



# BOARD OF TRUSTEES

441 3rd Street, Mead  
Monday, February 26, 2024

## AGENDA

### I. 6:00 p.m. to 10:00 p.m. REGULAR MEETING

*In accordance with the Town's Remote Participation and Remote Meeting Policy adopted by the Board of Trustees on March 13, 2023 by Resolution No. 22-R-2023, remote participation will be allowed. The meeting link will be provided on the Town's website/designated posting place at least 24 hours prior to the meeting.*

[https://us02web.zoom.us/webinar/register/WN\\_irDH4x\\_ER1yZSo6clo\\_2Zg](https://us02web.zoom.us/webinar/register/WN_irDH4x_ER1yZSo6clo_2Zg)

#### 1. Call to Order – Roll Call

Mayor Colleen Whitlow  
Mayor Pro Tem Chris Cartwright  
Trustee David Adams  
Trustee Debra Brodhead  
Trustee Trisha Harris  
Trustee Chris Parr  
Trustee Herman Schranz

#### 2. Moment of Silence

#### 3. Pledge of Allegiance to the Flag

#### 4. Review and Approve Agenda

#### 5. Staff Report: Town Manager Report

[a.](#) Manager Report

#### 6. Police Officer Swearing In

#### 7. Informational Items

a. Gold Star Memorial and Liberty Ranch Park Update

#### 8. Proclamations

[a.](#) Youth Art Month March 2024

#### 9. Public Comment: 3 minute time limit. Comment is for any item on the agenda unless it is set for public hearing.

**10. Consent Agenda:** *Consent Agenda items are considered to be routine and will be enacted by one motion and vote. There will be no separate discussion of Consent Agenda items unless a Board member so requests, in which case the item may be removed from the Consent Agenda and considered at the end of the Consent Agenda. Because the Consent Agenda includes Town payables (bills list/check register) and routinely includes contracts and other items involving the expenditure of Town funds, the town Clerk shall require a roll call vote on the Consent Agenda, as required by MMC Sec 2-2-190(a). Consent Agenda includes:*

[a.](#) Approval of Minutes - Regular Meeting February 12, 2024

[b.](#) January 2024 Financials

[c.](#) Check Register February 26, 2024

[d.](#) **Resolution No. 19-R-2024** - A Resolution of the Town of Mead, Colorado, Adopting Annual Adjustments to the Town's Sewer Plant Investment Fees and Sewer User Fees for 2024

[e.](#) **Resolution No. 20-R-2024** – A Resolution of the Town of Mead, Colorado, Granting Conditional Acceptance of the Phases A1 Public Infrastructure Improvements (Red Barn Subdivision – Filing No. 2 Final Plat)

- f. **Resolution No. 21-R-2024** – A Resolution of the Town of Mead, Colorado, Authorizing the Acquisition of Certain Interests in Real Property through Eminent Domain Proceedings for 2024-25 Capital Projects and Delegating Authority to the Town Manager to Accept Deeds, Easements or License Agreements for Such Property Interests on behalf of the Town
- g. **Resolution No. 22-R-2024** – A Resolution of the Town of Mead, Colorado, Awarding the Bid and Approving a Construction Agreement Between the Town of Mead and Dietzler Construction Corporation for the Steel Corrugated Deck Replacement of WCR 38 Bridge over Mead Lateral Canal (IFB 2024-003)
- h. **Resolution No. 23-R-2024** – A Resolution of the Town of Mead, Colorado, Accepting a Donation from the Longmont Community Foundation for the Acquisition and Installation of Panels for the Northern Colorado Gold Star Memorial in Founder’s Park

**11. Public Comment:** *3 minute time limit. Comment is for any item whether it is on the agenda or not, unless it is set for public hearing.*

**12. Legislative Update**

**13. Elected Official Reports**

- a. Town Trustees
- b. Mayor Whitlow

**14. Executive Session - Pursuant to C.R.S. 24-6-402(4)(e)** to determine positions relative to matters that may be subject to negotiations, develop strategy for negotiations, and to instruct negotiators related to acquisition of certain property interests required for the 3rd Street and Welker Avenue Intersection Improvements Project consistent with Town Resolution No. 34-R-2023 dated May 8, 2023

**15. Executive Session Action Items**

**16. Adjournment**

*In accordance with the Americans with Disabilities Act, persons who need accommodation in order to attend or participate in this meeting should contact the Town Clerk’s Office at 970-805-4182 within 48 hours prior to the meeting in order to request such assistance.*

TO: Honorable Mayor and Trustees

FROM: Helen Migchelbrink, Town Manager

DATE: February 26, 2024

SUBJECT: Town Manager Report

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- Homes For Our Troops is hosting a Community Kickoff for Marine Cpl. Zac Dinsmore on March 9, 2024. Homes For Our Troops is a privately funded 501(c) (3) nonprofit organization that builds and donates specially adapted, custom homes nationwide for severely injured post-9/11 veterans. Veterans in the program choose where they would like their forever homes and Homes is excited to announce that Marine Cpl. Zac Dinsmore has selected Mead, CO! The event escort will leave the Town Hall parking lot at 9:50 a.m., and the event will be at the catholic church from 10 a.m. – 12 p.m.
- The Town received a \$100,000 Energy Impact Grant from the State of Colorado’s Department of Local Affairs. This grant will be used to complete an update of the Town’s Land Use Code.
- Registration is now open for the Colorado Municipal League’s 102nd Annual Conference, to be held June 18 through June 21, 2024 in Loveland.
- Cybersecurity awareness training with KnowBe4 has been renewed for 2024. The 2023 training concentrated on phishing awareness and email scams. Staff participation has been very high. In addition, when renewing the Town’s email spam filters for 2024 an upgrade was added which defends against impersonation protection.
- The Town’s 2023 Financial Audit is scheduled for onsite work the week of April 22, 2024. Preaudit work will start in March. The audit must be filed with the Office of the State Auditor by July 31, 2024.
- Staff is completing annual records archival and destruction in accordance with the Colorado Municipal Records Retention Schedule. This project will continue through May. Please see the attached annual report.
- The police education survey has been available electronically for residents and business owners to provide feedback on the police department’s community policing efforts. The closing date has been pushed to February 23, 2024 to allow for additional responses. Results will be presented to the Board of Trustees on March 11 at the regularly scheduled board meeting.
- The Town’s workers’ compensation carrier, Pinnacol, met with managers from administration, police department and public works to review safety procedures, accident investigation and claims handling. Further safety training for all employees is being scheduled.
- The Colorado State Legislature is now in session and will consider bills that affect citizens and municipalities. Colorado Municipal League follows the legislative process and advocates for its members on several bills. The CML Statehouse Report is issued weekly on the CML website. Link: <https://www.cml.org/home/advocacy-legal/statehouse-report>.
- Municipal Court held its first bench trial in the courtroom which was remodeled in 2023. The set up worked very well. For March, a bench trial is scheduled for March 11<sup>th</sup>. The arraignment docket has been re-scheduled for March 7<sup>th</sup> due to scheduling conflicts. There are currently 48 cases on the docket.
- CIRSA annual audit of 2023 claims and safety procedures was completed on February 22, 2024. The Town’s score was improved based on updates to multiple internal policies which were made in 2023.
- Current road closures due to construction can be found on the town’s website: <https://www.townofmead.org/engineering/page/street-maintenanceroad-closures>.
- Key projects update:
  - 3<sup>rd</sup> and Welker Intersection – Real estate acquisition continues, and the interior of 242 Dillingham was relocated. The exterior will be relocated by the March deadline. Staff is preparing the final bid package.

- Community Center – Staff is reviewing the bid package and expects to release it the week of February 20.
- SH66 Pedestrian Crossing – Staff is making some revisions to the trail alignment based on comments from utilities and ditch companies. The team met with Mead Place to continue coordination of the utility and trail conflicts.
- YTD totals for new single family home permits:
  - 2024 YTD: 13 SF Permits, 3 Certificates of Occupancy
- Boards and Commissions
  - The March Planning Commission meeting will be held on March 20<sup>th</sup>, to consider the Preliminary Plat for the Mead Community Center.
  - Staff will invite all of the applicants for the open seat for Alternate Commissioner to introduce themselves to the Commission.
- Human Resources
  - The Town is advertising open positions using NeoGov recruiting platform: <https://www.governmentjobs.com/careers/townofmead>
  - Open full-time positions include Economic Development Director, Permit Technician and Police Officer.

### **Community Development**

- The Mead Community Center Preliminary Plat will be presented to the Board of Trustees for consideration on March 25<sup>th</sup>. The Final Plat and Site Plan will be presented to the Board on April 8<sup>th</sup>.
- The Mead Towne Center building permit was issued and work has begun on the building. The owners are working with the Town’s engineering staff to complete some of the remaining engineering documents.
- High Plains Library District and Mountain View Fire Rescue District have submitted a Pre-Application Consultation meeting application. The DRC members will review the preliminary documents, meet with the applicant team, and provide written comments.

### **Public Works and Engineering**

- Four bids were received for the bridge repair on CR 38. Staff is checking references and preparing the contract documents.
- Speed limit signs were updated/replaced on CR34/Welker Avenue between Western Meadows and the Public Works facility in advance of a bridge replacement project.
- Public Works took delivery of two new Parks trailers used to haul equipment and materials.
- Staff met with CDOT regarding implementation of the educational components associated with the Safe Routes to School grant.

### **Community Engagement**

- Lunch Bunch and Bingo was held at the Merc on Feb. 16<sup>th</sup> and included 17 older active adult participants. Officer Cramblet stopped by and called bingo numbers.
- The annual egg hunt will be at Founders Park on March 23, 2024. Participants must bring their own bag or basket; there is no need to register. Get the kiddos out and hunt for over 12,000 eggs!
- Community Engagement staff are hosting several recruiting events at colleges in the area to hire part-time recreation aids in preparation for spring and summer.
- Staff is working with Mead PD to host a community shred event to help prevent identity theft. We are planning a spring event at the Town Hall parking lot.

## **Police Department**

- The police department completed radio maintenance on all department radios this month. During this process, the Longmont channels were added. This will assist with collaboration with Longmont Police on in-progress calls.
- The February Mid-Monthly Report is attached.



# Homes For Our Troops Invites You to Join Us!

## COMMUNITY KICKOFF

### Marine Cpl Zac Dinsmore

Please join us as we kick off the building  
of a specially adapted custom home for  
Cpl Dinsmore in Mead, CO.

**DATE:** Saturday, March 9, 2024

**TIME:** Check-in begins at 9:30 am  
Ceremony from 10:00 am – 12:00 pm

**RSVP:** [www.hfotusa.org/dinsmore](http://www.hfotusa.org/dinsmore)

**LOCATION:** Guardian Angels Catholic Church  
109 S. 3rd St, Mead, CO 80542

Ceremony will be followed by a light lunch and an  
opportunity to meet Cpl Dinsmore!

#### Event Volunteers Needed

For more information or to get involved,  
Please contact: Jocelyn Phipps  
[jphipps@hfotusa.org](mailto:jphipps@hfotusa.org) or Cell: 508-789-3501



**OUR MISSION:** To build and donate specially adapted custom homes nationwide  
for severely injured post-9/11 Veterans, to enable them to rebuild their lives.

[www.hfotusa.org/Dinsmore](http://www.hfotusa.org/Dinsmore)  
Building Homes, Rebuilding Lives



February 22, 2024

Dear Maria De Cambra:

I am writing to express my sincere gratitude for the generous grant award of \$100,000 to assist with the Land Use Code Update for the Town of Mead. This funding is invaluable to our community and will play a pivotal role in advancing our town's priorities and objectives.

The Town of Mead has been diligently working towards enhancing its Land Use Code to address the evolving community needs and ensure sustainable growth. Your financial support is a crucial catalyst in this endeavor, allowing us to engage in comprehensive planning and updates that will benefit our Town for years.

We understand the rigorous review process of grant applications, and we are humbled that our project stood out among such strong competition. Your thorough consideration of factors such as connection to energy impact, degree of need, and resiliency reflects the dedication and commitment of the Department of Local Affairs to supporting projects with a profound and positive impact on communities. The grant award comes at a crucial time for the Town of Mead, and we are excited about its potential for advancing our Town's priorities and objectives.

We assure you that we will utilize the funds judiciously and provide regular updates on the progress of the Land Use Code Update. The grant from the Energy/Mineral Impact Assistance Program not only provides financial support but also serves as a validation of our community's vision and goals.

Once again, thank you for your belief in our project and for investing in the future of the Town of Mead. We look forward to the positive transformations that will result from this collaboration.

Respectfully,

A handwritten signature in cursive script that reads "Colleen Whitlow".

Colleen Whitlow  
Mayor, Town of Mead



# Agenda Item Summary

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MEETING DATE: February 26, 2024  
SUBJECT: 2024 Records Retention Supplemental Report  
PRESENTED BY: Mary Strutt, Town Clerk / Administrative Services Director

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## SUMMARY

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Mead Municipal Code Section 2-11-40, requires the Town Clerk to annually advise the Board of Trustees about the disposal of records. The Town follows the Colorado Municipal Records Retention Schedule created by the Colorado State Archivist and the Colorado Municipal Clerk's Association. Below is a list of those records which were destroyed on February 13, 2024. The number in parenthesis is the retention term as set forth in the Colorado Municipal Records Retention Schedule.

### Administration

- 2002, 2007, 2012, 2018, & 2019 Census Forms & Reports (**3 years**)
- 2007-2016 ROW & Street Cut Permits (**3 years**)
- 2009-2016 Workers Compensation Insurance Policy Information (**6 years**)
- 2010, 2017-2020 Chicken Permits (**2 years**)
- 2016 CIRSA Property/Casualty Insurance Records (**6 years**)
- 2016-2017 Contracts (**6 years**)
- 2017 CIRSA Renewals (**6 years**)
- 2017 CIRSA Claims (**6 years**)
- 2018-2021 Passport Acceptance Agency Records (**2 years**)
- 2018-2021 Temp Use Permits (**2 years**)
- 2019 Court Files (**4 years**)
- 2019-2021 Hunting Permit (**2 years**)
- 2020 Election Records (**6m-2 years**)
- 2020-2021 CORA Requests (**2 years**)
- 2020-2021 Board of Trustees Correspondence (**2 years**)
- 2020-2021 General Correspondence (**2 years**)

### Finance

- 2004-2019 Accounts Receivable records (**3 years**)
- 2016 Accounts Payable records (**7 years**)
- 2017-2022 Budget work papers (**2 years**)
- 2018-2020 RFP/Bids (**Unsuccessful 3 years, Unsolicited 1 year**)
- 2019 Financial Audit work papers (**3 years**)
- 2019 Cash Receipting (**3 years**)
- 2022-2023 Cash Receipting – Checks (**90 days**)

### Human Resources

- 2012-2014 Employee Medical Records (**10 years**)
- 2014 Unemployment (**6 years**)



- 2015 Employee Workers Compensation Records (**6 years**)
- 2015-2019 Benefit Records (**1 year**)
- 2017-2019 Interview Notes (**2 years**)
- 2018 Employee Background Investigations (**3 year**)
- 2018 Garnishment (**3 years**)
- 2018 Temp/Seasonal Personnel Files (**3years**)
- 2018 Payroll Records – time sheets (**5 years**)
- 2019 Employment Applications (**2 years**)
- 2020-2021 Driver’s License Verification- Annual MVR Checks (**2 years**)

Other routine documents were destroyed which were duplicates or records maintained in a digital format.



## Mead Police Department

### February Mid Monthly Activity - 2023

CALLS FOR SERVICE (February 1 – 15): 504

TRAFFIC STOPS: 73

CRASHES: 6

WARNINGS: 58

CITATIONS: 15

REPORTS: 34

ARRESTS: 12

#### NOTABLE CALLS FOR SERVICE:

Harass – [REDACTED] Highway 66 – 24ML00073 – 02/02/2024

Code Violation – [REDACTED] WCR 7 – 24ML00074 – 02/02/2024

Disturbance – [REDACTED] Meadow Lane – 24ML00075 – 02/03/2024

Trespass – [REDACTED] 3<sup>rd</sup> Street – 24ML00076 – 02/04/2024

Drug Related Activity – [REDACTED] WCR 7 – 24ML00077 – 02/05/2024

Harass – MM 243 I25 NB – 24ML00079 – 02/05/2024

Crash – Highway 66 / WCR 7 – 24ML00078 – 02/05/2024

Theft – [REDACTED] Highland Drive – 24ML00080 – 02/05/2024

Code Violation – [REDACTED] WCR 7 – 24ML00081 – 02/06/2024

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Code Violation – █████ WCR 7 – 24ML00082 – 02/06/2024  
Code Violation – █████ WCR 7 – 24ML00083 – 02/06/2024  
Harass – █████ Welker Ave – 24ML00084 – 02/07/2024  
Suspicious – █████ Jersey Drive – 24ML00085 – 02/08/2024  
Code Violation – █████ Mustang Drive – 24ML00086 – 02/08/2024  
Theft – █████ Highway 66 – 24ML00089 – 02/08/2024  
Drug Related Activity – █████ Welker Avenue – 24ML00087 – 02/08/2024  
Hit and Run – Highway 66 / WCR 3 – 24ML00088 – 02/08/2024  
Harass – █████ Main Street – 24ML00090 – 02/08/2024  
Suspicious – █████ Pacific Circle – 24ML00092 – 02/08/2024  
Theft – █████ Deere Court – 24ML00093 – 02/09/2024  
Crash – WCR 11 / Highway 66 – 24ML00094 – 02/09/2024  
Code Violation – █████ WCR 7 – 24ML00096 – 02/12/2024  
Crash – Colorado Boulevard / Highway 66 – 24ML00097 – 02/12/2024  
Suspicious – █████ Settler Ridge Drive – 24ML00098 – 02/13/2024  
Theft – █████ Main Street – 24ML00100 – 02/14/2024  
Assist Other Agency – █████ Main Street – 24ML00101 – 02/14/2024  
Drug Related Activity – █████ WCR 7 – 24ML00102 – 02/14/2024  
Drug Related Activity – █████ WCR 7 – 24ML00103 – 02/14/2024  
Code Violation – █████ WCR 7 – 24ML00104 – 02/15/2024  
Disturbance – MM 245 I25 NB – 24ML00105 – 02/15/2024  
Drug Related Activity – █████ WCR 7 – 24ML00106 – 02/15/2024  
Subject with a Warrant – WCR / Highway 66 – 24ML00107 – 02/15/2024



**PROCLAMATION  
Youth Art Month  
March 2024**

WHEREAS, Youth Art Month is an annual observance each March to emphasize the value of art education for all children and to encourage support for quality art programs for all elementary, middle and secondary students sponsored by the National Art Education Association; and

WHEREAS, the recommended theme for the 2023/2024 school year arts programs is “Dream in Art”; and

WHEREAS, art education develops students’ creative potential and improves problem-solving and critical thinking skills by reinforcing and bringing to life what students learn in other subjects; and

WHEREAS, art education advances student mastery in art production, art history, art criticism and aesthetics; and

WHEREAS, our national leaders have acknowledged the necessity of including art’s experiences in all students’ education; and

WHEREAS, the National Art Education Association strives to improve the well-being of our communities by upgrading visual awareness of the cultural strengths of the United States as a whole; and

WHEREAS, the Town of Mead Board of Trustees joins the National Art Education Association in supporting the youth of our community in their intellectual development through artistic endeavors and offering support to our committed teachers.

NOW, THEREFORE, I, **Colleen Whitlow, Mayor**, of the Town of Mead, do hereby proclaim March 2024, as **Youth Art Month** and encourage all residents to nourish an appreciation for art and support quality school arts programs for our youth.

Given under my hand and Seal of the Town of Mead, Colorado  
On this 26<sup>th</sup> day of February 2024

\_\_\_\_\_  
Colleen G. Whitlow  
Mayor



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## MINUTES

**I. 6:00 p.m. to 10:00 p.m.  
REGULAR MEETING**

Mayor Colleen Whitlow called the Regular Meeting of the Board of Trustees to order at 6:00 p.m.

**1. Call to Order – Roll Call**

**Present**

Mayor Colleen Whitlow  
Mayor Pro Tem Chris Cartwright  
Trustee David Adams  
Trustee Trisha Harris  
Trustee Chris Parr  
Trustee Herman Schranz

**Absent**

Trustee Debra Brodhead

Also present: Town Manager Helen Migchelbrink; Town Attorney Marcus McAskin; Director of Administrative Services Mary Strutt; Police Commander Brian Smith; Community Development Director Jason Bradford; Town Engineer / Public Works Director Erika Rasmussen; Public Information Officer / Community Engagement Director Lorelei Nelson.

Attending via remote access: members of the public.

**2. Moment of Silence**

Mayor Whitlow requested the observance of a moment of silence in recognition of all School Resource Officers who work to keep our students safe.

**3. Pledge of Allegiance to the Flag**

The assembly pledged allegiance to the flag.

**4. Review and Approve Agenda**

*Motion was made by Trustee Harris, seconded by Trustee Adams, to approve the agenda. Motion carried 6-0, on a roll call vote.*

**5. Staff Report: Town Manager Report**

a. Manager Report

Town Manager Helen Migchelbrink discussed the Police Survey which is up and available for comment; Mead Municipal Court has two trials scheduled – the room remodel is working well; Leanin’ Tree has announced a move to Mead in 2024 and are scheduled to meet with staff next week.

**6. Informational Items**

a. Police Update

Police Commander Brian Smith discussed Middle School SRO working with students and reading to kindergarten students at elementary school.

Madison Bergman and Alexis Gutierrez of Carbon Valley and Mead Victim Services spoke of the services that they offer to victims in cooperation with Mead Police Department.

b. Community Center Update

Town Engineer / Public Works Director Erika Rasmussen and Public Information Officer / Community Engagement Director Lorelei Nelson presented information on the building plans, construction, funding and operation of the Community Center. Construction is anticipated to begin Summer 2024.

## 7. Proclamations

- a. National School Resource Officer Appreciation Day February 15, 2024

*Motion was made by Trustee Parr, seconded by Mayor Pro Tem Cartwright, to approve the signing of the Proclamation for National School Resource Officer Appreciation Day February 15, 2024. Motion carried 6-0, on a roll call vote.*

- b. Colorado Engineers Week February 18-24, 2024

*Motion was made by Trustee Schranz, seconded by Trustee Adams, to approve the signing of the Proclamation for Colorado Engineers Week February 18-24, 2024. Motion carried 6-0, on a roll call vote.*

## 8. Public Comment: 3 minute time limit. Comment is for any item on the agenda unless it is set for public hearing.

Resident Jean Bratcher requested that the Board consider changes to the Community Center plans so that it could accommodate Friendly Forks lunch for seniors.

Resident Don Smith gave the cost to install a 3-compartment sink at \$1,500.00 and suggested that pickle ball lines should be added to the gym floor.

## 9. Consent Agenda: Consent Agenda items are considered to be routine and will be enacted by one motion and vote. There will be no separate discussion of Consent Agenda items unless a Board member so requests, in which case the item may be removed from the Consent Agenda and considered at the end of the Consent Agenda. Because the Consent Agenda includes Town payables (bills list/check register) and routinely includes contracts and other items involving the expenditure of Town funds, the town Clerk shall require a roll call vote on the Consent Agenda, as required by MMC Sec 2-2-190(a). Consent Agenda includes:

- a. Approval of Minutes - Regular Meeting January 29, 2024
- b. 4<sup>th</sup> Quarter 2023 Investment Activity Report
- c. January 2024 Aging Report
- d. Check Register February 12, 2024
- e. **Resolution No. 13-R-2024** – A Resolution of the Town of Mead, Colorado, Authorizing the Mayor to Sign the Annual Highway User Tax Fund Mileage Certification Report
- f. **Resolution No. 14-R-2024** – A Resolution of the Town of Mead, Colorado, Approving Acquisition (Lease) of Two (2) Fleet Vehicles for 2024, Utilizing the Master Equity Lease Agreement with Enterprise Fleet Management (EFM) Dated January 14, 2021
- g. **Resolution No. 15-R-2024** – A Resolution of the Town of Mead, Colorado, Approving an Amended and Restated Agreement for Legal Services with the Law Firm of Michow Guckenberger McAskin LLP to Provide Legal Services to the Town of Mead
- h. **Resolution No. 16-R-2024** – A Resolution of the Town of Mead, Colorado, Approving the Fifth Amendment to the Agreement for Professional Services By and Between the Town of Mead and Professional Management Systems, S Corp, a Colorado Corporation (dba Professional Management Solutions), for Financial Services
- i. **Resolution No. 17-R-2024** – A Resolution of the Town of Mead, Colorado, Approving an Agreement for Professional Services Between the Town and Ramey Environmental Compliance, Inc. for Wastewater Treatment Facilities Services (Contract Wastewater Operations Services)
- j. **Resolution No. 18-R-2024** – A Resolution of the Town of Mead, Colorado, Approving an Agreement for Professional Services with Dewberry Engineers Inc. for Project and Construction Management Services for State or Federally Funded Projects – 3rd Street and Welker Avenue Intersection Project and Additional Services (TBD)

*Motion was made by Trustee Adams, seconded by Mayor Pro Tem Cartwright, to approve the consent agenda. Motion carried 6-0, on a roll call vote.*

**10. Public Comment:** *3 minute time limit. Comment is for any item whether it is on the agenda or not unless it is set for public hearing.*

There was no public comment at this time.

**11. Legislative Update**

Town Attorney Marcus McAskin presented information regarding the legislative session, which is one month into its 120-day session. Many bills are still being presented and amended. The governor continues to pursue goals of strategic growth, accessory dwelling units and transportation-oriented communities.

**12. Elected Official Reports**

- a. Town Trustees

The Board discussed pickle ball being added to the gym in the Community Center plans.

- b. Mayor Whitlow

Mayor Whitlow is scheduled to attend the CML Legislative Update and Policy Committee this week.

**13. Adjournment**

*Motion was made by Trustee Schranz, seconded by Mayor Pro Tem Cartwright, to adjourn the meeting. Motion carried 6-0, on a roll call vote.*

The Regular Meeting of the Town of Mead Board of Trustees adjourned at approximately 5:59 p.m. on Monday, February 12, 2024.

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Colleen G. Whitlow, Mayor

ATTEST:

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Mary E. Strutt, MMC, Town Clerk

TOWN OF MEAD  
 COMBINED CASH INVESTMENT  
 JANUARY 31, 2024

COMBINED CASH ACCOUNTS

99-01-1001	INDEPENDENT BANK - CHECKING	1,512,954.09
99-01-1002	TBK BANK - OFFICE CHECK	65,920.94
99-01-1003	TBK BANK - MONEY MARKET	147,024.11
99-01-1005	TBK BANK - FLEX DEBIT CARDS	66,771.87
99-01-1011	XPRESS DEPOSIT ACCOUNT	106,169.31
99-01-1023	COLOTRUST PLUS	12,507,516.29
99-01-1024	COLOTRUST PRIME	10,694.61
99-01-1025	CSIP	5,432,417.32
99-01-1026	CSAFE	11,984,012.18
99-01-1075	UTILITY CASH CLEARING	361.90
99-01-1076	A/R CASH CLEARING	11,007.85
99-01-1077	COURT CASH CLEARING	( 7,535.98)
99-01-1078	BUSINESS LICENSE CASH CLEARING	( 2,473.75)
	TOTAL COMBINED CASH	31,834,840.74
99-01-0100	CASHALLOCATED TO OTHER FUNDS	( 31,834,840.74)
	TOTAL UNALLOCATED CASH	<u>.00</u>

CASH ALLOCATION RECONCILIATION

1	ALLOCATION TO GENERAL FUND	10,627,306.31
4	ALLOCATION TO STREET IMPROVEMENT FUND	1,789,044.01
5	ALLOCATION TO CONSERVATION TRUST FUND	113,381.66
6	ALLOCATION TO SEWER FUND	1,368,314.28
8	ALLOCATION TO POLICE FUND	143,397.00
9	ALLOCATION TO MUNICIPAL FACILITIES FUND	3,855,239.25
14	ALLOCATION TO TRANSPORTATION FUND	6,114,272.72
18	ALLOCATION TO PARKS & OPEN SPACE	477,683.04
19	ALLOCATION TO CAPITAL IMPROVEMENT FUND	4,006,975.68
20	ALLOCATION TO MEAD URBAN RENEWAL AUTHORITY	3,339,226.79
	TOTAL ALLOCATIONS TO OTHER FUNDS	31,834,840.74
	ALLOCATION FROM COMBINED CASH FUND - 99-01-0100	( 31,834,840.74)
	ZERO PROOF IF ALLOCATIONS BALANCE	<u>.00</u>



TOWN OF MEAD  
 BALANCE SHEET  
 JANUARY 31, 2024

GENERAL FUND

ASSETS

01-01-0100	COMBINED CASH	10,627,306.31	
01-01-1007	CASH DRAWER - TOWN HALL	500.00	
01-01-1008	CASH DRAWER - POLICE	100.00	
01-01-1240	TREE TRIMMING COSTS RECEIVABLE	( 460.00)	
01-01-1250	PROPERTY TAXES RECEIVABLE	1,614,048.94	
01-01-1300	A/R - BILLED ACCOUNTS	5,532.85	
01-01-1301	A/R - GENERAL	740,812.42	
01-01-1302	PREPAID EXPENSE	38,741.83	
01-01-1307	24HOUR FLEX DEPOSIT	1,500.00	
	TOTAL ASSETS		13,028,082.35

LIABILITIES AND EQUITY

LIABILITIES

01-02-2000	ACCOUNTS PAYABLE	49,551.79	
01-02-2300	457(B) DEFERRED COMP PAYABLE	7,541.79	
01-02-2301	SALARIES & WAGES PAYABLE	109,949.49	
01-02-2302	FLEXPLAN PAYABLE	15,108.39	
01-02-2306	RESTITUTION PAYABLE	245.00	
01-02-2308	DEPOSITS PAYABLE	2,000.00	
01-02-2310	EMPLOYEE HEALTH INS. PAYABLE	15,009.79	
01-02-2311	FPPA PAYABLE	13,977.98	
01-02-2312	WORKERS COMP INSURANCE PAYABLE	939.08	
01-02-2314	401(A) CONTRIBUTIONS PAYABLE	813.13	
01-02-2400	FED. WITHHOLDING TAX PAYABLE	20,375.94	
01-02-2401	SOCIAL SECURITY TAX PAYABLE	11,650.54	
01-02-2402	MEDICARE TAX PAYABLE	4,393.92	
01-02-2403	STATE WITHHOLDING TAX PAYABLE	14,986.86	
01-02-2404	STATE UNEMPLOYMENT TAX PAYABLE	807.25	
01-02-2410	MISC PAYROLL PAYABLE	106,646.43	
01-02-2600	WARRANTY FUNDS	2,022,405.23	
01-02-2610	DEVELOPER DEPOSITS	254,500.00	
01-02-2615	DEVELOPER LIABILITIES	128,536.62	
01-02-2700	DEFERRED INFLOWS- PROPERTY TAX	1,614,048.94	
01-02-2705	DEFERRED REVENUE	1,162,831.09	
01-02-2706	UNAVAILABLE REVENUE	5,647.14	
	TOTAL LIABILITIES		5,561,966.40

FUND EQUITY

01-02-3001	FUND BALANCE	7,527,114.76	
	UNAPPROPRIATED FUND BALANCE:		
	REVENUE OVER EXPENDITURES - YTD	( 60,998.81)	
	BALANCE - CURRENT DATE	( 60,998.81)	

**TOTAL FUND EQUITY**

**7,466,115.95**

TOWN OF MEAD  
BALANCE SHEET  
JANUARY 31, 2024

GENERAL FUND

TOTAL LIABILITIES AND EQUITY

13,028,082.35

TOWN OF MEAD  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 1 MONTHS ENDING JANUARY 31, 2024

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT	
<u>TAXES</u>						
01-10-4000	PROPERTY TAX	27.26	27.26	2,832,450.00	2,832,422.74	.0
01-10-4010	SALES TAX	238,009.20	238,009.20	4,538,344.00	4,300,334.80	5.2
01-10-4012	LODGING TAX	18.00	18.00	800.00	782.00	2.3
01-10-4020	SPECIFIC OWNERSHIP TAX	5,851.72	5,851.72	85,000.00	79,148.28	6.9
01-10-4030	BUILDING PERMIT USE TAX	37,793.75	37,793.75	445,874.00	408,080.25	8.5
01-10-4040	CIGARETTE TAX	746.05	746.05	13,000.00	12,253.95	5.7
01-10-4050	MURA REVENUE SHARING	.00	.00	196,692.00	196,692.00	.0
01-10-4070	FEDERAL MINERAL LEASE	.00	.00	30,000.00	30,000.00	.0
01-10-4071	STATE SEVERANCE TAXES	.00	.00	150,000.00	150,000.00	.0
	TOTAL TAXES	282,445.98	282,445.98	8,292,160.00	8,009,714.02	3.4
<u>FEES AND PERMITS</u>						
01-11-4100	BUILDING PERMIT FEES	42,231.09	42,231.09	553,205.00	510,973.91	7.6
01-11-4102	OTHER PERMITS	774.19	774.19	35,000.00	34,225.81	2.2
01-11-4103	CONVENIENCE FEE	1,245.20	1,245.20	30,000.00	28,754.80	4.2
01-11-4110	BUILDING PERMIT - ADMIN. FEES	3,600.00	3,600.00	56,520.00	52,920.00	6.4
01-11-4111	PASSPORT FEES	845.00	845.00	9,000.00	8,155.00	9.4
01-11-4112	TOWN HALL/PARK FEES	.00	.00	1,500.00	1,500.00	.0
01-11-4120	FRANCHISE FEES	26,096.69	26,096.69	276,022.00	249,925.31	9.5
01-11-4130	DEVELOPER APPLICATION FEES	1,673.59	1,673.59	25,000.00	23,326.41	6.7
01-11-4140	ROYALTIES	18,962.29	18,962.29	200,000.00	181,037.71	9.5
	TOTAL FEES AND PERMITS	95,428.05	95,428.05	1,186,247.00	1,090,818.95	8.0
<u>LICENSES</u>						
01-12-4200	BUSINESS/SALES TAX LICENSE	2,585.81	2,585.81	12,500.00	9,914.19	20.7
01-12-4210	LIQUOR LICENSE	122.50	122.50	2,500.00	2,377.50	4.9
01-12-4220	PET LICENSES	125.00	125.00	600.00	475.00	20.8
	TOTAL LICENSES	2,833.31	2,833.31	15,600.00	12,766.69	18.2
<u>CHARGES FOR SERVICES</u>						
01-13-4304	IGA--SCHOOL RESOURCE OFFICERS	.00	.00	171,232.00	171,232.00	.0
01-13-4305	SCHOOL GUARD REIMBURSEMENT	1,680.00	1,680.00	20,000.00	18,320.00	8.4
01-13-4310	NEW DEVELOPMENT CHARGES	28,577.34	28,577.34	250,000.00	221,422.66	11.4
01-13-4360	SALES OF MERCHANDISE	20.00	20.00	8,500.00	8,480.00	.2
01-13-4624	SENIOR EVENT FEES	.00	.00	400.00	400.00	.0
01-13-4625	RECREATION REGISTRATION FEES	10,330.00	10,330.00	62,725.00	52,395.00	16.5
	TOTAL CHARGES FOR SERVICES	40,607.34	40,607.34	512,857.00	472,249.66	7.9

TOWN OF MEAD  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 1 MONTHS ENDING JANUARY 31, 2024

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>FINES AND FORFEITS</u>					
01-14-4420 COURT FINES	5,155.00	5,155.00	54,000.00	48,845.00	9.6
01-14-4422 COURT COSTS	1,854.00	1,854.00	15,000.00	13,146.00	12.4
01-14-4423 POLICE REPORTS	652.50	652.50	2,400.00	1,747.50	27.2
01-14-4620 MISC. POLICE INCOME	234.00	234.00	1,000.00	766.00	23.4
TOTAL FINES AND FORFEITS	7,895.50	7,895.50	72,400.00	64,504.50	10.9
<u>GRANTS &amp; ECONOMIC DEVELOPMENT</u>					
01-15-4513 DOLA GRANT--LAND USE CODE	.00	.00	100,000.00	100,000.00	.0
01-15-4516 GRANT - UNITED WAY	.00	.00	2,500.00	2,500.00	.0
01-15-4519 GRANT--MAIN STREET GRANTS	.00	.00	100,000.00	100,000.00	.0
01-15-4526 POLICE GRANTS	1,590.00	1,590.00	127,500.00	125,910.00	1.3
TOTAL GRANTS & ECONOMIC DEVELOPME	1,590.00	1,590.00	330,000.00	328,410.00	.5
<u>MISCELLANEOUS</u>					
01-18-4619 INTEREST & DIVIDEND INCOME	49,639.76	49,639.76	454,017.00	404,377.24	10.9
01-18-4620 MISC. INCOME	650.97	650.97	25,000.00	24,349.03	2.6
01-18-4622 DONATIONS/FUNDRAISING	.00	.00	5,000.00	5,000.00	.0
01-18-4623 SALE OF ASSETS	.00	.00	10,000.00	10,000.00	.0
01-18-4625 METRO DISTRICT PAYMENTS	.00	.00	99,454.00	99,454.00	.0
01-18-4628 CASH OVER/(SHORT)	.00	.00	2,500.00	2,500.00	.0
TOTAL MISCELLANEOUS	50,290.73	50,290.73	595,971.00	545,680.27	8.4
<b>TOTAL FUND REVENUE</b>	<b>481,090.91</b>	<b>481,090.91</b>	<b>11,005,235.00</b>	<b>10,524,144.09</b>	<b>4.4</b>

TOWN OF MEAD  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 1 MONTHS ENDING JANUARY 31, 2024

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>ADMINISTRATION</u>					
01-40-5001 SALARIES & WAGES	48,989.29	48,989.29	395,459.00	346,469.71	12.4
01-40-5050 CLEANING	.00	.00	10,000.00	10,000.00	.0
01-40-5055 OVERTIME	178.37	178.37	.00	( 178.37)	.0
01-40-5060 PAYROLL TAXES	3,868.53	3,868.53	31,160.00	27,291.47	12.4
01-40-5065 WORKERS COMP	.00	.00	3,112.00	3,112.00	.0
01-40-5066 HEALTH INSURANCE	4,262.41	4,262.41	46,771.00	42,508.59	9.1
01-40-5067 DEFERRED COMP/RETIREMENT	2,354.15	2,354.15	30,880.00	28,525.85	7.6
01-40-5068 MEDICAL SAVINGS	359.16	359.16	3,621.00	3,261.84	9.9
01-40-5075 EMPLOYMENT/RECRUITMENT EXPENSE	.00	.00	10,000.00	10,000.00	.0
01-40-5200 OFFICE SUPPLIES	.00	.00	7,500.00	7,500.00	.0
01-40-5201 COMPUTER/TECHNOLOGY	.00	.00	45,000.00	45,000.00	.0
01-40-5202 PRINTING EXPENSE	.00	.00	2,500.00	2,500.00	.0
01-40-5203 UNIFORMS	.00	.00	1,200.00	1,200.00	.0
01-40-5205 POSTAGE	401.29	401.29	10,000.00	9,598.71	4.0
01-40-5210 OPERATING SUPPLIES	109.35	109.35	7,500.00	7,390.65	1.5
01-40-5212 FURNISHINGS	.00	.00	15,000.00	15,000.00	.0
01-40-5215 REPAIRS & MAINT	8,617.97	8,617.97	20,000.00	11,382.03	43.1
01-40-5216 FLEET R&M	.00	.00	500.00	500.00	.0
01-40-5253 GAS & OIL	.00	.00	1,000.00	1,000.00	.0
01-40-5300 TELEPHONE	501.91	501.91	7,210.00	6,708.09	7.0
01-40-5305 UTILITIES	.00	.00	10,300.00	10,300.00	.0
01-40-5310 TRASH REMOVAL	82.28	82.28	1,236.00	1,153.72	6.7
01-40-5315 COPIER EXPENSES	222.21	222.21	9,000.00	8,777.79	2.5
01-40-5320 PROPERTY & LIABILITY INSURANCE	2,350.50	2,350.50	8,606.00	6,255.50	27.3
01-40-5325 INTERNET/WEBSITE EXPENSE	15,891.35	15,891.35	12,500.00	( 3,391.35)	127.1
01-40-5330 TRAINING	.00	.00	20,000.00	20,000.00	.0
01-40-5331 DUES AND SUBSCRIPTIONS	12,383.00	12,383.00	35,000.00	22,617.00	35.4
01-40-5332 TUITION REIMBURSEMENT	.00	.00	3,000.00	3,000.00	.0
01-40-5353 WATER ASSESSMENTS	.00	.00	1,400.00	1,400.00	.0
01-40-5399 OTHER PROFESSIONAL SERVICES	5,114.20	5,114.20	14,600.00	9,485.80	35.0
01-40-5400 LEGAL FEES	.00	.00	258,923.00	258,923.00	.0
01-40-5401 CONSULTING FEES	2,320.00	2,320.00	204,917.00	202,597.00	1.1
01-40-5415 AUDIT FEES	.00	.00	15,954.00	15,954.00	.0
01-40-5416 PASSPORT EXPENSES	.00	.00	400.00	400.00	.0
01-40-5425 COUNTY TREASURER'S FEE	.27	.27	28,325.00	28,324.73	.0
01-40-5560 CAPITAL OUTLAY--SFTWR UPGRADES	.00	.00	25,000.00	25,000.00	.0
01-40-5700 MISC. EXPENSE	200.00	200.00	10,000.00	9,800.00	2.0
01-40-5701 BANK FEES	6,372.08	6,372.08	38,063.00	31,690.92	16.7
01-40-5705 MILEAGE	700.00	700.00	10,000.00	9,300.00	7.0
01-40-5720 CONTINGENCIES	.00	.00	25,000.00	25,000.00	.0
<b>TOTAL ADMINISTRATION</b>	<b>115,278.32</b>	<b>115,278.32</b>	<b>1,380,637.00</b>	<b>1,265,358.68</b>	<b>8.4</b>

TOWN OF MEAD  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 1 MONTHS ENDING JANUARY 31, 2024

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>BOARD OF TRUSTEES</u>					
01-41-5001 SALARIES & WAGES	1,699.94	1,699.94	22,099.00	20,399.06	7.7
01-41-5030 MAYOR AND BOARD SALARIES	4,400.00	4,400.00	52,800.00	48,400.00	8.3
01-41-5060 PAYROLL TAXES	462.69	462.69	5,730.00	5,267.31	8.1
01-41-5065 WORKERS COMP	.00	.00	40.00	40.00	.0
01-41-5066 HEALTH INSURANCE	202.08	202.08	2,340.00	2,137.92	8.6
01-41-5067 DEFERRED COMP	85.00	85.00	1,078.00	993.00	7.9
01-41-5068 MEDICAL SAVINGS	6.24	6.24	82.00	75.76	7.6
01-41-5075 EMPLOYMENT/RECRUITMENT EXPENSE	.00	.00	500.00	500.00	.0
01-41-5201 COMPUTER / TECHNOLOGY	.00	.00	5,000.00	5,000.00	.0
01-41-5210 OPERATING SUPPLIES	.00	.00	2,000.00	2,000.00	.0
01-41-5212 FURNISHINGS	.00	.00	11,500.00	11,500.00	.0
01-41-5230 ELECTIONS	.00	.00	25,000.00	25,000.00	.0
01-41-5320 PROPERTY & LIABILITY INSURANCE	1,175.25	1,175.25	4,303.00	3,127.75	27.3
01-41-5330 TRAINING	.00	.00	15,000.00	15,000.00	.0
01-41-5331 DUES & SUBSCRIPTIONS	1,909.00	1,909.00	2,000.00	91.00	95.5
01-41-5340 PUBLISHED NOTICES	.00	.00	2,500.00	2,500.00	.0
01-41-5341 ORDINANCE CODIFICATION	2,845.83	2,845.83	7,500.00	4,654.17	37.9
01-41-5347 COMMUNITY CONTRIBUTIONS	.00	.00	24,000.00	24,000.00	.0
01-41-5399 OTHER PROFESSIONAL SERVICES	7,935.00	7,935.00	7,500.00	( 435.00)	105.8
01-41-5430 RECORDING FEES	.00	.00	2,000.00	2,000.00	.0
01-41-5700 MISC. EXPENSE	.00	.00	7,500.00	7,500.00	.0
01-41-5841 BOARD OUTREACH ACTIVITIES	107.98	107.98	35,000.00	34,892.02	.3
<b>TOTAL BOARD OF TRUSTEES</b>	<b>20,829.01</b>	<b>20,829.01</b>	<b>235,472.00</b>	<b>214,642.99</b>	<b>8.9</b>

TOWN OF MEAD  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 1 MONTHS ENDING JANUARY 31, 2024

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>POLICE</u>					
01-42-5001 SALARIES & WAGES	124,476.72	124,476.72	1,733,304.00	1,608,827.28	7.2
01-42-5050 CLEANING	.00	.00	9,000.00	9,000.00	.0
01-42-5055 OVERTIME	1,369.59	1,369.59	25,000.00	23,630.41	5.5
01-42-5060 PAYROLL TAXES	2,909.82	2,909.82	36,530.00	33,620.18	8.0
01-42-5065 WORKERS COMP	9,000.00	9,000.00	40,185.00	31,185.00	22.4
01-42-5066 HEALTH INSURANCE	18,044.15	18,044.15	202,843.00	184,798.85	8.9
01-42-5067 DEFERRED COMP	446.24	446.24	5,224.00	4,777.76	8.5
01-42-5068 MEDICAL SAVINGS	309.12	309.12	3,018.00	2,708.88	10.2
01-42-5069 FPPA	10,920.30	10,920.30	155,533.00	144,612.70	7.0
01-42-5071 D&D	3,931.32	3,931.32	52,881.00	48,949.68	7.4
01-42-5075 EMPLOYMENT/RECRUITMENT EXPENSE	250.00	250.00	3,000.00	2,750.00	8.3
01-42-5200 OFFICE SUPPLIES	13.95	13.95	4,000.00	3,986.05	.4
01-42-5201 COMPUTER / TECHNOLOGY	.00	.00	47,450.00	47,450.00	.0
01-42-5203 UNIFORMS	.00	.00	800.00	800.00	.0
01-42-5210 OPERATING SUPPLIES	226.39	226.39	16,000.00	15,773.61	1.4
01-42-5215 REPAIR & MAINTENANCE	27.90	27.90	5,000.00	4,972.10	.6
01-42-5216 FLEET R&M	( 3,094.69)	( 3,094.69)	18,000.00	21,094.69	( 17.2)
01-42-5253 GAS & OIL	.00	.00	30,000.00	30,000.00	.0
01-42-5254 UNIFORMS & TOOLS	203.79	203.79	29,000.00	28,796.21	.7
01-42-5255 OPERATING EQUIPMENT	15,588.81	15,588.81	78,950.00	63,361.19	19.8
01-42-5300 TELEPHONES	67.32	67.32	15,895.00	15,827.68	.4
01-42-5305 UTILITIES	.00	.00	18,000.00	18,000.00	.0
01-42-5310 TRASH REMOVAL	157.87	157.87	2,000.00	1,842.13	7.9
01-42-5315 COPIER EXPENSE	93.52	93.52	3,000.00	2,906.48	3.1
01-42-5320 GENERAL LIABILITY INSURANCE	29,381.25	29,381.25	112,028.00	82,646.75	26.2
01-42-5325 INTERNET/WEBSITE EXPENSE	.00	.00	2,000.00	2,000.00	.0
01-42-5330 TRAINING	1,625.00	1,625.00	70,600.00	68,975.00	2.3
01-42-5331 DUES & MEMBERSHIPS	9,280.10	9,280.10	12,145.00	2,864.90	76.4
01-42-5332 TUITION REIMBURSEMENT	.00	.00	6,000.00	6,000.00	.0
01-42-5343 CONTRACTUAL SERVICES	.00	.00	159,700.00	159,700.00	.0
01-42-5348 PEST CONTROL	.00	.00	2,000.00	2,000.00	.0
01-42-5349 WELLNESS PROGRAM	.00	.00	3,500.00	3,500.00	.0
01-42-5350 LAB FEES	.00	.00	500.00	500.00	.0
01-42-5399 OTHER PROFESSIONAL SERVICES	2,460.15	2,460.15	3,150.00	689.85	78.1
01-42-5400 LEGAL FEES	.00	.00	15,000.00	15,000.00	.0
01-42-5491 VEHICLE LEASE EXPENSES	1,279.43	1,279.43	13,652.00	12,372.57	9.4
01-42-5500 CAPITAL OUTLAY	.00	.00	8,000.00	8,000.00	.0
01-42-5700 MISC. EXPENSE	.00	.00	1,000.00	1,000.00	.0
<b>TOTAL POLICE</b>	<b>228,968.05</b>	<b>228,968.05</b>	<b>2,943,888.00</b>	<b>2,714,919.95</b>	<b>7.8</b>

TOWN OF MEAD  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 1 MONTHS ENDING JANUARY 31, 2024

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>COMMUNITY DEVELOPMENT</u>					
01-43-5001 SALARIES & WAGES	28,648.40	28,648.40	374,057.00	345,408.60	7.7
01-43-5060 PAYROLL TAXES	2,117.25	2,117.25	28,615.00	26,497.75	7.4
01-43-5065 WORKERS COMP	.00	.00	258.00	258.00	.0
01-43-5066 HEALTH INSURANCE	5,172.83	5,172.83	35,572.00	30,399.17	14.5
01-43-5067 DEFERRED COMP	1,201.54	1,201.54	12,997.00	11,795.46	9.2
01-43-5068 MEDICAL SAVINGS	61.45	61.45	393.00	331.55	15.6
01-43-5075 EMPLOYMENT/RECRUITMENT EXPENSE	.00	.00	500.00	500.00	.0
01-43-5200 OFFICE SUPPLIES	.00	.00	800.00	800.00	.0
01-43-5201 COMPUTER / TECHNOLOGY	.00	.00	9,000.00	9,000.00	.0
01-43-5202 PRINTING EXPENSE	.00	.00	750.00	750.00	.0
01-43-5203 UNIFORMS	.00	.00	1,250.00	1,250.00	.0
01-43-5216 REPAIRS & MAINT--FLEET	.00	.00	1,000.00	1,000.00	.0
01-43-5253 GAS & OIL	.00	.00	1,000.00	1,000.00	.0
01-43-5300 TELEPHONE	38.00	38.00	2,000.00	1,962.00	1.9
01-43-5320 PROPERTY & LIABILITY INSURANCE	1,175.25	1,175.25	4,303.00	3,127.75	27.3
01-43-5330 TRAINING	.00	.00	6,000.00	6,000.00	.0
01-43-5331 DUES & MEMBERSHIPS	.00	.00	1,200.00	1,200.00	.0
01-43-5401 CONSULTING FEES	.00	.00	225,000.00	225,000.00	.0
01-43-5411 ANNEXATIONS & REZONING EXPENSE	.00	.00	15,000.00	15,000.00	.0
01-43-5460 BUILDING INSPECTIONS	.00	.00	304,263.00	304,263.00	.0
01-43-5491 VEHICLE LEASE EXPENSES	1,198.83	1,198.83	6,201.00	5,002.17	19.3
01-43-5700 MISC.	.00	.00	2,000.00	2,000.00	.0
TOTAL COMMUNITY DEVELOPMENT	39,613.55	39,613.55	1,032,159.00	992,545.45	3.8



TOWN OF MEAD  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 1 MONTHS ENDING JANUARY 31, 2024

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PARKS</u>					
01-45-5001 SALARIES & WAGES	29,938.21	29,938.21	377,274.00	347,335.79	7.9
01-45-5055 OVERTIME	719.61	719.61	5,614.00	4,894.39	12.8
01-45-5060 PAYROLL TAXES	2,311.15	2,311.15	29,291.00	26,979.85	7.9
01-45-5065 WORKERS COMP	.00	.00	6,859.00	6,859.00	.0
01-45-5066 HEALTH INSURANCE	4,045.97	4,045.97	36,553.00	32,507.03	11.1
01-45-5067 DEFERRED COMP	810.99	810.99	9,006.00	8,195.01	9.0
01-45-5068 MEDICAL SAVINGS	140.41	140.41	883.00	742.59	15.9
01-45-5201 COMPUTER/TECHNOLOGY	.00	.00	4,000.00	4,000.00	.0
01-45-5203 UNIFORMS	.00	.00	6,510.00	6,510.00	.0
01-45-5210 OPERATING SUPPLIES	.00	.00	6,000.00	6,000.00	.0
01-45-5215 REPAIRS & MAINTENANCE	63.59	63.59	40,000.00	39,936.41	.2
01-45-5216 FLEET R&M	.00	.00	10,000.00	10,000.00	.0
01-45-5253 GAS & OIL	.00	.00	10,000.00	10,000.00	.0
01-45-5254 TOOLS	.00	.00	3,000.00	3,000.00	.0
01-45-5300 TELEPHONE	205.00	205.00	2,200.00	1,995.00	9.3
01-45-5305 UTILITIES	.00	.00	40,000.00	40,000.00	.0
01-45-5310 TRASH REMOVAL	.00	.00	2,500.00	2,500.00	.0
01-45-5320 PROPERTY & LIABILITY INSURANCE	5,876.25	5,876.25	21,514.00	15,637.75	27.3
01-45-5330 TRAINING	.00	.00	4,000.00	4,000.00	.0
01-45-5348 PEST CONTROL	.00	.00	38,000.00	38,000.00	.0
01-45-5349 WELLNESS PROGRAM	15.00	15.00	.00	( 15.00)	.0
01-45-5363 WEED CONTROL	.00	.00	15,000.00	15,000.00	.0
01-45-5369 EQUIPMENT RENTAL	.00	.00	1,000.00	1,000.00	.0
01-45-5370 LANDSCAPING	.00	.00	18,000.00	18,000.00	.0
01-45-5371 TREE MAINTENANCE	.00	.00	35,000.00	35,000.00	.0
01-45-5372 IRRIGATION SYSTEM	.00	.00	7,500.00	7,500.00	.0
01-45-5500 CAPITAL OUTLAY	.00	.00	170,000.00	170,000.00	.0
01-45-5700 MISC. EXPENSE	.00	.00	2,500.00	2,500.00	.0
TOTAL PARKS	44,126.18	44,126.18	902,204.00	858,077.82	4.9

TOWN OF MEAD  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 1 MONTHS ENDING JANUARY 31, 2024

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>ENGINEERING</u>					
01-47-5001 SALARIES & WAGES	31,809.28	31,809.28	433,144.00	401,334.72	7.3
01-47-5050 CLEANING	.00	.00	8,500.00	8,500.00	.0
01-47-5055 OVERTIME	285.70	285.70	.00	( 285.70)	.0
01-47-5060 PAYROLL TAXES	2,412.71	2,412.71	33,135.00	30,722.29	7.3
01-47-5065 WORKERS COMP	.00	.00	9,071.00	9,071.00	.0
01-47-5066 HEALTH INSURANCE	3,296.91	3,296.91	44,587.00	41,290.09	7.4
01-47-5067 DEFERRED COMP	1,604.75	1,604.75	20,276.00	18,671.25	7.9
01-47-5068 MEDICAL SAVINGS	120.38	120.38	1,658.00	1,537.62	7.3
01-47-5075 EMPLOYMENT/RECRUITMENT EXPENSE	.00	.00	800.00	800.00	.0
01-47-5200 OFFICE SUPPLIES	.00	.00	5,000.00	5,000.00	.0
01-47-5201 COMPUTER/TECHNOLOGY	.00	.00	8,000.00	8,000.00	.0
01-47-5203 UNIFORMS	.00	.00	4,250.00	4,250.00	.0
01-47-5210 OPERATING SUPPLIES	989.90	989.90	10,000.00	9,010.10	9.9
01-47-5212 FURNISHINGS	.00	.00	1,000.00	1,000.00	.0
01-47-5215 REPAIRS & MAINTENANCE	.00	.00	30,000.00	30,000.00	.0
01-47-5216 REPAIR & MAINTENANCE--FLEET	.00	.00	5,000.00	5,000.00	.0
01-47-5253 GAS & OIL	.00	.00	7,500.00	7,500.00	.0
01-47-5300 TELEPHONE	110.00	110.00	2,880.00	2,770.00	3.8
01-47-5305 UTILITIES	269.90	269.90	20,000.00	19,730.10	1.4
01-47-5310 TRASH	184.96	184.96	2,000.00	1,815.04	9.3
01-47-5315 COPIER EXPENSES	.00	.00	2,000.00	2,000.00	.0
01-47-5320 PROPERTY & LIABILITY INSURANCE	2,350.50	2,350.50	8,606.00	6,255.50	27.3
01-47-5330 TRAINING	.00	.00	5,000.00	5,000.00	.0
01-47-5331 DUES & SUBSCRIPTIONS	.00	.00	800.00	800.00	.0
01-47-5399 OTHER PROFESSIONAL SERVICES	.00	.00	1,650.00	1,650.00	.0
01-47-5405 ENGINEERING FEES	.00	.00	55,000.00	55,000.00	.0
01-47-5491 VEHICLE LEASE EXPENSES	.00	.00	13,633.00	13,633.00	.0
01-47-5599 CAPITAL OUTLAY--LEASES	.00	.00	54,533.00	54,533.00	.0
01-47-5700 MISC. EXPENSE	.00	.00	1,000.00	1,000.00	.0
TOTAL ENGINEERING	43,434.99	43,434.99	789,023.00	745,588.01	5.5

TOWN OF MEAD  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 1 MONTHS ENDING JANUARY 31, 2024

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>MUNICIPAL COURT</u>					
01-48-5001 SALARIES & WAGES	3,909.54	3,909.54	51,687.00	47,777.46	7.6
01-48-5040 JUDGE	.00	.00	21,000.00	21,000.00	.0
01-48-5060 PAYROLL TAXES	296.84	296.84	3,954.00	3,657.16	7.5
01-48-5065 WORKERS COMP	.00	.00	84.00	84.00	.0
01-48-5066 HEALTH INSURANCE	646.28	646.28	7,560.00	6,913.72	8.6
01-48-5067 DEFERRED COMP	85.00	85.00	1,122.00	1,037.00	7.6
01-48-5068 MEDICAL SAVINGS	27.06	27.06	384.00	356.94	7.1
01-48-5075 EMPLOYMENT/RECRUITMENT EXPENSE	.00	.00	500.00	500.00	.0
01-48-5201 COMPUTER/TECHNOLOGY	.00	.00	4,000.00	4,000.00	.0
01-48-5203 UNIFORMS	.00	.00	200.00	200.00	.0
01-48-5235 COURT COSTS	.00	.00	1,500.00	1,500.00	.0
01-48-5320 PROPERTY & LIABILITY INSURANCE	1,175.25	1,175.25	4,303.00	3,127.75	27.3
01-48-5330 TRAINING	.00	.00	1,000.00	1,000.00	.0
01-48-5331 DUES & MEMBERSHIPS	.00	.00	100.00	100.00	.0
01-48-5399 OTHER PROFESSIONAL SERVICES	699.40	699.40	2,200.00	1,500.60	31.8
01-48-5455 PROSECUTING ATTORNEY	1,000.00	1,000.00	18,000.00	17,000.00	5.6
01-48-5456 PUBLIC DEFENDER	.00	.00	10,000.00	10,000.00	.0
01-48-5700 MISC. EXPENSE	.00	.00	1,000.00	1,000.00	.0
TOTAL MUNICIPAL COURT	7,839.37	7,839.37	128,594.00	120,754.63	6.1

TOWN OF MEAD  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 1 MONTHS ENDING JANUARY 31, 2024

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>COMMUNITY ENGAGEMENT</u>					
01-49-5001 SALARIES & WAGES	18,243.81	18,243.81	272,760.00	254,516.19	6.7
01-49-5055 OVERTIME	.00	.00	5,000.00	5,000.00	.0
01-49-5060 PAYROLL TAXES	1,388.92	1,388.92	21,249.00	19,860.08	6.5
01-49-5065 WORKERS COMP	.00	.00	2,194.00	2,194.00	.0
01-49-5066 HEALTH INSURANCE	1,621.37	1,621.37	17,807.00	16,185.63	9.1
01-49-5067 DEFERRED COMP	455.20	455.20	8,198.00	7,742.80	5.6
01-49-5068 MEDICAL SAVINGS	99.98	99.98	1,179.00	1,079.02	8.5
01-49-5075 EMPLOYMENT/RECRUITMENT EXPENSE	.00	.00	1,500.00	1,500.00	.0
01-49-5160 MERCHANDISE FOR RESALE	.00	.00	8,000.00	8,000.00	.0
01-49-5201 COMPUTER/TECHNOLOGY	.00	.00	5,000.00	5,000.00	.0
01-49-5202 PRINTING EXPENSE	.00	.00	15,000.00	15,000.00	.0
01-49-5203 UNIFORMS	.00	.00	1,500.00	1,500.00	.0
01-49-5205 POSTAGE	.00	.00	1,500.00	1,500.00	.0
01-49-5212 FURNISHINGS	.00	.00	4,000.00	4,000.00	.0
01-49-5216 FLEET R&M	.00	.00	2,000.00	2,000.00	.0
01-49-5220 TOWN DECORATIONS	.00	.00	10,000.00	10,000.00	.0
01-49-5236 COMMUNITY ENGAGEMENT	.00	.00	10,000.00	10,000.00	.0
01-49-5253 GAS & OIL	.00	.00	1,200.00	1,200.00	.0
01-49-5260 RECREATION PROGRAMS	79.88	79.88	52,000.00	51,920.12	.2
01-49-5261 COMMUNITY DAY	.00	.00	55,000.00	55,000.00	.0
01-49-5262 TOWN EVENTS	.00	.00	89,000.00	89,000.00	.0
01-49-5265 SENIOR EVENTS	2,740.00	2,740.00	15,500.00	12,760.00	17.7
01-49-5300 TELEPHONE	96.00	96.00	1,080.00	984.00	8.9
01-49-5320 GENERAL LIABILITY INSURANCE	2,350.50	2,350.50	8,956.00	6,605.50	26.2
01-49-5330 TRAINING	.00	.00	10,000.00	10,000.00	.0
01-49-5331 DUES/MEMBERSHIPS	5,203.00	5,203.00	9,000.00	3,797.00	57.8
01-49-5349 WELLNESS PROGRAM	300.00	300.00	25,000.00	24,700.00	1.2
01-49-5399 OTHER PROFESSIONAL SERVICES	2,265.00	2,265.00	35,700.00	33,435.00	6.3
01-49-5401 CONSULTANTS	.00	.00	50,000.00	50,000.00	.0
01-49-5421 ECONOMIC DEVELOPMENT PROGRAMS	.00	.00	40,000.00	40,000.00	.0
01-49-5500 CAPITAL OUTLAY--WAYFINDING	.00	.00	25,000.00	25,000.00	.0
01-49-5560 CAPITAL OUTLAY--SFTWR UPGRADES	7,156.59	7,156.59	40,000.00	32,843.41	17.9
01-49-5700 MISC. EXPENSE	.00	.00	2,000.00	2,000.00	.0
<b>TOTAL COMMUNITY ENGAGEMENT</b>	<b>42,000.25</b>	<b>42,000.25</b>	<b>846,323.00</b>	<b>804,322.75</b>	<b>5.0</b>
<u>NON-DEPARTMENTAL</u>					
01-90-5500 CAPITAL OUTLAY	.00	.00	50,000.00	50,000.00	.0
01-90-5804 TRANSFER TO STREET IMPVT FD	.00	.00	375,000.00	375,000.00	.0
01-90-5805 TRANSFER TO CAPITAL IMPROVEMEN	.00	.00	2,495,312.00	2,495,312.00	.0
01-90-8151 SPECIAL PROJECTS	.00	.00	100,000.00	100,000.00	.0
01-90-8155 ARPA BROADBAND	.00	.00	148,932.00	148,932.00	.0
<b>TOTAL NON-DEPARTMENTAL</b>	<b>.00</b>	<b>.00</b>	<b>3,169,244.00</b>	<b>3,169,244.00</b>	<b>.0</b>
<b>TOTAL FUND EXPENDITURES</b>	<b>542,089.72</b>	<b>542,089.72</b>	<b>11,427,544.00</b>	<b>10,885,454.28</b>	<b>4.7</b>

TOWN OF MEAD  
 EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 1 MONTHS ENDING JANUARY 31, 2024

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<b>NET REVENUE OVER EXPENDITURES</b>	( 60,998.81)	( 60,998.81)	( 422,309.00)	( 361,310.19)	( 14.4)

TOWN OF MEAD  
BALANCE SHEET  
JANUARY 31, 2024

STREET IMPROVEMENT FUND

ASSETS

04-01-0100	COMBINED CASH	1,789,044.01
04-01-1301	A/R - GENERAL	343,625.75
04-01-1302	PREPAID EXPENSES	8,809.85
		2,141,479.61
	TOTAL ASSETS	2,141,479.61

LIABILITIES AND EQUITY

LIABILITIES

04-02-2000	ACCOUNTS PAYABLE	1,681.90
04-02-2005	RETAINAGE PAYABLE	101,628.42
04-02-2300	457(B) DEFERRED COMP PAYABLE	837.91
04-02-2301	SALARIES & WAGES PAYABLE	10,904.45
04-02-2310	EMPLOYEE HEALTH INS. PAYABLE	28,107.23
04-02-2312	WORKERS COMP INSURANCE PAYABLE	14,322.08
04-02-2400	FED. WITHHOLDING TAX PAYABLE	1,174.79
04-02-2401	SOCIAL SECURITY TAX PAYABLE	1,730.89
04-02-2402	MEDICARE TAX PAYABLE	404.83
04-02-2403	STATE WITHHOLDING TAX PAYABLE	1,593.55
04-02-2404	STATE UNEMPLOYMENT TAX PAYABLE	81.49
		162,467.54
	TOTAL LIABILITIES	162,467.54

FUND EQUITY

04-02-3001	FUND BALANCE	1,863,026.92
	UNAPPROPRIATED FUND BALANCE:	
	REVENUE OVER EXPENDITURES - YTD	115,985.15
		115,985.15
	BALANCE - CURRENT DATE	115,985.15
	TOTAL FUND EQUITY	1,979,012.07
	TOTAL LIABILITIES AND EQUITY	2,141,479.61

TOWN OF MEAD  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 1 MONTHS ENDING JANUARY 31, 2024

STREET IMPROVEMENT FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>TAXES</u>					
04-10-4005	21,447.27	21,447.27	242,317.00	220,869.73	8.9
04-10-4010	119,004.59	119,004.59	2,269,172.00	2,150,167.41	5.2
04-10-4015	.00	.00	70,000.00	70,000.00	.0
04-10-4025	1,755.92	1,755.92	26,000.00	24,244.08	6.8
04-10-4030	18,896.89	18,896.89	222,937.00	204,040.11	8.5
TOTAL TAXES	161,104.67	161,104.67	2,830,426.00	2,669,321.33	5.7
<u>FEES AND PERMITS</u>					
04-11-4102	3,218.50	3,218.50	63,165.00	59,946.50	5.1
TOTAL FEES AND PERMITS	3,218.50	3,218.50	63,165.00	59,946.50	5.1
<u>TRANSFERS IN</u>					
04-16-4601	.00	.00	375,000.00	375,000.00	.0
TOTAL TRANSFERS IN	.00	.00	375,000.00	375,000.00	.0
<u>MISCELLANEOUS</u>					
04-18-4619	8,301.83	8,301.83	.00	( 8,301.83)	.0
TOTAL MISCELLANEOUS	8,301.83	8,301.83	.00	( 8,301.83)	.0
TOTAL FUND REVENUE	172,625.00	172,625.00	3,268,591.00	3,095,966.00	5.3

TOWN OF MEAD  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 1 MONTHS ENDING JANUARY 31, 2024

STREET IMPROVEMENT FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>STREETS</u>					
04-44-5001 SALARIES & WAGES	29,684.88	29,684.88	461,521.00	431,836.12	6.4
04-44-5055 OVERTIME	219.93	219.93	10,000.00	9,780.07	2.2
04-44-5060 PAYROLL TAXES	2,218.53	2,218.53	36,071.00	33,852.47	6.2
04-44-5065 WORKERS COMPENSATION	2,000.00	2,000.00	21,313.00	19,313.00	9.4
04-44-5066 HEALTH INSURANCE	4,731.06	4,731.06	45,134.00	40,402.94	10.5
04-44-5067 DEFERRED COMP	794.53	794.53	10,331.00	9,536.47	7.7
04-44-5068 MEDICAL SAVINGS	89.16	89.16	715.00	625.84	12.5
04-44-5075 EMPLOYMENT/RECRUITMENT EXPENSE	.00	.00	1,500.00	1,500.00	.0
04-44-5201 COMPUTER/TECHNOLOGY	3,250.00	3,250.00	22,000.00	18,750.00	14.8
04-44-5202 PRINTING EXPENSE	.00	.00	15,000.00	15,000.00	.0
04-44-5203 UNIFORMS	.00	.00	5,720.00	5,720.00	.0
04-44-5210 OPERATING SUPPLIES	49.97	49.97	2,500.00	2,450.03	2.0
04-44-5215 REPAIRS & MAINTENANCE--STREETS	.00	.00	250,000.00	250,000.00	.0
04-44-5216 REPAIR & MAINT.--FLEET	211.94	211.94	40,000.00	39,788.06	.5
04-44-5250 ASPHALT/STREET PATCHING	.00	.00	2,300,000.00	2,300,000.00	.0
04-44-5252 STREET SIGNS & MARKERS	298.69	298.69	10,000.00	9,701.31	3.0
04-44-5253 GAS & OIL	.00	.00	25,000.00	25,000.00	.0
04-44-5254 TOOLS	.00	.00	25,000.00	25,000.00	.0
04-44-5255 SAFETY EQUIPMENT	.00	.00	3,500.00	3,500.00	.0
04-44-5300 TELEPHONE	174.00	174.00	3,500.00	3,326.00	5.0
04-44-5305 UTILITIES	.00	.00	35,000.00	35,000.00	.0
04-44-5310 TRASH DISPOSAL	.00	.00	1,000.00	1,000.00	.0
04-44-5320 PROPERTY & LIABILITY INSURANCE	8,814.38	8,814.38	32,271.00	23,456.62	27.3
04-44-5330 TRAINING	.00	.00	13,500.00	13,500.00	.0
04-44-5331 DUES & MEMBERSHIPS	200.00	200.00	1,500.00	1,300.00	13.3
04-44-5360 STREET SWEEPING	.00	.00	40,000.00	40,000.00	.0
04-44-5361 DUST CONTROL	.00	.00	45,000.00	45,000.00	.0
04-44-5362 GRAVEL	.00	.00	20,000.00	20,000.00	.0
04-44-5363 WEED CONTROL	.00	.00	5,000.00	5,000.00	.0
04-44-5364 SNOW REMOVAL	.00	.00	100,000.00	100,000.00	.0
04-44-5365 REPAIR & MAINTENANCE--SEALCOAT	.00	.00	150,000.00	150,000.00	.0
04-44-5366 REPAIR & MAINTENANCE--DRAINAGE	.00	.00	20,000.00	20,000.00	.0
04-44-5367 STREET STRIPING	.00	.00	150,000.00	150,000.00	.0
04-44-5369 EQUIPMENT RENTAL	3,223.46	3,223.46	170,000.00	166,776.54	1.9
04-44-5391 MATERIALS TESTING	.00	.00	40,000.00	40,000.00	.0
04-44-5405 ENGINEERING FEES	.00	.00	200,000.00	200,000.00	.0
04-44-5491 VEHICLE LEASE EXPENSES	679.32	679.32	118,180.00	117,500.68	.6
04-44-5500 CAPITAL OUTLAY	.00	.00	69,000.00	69,000.00	.0
04-44-5501 CAPITAL OUTLAY-GRADER SHED	.00	.00	50,000.00	50,000.00	.0
04-44-5720 CONTINGENCY	.00	.00	100,000.00	100,000.00	.0
04-44-8151 SPECIAL PROJECTS	.00	.00	50,000.00	50,000.00	.0
TOTAL STREETS	56,639.85	56,639.85	4,699,256.00	4,642,616.15	1.2
TOTAL FUND EXPENDITURES	56,639.85	56,639.85	4,699,256.00	4,642,616.15	1.2
NET REVENUE OVER EXPENDITURES	115,985.15	115,985.15	( 1,430,665.00)	( 1,546,650.15)	8.1



TOWN OF MEAD  
 BALANCE SHEET  
 JANUARY 31, 2024

CONSERVATION TRUST FUND

<u>ASSETS</u>			
05-01-0100	CASH IN COMMON - CTF	113,381.66	
	TOTAL ASSETS		113,381.66
<u>LIABILITIES AND EQUITY</u>			
<u>FUND EQUITY</u>			
05-02-3001	FUND BALANCE	112,855.53	
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	526.13	
	BALANCE - CURRENT DATE	526.13	
	TOTAL FUND EQUITY		113,381.66
	TOTAL LIABILITIES AND EQUITY		113,381.66

TOWN OF MEAD  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 1 MONTHS ENDING JANUARY 31, 2024

CONSERVATION TRUST FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>LOTTERY REVENUE</u>					
05-17-4630 LOTTERY REVENUE	.00	.00	65,000.00	65,000.00	.0
TOTAL LOTTERY REVENUE	.00	.00	65,000.00	65,000.00	.0
<u>MISCELLANEOUS REVENUE</u>					
05-18-4619 INTEREST & DIVIDEND INCOME	526.13	526.13	1,000.00	473.87	52.6
TOTAL MISCELLANEOUS REVENUE	526.13	526.13	1,000.00	473.87	52.6
TOTAL FUND REVENUE	526.13	526.13	66,000.00	65,473.87	.8
<u>PARKS</u>					
05-45-5212 FURNISHINGS	.00	.00	30,000.00	30,000.00	.0
TOTAL PARKS	.00	.00	30,000.00	30,000.00	.0
TOTAL FUND EXPENDITURES	.00	.00	30,000.00	30,000.00	.0
NET REVENUE OVER EXPENDITURES	526.13	526.13	36,000.00	35,473.87	1.5

TOWN OF MEAD  
 BALANCE SHEET  
 JANUARY 31, 2024

SEWER FUND

ASSETS

06-01-0100	COMBINED CASH	1,368,314.28	
06-01-1302	PREPAID EXPENSE	2,418.87	
06-01-1305	ACCUM DEPRECIATION - PLANT & E	( 3,537,093.14)	
06-01-1306	A/R-UTILITY BILLING	109,431.86	
06-01-1501	LAND	294,834.95	
06-01-1502	LAND IMPROV.	322,159.37	
06-01-1503	SEWER COLLECTION SYSTEM	1,753,546.08	
06-01-1504	BUILDINGS	281,750.60	
06-01-1506	MACH. & EQUIP.	179,757.28	
06-01-1507	WASTEWATER TREATMENT PLANT	6,722,398.81	
06-01-1510	CONSTRUCTION IN PROGRESS	42,103.93	
	TOTAL ASSETS		<u>7,539,622.89</u>

LIABILITIES AND EQUITY

LIABILITIES

06-02-2000	ACCOUNTS PAYABLE	15,756.98	
06-02-2200	LOAN PAYABLE CWRPDA--LT	1,391,698.93	
06-02-2201	LOAN PAYABLE CWRPDA--CURRENT	79,497.38	
06-02-2300	EMPLOYEE PENSION PAYABLE	739.73	
06-02-2301	SALARY WAGES PAYABLE	5,870.99	
06-02-2310	EMPLOYEE HEALTH INS. PAYABLE	1,604.59	
06-02-2312	WORKERS COMP INSURANCE PAYABLE	1,340.38	
06-02-2314	401(A) CONTRIBUTIONS PAYABLE	58.08	
06-02-2400	FED. WITHHOLDING TAX PAYABLE	1,041.59	
06-02-2401	SOCIAL SECURITY TAX PAYABLE	1,010.09	
06-02-2402	MEDICARE TAX PAYABLE	236.19	
06-02-2403	STATE WITHHOLDING TAX PAYABLE	865.65	
06-02-2404	STATE UNEMPLOYMENT TAX PAYABLE	43.31	
06-02-2410	MISC PAYROLL PAYABLE	5,746.00	
06-02-2500	ACC'D COMPENSATED ABS--CURRENT	1,094.99	
06-02-2501	ACCR'D COMPENSATED ABSENCES-LT	9,854.89	
06-02-2502	ACCRUED INT PAYABLE--CWRPDA	21,393.65	
06-02-2601	BOND PREMIUM--UNAMORTIZED	49,993.06	
	TOTAL LIABILITIES		1,587,846.48

FUND EQUITY

06-02-3001	FUND BALANCE	5,492,031.89	
	UNAPPROPRIATED FUND BALANCE:		
06-02-3010	CONTRIBUTIONS FROM DEVELOPERS	15,000.00	
06-02-3020	CONTRIBUTIONS SEWER TAPS	425,400.00	
	REVENUE OVER EXPENDITURES - YTD	19,344.52	
	BALANCE - CURRENT DATE		<u>459,744.52</u>
	TOTAL FUND EQUITY		5,951,776.41

TOWN OF MEAD  
BALANCE SHEET  
JANUARY 31, 2024

SEWER FUND

TOTAL LIABILITIES AND EQUITY

7,539,622.89

TOWN OF MEAD  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 1 MONTHS ENDING JANUARY 31, 2024

SEWER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>CHARGES FOR SERVICES</u>					
06-11-4150 SEWER USER FEES	78,620.99	78,620.99	981,690.00	903,069.01	8.0
06-11-4152 RATERINK LIFT STA. SURCHARGE	1,020.00	1,020.00	12,444.00	11,424.00	8.2
06-11-4160 SEWER LATE/NSF FEES	1,410.00	1,410.00	15,124.00	13,714.00	9.3
06-11-4165 SEWER TAP FEES	25,628.00	25,628.00	277,307.00	251,679.00	9.2
TOTAL CHARGES FOR SERVICES	106,678.99	106,678.99	1,286,565.00	1,179,886.01	8.3
<u>MISCELLANEOUS REVENUE</u>					
06-18-4619 INTEREST & DIVIDEND INCOME	6,349.49	6,349.49	75,667.00	69,317.51	8.4
TOTAL MISCELLANEOUS REVENUE	6,349.49	6,349.49	75,667.00	69,317.51	8.4
TOTAL FUND REVENUE	113,028.48	113,028.48	1,362,232.00	1,249,203.52	8.3
<u>ADMINISTRATION</u>					
06-40-5001 SALARIES & WAGES	15,329.53	15,329.53	188,268.00	172,938.47	8.1
06-40-5055 OVERTIME	155.13	155.13	.00	( 155.13)	.0
06-40-5060 PAYROLL TAXES	1,187.41	1,187.41	14,403.00	13,215.59	8.2
06-40-5065 WORKERS COMP	500.00	500.00	3,469.00	2,969.00	14.4
06-40-5066 HEALTH INSURANCE	2,006.64	2,006.64	22,523.00	20,516.36	8.9
06-40-5067 DEFERRED COMP/RETIREMENT	725.95	725.95	9,019.00	8,293.05	8.1
06-40-5068 MEDICAL SAVINGS	72.88	72.88	696.00	623.12	10.5
06-40-5201 COMPUTER / TECHNOLOGY	.00	.00	5,000.00	5,000.00	.0
06-40-5205 POSTAGE	.00	.00	5,500.00	5,500.00	.0
06-40-5254 UNIFORMS	.00	.00	2,270.00	2,270.00	.0
06-40-5300 TELEPHONE	43.50	43.50	720.00	676.50	6.0
06-40-5320 GENERAL LIABILITY INSURANCE	2,938.13	2,938.13	10,757.00	7,818.87	27.3
06-40-5331 DUES AND MEMBERSHIP	1,050.00	1,050.00	1,200.00	150.00	87.5
06-40-5399 OTHER PROFESSIONAL SERVICES	2,447.40	2,447.40	7,700.00	5,252.60	31.8
06-40-5400 LEGAL FEES	.00	.00	13,628.00	13,628.00	.0
06-40-5401 CONSULTING FEES	290.00	290.00	16,208.00	15,918.00	1.8
06-40-5405 ENGINEERING FEES	.00	.00	30,000.00	30,000.00	.0
06-40-5410 PLANNING/CONSULTANTS	.00	.00	2,040.00	2,040.00	.0
06-40-5415 AUDIT FEES	.00	.00	7,977.00	7,977.00	.0
06-40-5460 ADMINISTRATIVE OVERHEAD	.00	.00	8,942.00	8,942.00	.0
06-40-5701 BANK FEES	.00	.00	6,082.00	6,082.00	.0
06-40-5705 MILEAGE	50.00	50.00	1,000.00	950.00	5.0
TOTAL ADMINISTRATION	26,796.57	26,796.57	357,402.00	330,605.43	7.5

TOWN OF MEAD  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 1 MONTHS ENDING JANUARY 31, 2024

SEWER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>OPERATIONS</u>					
06-47-5210 OPERATING SUPPLIES	.00	.00	1,000.00	1,000.00	.0
06-47-5215 REPAIRS & MAINT	450.00	450.00	92,500.00	92,050.00	.5
06-47-5216 REPAIRS & MAINT GRIT CLASSIFIE	.00	.00	10,000.00	10,000.00	.0
06-47-5227 CHEMICALS	.00	.00	750.00	750.00	.0
06-47-5231 SLUDGE DISPOSAL	.00	.00	85,000.00	85,000.00	.0
06-47-5248 SEWER LINE REPAIRS	.00	.00	15,000.00	15,000.00	.0
06-47-5253 GAS & OIL	.00	.00	6,000.00	6,000.00	.0
06-47-5305 UTILITIES	.00	.00	70,000.00	70,000.00	.0
06-47-5310 TRASH	96.53	96.53	1,500.00	1,403.47	6.4
06-47-5348 PEST CONTROL	1,263.60	1,263.60	.00	( 1,263.60)	.0
06-47-5363 WEED CONTROL	.00	.00	1,000.00	1,000.00	.0
06-47-5390 SEWER MAINT. CONTRACT	.00	.00	95,000.00	95,000.00	.0
06-47-5391 SEWER TESTING	.00	.00	6,500.00	6,500.00	.0
06-47-5392 LINE LOCATOR	.00	.00	4,000.00	4,000.00	.0
06-47-5393 STATE DISCHARGE PERMIT	.00	.00	3,500.00	3,500.00	.0
06-47-5394 SEWER LINE FLUSHING	.00	.00	100,000.00	100,000.00	.0
06-47-5396 R&M--RATERINK LIFT STATION	.00	.00	20,000.00	20,000.00	.0
06-47-5503 CAPITAL OUTLAY--COAT CHANNELS	.00	.00	30,000.00	30,000.00	.0
06-47-5554 CAPITAL OUTLAY--CO/ORP PROBES	.00	.00	250,000.00	250,000.00	.0
06-47-5556 CAPITAL OUTLAY--CIPP	.00	.00	150,000.00	150,000.00	.0
06-47-5558 CAPITAL OUTLAY-BLOWER REPLACE	.00	.00	130,000.00	130,000.00	.0
06-47-5559 CAPITAL OUTLAY-CHEMICAL PHOSOP	.00	.00	125,000.00	125,000.00	.0
06-47-5720 CONTINGENCIES	.00	.00	50,000.00	50,000.00	.0
TOTAL OPERATIONS	1,810.13	1,810.13	1,246,750.00	1,244,939.87	.2
<u>DEBT SERVICE</u>					
06-98-9801 2007 CWRPDA LOAN--PRINCIPAL	40,792.11	40,792.11	82,296.00	41,503.89	49.6
06-98-9802 2007 CWRPDA LOAN--INTEREST	24,285.15	24,285.15	47,858.00	23,572.85	50.7
TOTAL DEBT SERVICE	65,077.26	65,077.26	130,154.00	65,076.74	50.0
TOTAL FUND EXPENDITURES	93,683.96	93,683.96	1,734,306.00	1,640,622.04	5.4
NET REVENUE OVER EXPENDITURES	19,344.52	19,344.52	( 372,074.00)	( 391,418.52)	5.2

TOWN OF MEAD  
 BALANCE SHEET  
 JANUARY 31, 2024

POLICE FUND

ASSETS

08-01-0100	CASH IN COMMON - POLICE	143,397.00	
	TOTAL ASSETS		143,397.00

LIABILITIES AND EQUITY

FUND EQUITY

08-02-3001	FUND BALANCE	146,821.54	
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	( 3,424.54)	
	BALANCE - CURRENT DATE	( 3,424.54)	
	TOTAL FUND EQUITY		143,397.00
	TOTAL LIABILITIES AND EQUITY		143,397.00

TOWN OF MEAD  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 1 MONTHS ENDING JANUARY 31, 2024

POLICE FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>FEES AND PERMITS</u>					
08-11-4165 IMPACT FEES	3,420.00	3,420.00	113,079.00	109,659.00	3.0
TOTAL FEES AND PERMITS	3,420.00	3,420.00	113,079.00	109,659.00	3.0
<u>MISCELLANEOUS</u>					
08-18-4619 INTEREST & DIVIDEND INCOME	665.42	665.42	10,808.00	10,142.58	6.2
TOTAL MISCELLANEOUS	665.42	665.42	10,808.00	10,142.58	6.2
TOTAL FUND REVENUE	4,085.42	4,085.42	123,887.00	119,801.58	3.3
<u>POLICE</u>					
08-42-5491 VEHICLE LEASE EXPENSES	7,509.96	7,509.96	80,724.00	73,214.04	9.3
08-42-5511 CAPITAL OUTLAY--BLDGS & IMPVTS	.00	.00	35,000.00	35,000.00	.0
TOTAL POLICE	7,509.96	7,509.96	115,724.00	108,214.04	6.5
TOTAL FUND EXPENDITURES	7,509.96	7,509.96	115,724.00	108,214.04	6.5
NET REVENUE OVER EXPENDITURES	( 3,424.54)	( 3,424.54)	8,163.00	11,587.54	( 42.0)



TOWN OF MEAD  
 BALANCE SHEET  
 JANUARY 31, 2024

MUNICIPAL FACILITIES FUND

<u>ASSETS</u>			
09-01-0100	COMBINED CASH	3,855,239.25	
	TOTAL ASSETS		<u>3,855,239.25</u>
<u>LIABILITIES AND EQUITY</u>			
<u>LIABILITIES</u>			
09-02-2000	ACCOUNTS PAYABLE	3,276.37	
09-02-2005	RETAINAGE PAYABLE	9,999.98	
	TOTAL LIABILITIES		13,276.35
<u>FUND EQUITY</u>			
09-02-3003	FUND BALANCE-MUNICIPAL	3,802,506.95	
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	<u>39,455.95</u>	
	BALANCE - CURRENT DATE	<u>39,455.95</u>	
	TOTAL FUND EQUITY		<u>3,841,962.90</u>
	TOTAL LIABILITIES AND EQUITY		<u>3,855,239.25</u>

TOWN OF MEAD  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 1 MONTHS ENDING JANUARY 31, 2024

MUNICIPAL FACILITIES FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>FEES</u>					
09-11-4165 IMPACT FEES	29,976.00	29,976.00	919,812.00	889,836.00	3.3
TOTAL FEES	29,976.00	29,976.00	919,812.00	889,836.00	3.3
<u>GRANTS</u>					
09-15-4527 CNTY EMERGENCY MANAGEMENT GR	.00	.00	40,000.00	40,000.00	.0
09-15-4546 DOLA EIAF GRANT-COMMUNITY CENT	.00	.00	1,500,000.00	1,500,000.00	.0
TOTAL GRANTS	.00	.00	1,540,000.00	1,540,000.00	.0
<u>TRANSFERS IN</u>					
09-16-4819 TRF FR CAPITAL IMPRVT FUND	.00	.00	2,500,000.00	2,500,000.00	.0
TOTAL TRANSFERS IN	.00	.00	2,500,000.00	2,500,000.00	.0
<u>MISCELLANEOUS REVENUE</u>					
09-18-4619 INTEREST & DIVIDEND INCOME	17,889.75	17,889.75	204,965.00	187,075.25	8.7
TOTAL MISCELLANEOUS REVENUE	17,889.75	17,889.75	204,965.00	187,075.25	8.7
TOTAL FUND REVENUE	47,865.75	47,865.75	5,164,777.00	5,116,911.25	.9
<u>ADMINISTRATION</u>					
09-40-5500 CAPITAL OUTLAY	.00	.00	25,000.00	25,000.00	.0
09-40-5511 CAPITAL OUTLAY--BLDGS & IMPVTS	.00	.00	200,000.00	200,000.00	.0
09-40-5720 CONTINGENCIES	.00	.00	30,000.00	30,000.00	.0
TOTAL ADMINISTRATION	.00	.00	255,000.00	255,000.00	.0
<u>STREETS</u>					
09-44-5502 CAPITAL OUTLAY--EQUIPMENT	.00	.00	7,675,000.00	7,675,000.00	.0
09-44-5602 LEASE PURCH PRIN--2021 TRUCK 2	.00	.00	40,690.00	40,690.00	.0
09-44-5603 LEASE PURCH INT--2021 TRUCK 2	.00	.00	2,554.00	2,554.00	.0
09-44-5604 2021 LEASE PURCH PRIN--TRUCK 1	.00	.00	41,947.00	41,947.00	.0
09-44-5605 2021 LEASE PURCH INT--TRUCK 1	.00	.00	1,296.00	1,296.00	.0
TOTAL STREETS	.00	.00	7,761,487.00	7,761,487.00	.0

TOWN OF MEAD  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 1 MONTHS ENDING JANUARY 31, 2024

MUNICIPAL FACILITIES FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PARKS</u>					
09-45-5491 VEHICLE LEASE EXPENSES	4,975.50	4,975.50	63,602.00	58,626.50	7.8
TOTAL PARKS	4,975.50	4,975.50	63,602.00	58,626.50	7.8
<u>COMMUNITY ENGAGEMENT</u>					
09-49-5491 VEHICLE LEASE EXPENSES	934.30	934.30	12,333.00	11,398.70	7.6
TOTAL COMMUNITY ENGAGEMENT	934.30	934.30	12,333.00	11,398.70	7.6
<u>OTHER CAPITAL OUTLAY</u>					
09-51-5500 CAPITAL OUTLAY	2,500.00	2,500.00	.00	( 2,500.00)	.0
TOTAL OTHER CAPITAL OUTLAY	2,500.00	2,500.00	.00	( 2,500.00)	.0
TOTAL FUND EXPENDITURES	8,409.80	8,409.80	8,092,422.00	8,084,012.20	.1
NET REVENUE OVER EXPENDITURES	39,455.95	39,455.95	( 2,927,645.00)	( 2,967,100.95)	1.4

TOWN OF MEAD  
 BALANCE SHEET  
 JANUARY 31, 2024

TRANSPORTATION FUND

<u>ASSETS</u>		
14-01-0100	COMBINED CASH	6,114,272.72
	TOTAL ASSETS	<u>6,114,272.72</u>
 <u>LIABILITIES AND EQUITY</u>		
<u>LIABILITIES</u>		
14-02-2000	ACCOUNTS PAYABLE	33,658.62
	TOTAL LIABILITIES	33,658.62
 <u>FUND EQUITY</u>		
14-02-3001	FUND BALANCE	6,523,211.26
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	<u>( 442,597.16)</u>
	BALANCE - CURRENT DATE	<u>( 442,597.16)</u>
	TOTAL FUND EQUITY	<u>6,080,614.10</u>
	TOTAL LIABILITIES AND EQUITY	<u>6,114,272.72</u>

TOWN OF MEAD  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 1 MONTHS ENDING JANUARY 31, 2024

TRANSPORTATION FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>FEES</u>					
14-11-4165 IMPACT FEES	41,484.00	41,484.00	1,422,154.00	1,380,670.00	2.9
TOTAL FEES	41,484.00	41,484.00	1,422,154.00	1,380,670.00	2.9
<u>GRANTS</u>					
14-15-4570 CDOT GRANT--SAFE ROUTES TO SCH	.00	.00	324,000.00	324,000.00	.0
14-15-4571 CDOT GRANT--UNDERPASS	.00	.00	2,000,000.00	2,000,000.00	.0
14-15-4572 CDOT GRANT--CR 5 BRIDGE	70,113.00	70,113.00	160,000.00	89,887.00	43.8
14-15-4575 CML GRANT--CR 34 BRIDGE	.00	.00	60,317.00	60,317.00	.0
14-15-4580 FEDERAL GRANT--3RD & WELKER	.00	.00	1,900,000.00	1,900,000.00	.0
14-15-4585 ENERGY COLO--EV CHARGING GRANT	.00	.00	12,500.00	12,500.00	.0
TOTAL GRANTS	70,113.00	70,113.00	4,456,817.00	4,386,704.00	1.6
<u>MISCELLANEOUS REVENUE</u>					
14-18-4581 FEDERAL GRANT--CARAVEO	.00	.00	1,000,000.00	1,000,000.00	.0
14-18-4582 FEDERAL GRANT--DOT UNDERPASS	.00	.00	1,360,000.00	1,360,000.00	.0
14-18-4619 INTEREST & DIVIDEND INCOME	28,047.15	28,047.15	.00	( 28,047.15)	.0
TOTAL MISCELLANEOUS REVENUE	28,047.15	28,047.15	2,360,000.00	2,331,952.85	1.2
<u>OTHER SOURCES</u>					
14-19-4941 P.I.L.O.CONSTRUCTION	.00	.00	400,000.00	400,000.00	.0
TOTAL OTHER SOURCES	.00	.00	400,000.00	400,000.00	.0
TOTAL FUND REVENUE	139,644.15	139,644.15	8,638,971.00	8,499,326.85	1.6

TOWN OF MEAD  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 1 MONTHS ENDING JANUARY 31, 2024

TRANSPORTATION FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>EXPENDITURES</u>					
14-40-5500 CAPITAL OUTLAY--WELKER/3RD	582,241.31	582,241.31	4,800,000.00	4,217,758.69	12.1
14-40-5501 CAPITAL OUTLAY--SAFE RTE/STOSCH	.00	.00	600,000.00	600,000.00	.0
14-40-5562 CAPITAL OUTLAY-Y BRIDGE DESIGN	.00	.00	175,000.00	175,000.00	.0
14-40-5563 CAPITAL OUTLAY-CR 5 BRIDGE	.00	.00	200,000.00	200,000.00	.0
14-40-5565 CAPITAL OUTLAY-SH66/CR7 UNDER	.00	.00	4,700,000.00	4,700,000.00	.0
14-40-5566 CAPITAL -SH 66/CR7-INTERSECTION	.00	.00	200,000.00	200,000.00	.0
14-40-5568 CAPITAL OUTLAY-ALLEY IMPTS	.00	.00	1,250,000.00	1,250,000.00	.0
14-40-5569 CAPITAL OUTLAY-INT CR 38 & I	.00	.00	200,000.00	200,000.00	.0
14-40-5570 CAPITAL OUTLAY-EV CHARGING ST	.00	.00	40,000.00	40,000.00	.0
14-40-5592 SEGMENT 5 I-25 ENHANCEMENTS	.00	.00	1,000,000.00	1,000,000.00	.0
14-40-5720 CONTINGENCIES	.00	.00	600,000.00	600,000.00	.0
TOTAL EXPENDITURES	<u>582,241.31</u>	<u>582,241.31</u>	<u>13,765,000.00</u>	<u>13,182,758.69</u>	<u>4.2</u>
TOTAL FUND EXPENDITURES	<u>582,241.31</u>	<u>582,241.31</u>	<u>13,765,000.00</u>	<u>13,182,758.69</u>	<u>4.2</u>
NET REVENUE OVER EXPENDITURES	<u>( 442,597.16)</u>	<u>( 442,597.16)</u>	<u>( 5,126,029.00)</u>	<u>( 4,683,431.84)</u>	<u>( 8.6)</u>

TOWN OF MEAD  
 BALANCE SHEET  
 JANUARY 31, 2024

PARKS & OPEN SPACE

<u>ASSETS</u>			
18-01-0100	CASH IN COMMON - PARKS & OPEN	477,683.04	
	TOTAL ASSETS		<u>477,683.04</u>
<u>LIABILITIES AND EQUITY</u>			
<u>LIABILITIES</u>			
18-02-2000	ACCOUNTS PAYABLE	12,632.40	
	TOTAL LIABILITIES		12,632.40
<u>FUND EQUITY</u>			
18-02-3001	FUND BALANCE	460,306.01	
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	<u>4,744.63</u>	
	BALANCE - CURRENT DATE	<u>4,744.63</u>	
	TOTAL FUND EQUITY		<u>465,050.64</u>
	TOTAL LIABILITIES AND EQUITY		<u>477,683.04</u>

TOWN OF MEAD  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 1 MONTHS ENDING JANUARY 31, 2024

PARKS & OPEN SPACE

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>FEES</u>					
18-11-4165 IMPACT FEES	18,492.00	18,492.00	493,158.00	474,666.00	3.8
TOTAL FEES	18,492.00	18,492.00	493,158.00	474,666.00	3.8
<u>MISCELLANEOUS REVENUE</u>					
18-18-4528 GRANTS FOR TRAILS MASTER PLAN	.00	.00	100,000.00	100,000.00	.0
18-18-4619 INTEREST & DIVIDEND INCOME	2,216.63	2,216.63	27,973.00	25,756.37	7.9
TOTAL MISCELLANEOUS REVENUE	2,216.63	2,216.63	127,973.00	125,756.37	1.7
TOTAL FUND REVENUE	20,708.63	20,708.63	621,131.00	600,422.37	3.3
<u>ADMINISTRATION</u>					
18-40-5347 CONTRIBUTION TO WELD COUNTY	.00	.00	100,000.00	100,000.00	.0
18-40-5410 PLANNING/CONSULTANTS	.00	.00	325,000.00	325,000.00	.0
TOTAL ADMINISTRATION	.00	.00	425,000.00	425,000.00	.0
<u>PARKS</u>					
18-45-5500 CAPITAL OUTLAY--LIBERTY RANCH	.00	.00	350,000.00	350,000.00	.0
TOTAL PARKS	.00	.00	350,000.00	350,000.00	.0
<u>DEPARTMENT 49</u>					
18-49-5500 CAPITAL OUTLAY	.00	.00	51,100.00	51,100.00	.0
TOTAL DEPARTMENT 49	.00	.00	51,100.00	51,100.00	.0
<u>CAPITAL PROJECTS</u>					
18-52-5500 CAPITAL OUTLAY	15,964.00	15,964.00	.00	( 15,964.00)	.0
18-52-5501 CAPITAL OUTLAY--GOLD STAR	.00	.00	350,000.00	350,000.00	.0
18-52-5502 CAPITAL OUTLAY--RESURF TEN CTS	.00	.00	100,000.00	100,000.00	.0
18-52-5503 CAPITAL OUTLAY--ELECTRICITY	.00	.00	15,000.00	15,000.00	.0
TOTAL CAPITAL PROJECTS	15,964.00	15,964.00	465,000.00	449,036.00	3.4
TOTAL FUND EXPENDITURES	15,964.00	15,964.00	1,291,100.00	1,275,136.00	1.2



TOWN OF MEAD  
 EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 1 MONTHS ENDING JANUARY 31, 2024

PARKS & OPEN SPACE

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
NET REVENUE OVER EXPENDITURES	4,744.63	4,744.63	( 669,969.00)	( 674,713.63)	.7

TOWN OF MEAD  
 BALANCE SHEET  
 JANUARY 31, 2024

CAPITAL IMPROVEMENT FUND

<u>ASSETS</u>			
19-01-0100	COMBINED CASH		4,006,975.68
	TOTAL ASSETS		<u>4,006,975.68</u>
<u>LIABILITIES AND EQUITY</u>			
<u>FUND EQUITY</u>			
19-02-3001	FUND BALANCE		3,988,381.82
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	<u>18,593.86</u>	
	BALANCE - CURRENT DATE		<u>18,593.86</u>
	TOTAL FUND EQUITY		<u>4,006,975.68</u>
	TOTAL LIABILITIES AND EQUITY		<u>4,006,975.68</u>

TOWN OF MEAD  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 1 MONTHS ENDING JANUARY 31, 2024

CAPITAL IMPROVEMENT FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>TRANSFERS IN</u>					
19-16-4615 TRANSFER IN FROM GENERAL	.00	.00	2,495,312.00	2,495,312.00	.0
TOTAL TRANSFERS IN	.00	.00	2,495,312.00	2,495,312.00	.0
<u>MISCELLANEOUS REVENUE</u>					
19-18-4619 INTEREST & DIVIDEND INCOME	18,593.86	18,593.86	46,899.00	28,305.14	39.7
TOTAL MISCELLANEOUS REVENUE	18,593.86	18,593.86	46,899.00	28,305.14	39.7
TOTAL FUND REVENUE	18,593.86	18,593.86	2,542,211.00	2,523,617.14	.7
<u>OTHER CAPITAL OUTLAY</u>					
19-46-5909 TRANSFER TO MUNI FACIL FUND	.00	.00	2,500,000.00	2,500,000.00	.0
TOTAL OTHER CAPITAL OUTLAY	.00	.00	2,500,000.00	2,500,000.00	.0
TOTAL FUND EXPENDITURES	.00	.00	2,500,000.00	2,500,000.00	.0
NET REVENUE OVER EXPENDITURES	18,593.86	18,593.86	42,211.00	23,617.14	44.1

TOWN OF MEAD  
BALANCE SHEET  
JANUARY 31, 2024

MEAD URBAN RENEWAL AUTHORITY

ASSETS

20-01-0100	COMBINED CASH	3,339,226.79	
20-01-1250	PROPERTY TAX RECEIVABLE	3,042,118.00	
20-01-1301	A/R - MURA	218.76	
20-01-1302	PREPAID EXPENSE	842.29	
	TOTAL ASSETS		6,382,405.84

LIABILITIES AND EQUITY

LIABILITIES

20-02-2000	ACCOUNTS PAYABLE	624.00	
20-02-2300	EMPLOYEE PENSION PAYABLE	889.32	
20-02-2301	SALARY WAGES PAYABLE	9,816.66	
20-02-2310	EMPLOYEE HEALTH INS. PAYABLE	2,058.03	
20-02-2312	WORKERS COMP INSURANCE PAYABLE	904.75	
20-02-2314	401(A) CONTRIBUTIONS PAYABLE	290.41	
20-02-2400	FED. WITHHOLDING TAX PAYABLE	2,585.93	
20-02-2401	SOCIAL SECURITY TAX PAYABLE	1,819.69	
20-02-2402	MEDICARE TAX PAYABLE	425.54	
20-02-2403	STATE WITHHOLDING TAX PAYABLE	1,309.94	
20-02-2404	STATE UNEMPLOYMENT TAX PAYABLE	62.40	
20-02-2410	MISC PAYROLL PAYABLE	6,219.45	
20-02-2700	DEFERRED INFLOWS- PROPERTY TAX	3,042,118.00	
	TOTAL LIABILITIES		3,069,124.12

FUND EQUITY

20-02-3001	FUND BALANCE	3,328,080.22	
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	( 14,798.50)	
	BALANCE - CURRENT DATE	( 14,798.50)	
	TOTAL FUND EQUITY		3,313,281.72
	TOTAL LIABILITIES AND EQUITY		6,382,405.84

TOWN OF MEAD  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 1 MONTHS ENDING JANUARY 31, 2024

MEAD URBAN RENEWAL AUTHORITY

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>TAXES</u>					
20-10-4050 TAX INCREMENT REVENUE (TIF)	213.75	213.75	3,980,644.00	3,980,430.25	.0
TOTAL TAXES	213.75	213.75	3,980,644.00	3,980,430.25	.0
<u>FEES</u>					
20-11-4110 ADMINSTRATIVE FEE	.00	.00	20,237.00	20,237.00	.0
TOTAL FEES	.00	.00	20,237.00	20,237.00	.0
<u>MISCELLANEOUS REVENUE</u>					
20-18-4619 INTEREST & DIVIDEND INCOME	15,495.26	15,495.26	229,413.00	213,917.74	6.8
TOTAL MISCELLANEOUS REVENUE	15,495.26	15,495.26	229,413.00	213,917.74	6.8
TOTAL FUND REVENUE	15,709.01	15,709.01	4,230,294.00	4,214,584.99	.4
<u>ADMINISTRATION</u>					
20-40-5001 SALARIES & WAGES	23,426.73	23,426.73	241,344.00	217,917.27	9.7
20-40-5060 PAYROLL TAXES	1,805.77	1,805.77	18,463.00	16,657.23	9.8
20-40-5065 WORKERS COMP	250.00	250.00	1,857.00	1,607.00	13.5
20-40-5066 HEALTH INSURANCE	2,130.28	2,130.28	23,248.00	21,117.72	9.2
20-40-5067 DEFERRED COMP/RETIREMENT	1,070.46	1,070.46	14,574.00	13,503.54	7.3
20-40-5068 MEDICAL SAVINGS	57.32	57.32	672.00	614.68	8.5
20-40-5100 TIF REVENUE SHARING	.00	.00	2,284,837.00	2,284,837.00	.0
20-40-5300 TELEPHONE	48.50	48.50	600.00	551.50	8.1
20-40-5320 GENERAL LIABILITY INSURANCE	1,175.23	1,175.23	4,303.00	3,127.77	27.3
20-40-5340 PUBLISHED NOTICES	.00	.00	100.00	100.00	.0
20-40-5400 LEGAL FEES	.00	.00	40,000.00	40,000.00	.0
20-40-5401 CONSULTING FEES	290.00	290.00	15,229.00	14,939.00	1.9
20-40-5415 AUDIT FEES	.00	.00	2,659.00	2,659.00	.0
20-40-5425 COUNTY TREASURER'S FEE	3.22	3.22	59,710.00	59,706.78	.0
20-40-5427 TIF ADVANCE	.00	.00	1,100,000.00	1,100,000.00	.0
20-40-5460 ADMINISTRATIVE OVERHEAD	.00	.00	8,912.00	8,912.00	.0
20-40-5500 CAPITAL OUTLAY	.00	.00	100,000.00	100,000.00	.0
20-40-5700 MISC. EXPENSE	.00	.00	1,000.00	1,000.00	.0
20-40-5705 MILEAGE	250.00	250.00	3,000.00	2,750.00	8.3
20-40-5999 OTHER PROJECTS	.00	.00	1,000,000.00	1,000,000.00	.0
TOTAL ADMINISTRATION	30,507.51	30,507.51	4,920,508.00	4,890,000.49	.6
TOTAL FUND EXPENDITURES	30,507.51	30,507.51	4,920,508.00	4,890,000.49	.6

TOWN OF MEAD  
 EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 1 MONTHS ENDING JANUARY 31, 2024

MEAD URBAN RENEWAL AUTHORITY

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
NET REVENUE OVER EXPENDITURES	( 14,798.50)	( 14,798.50)	( 690,214.00)	( 675,415.50)	( 2.1)

Report Criteria:  
 Report type: GL detail

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Description	Invoice Amount
02/24	02/21/2024	37893	Elan Cardmember Service	1368 1/25/24	01-49-5349	Nectar Subscription	140.00
02/24	02/21/2024	37893	Elan Cardmember Service	1368 1/25/24	01-49-5349	employee engagement	748.00
02/24	02/21/2024	37893	Elan Cardmember Service	1368 1/25/24	01-49-5331	newsletter subscription	39.50
02/24	02/21/2024	37893	Elan Cardmember Service	1368 1/25/24	01-49-5349	Nectar	1,048.78
02/24	02/21/2024	37893	Elan Cardmember Service	1368 1/25/24	01-41-5841	BOT outreach	796.11
02/24	02/21/2024	37893	Elan Cardmember Service	1368 1/25/24	01-49-5330	Social media conference-Reinert	1,111.62
02/24	02/21/2024	37893	Elan Cardmember Service	1368 1/25/24	01-49-5260	NFL Flag Football	25.00
02/24	02/21/2024	37893	Elan Cardmember Service	1368 1/25/24	01-49-5330	Social media conference-Reinert	859.00
02/24	02/21/2024	37893	Elan Cardmember Service	1368 1/25/24	01-49-5331	URL Subscription	35.00
02/24	02/21/2024	37893	Elan Cardmember Service	1368 1/25/24	01-49-5260	Soccer Offical Training	120.00
02/24	02/21/2024	37893	Elan Cardmember Service	1368 1/25/24	01-49-5236	outreach	2,993.91
02/24	02/21/2024	37893	Elan Cardmember Service	1368 1/25/24	01-49-5331	Adobe Subscription	659.88
02/24	02/21/2024	37893	Elan Cardmember Service	1368 1/25/24	01-49-5260	Soccer Offical Training	120.00
02/24	02/21/2024	37893	Elan Cardmember Service	1368 1/25/24	01-49-5260	Rec Shirts	667.80
02/24	02/21/2024	37893	Elan Cardmember Service	1368 1/25/24	01-40-5331	Zoom Webinar Subscription	79.00
02/24	02/21/2024	37893	Elan Cardmember Service	3448 1/25/24	01-42-5255	Plastic Training Guns (DTAC)	323.95
02/24	02/21/2024	37893	Elan Cardmember Service	3448 1/25/24	01-42-5331	AnnI SRO CASRO Membership	25.69
02/24	02/21/2024	37893	Elan Cardmember Service	3514 1/25/24	01-40-5700	Discuss MVFPD Facility Planning	76.74
02/24	02/21/2024	37893	Elan Cardmember Service	3514 1/25/24	01-40-5331	Online Subscription - Greeley Tribune	6.99
02/24	02/21/2024	37893	Elan Cardmember Service	3514 1/25/24	01-40-5203	Clothing	252.73
02/24	02/21/2024	37893	Elan Cardmember Service	5590 1/25/24	01-47-5216	Sr. Inspector car wash	18.00
02/24	02/21/2024	37893	Elan Cardmember Service	6819 1/25/24	01-42-5210	Batteries for lights	71.96
02/24	02/21/2024	37893	Elan Cardmember Service	6819 1/25/24	01-42-5331	IACP - Annual Membership	190.00
02/24	02/21/2024	37893	Elan Cardmember Service	6819 1/25/24	01-42-5210	Medical Supplies for Patrol Officers	120.79
02/24	02/21/2024	37893	Elan Cardmember Service	6819 1/25/24	01-42-5210	Repair Rifle Safe part	104.45
02/24	02/21/2024	37893	Elan Cardmember Service	7665 1/25/24	06-47-5215	WWTP	1,362.72
02/24	02/21/2024	37893	Elan Cardmember Service	7665 1/25/24	01-42-5215	PD	783.36
02/24	02/21/2024	37893	Elan Cardmember Service	7665 1/25/24	04-44-5500	Steel for Water Truck	2,226.60
02/24	02/21/2024	37893	Elan Cardmember Service	7665 1/25/24	04-44-5500	Water Truck	735.00
02/24	02/21/2024	37893	Elan Cardmember Service	7665 1/25/24	04-44-5254	Tools	135.96
02/24	02/21/2024	37893	Elan Cardmember Service	7665 1/25/24	04-44-5254	Tools	78.33
02/24	02/21/2024	37893	Elan Cardmember Service	7665 1/25/24	04-44-5254	Tools	89.99
02/24	02/21/2024	37893	Elan Cardmember Service	7665 1/25/24	04-44-5254	Tools	91.96
02/24	02/21/2024	37893	Elan Cardmember Service	7700 1/25/24	01-40-5205	Postage	9.65
02/24	02/21/2024	37893	Elan Cardmember Service	7700 1/25/24	01-40-5205	Postage	9.65
02/24	02/21/2024	37893	Elan Cardmember Service	7700 1/25/24	01-40-5331	Digital Subscription	11.00
02/24	02/21/2024	37893	Elan Cardmember Service	7700 1/25/24	01-40-5331	Digital Subscription	23.82
02/24	02/21/2024	37893	Elan Cardmember Service	7700 1/25/24	01-41-5331	CMCA Membership	137.38
02/24	02/21/2024	37893	Elan Cardmember Service	7700 1/25/24	01-40-5330	Laserfiche Training	110.43
02/24	02/21/2024	37893	Elan Cardmember Service	7700 1/25/24	01-41-5700	BOT Retreat	87.03
02/24	02/21/2024	37893	Elan Cardmember Service	7700 1/25/24	01-41-5430	Copies	7.25
02/24	02/21/2024	37893	Elan Cardmember Service	7700 1/25/24	01-40-5330	Laserfiche Training	18.68
02/24	02/21/2024	37893	Elan Cardmember Service	7700 1/25/24	01-42-5700	Andres Salazar	90.23
02/24	02/21/2024	37893	Elan Cardmember Service	7700 1/25/24	01-40-5331	Online Subscription - No Receipt	9.99
02/24	02/21/2024	37893	Elan Cardmember Service	7700 1/25/24	01-41-5700	BOT Retreat	289.56
02/24	02/21/2024	37893	Elan Cardmember Service	7700 1/25/24	01-40-5331	CGFOA Membership - KB	65.00
02/24	02/21/2024	37893	Elan Cardmember Service	7700 1/25/24	01-41-5700	BOT Retreat	126.70
02/24	02/21/2024	37893	Elan Cardmember Service	7700 1/25/24	01-40-5205	Postage	19.30
02/24	02/21/2024	37893	Elan Cardmember Service	7700 1/25/24	01-40-5330	CGFOA Training - KB	40.00
02/24	02/21/2024	37893	Elan Cardmember Service	7700 1/25/24	01-40-5330	CGFOA Training - KB	40.00
02/24	02/21/2024	37893	Elan Cardmember Service	7700 1/25/24	01-40-5330	CGFOA Training - KB	65.00
02/24	02/21/2024	37893	Elan Cardmember Service	7700 1/25/24	01-41-5330	2024 Legislative Workshop - CW	149.00
02/24	02/21/2024	37893	Elan Cardmember Service	7700 1/25/24	01-41-5331	CMCA Membership - DR	137.38

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Description	Invoice Amount
02/24	02/21/2024	37893	Elan Cardmember Service	7700 1/25/24	01-41-5331	CMCA Membership - MH	137.38
02/24	02/21/2024	37893	Elan Cardmember Service	7700 1/25/24	01-41-5330	Training - DR & MH	158.44
02/24	02/21/2024	37893	Elan Cardmember Service	7700 1/25/24	01-40-5210	Pet License Tags	84.35
02/24	02/21/2024	37893	Elan Cardmember Service	7700 1/25/24	01-41-5212	BOT/Courtroom	103.94
02/24	02/21/2024	37893	Elan Cardmember Service	7700 1/25/24	01-40-5331	GFOA Renewal Fees	170.00
02/24	02/21/2024	37893	Elan Cardmember Service	7700 1/25/24	01-40-5205	Postage	19.30
02/24	02/21/2024	37893	Elan Cardmember Service	7700 1/25/24	01-41-5330	Clerk Conference	675.00
02/24	02/21/2024	37893	Elan Cardmember Service	7700 1/25/24	01-40-5331	Online Subscription - No Receipt	.99
02/24	02/21/2024	37893	Elan Cardmember Service	7700 1/25/24	01-40-5205	Postage	9.65
02/24	02/21/2024	37893	Elan Cardmember Service	7700 1/25/24	01-40-5205	Postage	19.30
02/24	02/21/2024	37893	Elan Cardmember Service	7700 1/25/24	01-41-5212	BOT/Courtroom	64.89
02/24	02/21/2024	37893	Elan Cardmember Service	7700 1/25/24	01-40-5205	Postage	19.70
02/24	02/21/2024	37893	Elan Cardmember Service	7700 1/25/24	01-40-5331	Microsoft 365 Subscription	826.00
02/24	02/21/2024	37893	Elan Cardmember Service	8855 1/25/24	01-43-5700	Farewell gathering for Jennifer Vecchi	84.79
02/24	02/21/2024	37893	Elan Cardmember Service	8855 1/25/24	01-43-5330	Public Speaking Seminar	153.32
02/24	02/21/2024	37893	Elan Cardmember Service	9596 01/25/2	01-42-5201	Adobe Subscription - MR	19.99
02/24	02/21/2024	37893	Elan Cardmember Service	9596 01/25/2	01-42-5331	Case Law newsletter	50.00
02/24	02/21/2024	37893	Elan Cardmember Service	9596 01/25/2	01-42-5254	Crossing Guard Coat - SO	3.72-
02/24	02/21/2024	37893	Elan Cardmember Service	9596 01/25/2	01-42-5330	Flight - BN	312.96
02/24	02/21/2024	37893	Elan Cardmember Service	9596 01/25/2	01-42-5331	IACP - small dept committee dues	50.00
02/24	02/21/2024	37893	Elan Cardmember Service	9596 01/25/2	01-42-5201	Adobe Subscription - NB	12.99
02/24	02/21/2024	37893	Elan Cardmember Service	9596 01/25/2	01-42-5201	Adobe Subscription - annl fee	23.88
02/24	02/21/2024	37893	Elan Cardmember Service	9596 01/25/2	01-42-5216	Salazar	22.00-
02/24	02/21/2024	37893	Elan Cardmember Service	9596 01/25/2	01-42-5216	Salazar - battery pack/jump pack	302.01
02/24	02/21/2024	37893	Elan Cardmember Service	9596 01/25/2	01-42-5216	Vehicle app sub for BN	15.00
02/24	02/21/2024	37893	Elan Cardmember Service	9596 01/25/2	01-42-5201	Adobe Subscription - MM	19.99
02/24	02/21/2024	37893	Elan Cardmember Service	9596 01/25/2	01-42-5216	Car wash	12.00
02/24	02/21/2024	37893	Elan Cardmember Service	9596 01/25/2	01-42-5700	Food during investigation	37.12
Total 37893:							20,943.14
02/24	02/21/2024	37894	FBI-LEEDA	200100809	01-42-5330	Training	795.00
Total 37894:							795.00
02/24	02/26/2024	37895	ADAMSON POLICE PRODUCTS	INV408508	01-42-5254	Uniforms	101.65
02/24	02/26/2024	37895	ADAMSON POLICE PRODUCTS	INV408679	01-42-5254	Uniforms	79.20
02/24	02/26/2024	37895	ADAMSON POLICE PRODUCTS	INV408828	01-42-5254	Uniforms	79.20
02/24	02/26/2024	37895	ADAMSON POLICE PRODUCTS	INV408829	01-42-5254	Uniforms	79.20
02/24	02/26/2024	37895	ADAMSON POLICE PRODUCTS	INV409288	01-42-5254	Uniforms	158.40
02/24	02/26/2024	37895	ADAMSON POLICE PRODUCTS	INV409337	01-42-5254	Uniforms	26.85
02/24	02/26/2024	37895	ADAMSON POLICE PRODUCTS	INV409716	01-42-5254	Uniforms	6.95
Total 37895:							531.45
02/24	02/26/2024	37896	AGFINITY	PARCEL 10	14-40-5500	3rd & Welker - Parcel 10 & 11 - Agfinity	6,350.00
Total 37896:							6,350.00
02/24	02/26/2024	37897	Alderman Bernstein LLC	19607	14-40-5500	3rd & Welker Prop Acq	3,586.50
Total 37897:							3,586.50
02/24	02/26/2024	37898	All Copy Products, Inc.	AR4253868	01-42-5315	Copies	110.25
02/24	02/26/2024	37898	All Copy Products, Inc.	AR4253869	01-40-5315	Copies	90.43
02/24	02/26/2024	37898	All Copy Products, Inc.	AR4263708	01-47-5315	Copies	112.36

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GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Description	Invoice Amount
Total 37898:							313.04
02/24	02/26/2024	37899	Amazon Capital Services Inc	17P1-W7TH-	01-42-5210	Supplies	19.96
02/24	02/26/2024	37899	Amazon Capital Services Inc	19TK-PPQD-	01-42-5210	Supplies	69.69
02/24	02/26/2024	37899	Amazon Capital Services Inc	1M3T-1DV6-	01-40-5200	Office Supplies	8.68
02/24	02/26/2024	37899	Amazon Capital Services Inc	1M3T-1DV6-	01-40-5210	Office Supplies	25.95
02/24	02/26/2024	37899	Amazon Capital Services Inc	1XQN-W43P	01-47-5200	Operating Supplies	26.99
Total 37899:							151.27
02/24	02/26/2024	37900	Amerigas Propane LP	805900115	06-47-5558	WWTP - Propane	904.40
Total 37900:							904.40
02/24	02/26/2024	37901	Ayres Associates Inc	211953	18-52-5501	Gold Star Memorial - Nov	6,261.50
02/24	02/26/2024	37901	Ayres Associates Inc	213119	18-52-5501	Gold Star Memorial Plaza - Jan	1,149.00
02/24	02/26/2024	37901	Ayres Associates Inc	213121	18-45-5500	Liberty Ranch Park Restroom	3,439.00
Total 37901:							10,849.50
02/24	02/26/2024	37902	Barricade Holdings LLC	65160278-00	04-44-5252	Barricades	181.87
02/24	02/26/2024	37902	Barricade Holdings LLC	65160365-00	04-44-5252	Barricades	5,000.00
Total 37902:							5,181.87
02/24	02/26/2024	37903	BERTHOUD ACE HARDWARE	116212/1	01-40-5215	Maintenance - Town Hall	9.99
Total 37903:							9.99
02/24	02/26/2024	37904	BK Tire	35662	04-44-5216	Fleet Repair PW02	68.00
Total 37904:							68.00
02/24	02/26/2024	37905	BUCKEYE WELDING SUPPLY C	05089132	04-44-5369	Cylinder Rental	7.65
Total 37905:							7.65
02/24	02/26/2024	37906	Caroline Quirago	020124 - QUI	01-49-5260	Mileage reimbursement - Soccer training	63.65
Total 37906:							63.65
02/24	02/26/2024	37907	CASELLE	130812	01-40-5399	Fin Software Support - Admin	724.00
02/24	02/26/2024	37907	CASELLE	130812	01-49-5399	Fin Software Support - Comm Engmt	161.00
02/24	02/26/2024	37907	CASELLE	130812	01-48-5399	Fin Software Support - Court	161.00
02/24	02/26/2024	37907	CASELLE	130812	06-40-5399	Fin Software Support - Sewer	563.00
Total 37907:							1,609.00
02/24	02/26/2024	37908	Centennial Fence Supply Compan	0026045	01-45-5215	purchased fencing posts and rails	6,151.80
Total 37908:							6,151.80
02/24	02/26/2024	37909	CO AUTO LGMTFRD LLC	80110180/1	01-42-5216	PD - 7 VIN 09684	1,358.98

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GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Description	Invoice Amount
Total 37909:							1,358.98
02/24	02/26/2024	37910	Colorado Association of School R	01602	01-42-5331	Membership - AS	25.00
Total 37910:							25.00
02/24	02/26/2024	37911	Colorado Department of Transport	1800009407	01-02-2615	Cust #FAB0542 - Mead Place (293)	85,322.53
Total 37911:							85,322.53
02/24	02/26/2024	37912	Colorado Information Sharing Con	1640	01-42-5331	Membership Fees	325.00
Total 37912:							325.00
02/24	02/26/2024	37913	Denali Water Solutions LLc	INV720631	06-47-5231	Sludge Disposal	910.00
02/24	02/26/2024	37913	Denali Water Solutions LLc	INV720632	06-47-5231	Sludge Disposal	1,820.00
02/24	02/26/2024	37913	Denali Water Solutions LLc	INV720633	06-47-5231	Sludge Disposal	1,820.00
02/24	02/26/2024	37913	Denali Water Solutions LLc	INV728683	06-47-5231	Sludge Disposal	910.00
Total 37913:							5,460.00
02/24	02/26/2024	37914	DYNAMIC DESIGNS PRINTING,	54744	01-49-5202	Community Day Postcard	685.00
02/24	02/26/2024	37914	DYNAMIC DESIGNS PRINTING,	54744	01-49-5205	Postage	149.88
02/24	02/26/2024	37914	DYNAMIC DESIGNS PRINTING,	54744	01-49-5262	Spring Clean Up Vouchers	129.00
02/24	02/26/2024	37914	DYNAMIC DESIGNS PRINTING,	54744	01-49-5075	TOM Flyer	79.00
02/24	02/26/2024	37914	DYNAMIC DESIGNS PRINTING,	54746	01-49-5205	Postage	544.84
Total 37914:							1,587.72
02/24	02/26/2024	37915	Fit For You Mead	1053	01-49-5265	Senior Exercise - Jan	232.00
Total 37915:							232.00
02/24	02/26/2024	37916	Fox Tuttle Transportation Group	19021-58A	01-02-2615	O'Reilly (343)	385.00
Total 37916:							385.00
02/24	02/26/2024	37917	FRONTIER SELF STORAGE	030124 - FR	01-40-5700	Storage	100.00
Total 37917:							100.00
02/24	02/26/2024	37918	GREELEY LOCK AND KEY	0000026727	01-47-5215	PW - R&M	1,063.30
Total 37918:							1,063.30
02/24	02/26/2024	37919	Invision GIS, LLC	2309	01-43-5201	GIS	854.38
02/24	02/26/2024	37919	Invision GIS, LLC	2309	04-44-5201	GIS	1,326.87
Total 37919:							2,181.25
02/24	02/26/2024	37920	Jose Gonzalez	020124 - GO	01-49-5260	Mileage Reimbursement - Soccer trainin	53.60
Total 37920:							53.60
02/24	02/26/2024	37921	JVA INCORPORATED	14020	06-40-5405	Sanitary Sewer Flow Metering and Model	2,742.00

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GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Description	Invoice Amount
02/24	02/26/2024	37921	JVA INCORPORATED	14022	14-40-5567	North Creek Floodplain Analysis	266.40
Total 37921:							3,008.40
02/24	02/26/2024	37922	Karl Ford	021424 - FO	01-43-5203	Employee Reimbursements - uniform	208.72
Total 37922:							208.72
02/24	02/26/2024	37923	LONGMONT FLORIST	00943394	01-49-5265	Flowers - Flora	98.23
Total 37923:							98.23
02/24	02/26/2024	37924	MAC EQUIPMENT INC	464479	04-44-5364	Power Unit	839.84
Total 37924:							839.84
02/24	02/26/2024	37925	MAIN STREET MAT COMPANY	207085	01-47-5210	Mat svcs	103.03
02/24	02/26/2024	37925	MAIN STREET MAT COMPANY	209191	01-40-5210	Mat svcs	69.36
02/24	02/26/2024	37925	MAIN STREET MAT COMPANY	209196	01-47-5210	Mat svcs	103.03
Total 37925:							275.42
02/24	02/26/2024	37926	MARY STRUTT	020124 - ST	01-41-5330	Reimbursement - Airfare - IIMC Conf Ma	841.08
Total 37926:							841.08
02/24	02/26/2024	37927	MBI-Medicine for Business and In	826064	01-47-5075	Drug Screen - DP	38.52
02/24	02/26/2024	37927	MBI-Medicine for Business and In	826076	01-47-5075	Drug Screen - DK	45.48
02/24	02/26/2024	37927	MBI-Medicine for Business and In	830366	01-47-5075	Physical DOT - CW	96.30
02/24	02/26/2024	37927	MBI-Medicine for Business and In	832854	01-49-5075	New Hire - DM	38.52
02/24	02/26/2024	37927	MBI-Medicine for Business and In	833584	01-47-5075	Drug Screen - GR	15.00
02/24	02/26/2024	37927	MBI-Medicine for Business and In	835083	01-40-5075	Drug screen - KB	45.48
Total 37927:							279.30
02/24	02/26/2024	37928	Michael Baker International	1202880	14-40-5405	WCR 38 Deck Replacement	6,361.50
Total 37928:							6,361.50
02/24	02/26/2024	37929	Michow Guckenberger McAskin L	January 2024	01-40-5400	Legal Services - January	16,197.50
02/24	02/26/2024	37929	Michow Guckenberger McAskin L	January 2024	06-40-5400	Legal Services - January	852.50
02/24	02/26/2024	37929	Michow Guckenberger McAskin L	Mead.Jan202	01-02-2615	Sugar Beet Solar (323)	8,238.00
02/24	02/26/2024	37929	Michow Guckenberger McAskin L	Mead.Jan202	01-02-2615	Mead Place (45)	286.00
02/24	02/26/2024	37929	Michow Guckenberger McAskin L	Mead.Jan202	01-02-2615	QuickTrip (294)	147.00
02/24	02/26/2024	37929	Michow Guckenberger McAskin L	Mead.Jan202	01-02-2615	Grand Meadow (341)	2,043.00
02/24	02/26/2024	37929	Michow Guckenberger McAskin L	Mead.Jan202	01-02-2615	Waterfront (307)	1,218.00
02/24	02/26/2024	37929	Michow Guckenberger McAskin L	Mead.Jan202	01-02-2615	Meadow Ridge (297)	278.00
02/24	02/26/2024	37929	Michow Guckenberger McAskin L	Mead.Jan202	01-02-2615	Elevation 25 (296)	581.00
02/24	02/26/2024	37929	Michow Guckenberger McAskin L	Mead.Jan202	01-02-2615	Buffalo Highlands ( 334 )	225.00
02/24	02/26/2024	37929	Michow Guckenberger McAskin L	Mead.Jan202	01-40-5400	Litigation (Schell Property)	4,205.00
02/24	02/26/2024	37929	Michow Guckenberger McAskin L	Mead.Jan202	01-40-5400	Litigation (Scooterhinge Property)	3,867.50
02/24	02/26/2024	37929	Michow Guckenberger McAskin L	Mead.Jan202	01-40-5400	3rd & Welker Intersection	1,852.50
02/24	02/26/2024	37929	Michow Guckenberger McAskin L	Mead.Jan202	01-40-5400	Mileage/Cert Mail Reimbursement	132.66
02/24	02/26/2024	37929	Michow Guckenberger McAskin L	Mead.Jan202	06-40-5400	Mileage/Cert Mail Reimbursement	132.66

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GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Description	Invoice Amount
Total 37929:							40,256.32
02/24	02/26/2024	37930	MJT Communications	14002	01-40-5401	Computer - Admin	1,160.00
02/24	02/26/2024	37930	MJT Communications	14002	06-40-5401	Computer - Sewer	145.00
02/24	02/26/2024	37930	MJT Communications	14002	20-40-5401	Computer - MURA	145.00
02/24	02/26/2024	37930	MJT Communications	14012	01-40-5331	Spam Filter Subscription	4,885.00
02/24	02/26/2024	37930	MJT Communications	14014	01-40-5201	Annual Barracuda Backup	5,920.00
02/24	02/26/2024	37930	MJT Communications	14015	01-40-5201	Proxy Server - Laserfiche	6,865.00
02/24	02/26/2024	37930	MJT Communications	14016	01-40-5201	Firewall TH & Laserfiche	5,641.00
Total 37930:							24,761.00
02/24	02/26/2024	37931	MURRAY DAHL BEERY & RENA	18421	01-40-5400	Litigation - Jan	312.50
Total 37931:							312.50
02/24	02/26/2024	37932	NEXTRUST INC.	371258	06-40-5205	Sewer Bills	407.66
02/24	02/26/2024	37932	NEXTRUST INC.	371258	06-40-5410	Sewer Bills	211.97
Total 37932:							619.63
02/24	02/26/2024	37933	One Way Inc	323853	06-47-5310	Weekly 2/1/24 - 4504 Welker Ave	29.89
Total 37933:							29.89
02/24	02/26/2024	37934	Otak, Inc	0000224000	14-40-5565	SH66/Ped Crossing	17,880.50
Total 37934:							17,880.50
02/24	02/26/2024	37935	Paulette Dolin	033	01-49-5265	Senior Exercise Jan. Feb. 2024	480.00
Total 37935:							480.00
02/24	02/26/2024	37936	PINNACOL ASSURANCE	21587989	01-02-2312	Worker's Comp	12,247.11
02/24	02/26/2024	37936	PINNACOL ASSURANCE	21587989	06-02-2312	Worker's Comp	404.02
02/24	02/26/2024	37936	PINNACOL ASSURANCE	21587989	20-02-2312	Worker's Comp	381.87
Total 37936:							13,033.00
02/24	02/26/2024	37937	Pitney Bowes Global Financial Se	3318735028	01-40-5205	Q1 Lease	164.97
Total 37937:							164.97
02/24	02/26/2024	37938	Prairie Mountian Media	0000373445	01-41-5340	Published Notices	109.76
Total 37938:							109.76
02/24	02/26/2024	37939	RAMEY ENVIRONMENTAL COM	27006	06-47-5390	Wastewater svcs	5,558.82
02/24	02/26/2024	37939	RAMEY ENVIRONMENTAL COM	27006	06-47-5391	Lab Services	425.28
02/24	02/26/2024	37939	RAMEY ENVIRONMENTAL COM	27071	06-47-5396	Raterink	786.45
02/24	02/26/2024	37939	RAMEY ENVIRONMENTAL COM	27115	06-47-5391	Lab Services	234.24
Total 37939:							7,004.79
02/24	02/26/2024	37940	Saela Pest Control	10311911	01-47-5215	Pest Watch	149.00

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02/24	02/26/2024	37940	Saela Pest Control	10326947	01-47-5215	Pest Watch	149.00
02/24	02/26/2024	37940	Saela Pest Control	10352120	01-47-5215	Pest Watch	149.00
Total 37940:							447.00
02/24	02/26/2024	37941	Safebuilt	210294	01-43-5460	Plan Review/ Permit Inspection - Jan	24,235.83
Total 37941:							24,235.83
02/24	02/26/2024	37942	Smith Power Products, INC	557568	01-42-5215	Generator Service @ 537 Main St	1,727.11
02/24	02/26/2024	37942	Smith Power Products, INC	557937	06-47-5558	WWTP Generator	371.52
Total 37942:							2,098.63
02/24	02/26/2024	37943	SPGlass LLC	1-22910	01-42-5216	Auto Glass - VIN14028 PD11	444.91
02/24	02/26/2024	37943	SPGlass LLC	1-22911	01-42-5216	Auto Glass - VIN67976	35.00
02/24	02/26/2024	37943	SPGlass LLC	1-22937	01-47-5216	Auto Glass - VIN47504	35.00
Total 37943:							514.91
02/24	02/26/2024	37944	ST. VRAIN VALLEY SCHOOL DIS	834	01-49-5260	Rec Basketball	2,577.50
Total 37944:							2,577.50
02/24	02/26/2024	37945	STAPLES ADVANTAGE	8073167212	01-40-5210	3558924237 - supplies	11.05
02/24	02/26/2024	37945	STAPLES ADVANTAGE	8073167212	01-40-5200	3558924238 - supplies	213.14
02/24	02/26/2024	37945	STAPLES ADVANTAGE	8073167212	01-48-5700	3558924238 - supplies	13.47
02/24	02/26/2024	37945	STAPLES ADVANTAGE	8073167212	01-40-5200	3558924239 - supplies	13.50
02/24	02/26/2024	37945	STAPLES ADVANTAGE	8073167212	01-40-5210	3558924240 - supplies	34.93
02/24	02/26/2024	37945	STAPLES ADVANTAGE	8073167212	01-42-5210	3558924240 - supplies	6.00
02/24	02/26/2024	37945	STAPLES ADVANTAGE	8073167212	01-42-5200	3558924241 - supplies	145.07
Total 37945:							437.16
02/24	02/26/2024	37946	Stericylce Inc	8006201314	01-41-5700	Records destruction	320.00
Total 37946:							320.00
02/24	02/26/2024	37947	STERLING TALENT SOLUTIONS	9713790	01-40-5075	Annl Maint Fee	500.00
Total 37947:							500.00
02/24	02/26/2024	37948	Tradesman Elevator	11369	01-40-5215	Maintenance - Jan	180.25
Total 37948:							180.25
02/24	02/26/2024	37949	TRIDENT SECURITY SYSTEMS	36542	01-47-5399	Alarm Monitoring - PW	105.00
02/24	02/26/2024	37949	TRIDENT SECURITY SYSTEMS	36744	01-42-5305	537 Main Street	1,497.15
Total 37949:							1,602.15
02/24	02/26/2024	37950	University Auto Parts, Inc	300950	01-47-5210	Shop Supplies	103.97
Total 37950:							103.97
02/24	02/26/2024	37951	US Bank Voyager Fleet Systems	8694028342	01-42-5253	Fuel	2,320.40

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02/24	02/26/2024	37951	US Bank Voyager Fleet Systems	8694028342	01-43-5253	Fuel	74.62
02/24	02/26/2024	37951	US Bank Voyager Fleet Systems	8694028342	04-44-5253	Fuel	1,208.40
02/24	02/26/2024	37951	US Bank Voyager Fleet Systems	8694028342	01-45-5253	Fuel	1,707.54
02/24	02/26/2024	37951	US Bank Voyager Fleet Systems	8694028342	01-47-5253	Fuel	204.19
02/24	02/26/2024	37951	US Bank Voyager Fleet Systems	8694028342	01-49-5253	Fuel	31.82
02/24	02/26/2024	37951	US Bank Voyager Fleet Systems	8694028342	06-47-5253	Fuel	184.21
Total 37951:							5,731.18
02/24	02/26/2024	37952	Utility Notification Center of Color	223110903	06-47-5392	Line locates - November	793.35
02/24	02/26/2024	37952	Utility Notification Center of Color	224010848	06-47-5392	Line locates	528.90
Total 37952:							1,322.25
02/24	02/26/2024	37953	WHITE BEAR ANKELE TANAKA	33088	20-40-5400	MURA Legal	280.34
Total 37953:							280.34
02/24	02/26/2024	37954	Wickham Tractor Company	IE21222	04-44-5216	PW30	226.15
02/24	02/26/2024	37954	Wickham Tractor Company	IE21262	04-44-5216	R&M	2.10
02/24	02/26/2024	37954	Wickham Tractor Company	IE21263	04-44-5216	R.O.W Mower	52.69
Total 37954:							280.94
02/24	02/26/2024	37955	Wilson & Company Inc	122791	14-40-5501	SRTS - 3rd St Trail	4,253.57
02/24	02/26/2024	37955	Wilson & Company Inc	123411	14-40-5501	SRTS 3rd St Trail	6,143.23
02/24	02/26/2024	37955	Wilson & Company Inc	123413	01-02-2615	1601 CR 38 Interchg (336)	5,879.48
Total 37955:							16,276.28
02/24	02/14/2024	21424100	TRACTOR SUPPLY CREDIT PLA	1350 01/22/2	01-47-5210	Supplies	29.98
Total 21424100:							29.98
02/24	02/20/2024	22024100	CENTURY LINK	5308 - 02/01/	01-40-5300	Acct #334105308 - Elevator Line	80.62
Total 22024100:							80.62
02/24	02/20/2024	22024101	Enterprise FM Trust	FBN4952841	08-42-5491	608136 21 Ford Police - 23TPHZ	1,012.95
02/24	02/20/2024	22024101	Enterprise FM Trust	FBN4952841	09-45-5491	608136 21 Ford Ranger - 23VQXP	627.31
02/24	02/20/2024	22024101	Enterprise FM Trust	FBN4952841	09-45-5491	608136 22 Ford F-250 - 23WMJ2	855.83
02/24	02/20/2024	22024101	Enterprise FM Trust	FBN4952841	09-45-5491	608136 22 Ford F-350 - 23WQX4	1,201.11
02/24	02/20/2024	22024101	Enterprise FM Trust	FBN4952841	09-45-5491	608136 22 Ford F-250 - 23WQX9	899.60
02/24	02/20/2024	22024101	Enterprise FM Trust	FBN4952841	04-44-5491	608136 22 Ford Ranger - 25G6J7	679.32
02/24	02/20/2024	22024101	Enterprise FM Trust	FBN4952841	08-42-5491	608136 22 Ford Utility Interceptor - 25H	1,269.87
02/24	02/20/2024	22024101	Enterprise FM Trust	FBN4952841	08-42-5491	608136 22 Ford Utility Interceptor - 25HL	1,333.91
02/24	02/20/2024	22024101	Enterprise FM Trust	FBN4952841	01-43-5491	608136 22 Ford F-150 - 25HL9T	1,198.83
02/24	02/20/2024	22024101	Enterprise FM Trust	FBN4952841	09-45-5491	608136 22 Ford Escape - 25S5SM	648.09
02/24	02/20/2024	22024101	Enterprise FM Trust	FBN4952841	09-45-5491	608136 21 Ford Ranger - 26G3JG	765.96
02/24	02/20/2024	22024101	Enterprise FM Trust	FBN4952841	08-42-5491	608136 22 Ford Utility Interceptor - 26G	766.36
02/24	02/20/2024	22024101	Enterprise FM Trust	FBN4952841	09-49-5491	608136 23 Chev Silverado - 26MD7X	934.30
02/24	02/20/2024	22024101	Enterprise FM Trust	FBN4952841	01-42-5491	608136 23 Toyota Highlander - 26N9DS	1,279.43
02/24	02/20/2024	22024101	Enterprise FM Trust	FBN4952841	08-42-5491	60813623 Ford Interceptor277KHZ	1,042.29
02/24	02/20/2024	22024101	Enterprise FM Trust	FBN4952841	08-42-5491	60813623 Ford Interceptor277KPK	1,042.29
02/24	02/20/2024	22024101	Enterprise FM Trust	FBN4952841	08-42-5491	60813623 Ford Interceptor277KQJ	1,042.29

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GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Description	Invoice Amount
Total 22024101:							16,599.74
02/24	02/20/2024	22024102	HOME DEPOT CREDIT SERVIC	2769 01/21/2	04-44-5254	Equipment	278.85
02/24	02/20/2024	22024102	HOME DEPOT CREDIT SERVIC	2769 01/21/2	01-47-5210	Supplies	66.84
02/24	02/20/2024	22024102	HOME DEPOT CREDIT SERVIC	2769 01/21/2	04-44-5216	R&M	79.97
02/24	02/20/2024	22024102	HOME DEPOT CREDIT SERVIC	2769 01/21/2	01-40-5215	R&M	97.20
02/24	02/20/2024	22024102	HOME DEPOT CREDIT SERVIC	2769 01/21/2	01-47-5215	R&M	21.35
02/24	02/20/2024	22024102	HOME DEPOT CREDIT SERVIC	2769 01/21/2	04-44-5252	Brackets for monument sign	44.66
02/24	02/20/2024	22024102	HOME DEPOT CREDIT SERVIC	2769 01/21/2	01-47-5210	Shop bench	298.00
02/24	02/20/2024	22024102	HOME DEPOT CREDIT SERVIC	2769 01/21/2	01-47-5215	Inv #7152864	46.10
02/24	02/20/2024	22024102	HOME DEPOT CREDIT SERVIC	2769 01/21/2	01-47-5210	Inv #6012433	77.46
02/24	02/20/2024	22024102	HOME DEPOT CREDIT SERVIC	2769 01/21/2	01-49-5220	Inv. 5611866	69.96
Total 22024102:							1,080.39
02/24	02/20/2024	22024103	JOHN DEERE FINANCIAL	27406 02/01/	04-44-5203	Clothing - JM	179.99
02/24	02/20/2024	22024103	JOHN DEERE FINANCIAL	27406 02/01/	04-44-5203	Clothing - DP	419.98
02/24	02/20/2024	22024103	JOHN DEERE FINANCIAL	27406 02/01/	01-47-5203	Clothing - RC	519.40
02/24	02/20/2024	22024103	JOHN DEERE FINANCIAL	27406 02/01/	04-44-5203	Clothing - JM	566.33
02/24	02/20/2024	22024103	JOHN DEERE FINANCIAL	27406 02/01/	04-44-5203	Clothing - JM	197.93
02/24	02/20/2024	22024103	JOHN DEERE FINANCIAL	27406 02/01/	04-44-5203	Clothing - JS	291.94
02/24	02/20/2024	22024103	JOHN DEERE FINANCIAL	27406 02/01/	04-44-5203	Clothing - TM	425.46
02/24	02/20/2024	22024103	JOHN DEERE FINANCIAL	27406 02/01/	04-44-5203	Clothing - CW	208.98
02/24	02/20/2024	22024103	JOHN DEERE FINANCIAL	27406 02/01/	04-44-5203	Clothing - MP	394.93
02/24	02/20/2024	22024103	JOHN DEERE FINANCIAL	27406 02/01/	04-44-5203	Clothing - DP	349.92
02/24	02/20/2024	22024103	JOHN DEERE FINANCIAL	27406 02/01/	04-44-5203	Clothing - ZB	604.95
02/24	02/20/2024	22024103	JOHN DEERE FINANCIAL	27406 02/01/	04-44-5203	Clothing - DP	194.99
02/24	02/20/2024	22024103	JOHN DEERE FINANCIAL	27406 02/01/	04-44-5203	Clothing - ZB	254.98
02/24	02/20/2024	22024103	JOHN DEERE FINANCIAL	27406 02/01/	04-44-5203	Clothing - JM	367.40
Total 22024103:							4,977.18
02/24	02/20/2024	22024104	John Deere Financial	2873914	04-44-5369	Motor Grader Lease	5,871.01
02/24	02/20/2024	22024104	John Deere Financial	2875575	04-44-5369	Wheel loader lease	3,223.46
Total 22024104:							9,094.47
02/24	02/20/2024	22024105	SAMSCLUB	4230 02/02/2	01-40-5331	Annual membership	38.75
02/24	02/20/2024	22024105	SAMSCLUB	4230 02/02/2	01-49-5331	Annual membership	38.75
02/24	02/20/2024	22024105	SAMSCLUB	4230 02/02/2	01-47-5331	Annual membership	38.75
02/24	02/20/2024	22024105	SAMSCLUB	4230 02/02/2	01-42-5331	Annual membership	38.75
02/24	02/20/2024	22024105	SAMSCLUB	4230 02/02/2	01-47-5210	Supplies	139.16
02/24	02/20/2024	22024105	SAMSCLUB	4230 02/02/2	01-47-5200	Supplies	480.78
02/24	02/20/2024	22024105	SAMSCLUB	4230 02/02/2	01-40-5200	Supplies	208.52
02/24	02/20/2024	22024105	SAMSCLUB	4230 02/02/2	01-42-5200	Supplies	141.10
Total 22024105:							1,124.56
02/24	02/21/2024	22124100	All Copy Products Inc	522365154	01-40-5315	Copier Lease	126.42
02/24	02/21/2024	22124100	All Copy Products Inc	522365154	01-42-5315	Copier Lease	93.52
Total 22124100:							219.94
02/24	02/21/2024	22124101	City of Loveland	303-0077770	01-47-5305	Internet - PW Facility	269.90

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Description	Invoice Amount
Total 22124101:							269.90
02/24	02/21/2024	22124102	UNITED POWER	12650701 - 2	01-45-5305	Booster Pump Founders 1/2023	20.00
02/24	02/21/2024	22124102	UNITED POWER	12952800 -	01-45-5305	Mead Ponds 1/2023	20.00
02/24	02/21/2024	22124102	UNITED POWER	14305100 - 2	06-47-5305	WWTP 1/2023	5,657.08
02/24	02/21/2024	22124102	UNITED POWER	16836300 - 2	01-45-5305	Park Sprinkler Liberty 1/2023	23.66
02/24	02/21/2024	22124102	UNITED POWER	16909300 - 2	01-45-5305	Feather Ridge 1/2023	20.00
02/24	02/21/2024	22124102	UNITED POWER	17159100 - 2	01-45-5305	Sprinkler Clock Dtn 1/2023	20.04
02/24	02/21/2024	22124102	UNITED POWER	17618300 - 2	01-40-5305	Town Hall 1/2023	616.85
02/24	02/21/2024	22124102	UNITED POWER	17770000 - 2	01-45-5305	Gazebo 1/2023	32.31
02/24	02/21/2024	22124102	UNITED POWER	18949400 - 2	01-42-5305	Modular PD 1/2023	875.34
02/24	02/21/2024	22124102	UNITED POWER	21881700 - 2	01-47-5305	1341 CR 341/2023	726.50
02/24	02/21/2024	22124102	UNITED POWER	22092202 - 2	06-47-5306	4133 CR 34 - Raterink	59.61
02/24	02/21/2024	22124102	UNITED POWER	6753101 - 2/	01-45-5305	Irrig Sprinkler N Creek 1/2023	20.00
02/24	02/21/2024	22124102	UNITED POWER	7490500 - 2/	06-47-5305	Pump Lake Thomas 1/2023	51.39
02/24	02/21/2024	22124102	UNITED POWER	83701 - 2/5/2	01-42-5305	Shop 1/2023	137.31
02/24	02/21/2024	22124102	UNITED POWER	96302 - 2/5/2	06-47-5305	WWTP Lagoon 1/2023	42.09
Total 22124102:							8,322.18
02/24	02/21/2024	22124103	VERIZON WIRELESS	9956093004	01-40-5300	Wireless bill	40.01
02/24	02/21/2024	22124103	VERIZON WIRELESS	9956093004	01-41-5210	Wireless bill	51.46
02/24	02/21/2024	22124103	VERIZON WIRELESS	9956093004	01-43-5300	Wireless bill	111.48
02/24	02/21/2024	22124103	VERIZON WIRELESS	9956093004	01-47-5300	Wireless bill	120.03
02/24	02/21/2024	22124103	VERIZON WIRELESS	9956093004	01-49-5300	Wireless bill	40.01
02/24	02/21/2024	22124103	VERIZON WIRELESS	9956093004	04-44-5300	Wireless bill	67.33
02/24	02/21/2024	22124103	VERIZON WIRELESS	9956093004	06-40-5300	Wireless Bill	40.03
02/24	02/21/2024	22124103	VERIZON WIRELESS	9956093005	01-42-5300	Wireless bill	1,195.33
Total 22124103:							1,665.68
Grand Totals:							372,548.52

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
01-02-2000	25.72	247,711.09-	247,685.37-
01-02-2312	12,247.11	.00	12,247.11
01-02-2615	104,603.01	.00	104,603.01
01-40-5075	545.48	.00	545.48
01-40-5200	443.84	.00	443.84
01-40-5201	18,426.00	.00	18,426.00
01-40-5203	252.73	.00	252.73
01-40-5205	271.52	.00	271.52
01-40-5210	225.64	.00	225.64
01-40-5215	287.44	.00	287.44
01-40-5300	120.63	.00	120.63
01-40-5305	616.85	.00	616.85
01-40-5315	216.85	.00	216.85
01-40-5330	274.11	.00	274.11
01-40-5331	6,116.54	.00	6,116.54
01-40-5399	724.00	.00	724.00

M = Manual Check, V = Void Check



GL Account	Debit	Credit	Proof
01-40-5400	26,567.66	.00	26,567.66
01-40-5401	1,160.00	.00	1,160.00
01-40-5700	176.74	.00	176.74
01-41-5210	51.46	.00	51.46
01-41-5212	168.83	.00	168.83
01-41-5330	1,823.52	.00	1,823.52
01-41-5331	412.14	.00	412.14
01-41-5340	109.76	.00	109.76
01-41-5430	7.25	.00	7.25
01-41-5700	823.29	.00	823.29
01-41-5841	796.11	.00	796.11
01-42-5200	286.17	.00	286.17
01-42-5201	76.85	.00	76.85
01-42-5210	392.85	.00	392.85
01-42-5215	2,510.47	.00	2,510.47
01-42-5216	2,167.90	22.00-	2,145.90
01-42-5253	2,320.40	.00	2,320.40
01-42-5254	531.45	3.72-	527.73
01-42-5255	323.95	.00	323.95
01-42-5300	1,195.33	.00	1,195.33
01-42-5305	2,509.80	.00	2,509.80
01-42-5315	203.77	.00	203.77
01-42-5330	1,107.96	.00	1,107.96
01-42-5331	704.44	.00	704.44
01-42-5491	1,279.43	.00	1,279.43
01-42-5700	127.35	.00	127.35
01-43-5201	854.38	.00	854.38
01-43-5203	208.72	.00	208.72
01-43-5253	74.62	.00	74.62
01-43-5300	111.48	.00	111.48
01-43-5330	153.32	.00	153.32
01-43-5460	24,235.83	.00	24,235.83
01-43-5491	1,198.83	.00	1,198.83
01-43-5700	84.79	.00	84.79
01-45-5215	6,151.80	.00	6,151.80
01-45-5253	1,707.54	.00	1,707.54
01-45-5305	156.01	.00	156.01
01-47-5075	195.30	.00	195.30
01-47-5200	507.77	.00	507.77
01-47-5203	519.40	.00	519.40
01-47-5210	921.47	.00	921.47
01-47-5215	1,577.75	.00	1,577.75
01-47-5216	53.00	.00	53.00
01-47-5253	204.19	.00	204.19
01-47-5300	120.03	.00	120.03
01-47-5305	996.40	.00	996.40
01-47-5315	112.36	.00	112.36
01-47-5331	38.75	.00	38.75
01-47-5399	105.00	.00	105.00
01-48-5399	161.00	.00	161.00
01-48-5700	13.47	.00	13.47
01-49-5075	117.52	.00	117.52
01-49-5202	685.00	.00	685.00
01-49-5205	694.72	.00	694.72
01-49-5220	69.96	.00	69.96
01-49-5236	2,993.91	.00	2,993.91
01-49-5253	31.82	.00	31.82

M = Manual Check, V = Void Check

GL Account	Debit	Credit	Proof
01-49-5260	3,627.55	.00	3,627.55
01-49-5262	129.00	.00	129.00
01-49-5265	810.23	.00	810.23
01-49-5300	40.01	.00	40.01
01-49-5330	1,970.62	.00	1,970.62
01-49-5331	773.13	.00	773.13
01-49-5349	1,936.78	.00	1,936.78
01-49-5399	161.00	.00	161.00
04-02-2000	.00	26,973.79-	26,973.79-
04-44-5201	1,326.87	.00	1,326.87
04-44-5203	4,457.78	.00	4,457.78
04-44-5216	428.91	.00	428.91
04-44-5252	5,226.53	.00	5,226.53
04-44-5253	1,208.40	.00	1,208.40
04-44-5254	675.09	.00	675.09
04-44-5300	67.33	.00	67.33
04-44-5364	839.84	.00	839.84
04-44-5369	9,102.12	.00	9,102.12
04-44-5491	679.32	.00	679.32
04-44-5500	2,961.60	.00	2,961.60
06-02-2000	.00	27,948.79-	27,948.79-
06-02-2312	404.02	.00	404.02
06-40-5205	407.66	.00	407.66
06-40-5300	40.03	.00	40.03
06-40-5399	563.00	.00	563.00
06-40-5400	985.16	.00	985.16
06-40-5401	145.00	.00	145.00
06-40-5405	2,742.00	.00	2,742.00
06-40-5410	211.97	.00	211.97
06-47-5215	1,362.72	.00	1,362.72
06-47-5231	5,460.00	.00	5,460.00
06-47-5253	184.21	.00	184.21
06-47-5305	5,750.56	.00	5,750.56
06-47-5306	59.61	.00	59.61
06-47-5310	29.89	.00	29.89
06-47-5390	5,558.82	.00	5,558.82
06-47-5391	659.52	.00	659.52
06-47-5392	1,322.25	.00	1,322.25
06-47-5396	786.45	.00	786.45
06-47-5558	1,275.92	.00	1,275.92
08-02-2000	.00	7,509.96-	7,509.96-
08-42-5491	7,509.96	.00	7,509.96
09-02-2000	.00	5,932.20-	5,932.20-
09-45-5491	4,997.90	.00	4,997.90
09-49-5491	934.30	.00	934.30
14-02-2000	.00	44,841.70-	44,841.70-
14-40-5405	6,361.50	.00	6,361.50
14-40-5500	9,936.50	.00	9,936.50
14-40-5501	10,396.80	.00	10,396.80
14-40-5565	17,880.50	.00	17,880.50
14-40-5567	266.40	.00	266.40
18-02-2000	.00	10,849.50-	10,849.50-
18-45-5500	3,439.00	.00	3,439.00
18-52-5501	7,410.50	.00	7,410.50
20-02-2000	.00	807.21-	807.21-
20-02-2312	381.87	.00	381.87
20-40-5400	280.34	.00	280.34

M = Manual Check, V = Void Check

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GL Account	Debit	Credit	Proof
20-40-5401	145.00	.00	145.00
Grand Totals:	<u>372,599.96</u>	<u>372,599.96-</u>	<u>.00</u>

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Report Criteria:  
Report type: GL detail

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M = Manual Check, V = Void Check

Section 10, Item c.



## Agenda Item Summary

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MEETING DATE: February 26, 2024

SUBJECT: **Resolution No. 19-R-2024** - A Resolution of the Town of Mead, Colorado, Adopting Annual Adjustments to the Town’s Sewer Plant Investment Fees and Sewer User Fees for 2024

PRESENTED BY: Erika Rasmussen, Town Engineer/Public Works Director

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### SUMMARY

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In October 2019, Raftelis Financial Consultants, Inc. (“Raftelis”) completed a comprehensive wastewater utility service rate study (Rate Study Report) to assess and evaluate the Town’s existing wastewater service rate system. Raftelis performed additional analysis in 2021 and 2022 to examine current market conditions, incorporate new developments east of I-25 into the sewer network, and examine the resulting effects on user rates and plant investment fees.

The Rate Study Report was accepted by the Board of Trustees by Resolution No. 80-R-2019 dated November 12, 2019.

The Rate Study Report reviewed financial projections, compared current wastewater system costs (operation and maintenance, capital improvements, bonded debt) against appropriate industry benchmarks, and evaluated the base and usage rate structures required to fund the Town’s wastewater system and maintain the wastewater utility. The Rate Study Report recommended adjustments to user rates, as well as baseline Plant Investment Fees (PIF). Specifically, the Rate Study Report recommended that PIFs be adjusted annually for inflation using the Engineering News Record Construction Cost Index (ENR-CCI) for Denver commencing in 2021 (and annually thereafter).

The PIF is a one-time capital recovery fee assessed to new or increased development in order to recover the cost of system capacity to serve new customers. It includes the funds for collection and treatment capacity projects and planned future wastewater capital projects (i.e. expansion). As an enterprise fund, the sewer fund must self-support the operation, maintenance, capital depreciation and replacement of the sewer network.

Staff recommends implementing the annual user rate and PIF adjustment plan presented in the Rate Study Report and subsequent updates, effective March 1, 2024. Specifically, the user rates will be increased by two percent (2%) and PIF rates will be adjusted by six percent (6%).

**FINANCIAL CONSIDERATIONS**

**Monthly Base Charge (\$/Month)**

<b>Current Rate In-Town</b> Effective March 1, 2024	<b>Current Rate</b>	<b>Proposed Rate</b>	<b>% Increase</b>
Residential Low	\$44.39	\$45.28	2%
Residential Medium	\$48.84	\$49.82	2%
Commercial Low	\$48.84	\$49.82	2%
Commercial Medium	\$58.60	\$59.77	2%
Commercial High	\$68.37	\$69.74	2%
Schools	\$58.60	\$59.77	2%

**Monthly Base Charge (\$/Month)**

<b>Current Rate Outside-Town</b> Effective March 1, 2024	<b>Current Rate</b>	<b>Proposed Rate (double in Town rate)</b>	<b>% Increase</b>
Residential Low	\$88.78	\$90.56	2%
Residential Medium	\$97.68	\$99.63	2%
Commercial Low	\$97.68	\$99.63	2%
Commercial Medium	\$117.20	\$119.54	2%
Commercial High	\$136.74	\$139.47	2%
Schools	\$117.20	\$119.54	2%

The monthly base charge for each user category includes 4,000 gallons per month, in alignment with current usage patterns. The volume charge for each additional 1,000 gallons used monthly will also be increased by 2%.

**Residential & Non-Residential Volume Charges**

<b>Current Rate In-Town (\$/1000 Gallons)</b>	<b>Current Rate</b>	<b>Proposed Rate</b>	<b>% Increase</b>
Single Family > 4000 gallons	\$13.31	\$13.58	2%
Multi-Family	\$13.31	\$13.58	2%
Commercial Low	\$13.31	\$13.58	2%
Commercial Medium	\$15.97	\$16.29	2%
Commercial High	\$18.63	\$19.00	2%
Schools	\$15.97	\$16.29	2%

**Residential & Non-Residential Volume Charges**

<b>Current Rate Outside-Town (\$/1000 Gallons)</b>	<b>Current Rate</b>	<b>Proposed Rate (double in Town rate)</b>	<b>% Increase</b>
Single Family > 4000 gallons	\$26.62	\$27.15	2%
Multi-Family	\$26.62	\$27.15	2%
Commercial Low	\$26.62	\$27.15	2%
Commercial Medium	\$31.94	\$32.58	2%
Commercial High	\$37.26	\$38.01	2%
Schools	\$31.94	\$32.58	2%

The PIF is based upon the size of the water tap serving the premises and is collected one-time upon the issuance of a building permit.

<b>Plant Investment Fee</b>	<b>Current Rate</b>	<b>Proposed Rate</b>	<b>% Increase</b>
Effective March 1, 2024			
5/8 inch	\$6,407	\$6,791	6.00%
¾ inch	\$10,651	\$11,290	6.00%
1 inch	\$17,079	\$18,104	6.00%
1.5 inch	\$21,351	\$22,632	6.00%
2 inch	\$68,320	\$72,419	6.00%
3 inch	\$136,640	\$144,838	6.00%

**STAFF RECOMMENDATION/ACTION REQUIRED**

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Staff recommends approval of the attached resolution as a consent agenda item. A motion to approve the February 26, 2024 consent agenda will approve the proposed resolution (adopting the proposed annual adjustments to the Town’s Sewer Plant Investment Fee and Sewer User Fees, effective as of March 1, 2024).

Alternatively, should the Board desire to remove this item from the consent agenda for discussion, staff recommends the following motion:

Suggested Motion:

“I move to adopt Resolution No. 19-R-2024, A Resolution of the Town of Mead, Colorado, Adopting Annual Adjustments to the Town’s Sewer Plant Investment Fees and Sewer User Fees for 2024.”

**ATTACHMENTS**

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Resolution No. 19-R-2024

**TOWN OF MEAD, COLORADO  
RESOLUTION NO. 19-R-2024**

**A RESOLUTION OF THE TOWN OF MEAD, COLORADO, ADOPTING  
ANNUAL ADJUSTMENTS TO THE TOWN'S SEWER PLANT INVESTMENT  
FEES AND SEWER USER FEES FOR 2024**

**WHEREAS**, the Town of Mead ("Town") is authorized under Article 15 of Title 31 of the Colorado Revised Statutes to exercise its general police and financial powers; and

**WHEREAS**, by adoption of Resolution No. 80-R-2019 on November 12, 2019, the Board of Trustees accepted the Wastewater Rate and Fee Study Report completed on behalf of the Town of Mead by Raftelis Financial Consultants, Inc. (the "Rate Study Report"); and

**WHEREAS**, the Rate Study Report recommended certain changes to the sewer plant investment fees and sewer user fees, including annual rate and fee adjustments; and

**WHEREAS**, Sections 13-1-80 and 13-1-210 of the Mead Municipal Code ("MMC") state that sewer plant investment fees and sewer user fees shall be set by resolution of the Board of Trustees and included in the Town's Comprehensive Fee Schedule; and

**WHEREAS**, the Board of Trustees desires to make adjustments to the Town's sewer plant investment fee and sewer user rates to be effective on March 1, 2024 as recommended by Town staff and in accordance with the Rate Study Report.

**NOW THEREFORE, BE IT RESOLVED** by the Town of Mead, Weld County, Colorado, that:

**Section 1. Revised Sewer Plant Investment Fees and Sewer User Fees Adopted.** The Board of Trustees hereby: (a) adopts certain amendments to the Sewer Fee Schedule, attached to this Resolution as **Exhibit 1** and incorporated herein by reference, and (b) directs Town staff to take all steps necessary to:

- i. incorporate the Sewer Fee Schedule into the Town's Comprehensive Fee Schedule and to implement the Sewer Fee Schedule **effective March 1, 2024**;
- ii. to cause a copy of the Comprehensive Fee Schedule, as updated and amended by this Resolution, to be uploaded to the Town's website; and
- iii. to cause a copy of the updated Comprehensive Fee Schedule to be made available for public inspection in the office of the Town Clerk.

**Section 2. Effective Date.** This resolution shall become effective immediately upon adoption. As set forth in Section 1 of this Resolution, the rates set forth in the Sewer Fee Schedule attached hereto as **Exhibit 1** shall be effective on and after **March 1, 2024**.

**Section 3. Certification.** The Town Clerk shall certify to the passage of this Resolution and make not less than one copy of the adopted resolution available for inspection by the public during regular business hours.

**INTRODUCED, READ, PASSED, AND ADOPTED THIS 26<sup>TH</sup> DAY OF FEBRUARY, 2024.**

**ATTEST:**

**TOWN OF MEAD**

By: \_\_\_\_\_  
Mary E. Strutt, MMC, Town Clerk

By: \_\_\_\_\_  
Colleen G. Whitlow, Mayor



**EXHIBIT 1**  
**SEWER FEE SCHEDULE**  
*(effective March 1, 2024)*

**SEWER PLANT INVESTMENT FEES**

*(see MMC § 13-1-80)*

Tap Diameter	Plant Investment Fee In-Town	Plant Investment Fee Outside Town <sup>1</sup>
5/8 inch	\$6,791.00	\$13,582.00
3/4 inch	\$11,290.00	\$22,580.00
1 inch	\$18,104.00	\$36,208.00
1½ inch	\$22,632.00	\$45,264.00
2 inch	\$72,419.00	\$144,838.00
3 inch	\$144,838.00	\$289,676.00

<sup>1</sup> Outside Town rate is double the In-Town rate as provided in MMC § 13-1-80(e).

**SEWER TRANSFER APPLICATION FEES**

*(see MMC § 13-1-80(j))*

[NO CHANGE; information currently set forth in Town Comprehensive Fee Schedule dated June 1, 2023 to remain]

**SEWER USER FEES**  
*(see MMC § 13-1-210)*

Effective March 1, <u>2024</u> <sup>1</sup>	2024 <sup>1</sup>	
	In-Town	Outside-Town <sup>2</sup>
<b>Monthly Service Charge</b>		
<b>Residential</b>		
Base Charge - Low User - 0- 2,000 gal <sup>3</sup>	\$45.28	\$90.56
Base Charge - Medium User - 2,001- 4,000 gal (base fee) <sup>4</sup>	\$49.82	\$99.63
<b>Monthly Service Charge</b>		
<b>Residential</b> - includes 4,000 gal (base fee) <sup>4</sup>		
Commercial - Low	\$49.82	\$99.63
Commercial - Medium	\$59.77	\$119.54
Commercial - High	\$69.74	\$139.47
Schools	\$59.77	\$119.54

<b>Volume charge - for each additional 1,000 gal over the 4,000 gal base used during the winter base period.</b>		
Residential		
Single-Family	\$13.58	\$27.15
Multi-Family	\$13.58	\$27.15
Non-Residential		
Commercial - Low <sup>5</sup>	\$13.58	\$27.15
Commercial - Medium <sup>6</sup>	\$16.29	\$32.58
Commercial - High <sup>6, 7</sup>	\$19.00	\$38.01
Schools <sup>8</sup>	\$16.29	\$32.58
Industrial/Special Uses (Strength Surcharge) <sup>9</sup>	Varies <sup>9</sup>	Varies <sup>9</sup>

<sup>1</sup> This means beginning with the usage for that month. Because billing is done in arrears of usage, the new rate will be reflected on bills generated on April 1.

<sup>2</sup> Outside Rate is double the In-Town Rate.

<sup>3</sup> Base charge includes the first two thousand (2,000) gallons.

<sup>4</sup> Base charge includes the first four thousand (4,000) gallons.

<sup>5</sup> Commercial with ten (10) or fewer employees.

<sup>6</sup> Commercial with more than ten (10) employees and fewer than forty-five (45) employees, including all restaurants and automobile repair facilities. Medium strength effluent charged twenty percent (20%) more than Residential.

<sup>7</sup> Commercial with forty-five (45) or more employees and those determined to require sampling and flow metering manholes. High strength effluent charged forty percent (40%) more than Residential

<sup>8</sup> Schools charged twenty percent (20%) more than Residential.

<sup>9</sup> Strength Surcharge for excessive BOD, COD, and TSS as established by Resolution of Board of Trustees, MMC Section 13-1-270. The Strength Surcharge amounts are set forth and included in this Comprehensive Fee Schedule.

**SEWER INDUSTRIAL DISCHARGE PERMIT FEES**

*(see MMC § 13-1-270)*

[NO CHANGE; information currently set forth in Town Comprehensive Fee Schedule dated June 1, 2023 to remain]

**SEWER INDUSTRIAL DISCHARGE SURCHARGE**

*(see MMC § 13-1-270)*

[NO CHANGE; information currently set forth in Town Comprehensive Fee Schedule dated June 1, 2023 to remain]



## Agenda Item Summary

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MEETING DATE: February 26, 2024

SUBJECT: **Resolution No. 20-R-2024** – A Resolution of the Town of Mead, Colorado, Granting Conditional Acceptance of the Phases A1 Public Infrastructure Improvements (Red Barn Subdivision – Filing No. 2 Final Plat)

PRESENTED BY: Robyn Brown, Deputy Town Engineer

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### SUMMARY

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Mr. Chuck Hawn, Land Development Project Manager for Century Land Holdings, LLC, a Colorado limited liability company, having a principal office address of 8390 E. Crescent Parkway, Suite 650, Greenwood Village, Colorado 80111 (“Developer”) has requested conditional acceptance of certain public infrastructure improvements in Phase A1, constructed as part of the Red Barn development, specifically the installation of concrete sidewalk, curb and gutter, asphalt paving, sanitary sewer, storm sewer drainage, drainage facilities, and off-site roadway improvements (collectively, the “Phase A1 Public Infrastructure Improvements” or the “Improvements”).

The Phase A1 Public Infrastructure Improvements are identified in the Subdivision Improvement Agreement, dated February 8, 2021, and recorded on May 11, 2021, at Reception No. 4713904 in the Weld County property records and assigned to Developer by that certain Assignment of Subdivision Improvement Agreement dated June 28, 2021 and recorded on July 12, 2021 at Reception No. 4734507 of the Weld County records (together, the “SIA”).

Town staff completed punch list walkthroughs in January and February 2024 and created a final punch list of items for the Developer’s contractor to complete for the Phase A1 Public Infrastructure Improvements. The punch list and related photos are attached and incorporated into the proposed Resolution. All punchlist items shall be completed and/or corrected by March 31, 2024.

Staff recommends granting Conditional Acceptance of the Phase A1 Public Infrastructure Improvements. Resolution No. 20-R-2024 (the “Resolution”) memorializes the Board’s Conditional Acceptance of the Improvements. The two-year warranty period will start on May 1, 2024.

For a two-year period from the commencement date of the warranty period, the Developer is required, at its own expense, to take all actions necessary to maintain the Improvements and make needed repairs or replacements that, in the reasonable opinion of the Town, become necessary. If within thirty (30) days after the Developer’s receipt of written notice from the Town requesting replacement of or repairs to the Improvements, the Developer has not completed such repairs, the Town may exercise enforcement actions to secure performance, including enforcement of contractual rights and other actions set forth in Article VI of Chapter 16 of the MMC. The Resolution also requires the Developer to post a warranty letter of credit with the Town to secure the Developer’s obligation to make the necessary repairs or replacements.

Town staff will complete a final inspection prior to final acceptance of the Phase A1 Public Infrastructure Improvements at the conclusion of the two-year warranty period.

## FINANCIAL CONSIDERATIONS

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There are no financial considerations associated with this request.

## STAFF RECOMMENDATION/ACTION REQUIRED

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Staff recommends the Board of Trustees approve the Resolution granting Conditional Acceptance of the Phase A1 Public Infrastructure Improvements.

A motion to approve the consent agenda for February 26, 2024, will approve this item. If the resolution is removed from the consent agenda, the suggested motion is:

Suggested Motion:

“I move to adopt Resolution No. 20-R-2024, a Resolution of the Town of Mead, Colorado, Granting Conditional Acceptance of the Phase A1 Public Infrastructure Improvements (Red Barn, Filing No. 2 Final Plat).”

## ATTACHMENTS

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Resolution No. 20-R-2024

Exhibit A to Resolution – Final Punchlist (for Conditional Acceptance – Red Barn Phase A1 Public Infrastructure Improvements) (7 pages, including applicable photos)

Exhibit B to Resolution – Additional Conditions

**TOWN OF MEAD, COLORADO  
RESOLUTION NO. 20-R-2024**

**A RESOLUTION OF THE TOWN OF MEAD, COLORADO, GRANTING  
CONDITIONAL ACCEPTANCE OF THE PHASES A1 PUBLIC  
INFRASTRUCTURE IMPROVEMENTS  
(RED BARN SUBDIVISION – FILING NO. 2 FINAL PLAT)**

**WHEREAS**, Century Land Holdings LLC, a Colorado limited liability company having a principal office address of 8390 E. Crescent Parkway, Suite 650, Greenwood Village, Colorado 80111 (“Developer”) has caused the completion of certain public improvements benefitting the Red Barn Filing No. 2 Final Plat (“Development”), specifically the public improvements associated with **Phase A1** of the Development (collectively, the “Improvements”); and

**WHEREAS**, the Improvements are identified in that certain Subdivision Improvement Agreement dated February 8, 2021, and recorded on May 11, 2021, at Reception No. 4713904 in the Weld County property records and assigned to Developer by that certain Assignment dated June 28, 2021 and recorded on July 12, 2021 at Reception No. 4734507 of the Weld County records (together, the “SIA”); and

**WHEREAS**, the Improvements are subject to a warranty period of two (2) years following the conditional acceptance of the improvements; and

**WHEREAS**, Developer has requested conditional acceptance of the Improvements by the Board of Trustees of the Town of Mead; and

**WHEREAS**, the Town Engineer has reviewed the construction of Improvements, has determined that the Improvements have been constructed and installed in substantial conformance with the Town’s construction standards, and is recommending that the Board grant conditional acceptance of the Improvements effective as of May 1, 2024, subject to the conditions set forth in the Final Punchlist, a copy of which is attached to this Resolution as **Exhibit A**, and subject to the additional conditions attached to this Resolution as **Exhibit B**; and

**WHEREAS**, the Board of Trustees desires to grant conditional acceptance of the Improvements subject to the conditions set forth in this Resolution; and

**WHEREAS**, the *Mead Municipal Code* (“MMC”) requires the Developer to maintain the Improvements for a two (2) year period from the date of conditional acceptance and clarifies that the Developer shall, at its own expense, take all actions necessary to maintain the Improvements and make needed repairs or replacements that, in the reasonable opinion of the Town (and the Town Engineer), shall become necessary; and

**WHEREAS**, if the Developer fails to make necessary repairs to the Improvements in accordance with the requirements set forth in the MMC, the Town may withhold final acceptance of the Improvements, may proceed to withhold building permits, temporary certificates of occupancy, or certificates of occupancy for those lots located within boundaries of the Development, or may take any other action authorized by the SIA.



**NOW THEREFORE, BE IT RESOLVED** by the Town of Mead, Weld County, Colorado, that:

**Section 1. Conditional Acceptance of Public Improvements.** The Board of Trustees on behalf of the Town of Mead, hereby grants “conditional acceptance” of the Improvements identified in this Resolution and orders the commencement of the two (2) year warranty period on May 1, 2024.

**Section 2. Developer Obligation to Maintain Improvements during Guarantee Period.** Developer shall maintain the Improvements for a two (2) year period from the date of conditional acceptance (the “Guarantee Period”). Developer shall, at its own expense, take all actions necessary to maintain the Improvements and make needed repairs or replacements that, in the reasonable opinion of the Town (and the Town Engineer), shall become necessary during the Guarantee Period. Failure of the Developer to maintain the Improvements during the Guarantee Period shall violate the requirements this Section 2 and shall constitute a violation of the MMC pursuant to MMC Sec. 16-6-10(c)(1)(g). In addition to any contractual remedies available to the Town under the SIA, Town Staff shall be authorized to take any and all enforcement actions as necessary to ensure that the Developer completes necessary repairs and replacements of the Improvements during the Guarantee Period and prior to final acceptance of the Improvements, as authorized by the MMC, including but not limited to the enforcement actions set forth in Article VI of Chapter 16 of the MMC.

**Section 3. Severability.** If any part, section, subsection, sentence, clause or phrase of this resolution is for any reason held to be invalid, such invalidity shall not affect the validity of the remaining sections of the resolution. The Town Board hereby declares that it would have passed the resolution including each part, section, subsection, sentence, clause or phrase thereof, irrespective of the fact that one or more parts, sections, subsections, sentence, clauses or phrases are declared invalid.

**Section 4. Repealer.** All resolutions and motions of the Board of Trustees of the Town of Mead or parts thereof, in conflict with this resolution are to the extent of such conflict hereby superseded and repealed, provided that such repealer shall not repeal the repealer clauses of such resolution or motion, no revive any resolution or motion thereby.

**Section 5. Effective Date.** This resolution shall become effective immediately upon adoption.

**Section 6. Certification.** The Town Clerk shall certify to the passage of this resolution and make not less than one copy of the adopted resolution available for inspection by the public during regular business hours.

**INTRODUCED, READ, PASSED, AND ADOPTED THIS 26<sup>TH</sup> DAY OF FEBRUARY, 2024.**

**ATTEST:**

**TOWN OF MEAD**

By: \_\_\_\_\_  
Mary E. Strutt, MMC, Town Clerk

By: \_\_\_\_\_  
Colleen G. Whitlow, Mayor

**Exhibit A**

Final Punchlist (for Conditional Acceptance – Filing 2, Phase A1)

(attached – 7 pages)



Project Name: Red Barn  
 Contractor: Century Communities

Inspector: Ryan Corbett

Punchwalk Dates: 12/4/23, 1/9/24

Pre-Walk for Conditional Acceptance: 1/22/2024, 1/23/24, 2/9/24

Punch List Items						
No.	Item	Description	Location	Observation Date	Completion Date	Town Sign-Off
1	Concrete	Need to repair cracks in trickle channel	Various- will complete in Spring 2024	12/4/2023		RCC
2	Detention Basin	Ken reviewed/approved			4/20/2023	RCC
3	Manhole/Valves				2/9/2024	RCC
4	Street Lights				1/22/2024	RCC
5	As-Builts	Ken has reviewed- need updated drawings once St V/LTWD sign off		12/18/2023		
6	Storm				1/22/2024	RCC
7	Erosion Control	Need to grade/blanket all tree lawns including the CR13 frontage		1/22/2024		
8	Housekeeping	using later phase for storage				RCC
9	Stockpiles/Grading	Already starting building so excess piles are from houses being constructed				RCC
10	CR 13	Awaiting guardrail and striping				RCC
11	Asphalt	Multiple patches will need re-done when weather permits		1/22/2024		RCC
12	Thermoplastic Symbols				1/22/2024	RCC
13	Inlets				1/22/2024	RCC
14	Mailboxes				1/23/2024	RCC
15	Water (LTWD)	Received 2/13/24			2/13/2024	RCC
16	St. Vrain (Sewer)	Received 2/13/24			2/13/2024	RCC
17	Baugh Ditch				2/9/2024	RCC
18	Signs	Missing stop sign/street signs on Red Barn Ave/Harvest Moon/ CR 32&CR13				
19	Landscaping	Separate Collateral Needs to be in Place- will be completed before Phase A2				

## Exhibit B






### Additional conditions (Conditional Acceptance – Phase A1)

1. **OPTION 1 (Developer to post replacement LOCs with Town).** Developer shall replace Letters of Credit (LOCs) Nos. 136866186 and 136866207, both dated June 2, 2021, in the amounts of \$5,477,749.46 and \$188,565.50, respectively (and both having current expiration dates of June 2, 2024) (the “Existing Phase A1 Infrastructure and Phase A1 Off-Site Highway 66 Infrastructure LOCs”), with **one new replacement LOC** in the form required by the SIA in the amount of **eight hundred forty-nine thousand, nine hundred forty-seven dollars (\$849,947.00)** (representing 15% of the aggregate face amounts of the Existing Phase A1 Infrastructure and Phase A1 Off-Site Highway 66 Infrastructure LOCs) and having an expiration date **not earlier than July 1, 2026** (the “Warranty LOC”). Additionally, Developer shall submit one new LOC in the amount of **three hundred seventy-nine thousand four hundred eleven dollars (\$379,411.00)** (representing 115% of the estimated cost of “Phase A1 ROW Landscaping Improvements”) (the “ROW Landscaping LOC”). If Developer selects OPTION 1, the Developer shall proceed to have CREDIT AGRICOLE CORPORATE & INVESTMENT BANK file the Warranty LOC and the ROW Landscaping LOC with the Town Engineer on or before March 31, 2024. Upon filing of the Warranty LOC and the ROW Landscaping LOC, the Town Engineer or designee shall cause the Existing Phase A1 Infrastructure and Phase A1 Off-Site Highway 66 Infrastructure LOCs to be released.
2. **OPTION 2 (Existing LOCs to be amended/reduced during Warranty Period).** Alternatively, Developer shall submit one new LOC in the amount of **three hundred seventy-nine thousand four hundred eleven dollars (\$379,411.00)** (representing 115% of the estimated cost of “Phase A1 ROW Landscaping Improvements”) (the “ROW Landscaping LOC”) and request the Town send a letter to CREDIT AGRICOLE CORPORATE & INVESTMENT BANK requesting an amendment to each of the Existing Phase A1 Infrastructure and Phase A1 Off-Site Highway 66 Infrastructure LOCs, as follows:
  - Reduce amount of LOC No. 136866186 from \$5,477,749.46 to **\$821,662.00** and extend final expiration date to **July 1, 2026**
  - Reduce amount of LOC No. 136866207 from \$188,565.50 to **\$28,285.00** and extend final expiration date to **July 1, 2026**


(together, the “AMENDED LOCs – Warranty Period”).

If Developer selects OPTION 2, the Developer shall proceed to have CREDIT AGRICOLE CORPORATE & INVESTMENT BANK process the requested amendments and file the AMENDED LOCs – Warranty Period with the Town Engineer or designee on or before March 31, 2024. In addition, under OPTION 2, the ROW Landscaping LOC must also be filed with the Town Engineer on or before March 31, 2024.







<p>5- R&amp;R inlet on Ranch St east of Heritage Dr</p>  	<p>6- R&amp;R of trickle channel and wall</p>  
<p>7- R&amp;R of trickle Channel</p>  	<p>8- R&amp;R c/g at Ranch St/Red Barn Ave (sw of intersection on Ranch St)</p>  



<p>13- Crack needs replaced on trickle channel- roughly 40' south of harvest moon</p>	<p>14- Sidewalk panel needs replaced- it was removed for street light install</p>
	
	
<p>15- C&amp;G missing on Harvest Moon-</p>	<p>16- 2 cracks in ramp need to be sealed at Harvest Moon/Harvest Dr</p>
	
	



<p>17- Couple panels in ramp need replaced at Harvest/Orchard</p> 	<p>18- 2 panels need replaced on ramp at Harvest Dr/ Sunrise Pl</p> 
<p>19- C&amp;G missing on Harvest Dr</p> 	<p>20- Trickle Channel parallel to 13, south of the rep</p> 

20(a)



20& 20(a) completed



21- Sunrise Place Asphalt



22- Harvest Moon/Red Barn Ave Patch needs to be squared



## Exhibit B

### Additional conditions (Conditional Acceptance – Phase A1)

1. **OPTION 1 (Developer to post replacement LOCs with Town).** Developer shall replace Letters of Credit (LOCs) Nos. 136866186 and 136866207, both dated June 2, 2021, in the amounts of \$5,477,749.46 and \$188,565.50, respectively (and both having current expiration dates of June 2, 2024) (the “Existing Phase A1 Infrastructure and Phase A1 Off-Site Highway 66 Infrastructure LOCs”), with **one new replacement LOC** in the form required by the SIA in the amount of **eight hundred forty-nine thousand, nine hundred forty-seven dollars (\$849,947.00)** (representing 15% of the aggregate face amounts of the Existing Phase A1 Infrastructure and Phase A1 Off-Site Highway 66 Infrastructure LOCs) and having an expiration date **not earlier than July 1, 2026** (the “Warranty LOC”). Additionally, Developer shall submit one new LOC in the amount of **three hundred seventy-nine thousand four hundred eleven dollars (\$379,411.00)** (representing 115% of the estimated cost of “Phase A1 ROW Landscaping Improvements”) (the “ROW Landscaping LOC”). If Developer selects OPTION 1, the Developer shall proceed to have CREDIT AGRICOLE CORPORATE & INVESTMENT BANK file the Warranty LOC and the ROW Landscaping LOC with the Town Engineer on or before March 31, 2024. Upon filing of the Warranty LOC and the ROW Landscaping LOC, the Town Engineer or designee shall cause the Existing Phase A1 Infrastructure and Phase A1 Off-Site Highway 66 Infrastructure LOCs to be released.
2. **OPTION 2 (Existing LOCs to be amended/reduced during Warranty Period).** Alternatively, Developer shall submit one new LOC in the amount of **three hundred seventy-nine thousand four hundred eleven dollars (\$379,411.00)** (representing 115% of the estimated cost of “Phase A1 ROW Landscaping Improvements”) (the “ROW Landscaping LOC”) and request the Town send a letter to CREDIT AGRICOLE CORPORATE & INVESTMENT BANK requesting an amendment to each of the Existing Phase A1 Infrastructure and Phase A1 Off-Site Highway 66 Infrastructure LOCs, as follows:
  - Reduce amount of LOC No. 136866186 from \$5,477,749.46 to **\$821,662.00** and extend final expiration date to **July 1, 2026**
  - Reduce amount of LOC No. 136866207 from \$188,565.50 to **\$28,285.00** and extend final expiration date to **July 1, 2026**

(together, the “AMENDED LOCs – Warranty Period”).

If Developer selects OPTION 2, the Developer shall proceed to have CREDIT AGRICOLE CORPORATE & INVESTMENT BANK process the requested amendments and file the AMENDED LOCs – Warranty Period with the Town Engineer or designee on or before March 31, 2024. In addition, under OPTION 2, the ROW Landscaping LOC must also be filed with the Town Engineer on or before March 31, 2024.



SENT VIA EMAIL to: [Chuck.Hawn@centurycommunities.com](mailto:Chuck.Hawn@centurycommunities.com)

February 27, 2024

Century Land Holdings, LLC  
c/o Century Communities  
Attn: Mr. Chuck Hawn, Land Development Project Manager  
8390 E. Crescent Pkwy, Ste 650  
Greenwood Village, Colorado 80111

**RE: Conditional Acceptance of Red Barn Subdivision, Filing No. 2 - Phase A1 Public Infrastructure Improvements**

Dear Mr. Hawn,

This letter is to notify you that the public infrastructure improvements in Filing 2, Phase A1, of the Red Barn Subdivision, including the off-site State Highway 66 and Weld County Road (WCR) 13 Improvements, have been granted Conditional Acceptance by the Town of Mead Board of Trustees on February 26, 2024, pursuant to the attached Resolution No. 20-R-2024 (the "Conditional Acceptance Resolution"). **Private Outlot and Public Right-of-Way (ROW) Landscaping Improvements in Filing 2, Phase A1, are not included in this Conditional Acceptance.**

In January and February 2024, Town of Mead Staff completed inspections of the referenced public infrastructure improvements. The purpose of these inspections was to confirm completion of construction of those improvements, assess the condition of the improvements installed, and generate a punchlist detailing deficiencies requiring completion. A copy of the punchlist is attached to this letter. All punchlist items shall be completed by March 31, 2024, unless otherwise directed by Town Staff.

Please be aware that, in accordance with the Town of Mead *Design Standards and Construction Specifications*, Section 202.8.A.1.a, the two-year warranty period for the Phase A1 public infrastructure improvements will not begin until May 1, 2024. During the two-year warranty period, the developer shall, at developer's own expense, take all actions necessary to maintain the public improvements and make needed repairs or replacements that, in the reasonable opinion of the Town, shall become necessary.



No sooner than sixty (60) days, and at least thirty (30) days, before the end of the two-year warranty period, and during the growing season (May 1 through October 31), the Developer shall request an inspection of the Phase A1 public infrastructure improvements granted conditional acceptance pursuant to the Conditional Acceptance Resolution. Once the Phase A1 public infrastructure improvements are judged by the Town to be in satisfactory condition, the Town shall grant Final Acceptance of Phase A1 by resolution of the Board of Trustees.

With respect to the collateral reduction contemplated in Section X.A. of that certain Subdivision Improvement Agreement dated February 8, 2021, and recorded on May 11, 2021, at Reception No. 4713904 of the Weld County records and assigned to Developer by that certain Assignment dated June 28, 2021 and recorded on July 12, 2021 at Reception No. 4734507 of the Weld County records (“SIA”), there are two options as outlined below. Additionally, in preparation for bringing the Conditional Acceptance Resolution before the Board of Trustees, review of the documents on file with the Town determined that the Developer has not posted the required collateral for ROW Landscaping Improvements in the amount of \$379,411.82. **For either option described below, the collateral for ROW Landscaping Improvements shall be submitted to the Town Engineer or designee prior to release of collateral for Phase A1 Infrastructure and Phase A1 Off-Site Highway 66 Infrastructure.**

#### OPTION 1

Developer shall replace Letters of Credit (LOCs) Nos. 136866186 and 136866207, both dated June 2, 2021, in the amounts of \$5,477,749.46 and \$188,565.50, respectively (and both having current expiration dates of June 2, 2024) (the “Existing Phase A1 Infrastructure and Phase A1 Off-Site Highway 66 Infrastructure LOCs”), with **one new replacement LOC** in the form required by the SIA in the amount of **eight hundred forty-nine thousand, nine hundred forty-seven dollars (\$849,947.00)** (representing 15% of the aggregate face amounts of the Existing Phase A1 Infrastructure and Phase A1 Off-Site Highway 66 Infrastructure LOCs) and having an expiration date **not earlier than July 1, 2026** (the “Warranty LOC”). Additionally, Developer shall submit one new LOC in the amount of **three hundred seventy-nine thousand four hundred eleven dollars (\$379,411.00)** (representing 115% of the estimated cost of “Phase A1 ROW Landscaping Improvements”) (the “ROW Landscaping LOC”). If Developer selects OPTION 1, the Developer shall proceed to have CREDIT AGRICOLE CORPORATE & INVESTMENT BANK file the Warranty LOC and the ROW Landscaping LOC with the Town Engineer on or before March 31, 2024. Upon filing of the Warranty LOC and the ROW Landscaping LOC, the Town Engineer or designee shall cause the Existing Phase A1 Infrastructure and Phase A1 Off-Site Highway 66 Infrastructure LOCs



to be released.

#### OPTION 2

At Developer's request, the Town will send a letter to CREDIT AGRICOLE CORPORATE & INVESTMENT BANK requesting an amendment to each of the Existing Phase A1 Infrastructure and Phase A1 Off-Site Highway 66 Infrastructure LOCs:

- Reduce amount of LOC No. 136866186 from \$5,477,749.46 to \$821,662.00 and extend final expiration date to July 1, 2026
- Reduce amount of LOC No. 136866207 from \$188,565.50 to \$28,285.00 and extend final expiration date to July 1, 2026

(together, the "AMENDED LOCs - Warranty Period").

If Developer selects OPTION 2, the Developer shall proceed to have CREDIT AGRICOLE CORPORATE & INVESTMENT BANK process the requested amendments and file the AMENDED LOCs - Warranty Period with the Town Engineer or designee on or before March 31, 2024.

Additionally, Developer shall submit one new LOC in the amount of **three hundred seventy-nine thousand four hundred eleven dollars (\$379,411.00)** (representing 115% of the estimated cost of "Phase A1 ROW Landscaping Improvements") (the "ROW Landscaping LOC"). The ROW Landscaping LOC must be filed with the Town Engineer on or before March 31, 2024.

The Warranty LOC (or the AMENDED LOCs - Warranty Period, if OPTION 2 is selected) shall be released in accordance with the terms of the SIA and the *Mead Municipal Code*. The ROW Landscaping LOC may be reduced conditioned on the Town's conditional acceptance of the Phase A1 ROW Landscaping Improvements.

Sincerely,

Robyn Brown, P.E.  
Deputy Town Engineer



ATTACHMENTS:

Attachment 1 – Red Barn Subdivision, Filing No. 2 – Phase A1 Public Improvements –  
Punchlist










Project Name: Red Barn  
 Contractor: Century Communities  
 Inspector: Ryan Corbett  
 Punchwalk Dates: 12/4/23, 1/9/24  
 Pre-Walk for Conditional Acceptance: 1/22/2024, 1/23/24, 2/9/24

Punch List Items						
No.	Item	Description	Location	Observation Date	Completion Date	Town Sign-Off
1	Concrete	Need to repair cracks in trickle channel	Various- will complete in Spring 2024	12/4/2023		RCC
2	Detention Basin	Ken reviewed/approved			4/20/2023	RCC
3	Manhole/Valves				2/9/2024	RCC
4	Street Lights				1/22/2024	RCC
5	As-Builts	Ken has reviewed- need updated drawings once St V/LTWD sign off		12/18/2023		
6	Storm				1/22/2024	RCC
7	Erosion Control	Need to grade/blanket all tree lawns including the CR13 frontage		1/22/2024		
8	Housekeeping	using later phase for storage				RCC
9	Stockpiles/Grading	Already starting building so excess piles are from houses being constructed				RCC
10	CR 13	Awaiting guardrail and striping				RCC
11	Asphalt	Multiple patches will need re-done when weather permits		1/22/2024		RCC
12	Thermoplastic Symbols				1/22/2024	RCC
13	Inlets				1/22/2024	RCC
14	Mailboxes				1/23/2024	RCC
15	Water (LTWD)	Received 2/13/24			2/13/2024	RCC
16	St. Vrain (Sewer)	Received 2/13/24			2/13/2024	RCC
17	Baugh Ditch				2/9/2024	RCC
18	Signs	Missing stop sign/street signs on Red Barn Ave/Harvest Moon/ CR 32&CR13				
19	Landscaping	Separate Collateral Needs to be in Place- will be completed before Phase A2				









<p>5- R&amp;R inlet on Ranch St east of Heritage Dr</p>  	<p>6- R&amp;R of trickle channel and wall</p>  
<p>7- R&amp;R of trickle Channel</p>  	<p>8- R&amp;R c/g at Ranch St/Red Barn Ave (sw of intersection on Ranch St)</p>  



<p>13- Crack needs replaced on trickle channel- roughly 40' south of harvest moon</p>	<p>14- Sidewalk panel needs replaced- it was removed for street light install</p>
	
	
<p>15- C&amp;G missing on Harvest Moon-</p>	<p>16- 2 cracks in ramp need to be sealed at Harvest Moon/Harvest Dr</p>
	
	

<p>17- Couple panels in ramp need replaced at Harvest/Orchard</p> 	<p>18- 2 panels need replaced on ramp at Harvest Dr/ Sunrise Pl</p> 
<p>19- C&amp;G missing on Harvest Dr</p> 	<p>20- Trickle Channel parallel to 13, south of the rep</p> 

20(a)



20& 20(a) completed



21- Sunrise Place Asphalt



22- Harvest Moon/Red Barn Ave Patch needs to be squared





## Agenda Item Summary

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MEETING DATE: February 26, 2024

SUBJECT: **Resolution No. 21-R-2024** – A Resolution of the Town of Mead, Colorado, Authorizing the Acquisition of Certain Interests in Real Property through Eminent Domain Proceedings for 2024-25 Capital Projects and Delegating Authority to the Town Manager to Accept Deeds, Easements or License Agreements for Such Property Interests on behalf of the Town

PRESENTED BY: Erika Rasmussen, Town Engineer/Public Works Director

THROUGH: Marcus McAskin, Town Attorney

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### SUMMARY

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Resolution No. 21-R-2024 (“Resolution”) delegates authority to the Town Manager (or designee) to acquire certain temporary construction easements, permanent easements, License Agreements (as that term is defined below), or to acquire fee simple title for certain real property (collectively, “Property Interests”) as necessary for the successful completion of the following four (4) capital projects to be undertaken by the Town:

1. WCR 34 Bridge Replacement Project, as more particularly described in **Exhibit A** to the Resolution,
2. Town of Mead Regional Trail Extension, Safe Routes to School (SRTS) Project, as more particularly described in **Exhibit B** to the Resolution,
3. SH 66 / WCR 7 Pedestrian Crossing Project, as more particularly described in **Exhibit C** to the Resolution, and
4. WCR 26 Multipurpose Trail Project, as more particularly described in **Exhibit D** to the Resolution,

(collectively, the “Town Projects”).

As contemplated in the Resolution, the Town may be required to acquire a “*License to Enter Private Property*” or similar right to enter property from certain property owners in the vicinity of the Town Projects (together, the “License Agreements”) in order to support certain surveying and investigatory work related to the Town Projects (the “Project-Related Work”).

If the Resolution is approved, Town Staff, in coordination with the Town’s Property Acquisition Consultant (as defined in the Resolution) and the Town Attorney, will continue negotiations with the owner(s) of the Property Interests. In the event that good faith negotiations are successful, the Resolution authorizes the Town Manager to schedule and conduct closings and take other actions as are necessary to effect the transfer of deeds, easements or License Agreements on behalf of the Town of Mead. The

Resolution also authorizes the initiation of condemnation proceedings in the event that good faith negotiations are unsuccessful, but only if the condition set forth in Section 4 of the Resolution is satisfied.

Specifically, Section 4 of the Resolution states, in relevant part, that “[t]he Town Attorney shall not be authorized to proceed under this Section 4 unless and until the Board of Trustees has considered and approved a separate resolution (or resolutions) identifying the specific Property Interests to be acquired through the power of eminent domain.”

## FINANCIAL CONSIDERATIONS

The costs to the Town related to the approval of the Resolution may include the costs for acquiring the Property Interests as necessary for the Town Projects, which costs will be determined through negotiation. Additional costs may include assistance from the Town’s special eminent domain counsel on an as-needed basis. Section 3 of the Resolution contains the following limitation:

“The Town Manager shall be authorized to cause compensation to be paid to the property owners of the Property Interests, in such amounts as may be negotiated between the Town and the property owners of the Property Interests, provided that such amounts in the aggregate shall not exceed the amount(s) appropriated for said purpose in the Town’s approved 2024 and 2025 budgets, as the same may be amended from time to time.”

## STAFF RECOMMENDATION/ACTION REQUIRED

Staff recommends approval of the Resolution. A motion to approve the February 26, 2024 consent agenda will approve the Resolution. If the Board decides to remove this item from the consent agenda for questions or additional discussion, staff recommends the following motion:

### Suggested Motion:

“I move to approve Resolution No. 21-R-2024, A Resolution of the Town of Mead, Colorado, Authorizing the Acquisition of Certain Interests in Real Property through Eminent Domain Proceedings for 2024-25 Capital Projects and Delegating Authority to the Town Manager to Accept Deeds, Easements or License Agreements for Such Property Interests on behalf of the Town.”

## ATTACHMENTS

Resolution No. 21-R-2024

**Exhibit A** (WCR 34 Bridge Replacement Project)

**Exhibit B** (Town of Mead Regional Trail Extension, Safe Routes to School (SRTS) Project)

**Exhibit C** (SH 66 / WCR 7 Pedestrian Crossing Project)

**Exhibit D** (WCR 26 Multipurpose Trail Project)



**TOWN OF MEAD, COLORADO  
RESOLUTION NO. 21-R-2024**

**A RESOLUTION OF THE TOWN OF MEAD, COLORADO,  
AUTHORIZING THE ACQUISITION OF CERTAIN INTERESTS IN REAL  
PROPERTY THROUGH EMINENT DOMAIN PROCEEDINGS FOR 2024-2025  
CAPITAL PROJECTS AND DELEGATING AUTHORITY TO THE TOWN MANAGER  
TO ACCEPT DEEDS, EASEMENTS OR LICENSE AGREEMENTS FOR SUCH  
PROPERTY INTERESTS ON BEHALF OF THE TOWN**

**WHEREAS**, the Town of Mead, Colorado (“Town”) possesses the power of eminent domain pursuant to the provisions of Colorado law including but not limited to Sections 38-1-202(1)(e) and 38-6-101 of the Colorado Revised Statutes (“C.R.S.”); and

**WHEREAS**, C.R.S. § 38-6-101 authorizes the Town, in relevant part, to exercise its eminent domain powers after passage of a resolution or ordinance to establish, construct, extend, widen, or alter any street, lane, avenue, boulevard, park, playground, parkway, pleasure way, public square, market, viaduct, bridge, sewer, tunnel, or subway or to build, acquire, construct, or establish any public building or any other public work or public improvement; and

**WHEREAS**, the Town has determined that it may be necessary to acquire certain temporary construction easements, permanent easements, License Agreements (as that term is defined below), or to acquire fee simple title for certain real property (collectively, “Property Interests”) as necessary for the successful completion of the following four (4) capital projects to be undertaken by the Town:

1. WCR 34 Bridge Replacement Project, as more particularly described in **Exhibit A** attached hereto,
2. Town of Mead Regional Trail Extension, Safe Routes to School (SRTS) Project, as more particularly described in **Exhibit B** attached hereto,
3. SH 66 / WCR 7 Pedestrian Crossing Project, as more particularly described in **Exhibit C** attached hereto, and
4. WCR 26 Multipurpose Trail Project, as more particularly described in **Exhibit D** attached hereto,

(collectively, the “Town Projects”); and

**WHEREAS**, with respect to the Town Projects, the Town may be required to acquire a “*License to Enter Private Property*” or similar right to enter property from certain property owners in the vicinity of the Town Projects (together, the “License Agreements”) in order to support certain surveying and investigatory work related to the Town Projects, including but not limited to:

- Access for survey crews to survey existing property features including, but not limited to, buildings, vegetation, property corners, structures and fence lines;
- Access for consultants/contractors to observe environmental and geotechnical features;

- Access for independent appraisers to photograph and assess property values;
- Access for Town personnel or consultants/contractors performing work on behalf of the Town Projects as it relates to the Town Projects; and,
- Access for various utility companies or their representatives to perform utility location services on behalf of the Town

(collectively, the “Project-Related Work”); and

**WHEREAS**, the Town has determined that the Town Projects are public projects and that acquiring the Property Interests is necessary to successfully complete the Town Projects; and

**WHEREAS**, a public purpose exists as the Property Interests will be acquired to permit the construction of the Town Projects and, upon completion, the Projects will be utilized by the public; and

**WHEREAS**, Board of Trustees finds and declares that the Town Projects are being undertaken for public advantage and public benefit; and

**WHEREAS**, the Town may retain Transportation Resource Services, Inc., d/b/a TRS Corp. or another qualified third-party consultant (“Property Acquisition Consultant”) to act as the Town’s representative in the acquisition of the Property Interests, if and as necessary; and

**WHEREAS**, Board of Trustees desires to authorize the Property Acquisition Consultant and the Town Manager, or her designee, to conduct good faith negotiations with the property owners in the vicinity of the Town Projects in accordance with applicable law; and

**WHEREAS**, in the event that good faith negotiations are successful, and the Property Interests may be acquired by the Town without commencing formal condemnation proceedings, the Board of Trustees desires to delegate all necessary authority to the Town Manager to accept right-of-way deeds, permanent easements, temporary construction easements, or License Agreements for Project-Related Work for the Town Projects on behalf of the Town; and

**WHEREAS**, Board of Trustees desires to authorize condemnation proceedings to acquire the Property Interests, if necessary, if such good faith negotiations prove unsuccessful, subject to the specific condition set forth in Section 4 of this Resolution below; and

**WHEREAS**, the delegation of authority to the Town Manager (or her designee, as applicable) is consistent with *Mead Municipal Code* Section 2-3-120(e)(16) which authorizes the Town Manager to “perform such other duties as may be required of, or assigned by the Board of Trustees, consistent with federal and state laws and Town ordinances”; and

**WHEREAS**, the timely completion of the Town Projects is necessary for the continued health, safety, and welfare of the residents of the Town.

**NOW THEREFORE, BE IT RESOLVED** by the Board of Trustees of the Town of Mead, Weld County, Colorado, that:

**Section 1.** The foregoing recitals and findings are incorporated herein as findings and conclusions of the Board of Trustees.

**Section 2.** The acquisition of Property Interests for the timely completion of the specific Town Projects identified in **Exhibits A – D** attached hereto is needed and required for public use and public purposes.

**Section 3.** The Town Manager, or her designee, and the Property Acquisition Consultant shall be authorized to conduct good faith negotiations with property owners in the vicinity of the Town Projects, as applicable, in accordance with applicable law and shall be further authorized to make offers of just compensation to the owners of the Property Interests for the voluntary acquisition thereof. In the event that good faith negotiations are successful, the Town Manager, or her designee, and the Property Acquisition Consultant shall be authorized to schedule and conduct closings with the property owners of the Property Interests. The Town Manager shall be authorized to cause compensation to be paid to the property owners of the Property Interests, in such amounts as may be negotiated between the Town and the property owners of the Property Interests, provided that such amounts in the aggregate shall not exceed the amount(s) appropriated for said purpose in the Town’s approved 2024 and 2025 budgets, as the same may be amended from time to time.

**Section 4.** If compensation to be paid for any of the Property Interests cannot be agreed upon by the interested parties, or in case the owner or owner(s) of any of the Property Interests are incapable of consenting, then the Town Attorney shall be authorized to institute and prosecute to conclusion such proceedings as are available under Article 1 of Title 38, Colorado Revised Statutes, through the exercise of the power of eminent domain. In the event that acquisition by eminent domain is deemed necessary, the Town Attorney shall be authorized to request immediate possession of the Property Interests in furtherance of the purpose of this Resolution. The Town Attorney shall not be authorized to proceed under this Section 4 unless and until the Board of Trustees has considered and approved a separate resolution (or resolutions) identifying the specific Property Interests to be acquired through the power of eminent domain.

**Section 5.** If eminent domain proceedings are commenced following the satisfaction of the condition set forth in Section 4 of this Resolution above, the Town Manager and Town Attorney shall be authorized to employ all necessary persons for this purpose including special eminent domain counsel, appraisers, surveyors, engineers, and other experts as deemed necessary.

**Section 6.** The Town Manager, or the Town’s consultants, consistent with the intent of the Town Projects, shall have the authority to amend or modify the legal descriptions of the Property Interests to be acquired, the nature of the interests to be acquired, and may add or delete parcels, in whole or in part, as deemed necessary for the timely completion of the Town Projects.

**Section 7.** The Town Manager (or the Town Manager’s designee, which designation shall be in writing and filed of record with both the Town Clerk and Town Attorney) shall be authorized to execute and the Town Clerk to attest any document necessary for the acquisition of the Property Interests required for the Town Projects. The Town Manager or her designee shall also be authorized to execute any “acceptance” signature block on any right-of-way deeds or other deeds related to the Town Projects, or approve any permanent or temporary easements required for the Town Projects, or approve any License Agreements for Project-Related Work following review and approval as to the form of such documents by the Town Attorney. Following execution, the Town Clerk or the Property Acquisition Consultant shall cause a copy of any right-of-way deed(s), other deed(s) or permanent easement(s) related to the Town Project to be recorded in the real property records of Weld County, Colorado. Temporary construction

easements and License Agreements (as necessary for the Town Projects) shall not be recorded in the County records unless specifically requested by the property owner(s) of the Property Interests.

**Section 8.** During the pendency of the Town Project, the Town Manager shall provide periodic updates to Board of Trustees regarding the status of the Town Projects.

**Section 9.** The Board of Trustees shall indemnify, hold harmless, and defend the Town Manager in the exercise of the powers granted by this Resolution provided that such exercise is made in a reasonable and good faith reliance on the authority granted by this Resolution and such exercise is within the scope of the Town Manager’s duties and authorities as the chief administrative officer of the Town of Mead.

**Section 10. Effective Date.** This resolution shall be effective immediately upon adoption.

**Section 11. Repealer.** All resolutions, or parts thereof, in conflict with this resolution are hereby repealed, provided that such repealer shall not repeal the repealer clauses of such resolution nor revive any resolution thereby.

**Section 12. Certification.** The Town Clerk shall certify to the passage of this resolution and make not less than one copy of the adopted resolution available for inspection by the public during regular business hours.

**INTRODUCED, READ, PASSED, AND ADOPTED THIS 26<sup>TH</sup> DAY OF FEBRUARY, 2024.**

**ATTEST:**

**TOWN OF MEAD:**

By: \_\_\_\_\_  
Mary E. Strutt, MMC, Town Clerk

By: \_\_\_\_\_  
Colleen G. Whitlow, Mayor

**Exhibit A**

**WCR 34 Bridge Replacement Project**

The WCR 34 Bridge Replacement Project involves reconstruction of the existing bridge structure that crosses the Mead Lateral Ditch. The crossing is located along CR 34, just west of the intersection with CR 5. The existing structure was constructed in 1937 and has a sufficiency rating of 53.1, which correlates to a structure condition rating of poor. The majority of the design and construction costs of this project are grant funded. Final design of this project is anticipated in mid-2024 with construction planned to start in late 2024 and extend through early 2025.

The design of the bridge is well underway, and it is apparent that in order for construction of the structure to be completed, temporary construction easements are required on the north and south sides of the bridge. The easement will allow for equipment and personnel to access the project location while crossing privately-owned property. The general locations of these temporary construction easements are shown in the image below.



**Exhibit B**

**Town of Mead Regional Trail Extension – Safe Routes to School (SRTS Project)**

The Safe Routes to School (SRTS) project involves design and construction of approximately 0.6 mile of 8-foot wide concrete trail on the east side of 3<sup>rd</sup> Street (WCR 7) between Lake Helen Boulevard and Elderberry Lane. This trail will be an extension of an existing trail network and will provide a safe route for students living north of the downtown area to reach the Mead Elementary and Middle Schools and beyond. The trail will be detached from the existing 2-lane rural asphalt roadway, where currently no sidewalk exists. Additionally, approximately 325 feet of attached sidewalk will be designed and constructed along the south side of Welker Avenue, connecting the Elementary School with the west end of the new sidewalk to be installed as part of the 3<sup>rd</sup> and Welker Intersection Project.

The majority of the design and construction costs of this project are grant funded. Final design of this project is anticipated in mid-to late 2024 with construction planned to start in late 2024 and extend through early to mid-2025.

Although this project is still in preliminary design, it is anticipated that the Town will need to acquire temporary and/or permanent easements and licenses to enter private properties (for project-related investigatory work). While no property acquisition is anticipated as part of this project, it is possible that, as the design progresses, property may be required to accommodate the ultimate design. The general location of the project is shown below and at right.



**Exhibit C**

**SH66/WCR 7 Pedestrian Crossing Project**

The SH66/WCR 7 Pedestrian Crossing Project involves design and construction of an 8-foot to 10-foot wide pedestrian trail along the west side of 3<sup>rd</sup> Street (WCR 7), extending from the north end of the Mead Place Subdivision south to Branding Iron Way. A pedestrian underpass under State Highway 66 will also be constructed as part of this project. The majority of the design costs for this project are grant funded, but it is apparent that anticipated construction costs exceed current funding resources. The Town is actively pursuing additional grant opportunities to complete the funding shortfall. Final design of this project is anticipated in mid- to late 2024 with construction planned to start in late 2024 and extend through early to mid-2025.

The design of the pedestrian trail and underpass is well underway, and it is anticipated that in order for construction to be completed, temporary construction easements, permanent easements, and property acquisition will likely be required. The general location of the project is shown below.



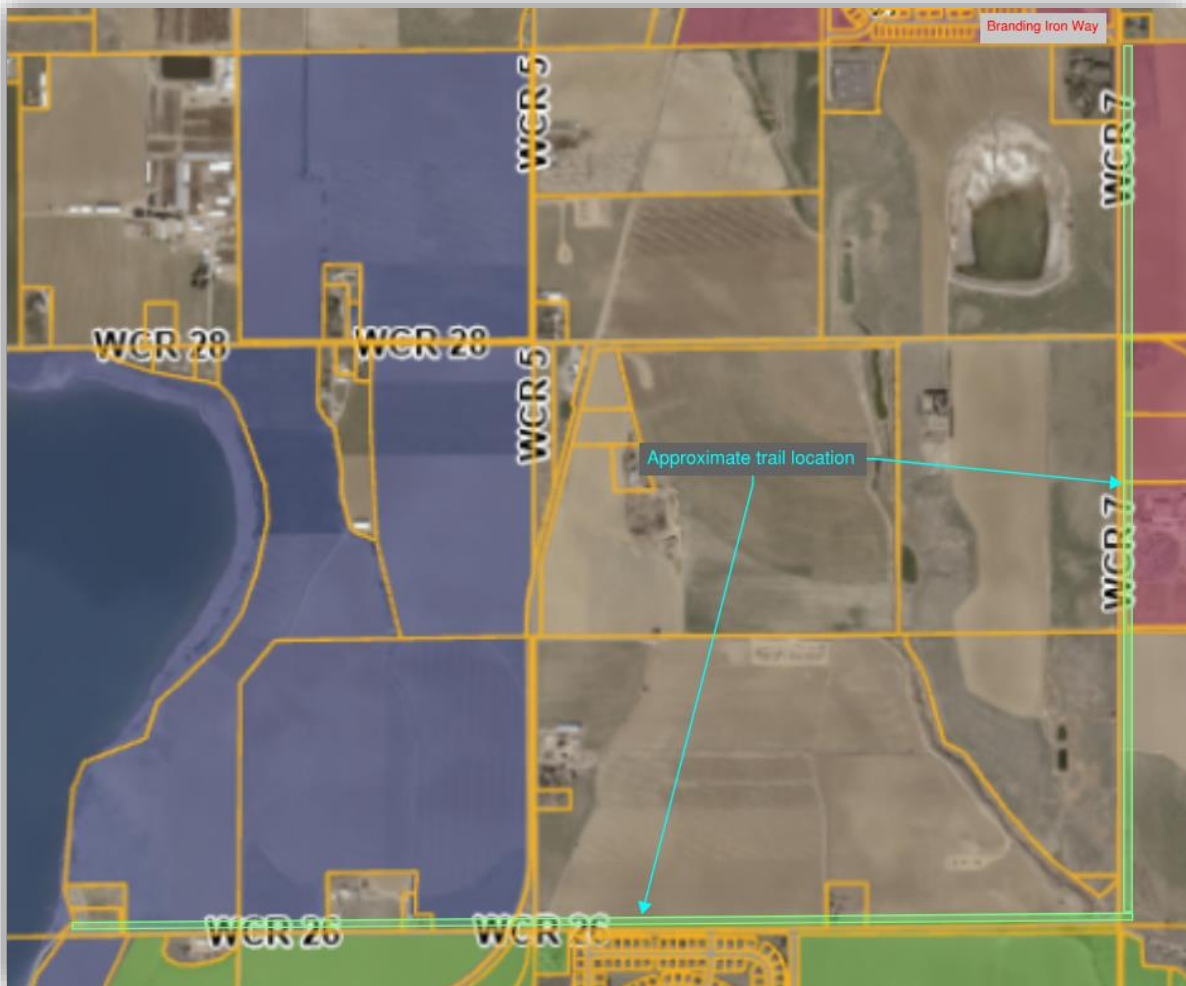
**Exhibit D**

**Weld County Road 26 Multipurpose Trail Project**

The Weld County Road 26 Multipurpose Trail Project is a project spearheaded by Weld County. The first phase of the project will design and construct a new multiuse trail starting from Union Reservoir in Longmont and extending east along WCR 26, then following 3<sup>rd</sup> Street (WCR 7) north to the Mead High School. A connection will also be made to the St Vrain State Park trail system. The second phase will design and construct trail from the Mead High School to Branding Iron Way. The project falls within Town limits from the High School to the north terminus.

The project is mainly funded by a grant that Weld County received, but it will also rely on contributions from the Towns of Mead and Firestone, as well as the City of Longmont. Final design and construction of this project is not anticipated until 2025.

While the design of the trail is in the very preliminary stages, the Town anticipates that, in order to facilitate construction, there will be a need for acquisition of temporary construction easements, permanent easements, and/or property acquisition. The general location of the project is shown below. The Town of Mead is shaded in pink, Town of Firestone shaded in green, City of Longmont shaded in blue, and unshaded areas are unincorporated Weld County.







## Agenda Item Summary

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MEETING DATE: February 26, 2024

SUBJECT: **Resolution No. 22-R-2024** – A Resolution of the Town of Mead, Colorado, Awarding the Bid and Approving a Construction Agreement Between the Town of Mead and Dietzler Construction Corporation for the Steel Corrugated Deck Replacement of WCR 38 Bridge over Mead Lateral Canal (IFB 2024-003)

PRESENTED BY: Robyn Brown, P.E., Deputy Town Engineer

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### SUMMARY

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The Town of Mead received bid proposals from four qualified contractors to provide construction of the steel corrugated bridge deck replacement of Weld County Road (WCR) 38 bridge over Mead Lateral Canal. This work consists of the removal of the existing steel corrugated deck and installation of a new steel corrugated deck while protecting the bridge railings in place. The deck construction will consist of installation of new corrugated deck panels, welding of adjacent deck panel seams, installation of abutment end dams, installation of side dams, installation of a bituminous base course in the deck pans, and installation of a gravel riding surface on top of the bituminous, graded to create a smooth transition with the existing approach. The work will also consist of removal and replacement of culverts, subgrade stabilization and preparation, adjustment of manholes and valves, and minor ditch regrading and associated traffic and erosion control within the Town-owned WCR 38 right-of-way.

Proposals ranged from \$159,660.25 to \$269,860.00, as summarized in the table below. The lowest responsive and responsible bidder is Dietzler Construction Corporation, a Wyoming corporation (“Dietzler”) and Town Staff recommends awarding the bid to Dietzler.

Company Name	Project Total
Dietzler Construction Corporation	\$159,660.25
Tuston Construction, LLC	\$160,840.00
Myers and Sons Construction, LLC	\$198,720.00
Mountain Constructors, Inc.	\$269,860.00

## FINANCIAL CONSIDERATIONS

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The approved 2024 budget provides two accounts in the Street Improvement Fund in which funds are available for this project.

Account	Description	Available Funds
04-44-5217	Repairs & Maintenance – Bridges	\$125,000
04-44-5720	Contingency	\$100,000

## STAFF RECOMMENDATION/ACTION REQUIRED

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A motion to approve the consent agenda for February 26, 2024, will approve this item. If the resolution is removed from the consent agenda, the suggested motion is:

Suggested Motion:

“I move to adopt Resolution No. 22-R-2024, A Resolution of the Town of Mead, Colorado, Awarding the Bid and Approving a Construction Agreement Between the Town of Mead and Dietzler Construction Corporation for the Steel Corrugated Deck Replacement of WCR 38 Bridge over Mead Lateral Canal (IFB 2024-003).”

## ATTACHMENTS

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Resolution No. 22-R-2024  
Exhibit 1 to Resolution – Construction Agreement

**TOWN OF MEAD, COLORADO  
RESOLUTION NO. 22- R-2024**

**A RESOLUTION OF THE TOWN OF MEAD, COLORADO, AWARDED THE  
BID AND APPROVING A CONSTRUCTION AGREEMENT BETWEEN THE  
TOWN OF MEAD AND DIETZLER CONSTRUCTION CORPORATION FOR  
THE STEEL CORRUGATED DECK REPLACEMENT OF WCR 38 BRIDGE  
OVER MEAD LATERAL CANAL (IFB 2024-003)**

**WHEREAS**, the Town of Mead (the “Town”) is authorized under C.R.S. § 31-15-101 to enter into contracts for any lawful municipal purpose; and

**WHEREAS**, the Town requires replacement of the steel corrugated deck of the WCR 38 bridge over the Mead Lateral Canal, as more particularly described in IFB No. 2024-003 (the “Project” or “Work”), and solicited bids for the Project in accordance with Colorado law by posting the IFB on the Rocky Mountain E-Purchasing System; and

**WHEREAS**, Town Staff has reviewed and evaluated all complete and responsive bids submitted, and is recommending award of the Project to the bidder whose bid is in the best interests of the Town; and

**WHEREAS**, it is the desire and intent of the Board of Trustees to award the construction agreement to the bidder who submitted a bid in compliance with the reasonable and stated specifications contained within the IFB; and

**WHEREAS**, the Board of Trustees, after full consideration of the bids submitted and the recommendation of Town Staff presented at the February 26, 2024 regular meeting, finds that **Dietzler Construction Corporation**, a Wyoming corporation (the successful bidder, hereinafter “Contractor”), submitted the bid that has been determined to be in the best interests of the Town; and

**WHEREAS**, the Board further finds that it is in the best interests of the Town to award the bid for the Project to the Contractor in the not-to-exceed amount of **One Hundred Fifty-Nine Thousand Six Hundred Sixty and 25/100 Dollars (\$159,660.25)**, based on total cost and unit pricing set forth in the Contractor’s bid proposal, which includes all necessary labor, supervision, equipment, tools and materials for the Work to be performed; and

**WHEREAS**, the Town desires to enter into a construction agreement with the Contractor to have the Contractor perform the Work described with particularity in the IFB and contract documents for the benefit of the Town of Mead, which construction agreement shall be substantially in the form attached hereto as **Exhibit 1** (the “Construction Agreement”).

**NOW THEREFORE, BE IT RESOLVED** by the Town of Mead, Weld County, Colorado, that:

**Section 1.** The Board of Trustees hereby: (a) awards the Project to the Contractor in the not to exceed amount of **One Hundred Fifty-Nine Thousand Six Hundred Sixty and 25/100 Dollars (\$159,660.25)**; (b) authorizes the Town Attorney to make such changes as may be needed to correct any non-material errors or language or to negotiate such changes to the Construction Agreement as may be appropriate and that do not substantially increase the obligations of the Town; (c) authorizes the Town Public Works Director/Town Engineer to execute the Notice of Award for the Project and deliver a copy of said Notice of Award to the Contractor; and (d) authorizes the Mayor to execute the Construction Agreement on behalf of the Town on or after such date as the Contractor has delivered the executed Construction Agreement to the Town, together with the proof of insurance, performance bond, payment bond, and other documents specifically required by the IFB, the Construction Agreement, the Notice of Award, and other Contract Documents.

**Section 2. Effective Date.** This resolution shall become effective immediately upon adoption.

**Section 3. Certification.** The Town Clerk shall certify to the passage of this resolution and make not less than one copy of the adopted resolution available for inspection by the public during regular business hours.

**INTRODUCED, READ, PASSED, AND ADOPTED THIS 26<sup>TH</sup> DAY OF FEBRUARY, 2024.**

**ATTEST:**

**TOWN OF MEAD**

By \_\_\_\_\_  
Mary E. Strutt, MMC, Town Clerk

By \_\_\_\_\_  
Colleen G. Whitlow, Mayor

**Exhibit 1**  
Construction Agreement  
(Dietzler Construction Corporation)  
[IFB 2024-003]

**SECTION 00501  
TOWN OF MEAD, COLORADO  
CONSTRUCTION AGREEMENT**

**Project Number: IFB 2024-003, Steel Corrugated Deck Replacement – WCR 38 Bridge over Mead Lateral Canal  
Project (“Project”)**

This CONSTRUCTION AGREEMENT (“Agreement”) is made and entered into by and between the TOWN OF MEAD, COLORADO, a municipal corporation of the State of Colorado, with offices at 441 Third Street, Mead, Colorado 80542 (the “Town” or “Owner”), and Dietzler Construction Corporation, a Wyoming corporation, whose principal office address is 5027 CR 7, Yoder, WY 82244 (the “Contractor”).

**RECITALS**

WHEREAS, the Town desires to obtain all necessary components to complete the scope of work for the Project; and

WHEREAS, the Town received bids or proposals for the Project, including one from the Contractor (“Bid Proposal”); and

WHEREAS, the Town has reviewed the Bid Proposal from the Contractor for the completion of the Project, and the Town finds said Bid Proposal acceptable; and

WHEREAS, the Town desires to contract with the Contractor subject to the terms of this Agreement and all other Contract Documents.

NOW, THEREFORE, for the consideration herein expressed, it is agreed as follows by and between the Town and the Contractor that the Contractor shall perform the following:

**THE PARTIES AGREE AS FOLLOWS:**

**1.00 SCOPE OF WORK:** The Contractor will furnish all tools, equipment, machinery, materials, supplies, superintendence, insurance, transportation, other construction accessories, and services specified or required to be incorporated in and form a permanent part of the construction and completion of the work proposed to be done under this Agreement (“Work” or “Scope of Work”). In addition, the Contractor shall provide and perform all necessary labor in a first-class and workmanlike manner and in accordance with the conditions and prices stated in the Bid Proposal and the requirements, stipulations, provisions, and conditions of the Contract Documents. The Contractor shall further perform, execute, construct, and complete all things mentioned to be done by the Contractor and all work covered by the Owner’s official award of this contract to the Contractor, such award being based on the acceptance by the Owner of the Contractor’s bid, or part thereof.

**2.00 THE CONTRACT DOCUMENTS:** This Agreement incorporates all the Contract Documents, which together represent the entire and integrated agreement between the parties hereto and supersede prior negotiations, written or oral representations, and agreements. The Contract Documents consist of this Construction Agreement, which Agreement also incorporates by this reference all of the instruments set forth in the Contract Documents as fully as if they were set forth in this Agreement in full. The Contract Documents consist of, without limitation, the following documents:

1. Invitation for Bid or Request for Proposals and Instructions to Bidders, and Addendum #1 to IFB 2024-003
2. Contractor’s Bid Form (with Unit Pricing as indicated), which is **Exhibit A** to this Agreement
3. This Construction Agreement and any addendums, exhibits or attachments to this Agreement
4. Performance Bond
5. Payment Bond

Mead Construction Agreement (Dietzler Construction Corporation)  
Project No. IFB 2024-003, Steel Corrugated Deck Replacement  
WCR 38 Bridge over Mead Lateral Canal

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Eff. 4/24/20

6. Bid Proposal
7. Notice of Award
8. Notice to Proceed
9. Bid Bond (Minimum 10% equivalent of the Bid Proposal price or as otherwise set forth in the Bid Bond form provided as part of the Bid Pack)
10. General Conditions

11. The following documents if the box is checked:

- Special Provisions
- Design Documents, including all Drawings and Plans
- Project Specifications
- Addendums to Specifications and Standards
- The following manual of construction design standards and specifications:

- Town of Mead “Design Standards and Construction Specifications”
- Colorado Department of Transportation “Standard Specifications for Road and Bridge Construction”

Change Orders, Field Orders or other similar revisions properly authorized after the execution of this Agreement

Others: \_\_\_\_\_

**3.00 TIME AND COMMENCEMENT OF COMPLETION:** This Agreement shall commence as of the date the Agreement is fully executed by both parties and shall continue through December 31, 2024, or until the Scope of Work is completed. The Scope of Work shall be completed by May 1, 2024. Any work impacting ditch flows shall be completed prior to March 31, 2024.

**4.00 LIQUIDATED DAMAGES:** All time limits stated in this Agreement and the Contract Documents are of the essence of the Agreement. The Town and Contractor recognize the completion of the work as shown in the contractual time frame, or as extended, is important to the ongoing operations of the Town and its citizens. They also recognize that delays include expenses to the Town for extended manpower commitments, outside consultant commitments, and potentially other legal fees to extend the project beyond the expected time period.

If this box is checked, in lieu of requiring any such proof and backup for such expenses, Contractor agrees that liquidated damages (not penalties) may be assessed by the Owner in the sum of **\$2,500.00 per day** for each day after the contract time frame expires.

If this box is checked, in addition to or in lieu of the daily damages (if checked above), Contractor agrees that lump sum liquidated damages (not penalties) may be assessed by the Town in a lump sum payment of \$\_\_\_\_\_.00 if the work is not completed by \_\_\_\_\_, 20\_\_.

**5.00 CONTRACT SUM AND PAYMENT:** The Owner shall pay to the Contractor for performance of the Work encompassed by this Agreement, and the Contractor will accept as full compensation therefore the sum of **ONE HUNDRED FIFTY-NINE THOUSAND SIX HUNDRED SIXTY AND 25/100 DOLLARS (\$159,660.25)** subject to adjustment as provided by the Contract Documents (“Contract Price”). The Town has appropriated sufficient funds for completion of this Work.

- a. Monthly, partial, progress payments shall be made by the Town to the Contractor for the percentage of the Work completed, subject to inspection by Town staff to verify percentage of completion. The Town alone shall determine when work has been completed and progress payments shall not constitute a waiver of the right of the Town to require the fulfillment of all terms of this Agreement and the delivery of all

improvements embraced in this Agreement in a complete and satisfactory manner to the Town in all details. The Town, before making any payment, may require the Contractor to furnish releases or receipts from any or all persons performing work under this Agreement and/or supplying material or services to the Contractor, or any subcontractor if this is deemed necessary to protect the Town's interest. The Town, however, may in its discretion make payment in part or full to the Contractor without requiring the furnishing of such releases or receipts.

- b. By the 1st day of each month, Contractor shall submit to the Town for review and approval, an application for payment fully completed and signed by Contractor covering the work completed through the last day of the prior month and accompanied by such supporting documentation as is required by these Contract Documents, including without limitation, time sheets, invoices, receipts, bills of lading, and all other documents the Town may require. Materials on hand but not complete in place may or may not be included for payment at the discretion of the Town. Each subsequent application for payment shall include an affidavit of Contractor providing that all previous progress payments received on account of the work have been applied to discharge in full all of Contractor's obligations reflected in prior applications for payment. Notwithstanding the progress payments, it is the intent and purpose of the Town to withhold at least five percent (5%) of payments to Contractor for any contract exceeding One Hundred Fifty Thousand Dollars (\$150,000.00) in accordance with Article 91, Title 24, C.R.S.

**6.00 ACCEPTANCE AND FINAL PAYMENT:** Final payment may be requested by the Contractor upon completion and acceptance, by the Town, of all work as set forth in the Contract Documents. The total amount of final payment shall consist of the Contract Price, as adjusted in accordance with approved change orders, if applicable, less all previous payments to the Contractor. If the contract price exceeds one hundred fifty thousand dollars (\$150,000), the Town may make the final payment to the Contractor only after the Town has published notice of such final payment in accordance with C.R.S. § 24-91-103.

**7.00 ADDITIONAL WORK:** Should work beyond that described in the Contract Documents be required, it will be paid for as extra work at a cost to be agreed upon in separate written agreement by the Town and the Contractor prior to commencement of the additional work. Such additional agreements shall be executed and approved by all persons required by Town purchasing ordinances or policies. Unless specifically excluded, such written agreements shall be considered part of the Contract Documents.

**8.00 CONTRACTOR'S REPRESENTATIONS:** In order to induce the Town to enter into this Agreement, the Contractor makes the following representations:

- a. The Contractor has familiarized itself with the nature and the extent of the Contract Documents, Scope of Work, the locality, all physical characteristics of the area of the work within the Scope of Work, including without limitation, improvements, soil conditions, drainage, topography, and all other features of the terrain, and with the local conditions and federal, state, and local laws, ordinances, rules, and regulations that in any manner may affect cost, progress, or performance of the work, or apply in any manner whatsoever to the work.
- b. Contractor has carefully considered all physical conditions at the site and existing facilities affecting cost, progress, or performance of the work.
- c. Contractor has given the Town written notice of all conflicts, errors, or discrepancies that it has discovered in the Contract Documents and such documents are acceptable to the Contractor.
- d. Contractor shall not extend the credit or faith of the Owner to any other persons or organizations.



**9.00 INSURANCE:** Contractor agrees to procure and maintain, at its own cost, a policy or policies of insurance sufficient to insure against all obligations assumed by the Contractor pursuant to this Agreement. Contractor shall not commence work under this Agreement until it has obtained all said insurance required by the Contract Documents and such insurance has been approved by the Town. The Contractor shall not allow any subcontractor to commence work on this project until all similar insurance required of the subcontractor has been obtained and approved. For the duration of this Agreement, the Contractor must continuously maintain the insurance coverage required in this section, with the minimum insurance coverage listed below:

- a. Worker's Compensation in accordance with the Worker's Compensation Act of the State of Colorado and any other applicable laws for any employee engaged in the performance of Work under this contract.
- b. Comprehensive General liability insurance with minimum limits of ONE MILLION DOLLARS (\$1,000,000) per each occurrence, AND TWO MILLION DOLLARS (\$2,000,000) aggregate, plus an additional amount sufficient to pay related attorneys' fees and defense costs. The policy shall be applicable to all premises and operations. The policy shall include coverage for bodily injury, broad form property damage (including completed operations), personal injury (including coverage for contractual and employee acts), blanket contractual, independent contractors, products, and completed operations. The policy shall include coverage for explosion, collapse, and underground hazards. The policy shall contain a severability of interests provision.
- c. Comprehensive Automobile Liability insurance with minimum limits for bodily injury and property damage of not less than ONE MILLION DOLLARS (\$1,000,000) per each occurrence, plus an additional amount sufficient to pay related attorneys' fees and defense costs, with respect to each of the Contractor's owned, hired or non owned vehicles assigned to or used in performance of this contract.
- d. Builder's Risk insurance with minimum limits of not less than the insurable value of the work to be performed under this contract at completion less the value of the materials and equipment insured under installation floater insurance. The policy shall be written in completed value form and shall protect the Contractor and the Town against risks of damage to buildings, structures, and materials and equipment not otherwise covered under Installation Floater insurance, from the perils of fire and lightning, the perils included in the standard coverage endorsement, and the perils of vandalism and malicious mischief. Equipment such as pumps, engine-generators, compressors, motors, switch-gear, transformers, panel-boards, control equipment, and other similar equipment shall be insured under Installation Floater insurance when the aggregate value of the equipment exceeds \$10,000. The policy shall provide for losses to be payable to the Contractor and the Town as their interests may appear. The policy shall contain a provision that in the event of payment for any loss under the coverage provided, the insurance company shall have no rights of recovery against the Contractor or the Town.
- e.  If this box is checked, Professional Liability/Errors and Omission in an amount not less than \_\_\_\_\_ MILLION DOLLARS (\$\_\_,000,000).

Certificates of insurance shall be completed by the Contractor's insurance agent as evidence that policies providing the required coverage, conditions, and minimum limits are in full force and effect, and shall be subject to review and approval by the Town. The policies required above shall be endorsed to include the Town and the Town's officers and employees as additional insureds. Every policy required above shall be primary insurance and any insurance carried by the Town, its officers, or its employees, or carried by or provided through any self-insurance pool of the Town, shall be excess and not contributory insurance to that provided by the Contractor. Contractor shall be solely responsible for paying any and all deductibles.

Each certificate of insurance shall identify this Agreement or the project set forth in the Scope of Work and shall provide that the coverage afforded under the policies shall not be cancelled, terminated or materially changed until at least thirty (30) days prior written notice has been given to the Town. If the words "endeavor to" appear in the portion of the certificate of insurance addressing cancellation, those words shall be stricken from the certificate by the agent(s) completing the certificate. The Town reserves the right to request and receive a certified copy of any policy and any endorsement thereto.

**10.00 BONDS:** Contractor shall furnish a performance bond and a payment bond in an amount determined by the Town, but in any event at least equal to the Contract Price, as security for the faithful performance and payment of all Contractor's obligations under the Contract Documents. These bonds shall remain in effect at least until one year after the date of final payment. All bonds shall be in the forms prescribed by the Contract Documents and be executed by such sureties as (i) are licensed to conduct business in the State of Colorado and (ii) are named in the current list of "Companies Holding Certificates of Authority as Acceptable Sureties on Federal Bonds and as Acceptable Reinsuring Companies" as published in Circular 570, amended, by the Audit Staff, Bureau of Account, U.S. Treasury Department. All bonds signed by an agent must be accompanied by a certified copy of the authority to act. If the surety on any bond furnished by the Contractor is declared bankrupt or becomes insolvent, or its right to do business in Colorado is terminated, or it ceases to meet the requirements of clauses (i) and (ii) of this section, Contractor shall, within five (5) days thereafter, substitute another bond and surety, both of which shall be acceptable to the Town.

**11.00 NO WAIVER OF GOVERNMENTAL IMMUNITY:** The parties hereto understand and agree that the parties are relying on, and do not waive or intend to waive by any provision of this Agreement or the remainder of the Contract Documents, the monetary limitations or any other rights, immunities, and protections provided by the Colorado Governmental Immunity Act, § 24-10-101 et seq., 10 C.R.S., as from time to time amended, or otherwise available to the parties, their officers, agents or their employees.

**12.00 INDEMNIFICATION:** The Contractor agrees, to the fullest extent permitted by law, to indemnify, defend and hold the Town, its agencies, employees, officials and agents ("Indemnitees") harmless from any and all claims, settlements, judgments, damages and costs, including reasonable attorney fees, of every kind and nature made, to include all costs associated with the investigation and defense of any claim, rendered or incurred by or on behalf of the Indemnitees, that may arise, occur, or grow out of any errors, omissions, or negligent acts, done by the Contractor, its employees, subcontractors or any independent consultants working under the direction of either the Contractor or any subcontractor in the performance of this Contract; provided, however, that Contractor's obligations and liability hereunder shall not exceed the amount represented by the degree or percentage of negligence or fault attributable to the Contractor or any officer, employee, representative, agent, subcontractor, or other person acting under Contractor's direction or control, as determined pursuant to C.R.S. § 13-50.5-102(8)(c).

**13.00 TERMINATION FOR CONVENIENCE:** This Agreement and the performance of the Scope of Work hereunder may be terminated at any time in whole, or from time to time in part, by the Town for its convenience. Any such termination shall be effected by delivery to the Contractor of a written notice ("**Notice of Termination**") specifying the extent to which performance of the Scope of Work is terminated and the date upon which termination becomes effective. If the Agreement is terminated, the Contractor shall be paid on a pro-rated basis of work status satisfactorily completed, under the detailed Scope of Work. The portion of the Scope of Work satisfactorily completed but not yet accepted by the Town shall be determined by the Town.

**14.00 EVENTS OF AND TERMINATION FOR DEFAULT:**

- (1) The Town may serve written notice upon the Contractor of its intention to terminate this Agreement in the presence of one of the following events of default:
  - a. Contractor fails to initiate the Scope of Work at the agreed upon time;
  - b. The Contractor unnecessarily or unreasonably delays the performance of the Scope of Work;

- c. The Contractor does not complete the Scope of Work within the time specified or within the time to which completion of the Scope of Work has been extended;
  - d. Contractor fails to make prompt payments for labor, materials or to subcontractors;
  - e. Contractor willfully violates this Agreement or disregards laws, ordinances or instructions of the Town;
  - f. Contractor abandons performance of the Scope of Work;
  - g. The Contractor assigns, transfers or sublets this Agreement or any part thereof without Town approval;
  - h. Contractor becomes insolvent or adjudged bankrupt; or
  - i. Contractor refuses to remove materials or perform any work within the Scope of Work that has been rejected as defective or unsuitable.
- (2) Such written notice shall contain the reasons for the intention to terminate this Agreement and provide a five (5) business day period during which the Contractor may cure the event of default. A failure to timely cure the event of default shall authorize the Town to immediately terminate this Agreement and take whatever steps it deems necessary to complete the Scope of Work, if so desired by the Town in its sole discretion. The costs and charges incurred by the Town, together with the costs of completion of the Scope of Work shall be deducted from any monies owed to Contractor. If the expense incurred by the Town is greater than the sums payable under this Agreement, the Contractor shall pay the Town, within sixty (60) days of demand therefor the amount of such excess cost suffered by the Town.

**15.00 LIABILITY FOR EMPLOYMENT-RELATED RIGHTS AND COMPENSATION:** The Contractor will comply with all laws, regulations, municipal codes, and ordinances and other requirements and standards applicable to the Contractor’s employees, including, without limitation, federal and state laws governing wages and overtime, equal employment, safety and health, employees’ citizenship, withholdings, reports and record keeping. Accordingly, the Town shall not be called upon to assume any liability for or direct payment of any salaries, wages, contribution to pension funds, insurance premiums or payments, workers’ compensation benefits or any other amenities of employment to any of the Contractor’s employees or any other liabilities whatsoever, unless otherwise specifically provided herein.

The Town will not include the Contractor as an insured under any policy the Town has for itself. The Town shall not be obligated to secure nor provide any insurance coverage or employment benefits of any kind or type to or for the Contractor or the Contractor’s employees, sub-consultants, subcontractors, agents, or representatives, including but not limited to coverage or benefits related to: local, state, or federal income or other tax contributions, FICA, workers’ compensation, unemployment compensation, medical insurance, life insurance, paid vacations, paid holidays, pension or retirement account contributions, profit sharing, professional liability insurance, or errors and omissions insurance. The following disclosure is provided in accordance with Colorado law:

**CONTRACTOR ACKNOWLEDGES THAT NEITHER IT NOR ITS AGENTS OR EMPLOYEES ARE ENTITLED TO UNEMPLOYMENT INSURANCE BENEFITS UNLESS CONTRACTOR OR SOME ENTITY OTHER THAN THE TOWN PROVIDES SUCH BENEFITS. CONTRACTOR FURTHER ACKNOWLEDGES THAT NEITHER IT NOR ITS AGENTS OR EMPLOYEES ARE ENTITLED TO WORKERS’ COMPENSATION BENEFITS. CONTRACTOR ALSO ACKNOWLEDGES THAT IT IS OBLIGATED TO PAY FEDERAL AND STATE INCOME TAX ON ANY MONEYS EARNED OR PAID PURSUANT TO THIS AGREEMENT.**

To the maximum extent permitted by law, the Contractor waives all claims against the Town for any Employee Benefits; the Contractor will defend the Town from any claim and will indemnify the Town against any liability for any Employee Benefits for the Contractor imposed on the Town; and the Contractor will reimburse the Town for any award, judgment, or

fine against the Town based on the position the Contractor was ever the Town's employee, and all attorneys' fees and costs the Town reasonably incurs defending itself against any such liability.

**16.00 GOVERNING LAW AND VENUE:** Venue for any and all legal matters regarding or arising out of the transactions covered herein shall be solely in the District Court in and for Weld County, State of Colorado. This transaction shall be governed by the laws of the State of Colorado.

**17.00 ASSIGNMENT:** The Contractor shall not assign any of his rights or obligations under this Agreement without the prior written consent of the Town. Upon any assignment, even though consented to by the Owner, the Contractor shall remain liable for the performance of the work under this agreement.

**18.00 LAWFUL PERFORMANCE:** It is further agreed that no party to this Agreement will perform contrary to any state, federal, or county law, or any of the ordinances of the Town of Mead, Colorado.

**19.00 INVALID SECTIONS:** Should any section of this Agreement be found to be invalid, it is agreed that all other sections shall remain in full force and effect as though severable from the invalid part.

**20.00 NOTICE:** Any notice required or permitted by this Agreement shall be in writing and shall be deemed to have been sufficiently given for all purposes if sent by delivery of same in person to the addressee or by courier delivery via Federal Express or other nationally recognized overnight air courier service, by electronically-confirmed facsimile or email transmission, or by depositing same in the United States mail, postage prepaid, addressed as follows:

The Town:                      Town of Mead  
  Attn: Town Manager  
  441 Third Street,  
  Mead, CO 80542  
  Email: hmigchelbrink@townofmead.org

With a copy to:                Michow Guckenberger McAskin LLP  
  Attn: Mead Town Attorney  
  5299 DTC Boulevard, Suite 300  
  Greenwood Village, CO 80111  
  Email: marcus@mcm-legal.com

Contractor:                     Dietzler Construction Corporation  
  Attn: John Dietzler, President  
  100 Gateway Circle  
  Berthoud, CO 80513  
  Email: jdietzler@dietzlerco.com

**21.00 SURVIVAL:** The parties understand and agree that all terms and conditions of the Agreement that require continued performance, compliance, or effect beyond the termination date of the Agreement shall survive such termination date and shall be enforceable in the event of a failure to perform or comply.

**22.00 ATTORNEY'S FEES:** If the Contractor breaches this Agreement, then it shall pay the Town's reasonable costs and attorney's fees incurred in the enforcement of the terms, conditions, and obligations of this Agreement.

**23.00 INTEGRATION AND AMENDMENT:** This Agreement constitutes the entire agreement between the parties, superseding all prior oral or written communications. This Agreement may only be modified or amended upon written agreement signed by the parties.

**24.00 RIGHTS AND REMEDIES:** Any rights and remedies of the Town under this Agreement are in addition to any other rights and remedies provided by law. The expiration of this Agreement shall in no way limit the Town's legal or equitable remedies, or the period in which such remedies may be asserted.

**25.00 BINDING EFFECT:** The parties agree that this Agreement, by its terms, shall be binding upon the successors, heirs, legal representatives, and assigns; provided that this section shall not authorize assignment.

**26.00 NO THIRD-PARTY BENEFICIARIES:** Nothing contained in this Agreement is intended to or shall create a contractual relationship with, cause of action in favor of, or claim for relief for, any third party, including any agent, sub-consultant or subcontractor of Contractor. Absolutely no third-party beneficiaries are intended by this Agreement. Any third party receiving a benefit from this Agreement is an incidental and unintended beneficiary only.

**27.00 CONFLICT BETWEEN DOCUMENTS:** In the event a conflict exists between this Agreement and any term in any exhibit attached or incorporated into this Agreement, the terms in this Agreement shall supersede the terms in such exhibit. In the event of a conflict between any of the Contract Documents, the following order of precedence shall apply: (1) change orders, (2) this Agreement, as may be amended, (3) special provisions, (4) general conditions, (5) design standards and specifications, including any addenda, (6) design documents, and (7) any other Contract Documents, with the more specific or stricter provision controlling.

**28.00 FORCE MAJEURE:** Neither the Contractor nor the Town shall be liable for any delay in, or failure of performance of, any covenant or promise contained in this Agreement, nor shall any delay or failure constitute default or give rise to any liability for damages if, and only to extent that, such delay or failure is caused by “force majeure.” As used in this Agreement, “force majeure” means acts of God, acts of the public enemy, acts of terrorism, unusually severe weather, fires, floods, epidemics, pandemics, quarantines, strikes, labor disputes and freight embargoes, to the extent such events were not the result of, or were not aggravated by, the acts or omissions of the non-performing or delayed party.

**29.00 PROTECTION OF PERSONAL IDENTIFYING INFORMATION:** In the event the Work includes or requires the Town to disclose to Contractor any personal identifying information as defined in C.R.S. § 24-73-101, Contractor shall comply with the applicable requirements of C.R.S. §§ 24-73-101, et seq., relating to third-party service providers.

**30.00 AUTHORITY:** The individuals executing this Agreement represent that they are expressly authorized to enter into this Agreement on behalf of the Town of Mead and the Contractor and bind their respective entities.

**31.00 COUNTERPARTS:** This Agreement may be executed in one or more counterparts, each of which shall constitute an original and all of which shall constitute one and the same document. In addition, the Parties specifically acknowledge and agree that electronic signatures shall be effective for all purposes, in accordance with the provisions of the Uniform Electronic Transactions Act, Title 24, Article 71.3 of the Colorado Revised Statutes.

***SIGNATURE PAGES FOLLOW***

**IN WITNESS WHEREOF, the Parties have caused this Construction Agreement to be executed on the dates written below.**

TOWN OF MEAD:

Board of Trustees (*for contracts exceeding \$25,000 pursuant to Sec. 4-2-20 of the Mead Municipal Code*)

ATTEST:

By: \_\_\_\_\_  
Mary Strutt, Town Clerk, MMC

By: \_\_\_\_\_  
Colleen G. Whitlow, Mayor

OR

Town Manager (*for contracts \$25,000 or less pursuant to Sec. 4-2-20 of the Mead Municipal Code*)

By: \_\_\_\_\_  
Helen Migchelbrink, Town Manager

Date of Execution: \_\_\_\_\_, 2024

**[Contractor signature page follows]**

CONTRACTOR: **DIETZLER CONSTRUCTION CORPORATION**, a Wyoming corporation

By: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_

STATE OF \_\_\_\_\_ )  
COUNTY OF \_\_\_\_\_ ) ss.

The foregoing Construction Agreement was acknowledged before me this \_\_\_\_ day of \_\_\_\_\_, 2024,  
by \_\_\_\_\_ as  
\_\_\_\_\_ of DIETZLER CONSTRUCTION CORPORATION, a  
Wyoming corporation.

Witness my hand and official seal.

My commission expires: \_\_\_\_\_.

\_\_\_\_\_  
Notary Public  
**(Required for all contracts pursuant to C.R.S. § 8-40-202(2)(b)(IV))**

**EXHIBIT A**  
**CONTRACTOR'S FORM OF BID**


*[See attached document]*



**SECTION 00310  
BID FORM**

**Project:** Town of Mead  
Steel Corrugated Deck Replacement – WCR 38 Bridge over Mead Lateral Canal  
**Address:** Town of Mead  
Attn: Robyn Brown, Deputy Town Engineer  
441 Third Street  
Mead, CO 80542

- 1.01 The undersigned Bidder proposes and agrees, if this Bid is accepted, to enter into an Agreement with The Town of Mead in the form included in the Bidding Documents to perform all Work as specified or indicated in the Bidding Documents for the prices within this Bid and in accordance with the other terms and conditions of the Bidding Documents.
- 1.02 Bidder accepts all of the terms and conditions of the Instructions to Bidders, including without limitation those dealing with the disposition of Bid security. This Bid will remain subject to acceptance for 60 days after the Bid opening, or for such longer period of time that Bidder may agree to in writing upon request of Owner.
- 1.03 In submitting this Bid, Bidder represents that:
  - A. Bidder has examined and carefully studied the Bidding Documents, other related data identified in the Bidding Documents, and the following Addenda, receipt of which is hereby acknowledged:

<u>Addendum No.</u>	<u>Bidders Signature</u>	<u>Date Acknowledged</u>
1		2/12/2024

- B. Bidder has visited the Site and become familiar with and is satisfied as to the general, local, and site conditions that may affect cost, progress, and performance of the Work.
- C. Bidder is familiar with and is satisfied as to all Laws and Regulations that may affect cost, progress, and performance of the Work.
- D. Bidder has carefully studied all reports of explorations and tests of subsurface conditions at or contiguous to the Site and all drawings of physical conditions relating to existing surface or subsurface structures at the Site (except Underground Facilities) that have been identified in SC-4.02 as containing reliable "technical data." Bidder has considered the information known to Bidder; information commonly known to contractors doing business in the locality of the Site; information and observations obtained from visits to the Site; the

Town of Mead  
Steel Corrugated Deck Replacement  
WCR 38 Bridge over Mead Lateral Canal

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Bidding Documents; and the Site-related reports and drawings identified in the Bidding Documents, with respect to the effect of such information, observations, and documents on (1) the cost, progress, and performance of the Work; (2) the means, methods, techniques, sequences, and procedures of construction to be employed by Bidder, including applying the specific means, methods, techniques, sequences, and procedures of construction expressly required by the Bidding Documents; and (3) Bidder's safety precautions and programs.

- E. Based on the information and observations referred to in Paragraph D above, Bidder does not consider that further examinations, investigations, explorations, tests, studies, or data are necessary for the determination of this Bid for performance of the Work at the price(s) bid and within the times required, and in accordance with the other terms and conditions of the Bidding Documents.
- F. Bidder is aware of the general nature of work to be performed by Owner and others at the Site that relates to the Work as indicated in the Bidding Documents.
- G. Bidder has given Engineer written notice of all conflicts, errors, ambiguities, or discrepancies that Bidder has discovered in the Bidding Documents, and the written resolution thereof by Engineer is acceptable to Bidder.
  - 1. The Bidding Documents are generally sufficient to indicate and convey understanding of all terms and conditions for the performance of the Work for which this Bid is submitted.

1.04 Bidder certifies that:

- A. This Bid is genuine and not made in the interest of or on behalf of any undisclosed individual or entity and is not submitted in conformity with any collusive agreement or rules of any group, association, organization, or corporation.
- B. Bidder has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid.
- C. Bidder has not solicited or induced any individual or entity to refrain from bidding; and
- D. Bidder has not engaged in corrupt, fraudulent, collusive, or coercive practices in competing for the Contract. For the purposes of this Paragraph:
  - 1. "Corrupt practice" means the offering, giving, receiving, or soliciting of anything of value likely to influence the action of a public official in the bidding process;
  - 2. "Fraudulent practice" means an intentional misrepresentation of facts made (a) to influence the bidding process to the detriment of Owner, (b) to establish bid prices at artificial non-competitive levels, or (c) to deprive Owner of the benefits of free and open competition;

3. "Collusive practice" means a scheme or arrangement between two or more Bidders, with or without the knowledge of Owner, a purpose of which is to establish bid prices at artificial, non-competitive levels; and
4. "Coercive practice" means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the bidding process or affect the execution of the Contract.

1.05 Bidder will complete the Work in accordance with the Contract Documents for the following price(s):

Base Bid Proposal

The work will include all necessary labor, supervision, equipment, tools, and materials to complete the work in accordance with the Project Construction Documents and the current CDOT and Town of Mead Design Standards and Specifications.

**SECTION 00310**

Item No.	Description	Unit	QTY	Costs	
				Unit Price	Total Cost
202-00495	Removal of Portions of Present Structure (Special)	LS	1	\$23,000.00	\$23,000.00
210-0042X	Bridge Rail Repairs (Special)	LS	1	\$8,625.00	\$8,625.00
304-06007	Aggregate Base Course (Class 6)	CY	10	\$63.25	\$632.50
403-33741	Hot Mix Asphalt (Grading S)(75)(PG 64-22)	TON	29	\$534.75	\$534.75
509-50000	Corrugated Steel Bridge Plank (Special)	LS	1	\$73,025.00	\$73,025.00
626-00000	Mobilization	LS	1	\$25,070.00	\$25,070.00
630-00016	Traffic Control (Special) LS	LS	1	\$13,800.00	\$13,800.00
<b>Total</b>					<b>\$ 159,660.25</b>

one hundred fifty nine thousand six hundred sixty \_\_\_\_\_ Dollars, and  
 twenty five \_\_\_\_\_ Cents.

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BIDDER acknowledges that the Owner has the right to delete items in the Bid or change quantities at his sole discretion without affecting the Agreement or prices of any item so long as the deletion or change does not exceed twenty-five percent (25%) of the total Contract Amount.

The undersigned Bidder agrees to furnish any and all required Bonds in the form required by the Town and to enter into a contract within the time specified in the Instructions to Bidders and further agrees to complete all Work covered by the Bid, in accordance with specified requirements, within the time specified in the Agreement. Bidder accepts the provisions of the Agreement as to liquidated damages.

In submitting this Bid it is understood that the right is reserved by Owner to reject any and all bids, and it is understood that this Bid may not be withdrawn during a period of 45 days after the scheduled time for the receipt of bids.

1.06 Construction Schedule

- A. Bidder agrees that the Work will be substantially complete and will be completed and ready for final payment in accordance with Paragraph 14.07 of the General Conditions on or before the dates or within the number of calendar days indicated in the Agreement.

1.07 The following documents are submitted with and made a condition of this Bid:

- A. Required Bid security.
- B. List of Project References; Résumé of General Manager & Superintendent
- C. List of Proposed Suppliers
- D. List of Proposed Subcontractors
- E. Evidence of authority to do business in the state Colorado; or a written covenant to obtain such license within the time for acceptance of Bids.

1.08 The Engineer may require the apparent low responsive bid and second low responsive bid General Contractors to submit the following Statement of Qualifications after the bid opening:

- A. General Information
  - 1. Please provide official firm name, license, contact person for bidding, title, phone number, e-mail address, and mailing address. Provide a list of current projects under construction in detail, including Owner's name and contact information, Engineer's name and contact information, contract price, percent complete, and brief description of work.
- B. Project Experience

1. Provide brief summaries of a minimum of three (3) comparable projects in which your firm served as General Contractor in last three (3) years. Include the following information with each project summary:
    - a. Owner and Engineer contact information
    - b. References and contact information
    - c. Project contract price and final construction cost
    - d. Construction dates
- C. Experience of key personnel to be assigned to this project.
1. For each key person identified, list at least two comparable projects in which they have played a primary role. For other projects provide:
    - a. Description of project
    - b. Role of the person
    - c. Project's original contracted construction cost and final construction cost
    - d. Construction dates
    - e. Project Owner
    - f. Reference information (two names with telephone numbers for each project)
- D. References
1. Provide name, address, and phone number of the General Contractor's banking reference
  2. Provide name, address, and phone number of the General Contractor's insurance agent(s)

SIGNATURE OF BIDDER:

Date: February 14, 2024

If an Individual: \_\_\_\_\_

Doing business as: \_\_\_\_\_

If a Partnership: \_\_\_\_\_

By: \_\_\_\_\_  
partner

If a Corporation: Dietzler Construction Corporation (a Wyoming Corporation)

By: John Dietzler   
Executive Vice President



Anthony S. Curcio  
Anthony S. Curcio - Director of Strategy  
100 Gateway Circle, Berthoud CO 80513

TELEPHONE: 303-532-8860

EMAIL: jdietzler@dietzlerco.com

**END OF SECTION**

**SECTION 00410  
BID BOND**

**PROJECT:** Town of Mead  
Steel Corrugated Deck Replacement – WCR 38 Bridge over Mead Lateral Canal  
IFB 2024-003

**KNOW ALL MEN BY THESE PRESENTS:**

WHEREAS, DIETZLER CONSTRUCTION CORPORATION hereinafter called the "Principal", is submitting a proposal hereinafter the "Proposal" for the above-described project, to the Town of Mead, Colorado a municipal corporation hereinafter called "Obligee".

WHEREAS, the Advertisement for Bids has required as a condition of receiving the Proposals that the Principal submit with the Proposal GUARANTY in an amount not less than ten per cent (10%) of the Proposal, which sum it is specifically agreed is to be forfeited as Liquidated Damages in the event that the Principal defaults in his obligation as hereinafter specified, and, in response to such Requirement, this Bid Bond is made, executed and delivered.

NOW THEREFORE, the Principal and [insert name of Surety] AMERICAN ALTERNATIVE INSURANCE CORPORATION a corporation of the State of Delaware, duly authorized to transact business in Colorado, as Surety, are held firmly bound unto the Obligee, in the sum of ten per cent (10%) of the Principal's total bid price, lawful money of the United States for the payment of which sum, will and truly to be made to the Obligee, we bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

FURTHER THAT, a condition of the obligation that the Principal shall maintain his Proposal in full force and effect for sixty (60) days after the opening of the proposals for the project, or, if the Principal's Proposal is accepted, the Principal shall, within the prescribed time, execute the required Agreement, furnish the required Performance Bond, Labor and Material Payment Bond, Insurance Policy, and Certificates of Insurance for the initial term of the Agreement, then this obligation shall be null and void, otherwise it shall remain in full force and effect, and subject to forfeiture upon demand as Liquidated Damages.

IN WITNESS WHEREOF said Principal and Surety have executed this Bond, this 14th day of October, 2024



ATTEST

BY [Signature]  
Secretary

THE PRINCIPAL  
DIETZLER CONSTRUCTION CORPORATION  
100 Gateway Circle, Berthoud, Colorado 80513

Address  
BY [Signature]

Town of Mead  
Steel Corrugated Deck Replacement  
WCR 38 Bridge over Mead Lateral Canal

00410-1

January 2024  
IFB 2024-003

**SIGNATURES** If the "Principal" is doing business as a Corporation, the Bid Bond shall be signed by an officer, i.e., President, or Vice President. The signature of the officer shall be attested to by the Secretary and properly sealed.

If the "Principal" is an individual or a partnership, the Bid Bond shall so indicate and be properly signed.

(Corporate Seal)

**THE SURETY**

**WITNESS:**

AMERICAN ALTERNATIVE INSURANCE CORPORATION

555 College Road East, P. O. Box 5241, Princeton, New Jersey 08543

By   
~~Secretary~~ Cynthia M. Burnett, Littleton, Colorado

By   
Attorney-in-Fact Douglas J. Rothery

**THIS BOND MUST BE ACCOMPANIED BY POWER OF ATTORNEY, EFFECTIVELY DATED. FAILURE TO PROVIDE A PROPERLY EXECUTED BID BOND WITH A PROPERLY EXECUTED POWER OF ATTORNEY WILL RESULT IN THE BIDDER'S PROPOSAL BEING DEEMED NON-RESPONSIVE.**

**END OF SECTION**

Town of Mead  
Steel Corrugated Deck Replacement  
WCR 38 Bridge over Mead Lateral Canal

00410-2

January 2024  
IFB 2024-003



**CERTIFIED COPY**

**POWER OF ATTORNEY**

KNOW ALL MEN BY THESE PRESENTS: That the AMERICAN ALTERNATIVE INSURANCE CORPORATION, a corporation organized and existing by virtue of the laws of the State of Delaware ("Corporation") with offices at 555 College Road East, Princeton, N.J. 08543, has made, constituted and appointed, and by these presents, does make, constitute and appoint

**Douglas J. Rothey; Cynthia M. Burnett; Kim Payton; Wesley J. Butorac; and Zach Rothey**

its true and lawful Attorneys-In-Fact, at Princeton, in the State of New Jersey, each of them alone to have full power to act without the other or others, to make, execute and deliver on its behalf, as Surety or Co-surety, bonds and undertakings given for any and all purposes, also to execute and deliver on its behalf as aforesaid renewals, extensions, agreements, waivers, consents or stipulations relating to such bonds or undertakings provided, however, that no single bond or undertaking so made, executed and delivered shall obligate said Company for any portion of the penal sum thereof in excess of the sum of **One Hundred Million Dollars (\$100,000,000)**. Such bonds and undertakings for said purposes, when duly executed by said Attorney(s)-in-Fact, shall be binding upon said Company as fully and to the same extent as if signed by the President of said Company under its corporate seal attested by its Secretary. This appointment is made under and by authority of a certain Resolution adopted at a meeting of the Board of Directors of said Company duly held on the 27th day of August, 1975, a copy of which appears below.

IN WITNESS WHEREOF, the AMERICAN ALTERNATIVE INSURANCE CORPORATION has caused its corporate seal to be hereunto affixed, and these presents to be signed by its duly authorized officers this 24th day of September, 2021.



By:

*Michael G. Kerner*

Michael G. Kerner  
President

Attest:

*Ignacio Rivera*

Ignacio Rivera  
Deputy General Counsel & Secretary

**STATE OF NEW JERSEY, COUNTY OF SOMERSET**

The foregoing instrument was acknowledged before me by means of online notarization this 24th day of September, 2021, by Michael G. Kerner and Ignacio Rivera, who are personally known to me.



*Julian Sanfilippo*  
Julian Sanfilippo, Notary Public  
State of New Jersey  
My Commission Expires February 8, 2026

**SECRETARY'S CERTIFICATE**

The undersigned, Ignacio Rivera, hereby certifies:

1. That the undersigned is Secretary of American Alternative Insurance Corporation, a corporation of the State of Delaware;
2. That the original power of attorney of which the foregoing is a copy was duly executed on behalf of said Corporation on the day of its date, and has not since been revoked, amended or modified; that the undersigned has compared the foregoing copy thereof with said original power of attorney, and that the same is a true and correct copy of said original power of attorney and of the whole thereof;
3. That the original resolution of which the following is a copy was duly adopted at, and recorded in the minutes of, a regular meeting of the Board of Directors of said Corporation duly held on August 4, 1998, and has not since been revoked, amended or modified.

RESOLVED, that each of the following officers of this Corporation, namely, the President, the Executive Vice President, the Senior Vice Presidents, and the Vice Presidents, be, and they hereby are, authorized, from time to time in their discretion, to appoint such agent or agents or attorney or attorneys-in-fact as deemed by them necessary or desirable for the purpose of carrying on this Corporation's business, and to empower such agent or agents or attorney or attorneys-in-fact to execute and deliver, in this Corporation's name and on its behalf, and under its seal or otherwise, surety bonds, surety undertakings or surety contracts made by this Corporation as surety thereon.

RESOLVED, that the signature of any authorized officer of the Corporation and the Corporation's seal may be affixed by facsimile to any power of attorney and revocation of any power of attorney or certificate of either given for the execution of any surety bond, surety undertaking, or surety contract, such signature and seal, when so used being hereby adopted by the Corporation as the original signature of such officer and the original seal of the Corporation, to be valid and binding upon the Corporation with the same force and effect as though manually affixed.

FURTHER RESOLVED, that any prior appointments by the Corporation of MGAs are, in all respects, hereby ratified, confirmed and approved.

FURTHER RESOLVED, that the Secretary or any Assistant Secretary of this Corporation is hereby authorized to certify and deliver to any person to whom such certification and delivery may be deemed necessary and desirable in the opinion of such Secretary or Assistant Secretary, a true copy of the foregoing resolution.

4. The undersigned has compared the foregoing copies of said original resolutions as so recorded, and they are the same true and correct copies of said original resolutions as so recorded and of the whole thereof.

Witness the hand of the undersigned and the seal of said Corporation this 14th day of February, 2024

AMERICAN ALTERNATIVE INSURANCE CORPORATION



*Ignacio Rivera*  
Ignacio Rivera (Sep 24, 2021 16:05 EDT)

Ignacio Rivera  
Deputy General Counsel & Secretary

TRS-1001-1



# CONTRACTOR LICENSE

This certifies that Dietzler Construction Corporation has met the required qualifications and is licensed with Larimer County, Colorado.

License Number: CL2755  
License Type: Specialized  
Classification: Other

Date Issued: 02/15/2023

Expiration Date: 02/15/2025

Building Official:

*Eric Fried*



License Number: CL2755

Name: Dietzler Construction Corporation  
License: Specialized Other  
Issued: 02/15/2023  
Expiration: 02/15/2025

Larimer County Building Services  
200 W Oak Street  
Fort Collins, CO 80521  
970-498-7700  
www.Larimer.org/Building

Building Official:

*Eric Fried*

## BIDDER'S QUALIFICATIONS AND DATA

The signatory of this Statement guarantees the truth and accuracy of all statements and of answers to all questions herein. All questions must be answered clearly and comprehensively. If necessary, separate sheets may be attached. The Bidder may submit additional information. Failure to complete and return this Statement may render a bid non-responsive.

Name of Bidding Firm: Dietzler Construction Corporation

Main office address: 100 Gateway Circle , Berthoud CO 80513

Phone: 303-532-8860 Fax #

The Bidder is organized as a (corporation/partnership/other): Corporation  
in the state of: Wyoming

Bidder's federal tax identification number (TIN): 20-4417078

General character of work performed by your organization and brief history of operations:

Dietzler Construction Corporation (DCC) has been a General Contractor partnering with Federal agencies, State DOTs, Counties, and Municipalities, to build infrastructure projects like roadways, bridges, and dams, water control structures.

Does your firm have any officer, director, or agent who is also an officer or employee of the Town of Estes Park? No

Are there any Town of Estes Park agents or employees who own, directly or indirectly an interest in the bidder's firm or any of its branches? No

Bonding Limit: \$ 20 Million

Bonding Company: American Alternative Insurance Corp. Phone # 606-951-8295

Address: 555 College Rd East Princeton, NJ 08543

The Town has a right to request financial statement(s) and other relevant information. Are you willing to submit such information at the Town's request? Yes

Submitted by: John Dietzler - EVP Date: 02/14/24  
(Person submitting bid)

## Qualifications

1. How many years have you been in business under your present firm or trade name?
  - a. 12 Under other names? \_\_\_\_\_
2. Have you or your organization, or any office or partner thereof, failed to complete a contract?
  - a. \_\_\_ Yes X No
3. Within the last five years, has your organization been assessed liquidated damages for failing to complete a contract within the time specified?
  - a. \_\_\_ Yes X No
4. Has your organization been assessed any penalties for non-compliance violations of the Federal or State Labor laws and/or regulations within the last five years?
  - a. \_\_\_ Yes X No
5. Does your organization have any outstanding judgments, demands, or liens resulting from violating State Labor laws, Colorado Revised Statutes, Civil or Criminal decisions?
  - a. \_\_\_ Yes X No
6. Have there been any suits, liens, or surety claims against you or your organization over the past five years for non-payment of sums due subcontractors or suppliers for work completed?
  - a. \_\_\_ Yes X No
7. Has your organization been cited for violations of OSHA standards and requirements within the past five years?
  - a. \_\_\_ Yes X No
8. Is either the Bidder or its principals presently debarred, suspended, proposed for disbarment, declared ineligible, or voluntarily excluded from participation in this transaction by any department or agency?
  - a. \_\_\_ Yes X No
9. Have you ever been debarred or suspended by a government from consideration for the award of contracts?
  - a. \_\_\_ Yes X No

**Please explain all questions answered “yes” in the section above on a separate sheet of paper. Include where and why, if applicable.** Note that your answers do not necessarily disqualify your bid. For example, it is not uncommon for contractors of large projects to be charged liquidated damages in certain cases.

## Firm Background and Experience

- ❖ Total number of employees: 75+
- ❖ Total number of licensed professionals: 4
- ❖ **Proposed Superintendent:** Scott Crawford  
Title: Superintendent  
Relevant degrees and/or certifications: 25 years of experience, OSHA 30 , MSHA

### ❖ Principals

List directors, officers, owners, managerial employees, or partners, and identify the ownership interest of each:

Attached

### ❖ Experience

List the experience of the principal members of your organization. If preferred, resumes may be submitted in lieu of form entry.

**Name:** John Dietzler **Title:** Executive Vice President

Background/ Years' Experience: 20 years with Dietzler Companies

Relevant degrees and/or certifications: Licensed to practice Law in CO, WY, AZ, NE

**Name:** Marcin Gliszewski **Title:** Director of Project Management

Background/ Years' Experience: 25 years with Dietzler Companies

Relevant degrees and/or certifications: MSc Civil Engineering, OSHA, MSHA, ATSSA

❖ **Similar Projects**

List three projects of similar scope and budget to this project that your organization has performed work on:

**Project Name:** Fall River Trail Expansion (TAP & MMOF)

Cost: \$3,200,000.00 Location: Town of Estes Park, CO

Reference Name: Jeff Bailey P.E. - Town Engineer Phone: (970) 577-3586

**Project Name:** CR 47 - Larimer County

Cost: \$6,700,000.00 Location: Pinewood Springs - Big Elk Meadows, CO

Reference Name: Matt Johnson P.E - Larimer County Eng. Phone: 970-498-5724

**Project Name:** Boulder County - Hygiene Rd by Foothills Reservoir

Cost: \$1,100,000.00 Location: Longmont, CO

Reference Name: Alli Kelly - Boulder County Public Works Phone: (303) 441-3900

❖ **Contract(s) on Hand**

List projects your organization is undertaking that will be concurrent with the Town's bid schedule. Include the anticipated completion date.

**Project Name:** Poudre River Grade Control Structure Construction

Schedule: November 2023 - March 2024

Cost: \$1,100,000.00 Location: Fort Collins, CO

Subcontractor or Prime: Prime Completion Date: 03/31/24

**Project Name:** Juniper Ave Bridge Rehabilitation

Schedule: March 2024 - April 2024

Cost: \$440,000 Location: Boulder

Subcontractor or Prime: Prime Completion Date: 04/30/24

## SUBCONTRACTORS AND SUPPLIERS RELATED DATA

For each Subcontractor to be utilized, please provide the following information (use additional sheets as necessary). Please indicate what percentage of the Work to be assigned.

Firm Name: Holcim - Aggregate Industries (720) 840-5457

Address: 1687 Cole Blvd Suite 300 Golden, Colorado USA, 80401

Proposed materials or work to be assigned: Aggregates

Firm Name: Martin Marietta (720) 245-6445

Address: 1627 Cole Boulevard, Suite 200 Lakewood, CO 80401

Proposed materials or work to be assigned: Hot Mix Asphalt

Firm Name: CONTECH Engineered Solutions 970-347-2203

Address: 19060 County Road 66 | Greeley, CO 80631

Proposed materials or work to be assigned: Corrugated Steel Bridge Plank

Firm Name: Ideal Fencing

Address: 5795 Ideal Drive | Erie, CO 80516

Proposed work to be assigned: Bridgerail

Firm Name: \_\_\_\_\_

Address: \_\_\_\_\_

Proposed work to be assigned: \_\_\_\_\_

## **Marcin P Gliszewski , M.Sc., Director, Project Management**

### **Education**

M.Sc., Civil  
Engineering, Hydraulic Engineering  
Gdansk University of Technology,  
Poland, 1982

### **Training/Certifications**

MSHA 40-Hour  
OSHA Hazardous Waste Site  
Supervisor  
OSHA 40-Hour  
SWANA- Landfill Gas System  
Design Operation & Maintenance  
Course  
Confined Space Training  
FRA On- Track Worker Safety  
IPSCO Fushion Academy Graduate  
ARC First Aid First Aid and Adult  
CPR  
Transportation Erosion Control  
Supervisor  
ATSSA - Traffic Control Supervisor

### **Recognition** of Mr. Gliszewski

work by his peers include:  
2005 Dietzler- Patrick Engineering  
Inc. Distinguishing Trait Award –  
Committed to Schedule  
2007 Dietzler- Patrick Engineering  
Inc. Distinguishing Trait Award –  
Safety Focused  
2014 Dietzler- Patrick Engineering  
Inc. Distinguishing Trait Award

Patrick Eng. – 15 years  
Dietzler Construction- 7 years

Mr. Gliszewski began his career in the construction industry in 1982. As Director of Project Management he manages all project managers in the company and the back-office technical and construction management operations.

- A. Location of the office – Berthoud, CO
- B. Proposed Responsibility - Project Director
- C. Estimated percent of time – 5%
- D. Background, relevant experience and education

Prior to joining Dietzler Construction Corp., he was a project engineer and manager of engineering and construction at Patrick Engineering Inc.  
Recent and relevant projects experience includes:

### **CR 47 River Crossings** *Larimer County, Lyons, CO - \$6,700,000*

The construction contract has been awarded to Dietzler Construction. Construction on the three stream crossings has begun with traffic being diverted through a one-lane temporary traffic signalized operation. Paving will occur in mid August 2022. Work consists of rebuilding and paving 2 miles of CR 47 including three crossings of the West Fork of the Little Thompson River in lieu of damages caused during September 2013 flooding. Responsible for overall project management.

### **LaPorte Dam Rehabilitation** *Larimer & Weld Irrigating Company, LaPorte, CO - \$1,100,000*

Dietzler Construction was selected by the Owner to reconstruct its primary diversion structure for its irrigation system. Dietzler had completed many past dam rehabilitation projects for the Owner. The project was sensitive due to significant site access restrictions and the tight timeframe available for construction. The work was completed in just 3 months and completed on-time. Responsible for overall project management.

### **Timnath Reservoir Inlet Canal** *The Cache La Poudre Reservoir Company Fort Collins, CO - \$4,200,000*

The Cache La Poudre Reservoir Company awarded Dietzler Construction the TRIC project in 2019. The project consisted of relocating the existing canal into a new 3,000 LF box culvert, backfilling the old and new canal, installation of storm drainage pipelines, waterline relocations, bridge demolition, roadway reconstruction, and significant water control efforts. Responsible for overall project management.

### **Greeley No. 2 Head Gate Modernization** *New Cache La Poudre Irrigation Company – Fort Collins, CO - \$440,000*

Dietzler Construction was selected to construct a new headgate structure for one of New Cache La Poudre Irrigating Company's main canals off the Cache La Poudre. Responsible for overall project management.

### **Bonus Ditch Pump Station** *Bonus Ditch Co, City of Longmont, CO - \$1,100,00*

The Bonus Ditch Pump Station involved constructing a new primary intake structure for the Bonus Ditch off the St. Vrain River. Responsible for overall project management.



**Larimer & Weld Irrigation Company Forebay and Service Bridge  
and Weld Irrigation Company, Poudre River, Fort Collins - \$1,100,000**

**Larimer**

Dietzler Construction was selected to replace the Larimer & Weld Irrigation Company's forebay and service bridge at its primary diversion structure on the Cache La Poudre in Fort Collins, CO. The work included demolishing the existing forebay and service bridge, water control, dewatering, CIP concrete, piping and electrical. Dietzler heavily utilized precast concrete construction methods to construct many structural elements prior to the November 1 canal shut off date. By utilizing precast construction methods, Dietzler was able to accelerate the construction schedule and place the canal back in service well before the contract completion time, allowing LWIC to resume pulling free water from the Cache La Poudre. Responsible for overall project management.

**LR9 Bridge Replacement** **Larimer County, Fort Collins CO - \$847,270**

Dietzler Construction constructed a 38-foot bridge over the Larimer County Canal. The project included new bridge approached with hot mix asphalt for a total of 342 feet. The work involved earthwork, caisson drilling, structural concrete, prestressed concrete 36"x18" box girders, asphalt paving, riprap, guardrail installation, drainage pipe and fencing. Responsible for overall project management.

**West Creek** **Larimer County, Glen Haven, Colorado - \$1,207,300**

Dietzler Construction was awarded the West Creek Bridge Repairs project by Larimer County in 2016. During the 2013 flood, three small bridges along West Creek were washed away. Dietzler Construction constructed new concrete box culverts at the old bridge locations and constructed detour roads at each crossing to allow for continuous traffic flow through the area. The tight canyon added to the Project's complexity, necessitating careful trucking and crane operations. Responsible for overall project management.

**Flood Control Project- East Side Detention Facility** **Boxelder Basin  
Regional Stormwater Authority, c/o Pinnacle, Fort Collins, CO-\$7,922,700**

The ESDF project was the Authority's largest flood control project to date and was constructed to significantly reduce the flood risk to the downstream cities of Fort Collins and Timnath and removed over 1500 acres from Boxelder Creek's flood plain. The project consisted of a 1.5-mile clay core embankment dam and large inlet and outlet box culverts running under the county roads that bound the project to the north and south. Construction feature included: significant ground water control. Onsite material engineering, over 33,000 SY of TRM, over 11,000 CY of riprap, 490,000 CY of cut and fill, construction of a 1,000- foot spill way and cutoff wall, and roadway reconstruction and paving. Responsible for scheduling and coordinating all on-site work activities.

**Ivanhoe Lake Dam Emergency Rehabilitation**  
**System Authority, Ivanhoe Lake, Pitkin County, CO**

**The Busk-Ivanhoe Water**

Construction services included construction layout, supervising fill placement and compaction, concrete placement, aggregate preparation and placement, liner installation, toe drain installation and televising, weir installation, emergency spillway construction, and troubleshooting during construction. Dam rehabilitation was performed on an emergency schedule to meet the client needs. Responsible for scheduling and coordinating all on-site work activities.

## Scott Crawford, Superintendent

### Education

Thornton high School,  
Thornton, CO

### Training/Certifications

MSHA  
OSHA 30  
Excavation Competent Person  
Management Training Series  
Confined Space Training  
PEC Basic  
Safeland USA  
PEC-H2S Clear  
ARC First Aid First Aid and Adult  
CPR  
City Of Denver Water Service  
Supervisor  
City Of Denver Drainlayer  
Supervisor

Mr. Crawford began his career in the construction industry in 1995. As Manager of water and sewer supply company. In 2000 made a change to construction field management. Since then he has been involved in several aspects of projects including, operating heavy equipment, excavation and backfill, pipe installation and testing, water diversion, ground water control measures, project scheduling, material and equipment procurement and field management

- A. Location of the office – Berthoud, CO
- B. Proposed Responsibility - Superintendent
- C. Estimated percent of time – 25%
- D. Background, relevant experience and education

In 2015 Mr. Crawford joined Dietzler Construction Corp as a superintendent.  
Relevant projects experience includes:

### **CR 47 River Crossings** *Larimer County, Lyons, CO - \$6,700,000*

The construction contract has been awarded to Dietzler Construction. Construction on the three stream crossings has begun with traffic being diverted through a one-lane temporary traffic signalized operation.

Work consists of rebuilding 3 miles of CR 47 including three precast box culvert crossings of the West Fork of the Little Thompson River in lieu of damages caused during September 2013 flooding. Scott is the superintendent on the project.

### **West Creek** *Larimer County, Glen Haven, Colorado -\$1,207,300*

Dietzler Construction was awarded the West Creek Bridge Repairs project by Larimer County in 2016. During the 2013 flood, three small bridges along West Creek were completely destroyed. Dietzler Construction constructed 3 new concrete box culverts at the old bridge locations and constructed separate detour roads at each crossing to allow for continuous traffic flow through the working area. The tight canyon added to the Project's complexity, necessitating careful trucking and crane operations. Scott was the superintendent for the project.

### **Flood Control Project- East Side Detention Facility** *Boxelder Basin Regional Stormwater Authority, c/o Pinnacle, Fort Collins, CO-\$7,922,700*

The ESDF project was the Authority's largest flood control project to date and was constructed to significantly reduce the flood risk to the downstream cities of Fort Collins and Timnath for future land development and removed over 1500 acres from Boxelder Creek's flood plain. The project consisted of a 1.5 miles of clay core embankment dam and large box culvert inlet and cast in place box culvert outlet crossing under two county roads that bound the project to the north and south. Construction feature included: significant ground water control. Onsite material engineering, over 33,000 SY of TRM, over 11,000 CY of riprap, 490,000 CY of cut and fill of onsite materials, construction of a 1,000- foot spill way and cutoff wall, and roadway reconstruction and paving. Scott was the superintendent for the project.



## Agenda Item Summary

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MEETING DATE: February 26, 2024

SUBJECT: **Resolution No. 23-R-2024** – A Resolution of the Town of Mead, Colorado, Accepting a Donation from the Longmont Community Foundation for the Acquisition and Installation of Panels for the Northern Colorado Gold Star Memorial in Founder’s Park

PRESENTED BY: Erika Rasmussen, Town Engineer/Public Works Director

THROUGH: Lindsay Sloan, Assistant Town Attorney

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### SUMMARY

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The Town of Mead (“Town”) is planning to install the Northern Colorado Gold Star Memorial (“Memorial”) in Founder’s Park to honor the lives lost while serving active duty in the United States Armed Forces. The Memorial is one component of a larger renovation project in Founder’s Park that has already been approved in the Town’s 2024 budget. The Memorial will serve to educate Town residents about the importance of the Gold Star designation and to foster community among residents.

The Longmont Community Foundation, a Colorado nonprofit corporation (“LCF”) wishes to make an initial donation of Fifty-Four Thousand Dollars (\$54,000.00) (“Donation”) to the Town to defray the costs associated with the acquisition and installation of the granite panels required for the Memorial. The Donation will also be used to acquire and install a related marker that serves to educate visitors about the Memorial’s design features and meaning (“Explanation Marker”).

Resolution No. 23-R-2024 (the “Resolution”): (1) accepts the initial Donation of \$54,000 from LCF to defray the costs associated with the acquisition and installation of the of the granite panels required for the Memorial and the Explanation Marker; (2) authorizes the Town Manager, or designee, to prepare an initial invoice for the Donation funds and to coordinate with LCF on the submittal of the invoice to LCF and remittance of the Donation to the Town; (3) authorizes the Town Manager, or designee, to prepare one or more subsequent invoices for additional Donation funds and to coordinate with LCF on the submittal of the subsequent invoice(s) to LCF and remittance of additional Donation funds to the Town, contingent on such funds being available; and (4) authorizes the Town Manager, or designee, to issue a purchase order (or similar purchase authorization) to the Woody Williams Foundation or Bailey Granite and Monuments (Flatwood, KY), to secure the fabrication of the Memorial (inclusive of the Explanation Marker), and arrange for delivery to and installation of the same at Founder’s Park at the appropriate time.

The Resolution also ensures that the Donation funds (inclusive of the initial Donation of \$54,000 together with additional funds that may become available) will be used for no other purpose.

At the present time, Town Staff anticipates that the purchase order (or similar purchase authorization) for the Memorial fabrication, delivery and installation will be finalized at a later date because the Town needs to ensure that a concrete pad has been poured at Founder’s Park and that other site preparation has been satisfactorily completed prior to the granite panels comprising the Memorial arrive for installation.

## FINANCIAL CONSIDERATIONS

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To the extent that total costs associated with the Memorial exceed the Donation amount, including all site preparation required, the Town will fund the balance of the project with funds already appropriated for that purpose in the approved 2024 budget.

## STAFF RECOMMENDATION/ACTION REQUIRED

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A motion to approve the February 26, 2024, consent agenda will approve the Resolution (accepting the Donation). If this item is pulled off the consent agenda for further discussion or questions, Staff recommends the following motion:

Suggested Motion:

“I move to approve Resolution No. 23-R-2024, A Resolution of the Town of Mead, Colorado, Accepting a Donation from the Longmont Community Foundation for the Acquisition and Installation of Panels for the Northern Colorado Gold Star Memorial in Founder’s Park.”

## ATTACHMENTS

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Resolution No. 23-R-2024

**TOWN OF MEAD, COLORADO  
RESOLUTION NO. 23-R-2024**

**A RESOLUTION OF THE TOWN OF MEAD, COLORADO, ACCEPTING A  
DONATION FROM THE LONGMONT COMMUNITY FOUNDATION FOR  
THE ACQUISITION AND INSTALLATION OF PANELS FOR THE  
NORTHERN COLORADO GOLD STAR MEMORIAL IN FOUNDER'S PARK**

**WHEREAS**, the Town of Mead ("Town") desires to cooperate in the planned installation of the Northern Colorado Gold Star Memorial ("Memorial") in Founder's Park to honor the lives lost while serving active duty in the United States Armed Forces; and

**WHEREAS**, pursuant to C.R.S. § 31-15-901(1)(c), the Board of Trustees has the power to aid and foster, by all lawful measures, associated charity organizations; and

**WHEREAS**, The Longmont Community Foundation, a Colorado nonprofit corporation ("LCF") wishes to make a donation of Fifty-Four Thousand Dollars (\$54,000.00) ("Initial Donation") to the Town for the specific purpose of defraying the costs of acquiring and installing the granite panels required for the Memorial, together with installing a marker which serves to educate visitors about the Memorial's design features and meaning ("Explanation Marker"); and

**WHEREAS**, LCF is a 501(c)(3) tax-exempt charitable organization under the Internal Revenue Code; and

**WHEREAS**, the Initial Donation and any subsequent funds raised by LCF and remitted to the Town for the Memorial (together, the "Donation") will be used to defray costs related to the acquisition and installation of the Memorial, and for no other purposes; and

**WHEREAS**, the Town wishes to accept the Donation to educate its residents of the importance of the Gold Star designation and to foster a sense of community for its residents; and

**WHEREAS**, to the extent that total costs associated with the Memorial exceed the Donation amount, including all site preparation required, the Town will fund the balance of the project with funds already appropriated for that purpose in the approved 2024 budget; and

**WHEREAS**, the Board of Trustees desires to authorize the Town Manager, or designee, to prepare an invoice for the Initial Donation and to coordinate with LCF on the payment of the same; and

**WHEREAS**, the Board of Trustees also desires to authorize the Town Manager, or designee, to prepare one or more subsequent invoices for additional Donation funds, should the same become available, and to coordinate with LCF on the payment of the same; and

**WHEREAS**, the Board of Trustees also desires to authorize the Town Manager, or designee, to coordinate with the Town Public Works Director to issue a purchase order, or similar purchase authorization, to secure the fabrication, delivery, and installation of the Memorial at the appropriate time.

**NOW THEREFORE, BE IT RESOLVED** by the Board of Trustees of the Town of Mead, Weld County, Colorado, that:

**Section 1.** The foregoing recitals incorporated as findings of the Board of Trustees.

**Section 2.** The Board of Trustees hereby: (a) accepts the Initial Donation of \$54,000 from LCF to defray the costs associated with the acquisition and installation of the of the granite panels required for the Memorial and the Explanation Marker; (b) authorizes the Town Manager, or designee, to prepare an invoice for the Initial Donation funds and to coordinate with LCF on the submittal of the invoice to LCF and remittance of the Donation to the Town; (c) authorizes the Town Manager, or designee, to prepare one or more subsequent invoices for additional Donation funds, if and to the extent such additional funds become available, and to coordinate with LCF on the submittal of the subsequent invoice(s) to LCF and remittance of additional Donation funds to the Town; and (d) authorizes the Town Manager, or designee, to issue a purchase order (or similar purchase authorization) to the Woody Williams Foundation or Bailey Granite and Monuments (Flatwood, KY), to secure the fabrication of the Memorial (inclusive of the Explanation Marker), and arrange for delivery to and installation of the same at Founder's Park at the appropriate time.

**Section 3.** The Donation (inclusive of the Initial Donation and any subsequent funds raised by LCF and remitted to the Town for the Memorial) will be used for no purpose other than paying for costs related to the acquisition and installation of the Memorial and Explanation Marker.

**Section 4. Effective Date.** This resolution shall be effective immediately upon adoption.

**Section 5. Repealer.** All resolutions, or parts thereof, in conflict with this resolution are hereby repealed, provided that such repealer shall not repeal the repealer clauses of such resolution nor revive any resolution thereby.

**Section 6. Certification.** The Town Clerk shall certify to the passage of this resolution and make not less than one copy of the adopted resolution available for inspection by the public during regular business hours.

**INTRODUCED, READ, PASSED, AND ADOPTED THIS 26<sup>TH</sup> DAY OF FEBRUARY, 2024.**

**ATTEST:**

**TOWN OF MEAD**

By \_\_\_\_\_  
Mary E. Strutt, MMC, Town Clerk

By \_\_\_\_\_  
Colleen G. Whitlow, Mayor