

***Town of Mead***  
**BOARD OF TRUSTEES**  
**REGULAR MEETING**  
**AGENDA**  
**441 3<sup>rd</sup> Street, Mead**

Monday, June 29, 2020

**5:15-6:00 p.m.**

**WORK SESSION: Elected Officials Ethics, Sam Light, CIRSA**

**6:00 p.m. to 10:00 p.m.**

**REGULAR MEETING**

In accordance with the Town's Disaster Declaration dated March 21, 2020 related to the COVID-19 virus and the Town's Emergency Electronic Participation Policy for Regular and Special Meetings, this meeting will be held virtually in Zoom. Virtual access information including the Zoom meeting link will be provided on the Town's website and at designated posting places at least 24 hours prior to the meeting.

1. ***Call to Order – Roll Call***

Mayor Colleen Whitlow  
Mayor Pro Tem David Adams  
Trustee Brooke Babcock  
Trustee Debra Brodhead  
Trustee Chris Cartwright  
Trustee Steve Fox  
Trustee Trisha Harris

2. ***Moment of Silence***

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

4. ***Review and Approve Agenda***

5. ***Informational Items***

- a. Commissioner Scott James, Weld County Board of Commissioners District 2
- b. Wendy Meehan, Mead Towne Center
- c. Committee Quarterly Updates
  - i. Finance Committee
- d. Police Reform Bill Legislative Update
- e. Pavement Management Plan Update

6. ***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.

7. ***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 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. ***Consent Agenda includes:***

- a. Approval of Minutes–Regular Meeting June 8, 2020
- b. May 2020 Financial Statements

- c. **Ordinance No. 934** – An Ordinance of the Town of Mead, Colorado, Approving with Conditions the Red Barn Subdivision Filing No. 1 Final Plat
  - d. **Ordinance No. 935** – An Ordinance of the Town of Mead, Colorado, Approving with Conditions the Town of Mead Plat, 1<sup>st</sup> Amendment Administrative Replat
8. ***Check Register 06/23/2020***
9. ***Staff Report: Town Manager Report***
10. ***Public Hearing***
- a. **Ordinance No. 936**– An Ordinance of the Town of Mead, Colorado, Amending Certain Provisions of Articles I, II, III, VII, and XI of Chapter 16 of the *Mead Municipal Code* Pertaining to Signage, Accessory Dwelling Units, and Accessory Structures
11. ***New Business***
- a. **Resolution No. 61-R-2020** – A Resolution of the Town of Mead, Colorado, Awarding the Bid for Street Resurfacing to Vance Brothers, Inc.
  - b. **Resolution No. 62-R-2020** – A Resolution of the Town of Mead, Colorado, Approving a Collaboration Agreement Related to Distribution of Cares Act Funds with Weld County, Colorado, and Directing That 100% of the Town of Mead’s Allocation of Funding be Directed to the Weld County Business Relief Fund to be Administered by Upstate Colorado Economic Development
  - c. **Resolution No. 63-R-2020** – A Resolution of the Town of Mead, Colorado, Approving a Special Project Task Order for JVA, Inc. to Complete Phase 1 of the North Creek Ditch Floodplain Analysis
12. ***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.
13. ***Elected Official Reports***
- a. Town Trustees
  - b. Mayor Whitlow
    - i. Weld County Hazard Mitigation Plan
14. ***Adjournment***



## Agenda Item Summary

MEETING DATE: June 29, 2020

SUBJECT: Finance Committee 2nd Qtr. Update

PRESENTED BY: Scott Gilbert, Finance Committee Chair

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### SUMMARY

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This summary is to update the Board of Trustees on the status of the Finance Committee. The Committee last met on May 12, 2020 to review current and future investment options, the Town's financial statements and the schedules for 2019 Audit and 2021 Budget.

The Finance Committee appreciates the appointment of Tim Moorman to fill the long vacant committee member position and looks forward to working with Mr. Moorman. The Committee recommended to the Board of Trustees an amendment to the Investment Policy, which was adopted by the Board on May 26, 2020. The town's Investment Portfolio is updated quarterly for the Board and reviewed by this committee. Mead's financial assets are mainly held in local government investment pools which allow the funds to remain liquid while providing a modest interest rate.

The 2019 Financial Audit is underway. The committee will review the audit report once completed. The committee is also looking forward to providing input into the 2021 budget this fall.

### FINANCIAL CONSIDERATIONS

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None.

### STAFF RECOMMENDATION/ACTION REQUIRED

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None.

### ATTACHMENTS

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## MEMORANDUM

To: Honorable Mayor Whitlow and the Board of Trustees

Through: Marcus McAskin, Town Attorney

From: Christiana McCormick, Assistant Town Attorney

Re: Enhance Law Enforcement Integrity Act (SB20-217)

Date: June 29, 2020

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### PURPOSE

This memorandum provides an overview of changes implemented with the passage of the Enhance Law Enforcement Integrity Act (“SB217”) and implications of SB217 on the Town’s budget. Governor Polis signed SB217 into law on Friday, June 19, 2020.

Below is a discussion of the key changes implemented by SB217 followed by a quick reference chart showing when various changes go into effect.

I will attend the June 29, 2020 regular meeting of the Board to present the information contained in this memorandum and to answer questions that the Board may have regarding SB217.

### DISCUSSION

#### A. CHANGES FOR POLICE DEPARTMENTS

The changes for police departments and police officers summarized below will ultimately be integrated into the Mead Police Department’s Policy Manual and into training provided to police officers.

- 1. Use of Force.** Law enforcement officers: (a) are prohibited from using all types of chokeholds, (b) are prohibited from using certain physical force during protests, (c) have a legal requirement to use nonviolent force before using any type of physical force, (d) must meet additional legal criteria before using deadly physical force, and (e) have a duty to intervene when another officer uses excessive force. Some use of force requirements are effective immediately and some go into effect in September 2020 (see quick reference chart on page four of this memorandum below).
- 2. Making Contacts.** SB217 imposes the explicit requirement that law enforcement officers have a legal basis (i.e. reasonable articulable suspicion or probable cause) for certain interactions with civilians. The applicable interactions are those initiated by a law enforcement officer for the purpose of enforcing the law or investigating violations of the law.

### **3. Reporting.**

- (a) Beginning on June 19, 2020, officers have additional data collection and reporting requirements for when they make contacts and must include information on their business cards for how a citizen may file a complaint against an officer.
- (b) On January 1, 2023, law enforcement agencies must begin making reports to the Colorado Division of Criminal Justice regarding contacts, use of force resulting in serious bodily injury or death, resignation of a peace officer during an investigation into violation of policy, and no-knock entries (with or without a warrant) by law enforcement.

### **4. Body-Worn Cameras.** Beginning in July 2023, body-worn cameras are required for most interactions between law enforcement and civilians; law enforcement officers have new, more stringent duties surrounding use of body-worn cameras; and there will be new requirements for release to the public of body-worn camera footage when there is a complaint of law enforcement officer misconduct.

### **5. Liability/Discipline for Officers.**

- (a) Beginning June 19, 2020, the defenses of qualified immunity and government immunity are no longer available to law enforcement officers who are the subject of a legal action alleging violations of state civil rights by the officer. This means that there is no extra initial step for plaintiffs to go through before a court will hear a state civil rights violation, and lawsuits against officers will proceed unless there is some other defense or reason for the case not to go forward.
- (b) There are more reasons for which an officer's Peace Officer Standards and Training ("P.O.S.T.") certification may be suspended or revoked, including unlawful use of physical force (includes deadly force), failure to intervene when another officer uses excessive force, and tampering with (or intentional failure to activate) body-worn cameras or dash cameras.

## **B. IMPLICATIONS FOR TOWN OF MEAD BUDGET**

The following are areas of additional costs to the Town as a result of the passage of SB217 of which the Board of Trustees should be aware and for which the Town may need to budget.

### **1. Payment of Civil Money Damages.**<sup>1</sup> The Town is now responsible for paying the entire amount of any monetary damages and attorney fees awarded in a state civil rights lawsuit

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<sup>1</sup> A more detailed discussion and explanation of the changes to civil lawsuits related to governmental and qualified immunity is found in CIRSA's Law Enforcement Liability Alert dated June 18, 2020 ("Liability Alert"), a copy of which is attached to this memorandum as [Attachment A](#). The Liability Alert does not address how CIRSA will cover civil claims against peace officers in light of SB217 (deductibles, insurance costs, etc.), so additional information from CIRSA may be forthcoming.

where an officer is found guilty of violating a person's state civil rights. There are no limits to the amount of damages or attorney fees that can be awarded to a plaintiff.

- (a) If the Town finds that the officer acted in bad faith where the officer is convicted of violating a person's state civil rights, the officer may be responsible for paying up to \$25,000 OR 5% of the damages awarded to the plaintiff, whichever is lower. (Bad faith usually means acting unreasonably or knowingly violating the law or policy.)
- (b) If the officer is unable to pay the amount listed above, the Town must pay the entire amount of the damages awarded to the plaintiff.
- (c) If the officer is found guilty of a criminal violation (e.g. assault, murder) arising out of the same incident as the civil lawsuit, the Town does not have to pay for any damages and the officer may be responsible for payment of all civil damages.

## **2. Miscellaneous Costs.**

- (a) Software for data collection and reporting.
- (b) Reporting forms.
- (c) Updated business cards.
- (d) Police training (must be completed by September 1, 2020).
- (e) Legal review of policy manual revisions.

## **3. Body-Worn Cameras.** Police department will be required to provide body-worn cameras to its officers beginning July 1, 2023. The extra costs to the Town may include:

- (a) The cost of the cameras, if the police department does not yet have any (there is the possibility to get grants for the cameras through the state department of public safety);
- (b) Training for officers on using and duties related to the cameras;
- (c) Software or contractors for storage and redaction of body-worn camera footage; and
- (d) Training on how to redact body-worn camera footage.

## QUICK REFERENCE CHART

<b>SB217 TIMELINE</b>	
<b>JUNE 19, 2020</b>	<ul style="list-style-type: none"> <li>• SB217 signed into law</li> <li>• Chokeholds prohibited</li> <li>• Restrictions on use of physical force at protests</li> <li>• New use of deadly force requirements</li> <li>• Duty to intervene in and report excessive force</li> <li>• Discipline and criminal charge for failure to intervene</li> <li>• New reporting requirements for “contacts”</li> <li>• New reasons for POST certification suspension/ revocation</li> <li>• New types of lawsuits against peace officers permitted</li> <li>• No qualified immunity in state civil rights lawsuits</li> <li>• Municipality pays most or all damages awarded in civil lawsuits against individual officers (does not apply to criminal cases)</li> <li>• Individual officers may pay a maximum of \$25,000 in civil lawsuit</li> <li>• Business cards must include complaint information</li> </ul>
<b>SEPTEMBER 1, 2020</b>	<ul style="list-style-type: none"> <li>• Complete use of force training</li> <li>• New duties and parameters for using physical force</li> </ul>
<b>JANUARY 1, 2023</b>	<ul style="list-style-type: none"> <li>• Additional reporting requirements begin</li> </ul>
<b>JULY 1, 2023</b>	<ul style="list-style-type: none"> <li>• Body-worn cameras (BWCs) required in most police interactions with civilians</li> <li>• Multiple requirements for use of BWCs (testing, activation, malfunction, undercover exceptions, release of footage)</li> </ul>

### CONCLUSION

There are numerous changes going into effect with the passage of SB217, and many aspects of implementation may evolve as guidance is issued from sources such as the Colorado Division of Criminal Justice.

Our office continues to coordinate closely with Chief Newbanks and the Mead Police Department regarding the requirements of SB217. The members of the Board of Trustees may reach out to the Town Attorney’s office with any questions.

**Attachment A**

CIRSA Law Enforcement Liability Alert dated June 18, 2020

(see attached)





# CIRSA LAW ENFORCEMENT LIABILITY ALERT

Published by the CIRSA General Counsel's Office

SAFER TOGETHER

## The Enhance Law Enforcement Integrity Act – Sweeping and Dramatic Changes Coming to Colorado Law Enforcement

*This article was written by Eric M. Ziporin of the law firm of SGR, LLC. The firm is a member of CIRSA's defense counsel panel and provides legal services to CIRSA and its members in a wide variety of claims including law enforcement liability claims. Mr. Ziporin welcomes any questions regarding this article and will be happy to provide additional information upon request. He can be reached at 303.320.0509.*

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**Editor's Note: If your entity participates in CIRSA's liability coverage program and you receive a notice, demand or suit asserting a claim under the Enhance Law Enforcement Integrity Act ("ELEI"), then as with all liability claims, be sure to promptly submit the matter to the CIRSA Claims Department so that the matter can be reviewed with respect to potential coverage and claims handling under your CIRSA law enforcement liability coverage.**

**Among its immediate effects, the ELEI states that each law enforcement agency in the state shall train its peace officers on the new use of force standards and certain other provisions of the bill, prior to their becoming effective September 1, 2020. In conjunction with this training your agency may determine it needs to update its use of force policy or other policies in its police policy and procedures manual.**

**If your city or town is a CIRSA member, CIRSA will, as a service to its members, make available the assistance of one of its defense panel attorneys to review and comment on draft updates to your policies and provide related consultation. CIRSA will provide up to five hours of attorney time to your entity for this assistance, at no member expense. This service is not a substitute for legal and other advice from your entity's city or town attorney, police legal advisor, and law enforcement professionals. If your entity would like to obtain this CIRSA assistance, please call or e-mail Sam Light, CIRSA General Counsel, at 720-605-8002 or [saml@cirsa.org](mailto:saml@cirsa.org).**

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Police reform is coming to Colorado this summer to a city near you. More precisely, sweeping and unprecedented police reform is coming to your city or town, and with it comes increased liability exposure for not only peace officers in Colorado, but also for the cities and towns who employ them. Earlier in the 2020 legislative session, proponents of police reform in the Colorado legislature attempted to pass a police reform bill without success. The tragic and indefensible killing of George Floyd at the hands of police officers in Minnesota and the protests that followed provided these proponents with the momentum needed over the last several weeks to quickly pass [Senate Bill 20-217](#), the Enhance Law Enforcement Integrity Act ("ELEI") – just prior to the expiration of the legislative session. That bill now waits for the signature of Governor Polis, which is expected to happen in the next week or so.

(page 1 of 3)

The ELEI will mandate changes in many areas, to include: (1) requiring all peace officers in Colorado to be equipped with body worn cameras by July of 2023; (2) limitations on the force that can be used during protests; (3) an expansion of criminal liability for peace officers and associated limitations on the use of force and deadly force; (4) mandatory revocation of an officer's Peace Officer Standards and Training ("POST") certification if found criminally or civilly liable for certain conduct; (5) mandatory employment disciplinary sanctions for officers; (6) mandatory comprehensive reporting requirements for peace officers and police departments; and (7) a new civil cause of action under Article II of the Colorado Constitution for claims alleging excessive use of force or violation of other rights secured by Article II. This article will focus on the new excessive force claim under the Colorado Constitution and its impact on peace officers and municipalities, both from a liability and financial perspective.

To fully appreciate the changes that the new Colorado Constitution claim will bring to the civil liability landscape, it is important to understand how these claims have looked until now. Historically, there have been two ways that an alleged victim of excessive force could pursue their claim in court: (1) a tort claim under Colorado law alleging negligence, assault, battery, etc.; and (2) a federal civil rights claim pursuant to 42 U.S.C. § 1983 alleging excessive force in violation of the Fourth Amendment. The vast majority of excessive force claims have been brought pursuant to § 1983 and have been filed in federal court, handled by judges who deal with these claims on a frequent basis and are familiar with the defenses asserted on behalf of peace officers and municipalities.

Until now, significant protections and limitations existed in defending these claims. Any state tort claim has been governed by the Colorado Governmental Immunity Act ("CGIA"). The CGIA has provided governmental immunity to peace officers in the sense that any claimant must prove that the conduct of the officer was "willful and wanton." Municipalities have had complete sovereign immunity for state tort claims under the CGIA as there has been no applicable waiver of immunity for claims alleging excessive force. In the event that a plaintiff prevailed at trial, the CGIA provided a statutory cap limiting the amount of damages that could be recovered. While these same protections and limitations do not exist for federal claims brought under § 1983, cases against peace officers are often defended on the basis of qualified immunity, in addition to other defenses. For these federal claims, qualified immunity requires the plaintiff to prove that the officer's conduct violated clearly established law.

The ELEI changes everything. Upon being signed by the Governor, a claimant can now bring a claim alleging that his or her rights were violated under the Colorado Bill of Rights, that being Article II of the Colorado Constitution. The Colorado Constitution essentially mimics the Fourth Amendment which prohibits unreasonable search and seizure, to include prohibiting the use of excessive force by peace officers. The new claim provides liability for peace officers who not only use excessive force, but who fail to intervene to prevent a fellow officer from using excessive force.

Most significantly, the ELEI expressly states the CGIA will not apply to this new claim, thereby eliminating CGIA governmental and sovereign immunity to state tort claims previously afforded to officers and municipalities. The statute also expressly provides that qualified immunity is not a defense to this claim. In association with the mandatory body camera requirement, an inference of officer misconduct and liability is created in the event that the officer fails to activate or tampers with the camera. An entirely new claim is created against municipalities, as the ELEI authorizes the Colorado Attorney General to bring a civil action against a public entity in the event it determines (based on the aforementioned reporting requirements) that the municipality has a pattern and practice of constitutional violations.

The potential financial impact of the ELEI is significant. The statute eliminates any limitations on a plaintiff's ability to recover damages and attorney fees. Cities and towns will be required to indemnify a peace officer for any settlement or judgment, unless the peace officer was criminally convicted for the conduct giving rise to the claim, or unless the employer determines that the officer did not "act upon good faith and reasonable belief that the action was lawful." Under the latter scenario, the peace officer will be responsible to pay a portion of the settlement or judgment out of his or her own pocket, but if the officer is unable to do so, the city or town will be required to pay the full amount.

The elimination of immunities and limitations associated with the new Colorado Constitution claim all but ensures that it will be a primary remedy pursued by claimant's attorneys moving forward, thereby eliminating or significantly reducing the prosecution of state tort and § 1983 claims alleging excessive force. These claims will be filed in state courts throughout Colorado – courts which are already more burdened with heavier case loads than the federal court and handled by judges much less familiar with these types of claims.

The ELEI is silent as to the standard of review that will be applied by the court evaluating the claim. It is well settled law that claims alleging excessive force are to be assessed under the "objective reasonableness" standard and the factors set out by the United States Supreme Court in *Graham v. Connor*. Given the similarities between Article II of the Colorado Constitution and the Fourth Amendment, it is anticipated that the courts will apply this same standard of review, but no one will know for sure until the courts start to interpret the new law. It is also unknown at this point whether a claimant will be able to bring this new claim against the municipality, and if so, what he or she needs to prove to establish municipal liability.

The defense of civil claims involving police liability will never be the same. The elimination of immunities and limitations creates new and increased risks for all involved, not the least of which is the risk to peace officers in Colorado who may lose their livelihood if they do not prevail at trial. The ELEI will undoubtedly alter how cases are defended, not only in terms of the settlement of claims but the decision to take a case to trial. It is inevitable that there will be legal challenges to the ELEI, but it could be years before those challenges are resolved, and they may not resolve in favor of law enforcement. For now, the political and social climates in this county and state are demanding police reform, and it is imperative that peace officers adapt, accept, and receive training on these changes to their profession.

**Town of Mead  
Regular Meeting  
Board of Trustees  
June 8, 2020  
6:00 p.m.**

**1. Call to Order - Roll Call**

Mayor Colleen Whitlow called the Regular Meeting of the Board of Trustees to order at 6:00 p.m. Due to the Town's Disaster Declaration of March 21, 2020 related to the COVID-19 virus, the meeting was held with virtual access provided through Zoom.

**Present**

Mayor Colleen Whitlow  
Mayor Pro Tem David Adams  
Trustee Brooke Babcock  
Trustee Debra Brodhead  
Trustee Chris Cartwright  
Trustee Steve Fox  
Trustee Trisha Harris

**Absent**

None

Also present: Town Manager Helen Migchelbrink; Town Clerk / Treasurer Mary Strutt; Town Engineer / Public Works Director Erika Rasmussen; Planning Director Chris Kennedy; Chief of Police Brent Newbanks; Town Attorney Marcus McAskin.  
Attending via virtual access: members of the public.

**2. Moment of Silence**

Mayor Whitlow requested the observance of a moment of silence in remembrance of D-Day and in honor of our military past and present.

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

The assembly pledged allegiance to the flag.

**4. Review and Approve Agenda**

*Motion was made by Trustee Babcock, seconded by Mayor Pro Tem Adams, to approve the agenda. Motion carried 7-0, on a roll call vote.*

**5. Informational Items**

- a. Commissioner Scott James, Weld County Board of Commissioners, District 2

Commissioner James was unable to attend due to a conflict.

- b. Lori Hughes, Mercantile Exchange & Provisions

Lori Hughes was unable to attend. Town Manager Migchelbrink discussed the Mercantile Exchange & Provisions which is expected to have a soft opening on June 22, 2020. They will provide fresh meats, deli sandwiches and a coffee shop.

c. Recreation Update

Recreation Coordinator Lorelei Nelson provided an update on upcoming recreation activities: soccer camp, mad science camp, and yoga in the park. Ms. Nelson is anticipating fall sports leagues will resume. Events are still canceled based on the Public Health Order regarding large events. Friendly Forks (Weld County Senior Lunch Program) currently only allows distributed lunches – no in-person meals.

**6. Public Comment**

Resident Jenna Duetsch thanked the Board for recreation follow up. She requested an update on Mead Towne Center and requested the board consider a later meeting time.

Resident Sean Byers requested information on the mill levy in Liberty Ranch. He was asked to send in his email and the Town Attorney will forward him contact information.

**7. Consent Agenda**

- a. Approval of Minutes–Regular Meeting May 26, 2020
- b. Aged Receivables

*Motion was made by Trustee Harris, seconded by Trustee Cartwright, to approve the Consent Agenda. Motion carried 7-0, on a roll call vote.*

**8. Check Register June 3, 2020**

*Motion was made by Trustee Babcock, seconded by Trustee Brodhead, to approve the June 3, 2020 check register. Motion carried 7-0, on a roll call vote.*

**9. Staff Report: Town Manager Report**

Town Manager Helen Migchelbrink discussed a facilities’ meeting with Mountain View Fire Protection District. She also discussed branch drop off, RFP for building services, and mosquitos.

**10. Public Hearing**

- a. **Ordinance No. 933** – An Ordinance of the Town of Mead, Colorado, Repealing and Replacing the Town Sign Code, Article VII of Chapter 16 of the *Mead Municipal Code*

Mayor Whitlow opened the public hearing for the Sign Code at 6:34 p.m.

Town Consultants Jennifer Vecchi and Todd Messenger presented the changes to the Sign Code.

There was no public comment.

The Board discussed current signs, changing regulations and flags.

*Motion was made by Trustee Babcock, seconded by Mayor Pro Tem Adams, to adopt Ordinance No. 933 – An Ordinance of the Town of Mead, Colorado, Repealing and Replacing the Town Sign Code, Article VII of Chapter 16 of the Mead Municipal Code. Motion carried 7-0, on a roll call vote.*

*Motion was made by Trustee Cartwright, seconded by Trustee Brodhead, to direct staff to review legislation regarding the allowance of vertical spinning signs in the downtown area and add to the pending amendments. Motion carried 7-0, on a roll call vote.*

Mayor Whitlow closed the public hearing at approximately 7:20 p.m.

### **11. Public Comment**

There was no public comment at this time.

### **12. Elected Officials Report**

- a. Town Trustees

The Trustees had no further comments.

- b. Mayor Whitlow

Mayor Whitlow thanked the Board and staff for retreat and meeting preparation.

### **13. Adjournment**

*Motion was made by Trustee Harris, seconded by Trustee Babcock, to adjourn the meeting. Motion carried 7-0, on a roll call vote.*

The Regular Meeting of the Town of Mead Board of Trustees adjourned at approximately 7:33 p.m. on Monday, June 8, 2020.

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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  
 MAY 31, 2020

COMBINED CASH ACCOUNTS

99-01-1001	INDEPENDENT BANK - CHECKING	5,642,511.58
99-01-1002	TBK BANK - OFFICE CHECK	5,307.37
99-01-1003	TBK BANK - MONEY MARKET	117,954.10
99-01-1005	TBK BANK - FLEX DEBIT CARDS	19,177.68
99-01-1010	WELLS FARGO SEC MM FUND	2,673.64
99-01-1011	XPRESS DEPOSIT ACCOUNT	182,351.05
99-01-1019	FEDERAL NATL MTG ASSN	250,000.00
99-01-1020	FEDERAL NATL MTG ASSN	75,000.00
99-01-1022	CAPITAL ONE BK USA	250,000.00
99-01-1023	COLOTRUST PLUS	2,413,401.67
99-01-1024	COLOTRUST PRIME	3,190,423.09
99-01-1025	CSIP	3,050,295.37
99-01-1026	CSAFE	3,050,302.60
99-01-1028	WELLS FARGO TREASURY MM	556,525.38
99-01-1075	UTILITY CASH CLEARING	( 128.51)
	TOTAL COMBINED CASH	18,805,795.02
99-01-0100	CASH ALLOCATED TO OTHER FUNDS	( 18,805,795.02)
	TOTAL UNALLOCATED CASH	<u>.00</u>

CASH ALLOCATION RECONCILIATION

1	ALLOCATION TO GENERAL FUND	8,594,363.98
5	ALLOCATION TO CTF FUND	29,078.14
6	ALLOCATION TO SEWER OPERATING	972,569.18
9	ALLOCATION TO MUNICIPAL	1,636,152.82
11	ALLOCATION TO DOWNTOWN	56,774.23
13	ALLOCATION TO STORM DRAINAGE	86,357.71
14	ALLOCATION TO TRANSPORTATION	810,910.72
18	ALLOCATION TO PARKS & OPEN SPACE	955,814.82
19	ALLOCATION TO CAPITAL IMPROVEMENT FUND	2,277,522.59
20	ALLOCATION TO MEAD URBAN RENEWAL AUTHORITY	3,380,160.27
21	ALLOCATION TO ART IN PUBLIC PLACES	6,090.56
	TOTAL ALLOCATIONS TO OTHER FUNDS	18,805,795.02
	ALLOCATION FROM COMBINED CASH FUND - 99-01-0100	( 18,805,795.02)
	ZERO PROOF IF ALLOCATIONS BALANCE	<u>.00</u>

TOWN OF MEAD  
 BALANCE SHEET  
 MAY 31, 2020

GENERAL FUND

ASSETS

01-01-0100	CASH IN COMMON - GF	8,594,363.98	
01-01-1006	PETTY CASH	100.00	
01-01-1007	CASH DRAWER - TOWN HALL	175.00	
01-01-1008	CASH DRAWER - POLICE	100.00	
01-01-1250	PROPERTY TAXES RECEIVABLE	1,457,966.00	
01-01-1300	A/R - BILLED ACCOUNTS	41,793.69	
01-01-1301	A/R - GENERAL	100,456.91	
01-01-1302	PREPAID EXPENSE	19,340.84	
01-01-1307	24HOUR FLEX DEPOSIT	1,500.00	
	TOTAL ASSETS		10,215,796.42

LIABILITIES AND EQUITY

LIABILITIES

01-02-2000	ACCOUNTS PAYABLE	34,469.71	
01-02-2300	EMPLOYEE PENSION PAYABLE	( 11.75)	
01-02-2302	FLEXPLAN PAYABLE	2,380.97	
01-02-2306	RESTITUTION PAYABLE	190.00	
01-02-2307	SURCHARGE PAYABLE	460.00	
01-02-2310	EMPLOYEE HEALTH INS. PAYABLE	79,496.55	
01-02-2404	STATE UNEMPLOYMENT TAX PAYABLE	3,780.06	
01-02-2410	MISC PAYROLL PAYABLE	44,280.47	
01-02-2600	WARRANTY FUNDS	1,806,702.73	
01-02-2700	DEFERRED INFLOWS- PROPERTY TAX	1,457,966.00	
	TOTAL LIABILITIES		3,429,714.74

FUND EQUITY

01-02-3001	FUND BALANCE	5,743,237.10	
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	1,042,844.58	
	BALANCE - CURRENT DATE	1,042,844.58	
	<b>TOTAL FUND EQUITY</b>		<b>6,786,081.68</b>
	TOTAL LIABILITIES AND EQUITY		10,215,796.42



TOWN OF MEAD  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 5 MONTHS ENDING MAY 31, 2020

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>TAXES</u>					
01-10-4000 PROPERTY TAX	309,971.35	732,206.69	1,508,533.00	776,326.31	48.5
01-10-4005 HIGHWAY USERS TAX	16,470.56	87,572.03	219,456.00	131,883.97	39.9
01-10-4010 SALES TAX	291,769.57	952,985.57	1,900,000.00	947,014.43	50.2
01-10-4015 ROAD & BRIDGE TAX	29,728.00	59,456.00	118,763.00	59,307.00	50.1
01-10-4020 SPECIFIC OWNERSHIP TAX	5,322.46	35,117.97	110,000.00	74,882.03	31.9
01-10-4025 M.V. REGISTRATION	1,396.12	8,794.79	24,500.00	15,705.21	35.9
01-10-4030 BUILDING PERMIT USE TAX	97,093.58	433,033.75	520,000.00	86,966.25	83.3
01-10-4040 CIGARETTE TAX	824.86	4,782.67	13,000.00	8,217.33	36.8
01-10-4050 PROPERTY TAX - URA	.00	.00	152,830.00	152,830.00	.0
01-10-4070 FEDERAL MINERAL LEASE	.00	.00	30,000.00	30,000.00	.0
01-10-4071 STATE SEVERANCE TAXES	.00	.00	50,000.00	50,000.00	.0
TOTAL TAXES	752,576.50	2,313,949.47	4,647,082.00	2,333,132.53	49.8
<u>FEES AND PERMITS</u>					
01-11-4100 BUILDING PERMIT FEES	120,051.25	423,324.98	548,000.00	124,675.02	77.3
01-11-4102 OTHER PERMITS	.00	750.00	10,000.00	9,250.00	7.5
01-11-4103 CONVENIENCE FEE	444.00	2,013.00	4,800.00	2,787.00	41.9
01-11-4110 BUILDING PERMIT - ADMIN. FEES	8,400.00	18,694.41	25,000.00	6,305.59	74.8
01-11-4111 PASSPORT FEES	440.00	3,100.00	12,000.00	8,900.00	25.8
01-11-4112 TOWN HALL/PARK FEES	( 487.50)	617.50	4,000.00	3,382.50	15.4
01-11-4120 FRANCHISE FEES	16,093.53	87,792.08	198,000.00	110,207.92	44.3
01-11-4130 DEVELOPER APPLICATION FEES	2,500.00	2,500.00	94,000.00	91,500.00	2.7
01-11-4140 ROYALTIES	6,245.86	60,498.32	100,000.00	39,501.68	60.5
01-11-4145 STREET CUT PERMITS	2,406.50	16,523.00	15,000.00	( 1,523.00)	110.2
TOTAL FEES AND PERMITS	156,093.64	615,813.29	1,010,800.00	394,986.71	60.9
<u>LICENSES</u>					
01-12-4200 BUSINESS/SALES TAX LICENSE	480.00	4,520.00	9,000.00	4,480.00	50.2
01-12-4210 LIQUOR LICENSE	103.75	2,852.50	2,534.00	( 318.50)	112.6
01-12-4220 PET LICENSES	35.00	365.00	1,500.00	1,135.00	24.3
TOTAL LICENSES	618.75	7,737.50	13,034.00	5,296.50	59.4

TOWN OF MEAD  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 5 MONTHS ENDING MAY 31, 2020

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>CHARGES FOR SERVICES</u>					
01-13-4300 ATTORNEY BILLBACKS	19,238.00	54,083.33	120,000.00	65,916.67	45.1
01-13-4301 ENGINEERING BILLBACKS	28,884.49	127,272.48	120,000.00	( 7,272.48)	106.1
01-13-4302 PLANNING BILLBACKS	5,512.50	15,268.75	60,000.00	44,731.25	25.5
01-13-4303 MISC. BILLBACKS	26,106.61	33,383.61	.00	( 33,383.61)	.0
01-13-4304 BILL BACK - SRO	.00	.00	181,661.00	181,661.00	.0
01-13-4305 SCHOOL GUARD REIMBURSEMENT	.00	3,603.00	18,270.00	14,667.00	19.7
01-13-4624 SENIOR EVENT REIMBURSE	( 54.00)	144.00	5,000.00	4,856.00	2.9
01-13-4625 FY RECREATION REGISTRATION	.00	29.00	38,600.00	38,571.00	.1
<b>TOTAL CHARGES FOR SERVICES</b>	<b>79,687.60</b>	<b>233,784.17</b>	<b>543,531.00</b>	<b>309,746.83</b>	<b>43.0</b>
<u>FINES AND FORFEITS</u>					
01-14-4420 COURT FINES	1,880.00	12,011.66	84,000.00	71,988.34	14.3
01-14-4422 COURT COSTS	370.00	1,555.00	12,000.00	10,445.00	13.0
01-14-4423 POLICE REPORTS	37.50	563.00	1,000.00	437.00	56.3
01-14-4620 MISC. INCOME	.00	50.00	500.00	450.00	10.0
<b>TOTAL FINES AND FORFEITS</b>	<b>2,287.50</b>	<b>14,179.66</b>	<b>97,500.00</b>	<b>83,320.34</b>	<b>14.5</b>
<u>GRANTS &amp; ECONOMIC DEVELOPMENT</u>					
01-15-4503 GRANT-WELLNESS	.00	.00	1,400.00	1,400.00	.0
01-15-4511 GRANT - JAG - POLICE	.00	22,967.59	24,932.00	1,964.41	92.1
01-15-4512 GRANT-WELD SENIOR FOUNDATION	.00	2,900.00	2,750.00	( 150.00)	105.5
01-15-4516 GRANT - UNITED WAY	.00	.00	1,500.00	1,500.00	.0
01-15-4517 GRANT-DOLA-COMMUNITY CTR.	.00	.00	1,000,000.00	1,000,000.00	.0
01-15-4518 GRANT-DOLA-PUBLIC WORKS FACIL.	.00	.00	200,000.00	200,000.00	.0
01-15-4526 POLICE GRANTS	.00	5,901.00	3,328.00	( 2,573.00)	177.3
01-15-4527 GRANT-GOCO-HIGHLAND LAKE	.00	.00	60,000.00	60,000.00	.0
<b>TOTAL GRANTS &amp; ECONOMIC DEVELOPME</b>	<b>.00</b>	<b>31,768.59</b>	<b>1,293,910.00</b>	<b>1,262,141.41</b>	<b>2.5</b>
<u>TRANSFERS IN</u>					
01-16-4616 TRANSFER FROM CTF	.00	.00	60,000.00	60,000.00	.0
<b>TOTAL TRANSFERS IN</b>	<b>.00</b>	<b>.00</b>	<b>60,000.00</b>	<b>60,000.00</b>	<b>.0</b>

TOWN OF MEAD  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 5 MONTHS ENDING MAY 31, 2020

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>MISCELLANEOUS</u>					
01-18-4619 INTEREST & DIVIDEND INCOME	3,921.35	37,288.79	104,558.00	67,269.21	35.7
01-18-4620 MISC. INCOME	607.59	38,267.84	104,800.00	66,532.16	36.5
01-18-4622 DONATIONS/FUNDRAISING	1,200.00	2,200.00	20,000.00	17,800.00	11.0
01-18-4625 METRO DISTRICT PAYMENTS	2,500.00	16,624.00	24,170.00	7,546.00	68.8
01-18-4628 CASH OVER/(SHORT)	7.70	8.70	.00	( 8.70)	.0
TOTAL MISCELLANEOUS	8,236.64	94,389.33	253,528.00	159,138.67	37.2
<b>TOTAL FUND REVENUE</b>	<b>999,500.63</b>	<b>3,311,622.01</b>	<b>7,919,385.00</b>	<b>4,607,762.99</b>	<b>41.8</b>

TOWN OF MEAD  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 5 MONTHS ENDING MAY 31, 2020

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>ADMINISTRATION</u>					
01-40-5000 TOWN MANAGER	9,368.53	34,600.88	78,915.00	44,314.12	43.9
01-40-5002 PUBLIC INFORMATION OFFICER	1,961.54	7,192.32	17,000.00	9,807.68	42.3
01-40-5005 TOWN CLERK	1,841.76	6,752.48	15,047.00	8,294.52	44.9
01-40-5006 HUMAN RESOURCES	3,799.96	16,183.40	19,600.00	3,416.60	82.6
01-40-5007 TREASURER	.00	.00	73,022.00	73,022.00	.0
01-40-5008 ASSISTANT TO TOWN MANAGER	6,060.01	22,220.02	45,000.00	22,779.98	49.4
01-40-5010 UTILITY BILLING/ADMIN ASSISTAN	4,248.00	11,049.60	37,544.00	26,494.40	29.4
01-40-5015 PUBLIC WORKS	9,422.92	34,634.02	89,337.00	54,702.98	38.8
01-40-5016 MERIT	.00	.00	11,000.00	11,000.00	.0
01-40-5017 FACILITIES MAINTENANCE	.00	585.13	.00	( 585.13)	.0
01-40-5050 CLEANING	986.00	3,944.00	11,484.00	7,540.00	34.3
01-40-5055 OVERTIME	.00	866.33	3,725.00	2,858.67	23.3
01-40-5060 PAYROLL TAXES	2,791.19	10,131.63	29,611.00	19,479.37	34.2
01-40-5065 WORKERS COMP	412.96	1,859.51	3,716.00	1,856.49	50.0
01-40-5066 HEALTH INSURANCE	11,530.01	45,024.32	59,860.00	14,835.68	75.2
01-40-5067 DEFERRED COMP	1,634.66	6,220.00	20,720.00	14,500.00	30.0
01-40-5068 MEDICAL SAVINGS	240.19	1,106.55	4,205.00	3,098.45	26.3
01-40-5200 OFFICE SUPPLIES	68.45	5,358.82	11,000.00	5,641.18	48.7
01-40-5201 COMPUTER / TECHNOLOGY	2,479.06	29,058.58	42,654.00	13,595.42	68.1
01-40-5202 PRINTING EXPENSE	319.80	2,498.46	5,500.00	3,001.54	45.4
01-40-5205 POSTAGE	35.80	2,604.93	7,100.00	4,495.07	36.7
01-40-5210 OPERATING SUPPLIES	1,193.06	2,915.96	6,225.00	3,309.04	46.8
01-40-5215 REPAIRS & MAINT	1,295.85	28,871.78	17,800.00	( 11,071.78)	162.2
01-40-5220 TOWN DECORATIONS	.00	.00	7,100.00	7,100.00	.0
01-40-5253 GAS & OIL	.00	33.15	1,000.00	966.85	3.3
01-40-5300 TELEPHONE	708.46	3,445.27	6,180.00	2,734.73	55.8
01-40-5305 UTILITIES	1,913.56	5,108.12	12,000.00	6,891.88	42.6
01-40-5310 TRASH REMOVAL	560.03	1,866.65	29,260.00	27,393.35	6.4
01-40-5315 COPIER LEASE	1,168.71	3,306.19	3,789.00	482.81	87.3
01-40-5316 COPIER MAINT	.00	.00	4,800.00	4,800.00	.0
01-40-5320 GENERAL LIABILITY INSURANCE	.00	34,489.38	67,293.00	32,803.62	51.3
01-40-5325 INTERNET/WEBSITE EXPENSE	457.30	5,102.43	11,740.00	6,637.57	43.5
01-40-5330 SCHOOLS/CONFERENCES	.00	1,130.60	23,500.00	22,369.40	4.8
01-40-5331 DUES AND MEMBERSHIP - GF	205.10	3,530.07	10,500.00	6,969.93	33.6
01-40-5332 TUITION REIMBURSEMENT	.00	.00	6,000.00	6,000.00	.0
01-40-5338 GRANT - GOCO	.00	.00	60,000.00	60,000.00	.0
01-40-5340 GRANT - RECREATION	.00	.00	1,000,000.00	1,000,000.00	.0
01-40-5342 GRANT-PUBLIC WORKS FACILITY	.00	.00	200,000.00	200,000.00	.0
01-40-5348 PEST CONTROL	3,932.00	3,942.97	25,000.00	21,057.03	15.8
01-40-5351 RED DEER LAKE MAINTENANCE	.00	.00	2,000.00	2,000.00	.0
01-40-5353 WATER ASSESSMENTS	700.00	1,113.50	1,400.00	286.50	79.5
01-40-5400 LEGAL FEES	15,041.43	46,790.33	156,000.00	109,209.67	30.0
01-40-5401 CONSULTING FEES	12,231.75	51,567.75	.00	( 51,567.75)	.0
01-40-5405 ENGINEERING FEES	2,276.47	5,702.90	55,000.00	49,297.10	10.4
01-40-5410 PLANNING/CONSULTANT	578.75	8,215.43	44,000.00	35,784.57	18.7
01-40-5415 AUDIT FEES	.00	3,420.00	10,200.00	6,780.00	33.5
01-40-5416 PASSPORT EXPENSES	.00	50.34	500.00	449.66	10.1
01-40-5425 COUNTY TREASURER'S FEE	3,099.70	7,322.22	15,085.00	7,762.78	48.5
01-40-5426 PROPERTY/SALES TAX REBATE	.00	.00	63,000.00	63,000.00	.0
01-40-5435 DEVELOPER BB - ATTORNEY	8,220.82	34,376.82	120,000.00	85,623.18	28.7
01-40-5440 DEVELOPER BB - ENGINEER	21,373.60	58,185.68	60,000.00	1,814.32	97.0
01-40-5445 DEVELOPER BB - PLANNER	.00	2,268.75	10,000.00	7,731.25	22.7

TOWN OF MEAD  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 5 MONTHS ENDING MAY 31, 2020

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
01-40-5450 DEVELOPER BB - MISC	1,075.44	2,521.12	.00	( 2,521.12)	.0
01-40-5500 CAPITAL OUTLAY	.00	2,000.00	62,574.23	60,574.23	3.2
01-40-5700 MISC. EXPENSE	308.09	4,037.61	8,200.00	4,162.39	49.2
01-40-5701 BANK FEES	397.38	2,886.87	10,200.00	7,313.13	28.3
01-40-5705 MILEAGE	.00	500.22	2,500.00	1,999.78	20.0
<b>TOTAL ADMINISTRATION</b>	<b>133,938.34</b>	<b>566,593.09</b>	<b>2,698,886.23</b>	<b>2,132,293.14</b>	<b>21.0</b>

LEGISLATIVE/JUDICIAL

01-41-5005 TOWN CLERK	4,604.40	16,881.20	37,617.00	20,735.80	44.9
01-41-5016 MERIT	.00	.00	1,500.00	1,500.00	.0
01-41-5030 MAYOR AND BOARD SALARIES	2,366.00	11,230.00	26,592.00	15,362.00	42.2
01-41-5035 COURT CLERK / POLICE ADMIN	6,658.80	19,411.29	59,400.00	39,988.71	32.7
01-41-5040 JUDGE	1,000.00	4,000.00	16,500.00	12,500.00	24.2
01-41-5055 OVERTIME	19.80	46.80	600.00	553.20	7.8
01-41-5060 PAYROLL TAXES	1,016.48	3,587.24	9,747.00	6,159.76	36.8
01-41-5065 WORKERS COMP	15.34	69.07	138.00	68.93	50.1
01-41-5066 HEALTH INSURANCE	3,756.98	9,554.63	23,540.00	13,985.37	40.6
01-41-5067 DEFERRED COMP	568.21	1,635.80	4,851.00	3,215.20	33.7
01-41-5068 MEDICAL SAVINGS	28.86	105.82	850.00	744.18	12.5
01-41-5201 COMPUTER / TECHNOLOGY	1,922.73	2,784.58	8,756.00	5,971.42	31.8
01-41-5230 ELECTIONS	499.54	1,502.08	18,000.00	16,497.92	8.3
01-41-5235 COURT COSTS	( 72.40)	2,685.10	6,560.00	3,874.90	40.9
01-41-5330 SCHOOLS / CONFERENCES	.00	1,596.96	16,000.00	14,403.04	10.0
01-41-5331 DUES & MEMBERSHIPS	.00	22.00	2,705.00	2,683.00	.8
01-41-5340 PUBLISHED NOTICES	189.59	546.27	3,000.00	2,453.73	18.2
01-41-5341 ORDINANCE CODIFICATION	.00	.00	10,400.00	10,400.00	.0
01-41-5430 COUNTY CLERK FEE	.00	2,002.00	2,000.00	( 2.00)	100.1
01-41-5455 PROSECUTING ATTORNEY	847.00	4,046.00	25,000.00	20,954.00	16.2
01-41-5700 MISC. EXPENSE	136.04	944.99	3,000.00	2,055.01	31.5
<b>TOTAL LEGISLATIVE/JUDICIAL</b>	<b>23,557.37</b>	<b>82,651.83</b>	<b>276,756.00</b>	<b>194,104.17</b>	<b>29.9</b>

TOWN OF MEAD  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 5 MONTHS ENDING MAY 31, 2020

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>POLICE</u>					
01-42-5000 TOWN MANAGER	1,873.73	6,920.23	15,783.00	8,862.77	43.9
01-42-5002 PUBLIC INFORMATION OFFICER	2,615.39	10,461.57	17,000.00	6,538.43	61.5
01-42-5005 TOWN CLERK	920.88	3,376.24	7,523.00	4,146.76	44.9
01-42-5006 HR / ACCOUNTING CLERK	600.01	2,251.17	4,900.00	2,648.83	45.9
01-42-5007 TOWN TREASURER	.00	.00	11,234.00	11,234.00	.0
01-42-5016 MERIT	.00	.00	7,500.00	7,500.00	.0
01-42-5020 CODE ENFORCER	3,006.96	16,936.49	46,000.00	29,063.51	36.8
01-42-5022 POLICE	74,345.26	262,205.64	796,956.00	534,750.36	32.9
01-42-5035 COURT CLERK / ADMIN ASSIST.	3,595.20	11,213.14	37,600.00	26,386.86	29.8
01-42-5045 SCHOOL CROSSING GUARDS	.00	7,770.00	36,540.00	28,770.00	21.3
01-42-5055 OVERTIME	664.66	4,681.06	15,950.00	11,268.94	29.4
01-42-5060 PAYROLL TAXES	2,219.42	8,927.16	27,937.33	19,010.17	32.0
01-42-5065 WORKERS COMP	2,029.44	9,138.38	20,719.72	11,581.34	44.1
01-42-5066 HEALTH INSURANCE	28,494.13	95,822.42	184,475.39	88,652.97	51.9
01-42-5067 DEFERRED COMP	673.02	2,392.32	8,427.67	6,035.35	28.4
01-42-5068 MEDICAL SAVINGS	123.06	509.54	3,200.00	2,690.46	15.9
01-42-5069 FPPA	5,932.55	20,863.46	63,756.64	42,893.18	32.7
01-42-5071 D&D	2,076.40	7,301.36	22,314.92	15,013.56	32.7
01-42-5200 OFFICE SUPPLIES	.00	112.95	1,000.00	887.05	11.3
01-42-5201 COMPUTER / TECHNOLOGY	24.99	17,534.20	22,820.00	5,285.80	76.8
01-42-5210 OPERATING SUPPLIES	643.21	7,147.13	10,500.00	3,352.87	68.1
01-42-5215 REPAIR & MAINTENANCE	119.00	439.50	2,000.00	1,560.50	22.0
01-42-5216 FLEET R&M	18,214.65	21,777.11	16,545.00	( 5,232.11)	131.6
01-42-5253 GAS & OIL	.00	3,709.60	15,600.00	11,890.40	23.8
01-42-5254 UNIFORMS / EQUIPMENT	1,330.19	4,535.17	14,917.60	10,382.43	30.4
01-42-5255 EQUIPMENT	858.81	6,519.40	19,760.00	13,240.60	33.0
01-42-5300 COMMUNICATION/DISPATCH SERV	753.63	21,683.27	30,555.00	8,871.73	71.0
01-42-5305 UTILITIES	391.89	1,364.84	3,715.00	2,350.16	36.7
01-42-5330 SCHOOLS / CONFERENCES	559.41	2,037.04	17,800.00	15,762.96	11.4
01-42-5331 DUES & MEMBERSHIPS	282.12	12,162.34	14,416.00	2,253.66	84.4
01-42-5345 LAW ENFORCEMENT	.00	994.74	7,000.00	6,005.26	14.2
01-42-5346 ANIMAL IMPOUND FEE	.00	( 570.00)	4,000.00	4,570.00	( 14.3)
01-42-5347 COMMUNITY CONTRACT SERVICES	.00	7,500.00	.00	( 7,500.00)	.0
01-42-5350 LAB FEES	.00	163.04	3,000.00	2,836.96	5.4
01-42-5500 CAPITAL OUTLAY	.00	121,158.73	133,708.00	12,549.27	90.6
01-42-5700 MISC. EXPENSE	1,233.18	2,601.69	7,864.50	5,262.81	33.1
<b>TOTAL POLICE</b>	<b>153,581.19</b>	<b>701,640.93</b>	<b>1,653,018.77</b>	<b>951,377.84</b>	<b>42.5</b>

TOWN OF MEAD  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 5 MONTHS ENDING MAY 31, 2020

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>COMMUNITY DEVELOPMENT</u>					
01-43-5000 TOWN MANAGER	1,873.73	6,920.23	15,783.00	8,862.77	43.9
01-43-5002 PUBLIC INFORMATION OFFICER	2,615.39	10,461.50	17,000.00	6,538.50	61.5
01-43-5005 TOWN CLERK	920.88	3,376.24	7,523.00	4,146.76	44.9
01-43-5006 HR / ACCOUNTING CLERK	300.01	1,125.59	2,450.00	1,324.41	45.9
01-43-5007 TOWN TREASURER	.00	.00	5,617.00	5,617.00	.0
01-43-5010 PERMIT TECH / ADMIN CLERK	5,128.98	11,427.53	45,000.00	33,572.47	25.4
01-43-5011 PLANNING	15,752.88	57,134.88	125,874.00	68,739.12	45.4
01-43-5015 PUBLIC WORKS	1,389.36	5,072.24	11,467.00	6,394.76	44.2
01-43-5016 MERIT	.00	.00	6,600.00	6,600.00	.0
01-43-5055 OVERTIME	.00	141.10	525.00	383.90	26.9
01-43-5060 PAYROLL TAXES	2,143.01	7,303.16	18,294.00	10,990.84	39.9
01-43-5065 WORKERS COMP	68.34	307.74	615.00	307.26	50.0
01-43-5066 HEALTH INSURANCE	7,657.76	25,936.10	38,591.00	12,654.90	67.2
01-43-5067 DEFERRED COMP	1,399.26	4,771.30	11,961.00	7,189.70	39.9
01-43-5068 MEDICAL SAVINGS	90.36	250.85	1,650.00	1,399.15	15.2
01-43-5200 OFFICE SUPPLIES	.00	104.99	750.00	645.01	14.0
01-43-5201 COMPUTER / TECHNOLOGY	.00	.00	1,500.00	1,500.00	.0
01-43-5300 TELEPHONE	52.78	158.49	650.00	491.51	24.4
01-43-5330 SCHOOLS / CONFERENCES	250.00	480.00	4,000.00	3,520.00	12.0
01-43-5331 DUES & MEMBERSHIPS	.00	763.00	1,600.00	837.00	47.7
01-43-5347 COMMUNITY GRANTS	.00	4,600.00	8,600.00	4,000.00	53.5
01-43-5410 CONSULTANTS	.00	1,911.25	25,000.00	23,088.75	7.7
01-43-5460 BUILDING INSPECTIONS	45,576.58	138,440.13	295,920.00	157,479.87	46.8
01-43-5500 CAPITAL OUTLAY	.00	.00	3,000.00	3,000.00	.0
01-43-5700 MISC.	.00	.00	1,500.00	1,500.00	.0
TOTAL COMMUNITY DEVELOPMENT	85,219.32	280,686.32	651,470.00	370,783.68	43.1

TOWN OF MEAD  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 5 MONTHS ENDING MAY 31, 2020

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>ROADS</u>					
01-44-5015 PUBLIC WORKS	27,010.18	98,876.26	254,924.00	156,047.74	38.8
01-44-5016 MERIT	.00	.00	11,100.00	11,100.00	.0
01-44-5055 OVERTIME	1,107.69	2,358.97	13,400.00	11,041.03	17.6
01-44-5060 PAYROLL TAXES	2,099.13	7,557.19	20,266.00	12,708.81	37.3
01-44-5065 WORKERS COMPENSATION	718.00	3,233.09	6,461.00	3,227.91	50.0
01-44-5066 HEALTH INSURANCE	9,033.96	31,457.28	47,882.00	16,424.72	65.7
01-44-5067 DEFERRED COMP	1,195.59	4,289.39	12,293.00	8,003.61	34.9
01-44-5068 MEDICAL SAVINGS	98.07	359.59	1,175.00	815.41	30.6
01-44-5201 COMPUTER / TECHNOLOGY	3,558.53	10,498.53	22,950.00	12,451.47	45.8
01-44-5210 OPERATING SUPPLIES	761.66	1,746.34	3,050.00	1,303.66	57.3
01-44-5215 REPAIRS & MAINTENANCE	29.51	1,150.85	25,000.00	23,849.15	4.6
01-44-5216 FLEET R&M	2,198.31	7,411.37	42,288.00	34,876.63	17.5
01-44-5250 ASPHALT/STREET PATCHING	.00	2,589.00	50,000.00	47,411.00	5.2
01-44-5251 SHOP REPAIRS	.00	.00	5,000.00	5,000.00	.0
01-44-5252 STREET SIGNS	.00	114.68	35,000.00	34,885.32	.3
01-44-5253 GAS & OIL	9.98	5,191.15	14,000.00	8,808.85	37.1
01-44-5254 TOOLS	.00	1,364.23	5,000.00	3,635.77	27.3
01-44-5255 SAFETY EQUIPMENT	149.70	677.28	3,500.00	2,822.72	19.4
01-44-5300 TELEPHONE	257.04	3,132.26	5,170.00	2,037.74	60.6
01-44-5305 UTILITIES	6,915.12	18,303.51	47,640.00	29,336.49	38.4
01-44-5330 SCHOOLS / CONFERENCES	.00	.00	7,500.00	7,500.00	.0
01-44-5331 DUES & MEMBERSHIPS	250.00	1,078.00	2,155.00	1,077.00	50.0
01-44-5360 STREET SWEEPING	2,205.00	2,205.00	35,000.00	32,795.00	6.3
01-44-5361 DUST CONTROL	.00	.00	40,000.00	40,000.00	.0
01-44-5362 GRAVEL	.00	.00	55,000.00	55,000.00	.0
01-44-5363 WEED CONTROL	1,685.70	1,685.70	3,000.00	1,314.30	56.2
01-44-5364 SNOW REMOVAL	.00	11,810.25	65,000.00	53,189.75	18.2
01-44-5365 SEALCOATING	.00	.00	375,000.00	375,000.00	.0
01-44-5367 STREET STRIPING	.00	.00	75,000.00	75,000.00	.0
01-44-5369 EQUIPMENT RENTAL	2,013.00	10,032.50	49,078.00	39,045.50	20.4
01-44-5405 ENGINEERING FEES	.00	.00	25,000.00	25,000.00	.0
01-44-5500 CAPITAL OUTLAY	69,150.00	69,150.00	60,000.00	( 9,150.00)	115.3
01-44-5600 LEASE PURCHASE PAYMENTS	13,204.70	26,409.40	52,819.00	26,409.60	50.0
01-44-5700 MISC. EXPENSE	634.50	2,500.94	6,000.00	3,499.06	41.7
<b>TOTAL ROADS</b>	<b>144,285.37</b>	<b>325,182.76</b>	<b>1,476,651.00</b>	<b>1,151,468.24</b>	<b>22.0</b>



TOWN OF MEAD  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 5 MONTHS ENDING MAY 31, 2020

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PARKS &amp; RECREATION</u>					
01-45-5002 PUBLIC INFORMATION OFFICER	2,615.37	7,846.15	34,000.00	26,153.85	23.1
01-45-5015 PUBLIC WORKS	21,516.65	78,048.08	219,495.00	141,446.92	35.6
01-45-5016 MERIT	.00	.00	13,000.00	13,000.00	.0
01-45-5021 RECREATION EMPLOYEES	6,576.00	25,439.50	63,500.00	38,060.50	40.1
01-45-5025 SENIOR COORDINATORS	.00	4,764.02	16,536.00	11,771.98	28.8
01-45-5055 OVERTIME	.00	383.14	9,150.00	8,766.86	4.2
01-45-5060 PAYROLL TAXES	2,252.54	8,588.62	26,516.00	17,927.38	32.4
01-45-5065 WORKERS COMP	650.10	2,927.35	5,850.00	2,922.65	50.0
01-45-5066 HEALTH INSURANCE	11,350.90	39,206.93	62,167.00	22,960.07	63.1
01-45-5067 DEFERRED COMP	1,260.81	4,540.25	14,438.00	9,897.75	31.5
01-45-5068 MEDICAL SAVINGS	194.22	701.90	1,925.00	1,223.10	36.5
01-45-5201 COMPUTER/TECHNOLOGY	.00	599.88	1,800.00	1,200.12	33.3
01-45-5210 OPERATING SUPPLIES	5,002.57	5,707.50	5,240.00	( 467.50)	108.9
01-45-5215 REPAIRS & MAINTENANCE	267.46	6,748.79	20,000.00	13,251.21	33.7
01-45-5216 FLEET R&M	.00	.00	8,000.00	8,000.00	.0
01-45-5253 GAS & OIL	123.82	1,973.73	5,000.00	3,026.27	39.5
01-45-5260 RECREATION PROGRAM	1,352.75	10,621.58	42,320.00	31,698.42	25.1
01-45-5261 COMMUNITY DAY	.00	.00	26,600.00	26,600.00	.0
01-45-5262 TOWN EVENTS	.00	89.99	31,500.00	31,410.01	.3
01-45-5265 SENIOR EVENTS	13.98	654.86	13,550.00	12,895.14	4.8
01-45-5300 TELEPHONE	.00	.00	3,180.00	3,180.00	.0
01-45-5305 UTILITIES	3,395.04	5,094.47	45,500.00	40,405.53	11.2
01-45-5330 SCHOOLS / CONFERENCES	.00	.00	3,000.00	3,000.00	.0
01-45-5331 DUES / MEMBERSHIPS	380.49	840.49	5,060.00	4,219.51	16.6
01-45-5348 PEST CONTROL	.00	.00	5,000.00	5,000.00	.0
01-45-5349 WELLNESS PROGRAM	170.00	1,374.91	6,500.00	5,125.09	21.2
01-45-5363 WEED CONTROL	.00	1,620.00	10,000.00	8,380.00	16.2
01-45-5369 EQUIPMENT RENTAL	.00	546.00	.00	( 546.00)	.0
01-45-5370 LANDSCAPING	804.25	804.25	29,000.00	28,195.75	2.8
01-45-5371 TREE MAINTENANCE	.00	1,670.00	20,000.00	18,330.00	8.4
01-45-5372 IRRIGATION SYSTEM	512.83	512.83	5,000.00	4,487.17	10.3
01-45-5381 GRANT - UNITED WAY	.00	.00	1,500.00	1,500.00	.0
01-45-5382 SCHOLARSHIPS	.00	225.00	.00	( 225.00)	.0
01-45-5500 CAPITAL OUTLAY	15,221.94	15,221.94	62,000.00	46,778.06	24.6
01-45-5700 MISC. EXPENSE	.00	162.18	1,500.00	1,337.82	10.8
<b>TOTAL PARKS &amp; RECREATION</b>	<b>73,661.72</b>	<b>226,914.34</b>	<b>817,827.00</b>	<b>590,912.66</b>	<b>27.8</b>
<u>DRAINAGE</u>					
01-46-5210 OPERATING SUPPLIES	37.31	37.31	2,000.00	1,962.69	1.9
01-46-5215 REPAIRS & MAINTENANCE	.00	.00	15,000.00	15,000.00	.0
01-46-5405 ENGINEERING	.00	.00	70,000.00	70,000.00	.0
<b>TOTAL DRAINAGE</b>	<b>37.31</b>	<b>37.31</b>	<b>87,000.00</b>	<b>86,962.69</b>	<b>.0</b>

TOWN OF MEAD  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 5 MONTHS ENDING MAY 31, 2020

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>TRANSFERS OUT</u>					
01-90-5805 TRANSFER TO CAPITAL IMPROVEMEN	17,014.17	85,070.85	204,170.00	119,099.15	41.7
TOTAL TRANSFERS OUT	17,014.17	85,070.85	204,170.00	119,099.15	41.7
<b>TOTAL FUND EXPENDITURES</b>	<b>631,294.79</b>	<b>2,268,777.43</b>	<b>7,865,779.00</b>	<b>5,597,001.57</b>	<b>28.8</b>
<b>NET REVENUE OVER EXPENDITURES</b>	<b>368,205.84</b>	<b>1,042,844.58</b>	53,606.00	( 989,238.58)	1945.4

TOWN OF MEAD  
 BALANCE SHEET  
 MAY 31, 2020

CTF FUND

ASSETS

05-01-0100	CASH IN COMMON - CTF	29,078.14	
	TOTAL ASSETS		29,078.14

LIABILITIES AND EQUITY

FUND EQUITY

05-02-3001	FUND BALANCE	17,516.27	
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	11,561.87	
	BALANCE - CURRENT DATE	11,561.87	
	TOTAL FUND EQUITY		29,078.14
	TOTAL LIABILITIES AND EQUITY		29,078.14

TOWN OF MEAD  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 5 MONTHS ENDING MAY 31, 2020

CTF FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>LOTTERY</u>					
05-17-4630	.00	11,463.64	50,000.00	38,536.36	22.9
	.00	11,463.64	50,000.00	38,536.36	22.9
<u>MISCELLANEOUS</u>					
05-18-4619	13.27	98.23	269.00	170.77	36.5
	13.27	98.23	269.00	170.77	36.5
	13.27	11,561.87	50,269.00	38,707.13	23.0
<u>TRANSFERS OUT</u>					
05-90-5801	.00	.00	60,000.00	60,000.00	.0
	.00	.00	60,000.00	60,000.00	.0
	.00	.00	60,000.00	60,000.00	.0
	13.27	11,561.87	( 9,731.00)	( 21,292.87)	118.8

TOWN OF MEAD  
BALANCE SHEET  
MAY 31, 2020

SEWER OPERATING

ASSETS

06-01-0100	CASH IN COMMON - SF OP	972,569.18	
06-01-1302	PREPAID EXPENSE	175.15	
06-01-1305	ACCUM DEPRECIATION - PLANT & E	( 2,681,814.43)	
06-01-1306	A/R-UTILITY BILLING	85,284.73	
06-01-1311	SPECIAL ASSESSMENTS	9,558.24	
06-01-1501	LAND - SF OP	294,834.95	
06-01-1502	LAND IMPROV. - SF OP	322,159.37	
06-01-1503	SEWER LINES	1,004,971.44	
06-01-1504	BUILDING - SF OP	281,750.60	
06-01-1506	MACH. & EQUIP. - SF OP	179,757.28	
06-01-1507	TREATMENT PLANT - SF NON OP	6,091,786.65	
06-01-1600	BOND PREMIUM AND DISCOUNT	( 61,282.24)	
	TOTAL ASSETS		<u>6,499,750.92</u>

LIABILITIES AND EQUITY

LIABILITIES

06-02-2000	A/P - MISCELLANEOUS	13,424.74	
06-02-2200	LOAN PAYABLE CWRPDA--LT	1,622,172.14	
06-02-2201	LOAN PAYABLE CWRPDA--CURRENT	71,660.00	
06-02-2310	EMPLOYEE HEALTH INS. PAYABLE	2,757.79	
06-02-2404	STATE UNEMPLOYMENT TAX PAYABLE	180.81	
06-02-2410	MISC PAYROLL PAYABLE	2,264.37	
06-02-2500	ACC'D COMPENSATED ABS--CURRENT	494.32	
06-02-2501	ACCR'D COMPENSATED ABSENCES-LT	4,448.85	
06-02-2502	ACCRUED INT - SEWER NON	24,372.72	
	TOTAL LIABILITIES		<u>1,741,775.74</u>

FUND EQUITY

06-02-3001	FUND BALANCE	4,221,413.82	
	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	96,161.36	
	BALANCE - CURRENT DATE	536,561.36	
	TOTAL FUND EQUITY		<u>4,757,975.18</u>
	TOTAL LIABILITIES AND EQUITY		<u>6,499,750.92</u>

TOWN OF MEAD  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 5 MONTHS ENDING MAY 31, 2020

SEWER OPERATING

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>FEES AND PERMITS</u>					
06-11-4150 SEWER USER FEES	59,639.59	291,095.71	699,300.00	408,204.29	41.6
06-11-4160 SEWER LATE/NSF FEES	1,289.90	6,659.90	16,500.00	9,840.10	40.4
06-11-4165 SEWER TAP ON FEES	16,440.00	113,253.00	216,400.00	103,147.00	52.3
TOTAL FEES AND PERMITS	77,369.49	411,008.61	932,200.00	521,191.39	44.1
<u>MISCELLANEOUS</u>					
06-18-4617 UNREALIZED GAIN/LOSS ON INVEST	.00	96.00	.00	( 96.00)	.0
06-18-4619 INTEREST & DIVIDEND INCOME	443.75	3,982.59	12,625.00	8,642.41	31.6
TOTAL MISCELLANEOUS	443.75	4,078.59	12,625.00	8,546.41	32.3
TOTAL FUND REVENUE	77,813.24	415,087.20	944,825.00	529,737.80	43.9
<u>ADMINISTRATION</u>					
06-40-5000 TOWN MANAGER	1,873.73	6,920.23	15,783.00	8,862.77	43.9
06-40-5005 TOWN CLERK	460.44	1,688.12	3,762.00	2,073.88	44.9
06-40-5006 HUMAN RESOURCES	1,000.01	1,825.59	19,600.00	17,774.41	9.3
06-40-5007 TOWN TREASURER	.00	.00	5,617.00	5,617.00	.0
06-40-5010 UTILITY BILLING/ADMIN ASSISTAN	72.00	3,209.28	1,976.00	( 1,233.28)	162.4
06-40-5015 PUBLIC WORKS	6,043.08	22,084.94	54,977.00	32,892.06	40.2
06-40-5016 MERIT	.00	.00	5,500.00	5,500.00	.0
06-40-5055 OVERTIME	276.92	1,118.93	3,125.00	2,006.07	35.8
06-40-5060 PAYROLL TAXES	733.99	2,799.89	8,039.00	5,239.11	34.8
06-40-5065 WORKERS COMP	175.36	789.63	1,578.00	788.37	50.0
06-40-5066 HEALTH INSURANCE	3,149.85	11,821.83	18,653.00	6,831.17	63.4
06-40-5067 DEFERRED COMP	413.64	1,675.29	5,421.00	3,745.71	30.9
06-40-5068 MEDICAL SAVINGS	28.86	145.23	600.00	454.77	24.2
06-40-5201 COMPUTER / TECHNOLOGY	282.75	1,376.25	3,243.00	1,866.75	42.4
06-40-5205 POSTAGE	334.00	1,304.00	3,960.00	2,656.00	32.9
06-40-5300 TELEPHONE	40.01	160.04	480.00	319.96	33.3
06-40-5320 GENERAL LIABILITY INSURANCE	.00	12,131.42	25,950.00	13,818.58	46.8
06-40-5400 LEGAL FEES	.00	.00	2,000.00	2,000.00	.0
06-40-5405 ENGINEERING FEES	3,362.00	3,452.00	55,000.00	51,548.00	6.3
06-40-5410 PLANNING/CONSULTANTS	170.43	672.89	2,000.00	1,327.11	33.6
06-40-5415 AUDIT FEES	.00	1,920.00	6,300.00	4,380.00	30.5
06-40-5700 MISC. EXPENSE	.00	.00	500.00	500.00	.0
TOTAL ADMINISTRATION	18,417.07	75,095.56	244,064.00	168,968.44	30.8

TOWN OF MEAD  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 5 MONTHS ENDING MAY 31, 2020

SEWER OPERATING

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>SEWER-OPERATING</u>					
06-47-5210 OPERATING SUPPLIES	162.60	162.60	500.00	337.40	32.5
06-47-5215 REPAIRS & MAINT	10,899.66	16,788.25	93,500.00	76,711.75	18.0
06-47-5227 CHEMICALS	476.35	952.70	1,000.00	47.30	95.3
06-47-5231 SLUDGE DISPOSAL	5,709.00	27,087.00	55,040.00	27,953.00	49.2
06-47-5253 GAS & OIL	.00	1,849.90	5,000.00	3,150.10	37.0
06-47-5305 UTILITIES	7,881.35	23,247.28	57,400.00	34,152.72	40.5
06-47-5310 TRASH	89.26	450.76	1,020.00	569.24	44.2
06-47-5340 SAFETY EQUIPMENT	.00	.00	1,000.00	1,000.00	.0
06-47-5369 EQUIPMENT RENTAL	.00	.00	1,000.00	1,000.00	.0
06-47-5390 SEWER MAINT. CONTRACT	8,955.40	22,613.28	54,500.00	31,886.72	41.5
06-47-5391 SEWER TESTING	883.20	1,735.23	6,000.00	4,264.77	28.9
06-47-5392 LINE LOCATOR	1,601.75	3,814.40	5,000.00	1,185.60	76.3
06-47-5393 STATE DISCHARGE PERMIT	.00	143.91	3,215.00	3,071.09	4.5
06-47-5394 SEWER LINE FLUSHING	.00	.00	40,000.00	40,000.00	.0
06-47-5500 CAPITAL OUTLAY	45,718.85	79,907.71	290,000.00	210,092.29	27.6
TOTAL SEWER-OPERATING	<u>82,377.42</u>	<u>178,753.02</u>	<u>614,175.00</u>	<u>435,421.98</u>	<u>29.1</u>
<u>SF-NON-OPERATING</u>					
06-48-5510 LEASE PURCH PRIN - SEWER NON	.00	35,830.00	71,660.00	35,830.00	50.0
06-48-5520 LEASE PURCHASE INT - SEWER NON	.00	29,247.26	58,495.00	29,247.74	50.0
TOTAL SF-NON-OPERATING	<u>.00</u>	<u>65,077.26</u>	<u>130,155.00</u>	<u>65,077.74</u>	<u>50.0</u>
TOTAL FUND EXPENDITURES	<u>100,794.49</u>	<u>318,925.84</u>	<u>988,394.00</u>	<u>669,468.16</u>	<u>32.3</u>
NET REVENUE OVER EXPENDITURES	<u>( 22,981.25)</u>	<u>96,161.36</u>	<u>( 43,569.00)</u>	<u>( 139,730.36)</u>	<u>220.7</u>

TOWN OF MEAD  
 BALANCE SHEET  
 MAY 31, 2020

MUNICIPAL

ASSETS

09-01-0100	CASH IN COMMON - MUNICIPAL	1,636,152.82	
	TOTAL ASSETS		1,636,152.82

LIABILITIES AND EQUITY

LIABILITIES

09-02-2000	A/P - MISCELLANEOUS	10,237.50	
	TOTAL LIABILITIES		10,237.50

FUND EQUITY

09-02-3003	FUND BALANCE-MUNICIPAL	( 70,233.20)	
09-02-3004	FUND BALANCE-RECREATION	1,443,455.70	
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	252,692.82	
	BALANCE - CURRENT DATE	252,692.82	
	TOTAL FUND EQUITY		1,625,915.32
	TOTAL LIABILITIES AND EQUITY		1,636,152.82



TOWN OF MEAD  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 5 MONTHS ENDING MAY 31, 2020

MUNICIPAL

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>FEES AND PERMITS</u>					
09-11-4165 IMPACT FEES	79,740.00	261,993.83	221,500.00	( 40,493.83)	118.3
TOTAL FEES AND PERMITS	79,740.00	261,993.83	221,500.00	( 40,493.83)	118.3
<u>MISCELLANEOUS</u>					
09-18-4619 INTEREST & DIVIDEND INCOME	746.53	6,186.49	19,843.00	13,656.51	31.2
TOTAL MISCELLANEOUS	746.53	6,186.49	19,843.00	13,656.51	31.2
TOTAL FUND REVENUE	80,486.53	268,180.32	241,343.00	( 26,837.32)	111.1
<u>ADMINISTRATION</u>					
09-40-5410 PLANNING/CONSULTANTS	.00	.00	13,885.00	13,885.00	.0
09-40-5500 CAPITAL OUTLAY	.00	.00	430,000.00	430,000.00	.0
TOTAL ADMINISTRATION	.00	.00	443,885.00	443,885.00	.0
<u>CAPITAL EQUIPMENT</u>					
09-49-5500 CAPITAL OUTLAY	.00	.00	1,337,877.00	1,337,877.00	.0
TOTAL CAPITAL EQUIPMENT	.00	.00	1,337,877.00	1,337,877.00	.0
<u>MUNICIPAL</u>					
09-50-5500 CAPITAL OUTLAY	10,237.50	15,487.50	.00	( 15,487.50)	.0
TOTAL MUNICIPAL	10,237.50	15,487.50	.00	( 15,487.50)	.0
TOTAL FUND EXPENDITURES	10,237.50	15,487.50	1,781,762.00	1,766,274.50	.9
NET REVENUE OVER EXPENDITURES	70,249.03	252,692.82	( 1,540,419.00)	( 1,793,111.82)	16.4

TOWN OF MEAD  
 BALANCE SHEET  
 MAY 31, 2020

DOWNTOWN

ASSETS

11-01-0100	CASH IN COMMON - DOWNTOWN	56,774.23	
	TOTAL ASSETS		56,774.23

LIABILITIES AND EQUITY

FUND EQUITY

11-02-3001	FUND BALANCE	56,534.10	
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	240.13	
	BALANCE - CURRENT DATE	240.13	
	TOTAL FUND EQUITY		56,774.23
	TOTAL LIABILITIES AND EQUITY		56,774.23

TOWN OF MEAD  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 5 MONTHS ENDING MAY 31, 2020

DOWNTOWN

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>MISCELLANEOUS</u>					
11-18-4619 INTEREST & DIVIDEND INCOME	25.90	240.13	879.00	638.87	27.3
TOTAL MISCELLANEOUS	25.90	240.13	879.00	638.87	27.3
TOTAL FUND REVENUE	25.90	240.13	879.00	638.87	27.3
<u>ADMINISTRATION</u>					
11-40-5338 DOWNTOWN GRANTS	.00	.00	15,000.00	15,000.00	.0
11-40-5500 CAPITAL OUTLAY	.00	.00	45,194.00	45,194.00	.0
TOTAL ADMINISTRATION	.00	.00	60,194.00	60,194.00	.0
TOTAL FUND EXPENDITURES	.00	.00	60,194.00	60,194.00	.0
NET REVENUE OVER EXPENDITURES	25.90	240.13	( 59,315.00)	( 59,555.13)	.4

TOWN OF MEAD  
 BALANCE SHEET  
 MAY 31, 2020

STORM DRAINAGE

ASSETS

13-01-0100	CASH IN COMMON - STORM DRAINAG	86,357.71	
	TOTAL ASSETS		86,357.71

LIABILITIES AND EQUITY

FUND EQUITY

13-02-3001	FUND BALANCE	16,136.00	
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	70,221.71	
	BALANCE - CURRENT DATE	70,221.71	
	TOTAL FUND EQUITY		86,357.71
	TOTAL LIABILITIES AND EQUITY		86,357.71

TOWN OF MEAD  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 5 MONTHS ENDING MAY 31, 2020

STORM DRAINAGE

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>FEES AND PERMITS</u>					
13-11-4165 IMPACT FEES	22,500.00	70,051.34	62,500.00	( 7,551.34)	112.1
TOTAL FEES AND PERMITS	22,500.00	70,051.34	62,500.00	( 7,551.34)	112.1
<u>MISCELLANEOUS</u>					
13-18-4619 INTEREST & DIVIDEND INCOME	39.40	170.37	136.00	( 34.37)	125.3
TOTAL MISCELLANEOUS	39.40	170.37	136.00	( 34.37)	125.3
TOTAL FUND REVENUE	22,539.40	70,221.71	62,636.00	( 7,585.71)	112.1
<u>ADMINISTRATION</u>					
13-40-5410 PLANNING/CONSULTANTS	.00	.00	3,918.00	3,918.00	.0
13-40-5500 CAPITAL OUTLAY	.00	.00	125,317.00	125,317.00	.0
TOTAL ADMINISTRATION	.00	.00	129,235.00	129,235.00	.0
TOTAL FUND EXPENDITURES	.00	.00	129,235.00	129,235.00	.0
NET REVENUE OVER EXPENDITURES	22,539.40	70,221.71	( 66,599.00)	( 136,820.71)	105.4

TOWN OF MEAD  
 BALANCE SHEET  
 MAY 31, 2020

TRANSPORTATION

ASSETS

14-01-0100	CASH IN COMMON - TRANSPORTATIO	810,910.72	
	TOTAL ASSETS		810,910.72

LIABILITIES AND EQUITY

FUND EQUITY

14-02-3001	FUND BALANCE	301,440.11	
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	509,470.61	
	BALANCE - CURRENT DATE	509,470.61	
	TOTAL FUND EQUITY		810,910.72
	TOTAL LIABILITIES AND EQUITY		810,910.72

TOWN OF MEAD  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 5 MONTHS ENDING MAY 31, 2020

TRANSPORTATION

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>FEES AND PERMITS</u>					
14-11-4165 IMPACT FEES	117,405.00	522,297.07	326,125.00	( 196,172.07)	160.2
TOTAL FEES AND PERMITS	117,405.00	522,297.07	326,125.00	( 196,172.07)	160.2
<u>SOURCE 12</u>					
14-12-4061 CDOT--I25 E FRONTAGERD S OF 66	.00	53,500.00	.00	( 53,500.00)	.0
TOTAL SOURCE 12	.00	53,500.00	.00	( 53,500.00)	.0
<u>MISCELLANEOUS</u>					
14-18-4619 INTEREST & DIVIDEND INCOME	369.99	2,753.32	4,194.00	1,440.68	65.7
TOTAL MISCELLANEOUS	369.99	2,753.32	4,194.00	1,440.68	65.7
TOTAL FUND REVENUE	117,774.99	578,550.39	330,319.00	( 248,231.39)	175.2
<u>ADMINISTRATION</u>					
14-40-5405 ENGINEERING FEES	11,700.00	30,597.50	90,000.00	59,402.50	34.0
14-40-5410 PLANNING/CONSULTANTS	.00	.00	20,444.00	20,444.00	.0
14-40-5500 CAPITAL OUTLAY	30,165.00	38,482.28	200,000.00	161,517.72	19.2
14-40-5720 CONTINGENCIES	.00	.00	437,408.00	437,408.00	.0
TOTAL ADMINISTRATION	41,865.00	69,079.78	747,852.00	678,772.22	9.2
TOTAL FUND EXPENDITURES	41,865.00	69,079.78	747,852.00	678,772.22	9.2
NET REVENUE OVER EXPENDITURES	75,909.99	509,470.61	( 417,533.00)	( 927,003.61)	122.0

TOWN OF MEAD  
 BALANCE SHEET  
 MAY 31, 2020

PARKS & OPEN SPACE

ASSETS

18-01-0100	CASH IN COMMON - PARKS & OPEN	955,814.82	
	TOTAL ASSETS		955,814.82

LIABILITIES AND EQUITY

FUND EQUITY

18-02-3001	FUND BALANCE	149,987.99	
18-02-3005	FUND BALANCE - OPEN SPACE	637,109.78	
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	168,717.05	
	BALANCE - CURRENT DATE	168,717.05	
	TOTAL FUND EQUITY		955,814.82
	TOTAL LIABILITIES AND EQUITY		955,814.82



TOWN OF MEAD  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 5 MONTHS ENDING MAY 31, 2020

PARKS & OPEN SPACE

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>FEES AND PERMITS</u>					
18-11-4165 IMPACT FEES	124,920.00	169,336.00	347,000.00	177,664.00	48.8
TOTAL FEES AND PERMITS	124,920.00	169,336.00	347,000.00	177,664.00	48.8
<u>MISCELLANEOUS</u>					
18-18-4619 INTEREST & DIVIDEND INCOME	436.11	3,463.55	11,544.00	8,080.45	30.0
TOTAL MISCELLANEOUS	436.11	3,463.55	11,544.00	8,080.45	30.0
TOTAL FUND REVENUE	125,356.11	172,799.55	358,544.00	185,744.45	48.2
<u>ADMINISTRATION</u>					
18-40-5410 PLANNING/CONSULTANTS	.00	4,082.50	21,753.00	17,670.50	18.8
18-40-5500 CAPITAL OUTLAY	.00	.00	439,976.00	439,976.00	.0
TOTAL ADMINISTRATION	.00	4,082.50	461,729.00	457,646.50	.9
<u>OPEN SPACE</u>					
18-52-5500 CAPITAL OUTLAY	.00	.00	697,086.00	697,086.00	.0
TOTAL OPEN SPACE	.00	.00	697,086.00	697,086.00	.0
TOTAL FUND EXPENDITURES	.00	4,082.50	1,158,815.00	1,154,732.50	.4
NET REVENUE OVER EXPENDITURES	125,356.11	168,717.05	( 800,271.00)	( 968,988.05)	21.1

TOWN OF MEAD  
BALANCE SHEET  
MAY 31, 2020

CAPITAL IMPROVEMENT FUND

ASSETS

19-01-0100	CASH IN COMMON - CAPITAL IMPRO	2,277,522.59	
	TOTAL ASSETS		<u>2,277,522.59</u>

LIABILITIES AND EQUITY

FUND EQUITY

19-02-3001	FUND BALANCE	2,075,632.83	
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	<u>201,889.76</u>	
	BALANCE - CURRENT DATE	<u>201,889.76</u>	
	TOTAL FUND EQUITY		<u>2,277,522.59</u>
	TOTAL LIABILITIES AND EQUITY		<u>2,277,522.59</u>

TOWN OF MEAD  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 5 MONTHS ENDING MAY 31, 2020

CAPITAL IMPROVEMENT FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>TRANSFERS IN</u>					
19-16-4615 TRANSFER IN FROM GENERAL	17,014.17	85,070.85	204,170.00	119,099.15	41.7
TOTAL TRANSFERS IN	17,014.17	85,070.85	204,170.00	119,099.15	41.7
<u>MISCELLANEOUS</u>					
19-18-4619 INTEREST & DIVIDEND INCOME	1,039.16	5,161.61	14,794.00	9,632.39	34.9
TOTAL MISCELLANEOUS	1,039.16	5,161.61	14,794.00	9,632.39	34.9
<u>SOURCE 19</u>					
19-19-4901 PYMTS IN LIEU OF CONSTRUCTION	111,657.30	111,657.30	.00	( 111,657.30)	.0
TOTAL SOURCE 19	111,657.30	111,657.30	.00	( 111,657.30)	.0
TOTAL FUND REVENUE	129,710.63	201,889.76	218,964.00	17,074.24	92.2
<u>ADMINISTRATION</u>					
19-40-5500 CAPITAL OUTLAY	.00	.00	1,475,000.00	1,475,000.00	.0
19-40-5720 CONTINGENCIES	.00	.00	819,393.00	819,393.00	.0
TOTAL ADMINISTRATION	.00	.00	2,294,393.00	2,294,393.00	.0
TOTAL FUND EXPENDITURES	.00	.00	2,294,393.00	2,294,393.00	.0
NET REVENUE OVER EXPENDITURES	129,710.63	201,889.76	( 2,075,429.00)	( 2,277,318.76)	9.7

TOWN OF MEAD  
BALANCE SHEET  
MAY 31, 2020

MEAD URBAN RENEWAL AUTHORITY

ASSETS

20-01-0100	CASH IN COMMON -MURA	3,380,160.27	
20-01-1250	PROPERTY TAX RECEIVABLE	2,831,141.00	
20-01-1300	A/R - BILLED ACCOUNTS	3,778.14	
20-01-1301	A/R - MURA	1.59	
	TOTAL ASSETS		6,215,081.00

LIABILITIES AND EQUITY

LIABILITIES

20-02-2310	EMPLOYEE HEALTH INS. PAYABLE	1,406.19	
20-02-2404	STATE UNEMPLOYMENT TAX PAYABLE	147.79	
20-02-2410	MISC PAYROLL PAYABLE	1,604.63	
20-02-2700	DEFERRED INFLOWS- PROPERTY TAX	2,831,141.00	
	TOTAL LIABILITIES		2,834,299.61

FUND EQUITY

20-02-3001	FUND BALANCE	1,721,905.96	
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	1,658,875.43	
	BALANCE - CURRENT DATE	1,658,875.43	
	TOTAL FUND EQUITY		3,380,781.39
	TOTAL LIABILITIES AND EQUITY		6,215,081.00

TOWN OF MEAD  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 5 MONTHS ENDING MAY 31, 2020

MEAD URBAN RENEWAL AUTHORITY

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT	
<u>TAXES</u>						
20-10-4050	PROPERTY TAX (TIF REVENUE)	1,076,046.00	1,717,563.04	2,979,107.00	1,261,543.96	57.7
	TOTAL TAXES	1,076,046.00	1,717,563.04	2,979,107.00	1,261,543.96	57.7
<u>FEES AND PERMITS</u>						
20-11-4110	ADMINISTRATIVE FEE	.00	.00	15,183.00	15,183.00	.0
	TOTAL FEES AND PERMITS	.00	.00	15,183.00	15,183.00	.0
<u>MISCELLANEOUS</u>						
20-18-4619	INTEREST & DIVIDEND INCOME	1,542.26	8,841.87	25,582.00	16,740.13	34.6
	TOTAL MISCELLANEOUS	1,542.26	8,841.87	25,582.00	16,740.13	34.6
	TOTAL FUND REVENUE	1,077,588.26	1,726,404.91	3,019,872.00	1,293,467.09	57.2
<u>ADMINISTRATION</u>						
20-40-5000	TOWN MANAGER	3,747.43	13,840.38	31,566.00	17,725.62	43.9
20-40-5005	TOWN CLERK	460.44	1,688.12	3,762.00	2,073.88	44.9
20-40-5006	HR/ACCOUNTING CLERK	300.01	1,125.59	2,450.00	1,324.41	45.9
20-40-5007	TREASURER	.00	.00	16,851.00	16,851.00	.0
20-40-5011	PLANNING	3,060.72	11,136.32	24,906.00	13,769.68	44.7
20-40-5016	MERIT	.00	.00	2,400.00	2,400.00	.0
20-40-5055	OVERTIME	.00	3.61	25.00	21.39	14.4
20-40-5060	PAYROLL TAXES	580.74	2,133.93	6,228.00	4,094.07	34.3
20-40-5065	WORKERS COMP	58.46	263.23	526.00	262.77	50.0
20-40-5066	HEALTH INSURANCE	1,605.49	6,976.43	10,045.00	3,068.57	69.5
20-40-5067	DEFERRED COMP	467.85	1,708.39	4,828.00	3,119.61	35.4
20-40-5068	MEDICAL SAVINGS	14.43	53.88	375.00	321.12	14.4
20-40-5100	TIF REVENUE SHARING	.00	.00	1,678,452.00	1,678,452.00	.0
20-40-5400	LEGAL FEES	1,075.23	2,176.08	50,000.00	47,823.92	4.4
20-40-5410	PLANNING/CONSULTANT	.00	.00	60,000.00	60,000.00	.0
20-40-5415	AUDIT FEES	.00	660.00	2,500.00	1,840.00	26.4
20-40-5425	COUNTY TREASURER'S FEE	16,140.71	25,763.52	44,687.00	18,923.48	57.7
20-40-5426	PROPERTY/SALES TAX REBATE	.00	.00	5,177.00	5,177.00	.0
20-40-5427	TIF ADVANCE	.00	.00	100,000.00	100,000.00	.0
20-40-5500	CAPITAL OUTLAY	.00	.00	1,350,000.00	1,350,000.00	.0
20-40-5700	MISC. EXPENSE	.00	.00	500.00	500.00	.0
	TOTAL ADMINISTRATION	27,511.51	67,529.48	3,395,278.00	3,327,748.52	2.0

TOWN OF MEAD  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 5 MONTHS ENDING MAY 31, 2020

MEAD URBAN RENEWAL AUTHORITY

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
TOTAL FUND EXPENDITURES	27,511.51	67,529.48	3,395,278.00	3,327,748.52	2.0
NET REVENUE OVER EXPENDITURES	1,050,076.75	1,658,875.43	( 375,406.00)	( 2,034,281.43)	441.9

TOWN OF MEAD  
BALANCE SHEET  
MAY 31, 2020

ART IN PUBLIC PLACES

ASSETS

21-01-0100	CASH IN COMMON - ART IN PUBLIC	6,090.56	
	TOTAL ASSETS		6,090.56

LIABILITIES AND EQUITY

FUND EQUITY

21-02-3001	FUND BALANCE	6,064.79	
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	25.77	
	BALANCE - CURRENT DATE	25.77	
	TOTAL FUND EQUITY		6,090.56
	TOTAL LIABILITIES AND EQUITY		6,090.56

TOWN OF MEAD  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 5 MONTHS ENDING MAY 31, 2020

ART IN PUBLIC PLACES

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>MISCELLANEOUS</u>					
21-18-4619 INTEREST & DIVIDEND INCOME	2.78	25.77	88.00	62.23	29.3
TOTAL MISCELLANEOUS	2.78	25.77	88.00	62.23	29.3
TOTAL FUND REVENUE	2.78	25.77	88.00	62.23	29.3
<u>ADMINISTRATION</u>					
21-40-5500 CAPITAL OUTLAY	.00	.00	6,153.00	6,153.00	.0
TOTAL ADMINISTRATION	.00	.00	6,153.00	6,153.00	.0
TOTAL FUND EXPENDITURES	.00	.00	6,153.00	6,153.00	.0
NET REVENUE OVER EXPENDITURES	2.78	25.77	( 6,065.00)	( 6,090.77)	.4



## Agenda Item Summary (AIS)

**MEETING DATE:** Board of Trustees – June 29, 2020

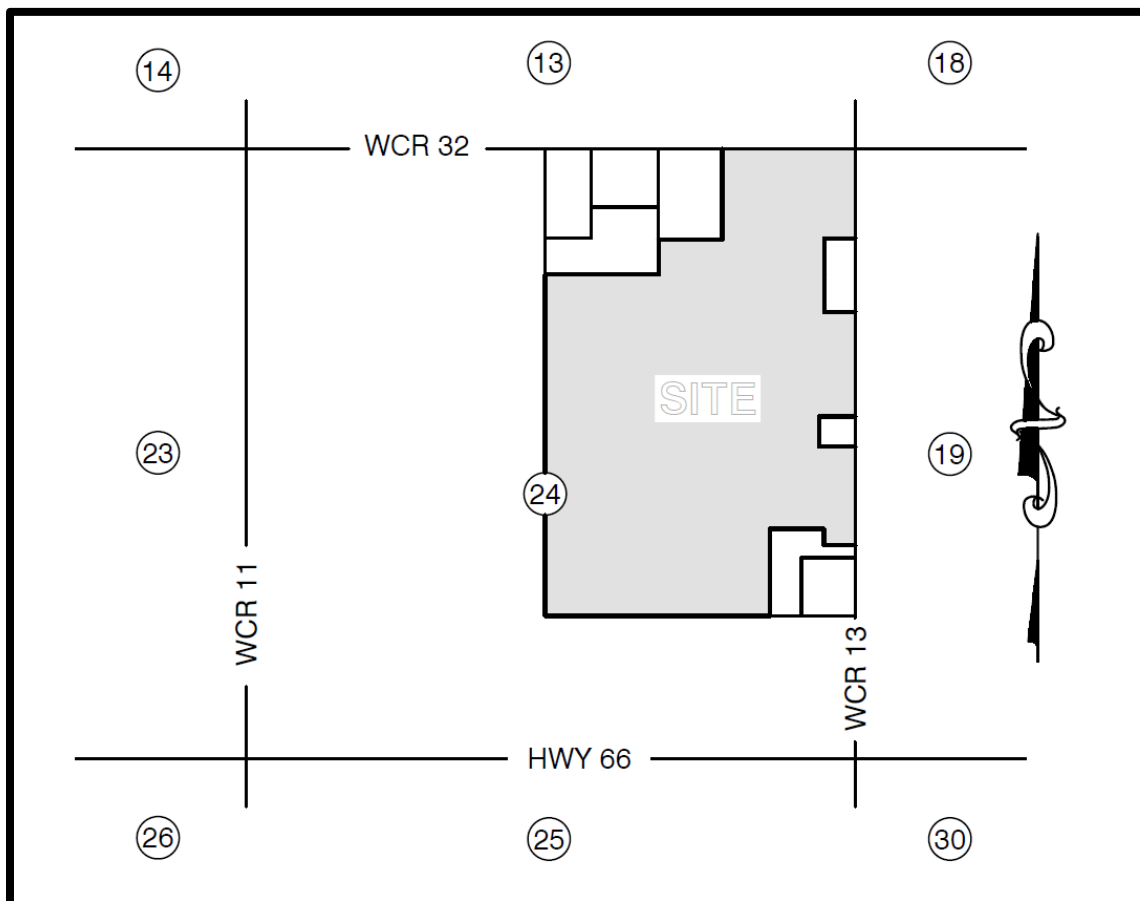
**SUBJECT:** Red Barn Subdivision Filing No. 1 Final Plat

**PRESENTED BY:** Jennifer Vecchi, Planning Consultant, Jeremiah Fettig, Planner I

**ATTACHMENTS:** 1. Ordinance No. 934  
2. Final Plat

### SUMMARY STATEMENT

This is a request for the Board of Trustees to ratify staff’s approval of the Red Barn Subdivision Filing No. 1 Final Plat (“Final Plat”), located generally south and west of WCR 32/WCR 13 intersection. The proposed final plat substantially complies with the regulations governing the development, including the Mead Municipal Code (MMC), Town Engineering Design and Construction Standards, Fire Code and utility standards.





## **DETAIL OF REQUEST**

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**Applicant:** 13-32 Development, LLC, represented by Andrew Batson  
**Property Owner:** 13-32 Development, LLC  
**Property Location:** Generally, south and west of WCR 32/WCR 13 intersection  
**Zoning Classification:** RSF-4 with PUD (Planned Unit Development) Overlay  
**Comp. Plan Designation:** Single-Family Residential (SFR) and Residential Mixed-Use (RMU)

### **Surrounding Land Uses:**

North	Undeveloped/Lake Thomas – Unincorporated Weld County
South	Residential/Undeveloped Agricultural – Unincorporated Weld County
East	Residential – Town of Mead (Grand View Estates) and Residential/Undeveloped Agricultural – Unincorporated Weld County
West	Undeveloped Agricultural – Unincorporated Weld County

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### **Overview:**

13-32 Development, LLC, represented by Andrew Batson (“Applicant”) has submitted an application for the Red Barn Subdivision Filing No. 1 Final Plat (“Final Plat”) related to the 193.51-acre property located generally south and west of WCR 32/WCR 13 intersection (Property).

The Applicant is requesting approval of the Final Plat, consisting of 13 single-family residential lots, with an overall density of 0.067 lots per acre, in compliance with the RSF-4 zoning district, which allows up to four (4) homes per acre. The overall residential density has been calculated by dividing the gross acreage of property included in the Final Plat (193.51) and dividing by the number of residential lots (13).

The Final Plat for Filing No. 1 is consistent with the approved Preliminary Plat and Planned Unit Development (“PUD”). This initial phase creates 13 large lots (varying in size from 2/3’s of an acre to 1 acre) for development of single-family homes that will border the north and east edges of the project. The homes will face the streets and provide an appealing street presence to the overall Red Barn development that will ultimately include approximately 436 lots.

Supporting documents for the Final Plat include detailed engineering plans and the Subdivision Improvement Agreement (“SIA”), which governs the timing of construction and public improvements to be constructed and/or funded. Supporting documents, including the SIA, are on file with the Town and available for review.

To mitigate other impacts to Mead’s roads, parks and other facilities, the Town will collect \$99,541 in impact fees over time as homes are built. The St. Vrain Valley School District will



also collect fees (approximately \$1,000 per home) to be used to enhance schools that will be impacted.

Mead Municipal Code (“MMC”) Section 16-4-70(b)(7) gives authority to Town Staff to “*approve, approve with conditions, or deny the proposed final plat*” and to “*make a final decision on the final plat.*” MMC Section 16-4-70(b)(9) also requires that the Board of Trustees adopt the Final Plat by ordinance. As a result, Town Staff has approved the request, subject to the conditions of approval set forth in Ordinance No. 934 and recommends that the Board of Trustees proceed to approve Ordinance No. 934.

### **Final Plat – MMC Sec. 16-4-70**

This Final Plat builds upon the work that was done to create the Preliminary Plat and, if ratified by the Board of Trustees, will result in legal lots that can be sold and built upon. The purpose of the Final Plat, as outlined in MMC Section 16-4-70, “*...is to complete the subdivision of land consistent with the technical standards of the Town.*” As a result, the Final Plat is largely a technical exercise that focuses on the design of the infrastructure (roads, water, sewer, drainage structures, etc.) required to serve the subdivision and the timeframe for when that infrastructure is to be constructed. Supporting documents for the Final Plat include detailed engineering plans for that infrastructure and a “Subdivision Improvement Agreement (SIA),” which governs the timing of its construction, both of which are on file with the Town and available for review.

### **Review Criteria Analysis:**

For Town staff to approve a final plat and for the Board of Trustees to ratify staff’s approval, the proposal must be found to comply with the four review criteria set forth in MMC Section 16-4-70 related to the approval of final plats. Individual criteria are presented below in bold and are followed by detailed analysis and confirmation that each criterion has been satisfied.

### **Criterion No. 1. The final plat represents a functional system of land use and is consistent with the rationale and criteria set forth in the Mead Municipal Code and the Town Comprehensive Plan.**

The Final Plat does represent a functional system of land use. The proposal has been reviewed by the Town Attorney, Engineer, Planner and relevant service districts and utilities (Little Thompson Water, St. Vrain Sanitation, United Power, Xcel Energy, Mountain View Fire, St. Vrain Valley Schools, ditch utilities) and found to comply with applicable regulations. The Applicant has obtained service commitments from required utilities. The proposal complies with Town engineering standards for roadway, drainage, and utility design.

The Applicant is proposing a residential density of 0.067 homes per acre, in compliance with the RSF-4 zoning district and Comprehensive Plan, which both allow single-family homes at a density of up to four (4) per acre.



The proposal complies with the Town's adopted engineering standards with regard to required road, drainage and utility system design. Proposed traffic patterns have been reviewed and analyzed. No transportation improvements are warranted with this Final Plat.

**Criterion No. 2. Application is consistent with the approved preliminary plat and incorporates the Planning Commission's recommendations and conditions of approval from the May 15, 2019 Planning Commission meeting.**

The Final Plat is identical to the approved Preliminary Plat. The Planning Commission recommended approval of the Preliminary Plat without conditions.

Parks and Open Space requirements for the overall PUD will be met in subsequent phases of the Red Barn development. Specifically, the full buildout will provide 25.2 percent of parks and open space, which is 5.2 percent above the 20 percent requirement. Additionally, an extensive trail network (approximately 3.5 miles), as well as perimeter and entry landscape treatment will be included.

**Criterion No. 3. The development will substantially comply with Mead Municipal Code.**

The Final Plat will substantially comply with the MMC, as discussed under Review Criterion No. 1 above.

**Criterion No. 4. All applicable technical standards have been met.**

As discussed above under Review Criterion No. 1, the proposal has been reviewed by Town Staff and relevant service districts and utilities and found to comply with applicable technical standards. The Applicant has acquired service commitments for utilities. The road system meets technical and safety requirements of the Town and Fire District. The development exhibits exceptional accessibility and circulation and complies with Town engineering standards regarding roadway, drainage, and utility design.

Details related to the design, cost and implementation of required public improvements have been determined during review of the Final Plat and detailed public improvement plans have been submitted to the Town. Pursuant to MMC Section 16-4-130, a Subdivision Improvement Agreement (SIA) has been executed. Public improvement plans and the SIA are on file with the Town and available for review.

**Financial/Budgetary Considerations:**

After the proposed 13 lots are platted, the Town will collect approximately \$99,541 in impact fees (\$7,657 per home) as the homes are built, based on the Town's currently adopted impact fee schedule (see Exhibit A). These fees will fund Town infrastructure and other projects, including roads and drainage, cultural and recreation facilities and parks, trails and open space, which will improve quality of life for existing residents and business owners, while enhancing Mead's ability



to attract retail services and new industries. The St. Vrain Valley School District will also collect a fee for each home built.

**Other Legal Considerations:**

According to Sec. 16-4-70 of the MMC, no public notice is required for Final Plat applications that have been approved by Town Staff and are seeking final adoption by the Board of Trustees. The proposed Ordinance contains standard conditions to ensure Applicant’s compliance with all technical requirements, including payment of required fees.

**Alternatives/Options:**

MMC Section 16-4-70(b)(7) gives authority to Town Staff to “approve, approve with conditions, or deny the proposed final plat” and to “make a final decision on the final plat.” MMC Section 16-4-70(b)(9) also requires that the Final Plat “be presented to the Board of Trustees for its adoption by ordinance.” As a result, the Board of Trustees may approve the attached ordinance ratifying Staff’s approval of the Final Plat. If the Board of Trustees finds compelling evidence that the review criteria set forth in MMC Section 16-4-70 have not been satisfied, the Board may add additional conditions or deny the request.

**Staff Recommendation:**

Pursuant to MMC Section 16-4-70, Town Staff has approved the Final Plat subject to the conditions of approval set forth in Ordinance No. 934 and therefore recommend that the Board of Trustees proceed to adopt Ordinance No. 934 in the form presented.

“I MOVE TO APPROVE ORDINANCE NO. 934, AN ORDINANCE APPROVING WITH CONDITIONS THE RED BARN SUBDIVISION FILING NO. 1 FINAL PLAT, BASED ON STAFF APPROVAL AND SATISFACTION OF FINAL PLAT REVIEW CRITERIA SET FORTH IN SECTION 16-4-70 OF THE MEAD MUNICIPAL CODE, AS DETAILED IN THE AGENDA ITEM SUMMARY REPORT PREPARED FOR THE JUNE 29, 2020 BOARD OF TRUSTEES MEETING.”



**Exhibit A.**

<b>Table 1: Residential Impact Fees</b>			
<b>Category</b>	<b>Fee</b>	<b>Homes</b>	<b>Totals</b>
Municipal Facilities	\$1,772	13	\$23,036
Parks and Open Space	\$2,776	13	\$36,088
Storm Drainage	\$500	13	\$6,500
Transportation	\$2,609	13	\$33,917
<b>Total (per home)</b>	<b>\$7,657</b>	<b>13</b>	<b>\$99,541</b>
<b>*Calculations based on current impact fees, as adopted by Ordinance 816</b>			

**TOWN OF MEAD, COLORADO  
ORDINANCE NO. 934**

**AN ORDINANCE OF THE TOWN OF MEAD, COLORADO,  
APPROVING WITH CONDITIONS THE RED BARN SUBDIVISION  
FILING NO. 1 FINAL PLAT**

**WHEREAS**, the Town of Mead is authorized to regulate the subdivision of land pursuant to Title 31, Article 23, C.R.S. and the Town of Mead Land Use Code, such Land Use Code being Chapter 16 of the *Mead Municipal Code* (“MMC”); and

**WHEREAS**, 13-32 Development, LLC, a Colorado limited liability company (“Applicant”) has submitted an application for a subdivision designated as the RED BARN SUBDIVISION FILING NO. 1 FINAL PLAT (“Final Plat”) for property consisting of 193.51 acres, more or less, and located generally northwest of Weld County Road 13 and State Highway 66 in the Town of Mead, County of Weld, State of Colorado (the “Property”); and

**WHEREAS**, a legal description of the Property is set forth in the Final Plat; and

**WHEREAS**, the Applicant is the current record owner of the Property; and

**WHEREAS**, the Applicant is proposing subdividing the Property into thirteen (13) lots, one (1) tract, and four (4) outlots, as shown and set forth in the Final Plat; and

**WHEREAS**, Section 16-4-70 of the MMC authorizes administrative staff review and approval of the Final Plat, subject to confirmation by the Board of Trustees through the adoption of an ordinance approving the Final Plat; and

**WHEREAS**, staff has reviewed and approved the Final Plat with conditions, in accordance with Section 16-4-70(b)(7) of the MMC; and

**WHEREAS**, the Final Plat generally conforms to the RED BARN SUBDIVISION PRELIMINARY PLAT conditionally approved by the Board of Trustees by Resolution No. 45-R-2019 dated June 10, 2019; and

**WHEREAS**, the administrative record for this matter includes, but is not limited to, the Town of Mead Land Use Code, the Town of Mead Comprehensive Plan, all other applicable ordinances, resolutions and regulations, the staff files and reports of the Planning Director and Town Engineer related to the Final Plat, any and all submittals by the Applicant and members of the public, and the tape recordings and minutes of the Board of Trustees meeting at which the Final Plat was considered; and

**WHEREAS**, the Applicant has agreed to all conditions of approval as stated in this Ordinance; and

**WHEREAS**, the Board of Trustees has determined that the Final Plat meets all applicable requirements of the Town of Mead Land Use Code and MMC and that the review criteria set forth in Section 16-4-70(b)(8) of the MMC have been satisfied; and

**WHEREAS**, a Subdivision Improvement Agreement for Red Barn Subdivision Filing No. 1 by and between the Town and Applicant has been prepared in accordance with the requirements of Section 16-4-130 of the MMC (the “SIA”); and

**WHEREAS**, the SIA is presently filed of record with the Town Clerk; and

**WHEREAS**, the Board of Trustees has determined that approval of the Final Plat will advance the public health, safety, convenience and general welfare of the residents of the Town, subject to the conditions of approval as hereinafter set forth.

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

**Section 1.** The Final Plat designated as the RED BARN SUBDIVISION FILING NO. 1 FINAL PLAT, be approved subject to the following conditions of approval:

- a. Prior to and as a condition of recordation of the Final Plat, the Applicant shall resolve/correct any and all minor technical issues as directed by Town staff; and
- b. The Applicant shall pay all fees and costs incurred by the Town and its consultants, including without limitation legal fees and costs, for review and processing of the Final Plat application within forty-five (45) days of receiving an invoice from the Town. If the fees and costs are not paid within forty-five (45) days of receiving an invoice, the Town may withhold issuance of building permits or further approvals until the invoices have been paid; and
- c. The fully executed SIA shall be recorded in the Weld County real property records with the Final Plat; and
- d. Applicant shall meet all requirements outlined in the Memorandum from the Town Attorney’s Office dated June 18, 2020;
- e. Applicant shall provide certification in accordance with § 24-65.6-103.3(1)(b)(I), C.R.S.; and
- f. The Applicant shall provide updated commitment letters or commitment verification from utility providers as required by Town staff.



**Section 2.** The SIA is hereby approved, in substantially the form presently on file with the Town Clerk. The Town Manager and Town Attorney shall be authorized to negotiate and make non-material changes to the SIA that do not increase the Town’s obligations. The Town Manager shall be authorized to execute the SIA on behalf of the Town once the SIA has been finalized.

**Section 3.** Subject to review and approval of the Final Plat mylar by the Town staff, and satisfaction of the conditions set forth in Section 1 above, the Mayor and other Town officials, as applicable, are hereby authorized to sign the Final Plat mylar.

**Section 4.** Prior to the issuance of a building or grading permit for the Property, the Applicant shall submit documentation to the Town Clerk as required by Section 16-4-70(b)(10) of the MMC.

**Section 5. Effective Date.** This Ordinance shall be published and become effective as provided by law.

**Section 6. Severability.** If any part, section, subsection, sentence, clause or phrase of this Ordinance is for any reason held to be invalid, such invalidity shall not affect the validity of the remaining sections of the Ordinance. The Board of Trustees hereby declares that it would have passed the Ordinance including each part, section, subsection, sentence, clause or phrase thereof, irrespective of the fact that one or more part, section, subsection, sentence, clause or phrase is declared invalid.

**Section 7. Repealer.** All ordinances or resolutions, or parts thereof, in conflict with this Ordinance are hereby repealed, provided that such repealer shall not repeal the repealer clauses of such ordinance nor revive any ordinance thereby.

**Section 8. Certification.** The Town Clerk shall certify to the passage of this Ordinance and make not less than one copy thereof available for inspection by the public during regular business hours.

**INTRODUCED, READ, PASSED, AND ADOPTED THIS 29TH DAY OF JUNE, 2020.**

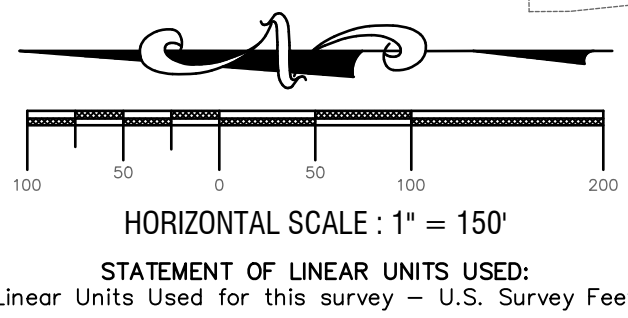
**ATTEST:**

**TOWN OF MEAD**

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

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





According to Colorado law you must commence any legal action based upon any defect in this survey within three years after you first discover such defect. In no event, may any action based upon any defect in this survey be commenced more than ten years from the date of the certification shown hereon.



# RED BARN SUBDIVISION FILING NO. 1 FINAL PLAT

PROJECT NO.:	P-17-8375
SHEET	OF
2	15

DRAWN BY: MES  
 CHECKED BY: SJS  
 APPROVED BY:  
 DATE: 06-11-2020  
 SCALE: 1"=150'

1301 NORTH CLEVELAND AVENUE  
 LOVELAND, COLORADO 80537  
 BUS. (970)-669-0516 / FAX (970)-635-9775

INTERMILL LAND SURVEYING INC.  
 CLIENT: 13-32 DEVELOPMENT, LLC

REVISIONS:	BY:	DATE:









SEE SHEET 3 OF 14

SEE SHEET 7 OF 14

SEE SHEET 9 OF 14

**TRACT A**  
753460± S.F.  
172.97 ACRES

LOT A OF REC16-0188  
(NOT A PART)

LOT B OF REC16-0188  
(NOT A PART)

20' Kinder Morgan Right of Way  
per Reception No. 3440909 filed  
in the Clerk and Recorder's Office  
recorded December 11, 2006

WCR 13  
(East Line of the Northwest Quarter Section 24-2-68)  
S00°00'00"E 751.50'  
S00°00'00"W 2643.11'  
(BASIS OF BEARINGS)

30' Sanitation Access & Utility Easement per  
Reception No. 3742916 filed in the Clerk and  
Recorder's Office January 4, 2011

25' Landscape, Utility, & Pedestrian Easement  
per Reception No. \_\_\_\_\_ filed in  
the Clerk and Recorder's Office \_\_\_\_\_

Found No.5 Rebar  
(length unknown) with  
no cap or markings

Found No.5 Rebar  
(length unknown) with  
no cap or markings

15' U&D  
(By Separate Document)

30' Right of Way  
per Reception No. \_\_\_\_\_ filed i  
the Clerk and Recorder's Office \_\_\_\_\_

15' MTN States T. & T CO. Right of Way  
Easement per Reception No. 1826880 filed in  
the Clerk and Recorder's Office May 2, 1980

60' Dedicated In Fee Simple to  
the Town of Mead For Road and  
Associated Purposes, By This Final Plat

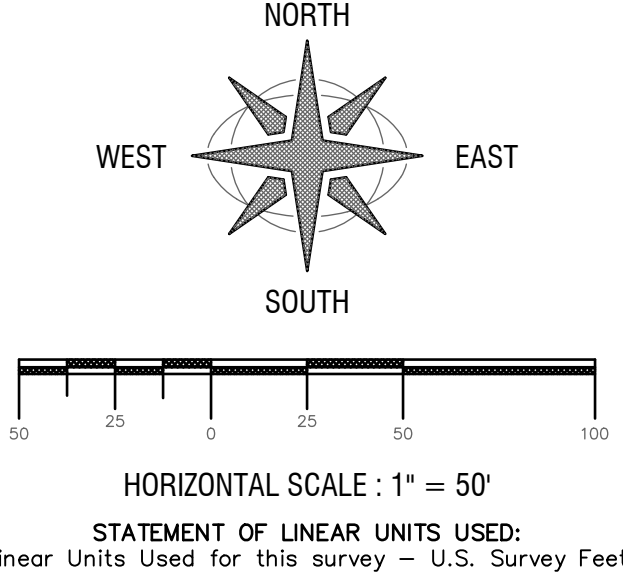
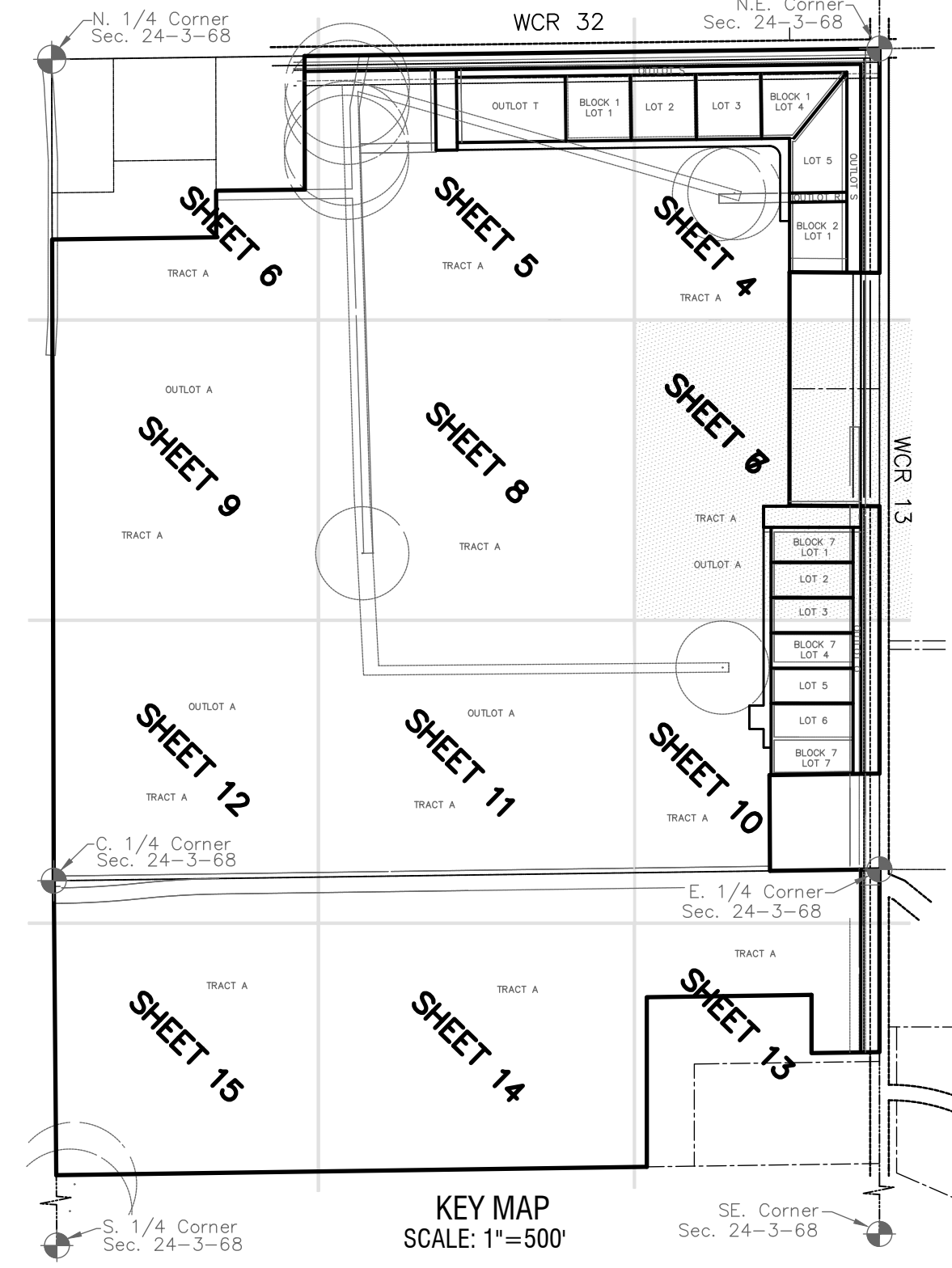
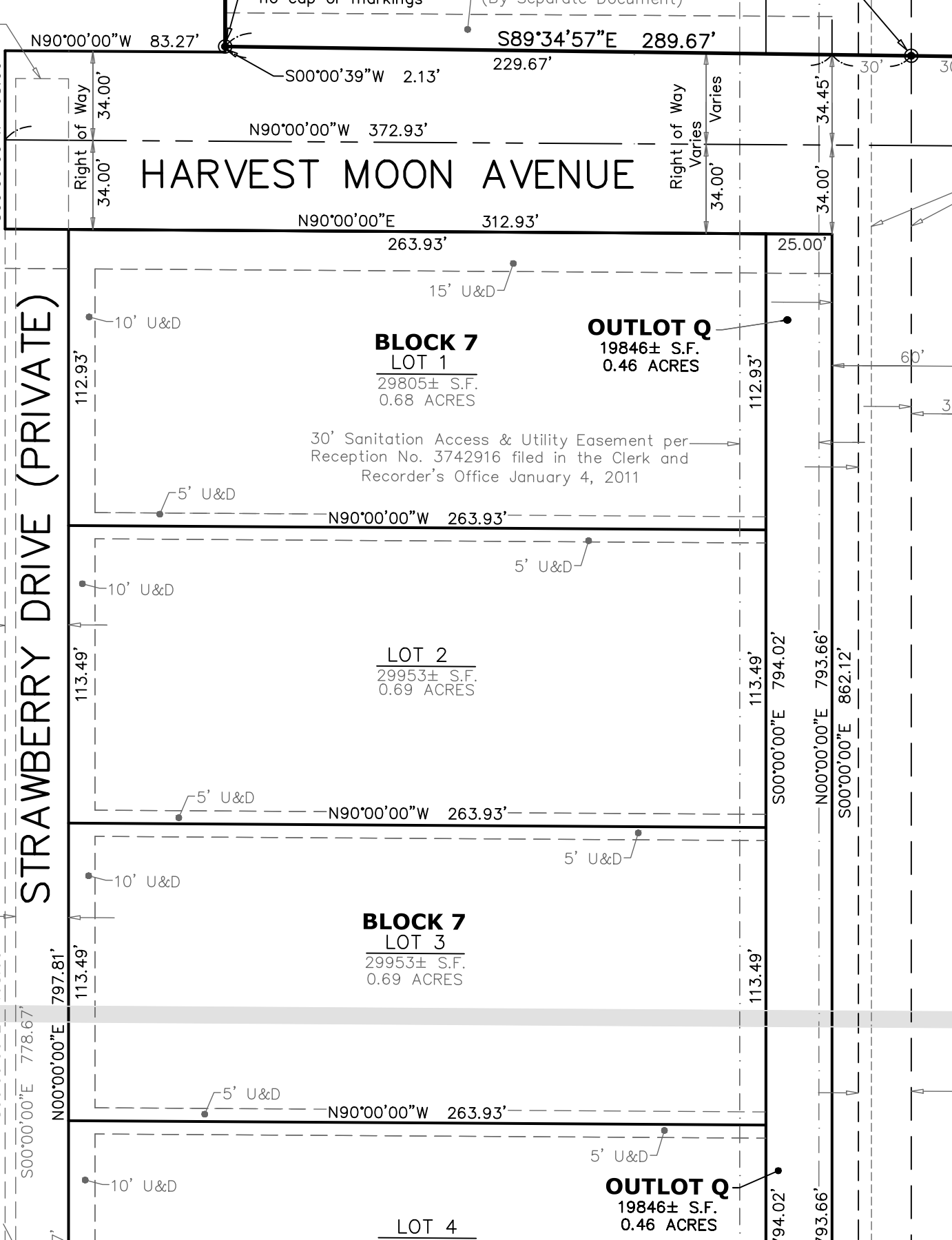
Existing 60' County  
Road Right of Way

50' HS Resources Access Easement per  
Reception No. 2730990 filed in the Clerk  
and Recorder's Office November 4, 1999

20' Kinder Morgan Right of Way  
per Reception No. 3440909 filed  
in the Clerk and Recorder's Office  
recorded December 11, 2006

Private 24' Wide Access Easement  
For The Benefit of the  
Lots in Block 7

20' Exclusive LTWD Waterline Easement  
To be conveyed by separate instrument.



# RED BARN SUBDIVISION FILING NO. 1 FINAL PLAT

According to Colorado law you must commence any legal action based upon any defect in this survey within three years after you first discover such defect. In no event, may any action based upon any defect in this survey be commenced more than ten years from the date of the certification shown hereon.

DATE:	
BY:	
REVISIONS:	

**INTERMILL LAND SURVEYING INC.**  
1301 NORTH CLEVELAND AVENUE  
LOVELAND, COLORADO 80537  
BUS. (970)-669-0516 / FAX (970)-635-9775

CLIENT:  
**13-32 DEVELOPMENT, LLC**

TITLE:  
**RED BARN SUBDIVISION FILING NO. 1 FINAL PLAT**  
BEING THE EAST 1/4 CORNER OF SECTION 24-3-68 WEST OF THE 6TH P.M., TOWN OF MEAD, WHEEL COUNTY, COLORADO

DRAWN BY: MES  
CHECKED BY: SJS  
APPROVED BY:  
DATE: 06-11-2020  
SCALE: 1"=50'

PROJECT NO.:	P-17-8375
SHEET	OF
7	15











SEE SHEET 8 OF 14

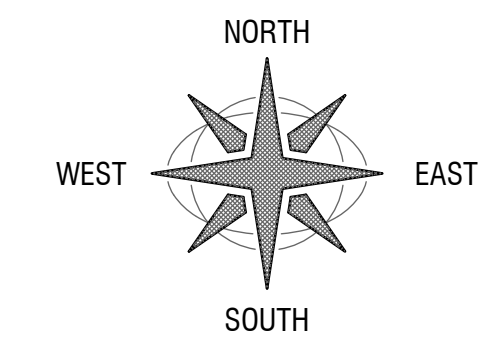
Private 50' Oil and Gas Easement to be conveyed by separate instrument.

TRACT A  
7534603± S.F.  
172.97 ACRES

SEE SHEET 10 OF 14

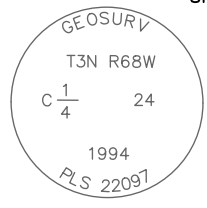


KEY MAP  
SCALE: 1"=500'



HORIZONTAL SCALE: 1" = 50'  
 STATEMENT OF LINEAR UNITS USED:  
 Linear Units Used for this survey - U.S. Survey Feet

C. 1/4 Corner  
 Sec. 24-3-68  
 Found 3/4" rebar (length unknown) with 2-1/2" aluminum cap marked as shown:



Right of Way of Howlett Ditch per Reception No. 160054 as disclosed by Map and Statement recorded with Clerk and Recorder October, 19, 1910. (Width and Location not defined)

50' Nicholson Permanent Easement Rec. No. 2454574 As Shown on the RE-4216 Plat

Right of Way of Howlett Ditch per Reception No. 160054 as disclosed by Map and Statement recorded with Clerk and Recorder October, 19, 1910. (Width and Location not defined)

SEE SHEET 14 OF 14

# RED BARN SUBDIVISION FILING NO. 1 FINAL PLAT

DATE: \_\_\_\_\_

BY: \_\_\_\_\_

REVISIONS:


**INTERMILL LAND SURVEYING INC.**  
 1301 NORTH CLEVELAND AVENUE  
 LOVELAND, COLORADO 80537  
 BUS. (970)-669-0516 / FAX (970)-635-9775

CLIENT: **13-32 DEVELOPMENT, LLC**

TITLE: **RED BARN SUBDIVISION FILING NO. 1 FINAL PLAT  
 BEING THE EAST HALF OF SECTION 24, TOWNSHIP 3 NORTH, RANGE 68 WEST OF THE 6TH P.M., TOWN OF MEAD, WELD COUNTY, COLORADO**

DRAWN BY: MES

CHECKED BY: SJS

APPROVED BY: \_\_\_\_\_

DATE: 06-11-2020

SCALE: 1"=50'

PROJECT NO.:	P-17-8375
SHEET	OF
12	15

According to Colorado law you must commence any legal action based upon any defect in this survey within three years after you first discover such defect. In no event, may any action based upon any defect in this survey be commenced more than ten years from the date of the certification shown hereon.

Right of Way of Howlett Ditch per Reception No. 160054 as disclosed by Map and Statement recorded with Clerk and Recorder October, 19, 1910. (Width and Location not defined)

50' Nicholson Permanent Easement Rec. No. 2454574 As Shown on the RE-4216 Plat

SEE SHEET 9 OF 14

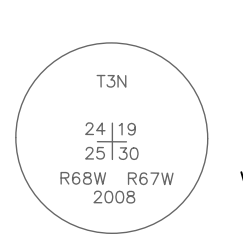
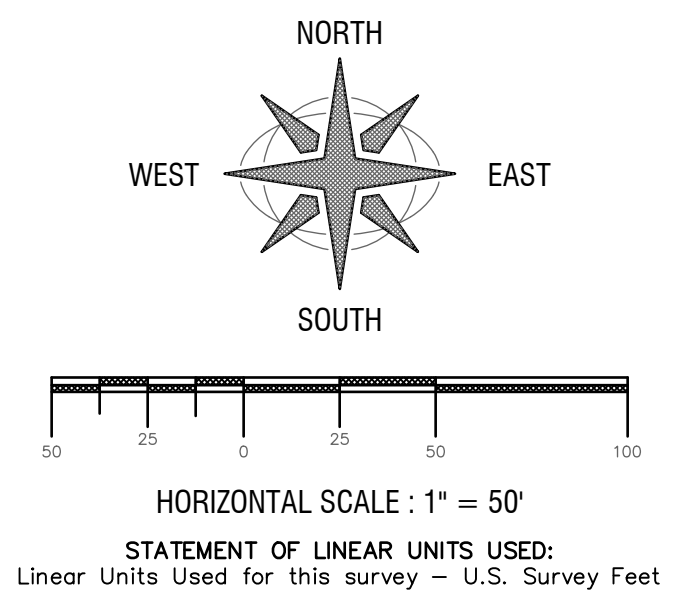
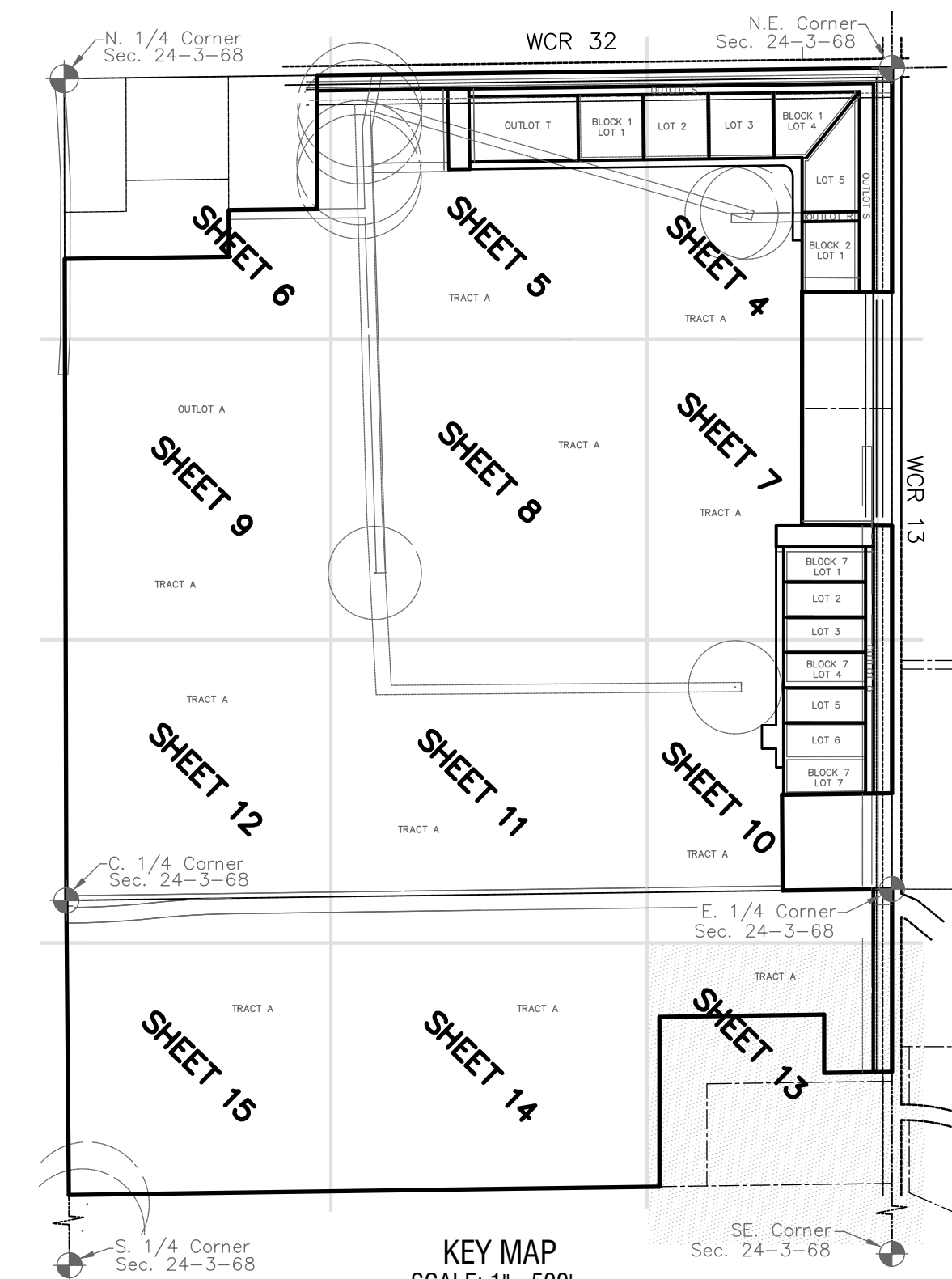
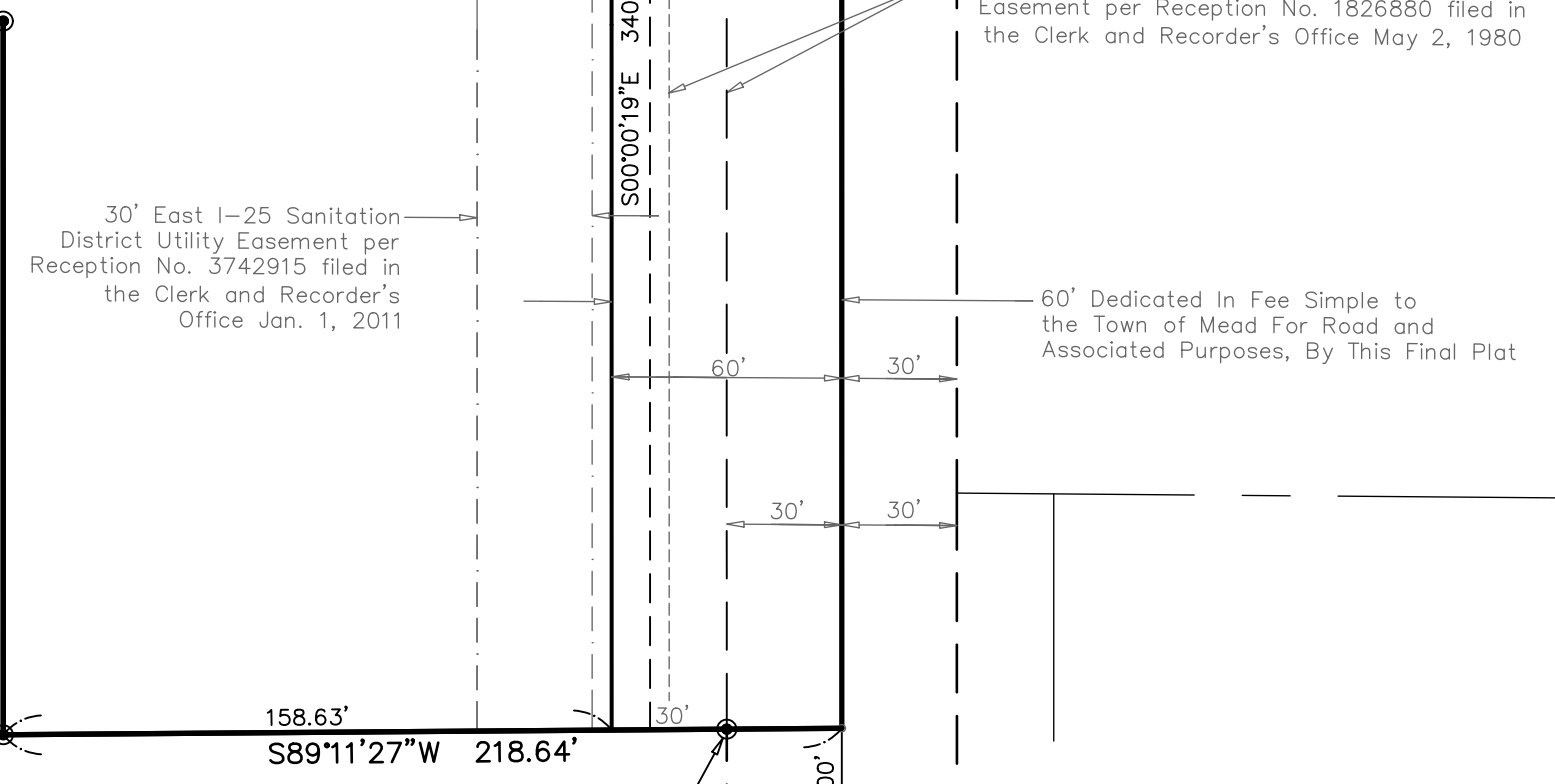
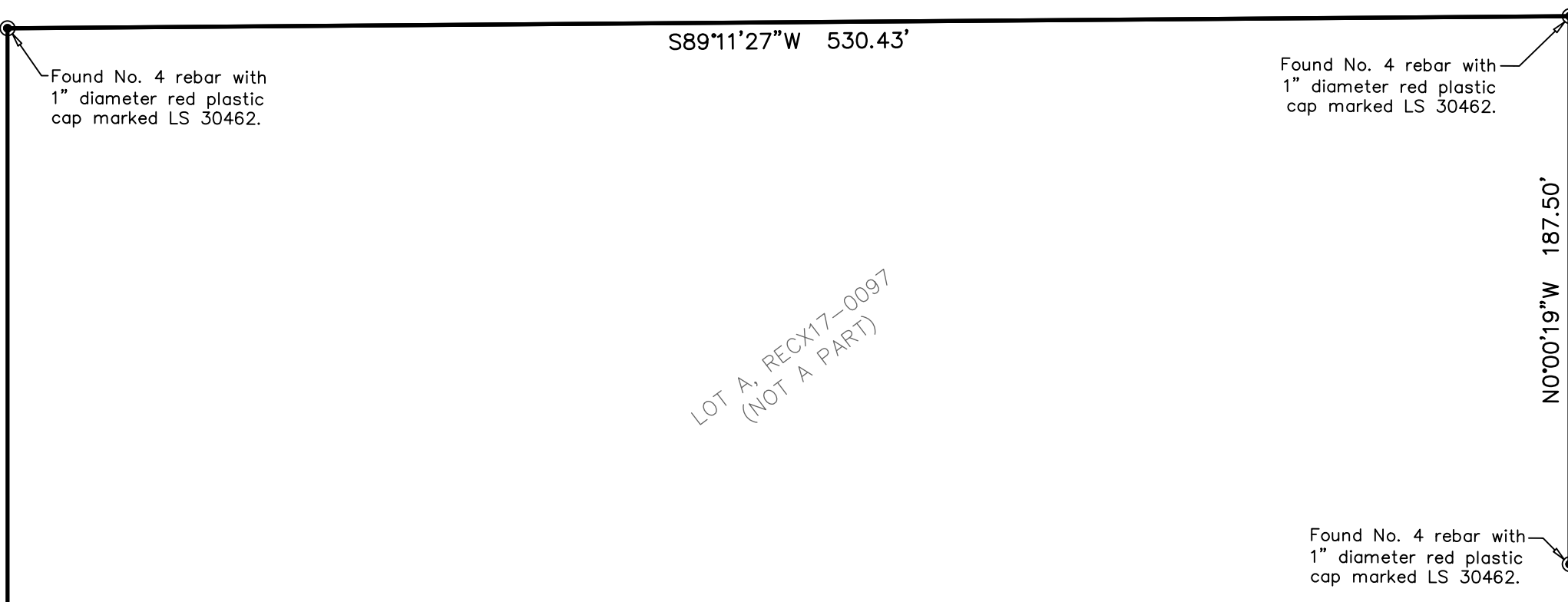
**TRACT A**  
7338633± S.F.  
172.97 ACRES

LAKE LANE

WCR 13

Grand View Drive

SEE SHEET 13 OF 14



SE. Corner Sec. 24-3-68  
Fnd. Iron Rod (length unknown) with 3-1/4" Alum. cap in monument box marked:

According to Colorado law you must commence any legal action based upon any defect in this survey within three years after you first discover such defect. In no event, may any action based upon any defect in this survey be commenced more than ten years from the date of the certification shown hereon.

DATE: \_\_\_\_\_

BY: \_\_\_\_\_

REVISIONS:


**INTERMILL LAND SURVEYING INC.**  
BUS. (970)-869-0516 / FAX (970)-635-9775  
1301 NORTH CLEVELAND AVENUE LOVELAND, COLORADO 80537

CLIENT: **13-32 DEVELOPMENT, LLC**

TITLE: **RED BARN SUBDIVISION FILING NO. 1 FINAL PLAT**  
BEING THE EAST 1/2 8TH P.M., TOWN OF MEAD, WELD COUNTY, COLORADO.

DRAWN BY: MES

CHECKED BY: SJS

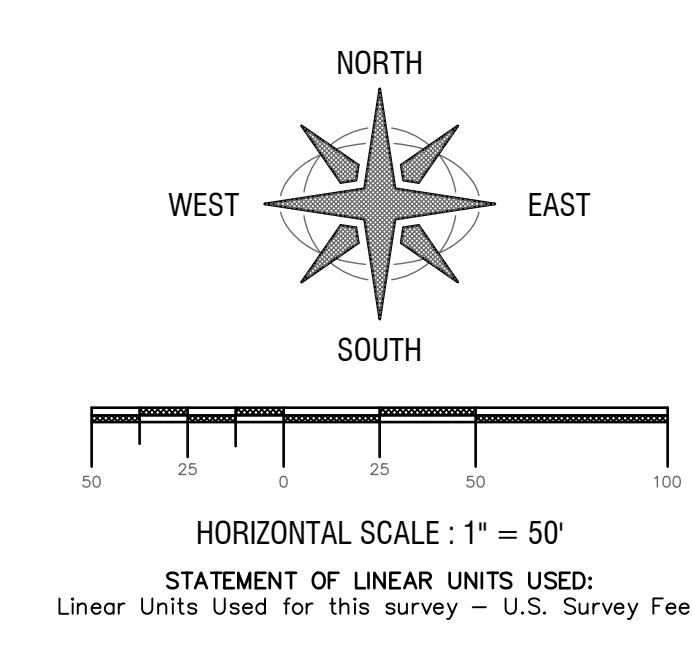
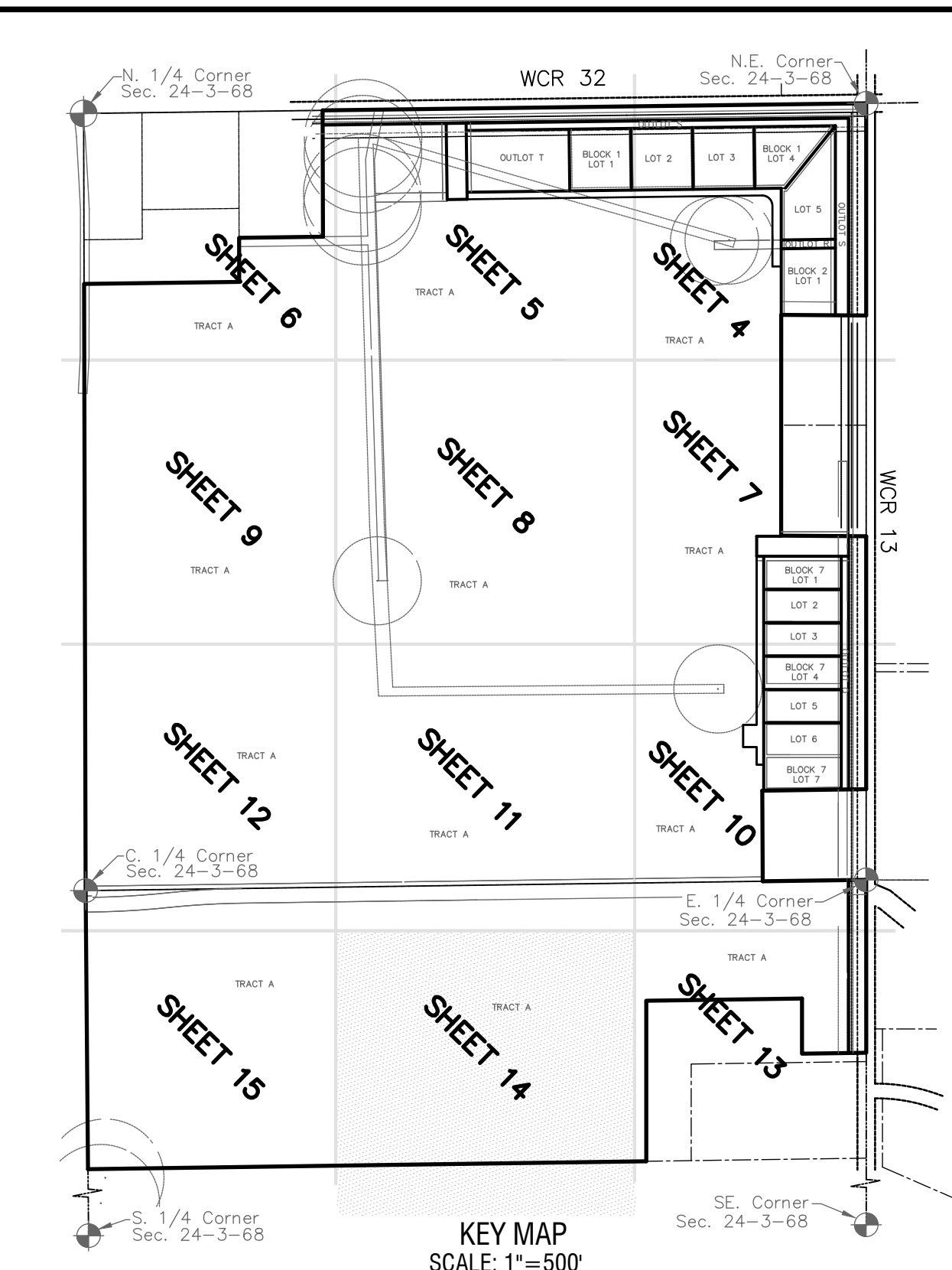
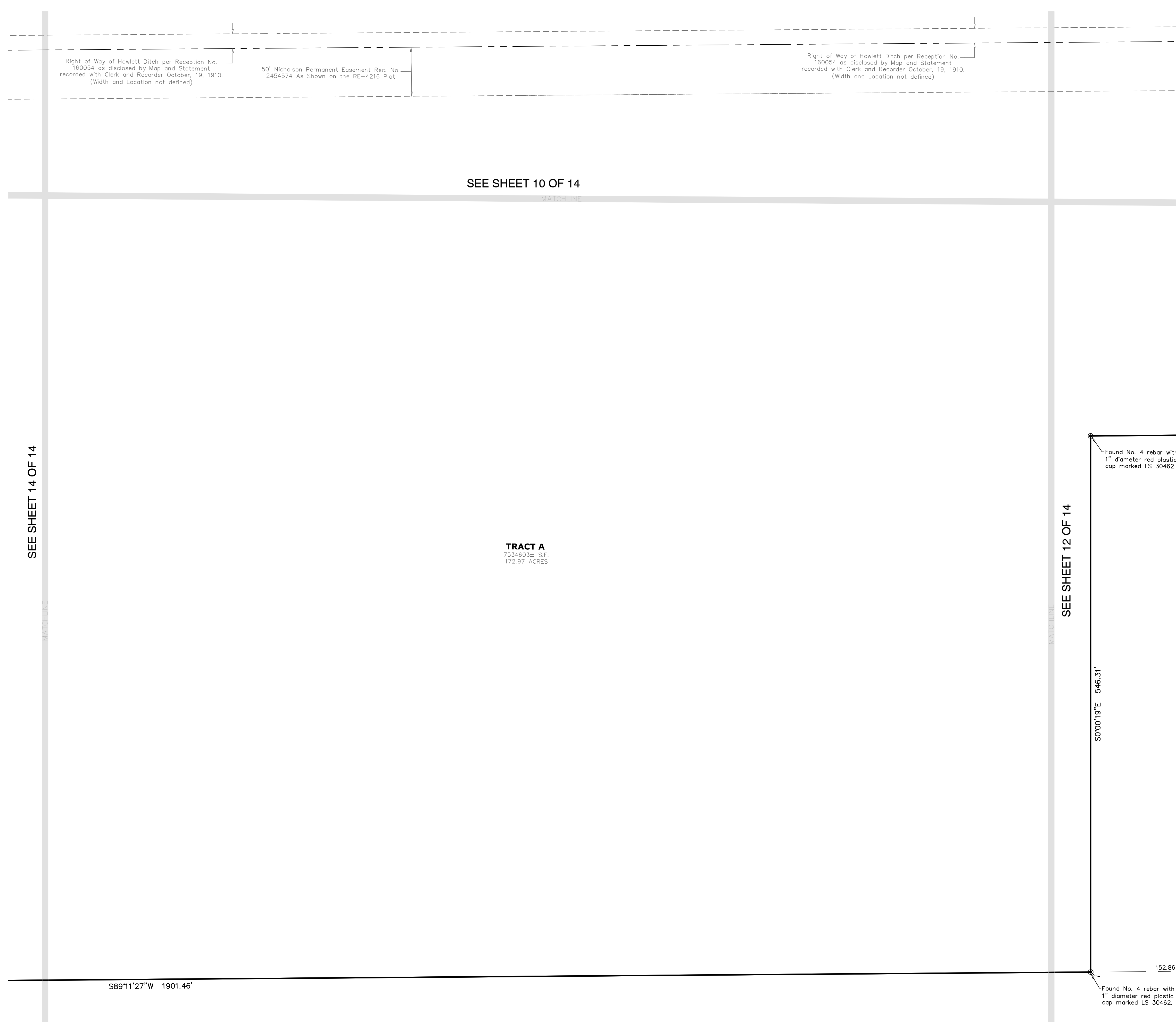
APPROVED BY: \_\_\_\_\_

DATE: 06-11-2020

SCALE: 1"=50'

PROJECT NO.: P-17-8375	
SHEET 13	OF 15

**RED BARN SUBDIVISION FILING NO. 1 FINAL PLAT**



Found No. 4 rebar with 1\"/>

152.86'  
Found No. 4 rebar with 1\"/>

**TRACT A**  
75346034 S.F.  
172.97 ACRES

SEE SHEET 10 OF 14

SEE SHEET 14 OF 14

SEE SHEET 12 OF 14

According to Colorado law you must commence any legal action based upon any defect in this survey within three years after you first discover such defect. In no event, may any action based upon any defect in this survey be commenced more than ten years from the date of the certification shown hereon.

# RED BARN SUBDIVISION FILING NO. 1 FINAL PLAT

DATE:	
BY:	
REVISIONS:	

**INTERMILL LAND SURVEYING INC.**  
1301 NORTH CLEVELAND AVENUE  
LOVELAND, COLORADO 80537  
BUS. (970)-669-0516 / FAX (970)-635-9775

CLIENT: **13-32 DEVELOPMENT, LLC**

TITLE: **RED BARN SUBDIVISION FILING NO. 1 FINAL PLAT  
BEING THE EAST HALF OF SECTION 24, TOWNSHIP 3 NORTH, RANGE 68 WEST OF THE 6TH P.M., TOWN OF HELIX, WELD COUNTY, COLORADO**

DRAWN BY:	MES
CHECKED BY:	SJS
APPROVED BY:	
DATE:	06-11-2020
SCALE:	1"=50'
PROJECT NO.:	P-17-8375
SHEET	OF
14	15



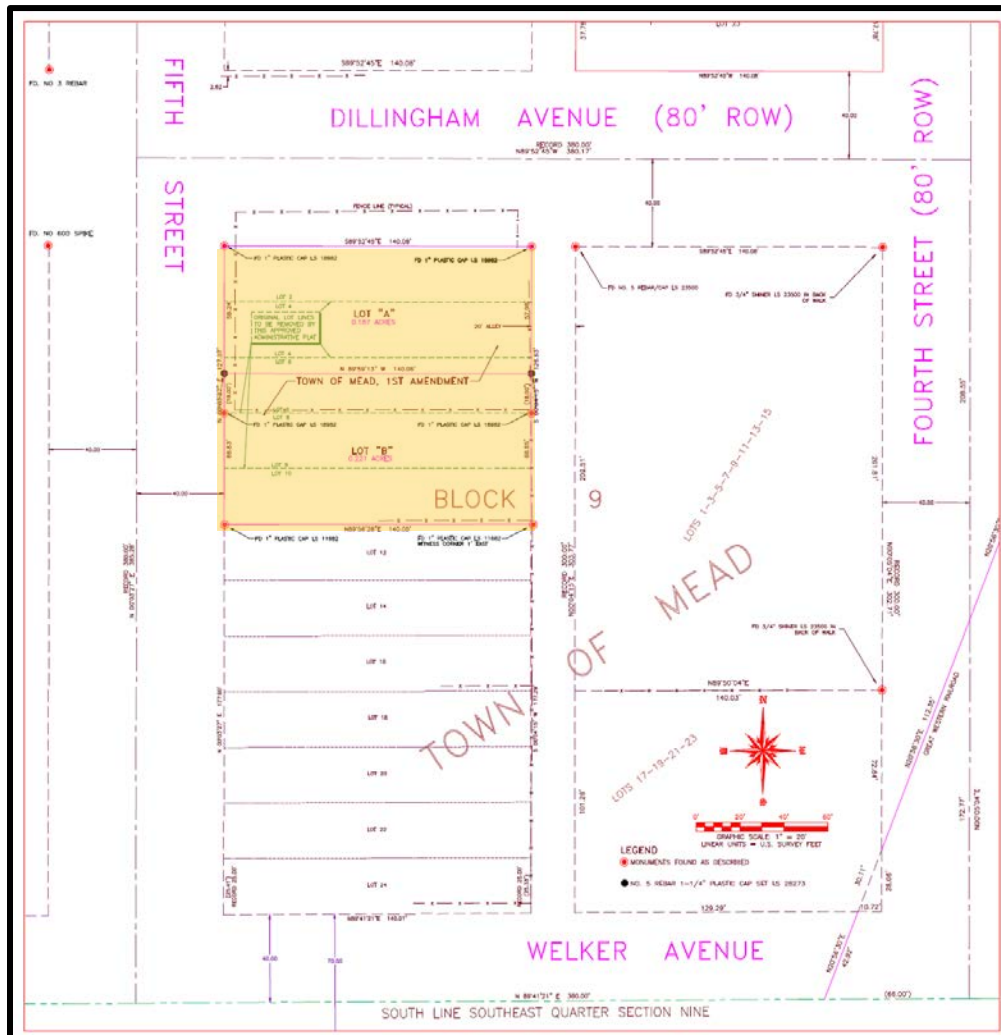


# Agenda Item Summary (AIS)

**MEETING DATE:** Board of Trustees – June 29, 2020  
**SUBJECT:** Town of Mead Plat, 1<sup>st</sup> Amendment – Administrative Plat  
**PRESENTED BY:** Jeremiah Fettig, Planner I  
**ATTACHMENTS:** 1. Ordinance No. 935  
 2. Administrative Plat

## SUMMARY STATEMENT

This is a request for the Board of Trustees to ratify Town staff’s administrative approval of the Town of Mead Plat, 1<sup>st</sup> Amendment Administrative Plat application, which proposes to move the existing lot line between 130 5<sup>th</sup> Street and 142 5<sup>th</sup> Street 18 feet to the north, resulting in a decrease in lot area for 142 5<sup>th</sup> Street and an increase in lot area for the property at 130 5<sup>th</sup> Street. The lots will remain under separate ownership.





## **DETAIL OF REQUEST**

---

<b>Applicant:</b>	Jeremiah and Jenna Crane
<b>Property Owner:</b>	Jessica Thompson (142 5 <sup>th</sup> Street) and Jeremiah & Jenna Crane (130 5 <sup>th</sup> Street)
<b>Property Location(s):</b>	142 5 <sup>th</sup> Street (Block 9, Lots 2, 4 and 6) and 130 5 <sup>th</sup> Street (Block 9, Lots 8 and 10)
<b>Zoning Classification:</b>	Downtown Mixed-Use (DMU)
<b>Comp. Plan Designation:</b>	DMU
<b>Surrounding Land Uses:</b>	
North	DMU (Residential) – Town of Mead
South	DMU (Residential) – Town of Mead
East	DMU (TBK Bank) – Town of Mead
West	DMU (Residential) – Town of Mead

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### **Overview:**

This is a request for the Board of Trustees to ratify Town staff’s administrative approval of the Town of Mead Plat, 1<sup>st</sup> Amendment Administrative Plat application. The properties included are Lots 2, 4, 6, 8 and 10 of Block 9 of the Town of Mead Plat – totaling 0.408 acres. The Town of Mead Plat was drawn in 1906, before the Town was officially incorporated. The properties are located at 142 5<sup>th</sup> Street and 130 5<sup>th</sup> Street in Old Town.

This application proposes to move the existing lot line between 142 5<sup>th</sup> Street and 130 5<sup>th</sup> Street 18 feet to the north, resulting in a decrease in lot area for 142 5<sup>th</sup> Street and an increase in lot area for the property at 130 5<sup>th</sup> Street. Shifting the lot line between the two properties and vacating the interior lot lines creates two new lots, Lot “A” and Lot “B”, respectively. The current use of both properties is single-family residences.

Pursuant to Section 16-4-110, this application is eligible for processing as an administrative plat, also known as a “lot-line adjustment,” because it meets the following conditions:

- a. The boundaries of ten (10) or fewer lots are changed;
- b. There is no increase in the number of lots;
- c. No easements or rights-of-way are changed;
- d. All resulting lots will comply with the requirements of this code. No lots are created that will result in the need for a zoning variance or an exception to the subdivision design standards;
- e. All required public improvements are installed and approved;
- f. There have not been other administrative plats within the same subdivision such that in combination with the proposed administrative plat they would circumvent the intent of this Section;
- g. The approval of the administrative plat will not violate any provisions of this Chapter.



**Review Criteria:**

Staff has reviewed the application and found it to comply with Section 16-4-110 of the Land Use Code, such Land Use Code being Chapter 16 of the *Mead Municipal Code* (“MMC” or “Code”), which contains the review criteria for administrative plats. The review criteria and staff’s explanation of how each criterion has been met are as follows:

1. The administrative plat represents a functional system of land use and is consistent with the review criteria set forth in this Code and the Town Comprehensive Plan.

This administrative plat proposes the adjustment of the existing lot line between 130 5<sup>th</sup> Street and 142 5<sup>th</sup> Street 18 feet to the north, resulting in a decrease in lot area for 142 5<sup>th</sup> Street and an increase in lot area for the property at 130 5<sup>th</sup> Street. Internal lot lines will be vacated to bring the lots into compliance with Code minimum lot width requirements. Lots A and B will meet all applicable requirements and standards of the Code and Comprehensive Plan. This application will not change how the site functions. As a result, the administrative plat represents a functional system of land use.

2. The development will substantially comply with this Code.

This administrative plat will not result in the creation of any additional lots. The lots created (Lots A and B) by the lot line adjustment will meet all applicable density and dimensional standards. The administrative plat document contains the information required in Section 16-4-110 of the MMC, including north arrow, vicinity map, address, title, legal description, number of lots, survey monuments and other relevant data. Other requirements governing additional development of the site have been or will be met through separate subdivision and/or site plan approval processes.

3. All applicable technical standards have been met.

The administrative plat document contains the information required in Section 16-4-110 of the MMC, including north arrow, vicinity map, address, title, legal description, number of lots, survey monuments, and other relevant data. Further technical standards for development of the site have been met through separate subdivision processes.

**Other Legal Considerations:**

The application complies with the requirements related to processing and notification set forth in Section 16-4-110 of the Code. The proposed ordinance contains standard conditions relating to Applicant’s payment of required fees and resolution of minor technical issues as directed by staff prior to recordation of the plat.



**Alternatives/Options:**

The Board may adopt Ordinance No. 935 ratifying staff’s approval of the Town of Mead Plat, 1<sup>st</sup> Amendment Administrative Plat application, add conditions to Ordinance No. 935, or choose not to adopt Ordinance No. 935. Any decision by the Board not to adopt Ordinance No. 935 shall be accompanied by a clear statement outlining which of the required review criteria the Board believes have not been met.

**Staff Recommendation:**

Staff recommends that the Board of Trustees adopt Ordinance No. 935, ratifying staff’s approval of the Town of Mead Plat, 1<sup>st</sup> Amendment Administrative Plat application.

Suggested motion: “I move to adopt Ordinance No. 935 – an Ordinance of the Town of Mead, Colorado, Approving with Conditions the Town of Mead Plat, 1<sup>st</sup> Amendment Administrative Plat.”

**TOWN OF MEAD, COLORADO  
ORDINANCE NO. 935**

**AN ORDINANCE OF THE TOWN OF MEAD, COLORADO,  
APPROVING WITH CONDITIONS THE TOWN OF MEAD  
PLAT, 1<sup>ST</sup> AMENDMENT ADMINISTRATIVE REPLAT**

**WHEREAS**, the Town of Mead is authorized to regulate the subdivision of land pursuant to Title 31, Article 23, C.R.S. and the Town of Mead Land Use Code, such Land Use Code being Chapter 16 of the Mead Municipal Code (“MMC”) to regulate the subdivision of land; and

**WHEREAS**, Jenna M. Crane, Jeremiah R. Crane, and Jessica Thompson, individuals (together, the “Applicant”) have submitted an application for an administrative plat designated as the TOWN OF MEAD PLAT, 1<sup>ST</sup> AMENDMENT ADMINISTRATIVE REPLAT (“Administrative Plat”) for property consisting of .408 acres, more or less, and generally located southeast of the intersection between Fifth Street and Dillingham Avenue, and more particularly described in Exhibit A, attached hereto and incorporated herein (the “Property”); and

**WHEREAS**, the Applicant is the record owner of the Property; and

**WHEREAS**, Section 16-4-110 of the MMC authorizes administrative staff review and approval of the Administrative Plat, subject to confirmation by the Board of Trustees through the adoption of an ordinance approving the Administrative Plat; and

**WHEREAS**, the Applicant is proposing the Administrative Plat in order to adjust and eliminate lot lines between Lots 2, 4, 6, 8, and 10, Block 9 of the Town of Mead Plat; and

**WHEREAS**, the administrative record for this matter includes, but is not limited to, the Town of Mead Land Use Code, the Town of Mead Comprehensive Plan, all other applicable ordinances, resolutions and regulations, the staff files and reports of the Planning Director and Town Engineer related to the Administrative Plat, any and all submittals by the Applicant and members of the public, and the tape recordings and minutes of the Board of Trustees meeting at which the Administrative Plat was considered; and

**WHEREAS**, the Applicant has agreed to all conditions of approval as stated in this ordinance; and

**WHEREAS**, the Board of Trustees has determined that the Administrative Plat meets all applicable requirements of the Town of Mead Land Use Code and MMC and that the review criteria set forth in Section 16-4-110(3)(f) of the MMC have been satisfied; and

**WHEREAS**, the Board of Trustees has further determined that approval of the Administrative Plat will advance the public health, safety, convenience and general welfare of the residents of the Town, subject to the conditions of approval as hereinafter set forth.

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

**Section 1.** The Administrative Plat designated as the TOWN OF MEAD PLAT, 1<sup>ST</sup> AMENDMENT ADMINISTRATIVE REPLAT, be approved subject to the following conditions of approval:

- a. Prior to and as a condition of recordation of the Administrative Plat, the Applicant shall resolve/correct any minor technical issues as directed by Town Staff; and
- b. The Applicant shall pay all fees and costs incurred by the Town and its consultants, including without limitation legal fees and costs, for review and processing of the Administrative Plat application within forty-five (45) days of receiving an invoice from the Town. If the fees and costs are not paid within forty-five (45) days of receiving an invoice, the Town may withhold issuance of building permits or further approvals until the invoices have been paid.
- c. The Applicant shall pay recording fees and other costs billed by the Town, as authorized by Section 16-4-110(3)(h)(1) of the MMC.

**Section 2.** Subject to review and approval of the Administrative Plat mylar by the Town Staff, and satisfaction of the conditions set forth in a. through c. in Section 1 above, the Mayor and other Town officials, as applicable, are hereby authorized to sign the Administrative Plat mylar and cause the same to be recorded in the real property records of Weld County, Colorado.

**Section 3. Effective Date.** This Ordinance shall be published and become effective as provided by law.

**Section 4. Certification.** The Town Clerk shall certify to the passage of this Ordinance and make not less than one copy thereof available for inspection by the public during regular business hours.

**Section 5. Severability.** If any part, section, subsection, sentence, clause or phrase of this Ordinance is for any reason held to be invalid, such invalidity shall not affect the validity of the remaining sections of the Ordinance. The Board of Trustees hereby declares that it would have passed the Ordinance including each part, section, subsection, sentence, clause or phrase thereof, irrespective of the fact that one or more part, section, subsection, sentence, clause or phrase is declared invalid.

**Section 6. Repealer.** All ordinances or resolutions, or parts thereof, in conflict with this Ordinance are hereby repealed, provided that such repealer shall not repeal the repealer clauses of such ordinances or resolutions, nor revive any ordinances or resolutions thereby.

**INTRODUCED, READ, PASSED, AND ADOPTED THIS 29th DAY OF JUNE, 2020.**

**ATTEST:**

**TOWN OF MEAD**

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

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

**TOWN OF MEAD PLAT, 1ST AMENDMENT**  
**AN ADMINISTRATIVE REPLAT (LOT LINE ADJUSTMENT) CONCERNING**  
**LOTS 2, 4, 6, 8 AND 10, BLOCK 9, PLAT OF THE TOWN OF MEAD,**  
**LOCATED IN THE SE1/4 OF SECTION 9, T3N, R68W OF THE 6TH P.M.,**  
**WELD COUNTY, COLORADO.**

**Certificate of Ownership:**

Know all men by these presents that Jenna M. Crane, Jeremiah R. Crane, Jessica Thompson and Peoples National Bank being the Owners and Lender of certain lands in Mead, Colorado described herein, have caused said land to be final platted into lots as shown hereon under the name of the Town of Mead Plat, 1st Amendment.

**Legal Description:**

Lots 4, 6 and 8, Block 9, Plat of the Town of Mead, located in the Southeast Quarter of Section 9, Township 3 North, Range West of the 6th P.M., Weld County, Colorado.

Thus described Administrative Plat contains 0.408 acres more or less, together with and subject to all easements and rights-of-way existing and/or of public record.

In witness whereof, I/We have hereto set my/our hand(s) and seal(s) this \_\_\_\_\_ day of \_\_\_\_\_, 2020

Owners: Jenna M. Crane \_\_\_\_\_ Jeremiah R. Crane \_\_\_\_\_ Jessica Thompson \_\_\_\_\_

State of Colorado )  
 ) ss  
 County of Weld )

The foregoing certificate of ownership was acknowledged before me by Jenna M. Crane, Jeremiah R. Crane and Jessica Thompson \_\_\_\_\_ day of \_\_\_\_\_, 2020.

Witness My Hand and Seal  
 Notary Public  
 My commission expires \_\_\_\_\_

Lender:  
 Peoples National Bank

By: \_\_\_\_\_  
 Title: \_\_\_\_\_  
 State of Colorado )  
 ) ss  
 County of Weld )

The foregoing certificate of ownership was acknowledged before me by \_\_\_\_\_ as \_\_\_\_\_ of Peoples National Bank this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

Witness My Hand and Seal  
 Notary Public  
 My commission expires \_\_\_\_\_

**Surveying Certificate:**

I, Michael D. Johnson, a registered Professional Land Surveyor in the State of Colorado, do hereby certify that the Administrative Plat shown hereon is a correct delineation of the above described parcel of land.

I further certify that this Administrative Plat and legal description were prepared under my personal supervision and in accord with applicable State of Colorado requirements on this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

Michael D. Johnson P.L.S. 28273

**Certificate of Final Staff Review and Approval:**

This Administrative Plat of the Town of Mead Plat, 1st Amendment has been reviewed by the Town of Mead staff and approved for submission to the Board of Trustees for acceptance by ordinance, this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

Town Manager \_\_\_\_\_

**Certificate of Approval by the Board of Trustees:**

This Administrative Plat of the Town of Mead Plat, 1st Amendment a Subdivision in the Town of Mead, Colorado, is approved and accepted by Ordinance No. \_\_\_\_\_ passed and adopted at the regular meeting of the Board of Trustees of Mead, Colorado held on \_\_\_\_\_, 2020, and recorded on \_\_\_\_\_.

\_\_\_\_\_ in the records of the Clerk and Recorder of Weld County, Colorado, by the Board of Trustees of Mead, Colorado. All graphic depictions, conditions, term and specifications designated or described herein shall be binding on the owner, its heirs, successors and assigns.

All expenses incurred with respect to improvements for all utility services, paving of streets, grading, landscaping, curbs, gutters, sidewalks, walkways, road lighting, road signs, flood protection, fences and other improvements that may be required to service the subdivision shall be the responsibility of the owner(s) and not the Town.

This acceptance of the Administrative Plat does not guarantee that the soil conditions, subsurface geology, groundwater conditions flooding conditions of any lot shown hereon are such that a building permit will be issued for that lot.

Attest: \_\_\_\_\_  
 Mayor \_\_\_\_\_ Town Clerk \_\_\_\_\_

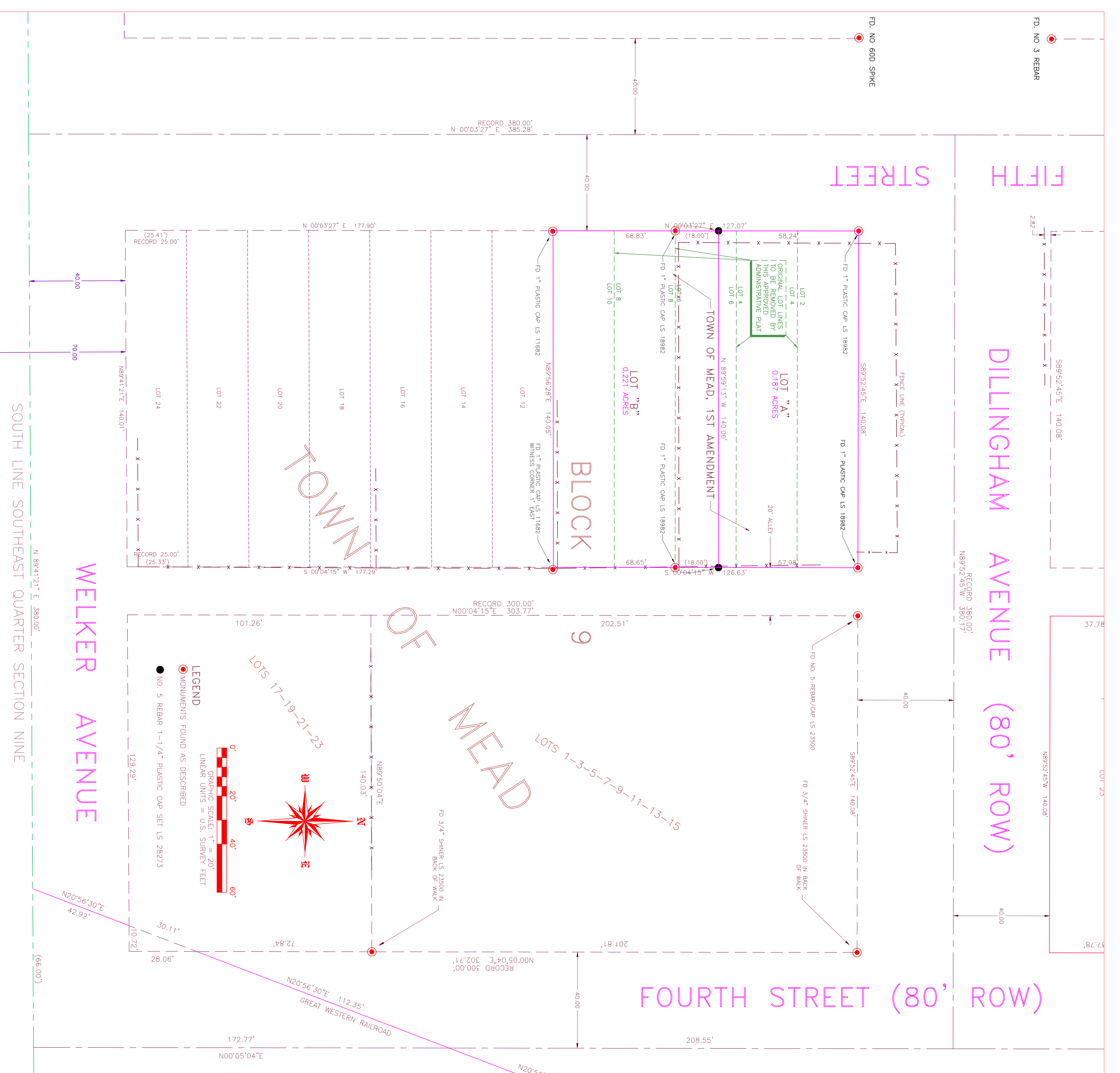
**NOTES:**

- (1) BASIS OF BEARINGS: THE NORTH LINE OF OF BLOCK 9 ASSUMED TO BEAR S 89°52'45"E TO ADJACE WITH THE BOUNDARY SURVEY PLAT RECORDED 09/28/2007 AT REC. NO. 3507942 AND BEAR MONUMENTED AS SHOWN.
- (2) NO TITLE SEARCH WAS PERFORMED BY JOHNSON AND ASSOCIATES LAND SURVEYORS. INFORMATION USED WAS TAKEN FROM THE TOWN OF MEAD PLAT, 1ST AMENDMENT, TITLE INSURANCE COMPANY COMMENTS NO. 19598912-170-950 AND 19598914-170-950.
- (3) THE BOUNDARY SURVEY PLAT RECORDED 09/28/2007 AT REC. NO. 3507942 WAS USED IN THE CALCULATION OF LOTS AND CONDUING THE FIELD SURVEY AS SHOWN.
- (4) ACCORDING TO COLORADO LAW YOU MUST COMMENCE ANY LEGAL ACTION BASED UPON ANY DEFECT IN THIS SURVEY WITHIN THREE YEARS AFTER YOU FIRST DISCOVER SUCH DEFECT. IN NO EVENT, CAN ANY ACTION BESED UPON ANY DEFECT IN THIS SURVEY BE COMMENCED MORE THAN TEN YEARS FROM THE DATE OF THE DEDICATION SHOWN HEREON.

**JOHNSON & ASSOCIATES**  
**LAND SURVEYORS INC.**

404 EAST 5TH AVE.  
 LONGMONT, CO. 80504  
 (303) 772-6900

REVISED 6/18/2020, LOTS A & B  
 REVISED 5/21/2020 TITLE  
 CLIENT: JEREMY CRANE  
 JOB NO. 17-1328  
 CRED. 008





## Report Criteria:

Report type: GL detail

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Description	Invoice Amount
06/20	06/23/2020	32147	4RIVERS EQUIPMENT	889738	01-44-5216	Spray Paint	63.90
Total 32147:							63.90
06/20	06/23/2020	32148	ADAMSON POLICE PRODUCTS	INV327667	01-42-5254	Baton	143.95
06/20	06/23/2020	32148	ADAMSON POLICE PRODUCTS	INV327667	01-42-5255	Sights	314.91
06/20	06/23/2020	32148	ADAMSON POLICE PRODUCTS	INV328374	01-42-5254	C mace, M Dixon polos	85.90
Total 32148:							544.76
06/20	06/23/2020	32149	ADVANCED AUTO PARTS	12162-62170	01-44-5216	Paint and accessories	51.05
Total 32149:							51.05
06/20	06/23/2020	32150	AGFINITY	Q25174	01-45-5216	Hydraulic - ROW mower	88.00
Total 32150:							88.00
06/20	06/23/2020	32151	AMAZON CAPITAL SERVICES	17LM6YDJC	01-42-5210	see invoice	313.95
06/20	06/23/2020	32151	AMAZON CAPITAL SERVICES	17LM6YDJC	01-40-5201	See invoice	24.99
06/20	06/23/2020	32151	AMAZON CAPITAL SERVICES	1DL414QQ6	01-40-5201	Monitors HM	249.99
06/20	06/23/2020	32151	AMAZON CAPITAL SERVICES	1JDX1PJKH	01-40-5210	Kitchen supplies	35.99
06/20	06/23/2020	32151	AMAZON CAPITAL SERVICES	1NQ1416KF	01-40-5416	Passport backdrop	119.95
Total 32151:							744.87
06/20	06/23/2020	32152	BOWMAN CONSTRUCTION SUP	BCS117332	01-45-5215	Seed for parks	135.80
Total 32152:							135.80
06/20	06/23/2020	32153	BUSTOS BACKFLOW SERVICE	05082020	01-45-5215	Annual backflow svcs 2020	400.00
Total 32153:							400.00
06/20	06/23/2020	32154	CARDMEMBER SERVICE	5314 052720	01-40-5700	PIO advert	175.00
06/20	06/23/2020	32154	CARDMEMBER SERVICE	5314 052720	01-40-5331	Newspaper subscription	4.11
06/20	06/23/2020	32154	CARDMEMBER SERVICE	5314 052720	01-40-5700	Public works/ police week breakfast	109.50
06/20	06/23/2020	32154	CARDMEMBER SERVICE	5541 052720	01-42-5330	Training - range materials	25.65
06/20	06/23/2020	32154	CARDMEMBER SERVICE	5558 052720	01-42-5330	Refund - training	350.00-
06/20	06/23/2020	32154	CARDMEMBER SERVICE	5558 052720	01-42-5330	Supervisor training	297.00
06/20	06/23/2020	32154	CARDMEMBER SERVICE	5670 052720	01-45-5331	Membership dues L Nelson	103.00
06/20	06/23/2020	32154	CARDMEMBER SERVICE	5670 052720	01-44-5700	Yard waste collection signs	1,382.67
06/20	06/23/2020	32154	CARDMEMBER SERVICE	5670 052720	01-45-5370	Flowers	1,027.52
06/20	06/23/2020	32154	CARDMEMBER SERVICE	5670 052720	01-45-5260	Virtual 5k medals	57.69
06/20	06/23/2020	32154	CARDMEMBER SERVICE	5670 052720	01-45-5331	Newsletter mailing	14.99
06/20	06/23/2020	32154	CARDMEMBER SERVICE	7665 052720	01-44-5216	Floor liner	254.57
06/20	06/23/2020	32154	CARDMEMBER SERVICE	7665 052720	01-45-5363	Vinegar - weed control	14.45
06/20	06/23/2020	32154	CARDMEMBER SERVICE	7665 052720	01-44-5215	Concrete seal downtown	808.89
06/20	06/23/2020	32154	CARDMEMBER SERVICE	7665 052720	01-44-5216	driveshaft	1,127.17
06/20	06/23/2020	32154	CARDMEMBER SERVICE	7700 052720	01-40-5205	Postage	54.25
06/20	06/23/2020	32154	CARDMEMBER SERVICE	7700 052720	01-40-5450	Lyons 66 billback	12.30
06/20	06/23/2020	32154	CARDMEMBER SERVICE	7700 052720	01-41-5700	BOT meeting supplies	174.43
06/20	06/23/2020	32154	CARDMEMBER SERVICE	7700 052720	01-40-5201	Monthly office 365	412.60

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Description	Invoice Amount
06/20	06/23/2020	32154	CARDMEMBER SERVICE	7700 052720	01-40-5700	Staff	100.00
06/20	06/23/2020	32154	CARDMEMBER SERVICE	7700 052720	01-41-5430	Records copy	1.25
06/20	06/23/2020	32154	CARDMEMBER SERVICE	7700 052720	01-40-5331	Newspaper subscription	11.99
06/20	06/23/2020	32154	CARDMEMBER SERVICE	7700 052720	01-40-5700	Admin prof	82.75
Total 32154:							5,901.78
06/20	06/23/2020	32155	CASELLE	102663	01-40-5201	Support 7/2020	625.40
06/20	06/23/2020	32155	CASELLE	102663	01-41-5201	Support 7/2020	222.85
06/20	06/23/2020	32155	CASELLE	102663	06-40-5201	Support 7/2020	282.75
Total 32155:							1,131.00
06/20	06/23/2020	32156	CENTURY LINK	0831 052520	01-40-5300	TH fax	64.59
06/20	06/23/2020	32156	CENTURY LINK	4018 060120	01-40-5300	Elevator line	65.85
06/20	06/23/2020	32156	CENTURY LINK	4770 052520	01-44-5300	Shop phone	152.68
Total 32156:							283.12
06/20	06/23/2020	32157	COLORADO DEPARTMENT OF	FEL2000370	06-47-5393	Radiation License 2020	115.00
Total 32157:							115.00
06/20	06/23/2020	32158	COLORADO EMPLOYER BENEF	INV 0036280	01-40-5066	Health Insurance 7/2020	6,099.69
06/20	06/23/2020	32158	COLORADO EMPLOYER BENEF	INV 0036280	01-41-5066	Health Insurance 7/2020	1,347.20
06/20	06/23/2020	32158	COLORADO EMPLOYER BENEF	INV 0036280	01-42-5066	Health Insurance 7/2020	10,548.21
06/20	06/23/2020	32158	COLORADO EMPLOYER BENEF	INV 0036280	01-43-5066	Health Insurance 7/2020	3,454.70
06/20	06/23/2020	32158	COLORADO EMPLOYER BENEF	INV 0036280	01-44-5066	Health Insurance 7/2020	4,415.04
06/20	06/23/2020	32158	COLORADO EMPLOYER BENEF	INV 0036280	01-45-5066	Health Insurance 7/2020	5,529.52
06/20	06/23/2020	32158	COLORADO EMPLOYER BENEF	INV 0036280	06-40-5066	Health Insurance 7/2020	1,852.79
06/20	06/23/2020	32158	COLORADO EMPLOYER BENEF	INV 0036280	20-40-5066	Health Insurance 7/2020	980.08
Total 32158:							34,227.23
06/20	06/23/2020	32159	CPS DISTRIBUTORS, INC	03453144-00	01-45-5372	Park Irrigation Supplies	41.97
06/20	06/23/2020	32159	CPS DISTRIBUTORS, INC	03453144-00	01-45-5372	Supplies	118.16
Total 32159:							160.13
06/20	06/23/2020	32160	CRIBARI LAW FIRM, P.C.	053120	01-41-5455	Prosecuting Attorney 5/2020	1,792.00
06/20	06/23/2020	32160	CRIBARI LAW FIRM, P.C.	061520	01-41-5455	Prosecuting Attorney 6/2020	826.00
Total 32160:							2,618.00
06/20	06/23/2020	32161	DBC IRRIGATION SUPPLY	S3728637.00	01-45-5372	Decoders for parks	495.69
Total 32161:							495.69
06/20	06/23/2020	32162	DOUTHIT METRO DISTRICT	2020 TIF RE	20-40-5100	2020 TIF Refund	48,275.53
Total 32162:							48,275.53
06/20	06/23/2020	32163	DRCOG	021660	01-40-5331	Dues- 2nd half 2020	950.00
Total 32163:							950.00

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Description	Invoice Amount
06/20	06/23/2020	32164	ENVIROTECH SERVICE, INC	CD20201578	01-44-5364	Ice Slicer	2,802.64
06/20	06/23/2020	32164	ENVIROTECH SERVICE, INC	CD20201578	01-44-5364	Ice Slicer	2,717.85
06/20	06/23/2020	32164	ENVIROTECH SERVICE, INC	CD20201608	01-44-5364	Ice Slicer	2,624.13
06/20	06/23/2020	32164	ENVIROTECH SERVICE, INC	CD20201608	01-44-5364	Ice Slicer	2,578.38
06/20	06/23/2020	32164	ENVIROTECH SERVICE, INC	CD20201672	01-44-5364	Ice Slicer	2,852.84
06/20	06/23/2020	32164	ENVIROTECH SERVICE, INC	CD20201672	01-44-5364	Ice Slicer	2,827.18
06/20	06/23/2020	32164	ENVIROTECH SERVICE, INC	CD20201672	01-44-5364	Ice Slicer	2,887.43
06/20	06/23/2020	32164	ENVIROTECH SERVICE, INC	CD20201672	01-44-5364	Ice Slicer	2,858.42
Total 32164:							22,148.87
06/20	06/23/2020	32165	FAIRBANK EQUIPMENT INC	S2186812.00	01-44-5363	Weed nozel	79.42
Total 32165:							79.42
06/20	06/23/2020	32166	FASTENAL	COLON8336	01-44-5252	Drill bit	57.50
Total 32166:							57.50
06/20	06/23/2020	32167	FELSBURG HOLT AND ULLEVIG	27513	01-40-5440	Wilson Ranch 5/2020	195.00
Total 32167:							195.00
06/20	06/23/2020	32168	Fox Tuttle Transportation Group	19021-15A	01-40-5440	Rangeview 5/2020	300.00
06/20	06/23/2020	32168	Fox Tuttle Transportation Group	19021-15B	01-40-5440	Liberty ranch 5/2020	50.00
Total 32168:							350.00
06/20	06/23/2020	32169	FRONT RANGE PORTABLE RES	8440	01-45-5215	Highland 5/2020	70.00
Total 32169:							70.00
06/20	06/23/2020	32170	FRONTIER SELF STORAGE	070120	01-40-5700	Storage Fees 7/2020	100.00
Total 32170:							100.00
06/20	06/23/2020	32171	Fusion Cloud Company	062220	01-01-1302	Phone Bill - prepayment	270.22
06/20	06/23/2020	32171	Fusion Cloud Company	9145043	01-40-5300	Phone Bill 7/2020	373.42
Total 32171:							643.64
06/20	06/23/2020	32172	G AND M DISPOSAL INC.	2006013303	06-47-5310	6/2020 4504 Welker	89.26
Total 32172:							89.26
06/20	06/23/2020	32173	Generator Source, LLC	147000876	06-47-5215	WWTP generator inspection	777.10
06/20	06/23/2020	32173	Generator Source, LLC	147000915	06-47-5215	Generator repair	11,805.39
Total 32173:							12,582.49
06/20	06/23/2020	32174	GRC Consulting, Inc	6946	01-44-5360	5/2020 Street sweeping	1,890.00
Total 32174:							1,890.00
06/20	06/23/2020	32175	GREELEY LOCK AND KEY	2139	01-45-5210	keys for pond restrooms	74.75

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Description	Invoice Amount
Total 32175:							74.75
06/20	06/23/2020	32176	Herbert Instrumentation Services	062419#15	06-47-5500	Install alarm in SCADA	2,880.00
Total 32176:							2,880.00
06/20	06/23/2020	32177	HIGH PLAINS LIBRARY DIST.	2020 TIF RE	20-40-5100	2020 TIF Refund	85,234.15
Total 32177:							85,234.15
06/20	06/23/2020	32178	HINKLE & COMPANY	10504	01-40-5415	2019 Audit - Fieldwork billing	3,600.00
06/20	06/23/2020	32178	HINKLE & COMPANY	10504	06-40-5415	2019 Audit - Fieldwork billing	1,800.00
06/20	06/23/2020	32178	HINKLE & COMPANY	10504	20-40-5415	2019 Audit - Fieldwork billing	600.00
Total 32178:							6,000.00
06/20	06/23/2020	32179	IDEAL FENCING CORP	18167	01-44-5215	guardrail damage on 66 & cr 7	5,900.00
Total 32179:							5,900.00
06/20	06/23/2020	32180	Invision GIS, LLC	1827	01-46-5405	GIS	2,337.50
Total 32180:							2,337.50
06/20	06/23/2020	32181	JVA INCORPORATED	83156- MILE	06-47-5500	wastewater, mileage 2/2020	35.08
06/20	06/23/2020	32181	JVA INCORPORATED	84289	06-40-5405	wastewater utility 4/2020	688.00
06/20	06/23/2020	32181	JVA INCORPORATED	84776	19-40-5500	Public works building	4,235.82
06/20	06/23/2020	32181	JVA INCORPORATED	84779	14-40-5500	3rd trail design 2019	6,875.00
Total 32181:							11,833.90
06/20	06/23/2020	32182	KARMEN DEUTER	052020	01-40-5700	Donuts for PD/PW week	23.98
Total 32182:							23.98
06/20	06/23/2020	32183	Kimley-Horn and Associates, Inc	096936000-0	14-40-5405	5/2020	4,000.00
Total 32183:							4,000.00
06/20	06/23/2020	32184	KLEEN-TECH SERVICES CORP	52748	01-40-5050	Janitorial Services 5/2020	986.00
Total 32184:							986.00
06/20	06/23/2020	32185	KONICA MINOLTA BUSINESS S	266487723	01-40-5315	Copies b&w	8.24
06/20	06/23/2020	32185	KONICA MINOLTA BUSINESS S	266487723	01-40-5315	Copies color	33.54
06/20	06/23/2020	32185	KONICA MINOLTA BUSINESS S	266519598	01-40-5315	Copies b&w	15.21
06/20	06/23/2020	32185	KONICA MINOLTA BUSINESS S	266519598	01-40-5315	Copies color	41.75
Total 32185:							98.74
06/20	06/23/2020	32186	KONICA MINOLTA PREMIER FIN	416334621	01-40-5315	Copier Lease 6/2020	317.65
Total 32186:							317.65
06/20	06/23/2020	32187	KUBOTA TRACTOR CORP	MAP020-20	01-45-5500	RTV	24,868.45

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Description	Invoice Amount
Total 32187:							24,868.45
06/20	06/23/2020	32188	LAWS	18423	01-42-5500	2020 Tahoe uplift	12,476.82
Total 32188:							12,476.82
06/20	06/23/2020	32189	LIBERTY RANCH METRO DISTR	2020 TIF RE	20-40-5100	2020 TIF Refund	35,577.27
Total 32189:							35,577.27
06/20	06/23/2020	32190	MAC EQUIPMENT INC	06012020	01-45-5216	Finance charges	6.21
06/20	06/23/2020	32190	MAC EQUIPMENT INC	285445	01-45-5216	Mower blades	176.19
06/20	06/23/2020	32190	MAC EQUIPMENT INC	285449	01-45-5216	Mower blades	10.26
Total 32190:							192.66
06/20	06/23/2020	32191	MAIN STREET MAT COMPANY	17849	01-40-5210	mat svcs 6/8/20	51.06
Total 32191:							51.06
06/20	06/23/2020	32192	MCDONALD FARMS ENTERPRI	492515-1029	06-47-5231	Vac Tanker 5.26.20	600.00
Total 32192:							600.00
06/20	06/23/2020	32193	MEAD HIGH SCHOOL	CASE 20-66	01-02-2306	Case 20-6670 Resitution	116.66
Total 32193:							116.66
06/20	06/23/2020	32194	MEAD PLACE METRO DIST 2	2020 TIF RE	20-40-5100	2020 TIF Refund	1,330.52
Total 32194:							1,330.52
06/20	06/23/2020	32195	Michael Baker International	1083986	01-44-5405	March bridge inspections	400.00
06/20	06/23/2020	32195	Michael Baker International	1084905	01-44-5405	Bridge inspections 4/2020	12,169.99
06/20	06/23/2020	32195	Michael Baker International	1086607	01-44-5405	Bridge inspections 5/2020	3,175.61
Total 32195:							15,745.60
06/20	06/23/2020	32196	MICHOW COX & MCASKIN LLP	MAY-2020 S	01-40-5400	Legal Services 5/2020	14,500.00
06/20	06/23/2020	32196	MICHOW COX & MCASKIN LLP	MEAD.MAY2	01-40-5400	Legal Services Quiet Title	602.25
06/20	06/23/2020	32196	MICHOW COX & MCASKIN LLP	MEAD.MAY2	01-40-5435	red barn 5/2020	1,618.00
06/20	06/23/2020	32196	MICHOW COX & MCASKIN LLP	MEAD.MAY2	01-40-5435	St Acacius 5/2020	2,652.25
06/20	06/23/2020	32196	MICHOW COX & MCASKIN LLP	MEAD.MAY2	01-40-5435	Waterfront 5/2020	2,817.50
06/20	06/23/2020	32196	MICHOW COX & MCASKIN LLP	MEAD.MAY2	01-40-5435	Range view 5/2020	2,077.00
06/20	06/23/2020	32196	MICHOW COX & MCASKIN LLP	MEAD.MAY2	01-40-5440	Iglasia 5/2020	472.75
06/20	06/23/2020	32196	MICHOW COX & MCASKIN LLP	MEAD.MAY2	01-40-5435	34 9.5 Metro Dist 5/2020	974.75
06/20	06/23/2020	32196	MICHOW COX & MCASKIN LLP	MEAD.MAY2	01-40-5435	Meadow ridge 5/2020	904.00
06/20	06/23/2020	32196	MICHOW COX & MCASKIN LLP	MEAD.MAY2	01-40-5435	142 5th 5/2020	205.00
06/20	06/23/2020	32196	MICHOW COX & MCASKIN LLP	MEAD.MAY2	01-40-5435	Highlands 5/2020	780.50
Total 32196:							27,604.00
06/20	06/23/2020	32197	MINUTEMAN PRESS	33828	01-41-5230	Mailing service for election ballots	4,964.02

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Description	Invoice Amount
Total 32197:							4,964.02
06/20	06/23/2020	32198	Mountain View Fire Protection Dis	2020 TIF RE	20-40-5100	2020 TIF Refund	215,231.48
Total 32198:							215,231.48
06/20	06/23/2020	32199	MUNICIPAL CODE CORPORATI	00345170	01-41-5341	Code updates	1,421.32
Total 32199:							1,421.32
06/20	06/23/2020	32200	NEXTRUST, INC.	275495	06-40-5205	Sewer Bills 5/2020	333.00
06/20	06/23/2020	32200	NEXTRUST, INC.	275495	06-40-5410	Sewer Bills 5/2020	170.23
Total 32200:							503.23
06/20	06/23/2020	32201	NORTHERN COLO WATER CON	2020 TIF RE	20-40-5100	2020 TIF Refund	26,494.92
Total 32201:							26,494.92
06/20	06/23/2020	32202	PEAK ELEVATOR PERFORMAN	40083	01-40-5215	Elevator Services	550.00
Total 32202:							550.00
06/20	06/23/2020	32203	PINNACOL ASSURANCE	20061832	01-40-5065	Installment 6 of 9 2020 Work Comp Insur	412.96
06/20	06/23/2020	32203	PINNACOL ASSURANCE	20061832	01-41-5065	Installment 6 of 9 2020 Work Comp Insur	15.34
06/20	06/23/2020	32203	PINNACOL ASSURANCE	20061832	01-42-5065	Installment 6 of 9 2020 Work Comp Insur	2,029.44
06/20	06/23/2020	32203	PINNACOL ASSURANCE	20061832	01-43-5065	Installment 6 of 9 2020 Work Comp Insur	68.34
06/20	06/23/2020	32203	PINNACOL ASSURANCE	20061832	01-44-5065	Installment 6 of 9 2020 Work Comp Insur	718.00
06/20	06/23/2020	32203	PINNACOL ASSURANCE	20061832	01-45-5065	Installment 6 of 9 2020 Work Comp Insur	650.10
06/20	06/23/2020	32203	PINNACOL ASSURANCE	20061832	06-40-5065	Installment 6 of 9 2020 Work Comp Insur	175.36
06/20	06/23/2020	32203	PINNACOL ASSURANCE	20061832	20-40-5065	Installment 6 of 9 2020 Work Comp Insur	58.46
Total 32203:							4,128.00
06/20	06/23/2020	32204	PITNEY BOWES INC	1015802795	01-40-5205	Meter rental 7/1-9/30/2020	75.00
Total 32204:							75.00
06/20	06/23/2020	32205	POWER EQUIPMENT COMPANY	RSA000264-	01-44-5369	Equipment Rental	1,000.00
06/20	06/23/2020	32205	POWER EQUIPMENT COMPANY	RSA003725-	01-44-5369	Equipment Rental	1,000.00
06/20	06/23/2020	32205	POWER EQUIPMENT COMPANY	RSA005450-	01-44-5369	Equipment Rental	1,039.50
Total 32205:							3,039.50
06/20	06/23/2020	32206	Prairie Mountian Media	235898	01-41-5340	Published Notices	172.19
Total 32206:							172.19
06/20	06/23/2020	32207	RAMEY ENVIRONMENTAL COM	20645	06-47-5391	Wastewater 5/26 - 6/2/2020	247.20
06/20	06/23/2020	32207	RAMEY ENVIRONMENTAL COM	20645	06-47-5215	Wastewater 5/26 - 6/2/2020	543.00
06/20	06/23/2020	32207	RAMEY ENVIRONMENTAL COM	20670	06-47-5215	Repair	4,945.60
06/20	06/23/2020	32207	RAMEY ENVIRONMENTAL COM	20693	06-47-5215	Pump maintenance 2020	1,400.00
Total 32207:							7,135.80

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Description	Invoice Amount
06/20	06/23/2020	32208	RON'S PRINTING CENTER	139116	01-43-5700	PC name plate	22.50
06/20	06/23/2020	32208	RON'S PRINTING CENTER	139455	01-41-5700	BOT Name Badges	36.00
Total 32208:							58.50
06/20	06/23/2020	32209	SAFEBUILT COLORADO INC.	0068326-IN	01-43-5460	Plan Review 5/2020	72,060.94
Total 32209:							72,060.94
06/20	06/23/2020	32210	SAM'S CLUB	4230 060220	01-41-5700	Supplies 5/2020	67.48
06/20	06/23/2020	32210	SAM'S CLUB	4230 060220	01-40-5700	Supplies 5/2020	32.84
06/20	06/23/2020	32210	SAM'S CLUB	4230 060220	01-44-5210	Supplies 5/2020	151.32
06/20	06/23/2020	32210	SAM'S CLUB	4230 060220	01-40-5200	Supplies 5/2020	64.34
06/20	06/23/2020	32210	SAM'S CLUB	4230 060220	01-40-5210	Supplies 5/2020	167.58
06/20	06/23/2020	32210	SAM'S CLUB	4230 060220	01-42-5210	Supplies 5/2020	555.80
Total 32210:							1,039.36
06/20	06/23/2020	32211	ST. VRAIN & LEFT HAND WATE	2020 TIF RE	20-40-5100	2020 TIF Refund	4,133.21
Total 32211:							4,133.21
06/20	06/23/2020	32212	ST. VRAIN SANITATION DISTRIC	2020 TIF RE	20-40-5100	2020 TIF Refund	3,647.52
Total 32212:							3,647.52
06/20	06/23/2020	32213	ST. VRAIN VALLEY SCHOOL DIS	2020 TIF RE	20-40-5100	2020 TIF Refund	837,213.22
Total 32213:							837,213.22
06/20	06/23/2020	32214	STAPLES ADVANTAGE	342991146	01-40-5210	water	75.86
06/20	06/23/2020	32214	STAPLES ADVANTAGE	3429991148	01-42-5210	Water	35.94
Total 32214:							111.80
06/20	06/23/2020	32215	SUNRISE ENVIRONMENTAL SCI	109798	01-45-5210	covid disinfectant	545.98
Total 32215:							545.98
06/20	06/23/2020	32216	TOWN OF MEAD	338.01 0531	01-40-5305	441 3rd St 5/2020	51.13
06/20	06/23/2020	32216	TOWN OF MEAD	453.01 0531	01-42-5305	535 Main St	25.56
06/20	06/23/2020	32216	TOWN OF MEAD	453.01 0531	01-44-5305	535 Main St	25.57
06/20	06/23/2020	32216	TOWN OF MEAD	630.04 0531	01-40-5305	505 3rd St 2/2020	38.74
Total 32216:							141.00
06/20	06/23/2020	32217	TRIDENT SECURITY SYSTEMS	SC-104671	01-40-5215	Security system r&m	135.00
Total 32217:							135.00
06/20	06/23/2020	32218	US BANK VOYAGER FLEET SYS	8694028340	01-42-5253	Fuel tax adjustment	90.71-
06/20	06/23/2020	32218	US BANK VOYAGER FLEET SYS	8694028340	01-44-5253	Fuel tax adjustment	87.25-
06/20	06/23/2020	32218	US BANK VOYAGER FLEET SYS	8694028340	01-45-5253	Fuel tax adjustment	31.15-
06/20	06/23/2020	32218	US BANK VOYAGER FLEET SYS	8694028340	06-47-5253	Fuel tax adjustment	31.15-
06/20	06/23/2020	32218	US BANK VOYAGER FLEET SYS	8694028340	01-42-5253	Fuel Tax adjustment	74.17-
06/20	06/23/2020	32218	US BANK VOYAGER FLEET SYS	8694028340	01-40-5253	Fuel Tax adjustment	2.25-

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Description	Invoice Amount
06/20	06/23/2020	32218	US BANK VOYAGER FLEET SYS	8694028340	01-44-5253	Fuel Tax adjustment	132.31-
06/20	06/23/2020	32218	US BANK VOYAGER FLEET SYS	8694028340	01-45-5253	Fuel Tax adjustment	47.24-
06/20	06/23/2020	32218	US BANK VOYAGER FLEET SYS	8694028340	06-47-5253	Fuel Tax adjustment	47.24-
06/20	06/23/2020	32218	US BANK VOYAGER FLEET SYS	8694028340	01-42-5253	Fuel Tax adjustment	122.77-
06/20	06/23/2020	32218	US BANK VOYAGER FLEET SYS	8694028340	01-44-5253	Fuel Tax adjustment	240.96-
06/20	06/23/2020	32218	US BANK VOYAGER FLEET SYS	8694028340	01-45-5253	Fuel Tax adjustment	86.03-
06/20	06/23/2020	32218	US BANK VOYAGER FLEET SYS	8694028340	06-47-5253	Fuel Tax adjustment	86.03-
06/20	06/23/2020	32218	US BANK VOYAGER FLEET SYS	8694028340	01-42-5253	Fuel tax adjustment	100.07-
06/20	06/23/2020	32218	US BANK VOYAGER FLEET SYS	8694028340	01-44-5253	Fuel tax adjustment	118.90-
06/20	06/23/2020	32218	US BANK VOYAGER FLEET SYS	8694028340	01-45-5253	Fuel tax adjustment	42.46-
06/20	06/23/2020	32218	US BANK VOYAGER FLEET SYS	8694028340	06-47-5253	Fuel tax adjustment	42.45-
06/20	06/23/2020	32218	US BANK VOYAGER FLEET SYS	8694028340	01-42-5253	Fuel 4/2020	1,060.33
06/20	06/23/2020	32218	US BANK VOYAGER FLEET SYS	8694028340	01-44-5253	Fuel 4/2020	545.09
06/20	06/23/2020	32218	US BANK VOYAGER FLEET SYS	8694028340	01-45-5253	Fuel 4/2020	194.62
06/20	06/23/2020	32218	US BANK VOYAGER FLEET SYS	8694028340	06-47-5253	Fuel 4/2020	194.62
06/20	06/23/2020	32218	US BANK VOYAGER FLEET SYS	8694028340	01-42-5253	Fuel 5/2020	943.38
06/20	06/23/2020	32218	US BANK VOYAGER FLEET SYS	8694028340	01-44-5253	Fuel 5/2020	1,081.02
06/20	06/23/2020	32218	US BANK VOYAGER FLEET SYS	8694028340	01-45-5253	Fuel 5/2020	385.97
06/20	06/23/2020	32218	US BANK VOYAGER FLEET SYS	8694028340	06-47-5253	Fuel 5/2020	385.98
06/20	06/23/2020	32218	US BANK VOYAGER FLEET SYS	8694028349	01-42-5253	Fuel tax and rebate adjustment	127.06-
06/20	06/23/2020	32218	US BANK VOYAGER FLEET SYS	8694028349	01-44-5253	Fuel tax and rebate adjustment	222.04-
06/20	06/23/2020	32218	US BANK VOYAGER FLEET SYS	8694028349	01-45-5253	Fuel tax and rebate adjustment	79.28-
06/20	06/23/2020	32218	US BANK VOYAGER FLEET SYS	8694028349	06-47-5253	Fuel tax and rebate adjustment	79.27-
Total 32218:							2,900.22
06/20	06/23/2020	32219	UTILITY NOTIFICATION CENTE	220050770	06-47-5392	Line locates 5/2020	1,013.20
Total 32219:							1,013.20
06/20	06/23/2020	32220	VERIS ENVIRONMENTAL LLC	J010523	06-47-5231	Sludge Disposal we 5/24/20	1,033.50
06/20	06/23/2020	32220	VERIS ENVIRONMENTAL LLC	J010557	06-47-5231	Sludge Disposal we 5.31.20	1,033.50
06/20	06/23/2020	32220	VERIS ENVIRONMENTAL LLC	J010614	06-47-5231	Sludge Disposal WE 6.7.2020	1,033.50
06/20	06/23/2020	32220	VERIS ENVIRONMENTAL LLC	J010630	06-47-5231	Sludge Disposal WE 6.14.20	1,033.50
Total 32220:							4,134.00
06/20	06/23/2020	32221	VERIZON WIRELESS	985614*9065	01-40-5300	Cell phone bill 5.8 - 6.7.2020	40.01
06/20	06/23/2020	32221	VERIZON WIRELESS	985614*9065	01-42-5300	Cell phone bill 5.8 - 6.7.2020	753.65
06/20	06/23/2020	32221	VERIZON WIRELESS	985614*9065	01-43-5300	Cell phone bill 5.8 - 6.7.2020	52.78
06/20	06/23/2020	32221	VERIZON WIRELESS	985614*9065	01-44-5300	Cell phone bill 5.8 - 6.7.2020	184.70
06/20	06/23/2020	32221	VERIZON WIRELESS	985614*9065	06-40-5300	Cell phone bill 5.8 - 6.7.2020	40.01
Total 32221:							1,071.15
06/20	06/23/2020	32222	Weld County Clerk and Recorder	06172020	01-41-5430	Prepayment on account	1,000.00
Total 32222:							1,000.00
06/20	06/23/2020	32223	WELD COUNTY PUBLIC SAFET	MEADPD-06	01-42-5331	J Ross, J Schreiner expiring token replac	100.00
Total 32223:							100.00
06/20	06/23/2020	32224	WELD COUNTY TREASURER	2020 TIF RE	20-40-5100	2020 TIF Refund	199,215.30



GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Description	Invoice Amount
Total 32224:							199,215.30
06/20	06/23/2020	32225	WELD REGIONAL COMMUNICA	101144	01-42-5500	Radio pac set chargers	240.90
Total 32225:							240.90
06/20	06/23/2020	32226	WESTRIDGE METROPOLITAN D	2020 TIF RE	20-40-5100	2019 TIF Revenue Sharing	97,778.28
Total 32226:							97,778.28
06/20	06/23/2020	32227	Wickham Tractor Company	IE07402	01-44-5216	Parts	220.86
06/20	06/23/2020	32227	Wickham Tractor Company	IE07404	01-44-5216	old kabota hoses	449.58
Total 32227:							670.44
06/20	06/23/2020	32228	Willdan Financial Services	010-44787	18-40-5410	Impact fee study April, May 2020	4,208.26
06/20	06/23/2020	32228	Willdan Financial Services	010-44787	14-40-5410	Impact fee study April, May 2020	3,953.21
06/20	06/23/2020	32228	Willdan Financial Services	010-44787	13-40-5410	Impact fee study April, May 2020	753.55
06/20	06/23/2020	32228	Willdan Financial Services	010-44787	09-40-5410	Impact fee study April, May 2020	2,677.98
Total 32228:							11,593.00
06/20	06/23/2020	32229	WORKWELL OCCUPATIONAL M	506626	01-44-5700	Drug screen	36.00
Total 32229:							36.00
Grand Totals:							1,875,196.23

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
01-01-1302	270.22	.00	270.22
01-02-2000	1,954.65	260,455.69-	258,501.04-
01-02-2306	116.66	.00	116.66
01-40-5050	986.00	.00	986.00
01-40-5065	412.96	.00	412.96
01-40-5066	6,099.69	.00	6,099.69
01-40-5200	64.34	.00	64.34
01-40-5201	1,312.98	.00	1,312.98
01-40-5205	129.25	.00	129.25
01-40-5210	330.49	.00	330.49
01-40-5215	685.00	.00	685.00
01-40-5253	.00	2.25-	2.25-
01-40-5300	543.87	.00	543.87
01-40-5305	89.87	.00	89.87
01-40-5315	416.39	.00	416.39
01-40-5331	966.10	.00	966.10
01-40-5400	15,102.25	.00	15,102.25
01-40-5415	3,600.00	.00	3,600.00
01-40-5416	119.95	.00	119.95
01-40-5435	12,029.00	.00	12,029.00
01-40-5440	1,017.75	.00	1,017.75

GL Account	Debit	Credit	Proof
01-40-5450	12.30	.00	12.30
01-40-5700	624.07	.00	624.07
01-41-5065	15.34	.00	15.34
01-41-5066	1,347.20	.00	1,347.20
01-41-5201	222.85	.00	222.85
01-41-5230	4,964.02	.00	4,964.02
01-41-5340	172.19	.00	172.19
01-41-5341	1,421.32	.00	1,421.32
01-41-5430	1,001.25	.00	1,001.25
01-41-5455	2,618.00	.00	2,618.00
01-41-5700	277.91	.00	277.91
01-42-5065	2,029.44	.00	2,029.44
01-42-5066	10,548.21	.00	10,548.21
01-42-5210	905.69	.00	905.69
01-42-5253	2,003.71	514.78-	1,488.93
01-42-5254	229.85	.00	229.85
01-42-5255	314.91	.00	314.91
01-42-5300	753.65	.00	753.65
01-42-5305	25.56	.00	25.56
01-42-5330	322.65	350.00-	27.35-
01-42-5331	100.00	.00	100.00
01-42-5500	12,717.72	.00	12,717.72
01-43-5065	68.34	.00	68.34
01-43-5066	3,454.70	.00	3,454.70
01-43-5300	52.78	.00	52.78
01-43-5460	72,060.94	.00	72,060.94
01-43-5700	22.50	.00	22.50
01-44-5065	718.00	.00	718.00
01-44-5066	4,415.04	.00	4,415.04
01-44-5210	151.32	.00	151.32
01-44-5215	6,708.89	.00	6,708.89
01-44-5216	2,167.13	.00	2,167.13
01-44-5252	57.50	.00	57.50
01-44-5253	1,626.11	801.46-	824.65
01-44-5300	337.38	.00	337.38
01-44-5305	25.57	.00	25.57
01-44-5360	1,890.00	.00	1,890.00
01-44-5363	79.42	.00	79.42
01-44-5364	22,148.87	.00	22,148.87
01-44-5369	3,039.50	.00	3,039.50
01-44-5405	15,745.60	.00	15,745.60
01-44-5700	1,418.67	.00	1,418.67
01-45-5065	650.10	.00	650.10
01-45-5066	5,529.52	.00	5,529.52
01-45-5210	620.73	.00	620.73
01-45-5215	605.80	.00	605.80
01-45-5216	280.66	.00	280.66
01-45-5253	580.59	286.16-	294.43
01-45-5260	57.69	.00	57.69
01-45-5331	117.99	.00	117.99
01-45-5363	14.45	.00	14.45
01-45-5370	1,027.52	.00	1,027.52
01-45-5372	655.82	.00	655.82
01-45-5500	24,868.45	.00	24,868.45
01-46-5405	2,337.50	.00	2,337.50
06-02-2000	286.14	34,507.57-	34,221.43-
06-40-5065	175.36	.00	175.36

GL Account	Debit	Credit	Proof
06-40-5066	1,852.79	.00	1,852.79
06-40-5201	282.75	.00	282.75
06-40-5205	333.00	.00	333.00
06-40-5300	40.01	.00	40.01
06-40-5405	688.00	.00	688.00
06-40-5410	170.23	.00	170.23
06-40-5415	1,800.00	.00	1,800.00
06-47-5215	19,471.09	.00	19,471.09
06-47-5231	4,734.00	.00	4,734.00
06-47-5253	580.60	286.14-	294.46
06-47-5310	89.26	.00	89.26
06-47-5391	247.20	.00	247.20
06-47-5392	1,013.20	.00	1,013.20
06-47-5393	115.00	.00	115.00
06-47-5500	2,915.08	.00	2,915.08
09-02-2000	.00	2,677.98-	2,677.98-
09-40-5410	2,677.98	.00	2,677.98
13-02-2000	.00	753.55-	753.55-
13-40-5410	753.55	.00	753.55
14-02-2000	.00	14,828.21-	14,828.21-
14-40-5405	4,000.00	.00	4,000.00
14-40-5410	3,953.21	.00	3,953.21
14-40-5500	6,875.00	.00	6,875.00
18-02-2000	.00	4,208.26-	4,208.26-
18-40-5410	4,208.26	.00	4,208.26
19-02-2000	.00	4,235.82-	4,235.82-
19-40-5500	4,235.82	.00	4,235.82
20-02-2000	.00	1,555,769.94-	1,555,769.94-
20-40-5065	58.46	.00	58.46
20-40-5066	980.08	.00	980.08
20-40-5100	1,554,131.40	.00	1,554,131.40
20-40-5415	600.00	.00	600.00
Grand Totals:	<u>1,879,677.81</u>	<u>1,879,677.81-</u>	<u>.00</u>

Report Criteria:  
 Report type: GL detail

TO: Honorable Mayor and Trustees

FROM: Helen Migchelbrink, Town Manager

DATE: June 29, 2020

SUBJECT: Town Manager Report

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### **Administration**

- Staff met with Fire Chief Beebe to discuss the opportunities for a new fire station in Mead. We followed up with sending him planning projections and growth boundary information.
- Weld County Sheriff has informed the Town that they will be canceling the Sheriff contract with us effective July 26<sup>th</sup>.
- Flags and banners are being replaced throughout Town and in parks where the wind has destroyed them. Insurance claim has been filed with CIRSA.
- The move of the ditch rider cabin at Highland Lake is underway.
- In response to Board request, staff is preparing an analysis of pros/cons of annexing properties to Town. Presentation to the Board is scheduled for 7/13.
- Mosquito spraying: The spraying only occurs when we reach the threshold of mosquitos in the traps, which has not yet occurred. When it does, the Town will spray on streets within Town limits. Data report dated June 23, is attached.
- Staff has been in contact with Knuckle Puck Brewing. Anticipated opening is end of July. Staff continues to work with Rocky Mountain Saloon, Rancheros and The Beast and Barrel on their reopening plans.
- Temporary use permit has been issued for TNT Fireworks / Mead High School fundraising stand at Conoco Rte 66. Permits also issued for two food vendors in commercial locations.
- Underground boring from the Town Hall to the PW/PD building has been completed. Fiber will be installed to connect the two buildings and improve the phone and internet service at the modular building.
- The intersection at SH 66 and CR 5 is now open to traffic and CR 5 is the designated truck route for Sorrento construction vehicles.
- Staff attended the CIRSA Business Meeting and CML Annual Business Meeting which were held virtually due to the cancelled CML Conference.
- The Town issued an RFP for building services due July 2.
- YTD totals for single family home permits:
  - 2019 11 total SF Permits
  - 2020 YTD 76 SF Permits
- Boards and Commissions
  - The Planning Commission met June 17
  - Events Committee is on hiatus until events can be planned
  - Finance Committee is slated to meet in August. Board update will be provided at today's meeting.

- Human Resources
  - The Town is seeking 3 additional officers and one SRO.
  - Conditional offers were made to 2 officers who will be starting in July
  - Interviews are underway for the Public Information Officer position

### **Planning and Building**

- Town Planning staff continues to work with the Town Attorney’s Office to propose revisions to the Land Use Code to address critical deficiencies. Staff recommends eventually (as budget allows) contracting with a specialist for a comprehensive rewrite of the code to provide a more modern regulatory framework to guide development in Mead. Until then, staff will address some of the more immediate concerns through piecemeal proposals to be considered by the Planning Commission and Board of Trustees.
- Town staff continues to work with potential developers of property generally located at the intersection of Welker Ave. and 3<sup>rd</sup> Street. The Agfinity group plans to submit a proposal for the northwest corner of the intersection in July. Ziggi’s Coffee also has interest in developing the property at the northeast corner of the intersection. Finally, staff has had preliminary discussions with a company that is interested in renovating the “bean plant” property just south of Town Hall Park.

### **Public Works and Engineering**

- An additional yard-waste collection day was held on Friday, June 19, to assist citizens with storm debris over the past several weeks.
- A final draft of the pavement condition analysis has been submitted to Town staff for review.
- The 2020 bridge inspection reports were submitted to the Town by the consulting engineer.
- CR 3 has served as a detour route for the CR 5/SH 66 closures, and was treated for dust control by the Sorrento general contractor. CR 5 has re-opened to through traffic.
- The CR 7/CR 32 intersection will be reconstructed as part of the Sorrento subdivision off-site improvements. Work is expected to begin in July, and will last approximately 5 weeks. Detours and delays are to be expected.

### **Community Engagement**

- Scheduled and promoted 6 youth camps and an adult yoga workshop.
- Coordinated High Plains Library bookmobile unit, 3<sup>rd</sup> Thursday of the month during Senior Lunch pick-up times.
- Helped promote a blood drive scheduled for June 29 at Bakhita Hall.
- Working with High Plains Library to coordinate their youth to-go activities in Mead.

### **Police Department**

- Report Attached

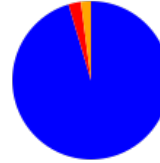


# Adult Trap Data - Detail

Start Date: 06/22/2020 End Date: 06/23/2020

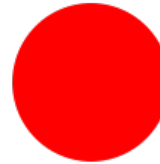
Town of Mead

Trap #	Date	Species	Count	Percent
MD-07	CDC Light Trap	Weld	Mead 3rd Street at WCR 34.5	
	06/23/2020	<i>Aedes dorsalis</i>	1	0.5%
	06/23/2020	<i>Aedes melanimon</i>	14	7.2%
	06/23/2020	<i>Aedes trivittatus</i>	3	1.5%
	06/23/2020	<i>Aedes vexans</i>	168	86.2%
	06/23/2020	<i>Culex tarsalis</i>	5	2.6%
	06/23/2020	<i>Culiseta inornata</i>	4	2.1%
<b>Total</b>			<b>195</b>	

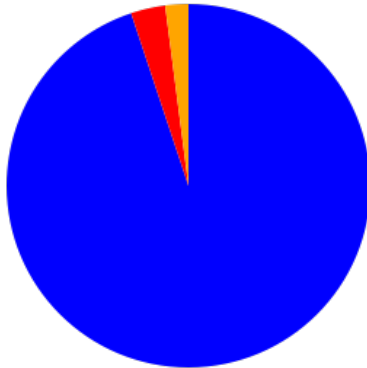


- *Aedes-Oc*
- *Anopheles*
- *Culex*
- *Culiseta*
- *Other*

Trap #	Date	Species	Count	Percent
MD-08	CDC Light Trap	Weld	Mead Mulligan Lake Estates	
	06/23/2020	<i>Culex tarsalis</i>	1	100.0%
<b>Total</b>			<b>1</b>	



- *Aedes-Oc*
- *Anopheles*
- *Culex*
- *Culiseta*
- *Other*



	TOTAL	%
<span style="color: blue;">■</span> <i>Aedes-Oc</i>	186	94.9%
<span style="color: yellow;">■</span> <i>Anopheles</i>	0	0.0%
<span style="color: red;">■</span> <i>Culex</i>	6	3.1%
<span style="color: orange;">■</span> <i>Culiseta</i>	4	2.0%
<span style="color: green;">■</span> <i>Other</i>	0	0.0%



## Mead Police Department Monthly Activity - June, 2020

### STAFFING:

Sergeants Ellis, Schreiner, Officers Barela, Dixon, Mace, and Ross are working patrol.

Officer Coleman is assigned to Mead High School as the SRO.

### TRAINING:

Firearms – June 24 at Green Mill Range for qualifications.

### NOTABLE CALLS FOR SERVICE:

#### CRIME – LOCATION – CASE NUMBER - DATE

Crash with injuries – NB I-25 mm243 – 20ML01894 – 06/01/2020  
4 vehicles, rear end collision.

Crash – NB I-25 mm245 – 20ML01895 – 06/01/2020  
Two vehicles, side swiped, including a semi that jackknifed in the median.

2<sup>nd</sup> Degree Assault/Harassment/DV – Mead – 20ML1904 – 06/01/2020  
Adult male assaulted female and male victims at their residence.

Crash – Hwy 66 / WCR 17 – 20ML01936 – 06/03/2020  
Single vehicle crash, went off the roadway.

Property Damage – WCR 38 / I-25 F.R. – 20ML01947 – 06/04/2020  
Vehicle damaged by debris from Mead public works mower.

Crash – I-25 F.R. / WCR 34 – 20ML01951 – 06/04/2020  
Two vehicle crash, driver cited for failure to yield at stop intersection.

Theft – Mead – 20ML01997 – 06/06/2020  
Cell reported stolen, suspect information given.

Theft – Mead – 20ML02008 – 06/07/2020  
Business reported electronics stolen. Suspect contacted and returned items.

Found property – 16338 8<sup>th</sup> St – 20ML02010 – 06/07/2020  
Skateboard found near this location. Picture placed on Facebook, no owner found at this time.

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Crash – SB I-25 off-ramp at mm245 – 20ML02016 – 06/08/2020

Single vehicle went off roadway and rolled.

Crash with injuries – NB I-25 off-ramp at mm 245 – 20ML02035 – 06/09/2020

Two vehicles collided in intersection; driver cited for failing to yield at stop sign.

Crash – NB I-25 mm 246 – 20ML02045 – 06/10/2020

Two vehicles, rear-end collision, driver cited for careless driving.

Crash – NB I-25 off ramp at Hwy 66 – 20ML02052 – 06/10/2020

Two vehicles, rear end collision.

Crash – Welker Ave / 3<sup>rd</sup> Street – 20ML02065 – 06/11/2020

Initial hit and run crash associated with the DUI crash below.

DUI / Crash – WCR 7 / Hwy 66 – 20ML02066 – 06/11/2020

Two vehicle crash, driver cited for running red light and DUI.

Suicidal Person – Mead – 20ML02070 – 06/12/20

Adult female was transported on a mental health hold.

Assist / Pursuit / Kidnapping – Mead / Dacono / Longmont – 20ML02103

Officer assisted WCSO with a vehicle stop on kidnapping suspect with victim in the vehicle.

The suspect fled the stop with the victim. Officers pursued into Longmont, losing sight of them.

Suspect captured a short time later by Longmont and victim was recovered safely.

Crash hit and run – Hwy 66 / Colorado Blvd – 20ML02125 – 06/17/2020

Two vehicle collision, driver at fault fled the scene.

Graffiti – 9<sup>th</sup> Street / Palmer Ave – 20ML02132 – 06/18/2020

Electrical box tagged with “pulsar”.

Harassment – Mead – 20ML02148 – 06/19/2020

Neighbor dispute, officers attempting to mediate and resolve.

Sex Assault – Mead – 20ML02176 – 06/21/2020

Third party report of possible assault that occurred at a park involving high school aged suspect.

Property Damage – SB I-25 mm245 – 20ML02181 – 06/22/2020

Driver had window broke out while driving. Unknown cause.

Harassment – Mead – 20ML02204 – 06/23/2020

Harassment occurring over social media. Under investigation.

Theft – NE corner of I-25 / WCR 34 – 20ML02207 – 06/24/2020

Water meter stolen off of truck.

Crash – WCR 28 / 9.5 – 20ML02217 – 06/24/2020

Two vehicle crash.





## Agenda Item Summary

**DATE:** June 29, 2020

**SUBJECT:** Board of Trustees Public Hearing: Land Use Code Proposed Text Amendments regarding Sign Regulations, Accessory Dwellings and Accessory Structures/Uses

**PRESENTED BY:** Jeremiah Fettig, Planner I, Chris Kennedy, Planning Director

**ATTACHMENTS:** 1. Ordinance No. 936 (with **Exhibit A** – Proposed Revisions)  
2. Resolution No.03-PC-2020

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### SUMMARY

This is a request by Town staff for the Board of Trustees to approve revisions to the text of the Mead Municipal Code (MMC) proposed in three areas:

1. **Sign Regulations:** Staff is proposing various “clean-up” revisions to bring the balance of the MMC (primarily the definitions section) into compliance with the new sign regulations that were recently adopted by the Board of Trustees.
2. **Accessory Dwellings:** Staff is proposing revisions to the MMC in response to previous input from the BOT and members of the public regarding regulations related to accessory dwellings.
3. **Accessory Structures:** Staff is proposing various clarifying revisions to the MMC related to regulations for accessory structures and uses.

### DISCUSSION

#### 1. Sign Regulations

At its regular meeting on May 20, 2020, the Planning Commission (PC) voted unanimously to recommend approval of new sign regulations to the Board of Trustees (BOT). At its regular meeting on June 8, 2020, the BOT followed the recommendation of the PC, approving the new sign regulations unanimously. All that remains to complete the overall “sign code update” are various “clean-up” revisions to ensure that the balance of the MMC complies with the newly approved sign regulations that make up Article VII of the MMC, as generally outlined below:

- a. The bulk of these revisions are proposed in Article I, Section 16-1-150 (Definitions) and represent the deletion of terms that are defined within the new sign regulations or no longer apply contextually.
- b. Revisions are also proposed to set forth clear procedures for appeals of administrative decisions related to sign permit applications. The appeals process was not clearly addressed in the sign regulations found in Article VII.
- c. Other mention of sign regulations that are no longer relevant have been revised in code sections related to the Old Town Corridor, Highway Design Overlay District and other portions of the MMC.
- d. Revision to allow for vertically rotating signs in the DMU zoning district.



2. Accessory Dwellings

Staff has received recent feedback from members of the Board of Trustees and the public indicating that certain portions of the MMC related to accessory dwellings are too restrictive. An accessory dwelling is defined as *“an apartment integrated within a single-family dwelling or located in a detached accessory building, such as carriage houses or agricultural-type outbuildings, located on the same lot as single-family dwellings. Accessory dwellings shall be limited to eight hundred fifty (850) square feet in floor area...”* Staff is proposing the following revisions:

- a. Staff proposes revisions to the MMC to allow accessory dwellings in the Agricultural zoning district. The definitions section of the MMC cited above mentions “agricultural-type buildings” as being appropriate for containing accessory dwellings, but the zoning section does not show accessory dwellings as allowed uses in the Agricultural zone. Agricultural properties are typically at least five acres (largest minimum lot size in MMC) in area and can often accommodate accessory dwellings.
- b. Staff is proposing an increase in the allowable size of accessory dwellings from 850 square feet to 1,000 square feet on large-lot properties in the RSF-1, RSF-E and Agricultural zone districts. Staff has received feedback that the existing 850 square-foot maximum for accessory dwellings is too small proportionate to the larger homes found in these zone districts. Lots in these zone districts are typically in the one to five-acre range and can accommodate larger accessory dwellings. The MMC currently allows for accessory dwellings in the basements of existing homes, or in the form of stand-alone “mother-in-law” cottages or units above detached garages in compliance with setbacks and lot coverage standards. The proposed 1,000 square-foot maximum size for accessory dwellings would be comparable to similar regulations in some of the other communities surveyed by staff as outlined in Table 1 below.

<b>Table 1: Accessory Dwelling Size Comparison</b>	
<b>Municipality</b>	<b>Size Allowed</b>
Berthoud	850 square feet
Boulder	Detached 550 square feet Attached 1/3 of existing floor area or 1,000 square feet, whichever is less
Dacono	NA
Firestone	NA
Frederick	850 square feet
Johnstown	NA
Longmont	50% or less of finished floor area
Loveland	900 square feet
Windsor	Detached 950 square feet Attached 50% of principal dwelling
Platteville	900 square feet

- c. Staff is proposing to revise the MMC to allow for accessory dwellings as an allowed use in the Downtown Mixed-Use (DMU) zone district. Despite the existence of a significant number



of residential properties in the DMU zone, accessory dwellings are not listed as an allowed use. Residential lots in the DMU zone are comparable in size to lots in the RSF-4 zone, which does allow for accessory dwellings. Staff has received feedback that it would be preferable to allow for accessory dwellings in the basements of existing DMU homes, or in the form of stand-alone “mother-in-law” units or cottages or above detached garages in compliance with setbacks and lot coverage standards.

- d. Staff is proposing to eliminate the current MMC requirement that each accessory dwelling provide one enclosed parking space for each bedroom. This requirement requires construction of additional garage space in order to have an accessory dwelling, which renders most proposals infeasible. Property owners proposing accessory dwellings will still have to demonstrate the availability of one parking space per bedroom (up to two spaces per unit), but parking requirements can be met using uncovered driveway space or on-street parking in front of the principal home.

### 3. Accessory Structures/Uses

Staff is proposing additional “clean-up” and clarifying revisions related to accessory structures and uses as follows:

- a. Staff proposed a “clean-up” revision to the definitions section in the Land Use Code related to accessory structures to correct an apparent conflict with other portions of the code that set forth clear standards for maximum height related to houses (principal structure) and detached garages, shops and Accessory dwellings (accessory structures).
- b. Staff also proposes a clarifying revision to the “specific use standards” section of the code to more explicitly articulate that a property must have a principal use contained within a building before it can employ the accessory use of “outdoor storage.” Without a building on the site, the principal use becomes “outdoor storage” by default, which is not an allowable principal use.

## **REVIEW CRITERIA**

The criteria by which text amendments to the Zoning Code are evaluated is set forth in Section 16-3-160 - Amendments, as follows:

*“For the purpose of establishing and maintaining sound, stable and desirable development within the Town, the text of this Article shall not be amended except:*

- (1) To correct a manifest error in the text of this Article; or*
- (2) To provide for changes in administrative practices as may be necessary to accommodate changing needs of the community and the Town staff; or*
- (3) To accommodate innovations in land use and development practices that were not contemplated at the adoption of this Article; or*
- (4) To further the implementation of the goals and objectives of the Town Comprehensive Plan.”*

Only one of the review criteria listed above must be met for the proposed amendments to be approved. Staff believes that the proposal meets three of the four applicable criteria:



- (2) *To provide for changes in administrative practices as may be necessary to accommodate changing needs of the community and the Town staff; or*

The complete repeal and replacement of the previous “sign regulations” was, in part, the result of the need for a modern sign code that complied with newer federal and state regulations. The insertion of the new sign regulations has created various conflicts in other areas of the MMC, which have to be corrected. Also, revisions to ambiguous language related to accessory structures and uses clarifies certain sections of the MMC.

- (3) *To accommodate innovations in land use and development practices that were not contemplated at the adoption of this Article;*

As the cost of housing has risen along the Front Range, putting home ownership out of reach for younger demographics and increasing numbers of retirement-age Coloradans seek smaller living quarters, the demand for accessory dwellings has increased.

- (4) *To further the implementation of the goals and objectives of the Town Comprehensive Plan.*

The updated version of the sign regulations specifically addresses goals and objectives of the Town of Mead’s 2018 Comprehensive Plan pertaining to “maintaining small-town community character” and “ensuring development in gateway corridors, such as I-25, Highway 66, WCR 7 and Welker Avenue promote a positive first impression of the town.”

## **RECOMMENDATION**

Following the conclusion of a public hearing conducted at the Planning Commission’s June 17, 2020 regular meeting, the Planning Commission voted unanimously to recommend approval of the proposed text amendments by approving Resolution No. 03-PC-2020.

Staff believes that the proposed revisions satisfactorily meet applicable criteria for approval as set forth in Section 16-3-160 of the Mead Municipal Code and requests that the Board of Trustees approve the revisions.

## **RECOMMENDED MOTION**

“I move approval of Ordinance No. 936, an Ordinance of The Town of Mead, Colorado Amending Certain Provisions of Articles I, II, III, VII, and XI of Chapter 16 of the *Mead Municipal Code* Pertaining to Signage, Accessory Dwelling Units, and Accessory Structures.”

**TOWN OF MEAD, COLORADO  
ORDINANCE NO. 936**

**AN ORDINANCE OF THE TOWN OF MEAD, COLORADO  
AMENDING CERTAIN PROVISIONS OF ARTICLES I, II, III, VII, AND XI  
OF CHAPTER 16 OF THE *MEAD MUNICIPAL CODE* PERTAINING TO SIGNAGE,  
ACCESSORY DWELLING UNITS, AND ACCESSORY STRUCTURES**

**WHEREAS**, Sec. 16-3-160(d) of the Town of Mead Municipal Code (“MMC”) sets forth that amendments to the text of Chapter 16 of the MMC, known as the Land Use Code (“LUC”), may be initiated by the Board of Trustees, the Planning Commission, Town Staff or written application of any property owner or resident of the Town and further provides that any such text amendments “. . . shall be reviewed and considered by the Planning Commission and the Board of Trustees at public hearings and shall be enacted by ordinance;” and

**WHEREAS**, Town staff has proposed certain amendments to the LUC; and

**WHEREAS**, a legislative redline of the staff-initiated amendments (the “Proposed Text Amendments”) has been provided to the Board of Trustees (the “Board”); and

**WHEREAS**, the Planning Commission conducted a duly-noticed public hearing on June 17, 2020 to consider the Proposed Text Amendments; and

**WHEREAS**, following conclusion of the duly-noticed hearing, the Planning Commission recommended approval of the Proposed Text Amendments to the Board, as required by the MMC; and

**WHEREAS**, the Board conducted a duly-noticed public hearing on June 29, 2020 to consider the Proposed Text Amendments; and

**WHEREAS**, the Board has reviewed the recommendations of Town staff and the Planning Commission and other evidence as presented at the public hearing and has determined that the Proposed Text Amendments satisfy the following criteria set forth in Sec. 16-3-160(f)(2)-(4) of the MMC, for amending the text of the LUC:

1. To provide for changes in administrative practices as may be necessary to accommodate changing needs of the community and the Town staff;
2. To accommodate innovations in land use and development practices that were not contemplated at the adoption of Article 3 of the LUC;
3. To further the implementation of the goals and objectives of the Town Comprehensive Plan.

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

**Section 1.** The above Recitals are incorporated as if fully set forth herein.

**Section 2.** The herein-referenced articles, sections, subsections, tables, paragraphs, or subparagraphs of the LUC (Chapter 16 of the MMC) are hereby amended, as described in this Ordinance and/or referenced and set forth in Exhibit A, attached hereto and incorporated herein. Exhibit A does not necessarily set forth the entirety of an article, section, subsection, table, paragraph, or subparagraph, but is intended to depict, in some context, the additions, amendments, and deletions effectuated by this Ordinance. Accordingly, any portion of an existing article, section, subsection, table, paragraph, subparagraph, sentence, or clause not set forth in the Exhibit or the body of this Ordinance remains unchanged, unless otherwise noted. **Note: The LUC is published as part of the official Town of Mead Municipal Code (“MMC”) and revisions to the LUC resulting from this Ordinance will be published in the format of the MMC, which may vary slightly from that format contained herein or within Exhibit A.**

**Section 3.** Section 16-1-150, *Definitions*, is amended by the deletion of the terms enumerated below and their associated definitions (*see* Exhibit A):

- |                                    |                                    |
|------------------------------------|------------------------------------|
| 1. <i>Awning sign</i> ;            | 6. <i>Illumination, internal</i> ; |
| 2. <i>Canopy sign</i> ;            | 7. <i>Lighting, indirect</i> ;     |
| 3. <i>Freestanding sign</i> ;      | 8. <i>Sign, projecting</i> ;       |
| 4. <i>Illumination, direct</i> ;   | 9. <i>Sign, wall</i> ;             |
| 5. <i>Illumination, indirect</i> ; | 10. <i>Sign, window</i> .          |

**Section 4.** Section 16-1-150, *Definitions*, is further amended by revisions to the definitions of *Accessory building* and *Accessory dwelling*, to read as set forth in Exhibit A.

**Section 5.** Table 2.1, *Parking Requirements*, of Section 16-2-90, *Parking*, is amended solely with respect to the entry *Accessory dwellings*, to read as set forth in Exhibit A.

**Section 6.** Subsection (3) of Section 16-2-200, *Welker Avenue Corridor*, is deleted in its entirety.

**Section 7.** The first paragraph of Section 16-2-210, *Old Town Corridor*, is amended to read as set forth in Exhibit A.

**Section 8.** Subsection (8) of Section 16-2-210, *Old Town Corridor*, is deleted in its entirety.

**Section 9.** Subsection (c)(1)c of Section 16-2-220, *Highway Design Overlay District (HDOD)*, is amended to read as set forth in Exhibit A.

**Section 10.** Subsection (d)(3) of Section 16-2-220, *Highway Design Overlay District (HDOD)*, is deleted in its entirety.

**Section 11.** Table 3.1, *Principal Uses Allowed*, of Section 16-3-40, *Use Regulations*, is amended solely with respect to the entry *Accessory dwelling unit*, to add such as a use by right in the DMU and AG zoning districts, and to read as set forth in Exhibit A.

**Section 12.** Subsection (11) of Section 16-3-50, *Specific Use Standards*, is amended by the addition of paragraph h, to read as set forth in Exhibit A.

**Section 13.** Subsection (c)(1) of Section 16-3-60, *Accessory Uses*, is amended to read as set forth in Exhibit A.

**Section 14.** Subsection (f)(2)(h) of Section 16-3-60, *Accessory Uses*, is deleted in its entirety.

**Section 15.** Subsection (f)(3)(g) of Section 16-3-60, *Accessory Uses*, is deleted in its entirety.

**Section 16.** Subsection (a)(2) of Section 16-3-70, *Temporary Uses*, is deleted in its entirety.

**Section 17.** Subsection (b)(10)h of Section 16-3-70, *Temporary Uses*, is amended to read as set forth in Exhibit A.

**Section 18.** Subsection (b)(11)j of Section 16-3-70, *Temporary Uses*, is amended to read as set forth in Exhibit A.

**Section 19.** Section 16-3-140, *Appeals and Variances*, is amended to read as set forth in Exhibit A.

**Section 20.** Subsection (a) of Section 16-3-150, *Waivers*, is amended to read as set forth in Exhibit A.

**Section 21.** Subsection 2.a of Section 16-7-70, *Prohibitions*, is amended to read as set forth in Exhibit A.

**Section 22.** Subsection 3.i of Section 16-7-70, *Prohibitions*, is amended to read as set forth in Exhibit A.

**Section 23.** The *Additional Standards* provisions applicable to Projecting Signs, as enumerated in Table 7.11(2), *Projecting, Awning, and Bracket Signs*, are amended with respect to the DMU zoning district, as set forth in Exhibit A.

**Section 24.** Subsection (7) of Section 16-11-30, *Uses Permitted*, is deleted in its entirety.

**Section 25. Effective Date.** This Ordinance shall be published and become effective as provided by law.

**Section 26. Remaining provisions.** Except as specifically amended hereby, all other provisions of the MMC shall continue in full force and effect.

**Section 27. Codification Amendments.** The codifier of the MMC is hereby authorized to make such numerical, technical and formatting changes as may be necessary to incorporate the provisions of this Ordinance within the MMC.

**Section 28. Severability.** If any part, section, subsection, sentence, clause or phrase of this ordinance is for any reason held to be invalid, such invalidity shall not affect the validity of the remaining sections of the Ordinance. The Board hereby declares that it would have passed the ordinance including each part, section, subsection, sentence, clause or phrase thereof, irrespective of the fact that one or more part, section, subsection, sentence, clause or phrase is declared invalid.

**Section 29. Repealer.** All ordinances or resolutions, or parts thereof, in conflict with this Ordinance are hereby repealed, provided that such repealer shall not repeal the repealer clauses of such ordinance or resolution nor revive any ordinance or resolution thereby.

**Section 30. Certification.** The Town Clerk shall certify to the passage of this Ordinance and make not less than one copy of the adopted Code available for inspection by the public during regular business hours.

**INTRODUCED, READ, PASSED, AND ADOPTED THIS 29TH DAY OF JUNE, 2020.**

**ATTEST:**

**TOWN OF MEAD:**

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

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



## EXHIBIT A

UNDERLINE = ADDITION

STRIKE-OUT = DELETION

### Sec. 16-1-150. - Definitions.

*Accessory building* means a subordinate building or structure in ~~both height and~~ size, the use of which is customarily incidental to that of the main building or to the main use of the land, which is located on the same lot (or on a continuous lot in the same ownership) with the main building or use. Accessory buildings are only permitted when they are incidental for accessory to an existing and permitted principal or conditional use.

*Accessory dwelling* means an apartment integrated within a single-family dwelling or located in a detached accessory building, such as carriage houses or agricultural-type outbuildings, located on the same lot as single-family dwellings. Accessory dwellings shall be limited to eight hundred fifty (850) square feet in floor area in the RSF-4 and DMU zone districts, and fifty (50) percent of the finished floor area of the principal dwelling, not to exceed one thousand (1,000) square feet, in the AG, RSF-E and RSF-1 zone districts. For purposes of calculating residential density, each accessory dwelling shall count as one-half (½) dwelling unit. There shall not be more than one (1) accessory dwelling located on a lot in addition to the single-family dwelling.

~~*Awning sign* means a wall sign which is painted, stitched, sewn or stained onto the exterior of an awning.~~

~~*Canopy sign* means a wall sign that is permanently affixed to a roofed shelter attached to and supported by a building, by columns extending from the ground or by a combination of a building and columns.~~

~~*Freestanding sign* means a sign which is supported by one (1) or more columns, uprights, poles or braces extended from the ground, or which is erected on the ground, and shall also include a monument sign and pole signs, but does not include a sign attached to a structure.~~

~~*Illumination, direct* means lighting by means of an unshielded light source (including neon tubing) which is effectively visible as a part of the sign, where light travels directly from the source to the viewer's eye.~~

~~*Illumination, indirect* means lighting by means of a light source directed at a reflecting surface in a way that illuminates the sign from the front, or a light source that is primarily designed to illuminate the entire building facade upon which a sign is displayed. Indirect illumination does not include lighting which is primarily used for purposes other than sign illumination, e.g., parking lot lights or lights inside a building that may silhouette a window sign but are primarily installed to serve as inside illumination.~~

~~*Illumination, internal* means lighting by means of a light source that is within a sign having a translucent background, silhouetting opaque letters or designs, or which is within letters or designs that are themselves made of a translucent material.~~

~~Lighting, indirect, when applied to the lighting of signs, means reflected light only from a concealed light source outside the sign face which reflects from the sign face only or from the sign face and sign copy.~~

~~Sign, projecting means any sign supported by a building wall and projecting therefrom.~~

~~Sign, wall means any sign painted on, incorporated in or affixed to the building wall, or any sign consisting of cut-out letters or devices affixed to the building wall with no background defined on the building wall.~~

~~Sign, window is a sign that is painted on, applied or attached to a window or that can be read through the window from the public right-of-way.~~

**Sec. 16-2-90. - Parking.**

**Table 2.1 Parking Requirements**

Land Use	Required Minimum Parking (Must be out of rights-of-way)
Accessory dwellings	1 <del>enclosed</del> space per bedroom, up to 2 per unit <u>(Parking requirements can be met by spaces located in garages, driveways, or on-street.)</u>

**Sec. 16-2-200. - Welker Avenue Corridor.**

~~(3) All freestanding signs shall be monument signs only and shall only be internally illuminated.~~

**Sec. 16-2-210. - Old Town Corridor.**

The Old Town Corridor is defined to mean all property located in the DMU zoning area. The legislative intent of the Old Town Corridor is to create and preserve a traditional Old Town look without inappropriate modern architecture, building materials, or colors ~~and signage~~. This Section shall be applicable only to new construction, except that any building elevation or envelope change in an existing building in the Old Town Corridor shall also be required to undergo site plan review. All projects required under the provisions of this Section to undergo site plan review shall be subject to the following additional or more restrictive or higher standards, at a minimum, unless otherwise approved.

~~(8) Signage on buildings may be: hanging shingle (hung perpendicular to the building facade), on canvas awnings or flat wall signs; provided, however, that signs are constructed and decorated in period appropriate style and, if illuminated, lit by exterior tightly focused light fixtures. No internally illuminated signs or back-lit awning signs shall be permitted unless otherwise approved.~~

**Sec. 16-2-220. - Highway Design Overlay District (HDOD).**

(c)(1)c. Highway 66: A minimum setback of fifty (50) feet from the existing State Highway 66 right-of-way is required. No buildings, structures, access drives or facilities (such as parking lots) may be located within such setbacks, except for the following: 1) storm water detention/retention facilities; 2) any required street lighting for State Highway 66 or Welker Ave.; 3) approved small-scale mass transit facilities such as bus shelters or bus stops; and 4) monument signs ~~not to exceed five (5) feet in height for single-tenant lots and outlots, and ten (10) feet in height for multi-tenant developments (provided, however, that they are on parcels over two (2) acres in size), such as shopping centers, that identify the development and its tenants as a whole~~, as further regulated by ~~each municipality's~~ the Town's storm water management, lighting, accessory structure, sign and other applicable codes and regulations.

~~(d)(3) Special sign requirements:~~

~~a. I-25: Community entrance monuments. Area shall be reserved at the I-25 and Welker, and Highway 66 and I-25 interchanges to provide for Town monument signs and landscaping.~~

~~b. Highway 66: Monument signs not to exceed five (5) feet in height for single-tenant lots and outlots and ten (10) feet in height for multi-tenant developments (provided, however, that they are on parcels over two (2) acres in size), such as shopping centers, that identify the development and its tenants as a whole.~~

**Sec. 16-3-40. - Use regulations.**

**Table 3.1 Principal Uses Allowed**

Use Category	Specific Use Type	R S F - E	R S F - 1	R S F - 4	R M F - 8	R M F - 1 4	D M U	H C	G C	L I	A G	Specified Use Standard (Reference No.)
Household Living	Accessory Dwelling Unit	A	A	C			<u>A</u>				<u>A</u>	

**Sec. 16-3-50. - Specific use standards.**

(11) Junk yards, salvage yards, heavy equipment, industrial and outdoor storage. The standards below shall apply to all junk yards, salvage yards, heavy equipment, industrial and outdoor storage yards unless they are entirely enclosed within a building.

h. A permanent building containing the principal use on the site is required. Such building shall be served with water, sewer, electricity, and other required services. The building and site shall also comply with architectural, landscaping, and other site plan requirements as defined in this Code.

**Sec. 16-3-60. - Accessory uses.**

(c) Dimensional and Operational Standards. The standards of this Section shall apply in all districts unless otherwise expressly stated.

(1) Height. The maximum height of accessory buildings or structures is defined in the density and dimensional standards of this Code~~shall not exceed two (2) stories or twenty-five (25) feet, except within the LI or AG zone districts.~~

~~(f)(2)h. Signs. Minor home occupations shall be limited to nameplate signs, not exceeding two (2) square feet in area. Such signs shall be mounted on the house. Freestanding signs shall be prohibited.~~

~~(f)(3)g. Signs. Major Home Occupations shall be limited to nameplate signs, not exceeding two square feet in area. Such signs shall be mounted on the house. Freestanding signs shall be prohibited.~~

**Sec. 16-3-70. - Temporary uses.**

~~(a)(2) Permanent signs are prohibited. All temporary signs associated with the temporary use shall be removed when the activity ends.~~

(b)(10)h. Within the designated outdoor seating area, chairs, tables, umbrellas, planters and trash receptacles may be permitted. ~~One (1) sandwich board menu sign, not exceeding six (6) square feet, as permitted by Paragraph 16-7-60(23) of this Chapter.~~

(b)(11)j. Within the designated outdoor seating area, chairs, tables, umbrellas, planters and trash receptacles may be permitted. ~~One (1) sandwich board menu sign, not exceeding six (6) square feet, as permitted by Paragraph 16-7-60(23) of this Chapter.~~

**Sec. 16-3-140. - Appeals and variances.**

(a) Generally. Except as provided in subsection (b) below, ~~T~~he Board of Adjustment shall have the powers and authority concerning the application and enforcement of this Chapter as those powers are delegated to it by provisions of state law and by the specific provisions of this Chapter, including those contained in this Subsection (a):

- (1) Purpose. The Board of Adjustment shall hear and decide appeals from any order, requirement, decision or determination made by any administrative official charged with the enforcement of this Code. In addition, the Board of Adjustment shall hear and decide all requests for a variance from the requirements of this Code. Such variance shall not be granted if it would be detrimental to the public good, create a conflict with the Comprehensive Plan or impair the intent and purpose of this Code.
- (2) Appeal application.
  - a. Any aggrieved person in interest may appeal a denial of a building or other development permit or any order, requirement, decision, interpretation or

determination made by an administrative official charged with the enforcement of this Code.

- b. An appeal to the Board of Adjustment shall be made within ten (10) days after the denial of a building permit or other development permit, or receipt of a written notice of an order, requirement, decision, interpretation or determination by an administrative official of the Town. Failure to make a timely appeal shall be considered a waiver of the appellant's right to appeal to the Board of Adjustment.
- c. The appellant shall provide a written statement that demonstrates that the application of the order, requirement, decision or determination of the Town Manager or other authorized Town official being appealed would deprive the appellant of rights commonly enjoyed by other properties in the same zoning district under the terms of this Chapter. The applicant shall file, with the Town Clerk, a written notice of appeal on a form approved by the Board of Adjustment and pay the fee set by the current fee schedule.
- d. The Town Clerk shall forward a copy of the notice of appeal to the planning staff or other appropriate administrative officer, who shall prepare a record of the Town action that is being appealed for consideration by the Board of Adjustment.
- e. Set appeal public hearing and complete public notification process. The Town Clerk shall send notice of the Board of Adjustment public hearing by certified mail to the appellant. Notice of the public hearing date shall also be given to the planning staff or other appropriate administrative officer. The notice shall include the time and place of the public hearing, the nature of the hearing (the order, requirement, decision or determination being appealed) and the appellant's name. The Town Clerk shall also publish notice of the public hearing in a newspaper of general circulation no less than fifteen (15) days before the Board of Adjustment hearing. The hearing may be held no less than fifteen (15) days from the date of the newspaper publication.
- f. Board of Adjustment public hearing and action on appeal. The appeal and the staff-prepared record of the Town action being appealed shall be presented to the Board of Adjustment for its review and action. The Board of Adjustment shall hear and decide the appeal based upon the merits of the oral and written record presented during the public hearing. The Board of Adjustment, by order or resolution, may, in whole or in part, affirm, reverse or amend the order, requirement, decision, interpretation or determination appealed. The Board of Adjustment may impose reasonable conditions in its order to be complied with by the appellant in order to further the purposes and intent of this Chapter. The Board of Adjustment shall provide a written record of its findings and the Town staff shall use it to propose amendments that address future interpretation problems. The appellant shall be provided a copy of the Board of Adjustment's order or resolution by certified mail or personal delivery.
- g. Appeal criteria for approval. The Board of Adjustment, in hearing an appeal from an interpretation of this Chapter, shall consider:
  - 1. The technical meaning of the provision being appealed;
  - 2. Evidence of the manner in which the provision has been interpreted in the past;

3. The positive or negative impact of the requested appeal on the achievement of stated Town development goals and objectives; and
  4. The intent of the provision in implementing the Comprehensive Plan.
- (3) Variance application.
- a. Any person in interest may apply to the Board of Adjustment for a variance from the literal interpretation of the provisions of this Chapter. The applicant shall pay the fees set by the current fee schedule. For a variance request, the applicant shall submit nineteen (19) copies, in D-ring binders, and three (3) CDs with all maps, legal descriptions and surrounding property owner information contained thereon, of the following to the Town Clerk:
    1. Land use application form.
    2. Variance - technical criteria form.
    3. Title commitment. The title commitment must be current and dated no more than thirty (30) days from the date of the variance application submittal.
    4. Explanation letter identifying the variance being requested, a citation of the portion of this Chapter from which relief is requested and explaining what exceptional condition, practical difficulty or unnecessary hardship exists to require the variance. The letter shall also address how the variance, if granted, will not be detrimental to the public good, create a conflict with the Comprehensive Plan or impair the intent and purpose of this Code.
    5. Map. Town staff will dictate map requirements based on the variance being requested. The map shall typically consist of a scale drawing depicting the property affected by the variance request, including but not limited to required or existing setbacks and proposed setbacks from adjacent lot lines or structures and any other information that will assist the Board of Adjustment in understanding the request.
    6. Surrounding property ownership report. Provide the Town Clerk with a current list, not more than thirty (30) days old, of the names and addresses of the surrounding property owners within three hundred (300) feet of the property, mineral estate owners and appropriate ditch companies. The property owner list should also be submitted on a CD in an Excel™ spreadsheet. The applicant shall certify that the report is complete and accurate.
  - b. Set variance public hearing and complete public and referral agency notification. The Town Clerk shall set the date of the public hearings before the Board of Adjustment. The Town Clerk shall send notice of the variance public hearing by certified mail to the applicant, to all surrounding property owners of record within three hundred (300) feet of the property, to mineral estate owners of record, to appropriate ditch companies and to the appropriate referral agencies no less than fifteen (15) days before the public hearing. The notice shall include the time and place of the public hearing, the nature of the hearing, the location of the subject property and the applicant's name. The Town Clerk shall also publish notice of the public hearing in a newspaper of general circulation no less than fifteen (15) days before the hearing. The hearing may be held no less than fifteen (15) days from the date of the newspaper publication. Not less than fifteen (15) days before the hearing,

the applicant shall post signs on the property within one hundred (100) feet of each adjacent public street right-of-way bordering the property, at least once for every six hundred (600) feet of frontage or as otherwise approved by the Town. The applicant shall submit photos of the signs and a signed, notarized affidavit certifying that the property was posted on the required date and in the locations as approved by the Town prior to the public hearing. The applicant is responsible for ensuring that the posted signs remain in place and in legible condition until the public hearing is concluded and for removal of the signs after the public hearing is concluded. The signs shall be a minimum of three (3) feet by four (4) feet in size and shall state: "This property is under land use review by the Town of Mead. Call 970-535-4477 for further information." The signs shall have a white background with black and/or red lettering.

- c. Board of Adjustment public hearing and action on variance request. The variance request and the staff-prepared analysis of the variance request shall be presented to the Board of Adjustment for its review and action. The Board of Adjustment shall hear and decide the variance request based upon the compliance with criteria established below and the merits of the oral and written record presented during the public hearing. The applicant for a variance has the burden of proof to establish the necessary facts to warrant favorable action of the Board of Adjustment. No single decision of the Board of Adjustment sets a precedent. The decision of the Board of Adjustment shall be made on the particular facts of each case. The Board of Adjustment may, by written order, approve the variance, approve the variance with conditions or deny the variance.
- d. Post approval action. Any variance authorized shall be stated in writing with the justifications set forth as a formal "findings and order" of the Board of Adjustment and shall be prepared, signed and recorded with the County Clerk and Recorder at the expense of the applicant.
- e. Appeals of Board of Adjustment action on variance request. Any appeal of the decision of the Board of Adjustment may be made to the District Court as provided by law; provided, however, that such appeal must be made prior to thirty (30) days following the date of the final action taken by the Board of Adjustment, as provided by Rule 106, Colorado Rules of Civil Procedure.
- f. Variance criteria for approval. In order to grant a variance to this Chapter, the Board of Adjustment shall find that all the of following have been satisfied:
  - 1. That there are unique physical circumstances or conditions, such as irregularity, narrowness or shallowness of the lot, or exceptional topographical or other physical condition particular to the affected property.
  - 2. That, because of these unique physical circumstances or conditions, the property cannot be reasonably developed or used in compliance with the provisions of this Chapter.
  - 3. That, due to such unique physical circumstances or conditions, the strict application of this Chapter would create a demonstrated hardship.
  - 4. That the demonstrable hardship is not self-imposed.
  - 5. That the variance, if granted, will not adversely affect the proposed development or use of adjacent property or neighborhood.

6. That the variance, if granted, will not change the character of the zoning district in which the property is located.
  7. That the variance, if granted, is in keeping with the intent of this Chapter.
  8. That the variance, if granted, will not adversely affect the health, safety or welfare of the citizens of the Town.
- g. The Board of Adjustment shall not grant a variance to this Chapter, which:
1. Permits a land use not allowed in the zoning district in which the property is located;
  2. Is in the public right-of-way or on public property;
  3. Alters any definition of this Chapter;
  4. Is other than the minimum variance that will afford relief with the least modification possible to the requirements of this Chapter;
  5. Is based on physical conditions or circumstances of the property so general or recurring in nature as to reasonably make practicable the formulation of a general regulation to be adopted as an amendment to this Chapter; or
  6. Is based exclusively on findings of personal or financial hardship. Convenience, profit or caprice shall not constitute undue hardship.

(b) Sign Regulations.

- (1) The Board of Trustees shall have the power and authority to hear appeals from the application of the Town's Sign Regulations, as codified in Article VII of this Chapter.
- (2) Appeals to the Board of Trustees may be brought by an aggrieved applicant, at the aggrieved applicant's option, by filing a notice of appeal with the Town within ten (10) business days after the date of the written decision appealed from.
- (3) The notice shall state the grounds for, and present argument and evidence in support of, the appeal.
- (4) The appeal shall be heard on the next available agenda of the Board of Trustees for which notice may be timely provided, but in any event not more than forty-five (45) days after the appeal is filed.
- (5) In considering the appeal, the Board of Trustees shall review the matter de novo; however, evidence that was not presented to the prior decision-maker shall not be introduced unless there is good and reasonable cause shown for the prior failure to introduce it.
- (6) Upon conclusion of the hearing, the Board of Trustees shall make findings of fact and grant the appeal; grant the appeal with conditions that are supported by the facts found, and necessary to assure compliance with Article VII; or deny the appeal. The decision shall be reduced to writing within five (5) business days and promptly thereafter provided to the applicant.



(7) This Subsection (b) is an optional process for the applicant, and shall not be interpreted to limit an aggrieved applicant or other party with standing from seeking judicial review.

**Sec. 16-3-150. - Waivers.**

- (a) Purpose. Except with regard to applications that are subject to Article VII, Sign Regulations, ~~T~~he Board of Trustees, acting through the Town Manager, may authorize waivers from the Town Land Use Code in cases where special conditions and circumstances exist which are peculiar to the land, or where practical difficulties exist creating an unnecessary hardship on the land owner, or where a literal interpretation of the provisions of these regulations would deprive the applicant of rights commonly enjoyed by other properties with similar conditions. Such waiver shall not be granted if it would be detrimental to the public good, creative conflict with the Town Comprehensive Plan, or impair the intent and purpose of this Code.

**Sec. 16-7-70. - Prohibitions.**

2. Prohibited signs. The following sign structures and designs are prohibited:
- a. Animated or moving signs, including any moving, swinging, rotating, flashing, blinking, scintillating, fluctuating, or otherwise animated light, except as specifically permitted in Section 16-7-90, Message centers; provided that “moving signs” shall not be deemed to prohibit a single, vertical, striped cylindrical pole, typically rotating about its vertical axis and not more than thirty-six (36) inches long, used as a projecting sign in the DMU zoning district in accordance with Table 7.11(2), Projecting, Awning, and Bracket Signs.
3. Prohibited design elements. The following elements shall not be incorporated as an element of any sign or sign structure, whether temporary or permanent:
- i. Spinning or moving parts; provided that “spinning or moving parts” shall not be deemed to prohibit a single, vertical, striped cylindrical pole, typically rotating about its vertical axis and not more than thirty-six (36) inches long, used as a projecting sign in the DMU zoning district in accordance with Table 7.11(2), Projecting, Awning, and Bracket Signs.

**Sec. 16-7-110. - Standards for attached permanent signs.**

**Table 7.11(2)  
Projecting, Awning, and Bracket Signs**

Additional Standards	Not applicable	<ul style="list-style-type: none"><li>• Signs shall not extend over parking aisles, parking spaces, fire lanes, or loading areas</li><li>• Projecting signs must be spaced not less than 20 ft. from other projecting signs</li><li>• Projecting signs that extend over pedestrian use areas must provide at least 8 ft. of sign clearance</li><li>• <u>In the DMU zoning district only, "projecting signs" shall include and allow for a single, vertical, striped cylindrical pole, typically rotating about its vertical axis and not more than thirty-six (36) inches long.</u></li></ul>
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**Sec. 16-11-30. - Uses permitted.**

~~(7) Identification signs: one (1) single-face sign per perimeter street frontage of the manufactured home community, and only if such signs are unlighted, less than three (3) square feet in area.~~

**TOWN OF MEAD, COLORADO  
PLANNING COMMISSION  
RESOLUTION NO. 03-PC-2020**

**A RESOLUTION OF THE PLANNING COMMISSION OF THE TOWN OF  
MEAD, COLORADO RECOMMENDING TO THE BOARD OF TRUSTEES  
APPROVAL OF AN ORDINANCE AMENDING CERTAIN PROVISIONS OF  
ARTICLES I, II, III, VII, AND XI OF CHAPTER 16 OF THE *MEAD  
MUNICIPAL CODE* PERTAINING TO SIGNAGE, ACCESSORY DWELLING  
UNITS,  
AND ACCESSORY STRUCTURES**

**WHEREAS**, Sec. 16-3-160(d) of the Town of Mead Municipal Code (“MMC”) sets forth that amendments to the text of the Land Use Code may be initiated by the Board of Trustees, the Planning Commission, Town Staff or written application of any property owner or resident of the Town and further provides that any such text amendments “. . . shall be reviewed and considered by the Planning Commission and the Board of Trustees at public hearings and shall be enacted by ordinance”; and

**WHEREAS**, Town Staff has proposed to amend certain provisions of Articles I, II, III, VII, and XI of Chapter 16 of the MMC (the “Proposed Amendments”); and

**WHEREAS**, a copy of the Proposed Amendments is attached to this Resolution as **Exhibit A** and is incorporated herein by reference; and

**WHEREAS**, in accordance with applicable requirements of the MMC, the Town Clerk caused notice of the Planning Commission public hearing on this matter to be published no later than fifteen (15) days prior to the hearing in a newspaper of general circulation; and

**WHEREAS**, the Planning Commission conducted the duly noticed public hearing on June 17, 2020, to consider the Proposed Amendments; and

**WHEREAS**, the MMC requires the Planning Commission to make a recommendation to the Board of Trustees to approve, conditionally approve or deny any proposed text amendment; and

**WHEREAS**, based upon evidence set forth in the *Agenda Item Summary/Staff Report* presented to the Planning Commission and other evidence offered and accepted at the public hearing, the Planning Commission has determined that the approval criteria set forth in Sec. 16-3-160(f)(2), (f)(3) and (f)(4) of the MMC has been satisfied in that the Proposed Amendments, if approved by the Board of Trustees, will provide for changes in administrative practices as may be necessary to accommodate changing needs of the community and the Town Staff, will assist with the accommodation of innovations in land use and development practices that were not contemplated at the adoption of the Town’s existing sign code, and will further the implementation of the goals and objectives of the Town’s Comprehensive Plan; and

**WHEREAS**, the Planning Commission desires to recommend approval of the Proposed Amendments to the Board of Trustees,

**NOW, THEREFORE, BE IT RESOLVED** by the Planning Commission of the Town of Mead, Colorado, that:

**Section 1. Recitals incorporated.** The recitals contained above are incorporated herein by reference and are adopted as findings and determinations of Planning Commission.

**Section 2. Recommendation.** The Planning Commission finds and determines that it reviewed the Proposed Amendments in accordance with the procedure set forth in Sec. 16-3-160 of the MMC and that the public hearing on the Proposed Amendments was held, conducted and concluded in accordance with Sec. 16-3-160 of the MMC. The Planning Commission recommends that the Board of Trustees proceed to consider and approve an ordinance adopting the Proposed Amendments.

**Section 3. Effective Date.** This resolution shall become effective immediately upon adoption.

**INTRODUCED, READ, PASSED AND ADOPTED this \_\_ day of June, 2020.**

**ATTEST:**

By: Jeannine Reed  [Signature]  
Secretary Chair or Acting Chair

Exhibits:

**Exhibit A** – Proposed Amendments to Certain Provisions of Articles I, II, III, VII, and XI of Chapter 16 of the *Mead Municipal Code*



## Agenda Item Summary

MEETING DATE: June 29, 2020

SUBJECT: Street Resurfacing  
Contract Award to Vance Brothers, Inc.

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

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### SUMMARY

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The Town received three bid proposals from resurfacing contractors to provide asphalt patching, crack seal, chip seal, and slurry seal on Town streets and properties. One bidder was disqualified because their bid was incomplete, therefore two bids were considered.

The apparent low bidder is Vance Brothers, Inc. of Denver, who is qualified to complete the work associated with the Project.

Vance Brothers, Inc.	\$ 452,950.00
A-1 Chipseal	\$ 537,775.00

Following a review of the bids submitted and the applicable review criteria, Town Staff is recommending that the Project be awarded to Vance Brothers, Inc.

### FINANCIAL CONSIDERATIONS

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The approved 2020 budget provided for \$415,000.00 from various sources for this contract. The quantities for the Project have been adjusted to fit within this budget. With the adjustments to the quantities, the contract price for this Project will be \$414,550.00 instead of \$452,950.00.

01-44-5250	\$40,000	Asphalt/Street Patch
01-44-5365	\$375,000	Road Resurfacing

### STAFF RECOMMENDATION/ACTION REQUIRED

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Staff recommends awarding the Project to and entering into a contract with the lowest responsible bidder, Vance Brothers, Inc., for \$414,550.00.

Suggested Motion – “I move to adopt Resolution No. 61-R-2020, a Resolution of the Town of Mead, Colorado, Awarding the Bid for Street Resurfacing to Vance Brothers, Inc.”

### ATTACHMENTS

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Resolution No. 61-R-2020

**TOWN OF MEAD, COLORADO  
RESOLUTION NO. 61-R-2020**

**A RESOLUTION OF THE TOWN OF MEAD, COLORADO, AWARDING  
THE BID FOR STREET RESURFACING TO VANCE BROTHERS, INC.**

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

**WHEREAS**, the Town requires construction services for certain street resurfacing work on Town streets and properties as more particularly described in IFB 2020-004 (“Project”) and solicited bids for such services in accordance with Colorado law by posting an invitation for bid (IFB 2020-004) on the Rocky Mountain E-Purchasing System; and

**WHEREAS**, members of Town Staff have evaluated the bids received from bidders in order to recommend an 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 contract 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 recommendations of Town Staff, finds that **Vance Brothers, Inc.**, a Missouri corporation (the successful bidder, hereinafter the “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 **Four Hundred Fourteen Thousand Five Hundred Fifty Dollars and No Cents (\$414,550.00)**, based on the price(s) set forth in the Contractor’s bid and the estimated work quantities associated with the Project; 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 accordance with the form of agreement set forth and included in the IFB (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 **Four Hundred Fourteen Thousand Five Hundred Fifty Dollars and No Cents (\$414,550.00)**, (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, and (c) authorizes the Mayor or Town Manager to execute the Construction Agreement on behalf of the Town, but only on or after such date as the Contractor has delivered the executed Construction Agreement to the Town, together with the proof of insurance, the payment and performance bond, and other documents specifically required by the IFB and 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 29TH DAY OF JUNE, 2020.**

**ATTEST:**

**TOWN OF MEAD**

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

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



MEETING DATE: June 29, 2020

SUBJECT: Resolution No. 62-R-2020 Approving a Collaboration Agreement Related to Distribution of CARES Act Funds with Weld County, Colorado, and Directing that 100% of the Town of Mead’s Allocation of Funding be directed to the Weld County Business Relief Fund to be Administered by Upstate Colorado Economic Development

PRESENTED BY: Helen Migchelbrink, Town Manager

### SUMMARY

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Staff is requesting the Board’s review and approval of a collaboration agreement with Weld County, specifically that certain *Collaboration Agreement Related to Distribution of CARES Act Funds* (the “Distribution Agreement”). The Distribution Agreement is attached to the Resolution as **Exhibit 1** and the Weld County Coronavirus Relief Fund worksheet (with contingency) is attached to the Distribution Agreement as Exhibit A (“Distribution Worksheet”).

### BACKGROUND

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Weld County and communities located within Weld County have expended, and will continue to expend, significant effort and funds to protect the community from the impacts of COVID-19 and to slow its spread. The Coronavirus Aid, Relief, and Economic Security Act of 2020, Public Law 116-136 (“CARES Act”) provides emergency assistance in response to the COVID-19 pandemic. The CARES Act established the Coronavirus Relief Fund (CVRF), which provides payments from the United States Treasury to state, local, and tribal governments navigating the impact of COVID-19.

The State of Colorado (the “State”) received approximately \$1.674 billion from the CVRF pursuant to the CARES Act for state, local, and tribal governments dealing with the impacts from COVID-19. Governor Polis’s Executive Order D 2020 070 allocated \$275,000,000 for FY 2019-20 and FY 2020-21 in the CVRF for units of local government that did not receive a direct distribution of funds in the CARES Act for expenses to facilitate compliance with COVID-19-related public health measures, including an estimated \$27,825,189.00 to Weld County.

The State has designated the Department of Local Affairs (“DOLA”) as the fiscal agent for distributions of the funding from the CARES Act Fund to local governments which will be administered as a reimbursement program following expense eligibility verification performed



by DOLA, with distributions to counties (and municipalities within said counties) being calculated on a per capita population basis based on United States Census Bureau data.

Weld County is proposing a 56/44 model (with 56% of the CARES Act funding allocated to Weld County to be retained by the County and approximately 44% to be distributed to all municipalities within the County) to assist the local governments with offsetting costs associated with eligible expenses. As set forth in the Distribution Worksheet, Weld County has committed its entire per capita allocation amount for the unincorporated areas of the County (\$2,314,061) to the Weld County Business Relief Fund.

The CARES Act Fund is administered through the Colorado Department of Local Affairs (“DOLA”) and available funding will be utilized to reimburse eligible costs to Counties and municipalities in the State of Colorado for:

1. Necessary expenditures incurred due to the COVID-19 public health emergency (COVID-19 emergency);
2. Expenditures that were not accounted for in the budget most recently approved as of March 27, 2020 (the date of enactment of the CARES Act) for the State; and
3. Expenditures that were incurred during the period that begins on March 1, 2020 and ends on December 30, 2020; and

The Town of Mead’s project per capita allocation of funding, as set forth in the Distribution Worksheet, is currently estimated to be TWO HUNDRED SEVENTEEN THOUSAND NINETY-SEVEN DOLLARS (\$217,097) (the “Mead Allocation”).

Weld County is working in partnership with the Greeley/Weld County Economic Development Action Partnership, Inc., a Colorado nonprofit corporation, operating as Upstate Colorado Economic Development (“UCED”) to create and administer the Weld County Business Relief Fund (“Business Relief Fund”).

Staff is recommending that the Board direct Staff to work in partnership with Weld County and DOLA to ensure that 100% of the Mead Allocation be directed toward the Business Relief Fund in order to assist businesses located within the Town of Mead with costs related to COVID-19.

The Resolution: (1) approves the Distribution Agreement; (2) authorizes the Town Attorney in cooperation with the Mayor and Town Manager to make non-material changes to the Distribution Agreement that do not increase the Town’s obligations; (3) authorizes the Mayor to execute the Distribution Agreement on behalf of the Town once in final form; (4) directs the Town Clerk to forward the Town’s signature page on the Distribution Agreement to the County (Attn: Don Warden) no later than June 30, 2020; and (5) authorizes the Mayor and Town Manager to execute such other letters, letter agreements, agreements with DOLA, or similar documents as may be necessary to ensure that 100% of the Mead Allocation is directed to the Business Relief Fund.

## FINANCIAL CONSIDERATIONS

Under the terms of the Distribution Agreement, the Mead Allocation is \$217,097 (based on per capita population estimates). As set forth above, the Resolution authorizes the Mayor and Town Manager to work cooperatively with the County and DOLA to ensure that 100% of the Mead Allocation is directed to the Business Relief Fund.

## STAFF RECOMMENDATION/ACTION REQUIRED

Suggested Motion – “I move to approve Resolution No. 62-R-2020 Approving a Collaboration Agreement Related to Distribution of CARES Act Funds with Weld County, Colorado, and Directing that 100% of the Town of Mead’s Allocation of Funding be directed to the Weld County Business Relief Fund to be Administered by Upstate Colorado Economic Development.”

## ATTACHMENTS

Resolution No. 62-R-2020

**Exhibit 1** to Resolution (Distribution Agreement)

Exhibit A to Distribution Agreement (Distribution Worksheet)

**TOWN OF MEAD, COLORADO  
RESOLUTION NO. 62-R-2020**

**A RESOLUTION OF THE TOWN OF MEAD, COLORADO,  
APPROVING A COLLABORATION AGREEMENT RELATED TO  
DISTRIBUTION OF CARES ACT FUNDS WITH WELD COUNTY,  
COLORADO, AND DIRECTING THAT 100% OF THE TOWN OF  
MEAD'S ALLOCATION OF FUNDING BE DIRECTED TO THE WELD  
COUNTY BUSINESS RELIEF FUND TO BE ADMINISTERED BY  
UPSTATE COLORADO ECONOMIC DEVELOPMENT**

**WHEREAS**, on May 18, 2020, Governor Polis signed Executive Order D2020 070, the CARES Act, to establish the Coronavirus Relief Fund ("CVRF"); and

**WHEREAS**, the CVRF is administered through the Colorado Department of Local Affairs ("DOLA") and CVRF resources will be utilized to reimburse eligible costs to Counties and municipalities in the State of Colorado for:

1. Necessary expenditures incurred due to the COVID-19 public health emergency (COVID-19 emergency);
2. Expenditures that were not accounted for in the budget most recently approved as of March 27, 2020 (the date of enactment of the CARES Act) for the State; and
3. Expenditures that were incurred during the period that begins on March 1, 2020 and ends on December 30, 2020; and

**WHEREAS**, Weld County has been allocated \$27,825,189 that must be allocated in accordance with a collaboration agreement between the County and all municipalities within the County; and

**WHEREAS**, the Town of Mead has incurred or will incur necessary expenditures related to the COVID-19 emergency; and

**WHEREAS**, the Board of Trustees of the Town of Mead (the "Board") desires to authorize the Mayor to execute a Collaboration Agreement Related to Distribution of CARES Act Funds in substantially the form attached hereto as **Exhibit 1**, or similar agreement as may be approved as to form by the Town Attorney ("Distribution Agreement"); and

**WHEREAS**, the Town of Mead's projected per capital allocation of CVRF, as set forth in the Distribution Agreement, is currently estimated to be TWO HUNDRED SEVENTEEN THOUSAND NINETY-SEVEN DOLLARS (\$217,097) (the "Mead Allocation"); and

**WHEREAS**, due to good fiscal management of the Town of Mead 2020 budget, the Town is expecting minimal impacts associated with expenditures related to the COVID-19 emergency; and

**WHEREAS**, for that reason, the Board desires to direct Town Staff to work in partnership with Weld County to ensure that 100% of the Mead Allocation be directed toward assisting businesses located within the Town of Mead that may benefit from financial assistance; and

**WHEREAS**, Weld County is working in partnership with the Greeley/Weld County Economic Development Action Partnership, Inc., a Colorado nonprofit corporation, operating as *Upstate Colorado Economic Development* (“UCED”) to create and administer the Weld County Business Relief Fund (“Business Relief Fund”); and

**WHEREAS**, businesses operating within Mead are encouraged to reach out to UCED to obtain details regarding the Business Relief Fund and associated application process; and

**WHEREAS**, the Board further desires to delegate authority to the Mayor and Town Manager to sign such other letters, letter agreements, or similar documents as may be necessary to ensure that 100% of the Mead Allocation is directed to the Business Relief Fund.

**NOW THEREFORE, BE IT RESOLVED** by 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 Board of Trustees hereby: (a) approves the Distribution Agreement in substantially the same form as is attached hereto as **Exhibit 1**; (b) authorizes the Town Attorney in cooperation with the Mayor and Town Manager to make non-material changes to the Distribution Agreement that do not increase the Town’s obligations; (c) authorizes the Mayor to execute the Distribution Agreement on behalf of the Town once in final form; and (d) authorizes the Mayor and Town Manager to execute such other letters, letter agreements, agreements with DOLA, or similar documents as may be necessary to ensure that 100% of the Mead Allocation is directed to the Business Relief Fund.

**Section 3.** The Town Clerk is hereby directed to email the Town’s executed signature page on the Distribution Agreement to Don Warden, Director of Finance and Administration, Weld County, no later than June 30, 2020.

**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 29th DAY OF JUNE, 2020.**

**ATTEST:**

**TOWN OF MEAD**

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

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

## **COLLABORATION AGREEMENT RELATED TO DISTRIBUTION OF CARES ACT FUNDS**

This Collaboration Agreement for Funding related to the distribution of CARES Act funds (“Agreement”) is made and effective on June \_\_\_\_\_, 2020, by and among the Board of County Commissioners of Weld County, Colorado (referred to as “County”), and the City of Greeley, Colorado, the City of Dacono, Colorado, the City of Evans, Colorado, the City of Lochbuie, Colorado, the City of Longmont, Colorado, the Town of Ault, Colorado, the Town of Berthoud, Colorado, the Town of Eaton, Colorado, the Town of Firestone, Colorado, the City of Fort Lupton, Colorado, the Town of Frederick, Colorado, the Town of Garden City, Colorado, the Town of Gilcrest, the Town of Grover, Colorado, the Town of Hudson, Colorado, the Town of Keenesburg, the Town of Mead, Colorado, the Town of Milliken, Colorado, the Town of Nunn, Colorado, the Town of Pierce, Colorado, Colorado, the Town of Kersey, Colorado, the Town of La Salle, Colorado, Colorado, the Town of Platteville, Colorado, the Town of Raymer, Colorado, the Town of Severance, Colorado, the Town of Windsor, Colorado, the Town of Erie, Colorado, and the Town of Johnstown, Colorado (individually referred to as “Municipality” or collectively as “Municipalities”). (The County and Municipalities will jointly be referred to as the “Parties.”)

### **I. RECITALS**

- A. The novel coronavirus referred to as COVID-19 has been declared a worldwide pandemic. National, state, and local emergencies have been declared as a result of COVID-19.
- B. All of the Parties, as local governmental entities, have expended significant effort and funds to protect the community from the impacts of COVID-19 and to slow its spread.
- C. Efforts to slow the spread and protect the community are ongoing and will require continued time and funding. Recovery efforts are also ongoing and will require the additional expenditure of time and funds.
- D. The emergence and rapid spread of COVID-19 was unexpected and unable to be predicted. Therefore, local governments could not have adequately budgeted for such expenses.
- E. The State of Colorado is appropriating \$27,825,189.00 of CARES funding to Weld County local governments to reimburse these unbudgeted expenses through the Department of Local Affairs.
- F. The State of Colorado has designated DOLA as the fiscal agent for the funding which will be administered as a reimbursement program following eligibility verification performed by DOLA for the expenses.
- G. All parties recognize that it is in the best interest of the Weld County community to work cooperatively to ensure that all of the Weld County allocation is applied to the benefit of Weld County residents rather than allowing the funds to remain unspent and revert to the state-wide reserve fund pool for reallocation elsewhere in the state.

- H. The criteria for eligibility will be as prescribed in the CARES Act and rules which may be revised from time to time
- I. The Parties wish to agree on how to divide the appropriated funds for the good of the community.
- J. The Parties have a successful track record of working together for the benefit of the community.
- K. County and Municipalities are authorized pursuant to Article XIV, Section 18 of the Colorado Constitution and Section 29-1-201, et seq., Colorado Revised Statutes, to enter into agreements for the purpose of providing any service or performing any function which they can perform individually.

## **II. CONSIDERATION**

NOW, THEREFORE, in consideration of the covenants and obligations herein expressed, the County and Municipalities agree as follows.

## **III. TERMS AND CONDITIONS**

- A. Commencing on the date of the signing of this agreement and continuing until December 30, 2020 the Parties agree to the following in relation to the CARES Act funds.
- B. The obligations of the County and Municipalities to commit or expend funds are subject to and conditioned on the receipt of the CARES Act funds.
- C. The funds will be distributed among the parties as outlined in Exhibit A, which is attached hereto and incorporated herein. Exhibit A contains current and projected expenses by each unit of local government in order to establish “drawdown” of funds.
- D. Each Party is individually responsible for completing all activities necessary to become eligible to receive reimbursement from the CARES Act funds. Failure to do so may result in forfeiture of funds.
- E. Each Party assumes responsibility for ensuring the funds are only used for eligible expenses as determined by DOLA under the CARES act criteria.
- F. Each Party will assume responsibility for initially covering their own costs and await reimbursement from DOLA. No Party will have any expectation of other parties to the agreement providing any money to another.
- G. All parties can seek partners on projects eligible for CARES reimbursement from among the other agencies’ signatory to the agreement. No agency is under any obligation to participate in any such partnership.

- H. The parties will confer monthly starting in early September 2020 to share information about the progress of each Party's application of the funds to beneficial use in the community and to ensure all of the allocation amounts are used in Weld County.
- I. Each Party will keep an appropriate accounting of the expenditure of funds sufficient to meet the needs of DOLA and their own accounting practices.
- J. This Agreement is to be construed according to its fair meaning and as if prepared by all parties hereto and is deemed to be and contain the entire understanding and agreement between the parties hereto. There shall be deemed to be no other terms, conditions, promises, understandings, statements, or representations, expressed or implied, concerning this Agreement unless set forth in writing and signed by the Parties hereto.
- K. This Agreement cannot be modified except in writing signed by all Parties.
- L. This Agreement will be governed by and its terms construed under the laws of the State of Colorado. Venue for any action shall be in Weld County, State of Colorado.
- M. Nothing contained herein is deemed or should be construed by the Parties or by any third party as creating the relationship of principle and agent, a partnership or a joint venture between the Parties, or an employment relationship between the Parties.
- N. This Agreement is made for the sole and exclusive benefit of County and Municipalities, their successors and assigns, and it is not made for the benefit of any third party.
- O. If any term or condition of this Agreement is held to be invalid by final judgment of any court of competent jurisdiction, the invalidity of such a term or condition, will not in any way affect any of the other terms or conditions of this Agreement, provided that the invalidity of any such term or condition does not materially prejudice any Party in their respective rights and obligations under the valid terms and conditions of this Agreement.
- P. No Party will be deemed in violation of this Agreement if prevented from performing any of its respective obligations hereunder by reason of strikes, boycotts, labor disputes, embargoes, shortage of energy or materials, acts of God, acts of public enemies, acts of superior governmental authorities, weather conditions, rights, rebellions, sabotage, or any other circumstances for which it is not responsible or that are not within its control.
- Q. This Agreement may be signed by the Parties in counterpart.



BOARD OF COUNTY COMMISSIONERS OF  
WELD COUNTY, COLORADO

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

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

ATTEST:

\_\_\_\_\_

Approved as to form:

\_\_\_\_\_  
County Attorney

TOWN OF MEAD, COLORADO

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

ATTEST:

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

**EXHIBIT “A”**

WORKSHEET ENTITLED “*Weld County Coronavirus Relief Fund Allocation with Contingency*”

## EXHIBIT A WELD COUNTY CORONAVIRUS RELIEF FUND DISTRIBUTION WITH CONTINGENCY

TOTAL DISTRIBUTION \$27,825,189

COUNTY OFF TOP \$13,225,838

TOTAL DISTRIBUTION \$14,599,351

	2018 POPULATION	PERCENTAGE	With Unicorp. Pop.		50%	Expenses		50% or YTD with		INITIAL ALLOCATION AMOUNT
			\$ 14,599,351			YTD	Maximum Allocation Cap Until Contingency Reallocation			
WELD COUNTY	314,250									\$ 20,214,835
Ault	1,819	1,819	0.0058	\$ 84,507	42253		\$ 42,253	\$ 42,253	\$ 42,253	
Berthoud (Part)	215	215	0.0007	\$ 9,988	4994		\$ 9,988	\$ 9,988	\$ 9,988	
Brighton (Part)	455	Not Eligible	0.0014	\$ 21,138	10569	\$ -	\$ -	\$ -	\$ -	
Dacono	5,742	5,742	0.0183	\$ 266,760	133380	\$ 50,000	\$ 133,380	\$ 133,380	\$ 133,380	
Eaton	5,507	5,507	0.0175	\$ 255,843	127921		\$ 127,921	\$ 127,921	\$ 127,921	
Erie (Part)	14,340	14,340	0.0456	\$ 666,204	333102		\$ 333,102	\$ 333,102	\$ 333,102	
Evans	20,972	20,972	0.0667	\$ 974,312	487156	\$ 75,986	\$ 487,156	\$ 487,156	\$ 487,156	
Firestone	14,694	14,694	0.0468	\$ 682,650	341325		\$ 341,325	\$ 341,325	\$ 341,325	
Fort Lupton	8,290	8,290	0.0264	\$ 385,135	192567		\$ 192,567	\$ 192,567	\$ 192,567	
Frederick	13,463	13,463	0.0428	\$ 625,461	312730		\$ 312,730	\$ 312,730	\$ 312,730	
Garden City	249	249	0.0008	\$ 11,568	5784	\$ 66,828	\$ 11,568	\$ 11,568	\$ 11,568	
Gilcrest	1,104	1,104	0.0035	\$ 51,289	25645		\$ 25,645	\$ 25,645	\$ 25,645	
Greeley	107,026	107,026	0.3406	\$ 4,972,188	2486094	\$ 3,907,393	\$ 3,907,393	\$ 3,907,393	\$ 3,907,393	
Grover	149	149	0.0005	\$ 6,922	3461		\$ 3,461	\$ 3,461	\$ 3,461	
Hudson	1,652	1,652	0.0053	\$ 76,748	38374	\$ 80,186	\$ 76,748	\$ 76,748	\$ 76,748	
Johnstown (Part)	12,646	12,646	0.0402	\$ 587,505	293752		\$ 293,752	\$ 293,752	\$ 293,752	
Keenesburg	1,228	1,228	0.0039	\$ 57,050	28525		\$ 28,525	\$ 28,525	\$ 28,525	
Kersey	1,629	1,629	0.0052	\$ 75,680	37840		\$ 37,840	\$ 37,840	\$ 37,840	
La Salle	2,346	2,346	0.0075	\$ 108,990	54495		\$ 54,495	\$ 54,495	\$ 54,495	
Lochbuie (Part)	6,831	6,831	0.0217	\$ 317,353	158676		\$ 158,676	\$ 158,676	\$ 158,676	
Longmont (Part)	350	350	0.0011	\$ 16,260	8130		\$ 16,260	\$ 16,260	\$ 16,260	
Mead	4,673	4,673	0.0149	\$ 217,097	108549		\$ 108,549	\$ 108,549	\$ 108,549	
Milliken	7,619	7,619	0.0242	\$ 353,962	176981		\$ 176,981	\$ 176,981	\$ 176,981	
Northglenn (Part)	13	Not Eligible	0.0000	\$ 604	302		\$ -	\$ -	\$ -	
Nunn	459	459	0.0015	\$ 21,324	10662		\$ 10,662	\$ 10,662	\$ 10,662	
Pierce	1,156	1,156	0.0037	\$ 53,705	26853		\$ 26,853	\$ 26,853	\$ 26,853	
Platteville	3,009	3,009	0.0096	\$ 139,791	69896	\$ 19,700	\$ 69,896	\$ 69,896	\$ 69,896	
Raymer	105	105	0.0003	\$ 4,878	2439		\$ 2,439	\$ 2,439	\$ 2,439	
Severance	4,975	4,975	0.0158	\$ 231,127	115564		\$ 115,564	\$ 115,564	\$ 115,564	
Thornton (Part)	0	Not Eligible	0.0000	\$ -	0		\$ -	\$ -	\$ -	
Windsor (Part)	21,724	21,724	0.0691	\$ 1,009,248	504624	\$ 447,894	\$ 504,624	\$ 504,624	\$ 504,624	
Unincorp. Area	49,810	49,810	0.1585	\$ 2,314,061	1157031		\$ 1,157,031	\$ 1,157,031	\$ 1,157,031	
<b>TOTAL</b>		<b>314,250</b>	<b>1.0000</b>	<b>\$ 14,599,351</b>						<b>\$ 20,214,835</b>
<b>COUNTY OFF TOP ALLOCATION</b>				<b>\$ 13,225,838</b>	<b>\$ 6,612,919</b>	<b>\$ 4,267,887</b>	<b>\$ 6,612,919</b>			
<b>COUNTY BUSINESS RELIEF FUND (NOTE 1)</b>				<b>\$ 2,314,061</b>						
<b>MUNICIPALITIES TOTAL</b>				<b>\$ 12,285,290</b>						
<b>TOTAL</b>				<b>\$ 27,825,189</b>	<b>\$ 13,912,595</b>	<b>\$ 8,915,874</b>	<b>\$ 15,380,304</b>			<b>\$ 27,825,189</b>
<b>CONTINGENCY TO BE ALLOCATED IN SEPTEMBER-DECEMBER</b>							<b>\$ 12,444,885</b>			

NOTE 1: Weld County has committed its entire per capita allocation amount to the County Business Relief Fund

**Coronavirus Relief Fund**  
**Guidance for State, Territorial, Local, and Tribal Governments**  
**April 22, 2020**

The purpose of this document is to provide guidance to recipients of the funding available under section 601(a) of the Social Security Act, as added by section 5001 of the Coronavirus Aid, Relief, and Economic Security Act (“CARES Act”). The CARES Act established the Coronavirus Relief Fund (the “Fund”) and appropriated \$150 billion to the Fund. Under the CARES Act, the Fund is to be used to make payments for specified uses to States and certain local governments; the District of Columbia and U.S. Territories (consisting of the Commonwealth of Puerto Rico, the United States Virgin Islands, Guam, American Samoa, and the Commonwealth of the Northern Mariana Islands); and Tribal governments.

The CARES Act provides that payments from the Fund may only be used to cover costs that—

1. are necessary expenditures incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19);
2. were not accounted for in the budget most recently approved as of March 27, 2020 (the date of enactment of the CARES Act) for the State or government; and
3. were incurred during the period that begins on March 1, 2020, and ends on December 30, 2020.<sup>1</sup>

The guidance that follows sets forth the Department of the Treasury’s interpretation of these limitations on the permissible use of Fund payments.

***Necessary expenditures incurred due to the public health emergency***

The requirement that expenditures be incurred “due to” the public health emergency means that expenditures must be used for actions taken to respond to the public health emergency. These may include expenditures incurred to allow the State, territorial, local, or Tribal government to respond directly to the emergency, such as by addressing medical or public health needs, as well as expenditures incurred to respond to second-order effects of the emergency, such as by providing economic support to those suffering from employment or business interruptions due to COVID-19-related business closures.

Funds may not be used to fill shortfalls in government revenue to cover expenditures that would not otherwise qualify under the statute. Although a broad range of uses is allowed, revenue replacement is not a permissible use of Fund payments.

The statute also specifies that expenditures using Fund payments must be “necessary.” The Department of the Treasury understands this term broadly to mean that the expenditure is reasonably necessary for its intended use in the reasonable judgment of the government officials responsible for spending Fund payments.

***Costs not accounted for in the budget most recently approved as of March 27, 2020***

The CARES Act also requires that payments be used only to cover costs that were not accounted for in the budget most recently approved as of March 27, 2020. A cost meets this requirement if either (a) the cost cannot lawfully be funded using a line item, allotment, or allocation within that budget *or* (b) the cost

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<sup>1</sup> See Section 601(d) of the Social Security Act, as added by section 5001 of the CARES Act.

is for a substantially different use from any expected use of funds in such a line item, allotment, or allocation.

The “most recently approved” budget refers to the enacted budget for the relevant fiscal period for the particular government, without taking into account subsequent supplemental appropriations enacted or other budgetary adjustments made by that government in response to the COVID-19 public health emergency. A cost is not considered to have been accounted for in a budget merely because it could be met using a budgetary stabilization fund, rainy day fund, or similar reserve account.

***Costs incurred during the period that begins on March 1, 2020, and ends on December 30, 2020***

A cost is “incurred” when the responsible unit of government has expended funds to cover the cost.

***Nonexclusive examples of eligible expenditures***

Eligible expenditures include, but are not limited to, payment for:

1. Medical expenses such as:
  - COVID-19-related expenses of public hospitals, clinics, and similar facilities.
  - Expenses of establishing temporary public medical facilities and other measures to increase COVID-19 treatment capacity, including related construction costs.
  - Costs of providing COVID-19 testing, including serological testing.
  - Emergency medical response expenses, including emergency medical transportation, related to COVID-19.
  - Expenses for establishing and operating public telemedicine capabilities for COVID-19-related treatment.
2. Public health expenses such as:
  - Expenses for communication and enforcement by State, territorial, local, and Tribal governments of public health orders related to COVID-19.
  - Expenses for acquisition and distribution of medical and protective supplies, including sanitizing products and personal protective equipment, for medical personnel, police officers, social workers, child protection services, and child welfare officers, direct service providers for older adults and individuals with disabilities in community settings, and other public health or safety workers in connection with the COVID-19 public health emergency.
  - Expenses for disinfection of public areas and other facilities, *e.g.*, nursing homes, in response to the COVID-19 public health emergency.
  - Expenses for technical assistance to local authorities or other entities on mitigation of COVID-19-related threats to public health and safety.
  - Expenses for public safety measures undertaken in response to COVID-19.
  - Expenses for quarantining individuals.
3. Payroll expenses for public safety, public health, health care, human services, and similar employees whose services are substantially dedicated to mitigating or responding to the COVID-19 public health emergency.

4. Expenses of actions to facilitate compliance with COVID-19-related public health measures, such as:
  - Expenses for food delivery to residents, including, for example, senior citizens and other vulnerable populations, to enable compliance with COVID-19 public health precautions.
  - Expenses to facilitate distance learning, including technological improvements, in connection with school closings to enable compliance with COVID-19 precautions.
  - Expenses to improve telework capabilities for public employees to enable compliance with COVID-19 public health precautions.
  - Expenses of providing paid sick and paid family and medical leave to public employees to enable compliance with COVID-19 public health precautions.
  - COVID-19-related expenses of maintaining state prisons and county jails, including as relates to sanitation and improvement of social distancing measures, to enable compliance with COVID-19 public health precautions.
  - Expenses for care for homeless populations provided to mitigate COVID-19 effects and enable compliance with COVID-19 public health precautions.
5. **Expenses associated with the provision of economic support in connection with the COVID-19 public health emergency, such as:**
  - **Expenditures related to the provision of grants to small businesses to reimburse the costs of business interruption caused by required closures.**
  - Expenditures related to a State, territorial, local, or Tribal government payroll support program.
  - Unemployment insurance costs related to the COVID-19 public health emergency if such costs will not be reimbursed by the federal government pursuant to the CARES Act or otherwise.
6. Any other COVID-19-related expenses reasonably necessary to the function of government that satisfy the Fund’s eligibility criteria.

*Nonexclusive examples of ineligible expenditures<sup>2</sup>*

The following is a list of examples of costs that would *not* be eligible expenditures of payments from the Fund.

1. Expenses for the State share of Medicaid.<sup>3</sup>
2. Damages covered by insurance.
3. Payroll or benefits expenses for employees whose work duties are not substantially dedicated to mitigating or responding to the COVID-19 public health emergency.

---

<sup>2</sup> In addition, pursuant to section 5001(b) of the CARES Act, payments from the Fund may not be expended for an elective abortion or on research in which a human embryo is destroyed, discarded, or knowingly subjected to risk of injury or death. The prohibition on payment for abortions does not apply to an abortion if the pregnancy is the result of an act of rape or incest; or in the case where a woman suffers from a physical disorder, physical injury, or physical illness, including a life-endangering physical condition caused by or arising from the pregnancy itself, that would, as certified by a physician, place the woman in danger of death unless an abortion is performed. Furthermore, no government which receives payments from the Fund may discriminate against a health care entity on the basis that the entity does not provide, pay for, provide coverage of, or refer for abortions.

<sup>3</sup> See 42 C.F.R. § 433.51 and 45 C.F.R. § 75.306.

4. Expenses that have been or will be reimbursed under any federal program, such as the reimbursement by the federal government pursuant to the CARES Act of contributions by States to State unemployment funds.
5. Reimbursement to donors for donated items or services.
6. Workforce bonuses other than hazard pay or overtime.
7. Severance pay.
8. Legal settlements.





## Agenda Item Summary

MEETING DATE: June 29, 2020

SUBJECT: Resolution No. 63-R-2020 North Creek Floodplain Analysis  
Task Order to JVA, Inc.

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

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### SUMMARY

---

The Town's 2018 Stormwater Master Plan Update identified the North Creek floodplain analysis as a high priority. North Creek drainage basin is currently hindered by insufficient infrastructure downstream causing flooding within the basin.

The overall project includes three phases, totaling \$109,860. Phase 1, the preliminary analysis of the North Creek floodplain, is proposed to be completed in 2020 for \$80,500. The remaining phases 2 and 3 will be completed in 2021. Phase 1 will use existing hydrological, Lidar, development drainage reports and survey data to establish an initial floodway boundary map and identify potential split flow locations.

Once the storm flow routes, and a more accurate representation of the drainage basin peak flows are modeled, new diversions and infrastructure improvements can be designed and implemented to reduce flooding. The objective is to improve drainage for the North Creek basin and update the FEMA flood insurance rate maps (FIRM) and flood insurance rates. The floodplain analysis would benefit the residents of Mead by determining the most feasible routes of storm flows to best delineate a revised flood boundary to reduce the payment of floodplain insurance and potential flooding to residents impacted by the existing floodway. In addition, the analysis will benefit future development for siting residential and commercial outside the revised flood plain boundary.

### FINANCIAL CONSIDERATIONS

---

This request is for an amount not to exceed Eighty Thousand, Five Hundred dollars (\$80,500.00). Per the existing contract with JVA, this work can be initiated by approval of a special projects Task Order Form, attached.

The approved 2020 Budget included \$50,000 (01-46-5405) in General Drainage, and \$125,000 (13-40-5500) in the Storm Drainage Impact Fund, for a total of \$175,000.

### STAFF RECOMMENDATION/ACTION REQUIRED

---

Staff recommends approving Resolution No. 63-R-2020, a special project task order for JVA, Incorporated to complete Phase 1 of North Creek floodplain analysis in the amount not to exceed \$80,500.00

Suggested Motion – “I move to adopt Resolution No. 63-R-2020, a Resolution of the Town of Mead, Colorado, approving a Special Project Task Order for JVA, Incorporated to complete Phase 1 of the North Creek floodplain analysis in an amount not to exceed \$80,500.00.”

## ATTACHMENTS

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Resolution No. 63-R-2020  
Task Order Memorandum  
Task Order

**TOWN OF MEAD, COLORADO  
RESOLUTION NO. 63-R-2020**

**A RESOLUTION OF THE TOWN OF MEAD, COLORADO, APPROVING  
A SPECIAL PROJECT TASK ORDER FOR JVA, INC. TO COMPLETE  
PHASE 1 OF THE NORTH CREEK DITCH FLOODPLAIN ANALYSIS**

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

**WHEREAS**, the Board of Trustees previously approved that certain Agreement for Professional Services between JVA, Inc. (“Contractor”) and the Town of Mead for general town engineering services, including special projects, dated March 11, 2019, as amended by the First Amendment to Agreement for Professional Services dated January 13, 2020 (the “Agreement”); and

**WHEREAS**, the Town has need of Contractor’s services to assist with completing Phase 1 of the North Creek Ditch Floodplain Analysis (“Special Project”); and

**WHEREAS**, the Special Project is identified as a high priority in the Town’s 2018 Stormwater Master Plan Update; and

**WHEREAS**, in accordance with the terms of the Agreement, Task Order No. 2020-008, attached hereto as **Exhibit 1** (“Task Order”), has been completed for the Special Project; and

**WHEREAS**, the cost for completion of the Special Project is eighty thousand five hundred dollars (\$80,500.00), and funds for the Special Project are available in the Town’s approved 2020 Budget, specifically \$50,000 in the General/Drainage Engineering Fees line item (01-46-5405) and \$125,000 in the Storm Drainage Impact Fund line item (13-40-5500); and

**WHEREAS**, the Board of Trustees desires to approve the Task Order in substantially the form attached to this Resolution and delegate authority to the Town Manager to execute the Task Order.

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

**Section 1.** The Board of Trustees hereby: (a) approves the Task Order in substantially the same form as is attached hereto and incorporated herein; (b) authorizes the Town Manager, in consultation with the Town Attorney, to make any non-material changes to the Task Order as may be necessary that do not increase the Town’s obligations; and (c) authorizes the Town Manager to execute the Task Order when in final form.

**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 29th DAY OF JUNE, 2020.**

**ATTEST:**

**TOWN OF MEAD:**

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

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

**Exhibit 1**  
**Task Order No. 2020-008**

*[see attached task order and memorandum]*



**TASK ORDER - SPECIAL PROJECTS**

---

**TASK ORDER NO.:** 2020-008

**Task Name:** North Creek Floodplain Analysis

---

**Requested By:** Public Works, Erika Rasmussen (Town Dept. / Project Mgr.)      **Proposed Start Date:** July 1, 2020

**Funding Source:** 01-46-5405      **Proposed Completion Date:** Dec. 31, 2020  
13-40-5500

**Tasks / Deliverables:** See attached memorandum      **Total Task Order Budget:** \$80,500.00

**Approval:**

\_\_\_\_\_ **Date:** \_\_\_\_\_  
**Town Manager**

**Additional Comments:** This Task Order is not valid without attached Task Order memorandum, approved by the Town Engineer.

---

Attachment: Task Order Memorandum

**FINANCE DIRECTOR REVIEW:**

*Finance has reviewed this Task Order and the funds:*

- are appropriated*
- are not appropriated (note: \_\_\_\_\_)*

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

Account reference/information: 01-46-5405 General/Drainage Engineering Fees, 13-40-5500 Storm Drainage Impact Fund Capital Outlay.



## TASK ORDER MEMORANDUM

---

**To:** Helen Migchelbrink, Town Manager

**From:** Erika Rasmussen, Town Engineer

**Date:** June 17, 2020

**Subject:** North Creek Floodplain Analysis

**Task Order No.:** 2020-008

---

This Task Order Memorandum has been prepared in accordance with the Town's Professional Services Agreement (PSA) with **JVA, Inc.** (the "Contractor") for engineering services, including special projects. No special projects shall be performed by the Contractor until the Town's Authorized Representative has executed a Task Order authorizing the Contractor to proceed with the Task(s) identified below.


Task(s) to be performed: North Creek floodplain analysis using existing hydrological, Lidar, development drainage reports and new survey data to establish initial floodway boundary map and identify potential split flow location. Phase 1 of the complete North Creek floodplain analysis plan will be completed this year totaling \$80,500, with the remainder of the project (Phases 2 and 3) planned for 2021.

Time schedule: Analysis in Phase 1 to be substantially complete by December 31, 2020.

Deliverables: See attached scope of work.

Charges: Unless otherwise set forth in this Task Order Memorandum, the Charges authorized herein shall be considered a not to exceed (NTE) figure. Charges shall be calculated pursuant to the hourly rates in the PSA, unless otherwise set forth herein. A copy of the Letter Agreement related to the Task(s) outlined above is attached to this Task Order Memorandum as ATTACHMENT A. I have reviewed and approved the Letter Agreement, and I therefore request that you proceed to approve the attached Task Order, which will authorize the Contractor to proceed with the special project described above for the not to exceed fee of \$80,500.00.

Review and approval of Task Order Memorandum:

  
Erika Rasmussen, Town Engineer

(Note: This Task Order Memorandum is not valid unless and until a Task Order has been executed by the Town Manager and approved by the Finance Director.)





# Agenda

- I. Hazard Mitigation Planning Overview
- II. Big Picture / Lifelines
- III. Project Scope / Schedule
- IV. Roles & Responsibilities
- V. Mitigation Grant Funding
- VI. Input on Current Plan
- VII. Hazards to Profile / Recent Events
- VIII. Recent Community Planning
- IX. Public Involvement Strategy
- X. Best Available Data Request
- XI. Next Steps





# HMPC Poll

- <https://www.menti.com/>
- Code: **84 44 04**
  
- <https://www.mentimeter.com/s/4ab6b7a80d526eadf7a7e324e5cc3084/51ca9eccc723>



# What is Hazard Mitigation?

*"Sustained action taken to reduce or eliminate long-term risk to people and property from hazards and their effects."*



# Why Hazard Mitigation?

- Required to receive mitigation grant funding
- Prepared to act on projects when opportunity presents itself
- Key to breaking the cycle of disaster -> damage -> reconstruction -> repeated damage






		<b>National Benefit-Cost Ratio Per Peril</b> <small>*BCR numbers in this study have been rounded</small>	<b>Federally Funded</b>	<b>Beyond Code Requirements</b>
		<b>Overall Hazard Benefit-Cost Ratio</b>	<b>6:1</b>	<b>4:1</b>
	<b>Riverine Flood</b>		<b>7:1</b>	<b>5:1</b>
	<b>Hurricane Surge</b>		Too few grants	<b>7:1</b>
	<b>Wind</b>		<b>5:1</b>	<b>5:1</b>
	<b>Earthquake</b>		<b>3:1</b>	<b>4:1</b>
	<b>Wildland-Urban Interface Fire</b>		<b>3:1</b>	<b>4:1</b>

Table 1. Benefit-Cost Ratio by Hazard and Mitigation Measure.

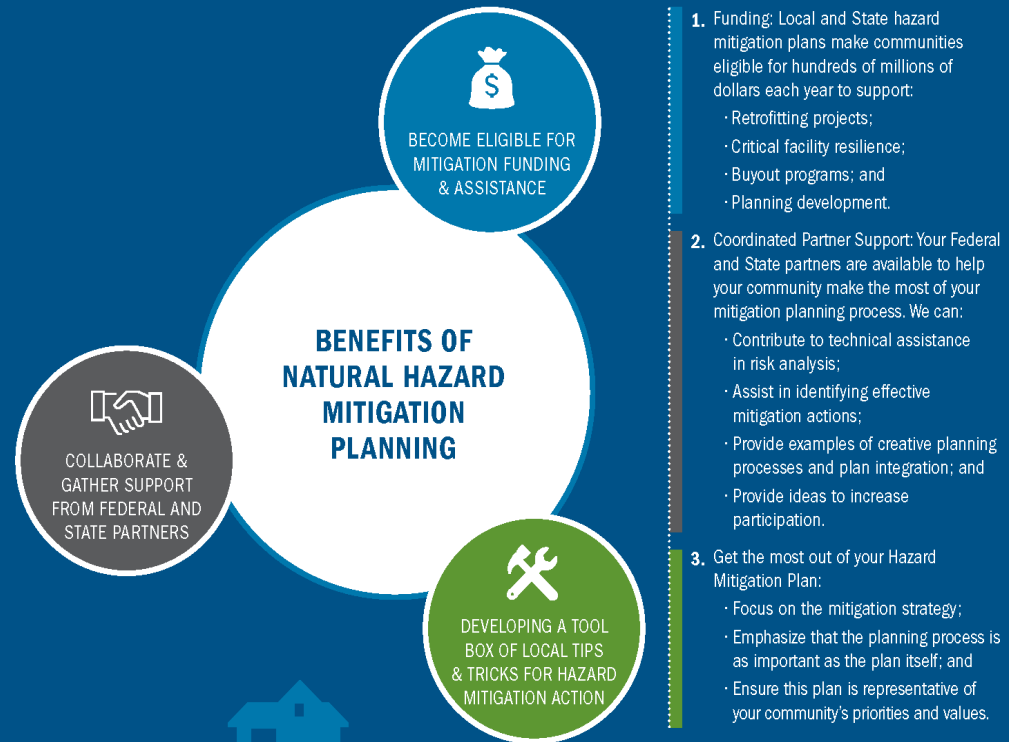
Natural Hazard Mitigation Saves: 2017 Interim Report



# Why Hazard Mitigation?

## COMPONENTS OF NATURAL HAZARD MITIGATION PLANNING

Three key components contribute to natural hazard mitigation planning.



## BENEFITS OF NATURAL HAZARD MITIGATION PLANNING

### MITIGATION ACTION CAN SUPPORT:

- Land use planning and decision making by protecting lives, future development, substantially damaged or improved structures, and other local priorities for maintaining the local economy and a community's identity;
- The protection of infrastructure investments;
- Collaboration of many departments to strategize and prioritize mitigation actions;
- All areas of emergency management including the preparedness, response, and recovery of a community post-event; and
- Continuity of operations and fostering effective community development





# HMPC Poll

- <https://www.menti.com/>
- Code: **84 44 04**
  
- <https://www.mentimeter.com/s/4ab6b7a80d526eadf7a7e324e5cc3084/51ca9eccc723>





# Big Picture

- FEMA Approval / Schedule
- Broaden jurisdictional collaboration and participation
- Increase mitigation grant funding pursuits
- Improve public engagement
- Incorporate Lifeline Construct



# FEMA Lifelines

- Community Lifelines - Critical interdependent systems that enable continuous operation of government functions and critical business and are essential to human health and safety or economic security.
- HMP Alignment
  - Risk and Vulnerability Assessment
  - Mitigation Strategy

*While lifelines were developed to support response planning and operations, the concept can be applied across the entire preparedness cycle. Efforts to protect lifelines, prevent and mitigate potential impacts to them, and building back stronger and smarter during recovery will drive overall resilience of the nation.*

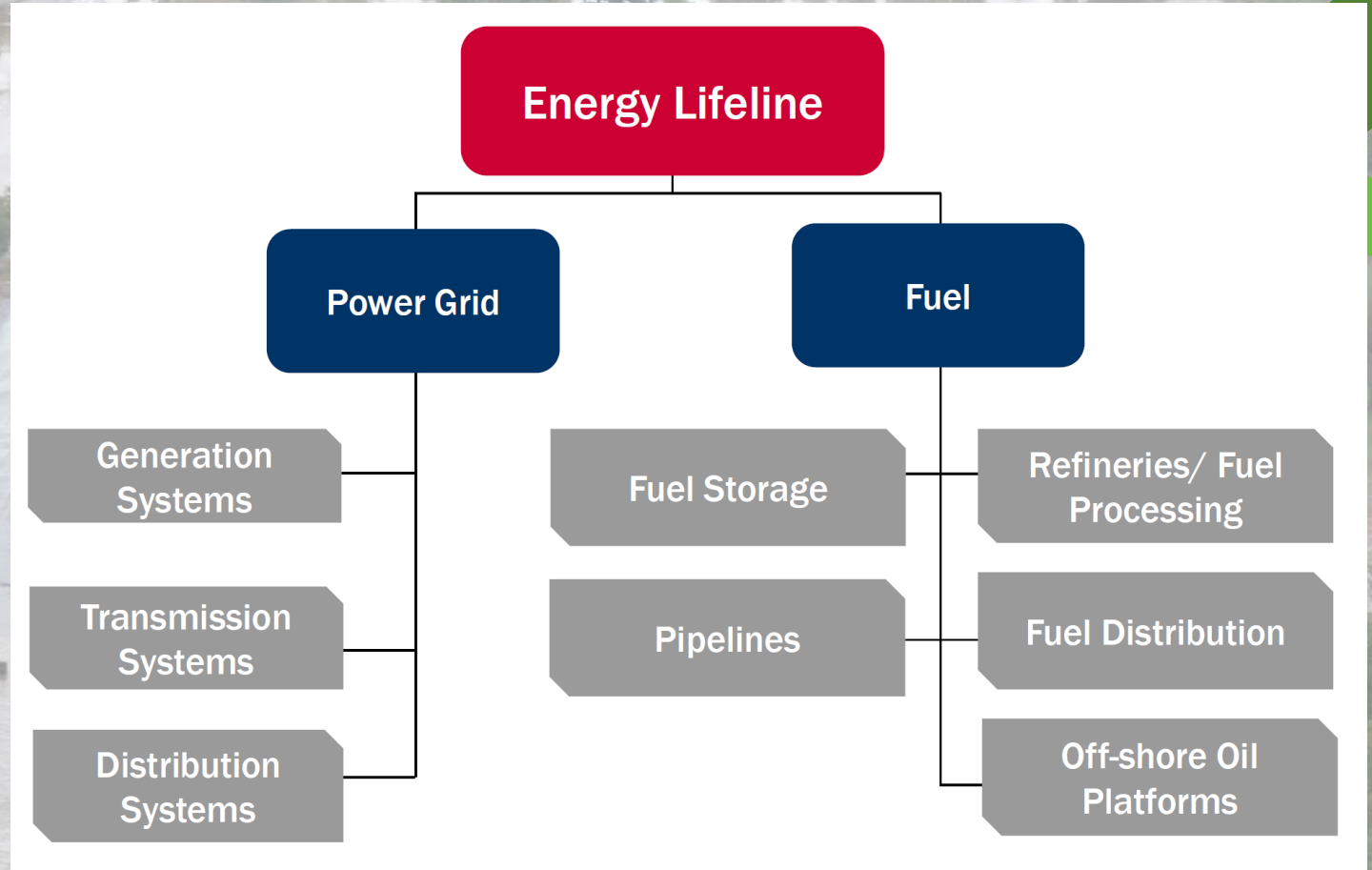











# Lifelines



# Lifelines (sub- components)



# Weld County Lifelines

LIFELINES	 Communications	 Energy (Power & Fuel)	 Food, Water, Shelter	 Hazardous Materials	 Health and Medical	 Safety and Security	 Transportation
COMPONENTS	Infrastructure  Emergency Messaging  911 / Dispatch  Responder Comms  Financial Services	Power  Fuel  Gas  Oil	Food  Water  Shelter  Agriculture	Facilities  HAZMAT / Etc.	Medical Care  Patient Movement  Public Health  Facility Management  Medical Supply Chain	Law Enforcement  Search and Rescue  Fire Services  Government Services  Community Safety	Highway / Roadway  Mass Transit  Railway  Aviation





# HMPC Poll

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# HMP Plan Components



1. REGULATION CHECKLIST		Location in Plan (section and/or page number)	Met	Not Met
<b>Regulation</b> (44 CFR 201.6 Local Mitigation Plans)				
<b>ELEMENT A. PLANNING PROCESS</b>				
A1. Does the Plan document the planning process, including how it was prepared and who was involved in the process for each jurisdiction? (Requirement §201.6(c)(1))				
A2. Does the Plan document mitigation activities, local development as well as mitigation activities, development as well as mitigation process? (Requirement §201.6(b)(2))				
A3. Does the Plan document the planning process due to the hazard? (Requirement §201.6(b)(1))				
A4. Does the Plan document the planning process due to the hazard? (Requirement §201.6(b)(3))				
A5. Is there discussion of public participation in the plan maintenance process? (Requirement §201.6(c)(4)(iii))				
A6. Is there a description of the method and schedule for keeping the plan current (monitoring, evaluating and updating the mitigation plan within a 5-year cycle)? (Requirement §201.6(c)(4)(i))				
<b>ELEMENT A: REQUIRED REVISIONS</b>				

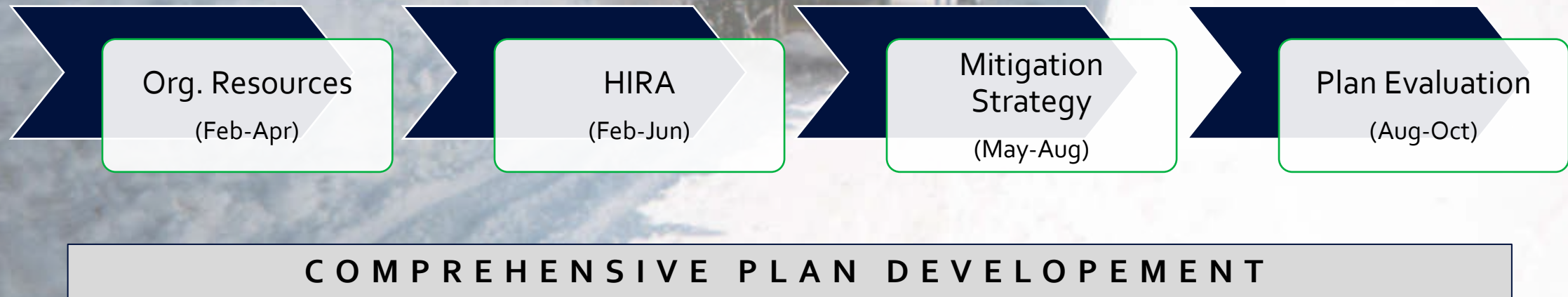


# Project Scope

- Develop a FEMA-Approved Hazard Mitigation Plan (HMP)
  - Planning Process
  - Hazard Identification & Risk Assessment
  - Mitigation Strategy
  - Review, Evaluation, & Implementation
  - Plan Adoption



# Project Schedule



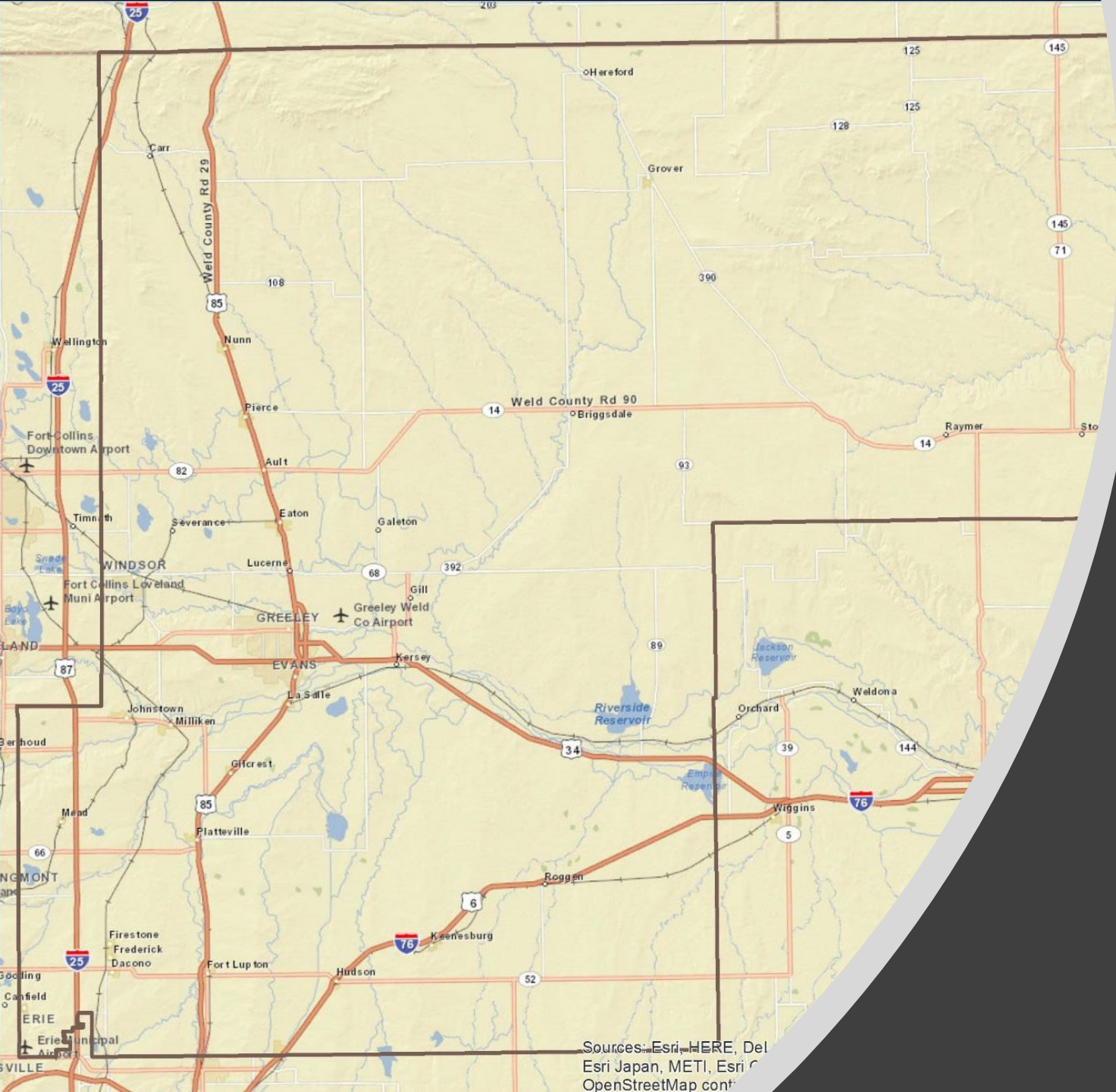


# Roles & Responsibilities

- Weld County
- Adopting jurisdictions & entities
- Synergy Disaster Recovery
- Other planning team participants
- Public
- State (DHSEM)







# Formal Plan Adoptees

Sources: Esri, HERE, DeLorme, Esri Japan, METI, Esri China, OpenStreetMap contributors





# Participation Standards

- Adopt the HMP
- Attend & participate at HMPC meetings
- Provide requested information & data
- Foster involvement across entire organization
- Assist with community stakeholder involvement & education
- Review draft plan sections

**DEVELOP AN INTEGRATED AND  
IMPLEMENTABLE HAZARD  
MITIGATION STRATEGY**





# Hazard Mitigation Planning Committee (HMPC)

- Jurisdictional (commissioners/council members, manager, planners, EM, police, public works, fire, PIO, GIS, etc)... +
- LEPC... +
- Special districts, schools...+
- Local businesses, organizations...+
- Other local, regional, state, and federal stakeholders...





# HMPC Poll

- <https://www.menti.com/>
- Code: **84 44 04**
  
- <https://www.mentimeter.com/s/4ab6b7a80d526eadf7a7e324e5cc3084/51ca9eccc723>



# Fiscal Year 2019 Grants for Pre-Disaster Mitigation and Flood Mitigation Assistance

**PDM**  
\$250M

A total of \$410M in funding is available for these competitive grant programs.

**FMA**  
\$160M

Application Period:

September 30, 2019



January 31, 2020

## Eligible Activities

### 1. Mitigation Projects

	HMGP	PDM	FMA
Property Acquisition and Structure Demolition	✓	✓	✓
Property Acquisition and Structure Relocation	✓	✓	✓
Structure Elevation	✓	✓	✓
Mitigation Reconstruction	✓	✓	✓
Dry Floodproofing of Historic Residential Structures	✓	✓	✓
Dry Floodproofing of Non-Residential Structures	✓	✓	✓
Generators	✓	✓	
Localized Flood Risk Reduction Projects	✓	✓	✓
Non-Localized Flood Risk Reduction Projects	✓	✓	
Structural Retrofitting of Existing Buildings	✓	✓	✓
Non-Structural Retrofitting of Existing Buildings and Facilities	✓	✓	✓
Safe Room Construction	✓	✓	
Wind Retrofit for One- and Two-Family Residences	✓	✓	
Infrastructure Retrofit	✓	✓	✓
Soil Stabilization	✓	✓	✓
Wildfire Mitigation	✓	✓	
Post-Disaster Code Enforcement	✓		
Advance Assistance	✓	✓	✓
5 Percent Initiative Projects*	✓		
Miscellaneous/Other**	✓	✓	✓

### 2. Hazard Mitigation Planning

Planning-Related Activities	✓		
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### 3. Technical Assistance

			✓
--	--	--	---

### 4. Management Costs

	✓	✓	✓
--	---	---	---

# FEMA Mitigation Assistance Programs



# Summary of Stakeholder Feedback

Building Resilient Infrastructure and Communities (BRIC)

Prepared for:



Federal Emergency Management Agency  
500 C Street, SW  
Washington, D.C. 20472

# BRIC Report Summary

- Importance of engaging private sector in planning projects and funding projects (and a need for more guidance)
- More support/resources needed for small, rural communities
- Importance of Lifelines in HMP (and need for more guidance)
- Results needed from HMP planning (many suggestions on how to improve)





# HMPC Poll

- <https://www.menti.com/>
- Code: **84 44 04**
  
- <https://www.mentimeter.com/s/4ab6b7a80d526eadf7a7e324e5cc3084/51ca9eccc723>



WELD COUNTY 2016  
MULTI-JURISDICTIONAL  
HAZARD MITIGATION  
PLAN



EMERGENCY MANAGEMENT

# Current HMP Input





# HMPC Poll

- <https://www.menti.com/>
- Code: **84 44 04**
  
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# Hazards to Profile

- Severe Storm
- Wind /Tornado
- HAZMAT
- Flood
- Wildfire
- Extreme Temps
- Drought
- Public Health Hazards
- Earthquake
- Land Subsidence
- Agricultural Hazards (disease / pests)
- Cyber



# 2016 Hazard Rankings

Table 17. Risk Factor Results for Weld County and Participation Jurisdictions

#	NATURAL HAZARD	PROBABILITY	IMPACT	SPATIAL EXTENT	WARNING TIME	DURATION	RF RATING
1	Severe Storm	1.100	0.750	0.717	0.317	0.250	3.133
2	Straight-Line Winds / Tornadoes	0.975	0.800	0.750	0.392	0.167	3.083
3	HAZMAT	0.825	0.600	0.450	0.383	0.225	2.483
4	Flood	0.875	0.675	0.600	0.242	0.300	2.692
5	Prairie Fire / Wildfire	0.900	0.550	0.467	0.383	0.208	2.508
6	Extreme Temperatures	0.975	0.475	0.667	0.142	0.300	2.558
7	Drought	0.925	0.450	0.683	0.108	0.292	2.458
8	Public Health Hazards	0.625	0.625	0.550	0.192	0.283	2.275
9	Earthquake	0.400	0.500	0.383	0.283	0.125	1.692
10	Land Subsidence	0.600	0.400	0.300	0.267	0.200	1.767





# Recent Notable Hazard Events?

---





# HMPC Poll

- <https://www.menti.com/>
- Code: **84 44 04**
  
- <https://www.mentimeter.com/s/4ab6b7a80d526eadf7a7e324e5cc3084/51ca9eccc723>



# Recent Community Planning

- County Comprehensive Plan Update
- Other recent / on-going planning efforts?
- Lessons learned?
- Strengths / Opportunities for improvement?
- Milliken HMP project



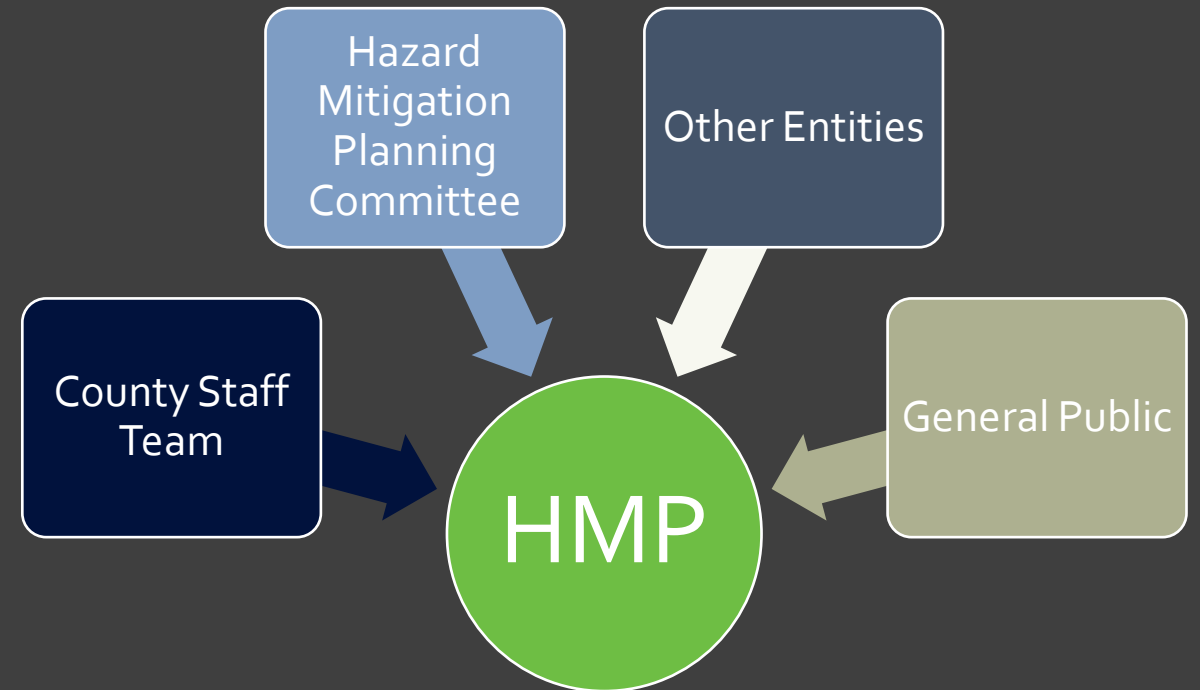


# HMPC Poll

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# Public Involvement Strategy





# Public Involvement Strategy

## Hazard Mitigation Planning Committee

- Virtual and in-person workshops
- Information sharing: website or internal datasharing platform (i.e. Sharepoint)
- Online activities: questionnaires and surveys
- Participation Tracking database

## General Public

- Information sharing and education: website and social media
- Online activities: questionnaires and quick polls
- Notification: local media, local web platforms, email lists (lean on communications depts.)



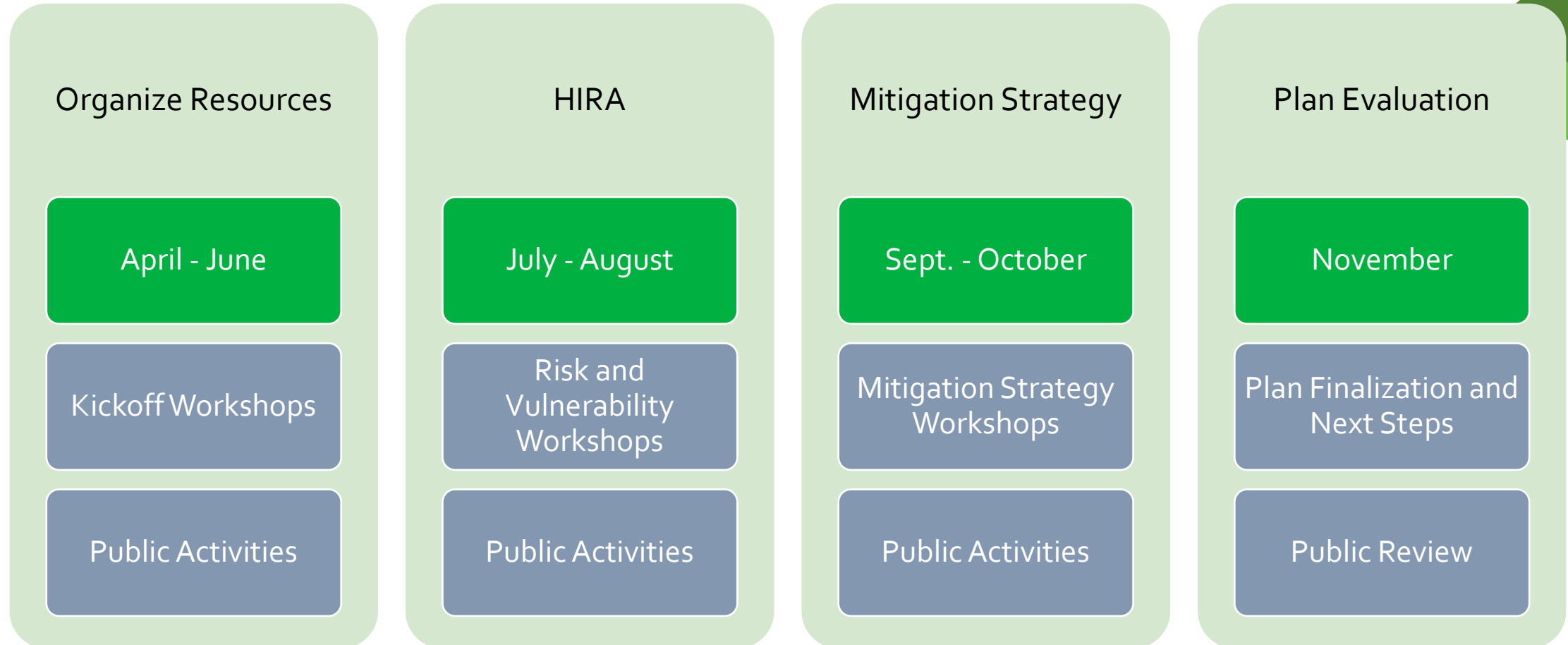


# Outreach & Engagement Tools / Resources

- HMPC meetings
- Social media
- Website
- Email listserve
- Newspaper
- Utility bill insert
- Public postings
- Local businesses
- Schools
- Community groups
- Public events
- Project events



# Public Involvement Strategy





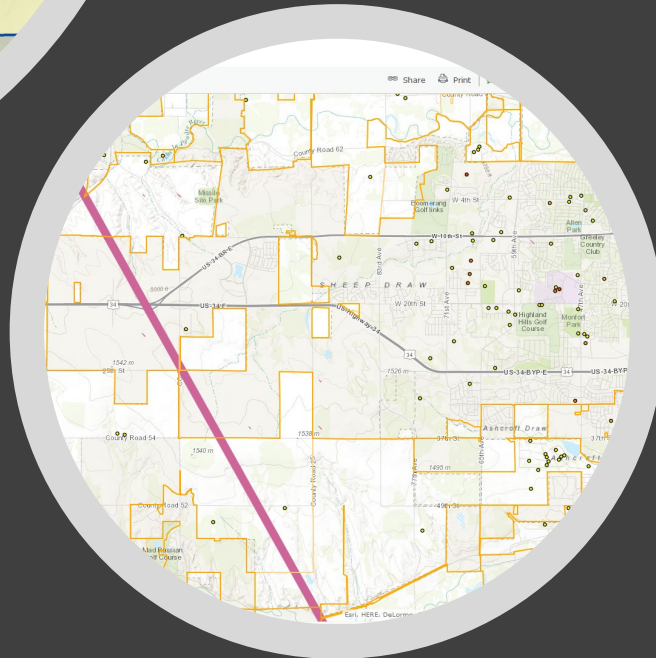
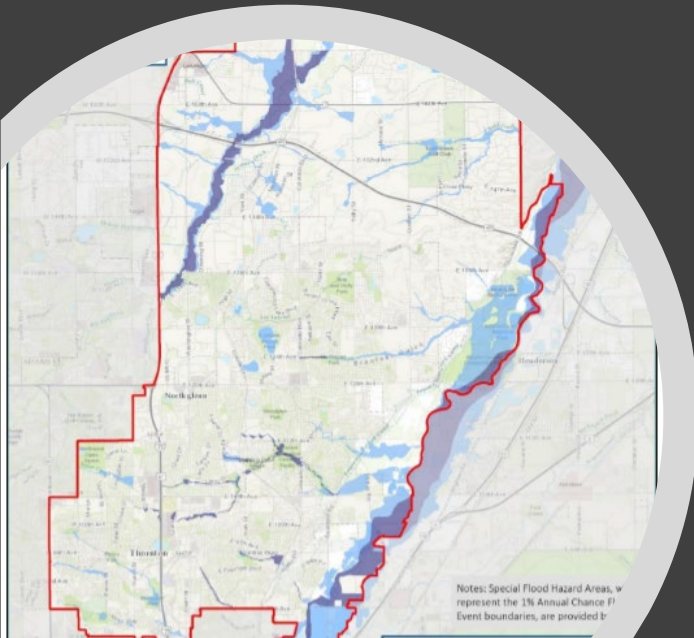
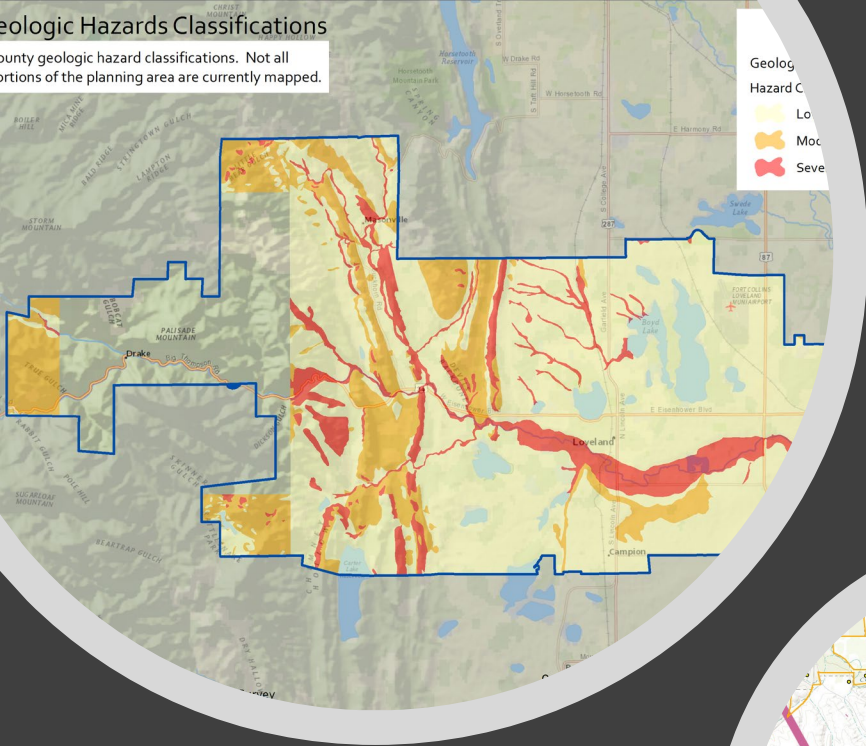
# HMPC Poll

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- <https://www.mentimeter.com/s/4ab6b7a80d526eadf7a7e324e5cc3084/51ca9eccc723>



## Geologic Hazards Classifications

County geologic hazard classifications. Not all portions of the planning area are currently mapped.



# Best Available Data

- Hazard mapping
- Hazard studies/reports
- Structures / parcels
- Future growth / development
- Past mitigation successes





# Next Steps

- Continue risk and vulnerability assessment update
- Begin mitigation strategy input development
- Continue to expand HMPC roster
- Begin public involvement strategy implementation





# HMPC Poll

- <https://www.menti.com/>
- Code: **84 44 04**
  
- <https://www.mentimeter.com/s/4ab6b7a80d526eadf7a7e324e5cc3084/51ca9eccc723>





# HMPC Asks

- Best Available Hazard Data / Recent Community Plans
- HMPC Roster Additions
- Provide Input on Public Involvement Plan
- Assist with Dissemination of Public Involvement Plan Messaging







Contact:

Michael Garner, Project Manager

[MGarner@SynergyDisasterRecovery.com](mailto:MGarner@SynergyDisasterRecovery.com)

303.710.9498

With support from our project team:



L O G A N S I M P S O N



iParametrics

