

Town of Mead
BOARD OF TRUSTEES
REGULAR MEETING
AGENDA
441 3rd Street, Mead

Monday, August 31, 2020

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

WORK SESSION: Budget Overview & Planning

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. Mountain View Fire Protection District – Chief Roger Rademacher
- b. Police Update
- c. Strictly Streets. Purely Police.

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 August 10, 2020
- b. July Financials
- c. **Resolution No. 71-R-2020** – A Resolution of the Town of Mead, Colorado, Approving a Second Amendment to the Agreement for Professional Services By and Between the Town of Mead and Michael Baker International, Inc.

- d. **Resolution No. 72-R-2020** – A Resolution of the Town of Mead, Colorado, Approving the Intergovernmental Agreement Between the Town of Berthoud, the Town of Johnstown, the Town of Mead, Larimer County and Weld County Regarding an Access Control Plan for Portions of Weld County Road 9.5, Larimer County Road 3, and High Plains Boulevard
 - e. **Resolution No. 73-R-2020** – A Resolution of the Town of Mead, Colorado, Approving an Amendment to that Certain Intergovernmental Agreement Relating to the Conduct of the Weld County Community Development Block Grant Program (CDBG IGA Amendment) and Authorizing the Mayor to Execute the CBDG IGA Amendment
8. ***Check Register August 26, 2020***
9. ***Staff Report: Town Manager Report***
10. ***New Business***
- a. **Ordinance No. 941** – An Ordinance of the Town of Mead, Colorado, Amending Various Sections of the Mead Municipal Code Concerning Fees and Charges and Establishing a Comprehensive Municipal Fee Schedule
 - b. **Resolution No. 74-R-2020** – A Resolution of the Town of Mead, Colorado, Adopting a Comprehensive Fee Schedule
 - c. **Resolution No. 75-R-2020** – A Resolution of the Town of Mead, Colorado, Referring a Ballot Issue to the Registered Electors of the Town of Mead at the November 3, 2020 Special Election, Regarding Increasing the Local Sales and use Tax to Fund Exclusively Street Improvements and Street Maintenance in the Town of Mead
 - d. **Resolution No. 76-R-2020** – A Resolution of the Town of Mead, Colorado, Referring a Ballot Issue to the Registered Electors of the Town of Mead at the November 3, 2020 Special Election, Regarding Increasing the Local Sales and Use Tax to Pay Exclusively for Support of the Mead Police Department
11. ***Public Comment:*** 3 minute time limit. Comment is for any item whether it is on the agenda or not, unless it is set for public hearing.
12. ***Elected Official Reports***
- a. Town Trustees
 - i. DRCOG Alternate Appointment
 - b. Mayor Whitlow
 - i. Trustee Babcock CML MUNiversity Fundamental Certificate
13. ***Adjournment***

**Town of Mead
Regular Meeting
Board of Trustees
August 10, 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 6:01 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

Absent

Trustee Steve Fox
Trustee Trisha Harris

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; Public Information Officer Lorelei Nelson; Town Attorney Marcus McAskin.

Attending via virtual access: none

2. Moment of Silence

Mayor Whitlow requested the observance of a moment of silence in honor of Harvey Potts and previous leaders of the Town of Mead.

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 5-0, on a roll call vote.

5. Informational Items

- a. CDOT – Abra Geissler

Abra Geissler, CDOT Project Director, presented information on the I-25 expansion plans and frontage road closures.

b. Police Department Update

Police Chief Brent Newbanks discussed return to school plans. SRO and crossing guards are working toward a smooth reintegration into the classroom.

c. Public Works Update

Town Engineer / Public Works Director Erika Rasmussen discussed improvements at Mead Ponds.

d. Public Information Officer Update

Public Information Officer Lorelei Nelson discussed community events and youth sports.

e. Strictly Streets Purely Police Presentation

Public Information Officer Lorelei Nelson discussed the town's needs for street maintenance and 24/7 police coverage. The Board discussed draft ballot language for a sales and use tax increase.

6. Public Comment

There was no public comment at this time.

7. Consent Agenda

- a. Approval of Minutes–Regular Meeting July 27, 2020
- b. Aged Receivables

Motion was made by Trustee Cartwright, seconded by Mayor Pro Tem Adams, to approve the Consent Agenda. Motion carried 5-0, on a roll call vote.

8. Check Register August 5, 2020

Motion was made by Mayor Pro Tem Adams, seconded by Trustee Cartwright, to approve the August 5, 2020 check register. Motion carried 5-0, on a roll call vote.

9. Staff Report: Town Manager Report

Town Manager Helen Migchelbrink discussed home sales and welcome information for new residents. The Board discussed a partnership with the Mead Area Chamber of Commerce to provide new resident information.

10. Mead Liquor Licensing Authority

- a. Public Hearing: Application for Transfer of Ownership – The Beast and Barrel

Mayor Whitlow closed the regular meeting of the Board of Trustees at 7:18 p.m. and convened as the Mead Liquor Licensing Authority.

Mayor Whitlow opened the public hearing at 7:18 p.m.

Town Clerk Mary Strutt presented the transfer application and supporting documents.

Motion was made by Trustee Babcock, seconded by Mayor Pro Tem Adams, for the Authority to take no action on the application of The Beast and Barrel for a Transfer of Ownership – Hotel and Restaurant License due to a lack of jurisdiction based on the findings set forth in the staff report for the August 10, 2020 meeting. Trustee further moved to direct the Town Clerk to return the incomplete application to the applicant in conformance with Section 6-3-140 of the Mead Municipal Code and to take no further action in the absence of a complete application. Motion carried 5-0, on a roll call vote.

Mayor Whitlow closed the public hearing at 7:22 p.m.

Mayor Whitlow closed the meeting of the Mead Liquor Licensing Authority and reconvened the regular meeting of the Board of Trustees.

11. Public Hearing

- a. **Resolution No. 68-R-2020** – A Resolution of the Town of Mead, Colorado, Approving With Conditions the Service Plans for the Meadow Ridge Metropolitan District Nos. 1-3 and Meadow Ridge Commercial Metropolitan District, and Authorizing Execution of the Intergovernmental Agreements Between the Town and the Districts

Mayor Whitlow opened the Public Hearing at 7:22 p.m.

Town Attorney Marcus McAskin introduced the metropolitan district proposal. Three proposed deviations from the model service plan are video meetings, storm drainage and irrigation.

Ken Puncerelli, LAI Design Group, and Tim Craft, Craft Companies, LLC, discussed the project.

Dianne Miller, Miller & Associates Law Offices, LLC, discussed the service plan proposal.

There was no public comment.

The Board discussed the non-potable water system.

Motion was made by Mayor Pro Tem Adams, seconded by Trustee Brodhead, to adopt Resolution No. 68-R-2020 – A Resolution of the Town of Mead, Colorado, Approving With Conditions the Service Plans for the Meadow Ridge Metropolitan District Nos. 1-3 and Meadow Ridge Commercial Metropolitan District, and Authorizing Execution of the Intergovernmental Agreements Between the Town and the Districts. Motion carried 5-0, on a roll call vote.

Mayor Whitlow closed the Public Hearing at 8:02 p.m.

12. New Business

- a. **Ordinance No. 940** – An Ordinance of the Town of Mead, Colorado, calling for a Special Election to be Held as a Coordinated Election and Delegating Authority to the Town Clerk to Execute a Memorandum of Intergovernmental Agreement with Weld County Regarding the Coordinated Election to be Held on Tuesday, November 3, 2020

Town Clerk Mary Strutt discussed the Weld County 2020 General Election.

Motion was made by Trustee Babcock, seconded by Trustee Cartwright, to adopt Ordinance No. 940 – An Ordinance of the Town of Mead, Colorado, calling for a Special Election to be Held as a Coordinated Election and Delegating Authority to the Town Clerk to Execute a Memorandum of Intergovernmental Agreement with Weld County Regarding the Coordinated Election to be Held on Tuesday, November 3, 2020. Motion carried 5-0, on a roll call vote.

- b. **Resolution No. 69-R-2020** – A Resolution of the Town of Mead, Colorado, Approving an Agreement for Professional Services Between the Town of Mead and SAFEbuilt Colorado, LLC, for Building Official and Inspection Services

Planning Director Chris Kennedy discussed the RFP process and proposed contract with SAFEbuilt.

Motion was made by Trustee Cartwright, seconded by Trustee Brodhead, to adopt Resolution No. 69-R-2020 – A Resolution of the Town of Mead, Colorado, Approving an Agreement for Professional Services Between the Town of Mead and SAFEbuilt Colorado, LLC, for Building Official and Inspection Services. Motion carried 5-0, on a roll call vote.

- c. **Resolution No. 70-R-2020** – A Resolution of the Town of Mead, Colorado, Approving a Special Project Task Order for JVA, Inc. to Complete the Third Street Reconstruction Project Final Design

Town Engineer / Public Works Director Erika Rasmussen discussed the Task Order for final design of the 3rd Street Reconstruction Project.

Motion was made by Mayor Pro Tem Adams, seconded by Trustee Babcock, to adopt Resolution No. 70-R-2020 – A Resolution of the Town of Mead, Colorado, Approving a Special Project Task Order for JVA, Inc. to Complete the Third Street Reconstruction Project Final Design for an amount not to exceed \$47,500.00. Motion carried 5-0, on a roll call vote.

13. Public Comment

There was no public comment at this time.

14. Elected Officials Report

- a. Town Trustees
- b. Mayor Whitlow

15. Adjournment

Motion was made by Trustee Babcock, seconded by Mayor Pro Tem Adams, to adjourn the meeting. Motion carried 5-0, on a roll call vote.

The Regular Meeting of the Town of Mead Board of Trustees adjourned at approximately 8:18 p.m. on Monday, August 10, 2020.

Colleen G. Whitlow, Mayor

ATTEST:

Mary E. Strutt, MMC, Town Clerk

TOWN OF MEAD
 COMBINED CASH INVESTMENT
 JULY 31, 2020

COMBINED CASH ACCOUNTS

99-01-1001	INDEPENDENT BANK - CHECKING	5,128,721.82
99-01-1002	TBK BANK - OFFICE CHECK	8,444.19
99-01-1003	TBK BANK - MONEY MARKET	117,984.64
99-01-1005	TBK BANK - FLEX DEBIT CARDS	18,171.29
99-01-1010	WELLS FARGO SEC MM FUND	78,143.22
99-01-1011	XPRESS DEPOSIT ACCOUNT	234,579.88
99-01-1019	FEDERAL NATL MTG ASSN	250,000.00
99-01-1022	CAPITAL ONE BK USA	250,000.00
99-01-1023	COLOTRUST PLUS	2,415,189.56
99-01-1024	COLOTRUST PRIME	3,191,509.14
99-01-1025	CSIP	3,052,335.30
99-01-1026	CSAFE	3,053,083.26
99-01-1028	WELLS FARGO TREASURY MM	556,579.61
99-01-1075	UTILITY CASH CLEARING	1,171.36
99-01-1076	A/R CASH CLEARING	39,432.63
		<hr/>
	TOTAL COMBINED CASH	18,395,345.90
99-01-0100	CASH ALLOCATED TO OTHER FUNDS	(18,395,345.90)
		<hr/>
	TOTAL UNALLOCATED CASH	<u>.00</u>

CASH ALLOCATION RECONCILIATION

1	ALLOCATION TO GENERAL FUND	8,871,428.79
5	ALLOCATION TO CTF FUND	40,663.24
6	ALLOCATION TO SEWER OPERATING	952,125.87
9	ALLOCATION TO MUNICIPAL	1,682,787.11
11	ALLOCATION TO DOWNTOWN	56,800.33
13	ALLOCATION TO STORM DRAINAGE	111,980.82
14	ALLOCATION TO TRANSPORTATION	969,091.95
18	ALLOCATION TO PARKS & OPEN SPACE	1,074,232.54
19	ALLOCATION TO CAPITAL IMPROVEMENT FUND	2,625,142.27
20	ALLOCATION TO MEAD URBAN RENEWAL AUTHORITY	2,004,999.62
21	ALLOCATION TO ART IN PUBLIC PLACES	6,093.36
		<hr/>
	TOTAL ALLOCATIONS TO OTHER FUNDS	18,395,345.90
	ALLOCATION FROM COMBINED CASH FUND - 99-01-0100	(18,395,345.90)
		<hr/>
	ZERO PROOF IF ALLOCATIONS BALANCE	<u>.00</u>

TOWN OF MEAD
 BALANCE SHEET
 JULY 31, 2020

GENERAL FUND

ASSETS

01-01-0100	CASH IN COMMON - GF	8,871,428.79	
01-01-1000	COLOEAST - CHECKING	48.30	
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	61,650.53	
01-01-1301	A/R - GENERAL	452,000.84	
01-01-1302	PREPAID EXPENSE	19,611.06	
01-01-1307	24HOUR FLEX DEPOSIT	1,500.00	
	TOTAL ASSETS		<u>10,864,580.52</u>

LIABILITIES AND EQUITY

LIABILITIES

01-02-2000	ACCOUNTS PAYABLE	160,244.08	
01-02-2302	FLEXPLAN PAYABLE	3,962.32	
01-02-2306	RESTITUTION PAYABLE	577.66	
01-02-2307	SURCHARGE PAYABLE	760.00	
01-02-2310	EMPLOYEE HEALTH INS. PAYABLE	93,540.58	
01-02-2403	STATE WITHHOLDING TAX PAYABLE	4,605.40	
01-02-2404	STATE UNEMPLOYMENT TAX PAYABLE	413.98	
01-02-2410	MISC PAYROLL PAYABLE	44,280.47	
01-02-2600	WARRANTY FUNDS	1,746,102.73	
01-02-2700	DEFERRED INFLOWS- PROPERTY TAX	1,457,966.00	
	TOTAL LIABILITIES		3,512,453.22

FUND EQUITY

01-02-3001	FUND BALANCE	6,094,732.73	
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	1,257,394.57	
	BALANCE - CURRENT DATE	1,257,394.57	
	TOTAL FUND EQUITY		<u>7,352,127.30</u>
	TOTAL LIABILITIES AND EQUITY		<u>10,864,580.52</u>

TOWN OF MEAD
REVENUES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JULY 31, 2020

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>TAXES</u>					
01-10-4000 PROPERTY TAX	238,727.32	1,024,716.45	1,508,533.00	483,816.55	67.9
01-10-4005 HIGHWAY USERS TAX	15,002.38	111,489.12	219,456.00	107,966.88	50.8
01-10-4010 SALES TAX	325,137.83	1,383,581.44	1,900,000.00	516,418.56	72.8
01-10-4015 ROAD & BRIDGE TAX	.00	59,456.00	118,763.00	59,307.00	50.1
01-10-4020 SPECIFIC OWNERSHIP TAX	7,020.83	48,152.84	110,000.00	61,847.16	43.8
01-10-4025 M.V. REGISTRATION	2,362.32	12,863.82	24,500.00	11,636.18	52.5
01-10-4030 BUILDING PERMIT USE TAX	41,716.06	542,229.68	520,000.00	(22,229.68)	104.3
01-10-4040 CIGARETTE TAX	980.56	6,927.12	13,000.00	6,072.88	53.3
01-10-4050 PROPERTY TAX - URA	.00	152,637.23	152,830.00	192.77	99.9
01-10-4070 FEDERAL MINERAL LEASE	.00	.00	30,000.00	30,000.00	.0
01-10-4071 STATE SEVERANCE TAXES	.00	60,907.84	50,000.00	(10,907.84)	121.8
TOTAL TAXES	630,947.30	3,402,961.54	4,647,082.00	1,244,120.46	73.2
<u>FEES AND PERMITS</u>					
01-11-4100 BUILDING PERMIT FEES	50,576.68	575,566.09	548,000.00	(27,566.09)	105.0
01-11-4102 OTHER PERMITS	750.00	1,500.00	10,000.00	8,500.00	15.0
01-11-4103 CONVENIENCE FEE	441.00	2,886.00	4,800.00	1,914.00	60.1
01-11-4110 BUILDING PERMIT - ADMIN. FEES	5,000.00	31,744.41	25,000.00	(6,744.41)	127.0
01-11-4111 PASSPORT FEES	780.00	4,220.00	12,000.00	7,780.00	35.2
01-11-4112 TOWN HALL/PARK FEES	(265.00)	352.50	4,000.00	3,647.50	8.8
01-11-4120 FRANCHISE FEES	17,065.44	120,896.43	198,000.00	77,103.57	61.1
01-11-4130 DEVELOPER APPLICATION FEES	1,500.00	16,500.00	94,000.00	77,500.00	17.6
01-11-4140 ROYALTIES	2,882.87	65,619.99	100,000.00	34,380.01	65.6
01-11-4145 STREET CUT PERMITS	337.50	17,410.50	15,000.00	(2,410.50)	116.1
TOTAL FEES AND PERMITS	79,068.49	836,695.92	1,010,800.00	174,104.08	82.8
<u>LICENSES</u>					
01-12-4200 BUSINESS/SALES TAX LICENSE	700.00	5,990.00	9,000.00	3,010.00	66.6
01-12-4210 LIQUOR LICENSE	103.75	3,056.25	2,534.00	(522.25)	120.6
01-12-4220 PET LICENSES	2.50	472.50	1,500.00	1,027.50	31.5
TOTAL LICENSES	806.25	9,518.75	13,034.00	3,515.25	73.0

TOWN OF MEAD
REVENUES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JULY 31, 2020

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>CHARGES FOR SERVICES</u>					
01-13-4300 ATTORNEY BILLBACKS	21,303.75	75,387.08	120,000.00	44,612.92	62.8
01-13-4301 ENGINEERING BILLBACKS	75,579.78	238,606.06	120,000.00	(118,606.06)	198.8
01-13-4302 PLANNING BILLBACKS	3,289.75	29,443.32	60,000.00	30,556.68	49.1
01-13-4303 MISC. BILLBACKS	.00	9,549.80	.00	(9,549.80)	.0
01-13-4304 BILL BACK - SRO	72,018.70	72,018.70	181,661.00	109,642.30	39.6
01-13-4305 SCHOOL GUARD REIMBURSEMENT	.00	3,603.00	18,270.00	14,667.00	19.7
01-13-4624 SENIOR EVENT REIMBURSE	.00	144.00	5,000.00	4,856.00	2.9
01-13-4625 FY RECREATION REGISTRATION	2,033.00	3,945.00	38,600.00	34,655.00	10.2
TOTAL CHARGES FOR SERVICES	174,224.98	432,696.96	543,531.00	110,834.04	79.6
<u>FINES AND FORFEITS</u>					
01-14-4420 COURT FINES	1,975.00	17,856.66	84,000.00	66,143.34	21.3
01-14-4422 COURT COSTS	445.00	2,462.40	12,000.00	9,537.60	20.5
01-14-4423 POLICE REPORTS	82.50	768.75	1,000.00	231.25	76.9
01-14-4620 MISC. INCOME	20.00	170.00	500.00	330.00	34.0
TOTAL FINES AND FORFEITS	2,522.50	21,257.81	97,500.00	76,242.19	21.8
<u>GRANTS & ECONOMIC DEVELOPMENT</u>					
01-15-4503 GRANT-WELLNESS	.00	.00	1,400.00	1,400.00	.0
01-15-4511 GRANT - JAG - POLICE	2,015.22	24,982.81	24,932.00	(50.81)	100.2
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	3,184.54	9,085.54	3,328.00	(5,757.54)	273.0
01-15-4527 GRANT-GOCO-HIGHLAND LAKE	.00	.00	60,000.00	60,000.00	.0
TOTAL GRANTS & ECONOMIC DEVELOPME	5,199.76	36,968.35	1,293,910.00	1,256,941.65	2.9
<u>TRANSFERS IN</u>					
01-16-4616 TRANSFER FROM CTF	.00	.00	60,000.00	60,000.00	.0
TOTAL TRANSFERS IN	.00	.00	60,000.00	60,000.00	.0

TOWN OF MEAD
REVENUES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JULY 31, 2020

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>MISCELLANEOUS</u>					
01-18-4619 INTEREST & DIVIDEND INCOME	1,701.57	41,457.47	104,558.00	63,100.53	39.7
01-18-4620 MISC. INCOME	373.64	70,748.83	104,800.00	34,051.17	67.5
01-18-4622 DONATIONS/FUNDRAISING	.00	2,200.00	20,000.00	17,800.00	11.0
01-18-4623 SALE OF EQUIP./LAND	.00	10,730.00	.00	(10,730.00)	.0
01-18-4625 METRO DISTRICT PAYMENTS	.00	19,125.36	24,170.00	5,044.64	79.1
01-18-4628 CASH OVER/(SHORT)	(8.00)	.70	.00	(.70)	.0
TOTAL MISCELLANEOUS	2,067.21	144,262.36	253,528.00	109,265.64	56.9
TOTAL FUND REVENUE	894,836.49	4,884,361.69	7,919,385.00	3,035,023.31	61.7

TOWN OF MEAD
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JULY 31, 2020

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>ADMINISTRATION</u>					
01-40-5000 TOWN MANAGER	8,608.66	49,538.56	78,915.00	29,376.44	62.8
01-40-5002 PUBLIC INFORMATION OFFICER	.00	8,449.02	17,000.00	8,550.98	49.7
01-40-5005 TOWN CLERK	1,467.36	9,435.62	15,047.00	5,611.38	62.7
01-40-5006 HUMAN RESOURCES	1,600.00	16,733.45	19,600.00	2,866.55	85.4
01-40-5007 TREASURER	.00	.00	73,022.00	73,022.00	.0
01-40-5008 ASSISTANT TO TOWN MANAGER	4,040.01	30,300.04	45,000.00	14,699.96	67.3
01-40-5010 UTILITY BILLING/ADMIN ASSISTAN	2,637.20	16,422.79	37,544.00	21,121.21	43.7
01-40-5015 PUBLIC WORKS	7,076.78	48,153.88	89,337.00	41,183.12	53.9
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	5,916.00	11,484.00	5,568.00	51.5
01-40-5055 OVERTIME	21.29	914.42	3,725.00	2,810.58	24.6
01-40-5060 PAYROLL TAXES	1,966.58	13,711.33	29,611.00	15,899.67	46.3
01-40-5065 WORKERS COMP	412.96	2,685.43	3,716.00	1,030.57	72.3
01-40-5066 HEALTH INSURANCE	8,600.69	57,568.99	59,860.00	2,291.01	96.2
01-40-5067 DEFERRED COMP	1,221.00	8,530.27	20,720.00	12,189.73	41.2
01-40-5068 MEDICAL SAVINGS	200.76	1,511.90	4,205.00	2,693.10	36.0
01-40-5200 OFFICE SUPPLIES	777.55	6,285.36	11,000.00	4,714.64	57.1
01-40-5201 COMPUTER / TECHNOLOGY	5,175.47	36,589.03	42,654.00	6,064.97	85.8
01-40-5202 PRINTING EXPENSE	.00	2,498.46	5,500.00	3,001.54	45.4
01-40-5205 POSTAGE	79.95	3,414.13	7,100.00	3,685.87	48.1
01-40-5210 OPERATING SUPPLIES	912.49	4,934.17	6,225.00	1,290.83	79.3
01-40-5215 REPAIRS & MAINT	2,196.67	31,753.45	17,800.00	(13,953.45)	178.4
01-40-5220 TOWN DECORATIONS	.00	.00	7,100.00	7,100.00	.0
01-40-5253 GAS & OIL	.00	30.90	1,000.00	969.10	3.1
01-40-5300 TELEPHONE	489.19	4,828.33	6,180.00	1,351.67	78.1
01-40-5305 UTILITIES	1,015.78	6,882.28	12,000.00	5,117.72	57.4
01-40-5310 TRASH REMOVAL	561.68	2,428.33	29,260.00	26,831.67	8.3
01-40-5315 COPIER EXPENSES	450.03	4,172.61	3,789.00	(383.61)	110.1
01-40-5316 COPIER MAINT	384.78	384.78	4,800.00	4,415.22	8.0
01-40-5320 GENERAL LIABILITY INSURANCE	15,931.72	49,921.10	67,293.00	17,371.90	74.2
01-40-5325 INTERNET/WEBSITE EXPENSE	1,661.25	6,763.68	11,740.00	4,976.32	57.6
01-40-5330 SCHOOLS/CONFERENCES	.00	1,130.60	23,500.00	22,369.40	4.8
01-40-5331 DUES AND MEMBERSHIP - GF	18.98	4,515.15	10,500.00	5,984.85	43.0
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	5,270.00	9,212.97	25,000.00	15,787.03	36.9
01-40-5351 RED DEER LAKE MAINTENANCE	.00	.00	2,000.00	2,000.00	.0
01-40-5353 WATER ASSESSMENTS	.00	1,113.50	1,400.00	286.50	79.5
01-40-5400 LEGAL FEES	14,670.79	91,206.12	156,000.00	64,793.88	58.5
01-40-5401 CONSULTING FEES	14,903.00	79,041.75	.00	(79,041.75)	.0
01-40-5405 ENGINEERING FEES	3,554.10	11,726.60	55,000.00	43,273.40	21.3
01-40-5410 PLANNING/CONSULTANT	65.00	8,280.43	44,000.00	35,719.57	18.8
01-40-5415 AUDIT FEES	.00	7,020.00	10,200.00	3,180.00	68.8
01-40-5416 PASSPORT EXPENSES	.00	170.29	500.00	329.71	34.1
01-40-5425 COUNTY TREASURER'S FEE	2,388.18	10,248.38	15,085.00	4,836.62	67.9
01-40-5426 PROPERTY/SALES TAX REBATE	.00	775.15	63,000.00	62,224.85	1.2
01-40-5435 DEVELOPER BB - ATTORNEY	8,215.75	54,621.57	120,000.00	65,378.43	45.5
01-40-5440 DEVELOPER BB - ENGINEER	21,480.82	103,348.21	60,000.00	(43,348.21)	172.3
01-40-5445 DEVELOPER BB - PLANNER	4,407.50	6,676.25	10,000.00	3,323.75	66.8

TOWN OF MEAD
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JULY 31, 2020

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
01-40-5450 DEVELOPER BB - MISC	.00	2,533.42	.00	(2,533.42)	.0
01-40-5500 CAPITAL OUTLAY	7,230.66	9,230.66	62,574.23	53,343.57	14.8
01-40-5700 MISC. EXPENSE	672.33	5,480.43	8,200.00	2,719.57	66.8
01-40-5701 BANK FEES	635.04	4,262.05	10,200.00	5,937.95	41.8
01-40-5705 MILEAGE	.00	500.22	2,500.00	1,999.78	20.0
TOTAL ADMINISTRATION	151,988.00	842,437.19	2,698,886.23	1,856,449.04	31.2

LEGISLATIVE/JUDICIAL

01-41-5005 TOWN CLERK	3,668.40	23,619.20	37,617.00	13,997.80	62.8
01-41-5016 MERIT	.00	.00	1,500.00	1,500.00	.0
01-41-5030 MAYOR AND BOARD SALARIES	2,216.00	15,812.00	26,592.00	10,780.00	59.5
01-41-5035 COURT CLERK / POLICE ADMIN	4,544.00	28,499.29	59,400.00	30,900.71	48.0
01-41-5040 JUDGE	1,000.00	6,000.00	16,500.00	10,500.00	36.4
01-41-5055 OVERTIME	.00	46.80	600.00	553.20	7.8
01-41-5060 PAYROLL TAXES	781.58	5,114.27	9,747.00	4,632.73	52.5
01-41-5065 WORKERS COMP	15.34	99.75	138.00	38.25	72.3
01-41-5066 HEALTH INSURANCE	2,895.74	14,229.66	23,540.00	9,310.34	60.5
01-41-5067 DEFERRED COMP	410.62	2,427.10	4,851.00	2,423.90	50.0
01-41-5068 MEDICAL SAVINGS	19.24	144.30	850.00	705.70	17.0
01-41-5201 COMPUTER / TECHNOLOGY	274.61	3,282.04	8,756.00	5,473.96	37.5
01-41-5230 ELECTIONS	89.14	9,312.74	18,000.00	8,687.26	51.7
01-41-5235 COURT COSTS	241.85	241.85	6,560.00	6,318.15	3.7
01-41-5330 SCHOOLS / CONFERENCES	.00	996.96	16,000.00	15,003.04	6.2
01-41-5331 DUES & MEMBERSHIPS	345.00	367.00	2,705.00	2,338.00	13.6
01-41-5340 PUBLISHED NOTICES	76.15	794.61	3,000.00	2,205.39	26.5
01-41-5341 ORDINANCE CODIFICATION	.00	1,421.32	10,400.00	8,978.68	13.7
01-41-5430 COUNTY CLERK FEE	12.00	3,015.25	2,000.00	(1,015.25)	150.8
01-41-5455 PROSECUTING ATTORNEY	1,757.00	8,421.00	25,000.00	16,579.00	33.7
01-41-5700 MISC. EXPENSE	1,461.70	2,684.60	3,000.00	315.40	89.5
TOTAL LEGISLATIVE/JUDICIAL	19,808.37	126,529.74	276,756.00	150,226.26	45.7

TOWN OF MEAD
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JULY 31, 2020

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>POLICE</u>					
01-42-5000 TOWN MANAGER	1,721.75	9,907.80	15,783.00	5,875.20	62.8
01-42-5002 PUBLIC INFORMATION OFFICER	.00	10,410.60	17,000.00	6,589.40	61.2
01-42-5005 TOWN CLERK	733.68	4,723.84	7,523.00	2,799.16	62.8
01-42-5006 HR / ACCOUNTING CLERK	400.01	3,051.16	4,900.00	1,848.84	62.3
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	.00	16,936.49	46,000.00	29,063.51	36.8
01-42-5022 POLICE	45,136.40	353,530.94	796,956.00	443,425.06	44.4
01-42-5035 COURT CLERK / ADMIN ASSIST.	2,816.00	16,845.14	37,600.00	20,754.86	44.8
01-42-5045 SCHOOL CROSSING GUARDS	.00	7,770.00	36,540.00	28,770.00	21.3
01-42-5055 OVERTIME	.00	4,978.74	15,950.00	10,971.26	31.2
01-42-5060 PAYROLL TAXES	1,204.23	11,308.52	27,937.33	16,628.81	40.5
01-42-5065 WORKERS COMP	2,029.44	13,197.26	20,719.72	7,522.46	63.7
01-42-5066 HEALTH INSURANCE	17,368.00	116,929.10	184,475.39	67,546.29	63.4
01-42-5067 DEFERRED COMP	311.23	2,969.74	8,427.67	5,457.93	35.2
01-42-5068 MEDICAL SAVINGS	46.14	597.97	3,200.00	2,602.03	18.7
01-42-5069 FPPA	3,624.65	28,183.23	63,756.64	35,573.41	44.2
01-42-5071 D&D	1,263.83	9,858.48	22,314.92	12,456.44	44.2
01-42-5200 OFFICE SUPPLIES	285.03	417.81	1,000.00	582.19	41.8
01-42-5201 COMPUTER / TECHNOLOGY	264.97	18,019.03	22,820.00	4,800.97	79.0
01-42-5210 OPERATING SUPPLIES	1,095.88	9,335.39	10,500.00	1,164.61	88.9
01-42-5215 REPAIR & MAINTENANCE	.00	439.50	2,000.00	1,560.50	22.0
01-42-5216 FLEET R&M	139.43	22,012.54	16,545.00	(5,467.54)	133.1
01-42-5253 GAS & OIL	1,238.12	6,436.65	15,600.00	9,163.35	41.3
01-42-5254 UNIFORMS / EQUIPMENT	471.04	5,279.01	14,917.60	9,638.59	35.4
01-42-5255 EQUIPMENT	93.71	6,928.02	19,760.00	12,831.98	35.1
01-42-5300 COMMUNICATION/DISPATCH SERV	757.51	23,194.43	30,555.00	7,360.57	75.9
01-42-5305 UTILITIES	212.06	1,736.78	3,715.00	1,978.22	46.8
01-42-5330 SCHOOLS / CONFERENCES	875.00	3,034.69	17,800.00	14,765.31	17.1
01-42-5331 DUES & MEMBERSHIPS	52.00	12,709.34	14,416.00	1,706.66	88.2
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	137,060.99	133,708.00	(3,352.99)	102.5
01-42-5700 MISC. EXPENSE	395.55	4,524.58	7,864.50	3,339.92	57.5
TOTAL POLICE	82,535.66	870,415.55	1,653,018.77	782,603.22	52.7

TOWN OF MEAD
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JULY 31, 2020

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>COMMUNITY DEVELOPMENT</u>					
01-43-5000 TOWN MANAGER	1,721.75	9,907.80	15,783.00	5,875.20	62.8
01-43-5002 PUBLIC INFORMATION OFFICER	.00	10,410.54	17,000.00	6,589.46	61.2
01-43-5005 TOWN CLERK	733.68	4,723.84	7,523.00	2,799.16	62.8
01-43-5006 HR / ACCOUNTING CLERK	200.00	1,525.59	2,450.00	924.41	62.3
01-43-5007 TOWN TREASURER	.00	.00	5,617.00	5,617.00	.0
01-43-5010 PERMIT TECH / ADMIN CLERK	3,331.32	18,178.17	45,000.00	26,821.83	40.4
01-43-5011 PLANNING	10,501.92	78,138.72	125,874.00	47,735.28	62.1
01-43-5015 PUBLIC WORKS	926.24	6,924.72	11,467.00	4,542.28	60.4
01-43-5016 MERIT	.00	.00	6,600.00	6,600.00	.0
01-43-5055 OVERTIME	.00	141.09	525.00	383.91	26.9
01-43-5060 PAYROLL TAXES	1,350.65	9,959.68	18,294.00	8,334.32	54.4
01-43-5065 WORKERS COMP	68.34	444.42	615.00	170.58	72.3
01-43-5066 HEALTH INSURANCE	4,864.58	32,733.37	38,591.00	5,857.63	84.8
01-43-5067 DEFERRED COMP	888.13	6,502.52	11,961.00	5,458.48	54.4
01-43-5068 MEDICAL SAVINGS	49.98	346.96	1,650.00	1,303.04	21.0
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	53.64	264.91	650.00	385.09	40.8
01-43-5330 SCHOOLS / CONFERENCES	.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
01-43-5353 WATER ASSESSMENTS	81.00	81.00	.00	(81.00)	.0
01-43-5410 CONSULTANTS	193.75	2,105.00	25,000.00	22,895.00	8.4
01-43-5460 BUILDING INSPECTIONS	60,666.06	271,167.13	295,920.00	24,752.87	91.6
01-43-5500 CAPITAL OUTLAY	.00	.00	3,000.00	3,000.00	.0
01-43-5700 MISC.	610.12	632.62	1,500.00	867.38	42.2
TOTAL COMMUNITY DEVELOPMENT	86,241.16	460,136.07	651,470.00	191,333.93	70.6

TOWN OF MEAD
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JULY 31, 2020

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>ROADS</u>					
01-44-5015 PUBLIC WORKS	19,279.72	136,583.28	254,924.00	118,340.72	53.6
01-44-5016 MERIT	.00	.00	11,100.00	11,100.00	.0
01-44-5055 OVERTIME	1,349.06	4,991.37	13,400.00	8,408.63	37.3
01-44-5060 PAYROLL TAXES	1,549.88	10,584.00	20,266.00	9,682.00	52.2
01-44-5065 WORKERS COMPENSATION	718.00	4,669.09	6,461.00	1,791.91	72.3
01-44-5066 HEALTH INSURANCE	7,541.59	41,054.48	47,882.00	6,827.52	85.7
01-44-5067 DEFERRED COMP	829.78	5,944.49	12,293.00	6,348.51	48.4
01-44-5068 MEDICAL SAVINGS	65.38	490.35	1,175.00	684.65	41.7
01-44-5201 COMPUTER / TECHNOLOGY	.00	10,498.53	22,950.00	12,451.47	45.8
01-44-5210 OPERATING SUPPLIES	330.40	2,268.69	3,050.00	781.31	74.4
01-44-5215 REPAIRS & MAINTENANCE	84.80	7,944.54	25,000.00	17,055.46	31.8
01-44-5216 FLEET R&M	17,549.51	27,128.01	42,288.00	15,159.99	64.2
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	233.13	405.31	35,000.00	34,594.69	1.2
01-44-5253 GAS & OIL	1,239.28	7,255.08	14,000.00	6,744.92	51.8
01-44-5254 TOOLS	.00	1,364.23	5,000.00	3,635.77	27.3
01-44-5255 SAFETY EQUIPMENT	312.99	990.27	3,500.00	2,509.73	28.3
01-44-5300 TELEPHONE	339.50	3,809.14	5,170.00	1,360.86	73.7
01-44-5305 UTILITIES	3,484.02	25,223.21	47,640.00	22,416.79	53.0
01-44-5330 SCHOOLS / CONFERENCES	.00	.00	7,500.00	7,500.00	.0
01-44-5331 DUES & MEMBERSHIPS	.00	1,078.00	2,155.00	1,077.00	50.0
01-44-5360 STREET SWEEPING	3,202.50	7,297.50	35,000.00	27,702.50	20.9
01-44-5361 DUST CONTROL	20,944.00	20,944.00	40,000.00	19,056.00	52.4
01-44-5362 GRAVEL	.00	.00	55,000.00	55,000.00	.0
01-44-5363 WEED CONTROL	103.74	1,868.86	3,000.00	1,131.14	62.3
01-44-5364 SNOW REMOVAL	157.22	34,116.34	65,000.00	30,883.66	52.5
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	2,046.00	15,118.00	49,078.00	33,960.00	30.8
01-44-5405 ENGINEERING FEES	950.00	16,695.60	25,000.00	8,304.40	66.8
01-44-5500 CAPITAL OUTLAY	.00	69,150.00	60,000.00	(9,150.00)	115.3
01-44-5600 LEASE PURCHASE PAYMENTS	13,204.70	39,614.10	52,819.00	13,204.90	75.0
01-44-5700 MISC. EXPENSE	85.00	4,004.61	6,000.00	1,995.39	66.7
TOTAL ROADS	95,600.20	503,680.08	1,476,651.00	972,970.92	34.1

TOWN OF MEAD
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JULY 31, 2020

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PARKS & RECREATION</u>					
01-45-5002 PUBLIC INFORMATION OFFICER	.00	12,974.84	34,000.00	21,025.16	38.2
01-45-5015 PUBLIC WORKS	15,930.09	109,347.36	219,495.00	110,147.64	49.8
01-45-5016 MERIT	.00	.00	13,000.00	13,000.00	.0
01-45-5021 RECREATION EMPLOYEES	5,596.40	35,419.90	63,500.00	28,080.10	55.8
01-45-5025 SENIOR COORDINATORS	.00	4,764.02	16,536.00	11,771.98	28.8
01-45-5055 OVERTIME	56.75	546.32	9,150.00	8,603.68	6.0
01-45-5060 PAYROLL TAXES	1,603.84	12,036.98	26,516.00	14,479.02	45.4
01-45-5065 WORKERS COMP	650.10	4,227.55	5,850.00	1,622.45	72.3
01-45-5066 HEALTH INSURANCE	8,395.87	49,968.39	62,167.00	12,198.61	80.4
01-45-5067 DEFERRED COMP	807.32	6,365.94	14,438.00	8,072.06	44.1
01-45-5068 MEDICAL SAVINGS	119.24	963.48	1,925.00	961.52	50.1
01-45-5201 COMPUTER/TECHNOLOGY	.00	599.88	1,800.00	1,200.12	33.3
01-45-5210 OPERATING SUPPLIES	151.99	6,689.70	5,240.00	(1,449.70)	127.7
01-45-5215 REPAIRS & MAINTENANCE	287.98	7,642.57	20,000.00	12,357.43	38.2
01-45-5216 FLEET R&M	650.80	931.46	8,000.00	7,068.54	11.6
01-45-5253 GAS & OIL	442.48	2,710.64	5,000.00	2,289.36	54.2
01-45-5260 RECREATION PROGRAM	37.50	10,716.77	42,320.00	31,603.23	25.3
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	.00	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	12,060.05	17,308.45	45,500.00	28,191.55	38.0
01-45-5330 SCHOOLS / CONFERENCES	.00	.00	3,000.00	3,000.00	.0
01-45-5331 DUES / MEMBERSHIPS	134.39	1,092.87	5,060.00	3,967.13	21.6
01-45-5348 PEST CONTROL	3,932.00	3,932.00	5,000.00	1,068.00	78.6
01-45-5349 WELLNESS PROGRAM	120.00	1,614.91	6,500.00	4,885.09	24.8
01-45-5363 WEED CONTROL	.00	1,634.45	10,000.00	8,365.55	16.3
01-45-5369 EQUIPMENT RENTAL	.00	546.00	.00	(546.00)	.0
01-45-5370 LANDSCAPING	.00	1,831.77	29,000.00	27,168.23	6.3
01-45-5371 TREE MAINTENANCE	925.00	2,595.00	20,000.00	17,405.00	13.0
01-45-5372 IRRIGATION SYSTEM	623.56	1,792.21	5,000.00	3,207.79	35.8
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	10,254.86	50,345.25	62,000.00	11,654.75	81.2
01-45-5700 MISC. EXPENSE	331.25	493.43	1,500.00	1,006.57	32.9
TOTAL PARKS & RECREATION	63,111.47	350,061.99	817,827.00	467,765.01	42.8
<u>DRAINAGE</u>					
01-46-5210 OPERATING SUPPLIES	.00	37.31	2,000.00	1,962.69	1.9
01-46-5215 REPAIRS & MAINTENANCE	2,232.50	2,232.50	15,000.00	12,767.50	14.9
01-46-5405 ENGINEERING	.00	2,337.50	70,000.00	67,662.50	3.3
TOTAL DRAINAGE	2,232.50	4,607.31	87,000.00	82,392.69	5.3

TOWN OF MEAD
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JULY 31, 2020

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>TRANSFERS OUT</u>					
01-90-5805 TRANSFER TO CAPITAL IMPROVEMEN	367,014.17	469,099.19	2,304,170.00	1,835,070.81	20.4
TOTAL TRANSFERS OUT	367,014.17	469,099.19	2,304,170.00	1,835,070.81	20.4
TOTAL FUND EXPENDITURES	868,531.53	3,626,967.12	9,965,779.00	6,338,811.88	36.4
NET REVENUE OVER EXPENDITURES	26,304.96	1,257,394.57	(2,046,394.00)	(3,303,788.57)	61.4

TOWN OF MEAD
 BALANCE SHEET
 JULY 31, 2020

CTF FUND

ASSETS

05-01-0100	CASH IN COMMON - CTF	40,663.24	
	TOTAL ASSETS		40,663.24

LIABILITIES AND EQUITY

FUND EQUITY

05-02-3001	FUND BALANCE	17,516.27	
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	23,146.97	
	BALANCE - CURRENT DATE	23,146.97	
	TOTAL FUND EQUITY		40,663.24
	TOTAL LIABILITIES AND EQUITY		40,663.24

TOWN OF MEAD
REVENUES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JULY 31, 2020

CTF FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT	
<u>LOTTERY</u>						
05-17-4630	LOTTERY REVENUE	.00	23,030.05	50,000.00	26,969.95	46.1
	TOTAL LOTTERY	.00	23,030.05	50,000.00	26,969.95	46.1
<u>MISCELLANEOUS</u>						
05-18-4619	INTEREST & DIVIDEND INCOME	7.37	116.92	269.00	152.08	43.5
	TOTAL MISCELLANEOUS	7.37	116.92	269.00	152.08	43.5
	TOTAL FUND REVENUE	7.37	23,146.97	50,269.00	27,122.03	46.1
<u>TRANSFERS OUT</u>						
05-90-5801	TRANSFER TO GENERAL FUND	.00	.00	60,000.00	60,000.00	.0
	TOTAL TRANSFERS OUT	.00	.00	60,000.00	60,000.00	.0
	TOTAL FUND EXPENDITURES	.00	.00	60,000.00	60,000.00	.0
	NET REVENUE OVER EXPENDITURES	7.37	23,146.97	(9,731.00)	(32,877.97)	237.9

TOWN OF MEAD
BALANCE SHEET
JULY 31, 2020

SEWER OPERATING

ASSETS

06-01-0100	CASH IN COMMON - SF OP	952,125.87	
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	89,230.66	
06-01-1311	SPECIAL ASSESSMENTS	648.01	
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		6,474,343.31

LIABILITIES AND EQUITY

LIABILITIES

06-02-2000	ACCOUNTS PAYABLE	30,116.92	
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	3,226.88	
06-02-2403	STATE WITHHOLDING TAX PAYABLE	285.10	
06-02-2404	STATE UNEMPLOYMENT TAX PAYABLE	23.79	
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		1,759,065.09

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	53,464.40	
	BALANCE - CURRENT DATE	493,864.40	
	TOTAL FUND EQUITY		4,715,278.22
	TOTAL LIABILITIES AND EQUITY		6,474,343.31

TOWN OF MEAD
REVENUES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JULY 31, 2020

SEWER OPERATING

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>FEES AND PERMITS</u>					
06-11-4150 SEWER USER FEES	60,512.26	410,899.74	699,300.00	288,400.26	58.8
06-11-4160 SEWER LATE/NSF FEES	1,140.00	9,084.90	16,500.00	7,415.10	55.1
06-11-4165 SEWER TAP FEES	16,440.00	129,693.00	216,400.00	86,707.00	59.9
TOTAL FEES AND PERMITS	78,092.26	549,677.64	932,200.00	382,522.36	59.0
<u>MISCELLANEOUS</u>					
06-18-4617 UNREALIZED GAIN/LOSS ON INVEST	.00	96.00	.00	(96.00)	.0
06-18-4619 INTEREST & DIVIDEND INCOME	172.49	4,427.37	12,625.00	8,197.63	35.1
TOTAL MISCELLANEOUS	172.49	4,523.37	12,625.00	8,101.63	35.8
TOTAL FUND REVENUE	78,264.75	554,201.01	944,825.00	390,623.99	58.7
<u>ADMINISTRATION</u>					
06-40-5000 TOWN MANAGER	1,721.75	9,907.80	15,783.00	5,875.20	62.8
06-40-5005 TOWN CLERK	366.84	2,361.92	3,762.00	1,400.08	62.8
06-40-5006 HUMAN RESOURCES	1,599.99	7,825.55	19,600.00	11,774.45	39.9
06-40-5007 TOWN TREASURER	.00	.00	5,617.00	5,617.00	.0
06-40-5010 UTILITY BILLING/ADMIN ASSISTAN	138.80	3,492.09	1,976.00	(1,516.09)	176.7
06-40-5015 PUBLIC WORKS	4,221.02	30,419.24	54,977.00	24,557.76	55.3
06-40-5016 MERIT	.00	.00	5,500.00	5,500.00	.0
06-40-5055 OVERTIME	330.18	1,781.83	3,125.00	1,343.17	57.0
06-40-5060 PAYROLL TAXES	631.65	4,210.95	8,039.00	3,828.05	52.4
06-40-5065 WORKERS COMP	175.36	1,140.35	1,578.00	437.65	72.3
06-40-5066 HEALTH INSURANCE	3,023.36	15,316.59	18,653.00	3,336.41	82.1
06-40-5067 DEFERRED COMP	322.83	2,280.23	5,421.00	3,140.77	42.1
06-40-5068 MEDICAL SAVINGS	19.24	183.71	600.00	416.29	30.6
06-40-5201 COMPUTER / TECHNOLOGY	282.75	1,941.75	3,243.00	1,301.25	59.9
06-40-5205 POSTAGE	331.00	1,968.00	3,960.00	1,992.00	49.7
06-40-5300 TELEPHONE	40.01	240.06	480.00	239.94	50.0
06-40-5320 GENERAL LIABILITY INSURANCE	6,104.28	18,235.70	25,950.00	7,714.30	70.3
06-40-5400 LEGAL FEES	.00	.00	2,000.00	2,000.00	.0
06-40-5405 ENGINEERING FEES	12,282.30	16,638.30	55,000.00	38,361.70	30.3
06-40-5410 PLANNING/CONSULTANTS	149.43	992.55	2,000.00	1,007.45	49.6
06-40-5415 AUDIT FEES	.00	3,720.00	6,300.00	2,580.00	59.1
06-40-5700 MISC. EXPENSE	.00	.00	500.00	500.00	.0
TOTAL ADMINISTRATION	31,740.79	122,656.62	244,064.00	121,407.38	50.3

TOWN OF MEAD
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JULY 31, 2020

SEWER OPERATING

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>SEWER-OPERATING</u>					
06-47-5210 OPERATING SUPPLIES	61.98	233.09	500.00	266.91	46.6
06-47-5215 REPAIRS & MAINT	1,023.88	37,705.02	93,500.00	55,794.98	40.3
06-47-5227 CHEMICALS	.00	1,429.05	1,000.00	(429.05)	142.9
06-47-5231 SLUDGE DISPOSAL	4,854.00	37,708.50	55,040.00	17,331.50	68.5
06-47-5253 GAS & OIL	442.48	2,586.84	5,000.00	2,413.16	51.7
06-47-5305 UTILITIES	4,379.71	31,640.89	57,400.00	25,759.11	55.1
06-47-5310 TRASH	89.26	629.28	1,020.00	390.72	61.7
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	4,277.70	31,168.68	54,500.00	23,331.32	57.2
06-47-5391 SEWER TESTING	756.64	2,846.59	6,000.00	3,153.41	47.4
06-47-5392 LINE LOCATOR	816.52	5,644.12	5,000.00	(644.12)	112.9
06-47-5393 STATE DISCHARGE PERMIT	2,876.91	3,135.82	3,215.00	79.18	97.5
06-47-5394 SEWER LINE FLUSHING	.00	.00	40,000.00	40,000.00	.0
06-47-5500 CAPITAL OUTLAY	9,200.00	93,197.59	290,000.00	196,802.41	32.1
TOTAL SEWER-OPERATING	28,779.08	247,925.47	614,175.00	366,249.53	40.4
<u>SF-NON-OPERATING</u>					
06-48-5510 2007 CWRPDA LOAN--PRINCIPAL	34,910.70	70,740.70	71,660.00	919.30	98.7
06-48-5520 2007 CWRPDA LOAN--INTEREST	30,166.56	59,413.82	58,495.00	(918.82)	101.6
TOTAL SF-NON-OPERATING	65,077.26	130,154.52	130,155.00	.48	100.0
TOTAL FUND EXPENDITURES	125,597.13	500,736.61	988,394.00	487,657.39	50.7
NET REVENUE OVER EXPENDITURES	(47,332.38)	53,464.40	(43,569.00)	(97,033.40)	122.7

TOWN OF MEAD
 BALANCE SHEET
 JULY 31, 2020

MUNICIPAL

ASSETS

09-01-0100	CASH IN COMMON - MUNICIPAL	1,682,787.11	
	TOTAL ASSETS		1,682,787.11

LIABILITIES AND EQUITY

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	309,564.61	
	BALANCE - CURRENT DATE	309,564.61	
	TOTAL FUND EQUITY		1,682,787.11
	TOTAL LIABILITIES AND EQUITY		1,682,787.11

TOWN OF MEAD
REVENUES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JULY 31, 2020

MUNICIPAL

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>FEES AND PERMITS</u>					
09-11-4165 IMPACT FEES	26,580.00	352,288.05	221,500.00	(130,788.05)	159.1
TOTAL FEES AND PERMITS	26,580.00	352,288.05	221,500.00	(130,788.05)	159.1
<u>MISCELLANEOUS</u>					
09-18-4619 INTEREST & DIVIDEND INCOME	304.87	6,961.04	19,843.00	12,881.96	35.1
TOTAL MISCELLANEOUS	304.87	6,961.04	19,843.00	12,881.96	35.1
TOTAL FUND REVENUE	26,884.87	359,249.09	241,343.00	(117,906.09)	148.9
<u>ADMINISTRATION</u>					
09-40-5410 PLANNING/CONSULTANTS	.00	2,677.98	13,885.00	11,207.02	19.3
09-40-5500 CAPITAL OUTLAY	.00	.00	430,000.00	430,000.00	.0
TOTAL ADMINISTRATION	.00	2,677.98	443,885.00	441,207.02	.6
<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	31,519.00	47,006.50	.00	(47,006.50)	.0
TOTAL MUNICIPAL	31,519.00	47,006.50	.00	(47,006.50)	.0
TOTAL FUND EXPENDITURES	31,519.00	49,684.48	1,781,762.00	1,732,077.52	2.8
NET REVENUE OVER EXPENDITURES	(4,634.13)	309,564.61	(1,540,419.00)	(1,849,983.61)	20.1

TOWN OF MEAD
 BALANCE SHEET
 JULY 31, 2020

DOWNTOWN

ASSETS

11-01-0100	CASH IN COMMON - DOWNTOWN	56,800.33	
	TOTAL ASSETS		56,800.33

LIABILITIES AND EQUITY

FUND EQUITY

11-02-3001	FUND BALANCE	56,534.10	
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	266.23	
	BALANCE - CURRENT DATE	266.23	
	TOTAL FUND EQUITY		56,800.33
	TOTAL LIABILITIES AND EQUITY		56,800.33

TOWN OF MEAD
REVENUES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JULY 31, 2020

DOWNTOWN

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>MISCELLANEOUS</u>					
11-18-4619 INTEREST & DIVIDEND INCOME	10.29	266.23	879.00	612.77	30.3
TOTAL MISCELLANEOUS	10.29	266.23	879.00	612.77	30.3
TOTAL FUND REVENUE	10.29	266.23	879.00	612.77	30.3
<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	10.29	266.23	(59,315.00)	(59,581.23)	.5

TOWN OF MEAD
 BALANCE SHEET
 JULY 31, 2020

STORM DRAINAGE

ASSETS

13-01-0100	CASH IN COMMON - STORM DRAINAG	111,980.82	
	TOTAL ASSETS		111,980.82

LIABILITIES AND EQUITY

FUND EQUITY

13-02-3001	FUND BALANCE	16,136.00	
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	95,844.82	
	BALANCE - CURRENT DATE	95,844.82	
	TOTAL FUND EQUITY		111,980.82
	TOTAL LIABILITIES AND EQUITY		111,980.82

TOWN OF MEAD
REVENUES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JULY 31, 2020

STORM DRAINAGE

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>FEES AND PERMITS</u>						
13-11-4165	IMPACT FEES	7,500.00	96,378.63	62,500.00	(33,878.63)	154.2
	TOTAL FEES AND PERMITS	7,500.00	96,378.63	62,500.00	(33,878.63)	154.2
<u>MISCELLANEOUS</u>						
13-18-4619	INTEREST & DIVIDEND INCOME	20.29	219.74	136.00	(83.74)	161.6
	TOTAL MISCELLANEOUS	20.29	219.74	136.00	(83.74)	161.6
	TOTAL FUND REVENUE	7,520.29	96,598.37	62,636.00	(33,962.37)	154.2
<u>ADMINISTRATION</u>						
13-40-5410	PLANNING/CONSULTANTS	.00	753.55	3,918.00	3,164.45	19.2
13-40-5500	CAPITAL OUTLAY	.00	.00	125,317.00	125,317.00	.0
	TOTAL ADMINISTRATION	.00	753.55	129,235.00	128,481.45	.6
	TOTAL FUND EXPENDITURES	.00	753.55	129,235.00	128,481.45	.6
	NET REVENUE OVER EXPENDITURES	7,520.29	95,844.82	(66,599.00)	(162,443.82)	143.9

TOWN OF MEAD
 BALANCE SHEET
 JULY 31, 2020

TRANSPORTATION

<u>ASSETS</u>			
14-01-0100	CASH IN COMMON - TRANSPORTATIO	969,091.95	
	TOTAL ASSETS		969,091.95
<u>LIABILITIES AND EQUITY</u>			
<u>LIABILITIES</u>			
14-02-2000	ACCOUNTS PAYABLE	70.41	
	TOTAL LIABILITIES		70.41
<u>FUND EQUITY</u>			
14-02-3001	FUND BALANCE	301,440.11	
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	667,581.43	
	BALANCE - CURRENT DATE	667,581.43	
	TOTAL FUND EQUITY		969,021.54
	TOTAL LIABILITIES AND EQUITY		969,091.95

TOWN OF MEAD
REVENUES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JULY 31, 2020

TRANSPORTATION

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>FEES AND PERMITS</u>					
14-11-4165 IMPACT FEES	39,135.00	364,187.36	326,125.00	(38,062.36)	111.7
TOTAL FEES AND PERMITS	39,135.00	364,187.36	326,125.00	(38,062.36)	111.7
<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	175.57	3,173.17	4,194.00	1,020.83	75.7
TOTAL MISCELLANEOUS	175.57	3,173.17	4,194.00	1,020.83	75.7
<u>SOURCE 19</u>					
14-19-4941 P.I.L.O.CONSTRUCTION	60,600.00	339,144.30	.00	(339,144.30)	.0
TOTAL SOURCE 19	60,600.00	339,144.30	.00	(339,144.30)	.0
TOTAL FUND REVENUE	99,910.57	760,004.83	330,319.00	(429,685.83)	230.1
<u>OTHER SOURCES</u>					
14-40-5405 ENGINEERING FEES	1,640.41	36,237.91	90,000.00	53,762.09	40.3
14-40-5410 PLANNING/CONSULTANTS	.00	3,953.21	20,444.00	16,490.79	19.3
14-40-5500 CAPITAL OUTLAY	6,875.00	52,232.28	200,000.00	147,767.72	26.1
14-40-5720 CONTINGENCIES	.00	.00	437,408.00	437,408.00	.0
TOTAL OTHER SOURCES	8,515.41	92,423.40	747,852.00	655,428.60	12.4
TOTAL FUND EXPENDITURES	8,515.41	92,423.40	747,852.00	655,428.60	12.4
NET REVENUE OVER EXPENDITURES	91,395.16	667,581.43	(417,533.00)	(1,085,114.43)	159.9

TOWN OF MEAD
 BALANCE SHEET
 JULY 31, 2020

PARKS & OPEN SPACE

ASSETS

18-01-0100	CASH IN COMMON - PARKS & OPEN	1,074,232.54	
	TOTAL ASSETS		1,074,232.54

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	287,134.77	
	BALANCE - CURRENT DATE	287,134.77	
	TOTAL FUND EQUITY		1,074,232.54
	TOTAL LIABILITIES AND EQUITY		1,074,232.54

TOWN OF MEAD
REVENUES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JULY 31, 2020

PARKS & OPEN SPACE

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>FEES AND PERMITS</u>						
18-11-4165	IMPACT FEES	41,640.00	291,480.00	347,000.00	55,520.00	84.0
	TOTAL FEES AND PERMITS	41,640.00	291,480.00	347,000.00	55,520.00	84.0
<u>MISCELLANEOUS</u>						
18-18-4619	INTEREST & DIVIDEND INCOME	194.62	3,945.53	11,544.00	7,598.47	34.2
	TOTAL MISCELLANEOUS	194.62	3,945.53	11,544.00	7,598.47	34.2
	TOTAL FUND REVENUE	41,834.62	295,425.53	358,544.00	63,118.47	82.4
<u>ADMINISTRATION</u>						
18-40-5410	PLANNING/CONSULTANTS	.00	8,290.76	21,753.00	13,462.24	38.1
18-40-5500	CAPITAL OUTLAY	.00	.00	439,976.00	439,976.00	.0
	TOTAL ADMINISTRATION	.00	8,290.76	461,729.00	453,438.24	1.8
<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	8,290.76	1,158,815.00	1,150,524.24	.7
	NET REVENUE OVER EXPENDITURES	41,834.62	287,134.77	(800,271.00)	(1,087,405.77)	35.9

TOWN OF MEAD
 BALANCE SHEET
 JULY 31, 2020

CAPITAL IMPROVEMENT FUND

<u>ASSETS</u>		
19-01-0100	CASH IN COMMON - CAPITAL IMPRO	2,625,142.27
	TOTAL ASSETS	<u>2,625,142.27</u>
 <u>LIABILITIES AND EQUITY</u>		
<u>LIABILITIES</u>		
19-02-2000	ACCOUNTS PAYABLE	19,308.47
	TOTAL LIABILITIES	19,308.47
 <u>FUND EQUITY</u>		
19-02-3001	FUND BALANCE	2,075,632.83
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	<u>530,200.97</u>
	BALANCE - CURRENT DATE	<u>530,200.97</u>
	TOTAL FUND EQUITY	<u>2,605,833.80</u>
	TOTAL LIABILITIES AND EQUITY	<u>2,625,142.27</u>

TOWN OF MEAD
REVENUES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JULY 31, 2020

CAPITAL IMPROVEMENT FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>TRANSFERS IN</u>					
19-16-4615 TRANSFER IN FROM GENERAL	367,014.17	469,099.19	2,304,170.00	1,835,070.81	20.4
TOTAL TRANSFERS IN	367,014.17	469,099.19	2,304,170.00	1,835,070.81	20.4
<u>MISCELLANEOUS</u>					
19-18-4619 INTEREST & DIVIDEND INCOME	475.59	6,274.87	14,794.00	8,519.13	42.4
TOTAL MISCELLANEOUS	475.59	6,274.87	14,794.00	8,519.13	42.4
<u>SOURCE 19</u>					
19-19-4901 PYMTS IN LIEU OF CONSTRUCTION	.00	111,657.30	.00	(111,657.30)	.0
TOTAL SOURCE 19	.00	111,657.30	.00	(111,657.30)	.0
TOTAL FUND REVENUE	367,489.76	587,031.36	2,318,964.00	1,731,932.64	25.3
<u>ADMINISTRATION</u>					
19-40-5500 CAPITAL OUTLAY	52,594.57	56,830.39	3,575,000.00	3,518,169.61	1.6
19-40-5720 CONTINGENCIES	.00	.00	819,393.00	819,393.00	.0
TOTAL ADMINISTRATION	52,594.57	56,830.39	4,394,393.00	4,337,562.61	1.3
TOTAL FUND EXPENDITURES	52,594.57	56,830.39	4,394,393.00	4,337,562.61	1.3
NET REVENUE OVER EXPENDITURES	314,895.19	530,200.97	(2,075,429.00)	(2,605,629.97)	25.6

TOWN OF MEAD
 BALANCE SHEET
 JULY 31, 2020

MEAD URBAN RENEWAL AUTHORITY

ASSETS

20-01-0100	CASH IN COMMON -MURA	2,004,999.62	
20-01-1250	PROPERTY TAX RECEIVABLE	2,831,141.00	
20-01-1300	A/R - BILLED ACCOUNTS	3,778.14	
		<u> </u>	
	TOTAL ASSETS		<u><u>4,839,918.76</u></u>

LIABILITIES AND EQUITY

LIABILITIES

20-02-2310	EMPLOYEE HEALTH INS. PAYABLE	1,348.40	
20-02-2403	STATE WITHHOLDING TAX PAYABLE	225.50	
20-02-2404	STATE UNEMPLOYMENT TAX PAYABLE	17.62	
20-02-2410	MISC PAYROLL PAYABLE	1,604.63	
20-02-2700	DEFERRED INFLOWS- PROPERTY TAX	2,831,141.00	
		<u> </u>	
	TOTAL LIABILITIES		2,834,337.15

FUND EQUITY

20-02-3001	FUND BALANCE	1,721,905.96	
	UNAPPROPRIATED FUND BALANCE:		
	REVENUE OVER EXPENDITURES - YTD	<u>283,675.65</u>	
	BALANCE - CURRENT DATE	<u>283,675.65</u>	
	TOTAL FUND EQUITY		<u><u>2,005,581.61</u></u>
	TOTAL LIABILITIES AND EQUITY		<u><u>4,839,918.76</u></u>

TOWN OF MEAD
REVENUES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JULY 31, 2020

MEAD URBAN RENEWAL AUTHORITY

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT	
<u>TAXES</u>						
20-10-4050	PROPERTY TAX (TIF REVENUE)	231,000.10	2,066,766.15	2,979,107.00	912,340.85	69.4
	TOTAL TAXES	231,000.10	2,066,766.15	2,979,107.00	912,340.85	69.4
<u>FEES AND PERMITS</u>						
20-11-4110	ADMINISTRATIVE FEE	.00	15,482.45	15,183.00	(299.45)	102.0
	TOTAL FEES AND PERMITS	.00	15,482.45	15,183.00	(299.45)	102.0
<u>MISCELLANEOUS</u>						
20-18-4619	INTEREST & DIVIDEND INCOME	363.24	9,701.93	25,582.00	15,880.07	37.9
	TOTAL MISCELLANEOUS	363.24	9,701.93	25,582.00	15,880.07	37.9
	TOTAL FUND REVENUE	231,363.34	2,091,950.53	3,019,872.00	927,921.47	69.3
<u>ADMINISTRATION</u>						
20-40-5000	TOWN MANAGER	3,443.48	19,815.48	31,566.00	11,750.52	62.8
20-40-5005	TOWN CLERK	366.84	2,361.92	3,762.00	1,400.08	62.8
20-40-5006	HR/ACCOUNTING CLERK	200.00	1,375.59	2,450.00	1,074.41	56.2
20-40-5007	TREASURER	.00	.00	16,851.00	16,851.00	.0
20-40-5011	PLANNING	2,040.48	15,217.28	24,906.00	9,688.72	61.1
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	467.12	2,990.89	6,228.00	3,237.11	48.0
20-40-5065	WORKERS COMP	58.46	380.15	526.00	145.85	72.3
20-40-5066	HEALTH INSURANCE	1,408.46	6,929.20	10,045.00	3,115.80	69.0
20-40-5067	DEFERRED COMP	387.82	2,408.11	4,828.00	2,419.89	49.9
20-40-5068	MEDICAL SAVINGS	9.62	73.12	375.00	301.88	19.5
20-40-5100	TIF REVENUE SHARING	.00	1,722,251.08	1,678,452.00	(43,799.08)	102.6
20-40-5400	LEGAL FEES	30.75	2,206.83	50,000.00	47,793.17	4.4
20-40-5410	PLANNING/CONSULTANT	.00	.00	60,000.00	60,000.00	.0
20-40-5415	AUDIT FEES	.00	1,260.00	2,500.00	1,240.00	50.4
20-40-5425	COUNTY TREASURER'S FEE	3,465.02	31,001.62	44,687.00	13,685.38	69.4
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	11,878.05	1,808,274.88	3,395,278.00	1,587,003.12	53.3

TOWN OF MEAD
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JULY 31, 2020

MEAD URBAN RENEWAL AUTHORITY

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
TOTAL FUND EXPENDITURES	11,878.05	1,808,274.88	3,395,278.00	1,587,003.12	53.3
NET REVENUE OVER EXPENDITURES	219,485.29	283,675.65	(375,406.00)	(659,081.65)	75.6

TOWN OF MEAD
 BALANCE SHEET
 JULY 31, 2020

ART IN PUBLIC PLACES

ASSETS

21-01-0100	CASH IN COMMON - ART IN PUBLIC	6,093.36	
	TOTAL ASSETS		<u>6,093.36</u>

LIABILITIES AND EQUITY

FUND EQUITY

21-02-3001	FUND BALANCE	6,064.79	
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	<u>28.57</u>	
	BALANCE - CURRENT DATE	<u>28.57</u>	
	TOTAL FUND EQUITY		<u>6,093.36</u>
	TOTAL LIABILITIES AND EQUITY		<u>6,093.36</u>

TOWN OF MEAD
REVENUES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JULY 31, 2020

ART IN PUBLIC PLACES

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>MISCELLANEOUS</u>					
21-18-4619 INTEREST & DIVIDEND INCOME	1.10	28.57	88.00	59.43	32.5
TOTAL MISCELLANEOUS	1.10	28.57	88.00	59.43	32.5
TOTAL FUND REVENUE	1.10	28.57	88.00	59.43	32.5
<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	1.10	28.57	(6,065.00)	(6,093.57)	.5



MEETING DATE: August 31, 2020

SUBJECT: Resolution No. 71-R-2020 Bridge Inspection Services Amendment

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

SUMMARY

Staff is requesting to amend the current agreement with Michael Baker International, Inc. to perform load ratings for load restricted bridges and determine repairs or replacement needs as appropriate for budgeting purposes. Earlier this year, Michael Baker completed the inspections of Town bridges. Half the bridge inspections were completed in 2019 and the remaining half completed in 2020. Based on those inspections, four bridges have been identified as needing load restrictions or repair/replacement. In order to determine the load restriction and scope of necessary repairs, additional testing and analysis is needed. The amendment will increase the existing \$25,000 contract by \$11,500 to \$36,500 and add the additional testing and analysis to the scope of work for the existing contract.

FINANCIAL CONSIDERATIONS

The approved 2020 Road budget allocated \$25,000 (01-44-5405) to perform bridge inspections. Currently, \$17,780.60 of the \$25,000.00 contract value has been used. This project savings leaves \$7,219.40 on the contract that can be applied toward the new load rating and testing scope of work.

Load Rating and Testing Estimate	\$18,594.00
<u>Available Balance on current contract</u>	<u>\$ 7,219.40</u>
Contract Amendment	\$11,374.60

The amendment will increase the existing \$25,000 contract by \$11,500 to an amount not to exceed \$36,500. The additional cost can easily be absorbed by other savings within the road budget.

STAFF RECOMMENDATION/ACTION REQUIRED

Staff recommends amending the agreement with Michael Baker International Inc. to increase the not-to-exceed amount to \$36,500 and include the additional testing and analysis to the scope of work.

A motion to approve the August 31st consent agenda will approve the Resolution (which approves the Second Amendment to the Agreement for Professional Services) and will authorize the Town Manager to execute the amendment on behalf of the Town.
If this item is pulled off of the consent agenda for discussion, Town staff recommends the following motion:

“I move to approve Resolution No. 71-R-2020, A Resolution of the Town of Mead, Colorado, Approving a Second Amendment to the Agreement for Professional Services By and Between the Town of Mead and Michael Baker International, Inc.”

ATTACHMENTS

Resolution No. 71-R-2020
Professional Services Contract Amendment

**TOWN OF MEAD, COLORADO
RESOLUTION NO. 71-R-2020**

A RESOLUTION OF THE TOWN OF MEAD, COLORADO, APPROVING A SECOND AMENDMENT TO THE AGREEMENT FOR PROFESSIONAL SERVICES BY AND BETWEEN THE TOWN OF MEAD AND MICHAEL BAKER INTERNATIONAL, INC.

WHEREAS, the Board of Trustees previously approved that certain Agreement for Professional Services between Michael Baker International, Inc. (“Contractor”), and the Town of Mead for bridge inspection, maintenance, repair and replacement services (the “Agreement”), effective on August 5, 2019 and terminating at the end of calendar year 2019; and

WHEREAS, the 2020 Extension for the Agreement (“First Amendment”) was subsequently approved, which amended the Agreement by extending its term through December 31, 2020 and approving the related not-to-exceed amount for Contractor’s services for calendar year 2020 per the Town’s planned inspection schedule to complete half the inspections in 2019 and the other half in 2020; and

WHEREAS, Contractor has completed inspection of the Town’s bridges pursuant to the Agreement, as amended by the First Amendment, and has determined that four (4) Town bridges need repairs; and

WHEREAS, Contractor must do additional testing and analysis for those four (4) bridges to determine the load restriction and scope of repairs necessary; and

WHEREAS, the Town desires to amend the Agreement, as permitted by Sections I.B and XII.F of the Agreement, a second time to include the additional scope of work and related cost increase necessary to complete the testing and analysis; and

WHEREAS, the Board of Trustees desires to approve the Second Amendment in substantially the form attached to this Resolution as **Exhibit 1** and delegate authority to the Town Manager to execute the Second Amendment on behalf of the Town of Mead.

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 Second Amendment, in substantially the same form as is attached hereto as **Exhibit 1** and incorporated herein, to include the additional scope of work set forth in Exhibit A-4 to the Second Amendment and to increase the Not-to-Exceed Amount of the Agreement for calendar year 2020 from twenty-five thousand dollars and no cents (\$25,000.00) to **thirty-six thousand five hundred dollars and no cents (\$36,500.00)**; (b) authorizes the Town Attorney in cooperation with the Town Manager to make any non-material changes to the Second Amendment that do not increase the Town’s obligations, as may be necessary; and (c) authorizes the Town Manager to execute the Second Amendment.

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 31ST DAY OF AUGUST, 2020.

ATTEST:

TOWN OF MEAD:

By: _____
Mary E. Strutt, MMC, Town Clerk

By: _____
Colleen G. Whitlow, Mayor

Exhibit 1
Second Amendment to Agreement for Professional Services

(see attached)

**Town of Mead, Colorado
SECOND AMENDMENT TO
AGREEMENT FOR PROFESSIONAL SERVICES**

Project/Services Name: Bridge Inspection, Maintenance, Repair and Replacement

THIS SECOND AMENDMENT TO AGREEMENT FOR PROFESSIONAL SERVICES (“Second Amendment”) amends the Agreement for Professional Services entered into by and between **MICHAEL BAKER INTERNATIONAL, INC.**, a Pennsylvania corporation with offices at 500 Grant Street, Suite 5400, Pittsburgh, PA 15219 (the “Contractor”) and the **TOWN OF MEAD, COLORADO**, a municipal corporation of the State of Colorado (the “Town”). The Town and Contractor may be collectively referred to herein as the “Parties” or individually as “Party.”

RECITALS

WHEREAS, the Parties entered into an Agreement for Professional Services effective as of August 5, 2019 and with a termination date of December 31, 2019 (“Agreement”), pursuant to which Contractor provided bridge safety inspection and reporting services to the Town; and

WHEREAS, the Agreement was amended to extend the term to December 31, 2020 via the 2020 Extension of the Agreement (“First Amendment”); and

WHEREAS, Contractor has completed inspection of the Town’s bridges pursuant to the Agreement, as amended by the First Amendment, and has determined that four (4) Town bridges need repairs; and

WHEREAS, Contractor must do additional testing and analysis for those four (4) bridges to determine the load restriction and scope of repairs necessary; and

WHEREAS, the Town desires to amend the Agreement a second time to include the additional amount and scope of work necessary to complete the additional testing and analysis as permitted by Sections I.B and XII.F of the Agreement.

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

1. **Recitals.** The foregoing recitals are true and correct and are incorporated into the Agreement by this reference as though set forth in full.
2. **Original Terms and Conditions.** Except as amended herein, the original terms and conditions of the Agreement and First Amendment remain in full force and effect.
3. **Not-to-Exceed Amount.** The 2020 Not-to-Exceed Amount set forth in Paragraph 2.0 of the First Amendment is hereby increased from twenty-five thousand dollars and no cents (\$25,000.00) to **thirty-six thousand five hundred dollars and no cents (\$36,500.00)** to include additional services rendered to the Town in calendar year 2020. The fees and rates for the additional services are included in **Exhibit A-4** attached hereto.
4. **Scope of Work.** Contractor agrees to provide the additional services in 2020 as set forth in the attached **Exhibit A-4**.

5. **Conflict.** This Second Amendment is and shall be construed as part of the Agreement. In the case of any inconsistency between this Second Amendment and the Agreement, as amended by the First Amendment, the provisions containing such inconsistency shall be reconciled with one another to the maximum extent possible, and then to the extent of any remaining inconsistency, the terms of this Second Amendment shall control.

6. **Counterparts; Facsimile or Electronic Signature; Authority.** The Parties hereto agree that this Second Amendment may be executed in multiple counterparts which, when signed by all parties, shall constitute a binding agreement. The Parties further agree that this Second Amendment may be executed by facsimile or electronic signature, and that any facsimile or electronic signature shall be binding upon the party providing such signature as if it were the party's original signature.

IN WITNESS WHEREOF, the Parties have executed this Second Amendment to Agreement for Professional Services, to be effective as of the date of its mutual execution by the Parties. By the signature of its representatives below, each Party affirms that it has taken all necessary action to authorize said representative to execute this Second Amendment.

THIS SECOND AMENDMENT is executed and made effective as provided below.

TOWN OF MEAD, COLORADO:

ATTEST:

 Mary Strutt, MMC, Town Clerk

By: _____
 Helen Migchelbrink, Town Manager

Date of execution: _____

CONTRACTOR SIGNATURE PAGE FOLLOWS

MICHAEL BAKER INTERNATIONAL, INC:

By: _____

Printed Name: _____

Its: _____

Date of execution: _____

STATE OF _____)

COUNTY OF _____) ss.

The foregoing Second Amendment to Agreement for Professional Services was acknowledged before me this _____ day of _____, 2020, by _____ as _____ of Michael Baker International, Inc.

Witness my hand and official seal.

My commission expires: _____

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

EXHIBIT A-4
ADDITIONAL SCOPE OF WORK

Scope of Work
Pursuant to an Agreement Between
Town of Mead
And
Michael Baker International

Work Order No. 3

Project Title: Mead Minor Bridge Load Ratings and Recommendations

Commencement: July 17, 2020

Completion Date: Dec 31, 2020.

Fee: \$18,594

Description of Work: Perform load rating and/or prepare design scope and fee for replacement for four (4) Town-Owned structures (WEL038.0-009.0A, Mead.WCR5-S.34, Mead WCR28-E.125, & Mead.WCR13-S.Grandview). Field condition verification inspections will be required at 3 of the 4 bridges.

Contract Type:

This contract will be a Time & Material contract not to exceed the amount of \$18,594.

MBI Team Responsibilities:

MBI is the sole prime consultant on this project. There will be no sub-consultants for this contract. If a sub-consultant is required due to additional scope items, this scope of work will be amended to include sub-consultant responsibilities and contractual obligations.

At the end of the contract, all report PDF's and individual electronic files used to create all reports will be delivered to the Town via FTP. Files will be in PDF format and Microsoft Word and Excel.

Scope of Services:

There are four primary elements that will be completed as part of this project:

- Project Administration.
- Field testing, Measurements and Verification
- Load Rating
- Scope for Design of Replacement

Project Administration:

Upon notice to proceed, MBI will perform project level administration duties throughout the length of the contract, as follows:

- Project manager will be readily available to discuss project-related issues with Town.
- Invoices will be provided to the Town monthly and will include a billing summary for work performed during the current billing period and project to date.
- Project Manager will inform the Town of any critical finding during testing or field verification within 48 hours.
- The following meetings are anticipated:
 - One Project Delivery Meeting

Field testing, Measurements and Verification:

MBI will perform field testing and measurements for each structure as specified below.

- WEL038.0-009.0A (Weld County Road 38 over Mead Lateral Ditch).
 - Perform D-meter testing of corrugated steel decking to determine remaining thickness throughout
 - Verify field dimensions and inspect condition of superstructure/substructure
 - Provide test results and recommendation between deck and bridge replacement.
- Mead.WCR5-S.34
 - Measure members as needed for load rating of steel bent (no plans available)
 - Verify condition and layout
- Mead.WCR28-E.125
 - Measure members as needed for load rating of steel bent (no plans available)
 - Verify condition and layout
- Mead.WCR13-S Grandview Dr.
 - No site visit at this time as no load rating or testing is being performed at this site.

MBI will contact the Town prior to beginning work in the field. All documentation will be clear and legible. Findings will be summarized in the field. Team leader will notify MBI project manager of any Critical or Serious Findings (Priority A/B) from the field on the day of inspection.

Reports will be reviewed by the Project Manager. Results of D-meter testing will be submitted in PDF format to the Town within 45 days of the testing.

Load Rating

Load rating of steel bent abutment on Mead.WCR5-S.34 and Mead.WCR28-E.125 will be performed as part of this project. Load rating will be completed for the steel bent only using hand calculations. The load rating only applies to the portion of the structure that is visible. The load rating will not address the strength of the foundation below grade. Load rating of the superstructure will not be performed as part of this work.

Scoping for Design of Replacement

MBI will develop estimated design scope and fee for the design of WEL038.0-009.0A, Mead.WCR5-S.34 and Mead WCR13-S Grandview Dr. WEL038.0-009.0A will be scoped for repair or replacement depending on the findings of the D-meter testing and field observation of the superstructure and substructure. The design fee for Mead.WCR5-S.34 and WCR13-S Grandview Dr. will assume that approach roadway and channel geometry will be maintained. It is assumed that standard Colorado Concrete Box Culverts (CBC) will be utilized if applicable; if CBC is not applicable, simple span structure on pile foundation with prestressed concrete members will be utilized. Scope will include design assumptions and an estimate of any subconsultant work but will not include submittals from any subconsultants.

Deliverables:

The following is an estimate of the deliverables required for this project. As the project develops, the type and number of deliverables may vary.

- Monthly invoices.
- Meeting, email and telephone documentation.
- D-meter test result report for WEL038.0-009.0A
- Load rating findings summary in PDF format for Mead.WCR5-S.34 and Mead.WCR28-E.125
- Scope and fee estimate for WEL038.0-009.0A, Mead.WCR5-S.34 and Mead WCR13-S Grandview Dr. and summary letter of the expected design costs for budgeting purposes

Town of Mead
Inspection, Load Rating, and Scoping for Budgeting

Description:

Load Rating and replacment scoping

Date: 7/17/2020

PRIMARY DESIGN TASK ELEMENTS						
LABOR	Group Manager	Project Manager/ Team Leader	Assistant Team Leader -PE	Assistant Team Leader -EIT	TOTAL HOURS	FEE
Per hour rates	\$190	\$200	\$127	\$105		
Project Management / Administration & QC	4				4	\$760.00
Field visit and Testing (2 visits expected due to ditch flows)		18	9	9	36	\$5,688.00
WEL038.0-009.OA D-meter testing and replacement recommendation and scop	4			6	10	\$1,390.00
Mead.WCR5-S.34 Load rating and replacment scoping for budgeting	4		18	18	40	\$4,936.00
Mead.WCR28-E.I25 Load rating	1		18	18	37	\$4,366.00
C13-S. Grandview Scope for budgeting	4		2	2	8	\$1,224.00
					0	\$0.00
					0	\$0.00
					0	\$0.00
Subtotal					135	\$18,364.00
REIMBURSABLE EXPENSES: (Approximate)						
Mileage (2 trips x 100 mi x \$0.575 / mi)(2 people) (due to COVID precautions separate cars are required)					--	\$230.00
Subtotal					--	\$230.00
SUBCONSULTANTS:						
					0	\$0.00
Subtotal					0	\$0.00

WORK ORDER	Fee
TOTAL	\$18,594.00

Maximum Pay Rates & Job Classifications for Mead Bridge Inspection	
Engineering Services	
Job Classification ¹	Hourly Rates ^{1,2}
	Billable
Group Manager	\$190.00
Project Manager	\$200.00
Project Manager / Team Leader	\$200.00
Team Leader / QC Engineer	\$134.00
Assistant Team Leader - PE	\$127.00
Assistant Team Leader - EIT	\$105.00
Inspector Technician / Drafter	\$100.00
Design Engineer	\$127.00

¹ It is assumed that individual personnel can change job classifications throughout the course of this project. Town will be notified of proposed changes, with changes subject to Town's approval.

² Billable hourly rates are subject to annual negotiations in advance of annual renewal of the Agreement based on consideration of salary adjustments for cost of living and inflation changes, as mutually agreed to by the Parties.

Exhibit A

Scope of Work Pursuant to an Agreement Between Town of Mead And Michael Baker International

Work Order No. 3

Project Title: Mead Minor Bridge Load Ratings and Recommendations

Commencement: July 17, 2020

Completion Date: Dec 31, 2020.

Fee: \$18,594

Description of Work: Perform load rating and/or prepare design scope and fee for replacement for four (4) Town-Owned structures (WEL038.0-009.0A, Mead.WCR5-S.34, Mead WCR28-E.I25, & Mead.WCR13-S.Grandview). Field condition verification inspections will be required at 3 of the 4 bridges.

Contract Type:

This contract will be a Time & Material contract not to exceed the amount of \$18,594.

MBI Team Responsibilities:

MBI is the sole prime consultant on this project. There will be no sub-consultants for this contract. If a sub-consultant is required due to additional scope items, this scope of work will be amended to include sub-consultant responsibilities and contractual obligations.

At the end of the contract, all report PDF's and individual electronic files used to create all reports will be delivered to the Town via FTP. Files will be in PDF format and Microsoft Word and Excel.

Scope of Services:

There are four primary elements that will be completed as part of this project:

- Project Administration.
- Field testing, Measurements and Verification
- Load Rating
- Scope for Design of Replacement

Project Administration:

Upon notice to proceed, MBI will perform project level administration duties throughout the length of the contract, as follows:

- Project manager will be readily available to discuss project-related issues with Town.
- Invoices will be provided to the Town monthly and will include a billing summary for work performed during the current billing period and project to date.
- Project Manager will inform the Town of any critical finding during testing or field verification within 48 hours.
- The following meetings are anticipated:
 - One Project Delivery Meeting

Field testing, Measurements and Verification:

MBI will perform field testing and measurements for each structure as specified below.

- WEL038.0-009.0A (Weld County Road 38 over Mead Lateral Ditch).
 - Perform D-meter testing of corrugated steel decking to determine remaining thickness throughout
 - Verify field dimensions and inspect condition of superstructure/substructure
 - Provide test results and recommendation between deck and bridge replacement.
- Mead.WCR5-S.34
 - Measure members as needed for load rating of steel bent (no plans available)
 - Verify condition and layout
- Mead.WCR28-E.125
 - Measure members as needed for load rating of steel bent (no plans available)
 - Verify condition and layout

- Mead.WCR13-S Grandview Dr.
 - No site visit at this time as no load rating or testing is being performed at this site.

MBI will contact the Town prior to beginning work in the field. All documentation will be clear and legible. Findings will be summarized in the field. Team leader will notify MBI project manager of any Critical or Serious Findings (Priority A/B) from the field on the day of inspection.

Reports will be reviewed by the Project Manager. Results of D-meter testing will be submitted in PDF format to the Town within 45 days of the testing.

Load Rating

Load rating of steel bent abutment on Mead.WCR5-S.34 and Mead.WCR28-E.125 will be performed as part of this project. Load rating will be completed for the steel bent only using hand calculations. The load rating only applies to the portion of the structure that is visible. The load rating will not address the strength of the foundation below grade. Load rating of the superstructure will not be performed as part of this work.

Scoping for Design of Replacement

MBI will develop estimated design scope and fee for the design of WEL038.0-009.0A, Mead.WCR5-S.34 and Mead WCR13-S Grandview Dr. WEL038.0-009.0A will be scoped for repair or replacement depending on the findings of the D-meter testing and field observation of the superstructure and substructure. The design fee for Mead.WCR5-S.34 and WCR13-S Grandview Dr. will assume that approach roadway and channel geometry will be maintained. It is assumed that standard Colorado Concrete Box Culverts (CBC) will be utilized if applicable; if CBC is not applicable, simple span structure on pile foundation with prestressed concrete members will be utilized. Scope will include design assumptions and an estimate of any subconsultant work but will not include submittals from any subconsultants.

Deliverables:

The following is an estimate of the deliverables required for this project. As the project develops, the type and number of deliverables may vary.

- Monthly invoices.
- Meeting, email and telephone documentation.
- D-meter test result report for WEL038.0-009.0A
- Load rating findings summary in PDF format for Mead.WCR5-S.34 and Mead.WCR28-E.125
- Scope and fee estimate for WEL038.0-009.0A, Mead.WCR5-S.34 and Mead WCR13-S Grandview Dr. and summary letter of the expected design costs for budgeting purposes

Town of Mead
Inspection, Load Rating, and Scoping for Budgeting

Description:

Load Rating and replacment scoping

Date: 7/17/2020

PRIMARY DESIGN TASK ELEMENTS						
LABOR	Group Manager	Project Manager/ Team Leader	Assistant Team Leader -PE	Assistant Team Leader -EIT	TOTAL HOURS	FEE
Per hour rates	\$190	\$200	\$127	\$105		
Project Management / Administration & QC	4				4	\$760.00
Field visit and Testing (2 visits expected due to ditch flows)		18	9	9	36	\$5,688.00
WEL038.0-009.OA D-meter testing and replacement recommendation and scop	4			6	10	\$1,390.00
Mead.WCR5-S.34 Load rating and replacment scoping for budgeting	4		18	18	40	\$4,936.00
Mead.WCR28-E.I25 Load rating	1		18	18	37	\$4,366.00
C13-S. Grandview Scope for budgeting	4		2	2	8	\$1,224.00
					0	\$0.00
					0	\$0.00
					0	\$0.00
Subtotal					135	\$18,364.00
REIMBURSABLE EXPENSES: (Approximate)						
Mileage (2 trips x 100 mi x \$0.575 / mi)(2 people) (due to COVID precautions separate cars are required)					--	\$230.00
Subtotal					--	\$230.00
SUBCONSULTANTS:						
					0	\$0.00
Subtotal					0	\$0.00

WORK ORDER TOTAL	Fee
	\$18,594.00

Exhibit B
Compensation



Maximum Pay Rates & Job Classifications for Mead Bridge Inspection	
Engineering Services	
Job Classification ¹	Hourly Rates ^{1,2}
	Billable
Group Manager	\$190.00
Project Manager	\$200.00
Project Manager / Team Leader	\$200.00
Team Leader / QC Engineer	\$134.00
Assistant Team Leader - PE	\$127.00
Assistant Team Leader - EIT	\$105.00
Inspector Technician / Drafter	\$100.00
Design Engineer	\$127.00

¹ It is assumed that individual personnel can change job classifications throughout the course of this project. Town will be notified of proposed changes, with changes subject to Town's approval.

² Billable hourly rates are subject to annual negotiations in advance of annual renewal of the Agreement based on consideration of salary adjustments for cost of living and inflation changes, as mutually agreed to by the Parties.



Agenda Item Summary

MEETING DATE: August 31, 2020

SUBJECT: Resolution No. 72-R-2020 – High Plains Boulevard (CR 9.5) Access Control Plan IGA

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

SUMMARY

The Town desires to enter into an Intergovernmental Agreement (IGA) with Larimer County, Weld County, and the Towns of Berthoud and Johnstown to coordinate regulation of vehicular access to High Plains Boulevard, also known as Weld County Road 9.5, and Larimer County Road 3, spanning from State Highway 66 to State Highway 34. The coordination is needed to maintain efficient and smooth flow of traffic, to enhance traffic safety, to protect the functional integrity of the road and optimize its traffic capacity, to ensure wise use of funding for infrastructure, to provide an efficient spacing of traffic signals and accesses, and to protect the public health, safety, and welfare.

All affected jurisdictions participated in an extensive, multi-year effort to produce the plan, which also included several public meetings and outreach efforts. The access control plan provides the agencies with a comprehensive roadway plan for each existing and future access point. As most of the road has yet to be constructed, a change in the access will typically occur through development. A process for amending the plan is outlined in the agreement, which requires approval by all of the jurisdictions.

FINANCIAL CONSIDERATIONS

There are no financial obligations for any agency.

STAFF RECOMMENDATION/ACTION REQUIRED

Staff recommends approval of the IGA.

Suggested Motion – “I move to adopt Resolution No. 72-R-2020 to approve the IGA for the High Plains Boulevard Access Control Plan and authorize the Mayor to execute the agreement.”

ATTACHMENTS

Resolution No. 72-R-2020

Intergovernmental Agreement (including Access Control Plan, consisting of access control plan technical memo and access control plan exhibit)

**TOWN OF MEAD, COLORADO
RESOLUTION NO. 72-R-2020**

**A RESOLUTION OF THE TOWN OF MEAD, COLORADO,
APPROVING THE INTERGOVERNMENTAL AGREEMENT BETWEEN THE
TOWN OF BERTHOUD, THE TOWN OF JOHNSTOWN, THE TOWN OF
MEAD, LARIMER COUNTY AND WELD COUNTY REGARDING AN ACCESS
CONTROL PLAN FOR PORTIONS OF WELD COUNTY ROAD 9.5, LARIMER
COUNTY ROAD 3, AND HIGH PLAINS BOULEVARD**

WHEREAS, the Town of Mead (the “Town”) and the Towns of Berthoud and Johnstown, and the Counties of Larimer and Weld (collectively, the “Parties”) are authorized by the provisions of Article XIV, Section 18(2)(a), Colorado Constitution, and Sections 29-1-201, et. seq., C.R.S., to enter into contracts with each other for the performance of functions that they are authorized by law to perform on their own; and

WHEREAS, the Parties are each authorized by C.R.S. § 43-2-147(1)(a) to regulate access to public roads within each Party’s respective jurisdiction, and

WHEREAS, the Parties have cooperated to prepare an Access Control Plan, consisting of the access control plan technical memo and the access control plan exhibit (together, the “Access Control Plan”) for a portion of road that includes portions of Weld County Road 9.5, Larimer County Road 3, and High Plains Boulevard, spanning from State Highway 66 to State Highway 34, which road is referred to as “High Plains Boulevard” in the Access Control Plan; and

WHEREAS, a copy of the Access Control Plan is attached as an exhibit to that certain Intergovernmental Agreement between the Parties regarding the Access Control Plan for High Plains Boulevard (the “IGA”); and

WHEREAS, the IGA is attached to this Resolution as **Exhibit 1** and is incorporated herein by reference; and

WHEREAS, the coordinated regulation of vehicular access to High Plains Boulevard is necessary to maintain the efficient and smooth flow of traffic, to enhance traffic safety, to protect the functional integrity of the road and optimize its traffic capacity, to ensure wise use of funding for infrastructure, to provide an efficient spacing of traffic signals and accesses, and to protect the public health, safety, and welfare, and

WHEREAS, the Parties are authorized pursuant to Section 2.12 of the State Highway Access Code, 2 C.C.R. 601-1, to achieve the public health, safety and welfare-related objectives set forth above by written agreement among the Parties, and

WHEREAS, the Board of Trustees desires to approve the IGA and delegate authority to the Mayor to execute the IGA on behalf of the Town.

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

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

Section 2. The Board of Trustees hereby: (a) approves the IGA between and among the Town of Mead, the Town of Berthoud, the Town of Johnstown, the County of Larimer, and the County of Weld, substantially in the form as is attached hereto as **Exhibit 1**, including the Access Control Plan for High Plains Boulevard referenced therein; (b) authorizes the Town Attorney in cooperation with the Town Manager to make non-material changes to the IGA that do not increase the Town's obligations; and (c) authorizes the Mayor of the Town to execute the IGA on behalf of the Town once in final executable form.

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

Section 4. 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 31ST DAY OF AUGUST, 2020.

ATTEST:

TOWN OF MEAD

By _____
Mary E. Strutt, MMC, Town Clerk

By _____
Colleen G. Whitlow, Mayor

EXHIBIT 1

(INTERGOVERNMENTAL AGREEMENT BETWEEN THE TOWN OF BERTHOUD, THE TOWN OF JOHNSTOWN, THE TOWN OF MEAD, LARIMER COUNTY AND WELD COUNTY REGARDING AN ACCESS CONTROL PLAN FOR PORTIONS OF WELD COUNTY ROAD 9.5, LARIMER COUNTY ROAD 3, AND HIGH PLAINS BOULEVARD)

AN INTERGOVERNMENTAL AGREEMENT REGARDING AN ACCESS CONTROL PLAN FOR PORTIONS OF WELD COUNTY ROAD 9.5, LARIMER COUNTY ROAD 3 AND HIGH PLAINS BOULEVARD (COLLECTIVELY ALSO KNOWN AS HIGH PLAINS BOULEVARD) AMONG THE TOWN OF BERTHOUD, THE TOWN OF JOHNSTOWN, THE TOWN OF MEAD, LARIMER COUNTY AND WELD COUNTY

THIS INTERGOVERNMENTAL AGREEMENT is entered into this _____ day of _____, 2020, by and among the Town of Berthoud, the Town of Johnstown, the Town of Mead, Larimer County, and Weld County.

WITNESSETH:

WHEREAS, the Parties are authorized by the provisions of Article XIV, Section 18(2)(a), Colorado Constitution, and C.R.S. §§ 29-1-201 et seq. to enter into contracts with each other for the performance of functions which they are authorized by law to perform on their own, and

WHEREAS, each Party is authorized by C.R.S. § 43-2-147(1)(a) to regulate access to public roads within its jurisdiction, and

WHEREAS, the Parties have cooperated to prepare an Access Control Plan (the “Access Control Plan”) for a portion of road that includes portions of Weld County Road 9.5, Larimer County Road 3, and High Plains Boulevard, spanning from State Highway 66 to State Highway 34, which road is collectively referred to as “High Plains Boulevard” herein and in the Access Control Plan, attached hereto and incorporated herein by reference, and

WHEREAS, each Party hereto has or could in the future have jurisdiction over a portion of such road, and

WHEREAS, the coordinated regulation of vehicular access to High Plains Boulevard is necessary to maintain the efficient and smooth flow of traffic, to enhance traffic safety, to protect the functional integrity of the road and optimize its traffic capacity, to ensure wise use of funding for infrastructure, to provide an efficient spacing of traffic signals and accesses, and to protect the public health, safety, and welfare, and

WHEREAS, the Parties are authorized pursuant to Section 2.12 of the State Highway Access Code, 2 C.C.R. 601-1, to achieve such objective by written agreement among themselves adopting and implementing a comprehensive and mutually acceptable access control plan, and

WHEREAS, the Parties hereto desire to provide for the coordinated regulation of vehicular access to High Plains Boulevard, and

WHEREAS, each Party hereto has adopted the Access Control Plan by resolution,

NOW, THEREFORE, in consideration of the mutual promises and covenants stated herein, the Parties hereto agree as follows:

1. ACCESS CONTROL PLAN: The Parties hereto agree to regulate access to any portion of High Plains Boulevard under their respective jurisdictions in compliance with the Access Control Plan, as amended. New vehicular access to High Plains Boulevard shall be permitted only when such access complies with the technical standards set forth in the attached Access Control Plan technical memo and the access control plan exhibit.
2. POLICY COMMITTEE: Should a dispute arise between any of the Parties hereto as to the interpretation of a provision of the Access Control Plan, the Parties agree the dispute shall be resolved by the determination of a majority vote of a committee to be known as the High Plains Boulevard Policy Committee. Such committee shall be made up of one representative appointed by each of the Parties hereto. In the alternative, the dispute may be resolved by the filing of an action in the appropriate district court.
3. POLICE POWER: This Agreement is intended to be in furtherance of the exercise of the general police power of each Party hereto, and nothing herein shall be construed to be a waiver by the Parties of their respective police power.
4. AUTHORIZATION: By signing this Agreement, the Parties acknowledge and represent to one another that all procedures necessary to contract and execute this Agreement have been performed, and that the persons signing for each Party have been duly authorized by his or her governing body to do so.
5. SEVERABILITY: If any term or condition of this Agreement shall be held to be invalid, illegal, or unenforceable, this Agreement shall be construed and enforced without such provision to the extent that this Agreement is then capable of execution within the original intent of the Parties hereto.
6. GOVERNMENTAL IMMUNITY: No portion of this Agreement shall be deemed to constitute a waiver of any immunities the Parties or their officers or employees may possess under federal or state constitutional, statutory, or common law.
7. NO THIRD PARTY BENEFICIARY ENFORCEMENT: It is expressly understood and agreed that the enforcement of the terms and conditions of this Agreement, and all rights of action relating to such enforcement, shall be strictly reserved to the undersigned Parties and nothing in this Agreement shall give or allow any claim or right of action whatsoever by any other person not included in this Agreement. It is the express intention of the undersigned Parties that any entity other than the undersigned Parties receiving services or benefits under this Agreement shall be an incidental beneficiary only.
8. ENTIRE AGREEMENT: This Agreement contains the entire agreement and understanding between the Parties to this Agreement and supersedes any other agreements, whether oral or written, concerning High Plains Boulevard.
9. MODIFICATION AND BREACH: No modification, amendment, novation, renewal, or other alteration of or to this Agreement shall be deemed valid or of any force or effect

whatsoever, unless mutually agreed upon in writing by the undersigned Parties. No breach of any term, provision, or clause of this Agreement shall be deemed waived or excused, unless such waiver or consent shall be in writing and signed by the Party that has waived or consented to such breach. Any consent by any Party hereto, or waiver of, a breach by any other Party, whether express or implied, shall not constitute a consent to, waiver of, or excuse for any other different or subsequent breach.

[SIGNATURE PAGES TO FOLLOW]

IN WITNESS WHEREOF, the parties hereto have signed this Agreement this ____ day
_____, 2020.

ATTEST:

COUNTY OF WELD, a political subdivision
of the State of Colorado

By: _____
Deputy Clerk to the Board

By: _____
Mike Freeman, Chair
Board of County Commissioners

IN WITNESS WHEREOF, the parties hereto have signed this Agreement this _____ day of _____, 2020.

ATTEST:
Larimer County Clerk to the Board

COUNTY OF LARIMER, a political
subdivision of the State of Colorado

By: _____
Deputy Clerk to the Board

By: _____
Steve Johnson, Chair
Board of County Commissioners

IN WITNESS WHEREOF, the parties hereto have signed this Agreement this _____ day of _____, 2020.

ATTEST:

TOWN OF BERTHOUD, COLORADO

By: _____
Christian Samora, Town Clerk

By: _____
William Karspeck, Mayor

IN WITNESS WHEREOF, the parties hereto have signed this Agreement this _____ day of _____, 2020.

ATTEST:

TOWN OF JOHNSTOWN, COLORADO

By: _____
Diana Seele, Town Clerk

By: _____
Gary Lebsack, Mayor

IN WITNESS WHEREOF, the parties hereto have signed this Agreement this _____ day of _____, 2020.

ATTEST:

TOWN OF MEAD, COLORADO

By: _____
Mary E. Strutt, MMC, Town Clerk

By: _____
Colleen G. Whitlow, Mayor

DATE: April 6, 2020

TO: Technical Advisory Committee (TAC) of I-25 Parallel Arterial Study

FROM: Michael Baker International (MBI)

SUBJECT: Access Control Plan for I-25 Parallel Arterial Study

The following spacing standards and turn lane requirements were discussed during the Technical Advisory Committee (TAC) meetings for this project. This information is intended to provide guidance to municipalities as new accesses are discussed/approved.

Intersection Spacing

- Roundabout/Signalized intersections (full-movement) - spaced no closer than ½ mile apart.
- Unsignalized intersections (full-movement) – one every ¼ mile, between signalized intersections
- Unsignalized intersections (partial movement) – minimum of 660 feet from any other intersection/access point
 - This spacing applies to driveways, intersections, and corner clearance between driveways/alleys and street intersections.

Access Spacing

No private direct access shall be allowed on North IPA (a major arterial roadway) unless one of the following are met:

- 1) the parcel in question has no other reasonable access to the general street system and appropriate auxiliary turn lanes are provided, or
- 2) the alternative direct access to another roadway would cause unacceptable traffic operation and safety problems to the overall traffic flow of the general street system.

When private accesses must be provided, the following shall be considered:

- a) Whenever possible and feasible, shared access shall be provided to serve two or more adjacent properties,
- b) Such access shall continue only until such time that some other reasonable access to a lower functional category street is available and permitted,
- c) No more than one access shall be provided to an individual parcel or to contiguous parcels under the same ownership unless it can be shown that:

- a. Allowing only one access conflicts with safety regulations (i.e. fire access), or
- b. Additional access would significantly benefit safety and operation of the highway or street and is necessary to provide safe and efficient use of the property.
- d) The access shall be limited to right turns only, unless:
 - a. The access has the potential for signalization, in accordance with the spacing requirements listed above,
 - b. Left turns would not create unreasonable congestion or safety problems and not lower the level of service, and
 - c. Alternatives to the left turns would not cause unacceptable traffic operation and safety problems to the general street system.
- e) The private access must be included as part of an access management plan if required by the local entity.

Turn Lane Requirements

At each intersection/access, the local municipality that is responsible for maintenance of that portion of North IPA, is responsible for identifying when turn lanes are required. Tables 1 and 2, below, outline the required turn bay and taper lengths for the numbered, signalized intersections when a turn lane is required.

Table 1 – Turn bay and taper lengths for North IPA at major intersections

No.	Intersection	Northbound (NIPA)				Southbound (NIPA)			
		Left Turn		Right Turn		Left Turn		Right Turn	
		Storage Plus Decel (ft)	Taper (ft)	Storage Plus Decel (ft)	Taper (ft)	Storage Plus Decel (ft)	Taper (ft)	Storage Plus Decel (ft)	Taper (ft)
2	NIPA @ Ronald Reagan Blvd	473	162	373	162	473	162	573	162
4	NIPA @ LCR 18	418	222	678	222	373	162	373	162
5	NIPA @ LCR 16	313	162	373	162	578	222	403	222
6	NIPA @ LCR 14/WCR 50	373	162	573	162	313	162	473	162
7	NIPA @ SH 60	578	222	478	222	323	162	573	162
8	NIPA @ WCR 46	373	162	373	162	403	222	578	222
9	NIPA @ WCR 44	573	162	323	162	323	162	373	162
10	NIPA @ WCR 38	678	222	428	222	403	222	678	222
11	NIPA @ WCR 34	573	162	473	162	323	162	473	162

Table 2 – Turn bay and taper lengths for major side streets intersecting North IPA

No.	Intersection	Eastbound				Westbound			
		Left Turn		Right Turn		Left Turn		Right Turn	
		Storage Plus Decel (ft)	Taper (ft)	Storage Plus Decel (ft)	Taper (ft)	Storage Plus Decel (ft)	Taper (ft)	Storage Plus Decel (ft)	Taper (ft)
2	NIPA @ Ronald Reagan Blvd	490	120	390	120	290	120	390	120
4	NIPA @ LCR 18	478	222	478	222	678	222	478	222
5	NIPA @ LCR 16	428	222	418	222	478	222	578	222
6	NIPA @ LCR 14/WCR 50	373	162	373	162	573	162	323	162
7	NIPA @ SH 60	678	222	578	222	578	222	428	222
8	NIPA @ WCR 46	578	222	478	222	478	222	403	222
9	NIPA @ WCR 44	373	162	573	162	373	162	313	162
10	NIPA @ WCR 38	526	144	426	144	276	144	251	144
11	NIPA @ WCR 34	326	144	526	144	326	144	276	144

The length of turn lanes and taper lengths for all other intersection/access points connecting to North IPA shall be based on the latest standards in CDOT's Highway Access Code. The latest version as of March 2020 is shown below:

Acceleration and Deceleration Lengths (Includes Taper Length)

Posted Speed Limit in MPH	25	30	35	40	45	50	55	60	65	70
Deceleration Length in feet	180	250	310	370	435	500	600	700	800	900
Acceleration Length in feet	N/A	190	270	380	550	760	960	1170	1380	1590
Transition Taper Ratio	7.5:1	8:1	10:1	12:1	13.5:1	15:1	18.5:1	25:1	25:1	25:1

Storage Lengths

Turning Vehicles Per Peak Hour	below 30	30	60	100	200	300
Required Lane Length in Feet	25	40	50	100	200	300

DATE: April 6, 2020

TO: Technical Advisory Committee (TAC) of I-25 Parallel Arterial Study

FROM: Michael Baker International (MBI)

SUBJECT: Access Control Plan for I-25 Parallel Arterial Study

The following spacing standards and turn lane requirements were discussed during the Technical Advisory Committee (TAC) meetings for this project. This information is intended to provide guidance to municipalities as new accesses are discussed/approved.

Intersection Spacing

- Roundabout/Signalized intersections (full-movement) - spaced no closer than ½ mile apart.
- Unsignalized intersections (full-movement) – one every ¼ mile, between signalized intersections
- Unsignalized intersections (partial movement) – minimum of 660 feet from any other intersection/access point
 - This spacing applies to driveways, intersections, and corner clearance between driveways/alleys and street intersections.

Access Spacing

No private direct access shall be allowed on North IPA (a major arterial roadway) unless one of the following are met:

- 1) the parcel in question has no other reasonable access to the general street system and appropriate auxiliary turn lanes are provided, or
- 2) the alternative direct access to another roadway would cause unacceptable traffic operation and safety problems to the overall traffic flow of the general street system.

When private accesses must be provided, the following shall be considered:

- a) Whenever possible and feasible, shared access shall be provided to serve two or more adjacent properties,
- b) Such access shall continue only until such time that some other reasonable access to a lower functional category street is available and permitted,
- c) No more than one access shall be provided to an individual parcel or to contiguous parcels under the same ownership unless it can be shown that:

- a. Allowing only one access conflicts with safety regulations (i.e. fire access), or
- b. Additional access would significantly benefit safety and operation of the highway or street and is necessary to provide safe and efficient use of the property.
- d) The access shall be limited to right turns only, unless:
 - a. The access has the potential for signalization, in accordance with the spacing requirements listed above,
 - b. Left turns would not create unreasonable congestion or safety problems and not lower the level of service, and
 - c. Alternatives to the left turns would not cause unacceptable traffic operation and safety problems to the general street system.
- e) The private access must be included as part of an access management plan if required by the local entity.

Turn Lane Requirements

At each intersection/access, the local municipality that is responsible for maintenance of that portion of North IPA, is responsible for identifying when turn lanes are required. Tables 1 and 2, below, outline the required turn bay and taper lengths for the numbered, signalized intersections when a turn lane is required.

Table 1 – Turn bay and taper lengths for North IPA at major intersections

No.	Intersection	Northbound (NIPA)				Southbound (NIPA)			
		Left Turn		Right Turn		Left Turn		Right Turn	
		Storage Plus Decel (ft)	Taper (ft)	Storage Plus Decel (ft)	Taper (ft)	Storage Plus Decel (ft)	Taper (ft)	Storage Plus Decel (ft)	Taper (ft)
2	NIPA @ Ronald Reagan Blvd	473	162	373	162	473	162	573	162
4	NIPA @ LCR 18	418	222	678	222	373	162	373	162
5	NIPA @ LCR 16	313	162	373	162	578	222	403	222
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8	NIPA @ WCR 46	373	162	373	162	403	222	578	222
9	NIPA @ WCR 44	573	162	323	162	323	162	373	162
10	NIPA @ WCR 38	678	222	428	222	403	222	678	222
11	NIPA @ WCR 34	573	162	473	162	323	162	473	162

Table 2 – Turn bay and taper lengths for major side streets intersecting North IPA

No.	Intersection	Eastbound				Westbound			
		Left Turn		Right Turn		Left Turn		Right Turn	
		Storage Plus Decel (ft)	Taper (ft)	Storage Plus Decel (ft)	Taper (ft)	Storage Plus Decel (ft)	Taper (ft)	Storage Plus Decel (ft)	Taper (ft)
2	NIPA @ Ronald Reagan Blvd	490	120	390	120	290	120	390	120
4	NIPA @ LCR 18	478	222	478	222	678	222	478	222
5	NIPA @ LCR 16	428	222	418	222	478	222	578	222
6	NIPA @ LCR 14/WCR 50	373	162	373	162	573	162	323	162
7	NIPA @ SH 60	678	222	578	222	578	222	428	222
8	NIPA @ WCR 46	578	222	478	222	478	222	403	222
9	NIPA @ WCR 44	373	162	573	162	373	162	313	162
10	NIPA @ WCR 38	526	144	426	144	276	144	251	144
11	NIPA @ WCR 34	326	144	526	144	326	144	276	144

The length of turn lanes and taper lengths for all other intersection/access points connecting to North IPA shall be based on the latest standards in CDOT's Highway Access Code. The latest version as of March 2020 is shown below:

Acceleration and Deceleration Lengths (Includes Taper Length)

Posted Speed Limit in MPH	25	30	35	40	45	50	55	60	65	70
Deceleration Length in feet	180	250	310	370	435	500	600	700	800	900
Acceleration Length in feet	N/A	190	270	380	550	760	960	1170	1380	1590
Transition Taper Ratio	7.5:1	8:1	10:1	12:1	13.5:1	15:1	18.5:1	25:1	25:1	25:1

Storage Lengths

Turning Vehicles Per Peak Hour	below 30	30	60	100	200	300
Required Lane Length in Feet	25	40	50	100	200	300



MEETING DATE: August 31, 2020

SUBJECT: Resolution No. 73-R-2020 Approving Amendment to Intergovernmental Agreement for Conduct of Community Development Block Grant Program in Weld County (the “CDBG IGA Amendment”) and authorizing the Mayor to sign the CDBG IGA Amendment

PRESENTED BY: Helen Migchelbrink, Town Manager

SUMMARY

Staff is requesting the Board’s review and approval of **an amendment** to the intergovernmental agreement with Weld County, specifically that certain *Intergovernmental Agreement for Conduct of Community Development Block Grant Program in Weld County* (the “CDBG IGA”). The CDBG IGA was approved by the Board on April 13, 2020 by Resolution No. 48-R-2020.

The proposed amendment (“CDBG IGA Amendment”) is attached to the Resolution as **Exhibit A**. On August 14, 2020, I received an email from Weld County’s CDBG Manager, Mr. Don Sandoval, alerting me to communications received by the County from the U.S. Department of Housing and Urban Development (“HUD”) requesting the approval of the CDBG IGA Amendment by the Town and County. The changes are not substantial and are summarized in an attachment to this *Agenda Item Summary* (“Summary of Amendments”).

HUD has requested that the County and the Town review and approve the CDBG IGA Amendment on or before September 11, 2020.

The CDBG Program provides annual grants on a formula basis to states, cities, and counties to develop urban communities by providing decent housing and a suitable living environment, with funding targeted to assist primarily low- and moderate-income persons.

The Resolution: (1) approves the CDBG IGA Amendment, subject to delegation of authority to the Town Attorney, in cooperation with the Town Manager, to make non-material changes to the CDBG IGA Amendment that do not increase the Town’s obligations; and (2) authorizes the Mayor to execute the CDBG IGA Amendment on behalf of the Town once in final form.

FINANCIAL CONSIDERATIONS

None.

STAFF RECOMMENDATION/ACTION REQUIRED

Suggested Motion – “I move to approve Resolution No. 73-R-2020 Approving an Amendment to that certain Intergovernmental Agreement for Conduct of Community Development Block Grant Program in Weld County, and authorizing the Mayor to sign the CDBG IGA Amendment.”

ATTACHMENTS

Resolution No. 73-R-2020

Exhibit A to Resolution (CDBG IGA Amendment)

Summary of Amendments (three pages)

**TOWN OF MEAD, COLORADO
RESOLUTION NO. 73-R-2020**

**A RESOLUTION OF THE TOWN OF MEAD, COLORADO,
APPROVING AN AMENDMENT TO THAT CERTAIN
INTERGOVERNMENTAL AGREEMENT RELATING TO THE CONDUCT OF
THE WELD COUNTY COMMUNITY DEVELOPMENT BLOCK GRANT
PROGRAM (CDBG IGA AMENDMENT) AND AUTHORIZING THE MAYOR
TO EXECUTE THE CDBG IGA AMENDMENT**

WHEREAS, the Town of Mead (“**Town**”) and the Weld County Board of County Commissioners (“**County**”) entered into that certain *Intergovernmental Agreement for Conduct of Community Development Block Grant Program in Weld County* (the “**CDBG IGA**”); and

WHEREAS, the Board of Trustees of the Town approved the CDBG IGA by Resolution No. 48-R-2020 dated April 13, 2020; and

WHEREAS, the Town and the County desire to amend the CDBG IGA in the form attached to this Resolution as **Exhibit A** and is incorporated herein by reference (“**CDBG IGA Amendment**”); and

WHEREAS, the Board of Trustees desires to approve the CDBG IGA Amendment and authorize the Mayor to execute the CDBG IGA Amendment on behalf of the Town,

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

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

Section 2. The Board of Trustees hereby: (a) approves the CDBG IGA Amendment in substantially the same form as is attached hereto as **Exhibit A**; (b) authorizes the Town Attorney in cooperation with the Town Manager to make non-material changes to the CDBG IGA Amendment that do not increase the Town’s obligations; and (c) authorizes the Mayor to execute the CDBG IGA Amendment on behalf of the Town.

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

Section 4. 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 5. 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 31st DAY OF AUGUST, 2020.

ATTEST:

TOWN OF MEAD

By _____
Mary E. Strutt, MMC, Town Clerk

By _____
Colleen G. Whitlow, Mayor

EXHIBIT A

CDBG IGA Amendment



AGREEMENT AMENDMENT BETWEEN
WELD COUNTY BOARD OF COUNTY COMMISSIONERS
AND TOWN OF MEAD

This Agreement Amendment, made and entered into _____ day of _____ by and between the Board of Weld County Commissioners, and Town of Mead, hereinafter referred to as the “Municipality”.

WHEREAS the parties entered into an Intergovernmental Agreement for Conduct of Community Development Block Grant Program in Weld County, (“Original Agreement”) identified by the Weld County Clerk to the Board of County Commissioners as document No. 2020-1325, approved on May 6, 2020.

WHEREAS the parties hereby agree to amend the term of the Original Agreement in accordance with the terms of the Original Agreement, which is incorporated by reference herein, as well as the terms provided herein.

NOW THEREFORE, in consideration of the premises, the parties hereto covenant and agree as follows:

- The Original Agreement will end on September 30, 2023.
- These Amendments, together with the Original Agreement, constitutes the entire understanding between the parties. The following additional changes are hereby made to the current Agreement:

1. Pages 1 and 2: WHEREAS, rules and regulation to qualify or re-qualify as an Urban County are published annually and the notice for the Federal fiscal years 2021 through 2022 and are published in HUD Notice CPD-20-03, “Instructions for Urban County Qualification for Participation in the Community Development Block Grant (CDBG) Program for Fiscal Years (FYs) 2021-2023;

2. Page 2, Section I: This Agreement covers the CDBG Entitlement program. The initial term of this Agreement shall be three years covered by the urban county qualification period of Federal Fiscal Year 2021 through 2023. Funding for this Agreement is based on Federal fiscal years, which begin October 1st and end September 30th of the following year.

3. Page 2, Section I: This Agreement shall automatically be renewed for an additional three (3) year term unless either party provides written notice that it elects not to participate in a new qualification period. Each party must adopt any amendment to the agreement incorporating changes necessary to meet the requirements for cooperation agreements set forth in an Urban County Qualification Notice applicable for a subsequent three-year urban county qualification period; the amendment must be submitted to HUD as provided in the urban county qualification notice; and Failure to comply will void the automatic renewal for such qualification period.

4. Page 3, Section II(A): The County and the municipality agree to cooperate to undertake, or assist in undertaking, community renewal and lower-income housing assistance activities.

5. Page 5, Section II(H): By executing the CDBG cooperation agreement, the included municipality understands that it:

- a. May not apply for grants from appropriations under the State CDBG Program for fiscal years during the period in which it participates in the urban county's CDBG program.
- b. May receive a formula allocation under the HOME Program only through the urban county. Thus, even if the urban county does not receive a HOME formula allocation, the participating unit of local government cannot form a HOME consortium with other local governments.
- c. May receive a formula allocation under the ESG Program only through the urban county.

6. Page 6, Section II(L): If Municipality terminates its participation in the Urban County CDBG Program, any assets acquired under this Agreement or from CDBG Program funding shall be managed or disposed of in accordance with 2 CFR Part 200 and any other applicable HUD and/or Federal regulations.

- All other terms and conditions of the Original Agreement remain unchanged.

IN WITNESS WHEREOF, the parties hereto have duly executed the Agreement as of the day, month, and year first above written.

ATTEST:

TOWN OF MEAD, COLORADO

By: _____
Mary Strutt, Clerk

By: _____
Colleen Whitlow, Mayor

ATTEST:

**COUNTY OF WELD, STATE OF COLORADO,
by and through the BOARD
OF COUNTY COMMISSIONERS OF THE
COUNTY OF WELD**

WELD COUNTY Clerk to the Board

By: _____
(Deputy) Clerk to the Board

By: _____
Mike Freeman, Chair

SUMMARY OF AMENDMENTS:

First change

Change From last Whereas on page 1 of the original IGA which reads: WHEREAS, rules and regulation to qualify or re-qualify as an Urban County are published annually and the notice for the Federal fiscal years 2020-2022 are published in HUD Notice CPD-19-04, “Instructions for Urban County Qualification for Participation in the Community Development Block Grant (CDBG) Program for Fiscal Years (FYs) 2020-2022;”

Change To: WHEREAS, rules and regulation to qualify or re-qualify as an Urban County are published annually and the notice for the Federal fiscal years 2021 through 2022 and are published in HUD Notice CPD-20-03, “Instructions for Urban County Qualification for Participation in the Community Development Block Grant (CDBG) Program for Fiscal Years (FYs) 2021-2023;

Next Change

Change From page 2 Section I paragraph 1: This Agreement covers the CDBG Entitlement program. The initial term of this Agreement shall be for three (3) program years, beginning **July 1, 2020**, ending **June 30, 2023**. Funding for this Agreement is based on Federal fiscal years, which begin October 1st and end September 30th of the following year.

Change To: This Agreement covers the CDBG Entitlement program. The initial term of this Agreement shall be three years covered by the urban county qualification period of Federal Fiscal Year 2021 through 2023. Funding for this Agreement is based on Federal fiscal years, which begin October 1st and end September 30th of the following year.

Next Change

Change From page 2 Section I paragraph 2: This Agreement shall automatically be renewed for an additional three (3) year term unless either party provides written notice that it elects not to participate in a new qualification period. By the date specified in HUD’s Urban County qualification notice for the next qualification period, County shall provide notice to Municipality of its right not to participate in the additional term, pursuant to applicable HUD regulations. Any changes to this Agreement required pursuant to HUD’s Urban County Qualification Notice shall be made by written amendment to this Agreement, which shall be mutually agreed upon and executed by both Parties hereto and submitted to HUD.

Change To: This Agreement shall automatically be renewed for an additional three (3) year term unless either party provides written notice that it elects not to participate in a new qualification period. Each party must adopt any amendment to the agreement incorporating changes necessary to meet the requirements for cooperation agreements set forth in an Urban County Qualification Notice applicable for a subsequent three-year urban county qualification period; the amendment must be submitted to HUD as provided in the urban county qualification notice; and Failure to comply will void the automatic renewal for such qualification period.

Next Change

Change From page 3 Section II A. : Municipality will cooperate and work with County in the preparation of detailed projects and other activities to be conducted or performed within Municipality during the Federal fiscal years during which this Agreement is in effect. Municipality will also cooperate with County, and County will cooperate with Municipality, to undertake or assist in undertaking community renewal and lower income housing assistance activities, specifically urban renewal and publicly assisted housing. The finalized projects and activities will be included in County’s AAP when required, annually. Municipality understands and agrees, however, that County shall have final responsibility for the selection of all projects and activities to be included in the grant requests and the submission of requests. Municipality shall cooperate fully with County in all CDBG Program efforts planned and performed hereunder and does hereby allow and permit County to undertake or assist in undertaking essential community development and housing assistance activities within Municipality as may be approved and authorized in County’s CDBG Plans, Agreements and/or Contracts, including the AAP, when required.

Change To: The County and the municipality agree to cooperate to undertake, or assist in undertaking, community renewal and lower-income housing assistance activities.

Next Change

Change From page 5 Section II H. : Municipality understands that, while this Agreement is in effect, it may not apply for grants under the “Small Cities” or State CDBG Programs and HOME consortium with other local governments, except through the County regardless whether the County receives a HOME allocation for the Federal fiscal years during which it is participating in the Urban County’s CDBG Program.

Change To: By executing the CDBG cooperation agreement, the included municipality understands that it:

- a. May not apply for grants from appropriations under the State CDBG Program for fiscal years during the period in which it participates in the urban county's CDBG program.
- b. May receive a formula allocation under the HOME Program only through the urban county. Thus, even if the urban county does not receive a HOME formula allocation, the participating unit of local government cannot form a HOME consortium with other local governments.
- c. May receive a formula allocation under the ESG Program only through the urban county.

Next Change

Change From page 6 Section II L.: If Municipality terminates its participation in the Urban County CDBG Program, any assets acquired under this Agreement or from CDBG Program funding shall be managed or disposed of in accordance with 24 C.F.R. Volume 1, Subtitle A, Part 85 and any other applicable HUD and/or Federal regulations.

Change To: If Municipality terminates its participation in the Urban County CDBG Program, any assets acquired under this Agreement or from CDBG Program funding shall be managed or disposed of in accordance with 2 CFR Part 200 and any other applicable HUD and/or Federal regulations.

Report Criteria:

Report type: GL detail

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Description	Invoice Amount
08/20	08/18/2020	32384	Town of Mead	081720	01-01-1007	Cash for court drawer	175.00
Total 32384:							175.00
08/20	08/18/2020	32385	US POSTMASTER	081720	01-40-5205	Postage for bulk mailing	2,000.00
Total 32385:							2,000.00
08/20	08/26/2020	32386	4RIVERS EQUIPMENT	920772	01-44-5215	New arm for john deere	244.51
Total 32386:							244.51
08/20	08/26/2020	32387	ADAMSON POLICE PRODUCTS	INV331720	01-42-5254	Prince uniforms	120.00
08/20	08/26/2020	32387	ADAMSON POLICE PRODUCTS	INV332172	01-42-5254	Holster	122.35
08/20	08/26/2020	32387	ADAMSON POLICE PRODUCTS	INV332520	01-42-5254	Prince Uniforms	242.40
08/20	08/26/2020	32387	ADAMSON POLICE PRODUCTS	INV332702	01-42-5254	Synn uniform, gear	246.35
08/20	08/26/2020	32387	ADAMSON POLICE PRODUCTS	INV332761	01-42-5254	Dixon carrier	114.95
08/20	08/26/2020	32387	ADAMSON POLICE PRODUCTS	INV333034	01-42-5254	Synn, Uniforms, gear	42.95
08/20	08/26/2020	32387	ADAMSON POLICE PRODUCTS	INV333183	01-42-5254	Synn uniform, gear	156.85
08/20	08/26/2020	32387	ADAMSON POLICE PRODUCTS	INV333320	01-42-5254	Synn uniforms, gear	233.20
Total 32387:							1,279.05
08/20	08/26/2020	32388	ADVANCED AUTO PARTS	881773	01-44-5216	Parts	94.73
08/20	08/26/2020	32388	ADVANCED AUTO PARTS	883820	01-42-5216	battery	227.78
Total 32388:							322.51
08/20	08/26/2020	32389	AMAZON CAPITAL SERVICES	17JKV6PMX	01-40-5201	computer speakers	12.88
08/20	08/26/2020	32389	AMAZON CAPITAL SERVICES	1V47NFJMV	01-40-5200	car charger Ipad D Korecky	19.49
08/20	08/26/2020	32389	AMAZON CAPITAL SERVICES	1V47NFJMV	01-42-5210	Phone cases PD	78.72
Total 32389:							111.09
08/20	08/26/2020	32390	AXON ENTERPRISES, INC.	SI-1675853	01-42-5255	Tasers and accessories	925.65
Total 32390:							925.65
08/20	08/26/2020	32391	BIOLOGICAL MEDIATION SYST	267	01-45-5215	DC Fan	330.00
Total 32391:							330.00
08/20	08/26/2020	32392	BK Tire	5225	01-42-5216	Tire repair unit 6	22.00
Total 32392:							22.00
08/20	08/26/2020	32393	BUCKEYE WELDING SUPPLY C	03180107	01-45-5210	supply	200.00
Total 32393:							200.00
08/20	08/26/2020	32394	CARDMEMBER SERVICE	5541 072420	01-42-5330	targets - training	101.95
08/20	08/26/2020	32394	CARDMEMBER SERVICE	5541 072420	01-42-5330	Training - J.Coleman	196.00
08/20	08/26/2020	32394	CARDMEMBER SERVICE	5541 072420	01-42-5330	Chem lights - training	22.20

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Description	Invoice Amount
08/20	08/26/2020	32394	CARDMEMBER SERVICE	5670 072420	01-45-5260	science camp	1,410.00
08/20	08/26/2020	32394	CARDMEMBER SERVICE	5670 072420	01-40-5500	Refund main st banners	2,374.62-
08/20	08/26/2020	32394	CARDMEMBER SERVICE	5670 072420	01-45-5381	Scholarships	555.00
08/20	08/26/2020	32394	CARDMEMBER SERVICE	5670 072420	01-45-5331	Mead messenger	14.99
08/20	08/26/2020	32394	CARDMEMBER SERVICE	5670 072420	01-45-5700	Rec Coord posting	149.00
08/20	08/26/2020	32394	CARDMEMBER SERVICE	5670 072420	01-45-5331	Canva auto subscription, refund pending	105.00
08/20	08/26/2020	32394	CARDMEMBER SERVICE	7665 072420	01-44-5251	Ames park gate	59.56
08/20	08/26/2020	32394	CARDMEMBER SERVICE	7665 072420	01-40-5500	Coring done for IT work at TH	312.00
Total 32394:							551.08
08/20	08/26/2020	32395	CASELLE	103947	01-40-5201	Support 9/2020	625.40
08/20	08/26/2020	32395	CASELLE	103947	01-41-5201	Support 9/2020	222.85
08/20	08/26/2020	32395	CASELLE	103947	06-40-5201	Support 9/2020	282.75
Total 32395:							1,131.00
08/20	08/26/2020	32396	CDPHE	08052020	06-47-5393	Self Certification for exit signs at WWTP	115.00
08/20	08/26/2020	32396	CDPHE	WU61110950	06-47-5393	Annual fees permit CO0046876	92.00
Total 32396:							207.00
08/20	08/26/2020	32397	CENTURY LINK	4018 080120	01-40-5300	Elevator line	73.35
08/20	08/26/2020	32397	CENTURY LINK	4770 072520	01-44-5300	Shop phone	157.78
Total 32397:							231.13
08/20	08/26/2020	32398	COLORADO EMPLOYER BENEF	INV 0037485	01-40-5066	Health Insurance 9/2020	5,716.89
08/20	08/26/2020	32398	COLORADO EMPLOYER BENEF	INV 0037485	01-41-5066	Health Insurance 9/2020	1,347.20
08/20	08/26/2020	32398	COLORADO EMPLOYER BENEF	INV 0037485	01-42-5066	Health Insurance 9/2020	10,752.08
08/20	08/26/2020	32398	COLORADO EMPLOYER BENEF	INV 0037485	01-43-5066	Health Insurance 9/2020	2,880.50
08/20	08/26/2020	32398	COLORADO EMPLOYER BENEF	INV 0037485	01-44-5066	Health Insurance 9/2020	4,415.04
08/20	08/26/2020	32398	COLORADO EMPLOYER BENEF	INV 0037485	01-45-5066	Health Insurance 9/2020	5,146.72
08/20	08/26/2020	32398	COLORADO EMPLOYER BENEF	INV 0037485	06-40-5066	Health Insurance 9/2020	1,852.79
08/20	08/26/2020	32398	COLORADO EMPLOYER BENEF	INV 0037485	20-40-5066	Health Insurance 9/2020	980.08
Total 32398:							33,091.30
08/20	08/26/2020	32399	FASTENAL	COLON8433	01-45-5215	Parts/Supplies	12.20
08/20	08/26/2020	32399	FASTENAL	COLON8439	01-44-5254	Parts/Supplies	55.25
Total 32399:							67.45
08/20	08/26/2020	32400	FRONTIER SELF STORAGE	090120	01-40-5700	Storage 9/2020	100.00
Total 32400:							100.00
08/20	08/26/2020	32401	Garretson's Sports Center	4342	01-40-5202	Logo shirts	190.73
Total 32401:							190.73
08/20	08/26/2020	32402	GCR TIRES & SERVICES	757-90054	01-44-5215	utility trailer parts	236.64
08/20	08/26/2020	32402	GCR TIRES & SERVICES	757-90351	01-44-5216	Pool car	175.97
Total 32402:							412.61

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Description	Invoice Amount
08/20	08/26/2020	32403	GREELEY LOCK AND KEY	3697	01-45-5215	Ponds restroom r&m	244.00
Total 32403:							244.00
08/20	08/26/2020	32404	INTERSTATE FORD	890497	01-42-5253	Unit 7 oil change	39.88
08/20	08/26/2020	32404	INTERSTATE FORD	890497	01-42-5215	Unit 7 oil change	24.18
08/20	08/26/2020	32404	INTERSTATE FORD	890503	01-42-5253	Unit 4 oil change	62.71
08/20	08/26/2020	32404	INTERSTATE FORD	892194	01-42-5253	Unit 6 oil change	64.06
Total 32404:							190.83
08/20	08/26/2020	32405	Jack Ross	080820	01-42-5330	Mileage FTO school	133.75
Total 32405:							133.75
08/20	08/26/2020	32406	JARVIS	5005	01-45-5260	Rec youth sport	72.50
Total 32406:							72.50
08/20	08/26/2020	32407	KENYON P. JORDAN, PHD	2207-7	01-42-5700	Background Check	265.00
Total 32407:							265.00
08/20	08/26/2020	32408	KLEEN-TECH SERVICES CORP	53253	01-40-5050	Janitorial Services 7/2020	986.00
Total 32408:							986.00
08/20	08/26/2020	32409	KONICA MINOLTA BUSINESS S	1304022	01-40-5315	Copies	275.15
08/20	08/26/2020	32409	KONICA MINOLTA BUSINESS S	267427900	01-40-5315	Copies	44.97
08/20	08/26/2020	32409	KONICA MINOLTA BUSINESS S	267576058	01-40-5315	Copies	62.83
Total 32409:							382.95
08/20	08/26/2020	32410	KONICA MINOLTA PREMIER FIN	420915514	01-40-5315	Copier Lease 8/2020	315.73
Total 32410:							315.73
08/20	08/26/2020	32411	LITTLE THOMPSON WATER DIS	052020 6576	06-47-5305	Overpayment	39.19-
08/20	08/26/2020	32411	LITTLE THOMPSON WATER DIS	082020 6070	06-47-5305	5423 WC 32	28.15
08/20	08/26/2020	32411	LITTLE THOMPSON WATER DIS	082020 6188	01-40-5305	150 Main	30.50
08/20	08/26/2020	32411	LITTLE THOMPSON WATER DIS	082020 6202	01-45-5305	2700 WC 34.5	4,222.96
08/20	08/26/2020	32411	LITTLE THOMPSON WATER DIS	082020 6218	01-45-5305	190 1st st	1,494.38
08/20	08/26/2020	32411	LITTLE THOMPSON WATER DIS	082020 6225	01-40-5305	365 welker	30.50
08/20	08/26/2020	32411	LITTLE THOMPSON WATER DIS	082020 6576	06-47-5305	4504 E Welker	39.07
08/20	08/26/2020	32411	LITTLE THOMPSON WATER DIS	082020 6577	01-45-5305	156 Eagle	339.83
08/20	08/26/2020	32411	LITTLE THOMPSON WATER DIS	082020 6578	01-42-5305	537 Main st PD	18.75
08/20	08/26/2020	32411	LITTLE THOMPSON WATER DIS	082020 6578	01-44-5305	537 Main st PW	18.74
08/20	08/26/2020	32411	LITTLE THOMPSON WATER DIS	082020 6579	01-45-5305	16775 North Creek	529.51
08/20	08/26/2020	32411	LITTLE THOMPSON WATER DIS	082020 6580	01-45-5305	441 3rd st (6580)	1,336.25
08/20	08/26/2020	32411	LITTLE THOMPSON WATER DIS	082020 6581	01-45-5305	10 fairburn	34.25
08/20	08/26/2020	32411	LITTLE THOMPSON WATER DIS	082020 6582	01-40-5305	441 3rd st	40.73
08/20	08/26/2020	32411	LITTLE THOMPSON WATER DIS	082020 6620	01-40-5305	501 3rd st	28.15
Total 32411:							8,152.58
08/20	08/26/2020	32412	MAIN STREET MAT COMPANY	27865	01-40-5210	TH mat svcs 8.17.20	51.06

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Description	Invoice Amount
Total 32412:							51.06
08/20	08/26/2020	32413	Matthew Dixon	081720	01-42-5330	Mileage to training, 2.24-2.28.2020, 3.12.	224.48
Total 32413:							224.48
08/20	08/26/2020	32414	MICHOW COX & MCASKIN LLP	MEAD.JULY2	01-40-5400	Legal Services 7/2020	14,500.00
08/20	08/26/2020	32414	MICHOW COX & MCASKIN LLP	MEAD.JULY2	01-40-5435	Red Barn 7.2020	1,073.25
08/20	08/26/2020	32414	MICHOW COX & MCASKIN LLP	MEAD.JULY2	01-40-5435	St acacius 7/2020	41.00
08/20	08/26/2020	32414	MICHOW COX & MCASKIN LLP	MEAD.JULY2	01-40-5435	Rangeview estates 7/2020	1,930.00
08/20	08/26/2020	32414	MICHOW COX & MCASKIN LLP	MEAD.JULY2	01-40-5435	Iglesia 7/2020	901.50
08/20	08/26/2020	32414	MICHOW COX & MCASKIN LLP	MEAD.JULY2	01-40-5435	34 9.5 Metro	3,062.75
08/20	08/26/2020	32414	MICHOW COX & MCASKIN LLP	MEAD.JULY2	01-40-5435	Meadow Ridge 7/2020	1,433.50
08/20	08/26/2020	32414	MICHOW COX & MCASKIN LLP	MEAD.JULY2	01-40-5435	142 5Th St 7.2020	123.00
08/20	08/26/2020	32414	MICHOW COX & MCASKIN LLP	MEAD.JULY2	01-40-5435	Highlands 7.2020	1,387.00
08/20	08/26/2020	32414	MICHOW COX & MCASKIN LLP	MEAD.JULY2	01-40-5435	Liberty Ranch 7.2020	594.50
08/20	08/26/2020	32414	MICHOW COX & MCASKIN LLP	MEAD.JULY2	01-40-5435	Agfinity 7.2020	186.50
08/20	08/26/2020	32414	MICHOW COX & MCASKIN LLP	MEAD.JULY2	01-40-5435	Hylandtown 7.2020	41.00
08/20	08/26/2020	32414	MICHOW COX & MCASKIN LLP	MEAD.JULY2	01-40-5400	Legal Services 7/2020 - mileage	113.86
08/20	08/26/2020	32414	MICHOW COX & MCASKIN LLP	MEAD.JUNE	01-40-5435	Red barn 6.2020	1,509.50
Total 32414:							26,897.36
08/20	08/26/2020	32415	MIKE CORNELL	063020	01-44-5700	Reimburse for CDL physical	95.00
Total 32415:							95.00
08/20	08/26/2020	32416	NEXTRUST, INC.	279878	06-40-5205	Sewer Bills 7/2020	329.00
08/20	08/26/2020	32416	NEXTRUST, INC.	279878	06-40-5410	Sewer Bills 7/2020	167.14
Total 32416:							496.14
08/20	08/26/2020	32417	O.J. WATSON EQUIPMENT	0157131-IN	01-44-5216	floor cover kit	1,363.00
Total 32417:							1,363.00
08/20	08/26/2020	32418	OCCUPATIONAL HEALTH CENT	14270832	01-42-5700	police screen	756.50
Total 32418:							756.50
08/20	08/26/2020	32419	PAVEMENT REPAIR AND SUPPL	2020-630	01-44-5250	Pavement repair	1,726.00
Total 32419:							1,726.00
08/20	08/26/2020	32420	PINNACOL ASSURANCE	20138008	01-40-5065	Installment 8 of 9 2020 Work Comp Insur	412.96
08/20	08/26/2020	32420	PINNACOL ASSURANCE	20138008	01-41-5065	Installment 8 of 9 2020 Work Comp Insur	15.34
08/20	08/26/2020	32420	PINNACOL ASSURANCE	20138008	01-42-5065	Installment 8 of 9 2020 Work Comp Insur	2,029.44
08/20	08/26/2020	32420	PINNACOL ASSURANCE	20138008	01-43-5065	Installment 8 of 9 2020 Work Comp Insur	68.34
08/20	08/26/2020	32420	PINNACOL ASSURANCE	20138008	01-44-5065	Installment 8 of 9 2020 Work Comp Insur	718.00
08/20	08/26/2020	32420	PINNACOL ASSURANCE	20138008	01-45-5065	Installment 8 of 9 2020 Work Comp Insur	650.10
08/20	08/26/2020	32420	PINNACOL ASSURANCE	20138008	06-40-5065	Installment 8 of 9 2020 Work Comp Insur	175.36
08/20	08/26/2020	32420	PINNACOL ASSURANCE	20138008	20-40-5065	Installment 8 of 9 2020 Work Comp Insur	58.46
Total 32420:							4,128.00

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Description	Invoice Amount
08/20	08/26/2020	32421	PIONEER LANDSCAPING	S22-T22A2-2	01-45-5370	Rock - town hall	119.85
Total 32421:							119.85
08/20	08/26/2020	32422	POWER EQUIPMENT COMPANY	RSA005450-	01-44-5369	Equipment Rental	1,039.50
Total 32422:							1,039.50
08/20	08/26/2020	32423	Prairie Mountian Media	242527	01-41-5340	Published Notices 7/2020	122.14
08/20	08/26/2020	32423	Prairie Mountian Media	242527	01-40-5445	Published Notices 7/2020	31.03
Total 32423:							153.17
08/20	08/26/2020	32424	RAMEY ENVIRONMENTAL COM	21007	06-47-5391	Lab services 7/21 - 8/4/2020	161.28
Total 32424:							161.28
08/20	08/26/2020	32425	RON'S PRINTING CENTER	139967	01-40-5202	eddm booklets	3,797.55
08/20	08/26/2020	32425	RON'S PRINTING CENTER	139984	01-40-5202	eddm postcards	746.05
Total 32425:							4,543.60
08/20	08/26/2020	32426	SAFEBUILT COLORADO INC.	0070886-IN	01-43-5460	Plan Review	28,282.45
Total 32426:							28,282.45
08/20	08/26/2020	32427	SAM'S CLUB	4230 080220	01-40-5210	Supplies 7/2020	116.52
08/20	08/26/2020	32427	SAM'S CLUB	4230 080220	01-40-5700	Supplies 7/2020	60.66
08/20	08/26/2020	32427	SAM'S CLUB	4230 080220	01-42-5210	Supplies 7/2020	43.96
Total 32427:							221.14
08/20	08/26/2020	32428	SHERWIN WILLIAMS	4846-2	01-45-5215	Pond shelter repairs	169.41
Total 32428:							169.41
08/20	08/26/2020	32429	Sirchie Acquisition Company LLC	0456865-IN	01-42-5200	evidence tubes	19.10
Total 32429:							19.10
08/20	08/26/2020	32430	TOWN OF MEAD	20MEA-0028	09-50-5500	Bldg permit TH AC Unit	47.00
08/20	08/26/2020	32430	TOWN OF MEAD	338.01 0731	01-40-5305	441 3rd St 7/2020	51.13
08/20	08/26/2020	32430	TOWN OF MEAD	453.01 0731	01-42-5305	535 Main St 7/2020	25.57
08/20	08/26/2020	32430	TOWN OF MEAD	453.01 0731	01-44-5305	535 Main St 7/2020	25.56
08/20	08/26/2020	32430	TOWN OF MEAD	630.04 0731	01-40-5305	505 3rd St 7/2020	38.74
Total 32430:							188.00
08/20	08/26/2020	32431	TRACTOR SUPPLY CREDIT PLA	207830	01-44-5215	tractor fluid	90.97
08/20	08/26/2020	32431	TRACTOR SUPPLY CREDIT PLA	207830	01-44-5210	windshield wash, misc supplies	58.91
08/20	08/26/2020	32431	TRACTOR SUPPLY CREDIT PLA	207830	01-44-5216	oil	44.99
08/20	08/26/2020	32431	TRACTOR SUPPLY CREDIT PLA	207830	01-44-5215	sealant	6.19
08/20	08/26/2020	32431	TRACTOR SUPPLY CREDIT PLA	207830	01-44-5215	brass shut off	6.99
Total 32431:							208.05

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Description	Invoice Amount
08/20	08/26/2020	32432	TRITECH FORENSICS	304926	01-42-5350	Blood Speciman Collection Kits	54.00
Total 32432:							54.00
08/20	08/26/2020	32433	ULINE	122505450	01-42-5210	Evidence supplies	89.41
Total 32433:							89.41
08/20	08/26/2020	32434	UNITED POWER	8.1.2020 126	01-45-5305	founders booster pump 7.2020	20.00
08/20	08/26/2020	32434	UNITED POWER	8.1.2020 129	01-45-5305	Mead ponds 7.2020	20.00
08/20	08/26/2020	32434	UNITED POWER	8.1.2020 143	06-47-5305	wwtp 7.2020	3,318.71
08/20	08/26/2020	32434	UNITED POWER	8.1.2020 168	01-45-5305	Liberty Park irrig 7.2020	21.32
08/20	08/26/2020	32434	UNITED POWER	8.1.2020 169	01-45-5305	feather ridge 7.2020	20.02
08/20	08/26/2020	32434	UNITED POWER	8.1.2020 171	01-45-5305	Dtn sprinkler clock 7.2020	20.00
08/20	08/26/2020	32434	UNITED POWER	8.1.2020 176	01-40-5305	Town Hall 7.2020	570.13
08/20	08/26/2020	32434	UNITED POWER	8.1.2020 177	01-45-5305	Gazebo 7.2020	21.11
08/20	08/26/2020	32434	UNITED POWER	8.1.2020 189	01-42-5305	Modular PD 7.2020	166.28
08/20	08/26/2020	32434	UNITED POWER	8.1.2020 189	01-44-5305	Modular PW 7.2020	166.27
08/20	08/26/2020	32434	UNITED POWER	8.1.2020 613	01-45-5305	Area light 7/2020	10.25
08/20	08/26/2020	32434	UNITED POWER	8.1.2020 675	01-45-5305	N creek irrig 7.2020	20.02
08/20	08/26/2020	32434	UNITED POWER	8.1.2020 749	06-47-5305	Lake thomas pump 7.2020	37.36
08/20	08/26/2020	32434	UNITED POWER	8.1.2020 837	01-44-5305	Shop 7/2020	60.45
08/20	08/26/2020	32434	UNITED POWER	8.1.2020 886	01-44-5305	Streetlights 7/2020	3,204.85
08/20	08/26/2020	32434	UNITED POWER	8.1.2020 963	06-47-5305	wwtp lagoon 7.2020	37.36
Total 32434:							7,714.13
08/20	08/26/2020	32435	US BANK VOYAGER FLEET SYS	8694028340	01-42-5253	Fuel 7/2020	1,387.14
08/20	08/26/2020	32435	US BANK VOYAGER FLEET SYS	8694028340	01-44-5253	Fuel 7/2020	1,064.05
08/20	08/26/2020	32435	US BANK VOYAGER FLEET SYS	8694028340	01-45-5253	Fuel 7/2020	379.91
08/20	08/26/2020	32435	US BANK VOYAGER FLEET SYS	8694028340	06-47-5253	Fuel 7/2020	379.91
Total 32435:							3,211.01
08/20	08/26/2020	32436	VARI Sales Corporation	IVC-2-15478	01-44-5700	Desk Parts	135.00
08/20	08/26/2020	32436	VARI Sales Corporation	IVC-2-15478	01-45-5349	Desk Parts	135.00
08/20	08/26/2020	32436	VARI Sales Corporation	IVC-2-15503	01-44-5700	Desk Parts	177.75
08/20	08/26/2020	32436	VARI Sales Corporation	IVC-2-15503	01-45-5349	Desk Parts	177.75
Total 32436:							625.50
08/20	08/26/2020	32437	VECCHI & ASSOCIATES, LLC	3113	01-40-5410	7.13 -8.16.2020	775.00
Total 32437:							775.00
08/20	08/26/2020	32438	VERIS ENVIRONMENTAL LLC	J010832	06-47-5231	Sludge Disposal WE 7.31.20	1,033.50
08/20	08/26/2020	32438	VERIS ENVIRONMENTAL LLC	J010866	06-47-5231	Sludge Disposal WE 8.9.20	1,033.50
Total 32438:							2,067.00
08/20	08/26/2020	32439	VERIZON WIRELESS	9860256174	01-40-5300	July 2020 cell phone	40.01
08/20	08/26/2020	32439	VERIZON WIRELESS	9860256174	01-42-5300	July 2020 cell phone	1,000.11
08/20	08/26/2020	32439	VERIZON WIRELESS	9860256174	01-43-5300	July 2020 cell phone	53.64
08/20	08/26/2020	32439	VERIZON WIRELESS	9860256174	01-44-5300	July 2020 cell phone	251.36
08/20	08/26/2020	32439	VERIZON WIRELESS	9860256174	06-40-5300	July 2020 cell phone	40.01

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Description	Invoice Amount
Total 32439:							1,385.13
08/20	08/26/2020	32440	WHITE BEAR ANKELE TANAKA	11374	20-40-5400	MURA Legal 7/2020	1,277.15
Total 32440:							1,277.15
08/20	08/26/2020	32441	Willdan Financial Services	010-45110	13-40-5410	impact fee study	756.08
08/20	08/26/2020	32441	Willdan Financial Services	010-45110	09-40-5410	impact fee study	2,686.99
08/20	08/26/2020	32441	Willdan Financial Services	010-45110	18-40-5410	impact fee study	4,222.42
08/20	08/26/2020	32441	Willdan Financial Services	010-45110	14-40-5410	impact fee study	3,966.51
08/20	08/26/2020	32441	Willdan Financial Services	010-45430	09-40-5410	Impact fee study	1,359.03
08/20	08/26/2020	32441	Willdan Financial Services	010-45430	18-40-5410	Impact fee study	2,135.62
08/20	08/26/2020	32441	Willdan Financial Services	010-45430	14-40-5410	Impact fee study	2,006.19
08/20	08/26/2020	32441	Willdan Financial Services	010-45430	13-40-5410	Impact fee study	382.41
Total 32441:							17,515.25
08/20	08/26/2020	32442	WORKWELL OCCUPATIONAL M	519060	01-44-5700	Drug Screen	42.50
08/20	08/26/2020	32442	WORKWELL OCCUPATIONAL M	521855	01-42-5700	drug screen	36.00
Total 32442:							78.50
08/20	08/26/2020	32443	XCEL ENERGY	697263927	01-40-5305	TH 7.20-8.18.2020	45.79
Total 32443:							45.79
Grand Totals:							158,016.41

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
01-01-1007	175.00	.00	175.00
01-02-2000	2,374.62	131,429.39-	129,054.77-
01-40-5050	986.00	.00	986.00
01-40-5065	412.96	.00	412.96
01-40-5066	5,716.89	.00	5,716.89
01-40-5200	19.49	.00	19.49
01-40-5201	638.28	.00	638.28
01-40-5202	4,734.33	.00	4,734.33
01-40-5205	2,000.00	.00	2,000.00
01-40-5210	167.58	.00	167.58
01-40-5300	113.36	.00	113.36
01-40-5305	835.67	.00	835.67
01-40-5315	698.68	.00	698.68
01-40-5400	14,613.86	.00	14,613.86
01-40-5410	775.00	.00	775.00
01-40-5435	12,283.50	.00	12,283.50
01-40-5445	31.03	.00	31.03
01-40-5500	312.00	2,374.62-	2,062.62-
01-40-5700	160.66	.00	160.66
01-41-5065	15.34	.00	15.34
01-41-5066	1,347.20	.00	1,347.20

GL Account	Debit	Credit	Proof
01-41-5201	222.85	.00	222.85
01-41-5340	122.14	.00	122.14
01-42-5065	2,029.44	.00	2,029.44
01-42-5066	10,752.08	.00	10,752.08
01-42-5200	19.10	.00	19.10
01-42-5210	212.09	.00	212.09
01-42-5215	24.18	.00	24.18
01-42-5216	249.78	.00	249.78
01-42-5253	1,553.79	.00	1,553.79
01-42-5254	1,279.05	.00	1,279.05
01-42-5255	925.65	.00	925.65
01-42-5300	1,000.11	.00	1,000.11
01-42-5305	210.60	.00	210.60
01-42-5330	678.38	.00	678.38
01-42-5350	54.00	.00	54.00
01-42-5700	1,057.50	.00	1,057.50
01-43-5065	68.34	.00	68.34
01-43-5066	2,880.50	.00	2,880.50
01-43-5300	53.64	.00	53.64
01-43-5460	28,282.45	.00	28,282.45
01-44-5065	718.00	.00	718.00
01-44-5066	4,415.04	.00	4,415.04
01-44-5210	58.91	.00	58.91
01-44-5215	585.30	.00	585.30
01-44-5216	1,678.69	.00	1,678.69
01-44-5250	1,726.00	.00	1,726.00
01-44-5251	59.56	.00	59.56
01-44-5253	1,064.05	.00	1,064.05
01-44-5254	55.25	.00	55.25
01-44-5300	409.14	.00	409.14
01-44-5305	3,475.87	.00	3,475.87
01-44-5369	1,039.50	.00	1,039.50
01-44-5700	450.25	.00	450.25
01-45-5065	650.10	.00	650.10
01-45-5066	5,146.72	.00	5,146.72
01-45-5210	200.00	.00	200.00
01-45-5215	755.61	.00	755.61
01-45-5253	379.91	.00	379.91
01-45-5260	1,482.50	.00	1,482.50
01-45-5305	8,109.90	.00	8,109.90
01-45-5331	119.99	.00	119.99
01-45-5349	312.75	.00	312.75
01-45-5370	119.85	.00	119.85
01-45-5381	555.00	.00	555.00
01-45-5700	149.00	.00	149.00
06-02-2000	39.19	9,122.89-	9,083.70-
06-40-5065	175.36	.00	175.36
06-40-5066	1,852.79	.00	1,852.79
06-40-5201	282.75	.00	282.75
06-40-5205	329.00	.00	329.00
06-40-5300	40.01	.00	40.01
06-40-5410	167.14	.00	167.14
06-47-5231	2,067.00	.00	2,067.00
06-47-5253	379.91	.00	379.91
06-47-5305	3,460.65	39.19-	3,421.46
06-47-5391	161.28	.00	161.28
06-47-5393	207.00	.00	207.00

GL Account	Debit	Credit	Proof
09-02-2000	.00	4,093.02-	4,093.02-
09-40-5410	4,046.02	.00	4,046.02
09-50-5500	47.00	.00	47.00
13-02-2000	.00	1,138.49-	1,138.49-
13-40-5410	1,138.49	.00	1,138.49
14-02-2000	.00	5,972.70-	5,972.70-
14-40-5410	5,972.70	.00	5,972.70
18-02-2000	.00	6,358.04-	6,358.04-
18-40-5410	6,358.04	.00	6,358.04
20-02-2000	.00	2,315.69-	2,315.69-
20-40-5065	58.46	.00	58.46
20-40-5066	980.08	.00	980.08
20-40-5400	1,277.15	.00	1,277.15
Grand Totals:	<u>162,844.03</u>	<u>162,844.03-</u>	<u>.00</u>

Report Criteria:
Report type: GL detail

TO: Honorable Mayor and Trustees

FROM: Helen Migchelbrink, Town Manager

DATE: August 31, 2020

SUBJECT: Town Manager Report

Administration

- CIRSA loss control survey of Town Property was completed on 8/6/2020. There were minor safety concerns noted at Town parks related to signage. Staff is implementing the recommendations. No concerns were noted at other municipal facilities, including shop, offices and wastewater treatment facility.
- There was a substantial amount of theft and equipment damage at the Fedex site on August 26. There has also been incidences of construction site theft at other properties under construction.
- Mosquito spraying: While we have not reached the threshold of mosquitos in the traps, for spraying, the Town did spray for mosquitos on August 16th due to higher reports of mosquitos and reports of West Nile Virus in neighboring communities.
- The next Ritchie Bros auction is scheduled for October 7.
- CML Virtual Conference was held 8/25-8/27.
- Municipal Court was held 8/20.
- Planning for the 2021 budget is underway. Tonight's work session will highlight the 2021 budget assumptions and seek board input.
- Yoga in the park had its last session in August. It will not continue into September.
- A recent social media post by the Town about a local Eagle Scout project out at Mead Ponds was very well received. We had numerous positive comments.
- Staff is working to improve the appearance of our current website and make it easier to navigate
- We received a preliminary draft of the financial audit; review is ongoing.
- Staff provided extensive information to Weld County Hazard Mitigation survey.
- Key projects update:
 - Third Street Reconstruction Project: The final project design and development of the bid documents is on schedule.
 - The grant submittal for the construction of the Public Works facility is ready and will appear before the Board on September 14.
 - The kickoff meeting for the intersection design of Welker and Third was held last week. Preliminary design efforts are proceeding.
 - A proposal for the design of Highland Lake improvements is under review.
- YTD totals for single family home permits:
 - 2019 11 total SF Permits
 - 2020 YTD 110 SF Permits

- **Boards and Commissions**
 - The Planning Commission met on August 19
 - Events Committee was scheduled for August 11 but did not have a quorum.
 - Finance Committee met on August 18 draft minutes with recommendations about audit and use of consultants attached.
- **Human Resources**
 - The Town is seeking additional police officers and a Construction Manager.
 - The new Recreation Coordinator and the Code Enforcement Officer have been hired and will start the first week of September. Officer Dustin Synn started August 17 and is completing the FTO program.

Planning and Building

- Staff has submitted an application for grant funding (\$134,195) through the Rural Economic Development Initiative (REDI) program with the Colorado Department of Local Affairs (DOLA). If awarded, funds will be used to offset costs related to the design and construction of the 3rd St./Welker intersection project.
- Staff continues to work with the development team for Ziggi's Coffee towards submittal of PUD and site plan applications, which are expected soon.

Public Works and Engineering

- Adams Avenue (CR 32) is now open from 3rd Street (CR 7) to WCR 5. The road reconstruction and paving as part of the Sorrento subdivision off-site improvements is complete. Additional work will be required in the fall to reconstruct the bridge once the ditch water has been turned off. The intersection of Adams and CR 7 has been completed.
- The final paving of the roads in the Sorrento Subdivision was completed.

Community Engagement

- Updating and redesigning website with Municode
- September Mead Messenger was launched today
- Welcome Wagon ready for new residents
- Fall soccer and flag football is set to start September 12. Teams will practice in Mead, play games in Longmont.
- Fall sport camps are being offered for ages Pre-K through 5th grade

Police Department

- Report Attached.

MINUTES
FINANCE COMMITTEE
REGULAR MEETING
August 18, 2020 7:30 a.m.
Mead Town Hall
441 3rd Street, Mead, CO

1. Call to order:

This meeting was rescheduled from August 11, 2020.

The meeting was called to order by Chairman Scott Gilbert at 7:39 a.m.
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, virtual access was provided via Webex.

Members Present:

Chairman Scott Gilbert (virtually via Webex)
Financial Professional Paul Nilles
Town Manager Helen Migchelbrink
Town Clerk / Treasurer Mary Strutt

Members Absent:

Member Tim Moorman

Also present: Town financial services consultant, Lorraine Trotter, Professional Management Solutions (virtually via Webex) and Public Information Officer Lorelei Nelson.

2. Review and Approve Agenda:

Item 6. Informational Item was moved up on the agenda.

*Motion was made by Paul Nilles, seconded by Helen Migchelbrink to accept the agenda.
Motion carried 4-0.*

3. Public Comment:

There was no public comment.

4. Approval of Minutes:

a. May 12, 2020 Minutes

Motion was made by Paul Nilles, seconded by Scott Gilbert, to approve the minutes of the May 12, 2020 meeting. Motion carried 4-0.

5. Informational Item: Strictly Streets. Purely Police.

Public Information Officer, Lorelei Nelson, presented Strictly Streets. Purely Police.

The committee discussed the availability of the 2020 Pavement Condition Assessment Report and related Board of Trustees presentation (6/29/2020). They also discussed SRO revenue and the equity fund/reserves – June financials do not show the transfer to capital improvements for 3rd Street Reconstruction.

The committee discussed the police department 10-year projection and presentation (06/29/2020) including staffing model used.

6. New Business:

a. 2019 Audit Status

The committee discussed the 2019 Financial Audit which has been delayed by the auditor.

Motion was made by Paul Nilles, seconded by Helen Migchelbrink, to recommend to the Board of Trustees to consider a new auditor for the 2020 audit, either by using the previous RFP respondents or issuing a new RFP. Motion carried 4-0.

b. June 2020 Financial Statements

The committee reviewed the June 2020 financial statements and discussed the minimal impact of the COVID pandemic on revenues.

c. Sales Tax Disbursements

Sales tax revenue continues to be strong. The July 2020 sales tax disbursements showed an increase over July 2019.

d. Investment Spreadsheet

The committee reviewed the investment spreadsheet and discussed moving funds from the Wells Fargo Cash Sweep account to one of the government investment pools due to the current low interest rate on money markets/CDs.

e. Review Consultant Pros / Cons

The committee discussed the use of a consultant for financial services. They discussed the expertise, flexibility and cost savings of a consultant vs not having a person onsite full time and in-depth knowledge/history of the organization.

Motion was made by Paul Nilles, seconded by Helen Migchelbrink, to recommend to the Board of Trustees to continue use of a financial services consultant as long as it adds value to the town and for the Board to revisit the working model as part of the 2021 budgeting process. Motion carried 4-0.

7. Adjournment:

Motion was made by Paul Nilles, seconded by Helen Migchelbrink, to adjourn the meeting at 9:22 a.m. Motion carried 4-0.

Respectfully submitted,
Mary Strutt, Town Clerk / Treasurer

DRAFT



Mead Police Department Monthly Activity - August 2020

STAFFING:

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

Officers Prince and Synn are in field training.

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

NOTABLE CALLS FOR SERVICE:

CRIME – LOCATION – CASE NUMBER - DATE

Theft from Vehicle – █████ Hwy 66 – 20ML02745 – 08/01/2020
Victim had credit card and personal identification information stolen from vehicle.

Theft from Vehicle – █████ blk 6th Street – 20ML02761 – 08/02/2020
Backpack and sports equipment taken.

Theft from Vehicle – █████ blk Stallion Way – 20ML02769 – 08/02/2020
Numerous items taken including firearm.

Animal – █████ blk 6th Street – 20ML02781 – 08/03/2020
Dog taken to humane society.

Theft from Vehicle – █████ blk Wrangler Way – 20ML02785 – 08/03/2020
Numerous items taken from vehicle.

Theft – █████ blk Longhorn Dr – 20ML02795 – 08/03/2020
Items stolen from construction site.

Warrant Arrest – █████ blk WCR 32 – 20ML02802 – 08/04/2020
Subject contacted sleeping in vehicle and arrested on active warrants.

Assault – █████ blk John Deere Ct – 20ML02825 – 08/04/2020
Simple assault during an argument. Under investigation.

Warrant Arrest – █████ blk Grace Way – 20ML02832 – 08/05/2020 Weld County Assist
Subject reported trespassing in private residence and arrested on active warrants.

Assist to Other Agency – La Salle – 20ML02834 – 08/05/2020
Assisted La Salle PD with Harassment call.

Crash – WCR 34 and I-25 Frontage Rd – 20ML02846 – 08/06/2020

Shooting – [REDACTED] Meadow Lane – 20ML02867 – 08/07/2020
Drive by shooting on unoccupied vehicle. Under Investigation.

Death Investigation – [REDACTED] blk Mead Ct – 20ML02897 – 08/10/2020
Deceased discovered in parked semi.

Theft – [REDACTED] Longhorn Dr – 20ML02898 – 08/10/2020
Tools stolen from construction site.

Trespass – Rocky Mountain Saloon – 20ML02899 – 08/10/2020
Patron being harassed verbally. Summons issued.

Hit and Run – I-25 mm241 – 20ML02914 – 08/11/2020
Originally reported in Mead, was later found to be outside jurisdiction. Turned over to State Patrol.

Animal – [REDACTED] Foxtail Ct – 20ML02955 – 08/14/2020
Two dogs at large, were taken to Longmont Humane Society.

Missing Adult – Mead – 20ML02971 – 08/16/2020
Adult male reported missing. Located the following day safe.

Stolen Vehicle – Highland Reservoir – 20ML02984 – 08/18/2020
Vehicle taken by known associate. Recovered on 08/19.

Abandoned Vehicle – [REDACTED] blk Main Street – 20ML03018 – 08/19/2020
Vehicle towed as abandoned.

Vandalism – Park and Ride – 20ML03023 – 08/19/2020
Unknown suspect used spray paint to vandalize camera owned by CDOT.

Theft from Vehicle – Lighthouse Storage – 20ML03024 – 08/19/2020
Items stolen out of vehicle, under investigation.



Agenda Item Summary

MEETING DATE: August 31, 2020

SUBJECT: Comprehensive Fee Schedule
Ordinance No. 941– Removing fees from Mead Municipal Code
Resolution No. 74-R-2020 – Adopting Comprehensive Municipal Fee Schedule

PRESENTED BY: Mary Strutt, Town Clerk / Treasurer

SUMMARY

In 2020, staff and the Town Attorney’s office took on the task of removing references to fees from the Mead Municipal Code and, instead, placing all fees in a comprehensive fee schedule. This project was undertaken to remove inconsistencies in the Code and in resolutions which adopted fees individually, to allow administrative efficiencies and to allow better transparency regarding Town fees.

This project was an in-depth review of the Code and fees by all departments including administrative, finance, community development, engineering, police and municipal court. The Town Attorney’s office was instrumental in shepherding the project, writing the ordinance and attending to all of the details in coordination with the Town Clerk.

The Comprehensive Municipal Fee Schedule is a compilation of all fees from all departments. It will be posted to the website for access by all residents. It was written in an easy to review format with a table of contents for reference. The Fee Schedule refers to the Code where appropriate.

For the most part, fees are the same as previously found in the Code and/or resolutions with these exceptions:

- General Administrative –
 - Animal Impound Fees changed to match LHS Contract
 - Insufficient Funds / Returned Check Fee – added
 - Solicitor / Peddler Permit – increased to cover cost of background check
 - Pet License Late Fee – removed
- Mead Municipal Court Fine and Fee Schedule – comprehensive update recommended by Town Attorney, Municipal Court Judge and Chief of Police
- Land Use & Development – added pre-application review
- Mead Building Code Permit Fees – updated to be in line with renewal of SAFEbuilt contract

The Ordinance removing fees from the Code and updating the Municipal Court sections will go into effect thirty days after adoption and proper posting of the ordinance. Therefore, the resolution adopting the fee schedule is set to go into effect on October 1, 2020. The Fee Schedule is meant to be reviewed annually by staff and the Board of Trustees.

FINANCIAL CONSIDERATIONS

The adoption of this Fee Schedule and related Ordinance will have a minimal impact on revenues – potentially a slight increase in court fines and fees.

STAFF RECOMMENDATION/ACTION REQUIRED

Staff recommends the following motions:

“I move to adopt Ordinance No. 941, An Ordinance of the Town of Mead, Colorado, Amending Various Sections of the Mead Municipal Code Concerning Fees and Charges and Establishing a Comprehensive Municipal Fee Schedule.”

“I move to adopt Resolution No. 74-R-2020, A Resolution of the Town of Mead, Colorado, Adopting a Comprehensive Fee Schedule.

ATTACHMENTS

Ordinance No. 941
Resolution No. 74-R-2020

**TOWN OF MEAD, COLORADO
ORDINANCE NO. 941**

**AN ORDINANCE OF THE TOWN OF MEAD, COLORADO, AMENDING
VARIOUS SECTIONS OF THE MEAD MUNICIPAL CODE CONCERNING
FEES AND CHARGES AND ESTABLISHING A COMPREHENSIVE
MUNICIPAL FEE SCHEDULE**

WHEREAS, the Town of Mead (the “Town”) is a Colorado statutory town duly organized and existing under the laws of the State of Colorado; and

WHEREAS, the Town has previously adopted certain fees, fines, and charges and codified them in various sections of the Mead Municipal Code (“MMC”); and

WHEREAS, other fees are set by resolution and are not listed in the MMC; and

WHEREAS, the Town desires to remove all fee and fine amounts from the MMC and instead set all of its fees by resolution each year to be contained in a comprehensive fee schedule; and

WHEREAS, the Board of Trustees finds that adoption of a comprehensive fee schedule will allow better transparency regarding Town fees, consistency in the method of adoption of all fees, and added administrative efficiency for the Town; and

WHEREAS, the Board of Trustees further finds that it is proper and in the best interests of the Town to authorize the municipal judge to set municipal court fees and to revise the code to be consistent with such authorization; and

WHEREAS, the Board of Trustees finds that adoption of this Ordinance is in the best interests of the public health, safety and welfare.

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

Section 1. Chapter 1 Amendments. Chapter 1 of the Mead Municipal Code, titled General Provisions, is hereby amended by adding a new Article VIII, Fees and Charges, to read in full as follows, with strikethrough text showing deletions and bold, underlined text showing additions:

ARTICLE VIII – Fees and Charges

Sec. 1-8-10. - Imposition of fees.

The Board of Trustees is authorized to establish fees, charges and assessments for permits, licenses and services to cover the reasonable costs and expenses incurred by the Town in administering such programs and services. All fees, assessments and charges are established in the Town's fee schedule, and shall be available on the Town's website and in printed version at the Town Clerk’s office. Any fees or charges that are not identified in the fee schedule but are imposed by separate ordinance or resolution of the Board of Trustees shall remain in full force and effect to the extent the fees or charges cover a service, program or application not listed in the fee schedule.

Sec. 1-8-20. - Amendment to fee schedule.

The Board of Trustees may amend, repeal or impose new fees from time to time by resolution duly adopted by the Board of Trustees. It is the intent that all municipal fees and charges shall, at a minimum, be revised annually to account for increases or decreases in such fees, based on the actual costs incurred by the Town in providing the identified service, application or program. Failure to conduct an annual review of any fee shall not in any way affect the continuing validity of such fees and all fees shall remain in full force and effect until amended by subsequent resolution adopted by the Board of Trustees.

Section 2. Chapter 2 Amendments. Chapter 2 of the Mead Municipal Code, titled Administration and Personnel, is hereby amended as follows with strikethrough text showing deletions and bold, underlined text showing additions:

Sec. 2-5-100. - Contempt power.

When the Court finds any person to be in contempt, the Court may vindicate its dignity by imposing on the contemnor a fine ~~not to exceed one thousand dollars (\$1,000.00)~~ **in an amount set by the Municipal Judge** and imprisonment not to exceed ~~one (1) year~~ **the maximum sentence set forth in section 1-4-20 of this Code.**

Sec. 2-5-190. - Trial by jury or by the Court.

Trial shall be to the Court, unless the defendant is entitled to a jury trial under the Constitution, this Code, ordinances or general state laws, in which case the defendant shall have a jury if, within ten (10) days after arraignment or entry of a plea, he or she filed with the court in which he or she is ordered to appear to defend against said charge a written jury demand and at the same time tenders to that court a jury fee ~~of twenty five dollars (\$25.00)~~ **in accordance with the municipal court fee schedule set by the Municipal Judge**, unless the fee is waived by the judge because of the indigence of the defendant. The written demand for jury shall state the number of jurors requested. If the action is dismissed or the defendant is acquitted of the charge, or if the defendant, having paid the jury fee, files with the court at least ten (10) days before the scheduled trial date a written waiver of jury trial, the jury fee shall be refunded. If the defendant fails to file with the court the written jury demand as provided above, he or she waives his or her right to a jury trial.

Sec. 2-5-270. – Court fee schedule, fines and costs.

- (a) The Court may designate and from time to time amend or supplement the fines for specific violations of this Code in a municipal court fee schedule. Such fines may be paid at the office of the Municipal Court Clerk.**
- (b) The Court may also specify in the municipal fee schedule the amount of fines to be imposed for specific traffic infractions.**
- (c) The following costs may be assessed by the presiding Municipal Judge ~~Municipal Judge~~ may assess court costs, including a court security fee, against any defendant in the Municipal Court in accordance with the municipal court fee schedule set by the Court pursuant to this section.:-**
- (d) All fines set by the Court pursuant to this section and other provisions of this Code shall be consistent with the Colorado Municipal Court Rules of Procedure, state law,**

and Article IV of Chapter 1 of this Code.

Court costs upon entry of a plea of guilty, nolo contendere or finding of guilt or liability	\$15.00
Weld County Drug Task Force fee (assessed upon entry of a plea of guilty, nolo contendere or finding of guilt or liability)	10.00
Witness fee (per witness) upon conviction after trial	5.00
Default judgment fee	30.00
Outstanding judgment warrant (OJW)	30.00
Warrant fee	30.00

Sec. 2-5-300. – Civil violation citation procedure.

(a) In addition to any other procedures provided for in this Code, including procedures for issuance of a notice of violation, authorized Town personnel shall have the authority to initiate enforcement proceedings as provided below. The term *officer*, as used in this section, shall mean a peace officer or other authorized Town employee.

- (1) **An officer who has reasonable grounds to believe that a responsible party has committed a civil, or noncriminal, violation under this Code is authorized to serve a civil citation to the responsible party. If a civil citation has been issued, the officer may set a reasonable time period within which the responsible party must correct the violation. This determination shall be based on considerations of fairness, practicality, ease of correction, the nature, extent and probability of danger or damage to the public or property, and any other relevant factor relating to the reasonableness of the time period prescribed.**
- (2) **The citation form shall include, but need not be limited to, the following:**
 - a. **Date and time of issuance.**
 - b. **Name and signature of officer.**
 - c. **Name and address of the responsible party.**
 - d. **Code section for violation charged.**
 - e. **Brief description of the nature of the violation, including location, date and time of violation and, if applicable, description of the actions required to correct the violation.**
 - f. **Procedure for the defendant to follow in paying the civil penalty, costs, assessments and fees or contesting the citation.**
 - g. **Notice that additional citations may be served for each day that**

the applicable violation is found to exist.

- (3) The officer may require that a responsible party or any person receiving a citation provide proof of identity and residential or work address.
 - (4) The officer shall attempt to personally serve the citation to a responsible party at the site of the violation. If no responsible party can be located at the site of the violation, a copy of the citation shall be served by mail to the responsible party via first-class mail at any last known address of said party in the records of the Town or Weld County, and a copy of the citation shall also be left with any adult person residing or working at the site of the violation. If no adult person is found at the site and the violation occurred on private property or on property for which a responsible party has responsibility under any other ordinance or the violation involves a vehicle or trailer as the nuisance, then a copy of the citation shall be posted in a conspicuous place on the property or attached to the vehicle or trailer, whichever is applicable.
 - (5) The officer shall attempt to obtain the signature of the person to whom he or she served the citation; however, if the citation is mailed or posted or if the person fails or refuses to sign the citation, such failure or refusal shall not affect the validity of the citation or any subsequent proceedings.
 - (6) Proper notice shall be deemed served on the date of receipt by the responsible party if personally served, or upon the fifth day after mailing, attaching or posting of the citation.
- (b) Except for those violations that require an appearance before the Municipal Court, the Municipal Court Clerk shall accept payment in full of the amount due for a civil violation citation by a defendant without an appearance before the Municipal Court if payment is made after the issuance of the citation and prior to the date and time scheduled for the first hearing, provided that the Municipal Court Clerk has a copy of the citation.
- (1) Payment of the total penalty, costs and fees shall constitute a waiver by the responsible party of all rights and acknowledgement of liability.
 - (2) Such payment shall constitute an entry and satisfaction of judgment.
 - (3) Payment of the penalty and costs shall not excuse the failure to correct violations nor shall it bar further enforcement by the Town.
- (c) If a defendant wishes to contest a civil violation citation, the defendant shall appear before the Municipal Court at the time scheduled for first hearing.

Section 3. Chapter 4 Amendments. Chapter 4 of the Mead Municipal Code, titled Revenue and Finance, is hereby amended as follows with strikethrough text showing deletions and bold, underlined text showing additions:

Sec. 4-7-100. - Enforcement and penalties.

- (a) It shall be unlawful for any person to intentionally, knowingly or recklessly fail to pay the tax imposed by this Article or to make any false or fraudulent return or for any person to otherwise violate any provisions of this Article. Any person convicted of a violation of this Article shall be deemed guilty of a municipal criminal offense and shall be punished ~~by a fine of not more than one thousand dollars (\$1,000.00)~~ **in accordance with the general penalty provisions of this Code at section 1-4-20** ~~or by imprisonment for a period of one (1) year, or by both such fine and imprisonment.~~ Each day, or portion thereof, that any violation of this Article continues shall constitute a separate offense.
- (b) A penalty **in an amount set by resolution of the Board of Trustees** ~~in the amount of ten percent (10%) of the tax due or the sum of ten dollars (\$10.00), whichever is greater,~~ shall be imposed upon the vendor and become due in the event the tax is not remitted by the tenth day of the month as required by this Article, or such other date as prescribed by the Town, and one and one-half percent (1.5%) interest shall accrue each month on the unpaid balance. The Town Manager is hereby authorized to waive, for good cause shown, any penalty assessed.

Sec. 4-7-140. - Hearings, subpoenas and witness fees.

- (a) Hearings before the Town pursuant to the provisions of this Article shall be held in accordance with this Article and rules and regulations promulgated by the Town. Any subpoena issued pursuant to this Article may be enforced by the Municipal Judge pursuant to Section 13-10-112(2), C.R.S. The fees of witnesses for attendance at hearings shall be ~~the same as the fees of witnesses before the district court~~ **set by the Municipal Judge and set forth in the municipal court fee schedule**, such fees to be paid when the witness is excused from further attendance. When the witness is subpoenaed at the instance of the Town, such fees shall be paid in the same manner as other expenses under the terms of this Article, and, when a witness is subpoenaed at the instance of any party to any such proceeding, the Town may require that the cost of service of the subpoena and the fee of the witness be borne by the party at whose instance the witness is summoned. In such case, the Town, at its discretion, may require a deposit to cover the cost of such service and witness fees. A subpoena issued as aforesaid shall be served in the same manner as a subpoena issued out of a court of record.
- (b) The Municipal Judge, upon the application of the Town, may compel the attendance of witnesses, the production of books, papers, records or memoranda, and the giving of testimony before the Town's duly authorized hearing officers, by an action for contempt, or otherwise, in the same manner as production of evidence may be compelled before the Court.

Section 4. Chapter 5 Amendments. Chapter 5 of the Mead Municipal Code, titled Franchises and Communication Systems, is hereby amended as follows with strikethrough text showing deletions and bold, underlined text showing additions:

Sec. 5-2-60. - Grant, acceptance and effective date of franchise.

- (d) Any franchise granted and regulated hereunder, together with the rights, privileges and authority granted thereby, shall take effect and be in force from and after the effective date of the ordinance granting the franchise and after the Grantee has taken all of the following

actions:

- (1) File with the Town Clerk an unconditional acceptance of the franchise grant and enter into and execute such documents as required by the Town consistent with the terms and provisions of this Article. Said acceptance shall be in a form prescribed by the Town and shall contain provisions that the Grantee, by its acceptance, agrees to provide all services specifically set forth in its application and further, that its application is incorporated by reference into and made a part of the franchise and this Article. In the event of conflict between the application and the provisions of this Article, that provision which provides the greatest benefit to the Town, in the opinion of the Board of Trustees, shall prevail. Any acceptance filed by the Grantee pursuant to this Section shall be in writing, duly executed and acknowledged by and on behalf of the Grantee before a notary public or other officer authorized by law to administer oaths.
- (2) File certificates of insurance with the Town Clerk as set forth in Section 5-2-300 of this Article.
- (3) File with the Town Clerk the letter of credit or cash deposit required in Sections 5-2-240 and 5-2-320 of this Article.
- (4) Reimburse the Town for the remaining balance of any costs incurred in investigating the Grantee's application and conducting the public hearing in connection with the grant of the franchise as provided by Section 5-2-40(d)(2) of this Article.
- (5) Pay to the Town an advance franchise fee of ~~one thousand dollars (\$1,000.00)~~ **set by resolution of the Board of Trustees** to be credited against sums due under Section 5-2-70 of this Article.

Section 5. Chapter 6 Amendments. Chapter 6 of the Mead Municipal Code, titled Business Licenses and Regulations, is hereby amended as follows with strikethrough text showing deletions and bold, underlined text showing additions:

Sec. 6-1-40. - License fee.

There shall be imposed an annual license fee of ~~thirty dollars (\$30.00)~~ **set by resolution of the Board of Trustees** for each license issued.

License fees for a partial year shall be prorated in monthly increments to December 31. Administrative penalties of ~~thirty dollars (\$30.00)~~ **set by resolution of the Board of Trustees** for each month or portion thereof, will be added to the license fee for failure to renew an existing license or for operating a business without a license.

Sec. 6-1-150. - Fine.

A violation of this Chapter shall be punishable in accordance with the general penalty provisions of section 1-4-20 of this Code except as may be otherwise specified Any person who fails to comply with the provisions of this Chapter as herein provided shall be fined the sum not exceeding ~~one thousand dollars (\$1,000.00)~~ for each said offense, with each day the licensee is in

~~violation considered to be a separate offense.~~

Sec. 6-2-10. - Business, general.

A general business is any business activity not otherwise identified herein. The annual fee for a general business license shall be ~~thirty dollars (\$30.00)~~ **an amount set by resolution of the Board of Trustees**, as provided by Section 6-1-40, except as may be provided in Articles III, IV, V, and VI.

Sec. 6-2-110. - Refuse hauler, commercial.

A commercial refuse hauler is a person who collects, hauls or causes to be collected or hauled, over streets, alleys or other public places, any refuse except such as is accumulated at his or her own residence or place of business. The **annual** fee **shall be set by resolution of the Board of Trustees** is ~~thirty dollars (\$30.00)~~ per year. The application for a refuse hauler license shall be forwarded to the Board of Trustees for issuance after determination that:

- (1) Vehicles to be used are safe, sanitary and properly equipped so as not to constitute a safety hazard or health hazard, and the GVW does not exceed fifty-five thousand (55,000) pounds.
- (2) Refuse will be transported to and deposited at approved disposal sites.
- (3) The applicant meets all other laws and regulations relating to the collection, hauling and depositing of refuse.

Sec. 6-2-120. - Sexually oriented businesses.

(e) Application requirements.

- (1) An application for a license must be made on a form provided by the Town Clerk.
- (2) The **annual** license fee **shall be set by resolution of the Board of Trustees** is ~~thirty dollars (\$30.00)~~ per year.
- (3) The application must be accompanied by a diagram showing the configuration of the premises, including a statement of total floor space occupied by the business and designating the use of each room or other area of the premises.
- (4) The diagram shall designate those rooms or other areas of the premises where patrons are not permitted.
- (5) The diagram need not be professionally prepared but must be drawn to a designated scale or drawn with marked dimensions of the interior of the premises to an accuracy of plus or minus six (6) inches.
- (6) The diagram shall designate the place at which the license will be conspicuously posted.
- (7) No alteration in the configuration of the premises or any change in use of any room or area as shown on the diagram may be made without the prior written approval of the Town Clerk.

(8) The Town Clerk may waive the foregoing diagram for renewal applications if the applicant adopts a diagram that was previously submitted and certifies that the configuration of the premises has not been altered since it was prepared and that the use of any area or room in the premises has not changed.

Sec. 6-2-130. - Medical marijuana.

(g) Imposition of fees. Every application for a primary caregiver business license or renewal shall be accompanied by a nonrefundable fee of ~~thirty dollars (\$30.00)~~ **set by resolution of the Board of Trustees** for the business license and a fee not to exceed ~~two hundred fifty dollars (\$250.00)~~ **an amount set by resolution of the Board of Trustees** for a background check.

Sec. 6-4-30. - Annual license fee.

(a) The annual license fee shall be ~~five hundred dollars (\$500.00)~~ **set by resolution of the Board of Trustees**, said license fee to be applied toward the administrative cost of issuance of the license and maintaining records and maps of the fiber-optical cable system.

(b) The license fee shall be in addition to any and all other fees or taxes provided for under this Code. The license issued hereunder shall be for a period of one (1) year or fraction thereof, shall be renewable annually and shall expire on the last day of December of each year.

Sec. 6-4-40. - Penalty.

~~Any person who fails to comply with the provisions of this Article shall be fined the sum not exceeding one thousand dollars (\$1,000.00) for each such offense, with each day the licensee is in violation considered a separate offense.~~ **A violation of this Article shall be punishable in accordance with the general penalty provisions of section 1-4-20 of this Code except as may be otherwise specified.**

Sec. 6-5-50. - Registration fees; bond.

There shall be due and payable for each certificate of registration issued hereunder the following fees and bond, to be submitted with the registration application:

(1) A registration fee of ~~twenty five dollars (\$25.00)~~ **in an amount set by resolution of the Board of Trustees;**

(2) Cash deposited with the Town, or a commercial surety bond, in the amount of \$1,000.

The Town Clerk will return the cash deposited with the Town, without interest, to the Registrant on December 31, of the registration year, unless the Registrant first registers for the following year, in which instance, the cash deposit may be carried forward to the succeeding year.

The Board of Trustees may, in its discretion, waive the payment of fees on behalf of any applicant engaged in a civic, religious or charitable undertaking.

Sec. 6-5-140. - Registration; expiration; renewal fee.

All annual certificates of registration issued under the provisions of this Article shall expire one (1)

year from the date of issue, other than annual certificates of registration which expire on the date specified therein. There shall be due and payable for the renewal of each certificate of registration issued hereunder ~~the sum of twenty five dollars (\$25.00)~~ **a sum set by resolution of the Board of Trustees.**

Section 6. Chapter 7 Amendments. Chapter 7 of the Mead Municipal Code, titled Health, Sanitation and Animals, is hereby amended as follows with strikethrough text showing deletions and bold, underlined text showing additions:

Sec. 7-6-40. - Special use permits for keeping animals.

The Town may issue a special use permit for the keeping of domestic hoofed livestock, small livestock, fowl, reptiles, swine or other animals not otherwise prohibited by Section 7-6-35 above or regulated by this Article. Such special use permits shall be issued administratively by the code enforcement officer after placing appropriate conditions upon the permit, including the term of the permit and the conditions of confinement and care of the animal. Criteria to be considered in the issuance of the permit shall include but not be limited to noise, smell, proximity to adjacent property, the kind and number of animals, the size of animals, the facilities of the applicant, sanitation facilities and requirements, and other neighborhood considerations. The special use permit may not be transferred to another owner or to another property. Property owners within three hundred (300) feet of any lot line of the premises of the applicant shall be given written notice by first-class mail, not less than fifteen (15) days prior to the date of issuance of the permit. The application fee for a special use permit shall be ~~fifty dollars (\$50.00)~~ **set by resolution of the Board of Trustees**, which is not refundable and includes the Town's cost to mail the notices to adjacent property owners.

A special use permit for keeping of animals may be revoked for failure to comply with the requirements stated in the special use permit. Revocation is administrative following investigation and fact-finding by the code enforcement officer. An appeal of the revocation may be made to the Board of Trustees, which following a public hearing that purpose, may uphold the revocation, or modify the order of the code enforcement officer, or repeal the revocation.

Sec. 7-6-45. - Backyard chicken hens.

The Town may issue a special use permit for the keeping of backyard chicken hens. Such special use permit shall be issued administratively as provided by Section 7-6-40 above, without requiring a public hearing and subject to the following criteria:

- (1) No more than four (4) chicken hens are permitted per parcel.
- (2) Roosters are prohibited. No person may own or keep a rooster in any district not zoned agricultural. Upon determining that a chick is actually a rooster, the permit holder shall have seven (7) days to remove the rooster from the property.
- (3) Backyard chicken hens are restricted to the rear yard or backyard of any lot in a residential zoning district or the rear yard or backyard of a residential use in all other zoning districts.
- (4) All chicken hens shall be kept in a coop that shall meet the following requirements:
 - a. Be predator-proof with a solid top.

- b. Provide water at all times.
- c. Are limited to a maximum of one hundred twenty (120) square feet (including coop and chicken run) with at least four (4) square feet of space per chicken for the chicken coop and run.
- d. Be no taller than seven (7) feet at the highest point of the roof.
- e. Not be located between the rear of the dwelling and the front yard lot line.
- f. Meet the setback requirement for the zoning district in which the property is located.
- g. All coops shall be regularly cleaned, not less than monthly to control dust, odor and waste, and shall not constitute a nuisance, safety hazard or health problem to surrounding properties. All waste shall be removed from the premises.
- h. No slaughtering allowed.
- i. Chicken feed must be stored in a re-sealable, airtight, metal, rat proof container to discourage attracting mice, rats and other vermin.
- j. The minimum lot size required for a permit to be issued shall be seven thousand (7,000) square feet.

(5) The cost of the special use permit is ~~twenty-five dollars (\$25.00)~~ **shall be an amount set by resolution of the Board of Trustees**, which is non-refundable.

(6) No more than thirty (30) permits shall be issued by the Town.

(7) A permit may be revoked administratively for a violation of this Section.

~~(8) After the effective date of the ordinance codified herein, the Town staff shall review the merits and impacts of this Section and submit a written report regarding the same to the Board of Trustees three (3) months prior to the conclusion of a trial period ending December 31, 2012.~~

Sec. 7-6-220. - License fee.

There shall be imposed an annual license fee of ~~five dollars (\$5.00)~~ **set by resolution of the Board of Trustees** for each neutered or spayed domestic dog and domestic cat and a license fee of ~~ten dollars (\$10.00)~~ **set by resolution of the Board of Trustees** for each unneutered or unspayed domestic dog and domestic cat. ~~When any license is issued on or after July 1, for a newly acquired domestic dog or domestic cat, the license fee shall be one half (1/2) of the annual license fee. However, there shall be a penalty of one dollar (\$1.00) per month, or portion thereof, for any license purchased on or after January 1 for the licensing year, if the domestic dog or domestic cat was kept and eligible for licensing on January 1.~~

Sec. 7-6-250. - Prerequisite for license.

(a) Upon application for a dog or cat license, the applicant shall exhibit to the Town **employee** Clerk

a certificate of inoculation from a state licensed veterinarian that the dog or cat has been inoculated against rabies and that the inoculation is currently effective. Any lapse of the effective inoculation shall be unlawful and shall constitute a revocation of any license hereunder.

(b) Microchipping of animals being licensed is encouraged, although not required. If the animal is microchipped, the applicant shall provide the information regarding the location of the microchip, the unique identification code contained on the microchip, and the microchip registration information.

Sec. 7-6-270. - Duplicate tags.

In the event of loss or destruction of the original license tag, the owner shall obtain a duplicate tag from the Town at a cost of ~~one dollar (\$1.00)~~ **set by resolution of the Board of Trustees** for each tag.

Sec. 7-6-340. - Redemption of dogs or cats; impoundment charges.

Any owner of a dog or cat desiring to redeem such dog or cat from impoundment shall pay to the Town a redemption fee as established herein. In addition, if such dog or cat is unlicensed, the owner must license the dog or cat pursuant to the provisions of this Article prior to the animal's release. If such dog or cat is licensed but the license has been lost, the license tag must be replaced prior to the release of the dog or cat. The charges assessed against each dog or cat impounded shall be:

(1) **The Board of Trustees shall set by resolution a separate impoundment fee for each animal pickup**~~the first animal pickup, an impoundment fee of fifty dollars (\$50.00), plus thirty dollars (\$30.00) per day or portion thereof for feeding and maintenance of the animal.~~ **Such impoundment fees shall, at a minimum, cover the Town's actual cost of impoundment of the animal.**

(2) **The Board of Trustees shall set by resolution an additional charges for each day or portion thereof for feeding and maintenance of an impounded animal**~~For the second animal pickup, an impoundment fee of one hundred dollars (\$100.00), plus thirty dollars (\$30.00) per day or portion thereof for feeding and maintenance of the animal.~~

(3) ~~For the third and each subsequent animal pickup, an impoundment fee of one hundred fifty dollars (\$150.00), plus thirty dollars (\$30.00) per day or portion thereof for feeding and maintenance of the animal.~~

Section 7. Chapter 8 Amendments. Chapter 8 of the Mead Municipal Code, titled Vehicles and Traffic, is hereby amended as follows with strikethrough text showing deletions and bold, underlined text showing additions:

Sec. 8-1-30. - Additions or modifications.

Unless specifically noted as an amendment to Article II, the following additions, amendments and deletions are made to Article I of the Model Traffic Code:

(1) **Section 116. Restrictions for minor drivers - definitions**, subsection (3) is amended to read as follows:

"(3)A violation of this section is a traffic infraction, and, upon conviction, the violator may be punished as follows:

(a)By the imposition of community service and/or a fine;

(b)By the levying of a fine of ~~not more than \$100.00~~ for a first offense, a fine of ~~not more than \$200.00~~ for a second offense, and a fine of ~~not more than \$300.00~~ for any subsequent offense **in amounts set by the Municipal Judge and published in the municipal court fee schedule.**

(c)By the assessment of two license suspension points pursuant to section 42-2-127(5) (kk) C.R.S.."

(4) **Section 510. Permits for excess size and weight and for manufactured homes**, is hereby amended by the addition of the following:

(8) Local permits for excess size and weight may be issued upon the filing with the Town of an application and the paying of the prescribed fee, in addition to, but not to exceed, the amounts required in Section 42-4-510(11), C.R.S. Application shall be submitted on the form provided by the Town and will be issued at the discretion of the Town.

(9) Local permits shall designate an approved route of travel of the vehicle and load, designate whether such permit is for a single trip, a special or annual operation and designate the time of such movement.

(10)A local permit for the movement of a mobile home or manufactured house is not required.

(11) Local permit fees shall be ~~charged according to the following schedule:~~**set by resolution of the Board of Trustees.**

"Oversize/Overweight Vehicle Permits

Oversize vehicle ¹	Width over 17' (204") Height over 14'6" Length over 45' (single unit) over 75' (combination)	Trip \$15.00	Annual \$250.00
Overweight wheel/axle ²	Wheel solid rubber or cushion tire over 8,000 lbs. Wheel pneumatic tire over 8,000 lbs. Wheel steel over 500 lbs./inch of width Single axle solid rubber or cushion tire over 16,000 lbs. Single axle pneumatic tire over 20,000 lbs. Tandem axle pneumatic tire over 40,000 lbs.	Trip \$15.00 + \$5.00 per axle. Oversized Permit included in the fee	Annual \$400.00 Oversized Permit included in the fee
Overweight vehicle ³	2 axles over 36,000 lbs. 3 axles over 54,000 lbs.	Trip \$15.00 + \$5.00 per axle	Annual \$400.00 Oversized Permit

	4 axles — over 80,000 lbs. 5 axles — over 85,000 lbs.	Oversized Permit included in the fee	included in the fee
Special transport permit — over 17' wide, or weight exceeding 200,000 lbs.		Trip \$125.00	

¹⁻ ~~Exceptions to width, height and length limit as provided by Sections 42-4-502 through 42-4-506, C.R.S.~~

²⁻ ~~Exceptions to wheel and axle loads as provided by Section 42-4-507, C.R.S.~~

³⁻ ~~Exceptions to weight limit as provided by Section 42-4-507 through 42-4-508, C.R.S."~~

(5) **Section 611. Paralegic person or persons with disabilities - distress flag**, subsection (2) is amended to read as follows:

"(2) Any person who is not a paralegic person or a person with a disability who uses such flag as a signal or for any other purpose is guilty of a misdemeanor, and upon conviction thereof may be punished by a fine of up to \$1,000 and/or imprisonment in the county jail of up to one year in accordance with the general penalty provisions of section 1-4-20 of this Code."

(13) **Section 1406. Foreign matter on highway prohibited**, subsection (5) is amended to read as follows:

"(5)(b)(II) Any person who violates paragraph (a) of subsection (1) of this section by throwing or depositing a container of human waste upon or along any highway shall be punished by a fine of \$500 in an amount set by the Municipal Judge and published in the municipal court fee schedule."

(14) **Section 1409. Compulsory insurance-penalty - legislative intent**, subsection (9) is deleted, and subsections (4) and (6) are amended to read as follows:

"(4)(a) Any person who violates the provisions of subsections (1), (2) or (3) of this section commits a class 1 misdemeanor traffic offense."

"(6) No person charged with violating subsection (1), (2) or (3) of this section shall be convicted if the person produces in court a bona fide complying policy or certificate of self-insurance that was in full force and effect as required by law at the time of the alleged violation. Such person may be subject to an \$25 administrative fee set by the Municipal Judge and published in the municipal court fee schedule."

(16) **Section 1701. Traffic offenses and infraction classified-penalties.** Subsections 4 and 5 are deleted and reenacted, and Subsections (1), (2), (3), (6) and (7) are amended to read as follows:

"(1)(a) Traffic infractions are divided into two classes which shall be subject to the following penalties set by the Municipal Judge, which shall be published in the municipal court fee schedule and which are authorized upon entry of judgment against the defendant.

Class	Minimum Penalty	Maximum Penalty
A	\$25.00 penalty	\$500.00 penalty
B	\$25.00 penalty	\$500.00 penalty

"(1)(b) Misdemeanor traffic offenses are divided into two classes that are distinguished from one another by the following penalties set by the Municipal Judge, which shall be published in the municipal court fee schedule and that are authorized upon conviction.

Class	Minimum Penalty	Maximum Penalty
1	Ten days imprisonment or \$50.00 fine, or both	One year imprisonment, or \$1,000.00 fine, or both
2	Ten days imprisonment or \$50.00 fine, or both	90 days imprisonment, or \$500.00 fine, or both

Sec. 8-1-50. - Penalties.

The following penalties, herewith set forth in full, shall apply to this Article:

(1) It is unlawful for any person to violate any of the provisions of this chapter or any of the provisions of the Model Traffic Code as adopted or amended in this chapter for which no specific penalty has been provided or for which the sole penalty provided is a fine, which violations are hereby deemed traffic infractions. A traffic infraction shall be a civil matter for which punishment by imprisonment shall not be available, and for which a penalty assessment notice shall be issued. The municipal court shall follow the state municipal court rules in such cases unless such rules are clearly inapplicable. Every person who is convicted of a traffic infraction, who admits liability or guilt for a traffic infraction, or against whom a judgment is entered for a traffic infraction shall be subject to a penalty of at least \$10.00, but not more than \$500.00 set by the Municipal Judge, which shall be published in the municipal court fee schedule, exclusive of any court costs and surcharges.

(2) For any violation of any provision of this chapter that is a traffic infraction, such violation shall constitute a civil matter, no trial by jury shall be available, and no arrest warrant shall be issued for failure to appear or failure to pay or satisfy a judgment.

(3) For any violation of any provision of this chapter which is a traffic infraction, the court may enter a judgment of liability by default against the defendant for failure to appear or to pay, and may assess such penalty, together with such court costs and surcharges, as are established by law. The court may establish by written order, rules and regulations for the administration of any violation of this chapter which is a traffic infraction, including but not limited to schedules establishing the amount of penalties payable without a court appearance.

(4) It is unlawful for any person to violate any of the following provisions of this chapter, which violations are hereby deemed criminal offenses. Every person convicted of a violation of any one of the following provisions of this chapter shall be punished by a fine not exceeding the maximum fine set forth in section 1-4-20 of this Code, exclusive of any court costs and surcharges, or by imprisonment not exceeding one year, or by both such fine and imprisonment:

- a. Section 1903, of the Model Traffic Code, stopping for school buses;
- b. Section 1101, of the Model Traffic Code, where the speed as driven is 25 miles per hour or more over the lawful speed;
- c. Section 1105, of the Model Traffic Code, speed contest;
- d. Section 1401, of the Model Traffic Code, reckless driving;
- e. Section 1402, of the Model Traffic Code, careless driving;
- f. Section 1413, of the Model Traffic Code, eluding or attempting to elude a police officer;
- g. Section 1409, of the Model Traffic Code, compulsory insurance.

Sec. 8-2-80. - Owner's opportunity to request hearing.

(a) In the event that any vehicle or equipment is towed or removed from public property pursuant to the direction and authority of any person duly authorized by the Board of Trustees or any law enforcement officer in the enforcement of this Article, the procedural and hearing requirements of Section 8-6-40 shall be followed.

(b) In the event that any vehicle or equipment is towed or removed from private property pursuant to the direction and authority of any person duly authorized by the Board of Trustees or any law enforcement officer in the enforcement of this Article, the procedural and hearing requirements of Section 8-6-40 shall be followed. In addition to the procedural and hearing requirements of Section 8-6-40, the owner or resident of the private property shall be notified in writing of the impoundment, to be sent by U.S. certified mail within twenty-four (24) hours of impoundment. Such notice shall clearly identify the vehicle or equipment towed and shall inform the real property owner of the right to a hearing pursuant to Section 8-6-40.

(c) In the event that the Tow Hearing Officer sustains the legality of the towing pursuant to this Article, an administrative hearing fee ~~of one hundred dollars (\$100.00)~~ **in an amount set by resolution of the Board of Trustees** shall be assessed against the person requesting the hearing.

Sec. 8-4-10. - Safety belt systems; mandatory use; exemptions.

(f) Penalty. Any person violating the provisions of this Section shall, upon conviction thereof, be punished by a fine of ~~ten dollars (\$10.00)~~ **set by the Municipal Judge and published in the municipal court fee schedule.**

Sec. 8-4-20. - Child restraint systems required.

(h) It shall be unlawful for any person to operate a motor vehicle while he or she is in violation of the requirement of Subsections (b) and (c) above. Any violation of this Section shall be deemed a noncriminal traffic infraction. Every person convicted of a violation of this Section shall be punished by a fine of ~~not more than fifty dollars (\$50.00)~~ **set by the Municipal Judge and published in the municipal court fee schedule.**

Sec. 8-5-170. - Penalties.

(1) It is unlawful for any person to violate any of the provisions adopted in this Article.

(2) Penalties for civil traffic infractions:

Traffic infractions are divided into two (2) classes which shall be subject to the ~~following~~ **penalties set by the Municipal Judge and published in the municipal court fee schedule,** which are authorized upon conviction, entry of a guilty plea or a plea of nolo contendere to a civil traffic infraction, as defined in Section 8-5-20 of this Code.

Class	Minimum Penalty	Maximum Penalty
A	\$25.00 penalty	\$500.00 penalty
B	\$25.00 penalty	\$500.00 penalty

(3) Penalties for non-civil traffic offenses.

a. Misdemeanor traffic offenses are divided into two (2) classes that are distinguished from one (1) another by the ~~following~~ **penalties set by the Municipal Judge and published by the municipal court fee schedule, which** ~~that~~ are authorized upon conviction, entry of a guilty plea or a plea of nolo contendere.

Class	Minimum Penalty	Maximum Penalty
1	Ten days imprisonment or \$50.00 fine, or both	One year imprisonment, or \$1,000.00 fine, or both
2	Ten days imprisonment or \$50.00 fine, or both	90 days imprisonment, or \$500.00 fine, or both

b. Any juvenile (a person under the age of eighteen (18)) may be fined, but not subjected to imprisonment.

c. Any person convicted of a class 1 or class 2 misdemeanor traffic offense may be required to

pay restitution as required by Code 18.5 of title 16, C.R.S. and may be sentenced to perform a certain number of hours of community service or useful public service in addition to any other sentence.

(4) Any traffic infraction or misdemeanor traffic offense defined by law outside of Code 1 to 4 of the *Model Traffic Code* shall be punishable as provided in the statute defining it or as otherwise provided by law.

(5) The department has no authority to assess any points under Section 42-2-127 upon entry of judgment for any Class B traffic infractions.

(6) Penalties for traffic infractions or traffic offenses in a maintenance, repair or construction zone designated pursuant to Section 614 of the adopted *Model Traffic Code* shall be double the penalty for such violation.

(7) Penalties for traffic infractions or traffic offenses that occur in a school zone shall be double the penalty for such violation as set forth above.

Sec. 8-6-40. - Towing authority.

(g) The Town Manager or other person duly authorized by the Board shall act as the Tow Hearing Officer and shall preside over the tow hearing. The sole issue at the hearing shall be the legality of the impoundment. Witnesses and evidence may be presented by the Town and by the owner or person entitled to possession of the vehicle or equipment. After hearing the evidence, the Tow Hearing Officer shall issue oral findings of fact and conclusions of law. The Town shall bear the burden of proving that the vehicle was in violation of Article II or VI of this Chapter by a preponderance of the evidence. In the event the Tow Hearing Officer finds that the impoundment was legal, the Tow Hearing Officer may assess costs ~~not to exceed one hundred dollars (\$100.00)~~ **in an amount set by resolution of the Board of Trustees**, in addition to all towing and storage fees incurred as a result of the towing.

Sec. 8-6-120. - Residential use restricted.

(c) A ~~no-cost~~ temporary permit, **the fee for which shall be set by resolution of the Board of Trustees**, may be obtained from the Town Manager to allow the parking of any recreational vehicle for the utilization of such vehicle for human habitation for a period exceeding seven (7) days, but not exceeding more than thirty (30) days in any calendar year. Application for the temporary permit shall be on a form provided by the Town and shall provide information, including, but not limited to, the proposed location of the vehicle, the requested time period for the permit, the status of the applicant as a resident or owner of land within the Town, and the license plate number of the vehicle for which the permit is to be issued.

Sec. 8-6-140. - Regulation of certain motorized vehicles on municipal streets, pedestrian trails, equestrian trails and sidewalks.

(3) Violations; penalty. Any person, firm or corporation convicted of violating the terms or conditions of this Section is guilty of a civil violation and upon conviction thereof shall be punished by a fine of ~~not more than fifty dollars (\$50.00)~~ **in amounts set by the Municipal Judge and published in the municipal court fee schedule** for the first infraction and ~~up to five hundred dollars (\$500.00)~~ for each subsequent infraction.

Sec. 8-6-150. - Regulation of golf cars on municipal streets, pedestrian trails, equestrian trails and sidewalks.

(11) Violations; penalty. Any person, firm or corporation convicted of violating the terms or conditions of this Section is guilty of a civil violation and upon conviction thereof shall be punished by a fine of ~~not more than fifty dollars (\$50.00)~~ for the first infraction and ~~up to five hundred dollars (\$500.00)~~ for each subsequent infraction **in amounts set by the Municipal Judge and published in the municipal court fee schedule.**

Section 8. Chapter 10 Amendments. Chapter 10 of the Mead Municipal Code, titled General Offenses, is hereby amended as follows with strikethrough text showing deletions and bold, underlined text showing additions:

Sec. 10-1-60. - Fines and penalties.

(a) Any person convicted of a noncriminal violation, as designated in Section 10-1-80(c) of this Chapter, ~~may be fined by an amount not to exceed five hundred dollars (\$500.00)~~ **shall be subject to the general penalty provisions of this Code at section 1-4-20 as it relates to noncriminal violations.**

(b) Any person convicted of a criminal violation, as designated in Section 10-1-80(d) of this Chapter, ~~may be incarcerated for a period not to exceed one (1) year or fined by an amount not to exceed one thousand dollars (\$1,000.00), or both~~ **shall be subject to the general penalty provisions of this Code at section 1-4-20 as it related to criminal violations.**

(c) Any voluntary plea of guilty or nolo contendere to the original charge or to a lesser or substituted charge shall subject the person so pleading to all of the fines and/or penalties applicable to the original charge.

(d) Where any violation is a continuing offense, each day that the violation continues shall be considered and held to be a separate and distinct offense.

Sec. 10-1-70. - Application of penalties to juveniles.

Every person who, at the time of commission of the offense, was at least ten (10) but not yet eighteen (18) years of age, and who is subsequently convicted of or pleads guilty or nolo contendere to a violation of any provision of this Chapter classified as noncriminal pursuant to Section 10-1-80(c) herein, shall be punished by a fine of not more than five hundred dollars (\$500.00). Every such juvenile who is subsequently convicted of or pleads guilty or nolo contendere to a violation of any provision of this Chapter classified as criminal pursuant to Section 10-1-80(d) herein, shall ~~be punished by a fine of not more than one thousand dollars (\$1,000.00)~~ **be subject to the general penalty provisions of this Code at section 1-4-30.** Any voluntary plea of guilty or nolo contendere to the original charge or to a lesser or substituted charge shall subject the person so pleading to all fines and/or penalties applicable to the original charge.

Sec. 10-10-20. - Discharging weapons.

(b) During the act of hunting on lands designated by the Town as being in agricultural production and subject to an annual permit issued by the Town to the property owner. Application for an annual migratory waterfowl and game bird hunting permit shall be made to the Town Clerk, together with the payment of ~~the twenty dollar (\$20.00)~~ **a permit fee set by resolution of the Board of Trustees.** The designation of lands as being in agricultural production and the issuance of the permit shall be approved by the Town Manager on a case-by-case basis. Permits issued shall be for the benefit of

the property owner or his invitees and shall be only for the taking of migratory waterfowl and game birds in accordance with all state and federal regulations.

Sec. 10-11-50. - Underage possession, consumption or sale of alcohol prohibited.

(c) Any person under the age of twenty-one (21) years convicted of this offense may be punished by a fine, ~~not to exceed five hundred dollars (\$500.00)~~ **set by the Municipal Judge and published in the municipal court fee schedule,** and a term of probation not to exceed ~~one (1) year~~ **the maximum sentence set forth in the general penalty provisions of this Code at section 1-4-20 or 1-4-30, as applicable.**

Sec. 10-12-30. - Curfew.

(c) Any person found guilty of violating this Section shall be fined ~~not less than ten dollars (\$10.00) but not more than one hundred dollars (\$100.00)~~ **in an amount set by the Municipal Judge and published in the municipal court fee schedule** for each violation.

Sec. 10-13-90. - Penalty.

Any person convicted of a violation of this Article shall be punished by a fine ~~not to exceed one thousand dollars (\$1,000.00)~~ **in accordance with the general penalty provisions of section 1-4-20 of this Code** for each offense, but shall not be subject to imprisonment or a jail sentence. Each day any violation of this Article shall continue shall constitute a separate offense.

Section 9. Chapter 11 Amendments. Chapter 11 of the Mead Municipal Code, titled Streets, Sidewalks and Public Property, is hereby amended as follows with strikethrough text showing deletions and bold, underlined text showing additions:

Sec. 11-3-30. - Overnight camping and/or sleeping in Town parks prohibited.

(a) Except as authorized by a permit issued herein, no person shall set up tents, shacks, sleeping bags or other shelter in any Town park for the purpose of overnight camping, nor shall any person leave any of the above or any movable structure or special vehicle to be used, or that could be used for such purpose, including but not limited to house trailers, camp trailers, camp wagons and other mobile or stationary campers in any Town park.

(b) A limited permit authorizing an individual or a group to camp and/or sleep in a Town park may be issued by the Town Manager upon a written application and the payment of a refundable cleanup fee ~~of twenty five dollars (\$25.00)~~ **set by resolution of the Board of Trustees.** The permit so issued is discretionary, is for a limited time and is revocable. The Town Manager shall have the sole responsibility for determining if the fee is to be refunded.

Section 10. Chapter 13 Amendments. Chapter 13 of the Mead Municipal Code, titled Municipal Utilities, is hereby amended as follows with strikethrough text showing deletions and bold, underlined text showing additions:

Sec. 13-1-80. - Sewer tap and plant investment fees.

(c) The sewer plant investment fee for inside-Town connections for single-family, two-family and multi-family dwellings, and for all commercial and industrial facilities shall be **set by resolution of the Board of Trustees and shall be** based upon the size of the water tap serving the premises.

and shall be as follows:

Tap Diameter	Plant Investment Fee Effective January 1, 2020
3/8 inch	\$5,480.00
3/4 inch	9,113.00
1 inch	14,613.00
1 1/2 inch	18,267.00
2 inch	58,453.00
3 inch	116,907.00

Sec. 13-1-210. - Sewer user fees.

(a) Sewer user fees established. There shall be and are hereby established fees (also known as rates or charges) for the use of and for the service supplied by the wastewater facilities (also known as the sewer system) of the Town effective March 1, 2020. **The amounts of such fees are set forth in the Town's comprehensive fee schedule and adopted by resolution of the Board of Trustees.** In addition, the fees may be recomputed on the basis of a financial or engineering study from time to time, and shall provide adequate funds for the operation, maintenance, and repair of the facilities, the cost of any bonded debt of such facilities, and such other costs as may be deemed necessary by the Town Board. These fees are hereby found, determined, and declared to be equitable and just.

Effective March 1, 2020 ¹	2020 ¹	
	In Town	Outside Town ²
Monthly Service Charge		
Residential		
Base charge — Low user — 0 — 2,000 gallons ³	\$38.74	\$77.48
Base charge — Medium user — 2,001 — 4,000 gallons (base fee) ⁴	\$42.61	\$85.22
Nonresidential — Includes 4,000 gallons (base fee)⁴		
Commercial — Low	\$42.61	\$85.22
Commercial — Medium	\$51.13	\$102.26
Commercial — High	\$59.66	\$119.32

Effective March 1, 2020 ¹	2020 ¹	
	In-Town	Outside Town ²
Schools	\$51.13	\$102.26
Volume charge — For each additional 1,000 gallons over the 4,000 gallons base used during the winter base period		
Residential		
Single family	\$11.61	\$23.22
Multi family	\$11.61	\$23.22
Non-residential		
Commercial—Low ⁵	\$11.61	\$23.22
Commercial—Medium ⁶	\$13.93	\$27.86
Commercial—High ^{6,7}	\$16.25	\$32.50
Schools ⁸	\$13.93	\$27.86
Industrial/Special Uses (Strength Surcharge) ⁹	Varies ⁹	Varies ⁹

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

²Outside rate is double the in-town rate.

³Base charge includes the first two thousand (2,000) gallons.

⁴Base charge includes the first four thousand (4,000) gallons.

⁵Commercial with ten (10) or fewer employees.

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

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

⁸Schools charged twenty percent (20%) more than residential.

⁹Strength surcharge for excessive BOD, COD, and TSS as established by Schedule C, [Section 13-1-270](#).

(b) Liability for payment for service and minimum user fees. The owner of the property or premises shall be liable for payment for sewer service to such premises, and the service is furnished to the premises by the Town only upon the condition that the owner of the premises is solely liable therefor to the Town, regardless of any landlord/tenant relationship that may exist. For the purposes of billing, each premises shall be considered occupied and the sewer tap active from the time of service initiation until the tap is declared abandoned by the Town, regardless of whether or not any premises are occupied or any wastewater is or is not generated from the premises in any given period.

(c) Sewer user fees due and payable; penalty for late payment. Sewer user fees shall be due upon billing. A bill shall be issued monthly for the use of the Town's sewer facilities to the owner of the premises or his/her designee. All bills for service shall be issued as of the first day of the month, regardless of the actual day of the month that the bills are mailed, and shall represent charges for service for the previous month. Billing for sewer service on new construction shall commence on the first billing cycle after the certificate of occupancy is granted for the premises. The sewer bill becomes delinquent if it is not paid in full on or before the close of business on the twentieth day of the month in which the bills are mailed, and a late payment penalty ~~of ten dollars (\$10.00)~~ **in an amount set by resolution of the Board of Trustees** shall be assessed the sewer user if the bill is not paid in full by the twenty-fifth day of the month. If a bill is paid after the twenty-fifth day of the month without including the late payment penalty, the late penalty fee shall be carried forward to the next billing cycle and the account shall be deemed to not have been paid in full and shall be deemed delinquent. The Town shall not be obligated to mail out reminder notices or rebill the account that month with the late payment penalty fee added thereto. No late payment penalty fee shall exceed the amount of fifteen dollars (\$15.00) or up to five percent (5%) per month, or fraction thereof, not to exceed a total of twenty-five percent (25%) of the amount due, whichever is greater, regardless of the period of time during which the amount remains in default. The Town administrative staff is hereby authorized to adjust the amount due on any sewer bill that is found to be in error.

Sec. 13-1-270. - Limitations on discharge, industrial discharge permit fees and surcharge schedules.

Industrial discharge permits fees and surcharge amounts shall be set by resolution of the Board of Trustees. Schedule A, Limitations on Discharge; ~~Schedule B, Industrial Discharge Permit Fees;~~ and Schedule ~~CB,~~ Surcharge Categories, are as follows:

**Schedule B
Industrial Discharge Permit Fees**

<i>Item – Description</i>	<i>Amount</i>
Industrial discharge permits	
Administration	\$50.00 annually
Initial permit review	Cost plus 15%
Annual permit review	Cost plus 15%
Surveillance	Determined for each user annually, billed monthly
Laboratory support services	Cost plus 15%
Material and labor provided by Town	Cost plus 15%

**Schedule ~~CB~~
Surcharge Categories**
1.

Charges

<i>Parameter</i>	<i>Excess Over</i>	<i>Rates per 1,000 Gallons per 1 mg/l excess over</i>
BOD	200 mg/l	\$0.02000
COD	300 mg/l	0.01233
TSS	250 mg/l	0.12010

2.

Various Categories

Section 11. Effective Date. This ordinance shall be published and become effective as provided by law.

Section 12. Remaining provisions. Except as specifically amended hereby, all other provisions of the MMC shall continue in full force and effect.

Section 13. 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 14. 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 15. 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 31ST DAY OF AUGUST, 2020.

ATTEST:

TOWN OF MEAD:

By: _____
Mary E. Strutt, MMC, Town Clerk

By: _____
Colleen G. Whitlow, Mayor

**TOWN OF MEAD, COLORADO
RESOLUTION NO. 74- R-2020**

**A RESOLUTION OF THE TOWN OF MEAD, COLORADO, ADOPTING A
COMPREHENSIVE FEE SCHEDULE**

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

WHEREAS, such powers include but are not limited to the ability to impose and collect fees for the processing of licenses and applications, the performance of other administrative services, and collection of fines and fees for violations of the Mead Municipal Code; and

WHEREAS, the Town Board of Trustees adopted Ordinance No. 941, which authorizes the Town to establish fees, charges and assessments for permits, licenses and services to cover the reasonable costs and expenses incurred by the City in administering Town programs and services and amend such fees and charges from time to time by resolution; and

WHEREAS, Ordinance No. 941 also removed the fee amounts from the Municipal Code in preparation for the adoption of a comprehensive fee schedule for the Town; and

WHEREAS, the Board of Trustees desires to adopt the Town of Mead Comprehensive Fee Schedule, attached hereto as Exhibit 1, in accordance with its general police and financial powers and Ordinance No. 941.

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

Section 1. Comprehensive Fee Schedule. The Board of Trustees hereby: (a) adopts the Town of Mead Comprehensive Fee Schedule (“Fee Schedule”), attached hereto as Exhibit 1; and (b) directs Town staff to take all steps necessary to implement the Fee Schedule to take effect on the effective date set forth in Section 2 of this resolution.

Section 2. Effective Date. This resolution shall become effective on **October 1, 2020**. The Town Clerk shall cause a copy of the Fee Schedule to be uploaded to the Town’s website and a copy shall be made available for public inspection in the office of the Town Clerk.

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 31ST DAY OF AUGUST, 2020.

ATTEST:

TOWN OF MEAD

By _____
Mary E. Strutt, MMC, Town Clerk

By _____
Colleen G. Whitlow, Mayor

EXHIBIT 1

COMPREHENSIVE FEE SCHEDULE
(effective October 1, 2020)

(see attached)



Comprehensive Fee Schedule

October 1, 2020

General Administrative	Page 2
Parks and Facilities Reservations	Page 4
Police Department Administrative	Page 5
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GENERAL ADMINISTRATIVE FEE SCHEDULE

	Fee
Animal Impound (<i>see MMC § 7-6-340</i>)	
Impound Fee	\$190.00
Impound Fee – daily feeding/maintenance (daily fee is in addition to above impound fee)	\$30.00 / day
Animal Special Use Permit (<i>see MMC § 7-6-40</i>)	\$50.00
Animal Special Use Permit – chicken hens (<i>see MMC § 7-6-45</i>)	\$25.00
Business License (annual) (<i>see MMC § 6-1-40</i>)	\$30.00
Business License – General Business (<i>see MMC § 6-2-10</i>)	\$30.00
Business License – Refuse Hauler (<i>see MMC § 6-2-110</i>)	\$30.00
Business License – Sexually Oriented Businesses (<i>see MMC § 6-2-120</i>)	\$30.00
Business License – Medical Marijuana Caregiver (<i>see MMC § 6-2-130</i>)	\$30.00
Business License Late Fee – per month (<i>see MMC § 6-1-40</i>)	\$30.00
Fiber-Optic Cable Annual License (<i>see MMC § 6-4-30</i>)	\$500.00
Franchise Agreement – Deposit (<i>see MMC § 5-2-40 and 5-2-60</i>)	
Application Fee	\$1000.00
Deposit	\$750.00
Hunting Permit (<i>see MMC § 10-10-20</i>)	\$20.00
Insufficient Funds / Returned Check Fee	\$35.00 or actual cost
Mead Municipal Code Book (<i>see MMC § 1-3-110</i>)	Actual Cost
Mead Municipal Code Violation - General Penalty (<i>see MMC § 1-4-20</i>)	Up to \$1000
Medical Marijuana Primary Caregiver Background (<i>see MMC § 6-2-130</i>)	Actual up to \$250.00
Open Records (CORA) Requests	
Research/Retrieval Services	\$0.00 for the first hour, \$33.58 / hour thereafter, pro-rated in 15 minute increments
Black & White Copies	\$0.25 per page (up to 11"x17")
Color Copies	\$1.00 per page (up to 11"x17")
Certified Copies	\$1.00 additional per document
Electronic Copies (if available)	\$0.00 per page
Large Format Copies – printed or electronic	Actual Cost
Black & White Maps	Actual Cost
Mylars	Actual Cost
Photographic Reproductions	Actual Cost
Audio Tapes	Actual Cost
Diskettes / USB	Actual Cost
Electronic Retrieval	Actual Cost

Overnight Camping Refundable Cleanup Fee (<i>see MMC § 11-3-30</i>)	\$50.00
Parking Permit – Recreational Vehicles (<i>see MMC § 8-6-120</i>)	\$0
Pet License	
License – spayed or neutered (annual) (<i>see MMC § 7-6-220</i>)	\$5.00
License – unaltered (annual) (<i>see MMC § 7-6-220</i>)	\$10.00
Lost / Replacement Tag (<i>see MMC § 7-6-250</i>)	\$1.00
Solicitor / Peddler Permit (<i>see MMC § 6-5-50</i>)	
Application Fee (annual)	\$75.00
Bond / Deposit	\$1000.00
Renewal Fee (annual) (<i>see MMC § 6-5-140</i>)	\$25.00
Taxes	
Lodging Tax (per day) (<i>see MMC § 4-7-30</i>)	\$2.00
Lodging Tax-late penalties (<i>see MMC § 4-7-100</i>)	Greater of 10% or \$10.00
Property Tax	11.522 mills
Sales & Use Tax (<i>see MMC § 4-4-40</i>)	2.0%
Telephone Utility Occupation and Business Tax (<i>see MMC § 5-5-20</i>)	\$150.00/month

PARKS AND FACILITIES RESERVATION FEE SCHEDULE

(see MMC § 11-3-10)

	Resident (Per 4 hours)	Non-Resident (Per 4 hours)	Non-Profit (Per Hour)	Deposit
Town Hall Community Room				
4 hours	\$200	\$300	\$35	\$200
Additional hour	\$50	\$75	\$35	
Use of kitchen	\$50	\$75		\$100
Park Shelter Reservation				
Town Park Gazebo	\$60	\$90	\$0	\$100
Town Park BBQ	\$60	\$90	\$0	\$100
Town-Park Horseshoe Pit	\$60	\$90	\$0	\$100
Town Park – NW Corner	\$60	\$90	\$0	\$100
Ames Park Shelter – 1 - North	\$15	\$25	\$0	\$50
Ames Park Shelter – 2 - Middle	\$15	\$25	\$0	\$50
Ames Park Shelter – 3 - South	\$15	\$25	\$0	\$50
Mead Ponds	\$15	\$25	\$0	\$50
Founders Park Shelter	\$15	\$25	\$0	\$50
Liberty Ranch Shelter	\$15	\$25	\$0	\$50
Margil Farms Gazebo	\$15	\$25	\$0	\$50
North Creek Shelter	\$15	\$25	\$0	\$50
Additional hour	\$15	\$25		
Athletic Field Reservation				
Founders Park	\$60	\$90	\$30	\$100
East Side Field	\$30	\$45	\$15	\$50
West Side Field	\$30	\$45	\$15	\$50
Liberty Ranch T-Ball Field	\$40	\$60	\$20	\$50
Ames Park	\$60	\$90	\$15	\$100
Extras				
Electrical in Park	\$25	\$25	\$25	
Water in Park	Depends on usage			
Horseshoe Rental ¹	\$10	\$10	\$10	+ID hold
Field Prep/Paint Fee ²	\$45 (min)	\$45 (min)	\$45	

* Reservation fee will be increased by 50% on all Town observed holidays. Holiday reservation limited to 4 hours without prior approval of the Town Manager.

*Nonprofit groups may be granted a waiver of fees of up to 6 hours per month. However, building attendant fee will apply on Town observed holidays.

* Town sponsored or hosted functions are exempt from these fees.

¹ Horseshoe rental requires the deposit and leaving a driver's license (or other acceptable form of ID). Upon return of the horseshoes, the ID will be returned.

²Field Preparation / Paint Fee is the actual cost, with a \$45 minimum.

MEAD POLICE DEPARTMENT ADMINISTRATIVE FEE SCHEDULE

	Fee
Research, Retrieval, Compilation & Redaction of Records	15 minutes included, then \$30/hour
Reports	\$7.50 (up to 10 pages) \$0.25 per additional page
Video, Audio, Photo (1 CD or DVD included)	\$25.00 (includes first hour) \$30 for each additional hour
Sex Offender Registration	\$75 new, \$25 annual or quarterly
VIN Checks	\$20.00 (non-residents)
Certified Copies	\$1.00 per page
Video Redaction Time Fee	15 minutes included, then \$30/hour
Additional Cost for Media (CD, DVD, USB Drive)	Costs vary depending on storage required.

MEAD MUNICIPAL COURT FINE AND FEE SCHEDULE

ALL FINES AND FEES SET FORTH IN THIS SCHEDULE ARE SUBJECT TO THE DISCRETION OF THE MUNICIPAL COURT JUDGE EXCEPT AS DICTATED BY STATE STATUTE.

*MMC = Mead Municipal Code

*MTC = Model Traffic Code

Fines for Traffic Violations 4 Points and Under (may be modified at Court's discretion)	
1 st violation within 2 years	\$30.00 per point
2 nd violation within 2 years	\$35.00 per point
2 nd violation within 1 year	\$40.00 per point
3 rd violation within 2 years	\$45.00 per point
No proof of insurance	Set by state statute
No proof of insurance charge dismissal	\$25.00 administrative fee
*All violation fines will have an added \$30.00 in court costs when paid prior to arraignments.	
*Fines for violations 6 points and above are set by the Municipal Judge.	

Court Costs and Miscellaneous Code Violations (may be modified at Court's discretion)	
Parking	\$30.00
Court Costs (at arraignments)	\$0.00 to \$100.00
Court Costs (court trials – MMC § 2-5-190)	\$0.00 to \$100.00
Court Costs (jury trials – MMC § 2-5-190)	\$0.00 to \$100.00
Court Costs (security fee – MMC § 2-5-270)	\$30.00
Failure to appear	\$75.00
Deferred Sentence	\$75.00
Deferred Prosecution	\$75.00
Bad Check Charge	\$20.00
Handicap	\$100.00
Contempt (<i>*from MMC § 2-5-100</i>)	\$0.00 to \$100.00
Witness fee (per witness) upon conviction after trial or hearing (<i>from MMC §§ 2-5-270, 4-7-140</i>)	\$5.00
Default judgment fee (<i>*from MMC § 2-5-270</i>)	\$30.00
Outstanding judgment warrant (<i>*from MMC § 2-5-270</i>)	\$30.00
Warrant fee (<i>*from MMC § 2-5-270</i>)	\$75.00
Underage possession/consumption of alcohol (MMC § 10-11-50)	Up to \$500.00
Curfew (MMC § 10-12-30)	\$10.00 to \$100.00

Traffic Code Violations <i>(may be modified at Court's discretion)</i>	
MTC Sec. 116 (restrictions on minor drivers) (<i>see MMC § 8-1-30(1)</i>)	First Offense – Up to \$100.00 Second Offense – Up to \$200.00 Third or Subsequent Offenses – Up to \$300.00
MTC Sec. 1406 (foreign matter on highway) (<i>see MMC § 8-1-30(13)</i>)	\$500.00
MTC Sec. 1701 (traffic infractions) (<i>*from MMC § 8-1-30(16); see also MMC § 8-1-50</i>)	Class A - \$25.00 to \$500.00 Class B - \$25.00 to \$500.00
MTC Sec. 1701 (misdemeanor traffic infractions) (<i>*from MMC § 8-1-30(16)</i>)	Class 1: Minimum - \$50.00/10 days imprisonment/both Maximum - \$1,000.00/364 days imprisonment/both Class 2: Minimum - \$50.00/10 days imprisonment/both Maximum - \$500.00/90 days imprisonment/both
Conviction, judgment, guilty plea, admission of liability for traffic infraction violation (<i>*from MMC § 8-1-50</i>)	\$10.00 to \$500.00, exclusive of costs and surcharges
Safety belt (<i>see MMC § 8-4-10</i>)	\$50.00
Child restraints (<i>see MMC § 8-4-20</i>)	Up to \$50.00
Civil traffic infractions MMC Ch. 8, Art. V (<i>see MMC § 8-5-170</i>)	Class A - \$25.00 to \$500.00 Class B - \$25.00 to \$500.00
Non-civil traffic infractions MMC Ch. 8, Art. V (<i>see MMC § 8-5-170</i>)	Class 1: Minimum - \$50.00/10 days imprisonment/both Maximum - \$1,000.00/364 days imprisonment/both Class 2: Minimum - \$50.00/10 days imprisonment/both Maximum - \$500.00/90 days imprisonment/both
ATV/snowmobile on public right-of-way (MMC § 8-6-140)	First infraction – Up to \$50.00 Subsequent infractions – Up to \$500.00
Golf cars on public right-of-way (MMC § 8-6-150)	First infraction – Up to \$50.00 Subsequent infractions – Up to \$500.00

TOWN OF MEAD LIQUOR FEE SCHEDULE

(see MMC Chapter 6, Article 3)

Application Fees

	Fee
Application fee for any new license (with or without concurrent review)	\$1000.00
Application fee – transfer of Ownership	\$ 750.00
Application Fee Additional Liquor Licensed Drugstore (with or without concurrent review)	\$1000.00
Application late renewal fee (less than 90 days after expiration date)	\$ 500.00
Application reissue fee (more than 90 days, but less than 180 days after expiration)	\$500.00 plus \$25.00 per day fine for each day beyond 90 days after expiration
Annual renewal application fee	\$ 100.00
Annual art gallery fee	\$ 100.00

Local Retail License Fees

(in addition to application fee above and related additional fees)

	Fee
Art	\$ 41.25
Beer & Wine	\$ 48.75
Brew Pub	\$ 75.00
Club	\$ 41.25
Distillery Pub	\$ 75.00
Hotel & Restaurant	\$ 75.00
H & R with one or more optional premises	\$ 75.00
Resort Complex	\$ 75.00
Campus Liquor Complex	\$ 75.00
Related Facility – Resort Complex	\$ 15.00
Related Facility – Campus Liquor Complex	\$ 15.00
Liquor-Licensed Drug Store	\$ 22.50
Lodging & Entertainment	\$ 75.00
Optional Premises	\$ 75.00
Racetrack	\$ 75.00
Retail Gaming Tavern	\$ 75.00
Retail Liquor Store	\$ 22.50
Tavern	\$ 75.00
Vintner’s Restaurant	\$ 75.00
Fermented Malt Beverage On Premises	\$ 3.75
Fermented Malt Beverage Off Premises	\$ 3.75
Fermented Malt Beverage On/Off Premises	\$ 3.75

Other Permits

	Fee
Art Gallery Permit	\$ 103.75
Bed & Breakfast Permit	\$ 103.75
Each Resort-Complex-Related Facility Permit	\$ 15.00
Mini Bar Permit with Hotel Restaurant License	\$ 48.75
Special Event Permits	
Malt, Vinous and Spirituous Liquor	\$ 50.00
Fermented Malt Beverage	\$ 50.00
Tasting Permit	\$ 125.00
Temporary Permit (for transfers)	\$ 100.00

Additional Fees

(in addition to the application fee and license/permit fee)

	Fee
Background investigation (per CRS 44-3-505(5))	\$ 100.00
Change of Location	\$ 750.00
Change of Trade Name/Corporate Name	No local fee
Corporate/ LLC Change (per person)	\$ 100.00
Fingerprinting	Set by CBI
Manager Registration (H&R; Tavern; L&E; Campus Liquor Complex)	\$ 75.00
Master File	No local fee
Modification of Premises	No local fee

METROPOLITAN DISTRICT FEE SCHEDULE

(see MMC Chapter 12)

Application(s)	Nonrefundable Application Fees¹	Deposit for Review Fees²
Proposed Metropolitan District	\$ 2,500.00	\$ 2,500.00
Service Plan Amendment	\$ 1,500.00	\$ 2,500.00

¹The Application Fee is per metropolitan district and/or service plan submittal.

² Each applicant is required to enter into a consultant reimbursement agreement and submit the Deposit for Review Fees for each proposed district or amendment with one deposit paid for one submittal, a second deposit is due for 2+ submittals (reference Sec. 12-2-10(c) of the MMC).

LAND USE AND DEVELOPMENT FEE SCHEDULE

(see MMC § 16-1-110)

Application(s)	Nonrefundable Application Fees		Application Deposits¹
Land Use Code Text Amendment		\$250	\$2,500
Zoning Map Amendment	One zoning district change	\$750	\$5,000
	More than one zoning district change	\$1,000	
Comprehensive Plan Amendment		\$500	\$2,500
Annexation, Zoning, Concept Plan and Annexation Agreement	Up to 1 acre	\$750	\$5,000
	1 to 10 acres	\$1,500	
	More than 10 acres	\$2,500	
Amendments to Annexation and Subdivision Improvement Agreements	Amendment to one section of the Agreement	\$500	\$2,500
	Amendment to each additional section	\$100	
Disconnection of Property from Town		\$500	\$5,000
Pre-Application Review Planning and/or Engineering (minor)		\$500	N/A
Pre-Application Review Planning and/or Engineering (major)		\$1,500	N/A
Sketch Plan		\$750	\$5,000
Preliminary Plat	Up to 10 lots	\$750	\$10,000
	Up to 100 lots	\$1,500	
	More than 100 lots	\$2,500	
Final Plat and Subdivision Improvement Agreement (SIA)	Up to 10 lots	\$500	\$10,000
	Up to 100 lots	\$750	
	More than 100 lots	\$1,000	
Re-Subdivision (Re-Plat)	Up to 10 lots	\$500	\$5,000
	Up to 100 lots	\$750	
	More than 100 lots	\$1,000	
Minor Subdivision Plat – Less than 10 acres; less than 6 lots		\$500	\$5,000
Administrative Plat		\$500	\$1,500
Site Plan and Site Plan Agreement (SPA)	Up to 25,000 sq ft	\$500	\$5,000
	More than 25,000 sq ft	\$1,000	
Conditional Use Permit		\$500	\$5,000
Temporary Use Permit		\$250	\$500
Temporary Use Permit Mobile Retail Food Establishment		\$50	\$0
Sign Permit		\$250	\$500

Vacation of Right-of-Way or Easement	For one easement or ROW vacation request	\$250	\$2,500
	For each additional easement or ROW vacation request	\$100	
Wireless Telecommunication Services		\$500	\$5,000
Home Occupation Permit		\$50	\$100
Appeal of Administrative Decision		\$500	\$1,500
Zoning Compliance Letter Without Land Use Application		\$100	
Written Interpretation of Code Provision		\$200	
Variance Application	Residential	\$250	\$3,500
	Nonresidential	\$750	
Waiver Application	Residential	\$250	\$3,500
	Nonresidential	\$750	

¹ For deposits, applicant is required to enter into a consultant reimbursement agreement and submit the application deposit fee in addition to the nonrefundable application fee.

ENGINEERING / CONSTRUCTION MANAGEMENT FEE SCHEDULE

Application(s)	Nonrefundable Application Fees		Application Deposits¹
Grading Permit	Less than 4.99 acres	\$250	
	5 to 9.99 acres	\$500	
	10 to 39.99 acres	\$750	
	40 acres and over	\$750 + \$15 per acre	
Excavate / Obstruction Permit (<i>see MMC § 1-2-70</i>)			
Base Fee		\$50	
Road Cut Service Fee		Actual Cost	
Inspection Fee		Actual Cost	
Culvert or Driveway Permit		\$250	
Street / Subdivision		\$500	
Right-of-Way Permit		\$50	
Oil and Gas Special Use Permit	Per well	\$3,000	
Oil and Gas Activity		\$2,500	\$5,000
Flood Plain Development Permit		\$500	\$2,500

¹ For deposits, applicant is required to enter into a consultant reimbursement agreement and submit the application deposit fee in addition to the nonrefundable application fee.

Oversize / Overweight Vehicle Permits (<i>see MMC § 8-1-30(4)(11)</i>)			
Oversize vehicle ¹	Width - over 17' (204") Height - over 14'6" Length - over 45' (single unit) - over 75' (combination)	Trip \$15.00	Annual \$250.00
Overweight wheel/axle ²	Wheel - solid rubber or cushion tire - over 8,000 lbs. Wheel - pneumatic tire - over 8,000 lbs. Wheel - steel - over 500 lbs./inch of width Single axle - solid rubber or cushion tire - over 16,000 lbs. Single axle - pneumatic tire - over 20,000 lbs. Tandem axle - pneumatic tire - over 40,000 lbs.	Trip \$15.00 + \$5.00 per axle. Oversized Permit included in the fee	Annual \$400.00 Oversized Permit included in the fee

Overweight vehicle ³	2 axles - over 36,000 lbs. 3 axles - over 54,000 lbs. 4 axles - over 80,000 lbs. 5 axles - over 85,000 lbs.	Trip \$15.00 + \$5.00 per axle Oversized Permit included in the fee	Annual \$400.00 Oversized Permit included in the fee
Special transport permit - over 17' wide, or weight exceeding 200,000 lbs.		Trip \$125.00	
Drill Rig Move		\$1,000.00	

¹ Exceptions to width, height and length limit as provided by Sections 42-4-502 through 42-4-506, C.R.S.

² Exceptions to wheel and axle loads as provided by Section 42-4-507, C.R.S.

³ Exceptions to weight limit as provided by Section 42-4-507 through 42-4-508, C.R.S."

DEVELOPMENT IMPACT FEES SCHEDULE

(see MMC Chapter 4, Article VI)

Development Type	Municipal Facilities	Parks and Open Space	Storm Drainage	Transportation	Total Fee
Residential (per unit)					
Single Family	\$1,772.00	\$2,776.00	\$500.00	\$2,609.00	\$7,657.00
Multi-Family	1,252.00	1,961.00	229.00	2,180.00	5,622.00
Nonresidential (per square foot)					
Commercial	\$1.04	\$0.00	\$0.15	\$2.86	\$4.05
Office & Institutional	1.73	0.00	0.15	1.24	3.12
Industrial	0.94	0.00	0.33	0.43	1.70

MEAD BUILDING CODE PERMIT FEES

Primary Fee Schedule:	
Building permit fee (covers initial inspection)	Calculated using Building Permit Fee Schedule; project valuation calculated using most current International Code Council valuation data.
Plan review fees	65% of the Building permit fee
Additional plan review required by changes, conditions or revisions to plans	\$75/hour
Stock Model/"Same As" Plan Review	\$70 (No changes) \$125 (Minor changes)
Structural Engineering Plan Review	\$150.00 per hour – one (1) hour minimum
Inspection outside of normal business hours (One (1) hour minimum)	\$100/hour *Time tracked will start when Consultant checks in at Municipality or first inspection site.
Reinspection Fee	\$75
Cancellation of inspection without notice, (4 hrs. min.) including scheduling inspection prior to completion of work to be inspected	First instance: \$75 Subsequent instances add \$75 per instance of cancellation without notice
Business License Inspection	\$75
Inspections for which no fee is specifically indicated (1/2 hour min)	\$100/hour
Investigation Fee	50% of permit fee
Penalty for performing unpermitted work	Double building permit fee
Reactivation/issuance of new permit following expiration, suspension or abandonment of previously permitted work (Administration fee)	\$50
Issuance of new permit for change of contractor on existing job	\$50
Electrical Fees	Calculated according to the most current version of the State of Colorado Electrical Board fee schedule (+/-15%)
Sewer service/line replacement	\$65
Water service/line replacement	\$65

Mobile/Manufactured/Factory Built Home – placed in an approved mobile home park	\$235 (Mobile = \$150; Electrical = \$45; State Insignia = \$40)
Mobile/Manufactured/Factory Built Home – used as an accessory structure	\$75
Mobile/Manufactured/Factory Built Home – placed on permanent foundation in other than approved mobile home park	To be calculated as site built home plus state insignia fee of \$40 – see building permit fee schedule for valuation and fee
Sales Trailers or Similar Modular Units	\$75
Pre-Move Inspection of Dwellings	\$150.00 – Within 30 miles of Town \$250.00 – Greater than 30 miles of Town
Contractor Licensing	\$150
Fence permit (6 feet and over)	\$50
Demolition	\$50
Administrative Permitting Fees (covers plot/site plan review, inspections for CO, etc.)	\$300 – New Residential \$600 – New Commercial (not including tenant improvement permits)
Planning review (plot/site plan, use, etc.) fee	\$50
Temporary Certificate of Occupancy (TCO)	\$150

Single Stop Fee Schedule :	
Administrative Processing Fee	\$50
Furnace/Air Conditioner Replacement	\$70
Roof /Reroof	\$60
Water Heater Replacement	\$60
Lawn Sprinkler System	\$60
Siding or Window Replacement	\$70

Building Permit Fee Schedule:							
<i>* Project valuation calculated using most current International Code Council valuation data.</i>							
<i>Total Valuation</i>			<i>Fee</i>	<i>Total Valuation</i>			<i>Fee</i>
\$1	to	\$1,000	\$44.56	\$27,001	to	\$28,000	\$484.78
\$1,001	to	\$1,100	\$48.07	\$28,001	to	\$29,000	\$496.40
\$1,101	to	\$1,200	\$51.58	\$29,001	to	\$30,000	\$508.01
\$1,201	to	\$1,300	\$55.09	\$30,001	to	\$31,000	\$519.63
\$1,301	to	\$1,400	\$58.59	\$31,001	to	\$32,000	\$531.24
\$1,401	to	\$1,500	\$62.10	\$32,001	to	\$33,000	\$542.86
\$1,501	to	\$1,600	\$65.61	\$33,001	to	\$34,000	\$554.47
\$1,601	to	\$1,700	\$69.12	\$34,001	to	\$35,000	\$566.09
\$1,701	to	\$1,800	\$72.62	\$35,001	to	\$36,000	\$577.70

\$1,801	to	\$1,900	\$76.13	\$36,001	to	\$37,000	\$589.32
\$1,901	to	\$2,000	\$79.64	\$37,001	to	\$38,000	\$600.93
\$2,001	to	\$3,000	\$95.74	\$38,001	to	\$39,000	\$612.55
\$3,001	to	\$4,000	\$111.84	\$39,001	to	\$40,000	\$624.16
\$4,001	to	\$5,000	\$127.94	\$40,001	to	\$41,000	\$635.78
\$5,001	to	\$6,000	\$144.04	\$41,001	to	\$42,000	\$647.39
\$6,001	to	\$7,000	\$160.14	\$42,001	to	\$43,000	\$659.01
\$7,001	to	\$8,000	\$176.24	\$43,001	to	\$44,000	\$670.62
\$8,001	to	\$9,000	\$192.34	\$44,001	to	\$45,000	\$682.24
\$9,001	to	\$10,000	\$208.44	\$45,001	to	\$46,000	\$693.85
\$10,001	to	\$11,000	\$224.54	\$46,001	to	\$47,000	\$705.47
\$11,001	to	\$12,000	\$240.64	\$47,001	to	\$48,000	\$717.08
\$12,001	to	\$13,000	\$256.74	\$48,001	to	\$49,000	\$728.70
\$13,001	to	\$14,000	\$272.84	\$49,001	to	\$50,000	\$740.31
\$14,001	to	\$15,000	\$288.94	\$50,001	to	\$51,000	\$748.36
\$15,001	to	\$16,000	\$305.04	\$51,001	to	\$52,000	\$756.41
\$16,001	to	\$17,000	\$321.14	\$52,001	to	\$53,000	\$764.46
\$17,001	to	\$18,000	\$337.24	\$53,001	to	\$54,000	\$772.51
\$18,001	to	\$19,000	\$353.34	\$54,001	to	\$55,000	\$780.56
\$19,001	to	\$20,000	\$369.44	\$55,001	to	\$56,000	\$788.61
\$20,001	to	\$21,000	\$385.54	\$56,001	to	\$57,000	\$796.66
\$21,001	to	\$22,000	\$401.64	\$57,001	to	\$58,000	\$804.71
\$22,001	to	\$23,000	\$417.74	\$58,001	to	\$59,000	\$812.76
\$23,001	to	\$24,000	\$433.84	\$59,001	to	\$60,000	\$820.81
\$24,001	to	\$25,000	\$449.88	\$60,001	to	\$61,000	\$828.86
\$25,001	to	\$26,000	\$461.55	\$61,001	to	\$62,000	\$836.91
\$26,001	to	\$27,000	\$473.17	\$62,001	to	\$63,000	\$844.96
\$63,001	to	\$64,000	\$853.01	\$82,001	to	\$83,000	\$1,005.96
\$64,001	to	\$65,000	\$861.06	\$83,001	to	\$84,000	\$1,014.01
\$65,001	to	\$66,000	\$869.11	\$84,001	to	\$85,000	\$1,022.06
\$66,001	to	\$67,000	\$877.16	\$85,001	to	\$86,000	\$1,030.11
\$67,001	to	\$68,000	\$885.21	\$86,001	to	\$87,000	\$1,038.16
\$68,001	to	\$69,000	\$893.26	\$87,001	to	\$88,000	\$1,046.21
\$69,001	to	\$70,000	\$901.31	\$88,001	to	\$89,000	\$1,054.26
\$70,001	to	\$71,000	\$909.36	\$89,001	to	\$90,000	\$1,062.31
\$71,001	to	\$72,000	\$917.41	\$90,001	to	\$91,000	\$1,070.36
\$72,001	to	\$73,000	\$925.46	\$91,001	to	\$92,000	\$1,078.41
\$73,001	to	\$74,000	\$933.51	\$92,001	to	\$93,000	\$1,086.46
\$74,001	to	\$75,000	\$941.56	\$93,001	to	\$94,000	\$1,094.51
\$75,001	to	\$76,000	\$949.61	\$94,001	to	\$95,000	\$1,102.56
\$76,001	to	\$77,000	\$957.66	\$95,001	to	\$96,000	\$1,110.61
\$77,001	to	\$78,000	\$965.71	\$96,001	to	\$97,000	\$1,118.66
\$78,001	to	\$79,000	\$973.76	\$97,001	to	\$98,000	\$1,126.71

\$79,001	to	\$80,000	\$981.81	\$98,001	to	\$99,000	\$1,134.76
\$80,001	to	\$81,000	\$989.86	\$99,001	to	\$100,000	\$1,142.81
\$81,001	to	\$82,000	\$997.91				
<p>\$100,001 to \$500,000, \$1,142.81 for the first \$100,000, plus \$6.44 for each additional \$1,000 or fraction thereof, to and including \$500,000.</p>							
<p>\$500,001 to \$1,000,000, \$3,718.81 for the first \$500,000, plus \$5.46 for each additional \$1,000 or fraction thereof, to and including \$1,000,000.</p>							
<p>\$1,000,001 and up, \$6,450.06 for the first \$1,000,000, plus \$3.62 for each additional \$1,000 or fraction thereof.</p>							

SEWER TAP AND PLANT INVESTMENT FEES

(see MMC § 13-1-80)

Tap Diameter	Plant Investment Fee Effective January 1, 2020
5/8 inch	\$5,480.00
3/4 inch	9,113.00
1 inch	14,613.00
1½ inch	18,267.00
2 inch	58,453.00
3 inch	116,907.00

SEWER USER FEES
(see MMC § 13-1-210)

Effective March 1, 2020 ¹	2020 ¹	
	In-Town	Outside-Town ²
Monthly Service Charge		
Residential		
Base Charge - Low User - 0- 2,000 gal ³	\$38.74	\$77.48
Base Charge - Medium User - 2,001- 4,000 gal (base fee) ⁴	\$42.61	\$85.22
Monthly Service Charge		
Nonresidential - includes 4,000 gal (base fee) ⁴		
Commercial - Low	\$42.61	\$85.22
Commercial - Medium	\$51.13	\$102.26
Commercial - High	\$59.66	\$119.32
Schools	\$51.13	\$102.26
Sewer Late Fee (per month)	\$10.00	\$10.00

Volume charge - for each additional 1,000 gal over the 4,000 gal base used during the winter base period.		
Residential		
Single-Family	\$11.61	\$23.22
Multi-Family	\$11.61	\$23.22
Non-Residential		
Commercial - Low ⁵	\$11.61	\$23.22
Commercial - Medium ⁶	\$13.93	\$27.86
Commercial - High ^{6, 7}	\$16.25	\$32.50
Schools ⁸	\$13.93	\$27.86
Industrial/Special Uses (Strength Surcharge) ⁹	Varies ₉	Varies ₉

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

² Outside Rate is double the In-Town Rate.

³ Base charge includes the first two thousand (2,000) gallons.

⁴ Base charge includes the first four thousand (4,000) gallons.

⁵ Commercial with ten (10) or fewer employees.

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

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

⁸ Schools charged twenty percent (20%) more than Residential.

⁹ Strength Surcharge for excessive BOD, COD, and TSS as established by Schedule C, Section 13-1-270.

SEWER INDUSTRIAL DISCHARGE PERMIT FEES

(see MMC § 13-1-270)

<i>Item - Description</i>	<i>Amount</i>
Industrial discharge permits	
Administration	\$50.00 annually
Initial permit review	Cost plus 15%
Annual permit review	Cost plus 15%
Surveillance	Determined for each user annually, billed monthly
Laboratory support services	Cost plus 15%
Material and labor provided by Town	Cost plus 15%

SEWER INDUSTRIAL DISCHARGE SURCHARGE

(see MMC § 13-1-270)

<i>Parameter</i>	<i>Excess Over</i>	<i>Rates per 1,000 Gallons per 1 mg/l excess over</i>
BOD	200 mg/l	\$0.02000
COD	300 mg/l	0.01233
TSS	250 mg/l	0.12010



Agenda Item Summary

MEETING DATE: August 31, 2020

SUBJECT: Resolution No. 75-R-2020, a Resolution of the Town of Mead, Colorado, Approving the Submission to the Registered Electors of the Town of Mead at the November 3, 2020 Special Election, Regarding Increasing the Local Sales and Use Tax to Fund Exclusively Street Improvements and Street Maintenance in the Town of Mead

Resolution No. 76-R-2020, a Resolution of the Town of Mead, Colorado, Approving the Submission to the Registered Electors of the Town of Mead at the November 3, 2020 Special Election, Regarding Increasing the Local Sales and Use Tax to Pay Exclusively for Support of the Mead Police Department

PRESENTED BY: Lorelei Nelson, Public Information Officer

SUMMARY

Before the Board of Trustees (“Board”) for consideration are Resolution No. 75-R-2020 and Resolution No. 76-R-2020 (“Resolutions”) which would set ballot language and submit ballot issues to voters regarding two (2) separate proposed increases in the Town’s sales and use tax. This allows the residents of Mead to decide on any increase, in accordance with state law. The Board has also considered the impact of revenue by evaluating other options, including, lodging tax, marijuana sales tax, and increasing property tax. However, sales tax is the preferred option due to its significant impact on revenue and minimum impact on residents.

Resolution No. 75-R-2020, Strictly Streets, is an additional Sales and Use Tax imposed at a rate of 1.2% to be used exclusively for street improvements and maintenance. If approved by voters, the funds generated by the increased sales and use tax will be retained in a separate segregated account. Any revenue generated from the Sales and Use Tax will not go into the general fund.

Resolution No. 76-R-2020, Purely Police, is an additional Sales and Use Tax imposed at a rate of three quarters of one percent (.75%) to be used exclusively for support of the Mead Police Department. If approved by voters, the funds generated by the increased sales and use tax will be retained in a separate segregated account. Any revenue generated from the Sales and Use Tax will not go into the general fund.

The increase to Mead’s Sales and Use Tax is proposed to better serve community needs for streets and public safety. Mead’s Pavement Condition Index (PCI) is 67 or “fair”. The town

currently spends \$400,000 annually to maintain 50 miles of road. Based on the 2020 Pavement Condition Assessment, the town needs an additional \$1.4M annually to keep streets in “fair” condition. If Mead continues spending at the current budgeted amounts, roads will deteriorate to a PCI rating of 57 in five years and 47 in ten years. Growing community needs and increasing state mandates are requiring more from the Mead Police Department. Mead PD no longer receives support from the Weld County Sheriff’s Department and must operate independently. Mead is working towards a 24/7 local police department, that maintains a community policing philosophy and expands the school resource officer program

FINANCIAL CONSIDERATIONS

Mead’s current budget for street maintenance is \$400,000 and a total of \$1.8M is needed annually to maintain the current PCI (67). Staff expects Strictly Streets 1.2 % Sales and Use Tax to yield \$1,452,000 the first year, for street improvements and maintenance. Mead’s current police budget is \$1.58M annually. This accounts for 21% of the Town’s overall budget. In ten years, the police budget is expected to increase and take up 51% of the Town’s overall budget requiring cuts in other areas. Staff expects Purely Police .75% Sales and Use Tax to generate \$907,500 annually the first year, to help support the Mead Police Department. Revenue generated from the two (2) separate proposed increases will be placed in segregated accounts; one for street improvements and maintenance and the other to support the police department.

STAFF RECOMMENDATION/ACTION REQUIRED

The Board may adopt one resolution, both or neither.

Suggested Motions –

Ballot issue - Strictly Streets:

“I move to adopt Resolution No. 75-R-2020, A Resolution of the Town of Mead, Colorado, Approving the Submission to the Registered Electors of the Town of Mead at the November 3, 2020 Special Election, Regarding Increasing the Local Sales and Use Tax to Fund Exclusively Street Improvements and Street Maintenance in the Town of Mead Commencing on January 1, 2021.”

Ballot issue - Purely Police:

“I move to adopt Resolution No. 76-R-2020, A Resolution of the Town of Mead, Colorado, Approving the Submission to the Registered Electors of the Town of Mead at the November 3, 2020 Special Election, Regarding Increasing the Local Sales and Use Tax to Pay Exclusively for Support of the Mead Police Department Commencing on January 1, 2021.”

ATTACHMENTS

Resolution No. 75-R-2020

**TOWN OF MEAD, COLORADO
RESOLUTION NO. 75-R-2020**

**A RESOLUTION OF THE TOWN OF MEAD, COLORADO, REFERRING A
BALLOT ISSUE TO THE REGISTERED ELECTORS OF THE TOWN OF
MEAD AT THE NOVEMBER 3, 2020 SPECIAL ELECTION, REGARDING
INCREASING THE LOCAL SALES AND USE TAX TO FUND EXCLUSIVELY
STREET IMPROVEMENTS AND STREET MAINTENANCE IN THE TOWN
OF MEAD**

WHEREAS, the Town of Mead (the “Town”), is a Colorado statutory town duly organized and existing under the laws of the State of Colorado; and

WHEREAS, the Board of Trustees desires to provide additional Town funding for street improvements and street maintenance in the Town of Mead; and

WHEREAS, it is proper to submit to the Town’s voters a ballot issue to allow the voters to determine whether they desire to fund street improvements and street maintenance in the Town of Mead through the imposition of an additional sales and use tax imposed at a rate of 1.2%, beginning January 1, 2021; and

WHEREAS, if approved by the Town’s voters the new revenue generated by the additional sales and use tax would be dedicated strictly to streets, and used for no other purpose; and

WHEREAS, if the Town of Mead continues to operate as-is, the Town’s quality rating for streets (PCI) will decrease to 47 (nearly “very poor”) and the Town’s street network will get worse and become more expensive to fix; and

WHEREAS, pursuant to Ordinance No. 940, there has been called and set a special election for the Town of Mead to be held on Tuesday, November 3, 2020, as a coordinated election with Weld County pursuant to the Uniform Election Code of 1992, as amended; and

WHEREAS, the Board of Trustees has determined to submit the “Strictly Streets” ballot issue at the November 3, 2020 special election, as set forth below,

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 approves and refers the following ballot issue for submission to the voters to appear on the ballot for the special election to be held on November 3, 2020:

BALLOT ISSUE _____

SHALL THE TOWN OF MEAD TAXES BE INCREASED BY \$1,452,000 ANNUALLY (WHICH AMOUNT REPRESENTS ESTIMATED REVENUES IN 2021, THE FIRST FULL FISCAL YEAR OF COLLECTION) AND BY WHATEVER AMOUNT IS GENERATED THEREAFTER BY AN ADDITIONAL SALES AND USE TAX IMPOSED AT A RATE OF 1.2%, BEGINNING JANUARY 1, 2021 TO PAY EXCLUSIVELY FOR STREET IMPROVEMENTS AND STREET MAINTENANCE IN THE TOWN OF MEAD,

AND SHALL THE TAX REVENUES COLLECTED:

- BE RETAINED IN A SEGREGATED ACCOUNT SEPARATE FROM ALL OTHER TOWN FINANCIAL ACCOUNTS, AND
- BE USED ONLY TO PAY FOR STREET IMPROVEMENTS AND STREET MAINTENANCE IN THE TOWN OF MEAD AND NEVER BE TRANSFERRED INTO THE TOWN GENERAL FUND OR USED FOR ANY PURPOSE OTHER THAN STREET MAINTENANCE AND REPAIR

AND SHALL SUCH TAX REVENUES BE COLLECTED, RETAINED AND SPENT AS A VOTER APPROVED REVENUE CHANGE UNDER ARTICLE X, SECTION 20 OF THE COLORADO CONSTITUTION, NOTWITHSTANDING ANY REVENUE OR EXPENDITURE LIMITATIONS CONTAINED IN THE COLORADO CONSTITUTION OR ANY OTHER LAW?

YES _____

NO _____

Section 2. This Resolution shall serve to set the title and content for the ballot issue set forth herein and the ballot title for such issue shall be the text of the issue itself.

Section 3. The Town Clerk is authorized to correct typographical errors and omissions and to cause to be entered into any blanks of the ballot issue the appropriate ballot issue number or letter upon designation of the ballot number or letter by the appropriate election official. The Town Clerk shall certify the ballot content for the special election, including the ballot issue set forth above to the Weld County Clerk no later than 60 days before the election, pursuant to C.R.S. § 1-5-203(3)(a).

Section 4. The Town Manager, Town Attorney and Town Clerk are hereby authorized and directed to take all necessary and appropriate action to effectuate the provisions of this Resolution including the taking of all reasonable and necessary action to cause such approved ballot issue to be printed and placed on the ballot for the coordinated election.

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

Section 6. 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 7. 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 31st DAY OF August, 2020.

ATTEST:

TOWN OF MEAD

By _____
Mary E. Strutt, MMC, Town Clerk

By _____
Colleen G. Whitlow, Mayor

**TOWN OF MEAD, COLORADO
RESOLUTION NO. 76-R-2020**

**A RESOLUTION OF THE TOWN OF MEAD, COLORADO, REFERRING A
BALLOT ISSUE TO THE REGISTERED ELECTORS OF THE TOWN OF
MEAD AT THE NOVEMBER 3, 2020 SPECIAL ELECTION, REGARDING
INCREASING THE LOCAL SALES AND USE TAX TO PAY EXCLUSIVELY
FOR SUPPORT OF THE MEAD POLICE DEPARTMENT**

WHEREAS, the Town of Mead (the “Town”), is a Colorado statutory town duly organized and existing under the laws of the State of Colorado; and

WHEREAS, the Board of Trustees desires to provide additional Town funding for the Mead Police Department; and

WHEREAS, it is proper to submit to the Town’s voters a ballot issue to allow the voters to determine whether they desire to fund the Mead Police Department through the imposition of an additional sales and use tax imposed at a rate of 0.75%, beginning January 1, 2021; and

WHEREAS, if approved by the Town’s voters the new revenue generated by the additional sales and use tax would be dedicated purely to the support of the Mead Police Department and for no other purpose; and

WHEREAS, if voters do not approve a dedicated revenue stream for the Mead Police Department, public-safety related expenses are projected to take up more than half of the Town’s annual budget in ten years, requiring cuts in other areas; and

WHEREAS, pursuant to Ordinance No. 940, there has been called and set a special election for the Town of Mead to be held on Tuesday, November 3, 2020, as a coordinated election with Weld County pursuant to the Uniform Election Code of 1992, as amended; and

WHEREAS, the Board of Trustees has determined to submit the “Purely Police” ballot issue at the November 3, 2020 special election, as set forth below,

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 approves and refers the following ballot issue for submission to the voters to appear on the ballot for the special election to be held on November 3, 2020:

BALLOT ISSUE _____

SHALL THE TOWN OF MEAD TAXES BE INCREASED BY \$907,500 ANNUALLY
(WHICH AMOUNT REPRESENTS ESTIMATED REVENUES IN 2021, THE FIRST

FULL FISCAL YEAR OF COLLECTION) AND BY WHATEVER AMOUNT IS GENERATED THEREAFTER BY AN ADDITIONAL SALES AND USE TAX IMPOSED AT A RATE OF THREE QUARTERS OF ONE PERCENT (0.75%), BEGINNING JANUARY 1, 2021, TO PAY EXCLUSIVELY FOR SUPPORT OF THE MEAD POLICE DEPARTMENT, INCLUDING:

- ADDING PERSONNEL, TRAINING AND EQUIPMENT TO THE MEAD POLICE DEPARTMENT TO SUPPORT PROACTIVE, COMMUNITY POLICING EFFORTS AND ENHANCE PUBLIC SAFETY,
- THE CONTINUED FUNDING OF SCHOOL RESOURCE OFFICERS FOR MEAD SCHOOLS, AND
- PROVIDING 24/7 POLICE SERVICES AND EMERGENCY RESPONSE,

AND SHALL THE TAX REVENUES COLLECTED:

- BE RETAINED IN A SEGREGATED ACCOUNT SEPARATE FROM ALL OTHER TOWN FINANCIAL ACCOUNTS, AND
- BE USED ONLY TO PAY FOR SUPPORT OF THE MEAD POLICE DEPARTMENT AND NEVER BE TRANSFERRED INTO THE TOWN GENERAL FUND OR USED FOR ANY PURPOSE OTHER THAN SUPPORT OF THE MEAD POLICE DEPARTMENT,

AND SHALL SUCH TAX REVENUES BE COLLECTED, RETAINED AND SPENT AS A VOTER APPROVED REVENUE CHANGE UNDER ARTICLE X, SECTION 20 OF THE COLORADO CONSTITUTION, NOTWITHSTANDING ANY REVENUE OR EXPENDITURE LIMITATIONS CONTAINED IN THE COLORADO CONSTITUTION OR ANY OTHER LAW?

YES _____

NO _____

Section 2. This Resolution shall serve to set the title and content for the ballot issue set forth herein and the ballot title for such issue shall be the text of the issue itself.

Section 3. The Town Clerk is authorized to correct typographical errors and omissions and to cause to be entered into any blanks of the ballot issue the appropriate ballot issue number or letter upon designation of the ballot number or letter by the appropriate election official. The Town Clerk shall certify the ballot content for the special election, including the ballot issue set forth above to the Weld County Clerk no later than 60 days before the election, pursuant to C.R.S. § 1-5-203(3)(a).

Section 4. The Town Manager, Town Attorney and Town Clerk are hereby authorized and directed to take all necessary and appropriate action to effectuate the provisions of this Resolution including the taking of all reasonable and necessary action to cause such approved ballot issue to be printed and placed on the ballot for the coordinated election.

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

Section 6. 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 7. 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 31st DAY OF August, 2020.

ATTEST:

TOWN OF MEAD

By _____
Mary E. Strutt, MMC, Town Clerk

By _____
Colleen G. Whitlow, Mayor

From: [Doug Rex](#)
To: [Helen Migchelbrink](#)
Cc: [Mary Strutt](#); [Colleen Whitlow](#); [Melinda Stevens](#)
Subject: RE: DRCOG representative from the Town of Mead
Date: Thursday, August 6, 2020 10:05:08 AM
Attachments: [image002.png](#)
[image003.png](#)
[image008.png](#)

Good morning Helen,

We will be sure to revise our records to have the Mayor as the member. Unfortunately, the member and alternate must be an elected official of the community, so we won't be able to list you as the alternate. Any chance someone else on the board of trustees may be interested?

Best,
Doug

Douglas W. Rex | Executive Director
Direct 303-480-6701 | Fax 303-480-6790 | drex@drcog.org



1001 17th St. • Suite 700 • Denver, CO 80202
main: 303-455-1000 • email: drcog@drcog.org • web: drcog.org



From: Helen Migchelbrink <hmigchelbrink@townofmead.org>
Sent: Thursday, August 6, 2020 9:29 AM
To: Doug Rex <DRex@drcog.org>
Cc: Mary Strutt <mstrutt@townofmead.org>; Colleen Whitlow <cwhitlow@townofmead.org>
Subject: DRCOG representative from the Town of Mead

Good morning Doug,

I hope all is well with you. Would you please remove Joyce Palaszewski from the contact list for DRCOG. She is no longer a Trustee. Mayor Colleen Whitlow is our principal representative. Please add her. Additionally, I am the alternate member.

Have a wonderful day,

Helen



HELEN MIGCHELBRINK
Town Manager

441 Third Street | Mead, CO 80542
p: 970.218.1409 | w: townofmead.org



Brooke Babcock
Trustee
Town of Mead
PO Box 626
Mead, CO80542-0626

Dear Trustee Babcock,

On behalf of the CML executive board and staff, congratulations on reaching the Fundamental Level of MUNiversity, CML's leadership program for municipal elected officials in Colorado. You have reached this level by acquiring 30 or more credit hours in the program.

Please find the enclosed certificate acknowledging your achievement. We will also recognize your achievement at the upcoming CML virtual conference through a PowerPoint presentation shown at our awards ceremony at 12:45 p.m. on Aug. 26.

Again, congratulations!

Sincerely,



Kevin Bommer
Executive Director
Colorado Municipal League
1144 Sherman Street
Denver, CO 80203

CERTIFICATE

OF ACHIEVEMENT

PRESENTED TO

Brooke Babcock

Trustee, Town of Mead

In recognition of the successful completion of the
Fundamental Level of Colorado Municipal League MUNiversity



Robert "Bob" Widner
CML Executive Board President
August 26, 2020



COLORADO
MUNICIPAL
LEAGUE

MUNIVERSITY

A leadership program for Colorado's municipal elected officials



Kevin Bommer
CML Executive Director
August 26, 2020