



Mead Elevation 25 General Improvement District Meeting

441 3rd Street, Mead
October 27, 2025

Agenda

5:15 p.m. Special Meeting

In accordance with the Town's Remote Participation and Remote Meeting Policy adopted by the Board of Trustees on March 13, 2023 by Resolution No. 21-R-2023, remote participation will be allowed. The meeting link will be provided on the Town's website/designated posting place at least 24 hours prior to the meeting.

https://us02web.zoom.us/webinar/register/WN_irDH4x_ER1yZSo6clo_2Zg

1. Call to Order – Roll Call

Chair Colleen Whitlow
Director David Adams
Director Chris Cartwright
Director Jeremiah R. Crane
Director Brad Hagen
Director Trisha Harris
Director Herman Schranz

2. Pledge of Allegiance to the Flag

3. Review and Approve Agenda

4. Public Comment:

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

5. Consent Agenda:

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

- a. Approval of Minutes - Regular Meeting September 29, 2025
- b. September 2025 Financials

6. Public Hearing

- a. Public Hearing: 2026 Draft Budget
 - i. **Resolution No. 01-E25-2025** - A Resolution of the Town of Mead Elevation 25 General Improvement District (GID) Board of Directors Summarizing Expenditures and Revenues, Adopting a Budget, Setting the Mill Levy and

Appropriating Funds for the GID for the Calendar Year Beginning on the First Day of January 2026 and Ending on the Last Day of December 2026

7. Adjournment

The Town of Mead is committed to providing accessible documents and resources for all individuals. However, some complex documents may not be fully accessible in their original format. If you need assistance or reasonable accommodation to access these materials, please contact us by phone 970-535-4477 or email info@townofmead.org.



Mead Elevation 25 General Improvement District Meeting

441 3rd Street, Mead
September 29, 2025

Minutes

**5:15 p.m.
Special Meeting**

1. Call to Order – Roll Call

In accordance with the Town's Remote Participation and Remote Meeting Policy adopted on March 13, 2023 by Resolution No. 21-R-2023, remote participation was enabled for the meeting.

A special meeting of the Mead Elevation 25 General Improvement District was called to order at 05:36 p.m., there being present the following members to wit:

Chair Colleen Whitlow
Director David Adams
Director Chris Cartwright
Director Jeremiah R Crane
Director Brad Hagen
Director Herman Schranz

Those absent:
Director Trisha Harris

Also present: Town Manager Helen Migchelbrink; Town Attorney Marcus McAskin; Administrative Services Director Mary Strutt; Police Chief Brent Newbanks; Communications Director Lorelei Nelson; and Town Engineer / Public Works Director Erika Rasmussen.

Attending via remote access: none.

2. Pledge of Allegiance to the Flag

The assembly pledged allegiance to the flag.

3. Review and Approve Agenda

Director Hagen motioned to Approve the Agenda. Director Schranz seconded the motion.

Ayes: Chair Whitlow, Director Adams, Director Cartwright, Director Crane, Director Hagen, Director Schranz

Nays: None

Abstaining: None

Passed

4. Informational Items

- a. 2026 Draft Budget Presentation

Administrative Services Director Mary Strutt and Lorraine Trotter, Professional Management Solutions, presented the 2026 Draft Budget.

5. Public Comment:

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

There was no public comment at this time.

6. Consent Agenda:

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

- a. Approval of Minutes - Regular Meeting December 9, 2024
- b. August 2025 Financials
- c. Check Register January 1, 2023 - September 8, 2025

Director Hagen motioned to Approve the Consent Agenda. Director Schranz seconded the motion.

Ayes: Chair Whitlow, Director Adams, Director Cartwright, Director Crane, Director Hagen, Director Schranz

Nays: None

Abstaining: None

Passed

7. Adjournment

Director Schranz motioned to adjourn the meeting. Director Adams seconded the motion.

Ayes: Chair Whitlow, Director Adams, Director Cartwright, Director Crane, Director Hagen, Director Schranz

Nays: None

Abstaining: None

Passed

The Special Meeting of the Town of Mead Elevation 25 General Improvement District was adjourned at 05:42 p.m. on Monday, September 29, 2025.

Colleen G. Whitlow, Chair

ATTEST:

Mary E. Strutt, MMC, Town Clerk

TOWN OF MEAD
COMBINED CASH INVESTMENT
SEPTEMBER 30, 2025

COMBINED CASH ACCOUNTS

CASH ALLOCATION RECONCILIATION

30 ALLOCATION TO ELEVATION 25 GEN'L IMPVT DIST.	38,217.97
TOTAL ALLOCATIONS TO OTHER FUNDS	38,217.97
ZERO PROOF IF ALLOCATIONS BALANCE	38,217.97

TOWN OF MEAD
BALANCE SHEET
SEPTEMBER 30, 2025

ELEVATION 25 GEN'L IMPV'T DIST.

<u>ASSETS</u>			
30-01-0100	COMBINED CASH	38,217.97	
30-01-1301	A/R - GENERAL	30.48	
	TOTAL ASSETS		38,248.45
<u>LIABILITIES AND EQUITY</u>			
<u>FUND EQUITY</u>			
30-02-3001	FUND BALANCE	10,567.47	
	UNAPPROPRIATED FUND BALANCE:		
	REVENUE OVER EXPENDITURES - YTD	27,680.98	
	BALANCE - CURRENT DATE	27,680.98	
	TOTAL FUND EQUITY		38,248.45
	TOTAL LIABILITIES AND EQUITY		38,248.45

TOWN OF MEAD
REVENUES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2025

ELEVATION 25 GEN'L IMPV'T DIST.

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>TAXES</u>					
30-10-4020	137.70	1,003.78	.00	(1,003.78)	.0
30-10-4050	103.92	34,697.20	34,273.00	(424.20)	101.2
	<u>241.62</u>	<u>35,700.98</u>	<u>34,273.00</u>	<u>(1,427.98)</u>	<u>104.2</u>
<u>MISCELLANEOUS</u>					
30-18-4619	.00	.00	200.00	200.00	.0
	<u>.00</u>	<u>.00</u>	<u>200.00</u>	<u>200.00</u>	<u>.0</u>
	<u>241.62</u>	<u>35,700.98</u>	<u>34,473.00</u>	<u>(1,227.98)</u>	<u>103.6</u>
<u>ADMINISTRATION</u>					
30-40-6314	1.56	520.00	515.00	(5.00)	101.0
30-40-6891	.00	7,500.00	7,500.00	.00	100.0
	<u>1.56</u>	<u>8,020.00</u>	<u>8,015.00</u>	<u>(5.00)</u>	<u>100.1</u>
<u>STREETS</u>					
30-44-6802	.00	.00	20,000.00	20,000.00	.0
	<u>.00</u>	<u>.00</u>	<u>20,000.00</u>	<u>20,000.00</u>	<u>.0</u>
	<u>1.56</u>	<u>8,020.00</u>	<u>28,015.00</u>	<u>19,995.00</u>	<u>28.6</u>
	<u>240.06</u>	<u>27,680.98</u>	<u>6,458.00</u>	<u>(21,222.98)</u>	<u>428.6</u>



Agenda Item Summary

Agenda Date: 10/27/2025

Subject: Resolution No. 01-E25-2025 - A Resolution of the Town of Mead Elevation 25 General Improvement District (GID) Board of Directors Summarizing Expenditures and Revenues, Adopting a Budget, Setting the Mill Levy and Appropriating Funds for the GID for the Calendar Year Beginning on the First Day of January 2026 and Ending on the Last Day of December 2026

Presented by: Mary Strutt, Administrative Services Director

Summary:

The proposed budget for 2026 was presented to the Board of Directors (Board) of the Town of Mead Elevation 25 General Improvement District (GID) on September 29, 2025. The October 27, 2025 public hearing for the proposed 2026 GID budget is for final review, public input and adoption of the budget. There have been no changes to the proposed budget since it was initially presented to the Board.

For the public hearing, staff will review the budget, followed by an opportunity for public input and questions from the Board. The attached Resolution adopts the 2026 budget, sets the 2025 mill levy (for collection in 2026) and appropriates funds.

Financial Considerations:

The draft budget includes revenues for FY 2026 of \$48,528. Expenditures are \$36,250.

Staff Recommendation / Actions Required:

Staff recommends approval of the 2026 budget as presented.

Suggested Motion:

"I move to adopt Resolution No. 01-E25-2025 – A Resolution of the Town of Mead Elevation 25 General Improvement District (GID) Board of Directors summarizing expenditures and revenues, adopting a budget, setting the Mill Levy, and appropriating funds for the GID for the calendar year beginning on the first day of January 2026 and ending on the last day of December 2026."

Attachments:

1. Resolution No. 01-E25R-2025 2026 Budget
2. 2026 Draft Budget

**TOWN OF MEAD, COLORADO
RESOLUTION NO. 01-E25-2025**

**A RESOLUTION OF THE TOWN OF MEAD ELEVATION 25 GENERAL IMPROVEMENT
DISTRICT (GID) BOARD OF DIRECTORS SUMMARIZING EXPENDITURES AND
REVENUES, ADOPTING A BUDGET, SETTING THE MILL LEVY, AND APPROPRIATING
FUNDS FOR THE GID FOR THE CALENDAR YEAR BEGINNING ON THE FIRST DAY OF
JANUARY 2026 AND ENDING ON THE LAST DAY OF DECEMBER 2026**

WHEREAS, the Town of Mead Elevation 25 General Improvement District (“GID”) has been duly organized in accordance with Town Ordinance No. 1019 dated January 9, 2023, and the statutes of the State of Colorado; and

WHEREAS, pursuant to Section 31-25-609, C.R.S., the Board of Trustees of the Town serves ex-officio as the Board of Directors of the GID and, by practice and convenience, the administrative staff of the Town serves as the administrative staff of the GID; and

WHEREAS, pursuant to Article IV of Chapter 12 of the *Mead Municipal Code* the Town Manager serves as the executive officer of the GID; and

WHEREAS, the Board of Directors of the GID has appointed appropriate staff to prepare and submit a proposed 2026 budget to the Board of Directors at the proper time; and

WHEREAS, upon due and proper notice, published in accordance with law, the proposed 2026 budget was open for inspection by the public at a designated place, a public hearing was held on October 27, 2025, and interested taxpayers were given the opportunity to file or register any objections to said proposed budget; and

WHEREAS, the 2025 net preliminary assessed valuation for assessment of taxable real and personal property within the GID, as certified by the Weld County Assessor is \$9,290,710 (with data available as of August 20, 2025); and

WHEREAS, the County Assessor is scheduled to certify the net final assessed valuation of the GID on December 10, 2025;

WHEREAS, the Board of Directors of the GID desires to delegate authority to the Town Manager and Town Administrative Services Director, acting in their capacity as administrative staff for the GID, to certify the GID’s mill levy of 5.000 mills to the Board of County Commissioners of Weld County, Colorado on or before December 15, 2025 following the receipt of the net final assessed valuation calculation for the GID from the County Assessor; and

WHEREAS, whatever increases may have been made in expenditures, like increases were added to the revenues so that the budget remains in balance, as required by law; and

WHEREAS, it is necessary to appropriate the revenues provided in the budget to and for the purposes described below, so as not to impair the operation of the GID.

NOW THEREFORE, BE IT RESOLVED by the Board of Trustees of the Town of Mead,

Weld County, Colorado, sitting ex-officio as the Board of Directors of the Town of Mead Elevation 25 General Improvement District, that:

Section 1. That the budget as submitted and attached hereto as **Attachment A**, setting forth the estimated revenues, expenditures, and beginning and ending balances of the various funds, is approved and adopted as the budget for the Town of Mead Elevation 25 General Improvement District for 2026.

Section 2. That the budget hereby adopted shall be signed by the Chairperson of the Board of Directors of the GID and made a part of the public record of the GID.

Section 3. That the following sums are hereby appropriated for the purposes stated:

The Town of Mead Elevation 25 General Improvement District Fund (GID Fund) has been established for collecting revenue derived from the GID's mill levy, for the purpose of funding the District's administrative and operating/maintenance expenses, and for collecting revenue derived from future mill levies imposed to pay for contractual obligations or debt issued by the GID (as authorized by Ballot Issues 2B and 2C approved at the November 8, 2022 election). The GID does not currently have any debt. The GID is managed by Town Staff and the Board of Trustees serves ex-officio as the Board of Directors of the GID.

Expenditures for County fees, administrative expenses, and repair and maintenance: \$ 36,250

Section 4. That Fund Balance reserves have been or are hereby established for each appropriate fund as set forth in the budget attached hereto and incorporated herein, in order to meet the requirement for emergency reserves required under Article X, Section 20 of the Colorado Constitution and future year expenditures.

Section 5. That for the purpose of meeting general operating expenses of the GID during the 2026 budget year, there is hereby levied a tax of five (5.000) mills upon each dollar of total valuation for assessment of all taxable property within the GID, to raise approximately \$48,528 in revenue, of which 1.5% will be retained by the Weld County Treasurer as a collection fee. The Town Manager and Administrative Services Director, acting in their capacity as administrative staff for the GID, shall certify the GID's mill levy to the Board of County Commissioners of Weld County, Colorado on or before December 15, 2025 following the receipt of the net final assessed valuation calculation from the County Assessor, and submit the District's 2026 Budget to the Division of Local Government in the Colorado Department of Local Affairs on or before January 31, 2026, pursuant to and in accordance with C.R.S. § 29-1-113.

Section 6. Effective Date. This resolution shall be effective immediately upon adoption.

INTRODUCED, READ, PASSED, AND ADOPTED THIS 27TH DAY OF OCTOBER, 2025.

ATTEST:

**TOWN OF MEAD ELEVATION 25
GENERAL IMPROVEMENT DISTRICT:**

By: _____
Mary E. Strutt, MMC, GID Secretary

By: _____
Colleen G. Whitlow, GID Chairperson

ATTACHMENT A
2026 DRAFT BUDGET

Town of Mead Elevation 25 General Improvement District

2026 Draft Budget

October 27, 2025



September 29, 2025

Dear Chair Whitlow and Directors:

I hereby present for your consideration the 2026 Proposed Budget for the Elevation 25 General Improvement District (“GID”). Voters approved the creation of the GID in November 2022. According to the approved ballot issues, the District will levy a property tax of 3.0 mills for Town Operating and Maintenance expenses and 2.0 mills for Administrative expenses.

The 2026 Proposed Budget reflects an increase of 33% in property tax revenue based on new construction and increased commercial assessed values in the plan area as provided by Weld County in the preliminary certification of assessed values. Expenditures reflect the obligations for administrative overhead, operations and maintenance and fees.

I look forward to discussing this 2026 Proposed Budget with you in the coming days and weeks and to considering comments from residents and business owners during the Public Hearing later this month.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Helen Migchelbrink", is written over a light blue circular stamp.

Helen Migchelbrink
Town Manager

Town of Mead Elevation 25 General Improvement District
2026 Proposed Budget
Budget Summary

FY26 Beginning Fund Balance	FY26 Revenues	FY26 Expenses	FY26 Projected Fund Balance
\$ 19,002	\$ 48,528	\$ 36,250	\$ 31,280

Town of Mead Elevation 25 General Improvement District

The Town of Mead Elevation 25 General Improvement District was organized in 2023. It formed in the general area of the Elevation 24 development on WCR 9.5.

The District is projecting revenues of \$48,528 in 2026, which represents an increase of 33% over the prior year. This increase is due to construction in the plan area and increases in commercial assessed valuations. Expenditures include administrative overhead and operations and maintenance.

Revenues by Fund Elevation 25 Revenues

Category	FY 2023 Actual	FY 2024 Actual	FY 2025 Budget	FY 2025 Projected	FY 2026 20251027
Town of Mead Elevation 25 General Improvement District	-	\$10,873	\$34,473	\$36,500	\$48,528
Non-Departmental					
PROPERTY TAX	-	\$10,260	\$34,273	\$34,600	\$46,500
SPECIFIC OWNERSHIP TAX	-	\$371	-	\$400	\$528
Total Non-Departmental	-	\$10,631	\$34,273	\$35,000	\$47,028
Miscellaneous Revenue					
INTEREST & DIVIDEND INCOME	-	\$242	\$200	\$1,500	\$1,500
Total Miscellaneous Revenue	-	\$242	\$200	\$1,500	\$1,500
Total Revenues	-	\$10,873	\$34,473	\$36,500	\$48,528

Expenditures by Fund Elevation 25 Expenditures

Category	FY 2023 Actual	FY 2024 Actual	FY 2025 Budget	FY 2025 Projected	FY 2026 20251027
Town of Mead Elevation 25 General Improvement District	-	\$306	\$28,015	\$28,065	\$36,250
Administration					
PUBLISHED NOTICES	-	\$27	-	\$50	\$50
LEGAL FEES	-	\$125	-	-	-
COUNTY TREASURER'S FEE	-	\$154	-	-	-
COUNTY TREASURER'S FEES	-	-	\$515	\$515	\$700
ADMINISTRATIVE OVERHEAD	-	-	\$7,500	\$7,500	\$7,500
Total Administration	-	\$306	\$8,015	\$8,065	\$8,250
Streets					
REPAIR & MTNCE--STREETS	-	-	\$20,000	\$20,000	\$28,000

Category	FY 2023 Actual	FY 2024 Actual	FY 2025 Budget	FY 2025 Projected	FY 2026 20251027
Total Streets	-	-	\$20,000	\$20,000	\$28,000
Total Expenditures	-	\$306	\$28,015	\$28,065	\$36,250