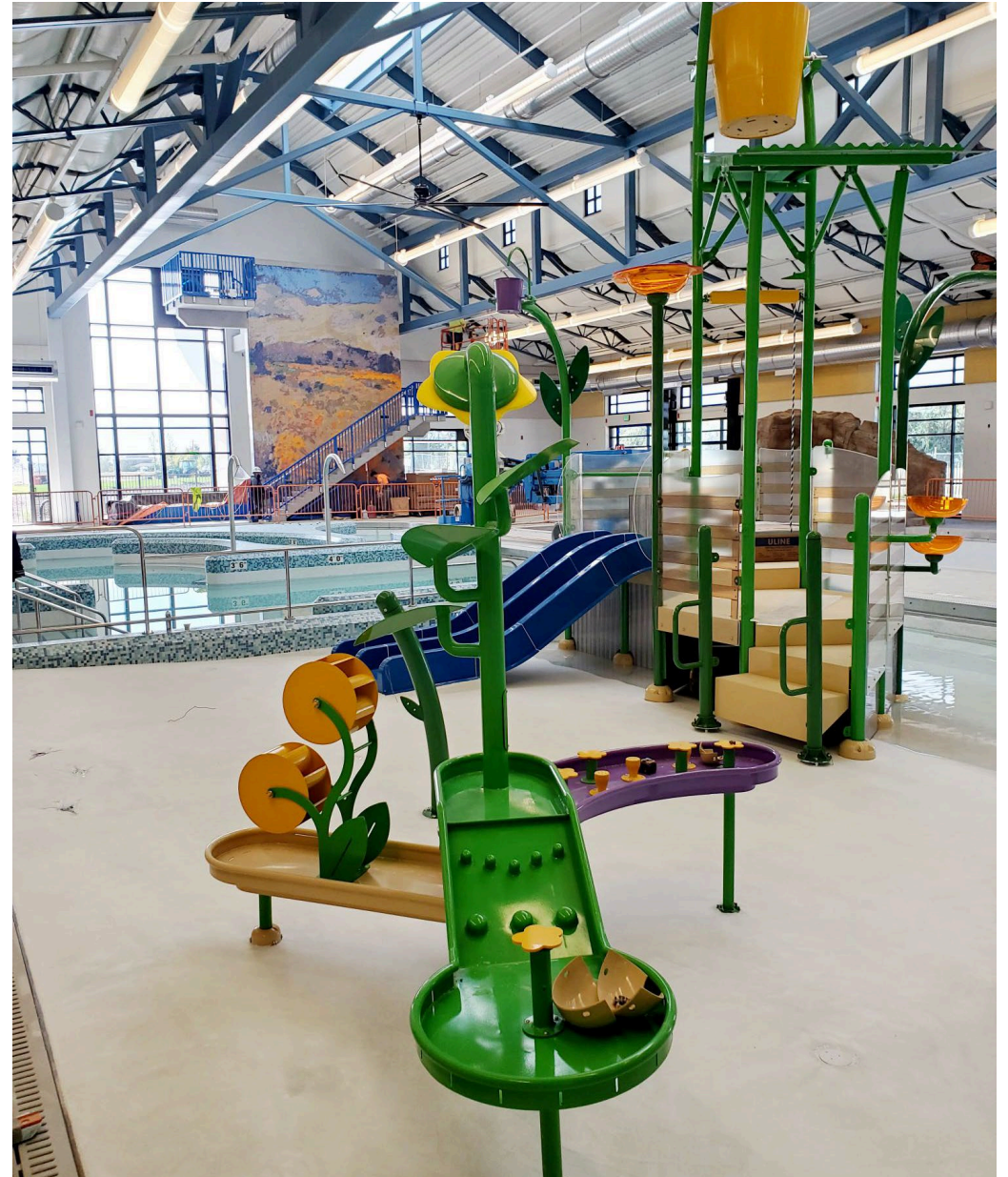
TABLE OF CONTENTS



- Introduction
- Methodology
- Key Findings
- Living in Berthoud
- Current Programs & Facilities
- Future Planned Capital Projects & Amenities
- Communication
- Demographics
- 2016 Comparisons

INTRODUCTION

- The purpose of this study was to gather community feedback on the Town of Berthoud parks, recreation facilities, amenities, future planning, communication, and more.
- This survey research effort and subsequent analysis were designed to assist the Town of Berthoud in developing a plan to reflect the community's needs and desires.



RESEARCH METHODS

1

Statistically Valid (Invitation Survey)

Paper surveys were mailed to every available residential address in the Town of Berthoud, with the option to complete them online through a password-protected website (1 response per household). The survey was also translated online into Spanish. While some questions were carried over from the 2016 PROST survey, the 2024 survey mainly focused on new topics.

2

Open Link Survey

Later, the online survey was made available to all Town of Berthoud stakeholders, including non-residents (e.g., commuters, residents of nearby communities). This sample received a lower response rate of 63 and the results comparing the Invite sample and Open link sample are included as a separate appendix.

836

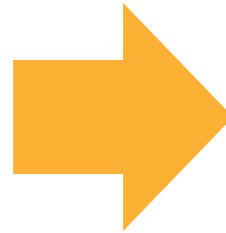
Total Statistically
Valid Surveys
Completed

Margin of Error:
+/- 3.2%

5,376 Surveys Mailed

WEIGHTING THE DATA

The demographic profile of the Invite sample is compared to known statistics of the Town of Berthoud residents using 2020 U.S. Census Data.



Underlying data from the invitation survey is weighted by the age, gender, and Hispanic ethnicity of Berthoud residents to ensure appropriate representation.

The weighting process changes the results only slightly, but ultimately makes the results more accurate and representative of the population.



KEY FINDINGS

KEY FINDINGS



The statistically valid survey received a robust sample of 836 indicating a highly engaged community, specifically around parks and recreation opportunities and services. **The sample is made up of newer residents to Berthoud, more than half (57%) have lived in the Town for less than five years. A larger portion of respondents live in the southeast corner of Town and are primarily couples with 39% being couples with children at home.**



There is a moderate to higher level of familiarity of parks, recreation facilities, and services provided by the Town of Berthoud. A total of 46% of respondents rated their level of familiarity as a 4 or 5 on a scale of 1-5, with 5 being “very familiar.”



The Berthoud Recreation Center and Trails and Waggener Farm Park are the most frequently used facilities with at least 21% of the sample responding they visit at least once a week. Of the additional parks, nearly three-quarters (72%) of respondents report visiting Fickel Park in the past twelve months and 25% have visited the Berthoud Dog Park.

KEY FINDINGS



The Town of Berthoud parks and recreation amenities that were rated as most important are parks, trails, and open space/natural areas. Following in importance are the leisure pool area, workout facilities and playgrounds.



Trails and parks are rated almost equally as the most important current amenities with averages of 4.3 out of 5, with 5 being “very important,” followed by aquatics facilities and playgrounds. However, trails and parks rated lower in terms of currently meeting the needs of the community.



Respondents are strong supporters of developing new parks, open space, recreation, and trail amenities using available town funds with 76% of the sample responding that they strongly agree. Only 7% rated their level of support as one or two out of five.



When asked to consider a new name for Richardson Farm, 30% of respondents are supportive of the name Mountain Vista Park, and about a quarter prefer the name Berthoud Community Park. The names Grassroots Park and Handy Park received the least support.

KEY FINDINGS



Overall the top-rated future amenities in terms of importance include bike/running trails, and outdoor pool, natural areas, and an amphitheater. Conversely, a skate park, an ice rink and a pump track were rated as the least important.



Respondents were asked how they would allocate a hypothetical \$100 across different parks and recreation facilities, services and/or programs. **The majority of that budget went to adding more pathways/trails (\$11.41) followed by preserving existing open space (\$7.18) and new aquatics amenities (\$7.12)**



The Town of Berthoud newsletter and email communication from the town are the best ways to reach over half of the respondents. The internet/Town website, social networking, and the recreation brochure are also effective forms of communication for at least a third of the sample.

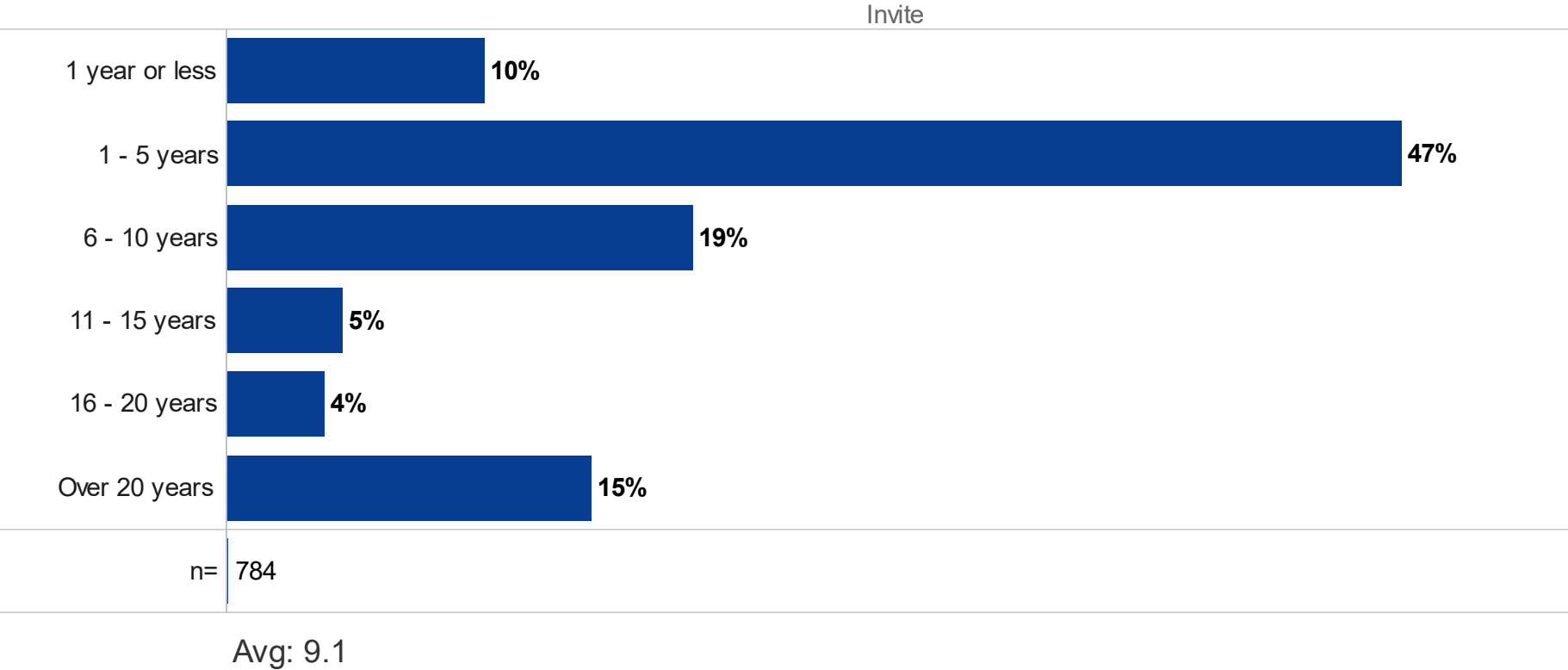


| LIVING IN BERTHOUD

LENGTH OF TIME IN BERTHOUD

Respondents represent a large share of newer residents in Berthoud. More than half (57%) have lived in the Town for less than five years. Only about a quarter (24%) have lived in the area for over 11 years.

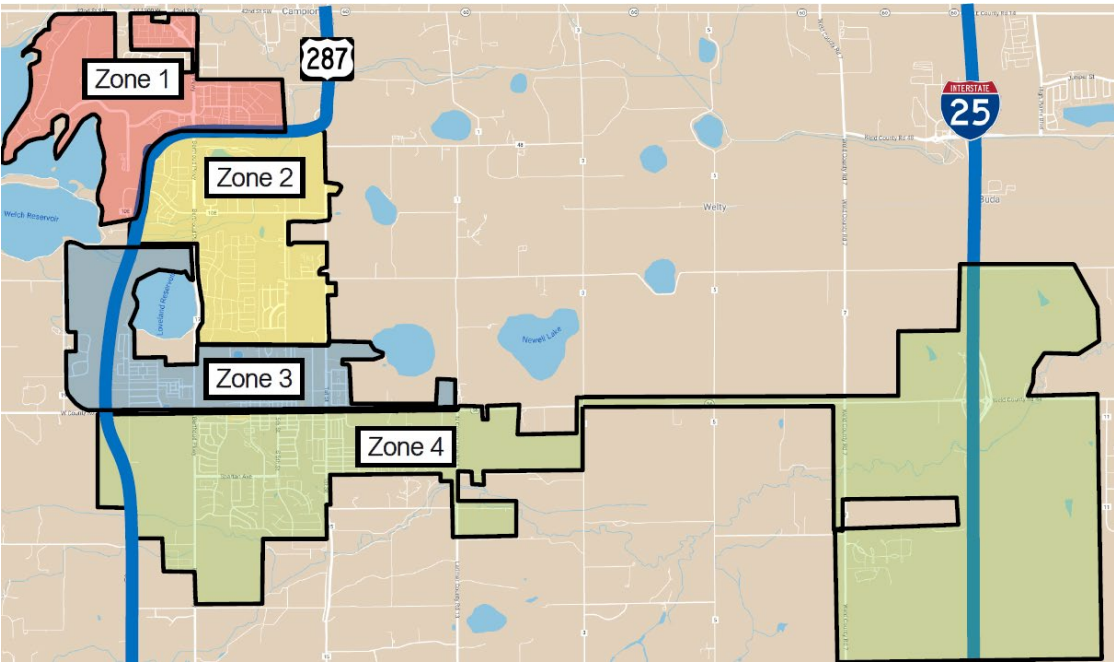
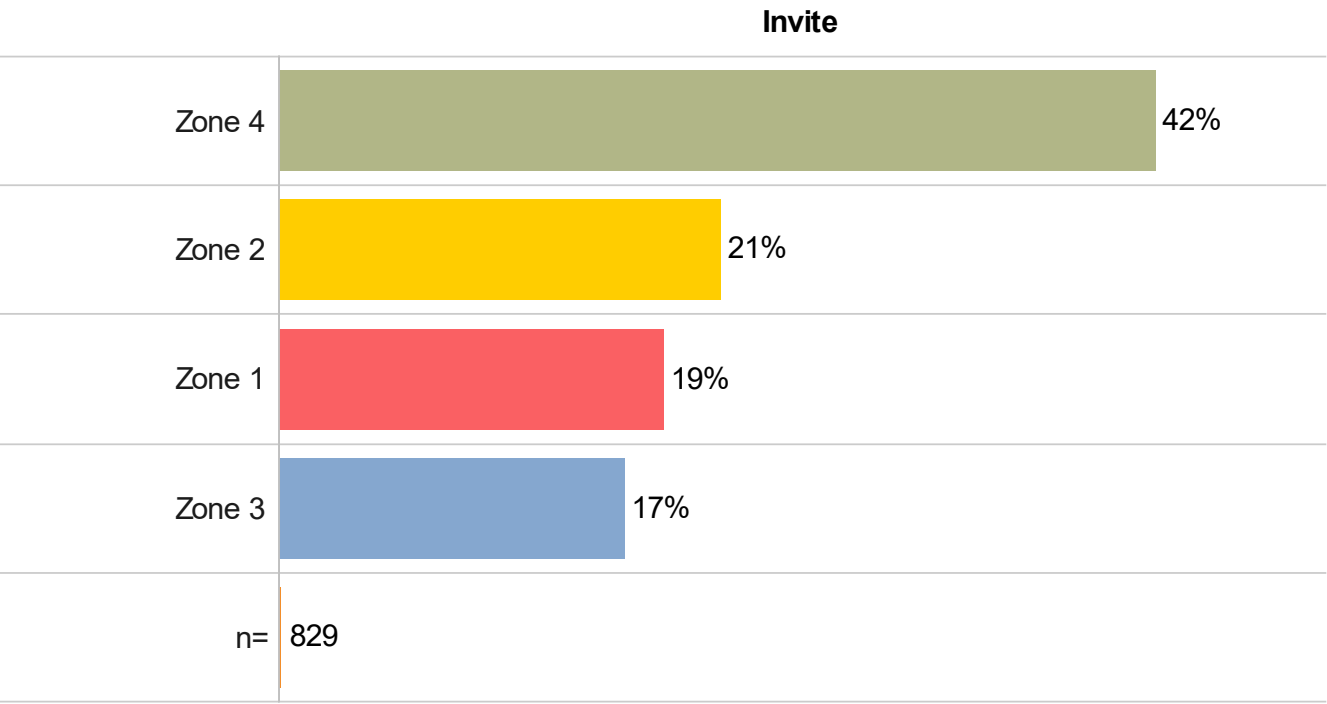
How long have you lived in the Berthoud area?



LOCATION IN BERTHOUD

Survey responses represent all areas of Berthoud with a slightly greater share from residents living in Zone 4 (also the largest area).

Using the map below, in which area of the Town of Berthoud do you live in?

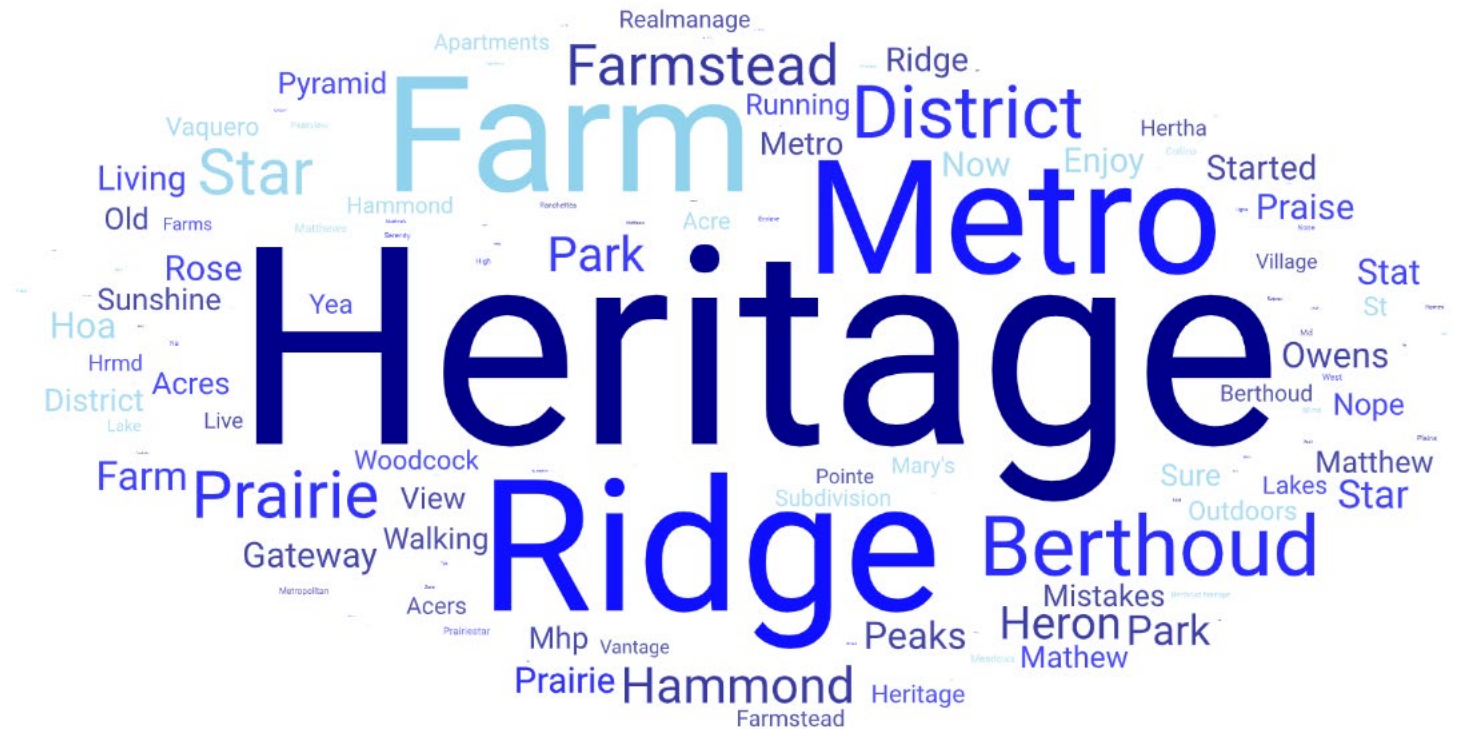


HOAS/METRO DISTRICTS

Respondents were asked whether they lived in an HOA/Metro District. A word cloud of common names is shown below.

Some of the most common HOAs/Metro Districts include:

- Heritage Ridge
- Hammond Farms
- Farmstead
- Berthoud Heritage Metro District
- Gateway Park
- Heron Lakes
- Heron Pointe
- Prairie Star
- Rose Farm Acres



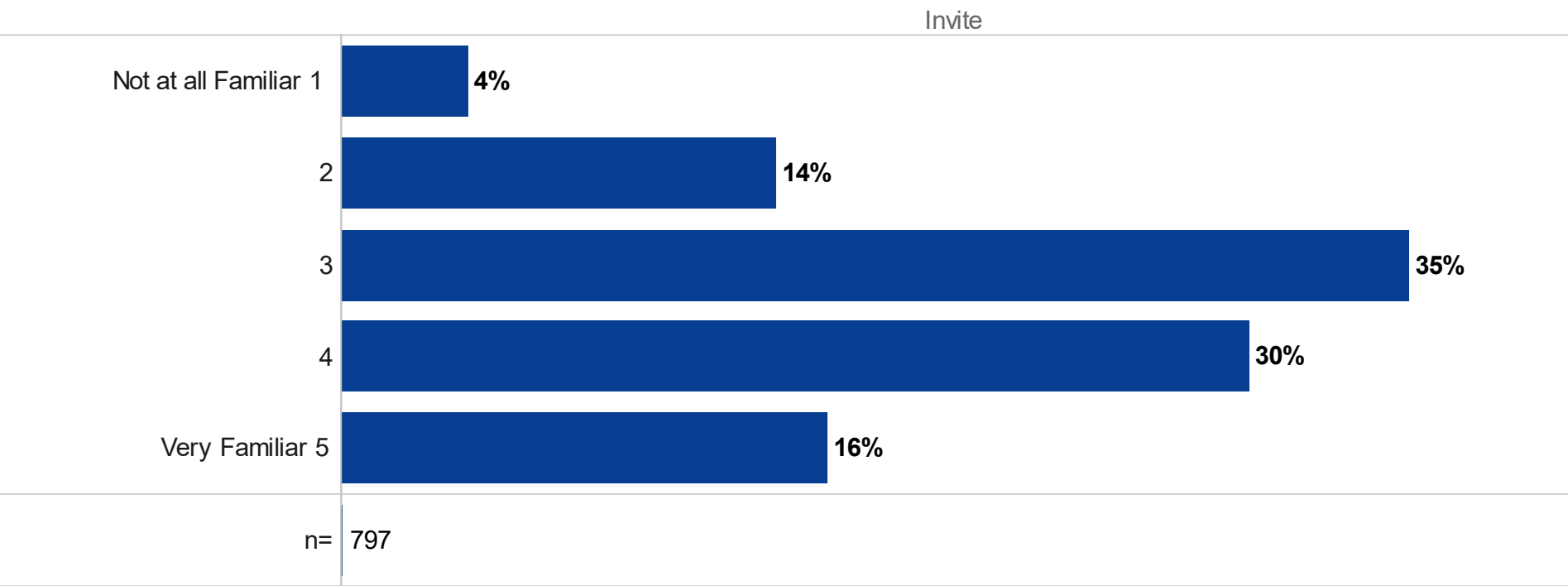


CURRENT PROGRAMS & FACILITIES

FAMILIARITY WITH PARKS AND RECREATION FACILITIES, PROGRAMS AND SERVICES

There is a moderate to higher level of familiarity with parks, recreation facilities, and services provided by the Town of Berthoud. A total of 46% of respondents rated their level of familiarity as a 4 or 5 on a scale of 1-5, with 5 being “very familiar.” The average is 3.4 out of 5.

On a scale of 1 to 5, how knowledgeable/familiar are you and your household with parks and recreation facilities, programs, and services the Town provides?



Avg: 3.4

FREQUENCY OF USE

The Berthoud Recreation Center and Trails and Waggener Farm Park are the most frequently used facilities with at least 21% of the sample responding they visit at least once a week. Less frequently visited locations include the Berthoud Bike Park and Downtown Skate Park.

How frequently do you use the following public facilities and parks in Berthoud?

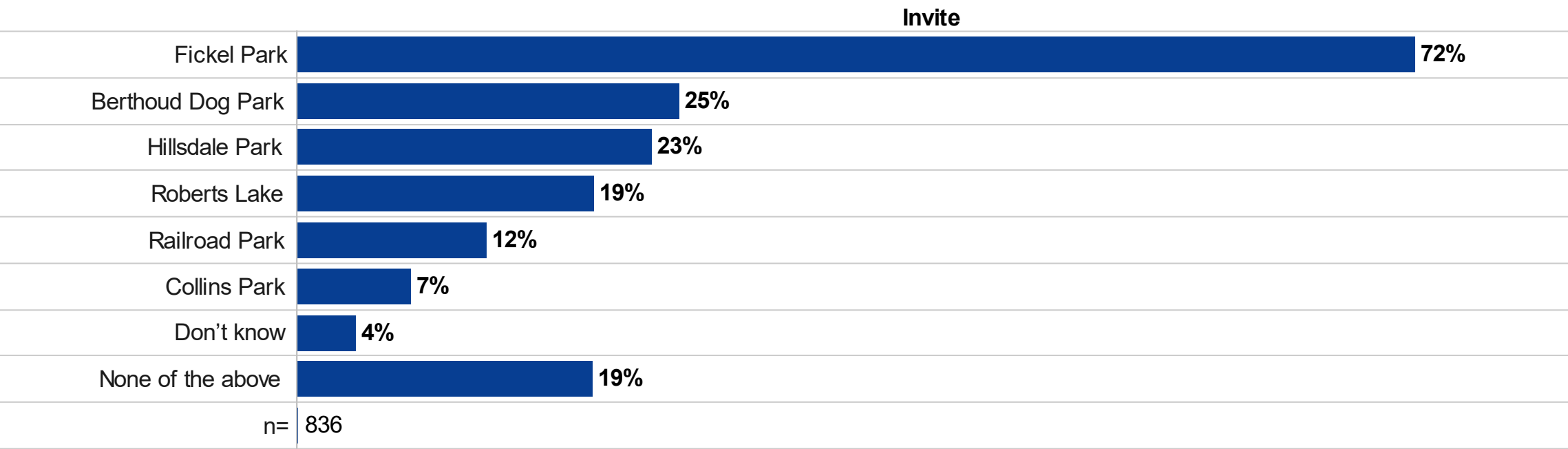
Rating Category	n=	At least once a week	A few times a month	At least once a month	A few times a year	Have not visited
Berthoud Recreation Center	816	28%	16%	9%	25%	22%
Berthoud Recreation Trails	798	24%	19%	9%	22%	26%
Waggener Farm Park	803	21%	22%	14%	27%	16%
HOA/Metro District Parks	782	15%	11%	10%	16%	48%
Berthoud Reservoir Park & Open Space	811	11%	17%	11%	36%	25%
Pioneer Park	797	7%	6%	8%	39%	40%
Bein Park & Athletic Field	794	7%	7%	9%	24%	53%
Town Park	778	5%	9%	12%	43%	30%
Berthoud Bike Park	795	3%	4%	6%	15%	72%
Downtown Skate Park	786	1%	2%	2%	10%	85%
Other: (specify)	140	19%	6%	4%	8%	62%

Source: RRC

FREQUENCY OF USE – ADDITIONAL PARKS

Nearly three-quarters of respondents have visited Fickel Park in the past twelve months. Berthoud Dog Park, Hillsdale Park, and Roberts Lake are also frequently visited with at least 19% of the sample saying they've been in the past twelve months. However, 19% of respondents report not having visited any of the listed parks in the past year.

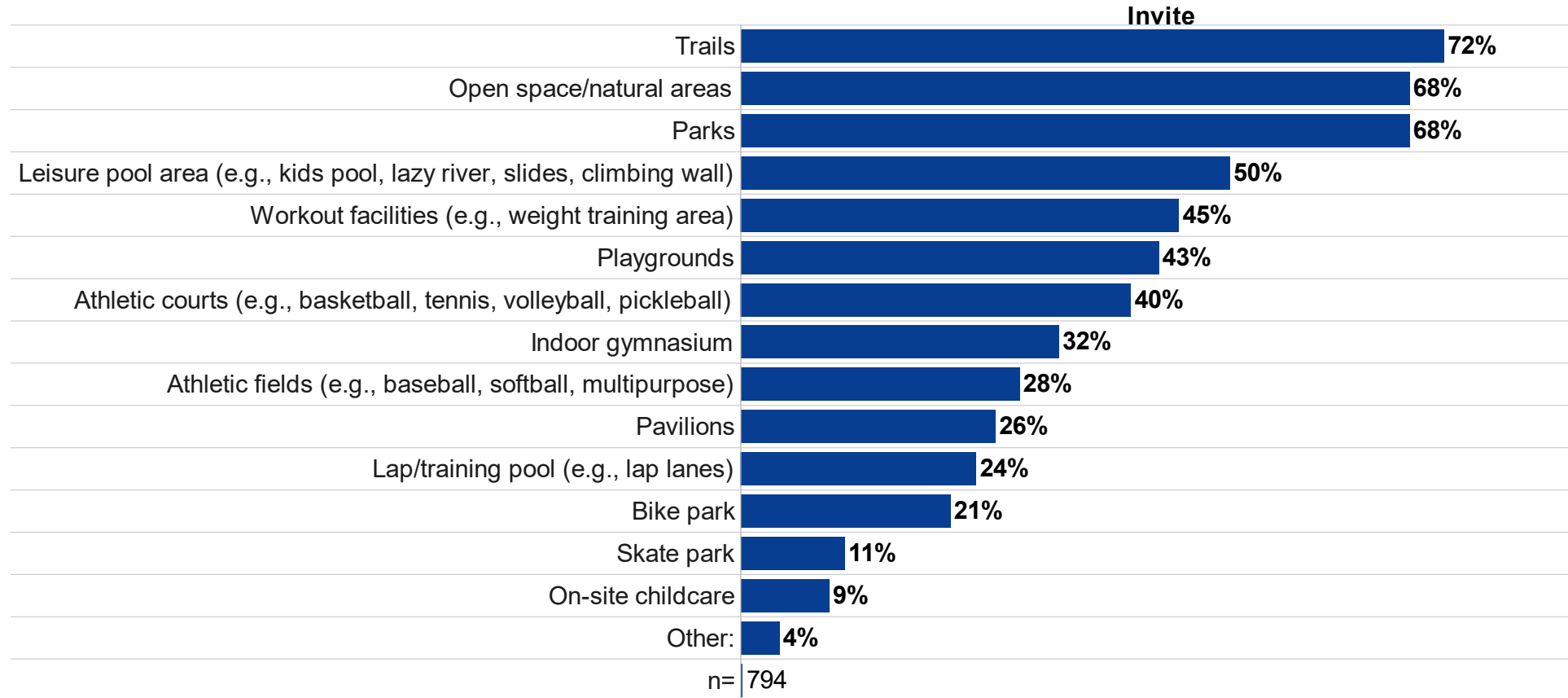
Below is an additional list of the Town of Berthoud Parks, Open Space and Trails. Which of the following have you visited in the past 12 months?



AMENITY USE

- Trails, open space/natural areas and parks are the most frequently used amenities, selected by at least 68% of respondents.
- The leisure pool area, workout facilities, and playgrounds also see high amounts of use.
- The skate park and on-site childcare are the least frequently used amenities.

Which of the following amenities does your household use when visiting the Town of Berthoud Parks and Recreation facilities?

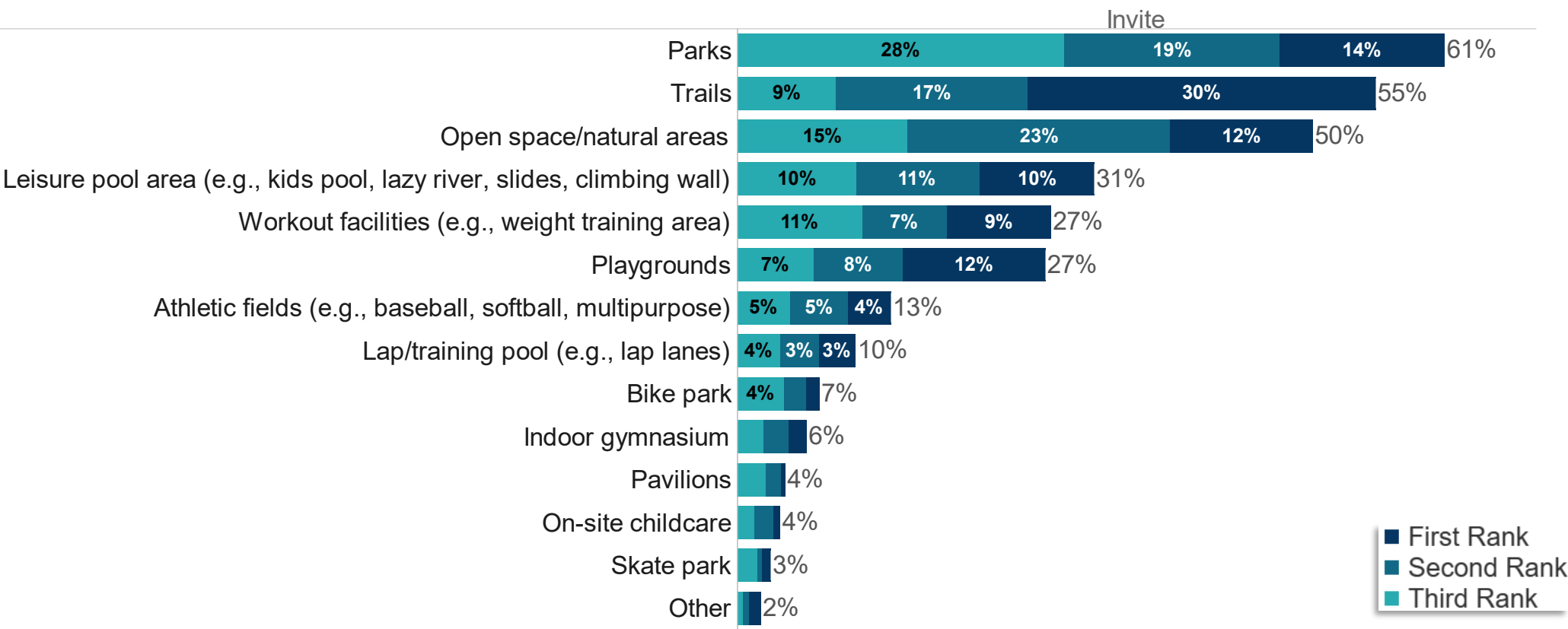


Source: RRC

TOP 3 MOST IMPORTANT AMENITIES

When asked to select the top three most important amenities from the list, parks, trails, and open space/natural areas were most commonly chosen. Following in importance are the leisure pool area, workout facilities and playgrounds.

From the list above, which amenities are most important to your household?



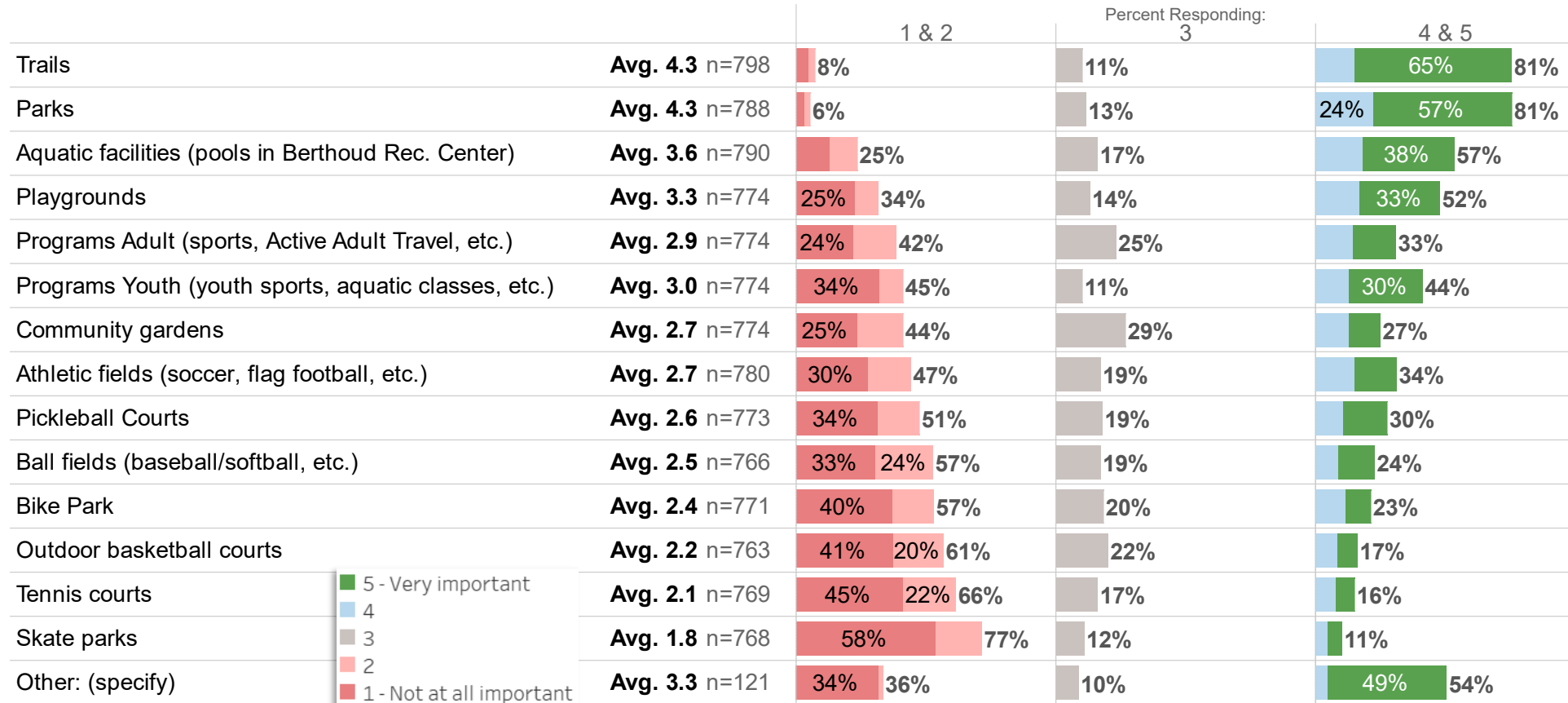
*Darker colors indicate a higher ranking
Source: RRC

AMENITIES – IMPORTANCE

- Trails and parks are rated almost equally as the most important current amenities.
- More than half of respondents rated the aquatic facilities and playgrounds as a 4 or a 5, with 5 being “very important.”
- Youth programs are split between those who feel they are very important and not at all important.
- The Bike Park, outdoor basketball courts, tennis courts, and skate parks all rated lower in terms of importance to the household.

Please rate how important the following current amenities are to your household. Please provide an answer even if you have not used the amenity.

Invite Sample

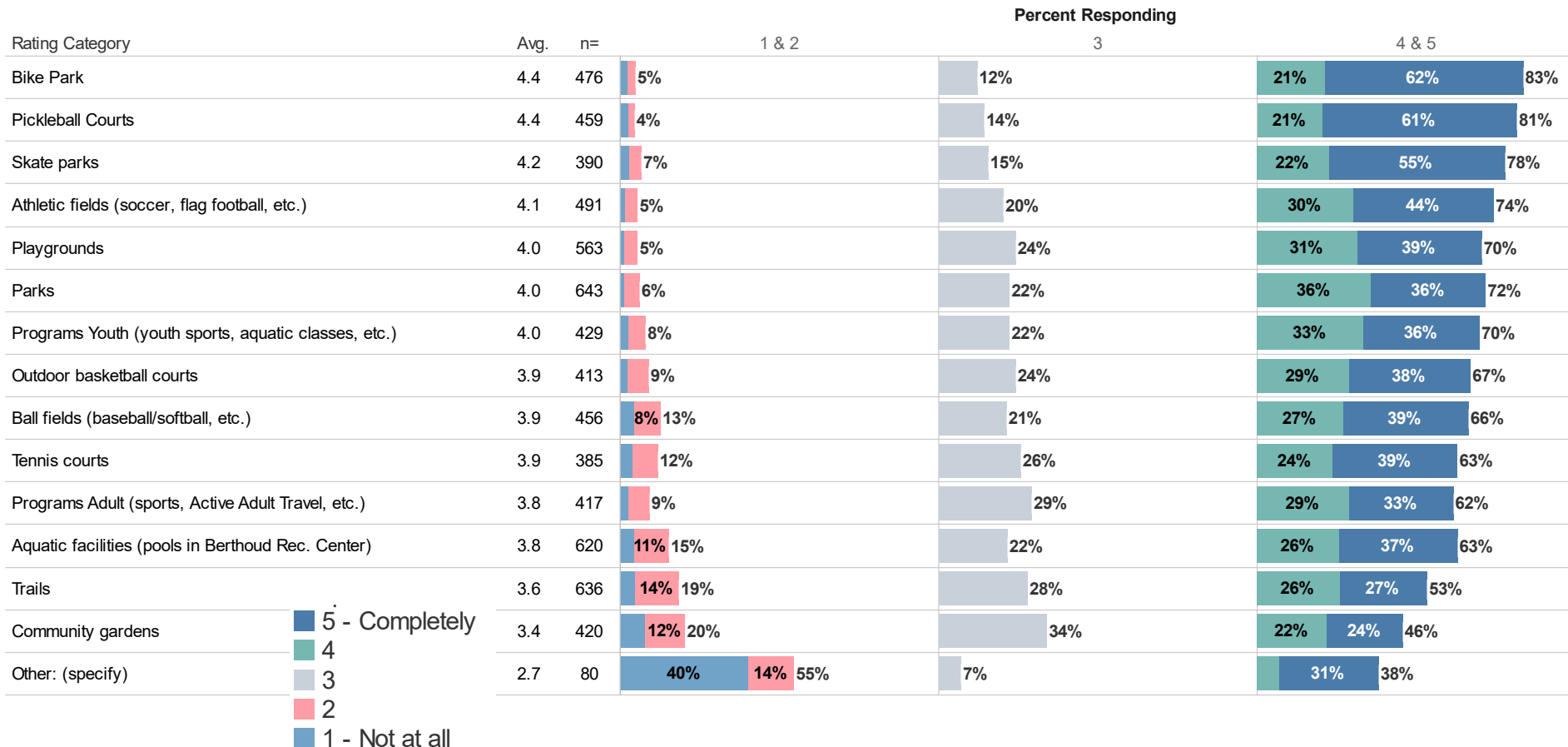


*Responses are sorted in descending order by average rating
Source: RRC

AMENITIES – NEEDS MET

- In general, the community is satisfied with the listed amenities with the lowest average rating of 3.4 out of 5, with 5 being “completely meeting the needs of the community.”
- Although trails rated the highest in terms of importance, the rating for how well they are currently meeting the needs of the community dropped.
- Respondents are most satisfied with the Bike Park, pickleball courts, and skate parks (although these amenities are of lower importance overall).

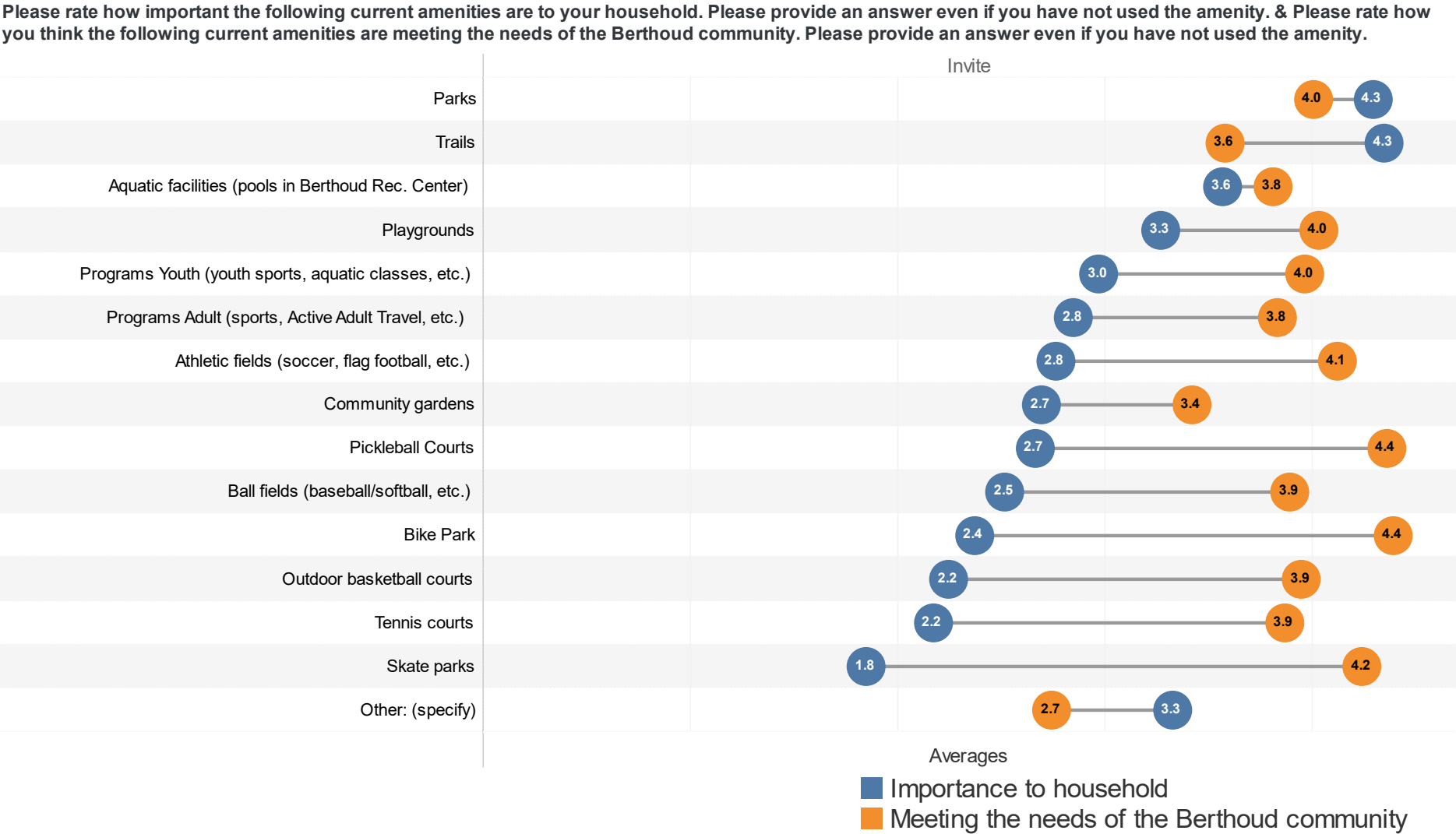
Please rate how you think the following current amenities are meeting the needs of the Berthoud community. Please provide an answer even if you have not used the amenity.



FACILITIES & AMENITIES – IMPORTANCE/NEEDS MET MATRIX

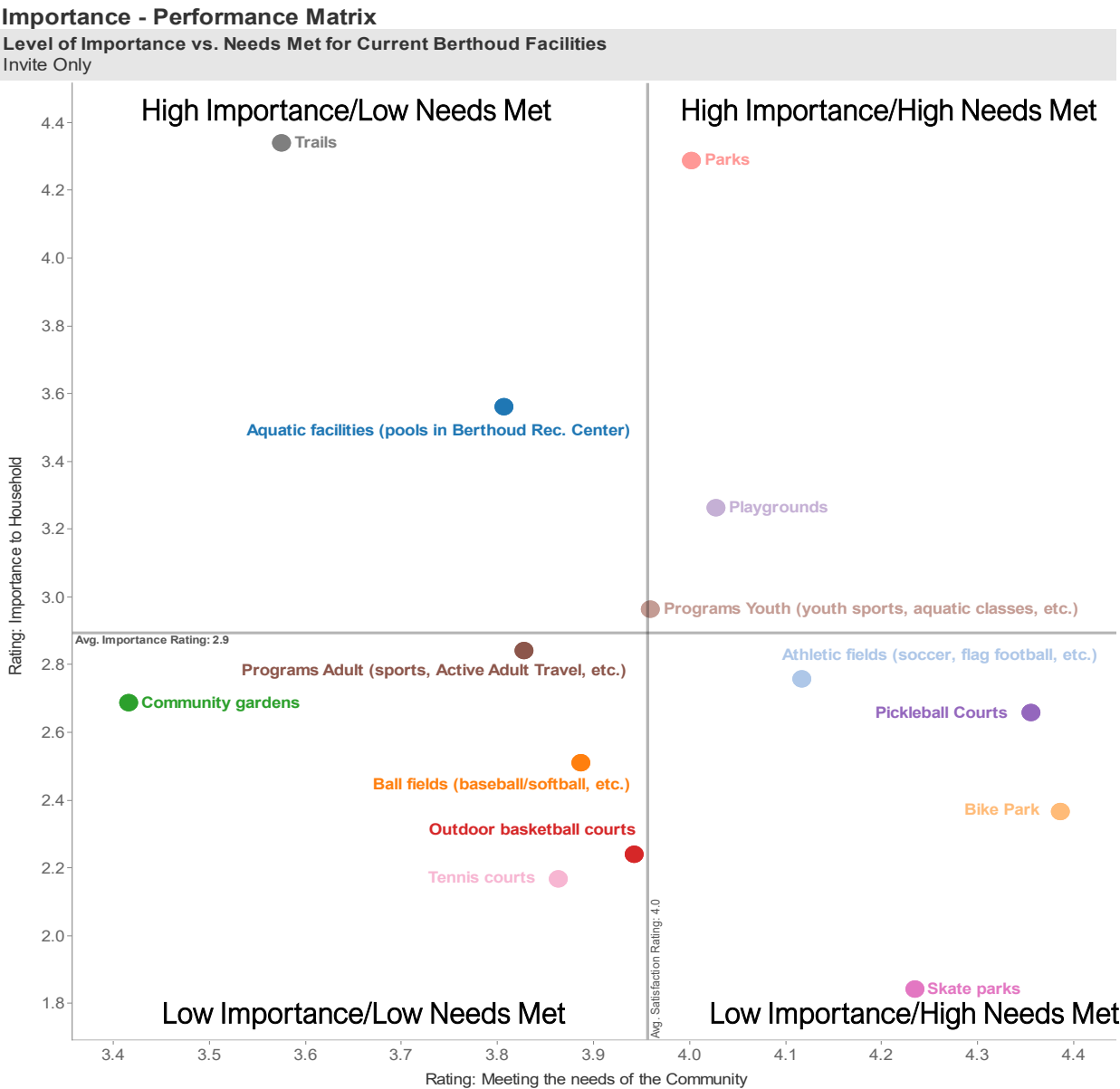
INVITE SAMPLE AVERAGE

- Overall, the majority of amenities currently have higher average ratings for meeting the needs of the community compared to importance to the household.
- The only two categories where importance exceeds the average needs met rating are for parks and trails.



FACILITIES & AMENITIES – IMPORTANCE/NEEDS MET MATRIX

INVITE SAMPLE AVERAGE



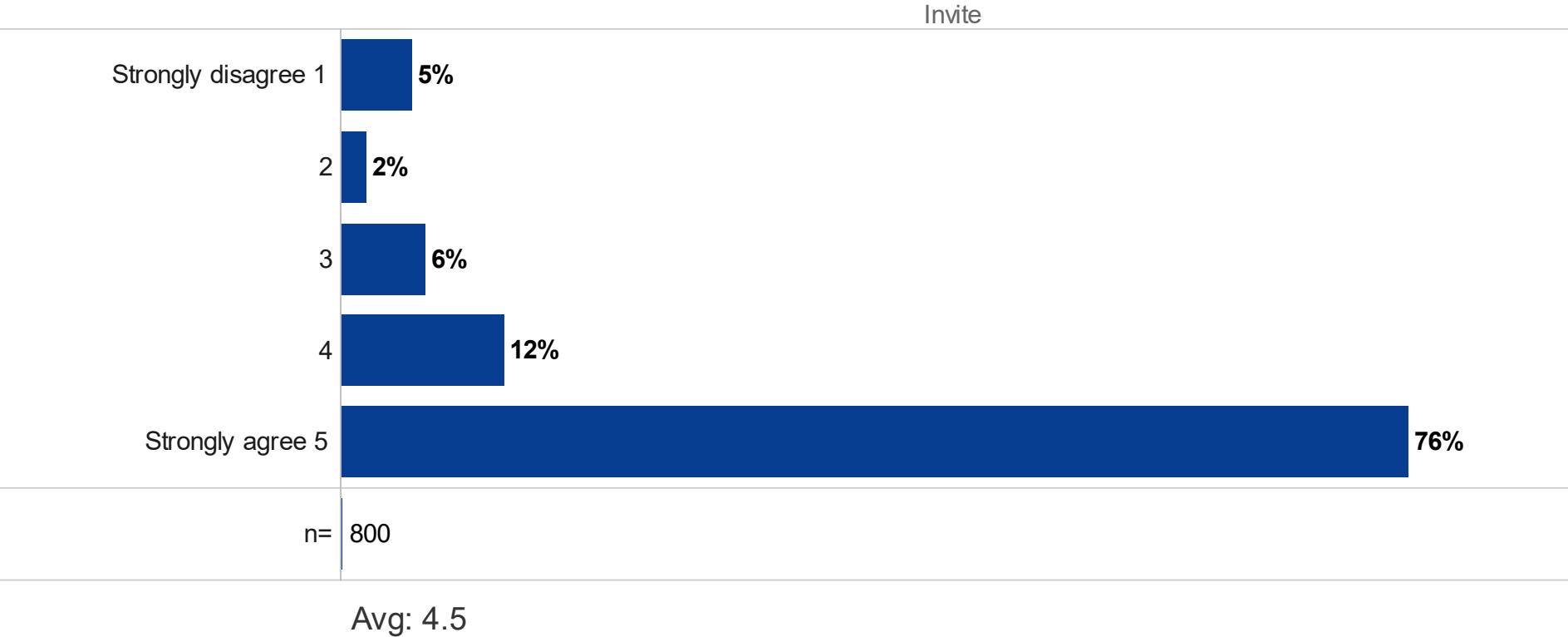


FUTURE PLANNED CAPITAL PROJECTS & AMENITIES

SUPPORT OF DEVELOPING NEW PARKS

Respondents are strong supporters of developing new Parks, Open Space, Recreation, and Trails amenities using available town funds with 76% of the sample responding that they strongly agree. Only 7% rated their level of support as one or two out of five.

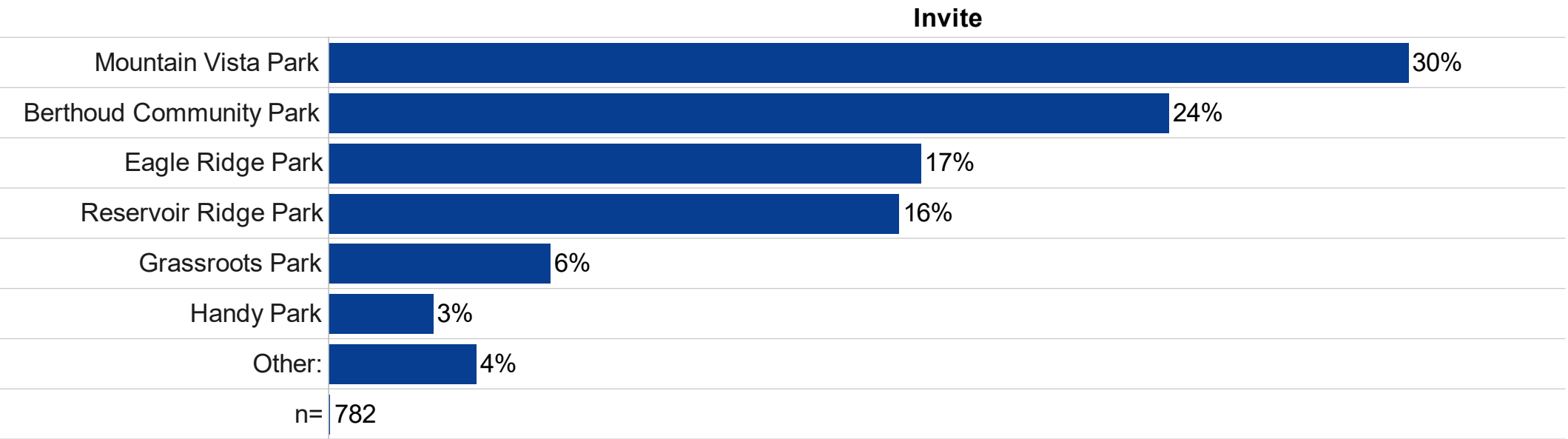
How much do you agree that the town should continue to develop new Parks, Open Space, Recreation, and Trails amenities using available town funds or bonds.



RICHARDSON FARM PARK RENAMING

When asked to consider a new name for Richardson Farm, 30% of respondents are supportive of the name Mountain Vista Park, and about a quarter prefer the name Berthoud Community Park. The names Grassroots Park and Handy Park received the least support.

The Town of Berthoud is choosing a new name for the property currently known as Richardson Farm. This property is located on the north side of the Loveland Reservoir and is more than 50 acres. Planned amenities on site include a baseball/softball field complex, a feature playground, and an aquatic park. While this survey will not determine the final name, we value your input greatly. Which of the following names, which are under consideration from a committee-developed list, would you prefer?

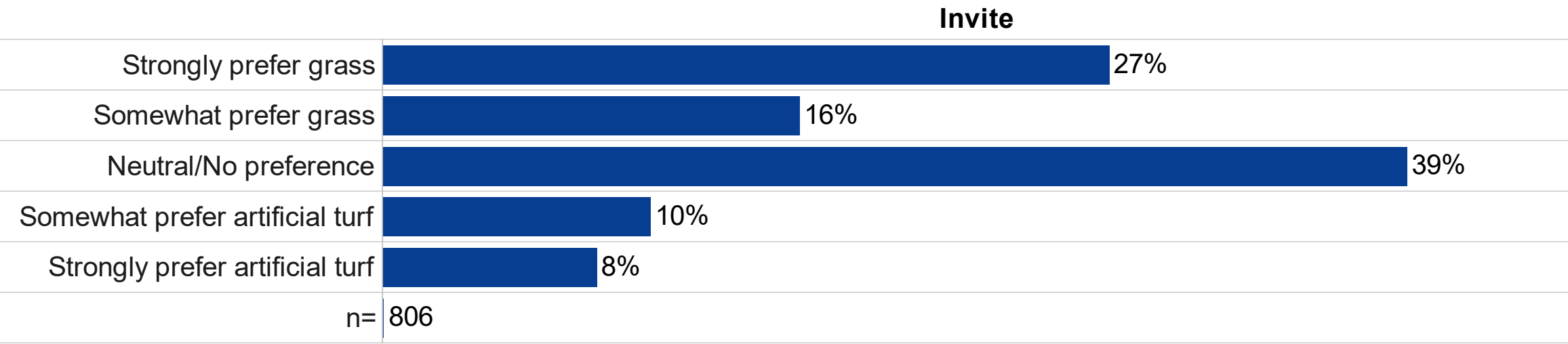


Soure: RRC

TURF VS. GRASS

While 39% of respondents have no preference between turf and grass ballfields, overall, there is a preference for grass. A total of 43% of the sample responded that they somewhat or strongly prefer grass compared to the 18% that prefer turf.

The future park at Richardson Farm would include multiple ballfields, do you have a preference for artificial/synthetic turf or grass as a playing surface?



Soure: RRC

OPEN-ENDED COMMENTS

Injury Concerns:

- ### Water Conservation:

- ### Maintenance and Cost:

- ### Environmental and Health Impacts:

- ### Heat and Usability:

-

FUTURE AMENITIES – IMPORTANCE

An outdoor pool was the top-rated future aquatics amenity with over half (57%) rating the importance as a 5 out of 5. Overall, there is a strong sense of importance for future aquatics amenities with all categories scoring at least an average of 3.5 except for a concession area, diving blocks, and a 1m/3m diving board.

Please tell us how important each of the amenities below would be to include in future Berthoud Parks, Open Space, Recreation, and Trails Planning over the next 5-10 years.
Future Aquatic Amenities

Rating Category	Avg.	n=	Percent Responding				
			1 & 2	3	4 & 5		
Outdoor pool	4.2	743	9%	12%	22%	57%	79%
Lap lanes for exercise	4.0	744	13%	17%	27%	43%	71%
Leisure pool with gentle slope entry for walking	3.7	731	19%	21%	24%	37%	60%
Shallow pool for infants or toddlers	3.7	727	23%	16%		42%	62%
Lap lanes for swim team and competitions (6 lanes)	3.7	713	22%	17%		41%	61%
Water slides	3.7	724	19%	21%	25%	35%	60%
Lazy river	3.6	734	17%	25%	28%	30%	58%
Water sprays with interactive play features	3.6	726	21%	21%	26%	32%	58%
Indoor pool	3.6	729	24%	17%		37%	58%
Area with deep water for diving, water polo, etc.	3.5	708	22%	23%	23%	32%	55%
Hot tub or jacuzzi	3.5	732	25%	19%	23%	32%	55%
Concession area	3.3	727	28%	24%	23%	24%	48%
Diving blocks	3.0	664	39%	23%			38%
1m/3m diving board	3.0	668	26%	37%	24%		39%

5 - Very important

4

3

2

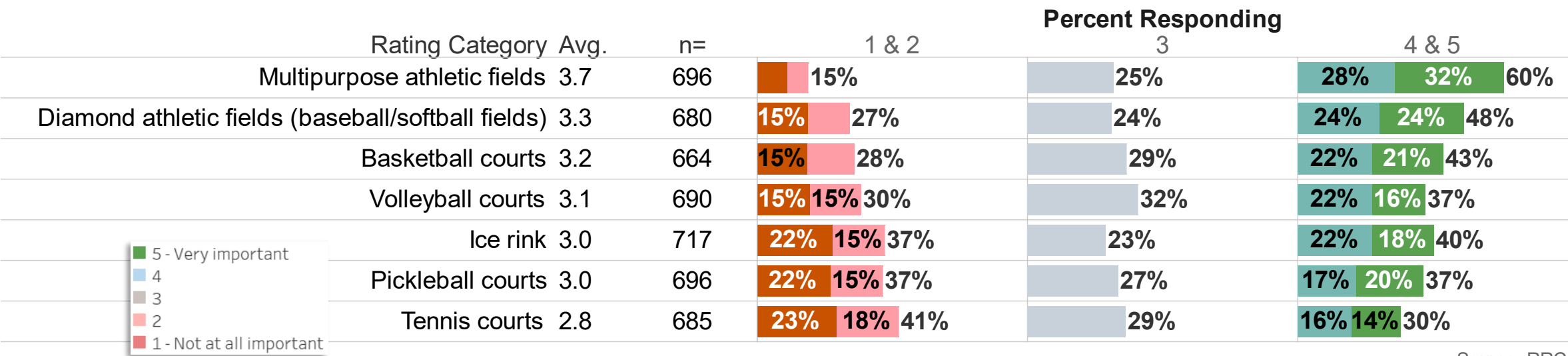
1 - Not at all important

FUTURE AMENITIES – IMPORTANCE

In terms of future sports fields and courts, multipurpose athletic courts are the most important with an average of 3.7 out of 5 with 5 being “very important.” Volleyball courts, an ice rink and pickleball courts are split between those who feel they are very important and those that feel they are not at all important. Tennis courts ranked last as a priority for future sports fields/courts.

Please tell us how important each of the amenities below would be to include in future Berthoud Parks, Open Space, Recreation, and Trails Planning over the next 5-10 years.

Future Sports Fields/Courts



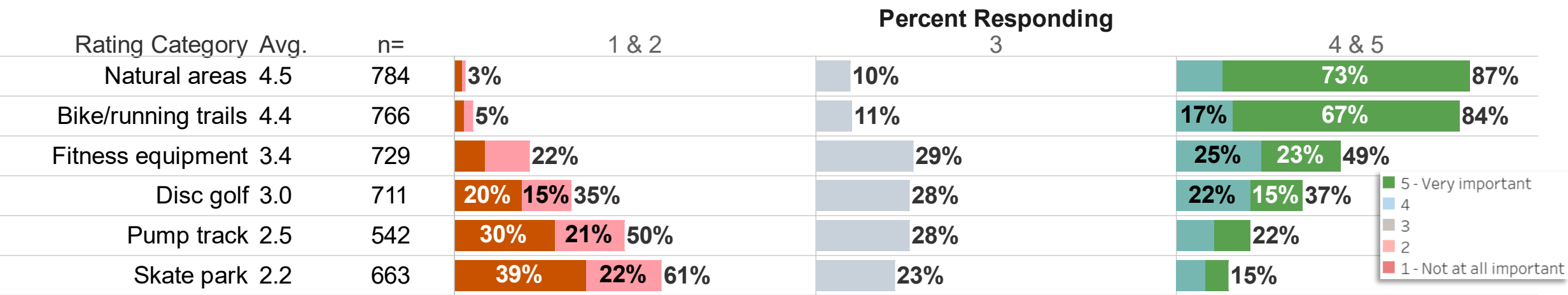
Source: RRC

FUTURE AMENITIES – IMPORTANCE

Natural areas and biking/running trails rated the highest out of all future amenities in importance. Nearly three-quarters (73%) rated natural areas a 5 out of 5 in importance. There is little emphasis on the importance of a future pump track or skate park.

Please tell us how important each of the amenities below would be to include in future Berthoud Parks, Open Space, Recreation, and Trails Planning over the next 5-10 years.

Future Recreation Facilities



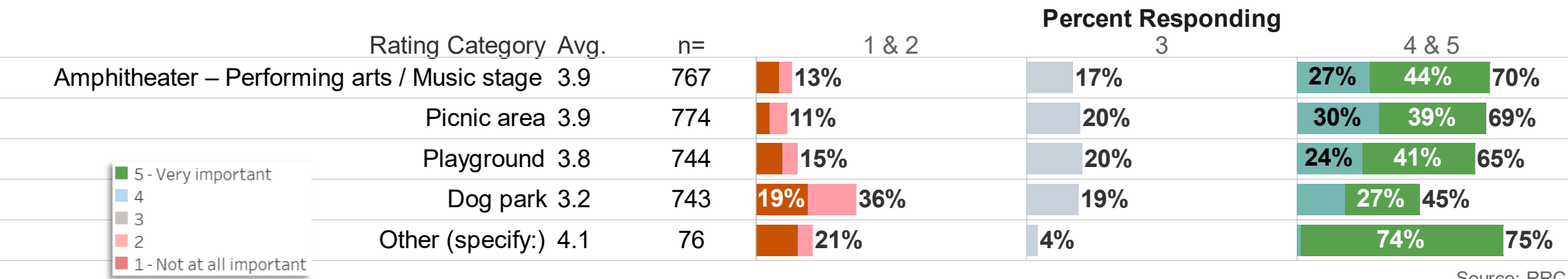
Source: RRC

FUTURE AMENITIES – IMPORTANCE

Out of the other future amenities, an amphitheater and additional picnic areas are of higher importance followed by an additional playground. Some of the amenities mentioned in the “other” category include adaptive playgrounds, connection of trails and bike paths, fishing opportunities and pickleball/racquetball courts.

Please tell us how important each of the amenities below would be to include in future Berthoud Parks, Open Space, Recreation, and Trails Planning over the next 5-10 years.

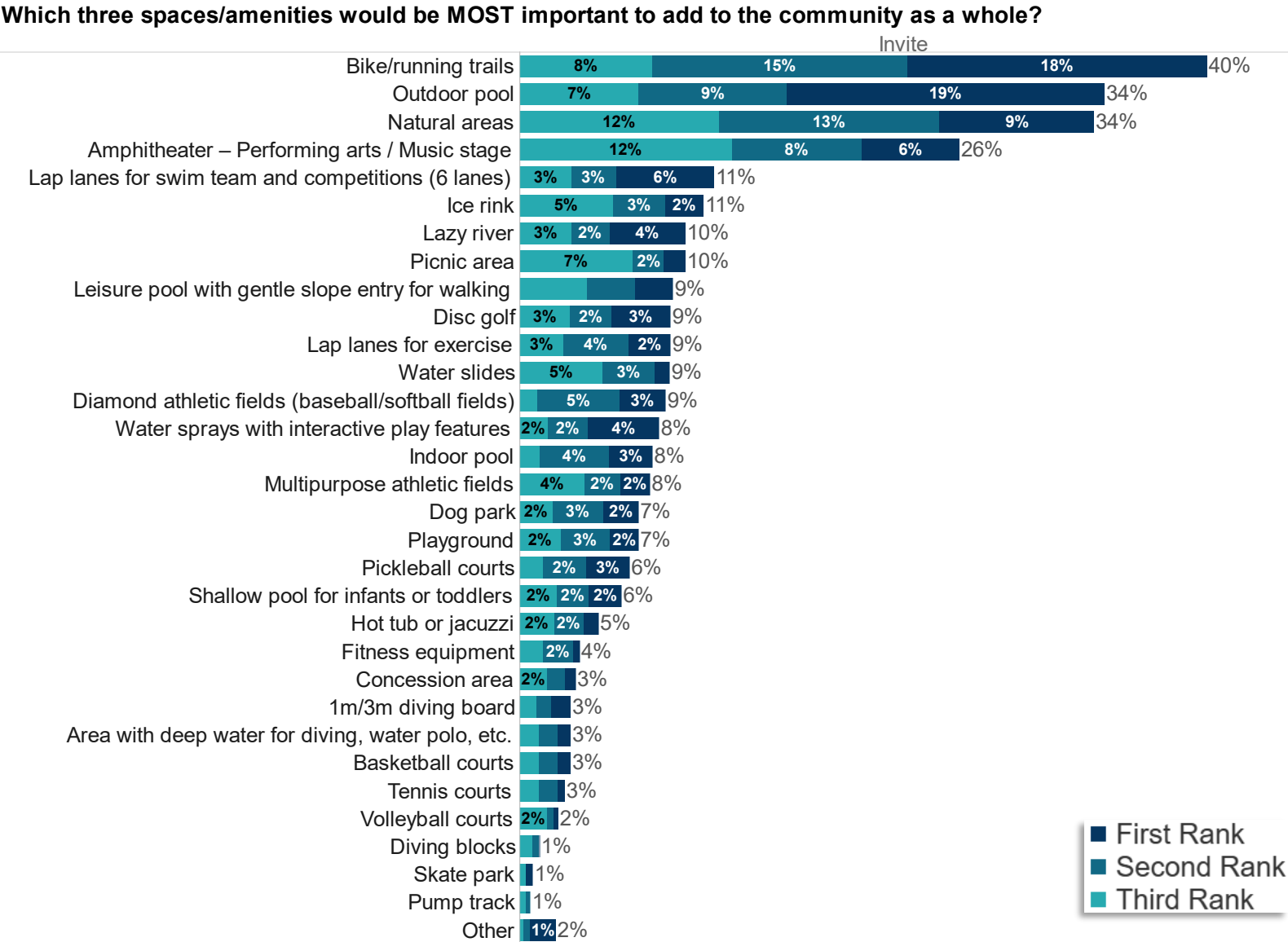
Future Amenities



Source: RRC

TOP 3 MOST IMPORTANT FUTURE AMENITIES

- Compared to the other amenities, there is high importance placed on bike/running trails, an outdoor pool, natural areas, and an amphitheater.
 - 18% of the sample rated bike/running trails and 19% rated an outdoor pool as the most important on the list of future amenities.

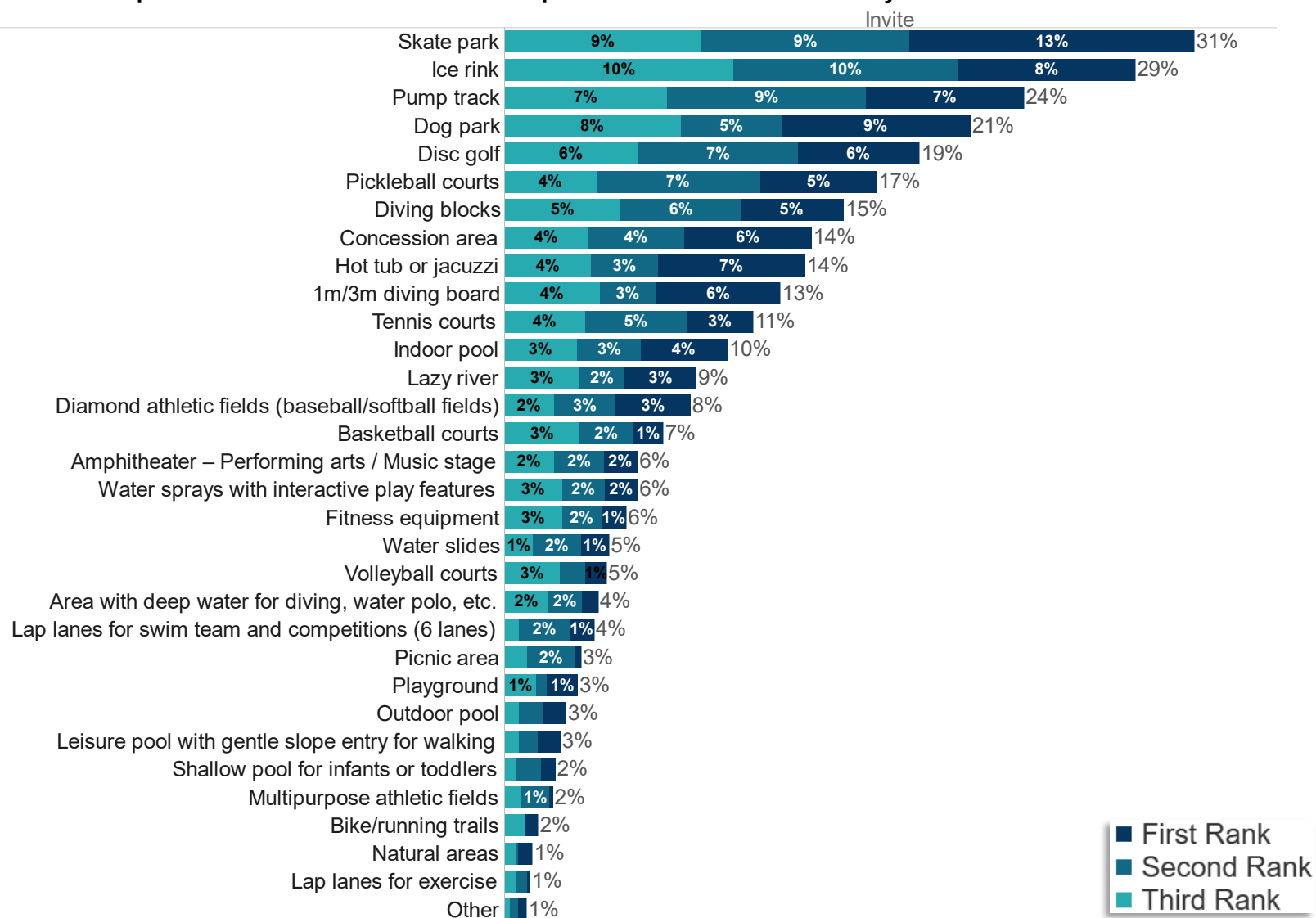


*Darker colors indicate a higher ranking
Source: RRC

TOP 3 LEAST IMPORTANT FUTURE AMENITIES

- Respondents were then asked to rank their top three least important future amenities.
- A skate park, ice rink and pump track stood out as the top three least important future amenities, however, there are smaller percentage differences between the listed amenities overall.

Which three spaces/amenities would be LEAST important to add to the community as a whole?

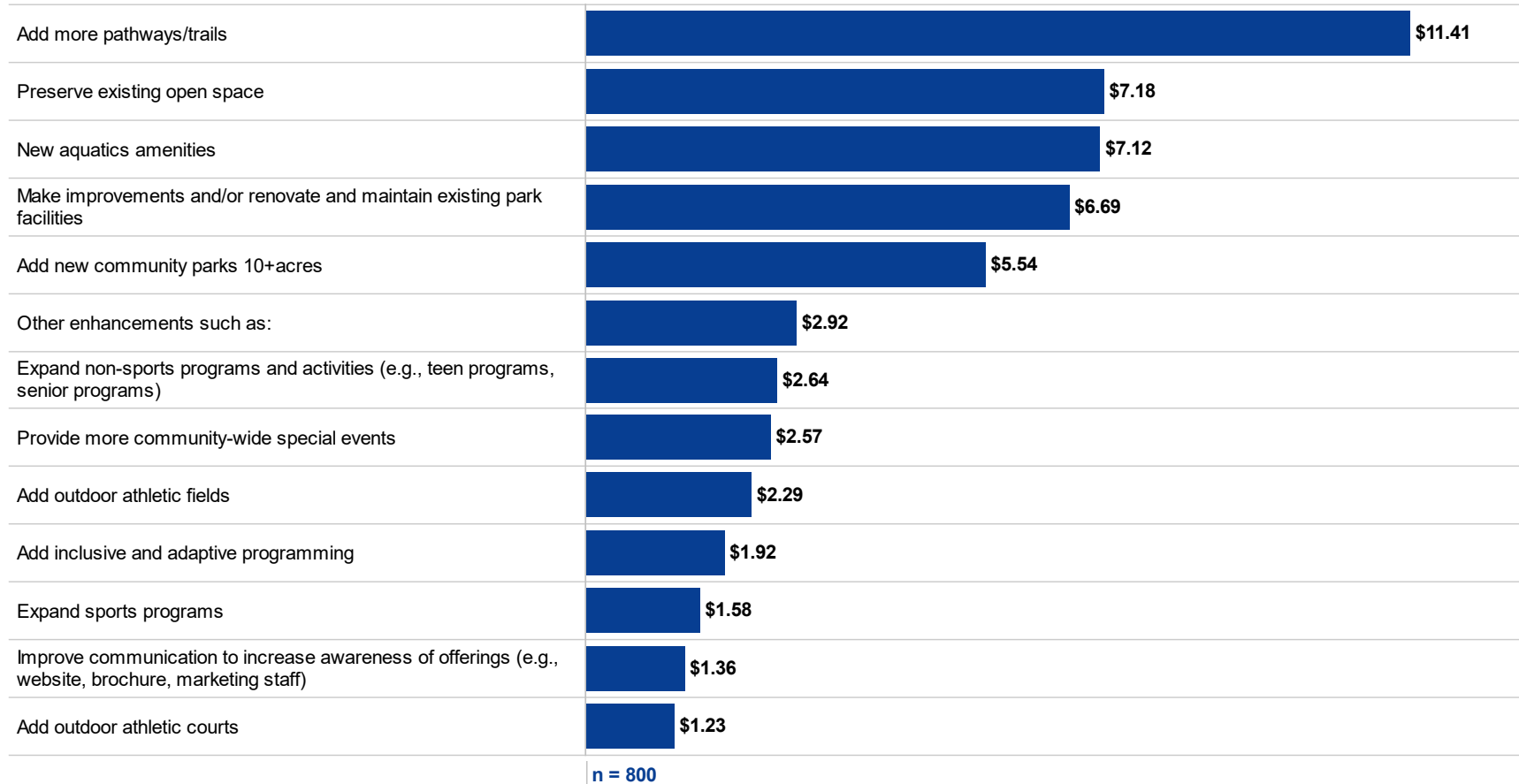


*Darker colors indicate a higher ranking
Source: RRC

BUDGET ALLOCATION

- Respondents were asked how they would allocate a hypothetical \$100 across different parks and recreation facilities, services and/or programs.
- The majority of that budget went to adding more pathways/trails (\$11.41) followed by preserving existing open space (\$7.18), and new aquatics amenities (\$7.12)
- Respondents on average allocated less money toward improving communication and adding outdoor athletic courts.

With \$5 increments being the smallest amount you might use, if you had \$100 to spend on parks and recreation facilities, services and/or programs, how would you allocate that \$100 across the following categories?



Source: RRC

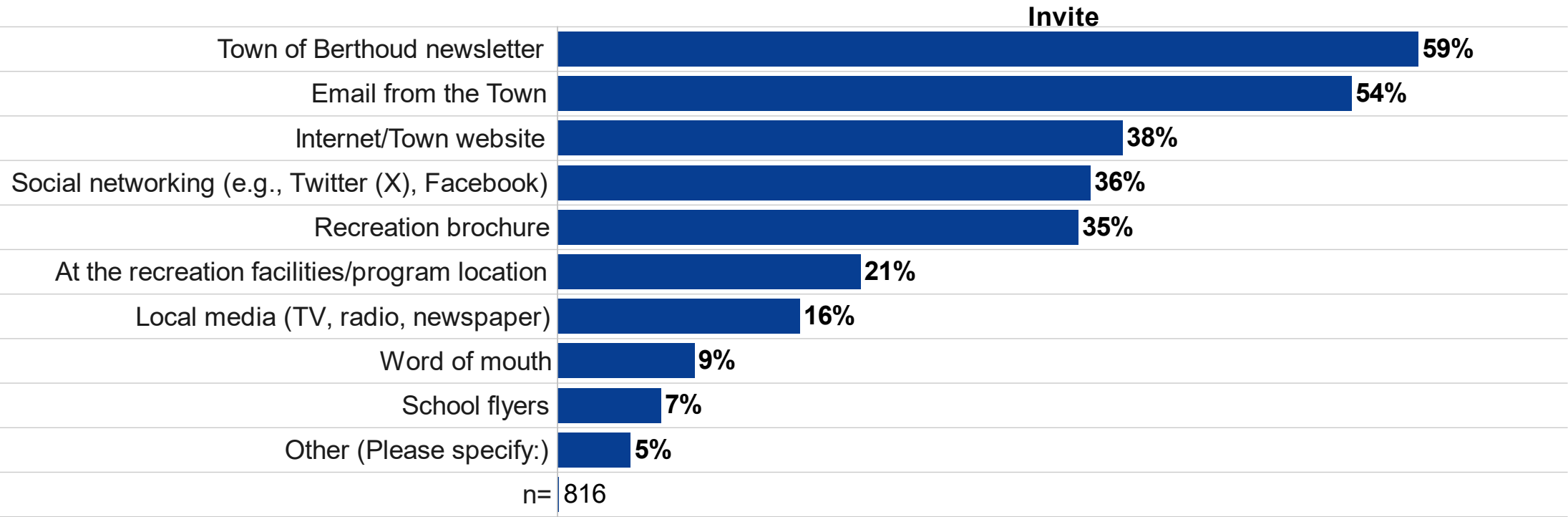


| COMMUNICATION

PREFERRED COMMUNICATION

The Town of Berthoud newsletter and email communication from the town are the best ways to reach over half of the respondents. The internet/Town website, social networking, and the recreation brochure are also effective forms of communication for at least a third of the sample.

What is the best way to reach you with information on parks and recreation facilities, services, and programs?



Source: RRC

ADDITIONAL COMMENTS/SUGGESTIONS

Respondents were offered an opportunity at the end of the survey to provide any additional comments and suggestions for the Town of Berthoud. A total of 292 additional comments were received. Common themes are outlined below, and a list of full responses is included in the Appendix.

Recreation & Leisure



"A spray park would be nice. Use reclaimed water, fun for hours for so many kids. I really think this town needs a public outdoor pool."

"A dedicated indoor pickleball court NOT using gym flooring."

Accessibility & Connectivity



"Cannot ask enough...we need more trails, places to walk, run, bike. Not just in town, but trails around our community as well."

"Please connect the parks with trails for running and biking."

Maintenance & Development



"Berthoud Reservoir becomes unusable due to overgrown weeds by mid-summer - the city should fix this before new projects are started."

"Get the parks done that have been under construction for 2+ years before starting new projects."

Community & Family Engagement



"Ball fields and outdoor courts are important for children, youth, and families in Berthoud."

"I've been told senior citizens make up ~25% of Berthoud's population with more moving in. If true, I think this merits a dedicated building or space in a building (not a rented room) for them to socialize, fundraise and possibly rent out for small groups as a way to fund their social activities and transportation for local tours."

Affordability & Inclusion



"Facilities built with tax dollars should be affordable for all community members. I feel the rec center pricing is too high and excludes low income families."

"Access to many programs/facilities feels limited due to financial barriers."

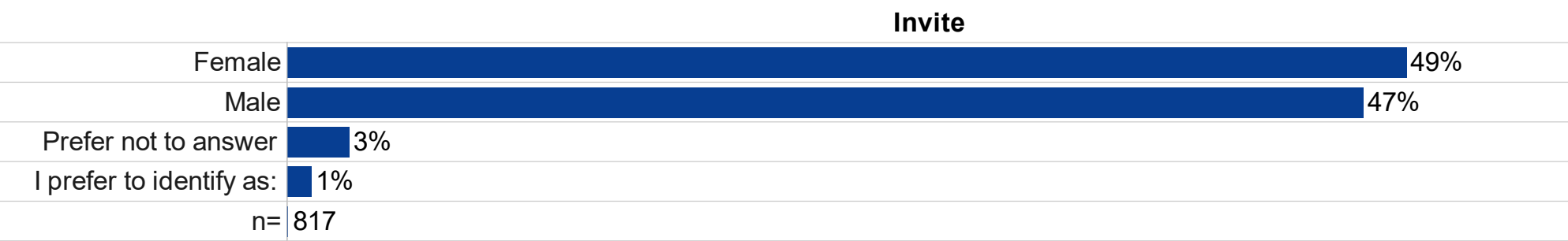


DEMOGRAPHICS

GENDER & AGE

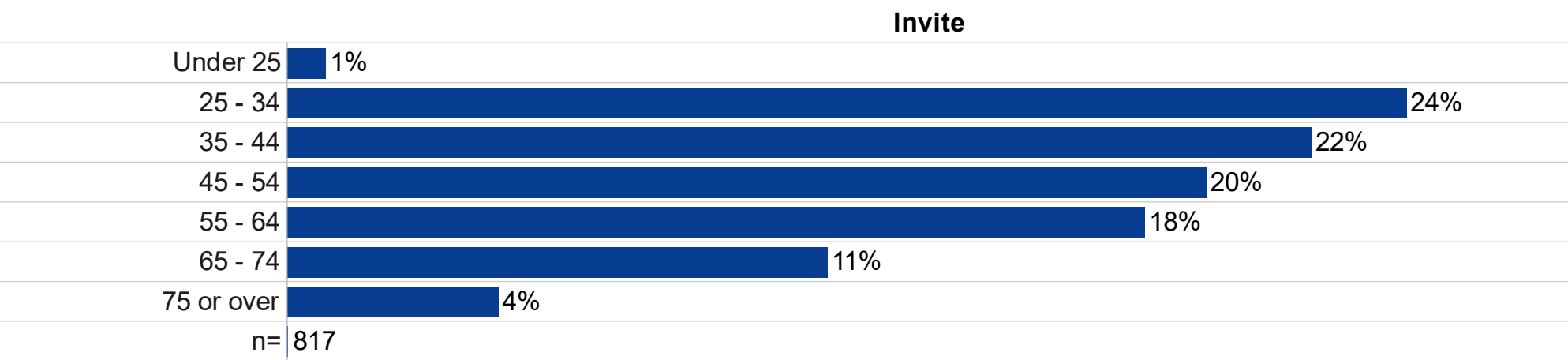
The statistically valid sample was weighted by gender and age using US Census data to more accurately represent the Town of Berthoud.

Please indicate the gender with which you identify:



Soure: RRC

What is your age?

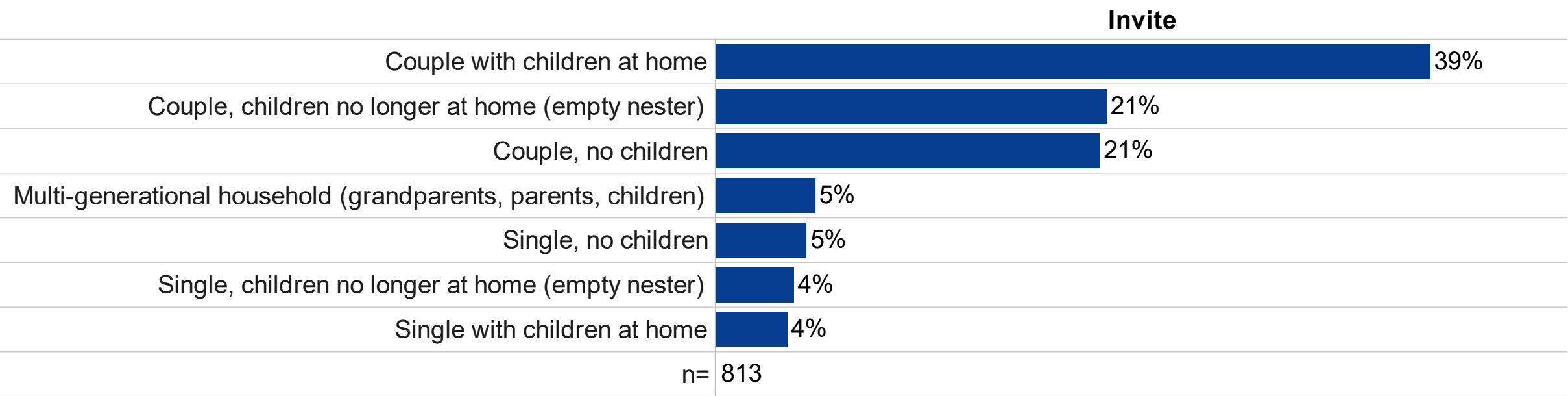


Soure: RRC

HOUSEHOLD MAKEUP

The majority of respondents are couples, primarily couples with children at home (39%).

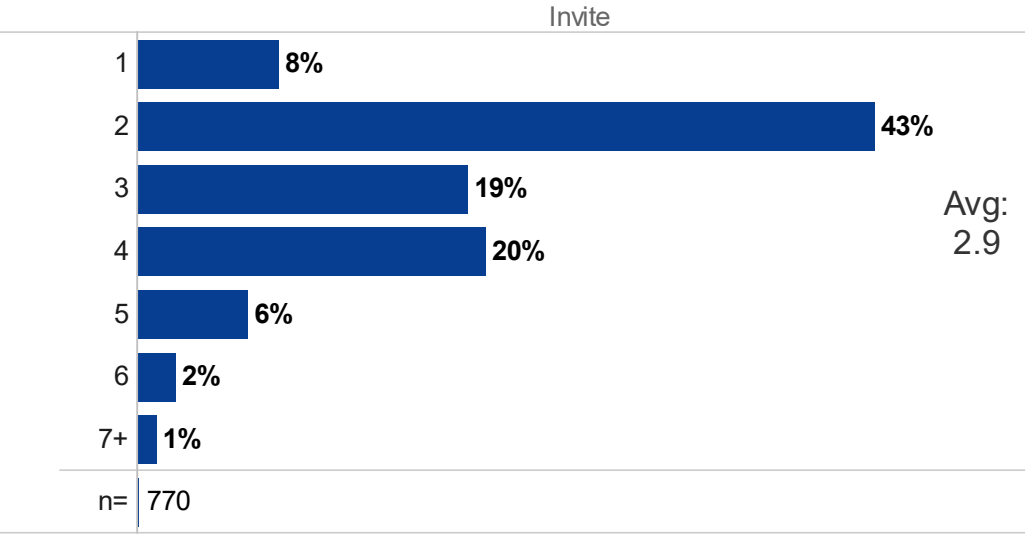
Which of these categories best applies to your household?



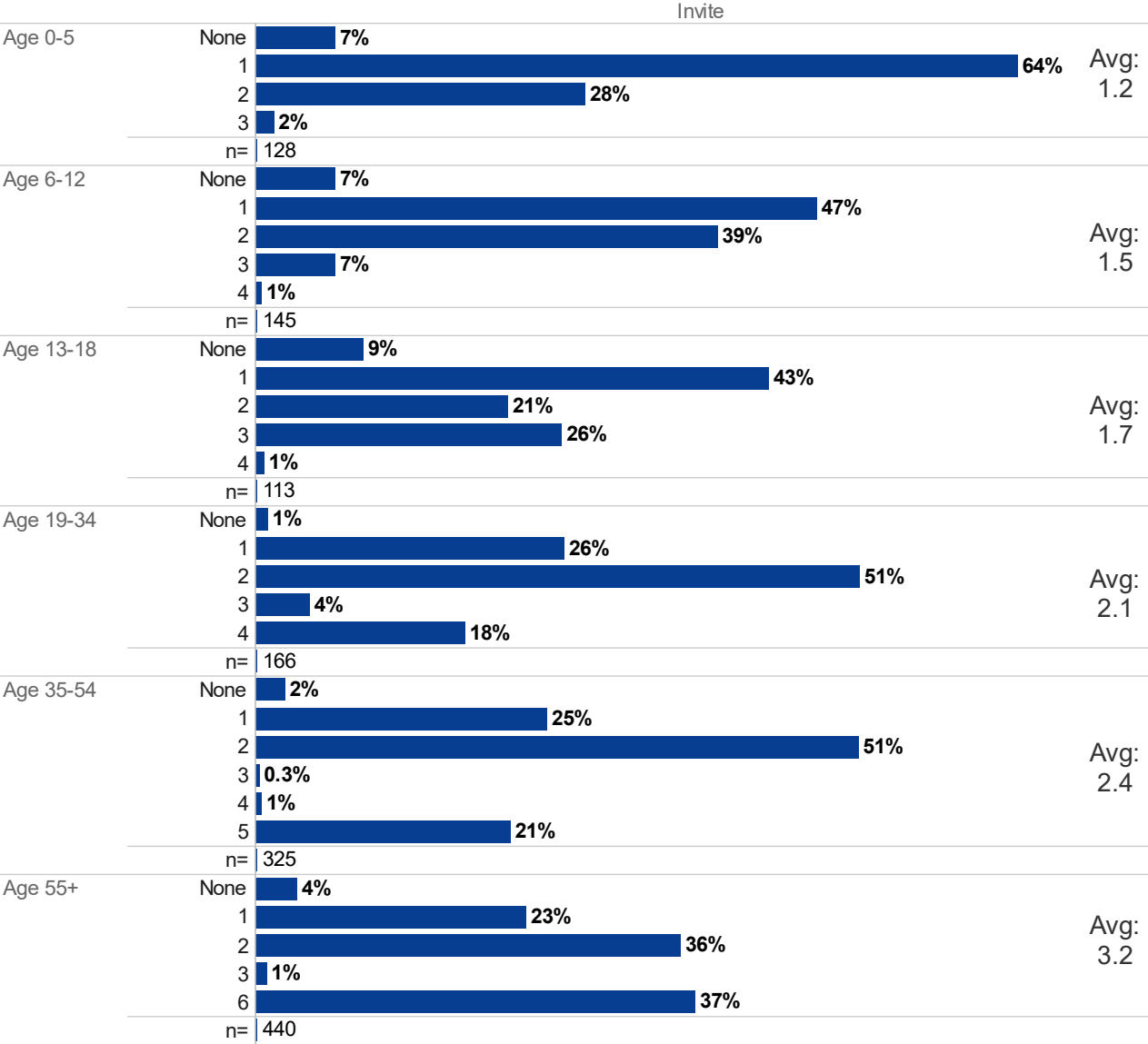
Soure: RRC

HOUSEHOLD MAKEUP

Including yourself, how many people in total reside in your household?



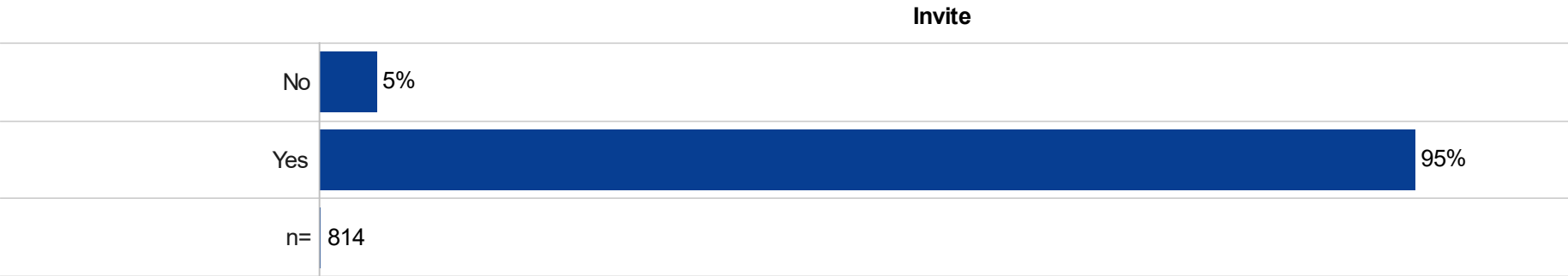
How many of those people are in the following age ranges?



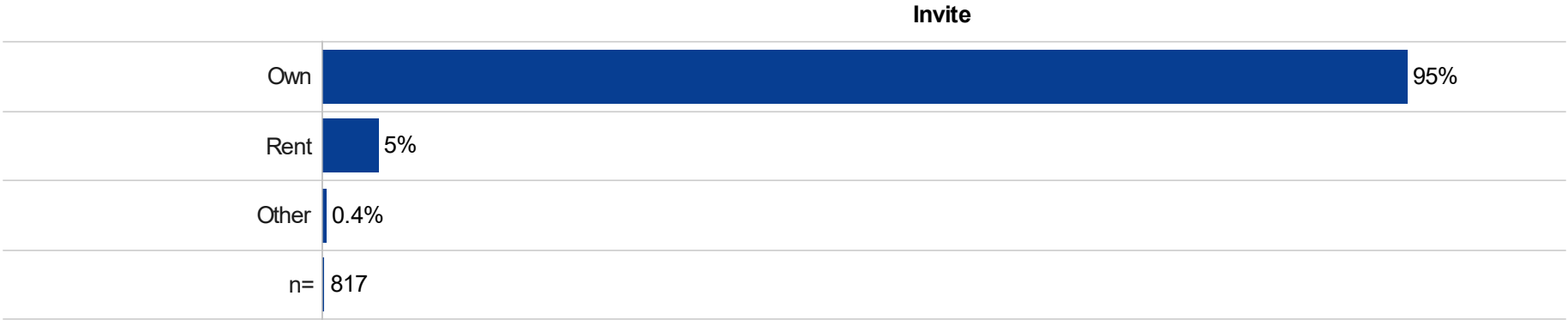
VOTER REGISTRATION STATUS & RESIDENCE OWNERSHIP

Only 5% of the sample are not registered voters and currently rent their home in Berthoud.

Are you a registered voter in the Town of Berthoud?



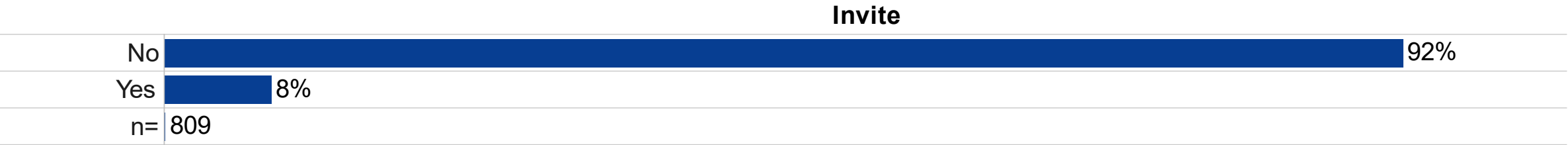
Do you rent or own your residence in the Berthoud area?



ADA NEEDS AND DOG OWNERSHIP

Nearly 1 in 10 respondents (8%) do have a need for ADA-accessible facilities and services.

Does your household have a need for ADA-accessible (Americans with Disabilities) facilities and services?

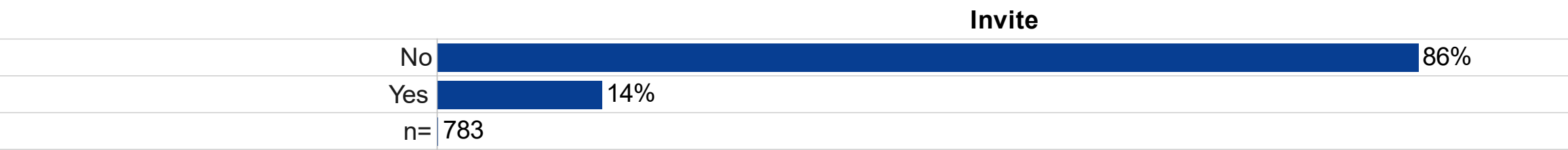


Soure: RRC

ETHNICITY & RACE

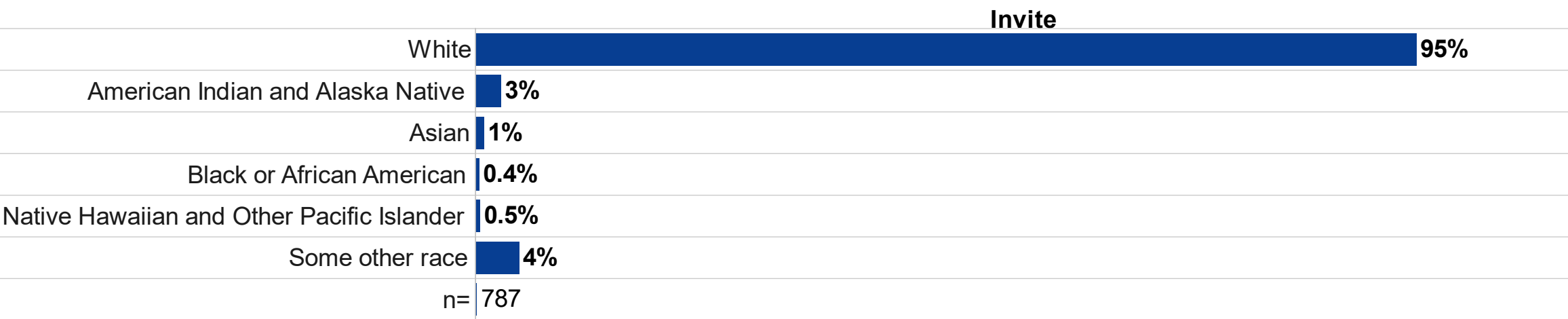
The sample was weighted by ethnicity to more accurately represent the Town of Berthoud.

Are you of Spanish, Hispanic, or Latino origin?



Source: RRC

What race do you consider yourself to be?

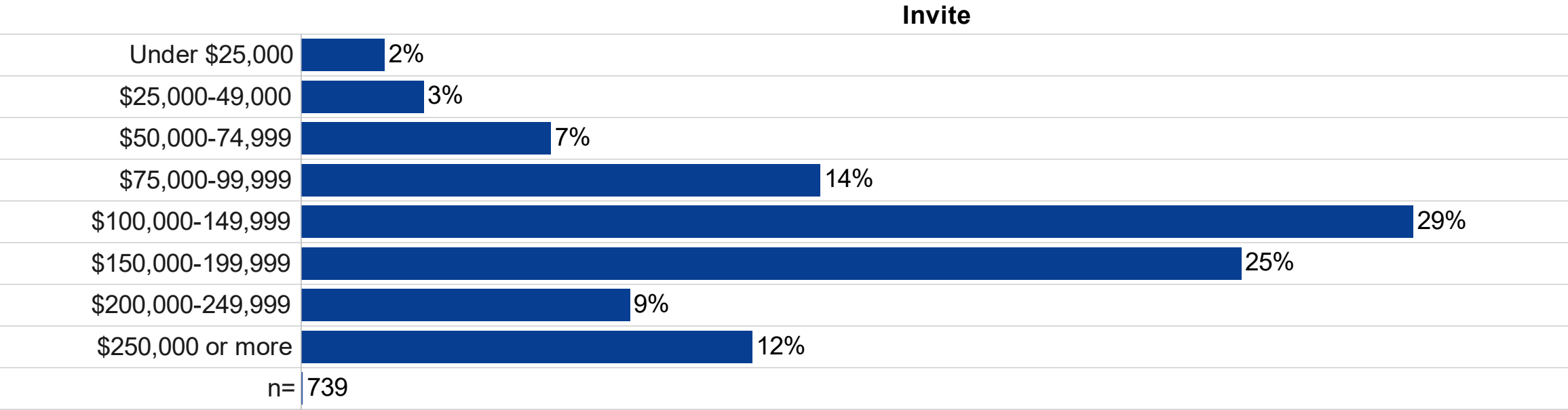


Source: RRC

INCOME

Respondents skew slightly more affluent with 75% earning \$100,000 or more a year.

Which of these categories best describes the total gross annual income of your household (before taxes)?



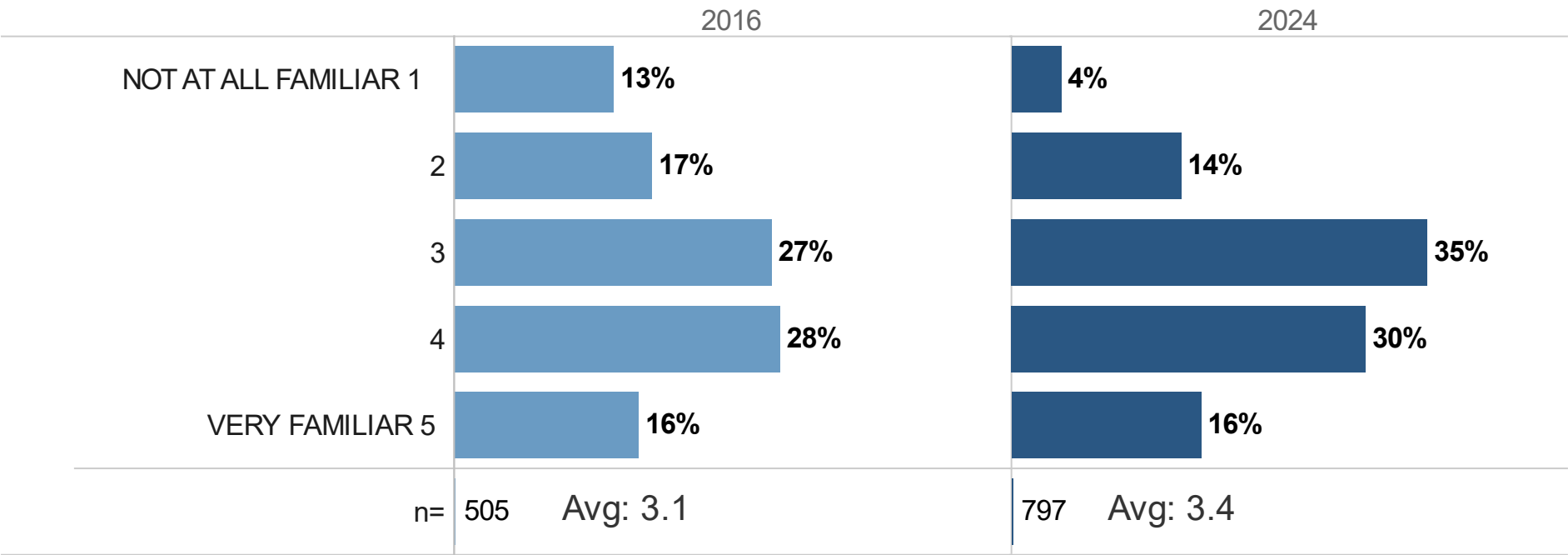
Soure: RRC



| 2016 COMPARISONS

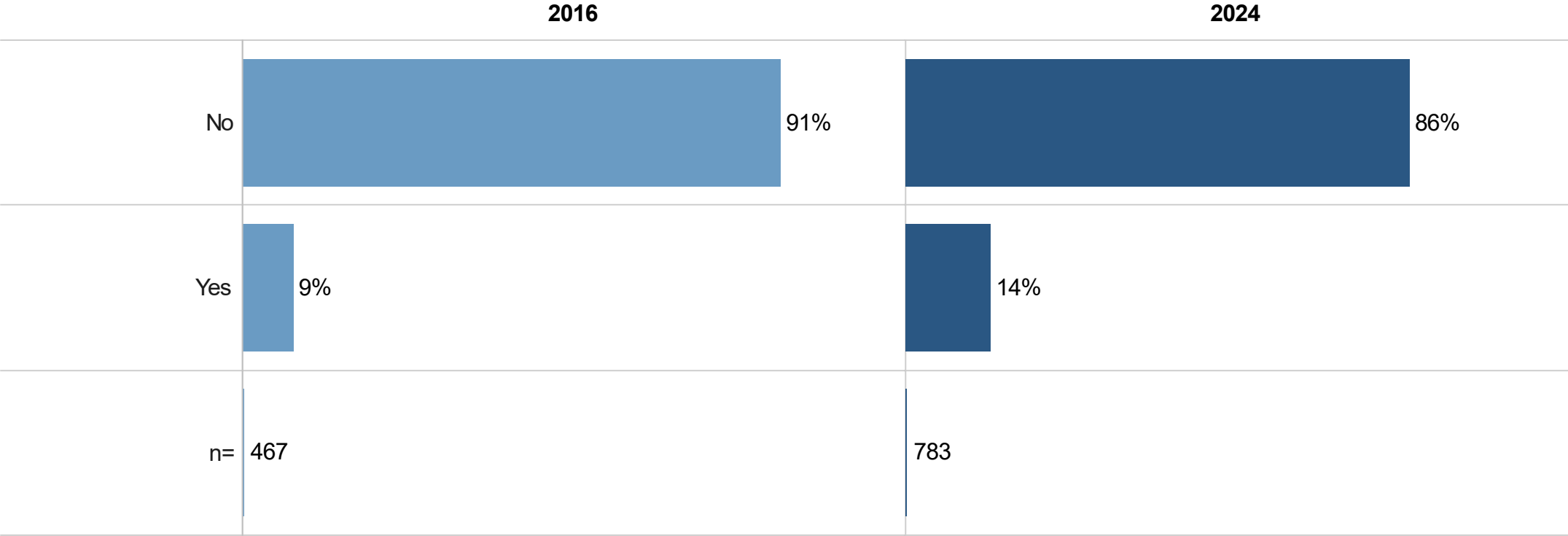
FAMILIARITY

On a scale of 1 to 5, how knowledgeable/familiar are you and your household with parks and recreation facilities, programs, and services the Town provides?



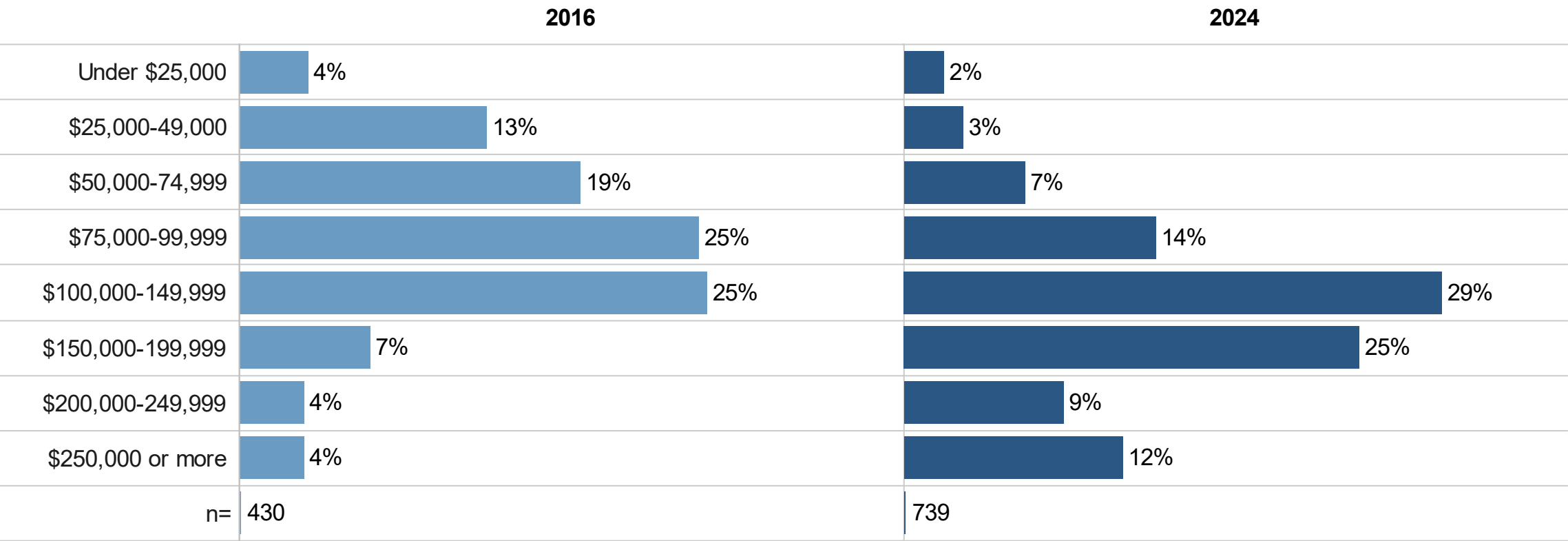
ETHNICITY

Are you of Spanish, Hispanic, or Latino origin?



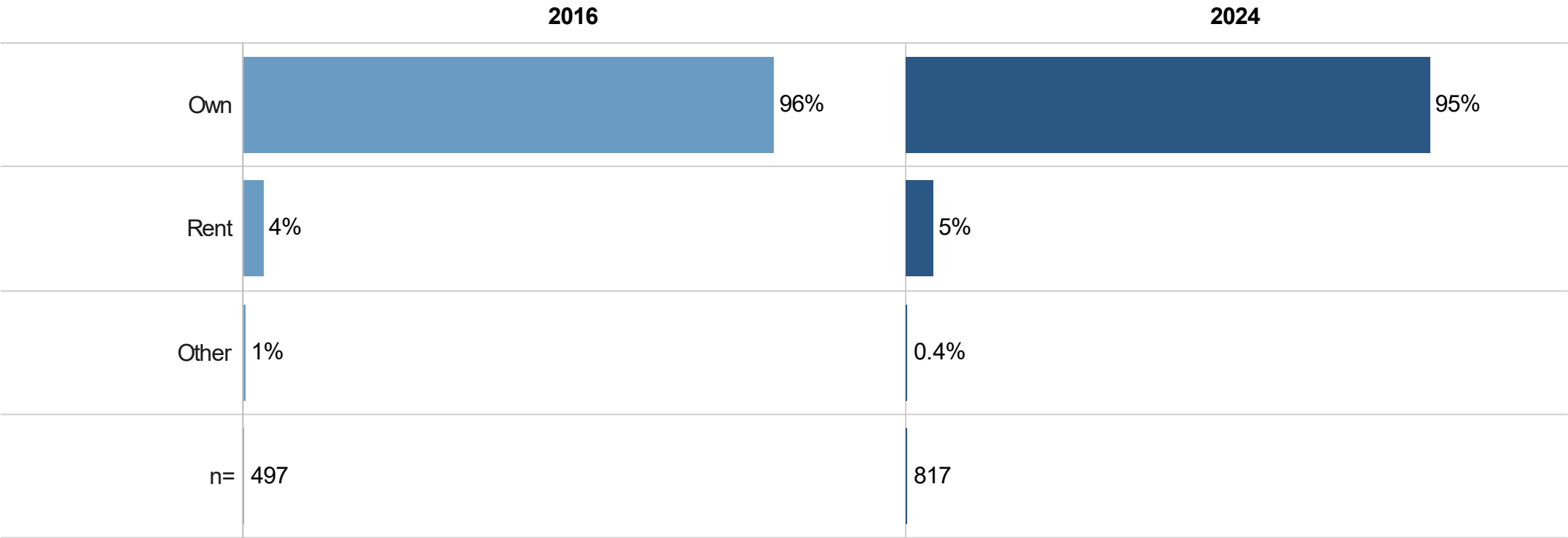
INCOME

Which of these categories best describes the total gross annual income of your household (before taxes)?



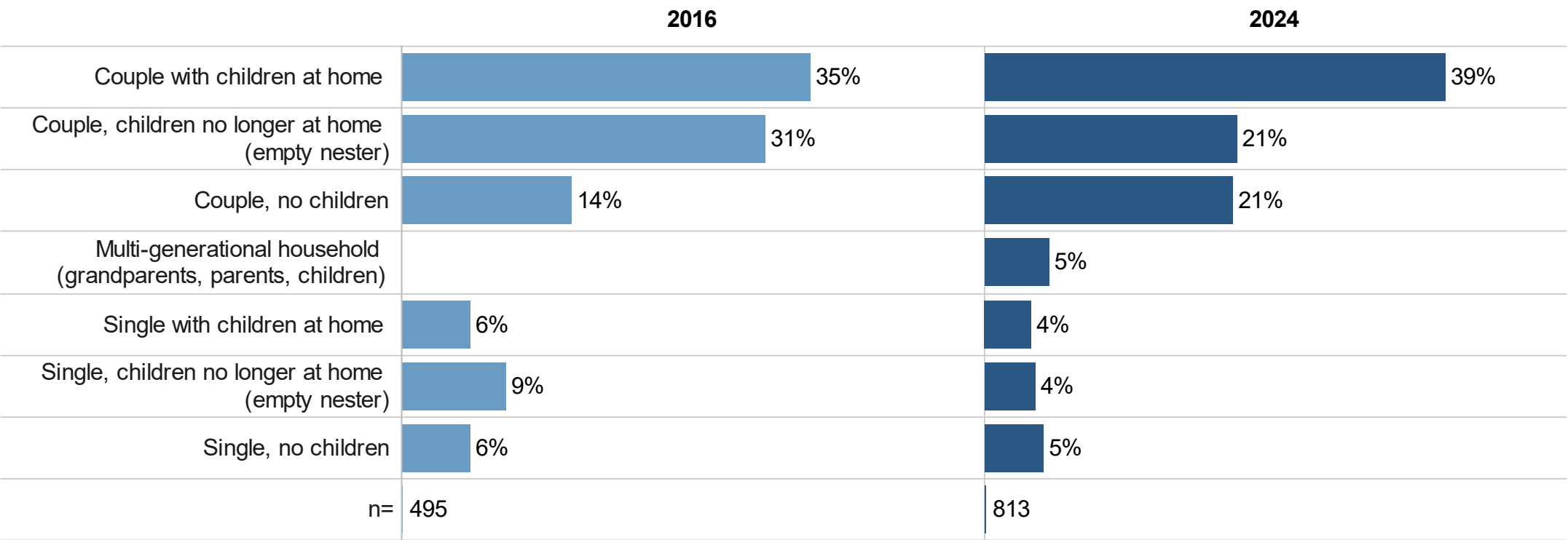
OWN VS. RENT

Do you rent or own your residence in the Berthoud area?



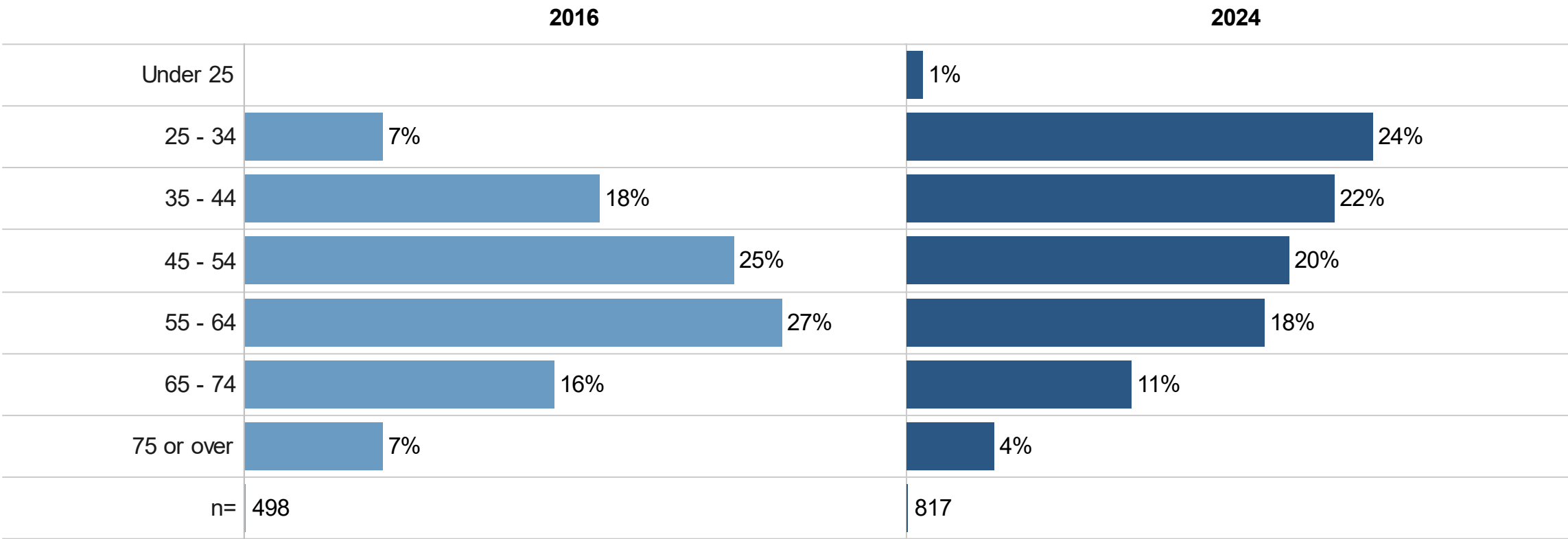
HOUSEHOLD MAKEUP

Which of these categories best applies to your household?



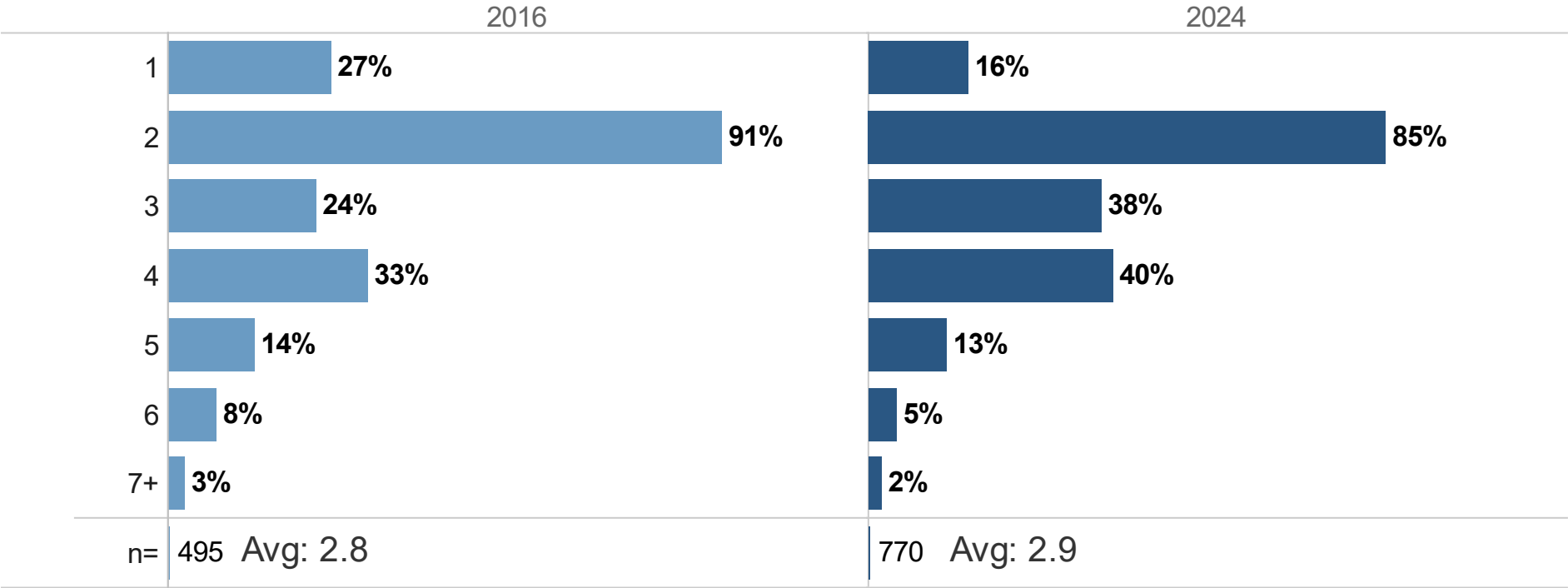
RESPONDENT AGE

What is your age?



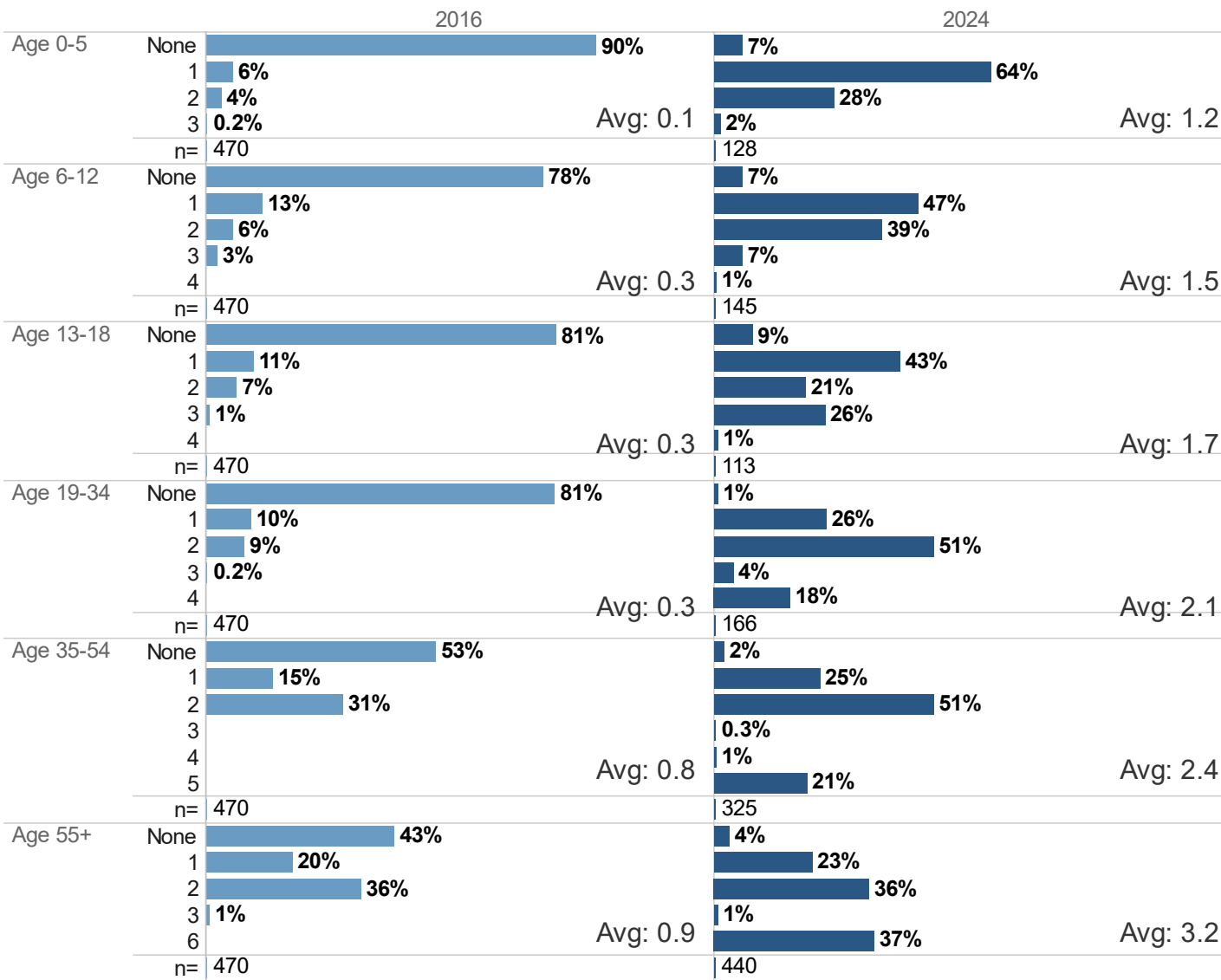
HOUSEHOLD MAKEUP CONTINUED

Including yourself, how many people in total reside in your household?



HOUSEHOLD MAKEUP CONTINUED

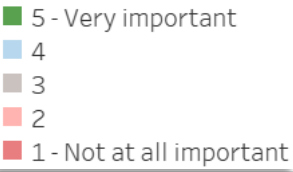
How many of those people are in the following age ranges?



IMPORTANCE

Please tell us how important each of the amenities below would be to include in future Berthoud Parks, Open Space, Recreation, and Trails Planning over the next 5-10 years.

					Percent Responding		
Rating Category	Crossta..	Avg.	n=	1 & 2	3	4 & 5	
Trails	2024	4.3	798	8%	11%	17%	65%82%
	2016	4.2	494	9%	9%	24%	57%81%
Parks	2024	4.3	788	6%	13%	25%	57%82%
	2016	4.3	501	8%	9%	26%	57%83%
Aquatic facilities (pools in Berthoud Rec. Center)	2024	3.6	790	14%25%	18%	19%	38%57%
	2016	3.5	487	19%23%	20%	20%	37%57%
Playgrounds	2024	3.3	774	24%34%	14%	18%	33%52%
	2016	3.5	482	18%24%	21%	23%	33%55%
Programs Youth (youth sports, aquatic classes, etc.)	2024	3.0	774	34%44%	12%	14%	31%44%
Programs Adult (sports, Active Adult Travel, etc.)	2024	2.8	774	24%19%42%	25%	16%	17%33%
Programs (2016 version)	2016	3.3	470	25%32%	17%	15%	36%51%
Community gardens	2024	2.7	774	26%19%45%	29%	14%	13%26%
	2016	3.1	479	19%29%	29%	21%	21%42%
Athletic fields (soccer, flag football, etc.)	2024	2.8	780	29%18%47%	19%	16%	18%34%
	2016	3.0	473	29%35%	23%	16%	26%42%
Ball fields (baseball/softball, etc.)	2024	2.5	766	33%24%56%	18%	15%	25%
	2016	2.9	475	30%8%38%	24%	16%	21%37%
Tennis courts	2024	2.2	769	43%22%65%	18%	17%	
	2016	2.8	477	29%9%38%	28%	19%	14%33%
Outdoor basketball courts	2024	2.2	763	40%21%61%	22%	9%	17%
	2016	2.6	463	33%9%43%	31%	14%	12%26%
Skate parks	2024	1.8	768	57%19%76%	12%	11%	
	2016	2.2	468	47%57%	28%	16%	



NEEDS MET

Please tell us how important each of the amenities below would be to include in future Berthoud Parks, Open Space, Recreation, and Trails Planning over the next 5-10 years.

					Percent Responding				
Rating Category		Crossta..	Avg.	n=	1 & 2	3	4 & 5		
Skate parks	2024	4.2	390	7%		15%	22%	55%	78%
	2016	3.5	238	9%16%		37%	24%	23%	47%
Athletic fields (soccer, flag football, etc.)	2024	4.1	491	5%		20%	30%	44%	74%
	2016	3.8	285	8%		29%	39%	24%	63%
Parks	2024	4.0	643	6%		22%	36%	36%	72%
	2016	3.8	347	10%		23%	40%	27%	68%
Playgrounds	2024	4.0	563	5%		24%	31%	39%	70%
	2016	3.6	317	8%12%		34%	31%	23%	54%
Programs Youth (youth sports, aquatic classes, etc.)	2024	4.0	429	8%		22%	33%	36%	70%
Programs Adult (sports, Active Adult Travel, etc.)	2024	3.8	417	9%		29%	29%	33%	62%
Programs (2016 version)	2016	3.7	275	12%		31%	31%	26%	57%
Ball fields (baseball/softball, etc.)	2024	3.9	456	8%13%		21%	27%	39%	66%
	2016	3.8	291	8%		27%	38%	27%	65%
Tennis courts	2024	3.9	385	8%12%		26%	24%	39%	63%
	2016	3.6	270	13%		33%	32%	23%	55%
Outdoor basketball courts	2024	3.9	413	9%		24%	29%	38%	67%
	2016	3.3	256	13%19%		37%	26%	17%	44%
Aquatic facilities (pools in Berthoud Rec. Center)	2024	3.8	620	15%		22%	26%	37%	63%
	2016	3.2	327	13%20%32%		24%	26%	18%	43%
Trails	2024	3.6	636	14%19%		28%	26%	27%	53%
	2016	3.2	338	19%30%		28%	23%	20%	42%
Community gardens	2024	3.4	420	12%20%		34%	22%	24%	46%
	2016	3.4	271	15%21%		33%	27%	19%	46%

5 - Completely

4

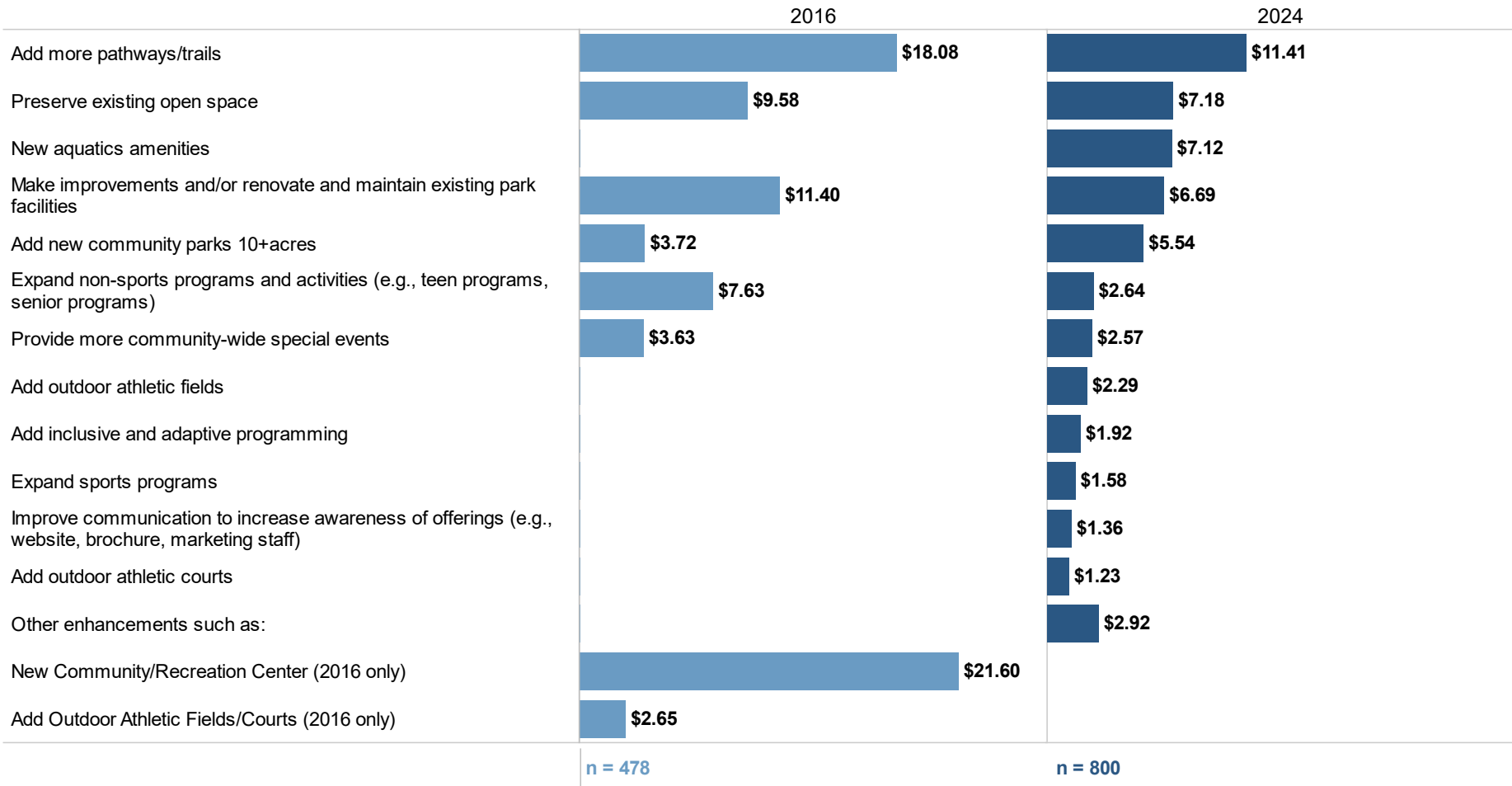
3

2

1 - Not at all

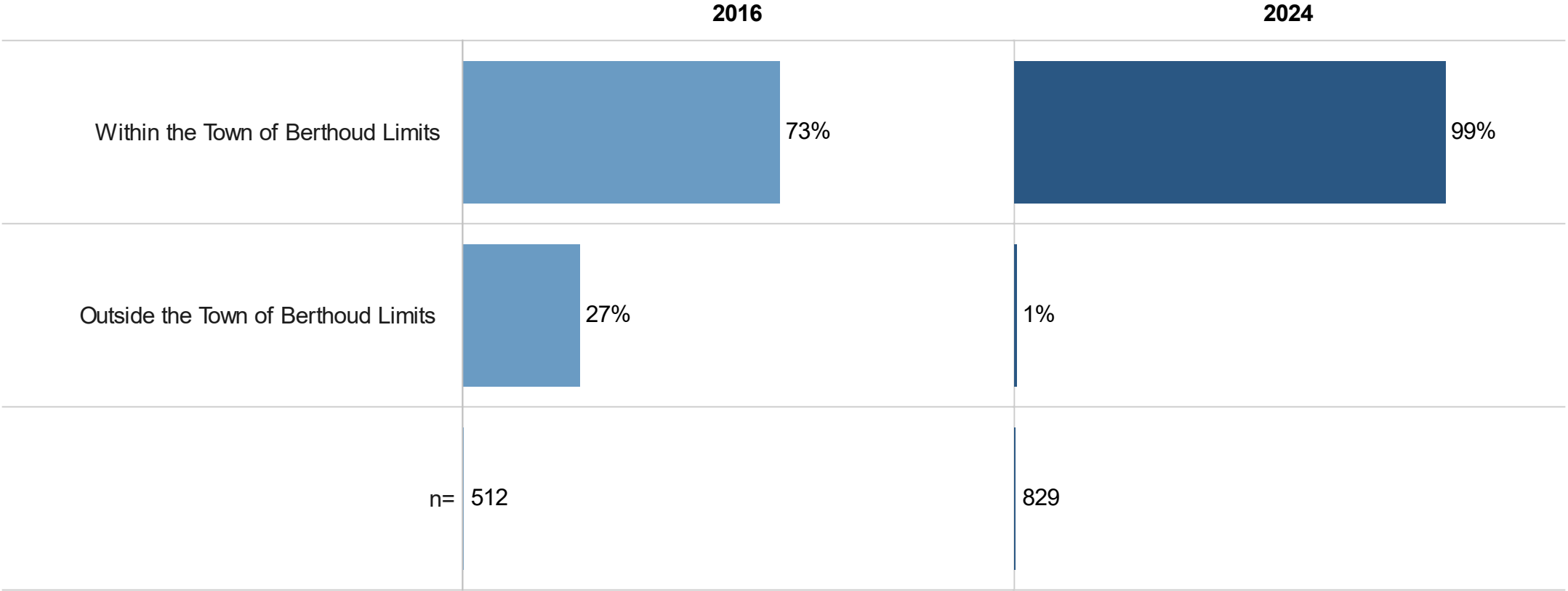
BUDGET ALLOCATION

With \$5 increments being the smallest amount you might use, if you had \$100 to spend on parks and recreation facilities, services and/or programs, how would you allocate that \$100 across the following categories?



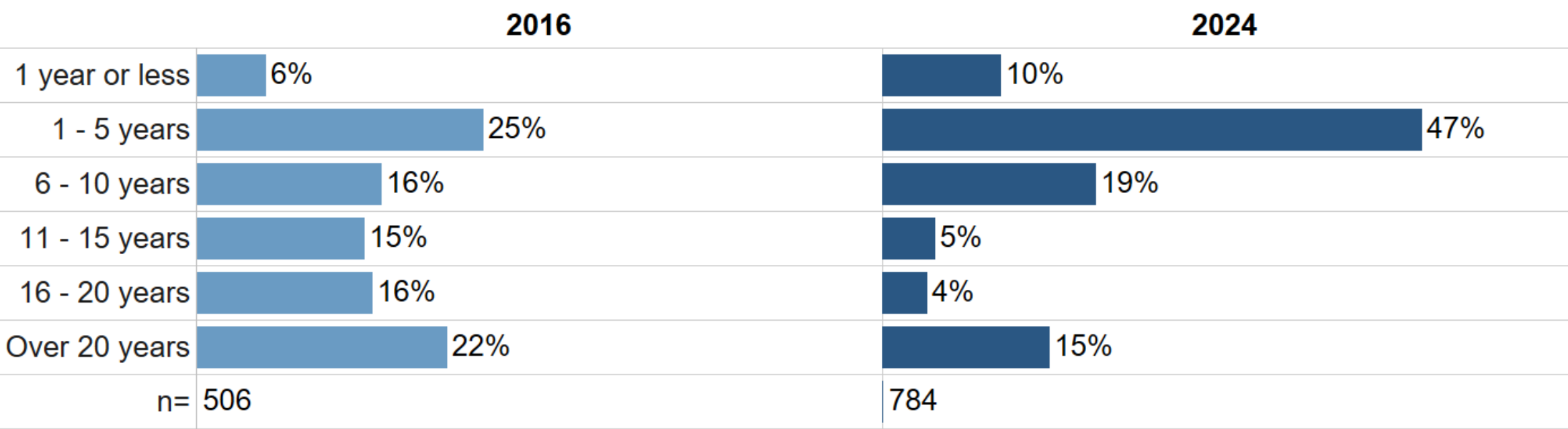
Source: RRC

HOUSEHOLD LOCATION



YEARS IN BERTHOUD

How long have you lived in the Berthoud area?



Soure: RRC



RRC

RRC ASSOCIATES

4770 Baseline Road, Suite 355
Boulder, CO 80303

rrcassociates.com
(303) 449-6558

BOARD OF TRUSTEES INFORMATION



SELECT DEPARTMENT

Meeting Date:	August 27, 2024
Agenda Title/Subject:	Supplemental Appropriation to 2024 Budget
Type of Item:	Presentation
Purpose:	To present supplements to the 2024 Budget
Presented by:	Chris Kirk and Cindy Leach

ATTACHMENTS:

- 2024 Budget with Supplemental Appropriations
- Itemized list of Supplemental Appropriations with Summary

BACKGROUND: The 2024 Budget was adopted on December 12, 2023. The 2024 budget was prepared using estimated totals for 2023. Since that time, the annual audit of the 2023 financials has been completed and actual totals for 2023 have been realized. One purpose of the Budget Supplement is to correct fund balances based on actual numbers versus the estimates that were originally used. A second purpose of the Budget Supplement is to rollover any 2023 budgeted items that were not completed in 2023 and re-appropriate them for 2024. The third purpose of the Budget Supplement is to add or adjust items that have been realized and deemed necessary for 2024 adding supplemental appropriations and adopting an amended budget for 2024. These 3 categories of changes are explained and reflected on the attached documents.

UPDATE/NEXT STEPS: Staff will use the updated fund balances and budgeted items to begin preparation of the 2025 Budget which will be presented in draft form in October 2024.

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): Move to approve Resolution 2024-11, making a supplemental appropriation of funds and adopting budget amendments to account for rollovers and supplemental items and making a supplemental appropriation.

**TOWN OF BERTHOUD
RESOLUTION NO. 2024-11**

**A RESOLUTION MAKING A SUPPLEMENTAL APPROPRIATION OF FUNDS
AND ADOPTING BUDGET AMENDMENTS TO ACCOUNT FOR ROLL OVER
AND SUPPLEMENTAL ITEMS, AND MAKING A SUPPLEMENTAL
APPROPRIATION**

WHEREAS the Town of Berthoud has previously adopted its Budget for 2024, as required by law;
and

WHEREAS a number of items budgeted for calendar year 2023 were not completed, resulting in
such items needing to be rolled over into the 2024 budget and amending such Budget as set forth
on **Attachment A**, attached hereto; and

WHEREAS additional expenses necessary to the productivity of the Town and its staff have been
identified as set forth in Attachment A to this Resolution, which together with roll over items
require a total supplemental appropriation in the amount of \$21,483,900.

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

1. The 2024 budget for The Town of Berthoud, as amended by the roll over items set
forth on **Attachment A** to this Resolution, is hereby approved;
2. A supplemental appropriation in the amount of \$21,483,900 which includes the roll
over items, allocated as set forth on **Attachment A** is hereby approved.

PASSED, ADOPTED AND APPROVED THIS 27th day of August 2024.

TOWN OF BERTHOUD

BY: _____
William Karspeck, Mayor

ATTEST:

Christian Samora, Town Clerk

TOWN OF BERTHOUD

BUDGET YEAR ENDING DECEMBER 31, 2024

GENERAL FUND TOTALS									
			BUDGET	ESTIMATE	ACTUALS	BUDGET	ROLLOVER	SUPPLEMENT	UPDATED TOTAL
		DESCRIPTION	2023	2023	2023	2024	2024	2024	2024
		BEGINNING FUND BALANCE	23,415,239	23,415,239	23,415,239	15,529,472	8,952,011	-	24,481,483
		REVENUES							
1		Total Taxes	7,485,600	7,975,850	9,203,320	8,860,350	-	-	8,860,350
2		Total Licenses and Permits	244,000	239,700	236,902	239,700	-	-	239,700
3		Total Intergovernmental Rev.	391,084	376,084	492,680	516,084	-	-	516,084
4		Total Charges for Services(Rec,Pool,Pks)	163,555	165,755	146,676	173,100	-	-	173,100
5		Total Fines and Forfeits	15,500	21,000	27,612	21,000	-	-	21,000
6		Total Interest & Fee Revenue	600,000	1,500,000	1,767,915	1,100,000	-	-	1,100,000
7		Total Transfers In	356,313	356,313	359,774	358,298	-	4,500,000	4,858,298
8		Total Building Fees	960,000	900,000	1,115,509	800,000	-	650,000	1,450,000
9		Total Miscellaneous Revenue	-	58,800	63,311	-	-	-	-
11		Total Planning Fees	8,000	24,000	171,167	24,000	-	-	24,000
12		Total Town Hall Lease Income	90,510	96,500	102,736	68,450	-	-	68,450
		TOTAL OPERATING REVENUES	10,314,562	11,714,002	13,687,602	12,160,982	-	5,150,000	17,310,982
13		MISCELLANEOUS REVENUE	0	90,000	115,241	0	0	0	0
		TOTAL REVENUES	10,314,562	11,804,002	13,802,843	12,160,982	0	5,150,000	17,310,982
			BUDGET	ESTIMATE	ACTUALS	BUDGET	ROLLOVER	SUPPLEMENT	UPDATED TOTAL
		EXPENSES	2023	2023	2023	2024	2024	2024	2024
100		Total General Government	2,385,914	2,480,114	2,232,644	2,789,105	10,000	25,000	2,824,105
200		Total Public Safety	2,423,116	2,423,016	2,372,064	2,738,373	20,000	-	2,758,373
300		Total Streets	1,118,266	1,150,366	888,473	1,243,713	-	-	1,243,713
400		Total Recreation	515,457	517,107	431,218	458,057	-	-	458,057
500		Total Pool	-	375	375	-	-	-	-
600		Total Economic Development	311,166	259,306	250,662	373,271	-	-	373,271
700		Total Parks	1,478,667	1,479,267	1,239,279	1,665,783	-	-	1,665,783
800		Total Building Department	761,969	761,969	726,676	714,010	-	460,000	1,174,010
1100		Total Planning	693,478	697,478	508,045	646,203	50,000	-	696,203
1200		Total Town Hall Lease Expense	83,100	89,100	84,502	98,600	-	-	98,600
1300		Total Community Outreach	105,996	108,496	93,534	136,087	20,000	-	156,087
		Total Engineering	-	-	-	299,861	-	-	299,861
1500		Contributions	135,400	75,400	55,441	60,400	18,300	44,000	122,700
		TOTAL OPERATING EXPENSES	10,012,528	10,041,994	8,882,913	11,223,462	118,300	529,000	11,870,762
1000		TOTAL CAPITAL PROJECTS	9,680,775	9,647,775	3,853,686	280,000	5,714,500	5,572,300	11,566,800
		TOTAL EXPENSES	19,693,303	19,689,769	12,736,599	11,503,462	5,832,800	6,101,300	23,437,562
		EMERGENCY RESERVES	-	-	-	364,829	-	154,500	519,329
		ENDING FUND BALANCE	14,036,498	15,529,472	24,481,483	15,822,162	(5,832,800)	(1,105,800)	17,835,573
		MINIMUM EFB				1,683,519	17,745	79,350	1,780,614

GENERAL FUND REVENUES								
11-00		BUDGET	ESTIMATE	ACTUALS	BUDGET	ROLLOVER	SUPPLEMENT	UPDATED TOTAL
		2023	2023	2023	2024	2024	2024	2024
		<u>Taxes</u>						
4101	0	Property Tax - General	1,600,000	1,600,000	1,547,068	1,750,000		1,750,000
4102	0	Specific Ownership	400,000	360,000	325,119	380,000		380,000
4103	0	Sales Tax - General	3,600,000	4,000,000	5,050,074	4,650,000		4,650,000
4103	1	Sales Tax - Permits	835,500	900,000	1,185,955	857,500		857,500
4103	2	Colorado Excise Tax	100,000	145,000	155,479	140,000		140,000
4104	0	Cigarette	10,000	12,000	16,611	12,000		12,000
4105	0	Franchise Taxes	90,000	90,000	124,855	90,000		90,000
4106	0	Severance Tax	70,000	88,000	88,687	70,000		70,000
4107	0	Property Tax - Police	770,000	770,000	698,151	900,000		900,000
4108	0	Occupation Tax	10,000	10,000	9,263	10,000		10,000
4109	0	Lodging Tax	100	600	1,687	600		600
4110	0	Disposable Bag Fee	-	250	371	250		250
4100		Total Taxes	7,485,600	7,975,850	9,203,320	8,860,350	-	-
		<u>Licenses & Permits</u>						
4201	0	Business License/Liquor/MMJ	100,000	100,000	93,841	100,000		100,000
4201	1	MMU Transaction Fee	17,000	12,000	15,567	12,000		12,000
4202	0	Animal Licenses	2,000	1,800	1,860	1,800		1,800
4203	0	Passports	70,000	70,000	65,921	70,000		70,000
4206	0	Farm Leases	30,000	30,000	33,227	30,000		30,000
4207	0	Rental Property	24,000	24,700	24,766	24,900		24,900
4208	0	Records Requests	1,000	1,200	1,720	1,000		1,000
4200		Total Licenses & Permits	244,000	239,700	236,902	239,700	-	-
		<u>Intergovernmental Revenue</u>						
4265	0	CRVF Coronavirus Relief Funds (DOLA)	-	-	-	-		-
4265	1	DOLA-Non Entitlement Units	-	-	-	-		-
4303	0	Highway User Tax Fund	280,000	280,000	394,834	380,000		380,000
4304	0	Road & Bridge	100,000	70,000	70,268	70,000		70,000
4305	0	Utility Road Cut Permit	5,000	20,000	21,494	15,000		15,000
4307	2	DOLA Grant for CR 7 project	-	-	-	-		-
4307	3	State of Colorado-Grant	-	-	-	-		-
4307	5	CDOT Grant for Parklets	-	-	-	-		-
4307	6	Grant-Misc (Electric Mower)	-	-	-	45,000		45,000
4311	0	GOCO Grant for Roberts Dock	-	-	-	-		-
4314	0	CDOT Snow Removal	6,084	6,084	6,084	6,084		6,084
4316	0	DOLA Grant for Berthoud Market Analysis	-	-	-	-		-
4300		Total Intergovernmental	391,084	376,084	492,680	516,084	-	-
		<u>Charges For Services</u>						
4401	0	Recreation (see page 4)	155,855	158,055	137,083	165,400		165,400
4402	0	Swimming Pool Fees (see page 4)	-	-	-	-		-
4404	0	Park Fees (see page 4)	7,700	7,700	9,593	7,700		7,700
4400		Total Charges for Services	163,555	165,755	146,676	173,100	-	-

GENERAL FUND REVENUES CONT								
11-00								
			BUDGET	ESTIMATE	ACTUALS	BUDGET	ROLLOVER	SUPPLEMENT
			2023	2023	2023	2024	2024	2024
		Fines						
4500	0	Fines & Forfeitures	5,000	8,000	12,685	8,000		
4501	0	Court Fees	10,000	12,000	13,597	12,000		
4502	0	Surcharges	500	1,000	1,330	1,000		
4500		Total Fines & Forfeits	15,500	21,000	27,612	21,000	-	-
		Interest & Fees						
4601	0	Interest	80,000	900,000	1,159,452	500,000		
4603	0	Municipal Fees	520,000	600,000	608,463	600,000		
4600		Total Interest & Fees	600,000	1,500,000	1,767,915	1,100,000	-	-
		Building Department						
4620	0	Building and Planning Fees	960,000	900,000	1,115,509	800,000		650,000
4600		Total Building Department	960,000	900,000	1,115,509	800,000	-	650,000
		Planning Department						
4651	0	Application Fees	5,000	20,000	25,650	20,000		
4653	0	Electric Charging Vehicle Fees	3,000	4,000	4,598	4,000		
4654	0	Development Review Fees	-	-	139,569	-		
4655	0	Sign Deposit	-	-	1,350	-		
4600		Total Planning Department	8,000	24,000	171,167	24,000	-	-
		Transfers						
4701	0	Water	220,500	220,500	220,500	220,500		
4702	0	Wastewater	105,000	105,000	105,000	105,000		
4705	0	Road Impact Fees	20,313	20,313	23,774	22,298		
4706	0	Transfer from 1998 and 2019 1% for Town Park reconstruction	-	-	-	-		4,500,000
4709	0	BATS	-	-	-	-		
4711	0	Storm Water	10,500	10,500	10,500	10,500		
4700		Total Transfers	356,313	356,313	359,774	358,298	-	4,500,000
		Miscellaneous Revenues						
4209	0	Restitution	-	-	-	-		
4310	0	Loss Control Rebate/Insurance Claims	-	43,000	47,484	-		
4607	0	Donations	-	-	-	-		
4901	0	Sale of Equipment	-	15,800	15,827	-		
		Total Miscellaneous Revenues	-	58,800	63,311	-	-	-
		Miscellaneous Revenues						
4610	0	Oil and Gas	-	90,000	115,241	-		
		Total Miscellaneous Revenues	-	90,000	115,241	-	-	-

62%

Transfer budgeted amounts from fund 51 and 52

GENERAL FUND REVENUES (CHARGES FOR SERVICES)									
11-04			BUDGET	ESTIMATE	ACTUALS	BUDGET	ROLLOVER	SUPPLEMENT	UPDATED TOTAL
			2023	2023	2023	2024	2024	2024	2024
		RECREATION							
4450	1	Tennis	7,700	7,700	4,316	7,700			7,700
4450	2	Active Net Credit	-	-	-	-			-
4450	3	British Soccer	675	675	840	850			850
4450	5	Concession Stand Receipts	680	680	-	500			500
4450	8	Flag Football	17,000	17,000	18,599	19,500			19,500
4450	9	Track Fees	3,900	5,200	5,618	7,350			7,350
4450	11	Adult Basketball	-	-	-	-			-
4450	12	Youth Basketball	-	-	-	-			-
4450	21	Adult Softball	4,800	4,800	-	5,600			5,600
4450	22	Youth Baseball	23,000	23,600	22,716	23,000			23,000
4450	23	Youth Softball	15,000	15,000	11,898	15,000			15,000
4450	31	Adult Volleyball	-	-	-	-			-
4450	32	Youth Volleyball	-	-	-	-			-
4450	34	Youth Sponsorships	12,000	12,000	4,650	12,000			12,000
4450	35	Field Fees	4,000	4,000	6,300	4,000			4,000
4450	45	Adult Kickball	4,000	4,000	3,316	4,000			4,000
4450	49	Adult Soccer	-	-	-	5,600			5,600
4450	50	Youth Soccer	39,000	39,000	35,608	39,000			39,000
4450	51	Sport Camps	15,000	15,300	14,796	15,300			15,300
4450	52	Tournaments	-	-	-	-			-
4450	55	Additional Programs Fees	9,100	9,100	8,426	6,000			6,000
4450		Total Recreation Revenue	155,855	158,055	137,083	165,400	-	-	165,400
11-05		SWIMMING POOL							
4451	0	Lessons	-	-	-	-			-
4463	0	Daily Admissions	-	-	-	-			-
4464	0	Season Passes	-	-	-	-			-
4466	0	Pool Rental	-	-	-	-			-
4467	0	Swim Team	-	-	-	-			-
4469	0	Concessions	-	-	-	-			-
4460		Total Swimming Pool Revenue	-	-	-	-	-	-	-
11-07		PARKS							
4468	0	Shooting Range	200	200	80	200			200
4469	0	Park Reservations	7,000	7,000	8,788	7,000			7,000
4470	0	Banners	500	500	725	500			500
		Total Parks Revenue	7,700	7,700	9,593	7,700	-	-	7,700
		TOTAL GENERAL FUND OPERATING REVENUES	10,224,052	11,617,502	13,584,866	12,092,532	-	5,150,000	17,242,532
		Total Miscellaneous Revenue	-	90,000	115,241	-	-	-	-
		TOTAL GENERAL FUND REVENUES	10,224,052	11,707,502	13,700,107	12,092,532	-	5,150,000	17,242,532

GENERAL GOVERNMENT EXPENSE								
11-01		BUDGET	ESTIMATE	ACTUALS	BUDGET	ROLLOVER	SUPPLEMENT	UPDATED TOTAL
		2023	2023	2023	2024	2024	2024	2024
5001	Salaries	1,105,056	1,105,056	1,076,942	1,226,272			1,226,272
5002	Employer Contributions	297,350	297,350	242,304	306,864			306,864
5003	Pension	55,253	55,253	46,706	61,314			61,314
5009 5	Travel-Trans-Educ-Finance	10,000	10,000	1,444	10,000			10,000
5009 12	Travel-Clerk/Deputy Clerk	10,000	10,000	3,215	10,000			10,000
5009 14	Travel-Trans-Educ-Administration	15,000	15,000	9,881	15,000			15,000
5009 41	Travel-Trans-Educ Board	17,500	17,500	2,877	17,500			17,500
5010 1	Office Supplies-admin	45,000	55,000	53,631	65,000			65,000
5010 3	Office Supplies-court	2,500	2,500	1,556	2,500			2,500
5010 4	Office Supplies-board	2,500	2,500	455	2,500			2,500
5011 1	Telephone	12,000	11,000	9,547	11,000			11,000
5012 1	Utilities	30,000	32,000	31,705	36,000			36,000
5013 1	Vehicle Maintenance	1,000	1,000	715	3,000			3,000
5014 1	Gasoline	600	800	343	1,000			1,000
5015 1	Insurance	130,000	127,000	122,956	225,000			225,000
5017 7	Town Hall Building Maintenance	78,000	40,000	39,720	35,000			35,000
5018 4	Publications/Legal Notices	5,000	5,000	4,405	5,000			5,000
5019 4	Recording Fees	100	100	6	100			100
5020 1	Professional Fees	30,000	70,000	59,662	50,000			50,000
5021 3	Municipal Judge	18,000	15,000	12,428	18,000			18,000
5022 2	Election Judge	-	-	-	2,500			2,500
5023 2	Election Supplies	-	-	-	60,000			60,000
5024 2	Election Publications	-	-	-	-			-
5027 1	Codification	7,000	-	-	-			-
5028 1	Records Management	20,000	25,000	20,969	25,000			25,000
5036 1	Regional Meetings	5,000	5,000	-	-			-
5038 0	Administrative Expense	8,000	23,000	16,882	36,000			36,000
5038 1	Passport Expense	2,000	4,000	3,367	10,000			10,000
5039 1	Dues and Subscriptions	24,000	24,000	19,124	24,000			24,000
5040 1	Attorney-admin	82,000	62,000	43,081	82,000			82,000
5040 2	Attorney-elections	6,000	2,000	778	3,000			3,000
5040 3	Attorney-court	17,000	30,000	26,171	30,000			30,000
5040 4	Attorney-board	25,000	60,000	60,634	60,000			60,000
5041 3	Court Expense	5,000	1,000	1,582	5,000			5,000
5045 1	Safety Committee (CPR)	3,000	4,000	4,418	7,500			7,500
5046 1	Uniforms	4,655	4,655	1,602	4,655			4,655
5048 1	Wellness Committee	30,000	30,000	26,488	34,000			34,000
5050 1	Employee Recognition	12,000	12,000	6,834	12,000			12,000
5089 7	Janitorial Service & Supplies	28,000	28,000	24,128	35,000			35,000
5090 5	Auditing (1/3)	10,000	10,000	8,336	10,000			10,000
5091 1	Parking Lot Lease	100	100	100	100			100
5095 1	Computer Equipment Maintenance/Replacement	40,000	100,000	90,871	60,000			60,000
5096 1	Internet	3,000	4,000	3,849	4,000			4,000
5097 1	Webpage (redesign)	9,000	8,000	7,801	8,000			8,000
5246 4	Audio/visual Equipment	14,000	10,000	9,602	5,000		25,000	30,000
5247 1	Software (Caselle)	22,000	22,000	11,572	12,000	10,000		22,000
5247 3	Software (Caselle)-Court	1,300	1,300	1,296	1,300			1,300
5249 1	Public Outreach	-	-	-	-			-
5252 1	Community Events	90,000	75,000	61,041	90,000			90,000
5256 7	Clean-Up Day	5,000	9,000	8,836	10,000			10,000
5257 7	Spring/Fall Clean Up-Branches	2,000	2,000	-	2,000			2,000
5265 1	CRVF Coronavirus Relief Funds (DOLA) Related Expenses	-	-	-	-			-
5265 6	COVID 19 Berthoud Recovery Programs	-	-	-	-			-
5280 0	Transfer to Cemetery Fund	20,000	20,000	20,000	20,000			20,000
5300 1	Bank Fees	26,000	32,000	32,784	35,000			35,000
	TOTAL GENERAL GOVERNMENT	2,385,914	2,480,114	2,232,644	2,789,105	10,000	25,000	2,824,105

add ADA features to board room
HR module

PUBLIC SAFETY EXPENSE									
11-02			BUDGET	ESTIMATE	ACTUALS	BUDGET	ROLLOVER	SUPPLEMENT	UPDATED TOTAL
			2023	2023	2023	2024	2024	2024	2024
5001	4	Salaries-Code Enforcement	48,211	48,211	51,165	129,235			129,235
5002	4	Employer Contributions-Code Enforcement	25,797	25,797	4,154	40,731			40,731
5003	4	Pension-Code Enforcement	2,763	2,763	2,558	6,462			6,462
5009	4	Training-Code Enforcement	2,000	2,000	188	2,000			2,000
5010	1	Office Supplies-LCSO	800	1,000	334	1,500			1,500
5010	4	Office Supplies-Code Enforcement	1,000	2,000	1,505	2,000			2,000
5011	4	Telephone/Mobile-Code Enforcement	800	800	663	800			800
5013	4	Vehicle Maintenance-Code Enforcement	1,000	2,000	1,442	2,000			2,000
5014	4	Gasoline-Code Enforcement	1,800	1,000	369	1,000			1,000
5018	1	Public Events (LETA, Holiday light contest)	6,500	10,000	1,565	10,000	8,000		18,000
5034	4	Animal Control	46,000	46,000	45,922	58,000			58,000
5039	1	Dues & Memberships	200	200	-	200			200
5046	4	Uniforms-Code Enforcement	1,445	1,445	908	1,445			1,445
5095	4	Computer-Code Enforcement	1,800	1,800	947	-			-
5218	0	Traffic Control	1,000	1,000	-	1,000			1,000
5222	7	School Safety/Education	17,000	12,000	-	12,000	12,000		24,000
5228	1	LARIMER COUNTY SHERIFFS DEPT	2,265,000	2,265,000	2,260,344	2,470,000			2,470,000
		Fund 41 Retail MJ participation	-	-	-	-			-
		Fund 33 Public Facilities participation for LSCO vehicle	0	0	0	0			-
		TOTAL PUBLIC SAFETY DEPARTMENT	2,423,116	2,423,016	2,372,064	2,738,373	20,000	-	2,758,373

STREETS EXPENSE									
11-03			BUDGET	ESTIMATE	ACTUALS	BUDGET	ROLLOVER	SUPPLEMENT	UPDATED TOTAL
			2023	2023	2023	2024	2024	2024	2024
5001		Salaries	336,809	336,809	307,957	457,803			457,803
5002		Employer Contributions	147,117	147,117	107,165	173,120			173,120
5003		Pension	16,840	16,840	11,853	22,890			22,890
5008	1	Employee Physicals-Background	800	800	451	800			800
5009	1	Training	6,500	6,500	4,869	6,500			6,500
5010	1	Office Supplies	6,000	3,000	983	6,000			6,000
5011	1	Telephone	6,200	6,200	3,913	5,500			5,500
5012	2	Street Lighting-utilities only	116,000	165,000	156,422	165,000			165,000
5012	6	Utilities-Shop	4,500	3,000	2,765	3,000			3,000
5012	7	Street Light Repairs	15,000	15,000	817	15,000			15,000
5014	6	Gasoline	30,000	32,000	31,554	35,000			35,000
5018	1	Publications	500	500	-	500			500
5020	1	Professional Fees (ROW inspections)	50,000	40,000	28,971	30,000			30,000
5021	6	Vehicle and Equipment Maintenance - Light Duty	40,000	40,000	9,029	20,000			20,000
5036	2	Vehicle and Equipment Maintenance - Heavy Duty	50,000	50,000	37,760	40,000			40,000
5037	2	Material for Maintenance	75,000	75,000	22,072	50,000			50,000
5039	1	Dues	500	600	569	600			600
5040	7	Contracting(weed applications, dust suppressant)	50,000	50,000	32,196	50,000			50,000
5041	2	Equipment Rental	10,000	6,000	4,272	10,000			10,000
5042	5	Snow & Ice Removal	65,000	65,000	51,712	65,000			65,000
5044	3	Weed Control Chemicals and Supplies	3,000	500	-	-			-
5045	6	Shop Operations	18,000	20,000	17,041	22,000			22,000
5046	1	Uniforms	4,500	4,500	2,823	6,000			6,000
5047	4	Signs & Signage	40,000	40,000	35,778	40,000			40,000
5048	2	Safety Equipment	8,500	8,500	9,293	10,000			10,000
5049	5	Storm Costs	-	-	-	-			-
5095	1	Computer Maintenance/Replacement	5,000	5,000	2,477	-			-
5247	1	Software	3,000	3,000	-	3,000			3,000
5251	6	Tools	9,500	9,500	5,731	6,000			6,000
5255	0	Removal of old streets building	-	-	-	-			-
		TOTAL STREETS DEPARTMENT	1,118,266	1,150,366	888,473	1,243,713	-	-	1,243,713

RECREATION EXPENSE								
11-04			BUDGET	ESTIMATE	ACTUALS	BUDGET	ROLLOVER	SUPPLEMENT
			2023	2023	2023	2024	2024	2024
		ADMINISTRATION						
5001	2	Salaries	240,541	240,541	252,100	209,117		209,117
5002	2	Employer Contributions	94,461	94,461	69,979	60,074		60,074
5003	2	Pension	12,027	12,027	6,450	10,456		10,456
5009	2	Training/Professional Dev/Membership	5,000	5,000	2,697	5,000		5,000
5010	2	Office Supplies	3,000	3,000	522	3,000		3,000
5011	2	Telephone	2,000	2,000	1,007	2,000		2,000
5012	2	Utilities	-	-	-	-		-
5013	2	Vehicle Maintenance	2,500	2,500	2,115	2,500		2,500
5014	2	Gasoline	2,000	2,000	1,706	2,250		2,250
5020	1	Officiating Administrative Fee	8,300	8,300	6,920	8,500		8,500
5046	2	Uniforms	980	980	694	1,980		1,980
5048	1	School District Charges	1,200	1,200	-	600		600
5049	1	Ballfield Maintenance and Repair	-	-	-	-		-
5052	2	First Aid Supplies-Safety	1,800	1,800	2,315	2,500		2,500
5053	1	Porta john	-	-	-	500		500
5054	2	Trash	-	-	-	-		-
5056	1	Brochures/Advertising	23,300	23,300	20,643	23,300		23,300
5058	1	Equipment Maintenance	-	-	-	-		-
5059	1	Coach Certification-Background checks	2,000	2,000	1,410	3,600		3,600
5060	1	Rec registration/tracking software	10,600	10,600	649	1,200		1,200
5071	1	Scholarships	2,500	2,500	-	2,500		2,500
5095	2	Computer Equipment Maintenance/Replacement	1,800	1,800	-	2,000		2,000
		CONCESSION STAND						
5001	5	Salaries	1,000	1,000	14	-		-
5002	5	Employer Contributions	100	100	1	-		-
5063	5	Supplies	2,000	2,000	-	2,000		2,000
		FLAG FOOTBALL						
5001	8	Salaries	1,500	1,500	1,263	1,700		1,700
5002	8	Employer Contributions	150	150	99	170		170
5003	8	Pension	-	-	-	-		-
5020	8	Officials	3,900	3,900	2,880	4,800		4,800
5046	8	Uniforms/Shirts	6,200	6,200	4,216	8,250		8,250
5050	8	Equipment	800	800	415	600		600
5055	8	Clinics	-	-	-	-		-
		TRACK						
5001	9	Salaries	3,100	3,100	3,495	4,100		4,100
5002	9	Employer Contributions	310	310	274	410		410
5003	9	Pension	-	-	-	-		-
5046	9	Uniforms/Shirts	500	500	432	1,050		1,050
5048	9	Dues/Team Fees	700	700	375	550		550
5050	9	Equipment	200	200	200	200		200
		TENNIS						
5001	10	Salaries	5,800	5,800	2,735	3,400		3,400
5002	10	Employer Contributions	580	580	215	340		340
5046	10	Uniforms/Shirts	800	800	395	900		900
5048	10	Dues/Team Fees	600	600	-	600		600
5050	10	Equipment	800	800	590	600		600

[illegible]

RECREATION EXPENSE CONT'									
11-04			BUDGET	ESTIMATE	ACTUALS	BUDGET	ROLLOVER	SUPPLEMENT	UPDATED TOTAL
			2023	2023	2023	2024	2024	2024	2024
		ADULT VOLLEYBALL							
5001	31	Salaries	-	-	-	-			-
5002	31	Employer Contributions	-	-	-	-			-
5003	31	Pension	-	-	-	-			-
5020	31	Officials	-	-	-	-			-
5050	31	Equipment	-	-	-	-			-
		ADULT KICKBALL							
5001	45	Salaries	1,200	1,200	661	1,600			1,600
5002	45	Employer Contributions	120	120	52	160			160
5003	45	Pension	-	-	-	-			-
5020	45	Officials	2,400	2,400	1,650	2,400			2,400
5050	45	Equipment	100	100	45	100			100
		ADULT SOCCER							
5001	49	Salaries	-	-	-	1,000			1,000
5002	49	Employer Contributions	-	-	-	100			100
5003	49	Pension	-	-	-	-			-
5020	49	Officials	-	-	-	2,900			2,900
5046	49	Uniforms/Shirts	-	-	-	-			-
5050	49	Equipment	-	-	-	500			500
		SOCCER							
5001	50	Salaries	6,100	6,100	2,713	4,500			4,500
5002	50	Employer Contributions	610	610	213	450			450
5003	50	Pension	-	-	-	-			-
5020	50	Officials	6,200	6,200	3,400	8,000			8,000
5046	50	Uniforms/Shirts	7,000	7,000	6,620	9,750			9,750
5048	50	Dues/Team Fees	850	850	213	500			500
5050	50	Equipment	400	400	439	400			400
5055	50	Clinics	400	400	-	-			-
		SPORTS CAMPS							
5001	51	Salaries	1,500	3,000	3,583	4,900			4,900
5002	51	Employer Contributions	150	300	281	490			490
5003	51	Pension	-	-	-	-			-
5020	51	Officials	-	-	-	-			-
5046	51	Uniforms/Shirts	1,900	1,900	452	1,900			1,900
5050	51	Equipment	2,000	2,000	671	2,000			2,000
5055	51	Clinics	-	-	-	-			-
		TOURNAMENTS							
5001	52	Salaries	500	500	-	500			500
5002	52	Employer Contributions	50	50	-	50			50
5020	52	Officials	-	-	-	-			-
5050	52	Equipment	200	200	-	200			200
		ADDITIONAL PROGRAMS							
5001	55	Salaries	2,300	2,300	-	2,000			2,000
5002	55	Employer Contributions	230	230	-	200			200
5003	55	Pension	-	-	-	-			-
5046	55	Uniforms/Shirts	-	-	-	-			-
5048	55	Dues/Team Fees/Printing	-	-	-	-			-
5050	55	Equipment	500	500	-	-			-
5055	55	Martial Arts	4						

SWIMMING POOL EXPENSE								
11-05			BUDGET	ESTIMATE	ACTUALS	BUDGET	ROLLOVER	SUPPLEMENT
			2023	2023	2023	2024	2024	2024
5001	1	Salaries	-	-	-	-		-
5002	1	Employer Contributions	-	-	-	-		-
5003	1	Pension	-	-	-	-		-
5009	1	Training, certifications	-	-	-	-		-
5010	1	Office Supplies	-	-	-	-		-
5011	1	Telephone	-	-	-	-		-
5012	2	Utilities	-	-	-	-		-
5046	1	Uniforms	-	-	-	-		-
5054	2	Trash	-	-	-	-		-
5057	2	Boiler Room Maintenance	-	-	-	-		-
5057	3	Pool Supplies/Maintenance	-	-	-	-		-
5059	4	Swim Team	-	-	-	-		-
5060	3	Chemicals	-	-	-	-		-
5062	4	First Aid-Safety	-	-	-	-		-
5063	4	Concession Supplies	-	-	-	-		-
5080	0	Town Park pool removal and redesign	-	375	375	-		-
5095	1	Computer Equipment Maintenance/Replacement	-	-	-	-		-
		TOTAL SWIMMING POOL	-	375	375	-	-	-

ECONOMIC DEVELOPMENT								
11-06			BUDGET	ESTIMATE	ACTUALS	BUDGET	ROLLOVER	SUPPLEMENT
			2023	2023	2023	2024	2024	2024
5001	6	Salaries	124,292	124,292	126,171	144,340		144,340
5002	6	Employer Contributions	24,159	24,159	22,349	27,544		27,544
5003	6	Pension	6,215	6,215	6,309	7,217		7,217
5009	6	Education	3,000	3,000	993	1,900		1,900
5011	6	Telephone	2,400	2,400	1,999	2,400		2,400
5039	6	Dues & Subscriptions	1,145	1,145	384	1,390		1,390
5046	6	Uniforms	245	245	30	245		245
5095	6	Computer Equipment Maintenance/Replacement	-	2,000	719	-		-
5101	6	Memberships	18,560	23,000	23,690	28,610		28,610
5102	6	Office Supplies	500	500	206	500		500
5103	6	Printing	2,500	2,500	-	2,500		2,500
5106	6	Business Prospecting-Travel	16,300	12,000	8,817	22,925		22,925
5107	6	Table/ Events	-	-	-	-		-
5108	6	Business Development	32,100	22,100	8,176	35,350		35,350
5110	6	Professional Services-Consultants	26,000	30,000	48,119	46,600		46,600
5112	6	Marketing/Advertising/Giveaways	3,750	3,750	2,700	3,750		3,750
5120	6	Grants for Business Facade Improvements	50,000	2,000	-	48,000		48,000
		TOTAL BUSINESS DEVELOPMENT	311,166	259,306	250,662	373,271	-	373,271

PARKS EXPENSES								
11-07			BUDGET	ESTIMATE	ACTUALS	BUDGET	ROLLOVER	SUPPLEMENT
			2023	2023	2023	2024	2024	2024
5001	1	Salaries	453,460	453,460	372,573	573,375		573,375
5002	1	Employer Contributions	148,984	148,984	75,572	136,239		136,239
5003	1	Pension	22,673	22,673	9,379	28,669		28,669
5008	1	Physicals, Background	100	400	212	400		400
5009	1	Travel, Education	6,500	6,500	5,471	6,500		6,500
5010	1	Office Supplies	1,500	1,500	812	1,500		1,500
5011	1	Telephone	4,000	4,000	3,331	4,000		4,000
5012	4	Utilities-turf/ballfields	10,000	10,000	6,268	10,000		10,000
5012	9	Utilities-facilities/general parks	11,000	11,000	11,121	14,000		14,000
5013	9	Vehicle Maintenance-general parks	7,500	8,500	8,660	9,000		9,000
5013	8	Vehicle Maintenance-bucket truck	-	-	-	-		-
5014	4	Gasoline-turf/ballfields	9,000	9,000	7,475	9,000		9,000
5014	9	Gasoline-facilities/general parks	7,000	7,000	5,545	9,000		9,000
5020	1	Professional Services	3,000	-	-	-		-
5020	4	Weed/Turf Maintenance-contract	20,000	24,000	20,755	30,000		30,000
5039	1	Dues	100	100	-	100		100
5040	1	Attorney	1,000	1,000	-	1,000		1,000
5044	4	Turf Maintenance-turf/ballfields	6,000	7,500	7,256	7,500		7,500
5044	9	Turf Maintenance-general parks	6,000	6,000	5,496	8,000		8,000
5046	1	Uniforms	4,950	4,950	5,504	7,500		7,500
5048	4	Ballfield Maintenance (bleachers)(remove bleachers)	20,000	20,000	2,560	65,000		65,000
5049	4	Irrigation and Sprinkler Repair-turf/ballfields	10,000	10,000	10,012	10,000		10,000
5049	9	Irrigation and Sprinkler Repair-general parks	10,000	10,000	9,832	10,000		10,000
5053	3	Porta-Johns-parks	8,000	8,000	7,596	8,000		8,000
5054	2	Facility Maintenance (trash)	3,500	4,000	3,904	3,500		3,500
5055	3	Restroom Maintenance-parks	30,000	30,000	25,517	30,000		30,000
5057	4	Repair and Maintenance Supplies-turf/ballfield	12,000	12,000	12,000	12,000		12,000
5057	9	Repair and Maintenance Supplies-facilities/general parks	35,000	35,000	34,242	60,000		60,000
5057	10	Farm Lease Supplies	5,000	6,500	7,712	10,000		10,000
5058	6	Equipment Maintenance	18,000	18,000	17,962	18,000		18,000
5059	2	Insect Control	45,000	45,000	33,167	45,000		45,000
5060	8	Seasonal Decorations	15,000	15,000	3,076	10,000		10,000
5064	9	Transfer to Forestry	500,000	500,000	500,000	500,000	-	500,000
5070	3	Entry gate/fence at main building and Bein ballfield	8,500	8,700	8,650	-		-
5074	1	Office Furniture	2,500	2,500	702	2,500		2,500
5075	9	Bein Park trail improvements	-	-	-	-		-
5076	9	Park signage	5,000	5,000	-	5,000		5,000
5090	8	Equipment Rental	7,000	7,000	5,927	7,000		7,000
5092	3	Main Street Maintenance	6,000	6,000	6,000	6,000		6,000
5095	1	Computer Equipment Maintenance/Replacement	10,400	5,000	-	3,000		3,000
5251	6	Tools	5,000	5,000	4,990	5,000		5,000
		TOTAL PARKS DEPARTMENT	1,478,667	1,479,267	1,239,279	1,665,783	-	-

BUILDING DEPARTMENT EXPENSE								
11-08			BUDGET	ESTIMATE	ACTUALS	BUDGET	ROLLOVER	SUPPLEMENT
			2023	2023	2023	2024	2024	2024
5001	1	Salaries	163,577	163,577	137,176	174,646		174,646
5002	1	Employer Contributions	49,478	49,478	30,795	67,697		67,697
5003	1	Pension	8,179	8,179	6,158	8,732		8,732
5009	3	Travel-Trans-Educ	800	800	671	6,000		6,000
5010	3	Office Supplies	5,000	5,000	264	10,000		10,000
5011	3	Telephone	1,800	1,800	2,015	1,800		1,800
5046	3	Uniforms	735	735	-	735		735
5095	3	Computer Equipment Maintenance/Replacement	3,600	3,600	225	3,600		3,600
5185	3	Internet Access	800	800	655	800		800
5215	2	Contract Inspections	528,000	528,000	548,717	440,000		460,000
5248	1	Permit Program	-	-	-	-		-
		TOTAL BUILDING DEPARTMENT	761,969	761,969	726,676	714,010	-	460,000
								1,174,010

PLANNING DEPARTMENT EXPENSE									
11-11			BUDGET	ESTIMATE	ACTUALS	BUDGET	ROLLOVER	SUPPLEMENT	UPDATED TOTAL
			2023	2023	2023	2024	2024	2024	2024
5001	1	Salaries	199,346	199,346	187,702	249,694			249,694
5002	1	Employer Contributions	58,575	58,575	23,628	36,689			36,689
5003	1	Pension	9,967	9,967	410	12,485			12,485
5009	6	Travel-Trans-Educ	3,000	3,000	2,386	8,000			8,000
5010	6	Office Supplies	6,000	6,000	5,112	6,000			6,000
5011	6	Telephone	2,300	2,300	2,015	2,300			2,300
5018	3	Legal Notices/Recording Fees	1,500	1,500	40	1,500			1,500
5022	1	Planning Commission Support	1,500	1,500	408	1,500			1,500
5023	1	Historical Preservation Support	5,000	5,000	25	5,000			5,000
5024	1	Youth Advisory	2,000	2,000	2,640	2,000			2,000
5025	1	PORT Committee	1,500	1,500	37	1,500			1,500
5026	1	Tree Committee	1,500	1,500	25	1,500			1,500
5036	3	Mapping Updates	1,000	1,000	-	-			-
5038	3	Supplies-Tools-Maps	500	500	-	-			-
5039	6	Dues & Subscriptions	1,000	1,000	793	4,000			4,000
5040	3	Attorney	60,000	60,000	20,925	60,000			60,000
5046	6	Uniforms	490	490	516	735			735
5058	6	Equipment-Software-Hardware-Plotter	1,000	1,000	-	-			-
5095	6	Computer Equipment Maintenance/Replacement	1,800	1,800	1,300	1,800			1,800
5184	6	Regional Fees and Support	4,500	5,500	5,424	5,500			5,500
5185	6	Internet Access	1,000	1,000	655	1,000			1,000
5186	3	Development Code Update (Archit Guidelines)(Landscape)(Housing)	105,000	105,000	47,491	125,000	50,000		175,000
5188	3	Comp Plan (2022 1st Street Overlay)	25,000	28,000	27,935	-			-
5189	2	Development Review	200,000	200,000	178,578	120,000			120,000
		TOTAL PLANNING DEPARTMENT	693,478	697,478	508,045	646,203	50,000	-	696,203

includes housing study

LEASE									
11-12			BUDGET	ESTIMATE	ACTUALS	BUDGET	ROLLOVER	SUPPLEMENT	UPDATED TOTAL
			2023	2023	2023	2024	2024	2024	2024
		REVENUES							
4401	0	Lease-Guaranty Bank	66,420	65,100	65,105	65,100			65,100
4402	0	Lease-Edward Jones	20,190	20,100	20,027	3,350			3,350
4501	0	Lease-Triton	750	2,250	3,250	-			-
4503	0	Lease-Tax Credit Connection	-	-	-	-			-
4504	0	Lease-United Waste	1,350	4,050	5,400	-			-
4505	0	Lease-Archinger	-	-	-	-			-
4506	0	Lease-A Little Help	1,050	2,800	4,200	-			-
4507	0	Lease-Berthoud Feed	-	-	-	-			-
4508	0	Lease-ProClean	750	2,200	2,942	-			-
4509	0	Lease-RAFT	-	-	-	-			-
4510	0	Lease-Month to Month	-	-	1,812	-			-
		TOTAL REVENUES	90,510	96,500	102,736	68,450	-	-	68,450
		EXPENDITURES							
5012	1	Utilities (XCEL)	1,250	7,200	8,445	7,200			7,200
5013	1	Trash	300	1,400	1,330	1,400			1,400
5015	1	Insurance	3,000	-	-	-			-
5017	1	Building Maintenance-Janitor	750	2,200	2,943	500			500
5017	2	Building Maintenance-Maintenance	300	300	725	-			-
5017	3	Building Maintenance-Repairs	-	500	622	-			-
5019	1	Elevator Maintenance	4,500	4,500	3,240	4,500			4,500
5020	1	Property Tax	25,000	25,000	20,867	37,000			37,000
5021	1	Purchase Expense (Berthoud Feed Supply)	-	-	-	-			-
5039	1	HOA Fees	48,000	48,000	46,330	48,000			48,000
5112	1	Lease Expense	-	-	-	-			-
		TOTAL EXPENDITURES	83,100	89,100	84,502	98,600	-	-	98,600
		TOTAL NEW TOWN HALL DEPARTMENT	7,410	7,400	18,234	(30,150)	-	-	(30,150)

COMMUNITY OUTREACH									
11-13			BUDGET	ESTIMATE	ACTUALS	BUDGET	ROLLOVER	SUPPLEMENT	UPDATED TOTAL
			2023	2023	2023	2024	2024	2024	2024
5001	1	Salaries	45,749	45,749	61,493	73,267			73,267
5002	1	Employer Contributions	15,615	15,615	14,864	18,712			18,712
5003	1	Pension	2,287	2,287	2,270	3,663			3,663
5009	1	Education/Travel	2,500	2,500	2,120	2,500			2,500
5010	1	Office Supplies	500	500	1,143	2,000			2,000
5011	1	Telephone	1,200	1,200	112	1,200			1,200
5018	1	Advertising/Promotional	2,500	5,000	3,235	7,500			7,500
5020	1	Professional Services	27,000	27,000	6,317	20,000	20,000		40,000
5039	1	Memberships/Dues/Subscriptions	3,000	3,000	892	3,000			3,000
5046	1	Uniforms	245	245	190	245			245
5103	1	Printing	3,000	3,000	898	3,000			3,000
5247	1	Software	2,400	2,400	-	1,000			1,000
		TOTAL COMMUNITY OUTREACH	105,996	108,496	93,534	136,087	20,000	-	156,087

Branding project per Board goals

ENGINEERING									
11-14			BUDGET	ESTIMATE	ACTUALS	BUDGET	ROLLOVER	SUPPLEMENT	UPDATED TOTAL
			2023	2023	2023	2024	2024	2024	2024
5001	1	Salaries	-	-	-	211,406			211,406
5002	1	Employer Contributions	-	-	-	76,065			76,065
5003	1	Pension	-	-	-	-			-
5009	1	Education/Travel	-	-	-	2,500			2,500
5010	1	Office Supplies	-	-	-	2,000			2,000
5011	1	Telephone	-	-	-	1,200			1,200
5013	1	Vehicle Maintenance	-	-	-	1,000			1,000
5014	1	Gasoline	-	-	-	1,200			1,200
5020	1	Professional Services	-	-	-	-			-
5039	1	Memberships/Dues/Subscriptions	-	-	-	3,000			3,000
5046	1	Uniforms	-	-	-	490			490
5247	1	Software	-	-	-	1,000			1,000
		TOTAL ENGINEERING	-	-	-	299,861	-	-	299,861

GENERAL FUND-CAPITAL IMPROVEMENT EXPENSE									
11-10			BUDGET	ESTIMATE	ACTUALS	BUDGET	ROLLOVER	SUPPLEMENT	UPDATED TOTAL
			2023	2023	2023	2024	2024	2024	2024
		ADMIN							
5085	0	Town Hall roof	75,000	75,000	70,041				-
5086	0	Vehicle Replacement Admin	35,000	-		40,000			40,000
5102	0	Town Signage Improvements (replace front sign)						32,000	32,000
5103	0	Mountain Ave Overlay Plan							-
5104	0	I-25 Interchange Aesthetics Project	630,000	630,000			630,000		630,000
5105	0	HVAC Roof Units at Town Hall and Server Room (2023)	15,000	15,000	8,925				-
5106	0	Parking Lot overlay (45%)							-
5120	0	Carpet 2nd floor Town Hall							-
5123	0	Monument-Wayfinding Signs	60,000	60,000	970		59,000		59,000
5250	0	Town Hall Copy Machine - Folding Machine							-
5251	0	Audio/Visual Equipment							-
5252	0	Electric Vehicle Charging Station	55,000	58,000	63,997				-
		SAFETY							
5151	0	Crosswalk lights	80,000	80,000		20,000	80,000		100,000
5153	0	Radar speed trailer		10,000	9,925			13,300	13,300
		CODE ENFORCEMENT							
5800	0	New Vehicle							-
		STREETS							
5058	0	New Street Sweeper (drainage 60% & Streets 40%) \$250000							-
5099	0	New Vehicle							-
5111	0	CR 7							-
5111	0	CR 7							-
5127	0	Street Light replacement / retrofit for dark sky							-
5283	0	Mini Skid mower attachments	6,000	6,000	5,506				-
5301	0	Radio communication system							-
5302	0	Packer/roller for grader							-
5302	0	Skid Steer grader attachment	17,000	16,000	15,549				-
5303	0	Dingo with attachments							-
5304	0	Tilt Trailer							-
5305	0	Warning light system for sign truck							-
5307	0	Roadway Message Boards (2)	40,000	40,000	40,000				-
5308	0	John Deere mini excavator							-
5309	0	Grinder Vacuum				15,000			15,000
		PARKS & REC							
5083	0	Walker Mower							-
5084	0	ATV Plow	23,000	23,000	15,078				-
5101	0	New Vehicle (Parks)	104,000	104,000		80,000	41,000		121,000
5128	0	3rd Street and Massachusetts	4,455,775	4,455,775	82,242		4,373,500		4,373,500
5129	0	Richardson Park Construction Drawings	2,250,000	2,250,000	1,952,039		297,000	1,000,000	1,297,000
5281	0	Wireless scoreboard (x2)							-
5401	0	New Vehicle (Recreation) (2 in 2020)							-
5403	0	Batting Cages at Bein (60% in park dev)							-
5404	0	Equipment Shed							-
5406	0	Soccer Goals - Waggener Farm Park							-
5407	0	Pitching mounds, batter boxes, batting cages							-
5701	0	Trailer							-
5703	0	Roberts Lake Dock renovation							-
5704	0	Playground Equipment (Bein, Town Park) 70%							-
5708	0	Town Park Phase I	1,750,000	1,700,000	1,539,074	50,000	160,000	4,500,000	4,710,000
5710	0	Security System-Bein, Town Park, Pioneer Park, BUILDINGS	30,000	55,000	38,358	25,000	16,000		41,000
5712	0	Slope Ditch Mower							-
5713	0	Sprayer/Fertilizer/Seeder Buggy							-
5714	0	TootCat							-
5715	0	Irrigation Improvements Project	55,000	20,000	11,982	35,000	8,000		43,000
5716	0	Berthoud Reservoir Trail & N Berthoud Pkwy trail (Oil & Gas \$)							-
5717	0	Ballfield infield skirts and replacement							-
5718	0	Toro Field Mower							-
5719	0	Bein Park Fitness Equipment Replacement							-
5720	0	Fickel Park Bathroom							-
5721	0	Pressure washer for trailer							-
5722	0	Robot field liner							-
5723	0	Electric mowers		50,000		-	50,000		50,000
5725	0	Parking lot pavement design/construction				15,000		27,000	42,000
		TOTAL CAPITAL IMPROVEMENT	9,680,775	9,647,775	3,853,686	280,000	5,714,500	5,572,300	11,566,800

transfer 620,000 to 51-00-5244-00

transferred from 1998 and 2019 1% budget

\$27,000 for paving (design was \$15000)

CONTRIBUTION EXPENSE									
11-15			BUDGET	ESTIMATE	ACTUALS	BUDGET	ROLLOVER	SUPPLEMENT	UPDATED TOTAL
			2023	2023	2023	2024	2024	2024	2024
5150	0	Shop Local	30,000	15,000	13,342	15,000			15,000
5154	0	House of Neighborly Service utility assistance	30,000	35,000	16,699	-	18,300		18,300
5155	0	VFW	-	-	-	-	-	12,000	12,000
5165	0	American Legion	-	-	-	-		32,000	32,000
5166	0	Historical Society	25,000	25,000	25,000	45,000			45,000
5168	0	Contributions-Other (RAQC)	400	400	400	400			400
5169	0	Municipal Shareback	50,000	-	-	-			-
		TOTAL CONTRIBUTIONS	135,400	75,400	55,441	60,400	18,300	44,000	122,700
		TOTAL GENERAL FUND OPERATING EXPENSES	10,012,528	10,041,994	8,882,913	11,223,462	118,300	529,000	11,870,762
		Total Capital Projects Expense	9,680,775	9,647,775	3,853,686	280,000	5,714,500	5,572,300	11,566,800
		TOTAL GENERAL FUND EXPENSES	19,693,303	19,689,769	12,736,599	11,503,462	5,832,800	6,101,300	23,437,562

lease assistance

WATER FUND-SOURCE OF SUPPLY									
20-00									
			BUDGET	ESTIMATE	ACTUALS	BUDGET	ROLLOVER	SUPPLEMENT	UPDATED TOTAL
			2023	2023	2023	2024	2024	2024	2024
		BEGINNING FUND BALANCE	29,910,288	29,910,288	29,910,288	23,092,433	2,054,392		25,146,825
		REVENUES							
4450	2	Cash in Lieu-Water Dedication	1,980,000	5,300,000	6,074,795	2,500,000			2,500,000
4451	2	Raw Water System Fee	73,500	73,500	55,125	61,250			61,250
4452	1	Transfer from Water Fund	-	-	-	-			-
4300	2	Donated Revenue	-	-	-	-			-
4601	2	Interest	40,000	800,000	1,405,944	500,000			500,000
		TOTAL REVENUE	2,093,500	6,173,500	7,535,864	3,061,250	-	-	3,061,250
		EXPENSES							
5015	2	Insurance	10,000	-	-	-			-
5040	2	Attorney Fees	230,000	230,000	197,750	230,000			230,000
5080	2	Payments Richardson Property (til 2028)	67,640	67,455	67,456	67,640			67,640
5101	2	Reservoir Design and Construction	50,000	50,000	-	50,000			50,000
5101	3	Reservoir Management/Maintenance	84,000	3,000	2,896	85,000			85,000
5101	4	Reservoir Aeration Maintenance	8,400	8,400	11,082	-			-
5102	2	Video Inspect Dam Outlets	-	-	-	-			-
5103	2	Consultant Fees	125,000	163,000	133,647	120,000			120,000
5104	2	Water Resource Management Plan	21,000	11,000	28,537	20,000			20,000
5104	2	Non-Pot Master Plan	150,000	10,000	-	100,000			100,000
5106	2	Ditchwide Study	120,000	130,000	205,786	120,000			120,000
5107	0	New Water Storage Reservoir (design)	3,750,000	15,000	11,926	500,000			500,000
5108	0	Water Conservation Program	26,250	26,250	20,751	60,000			60,000
5123	2	Water Purchases	24,425,000	12,000,000	11,291,650	4,000,000	-	5,000,000	9,000,000
5208	2	Raw Line Maintenance and Improvements (design)	1,000,000	275,000	327,726	700,000			700,000
5209	2	Boat/Tractor Maintenance	2,100	2,100	-	2,000			2,000
5278	2	Southern Water Supply Pipeline (SWSP2)	-	-	-	-			-
5300	2	Bank Fees	60	150	120	150			150
		TOTAL EXPENSES	30,069,450	12,991,355	12,299,327	6,054,790	-	5,000,000	11,054,790
		SOURCE OF SUPPLY FUND BALANCE	1,934,338	23,092,433	25,146,825	20,098,893	-	(5,000,000)	17,153,285

WATER FUND-OPERATIONS & MAINTENANCE									
21-00			BUDGET	ESTIMATE	ACTUALS	BUDGET	ROLLOVER	SUPPLEMENT	UPDATED TOTAL
			2023	2023	2023	2024	2024	2024	2024
		BEGINNING FUND BALANCE	6,744,411	6,744,411	6,744,411	5,441,266	1,934,058		7,375,324
		REVENUES							
4410	0	Sale of Water	2,600,000	2,600,000	3,212,105	3,800,000			3,800,000
4411	0	Water Meters	330,000	90,000	80,952	88,000			88,000
4412	0	Berth, Lake Ranchettes Pump Fee	-	23,000	69,635	-			-
4416	0	Water Share Rental	-	-	-	-			-
4420	0	Property Rental	-	-	-	-			-
4601	0	Interest	12,000	200,000	337,173	200,000			200,000
4602	0	Transfer loan from Water Capital	-	-	-	-			-
		TOTAL REVENUES	2,942,000	2,913,000	3,699,865	4,088,000	-	-	4,088,000
		EXPENSES							
5001		Salaries	519,712	519,712	329,898	579,269			579,269
5002		Employer Contributions	206,463	206,463	90,890	297,617			297,617
5003		Pension	25,986	25,986	11,022	28,963			28,963
5007	1	License and Examinations	600	600	210	600			600
5008	1	Employee Physicals-Background	100	100	130	100			100
5009	1	Travel, Trans. & Education	5,000	5,000	3,988	5,000			5,000
5010	1	Office Supplies-admin	34,400	34,400	21,750	35,000			35,000
5010	5	Office Supplies-billing	6,600	6,600	4,628	6,600			6,600
5011	1	Telephone/pager	8,500	8,500	8,493	8,500			8,500
5012	3	Utilities	150,000	150,000	132,016	150,000			150,000
5013	1	Vehicle Maintenance	4,500	4,500	3,476	4,500			4,500
5014	1	Gasoline	5,000	7,000	6,860	8,000			8,000
5015	1	Insurance	120,000	120,000	113,584	120,000			120,000
5018	1	Publications/Legal Notices	9,000	1,000	25	5,000			5,000
5020	4	Professional Fees	520,000	520,000	454,087	575,000			575,000
5021	4	Prof Fees: Engineer	20,000	20,000	-	20,000			20,000
5022	4	GIS Data Mapping	5,000	5,000	2,184	10,500			10,500
5039	1	Dues	5,000	5,000	5,143	5,000			5,000
5040	4	Attorney	35,000	35,000	1,982	35,000			35,000
5041	2	Equipment Rental	1,000	1,000	-	1,000			1,000
5044	2	Weed Spray	-	-	-	-			-
5046	1	Uniforms	2,800	2,800	1,726	8,250			8,250
5047	1	Rental of Office Space	-	-	-	-		34,000	34,000
5048	2	Safety Equipment	2,000	3,000	2,671	2,500			2,500
5054	1	Trash	1,500	2,000	1,975	2,000			2,000
5056	1	Facility Maintenance	6,000	6,000	11,974	4,000			4,000
5057	2	Repair/Maint/Supplies-distribution	50,000	50,000	77,662	52,500		30,000	82,500
5057	3	Repair/Maint/Supplies-treatment	90,000	90,000	71,116	60,000	18,000	12,000	90,000
5060	3	Chemicals	320,000	320,000	335,094	335,000		30,000	365,000
5081	3	SCADA/Software	40,000	50,000	64,007	42,000			42,000
5082	2	Lab Software	15,000	15,000	-	15,000			15,000
5090	4	Auditing (1/3)	10,000	10,000	8,332	10,000			10,000
5106	3	Lab Equipment & Supplies	3,000	10,000	11,147	10,000			10,000
5107	1	Transfer to General Fund	220,500	220,500	220,500	220,500			220,500
5108	2	Lab Testing	32,000	32,000	19,122	32,000			32,000
5109	2	Meters repairs, replacement, moves	225,000	225,000	52,292	60,000			60,000
5109	5	Meters - New	450,000	450,000	64,291	250,000			250,000
5110	2	Permits	2,600	2,600	1,798	1,000			1,000
5111	2	Water Breaks	54,000	45,000	33,800	47,000			47,000
5116	2	Carriage Agreement(BUREC)	80,000	80,000	-	80,000			80,000
5124	1	Water Assessments (CBT)	255,000	280,000	279,425	295,000			295,000
5189	4	Development Review	-	-	-	-			-
5232	1	2006 Bond Refinance (97 & 82)	-	-	-	-			-
5269	4	Water Rate Study	5,000	5,000	-	20,000			20,000
5273	1	2007 Bond Payoff	-	-	-	-			-
5274	1	2012 Bond Payoff	-	-	-	-			-
5274	7	Transfer loan to Water Capital	439,384	439,384	439,384	439,384			439,384
5276	1	Computer Maintenance/Computer/Caselle-admin	5,400	5,400	1,208	5,500			5,500
5276	5	Computer Maintenance/Computer/Caselle-billing	6,600	6,600	4,797	6,600			6,600
5284	3	Contract Water Treatment (Little T)	100,000	7,000	15,410	30,000			30,000
5300	1	Bank fees	18,000	18,000	19,827	18,000			18,000
5416	2	Water Leasing	45,000	45,000	-	-			-
		TOTAL EXPENSES	4,160,645	4,096,145	2,927,924	3,941,883	18,000	106,000	4,065,883
		WATER OPERATING BALANCE	\$ 5,525,766	\$ 5,561,266	\$ 7,516,352	\$ 5,587,383	\$ (18,000)	\$ (106,000)	\$ 7,397,441

WATER FUND-OPERATIONS & MAINTENANCE CON'T			BUDGET	ESTIMATE	ACTUALS	BUDGET	ROLLOVER	SUPPLEMENT	UPDATED TOTAL
21-00			2023	2023	2023	2024	2024	2024	2024
		OPERATIONS CAPITAL EXPENSES							
5277	3	Booster Station (power supply to booster station)							-
5277	2	Distribution System Improvements (upgrade pipe)	550,000	100,000	126,528	550,000			550,000
5277	3	Plant Improvements	100,000	0	0	200,000			200,000
5277	4	Filter Plant (Media,valves)	200,000	20,000	14,500				-
5278	0	New Vehicle	50,000	0	0	100,000			100,000
5285	0	New Equipment (Vac Trailer 1/3)				51,300			51,300
5402	6	Bunyan Avenue Water Main Replacement							-
5410	6	Treatment Plant Backwash Improvements (1/2)							-
		TOTAL OPERATIONS CAPITAL EXPENSES	900,000	120,000	141,028	901,300	-	-	901,300
		TOTAL WATER FUND EXPENSES	5,060,645	4,216,145	3,068,952	4,843,183	18,000	106,000	4,967,183
		ENDING OPERATIONS FUND BALANCE	4,625,766	5,441,266	7,375,324	4,686,083	(18,000)	(106,000)	6,496,141

WATER FUND-CAPITAL IMPROVEMENTS									
22-00			BUDGET	ESTIMATE	ACTUALS	BUDGET	ROLLOVER	SUPPLEMENT	UPDATED TOTAL
			2023	2023	2023	2024	2024	2024	2024
		BEGINNING FUND BALANCE	11,045,747	11,045,747	11,045,747	12,865,091	714,076		13,579,167
		WATER CAPITAL REVENUES							
4412	1	System Investment Fees	1,399,000	1,399,000	1,772,400	1,582,500			1,582,500
4414	0	Wilson Ranch for I-25	10	20	-	20			20
4422	1	Sale of Assets	-	-	1,013	-			-
4425	1	Grant (Larimer County - ultrasonic bouy)	-	-	-	-			-
4601	1	Interest-System Investment Fees	10,000	320,000	513,864	300,000			300,000
4601	3	Interest-Rate Stability	1,000	36,000	57,096	35,000			35,000
4602	1	Transfer from Water Fund	439,384	439,384	439,384	439,384			439,384
		TOTAL CAPITAL REVENUE	1,849,394	2,194,404	2,783,757	2,356,904	-	-	2,356,904
		WATER CAPITAL EXPENSES							
5020	1	Professional Fees							-
5021	0	Impact Fee Study						6,000	6,000
5140	1	AFLA Water Line	125,000	125,000	0		125,000		125,000
5151	1	Meter Reading Equipment	100,000	0	0	40,000			40,000
5152	1	Town Hall Building							-
5204	0	Treatment Plant Transmission Line/Storage Tank Pipeline				450,000			450,000
5207	0	Loveland Reservoir Ditch pump	100,000	0	0				-
5273	1	Transfer to Water Fund for Bond Payoff							-
5276	0	Master Plan Update	100,000	100,000	119,996	50,000			50,000
5277	1	Plant Improvements for capacity	50,000	0	0	200,000			200,000
5300	1	Bank Fees	60	60	10				-
5410	0	Treatment Plant Backwash Improvements (1/2)	150,000	150,000	130,331		19,000		19,000
		CAPITAL EXPENSES	625,060	375,060	250,337	740,000	144,000	6,000	890,000
		ENDING CAPITAL FUND BALANCE	12,270,081	12,865,091	13,579,167	14,481,995	(144,000)	(6,000)	15,046,071

WASTEWATER FUND-OPERATIONS & MAINTENANCE									
23-00			BUDGET	ESTIMATE	ACTUALS	BUDGET	ROLLOVER	SUPPLEMENT	UPDATED TOTAL
			2023	2023	2023	2024	2024	2024	2024
		BEGINNING FUND BALANCE	5,853,447	5,853,447	5,853,447	5,450,822	1,752,410		7,203,232
		REVENUES							
4410	0	Wastewater Charges	3,000,000	3,000,000	3,501,801	3,000,000			3,000,000
4410	2	Hillsdale Lift Station Fees	-	-	-	-			-
4410	3	Mary's Farm Lift Station Fees	-	7,000	10,214	-			-
4433	0	Bomar Lift Station Maint.	2,000	2,000	2,108	2,000			2,000
4433	1	Campion Lift Station Maint	15,000	15,000	14,970	15,000			15,000
4434	0	Riverglen Lift Station Maint.	3,500	3,500	4,058	3,500			3,500
4435	0	Heron Lakes Lift Station Maint	-	-	1,026	-			-
4601	0	Interest	10,000	200,000	308,336	200,000			200,000
		TOTAL WASTEWATER REVENUES	3,030,500	3,227,500	3,842,513	3,220,500	-	-	3,220,500
		EXPENSES							
5001		Salaries	120,463	120,463	110,663	218,468			218,468
5002		Employer Contributions	45,459	45,459	26,061	90,757			90,757
5003		Pension	6,023	6,023	4,458	10,923			10,923
5007	4	License and Examinations	500	500	-	500			500
5008	4	Employee Physicals-Background	500	500	-	500			500
5009	4	Travel, Trans. & Education	1,600	1,600	350	1,650			1,650
5010	4	Office Supplies-admin	13,400	15,000	20,051	14,000			14,000
5010	5	Office Supplies-billing	6,600	6,600	4,444	6,600			6,600
5011	1	Telephone/pager-main plant	1,250	2,500	2,172	2,500			2,500
5011	2	Telephone/pager-regional plant	1,250	2,500	2,104	2,500			2,500
5012	1	Utilities-main plant	235,000	235,000	202,432	235,000			235,000
5012	2	Utilities-regional plant	20,000	20,000	19,112	20,000			20,000
5012	3	Utilities-lift stations	5,000	5,000	1,560	5,000			5,000
5013	3	Vehicle Maintenance	1,500	1,500	285	1,500			1,500
5014	3	Gasoline	1,000	1,000	-	1,000			1,000
5015	4	Insurance	120,000	120,000	115,420	120,000			120,000
5018	4	Publications	1,000	1,000	-	1,000			1,000
5020	4	Professional Fees	590,000	590,000	569,730	620,000			620,000
5022	4	GIS Data Mapping	15,000	15,000	8,481	16,000			16,000
5039	4	Dues	2,000	2,000	-	2,000			2,000
5040	4	Attorney	21,000	21,000	7,093	22,000			22,000
5041	1	Equipment Rental	1,500	1,500	-	1,500			1,500
5046	4	Uniforms	1,130	1,130	-	3,750			3,750
5048	4	Safety	500	500	-	500			500
5054	1	Trash	2,500	3,500	3,434	3,500			3,500
5057	1	Repair, Maint. & Supplies-main plant	120,000	120,000	89,469	125,000			125,000
5057	2	Repair, Maint. & Supplies-regional plant	10,000	10,000	4,681	11,000	5,000	25,000	41,000
5057	3	Repair, Maint. & Supplies-lift stations	45,000	45,000	50,845	47,500			47,500
5060	1	Chemicals-main plant	55,000	55,000	20,462	60,000	20,000		80,000
5060	2	Chemicals-regional plant	25,000	25,000	10,911	26,000	14,000		40,000
5081	1	Plant SCADA	30,000	30,000	7,590	30,000			30,000
5090	4	Auditing (1/3)	10,000	10,000	8,332	10,000			10,000
5107	4	Transfer to General Fund	105,000	105,000	105,000	105,000			105,000
5108	1	Lab Tests-main plant	30,000	30,000	34,866	31,500			31,500
5108	2	Lab Tests-regional plant	10,000	10,000	3,536	11,000			11,000
5109	3	Generator Maintenance	15,000	15,000	11,866	16,000			16,000
5110	4	Plant Permit	12,000	12,000	10,134	12,000			12,000
5111	3	Sewer Incidents	10,000	10,000	2,610	10,000			10,000
5114	1	Sludge Hauling-main plant	65,000	100,000	74,660	105,000			105,000
5114	2	Sludge Hauling-regional plant	20,000	20,000	15,085	20,000			20,000
5116	1	Lab Equipment	4,500	4,500	3,905	4,600			4,600
5119	5	Meter Replacements	-	-	-	-			-
5129	3	Lift Station Maint	40,000	40,000	5,902	40,000			40,000
5138	3	T.V. Lines/Line Cleaning	85,000	85,000	64,003	87,000			87,000
5182	1	Repair & Calibration-Lab Equip.	1,000	1,000	-	1,000			1,000
5214	4	Computer Maintenance/Computer/Caselle-admin	10,400	10,400	-	10,400			10,400
5214	5	Computer Maintenance/Computer/Caselle-billing	6,600	6,600	4,797	6,600			6,600
5231	4	Software	5,000	5,000	-	5,500			5,500
5267	0	Mary's Farm decommissioning	-	-	-	-			-
5268	0	Removal of facility at 1st street	-	-	-	-			-
5269	4	Rate Study	15,000	15,000	-	15,000			15,000
5274	4	2012 Bonds	908,350	908,350	830,907	953,768			953,768
5300	4	Bank Fees	18,000	18,000	20,077	18,000			18,000
		TOTAL EXPENSES	2,870,025	2,910,125	2,477,488	3,163,016	39,000	25,000	3,227,016
		WASTEWATER OPERATING BALANCE	6,013,922	6,170,822	7,218,472	5,508,306	(39,000)	(25,000)	7,196,716

WASTEWATER FUND-OPERATIONS & MAINTENANCE CONT			BUDGET	ESTIMATE	ACTUALS	BUDGET	ROLLOVER	SUPPLEMENT	UPDATED TOTAL
23-00			2023	2023	2023	2024	2024	2024	2024
		CAPITAL PROJECTS							
5285	0	New Equipment (Vac Trailer 1/3)							-
5420	6	Line Rehab and Manhole	350,000	-	-	350,000			350,000
5430	6	Lift Station Projects	500,000	150,000	0	1,150,000			1,150,000
5431	6	Collection Replacement Projects	350,000	530,000	0	350,000	530,000		880,000
5450	6	Solids Handling Facility Improvements	85,000	0	0				-
5451	6	Plant Equipment Replacement	400,000	20,000	15,240	1,000,000			1,000,000
5452	6	Plant Improvements-Regional	20,000	20,000	0		20,000		20,000
		TOTAL CAPITAL PROJECTS	1,705,000	720,000	15,240	2,850,000	550,000	-	3,400,000
		TOTAL WASTEWATER EXPENSE	4,575,025	3,630,125	2,492,728	6,013,016	589,000	25,000	6,627,016
		TOTAL WASTEWATER FUND BALANCE	4,308,922	5,450,822	7,203,232	2,658,306	(589,000)	(25,000)	3,796,716

WASTEWATER CAPITAL FUND									
24-00			BUDGET	ESTIMATE	ACTUALS	BUDGET	ROLLOVER	SUPPLEMENT	UPDATED TOTAL
			2023	2023	2023	2024	2024	2024	2024
		BEGINNING FUND BALANCE	16,118,884	16,118,884	16,118,884	17,428,854	380,129		17,808,983
		CAPITAL FACILITY REVENUES							
4412	0	System Investment Fees	1,250,000	1,250,000	1,336,558	1,375,000			1,375,000
4414	0	Wilson Ranch for I-25	10	30	-	30			30
4419	0	ALFA Line	220,000	220,000	126,422	220,000			220,000
4601	0	Interest	30,000	500,000	806,415	500,000			500,000
		TOTAL CAPITAL FACILITY REVENUE	1,500,010	1,970,030	2,269,395	2,095,030	-	-	2,095,030
		CAPITAL FACILITY EXPENSES							
5014	0	Regional Wastewater Plant	175,000	-	-				-
5015	0	Heron Lakes Lift Station							-
5019	0	ALFA Line Reimbursement	220,000	220,000	126,422	220,000			220,000
5021	0	Impact Fee Study						6,000	6,000
5134	0	UV System							-
5148	0	CR 17 Sewer project							-
5271	0	1st Street Sanitary Sewer Upgrade	1,750,000	300,000	320,953	1,500,000			1,500,000
5273	0	WW Master Plan Update	140,000	140,000	131,911				-
5278	4	WW System Improvements for Capacity	500,000	-	-				-
5278	4	Plant Improvements	600,000	-	-				-
5300	0	Bank Fees	60	60	10				-
		TOTAL CAP FACILITY EXPENSES	3,385,060	660,060	579,296	1,720,000	-	6,000	1,726,000
		ENDING CAP FAC FUND BALANCE	14,233,834	17,428,854	17,808,983	17,803,884	-	(6,000)	18,178,013

STORM WATER CAPITAL FUND									
28-00			BUDGET	ESTIMATE	ACTUALS	BUDGET	ROLLOVER	SUPPLEMENT	UPDATED TOTAL
			2023	2023	2023	2024	2024	2024	2024
4999		BEGINNING FUND BALANCE	3,870,643	3,870,643	3,870,643	3,824,183	630,955		4,455,138
		REVENUES							
4410	0	Storm Water Impact Fees	303,600	303,600	389,510	378,000			378,000
4420	0	Developers-CR 17	-	-	-	-			-
4601	0	Interest	3,000	150,000	197,661	150,000			150,000
		TOTAL REVENUE	306,600	453,600	587,171	528,000	-	-	528,000
		STORM WATER CAPITAL EXPENSES							
5020	0	Professional Fees							-
5021	0	Impact Fee Study						6,000	6,000
5101	0	CR 17 Trunk Main							-
5102	0	Service Center (10%)							-
5104	0	Berthoud Reservoir Stormwater Outfall Improvements (design)	500,000	500,000	2,676	1,500,000			1,500,000
5105	0	Serenity Ridge Drainage improvements				150,000		115,000	265,000
5300	0	Bank Fees	60	60	-				-
						</			

additional needed to start project this year

STORM WATER OPERATIONS FUND									
29-00			BUDGET	ESTIMATE	ACTUALS	BUDGET	ROLLOVER	SUPPLEMENT	UPDATED TOTAL
			2023	2023	2023	2024	2024	2024	2024
4999		BEGINNING FUND BALANCE	1,846,287	1,846,287	1,846,287	2,198,177	312,108		2,510,285
									-
		REVENUES							-
4410	0	Storm Water Fees	480,000	480,000	648,625	480,000			480,000
4601	0	Interest	1,000	70,000	102,184	70,000			70,000
		TOTAL REVENUE	481,000	550,000	750,809	550,000	-	-	550,000
		EXPENSES							
5001		Salaries	-	1,500	2,608	-			-
5002		Employer Contributions	-	500	311	-			-
5003		Pension	-	50	10	-			-
5009	5	Travel, Training	750	-	-	750			750
5020	4	Professional Fees	25,000	24,000	11,745	25,000			25,000
5022	4	GIS Data Mapping	5,000	4,500	739	5,000			5,000
5042	1	Snow & Ice Removal	25,000	25,000	3,558	25,000			25,000
5057	3	Repair & Maint: culverts, drain pans, gutters	50,000	50,000	42,774	50,000			50,000
5059	5	Computer Maint/Replacement/Caselle	2,000	2,000	-	2,000			2,000
5060	3	Drainage Parts	2,000	2,000	-	2,000			2,000
5107	5	Transfer to General Fund	10,500	10,500	10,500	10,500			10,500
5110	4	Permit	10,000	10,000	-	10,000			10,000
5190	0	Master Drainage Plan	50,000	50,000	-	-	50,000		50,000
5261	2	Sweeper Parts	18,000	18,000	14,566	18,000		14,000	32,000
5269	0	Rate Study	-	-	-	-			-
5300	5	Bank Fees	60	60	-	60			60
		TOTAL EXPENSES	198,310	198,110	86,811	148,310	50,000	14,000	212,310
		STORM WATER CAPITAL EXPENSES							
5058	0	Street Sweeper (40% GF & 60% Drainage)							-
5084	0	Skid Steer							-
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			40,000
5285	0	New Equipment (Vac Trailer 1/3)							-
5401	6	Culverts-drain pans-gutters							-
		TOTAL CAPITAL EXPENSES	-	-	-	40,000	-	-	40,000
		TOTAL STORM WATER OPERATION EXPENSES	198,310	198,110	86,811	188,310	50,000	14,000	252,310
5999		ENDING STORM WATER FUND BALANCE	2,128,977	2,198,177	2,510,285	2,559,867	(50,000)	(14,000)	2,807,975

major repairs on both sweepers

PARK DEVELOPMENT									
31-00			BUDGET	ESTIMATE	ACTUALS	BUDGET	ROLLOVER	SUPPLEMENT	UPDATED TOTAL
			2023	2023	2023	2024	2024	2024	2024
4999		BEGINNING FUND BALANCE	2,553,299	2,553,299	2,553,299	1,136,559	952,616		2,089,175
		REVENUES							
4601	0	Interest	5,000	60,000	90,793	5,250			5,250
4607	0	Grant Revenue	-	-	-	-			-
4607	0	CDOT Funding for Berthoud Parkway Trail	-	-	-	-			-
4700	0	Park Development	653,400	653,320	861,266	961,000			961,000
		TOTAL REVENUES	658,400	713,320	952,059	966,250	-	-	966,250
		EXPENSES							
5020	1	Professional Fees				30,000			30,000
5021	0	Impact Fee Study						6,000	6,000
5022	0	Park Development Master Plan							-
5022	1	Skate Park at Waggener Plan							-
5022	2	Bike Park at Richardson	1,200,000	1,200,000	1,170,531	150,000			150,000
5203	0	Batting Cages at Bein (40% in GF)							-
5204	0	Town Park							-
5207	1	Pioneer Park	330,000	330,000	220,966		109,000	55,000	164,000
5207	2	Pioneer Park Community Garden			97	-			-
5210	0	Dog Park							-
5220	0	Waggener Farm Park Construction							-
5221	0	Farmstead Playground contribution						650,000	650,000
5246	1	Heron Lakes (shelter, parking lot, bathrooms)							-
5247	1	Hillsdale							-
5248	1	Berthoud Reservoir (trails)							-
5249	0	Roberts Lake east field development (design)							-
5250	0	North Berthoud Parkway trail	600,000	600,000	24,589		575,000		575,000
5251	0	Richardson Park (design)				-			-
5300	1	Bank Fees	60	60	-	-			-
		TOTAL EXPENSES	2,130,060	2,130,060	1,416,183	180,000	684,000	711,000	1,575,000
5998		EMERGENCY RESERVES	-	-	-	28,988			28,988
5999		ENDING PARK FUND BALANCE	1,081,639	1,136,559	2,089,175	1,893,822	(684,000)	(711,000)	1,451,438

Newell Farm concept plan

pickleball, irrigation impr, community garden

PARK LAND ACQUISITION AND DEDICATION									
32-00			BUDGET	ESTIMATE	ACTUALS	BUDGET	ROLLOVER	SUPPLEMENT	UPDATED TOTAL
			2023	2023	2023	2024	2024	2024	2024
4999		BEGINNING FUND BALANCE	662,799	662,799	662,799	732,739	34,492		767,231
		REVENUES							
4601	0	Interest	5,000	25,000	36,973	25,000			25,000
4700	0	Park Dedication	195,000	195,000	215,316	240,250			240,250
		TOTAL REVENUES	200,000	220,000	252,289	265,250	-	-	265,250
		EXPENSES							
5020	0	Professional Fees							-
5021	0	Impact Fee Study						6,000	6,000
5022	0	Open Space Master Plan							-
5041	0	Welch Trail Easement		-	287				-
5171	0	Park Expansion Property Purchase (Newell Farm)	-		(2,430)				-
5171	1	Park Expansion-transfer to open space acquisition	150,000	150,000	150,000	150,000			150,000
5300	0	Bank Fees	60	60	-	-			-
		TOTAL EXPENSES	150,060	150,060	147,857	150,000	-	6,000	156,000
5998		EMERGENCY RESERVES	-	-	-	7,958			7,958
5999		ENDING DEDICATION FUND BALANCE	712,739	732,739	767,231	840,032	-	(6,000)	868,524

PUBLIC FACILITIES FUND								
33-00		BUDGET	ESTIMATE	ACTUALS	BUDGET	ROLLOVER	SUPPLEMENT	UPDATED TOTAL
		2023	2023	2023	2024	2024	2024	2024
4999	BEGINNING FUND BALANCE	2,623,937	2,623,937	2,623,937	2,831,077	324,972		3,156,049
	<u>REVENUES</u>							
4601	0 Interest	5,000	100,000	140,396	100,000			100,000
4700	0 Public Facilities	457,200	457,200	406,057	205,500			205,500
	TOTAL REVENUES	462,200	557,200	546,453	305,500	-	-	305,500
	<u>EXPENSES</u>							
5020	0 Professional Fees	350,000	350,000	14,341		335,000		335,000
5021	0 Impact Fee Study						6,000	6,000
5152	0 Town Hall office construct				15,000			15,000
5153	0 Service Center (90%/ 10% from storm water)							-
5155	0 Parks/Forestry Storage Building at Service Center							-
5156	0 Parks/Forestry Storage Building at Waggener Farm							-
5176	0 LCSO Vehicle (Code Enforcement)						33,900	33,900
5177	0 New Vehicles				140,000			140,000
5300	0 Bank Fees	60	60	-	-			-
	TOTAL EXPENSES	350,060	350,060	14,341	155,000	335,000	39,900	529,900
5998	EMERGENCY RESERVES	-	-	-	9,165			9,165
5999	ENDING FACILITY FUND BALANCE	2,736,077	2,831,077	3,156,049	2,972,412	(335,000)	(39,900)	2,922,484

Town hall office study, PW design

CONSERVATION TRUST FUND									
34-00			BUDGET	ESTIMATE	ACTUALS	BUDGET	ROLLOVER	SUPPLEMENT	UPDATED TOTAL
			2023	2023	2023	2024	2024	2024	2024
4999		BEGINNING FUND BALANCE	368,734	368,734	368,734	448,925	137,388		586,313
		REVENUES							
4301	0	Conservation Trust Distribution	90,000	120,000	155,417	120,000			120,000
4364	0	Transfer from General Fund	500,000	500,000	500,000	500,000		-	500,000
4601	0	Interest	500	15,000	22,759	15,000			15,000
		TOTAL REVENUES	590,500	635,000	678,176	635,000	-	-	635,000
		GENERAL PARK							
5001		Salaries	-	-	-	-			-
5002		Employer Contributions	-	-	-	-			-
5003		Pension	-	-	-	-			-
5095	1	Computer Equipment Maintenance/Replacement	-	-	-	-			-
5096	1	GIS Software	-	-	-	-			-
5140	1	Park Building - Grounds - Sprinklers	3,000	3,000	2,860	3,000			3,000
5141	1	Roberts Park (concrete entry and pavillion)(nursery)	30,000	30,000		5,000	30,000		35,000
5142	0	Picnic tables and benches	-	-	-	-			-
5143	0	Trail Signage	10,000	10,000	-	-	10,000		10,000
5177	1	Fickel Park	-	-	-	-			-
5270	1	Tennis Court Repair	6,000	6,000	99	4,000	5,900		9,900
		GENERAL EXPENSE SUBTOTAL	49,000	49,000	2,959	12,000	45,900	-	57,900
		FORESTRY and OPEN SPACE							
5001		Salaries	228,809	228,809	232,376	319,717			319,717
5002		Employer Contributions	92,709	82,000	49,733	93,934			93,934
5003		Pension	11,440	11,440	9,321	15,986			15,986
5009	1	Travel, Education	3,500	4,000	3,881	4,500			4,500
5010	1	Office Supplies	750	1,000	886	1,000			1,000
5011	1	Telephone	750	750	520	750			750
5013	1	Vehicle Maintenance	5,500	5,500	5,140	6,000			6,000
5014	1	Gasoline	5,500	7,000	7,031	7,000			7,000
5046	1	Uniforms	2,950	2,950	2,249	4,500			4,500
5058	1	Equipment Maintenance	5,000	6,000	5,022	29,000			29,000
5072	2	Tree Maintenance	40,000	40,000	29,035	40,000			40,000
5076	2	Educational Materials	2,500	2,500	445	2,500			2,500
5077	3	Tree Replacement	20,000	20,000	16,592	20,000			20,000
5077	4	EAB Tree Replacement (combined in 2020)	-	-	-	-			-
5079	2	Supplies	7,000	7,000	6,825	7,000			7,000
5080	4	EAB Response-Treatment	45,000	45,000	43,632	45,000			45,000
5085	4	EAB Cost Share	-	-	-	-			-
5095	1	Computer Equipment Maintenance/Replacement	1,800	1,800	778	-			-
5263	0	New Vehicle and water tank	-	-	9,672	-			-
5266	0	Arboretum at Waggener Farm Park Master Plan - concept plan	40,000	40,000	34,500	15,000	5,000	430,000	450,000
5300	1	Bank Fees	60	60	-	60			60
		FORESTRY EXPENSE SUBTOTAL	513,268	505,809	457,638	611,947	5,000	430,000	1,046,947
		TOTAL EXPENSES	562,268	554,809	460,597	623,947	50,900	430,000	1,104,847
5998		EMERGENCY RESERVES	-	-	-	19,050			19,050
5999		ENDING CONSERV FUND BALANCE	396,966	448,925	586,313	440,928	(50,900)	(430,000)	97,416

complete design, start construction

LARIMER COUNTY OPEN SPACE TAX FUND								
36-00		BUDGET	ESTIMATE	ACTUALS	BUDGET	ROLLOVER	SUPPLEMENT	UPDATED TOTAL
		2023	2023	2023	2024	2024	2024	2024
4999	BEGINNING FUND BALANCE	1,301,392	1,301,392	1,301,392	246,332	506,072		752,404
	REVENUES							
4306	0 Revenues	220,000	220,000	406,387	220,000			220,000
4307	0 CDOT Funding for Berthoud Parkway Trail / MPO Funding for B Pkwy	-	-	97,676	-			-
4310	1 Transfer from Park Dedication Fund	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
4601	0 Interest	3,000	45,000	49,280	45,000			45,000
	TOTAL REVENUES	523,000	565,000	853,343	565,000	-	-	565,000
	EXPENSES							
5020	0 Professional Fees				40,000			40,000
5220	0 Waggener Farm Construction (Pickleball courts)	1,300,000	1,200,000	1,139,775	100,000	60,000		160,000
5257	0 Trail System & Improvements- HERON LAKES							-
5257	0 Trail System & Improvements- Master Plan							-
5257	1 Trail System & Improvements- South Berthoud Parkway Trail	45,000	45,000	18,409				-
5259	0 Hillsdale-regular maintenance	10,000	10,000	10,656	10,000		9,000	19,000
5260	0 Pioneer Park-lake bank seed, trail around lake,pavillion							-
5265	0 Jaskowski property maintenance	10,000	10,000	8,514	10,000			10,000
5265	1 Jaskowski trail connection							-
5266	0 Richardson property maintenance	10,000	10,000	10,593	3,000			3,000
5268	0 Berthoud Reservoir Park/Trail maintenance	45,000	45,000	14,384	10,000			10,000
5300	0 Bank Fees	60	60	-	60			60
	EXPENSES	1,420,060	1,320,060	1,202,331	173,060	60,000	9,000	242,060
5171	0 Open Space Acquisition	200,000	300,000	200,000	300,000	100,000	2,000	402,000
	LAND ACQUISITION EXPENSES	200,000	300,000	200,000	300,000	100,000	2,000	402,000
	TOTAL EXPENSES	1,620,060	1,620,060	1,402,331	473,060	160,000	11,000	644,060
5998	EMERGENCY RESERVES	-	-	-	16,950			16,950
5999	ENDING LARIMER FUND BALANCE	204,332	246,332	752,404	321,322	(160,000)	(11,000)	656,394

Jaskowski concept plan

design to improve flood issues

CEMETERY ENDOWMENT FUND								
37-00			BUDGET	ESTIMATE	ACTUALS	BUDGET	ROLLOVER	SUPPLEMENT
			2023	2023	2023	2024	2024	2024
4999		BEGINNING FUND BALANCE	198,304	198,304	198,304	151,089	54,441	205,530
		REVENUES						
4280	0	Transfer from General Fund	20,000	20,000	20,000	20,000		20,000
4601	0	Interest	500	7,000	9,893	7,000		7,000
4710	0	Lot Sales	25,000	25,000	25,015	25,000		25,000
4711	0	Opening & Closing	25,000	25,000	20,460	25,000		25,000
4713	0	Marker Sales	-	-	-	-		-
		TOTAL REVENUES	70,500	77,000	75,368	77,000	-	-
		EXPENSES						
5001		Salaries	55,987	45,000	41,669	58,512		58,512
5002		Employer Contributions	5,806	5,806	3,710	6,196		6,196
5003		Pension	2,799	2,799	1,119	2,926		2,926
5012	2	Utilities	3,000	8,000	5,757	8,000		8,000
5014	2	Gasoline	2,200	2,200	1,718	2,200		2,200
5020	0	Professional Fees - concept plan for Cemetery improvements	35,000	35,000	-	35,000		35,000
5020	1	Professional Fees (funerals)	3,000	3,000	930	3,000		3,000
5046	2	Uniforms	850	850	-	850		850
5057	2	Repair & Maintenance	15,000	15,000	11,215	15,000		15,000
5059	2	Marker Sales	2,500	2,500	275	2,500		2,500
5082	0	Maint Shop & Storage Building (gutters, roof)	4,000	4,000	776	-		-
5083	0	Columbarium	-	-	-	-		-
5083	1	Cremains Vaults	-	-	973	-		-
5084	0	Traveling sprinkler	-	-	-	-		-
5300	2	Bank Fees	60	60	-	60		60
		TOTAL EXPENSES	130,202	124,215	68,142	134,244	-	-
5998		EMERGENCY RESERVES	-	-	-	2,310		2,310
5999		ENDING CEMETERY FUND BALANCE	138,602	151,089	205,530	91,535	-	-

BERTHOUD AREA TRANSPORTATION FUND									
39-00			BUDGET	ESTIMATE	ACTUALS	BUDGET	ROLLOVER	SUPPLEMENT	UPDATED TOTAL
			2023	2023	2023	2024	2024	2024	2024
4999		BEGINNING FUND BALANCE	440,395	440,395	440,395	286,555	42,694		329,249
		REVENUES							
4101	0	Donations	-	-	-	-			-
4106	0	OOA	20,000	11,400	13,370	-			-
4107	0	Client Contributions	2,500	2,500	3,970	2,500			2,500
4108	0	Transfer from 1% Fund	50,000	50,000	50,000	50,000			50,000
4109	0	City of Ft. Collins	-	9,600	9,607	15,000			15,000
4601	0	Interest	2,000	15,000	17,713	15,000			15,000
		TOTAL REVENUE	74,500	88,500	94,660	82,500	-	-	82,500
		EXPENSES							
5001		Salaries	78,948	78,948	77,277	97,419			97,419
5002		Employer Contributions	18,935	18,935	15,772	21,127			21,127
5003		Pension	3,947	3,947	3,056	4,871			4,871
5008	2	Employee Physicals-Background	500	500	21	500			500
5009	1	Travel, Training, Education	1,000	1,000	-	1,000			1,000
5010	1	Office Supplies	800	800	379	800			800
5011	2	Telephone	1,200	1,200	1,247	1,300			1,300
5013	2	Vehicle Maintenance	15,000	15,000	15,670	15,000			15,000
5017	2	Insurance Deductibles	5,000	5,000	-	5,000			5,000
5020	0	Consultant - Transit Study	20,000	20,000	5,558	-	14,000		14,000
5021	1	Admin. Expenses	100	100	-	100			100
5022	1	Flex Bus Service	45,000	45,000	34,127	45,000			45,000
5023	1	RAFT Contribution	41,000	41,000	41,000	75,000			75,000
5039	1	CASTA Dues	350	350	286	350			350
5040	1	Attorney	500	-	-	500			500
5044	1	Advertising	500	500	2,199	1,500			1,500
5045	2	Driver Drug Testing	1,000	1,000	491	1,000			1,000
5046	1	Uniforms	245	500	403	1,500			1,500
5059	0	New Vehicle	-	-	-	-			-
5095	1	Computer Equipment Maintenance/Replacement	-	-	-	-			-
5107	1	Transfer to General Fund	-	-	-	-			-
5114	2	Gasoline	7,000	7,000	7,120	7,800			7,800
5247	1	Software	1,500	1,500	1,200	1,500			1,500
5300	1	Bank Fees	60	60	-	60			60
		TOTAL EXPENSES	242,585	242,340	205,806	281,327	14,000	-	295,327
5998		EMERGENCY RESERVES	-	-	-	2,475			2,475
5999		ENDING BATS FUND BALANCE	272,310	286,555	329,249	85,253	(14,000)	-	113,947

ROAD IMPACT FEES								
40-00								
		BUDGET	ESTIMATE	ACTUALS	BUDGET	ROLLOVER	SUPPLEMENT	UPDATED TOTAL
		2023	2023	2023	2024	2024	2024	2024
		BEGINNING FUND BALANCE	4,921,774	4,921,774	4,921,774	5,472,301	599,237	6,071,538
		REVENUES						
4250	0	Flood Recovery	-	-	-	-	-	-
4401	0	Road Impact Fees	677,100	677,100	792,468	743,250		743,250
4405	0	Heron Pointe Bridge Funds	-	350,000	350,000	-		-
4601	0	Interest	8,000	150,000	258,691	150,000		150,000
		TOTAL REVENUES	685,100	1,177,100	1,401,159	893,250	-	893,250
		EXPENSES						
5016	0	Refunds		26,200	26,197			-
5020	0	Professional Fees						-
5021	0	Impact Fee Study					6,000	6,000
5087	0	Plow Truck/Steel V box	155,000	155,000	154,868			-
5087	0	Dump truck/Snowplow Tandem						-
5101	0	Transfer to General Fund (3%)	20,313	20,313	23,774	22,298		22,298
5106	0	Transportation Master Plan Update						-
5108	0	Van Metre Purchase and Demo						-
5110	0	Berthoud Parkway widening	250,000	220,000	-	30,000	220,000	250,000
5111	0	CR 7 Project (30% for widening)						-
5113	0	LCR 10E Bridge Widening						-
5114	0	Spartan Design and Crossing	150,000	150,000	46,556	4,500,000		4,500,000
5116	0	Highway 287 & 10E Ramps						-
5117	0	Intersection Improvements at Hwy 14 & Berthoud Pkwy - crosswalk lights	55,000	55,000	-		55,000	55,000
5220	0	Waggener Farm Construction						-
5300	0	Bank Fees	60	60	-	-		-
		TOTAL EXPENSES	630,373	626,573	251,395	4,552,298	275,000	4,833,298
		EMERGENCY RESERVES	-	-	-	26,798		26,798
		ENDING ROAD IMPACT FUND BALANCE	4,976,501	5,472,301	6,071,538	1,786,456	(275,000)	2,104,693

RECREATIONAL MJ TAX 7%								
41-00								
		BUDGET	ESTIMATE	ACTUALS	BUDGET	ROLLOVER	SUPPLEMENT	UPDATED TOTAL
		2023	2023	2023	2024	2024	2024	2024
		BEGINNING FUND BALANCE	1,465,802	1,465,802	1,465,802	655,742	456,417	1,112,159
		REVENUES						
4601	0	Interest	2,000	50,000	62,185	50,000		50,000
4604	0	Sales Tax	400,000	400,000	680,749	500,000		500,000
4606	0	Quick Win Grant (MPO)	-	-	-	-		-
		TOTAL REVENUES	402,000	450,000	742,934	550,000	-	550,000
		EXPENSES						
5200	0	Street Projects						-
5201	0	Bike Lane Striping						-
5210	0	Youth Projects						-
5211	0	Carnival	30,000	20,000	19,294	30,000		30,000
5220	0	Sidewalk Projects						-
5221	0	Downtown Sidewalk Replacement	150,000	150,000	42,947	350,000	105,000	455,000
5222	0	Quick Win Pedestrian Crosswalk at Welch/3rd						-
5223	0	Sidewalk Maintenance Plan	30,000	30,000	-	50,000		50,000
5240	0	Law Enforcement Projects	-			-		-
5241	0	Flock Camera System				25,000		25,000
5242	0	LCSD Equipment				10,000		10,000
5260	0	Park Projects						-
5261	0	Bike Park Scope expansion	1,000,000	1,000,000	974,336			-
5280	0	Recreation Projects						-
5281	0	Wildfire arts provider	60,000	60,000	60,000	70,000		70,000
5282	0	Other Recreation Service Providers	-	-	-	25,000		25,000
5300	0	Bank Fees	60	60	-	-		-
		TOTAL EXPENSES	1,270,060	1,260,060	1,096,577	560,000	105,000	665,000
		EMERGENCY RESERVES	-	-	-	16,500		16,500
		ENDING SALES TAX FUND BALANCE	597,742	655,742	1,112,159	629,242	(105,000)	980,659

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			BUDGET	ESTIMATE	ACTUALS	BUDGET	ROLLOVER	SUPPLEMENT
			2023	2023	2023	2024	2024	2024
		BEGINNING FUND BALANCE	4,483,834	4,483,834	4,483,834	2,482,324	2,796,462	
		REVENUES						
4601	0	Interest	8,000	170,000	238,734	8,400		8,400
4234	0	Transfer from General Fund 11-10-5104-00	-	-	-	-		620,000
4235	0	Safe Routes to School Grant	-	-	-	-		-
4610	0	Sales Tax	1,800,000	2,000,000	2,525,026	2,325,000		2,325,000
4610	1	Sales Tax-building permits	417,750	450,000	592,978	428,750		428,750
		TOTAL REVENUES	2,225,750	2,620,000	3,356,738	2,762,150	-	620,000
		EXPENSES						
5038	0	Sidewalks/ADA	500,000	500,000	462,552	-		-
5233	0	Pavement Maintenance Plan		650	651			-
5235	0	Safe Routes to School						-
5237	0	Transportation (BATS)-Transfer	50,000	50,000	50,000	50,000		50,000
5239	0	Street Improvements	1,400,000	1,600,000	1,527,974	2,300,000		2,300,000
5240	0	Waggener Farm Park				5,000		5,000
5241	0	Round-a-bout Reconstruction		800	791			-
5242	0	Open Space/Trail Acquisition transfer	150,000	150,000	150,000	150,000		150,000
5244	0	I-25 Design, Art and Landscaping	1,120,000	820,000	369,818	300,000	450,000	1,370,000
5245	0	Town Park	1,500,000	1,500,000	-		1,500,000	1,500,000
5300	0	Bark Fees	60	60	-			-
		TOTAL EXPENSES	4,720,060	4,621,510	2,561,786	2,805,000	1,950,000	620,000
		EMERGENCY RESERVES	-	-	-	82,865		82,865
		ENDING SALES TAX FUND BALANCE	1,989,524	2,482,324	5,278,786	2,356,610	(1,950,000)	-

Transfer budgeted amount from GFCI

Transfer to GF for 11-10-5708-00

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-		BUDGET	ESTIMATE	ACTUALS	BUDGET	ROLLOVER	SUPPLEMENT	UPDATED TOTAL
		2023	2023	2023	2024	2024	2024	2024
		BEGINNING FUND BALANCE	6,085,268	6,085,268	6,085,268	3,738,432	4,639,739	8,378,171
00		REVENUES						
4400	0	Sales Tax	1,800,000	2,000,000	2,590,175	2,325,000		2,325,000
4400	1	Sales Tax-building permits	417,750	450,000	592,978	428,750		428,750
4450	52	COP Advance-GRANT	-	-	504	-		-
4500	1	Recreation Center Memberships	675,000	675,000	999,925	900,400		900,400
4500	70	Recreation Center Memberships-Corporate	15,000	15,000	992	2,500		2,500
4500	2	Recreation Center Daily Fees	240,500	240,500	304,157	325,000		325,000
4500	3	Recreation Center Rentals	45,000	45,000	54,303	53,900		53,900
4500	60	Recreation Center Sponsorships	25,000	25,000	8,075	30,000		30,000
4500	4	Activity Fee-Senior Activites	3,000	3,000	1,104	1,000		1,000
4500	5	Activity Fee-Aquatics	58,500	58,500	80,621	64,800		64,800
4500	6	Activity Fee-Fitness	45,600	45,600	81,808	68,200		68,200
4500	7	Activity Fee-Class/Program	27,000	27,000	12,022	15,000		15,000
4500	8	Activity Fee-Youth Futsal	2,700	2,700	980	2,700		2,700
4500	11	Activity Fee-Adult Basketball	9,000	9,000	2,750	5,600		5,600
4500	12	Activity Fee-Youth Basketball	12,600	12,600	23,106	18,900		18,900
4500	15	Activity Fee-Senior Pickleball	1,400	1,400	810	600		600
4500	16	Activity Fee-Youth Multi Sport Class	1,800	1,800	650	1,800		1,800
4500	31	Activity Fee-Adult Volleyball	11,700	11,700	9,933	11,700		11,700
4500	32	Activity Fee-Youth Volleyball	5,200	5,200	16,995	12,700		12,700
4500	40	Activity Fee-Senior Volleyball/Basketball	1,500	1,500	-	1,500		1,500
4500	45	Activity Fee-Senior Travel	2,000	2,000	2,465	4,000		4,000
4500	54	Activity Fee-Adult Additional Sports	1,500	1,500	201	750		750
4500	55	Activity Fee-Youth Additional Sports	-	-	284	750		750
4500	75	Special Events Fee	7,000	7,000	25,974	9,000		9,000
4563	0	Vending/Inventory Sales	5,000	5,000	11,263	8,500		8,500
4564	0	Contract Arts Activities	25,750	25,750	13,976	20,000		20,000
4550	31	Transfer from Park Development	-	-	-	-		-
4550	36	Transfer from Larimer Open Space	-	-	-	-		-
4550	40	Transfer from Road Impact	-	-	-	-		-
4550	51	Transfer from 1998 1%	-	-	-	-		-
4601	0	Interest	2,000	200,000	339,780	50,000		50,000
		TOTAL REVENUES	3,441,500	3,871,750	5,175,831	4,363,050	-	4,363,050

[illegible]

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		1,000
5002	2	Employer Contributions-PART TIME/SEASONAL	140	140	-	100		100
5020	4	Purchased Services	-	-	-	-		-
5102	1	Supplies (non-office)/Equipment (non-dep)	250	250	133	250		250
		Subtotal	1,790	1,790	133	1,350	-	-
		Senior Frisbee Golf						
5001	14	Salaries-PART TIME/SEASONAL	1,000	1,000	-	1,100		1,100
5002	14	Employer Contributions-PART TIME/SEASONAL	100	100	-	110		110
5020	14	Officials	-	-	-	-		-
5046	14	Uniforms	-	-	-	-		-
5048	14	Team Fees/Dues	-	-	-	-		-
5050	14	Equipment/Awards	750	750	-	750		750
		Subtotal	1,850	1,850	-	1,960	-	-
		Senior Pickleball						
5001	15	Salaries-PART TIME/SEASONAL	1,100	1,100	-	1,300		1,300
5002	15	Employer Contributions-PART TIME/SEASONAL	110	110	-	130		130
5020	15	Officials	-	-	-	-		-
5046	15	Uniforms	-	-	-	-		-
5048	15	Team Fees/Dues	-	-	-	-		-
5050	15	Equipment/Awards	500	500	108	800		800
		Subtotal	1,710	1,710	108	2,230	-	-
		Senior Volleyball/Basketball						
5001	40	Salaries-PART TIME/SEASONAL	1,100	1,100	-	1,300		1,300
5002	40	Employer Contributions-PART TIME/SEASONAL	110	110	-	130		130
5020	40	Officials	-	-	-	-		-
5046	40	Uniforms	-	-	-	-		-
5048	40	Team Fees/Dues	-	-	-	-		-
5050	40	Equipment/Awards	250	250	-	250		250
		Subtotal	1,460	1,460	-	1,680	-	-
		Senior Travel						
5001	45	Salaries-PART TIME/SEASONAL	1,300	1,300	-	1,000		1,000
5002	45	Employer Contributions-PART TIME/SEASONAL	130	130	-	100		100
5020	45	Officials	-	-	-	-		-
5046	45	Uniforms	-	-	-	-		-
5048	45	Team Fees/Dues	-	-	770	-		-
5050	45	Equipment/Awards/Fuel	750	750	1,650	750		750
		Subtotal	2,180	2,180	2,420	1,850	-	-
		04 SUBTOTAL	8,990	8,990	2,661	9,070	-	-

05		Recreation Center Aquatics						
5001	1	Salaries	116,705	116,705	110,171	141,319		141,319
5002	1	Employer Contributions	48,930	48,930	39,531	69,056		69,056
5003	1	Pension	5,835	5,835	2,723	7,066		7,066
5001	2	Salaries-PART TIME/SEASONAL	298,140	298,140	240,746	283,000		283,000
5002	2	Employer Contributions-PART TIME/SEASONAL	29,814	29,814	18,899	28,300		28,300
5001	3	Salaries-Programs-PART TIME/SEASONAL	30,096	30,096	24,518	36,400		36,400
5002	3	Employer Contributions-Programs-PART TIME/SEASONAL	3,009	3,009	1,925	3,640		3,640
5007	1	Employee license/certifications/recognition	2,250	2,250	688	2,250		2,250
5007	3	Employee license/certifications-programs	3,650	3,650	1,482	2,500		2,500
5008	1	Background/Physicals	800	800	269	800		800
5009	1	Training/Education/Travel	2,000	2,000	744	2,000		2,000
5010	1	Office Supplies	500	500	534	500		500
5018	1	Publications/Subscriptions/Job Postings	1,000	1,000	283	1,000		1,000
5020	4	Purchased Services	10,000	10,000	8,628	15,000	11,000	26,000
5039	1	Dues/memberships	500	500	408	500		500
5046	1	Uniforms	2,990	2,990	1,874	2,990		2,990
5048	1	Safety/First Aid	1,000	1,000	445	1,000		1,000
5048	3	Team Fees/Dues	700	700	-	700		700
5057	1	Equipment Maintenance/Repair	12,000	12,000	10,571	12,000	40,000	52,000
5057	3	Boiler Equipment Maintenance/Repair	3,500	3,500	3,208	3,500		3,500
5060	1	Chemicals	30,000	30,000	21,303	30,000		30,000
5102	1	Supplies (non-office)/Equipment (non-dep)	3,500	3,500	1,982	3,500		3,500
5102	3	supplies (non-office)/Equipment (non-dep)-programs	1,400	1,400	1,017	4,800		4,800
5110	1	Permits/building license	2,000	2,000	1,020	1,500		1,500
		05 SUBTOTAL	610,319	610,319	492,969	653,321	-	51,000
06		Recreation Center Fitness						
5001	1	Salaries	52,229	52,229	53,818	60,674		60,674
5002	1	Employer Contributions	26,061	26,061	27,595	33,529		33,529
5003	1	Pension	2,611	2,611	641	3,034		3,034
5001	2	Salaries-PART TIME/SEASONAL	73,935	73,935	86,539	96,800		96,800
5002	2	Employer Contributions-PART TIME/SEASONAL	7,393	7,393	6,794	9,680		9,680
5020	4	Purchased Services	3,000	3,000	2,739	5,000		5,000
5057	1	Equipment Maintenance/Repair	3,000	3,000	1,166	9,000		9,000
5102	1	Supplies (non-office)/Equipment (non-dep)	5,000	5,000	3,805	3,000		3,000
		06 SUBTOTAL	173,229	173,229	183,097	220,717	-	-
07		Recreation Center Classes/Programs						
5001	1	Salaries	-	-	-	-		-
5002	1	Employer Contributions	-	-	-	-		-
5003	1	Pension	-	-	-	-		-
5001	2	Salaries-PART TIME/SEASONAL	5,350	5,350	-	5,350		5,350
5002	2	Employer Contributions-PART TIME/SEASONAL	535	535	-	535		535
5020	4	Purchased Services	10,000	10,000	13,626	10,000		10,000
5021	4	Contract Arts Activities	25,000	25,000	13,625	95,000		95,000
5102	1	Supplies (non-office)/Equipment (non-dep)	6,200	6,200	-	8,000		8,000
		07 SUBTOTAL	47,085	47,085	27,251	118,885	-	-

ww line, slide concrete base, pool anchors

clear flow, nono bubblers, recaulk slide

08		Recreation Center Adult Sports						
		General Administration						
5001	1	Salaries	10,174	10,174	1,157	11,066		11,066
5002	1	Employer Contributions	4,945	4,945	612	5,240		5,240
5003	1	Pension	509	509	47	553		553
5008	1	Background/Physicals	100	100	22	100		100
5009	1	Training/Education/Travel	-	-	-	-		-
5010	1	Office Supplies	250	250	-	250		250
5018	1	Publications/Subscriptions/Job Postings	250	250	129	250		250
5020	1	Purchased Services	-	-	-	-		-
5048	1	Safety/First Aid	100	100	-	100		100
5055	1	Clinics/Tournaments	750	750	-	750		750
		Subtotal	17,078	17,078	1,967	18,309	-	18,309
		Adult Basketball						
5001	11	Salaries-PART TIME/SEASONAL	1,800	1,800	485	2,200		2,200
5002	11	Employer Contributions-PART TIME/SEASONAL	180	180	38	220		220
5020	11	Officials	7,600	7,600	1,890	5,800		5,800
5046	11	Uniforms	-	-	-	-		-
5048	11	Team Fees/Dues	-	-	-	-		-
5050	11	Equipment/Awards	400	400	182	400		400
		Subtotal	9,980	9,980	2,595	8,620	-	8,620
		Adult Volleyball						
5001	31	Salaries-PART TIME/SEASONAL	3,300	3,300	1,352	3,700		3,700
5002	31	Employer Contributions-PART TIME/SEASONAL	330	330	106	370		370
5020	31	Officials	7,500	7,500	3,588	10,800		10,800
5046	31	Uniforms	-	-	-	-		-
5048	31	Team Fees/Dues	-	-	-	-		-
5050	31	Equipment/Awards	1,000	1,000	-	1,250		1,250
		Subtotal	12,130	12,130	5,046	16,120	-	16,120
		Additional Adult Sports						
5001	54	Salaries-PART TIME/SEASONAL	500	500	-	600		600
5002	54	Employer Contributions-PART TIME/SEASONAL	50	50	-	60		60
5020	54	Officials	1,000	1,000	-	1,000		1,000
5046	54	Uniforms	-	-	-	-		-
5048	54	Team Fees/Dues	-	-	-	-		-
5050	54	Equipment/Awards	200	200	-	200		200
		Subtotal	1,750	1,750	-	1,860	-	1,860
		08 SUBTOTAL	40,938	40,938	9,608	44,909	-	44,909

09		Recreation Center Youth Sports						
		General Administration						
5001	1	Salaries	10,174	10,174	19,249	11,066		11,066
5002	1	Employer Contributions	4,945	4,945	5,535	5,240		5,240
5003	1	Pension	509	509	435	553		553
5008	1	Background/Physicals	750	750	285	900		900
5009	1	Training/Education/Travel	700	700	-	900		900
5010	1	Office Supplies	250	250	-	250		250
5018	1	Publications/Subscriptions/Job Postings	250	250	-	250		250
5020	1	Purchased Services	-	-	-	-		-
5048	1	Safety/First Aid	100	100	-	100		100
5055	1	Clinics	600	600	-	600		600
		Subtotal	18,278	18,278	25,504	19,859	-	19,859
		Youth Futsal						
5001	8	Salaries-PART TIME/SEASONAL	500	500	102	400		400
5002	8	Employer Contributions-PART TIME/SEASONAL	50	50	8	40		40
5020	8	Officials	-	-	-	-		-
5046	8	Uniforms	500	500	-	-		-
5048	8	Team Fees/Dues	-	-	-	-		-
5050	8	Equipment/Awards	300	300	-	300		300
		Subtotal	1,350	1,350	110	740	-	740
		Youth Basketball						
5001	12	Salaries-PART TIME/SEASONAL	2,800	2,800	2,734	3,200		3,200
5002	12	Employer Contributions-PART TIME/SEASONAL	280	280	215	320		320
5020	12	Officials	3,900	3,900	2,500	4,100		4,100
5046	12	Uniforms	2,900	2,900	7,097	4,800		4,800
5048	12	Team Fees/Dues	-	-	63	-		-
5050	12	Equipment/Awards	1,600	1,600	1,718	1,600		1,600
		Subtotal	11,480	11,480	14,327	14,020	-	14,020
		Youth Multi Sport Class						
5001	16	Salaries-PART TIME/SEASONAL	600	600	-	600		600
5002	16	Employer Contributions-PART TIME/SEASONAL	60	60	-	60		60
5020	16	Officials	-	-	-	-		-
5046	16	Uniforms	450	450	-	-		-
5048	16	Team Fees/Dues	-	-	-	-		-
5050	16	Equipment/Awards	200	200	-	200		200
		Subtotal	1,310	1,310	-	860	-	860
		Youth Volleyball						
5001	32	Salaries-PART TIME/SEASONAL	1,000	1,000	819	2,350		2,350
5002	32	Employer Contributions-PART TIME/SEASONAL	100	100	64	235		235
5020	32	Officials	450	450	1,540	4,320		4,320
5046	32	Uniforms	900	900	848	1,575		1,575
5048	32	Team Fees/Dues	-	-	2,113	-		-
5050	32	Equipment/Awards	1,000	1,000	1,287	1,000		1,000
		Subtotal	3,450	3,450	6,671	9,480	-	9,480
		Additional Youth Sports						
5001	55	Salaries-PART TIME/SEASONAL	1,000	1,000	-	1,000		1,000
5002	55	Employer Contributions-PART TIME/SEASONAL	100	100	-	100		100
5020	55	Officials	-	-	-	-		-
5046	55	Uniforms	-	-	-	-		-
5048	55	Team Fees/Dues	-	-	-	-		-
5050	55	Equipment/Awards	250	250	-	250		250
		Subtotal	1,350	1,350	-	1,350	-	1,350
		09 SUBTOTAL	37,218	37,218	46,612	46,309	-	46,309

[illegible]

	2023	2023	2023	2024			
	BUDGET	ESTIMATE	ACTUALS	BUDGET	ROLLOVER	SUPPLEMENT	UPDATED TOTAL
BEGINNING BALANCE	123910484	123910484	123910484	104012373	27274669	0	131,287,042
REVENUE	31851016	40260906	49401227	39525616	0	5770000	45,295,616
EXPENSE	82131288	60159017	42024669	46259524	13287700	13316200	72,863,424
EMERGENCY RESERVES	0	0	0	708778	0	154500	863,278
ENDING BALANCE	73630212	104012373	131287042	96569687	13986969	-7700700	102,855,956
ENDING BALANCE VERIFICATION	73630212	104012373	131287042	96569687	-13287700	-7700700	75,581,287

	2023	2024
Valuation	237,792,724	2,926,692
GENERAL FUND	6.629	6.058
POLICE SERVICES	3.000	3.000
REFUND & ABATEMENT	0.019	0.014
TOTAL MILL LEVY	9.648	9.072
ACTUALS SF BUILDING PERMITS	300	250

2024 BUDGET	Original Ending Fund Balance	2023 Actuals Adjustment	Subtotal	Rollover	Subtotal	Supplemental	Subtotal	Emergency Reserves Adjustment (3% Revenues)	Ending Fund Balance	Ending Fund Balance Difference From Original Budget
General Fund	15,822,163	8,952,011	24,774,174	-5,832,800	18,941,374	-951,300	17,990,074	-154,500	17,835,574	2,013,411
Water Source of Supply	20,098,893	2,054,392	22,153,285	0	22,153,285	-5,000,000	17,153,285	0	17,153,285	-2,945,608
Water Operations	4,686,083	1,934,058	6,620,141	-18,000	6,602,141	-106,000	6,496,141	0	6,496,141	1,810,058
Water Capital Improvements	14,481,995	714,076	15,196,071	-144,000	15,052,071	-6,000	15,046,071	0	15,046,071	564,076
Wastewater Operations	2,658,306	1,752,410	4,410,716	-589,000	3,821,716	-25,000	3,796,716	0	3,796,716	1,138,410
Wastewater Capital Improvements	17,803,884	380,129	18,184,013	0	18,184,013	-6,000	18,178,013	0	18,178,013	374,129
Storm Water Operations	2,559,867	312,108	2,871,975	-50,000	2,821,975	-14,000	2,807,975	0	2,807,975	248,108
Storm Water Capital Improvements	2,702,183	630,955	3,333,138	0	3,333,138	-121,000	3,212,138	0	3,212,138	509,955
Park Development	1,893,821	952,616	2,846,437	-684,000	2,162,437	-711,000	1,451,437	0	1,451,437	-442,384
Park Land Dedication	840,031	34,492	874,523	0	874,523	-6,000	868,523	0	868,523	28,492
Public Facilities	2,972,412	324,972	3,297,384	-335,000	2,962,384	-39,900	2,922,484	0	2,922,484	-49,928
Conservation Trust	440,928	137,388	578,316	-50,900	527,416	-430,000	97,416	0	97,416	-343,512
Larimer County Open Space	321,322	506,072	827,394	-160,000	667,394	-11,000	656,394	0	656,394	335,072
Cemetery	91,535	54,441	145,976	0	145,976	0	145,976	0	145,976	54,441
BATS	85,253	42,694	127,947	-14,000	113,947	0	113,947	0	113,947	28,694
Road Impact	1,786,455	599,237	2,385,692	-275,000	2,110,692	-6,000	2,104,692	0	2,104,692	318,237
MMJ Excise Tax	629,242	456,417	1,085,659	-105,000	980,659	0	980,659	0	980,659	351,417
1998 1% Sales Tax	2,356,609	2,796,462	5,153,071	-1,950,000	3,203,071	0	3,203,071	0	3,203,071	846,462
2019 1% Sales Tax	4,338,702	4,639,739	8,978,441	-3,080,000	5,898,441	-113,000	5,785,441	0	5,785,441	1,446,739
	96,569,684	27,274,669	123,844,353	-13,287,700	110,556,653	-7,546,200	103,010,453	-154,500	102,855,953	6,286,269

Appropriation
 13,287,700
 7,546,200
 650,000 Revenue
 21,483,900

ATTACHMENT A		Approved Budget	Adjust 2023 Estimate with Actuals	Roll-Over	Supplemental
General Fund	2024 Original Budget Beginning Balance (based on estimate)	15,529,472			
	2024 Revenue Budget	12,160,982			
	2024 Expenditure Budget	-11,503,462			
	emergency reserve	-364,829			
	2024 Original Budget Ending Balance	15,822,163			
	2023 Actuals vs Estimate Adj-Revenues		1,998,841		
	2023 Actuals vs Estimate Adj-Expense		6,953,170		
	Adjusted Ending Fund Balance for 2024		24,774,174		
Supplement Revenue	11-00-4620-00 Building/Planning Fees				650,000
	11-00-4706-00 Transfer from 1% Funds				4,500,000
					5,150,000
				additional emergency reserve	-154,500
Rollover Expenditures					4,995,500
	11-01-5247-01 Caselle HR Module			-10,000	
	11-02-5018-01 Public Events (LETA)			-8,000	
	11-02-5222-07 Public Safety Education			-12,000	
	11-11-5186-03 Code Updates/Housing Study			-50,000	
	11-13-5020-01 Prof Services-Branding Project			-20,000	
	11-15-5154-00 HNS Utility Assistance			-18,300	
	11-10-5104-00 I-25 Interchange			-630,000	
	11-10-5123-00 Monument/Wayfinding Signs			-59,000	
	11-10-5151-00 Crosswalk Lights			-80,000	
	11-10-5101-00 New Vehicle (Parks)			-41,000	
	11-10-5128-00 3rd and Massachusetts			-4,373,500	
	11-10-5129-00 Richardson Park			-297,000	
	11-10-5708-00 Town Park Reconstruction			-160,000	
	11-10-5710-00 Security Systems			-16,000	
	11-10-5715-00 Irrigation Improvements			-8,000	
	11-10-5723-00 Electric Mowers			-50,000	
				-5,832,800	
Supplement Expenditures	11-01-5246-04 ADA features in Board Room				-25,000
	11-08-5215-02 Contract Inspections				-460,000
	11-15-5155-00 VFW lease assistance				-12,000
	11-15-5165-00 American Legion				-32,000
	11-10-5102-00 Town Hall Signage				-32,000
	11-10-5153-00 Radar Speed Trailer				-13,300
	11-00-5129-00 Richardson Park				-1,000,000
	11-10-5708-00 Town Park (transferred from 1% Funds)				-4,500,000
	11-10-5725-00 Parking Lot (Parks)				-27,000
					-6,101,300
	NEW ENDING FUND BALANCE				17,835,574

		Approved Budget	Adjust 2023 Estimate with Actuals	Roll-Over	Supplemental
Water Source of Supply	2024 Original Budget Beginning Balance (based on estimate)	23,092,433			
	2024 Revenue Budget	3,061,250			
	2024 Expenditure Budget	-6,054,790			
	2024 Original Budget Ending Balance	20,098,893			
	2023 Actuals vs Estimate Adj-Revenues	1,362,364			
	2023 Actuals vs Estimate Adj-Expense	692,028			
	Adjusted Ending Fund Balance for 2024		22,153,285		
Supplement Expenditures	20-00-5123-02 Water purchases				-5,000,000
					-5,000,000
				</	

		Approved Budget	Adjust 2023 Estimate with Actuals	Roll-Over	Supplemental
Water Operations	2024 Original Budget Beginning Balance (based on estimate)	5,441,266			
	2024 Revenue Budget	4,088,000			
	2024 Expenditure Budget	-4,843,183			
	2024 Original Budget Ending Balance	4,686,083			
	2023 Actuals vs Estimate Adj-Revenues		786,865		
	2023 Actuals vs Estimate Adj-Expense		1,147,193		
	Adjusted Ending Fund Balance for 2024		6,620,141		
	Rollover Expenditures	11-00-5057-03 Maint/Repair-Treatment		-18,000	
				-18,000	
Supplement Expenditures	21-00-5047-01 Rental of Office Space				-34,000
	21-00-5057-02 Repair/Maintenance underestimate				-30,000
	21-00-5057-03 Repair/Maintenance underestimate				-12,000
	21-00-5060-03 Chemicals underestimate				-30,000
					-106,000
NEW ENDING FUND BALANCE					6,496,141
Water Capital Improvements	2024 Original Budget Beginning Balance (based on estimate)	12,865,091			
	2024 Revenue Budget	2,356,904			
	2024 Expenditure Budget	-740,000			
	2024 Original Budget Ending Balance	14,481,995			
	2023 Actuals vs Estimate Adj-Revenues		589,353		
	2023 Actuals vs Estimate Adj-Expense		124,723		
	Adjusted Ending Fund Balance for 2024		15,196,071		
	Rollover Expenditures	22-00-5140-00 ALFA Water Line		-125,000	
		22-00-5410-00 Backwash Improvements		-19,000	
				-144,000	
Supplement Expenditures	22-00-5021-00 Impact Fee Study (1/7)				-6,000
					-6,000
NEW ENDING FUND BALANCE					15,046,071

		Approved Budget	Adjust 2023 Estimate with Actuals	Roll-Over	Supplemental
Wastewater Operations	2024 Original Budget Beginning Balance (based on estimate)	5,450,822			
	2024 Revenue Budget	3,220,500			
	2024 Expenditure Budget	-6,013,016			
	2024 Original Budget Ending Balance	2,658,306			
	2023 Actuals vs Estimate Adj-Revenues		615,013		
	2023 Actuals vs Estimate Adj-Expense		1,137,397		
	Adjusted Ending Fund Balance for 2024		4,410,716		
	Rollover Expenditures	23-00-5057-02 Maint/Repair-Regional Plant		-5,000	
		23-00-5060-01 Chemicals-Main Plant		-20,000	
		23-00-5060-02 Chemicals-Regional Plant		-14,000	
		23-00-5431-06 Collection Replacement Projects		-530,000	
		23-00-5452-06 Regional Plant Improvements		-20,000	
				-589,000	
	Supplement Expenditures	23-00-5057-02 Maint/Repair-Regional Plant underestimate			-25,000
					-25,000
	NEW ENDING FUND BALANCE				3,796,716
Wastewater Capital Improvements	2024 Original Budget Beginning Balance (based on estimate)	17,428,854			
	2024 Revenue Budget	2,095,030			
	2024 Expenditure Budget	-1,720,000			
	2024 Original Budget Ending Balance	17,803,884			
	2023 Actuals vs Estimate Adj-Revenues		299,365		
	2023 Actuals vs Estimate Adj-Expense		80,764		
	Adjusted Ending Fund Balance for 2024		18,184,013		
	Supplement Expenditures	24-00-5021-00 Impact Fee Study (1/7)			-6,000
					-6,000
	NEW ENDING FUND BALANCE				18,178,013

		Approved Budget	Adjust 2023 Estimate with Actuals	Roll-Over	Supplemental
Storm Water Operations	2024 Original Budget Beginning Balance (based on estimate)	2,198,177			
	2024 Revenue Budget	550,000			
	2024 Expenditure Budget	-188,310			
	2024 Original Budget Ending Balance	2,559,867			
	2023 Actuals vs Estimate Adj-Revenues		200,809		
	2023 Actuals vs Estimate Adj-Expense		111,299		
	Adjusted Ending Fund Balance for 2024		2,871,975		
	Rollover Expenditures	29-00-5190-00 Master Drainage Plan		-50,000	
				-50,000	
	Supplement Expenditures	29-00-5261-02 Sweeper Parts underestimate			-14,000
NEW ENDING FUND BALANCE					2,807,975
		Approved Budget	Adjust 2023 Estimate with Actuals	Roll-Over	Supplemental
Storm Water Capital Improvements	2024 Original Budget Beginning Balance (based on estimate)	3,824,183			
	2024 Revenue Budget	528,000			
	2024 Expenditure Budget	-1,650,000			
	2024 Original Budget Ending Balance	2,702,183			
	2023 Actuals vs Estimate Adj-Revenues		133,571		
	2023 Actuals vs Estimate Adj-Expense		497,384		
	Adjusted Ending Fund Balance for 2024		3,333,138		
	Supplement Expenditures	28-00-5021-00 Impact Fee Study (1/7)			-6,000
		28-00-5105-00 Serenity Ridge Drainage Project			-115,000
					-121,000
NEW ENDING FUND BALANCE					3,212,138

		Approved Budget	Adjust 2023 Estimate with Actuals	Roll-Over	Supplemental
Park Development	2024 Original Budget Beginning Balance (based on estimate)	1,136,559			
	2024 Revenue Budget	966,250			
	2024 Expenditure Budget	-180,000			
	emergency reserve	-28,988			
	2024 Original Budget Ending Balance	1,893,821			
	2023 Actuals vs Estimate Adj-Revenues		238,739		
	2023 Actuals vs Estimate Adj-Expense		713,877		
	Adjusted Ending Fund Balance for 2024		2,846,437		
	Rollover Expenditures	31-00-5207-01 Pioneer Park Improvements		-109,000	
		31-00-5250-00 North Berthoud Parkway Trail		-575,000	
				-684,000	
	Supplement Expenditures	31-00-5021-00 Impact Fee Study (1/7)			-6,000
		31-00-5207-01 Pioneer Park Improvements			-55,000
Park Land Dedication		31-00-5221-00 Farmstead Playground contribution			-650,000
					-711,000
	NEW ENDING FUND BALANCE				1,451,437
Park Land Dedication	2024 Original Budget Beginning Balance (based on estimate)	732,739			
	2024 Revenue Budget	265,250			
	2024 Expenditure Budget	-150,000			
	emergency reserve	-7,958			
	2024 Original Budget Ending Balance	840,031			
	2023 Actuals vs Estimate Adj-Revenues		32,289		
	2023 Actuals vs Estimate Adj-Expense		2,203		
	Adjusted Ending Fund Balance for 2024		874,523		
	Supplement Expenditures	32-00-5021-00 Impact Fee Study (1/7)			-6,000
					-6,000
	NEW ENDING FUND BALANCE				868,523

		Approved Budget	Adjust 2023 Estimate with Actuals	Roll-Over	Supplemental
Public Facilities	2024 Original Budget Beginning Balance (based on estimate)	2,831,077			
	2024 Revenue Budget	305,500			
	2024 Expenditure Budget	-155,000			
	emergency reserve	-9,165			
	2024 Original Budget Ending Balance	2,972,412			
	2023 Actuals vs Estimate Adj-Revenues		-10,747		
	2023 Actuals vs Estimate Adj-Expense		335,719		
	Adjusted Ending Fund Balance for 2024		3,297,384		
	Rollover Expenditures	31-00-5020-00 Professional Fees-Town Hall, Public Works		-335,000	
				-335,000	
Supplement Expenditures					
		33-00-5021-00 Impact Fee Study (1/7)			-6,000
		33-00-5176-00 Code Enforcement Vehicle			-33,900
					-39,900
NEW ENDING FUND BALANCE					2,922,484
Conservation Trust	2024 Original Budget Beginning Balance (based on estimate)	448,925			
	2024 Revenue Budget	635,000			
	2024 Expenditure Budget	-623,947			
	emergency reserve	-19,050			
	2024 Original Budget Ending Balance	440,928			
	2023 Actuals vs Estimate Adj-Revenues		43,176		
	2023 Actuals vs Estimate Adj-Expense		94,212		
	Adjusted Ending Fund Balance for 2024		578,316		
	Rollover Expenditures	34-00-5141-01 Roberts Park Nursery		-30,000	
		34-00-5143-00 Trail Signage		-10,000	
Supplement Expenditures		34-00-5270-01 Tennis Court Repairs		-5,900	
		34-00-5266-00 Arboretum Concept Plan		-5,000	
				-50,900	
Supplement Expenditures		34-00-5266-00 Arboretum construction			-430,000
					-430,000
NEW ENDING FUND BALANCE					97,416

		Approved Budget	Adjust 2023 Estimate with Actuals	Roll-Over	Supplemental
Larimer County Open Space Tax	2024 Original Budget Beginning Balance (based on estimate)	246,332			
	2024 Revenue Budget	565,000			
	2024 Expenditure Budget emergency reserve	-473,060 -16,950			
	2024 Original Budget Ending Balance	321,322			
	2023 Actuals vs Estimate Adj-Revenues		288,343		
	2023 Actuals vs Estimate Adj-Expense		217,729		
	Adjusted Ending Fund Balance for 2024		827,394		
	Rollover Expenditures				
	36-00-5220-00 Pickleball Courts			-60,000	
	36-00-5171-00 Open Space Acquisition			-100,000	
				-160,000	
	Supplement Expenditures				
	36-00-5259-00 Hillsdale -flood issues				-9,000
	36-00-5171-00 Open Space Acquisition				-2,000
					-11,000
	NEW ENDING FUND BALANCE				656,394
Cemetery	2024 Original Budget Beginning Balance (based on estimate)	151,089			
	2024 Revenue Budget	77,000			
	2024 Expenditure Budget emergency reserve	-134,244 -2,310			
	2024 Original Budget Ending Balance	91,535			
	2023 Actuals vs Estimate Adj-Revenues		-1,632		
	2023 Actuals vs Estimate Adj-Expense		56,073		
	Adjusted Ending Fund Balance for 2024		145,976		
	NEW ENDING FUND BALANCE				145,976

		Approved Budget	Adjust 2023 Estimate with Actuals	Roll-Over	Supplemental
BATS	2024 Original Budget Beginning Balance (based on estimate)	286,555			
	2024 Revenue Budget	82,500			
	2024 Expenditure Budget emergency reserve	-281,327 -2,475			
	2024 Original Budget Ending Balance	85,253			
	2023 Actuals vs Estimate Adj-Revenues		6,160		
	2023 Actuals vs Estimate Adj-Expense		36,534		
	Adjusted Ending Fund Balance for 2024		127,947		
	Rollover Expenditures	39-00-5020-00 Transit Study		-14,000	
	NEW ENDING FUND BALANCE				113,947
Road Impact	2024 Original Budget Beginning Balance (based on estimate)	5,472,301			
	2024 Revenue Budget	893,250			
	2024 Expenditure Budget emergency reserve	-4,552,298 -26,798			
	2024 Original Budget Ending Balance	1,786,455			
	2023 Actuals vs Estimate Adj-Revenues		224,059		
	2023 Actuals vs Estimate Adj-Expense		375,178		
	Adjusted Ending Fund Balance for 2024		2,385,692		
	Rollover Expenditures	40-00-5110-00 Berthoud Parkway Widening		-220,000	
		40-00-5117-00 Hwy 14 & Berthoud Pkwy		-55,000	
				-275,000	
	Supplement Expenditures	40-00-5021-00 Impact Fee Study (1/7)			-6,000
					-6,000
	NEW ENDING FUND BALANCE				2,104,692

		Approved Budget	Adjust 2023 Estimate with Actuals	Roll-Over	Supplemental
MMJ Excise Tax	2024 Original Budget Beginning Balance (based on estimate)	655,742			
	2024 Revenue Budget	550,000			
	2024 Expenditure Budget	-560,000			
	emergency reserve	-16,500			
	2024 Original Budget Ending Balance	629,242			
	2023 Actuals vs Estimate Adj-Revenues		292,934		
	2023 Actuals vs Estimate Adj-Expense		163,483		
	Adjusted Ending Fund Balance for 2024		1,085,659		
	Rollover Expenditures	41-00-5221-00 Downtown Sidewalk Replacement		-105,000	
				-105,000	
NEW ENDING FUND BALANCE					980,659
1998 1% Sales Tax	2024 Original Budget Beginning Balance (based on estimate)	2,482,324			
	2024 Revenue Budget	2,762,150			
	2024 Expenditure Budget	-2,805,000			
	emergency reserve	-82,865			
	2024 Original Budget Ending Balance	2,356,609			
	2023 Actuals vs Estimate Adj-Revenues		736,738		
	2023 Actuals vs Estimate Adj-Expense	(street paving project)	2,059,724		
	Adjusted Ending Fund Balance for 2024		5,153,071		
	Supplement Revenue	51-00-4234-00 Transfer from General Fund			620,000
					620,000
	Rollover Expenditures	51-00-5244-00 I-25 Art/Landscaping		-450,000	
		51-00-5245-00 Town Park Reconstruction		-1,500,000	
				-1,950,000	
	Supplemental Expenditures	51-00-5244-00 I-25 Art/Landscaping			-620,000
	NEW ENDING FUND BALANCE				3,203,071

		Approved Budget	Adjust 2023 Estimate with Actuals	Roll-Over	Supplemental
2019 1% Sales Tax	2024 Original Budget Beginning Balance (based on estimate)	3,738,432			
	2024 Revenue Budget	4,363,050			
	2024 Expenditure Budget	-3,631,888			
	emergency reserve	-130,892			
	2024 Original Budget Ending Balance	4,338,702			
	2023 Actuals vs Estimate Adj-Revenues				
	2023 Actuals vs Estimate Adj-Expense				
	Adjusted Ending Fund Balance for 2024		8,978,441		
	Rollover Expenditures				
	52-30-5601-00 Fitness Equipment			-40,000	
	52-30-5602-00 Fitness Equipment Replacement			-40,000	
	51-00-5245-00 Town Park Reconstruction			-3,000,000	
				-3,080,000	
	Supplemental Expenditures				
	52-05-5020-04 Slide and Pool Improvements				-11,000
	52-05-5057-01 Slide and Pool Improvements				-40,000
	52-40-5702-00 Bike Park grass seeding				-25,000
	52-70-5101-00 Outdoor Lap Pool Feasibility Study				-37,000
					-113,000
	NEW ENDING FUND BALANCE				5,785,441

TOWN BOARD INFORMATION



COMMUNITY DEVELOPMENT DEPARTMENT

Meeting Date:	August 27, 2024
Agenda Title/Subject:	Ordinance 1342 (Series 2024) Public Hearing to consider changes to Chapter 30 regarding land uses and defining terms; Section 3 regarding zoning; and implementation of the Comprehensive Plan goals regarding view protection, adding clarifying language regarding transect-based planning, and further refining Accessory Dwelling Units, Introduction
Type of Item:	Public Hearing
Purpose:	Introduction of Ordinance 1342 (Series 2024)
Presented by:	Anne Johnson, Community Development Director

ATTACHMENTS:

- Ordinance 1342 (Series 2024)
- Attachment to Ordinance 1342 (Series 2024)
- Publication

BACKGROUND:

Proposed Code amendments further the implementation of the 2021 Comprehensive Plan vision into the Land Use Code. The Land Use Code's land use table and definition sections also needed review and refinement. Staff has spent several months reviewing these proposed changes and have collaborated with the consulting team who lead the 2021 Comprehensive Plan update.

UPDATE/NEXT STEPS:

Two readings before the Town Board of Trustees were scheduled for June 25 and July 23, 2024 and were continued to August 27 and September 10, 2024.

Notice was published in the *Berthoud Surveyor* according to required publication deadlines.

FISCAL IMPACT AND FUND SOURCE:

There is no negative fiscal impact to the Town in clarifying the expectations for land use activities and incorporating the intent for view shed protection found in the Comprehensive Plan Action Plan into the Land Use Code.

COMMUNITY TOUCHSTONES:

Consideration of the amendment requests does not negatively impact community touchstones. Consideration of approval of the request does provide support for enhancing community identity, provides for support to strengthen the Town's sustainability and resiliency goals and affords the development community with a transparent set of standards to know what the expectations are for developing in the Town of Berthoud.

RECOMMENDED ACTION(S):

At their June 13, 2024 Public Hearing, Planning Commission voted to send the proposed amendments to Chapter 30 of the Berthoud Municipal Code to the Town Board of Trustees for their approval.

**TOWN OF BERTHOUD ORDINANCE
NUMBER 1342
(SERIES 2024)**

**AN ORDINANCE AMENDING CERTAIN SECTIONS OF THE BERTHOUD MUNICIPAL
CODE CHAPTER 30, SPECIFICALLY SECTION 3 REGARDING LAND USES, PERMITS AND
ZONING CLASSIFICATIONS; SECTION 1 BY AMENDING DEFINITIONS; AND SECTION 2
REGARDING THE PROTECTION OF VIEWSHEDS**

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 implement the vision and values expressed in the 2021 update to the Comprehensive Plan, including strengthening the Town's sense of place, enhancing community identity, supporting community resilience and sustainability touchstones; and

WHEREAS, the Planning Commission, after proper notice, has held a public hearing on June 13, 2024 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 June 25, 2024 and July 27, 2024; 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. The attached Ordinance 1342 (Series 2024) shall be amended as presented in Attachment A and adopted into Chapter 30 of the Berthoud Municipal Code.

Section 2. Interpretation: This Ordinance shall be so interpreted and construed to effectuate its general purpose.

Section 3. Effective Date: The provisions of this Ordinance shall take effect thirty (30) days following the date of public hearing.

[INTENTIONALLY LEFT BLANK]

INTRODUCED, READ, ADOPTED, AND APPROVED on this 12th day of September,
2024.

TOWN OF BERTHOUD

By _____
William Karspeck, Mayor

ATTEST:

By: _____
Christian Samora, Town Clerk

Ordinance 1342 (2024) Attachment A

Note to the reader: This round of amendments to the Land Use Code are divided into “Items” for ease in discussion. The notes and item number are not to be codified and provide background information on why the proposed Code amendment is being made.

Item 1: The Land Use Table contains uses contemplated as being appropriate for the different zone districts in the Town of Berthoud. The Land Use Table presented for discussion combines separate tables, 3.3, 3.5, 3.7 and 3.10. Multiple tables are cumbersome and tables 3.5, 3.7 and 3.10 were difficult to navigate as the zone districts of Conservation, Urban and Suburban were arranged in a way that is not intuitive to the common reader. Staff has taken meaningful time to review each land use category and the zone district most appropriate for the use. In addition to the changes in these land use tables, the uses themselves should be defined so that future developers understand the expectations of development through clear definitions. New definitions and amendments to existing definitions are proposed for consideration.

The Town Code shall not include numbered definitions. MuniCode is instructed to remove all numbering of definitions. When a definition includes a lettered list, the numbered list may remain. Definitions shall be placed in alphabetical order.

Item 1, Part 1: 30-1-116 Definitions

~~Accessory dwelling means an apartment integrated within a single-family dwelling, or located in a detached accessory building, such as carriage houses or agricultural type outbuildings, located on the same lot as a single-family dwelling. Accessory dwellings shall be limited to 850 square feet in floor area. For purposes of calculating residential density, each accessory dwelling shall count as one-third of a dwelling unit. There shall not be more than one accessory dwelling located on a lot in addition to the principal single-family dwelling. An internal, attached, or detached residential dwelling less than 850 square feet that provides complete independent living facilities, including but not limited to provisions for sleeping, eating, cooking, and sanitation for one or more persons. The accessory dwelling is located on a lot with an existing primary dwelling unit and is secondary and subordinate to that primary residential dwelling. Mobile homes, manufactured homes and recreational vehicles shall not be included within the definition of the term Accessory Dwelling Unit.~~

Amphitheater, outdoor – An outdoor space with tiers of seats for spectators at events.

Appliance sales and service – A retail establishment for the sale and service of appliances including portable devices or instruments used for domestic functions such as vacuum cleaners, kitchen appliances, radios, ovens/ranges, dishwashers, washers, driers, refrigerators, freezers, for example.

Banks and financial institutions are open to the public and engaged in deposit banking, and that performs closely related functions such as making loans, investments, and fiduciary activities with or without drive through windows and/or an attached or stand-alone banking kiosk (Automated Teller Machine (ATM)).

Bus shelters – A small, roofed structure, usually having three walls and located near a street. The structure is designed primarily for the protection and convenience of bus passengers who are waiting to board transit.

Caretaker Dwelling means an accessory dwelling on a non-residential property, secondary to the non-residential use of the property, occupied by the person who oversees the non-residential operation 24 hours a day, and their family.

Car and motor vehicle sales – Storage and display of operational automobiles, motorcycles, RV's, boats and trucks in the open or in an enclosed space for sale or trade.

Car/motor vehicle washes – A building or portion of a building used for the washing of automobiles, light trucks and vans, but not commercial fleet, buses and heavy trucks. Operating functions are performed mechanically, manually (self-service), and some may include partial manual detailing by the operator/owner of the vehicle. Vacuum stations may be included.

Commercial and retail businesses, indoor sales and service – An establishment or place of business primarily engaged in selling merchandise or providing a service to individuals located indoors.

Community garden – A private or public facility used for the cultivation of fruits, flowers, vegetables or ornamental plants by more than one person or family.

Contractor's office/shop – An establishment for the indoor repair, maintenance, or storage of contractor's vehicles, equipment or materials for use in the mechanical, plumbing, electrical, electronic repair, small engine, landscaping contracting industry, for example. A contractor's office/shop may include the business office.

Cremation facility – A business containing properly installed, certified apparatus intended for use in the act of cremation.

Farmer's Market – A temporary or occasional location for the outdoor retail sales of farm produce, art, fresh flowers, craft items, food and beverages from vehicles or temporary stands.

Fire station – A building used to store and maintain fire equipment and to house firefighters.

Family care, elderly day care center – A facility providing care for the elderly and/or functionally impaired adults in a protective setting for a portion of a 24-hour day. No overnight care is provided.

Fireworks sales – temporary – An establishment for the sale of fireworks on a temporary basis.

Kennel means a facility licensed to house dogs, cats or other household pets and/or where grooming, ~~breeding~~, boarding or training ~~or selling~~ of animals is conducted as business. Outdoor runs may be allowed when screened from view of adjacent properties and where sound mitigation is established.

Live work buildings are used for both living and working. The particular building is officially designated to allow the occupant of the residential portion of the building to operate their business. An example is a professional or business office on the first floor and residential uses on the second floor.

Marina – A waterfront establishment where docking, moorings and dry storage is offered for boats and marine sporting equipment. Retail sales of supplies may be included.

Movie Theater: A structure that contains audience seating, on one or more screens and auditoriums, and a lobby with or without a refreshment station. If more than one auditorium/theater will be in one overall structure, they shall share a box office/ticket office, lobby areas, parking facilities, restrooms, concession areas, signs, and other service and maintenance facilities.

Museum – An institution devoted to the procurement, care, study, and display of objects of lasting interest or value.

Nursing facility means a facility, or a distinct part of a facility, which meets the state nursing home licensing standards, is maintained primarily for the care and treatment of inpatients under the direction of a physician, and meets the requirements in federal regulations for certification as a qualified provider of nursing facility services. "Nursing facility" includes private, nonprofit, or proprietary intermediate nursing facilities for the mentally ~~retarded~~ or developmentally disabled.

Places of religious assembly (neighborhood scale) means any structure or place wherein ~~religious~~ worship, ceremonies, rituals, and education are held in space less than 25,000 square feet in size. ~~for a congregation, and one that is not considered a community scale religious assembly.~~

Places of religious assembly (community scale) means any structure or building larger than 25,000 square feet in size wherein ~~religious~~-worship, ceremonies, rituals, and education are held.

Public utility means a common carrier supplying electricity, wire telephone service, natural gas, water, wastewater or storm water service or similar public services, but shall not include railroads or other forms of rail mass transit or depots or terminals supporting the same; or wireless telecommunication facilities. A public utility includes main lines, transmission lines and substations.

~~Mini-storage warehouse means a building or a group of buildings, not consisting of containers as defined herein, comprised of separate, individual self-storage units divided from the floor to ceiling by walls, each with an independent entrance from the exterior of the building and that are designed to be rented or leased on a short-term basis to the general public for private storage of personal goods, materials and equipment.~~

Research facilities – Research, development, testing, manufacturing, assembling, repair of goods and products. The facilities shall be free of dust, smoke, fumes, odors or unusual vibrations and noise. The waste shall meet the requirements of the appropriate health authority.

Roadside or temporary retail stand/tent – A temporary structure not permanently affixed to the ground and is readily removable in its entirety, which is used solely for the display or sale of farm products

produced on the premises upon which such roadside stand is located. There shall be no more than one roadside stand on any one property. A building permit is required as necessary.

Safe house for adults or children (up to 8 persons) – A facility providing temporary protective sanctuary for victims of crime or abuse, including emergency housing during crisis intervention for individuals, such as victims of a violent crime and abuse.

Sales of farm implements, heavy equipment, mobile/manufactured homes – An establishment for the sale of farm implements, heavy equipment or manufactured homes without repair facilities.

Schools, public and private (preschool – grade 12) – An institution for the teaching of children on a site that is operated as a school, and which contains all improvements required by local, state or federal regulations necessary for general academic instruction.

Schools, including colleges, vocational and technical training – An institution for the teaching of adults including colleges, professional schools, dance schools, business schools, trade schools, art schools, and similar facilities on a site that is operated as a school, and which contains all improvements required by local, state or federal regulations necessary for general academic instruction.

~~Mini-storage-warehouse~~ Storage facilities, enclosed - A building or a group of buildings, not consisting of containers as defined herein, comprised of separate, individual self-storage units divided from the floor to ceiling by walls, each with an independent entrance from the exterior of the building and that are designed to be rented or leased on a short-term basis to the general public for private storage of personal goods, materials and equipment.

Storage facilities, outdoor – Property for use as storage for RV's, boats, trailers, etc. outdoors screened from adjacent properties. The facility shall be free of dust, smoke, fumes, odors or unusual vibrations and noise. There shall be no waste disposal on site.

Workshop and custom small industry means a facility wherein goods are produced or repaired by hand, using hand tools or small-scale equipment, including small engine repair, furniture making and restoring, upholstering, restoration of antiques and other art objects, or other similar uses, **with or without sales occurring on site.**

Item 1, Part 2: Tables 3.3, 3.5, 3.7 and 3.10 shall be deleted in their entirety and replaced with a new Table 3.3 which consolidates all tables into one master Land Use Table.

Table 3.3: Principal and conditional uses by zone district

	AG	TN	R1	R2	R3	R4	R5	C1	C2	M1	M2
■ Principal Use By Right											
⊖ Use by Special Review											
Residential land uses											
-Accessory dwelling (incl. "carriage units") assoc. with a permitted use	■	■	■	■	■	■		■	⊖	⊖	⊖
-Bed and breakfast establishments	■	⊖	⊖	⊖	⊖	⊖		■	■		
-Boarding and rooming houses					⊖				■		
-Child care home (up to 12 persons)	■	■	■	■	■	■		■			
-Class A Recreational vehicles						⊖	■				
-Family care, elderly day care homes	■	■	■	■	■	■		■			
-Flex buildings (start as residential and shift to commercial over time)						⊖		⊖	■		
-Group homes	■			■	■	■		■	■		
-Long term care facilities		■	■	■	■	■		■	■		
-Manufactured/mobile home and park							■				
-Multifamily dwellings (4 or more units)					■	■		■	⊖		
-Multifamily dwellings (less than 4 units)				■	■	■		■	⊖		
-Safe house for adults or children up to 8 persons				■	■						
-Senior housing					■	■	■	■			
-Single family detached dwellings	■	■	■	■	■	■	■	■	⊖		
-Single room occupancy boarding house		⊖	⊖	⊖	⊖	⊖		■	■		
-Two family (duplex) dwellings				■	■	■		■			
-Zero lot line single or 2 family dwellings				■	■	■		■			
Mixed land uses											
-Live/work units and buildings						■		■	■	⊖	
-Mixed use buildings (residential, commercial, office, workshops, etc.)						■		■	■	⊖	⊖
Commercial, retail or service land uses											
-Administrative, office and research facilities						■		■	■	■	■

Adult entertainment											-
Agricultural uses: ranching, farming, grazing, etc.	■										
-Appliance sales and service						-		-	■	■	■
Automobile service and repair — minor						-		-	■	■	■
Automobile service and repair — major									-	■	■
Banks and financial institutions						-		-	■	■	■
Bars/taverns/micro-breweries						-		-	■	■	■
Business offices (contractors, electronic repair, small engine, motorcycle)								-	■	■	■
Car/motor vehicle washes									-	■	■
Child-care center	+	+	+	+	+	■		-	■	■	
-Cremation facility										-	+
Commercial and retail businesses, indoor sales and service						-		-	■	■	■
Distillery including tasting room and retail sales						-		-	■	■	■
Entertainment facilities, comm. theaters, etc.						-		-	■		
-Equipment (small) rental establishments without outdoor sales								-	■	■	■
Equipment rental (heavy) establishments with outdoor sales										-	■
Fireworks sales — temporary								-	■	■	
-Gasoline/fueling station						-		-	■	■	■
Gas, oil and other hydrocarbon well drilling and production	■									-	+
Greenhouses, whether public or private	■					-		-	■	■	■
Grocery store of less than 25,000 sq. ft. of floor area						-		-	■	+	+
Grocery store of more than 25,000 sq. ft. of floor area						-		-	■	+	+
Home occupations	■	■	■	■	■	■	■	■			
-Hospital		-	+	+	+	+		-	■	■	+
Hotel/motel (no room limit)						-		-	■	■	
-Inn (up to 12 rooms)						-		-	■	■	
-Kennel — small animal	■								-	■	+
Laundromat and dry-cleaning retail outlets						-		-	■	■	
-Marina	■					-			-		
-Medical and dental offices and clinics		-	+	+	+	■		-	■	+	+
Allowed Marijuana Business										-	+

Mini-storage facilities — enclosed								-B	B	B	B
Movie theater						-B		-B	B	B	
-Office building						-B		-B	B	B	B
Parking lots and parking garages (as principal use)						-B		-B	B	B	B
Passenger terminal or park-n-ride						-B		-B	B	B	B
Personal and business service shops						-B		-B	B	B	B
Professional offices						-B		-B	B	B	B
Push cart (sidewalk vending)						-B		-B	B	B	
-Recycling facilities (including biofuel) processing and sales										-B	B
Restaurant not including drive-through						-B		-B	B	B	B
Restaurant with drive-through						-B		-B	B	B	B
Retail sales — general						-B		-B	B	B	B
Retail sales building/center ≤ 50,000 gross s.f.						-B		-B	B	B	B
Retail sales building/center ≥ 50,000 gross s.f.						-B		-B	B	B	B
Retail and supply yard establishments with outdoor storage											-B
Roadside or temporary retail stand/tent	B					-B		-B	B	B	B
Sales of farm implements, heavy equipment, Mobile/manufactured homes											-B
Storage facilities, outdoor storage for RV's, boats, trailers, etc.										-B	B
Truck depot									-B	B	B
Truck maintenance									-B	B	B
Vehicle sales including automobiles, motorcycles, RV's boats and trucks									-B	B	B
Veterinary clinic for small animals with no outside kennels	B					-B		-B	B	B	B
Veterinary hospitals — large animals	B									-B	B
Public, quasi-public, other land uses											
-Accessory buildings and uses incidental to the principal use	B	B	B	B	B	B	B	B	B	B	B
Alternative power generation facilities	B		-B	B	B	B	B	B	B	B	B
Bus shelters	B	B	B	B	B	B	B	B	B	B	B
Cemetery	B	B	B	B	B						

-Clubs and lodges						-■		-■	■	■	
-Community garden	■	■	■	■	■	■	■	■	■		
-Conference/convention center						-■		-□	■	■	
-Farmer's market						-□		-■	■	■	□
Fire station	■	□	□	□	□	□		-■	■	■	■
Municipal uses w/out equipment yards						-□		-■	■	■	■
Municipal uses with equipment yards										-■	■
Museum	■	■	■	■	■	■		-■	■	■	
-Parks and open space	■	■	■	■	■	■	■	■	■	■	■
Parks and playgrounds — neighborhood		-■	■	■	■	■	■	■	■		
-Outdoor amphitheater	■					-■		-■	■	■	
-Public or other non-profit recreational uses	■	■	■	■	■	■	■	■	■	■	■
Public utility main lines and substations	■	■	■	■	■	■	■	■	■	■	■
Religious assembly (neighborhood scale)	■	■	■	■	■	■	■	■	■	■	■
Religious assembly (community scale)								-■	■	■	■
Rest stop	■					-■		-■	■		
-Schools, public and private (preschool — grade 12)	■	■	■	■	■	■		-■	■	■	
-Schools, including colleges, vocational and technical training								-□	■	■	■
Wireless telecommunications facility	■					-□		-□	■	■	■
Industrial land uses											
-Heavy industrial facility											-■
Laboratory and/or research facility						-□			-□	■	■
Light industrial facility						-□			-■	■	■
Manufacturing plants incl. assembly, sales and service of commodities										-■	■
Warehouse, distribution and wholesale uses									-□	■	■
Workshops and custom small industry including art studio with/without sales	□					-■		-■	■	■	■
■ Principal Use By Right											
□ Conditional Use											

Table 3.5 Conservation District Uses

	-Conservation Subdivision
■ Principal Use By Right □ Conditional Use	
<i>Residential land uses</i>	
-Accessory dwelling (incl. "carriage units") assoc. with a permitted use	■
Child care home (up to 6 persons)	■
Child care home, large	□
Family care, elderly day care homes	□
Safe house for adults or children up to 8 persons	□
Single Family Detached Dwelling	■
<i>Commercial land uses</i>	
-Agricultural uses (farming, grazing, etc.)	■
Greenhouses	■
Home Occupations	■

Table 3.7 Suburban Uses

	-Suburban House	Duplex/ Paired Home	Townhomes	Suburban Commercial
■ Principal Use By Right □ Conditional Use				
<i>Residential land uses</i>				
-Accessory dwelling (incl. "carriage units") assoc. with a permitted use	■	□	□	
-Bed and breakfast establishments	□	□	□	
-Child care home (up to 6 persons)	■	■	■	
-Child care home, large	■	□	□	
-Class A Recreational vehicles				
-Family care, elderly day care homes	■			
-Group Homes	□			
-Safe house for adults or children up to 8 persons	□			
<i>Commercial land uses</i>				
-Administrative, office and research facilities				-■
Agricultural uses: ranching, farming, grazing, etc.	■	■	■	■
Appliance sales and service				-■
Automobile service and repair — minor				-■
Automobile service and repair — major				-□
Banks and financial institutions				-■
Bars/taverns/micro-breweries				-■
Business offices (contractors, electronic repair, small engine, motorcycle)				-■
Car/motor vehicle washes				-■
Child care center	□			-■
Commercial and retail businesses, indoor sales and service				-■
Distillery including tasting room and retail sales				-■
Entertainment facilities, comm. theaters, etc.				-■
Equipment (small) rental establishments without outdoor sales				-■
Equipment rental (heavy) establishments with outdoor sales				-□

Fireworks sales — temporary				-■
Gasoline/fueling station				-■
Greenhouses, whether public or private	■			-■
Grocery store of less than 25,000 sq. ft. of floor area				-■
Grocery store of more than 25,000 sq. ft. of floor area				-■
Home occupations	■			
Hospital				-■
Hotel/motel (no room limit)				-■
Inn (up to 12 rooms)				-■
Laundromat and dry cleaning retail outlets				-□
Marina				-□
Medical and dental offices and clinics				-■
Medical marijuana center				-□
Medical marijuana infused product manufacturing				-□
Medical marijuana optional premises cultivation operation				-□
Mixed Use Building				-■
Movie theater				-■
Office building				-■
Parking lots and parking garages (as principal use)				-■
Passenger terminal or park n ride				-■
Personal and business service shops				-■
Professional offices				-■
Restaurant not including drive through				-■
Restaurant with drive through				-■
Retail sales — general				-■
Retail sales building/center ≤ 50,000 gross s.f.				-■
Retail sales building/center ≥ 50,000 gross s.f.				-■
Retail and supply yard establishments with outdoor storage				-□
Roadside or temporary retail stand/tent				-□
Truck depot				-□
Truck maintenance				-□
Vehicle sales including automobiles, motorcycles, RV's boats and trucks				-□
Veterinary clinic for small animals with no outside kennels				-■
Veterinary hospitals — large animals				-□

Table 3.10 Urban Residential/Commercial Uses

	Urban House	Duplex/ Paired Home	Townhouse	Garden House	Apartment/ Condo	Urban Commercial
■ Principal Use By Right						
□ Conditional Use						
<i>Residential land uses</i>						
-Accessory dwelling (incl. "carriage units") assoc. with a permitted use	■	□				
-Bed and breakfast establishments	□	□	□	□		
-Child care home (up to 6 persons)	■	■	■	■	■	
-Child care home, large	■	□	□	□		
-Class A Recreational vehicles						
-Family care, elderly day care homes	■					
-Group Homes	□					
-Safe house for adults or children up to 8 persons	□					
<i>Commercial land uses</i>						
-Retail General						-■
Restaurant without drive thru						-■
Office general and professional services						-■
Bar or Microbrewery						-■
Mixed Use Building						-■
Home Occupation	■	■	■	■		-■
Religious Assembly	■					-■
Hotel/Inn						-■
Workshop/Studio						-■
Medical Office						-■
Sidewalk/ Mobile Vending						-■

Table 3.3: Land Use Table

Land uses contemplated in the Town's Zone Districts are found in the table below. Those uses listed on the table with a "P" require approval of a Site Plan Permit; with a "S" require approval of a Use by Special Review permit; and with a "B" require approval of a Building Permit following land use approval, as may be required. Those Land uses not specifically listed on the Table shall be presumed to be prohibited. A change in land use may necessitate a land use permit as listed below.

Land Use	Zone District															
Residential Land Uses	AG	CD	SR	SC	UR	UC	R1	R2	R3	R4	R5	C1	C2	M1	M2	
Dwelling, single-family detached	B	B	B		B		B	B	B	B S	B S	B	S			
Dwelling, Urban House, Single-family detached					B											
Dwelling, Suburban House, Single-family detached				B												
Dwelling, two family; and Dwelling, single-family attached; Duplex/Paried Home				B	B		B S	B P	B P	B P		B P				
Dwelling, Garden House, Single-family detached or attached				B	B											
Dwelling, Townhome, Multi-family dwelling (3-4 or more units)				P	P			P S	P	P		P	S			
Multi family dwelling (4 or more units)									P	P		P	S			
Multi family dwellings (fewer than 4 units)								P	P	P		P	S			
Dwelling, Apartment/Condo, Multi-family dwelling (4 or more units)				P	P			S	S-P	S-P		S-P	S			
Manufactured/mobile home and park											P					
Zero lot line single or two-family dwellings								P	P	P		P				
Accessory dwelling unit (including carriage units) associated with a permitted use, See Section 30-1-116.A.2	PB	PB	B, Dwelling, single family detached		B, Dwelling, single family detached; S with a duplex or townhome		PB	PB, Primary dwelling needs to be single-family	P	P		P	S	S	S	

Mixed Land Uses	AG	CD	SR	SC	UR	UC	R1	R2	R3	R4	R5	C1	C2	M1	M2
Bed and breakfast establishments	P		S		S, prohibited in Apartment/Condo		S	S	S	S		P	P		
Boarding and rooming houses								S	S	S		S	P		
Single-room occupancy boarding house							S	S	S	S		P	P		
Caretaker dwelling												S	S		
Child care home (up to 12 persons)	B	B	B		B		B	B	B	B		P			
Class A Recreational vehicles										S	P				
Family care, elderly day care homes	P	S	P, Dwelling, single family detached		P, Dwelling, single family detached		P	P	P	P		P			
Flex buildings (start as residential and shift to commercial over-time)										S		S	P		
Group homes	P		S, Dwelling, single family detached		S, Dwelling, single family detached			P	P	P		P	P		
Live-work units and buildings					P	P				P		P	P	S	S
Long-term care facilities							P	P	P	P		P	P		
Mixed use buildings (residential, commercial, office, workshops, etc.)				P		P				P		P	P	S	S
Safe house for adults or children (up to 8 persons)	S		S, Dwelling, single family detached		S, Dwelling, single family detached			P	P						
Senior housing			S		S			S	P	P	P	P	S		
Nursing facility			S		S			S	P	P	S	P	S		

Commercial, retail or service land uses	AG	CD	SR	SC	UR	UC	R1	R2	R3	R4	R5	C1	C2	M1	M2
Suburban Commercial				P											
Urban Commercial						P									
Administrative, office and research facilities				P						P		P	P	P	P
Adult entertainment															S
Agricultural activity uses: ranching, farming, grazing, etc.	P	P		P											
Appliance sales and service				P						S		P	P	P	P
Automotive service and repair - minor				P S						S		S	P	P	P
Automotive service and repair - major				P S									S	P	P
Banks and financial institutions with or without drive through and/or ATM kiosks				P		P				P		P	P	P	P
Bars/taverns/micro-breweries				P		P				P		P	P	P	P
Business / Professional offices (professional offices for attorneys, realtors, service contractors, administrative services, and similar service providers)				P		P				P		P	P	P	P
Car/motor vehicle washes				P									P	P	P
Child care center	S			P			S	S	S	P		P	P	P	
Cremation facility														S	S
Commercial and retail businesses, indoor sales and service				P		P				P		P	P	P	P
Contractor's office/shop (electronic repair, small engine, motorcycle)				P S						P		P	P	P	P
Distillery including tasting room and retail sales				P						P		P	P	P	P
Entertainment facilities, commercial theatres, etc.				P						P		P	P		
Equipment rental (small) establishments without outdoor				P								S	P	P	P
Equipment rental (heavy) establishments with outdoor sales				S										S	P
Fireworks sales - temporary				P								P	P	P	
Gasoline/fueling station				P		S				S		S	P	P	P
Gas, oil and other hydrocarbon well drilling and production, See Section 11	P S			P										S	S
Plant nursery and Greenhouses, public or private	P	P		P						P		P	P	P	P
Grocery store less than 25,000 square feet of floor area				P		P				P		P	P	S	S
Grocery store greater than 25,000 square feet of floor area				P		P				S		S	P	S	S
Home Occupations, See Section 30-3-112, "P" in this line item represents a Home Occupation Permit is needed	P	P	P		P		P	P	P	P	P	P			
Hospital				P		P	S	S	S	S		P	P	P	S
Hotel/motel (no room limit)				P		P				S		S	P	P	
Inn (up to 12 rooms)				P		P				P		P	P	P	
Kennel - small animal	P			P		P				P		P	P	P S	S
Laundry mat and dry cleaning retail outlets				S						S		P	P	P	

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Marina	P			S						P			P		
Medical and dental offices/clinics				P		P	S	S	S	P		P	P	S	S
Allowed Marijuana Business, See Section 30-3-113														S	S
Mixed Use Building (Building with a variety of uses including Commercial and Residential)				P		P									
Movie theater				P						P		P	P	P	
Office building						P				P		P	P	P	P
Parking lots and parking garages (as principal use)				P						S		S	P	P	P
Passenger terminal or park-n-ride				P						P		P	P	P	P
Personal and business service shops				P						P		P	P	P	P
Professional offices						P				P		P	P	P	P
Push cart (sidewalk /mobile vending)						P				P		P	P	P	
Recycling facilities (including biofuel) processing and sales														S	S
Administrative, office and research facilities				P						P		P	P	P	P
Restaurant not including drive-through				P		P				P		P	P	P	P
Restaurant with drive-through				P		S				S		S	P	P	P
Retail sales - general				P		P				P		P	P	P	P
Retail sales building/center <=50,000 gross square feet				P		P				P		P	P	P	P
Retail sales building/center >= 50,000 gross square feet				P		P				S		S	P	P	P
Retail and supply yard establishments with outdoor storage				S											S
Roadside or temporary retail stand/tent	P			S						S		P	P	P	P
Sales of farm implements, heavy equipment, Mobile/manufactured homes															P
Short-term Rental (max. 10 guests), See Section 30-3-113			P	P	P	P	P	P	P	P		P			
Storage facilities, outdoor storage for RV's, boats, trailers, etc.														S	S
Mini-storage facilities - enclosed												S	S	S	S
Truck depot				S									S	P	P
Truck maintenance				S									S	P	P
Vehicle sales including automobiles, motorcycles, RV's, boats and trucks				S									P	P	P
Veterinary facilities, clinic for small animal clinics with no outside kennels	P			P		P				P		P	P	P	P
Veterinary facilities, small animal clinic with outside kennels	P			S		S				S		S	S	S	S
Veterinary hospitals - small animals	P			P		P				P		P	P	P	P
Veterinary hospitals - large animals	P			S								S	S	S	P S

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Public, quasi-public, other land uses	AG	CD	SR	SC	UR	UC	R1	R2	R3	R4	R5	C1	C2	M1	M2
Accessory buildings and uses incidental to the principal use	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
Alternative power generation facilities	S						S	S	S	S	S	S	S	S	S
Bus shelters	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
Cemetery	P						S	S	S						
Clubs and lodges										P		P	P	P	
Community Garden	P	P	P	P	P	P	P	P	P	P	P	P	P		
Conference / convention center, <i>see Places of Assembly</i>										P		S	P	P	
Farmer's market				P		P				S		P	P	P	S P
Fire station	P			P		P	S	S	S	S		P	P	P	P
Municipal uses without equipment yards										S		P	P	P	P
Municipal uses with equipment yards														P	P
Museum	P			P		P	P	P	P	P		P	P	P	
Parks and open space	P		P	P	P	P	P	P	P	P	P	P	P	P	P
Parks and playgrounds - neighborhood			P	P	P	P	P	P	P	P	P	P	P		
Outdoor-a Amphitheater, outdoor	P		S	S	S	S				P		P S	P S	P S	
Public or other non-profit recreational uses	P		P	P	P	P	P	P	P	P	P	P	P	P	P
Public utility main lines and substations	P		P	P	P	P	P	P	P	P	P	P	P	P	P
Places of Religious assembly (neighborhood scale)	P				P	P	P	P	P	P	P	P	P	P	P
Places of Religious assembly (community scale)					P	P						P	P	P	P
Rest stop	P									P		P	P		
Schools, public and private (preschool - grade 12)	P			P		P	P	P	P	P		P	P	P	
Schools, including colleges, vocational and technical training				P		P						S	P	P	P
Wireless telecommunications facility, <i>see Section 30-3-111</i>	P		S	P	S	P				S		S	P	P	P
Industrial land uses	AG	CD	SR	SC	UR	UC	R1	R2	R3	R4	R5	C1	C2	M1	M2
Laboratory and/or research facility										S			S	P	P
Light industrial facility, light										S			P	P	P
Heavy industrial facility, heavy															P
Manufacturing plants including assembly, sales and service of commodities														P	P
Warehouse and distribution and wholesale uses													S	P	P
Workshops and custom small industry including art studio with/without sales	S		S			P				P		P	P	P	P

Item 2: Reference to the consolidated Land Use Table, Table 3.3 can now be referenced in the Use by Special Review and Site Plan purpose statements and in the zoning district introduction statement.

30-3-106 Use by Special Review

30-3-106.A Purpose. In order to provide flexibility and to help diversity uses within a zoning district, specified uses are permitted in certain districts subject to granting of a Use by Special Review permit. Refer to Table 3.3 for uses that may be contemplated through the Use by Special Review permit process. Because of their unusual or special characteristics, the proposed use requires review and evaluation so that they may be located properly with respect to their effects on surrounding properties. The review process prescribed in this Section is intended to assure compatibility and harmonious development between adjacent land uses, surrounding properties, the vision of the Comprehensive Plan for the property and surrounding area, applicable overlay districts, and the Town at large. The Use by Special Review permits may be permitted, denied or permitted subject to conditions of approval and limitations as the town may prescribe to ensure that the location and operation of the uses proposed in the permit application will be in accordance with the Use by Special Review criteria. The scope and elements of any Use by Special Review may be limited or qualified by the conditions applicable to the specific property. Where conditions cannot be devised to achieve these objectives, applications for a Use by Special Review Permit shall be denied.

30-6-112.A - Site plan purpose

Site Plan Purpose. The site plan is a prerequisite to 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. Refer to Table 3.3 for uses that may be contemplated through the Site Plan permit process.

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

- A. *General application of uses.* Uses contemplated in the Town's Zone Districts can be found in Table 3.3. Those uses listed on the table with a "P" require approval of a Site Plan Permit; with a "S" require approval of a Use by Special Review Permit; and with a "B" require approval of a Building Permit following land use approval, as may be required. Those land uses not specifically listed on the Table shall be presumed to be prohibited. A change in land use may necessitate a land use permit as found in Table 3.3. Uses designated as "principal uses" are allowed in a zone district as a matter of right. Uses classified as a Use by Special Review are permitted upon approval of a conditional use permit per this Code. Unless a use is designated as a "principal use" or "Use by Special Review" or is classified as a legal "non-conforming" structure or use, it is not permitted.

Land uses not otherwise identified in this Code may be proposed. In order to allow such uses, the new or unlisted land use must be determined to be "similar" to either a principal or Use by Special Review listed within that zone district. "Similar" shall mean that the use can be reasonably interpreted to fit into a similar use category as identified in this Code. Town Administration will make a written determination regarding any request for a land use not listed in this Code. If a determination is made that the proposed use is similar to either a listed principal or Use by Special Review, it will be processed as a Use by Special Review conditional use under the provisions of this Code.

Item 3: *The Traditional Neighborhood District was developed without zoning properties to this District. The new Districts of Suburban and Commercial reflect the intent of the Traditional Neighborhood District and are an outcome of the 2021 Comprehensive Plan update. There are properties that have changed zones to these new Districts vs. requesting Traditional Neighborhood zoning.*

SECTION 3 ZONING¹

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

~~F. 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 3.1.
- ~~2. Area and bulk requirements.~~ See Table Figure 3.2.
- ~~3. Maximum density.~~ Accessory dwelling units in the TN District count as .33 units towards the overall project density.
- ~~4.1. Tree lawn requirement.~~ Developments within the TN District must include a seven-foot wide tree lawn along all streets.

30-3-104 - Principal and conditional uses permitted by zoning district, Table 3.1

Dimensions ☼	R-1	R-2	R-3	R-4	R-5 ☆ ☆	Traditional Neighborhood	AG
Maximum Density Per Gross Acre	8 Dwelling units	16 dwelling units	20 dwelling units	24 dwelling units	12 dwelling units	24 dwelling units	1 dwelling unit (unless on septic)
Maximum building height	40	40	40	50③	16	50③	40
Minimum lot width ① :	30	20②	16②	16②		16②	150
Minimum setback:							
Front yard Front loaded (with garage)	20*	20*	20*	20*	25 (entire park)	N/A	25
Front Yard Rear loaded (rear, or no garage)	15	10	10	10⑦	25 (entire park)	0⑦	25
Rear yard With front loaded garage	20⑧ ⑩	10⑧	10⑧	10⑦⑧	15 (entire park)	10⑦⑧	25
Rear yard With rear loaded garage	5-8⑧⑨	5-8⑧⑨	5-8⑧⑨	5-8⑧⑨	15 (entire park)	5-8⑧⑨	25
Side: MF: 3 Storeys	5⑧	5④⑧	5④⑧ 10	5④⑤⑧ 10	15 (entire park)	3④⑤⑧	15
Corner Side	10	10	10	10	15 (entire Park)	10	15
Minimum lot area:	3,500	2,000	1,400	1,200	3,000	1,200	1 acre

Table 3.1, Footnote 4:

On building lots in R-2, R-3 and R-4, ~~and Traditional Neighborhood~~, dwelling units may be located on the lot at zero feet from one side lot line, if there is a maintenance agreement agreed to by the owner of the lot adjacent to that zero-lot line. Off-setting setbacks, setbacks of 0 ft. and 10 ft. are allowed in each district.

D. *Height Transition*: Any portion of a building located within the R-4 Mixed Use District, ~~and the Traditional Neighborhood district~~, and within 75 feet of the Mixed Use Boundary, shall have a maximum height no greater than the maximum height allowed in the adjacent zoning district. Where a street separates the zoning districts, the measurement shall be from the street right-of-way line opposite the R-4 and TN District.

30-2-117 - Commercial and industrial standards

- A. *Intent*. The Town has distinctly different downtown, commercial and industrial types of development contemplated within the community.
- B. *General provisions for commercial and industrial proposals*.
 - 1. *Connections*. Commercial developments must be linked with surrounding areas by extending Town streets, sidewalks, and/or paths directly into and through the development, thereby providing convenient, direct pedestrian, bicycle and vehicle access to and from all sides of the development.
 - 2. *Accessibility*. Developments must be accessible to pedestrians and bicyclists as well as motorists and the emphasis must not be placed solely on parking and drive-thru functions. Site plans shall equally emphasize the following:
 - a. pedestrian access to the site and buildings;
 - b. gathering areas for people; and
 - c. auto access and parking lots.
 - 3. *Walkways*. Walkways must be located and aligned to directly and continuously connect areas or points of pedestrian origin and destination, and not be located and aligned solely based on the outline of a parking lot configuration that does not provide such direct pedestrian access.
 - 4. *On-street parking*. Streets and other elements of the site plan shall be designed so that on-street parking is a functional part of the development (except along arterial streets, or within the exempt Downtown parking areas as defined in [Section 30-2-106](#)).
 - 5. *Building orientation*. Buildings in the C1 ~~and~~, R-4 ~~and Traditional Neighborhood~~ Zone District shall be at the front property/built-to line as required in [Section 30-2-117 C](#)); buildings within the R-4 Mixed-Use district ~~and Traditional Neighborhood District~~ are strongly encouraged to place the building and facades at the front property line, to form a continuous street façade. Building setbacks from local and collector streets should be minimized in order to establish a visually continuous, pedestrian-oriented street frontage.

Item 4: The 2021 Comprehensive Plan update provided an action plan to guide staff in implementing the vision of the comprehensive plan into the land use code. The Comprehensive Plan is the vision document which guides development. The land use code represents regulatory framework for development. In order to achieve the vision of the Comprehensive Plan, updates to the land use code are required. Several updates were presented in 2023 and the following are some of the last items to be brought into the land use code and are listed below followed by the proposed amendments.

- Update the land use code to protect views of lake shorelines and other key viewsheds
- Update the land use code to support (and define) the transect-based planning approach
- Update the land use code to support affordable housing. Note that the More Housing Now grant received from DOLA will address many housing items raised in the 2021 Comprehensive Plan update, provisions regarding Accessory Dwelling Units have been proposed with this amendment proposal.

Update the land use code to protect views of lake shorelines and other key viewsheds

Section 30-3-104, Table 3.1 Revision:

Dimensions ☼	R-1	R-2	R-3	R-4	R-5 ☆☆	Traditional Neighborhood	AG
Maximum building height	40 <u>35</u>	40 <u>35</u>	40	50 ③	16	50 ③	40

30-2-109 Parks, trails and open space

C. General provisions.

2. **Buffering.** ~~Appropriate buffering~~ **Buffering** and setbacks shall be used between ~~environmental resources~~ **environmentally sensitive areas (including but not limited to shorelines, wetlands, river and riparian corridors)** and proposed development to ensure that the proposed development does not degrade the existing habitat. Developers shall provide an open space buffer zone of at least 150 feet around all natural areas, **natural preserved open lands, and/or environmentally sensitive open lands, as defined in the definitions section of this Chapter,** unless otherwise authorized by the Town.

30-2-114 Commercial and Industrial buffering and screening techniques

B. General provisions.

3. Buffering of up to 100 feet of non-buildable area may be required between any development and adjacent ~~natural or environmentally sensitive areas~~ or different uses. A minimum of 150 feet of non-buildable area may be required between any development and adjacent natural or environmentally sensitive areas. The actual amount of any buffer area will be determined on a site-specific basis by the Community Development Director or the Town Administrator ~~case-by-case basis.~~

30-2-119 Environmental considerations

B. General provisions.

1. **Protection of wildlife and natural areas.** Development shall be designed to ensure that disturbances which occur to any Natural Area as a result of development shall be minimized through the use of natural buffer zones. If any development materially disturbs a Natural Area, the development project shall mitigate such lost natural resource either on — or off-site and any such mitigation shall be roughly proportional to the loss suffered as a result of the disturbance. The Town shall encumber Natural Areas accepted by the Town with conservation easements.
 - a. **Natural Areas** ~~are defined to include:~~ floodplains and floodways, natural drainage and water ways, lakes and water bodies, significant native trees and vegetation, wildlife travel corridors and habitats, special habitat features such as raptor nest sites, key nesting, breeding or feeding areas for birds; fox and coyote dens, remnant native habitat, cottonwood galleries, and any wetland greater than one-quarter acre in size **as identified on the 1975 National Wetland Inventory.**

-
- b. ~~The natural area~~ A buffer zone shall be ~~used~~ required between natural areas including but not limited to shorelines, wetlands, river and riparian corridors, and proposed development to ensure that the proposed development does not degrade the natural area. The size of the buffer zone shall be a minimum of 150 feet, ~~or as~~ determined by the Town which may choose to consult with other agencies or individuals. The Town may decrease this buffer when strict application of this subsection can be proven to impose an exceptional hardship upon the property owner and appropriate mitigation measures approved by the Town are taken.
- d. *Ecological characterization.* If the Town determines that the site likely includes areas with wildlife, plant life, and/or other natural characteristics in need of protection, the Town may require the developer to provide a report prepared by a professional qualified in the areas of ecology, wildlife biology, or other relevant discipline. The ecological characterization report should be included with the open space plan and describe the following:
- i. The wildlife use of the natural area showing the species of the wildlife using the area, the times or seasons the areas is used by those species and the "value" (meaning feeding, watering, cover, nesting, roosting, perching) that the area provides for such wildlife species;
 - ii. The boundary of wetlands in the area and a description of the ecological functions and characteristics provided by those wetlands;
 - iii. Any prominent mountain or lake views from or across the site;
 - iv. The pattern, species, and location of any significant native trees and other native site vegetation;
 - v. The bank, shoreline and high water mark of any perennial stream or body of water on the site;
 - vi. The boundary of any floodplain and floodway and a description of the ecological and flood control functions and characteristics provided by these designations.
 - vii. Wildlife travel corridors, and
 - viii. The general ecological functions provided by the site and its features.

Update the land use code to support (and define) the transect-based planning approach

30-1-105 Purpose

- A. The purpose of this Code is to create a vital, cohesive, well-designed community in order to enhance the Town's character and further the citizens' vision, goals and objectives as identified in the Town of Berthoud Comprehensive Plan (Comprehensive Plan). This Code is designed to:
1. Encourage the most appropriate uses of land in the Town;
 2. Encourage innovative, quality site design, architecture and landscaping;
 3. Encourage new development to relate to the Town's historic development pattern;
 4. Incorporate transect development place types and character districts for guiding Berthoud's physical development. (Transect development is a multi-tiered approach to plan for the community at various scales, starting from the Town-wide macro scale down to the block level micro scale).
 - ~~45.~~ Promote compact, well-defined, sustainable neighborhoods that enhance the Town's character;
 - ~~56.~~ Create livable neighborhoods that foster a sense of community and reduce dependency on private vehicles;
 - ~~67.~~ Encourage the proper arrangement of streets in relation to existing and planned streets and ensure that streets facilitate safe, efficient and pleasant walking, biking and driving;
 - ~~78.~~ Protect agricultural lands, sensitive natural and historic areas and the Town of Berthoud's environmental quality;
 - ~~89.~~ Integrate a high quality natural environment into the developed portions of the community;
 - ~~910.~~ Facilitate adequate and efficient provision of transportation, water, waste water treatment, schools, parks and other public requirements;
 - ~~1011.~~ Provide protection from geologic, flood and fire hazards and other dangers; and
 - ~~1112.~~ Promote the health, safety, morals and general welfare of Town of Berthoud and its residents.

Update the land use code regarding Accessory Dwelling Units

30-2-116 Residential design standards

D. 2. G.

1. 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~~ dwelling unit, with separate entry and garage.

AFFIDAVIT OF PUBLICATION

BWS

BERTHOUD WEEKLY SURVEYOR

"Covering all the angles in the Garden Spot"

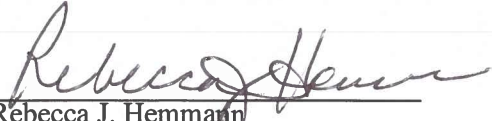
State of Colorado
County of Larimer

I, the undersigned agent, do solemnly swear that the BERTHOUD WEEKLY SURVEYOR is a weekly newspaper printed, in whole or in part, and published in the Town of Berthoud, County of Larimer, State of Colorado, and which has general circulation therein and in parts of Larimer and Weld Counties; that said newspaper has been continuously and uninterruptedly published for a period of more than twelve months prior to the first publication of the annexed legal notice of advertisement, that said newspaper has been admitted to the United States mails as second-class matter

under the provision of the Act of March 3, 1879, or any amendments thereof, and that said newspaper is a weekly newspaper duly qualified for publishing legal notices and advertisements within the meaning of the laws of the State of Colorado; that a copy of each number of said newspaper, in which said notice of advertisement was published, and was transmitted by mail or carrier to each of the subscribers of said newspaper, according to the accustomed mode of business in this office.

That the annexed legal notice or advertisement was published in the regular and entire edition of said weekly newspaper once each week on the same day of each week for the period of 1 consecutive insertions; and that the first publication of said notice was in the issue of said newspaper dated May 16, 2024, and that the last publication of said notice was in the issue of said newspaper dated May 16, 2024.

Public notice, amendments– Town of Berthoud


Rebecca J. Hemmann
Agent/Publisher

State of Colorado, County of Larimer
Subscriber and sworn to before me on 5.31, 2024


Sharon Marie Olson
Notary Public

SHARON MARIE OLSON
NOTARY PUBLIC
STATE OF COLORADO
NOTARY ID 20184024244
MY COMMISSION EXPIRES JUNE 13, 2026

