BOARD OF TRUSTEES

441 3rd Street, Mead
Monday, August 28, 2023

AGENDA

I. 5:30 p.m. to 6:00 p.m.
WORK SESSION: SVVSD Update

II. 6:00 p.m. to 10:00 p.m.
REGULAR MEETING

In accordance with the Town's Remote Participation and Remote Meeting Policy adopted by the Board of Trustees on March 13, 2023 by Resolution No. 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

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

2. Moment of Silence

3. Pledge of Allegiance to the Flag

4. Review and Approve Agenda

5. Staff Report: Town Manager Report

a. Manager Report

6. Informational Items

a. United Power - Bill Meier

b. Mead Police Update

7. Proclamations

a. September Suicide Awareness Month

8. 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.*

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

a. Approval of Minutes - Regular Meeting August 14, 2023

b. July 2023 Financials

c. Check Register August 28, 2023

d. **Resolution No. 58-R-2023** – A Resolution of the Town of Mead, Colorado, Approving a Special Project Task Order with EST, Inc. to Perform Engineering Services for the WCR 34 Bridge Replacement Project

e. **Ordinance No. 1046** – An Ordinance of the Town of Mead, Colorado, Amending Sections 4-4-20, 4-4-40, 4-4-60, 4-4-70, 4-4-90, 4-4-100 of the *Mead Municipal Code* Regarding the Collection, Administration, and Enforcement of the Town Use Tax

f. **Resolution No. 59-R-2023** – A Resolution of the Town of Mead, Colorado Approving a Memorandum of Understanding Between the Town of Mead and Carbon Valley Park and Recreation District (CVPRD) Regarding Collaboration to Provide Greater Youth League Opportunities for Both Entities

10. Mead Liquor Licensing Authority

a. Mead Area Chamber of Commerce Special Event Permit Application

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

b. Mayor Whitlow

13. Adjournment

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

TO: Honorable Mayor and Trustees

FROM: Helen Migchelbrink, Town Manager

DATE: August 28, 2023

SUBJECT: Town Manager Report

- Plans for the annual Community Day (Saturday, September 9th) are continuing. Currently, the vendor section is full with 45 registered vendors. The band lineup includes Hazel Miller and the Collective and Bryan White. The festival runs from 4:00-9:30, with the fireworks kicking off at 9:30 p.m.
- The newly remodeled board/court room is ready. Municipal Court was held in the room on August 17th. The Board of Trustee meetings will now be held in person in this room with remote options. Staff is reviewing the capabilities of the new AV system for compliance with legislation which requires court proceedings to be livestreamed effective September 1, 2023.
- The QuikTrip Convenience Store and Gas Station is slated to open November 30th.
- The construction of a third travel lane to I25 between the Fort Collins Mulberry exit on the north and the Berthoud exit to the south is nearly complete. This third lane will operate as a toll lane and the testing of this new tolling enterprise is planned for November and will spill into the winter of 2024. Striping and signage is being installed over the next few months in anticipation of this change.
- The first phase of the Mountain View Fire Rescue Community Wildfire Protection Plan is complete and can be reviewed here: Mountain View FPD CWPP (arcgis.com)
- Monthly Coffee with the Mayor continues to draw interest. The next Coffee is scheduled for September 2nd from 8:00 to 10:00 AM in the new first floor conference room at Town Hall.
- The final of three Meet, Greet and Eat events is scheduled for August 29th at 6:00 p.m. at Liberty Ranch community park. This is a great opportunity for the residents of Mead to meet with the Trustees and discuss any concerns.
- The Town received $369.00 for recycling metal at the Spring Clean Up Days. In addition to trash dumpsters and an area for tree limbs/yard waste, the Town offers a metal recycling dumpster. The fall Clean Up Days are scheduled for October 13th & 14th.
- The Mead Police Department is hosting our very first Citizens Police Academy this fall. Applications will be accepted until September 1 or until full. Classes are Wednesday evenings, Sept. 27-Nov. 1, from 6-8 p.m. at Mead Town Hall. Enrollment is limited to approximately 15 students per academy, which will be filled on a first-come, first-served basis. There is no cost to those attending the academy, just a commitment to attend all sessions.
- The Town has increased the frequency of its mosquito spraying this year in response to the dramatic increase in mosquitoes. The Town continues to monitor the situation. Please follow this link for information and updates https://www.townofmead.org/publicworks/page/mosquito-control
- As of now, there are no planned ballot initiatives or candidates for positions from the Town of Mead in the November, 2023, election.
- There are a number of lane and road closures throughout the Town. Many of these road projects have been delayed by inclement weather. Current road closures due to construction can be found on the town's website: https://www.townofmead.org/engineering/page/street-maintenanceroad-closures.
- Key projects update:
    - 3rd and Welker Intersection – Real estate acquisition continues. Staff conducted a progress meeting on August 17th and reviewed the lighting and landscaping plans with the team. The 100% submittal to CDOT is expected at the end of August.

- Mead Community Center – The site plan and replat has been submitted to Planning for development review.
  - SH66 Pedestrian Crossing – The design team continues to advance the design, and staff met with Mead Place regarding the easements/ROW needed for the project.
- YTD totals for new single family home permits:
  - 2023 YTD: 74 SF Permits, 84 Certificates of Occupancy
- Boards and Commissions
  - There will be a training session for the September Planning Commission meeting. The training will focus on the entitlement process and the purpose for each step in the entitlement process.
  - The Finance Committee receives monthly updates and has no scheduled in-person meetings.
- Human Resources
  - The Town is advertising open positions using NeoGov recruiting platform: https://www.governmentjobs.com/careers/townofmead
  - Open full-time positions include Police Officer.
  - Graves Consulting provided preliminary recommendations on the compensation structure for 2024. Staff is currently reviewing and providing feedback. A presentation to the Board is planned for September.

Community Development

- Staff is working with potential developers for the Welker Farms property, and the SW corner of I-25 and Welker Avenue, and the NW corner of I-25 and Hwy 66.
- Staff is in discussions with a potential, future developer for the remaining Elevation 25 property.
- The Mead Place developer has met with staff to discuss a potential revision to the proposed Mead Place PUD and Plat.
- Building One on the Elevation 25 site (the building on the SE corner of the property) has been granted a Temporary Certificate of Occupancy. The developer continues to work toward final approval of the site work and a final Certificate of Occupancy for both buildings. Two tenants are moving into Building One and will occupy the entire building. Staff continues to field calls from potential tenants for Building Two.

Public Works and Engineering

- The asphalt paving/reconstruction project began in earnest on August 21st in Hunter's Ridge.
- The renovations to the boardroom/courtroom in Town Hall are complete and the first court proceeding was held on August 17th. Some minor punch-list items will be closed out in the coming weeks.
- The team for the Gold Star Memorial met on August 18th to continue to advance the design at the selected location.
- The paving of CR 13 is complete as of August 19th.
- The traffic signal mast arms were installed at Quik Trip on August 17th.

Community Engagement

- Staff attended Unity in the Community on August 25th in Longmont. The Built for Mead economic development campaign was highlighted, along with Mead businesses, and the Mead Area Chamber of Commerce.
- Youth Volleyball begins on September 9th. Mead has 17 teams in 8U-14U leagues. Games will be hosted in both Mead Middle School and Carbon Valley Parks and Recreation District facilities.
- Mead Community Day/Homecoming Parade is September 8th at 4:30 p.m. Mead Community Day is September 9th, from 4-9:30 p.m.
- Staff continues to work on ADA website accessibility requirements mandated by the State of Colorado. HB21-1110 requires local governments to develop an accessibility plan using the accessibility standards developed by OIT and be in full compliance with WCAG 2.1 AA Guidelines

in the creation and publication of any online content and materials; including, but not limited to text, links, images, forms, PDFs, documents, and embedded third-party applications. Full implementation is required by July 1, 2024.

Police Department

- New officer Bustamante is progressing through training, another candidate is in backgrounds.
- School started August 16th and officers have been busy ensuring that campuses and routes to school are safe for students.
- Court was back in person August 17th with a very full docket. The new digs are very nice.
- We received 3 new 2023 patrol cars. It will be a while before they can be upfitted and join the fleet.
- The curriculum for the Citizen's Academy is coming along nicely. We have over 6 people interested so far.

Mead Police Department

Mid Monthly Activity - August 2023

CALLS FOR SERVICE (August 1 – 15): 230

TRAFFIC STOPS: 29

CITATIONS: 5

WARNINGS: 24

REPORTS: 37

NOTABLE CALLS FOR SERVICE:

Suspicious – [redacted] Mead St – 23ML00476 – 08/01/2023

Assist Other Agency – [redacted] Canyon Creek – 23ML00477 – 08/01/2023

Subject With a Warrant – [redacted] Pacific Circle – 23ML00478 – 08/02/2023

Crash – Welker Ave / I25 Ramp S – 23ML00479 – 08/02/2023

Crash – [redacted] WCR 7 – 23ML00481 – 08/03/2023

Theft – [redacted] WCR 7 – 23ML00482 – 08/04/2023

Crash – WCR 38 / WCR 7 – 23ML00483 – 08/04/2023

Stolen Vehicle – [redacted] Garnet Way – 23ML00484 – 08/05/2023

Trespass – [redacted] Limestone Avenue – 23ML00845 – 08/05/2023

Attempted Suicide – [redacted] Dexter Street – 23ML00486 – 08/05/2023

Crash – WCR 7 / Highway 66 – 23ML00487 – 08/05/2023

Crash – [redacted] Pacific Circle – 23ML00488 – 08/05/2023

Subject With a Warrant – 23ML00489 – Highway 66 / I25 Ramp S – 08/06/2023

Subject With a Warrant – Colorado Blvd / Highway 66 – 23ML00490 – 08/07/2023

Traffic Stop – Highway 66 / WCR 9.5 – 23ML00491 – 08/08/2023

Subject With a Warrant – Highway 66 / WCR 9.5 – 23ML00492 – 08/08/2023

Stolen Vehicle – [redacted] Roberts Street – 23ML00493 – 08/08/2023

Stolen Vehicle – [redacted] Roberts Street – 23ML00494 – 08/09/2023

Meet – [redacted] Ritchie Drive – 23ML00495 - 08/09/2023

Trespass – [redacted] Wrangler Way – 23ML00496 – 08/09/2023

Assault – [redacted] Westview Drive – 23ML00497 – 08/09/2023

Theft – [redacted] Garnet Way – 23ML00498 – 08/10/2023

Property – [redacted] E I25 Frontage Road – 23ML00499 – 08/10/2023

Crash – WCR 9.5 / Hwy 66 – 23ML00502 – 08/10/2023

Animal Complaint – [redacted] Jarrett Drive – 23ML00503 – 08/10/2023

Trespass – [redacted] Main Street – 23ML00504 – 08/10/2023

Traffic Hazard – WCR 17 / Hwy 66 – 23ML00506 – 08/11/2023

Property – [redacted] Margil Road – 23ML00507 – 08/12/2023

Trespass – [redacted] Main Street – 23ML00508 – 08/12/2023

Harass – MM 246 I25 SB – 23ML00509 – 08/13/2023

Property – [redacted] Whetstone Way – 23ML00510 – 08/13/2023

Subject With a Warrant – [redacted] Pacific Circle – 23ML00511 – 08/13/2023

Assist Other Agency – [redacted] Main Street – 23ML00512 – 08/14/2023

Crash – Hwy 66 / Colorado Blvd. – 23ML00513 – 08/14/2023

Subject With a Warrant – [redacted] Whetstone Way – 23ML00515 – 08/15/2023

PROCLAMATION
Declaring September 2023
Suicide Awareness and Prevention Month

WHEREAS suicide is a complex issue that can affect anyone, regardless of age, gender, race, orientation, income level, or background; and

WHEREAS over 48,000 deaths annually are attributed to suicide; with suicide rates in Colorado ranking 6th nationally, and 66 lives lost to suicide in Weld County during 2022; and

WHEREAS being a trusted person to turn to when someone is feeling isolated or hopeless is one of the most important things we can do to prevent suicide; and

WHEREAS actively challenging stigma around mental health and building skills that increase the likelihood of someone feeling safe to open up without fear of shame or judgement is the first step; and

WHEREAS because of the collaborative prevention and education efforts of North Range, Suicide Education and Support Services (SESS), Imagine Zero of Weld County, numerous survivors, and community partners, hope exists in **Mead**; and

WHEREAS North Range Behavioral Health's Suicide Education and Support Services (SESS) program supports those who have lost someone to suicide and provides education to **Mead** residents that help build critical suicide prevention skills; and

WHEREAS September is recognized as National Suicide Awareness and Prevention Month with the goal of promoting awareness surrounding suicide prevention resources and support available to us and our community; and

WHEREAS we encourage all residents to learn how to talk about mental health; research suicide prevention resources available nationally and **throughout Weld County**; check in on the wellbeing of your family, friends, and neighbors; and share genuine appreciation for the people in your life by any gesture you deem appropriate.

NOW THEREFORE, the Town of Mead Board of Trustees, do hereby proclaim September 2023 as **Suicide Awareness and Prevention Month** in Mead, Colorado, and call upon the citizens, government agencies, public and private institutions, businesses and schools to recommit our community to increasing awareness and understanding of behavioral health, and the need for appropriate and accessible services for all citizens.

Given under my hand and Seal of the Town of Mead, Colorado
On this 28th day of August, 2023

____

Colleen G. Whitlow
Mayor

BOARD OF TRUSTEES
441 3rd Street, Mead
Monday, August 14, 2023

MINUTES

I. 6:00 p.m. to 10:00 p.m.
REGULAR MEETING
Meeting to be held remotely via Zoom

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, this meeting was held as a remote meeting.

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.

Present

Mayor Colleen Whitlow
Mayor Pro Tem Chris Cartwright
Trustee David Adams (via remote participation)
Trustee Debra Brodhead
Trustee Trisha Harris
Trustee Chris Parr
Trustee Herman Schranz

Absent

None

Also present: Town Manager Helen Migchelbrink; Town Attorney Marcus McAskin; Administrative Services Director Mary Strutt; Police Chief Brent Newbanks; Town Engineer / Public Works Director Erika Rasmussen; Community Development Director Jason Bradford; Public Information Officer / Community Engagement Director Lorelei Nelson.
Attending via remote access: and members of the public.

2. Moment of Silence

Mayor Whitlow requested a moment of silence to reflect on students, teachers and other school staff and school resource officers returning to school this week.

3. Pledge of Allegiance to the Flag

The assembly pledged allegiance to the flag.

4. Review and Approve Agenda

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

5. Staff Report: Town Manager Report

a. Manager Report

Town Manager Helen Migchelbrink discussed the boardroom/courtroom remodel; Dr. Haddad from SVVSD will present an update on 8/28; road construction in town - some Mead projects and some developer projects.

6. Informational Items

a. Community Engagement Update

Public Information Officer / Community Engagement Director Lorelei Nelson discussed Civic Rec for registrations, baseball, volleyball, soccer, basketball, Girls on the Run, Older Active Adults, Community Day (9/9/2023), Built for Mead promotions and Unity in the Community (08/25/2023).

7. Proclamations

a. School Zone Safety Week August 13-19, 2023

Motion was made by Trustee Schranz, seconded by Mayor Pro Tem Cartwright, to approve the signing of a proclamation for School Zone Safety Week August 13-19, 2023. Motion carried 7-0, on a roll call vote.

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

There was no public comment at this time.

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

a. Approval of Minutes - Regular Meeting July 31, 2023

b. July 2023 Aging Report

c. Check Register August 14, 2023

d. 2nd Quarter 2023 Investment Portfolio

e. **Ordinance No. 1045** – An Ordinance of the Town of Mead, Colorado, Amending Section 16-12-30 of the Mead Municipal Code Concerning an Update to the Identification of Special Flood Hazard Areas

Motion was made by Trustee Harris, seconded by Trustee Parr, to approve the consent agenda. Motion carried 7-0, on a roll call vote.

10. Public Hearing

Mayor Whitlow opened the Public Hearing regarding Buffalo Highlands Metropolitan Districts at 6:26 p.m.

Town Attorney Marcus McAskin reviewed the approval criteria set out in the Agenda Item Summary.

Audrey Johnson, White Bear Ankele Tanaka & Waldron, presented on behalf of the applicant.

There was no public comment.

The Board had no further questions.

a. **Resolution No. 57-R-2023 -** A Resolution of the Town of Mead, Colorado, Approving with Conditions the Service Plans for Buffalo Highlands Metropolitan District No. 1 and Buffalo Highlands Metropolitan District Nos. 2-3 and Authorizing Execution of the Intergovernmental Agreements between the Town and the Districts

Motion was made by Trustee Harris, seconded by Trustee Schranz, to adopt Resolution No. 57-R-2023 – A Resolution of the Town of Mead, Colorado, Approving with Conditions the Service Plans for Buffalo Highlands Metropolitan District No. 1 and Buffalo Highlands Metropolitan District Nos. 2-3 and Authorizing Execution of the Intergovernmental Agreements between the Town and the Districts. Motion carried 7-0, on a roll call vote.

Mayor Whitlow closed the public hearing at 6:41 p.m.

Trustee Adams arrived at the meeting in person at 6:41 p.m. and disconnected from remote meeting access.

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.*

There was no public comment at this time.

12. Elected Official Reports

a. Town Trustees

The Board discussed recent training and senior lunches.

b. Mayor Whitlow

Mayor Whitlow discussed the August 5, Coffee with the Mayor; 2023 SVVSD Convocation; and presented CML Muniversity Fundamental Awards to Trustee Adams and Schranz for completing CML educational offerings.

13. **Executive Session -** Pursuant to C.R.S. Sections 24-6-402(4)(b) and -402(4)(e) to discuss pending threatened litigation; to determine positions relative to matters that may be subject to negotiations, and instructing negotiators; and to receive legal advice on specific legal questions related to same

> ***Motion was made by Trustee Harris, seconded by Trustee Adams, to enter into executive session pursuant to C.R.S. Section 24-6-402(4)(b) and -402(4)(e) to discuss pending threatened litigation; to determine positions relative to matters that may be subject to negotiations, and instructing negotiators; and to receive legal advice on specific legal questions related to same. Motion carried 7-0, on a roll call vote.***

Mayor Whitlow convened the Executive Session at 6:45 p.m.

The Board returned to the Regular Meeting from Executive Session at 8:13 p.m. Those present for the Executive Session were Mayor Whitlow, Mayor Pro Tem Cartwright, Trustees Adams, Brodhead, Harris, Parr and Schranz, Town Attorney Marcus McAskin, Town Manager Helen Migchelbrink, Administrative Services Director Mary Strutt, Town Engineer / Public Works Director Erika Rasmussen, and Community Development Director Jason Bradford.

RECONVENE REGULAR MEETING

14. **Executive Session Action Items**

There were no action items.

15. **Adjournment**

> ***Motion was made by Trustee Schranz, seconded by Mayor Pro Tem Cartwright, to adjourn the meeting. Motion carried 7-0, on a roll call vote.***

The Regular Meeting of the Town of Mead Board of Trustees adjourned at approximately 8:15 p.m. on Monday, August 14, 2023.

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Colleen G. Whitlow, Mayor

ATTEST:

____
Mary E. Strutt, MMC, Town Clerk

TOWN OF MEAD
COMBINED CASH INVESTMENT
JULY 31, 2023

COMBINED CASH ACCOUNTS

99-01-1001	INDEPENDENT BANK - CHECKING	2,880,911.33
99-01-1002	TBK BANK - OFFICE CHECK	57,867.93
99-01-1003	TBK BANK - MONEY MARKET	146,912.98
99-01-1005	TBK BANK - FLEX DEBIT CARDS	33,456.08
99-01-1011	XPRESS DEPOSIT ACCOUNT	35,287.36
99-01-1023	COLOTRUST PLUS	13,136,673.98
99-01-1024	COLOTRUST PRIME	10,418.11
99-01-1025	CSIP	5,283,812.43
99-01-1026	CSAFE	12,629,288.74
99-01-1075	UTILITY CASH CLEARING	(247.78)
99-01-1076	A/R CASH CLEARING	(146.52)
99-01-1077	COURT CASH CLEARING	(540.00)
99-01-1078	BUSINESS LICENSE CASH CLEARING	(2,373.75)
	TOTAL COMBINED CASH	34,211,320.89
99-01-0100	CASHALLOCATED TO OTHER FUNDS	(34,211,320.89)
	TOTAL UNALLOCATED CASH	.00

CASH ALLOCATION RECONCILIATION

1	ALLOCATION TO GENERAL FUND	13,244,257.17
4	ALLOCATION TO STREET IMPROVEMENT FUND	2,910,836.81
5	ALLOCATION TO CONSERVATION TRUST FUND	76,127.24
6	ALLOCATION TO SEWER FUND	1,488,400.50
8	ALLOCATION TO POLICE FUND	202,858.38
9	ALLOCATION TO MUNICIPAL FACILITIES FUND	3,129,792.32
14	ALLOCATION TO TRANSPORTATION FUND	7,151,608.19
18	ALLOCATION TO PARKS & OPEN SPACE	1,221,573.30
19	ALLOCATION TO CAPITAL IMPROVEMENT FUND	1,260,938.05
20	ALLOCATION TO MEAD URBAN RENEWAL AUTHORITY	3,524,928.93
	TOTAL ALLOCATIONS TO OTHER FUNDS	34,211,320.89
	ALLOCATION FROM COMBINED CASH FUND - 99-01-0100	(34,211,320.89)
	ZERO PROOF IF ALLOCATIONS BALANCE	.00

TOWN OF MEAD
BALANCE SHEET
JULY 31, 2023

GENERAL FUND

ASSETS

01-01-0100	COMBINED CASH		13,244,257.17	
01-01-1007	CASH DRAWER - TOWN HALL		500.00	
01-01-1008	CASH DRAWER - POLICE		100.00	
01-01-1250	PROPERTY TAXES RECEIVABLE		1,614,048.94	
01-01-1300	A/R - BILLED ACCOUNTS		50,692.63	
01-01-1301	A/R - GENERAL		740,812.42	
01-01-1302	PREPAID EXPENSE		37,802.75	
01-01-1307	24HOUR FLEX DEPOSIT		1,500.00	
	TOTAL ASSETS			15,689,713.91

LIABILITIES AND EQUITY

LIABILITIES

01-02-2000	ACCOUNTS PAYABLE		(1,208.19)	
01-02-2300	457(B) DEFERRED COMP PAYABLE		7,223.21	
01-02-2301	SALARIES & WAGES PAYABLE		94,320.11	
01-02-2302	FLEXPLAN PAYABLE		10,950.57	
01-02-2308	DEPOSITS PAYABLE		1,500.00	
01-02-2310	EMPLOYEE HEALTH INS. PAYABLE		7,510.73	
01-02-2311	FPPA PAYABLE		12,106.04	
01-02-2312	WORKERS COMP INSURANCE PAYABLE		(22,583.67)	
01-02-2314	401(A) CONTRIBUTIONS PAYABLE		774.42	
01-02-2400	FED. WITHHOLDING TAX PAYABLE		13,523.00	
01-02-2401	SOCIAL SECURITY TAX PAYABLE		9,310.74	
01-02-2402	MEDICARE TAX PAYABLE		3,763.35	
01-02-2403	STATE WITHHOLDING TAX PAYABLE		13,946.88	
01-02-2404	STATE UNEMPLOYMENT TAX PAYABLE		744.65	
01-02-2410	MISC PAYROLL PAYABLE		106,646.43	
01-02-2600	WARRANTY FUNDS		1,792,187.07	
01-02-2610	DEVELOPER DEPOSITS		229,750.00	
01-02-2615	DEVELOPER LIABILITIES		112,204.54	
01-02-2700	DEFERRED INFLOWS- PROPERTY TAX		1,614,048.94	
01-02-2705	DEFERRED REVENUE		1,162,831.09	
01-02-2706	UNAVAILABLE REVENUE		5,647.14	
	TOTAL LIABILITIES			5,175,197.05

FUND EQUITY

01-02-3001	FUND BALANCE		8,927,822.98	
	UNAPPROPRIATED FUND BALANCE:			
	REVENUE OVER EXPENDITURES - YTD	1,586,693.88		
	BALANCE - CURRENT DATE		1,586,693.88	
	TOTAL FUND EQUITY			10,514,516.86
	TOTAL LIABILITIES AND EQUITY			15,689,713.91

TOWN OF MEAD
REVENUES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JULY 31, 2023

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	TAXES					
01-10-4000	PROPERTY TAX	327,319.94	1,576,326.21	1,590,197.00	13,870.79	99.1
01-10-4010	SALES TAX	525,324.76	2,461,901.23	4,008,649.00	1,546,747.77	61.4
01-10-4012	LODGING TAX	462.45	700.45	1,000.00	299.55	70.1
01-10-4015	ROAD & BRIDGE TAX	.00	34,482.00	82,000.00	47,518.00	42.1
01-10-4020	SPECIFIC OWNERSHIP TAX	7,090.61	46,086.68	91,627.00	45,540.32	50.3
01-10-4030	BUILDING PERMIT USE TAX	(4,148.81)	269,488.33	411,556.00	142,067.67	65.5
01-10-4040	CIGARETTE TAX	744.44	5,512.59	15,000.00	9,487.41	36.8
01-10-4050	MURA REVENUE SHARING	.00	150,341.97	150,778.00	436.03	99.7
01-10-4070	FEDERAL MINERAL LEASE	.00	.00	35,000.00	35,000.00	.0
01-10-4071	STATE SEVERANCE TAXES	.00	.00	50,000.00	50,000.00	.0
	TOTAL TAXES	856,793.39	4,544,839.46	6,435,807.00	1,890,967.54	70.6
	FEES AND PERMITS					
01-11-4100	BUILDING PERMIT FEES	12,203.75	308,994.17	692,195.00	383,200.83	44.6
01-11-4102	OTHER PERMITS	12,483.79	38,258.79	54,200.00	15,941.21	70.6
01-11-4103	CONVENIENCE FEE	1,549.74	21,510.60	25,000.00	3,489.40	86.0
01-11-4110	BUILDING PERMIT - ADMIN. FEES	4,300.00	38,050.00	75,000.00	36,950.00	50.7
01-11-4111	PASSPORT FEES	425.00	4,720.00	7,000.00	2,280.00	67.4
01-11-4112	TOWN HALL/PARK FEES	70.00	615.00	3,000.00	2,385.00	20.5
01-11-4120	FRANCHISE FEES	23,234.38	194,545.30	236,250.00	41,704.70	82.4
01-11-4130	DEVELOPER APPLICATION FEES	8,192.87	14,572.80	65,000.00	50,427.20	22.4
01-11-4140	ROYALTIES	12,060.77	144,999.39	450,000.00	305,000.61	32.2
	TOTAL FEES AND PERMITS	74,520.30	766,266.05	1,607,645.00	841,378.95	47.7
	LICENSES					
01-12-4200	BUSINESS/SALES TAX LICENSE	810.00	7,335.00	10,500.00	3,165.00	69.9
01-12-4210	LIQUOR LICENSE	.00	326.25	1,500.00	1,173.75	21.8
01-12-4220	PET LICENSES	25.00	370.00	650.00	280.00	56.9
	TOTAL LICENSES	835.00	8,031.25	12,650.00	4,618.75	63.5
	CHARGES FOR SERVICES					
01-13-4304	IGA--SCHOOL RESOURCE OFFICERS	.00	.00	161,561.00	161,561.00	.0
01-13-4305	SCHOOL GUARD REIMBURSEMENT	504.00	12,106.50	20,000.00	7,893.50	60.5
01-13-4310	NEW DEVELOPMENT CHARGES	19,899.50	211,189.01	250,000.00	38,810.99	84.5
01-13-4360	SALES OF MERCHANDISE	.00	80.00	.00	(80.00)	.0
01-13-4624	SENIOR EVENT FEES	.00	90.00	400.00	310.00	22.5
01-13-4625	RECREATION REGISTRATION FEES	6,755.00	40,927.00	40,000.00	(927.00)	102.3
01-13-4626	SUMMER REC FIELD TRIPS/REGISTR	.00	85.00	.00	(85.00)	.0
	TOTAL CHARGES FOR SERVICES	27,158.50	264,477.51	471,961.00	207,483.49	56.0

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	FINES AND FORFEITS					
01-14-4420	COURT FINES	4,390.00	26,295.29	40,000.00	13,704.71	65.7
01-14-4422	COURT COSTS	1,625.00	8,134.71	21,000.00	12,865.29	38.7
01-14-4423	POLICE REPORTS	448.88	1,611.88	3,600.00	1,988.12	44.8
01-14-4620	MISC. POLICE INCOME	.00	532.07	500.00	(32.07)	106.4
	TOTAL FINES AND FORFEITS	6,463.88	36,573.95	65,100.00	28,526.05	56.2
	GRANTS & ECONOMIC DEVELOPMENT					
01-15-4516	GRANT - UNITED WAY	.00	2,500.00	.00	(2,500.00)	.0
01-15-4518	FED'L GRANT--AMER RESCUE PLAN	.00	.00	149,932.00	149,932.00	.0
01-15-4526	POLICE GRANTS	.00	6,645.58	122,751.00	116,105.42	5.4
	TOTAL GRANTS & ECONOMIC DEVELOPME	.00	9,145.58	272,683.00	263,537.42	3.4
	MISCELLANEOUS					
01-18-4619	INTEREST & DIVIDEND INCOME	58,812.75	384,164.80	192,000.00	(192,164.80)	200.1
01-18-4620	MISC. INCOME	56,603.58	101,045.17	9,995.00	(91,050.17)	1011.0
01-18-4622	DONATIONS/FUNDRAISING	.00	250.68	5,000.00	4,749.32	5.0
01-18-4623	SALE OF ASSETS	.00	.00	10,000.00	10,000.00	.0
01-18-4625	METRO DISTRICT PAYMENTS	1,148.10	60,648.28	75,000.00	14,351.72	80.9
01-18-4648	DELINQUENT INTEREST EARNED	190.74	1,126.27	2,000.00	873.73	56.3
	TOTAL MISCELLANEOUS	116,755.17	547,235.20	293,995.00	(253,240.20)	186.1
	TOTAL FUND REVENUE	1,082,526.24	6,176,569.00	9,159,841.00	2,983,272.00	67.4

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	ADMINISTRATION					
01-40-5001	SALARIES & WAGES	45,601.83	229,575.13	361,164.00	131,588.87	63.6
01-40-5050	CLEANING	677.54	4,065.24	12,000.00	7,934.76	33.9
01-40-5055	OVERTIME	550.08	1,300.85	.00	(1,300.85)	.0
01-40-5060	PAYROLL TAXES	3,572.12	17,643.61	27,629.00	9,985.39	63.9
01-40-5065	WORKERS COMP	82.76	1,469.66	2,251.00	781.34	65.3
01-40-5066	HEALTH INSURANCE	5,413.14	27,684.89	50,718.00	23,033.11	54.6
01-40-5067	DEFERRED COMP/RETIREMENT	3,226.08	16,987.32	28,402.00	11,414.68	59.8
01-40-5068	MEDICAL SAVINGS	389.63	2,003.11	3,786.00	1,782.89	52.9
01-40-5075	EMPLOYMENT/RECRUITMENT EXPENSE	.00	750.00	10,232.00	9,482.00	7.3
01-40-5200	OFFICE SUPPLIES	626.71	3,478.18	7,000.00	3,521.82	49.7
01-40-5201	COMPUTER/TECHNOLOGY	.00	31,075.00	40,000.00	8,925.00	77.7
01-40-5202	PRINTING EXPENSE	.00	106.84	2,500.00	2,393.16	4.3
01-40-5203	UNIFORMS	.00	121.50	1,200.00	1,078.50	10.1
01-40-5205	POSTAGE	274.24	5,128.65	8,000.00	2,871.35	64.1
01-40-5210	OPERATING SUPPLIES	295.25	3,497.05	7,500.00	4,002.95	46.6
01-40-5212	FURNISHINGS	.00	641.42	10,000.00	9,358.58	6.4
01-40-5215	REPAIRS & MAINT	3,702.42	9,338.89	20,000.00	10,661.11	46.7
01-40-5216	FLEET R&M	.00	41.98	.00	(41.98)	.0
01-40-5253	GAS & OIL	.00	231.11	1,000.00	768.89	23.1
01-40-5300	TELEPHONE	609.31	3,859.08	7,352.00	3,492.92	52.5
01-40-5305	UTILITIES	793.35	4,905.89	10,500.00	5,594.11	46.7
01-40-5310	TRASH REMOVAL	78.49	549.43	1,260.00	710.57	43.6
01-40-5315	COPIER EXPENSES	502.88	3,331.32	9,000.00	5,668.68	37.0
01-40-5320	PROPERTY & LIABILITY INSURANCE	45.00	4,781.92	9,390.00	4,608.08	50.9
01-40-5325	INTERNET/WEBSITE EXPENSE	457.30	7,726.10	10,000.00	2,273.90	77.3
01-40-5330	TRAINING	287.75	3,161.74	20,000.00	16,838.26	15.8
01-40-5331	DUES AND SUBSCRIPTIONS	2,809.80	16,718.48	30,000.00	13,281.52	55.7
01-40-5332	TUITION REIMBURSEMENT	.00	.00	3,000.00	3,000.00	.0
01-40-5348	PEST CONTROL	4,416.00	4,416.00	.00	(4,416.00)	.0
01-40-5353	WATER ASSESSMENTS	.00	1,113.50	1,400.00	286.50	79.5
01-40-5399	OTHER PROFESSIONAL SERVICES	1,346.20	6,453.40	13,772.00	7,318.60	46.9
01-40-5400	LEGAL FEES	15,621.44	113,336.19	216,315.00	102,978.81	52.4
01-40-5401	CONSULTING FEES	13,544.13	118,206.03	160,262.00	42,055.97	73.8
01-40-5415	AUDIT FEES	.00	9,450.00	15,954.00	6,504.00	59.2
01-40-5416	PASSPORT EXPENSES	.00	39.98	400.00	360.02	10.0
01-40-5425	COUNTY TREASURER'S FEE	3,275.08	15,747.71	15,902.00	154.29	99.0
01-40-5426	PROPERTY/SALES TAX REBATE	.00	.00	1,000.00	1,000.00	.0
01-40-5560	CAPITAL OUTLAY--SFTWR UPGRADES	.00	16,290.13	25,000.00	8,709.87	65.2
01-40-5700	MISC. EXPENSE	238.76	2,274.31	10,000.00	7,725.69	22.7
01-40-5701	BANK FEES	2,805.33	15,149.80	26,000.00	10,850.20	58.3
01-40-5705	MILEAGE	2,052.78	7,188.79	10,000.00	2,811.21	71.9
01-40-5720	CONTINGENCIES	.00	.00	25,000.00	25,000.00	.0
	TOTAL ADMINISTRATION	113,295.40	709,840.23	1,214,889.00	505,048.77	58.4

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	BOARD OF TRUSTEES					
01-41-5001	SALARIES & WAGES	2,411.23	12,208.20	18,975.00	6,766.80	64.3
01-41-5030	MAYOR AND BOARD SALARIES	8,800.00	35,200.00	48,000.00	12,800.00	73.3
01-41-5060	PAYROLL TAXES	852.05	3,598.64	5,124.00	1,525.36	70.2
01-41-5065	WORKERS COMP	15.87	34.10	39.00	4.90	87.4
01-41-5066	HEALTH INSURANCE	273.51	1,387.87	2,248.00	860.13	61.7
01-41-5067	DEFERRED COMP	120.56	610.39	880.00	269.61	69.4
01-41-5068	MEDICAL SAVINGS	9.36	46.80	76.00	29.20	61.6
01-41-5075	EMPLOYMENT/RECRUITMENT EXPENSE	.00	.00	500.00	500.00	.0
01-41-5201	COMPUTER / TECHNOLOGY	.00	.00	10,000.00	10,000.00	.0
01-41-5210	OPERATING SUPPLIES	51.46	878.25	2,000.00	1,121.75	43.9
01-41-5212	FURNISHINGS	.00	.00	5,000.00	5,000.00	.0
01-41-5230	ELECTIONS	.00	.00	15,000.00	15,000.00	.0
01-41-5320	PROPERTY & LIABILITY INSURANCE	18.00	1,603.63	3,756.00	2,152.37	42.7
01-41-5330	TRAINING	2,693.23	7,691.77	15,000.00	7,308.23	51.3
01-41-5331	DUES & SUBSCRIPTIONS	322.38	760.84	1,200.00	439.16	63.4
01-41-5340	PUBLISHED NOTICES	431.38	1,318.58	2,500.00	1,181.42	52.7
01-41-5341	ORDINANCE CODIFICATION	.00	2,928.66	7,500.00	4,571.34	39.1
01-41-5347	COMMUNITY CONTRIBUTIONS	.00	10,700.00	24,000.00	13,300.00	44.6
01-41-5399	OTHER PROFESSIONAL SERVICES	.00	3,400.00	5,000.00	1,600.00	68.0
01-41-5430	RECORDING FEES	.00	.00	2,000.00	2,000.00	.0
01-41-5700	MISC. EXPENSE	210.16	1,541.00	5,000.00	3,459.00	30.8
01-41-5841	BOARD OUTREACH ACTIVITIES	554.53	5,200.47	10,000.00	4,799.53	52.0
	TOTAL BOARD OF TRUSTEES	16,763.72	89,109.20	183,798.00	94,688.80	48.5

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	POLICE					
01-42-5001	SALARIES & WAGES	165,293.85	851,537.02	1,734,231.00	882,693.98	49.1
01-42-5022	POLICE	.00	594.00	.00	(594.00)	.0
01-42-5050	CLEANING	829.58	4,977.48	8,000.00	3,022.52	62.2
01-42-5055	OVERTIME	4,254.88	11,323.39	25,000.00	13,676.61	45.3
01-42-5060	PAYROLL TAXES	3,737.27	20,536.13	40,217.00	19,680.87	51.1
01-42-5065	WORKERS COMP	15,832.38	33,740.03	30,984.00	(2,756.03)	108.9
01-42-5066	HEALTH INSURANCE	24,355.97	120,947.82	214,932.00	93,984.18	56.3
01-42-5067	DEFERRED COMP	641.64	2,969.58	5,715.00	2,745.42	52.0
01-42-5068	MEDICAL SAVINGS	334.95	1,679.75	2,295.00	615.25	73.2
01-42-5069	FPPA	13,608.89	69,137.70	140,271.00	71,133.30	49.3
01-42-5071	D&D	4,870.57	24,744.07	48,518.00	23,773.93	51.0
01-42-5075	EMPLOYMENT/RECRUITMENT EXPENSE	1,054.00	2,291.40	5,000.00	2,708.60	45.8
01-42-5200	OFFICE SUPPLIES	202.05	907.86	4,000.00	3,092.14	22.7
01-42-5201	COMPUTER / TECHNOLOGY	2,879.32	15,751.39	42,250.00	26,498.61	37.3
01-42-5203	UNIFORMS	.00	.00	800.00	800.00	.0
01-42-5210	OPERATING SUPPLIES	1,080.40	9,968.50	9,000.00	(968.50)	110.8
01-42-5215	REPAIR & MAINTENANCE	791.75	5,981.65	4,000.00	(1,981.65)	149.5
01-42-5216	FLEET R&M	2,886.51	15,587.18	14,602.00	(985.18)	106.8
01-42-5253	GAS & OIL	2,826.88	15,448.25	40,000.00	24,551.75	38.6
01-42-5254	UNIFORMS & TOOLS	653.32	6,263.38	22,800.00	16,536.62	27.5
01-42-5255	OPERATING EQUIPMENT	793.88	34,638.28	42,550.00	7,911.72	81.4
01-42-5300	TELEPHONES	1,355.95	8,313.78	16,000.00	7,686.22	52.0
01-42-5305	UTILITIES	334.68	7,600.77	18,000.00	10,399.23	42.2
01-42-5310	TRASH REMOVAL	153.23	995.43	600.00	(395.43)	165.9
01-42-5315	COPIER EXPENSE	163.27	1,248.62	3,500.00	2,251.38	35.7
01-42-5320	GENERAL LIABILITY INSURANCE	252.00	26,694.68	57,040.00	30,345.32	46.8
01-42-5325	INTERNET/WEBSITE EXPENSE	132.45	927.15	2,000.00	1,072.85	46.4
01-42-5330	TRAINING	16.61	12,439.60	39,858.00	27,418.40	31.2
01-42-5331	DUES & MEMBERSHIPS	.00	7,910.78	13,600.00	5,689.22	58.2
01-42-5332	TUITION REIMBURSEMENT	.00	.00	9,000.00	9,000.00	.0
01-42-5343	CONTRACTUAL SERVICES	1,368.63	56,210.17	108,000.00	51,789.83	52.1
01-42-5346	ANIMAL IMPOUND FEE	380.00	2,955.00	5,000.00	2,045.00	59.1
01-42-5348	PEST CONTROL	.00	.00	2,000.00	2,000.00	.0
01-42-5349	WELLNESS PROGRAM	.00	1,254.00	3,500.00	2,246.00	35.8
01-42-5350	LAB FEES	.00	.00	500.00	500.00	.0
01-42-5399	OTHER PROFESSIONAL SERVICES	105.00	315.00	2,386.00	2,071.00	13.2
01-42-5400	LEGAL FEES	.00	.00	15,000.00	15,000.00	.0
01-42-5500	CAPITAL OUTLAY	523.56	42,069.96	45,000.00	2,930.04	93.5
01-42-5700	MISC. EXPENSE	30.57	2,278.98	5,000.00	2,721.02	45.6
	TOTAL POLICE	251,744.04	1,420,238.78	2,781,149.00	1,360,910.22	51.1

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	COMMUNITY DEVELOPMENT					
01-43-5001	SALARIES & WAGES	40,806.36	173,982.74	291,147.00	117,164.26	59.8
01-43-5060	PAYROLL TAXES	3,074.18	13,171.23	22,273.00	9,101.77	59.1
01-43-5065	WORKERS COMP	35.33	150.09	257.00	106.91	58.4
01-43-5066	HEALTH INSURANCE	5,892.72	22,831.84	77,981.00	55,149.16	29.3
01-43-5067	DEFERRED COMP	1,703.03	7,494.83	29,364.00	21,869.17	25.5
01-43-5068	MEDICAL SAVINGS	200.00	375.00	1,033.00	658.00	36.3
01-43-5075	EMPLOYMENT/RECRUITMENT EXPENSE	61.46	323.76	500.00	176.24	64.8
01-43-5200	OFFICE SUPPLIES	26.99	786.11	500.00	(286.11)	157.2
01-43-5201	COMPUTER / TECHNOLOGY	1,584.16	7,650.80	8,000.00	349.20	95.6
01-43-5202	PRINTING EXPENSE	.00	553.54	500.00	(53.54)	110.7
01-43-5203	UNIFORMS	.00	.00	1,000.00	1,000.00	.0
01-43-5212	FURNISHINGS	.00	.00	1,600.00	1,600.00	.0
01-43-5216	REPAIRS & MAINT--FLEET	103.49	103.49	.00	(103.49)	.0
01-43-5300	TELEPHONE	177.50	887.71	1,900.00	1,012.29	46.7
01-43-5320	PROPERTY & LIABILITY INSURANCE	72.00	6,414.50	15,024.00	8,609.50	42.7
01-43-5330	TRAINING	.00	3,294.58	8,000.00	4,705.42	41.2
01-43-5331	DUES & MEMBERSHIPS	.00	245.00	2,500.00	2,255.00	9.8
01-43-5353	WATER ASSESSMENTS	.00	.00	100.00	100.00	.0
01-43-5401	CONSULTING FEES	.00	.00	125,000.00	125,000.00	.0
01-43-5410	CONSULTANTS	1,500.13	6,071.38	25,000.00	18,928.62	24.3
01-43-5411	ANNEXATIONS & REZONING EXPENSE	.00	1,258.60	15,000.00	13,741.40	8.4
01-43-5460	BUILDING INSPECTIONS	38,017.49	163,216.91	246,884.00	83,667.09	66.1
01-43-5700	MISC.	91.82	1,116.86	2,000.00	883.14	55.8
	TOTAL COMMUNITY DEVELOPMENT	93,346.66	409,928.97	875,563.00	465,634.03	46.8
	STREETS					
01-44-5201	COMPUTER / TECHNOLOGY	.00	1,511.25	.00	(1,511.25)	.0
	TOTAL STREETS	.00	1,511.25	.00	(1,511.25)	.0

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	PARKS					
01-45-5001	SALARIES & WAGES	40,394.45	167,898.27	258,619.00	90,720.73	64.9
01-45-5055	OVERTIME	955.66	6,353.86	1,735.00	(4,618.86)	366.2
01-45-5060	PAYROLL TAXES	3,157.05	13,265.16	19,917.00	6,651.84	66.6
01-45-5065	WORKERS COMP	1,364.75	4,421.31	7,614.00	3,192.69	58.1
01-45-5066	HEALTH INSURANCE	5,882.99	23,289.01	38,522.00	15,232.99	60.5
01-45-5067	DEFERRED COMP	881.78	4,895.23	9,106.00	4,210.77	53.8
01-45-5068	MEDICAL SAVINGS	126.54	520.20	908.00	387.80	57.3
01-45-5075	EMPLOYMENT/RECRUITMENT EXPENSE	122.92	307.30	.00	(307.30)	.0
01-45-5203	UNIFORMS	520.00	1,074.94	.00	(1,074.94)	.0
01-45-5210	OPERATING SUPPLIES	1,345.88	4,801.41	6,000.00	1,198.59	80.0
01-45-5212	FURNISHINGS	.00	.00	2,500.00	2,500.00	.0
01-45-5215	REPAIRS & MAINTENANCE	780.33	6,851.31	38,000.00	31,148.69	18.0
01-45-5216	FLEET R&M	3,033.47	5,711.98	5,000.00	(711.98)	114.2
01-45-5253	GAS & OIL	629.68	3,870.62	5,000.00	1,129.38	77.4
01-45-5254	TOOLS	.00	434.68	1,500.00	1,065.32	29.0
01-45-5300	TELEPHONE	390.00	1,290.00	1,500.00	210.00	86.0
01-45-5305	UTILITIES	4,092.23	10,025.59	40,000.00	29,974.41	25.1
01-45-5310	TRASH REMOVAL	.00	.00	2,500.00	2,500.00	.0
01-45-5320	PROPERTY & LIABILITY INSURANCE	90.00	8,018.12	18,780.00	10,761.88	42.7
01-45-5330	TRAINING	.00	1,038.00	2,500.00	1,462.00	41.5
01-45-5348	PEST CONTROL	4,416.00	8,832.00	33,000.00	24,168.00	26.8
01-45-5349	WELLNESS PROGRAM	30.00	120.00	250.00	130.00	48.0
01-45-5363	WEED CONTROL	.00	2,582.50	5,000.00	2,417.50	51.7
01-45-5369	EQUIPMENT RENTAL	.00	22.95	1,000.00	977.05	2.3
01-45-5370	LANDSCAPING	228.66	8,089.01	18,000.00	9,910.99	44.9
01-45-5371	TREE MAINTENANCE	.00	3,090.00	25,000.00	21,910.00	12.4
01-45-5372	IRRIGATION SYSTEM	576.31	22,042.48	30,000.00	7,957.52	73.5
01-45-5405	PARK ENGINEERING	55.00	55.00	.00	(55.00)	.0
01-45-5500	CAPITAL OUTLAY	7,640.00	7,640.00	117,000.00	109,360.00	6.5
01-45-5700	MISC. EXPENSE	.00	.00	2,500.00	2,500.00	.0
	TOTAL PARKS	76,713.70	316,540.93	691,451.00	374,910.07	45.8

GENERAL FUND

ENGINEERING

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
01-47-5001	SALARIES & WAGES	51,126.63	265,323.87	444,869.00	179,545.13	59.6
01-47-5050	CLEANING	746.00	4,476.00	7,000.00	2,524.00	63.9
01-47-5055	OVERTIME	4,460.90	9,226.07	.00	(9,226.07)	.0
01-47-5060	PAYROLL TAXES	4,226.19	20,858.66	536.00	(20,322.66)	3891.5
01-47-5065	WORKERS COMP	1,281.98	3,372.73	9,114.00	5,741.27	37.0
01-47-5066	HEALTH INSURANCE	5,082.82	25,898.27	41,785.00	15,886.73	62.0
01-47-5067	DEFERRED COMP	2,327.28	11,363.10	16,188.00	4,824.90	70.2
01-47-5068	MEDICAL SAVINGS	180.57	919.51	1,306.00	386.49	70.4
01-47-5075	EMPLOYMENT/RECRUITMENT EXPENSE	38.52	735.48	200.00	(535.48)	367.7
01-47-5200	OFFICE SUPPLIES	433.15	3,266.61	1,000.00	(2,266.61)	326.7
01-47-5201	COMPUTER/TECHNOLOGY	666.68	3,725.11	8,000.00	4,274.89	46.6
01-47-5203	UNIFORMS	377.00	1,121.91	1,000.00	(121.91)	112.2
01-47-5210	OPERATING SUPPLIES	719.90	12,668.01	3,000.00	(9,668.01)	422.3
01-47-5212	FURNISHINGS	.00	641.42	3,000.00	2,358.58	21.4
01-47-5215	REPAIRS & MAINTENANCE	3,425.48	23,935.20	10,000.00	(13,935.20)	239.4
01-47-5216	REPAIR & MAINTENANCE--FLEET	15.00	229.54	3,000.00	2,770.46	7.7
01-47-5253	GAS & OIL	616.92	2,744.24	5,000.00	2,255.76	54.9
01-47-5300	TELEPHONE	412.04	2,128.28	2,880.00	751.72	73.9
01-47-5305	UTILITIES	1,026.72	10,971.74	15,000.00	4,028.26	73.1
01-47-5310	TRASH	179.79	1,104.17	1,500.00	395.83	73.6
01-47-5315	COPIER EXPENSES	143.49	1,057.26	5,000.00	3,942.74	21.2
01-47-5320	PROPERTY & LIABILITY INSURANCE	45.00	4,009.07	9,390.00	5,380.93	42.7
01-47-5330	TRAINING	.00	1,579.55	5,000.00	3,420.45	31.6
01-47-5331	DUES & SUBSCRIPTIONS	.00	630.00	600.00	(30.00)	105.0
01-47-5399	OTHER PROFESSIONAL SERVICES	.00	.00	1,386.00	1,386.00	.0
01-47-5405	ENGINEERING FEES	6,495.25	18,008.55	30,000.00	11,991.45	60.0
01-47-5700	MISC. EXPENSE	.00	127.83	5,000.00	4,872.17	2.6
	TOTAL ENGINEERING	84,027.31	430,122.18	630,754.00	200,631.82	68.2

GENERAL FUND

MUNICIPAL COURT

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
01-48-5001	SALARIES & WAGES	5,639.63	22,606.50	48,673.00	26,066.50	46.5
01-48-5040	JUDGE	1,500.00	9,995.00	20,000.00	10,005.00	50.0
01-48-5055	OVERTIME	40.62	102.72	.00	(102.72)	.0
01-48-5060	PAYROLL TAXES	431.10	1,715.60	3,724.00	2,008.40	46.1
01-48-5065	WORKERS COMP	10.61	26.06	48.00	21.94	54.3
01-48-5066	HEALTH INSURANCE	898.71	3,288.68	7,583.00	4,294.32	43.4
01-48-5067	DEFERRED COMP	120.56	610.39	2,483.00	1,872.61	24.6
01-48-5068	MEDICAL SAVINGS	71.85	109.29	84.00	(25.29)	130.1
01-48-5075	EMPLOYMENT/RECRUITMENT EXPENSE	.00	.00	500.00	500.00	.0
01-48-5201	COMPUTER/TECHNOLOGY	.00	.00	3,000.00	3,000.00	.0
01-48-5203	UNIFORMS	.00	.00	200.00	200.00	.0
01-48-5235	COURT COSTS	.00	203.70	1,500.00	1,296.30	13.6
01-48-5300	TELEPHONE	.00	65.62	800.00	734.38	8.2
01-48-5320	PROPERTY & LIABILITY INSURANCE	18.00	1,603.63	3,756.00	2,152.37	42.7
01-48-5330	TRAINING	.00	.00	1,000.00	1,000.00	.0
01-48-5331	DUES & MEMBERSHIPS	50.00	50.00	100.00	50.00	50.0
01-48-5399	OTHER PROFFESSIONAL SERVICES	148.40	1,405.00	1,881.00	476.00	74.7
01-48-5455	PROSECUTING ATTORNEY	.00	8,872.50	25,000.00	16,127.50	35.5
01-48-5456	PUBLIC DEFENDER	.00	.00	10,000.00	10,000.00	.0
01-48-5700	MISC. EXPENSE	100.00	213.30	1,000.00	786.70	21.3
	TOTAL MUNICIPAL COURT	9,029.48	50,867.99	131,332.00	80,464.01	38.7

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	COMMUNITY ENGAGEMENT					
01-49-5001	SALARIES & WAGES	25,357.21	112,258.50	217,304.00	105,045.50	51.7
01-49-5055	OVERTIME	.00	334.53	5,000.00	4,665.47	6.7
01-49-5060	PAYROLL TAXES	1,926.38	8,526.85	17,006.00	8,479.15	50.1
01-49-5065	WORKERS COMP	147.53	1,125.07	1,504.00	378.93	74.8
01-49-5066	HEALTH INSURANCE	2,264.13	10,577.31	21,597.00	11,019.69	49.0
01-49-5067	DEFERRED COMP	1,029.42	4,682.59	4,720.00	37.41	99.2
01-49-5068	MEDICAL SAVINGS	158.58	684.14	437.00	(247.14)	156.6
01-49-5075	EMPLOYMENT/RECRUITMENT EXPENSE	.00	733.94	1,500.00	766.06	48.9
01-49-5201	COMPUTER/TECHNOLOGY	.00	1,176.70	3,000.00	1,823.30	39.2
01-49-5202	PRINTING EXPENSE	.00	2,309.87	10,000.00	7,690.13	23.1
01-49-5203	UNIFORMS	.00	698.33	1,500.00	801.67	46.6
01-49-5205	POSTAGE	.00	472.88	2,500.00	2,027.12	18.9
01-49-5216	FLEET R&M	.00	5,497.75	.00	(5,497.75)	.0
01-49-5220	TOWN DECORATIONS	.00	1,123.89	10,000.00	8,876.11	11.2
01-49-5236	COMMUNITY ENGAGEMENT	.00	6,432.64	10,000.00	3,567.36	64.3
01-49-5253	GAS & OIL	101.54	143.46	.00	(143.46)	.0
01-49-5260	RECREATION PROGRAMS	81.37	35,703.30	50,000.00	14,296.70	71.4
01-49-5261	COMMUNITY DAY	.00	8,508.34	48,000.00	39,491.66	17.7
01-49-5262	TOWN EVENTS	4,967.47	38,842.47	69,000.00	30,157.53	56.3
01-49-5265	SENIOR EVENTS	365.04	4,672.19	10,000.00	5,327.81	46.7
01-49-5300	TELEPHONE	232.01	840.71	1,080.00	239.29	77.8
01-49-5320	GENERAL LIABILITY INSURANCE	72.00	6,883.22	15,374.00	8,490.78	44.8
01-49-5330	TRAINING	45.00	2,867.25	4,000.00	1,132.75	71.7
01-49-5331	DUES/MEMBERSHIPS	174.40	6,951.86	7,000.00	48.14	99.3
01-49-5349	WELLNESS PROGRAM	2,767.00	11,124.23	19,000.00	7,875.77	58.6
01-49-5399	OTHER PROFESSIONAL SERVICES	.00	.00	2,000.00	2,000.00	.0
01-49-5401	CONSULTANTS	.00	.00	25,000.00	25,000.00	.0
01-49-5500	CAPITAL OUTLAY--WAYFINDING	.00	.00	25,000.00	25,000.00	.0
01-49-5560	CAPITAL OUTLAY--SFTWR UPGRADES	.00	9,396.94	12,000.00	2,603.06	78.3
01-49-5700	MISC. EXPENSE	64.76	958.46	2,000.00	1,041.54	47.9
	TOTAL COMMUNITY ENGAGEMENT	39,753.84	283,527.42	595,522.00	311,994.58	47.6
	NON-DEPARTMENTAL					
01-90-5500	CAPITAL OUTLAY	.00	.00	50,000.00	50,000.00	.0
01-90-5804	TRANSFER TO STREET IMPVT FD	.00	187,500.00	375,000.00	187,500.00	50.0
01-90-5805	TRANSFER TO CAPITAL IMPROVEMEN	.00	690,225.50	1,380,451.00	690,225.50	50.0
01-90-8151	SPECIAL PROJECTS	.00	.00	100,000.00	100,000.00	.0
01-90-8155	ARPA BROADBAND	.00	462.67	149,932.00	149,469.33	.3
	TOTAL NON-DEPARTMENTAL	.00	878,188.17	2,055,383.00	1,177,194.83	42.7
	TOTAL FUND EXPENDITURES	684,674.15	4,589,875.12	9,159,841.00	4,569,965.88	50.1
	NET REVENUE OVER EXPENDITURES	397,852.09	1,586,693.88	.00	(1,586,693.88)	.0

TOWN OF MEAD
BALANCE SHEET
JULY 31, 2023

STREET IMPROVEMENT FUND

	ASSETS			
04-01-0100	COMBINED CASH		2,910,836.81	
04-01-1301	A/R - GENERAL		343,625.75	
04-01-1302	PREPAID EXPENSES		8,809.85	
	TOTAL ASSETS			3,263,272.41
	LIABILITIES AND EQUITY			
	LIABILITIES			
04-02-2000	ACCOUNTS PAYABLE		66.50	
04-02-2300	457(B) DEFERRED COMP PAYABLE		713.83	
04-02-2301	SALARIES & WAGES PAYABLE		10,192.21	
04-02-2310	EMPLOYEE HEALTH INS. PAYABLE		33,021.45	
04-02-2312	WORKERS COMP INSURANCE PAYABLE		6,322.08	
04-02-2400	FED. WITHHOLDING TAX PAYABLE		1,016.45	
04-02-2401	SOCIAL SECURITY TAX PAYABLE		1,585.64	
04-02-2402	MEDICARE TAX PAYABLE		370.84	
04-02-2403	STATE WITHHOLDING TAX PAYABLE		1,480.70	
04-02-2404	STATE UNEMPLOYMENT TAX PAYABLE		76.34	
	TOTAL LIABILITIES			54,846.04
	FUND EQUITY			
04-02-3001	FUND BALANCE		2,037,788.40	
	UNAPPROPRIATED FUND BALANCE:			
	REVENUE OVER EXPENDITURES - YTD	1,170,637.97		
	BALANCE - CURRENT DATE		1,170,637.97	
	TOTAL FUND EQUITY			3,208,426.37
	TOTAL LIABILITIES AND EQUITY			3,263,272.41

TOWN OF MEAD
REVENUES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JULY 31, 2023

STREET IMPROVEMENT FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	SOURCE 10					
04-10-4005	HIGHWAY USERS TAX	16,244.86	127,584.60	235,190.00	107,605.40	54.3
04-10-4010	SALES TAX	262,662.39	1,230,950.64	2,004,325.00	773,374.36	61.4
04-10-4025	M.V. REGISTSTRATION	2,282.04	14,188.44	27,193.00	13,004.56	52.2
04-10-4030	BUILDING USE TAX	(2,824.36)	134,108.78	205,778.00	71,669.22	65.2
	TOTAL SOURCE 10	278,364.93	1,506,832.46	2,472,486.00	965,653.54	60.9
	SOURCE 11					
04-11-4102	RIGHT-OF-WAY PERMITS	150.00	150.00	.00	(150.00)	.0
	TOTAL SOURCE 11	150.00	150.00	.00	(150.00)	.0
	SOURCE 16					
04-16-4601	TRANSFER FROM GF	.00	187,500.00	375,000.00	187,500.00	50.0
	TOTAL SOURCE 16	.00	187,500.00	375,000.00	187,500.00	50.0
	TOTAL FUND REVENUE	278,514.93	1,694,482.46	2,847,486.00	1,153,003.54	59.5

STREET IMPROVEMENT FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	EXPENDITURES--STREET IMP FUND					
04-44-5001	SALARIES & WAGES	40,408.15	196,594.95	238,136.00	41,541.05	82.6
04-44-5055	OVERTIME	441.07	3,914.87	9,000.00	5,085.13	43.5
04-44-5060	PAYROLL TAXES	3,012.00	14,839.00	18,906.00	4,067.00	78.5
04-44-5065	WORKERS COMPENSATION	3,452.04	12,949.82	8,078.00	(4,871.82)	160.3
04-44-5066	HEALTH INSURANCE	6,268.84	27,761.07	40,410.00	12,648.93	68.7
04-44-5067	DEFERRED COMP	980.89	5,584.84	5,627.00	42.16	99.3
04-44-5068	MEDICAL SAVINGS	81.27	400.07	.00	(400.07)	.0
04-44-5075	EMPLOYMENT/RECRUITMENT EXPENSE	.00	61.46	1,500.00	1,438.54	4.1
04-44-5201	COMPUTER/TECHNOLOGY	2,413.75	5,886.25	25,000.00	19,113.75	23.6
04-44-5203	UNIFORMS	.00	1,145.02	2,000.00	854.98	57.3
04-44-5210	OPERATING SUPPLIES	128.99	1,274.60	2,500.00	1,225.40	51.0
04-44-5212	FURNISHINGS	.00	.00	5,000.00	5,000.00	.0
04-44-5215	REPAIRS & MAINTENANCE--STREETS	77,952.99	78,598.95	240,000.00	161,401.05	32.8
04-44-5216	REPAIR & MAINT.--FLEET	1,786.85	18,442.77	40,000.00	21,557.23	46.1
04-44-5250	ASPHALT/STREET PATCHING	.00	5,490.00	1,800,000.00	1,794,510.00	.3
04-44-5252	STREET SIGNS & MARKERS	.00	4,616.65	25,000.00	20,383.35	18.5
04-44-5253	GAS & OIL	1,860.58	11,274.42	20,000.00	8,725.58	56.4
04-44-5254	TOOLS	272.34	6,968.33	10,000.00	3,031.67	69.7
04-44-5255	SAFETY EQUIPMENT	831.25	2,232.80	3,500.00	1,267.20	63.8
04-44-5300	TELEPHONE	402.97	1,709.75	3,500.00	1,790.25	48.9
04-44-5305	UTILITIES	.00	17,028.86	35,000.00	17,971.14	48.7
04-44-5310	TRASH DISPOSAL	.00	100.00	.00	(100.00)	.0
04-44-5320	PROPERTY & LIABILITY INSURANCE	225.00	20,045.32	46,951.00	26,905.68	42.7
04-44-5330	TRAINING	.00	203.44	1,500.00	1,296.56	13.6
04-44-5331	DUES & MEMBERSHIPS	.00	.00	1,500.00	1,500.00	.0
04-44-5360	STREET SWEEPING	6,534.00	15,660.00	15,000.00	(660.00)	104.4
04-44-5361	DUST CONTROL	.00	.00	40,000.00	40,000.00	.0
04-44-5362	GRAVEL	.00	.00	38,000.00	38,000.00	.0
04-44-5363	WEED CONTROL	.00	.00	3,000.00	3,000.00	.0
04-44-5364	SNOW REMOVAL	.00	31,227.47	100,000.00	68,772.53	31.2
04-44-5365	REPAIR & MAINTENANCE--SEALCOAT	.00	.00	500,000.00	500,000.00	.0
04-44-5366	REPAIR & MAINTENANCE--DRAINAGE	.00	.00	500,000.00	500,000.00	.0
04-44-5367	STREET STRIPING	.00	.00	75,000.00	75,000.00	.0
04-44-5369	REPAIR & MAINTENANCE--BRIDGES	5,553.52	10,080.12	127,620.00	117,539.88	7.9
04-44-5405	ENGINEERING FEES	3,000.00	29,753.66	200,000.00	170,246.34	14.9
04-44-5500	CAPITAL OUTLAY	.00	.00	205,000.00	205,000.00	.0
04-44-5604	2012 GRADER	.00	.00	2,500.00	2,500.00	.0
	TOTAL EXPENDITURES--STREET IMP FUND	155,606.50	523,844.49	4,389,228.00	3,865,383.51	11.9
	TOTAL FUND EXPENDITURES	155,606.50	523,844.49	4,389,228.00	3,865,383.51	11.9
	NET REVENUE OVER EXPENDITURES	122,908.43	1,170,637.97	(1,541,742.00)	(2,712,379.97)	75.9

TOWN OF MEAD
BALANCE SHEET
JULY 31, 2023

CONSERVATION TRUST FUND

	ASSETS			
05-01-0100	CASH IN COMMON - CTF		76,127.24	
	TOTAL ASSETS			76,127.24
	LIABILITIES AND EQUITY			
	FUND EQUITY			
05-02-3001	FUND BALANCE		36,128.17	
	UNAPPROPRIATED FUND BALANCE:			
	REVENUE OVER EXPENDITURES - YTD	39,999.07		
	BALANCE - CURRENT DATE		39,999.07	
	TOTAL FUND EQUITY			76,127.24
	TOTAL LIABILITIES AND EQUITY			76,127.24

TOWN OF MEAD
REVENUES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JULY 31, 2023

CONSERVATION TRUST FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	LOTTERY REVENUE					
05-17-4630	LOTTERY REVENUE	.00	38,350.45	61,523.00	23,172.55	62.3
	TOTAL LOTTERY REVENUE	.00	38,350.45	61,523.00	23,172.55	62.3
	MISCELLANEOUS REVENUE					
05-18-4619	INTEREST & DIVIDEND INCOME	338.05	1,648.62	.00	(1,648.62)	.0
	TOTAL MISCELLANEOUS REVENUE	338.05	1,648.62	.00	(1,648.62)	.0
	TOTAL FUND REVENUE	338.05	39,999.07	61,523.00	21,523.93	65.0
05-45-5506	CAPITAL OUTLAY--PARKS & EQUIP	.00	.00	98,500.00	98,500.00	.0
	TOTAL DEPARTMENT 45	.00	.00	98,500.00	98,500.00	.0
	TOTAL FUND EXPENDITURES	.00	.00	98,500.00	98,500.00	.0
	NET REVENUE OVER EXPENDITURES	338.05	39,999.07	(36,977.00)	(76,976.07)	108.2

TOWN OF MEAD
BALANCE SHEET
JULY 31, 2023

SEWER FUND

	ASSETS			
06-01-0100	COMBINED CASH		1,488,400.50	
06-01-1302	PREPAID EXPENSE		2,418.87	
06-01-1305	ACCUM DEPRECIATION - PLANT & E		(3,537,093.14)	
06-01-1306	A/R-UTILITY BILLING		100,677.41	
06-01-1501	LAND		294,834.95	
06-01-1502	LAND IMPROV.		322,159.37	
06-01-1503	SEWER COLLECTION SYSTEM		1,753,546.08	
06-01-1504	BUILDINGS		281,750.60	
06-01-1506	MACH. & EQUIP.		179,757.28	
06-01-1507	WASTEWATER TREATMENT PLANT		6,722,398.81	
06-01-1510	CONSTRUCTION IN PROGRESS		42,103.93	
	TOTAL ASSETS			7,650,954.66
	LIABILITIES AND EQUITY			
	LIABILITIES			
06-02-2200	LOAN PAYABLE CWRPDA--LT		1,391,698.93	
06-02-2201	LOAN PAYABLE CWRPDA--CURRENT		79,497.38	
06-02-2300	EMPLOYEE PENSION PAYABLE		642.82	
06-02-2301	SALARY WAGES PAYABLE		4,796.75	
06-02-2310	EMPLOYEE HEALTH INS. PAYABLE		1,687.50	
06-02-2312	WORKERS COMP INSURANCE PAYABLE		(248.00)	
06-02-2314	401(A) CONTRIBUTIONS PAYABLE		55.32	
06-02-2400	FED. WITHHOLDING TAX PAYABLE		782.43	
06-02-2401	SOCIAL SECURITY TAX PAYABLE		812.81	
06-02-2402	MEDICARE TAX PAYABLE		192.78	
06-02-2403	STATE WITHHOLDING TAX PAYABLE		836.90	
06-02-2404	STATE UNEMPLOYMENT TAX PAYABLE		41.66	
06-02-2410	MISC PAYROLL PAYABLE		5,746.00	
06-02-2500	ACC'D COMPENSATED ABS--CURRENT		1,094.99	
06-02-2501	ACCR'D COMPENSATED ABSENCES-LT		9,854.89	
06-02-2502	ACCRUED INT PAYABLE--CWRPDA		21,393.65	
06-02-2601	BOND PREMIUM--UNAMORTIZED		49,993.06	
	TOTAL LIABILITIES			1,568,879.87
	FUND EQUITY			
06-02-3001	FUND BALANCE		5,746,434.27	
	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	(104,759.48)		
	BALANCE - CURRENT DATE		335,640.52	
	TOTAL FUND EQUITY			6,082,074.79

TOTAL LIABILITIES AND EQUITY	7,650,954.66

SEWER FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	CHARGES FOR SERVICES					
06-11-4150	SEWER USER FEES	83,808.15	538,526.25	982,183.00	443,656.75	54.8
06-11-4152	RATERINK LIFT STA. SURCHARGE	1,020.00	7,100.00	.00	(7,100.00)	.0
06-11-4160	SEWER LATE/NSF FEES	1,310.00	8,310.00	16,000.00	7,690.00	51.9
06-11-4165	SEWER TAP FEES	3,056.00	106,016.00	494,932.00	388,916.00	21.4
	TOTAL CHARGES FOR SERVICES	89,194.15	659,952.25	1,493,115.00	833,162.75	44.2
	MISCELLANEOUS REVENUE					
06-18-4619	INTEREST & DIVIDEND INCOME	6,609.42	47,143.44	36,000.00	(11,143.44)	131.0
	TOTAL MISCELLANEOUS REVENUE	6,609.42	47,143.44	36,000.00	(11,143.44)	131.0
	TOTAL FUND REVENUE	95,803.57	707,095.69	1,529,115.00	822,019.31	46.2
	ADMINISTRATION					
06-40-5001	SALARIES & WAGES	20,027.13	102,475.43	169,869.00	67,393.57	60.3
06-40-5055	OVERTIME	1,420.94	3,362.06	.00	(3,362.06)	.0
06-40-5060	PAYROLL TAXES	1,637.26	7,941.55	12,995.00	5,053.45	61.1
06-40-5065	WORKERS COMP	897.94	2,444.09	3,094.00	649.91	79.0
06-40-5066	HEALTH INSURANCE	2,573.28	13,298.95	25,845.00	12,546.05	51.5
06-40-5067	DEFERRED COMP/RETIREMENT	967.93	4,987.41	7,009.00	2,021.59	71.2
06-40-5068	MEDICAL SAVINGS	78.15	388.68	587.00	198.32	66.2
06-40-5205	POSTAGE	388.10	2,327.48	4,800.00	2,472.52	48.5
06-40-5300	TELEPHONE	127.01	608.13	720.00	111.87	84.5
06-40-5320	GENERAL LIABILITY INSURANCE	45.00	4,009.07	9,390.00	5,380.93	42.7
06-40-5331	DUES AND MEMBERSHIP	.00	1,000.00	1,200.00	200.00	83.3
06-40-5399	OTHER PROFESSIONAL SERVICES	519.40	3,635.80	6,583.00	2,947.20	55.2
06-40-5400	LEGAL FEES	846.17	5,301.51	11,385.00	6,083.49	46.6
06-40-5401	CONSULTING FEES	1,122.47	9,206.78	13,647.00	4,440.22	67.5
06-40-5405	ENGINEERING FEES	2,394.00	6,354.00	70,000.00	63,646.00	9.1
06-40-5410	PLANNING/CONSULTANTS	203.38	1,232.08	2,040.00	807.92	60.4
06-40-5415	AUDIT FEES	.00	4,725.00	7,977.00	3,252.00	59.2
06-40-5460	ADMINISTRATIVE OVERHEAD	.00	.00	9,185.00	9,185.00	.0
06-40-5700	MISC. EXPENSE	.00	.00	500.00	500.00	.0
06-40-5701	BANK FEES	519.36	3,094.88	.00	(3,094.88)	.0
06-40-5705	MILEAGE	100.00	400.00	300.00	(100.00)	133.3
	TOTAL ADMINISTRATION	33,867.52	176,792.90	357,126.00	180,333.10	49.5

SEWER FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	OPERATIONS					
06-47-5210	OPERATING SUPPLIES	.00	.00	1,500.00	1,500.00	.0
06-47-5215	REPAIRS & MAINT	2,062.42	11,331.21	160,500.00	149,168.79	7.1
06-47-5227	CHEMICALS	.00	.00	750.00	750.00	.0
06-47-5231	SLUDGE DISPOSAL	1,365.98	30,306.15	65,000.00	34,693.85	46.6
06-47-5248	SEWER LINE REPAIRS	.00	581.76	15,000.00	14,418.24	3.9
06-47-5253	GAS & OIL	629.68	3,870.62	6,000.00	2,129.38	64.5
06-47-5305	UTILITIES	4,116.72	26,229.89	68,284.00	42,054.11	38.4
06-47-5306	UTILITIES--RATERINK	391.71	391.71	.00	(391.71)	.0
06-47-5310	TRASH	93.72	656.04	1,125.00	468.96	58.3
06-47-5390	SEWER MAINT. CONTRACT	5,195.16	41,903.19	85,638.00	43,734.81	48.9
06-47-5391	SEWER TESTING	462.72	3,025.09	6,000.00	2,974.91	50.4
06-47-5392	LINE LOCATOR	601.14	3,219.84	6,000.00	2,780.16	53.7
06-47-5393	STATE DISCHARGE PERMIT	115.00	192.00	3,500.00	3,308.00	5.5
06-47-5394	SEWER LINE FLUSHING	.00	.00	85,000.00	85,000.00	.0
06-47-5396	R&M--RATERINK LIFT STATION	1,287.76	5,227.35	.00	(5,227.35)	.0
06-47-5556	CAPITAL OUTLAY--CIPP	.00	.00	100,000.00	100,000.00	.0
06-47-5557	CAPITAL OUTLAY-HEADWORKS MECH	1,345.00	374,307.40	185,700.00	(188,607.40)	201.6
06-47-5558	CAPITAL OUTLAY-BLOWER REPLACE	3,665.50	3,665.50	130,000.00	126,334.50	2.8
06-47-5559	CAPITAL OUTLAY-CHEMICAL PHOSOP	.00	.00	100,000.00	100,000.00	.0
	TOTAL OPERATIONS	21,332.51	504,907.75	1,019,997.00	515,089.25	49.5
	DEPARTMENT 98					
06-98-9801	2007 CWRPDA LOAN--PRINCIPAL	.00	79,497.38	79,497.00	(.38)	100.0
06-98-9802	2007 CWRPDA LOAN--INTEREST	.00	50,657.14	50,657.00	(.14)	100.0
	TOTAL DEPARTMENT 98	.00	130,154.52	130,154.00	(.52)	100.0
	TOTAL FUND EXPENDITURES	55,200.03	811,855.17	1,507,277.00	695,421.83	53.9
	NET REVENUE OVER EXPENDITURES	40,603.54	(104,759.48)	21,838.00	126,597.48	(479.7)

TOWN OF MEAD
BALANCE SHEET
JULY 31, 2023

POLICE FUND

	ASSETS			
08-01-0100	CASH IN COMMON - POLICE		202,858.38	
	TOTAL ASSETS			202,858.38
	LIABILITIES AND EQUITY			
	FUND EQUITY			
08-02-3001	FUND BALANCE		250,667.54	
	UNAPPROPRIATED FUND BALANCE:			
	REVENUE OVER EXPENDITURES - YTD	(47,809.16)		
	BALANCE - CURRENT DATE		(47,809.16)	
	TOTAL FUND EQUITY			202,858.38
	TOTAL LIABILITIES AND EQUITY			202,858.38

POLICE FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
08-11-4165	IMPACT FEES	(571.67)	38,641.00	150,321.00	111,680.00	25.7
	TOTAL SOURCE 11	(571.67)	38,641.00	150,321.00	111,680.00	25.7
	SOURCE 18					
08-18-4619	INTEREST & DIVIDEND INCOME	900.82	6,243.35	5,400.00	(843.35)	115.6
	TOTAL SOURCE 18	900.82	6,243.35	5,400.00	(843.35)	115.6
	TOTAL FUND REVENUE	329.15	44,884.35	155,721.00	110,836.65	28.8
	DEPARTMENT 42					
08-42-5491	VEHICLE LEASE EXPENSES	17,149.61	73,266.26	86,925.00	13,658.74	84.3
08-42-5511	CAPITAL OUTLAY--BLDGS & IMPVTS	.00	19,427.25	225,000.00	205,572.75	8.6
	TOTAL DEPARTMENT 42	17,149.61	92,693.51	311,925.00	219,231.49	29.7
	TOTAL FUND EXPENDITURES	17,149.61	92,693.51	311,925.00	219,231.49	29.7
	NET REVENUE OVER EXPENDITURES	(16,820.46)	(47,809.16)	(156,204.00)	(108,394.84)	(30.6)

TOWN OF MEAD
BALANCE SHEET
JULY 31, 2023

MUNICIPAL FACILITIES FUND

	ASSETS			
09-01-0100	COMBINED CASH		3,129,792.32	
	TOTAL ASSETS			3,129,792.32
	LIABILITIES AND EQUITY			
	LIABILITIES			
09-02-2005	RETAINAGE PAYABLE		245,231.23	
	TOTAL LIABILITIES			245,231.23
	FUND EQUITY			
09-02-3003	FUND BALANCE-MUNICIPAL		2,327,141.70	
09-02-3004	FUND BALANCE-RECREATION		67,630.83	
	UNAPPROPRIATED FUND BALANCE:			
	REVENUE OVER EXPENDITURES - YTD	489,788.56		
	BALANCE - CURRENT DATE		489,788.56	
	TOTAL FUND EQUITY			2,884,561.09
	TOTAL LIABILITIES AND EQUITY			3,129,792.32

MUNICIPAL FACILITIES FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	FEES					
09-11-4165	IMPACT FEES	(3,189.76)	332,199.00	1,284,309.00	952,110.00	25.9
	TOTAL FEES	(3,189.76)	332,199.00	1,284,309.00	952,110.00	25.9
	GRANTS					
09-15-4545	GRANTS--EIAF 9349 STATE FUNDS	.00	21,097.62	40,000.00	18,902.38	52.7
	TOTAL GRANTS	.00	21,097.62	40,000.00	18,902.38	52.7
	SOURCE 16					
09-16-4806	TRANSFER FROM SEWER FUND	.00	750,000.00	1,500,000.00	750,000.00	50.0
09-16-4819	TRF FR CAPITAL IMPRVT FUND	.00	400,000.00	800,000.00	400,000.00	50.0
	TOTAL SOURCE 16	.00	1,150,000.00	2,300,000.00	1,150,000.00	50.0
	MISCELLANEOUS REVENUE					
09-18-4619	INTEREST & DIVIDEND INCOME	13,898.22	82,219.99	63,525.00	(18,694.99)	129.4
	TOTAL MISCELLANEOUS REVENUE	13,898.22	82,219.99	63,525.00	(18,694.99)	129.4
	TOTAL FUND REVENUE	10,708.46	1,585,516.61	3,687,834.00	2,102,317.39	43.0
	ADMINISTRATION					
09-40-5410	PLANNING/CONSULTANTS	.00	14,240.00	30,000.00	15,760.00	47.5
	TOTAL ADMINISTRATION	.00	14,240.00	30,000.00	15,760.00	47.5
	STREETS					
09-44-5602	LEASE PURCH PRIN--2021 TRUCK 2	.00	38,287.18	38,287.00	(.18)	100.0
09-44-5603	LEASE PURCH INT--2021 TRUCK 2	.00	4,956.00	4,956.00	.00	100.0
09-44-5604	2021 LEASE PURCH PRIN--TRUCK 1	.00	.00	39,470.00	39,470.00	.0
09-44-5605	2021 LEASE PURCH INT--TRUCK 1	.00	.00	3,773.00	3,773.00	.0
	TOTAL STREETS	.00	43,243.18	86,486.00	43,242.82	50.0

MUNICIPAL FACILITIES FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	DEPARTMENT 45					
09-45-5491	VEHICLE LEASE EXPENSES	5,662.90	39,689.95	63,140.00	23,450.05	62.9
	TOTAL DEPARTMENT 45	5,662.90	39,689.95	63,140.00	23,450.05	62.9
	DEPARTMENT 49					
09-49-5491	VEHICLE LEASE EXPENSES	992.72	4,446.53	12,333.00	7,886.47	36.1
	TOTAL DEPARTMENT 49	992.72	4,446.53	12,333.00	7,886.47	36.1
	EXPENDITURES					
09-50-5500	CAPITAL OUTLAY--BOARD/CT ROOM	195,365.08	474,726.23	400,000.00	(74,726.23)	118.7
09-50-5505	CAPITAL OUTLAY--OFFICE EQ	.00	3,310.50	.00	(3,310.50)	.0
09-50-5511	CAPITAL OUTLAY--PW FACILITY	.00	231,668.15	175,000.00	(56,668.15)	132.4
09-50-5512	CAPITAL OUTLAY--TH IMPRVMTS	.00	.00	50,000.00	50,000.00	.0
09-50-5514	CAPITAL OUTLAY--GRADER SHED	.00	.00	50,000.00	50,000.00	.0
	TOTAL EXPENDITURES	195,365.08	709,704.88	675,000.00	(34,704.88)	105.1
	DEPARTMENT 51					
09-51-5500	CAPITAL OUTLAY	63,860.79	284,403.51	5,385,000.00	5,100,596.49	5.3
	TOTAL DEPARTMENT 51	63,860.79	284,403.51	5,385,000.00	5,100,596.49	5.3
	TOTAL FUND EXPENDITURES	265,881.49	1,095,728.05	6,251,959.00	5,156,230.95	17.5
	NET REVENUE OVER EXPENDITURES	(255,173.03)	489,788.56	(2,564,125.00)	(3,053,913.56)	19.1

TRANSPORTATION FUND

	ASSETS			
14-01-0100	COMBINED CASH		7,151,608.19	
	TOTAL ASSETS			7,151,608.19
	LIABILITIES AND EQUITY			
	LIABILITIES			
14-02-2005	RETAINAGE PAYABLE		7,669.81	
	TOTAL LIABILITIES			7,669.81
	FUND EQUITY			
14-02-3001	FUND BALANCE		6,403,665.94	
	UNAPPROPRIATED FUND BALANCE:			
	REVENUE OVER EXPENDITURES - YTD	740,272.44		
	BALANCE - CURRENT DATE		740,272.44	
	TOTAL FUND EQUITY			7,143,938.38
	TOTAL LIABILITIES AND EQUITY			7,151,608.19

TRANSPORTATION FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	FEES					
14-11-4165	IMPACT FEES	(9,493.93)	476,319.00	2,056,551.00	1,580,232.00	23.2
	TOTAL FEES	(9,493.93)	476,319.00	2,056,551.00	1,580,232.00	23.2
	GRANTS					
14-15-4570	GRANTS	.00	.00	824,850.00	824,850.00	.0
14-15-4575	CML GRANT--BRIDGE	.00	.00	160,317.00	160,317.00	.0
14-15-4580	FEDERAL GRANT--3RD & WELKER	.00	.00	1,900,000.00	1,900,000.00	.0
14-15-4585	ENERGY COLO--EV CHARGING GRANT	.00	.00	40,000.00	40,000.00	.0
	TOTAL GRANTS	.00	.00	2,925,167.00	2,925,167.00	.0
	SOURCE 16					
14-16-4820	TRANSFER FROM MURA	.00	250,000.00	500,000.00	250,000.00	50.0
	TOTAL SOURCE 16	.00	250,000.00	500,000.00	250,000.00	50.0
	MISCELLANEOUS REVENUE					
14-18-4619	INTEREST & DIVIDEND INCOME	31,757.58	193,613.15	.00	(193,613.15)	.0
	TOTAL MISCELLANEOUS REVENUE	31,757.58	193,613.15	.00	(193,613.15)	.0
	SOURCE 19					
14-19-4941	P.I.L.O.CONSTRUCTION	.00	23,654.87	500,000.00	476,345.13	4.7
	TOTAL SOURCE 19	.00	23,654.87	500,000.00	476,345.13	4.7
	TOTAL FUND REVENUE	22,263.65	943,587.02	5,981,718.00	5,038,130.98	15.8

TRANSPORTATION FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	EXPENDITURES					
14-40-5405	ENGINEERING FEES	.00	.00	20,000.00	20,000.00	.0
14-40-5500	CAPITAL OUTLAY--WELKER/3RD	.00	46,748.53	4,557,511.00	4,510,762.47	1.0
14-40-5501	CAPITAL OUTLAY--SAFE RTESTOSCH	.00	.00	531,063.00	531,063.00	.0
14-40-5562	CAPITAL OUTLAY-Y BRIDGE DESIGN	.00	.00	200,396.00	200,396.00	.0
14-40-5564	CAPITAL OUTLAY--WING WALL	.00	835.00	.00	(835.00)	.0
14-40-5565	CAPITAL OUTLAY-SH66/CR7 UNDER	36,419.02	154,916.05	500,000.00	345,083.95	31.0
14-40-5566	CAPITAL OUTLAY-SH 66/CR7--ITEN	.00	.00	1,250,000.00	1,250,000.00	.0
14-40-5567	CAPITAL OUTLAY-NORTH CREEK	240.00	815.00	20,000.00	19,185.00	4.1
14-40-5568	CAPITAL OUTLAY-ALLEY IMPTS	.00	.00	1,250,000.00	1,250,000.00	.0
14-40-5569	CAPITAL OUTLAY-INT CR 38 & I	.00	.00	200,000.00	200,000.00	.0
14-40-5570	CAPITAL OUTLAY-EV CHARGING ST	.00	.00	40,000.00	40,000.00	.0
14-40-5720	CONTINGENCIES	.00	.00	175,000.00	175,000.00	.0
	TOTAL EXPENDITURES	36,659.02	203,314.58	8,743,970.00	8,540,655.42	2.3
	TOTAL FUND EXPENDITURES	36,659.02	203,314.58	8,743,970.00	8,540,655.42	2.3
	NET REVENUE OVER EXPENDITURES	(14,395.37)	740,272.44	(2,762,252.00)	(3,502,524.44)	26.8

TOWN OF MEAD
BALANCE SHEET
JULY 31, 2023

PARKS & OPEN SPACE

	ASSETS			
18-01-0100	CASH IN COMMON - PARKS & OPEN		1,221,573.30	
	TOTAL ASSETS			1,221,573.30
	LIABILITIES AND EQUITY			
	FUND EQUITY			
18-02-3001	FUND BALANCE		1,110,903.68	
18-02-3005	FUND BALANCE - OPEN SPACE		619,757.05	
	UNAPPROPRIATED FUND BALANCE:			
	REVENUE OVER EXPENDITURES - YTD	(509,087.43)		
	BALANCE - CURRENT DATE		(509,087.43)	
	TOTAL FUND EQUITY			1,221,573.30
	TOTAL LIABILITIES AND EQUITY			1,221,573.30

TOWN OF MEAD
REVENUES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JULY 31, 2023

PARKS & OPEN SPACE

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	FEES					
18-11-4165	IMPACT FEES	.00	198,525.00	666,020.00	467,495.00	29.8
	TOTAL FEES	.00	198,525.00	666,020.00	467,495.00	29.8
	MISCELLANEOUS REVENUE					
18-18-4527	GOCO GRANT--FISHING IS FUN	.00	.00	100,000.00	100,000.00	.0
18-18-4619	INTEREST & DIVIDEND INCOME	5,424.54	43,507.57	.00	(43,507.57)	.0
	TOTAL MISCELLANEOUS REVENUE	5,424.54	43,507.57	100,000.00	56,492.43	43.5
	TOTAL FUND REVENUE	5,424.54	242,032.57	766,020.00	523,987.43	31.6
	ADMINISTRATION					
18-40-5410	PLANNING/CONSULTANTS	.00	.00	130,000.00	130,000.00	.0
	TOTAL ADMINISTRATION	.00	.00	130,000.00	130,000.00	.0
	DEPARTMENT 45					
18-45-5500	CAPITAL OUTLAY	480.00	480.00	350,000.00	349,520.00	.1
	TOTAL DEPARTMENT 45	480.00	480.00	350,000.00	349,520.00	.1
	CAPITAL PROJECTS					
18-52-5500	CAPITAL OUTLAY	640.00	640.00	375,000.00	374,360.00	.2
18-52-5909	TRANSFER TO MUNICIPAL FUND	.00	750,000.00	1,500,000.00	750,000.00	50.0
	TOTAL CAPITAL PROJECTS	640.00	750,640.00	1,875,000.00	1,124,360.00	40.0
	TOTAL FUND EXPENDITURES	1,120.00	751,120.00	2,355,000.00	1,603,880.00	31.9
	NET REVENUE OVER EXPENDITURES	4,304.54	(509,087.43)	(1,588,980.00)	(1,079,892.57)	(32.0)

TOWN OF MEAD
BALANCE SHEET
JULY 31, 2023

CAPITAL IMPROVEMENT FUND

	ASSETS			
19-01-0100	COMBINED CASH		1,260,938.05	
	TOTAL ASSETS			1,260,938.05
	LIABILITIES AND EQUITY			
	FUND EQUITY			
19-02-3001	FUND BALANCE		939,833.52	
	UNAPPROPRIATED FUND BALANCE:			
	REVENUE OVER EXPENDITURES - YTD	321,104.53		
	BALANCE - CURRENT DATE		321,104.53	
	TOTAL FUND EQUITY			1,260,938.05
	TOTAL LIABILITIES AND EQUITY			1,260,938.05

CAPITAL IMPROVEMENT FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	TRANSFERS IN					
19-16-4615	TRANSFER IN FROM GENERAL	.00	690,225.50	1,380,451.00	690,225.50	50.0
	TOTAL TRANSFERS IN	.00	690,225.50	1,380,451.00	690,225.50	50.0
	MISCELLANEOUS REVENUE					
19-18-4619	INTEREST & DIVIDEND INCOME	5,599.35	30,879.03	21,000.00	(9,879.03)	147.0
	TOTAL MISCELLANEOUS REVENUE	5,599.35	30,879.03	21,000.00	(9,879.03)	147.0
	TOTAL FUND REVENUE	5,599.35	721,104.53	1,401,451.00	680,346.47	51.5
	DEPARTMENT 46					
19-46-5909	TRANSFER TO MUNI FACIL FUND	.00	400,000.00	800,000.00	400,000.00	50.0
	TOTAL DEPARTMENT 46	.00	400,000.00	800,000.00	400,000.00	50.0
	TOTAL FUND EXPENDITURES	.00	400,000.00	800,000.00	400,000.00	50.0
	NET REVENUE OVER EXPENDITURES	5,599.35	321,104.53	601,451.00	280,346.47	53.4

TOWN OF MEAD
BALANCE SHEET
JULY 31, 2023

MEAD URBAN RENEWAL AUTHORITY

	ASSETS			
20-01-0100	COMBINED CASH		3,524,928.93	
20-01-1250	PROPERTY TAX RECEIVABLE		2,904,204.00	
20-01-1301	A/R - MURA		218.76	
20-01-1302	PREPAID EXPENSE		842.29	
	TOTAL ASSETS			6,430,193.98
	LIABILITIES AND EQUITY			
	LIABILITIES			
20-02-2300	EMPLOYEE PENSION PAYABLE		898.56	
20-02-2301	SALARY WAGES PAYABLE		5,600.52	
20-02-2310	EMPLOYEE HEALTH INS. PAYABLE		2,005.07	
20-02-2312	WORKERS COMP INSURANCE PAYABLE		293.79	
20-02-2314	401(A) CONTRIBUTIONS PAYABLE		276.57	
20-02-2400	FED. WITHHOLDING TAX PAYABLE		1,089.53	
20-02-2401	SOCIAL SECURITY TAX PAYABLE		952.53	
20-02-2402	MEDICARE TAX PAYABLE		236.25	
20-02-2403	STATE WITHHOLDING TAX PAYABLE		990.52	
20-02-2404	STATE UNEMPLOYMENT TAX PAYABLE		48.45	
20-02-2410	MISC PAYROLL PAYABLE		6,219.45	
20-02-2700	DEFERRED INFLOWS- PROPERTY TAX		2,904,204.00	
	TOTAL LIABILITIES			2,922,815.24
	FUND EQUITY			
20-02-3001	FUND BALANCE		3,091,476.14	
	UNAPPROPRIATED FUND BALANCE:			
	REVENUE OVER EXPENDITURES - YTD	415,902.60		
	BALANCE - CURRENT DATE		415,902.60	
	TOTAL FUND EQUITY			3,507,378.74
	TOTAL LIABILITIES AND EQUITY			6,430,193.98

MEAD URBAN RENEWAL AUTHORITY

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	TAXES					
20-10-4050	TAX INCREMENT REVENUE (TIF)	315,833.89	2,864,402.16	2,904,204.00	39,801.84	98.6
	TOTAL TAXES	315,833.89	2,864,402.16	2,904,204.00	39,801.84	98.6
	FEES					
20-11-4110	ADMINSTRATIVE FEE	.00	.00	15,240.00	15,240.00	.0
	TOTAL FEES	.00	.00	15,240.00	15,240.00	.0
	MISCELLANEOUS REVENUE					
20-18-4619	INTEREST & DIVIDEND INCOME	15,652.87	92,123.83	29,295.00	(62,828.83)	314.5
	TOTAL MISCELLANEOUS REVENUE	15,652.87	92,123.83	29,295.00	(62,828.83)	314.5
	TOTAL FUND REVENUE	331,486.76	2,956,525.99	2,948,739.00	(7,786.99)	100.3
	ADMINISTRATION					
20-40-5001	SALARIES & WAGES	24,688.53	127,428.59	207,756.00	80,327.41	61.3
20-40-5055	OVERTIME	32.27	179.09	.00	(179.09)	.0
20-40-5060	PAYROLL TAXES	1,875.92	9,768.84	15,893.00	6,124.16	61.5
20-40-5065	WORKERS COMP	385.93	1,213.36	1,226.00	12.64	99.0
20-40-5066	HEALTH INSURANCE	2,905.37	13,975.67	23,307.00	9,331.33	60.0
20-40-5067	DEFERRED COMP/RETIREMENT	1,581.18	8,075.68	12,515.00	4,439.32	64.5
20-40-5068	MEDICAL SAVINGS	86.52	385.98	617.00	231.02	62.6
20-40-5100	TIF REVENUE SHARING	.00	1,707,258.34	1,655,481.00	(51,777.34)	103.1
20-40-5300	TELEPHONE	97.00	352.00	523.00	171.00	67.3
20-40-5320	GENERAL LIABILITY INSURANCE	18.01	1,603.62	3,343.00	1,739.38	48.0
20-40-5400	LEGAL FEES	2,009.00	10,553.92	40,000.00	29,446.08	26.4
20-40-5401	CONSULTING FEES	1,045.07	8,526.61	13,187.00	4,660.39	64.7
20-40-5415	AUDIT FEES	.00	1,575.00	2,659.00	1,084.00	59.2
20-40-5425	COUNTY TREASURER'S FEE	4,737.54	14,618.49	43,563.00	28,944.51	33.6
20-40-5427	TIF ADVANCE	.00	382,987.10	1,100,000.00	717,012.90	34.8
20-40-5500	CAPITAL OUTLAY	.00	.00	50,000.00	50,000.00	.0
20-40-5700	MISC. EXPENSE	.00	121.10	1,000.00	878.90	12.1
20-40-5705	MILEAGE	500.00	2,000.00	2,000.00	.00	100.0
20-40-5914	TRANSFER TO TRANSPORTATION FD	.00	250,000.00	500,000.00	250,000.00	50.0
20-40-5999	OTHER PROJECTS	.00	.00	1,000,000.00	1,000,000.00	.0
	TOTAL ADMINISTRATION	39,962.34	2,540,623.39	4,673,070.00	2,132,446.61	54.4
	TOTAL FUND EXPENDITURES	39,962.34	2,540,623.39	4,673,070.00	2,132,446.61	54.4

TOWN OF MEAD
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JULY 31, 2023

MEAD URBAN RENEWAL AUTHORITY

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
NET REVENUE OVER EXPENDITURES	291,524.42	415,902.60	(1,724,331.00)	(2,140,233.60)	24.1

Report Criteria:
Report type: GL detail

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Description	Invoice Amount
08/23	08/18/2023	37031	UNITED RENTALS INC.	209503199	04-44-5215	Equipment Rental - Duplicate Invoice pai	4,046.00-
08/23	08/18/2023	37031	UNITED RENTALS INC.	223220460-0	01-45-5500	2015 Genie Z452515A-54730	46,000.00
Total 37031:							41,954.00
08/23	08/28/2023	37032	All About Electric	INV454	08-42-5511	Old shop updates	10,951.50
Total 37032:							10,951.50
08/23	08/28/2023	37033	All Copy Products Inc	508519238	01-40-5315	Copier Lease	126.42
08/23	08/28/2023	37033	All Copy Products Inc	508519238	01-42-5315	Copier Lease	93.52
Total 37033:							219.94
08/23	08/28/2023	37034	All Copy Products, Inc.	AR4036740	01-47-5315	Copies	82.32
08/23	08/28/2023	37034	All Copy Products, Inc.	AR4038086	01-42-5315	Copies	106.48
08/23	08/28/2023	37034	All Copy Products, Inc.	AR4038119	01-40-5315	Copies	79.77
Total 37034:							268.57
08/23	08/28/2023	37035	Amazon Capital Services Inc	141H-QXCM-	01-47-5210	supplies	20.84
08/23	08/28/2023	37035	Amazon Capital Services Inc	141H-QXCM-	01-47-5200	supplies	8.97
08/23	08/28/2023	37035	Amazon Capital Services Inc	193D-KFNT-	01-49-5260	Soccer	143.88
08/23	08/28/2023	37035	Amazon Capital Services Inc	1HRT-WCM	01-40-5200	supplies	38.48
08/23	08/28/2023	37035	Amazon Capital Services Inc	1LQ7-1HRN-	01-47-5210	Operating Supplies	8.95
08/23	08/28/2023	37035	Amazon Capital Services Inc	1LXD-CD39-	01-49-5260	Volleyball	944.94
08/23	08/28/2023	37035	Amazon Capital Services Inc	1RX7-XJ77-	01-42-5700	Hitch Lock	31.57
08/23	08/28/2023	37035	Amazon Capital Services Inc	1T1D-RL76-9	01-40-5200	supplies	23.99
Total 37035:							1,221.62
08/23	08/28/2023	37036	Arbortanics, Inc	805194	01-45-5371	Root Stimulator	95.80
08/23	08/28/2023	37036	Arbortanics, Inc	805256	01-45-5371	Root Stimulator	191.60
Total 37036:							287.40
08/23	08/28/2023	37037	Ashley Nicolaysen	1024	01-41-5700	Meet, Greet & Eat	200.00
Total 37037:							200.00
08/23	08/28/2023	37038	Ausmus Law Firm PC	8292	01-48-5455	Municipal Prosecutor - August	1,000.00
Total 37038:							1,000.00
08/23	08/28/2023	37039	Ayres Associates Inc	209283	18-52-5500	Proj 46-0331.01 - Gold Star Memorial Pl	3,694.50
08/23	08/28/2023	37039	Ayres Associates Inc	209285	18-45-5500	Proj 46-0331.02 - Liberty Park Restroom	2,234.50
Total 37039:							5,929.00
08/23	08/28/2023	37040	Bedrock LLC	93725	01-45-5215	Woodchips for playgrounds	5,791.50
Total 37040:							5,791.50

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Description	Invoice Amount
08/23	08/28/2023	37041	BERTHOUD ACE HARDWARE	113953/1	01-47-5210	Supplies	21.37
08/23	08/28/2023	37041	BERTHOUD ACE HARDWARE	113953/1	06-47-5215	New Gate Lock for WWTP	27.99
08/23	08/28/2023	37041	BERTHOUD ACE HARDWARE	113970/1	04-44-5215	School Zone Flashers	89.28
Total 37041:							138.64
08/23	08/28/2023	37042	BK Tire	31045	04-44-5216	PW 07	24.00
08/23	08/28/2023	37042	BK Tire	31051	04-44-5216	PW -02	24.00
Total 37042:							48.00
08/23	08/28/2023	37043	Brian Mathews	081423 - AR	01-02-2610	Devel. Deposit Refund - #303 - B Mathe	3,500.00
Total 37043:							3,500.00
08/23	08/28/2023	37044	CDPHE	WP24113826	06-47-5393	Annl Fee for Permit CO0046876 WWTF	2,733.00
08/23	08/28/2023	37044	CDPHE	WP24113826	06-47-5393	Annl Pretreatment Fee	92.00
Total 37044:							2,825.00
08/23	08/28/2023	37045	City of Longmont	SWAT - 0820	01-42-5343	2023 Member Expenses - C Ellis	2,500.00
Total 37045:							2,500.00
08/23	08/28/2023	37046	Colorado Department of Transport	1800008732	14-40-5566	CDOT Cust #FAB0542 - SH66/CR7	2,451.88
Total 37046:							2,451.88
08/23	08/28/2023	37047	Courtesy Lawn & Tree Care Inc	30436	04-44-5363	Vegatation Mgmt - CR7/HWY66	6,300.00
Total 37047:							6,300.00
08/23	08/28/2023	37048	DBC Irrigation Supply	S5128177.00	01-45-5372	Irrigation	269.93
08/23	08/28/2023	37048	DBC Irrigation Supply	S5144928.00	01-45-5372	Irrigation	767.07
08/23	08/28/2023	37048	DBC Irrigation Supply	S5178028.00	01-45-5372	Irrigation	178.60
08/23	08/28/2023	37048	DBC Irrigation Supply	S5180178.00	01-45-5370	Landscaping Liberty Ranch Park	1,161.54
Total 37048:							2,377.14
08/23	08/28/2023	37049	Denali Water Solutions LLc	INV566625	06-47-5231	Sludge Disposal	1,821.68
08/23	08/28/2023	37049	Denali Water Solutions LLc	INV574771	06-47-5231	Sludge Disposal	910.00
Total 37049:							2,731.68
08/23	08/28/2023	37050	DYNAMIC DESIGNS PRINTING,	54335	01-49-5202	Print Roadwork	148.00
Total 37050:							148.00
08/23	08/28/2023	37051	Erika Pflipsen	080123 - PFL	01-47-5200	employee reimb	19.47
Total 37051:							19.47
08/23	08/28/2023	37052	Escreen Inc	11753-647 -	04-44-5331	Membership Renewal - 2023/2024	100.00
Total 37052:							100.00

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Description	Invoice Amount
08/23	08/28/2023	37053	Essenza Architecture	2206-08	09-51-5500	Comm Ctr	22,325.80
Total 37053:							22,325.80
08/23	08/28/2023	37054	Fairbank Equipment Inc	26277	01-45-5216	Weed Sprayer Repair	48.32
08/23	08/28/2023	37054	Fairbank Equipment Inc	S2417528.00	01-45-5363	Sprayer	48.32
Total 37054:							96.64
08/23	08/28/2023	37055	FASTENAL	COLON1030	01-45-5215	Parts/Supplies	8.86
08/23	08/28/2023	37055	FASTENAL	COLON1031	04-44-5254	Step Drill	114.86
Total 37055:							123.72
08/23	08/28/2023	37056	FBI-LEEDA	200091146	01-42-5330	SLI - Greeley, CO 9/2023	795.00
Total 37056:							795.00
08/23	08/28/2023	37057	Fit For You Mead	1035	01-49-5265	Senior Exercise - 7/31	232.00
Total 37057:							232.00
08/23	08/28/2023	37058	Fox Tuttle Transportation Group	19021-52A	01-02-2615	Flying J Truck Stop	550.00
Total 37058:							550.00
08/23	08/28/2023	37059	FRONTIER SELF STORAGE	090123	01-40-5700	Storage	100.00
Total 37059:							100.00
08/23	08/28/2023	37060	Garretson's Sports Center	10677	01-47-5203	Clothing - RC	130.00
08/23	08/28/2023	37060	Garretson's Sports Center	10677	04-44-5203	Clothing - ZB	240.25
Total 37060:							370.25
08/23	08/28/2023	37061	GMCO CORPORATION	23-3829	04-44-5361	Dust Control	10,938.60
08/23	08/28/2023	37061	GMCO CORPORATION	23-3830	04-44-5361	Dust Control	13,863.80
Total 37061:							24,802.40
08/23	08/28/2023	37062	GREELEY LOCK AND KEY	0000022717	09-50-5500	TH - Devices/Install Board Room Remod	20,028.85
Total 37062:							20,028.85
08/23	08/28/2023	37063	GROUND ENGINEERING, INC.	230578.0-2	04-44-5405	TOM - Concrete Engineering	1,725.00
Total 37063:							1,725.00
08/23	08/28/2023	37064	Hazel Miller Entertainment LLC	080823 - HA	01-49-5261	Performance	5,000.00
Total 37064:							5,000.00
08/23	08/28/2023	37065	Interior Concepts of Denver	8547	01-40-5212	Furnishings - Office Chairs	8,160.27
Total 37065:							8,160.27

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Description	Invoice Amount
08/23	08/28/2023	37066	Invision GIS, LLC	2236	04-44-5201	Street - Snow	435.00
08/23	08/28/2023	37066	Invision GIS, LLC	2236	04-44-5201	PW - GIS	232.50
08/23	08/28/2023	37066	Invision GIS, LLC	2236	01-43-5201	CD - GIS	127.50
Total 37066:							795.00
08/23	08/28/2023	37067	J&M Displays, Inc	080823 - J&	01-49-5261	Fireworks 9-9	10,000.00
Total 37067:							10,000.00
08/23	08/28/2023	37068	JMB Collection LLC	080823 - JM	01-49-5261	Event Parking	2,000.00
Total 37068:							2,000.00
08/23	08/28/2023	37069	Just A Pup, INC	081023 - JU	01-49-5261	Performance - 9/9	7,500.00
Total 37069:							7,500.00
08/23	08/28/2023	37070	Kimball Midwest	101198006	01-47-5216	Shop Needs	235.40
08/23	08/28/2023	37070	Kimball Midwest	101292223	01-47-5210	Parts/Supplies	109.99
Total 37070:							345.39
08/23	08/28/2023	37071	Kinnon Entertainment	080823 - KIN	01-49-5261	Stage, AV, Lighting	3,631.84
Total 37071:							3,631.84
08/23	08/28/2023	37072	KLEEN-TECH SERVICES CORP	INVG003181	01-40-5050	Janitorial Services - July	677.54
08/23	08/28/2023	37072	KLEEN-TECH SERVICES CORP	INVG003181	01-42-5050	Janitorial Services - July	829.58
08/23	08/28/2023	37072	KLEEN-TECH SERVICES CORP	INVG003181	01-47-5050	Janitorial Services - July	746.00
Total 37072:							2,253.12
08/23	08/28/2023	37073	KONICA MINOLTA PREMIER FIN	508091436	01-40-5315	Copier Lease - Aug	95.79
Total 37073:							95.79
08/23	08/28/2023	37074	L.G. EVERIST, INC.	660476	04-44-5362	Acct #40481 - Class 6 Road Base	8,246.03
Total 37074:							8,246.03
08/23	08/28/2023	37075	LIVE WIRES LLC	2033	01-40-5215	Electrical Work	1,380.00
Total 37075:							1,380.00
08/23	08/28/2023	37076	Loveland Pulse	303-007777 -	01-47-5305	PW Internet	269.90
Total 37076:							269.90
08/23	08/28/2023	37077	MAC EQUIPMENT INC	442117	04-44-5500	Kubota 4520Z Tractor/Aearator/Mowers..	38,373.60
08/23	08/28/2023	37077	MAC EQUIPMENT INC	442129	04-44-5500	Ventrac Mower	18,558.60
08/23	08/28/2023	37077	MAC EQUIPMENT INC	448320	01-45-5216	Weed Wacker Maintenance/Parts	227.71
Total 37077:							57,159.91
08/23	08/28/2023	37078	MAIN STREET MAT COMPANY	183320	01-40-5210	Mat svs	65.50

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Description	Invoice Amount
08/23	08/28/2023	37078	MAIN STREET MAT COMPANY	183321	01-42-5210	Mat svs	63.60
08/23	08/28/2023	37078	MAIN STREET MAT COMPANY	183327	01-47-5210	Mat svs	97.30
Total 37078:							226.40
08/23	08/28/2023	37079	MCDONALD FARMS ENTERPRI	0085255-IN	01-47-5215	Vac tanker	1,631.50
Total 37079:							1,631.50
08/23	08/28/2023	37080	MEAD AREA CHAMBER OF CO	2023NNO-00	01-49-5262	2023 NNO Meals	1,510.09
Total 37080:							1,510.09
08/23	08/28/2023	37081	MICHOW COX & MCASKIN LLP	July 2023 - S	01-40-5400	Legal Services - July	15,461.25
08/23	08/28/2023	37081	MICHOW COX & MCASKIN LLP	July 2023 - S	06-40-5400	Legal Services - July	813.75
08/23	08/28/2023	37081	MICHOW COX & MCASKIN LLP	Mead.Jul202	01-02-2615	Buffalo Highlands (321)	483.00
08/23	08/28/2023	37081	MICHOW COX & MCASKIN LLP	Mead.Jul202	01-02-2615	Sugar Beet Solar (323)	68.75
08/23	08/28/2023	37081	MICHOW COX & MCASKIN LLP	Mead.Jul202	01-02-2615	Rangeview (270)	68.75
08/23	08/28/2023	37081	MICHOW COX & MCASKIN LLP	Mead.Jul202	01-02-2615	Turion South (277)	220.00
08/23	08/28/2023	37081	MICHOW COX & MCASKIN LLP	Mead.Jul202	01-02-2615	Elevation 25 (296)	68.75
08/23	08/28/2023	37081	MICHOW COX & MCASKIN LLP	Mead.Jul202	01-02-2615	Meadow Ridge (297_	371.00
08/23	08/28/2023	37081	MICHOW COX & MCASKIN LLP	Mead.Jul202	01-02-2615	Lighthouse Storage (330)	233.75
08/23	08/28/2023	37081	MICHOW COX & MCASKIN LLP	Mead.Jul202	01-02-2615	Waterfront (307)	68.75
08/23	08/28/2023	37081	MICHOW COX & MCASKIN LLP	Mead.Jul202	01-02-2615	34 9.5 Metro District (278)	481.25
08/23	08/28/2023	37081	MICHOW COX & MCASKIN LLP	Mead.Jul202	01-02-2615	Mead Place (45)	55.00
08/23	08/28/2023	37081	MICHOW COX & MCASKIN LLP	Mead.Jul202	01-40-5400	Mileage/Cert Mail Reimbursement	107.30
08/23	08/28/2023	37081	MICHOW COX & MCASKIN LLP	Mead.Jul202	06-40-5400	Mileage/Cert Mail Reimbursement	107.29
Total 37081:							18,608.59
08/23	08/28/2023	37082	MJT Communications	13891	01-40-5401	Computer - Admin	1,100.00
08/23	08/28/2023	37082	MJT Communications	13891	06-40-5401	Computer - Sewer	137.50
08/23	08/28/2023	37082	MJT Communications	13891	20-40-5401	Computer - MURA	137.50
Total 37082:							1,375.00
08/23	08/28/2023	37083	Mountain View Fire Rescue	23-0446	01-49-5261	Fireworks Permit	85.00
Total 37083:							85.00
08/23	08/28/2023	37084	NEXT STEP COMMUNICATION L	10998	08-42-5511	Cameras - deposit	7,700.00
Total 37084:							7,700.00
08/23	08/28/2023	37085	NEXTRUST INC.	358463	06-40-5205	Sewer Bills	389.00
08/23	08/28/2023	37085	NEXTRUST INC.	358463	06-40-5410	Sewer Bills	210.07
Total 37085:							599.07
08/23	08/28/2023	37086	Paulette Dolin	027	01-49-5265	Mid Month Sr Exercise - Aug 2 - 16	300.00
Total 37086:							300.00
08/23	08/28/2023	37087	PINNACOL ASSURANCE	21393854	01-40-5065	WC - August	82.76
08/23	08/28/2023	37087	PINNACOL ASSURANCE	21393854	01-41-5065	WC - August	15.87
08/23	08/28/2023	37087	PINNACOL ASSURANCE	21393854	01-42-5065	WC - August	6,438.62

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Description	Invoice Amount
08/23	08/28/2023	37087	PINNACOL ASSURANCE	21393854	01-43-5065	WC - August	35.33
08/23	08/28/2023	37087	PINNACOL ASSURANCE	21393854	04-44-5065	WC - August	1,452.04
08/23	08/28/2023	37087	PINNACOL ASSURANCE	21393854	01-45-5065	WC - August	1,364.75
08/23	08/28/2023	37087	PINNACOL ASSURANCE	21393854	01-47-5065	WC - August	1,263.62
08/23	08/28/2023	37087	PINNACOL ASSURANCE	21393854	01-48-5065	WC - August	10.61
08/23	08/28/2023	37087	PINNACOL ASSURANCE	21393854	01-49-5065	WC - August	147.53
08/23	08/28/2023	37087	PINNACOL ASSURANCE	21393854	06-40-5065	WC - August	397.94
08/23	08/28/2023	37087	PINNACOL ASSURANCE	21393854	20-40-5065	WC - August	135.93
08/23	08/28/2023	37087	PINNACOL ASSURANCE	21393854	01-42-5065	WC Deductible- TB	1,000.00
08/23	08/28/2023	37087	PINNACOL ASSURANCE	21393854	01-47-5065	WC Deductible- DK	860.88
Total 37087:							13,205.88
08/23	08/28/2023	37088	Prairie Mountian Media	0000356407	01-41-5340	Published Notices - July	75.46
Total 37088:							75.46
08/23	08/28/2023	37089	Professional Management System	84811	01-40-5401	Finance - Admin	4,992.00
08/23	08/28/2023	37089	Professional Management System	84811	06-40-5401	Finance - Sewer	624.00
08/23	08/28/2023	37089	Professional Management System	84811	20-40-5401	Finance - MURA	624.00
Total 37089:							6,240.00
08/23	08/28/2023	37090	RAMEY ENVIRONMENTAL COM	26169	06-47-5215	Equipment	25.84
08/23	08/28/2023	37090	RAMEY ENVIRONMENTAL COM	26169	06-47-5391	Lab Services	323.52
Total 37090:							349.36
08/23	08/28/2023	37091	Safety and Construction Supply	10991-IN	04-44-5252	Signs	504.50
08/23	08/28/2023	37091	Safety and Construction Supply	10991-IN	04-44-5255	Gloves	135.92
Total 37091:							640.42
08/23	08/28/2023	37092	Shawn P McCall	081023 - MC	99-01-1077	Overpayment of Court Fine 23-8902 - Mc	25.00
Total 37092:							25.00
08/23	08/28/2023	37093	Skid Pro Attachments	INV2505	04-44-5500	Grapple/Leveler	8,180.00
Total 37093:							8,180.00
08/23	08/28/2023	37094	Smith Power Products, INC	547994	06-47-5215	WWTP Gen Repairs	2,902.50
Total 37094:							2,902.50
08/23	08/28/2023	37095	SUNRISE ENVIRONMENTAL SCI	140548	01-45-5210	Park Supplies	310.26
Total 37095:							310.26
08/23	08/28/2023	37096	The Sherwin-Williams Co Inc	2175-5	04-44-5254	New Sprayer (graffiti + new projects)	1,029.00
08/23	08/28/2023	37096	The Sherwin-Williams Co Inc	2563-2	01-47-5210	Locate Paint	100.73
08/23	08/28/2023	37096	The Sherwin-Williams Co Inc	7899-8	01-47-5210	locate paint	100.73
Total 37096:							1,230.46
08/23	08/28/2023	37097	Tradesman Elevator	11072	01-40-5215	Maintenance - Aug 2023	461.50

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Description	Invoice Amount
Total 37097:							461.50
08/23	08/28/2023	37098	TRAFFIC SIGNAL CONTROLS, I	6901	04-44-5252	Street and Sign Markers	121.00
Total 37098:							121.00
08/23	08/28/2023	37099	TRIDENT SECURITY SYSTEMS	31994	01-47-5399	Q3 - Alarm Monitoring PW	105.00
08/23	08/28/2023	37099	TRIDENT SECURITY SYSTEMS	32263	09-50-5500	TH - Courtroom Remodel	830.00
Total 37099:							935.00
08/23	08/28/2023	37100	University Auto Parts, Inc	279193	04-44-5216	Parts	28.95
Total 37100:							28.95
08/23	08/28/2023	37101	VALLEY FIRE EXTINGUISHER I	156806	01-40-5215	Fire Ext Inspections	35.00
Total 37101:							35.00
08/23	08/28/2023	37102	VECCHI & ASSOCIATES LLC	3176	01-43-5410	Planning Consultant	562.50
08/23	08/28/2023	37102	VECCHI & ASSOCIATES LLC	3176	01-43-5410	Special Projects - Renewablel Energy	7,912.50
08/23	08/28/2023	37102	VECCHI & ASSOCIATES LLC	3176-B	01-02-2615	Sugar Beet Solar (323)	917.50
Total 37102:							9,392.50
08/23	08/28/2023	37103	VECTOR DISEASE CONTROL	PI-A0001297	01-45-5348	Pest Contol	6,325.20
08/23	08/28/2023	37103	VECTOR DISEASE CONTROL	PI-A0001311	01-45-5348	Pest Contol	4,416.00
Total 37103:							10,741.20
08/23	08/28/2023	37104	Wear Parts & Equipment Co, Inc	46046	04-44-5216	ROW Mowers	810.64
Total 37104:							810.64
08/23	08/28/2023	37105	Weld County Clerk and Recorder	080923 - (65	01-01-1302	Prepay Recording Fees	2,500.00
Total 37105:							2,500.00
08/23	08/28/2023	37106	Wickham Tractor Company	IE19516	04-44-5216	PW 20	49.12
Total 37106:							49.12
08/23	08/28/2023	37107	Wilson & Company Inc	118250	14-40-5501	SRTS - 3rd St Trail	1,087.68
Total 37107:							1,087.68
08/23	08/18/2023	81823100	CENTURY LINK	4018 080123	01-40-5300	Elevator Line	78.82
Total 81823100:							78.82
08/23	08/18/2023	81823101	SAMSCLUB	4230 080223	01-49-5700	Parks & Rec	20.98
08/23	08/18/2023	81823101	SAMSCLUB	4230 080223	01-47-5200	Supplies	314.12
08/23	08/18/2023	81823101	SAMSCLUB	4230 080223	01-47-5200	Supplies	65.92

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Description	Invoice Amount
Total 81823101:							401.02
08/23	08/21/2023	82123100	Enterprise FM Trust	FBN4801235	08-42-5491	608136 21 Ford Police - 23TPHZ	1,012.95
08/23	08/21/2023	82123100	Enterprise FM Trust	FBN4801235	09-45-5491	608136 21 Ford Ranger - 23VQXP	627.31
08/23	08/21/2023	82123100	Enterprise FM Trust	FBN4801235	09-45-5491	608136 22 Ford F-250 - 23WMJ2	855.83
08/23	08/21/2023	82123100	Enterprise FM Trust	FBN4801235	09-45-5491	608136 22 Ford F-350 - 23WQX4	1,201.11
08/23	08/21/2023	82123100	Enterprise FM Trust	FBN4801235	09-45-5491	608136 22 Ford F-250 - 23WQX9	899.60
08/23	08/21/2023	82123100	Enterprise FM Trust	FBN4801235	09-45-5491	608136 22 Ford Ranger - 25G6J7	679.32
08/23	08/21/2023	82123100	Enterprise FM Trust	FBN4801235	08-42-5491	608136 22 Ford Utility Interceptor - 25H	1,269.87
08/23	08/21/2023	82123100	Enterprise FM Trust	FBN4801235	08-42-5491	608136 22 Ford Utility Interceptor - 25HL	1,333.91
08/23	08/21/2023	82123100	Enterprise FM Trust	FBN4801235	08-42-5491	608136 22 Ford F-150 - 25HL9T	801.71
08/23	08/21/2023	82123100	Enterprise FM Trust	FBN4801235	09-45-5491	608136 22 Ford Escape - 25S5SM	648.09
08/23	08/21/2023	82123100	Enterprise FM Trust	FBN4801235	09-45-5491	608136 21 Ford Ranger - 26G3JG	751.64
08/23	08/21/2023	82123100	Enterprise FM Trust	FBN4801235	08-42-5491	608136 22 Ford Utility Interceptor - 26G	766.36
08/23	08/21/2023	82123100	Enterprise FM Trust	FBN4801235	09-49-5491	608136 23 Chev Silverado - 26MD7X	951.55
08/23	08/21/2023	82123100	Enterprise FM Trust	FBN4801235	08-42-5491	608136 23 Toyota Highlander - 26N9DS	1,111.08
Total 82123100:							12,910.33
08/23	08/21/2023	82123101	UNITED POWER	12650701 08	01-45-5305	Booster Pump Founders 07/2023	20.00
08/23	08/21/2023	82123101	UNITED POWER	12952800 08	01-45-5305	Mead Ponds 07/2023	20.00
08/23	08/21/2023	82123101	UNITED POWER	14305100 08	06-47-5305	WWTP 07/2023	3,758.49
08/23	08/21/2023	82123101	UNITED POWER	16836300 08	01-45-5305	Park Sprinkler Liberty 07/2023	22.47
08/23	08/21/2023	82123101	UNITED POWER	16909300 08	01-45-5305	Feather Ridge 07/2023	20.12
08/23	08/21/2023	82123101	UNITED POWER	17159100 08	01-45-5305	Sprinkler Clock Dtn 07/2023	20.12
08/23	08/21/2023	82123101	UNITED POWER	17618300 08	01-40-5305	Town Hall 07/2023	552.32
08/23	08/21/2023	82123101	UNITED POWER	17770000 08	01-45-5305	Gazebo 07/2023	25.94
08/23	08/21/2023	82123101	UNITED POWER	18949400 08	01-42-5305	Modular PD 07/2023	334.70
08/23	08/21/2023	82123101	UNITED POWER	21881700 08	01-47-5305	1341 CR 3407/2023	588.14
08/23	08/21/2023	82123101	UNITED POWER	22092202 08	06-47-5306	4133 CR 34 - Raterink	53.91
08/23	08/21/2023	82123101	UNITED POWER	6753101 08/	01-45-5305	Irrig Sprinkler N Creek 7/2023	20.00
08/23	08/21/2023	82123101	UNITED POWER	7490500 08/	06-47-5305	Pump Lake Thomas 7/2023	20.00
08/23	08/21/2023	82123101	UNITED POWER	83701 08/03/	01-42-5305	Shop 7/2023	66.35
08/23	08/21/2023	82123101	UNITED POWER	96302 08/03/	06-47-5305	WWTP Lagoon 7/2023	38.11
Total 82123101:							5,560.67
08/23	08/24/2023	82423100	Action Entertainment LLC	080823 - CO	01-49-5261	Artist Performance 9/9	7,500.00
Total 82423100:							7,500.00
08/23	08/28/2023	82823100	VERIZON WIRELESS	0899414442	01-42-5300	Wireless bill	1,215.57
08/23	08/28/2023	82823100	VERIZON WIRELESS	9941444256	01-40-5300	Wireless bill	40.01
08/23	08/28/2023	82823100	VERIZON WIRELESS	9941444256	01-41-5210	Wireless bill	51.46
08/23	08/28/2023	82823100	VERIZON WIRELESS	9941444256	01-43-5300	Wireless bill	101.50
08/23	08/28/2023	82823100	VERIZON WIRELESS	9941444256	01-47-5300	Wireless bill	160.04
08/23	08/28/2023	82823100	VERIZON WIRELESS	9941444256	01-49-5300	Wireless bill	40.01
08/23	08/28/2023	82823100	VERIZON WIRELESS	9941444256	04-44-5300	Wireless bill	66.97
08/23	08/28/2023	82823100	VERIZON WIRELESS	9941444256	06-40-5300	Wireless bill	40.01
Total 82823100:							1,715.57
Grand Totals:							388,474.24

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
01-01-1302	2,500.00	.00	2,500.00
01-02-2000	.00	180,312.51-	180,312.51-
01-02-2610	3,500.00	.00	3,500.00
01-02-2615	3,586.50	.00	3,586.50
01-40-5050	677.54	.00	677.54
01-40-5065	82.76	.00	82.76
01-40-5200	62.47	.00	62.47
01-40-5210	65.50	.00	65.50
01-40-5212	8,160.27	.00	8,160.27
01-40-5215	1,876.50	.00	1,876.50
01-40-5300	118.83	.00	118.83
01-40-5305	552.32	.00	552.32
01-40-5315	301.98	.00	301.98
01-40-5400	15,568.55	.00	15,568.55
01-40-5401	6,092.00	.00	6,092.00
01-40-5700	100.00	.00	100.00
01-41-5065	15.87	.00	15.87
01-41-5210	51.46	.00	51.46
01-41-5340	75.46	.00	75.46
01-41-5700	200.00	.00	200.00
01-42-5050	829.58	.00	829.58
01-42-5065	7,438.62	.00	7,438.62
01-42-5210	63.60	.00	63.60
01-42-5300	1,215.57	.00	1,215.57
01-42-5305	401.05	.00	401.05
01-42-5315	200.00	.00	200.00
01-42-5330	795.00	.00	795.00
01-42-5343	2,500.00	.00	2,500.00
01-42-5700	31.57	.00	31.57
01-43-5065	35.33	.00	35.33
01-43-5201	127.50	.00	127.50
01-43-5300	101.50	.00	101.50
01-43-5410	8,475.00	.00	8,475.00
01-45-5065	1,364.75	.00	1,364.75
01-45-5210	310.26	.00	310.26
01-45-5215	5,800.36	.00	5,800.36
01-45-5216	276.03	.00	276.03
01-45-5305	148.65	.00	148.65
01-45-5348	10,741.20	.00	10,741.20
01-45-5363	48.32	.00	48.32
01-45-5370	1,161.54	.00	1,161.54
01-45-5371	287.40	.00	287.40
01-45-5372	1,215.60	.00	1,215.60
01-45-5500	46,000.00	.00	46,000.00
01-47-5050	746.00	.00	746.00
01-47-5065	2,124.50	.00	2,124.50
01-47-5200	408.48	.00	408.48
01-47-5203	130.00	.00	130.00
01-47-5210	459.91	.00	459.91
01-47-5215	1,631.50	.00	1,631.50
01-47-5216	235.40	.00	235.40
01-47-5300	160.04	.00	160.04
01-47-5305	858.04	.00	858.04
01-47-5315	82.32	.00	82.32
01-47-5399	105.00	.00	105.00
01-48-5065	10.61	.00	10.61

GL Account	Debit	Credit	Proof
01-48-5455	1,000.00	.00	1,000.00
01-49-5065	147.53	.00	147.53
01-49-5202	148.00	.00	148.00
01-49-5260	1,088.82	.00	1,088.82
01-49-5261	35,716.84	.00	35,716.84
01-49-5262	1,510.09	.00	1,510.09
01-49-5265	532.00	.00	532.00
01-49-5300	40.01	.00	40.01
01-49-5700	20.98	.00	20.98
04-02-2000	4,046.00	111,643.66-	107,597.66-
04-44-5065	1,452.04	.00	1,452.04
04-44-5201	667.50	.00	667.50
04-44-5203	240.25	.00	240.25
04-44-5215	89.28	4,046.00-	3,956.72-
04-44-5216	936.71	.00	936.71
04-44-5252	625.50	.00	625.50
04-44-5254	1,143.86	.00	1,143.86
04-44-5255	135.92	.00	135.92
04-44-5300	66.97	.00	66.97
04-44-5331	100.00	.00	100.00
04-44-5361	24,802.40	.00	24,802.40
04-44-5362	8,246.03	.00	8,246.03
04-44-5363	6,300.00	.00	6,300.00
04-44-5405	1,725.00	.00	1,725.00
04-44-5500	65,112.20	.00	65,112.20
06-02-2000	.00	15,426.60-	15,426.60-
06-40-5065	397.94	.00	397.94
06-40-5205	389.00	.00	389.00
06-40-5300	40.01	.00	40.01
06-40-5400	921.04	.00	921.04
06-40-5401	761.50	.00	761.50
06-40-5410	210.07	.00	210.07
06-47-5215	2,956.33	.00	2,956.33
06-47-5231	2,731.68	.00	2,731.68
06-47-5305	3,816.60	.00	3,816.60
06-47-5306	53.91	.00	53.91
06-47-5391	323.52	.00	323.52
06-47-5393	2,825.00	.00	2,825.00
08-02-2000	.00	24,947.38-	24,947.38-
08-42-5491	6,295.88	.00	6,295.88
08-42-5511	18,651.50	.00	18,651.50
09-02-2000	.00	49,799.10-	49,799.10-
09-45-5491	5,662.90	.00	5,662.90
09-49-5491	951.55	.00	951.55
09-50-5500	20,858.85	.00	20,858.85
09-51-5500	22,325.80	.00	22,325.80
14-02-2000	.00	3,539.56-	3,539.56-
14-40-5501	1,087.68	.00	1,087.68
14-40-5566	2,451.88	.00	2,451.88
18-02-2000	.00	5,929.00-	5,929.00-
18-45-5500	2,234.50	.00	2,234.50
18-52-5500	3,694.50	.00	3,694.50
20-02-2000	.00	897.43-	897.43-
20-40-5065	135.93	.00	135.93
20-40-5401	761.50	.00	761.50
99-01-1077	25.00	.00	25.00
99-02-2000	.00	25.00-	25.00-

GL Account	Debit	Credit	Proof
Grand Totals:	396,566.24	396,566.24-	.00

Report Criteria:
Report type: GL detail

Agenda Item Summary

MEETING DATE: August 28, 2023

SUBJECT: **Resolution No. 58-R-2023** – A Resolution of the Town of Mead, Colorado, Approving a Special Project Task Order with EST, Inc. to Perform Engineering Services for the WCR 34 Bridge Replacement Project

PRESENTED BY: Robyn Brown, Deputy Town Engineer

SUMMARY

The Weld County Road (WCR) 34 Bridge is located on WCR 34, east of Mead Ponds Park and west of WCR 5, and it crosses the Mead Lateral irrigation ditch. The bridge was constructed in 1937 and has a structure condition rating of poor. In 2022, the Town was awarded a $160,317.00 federal grant for design of a replacement structure at this location (the "Project"). The Town match for the grant is $40,080.00, bringing the total funding for the project to $200,397.00.

In June 2023, the Town solicited proposals from three engineering firms that the Town has retained to provide engineering services on state and federally funded projects (EST, Ayers, & Otak) for services specifically related to the Project. The review panel selected EST, Inc., (the "Contractor") and determined that the Contractor best meets the needs of the Project.

Staff recommends approval of a task order with the Contractor for an amount not to exceed $266,826.18. The task order is required by the Agreement for Professional Services by and between the Town and Contractor dated April 25, 2022.

FINANCIAL CONSIDERATIONS

The approved 2023 budget identifies $200,396.00 for the Project in the Transportation Fund (14-40-5562). The approved 2023 budget also includes $175,000.00 in contingency in the Transportation Fund (14-40-5720), which is available to accommodate the full not-to-exceed Task Order request of $266,826.18.

STAFF RECOMMENDATION/ACTION REQUIRED

A motion to approve the August 28, 2023, consent agenda will approve the Resolution (authorizing execution of the Task Order with the Contractor in the not-to-exceed amount of $266,826.18). If this item is pulled off the consent agenda for further discussion or questions, Staff recommends the following motion:

<u>Suggested Motion:</u>
"I move to adopt Resolution No. 58-R-2023, A Resolution of the Town of Mead, Colorado, Approving a Special Task Order with EST, Inc., to Perform Engineering Services for the WCR 34 Bridge Replacement Project for an amount not to exceed $266,826.18".

ATTACHMENTS

Resolution No. 58-R-2023
Task Order
Task Order Memorandum
EST Revised Fee Document dated August 14, 2023 (15 pages)

TOWN OF MEAD, COLORADO
RESOLUTION NO. 58-R-2023

A RESOLUTION OF THE TOWN OF MEAD, COLORADO, APPROVING A SPECIAL PROJECT TASK ORDER WITH EST, INC., TO PERFORM ENGINEERING SERVICES FOR THE WELD COUNTY ROAD 34 BRIDGE REPLACEMENT PROJECT

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

WHEREAS, the Board of Trustees previously approved that certain Agreement for Professional Services with EST, Inc., an Oklahoma corporation ("Contractor") for on-call engineering services for state and federally funded project dated April 25, 2022 (the "Agreement"); and

WHEREAS, the Town has need of engineering services for the Weld County Road (WCR) 34 Bridge Replacement Project ("Project"); and

WHEREAS, in accordance with the terms of the Agreement, Task Order No. 2023-011, attached hereto as **Exhibit 1** ("Task Order"), has been prepared for the Project; and

WHEREAS, the Town's review panel has selected the Contractor as the engineering firm that best meets the needs of the Project; and

WHEREAS, the cost for completion of the engineering and design services associated with the Project is two hundred sixty-six thousand eight hundred twenty-six and 18/100 dollars ($266,826.18) as more specifically set forth in the Task Order and its attachments; and

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

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

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

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

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

INTRODUCED, READ, PASSED, AND ADOPTED THIS 28th DAY OF AUGUST 2023.

ATTEST:	**TOWN OF MEAD:**
By: ____________________________	By: _________________________________
Mary E. Strutt, MMC, Town Clerk	Colleen G. Whitlow, Mayor

<u>Exhibit 1</u>
Task Order No. 2023-011
(EST, Inc.)

[*see attached task order and memorandum*]

Town of Mead

Engineering Services for Weld County Road 34 Bridge Design

REVISED FEE DOCUMENT

RFP 2022-001D

August 14, 2023

Revised Fee Document

Please find enclosed the EST Team Fee Schedule, including detailed backup by firm. Assumptions/Scope clarifications supporting each firm's fee development are included.

EST Team Fee Schedule

Firm	Fee
EST, Inc.	$ 138,450.00
Chickenango	$ 4,150.00
SurvWest	$ 50,318.00
Pinyon Environmental	$ 31,050.08
Geocal, Inc.	$ 18,703.10
RESPEC	$ 16,155.00
HC Peck & Associates	$ 8,000.00
Total Team Design Fee:	**$ 266,826.18**

EST, Inc.

Detailed Work Hour & Fee Estimate
Town of Mead - Engineering Services for Weld County Road 34 Bridge Design
EST, Inc. - Revised June 20, 2023

		EST											
Project Specific Requirements		EST Principal Paul Jesaitis, PE	Sr. Project Manager Amy Backel, PE	Project Engineer II Ananna Anu, PE	Project Engineer I Kate Jones, EIT	Sr. Consultant Chuck Dreesen	Designer I Joey Davison	Project Engineer III Bill Kascek	Project Controls Amber Freeman	Professional Service Hours	Professional Service Fee	Direct Expense	TOTALS
Labor Rate		$ 250.00	$ 226.00	$ 154.00	$ 115.00	$ 250.00	$ 100.00	$ 190.00	$ 103.00				
0.0	**Project Kick-Off**												
0.1	Contracting	1	1							2	$ 476		$ 476
0.2	Kick-Off/Scoping Meeting and Site Visit (In-Person)		2		2	2				6	$ 1,182	$ 180	$ 1,362
0.3	Project Management (Reports/Invoicing) (12)		12						12	24	$ 3,948		$ 3,948
0.4	Project Management Plan		4							4	$ 904		$ 904
0.0	**SubTotal**	**1**	**19**	**0**	**2**	**2**	**0**	**0**	**12**	**36**	**$ 6,510**	**$ 180**	**$ 6,690**
1.0	**Data Collection**												
1.1	Survey Coordination		1				1			2	$ 326		$ 326
1.2	SUE QL-D, QL-C, QL-B Coordination		1			1				2	$ 476		$ 476
1.3	Geotech Coordination		1							1	$ 226		$ 226
1.0	**SubTotal**	**0**	**3**	**0**	**0**	**1**	**1**	**0**	**0**	**5**	**$ 1,028**	**$ -**	**$ 1,028**
2.0	**Preliminary Design**												
2.1	Design Criteria					1				1	$ 250		$ 250
2.2	Ditch/Stakeholder Coordination		1			1				2	$ 476		$ 476
2.3	Ditch Hydraulics Report Review Fee		1							1	$ 226	$ 2,500	$ 2,726
2.4	Structure Selection Report - CBC		8	16	24					48	$ 7,032		$ 7,032
2.5	CDOT/Town Coordination Meetings (2 Virtual)		2		2					4	$ 682		$ 682
2.6	Environmental/NEPA Coordination		2			2	2			6	$ 1,152		$ 1,152
2.7	FIR Plans and Estimate		12	16	16	8	48	8		108	$ 15,336		$ 15,336
2.8	FIR QA/QC + Submittal	1	12		8	4	16			41	$ 6,482		$ 6,482
2.9	FIR Meeting (In-Person)		2		2	2				6	$ 1,182	$ 180	$ 1,362
2.0	**SubTotal**	**1**	**40**	**32**	**52**	**18**	**66**	**8**	**0**	**217**	**$ 32,818**	**$ 2,680**	**$ 35,498.0**
3.0	**ROW and Final Design**												
3.1	Incorporate Changes from FIR comments		2	12	24	2	20			60	$ 7,560		$ 7,560
3.2	Finalize ROW needs (if any)		4			4	8			16	$ 2,704		$ 2,704
3.3	ROW Subconsultant Coordination		2							2	$ 452		$ 452
3.4	ROW Town and Stakeholder Coordination	1	2			1	1			5	$ 1,052		$ 1,052
3.5	SUE QL-A needs and Coordination		2			1	2			5	$ 902		$ 902
3.6	Utility Relocation Needs and Coordination		12		8	8	8			36	$ 6,432		$ 6,432
3.7	Utility Clearance Letters		12							12	$ 2,712		$ 2,712
3.8	Final Design & Plans - Roadway		8		12	12	32			64	$ 9,388		$ 9,388
3.9	Final Design & Plans - Bridge		8	16	24					48	$ 7,032		$ 7,032
3.10	Final Design & Plans - SWMP		4			4	32			40	$ 5,104		$ 5,104
3.11	Final Design & Plans - Signing & Striping		2			2	20	8		32	$ 4,472		$ 4,472
3.12	Final Design & Plans - Traffic Control		4			4	20	8		36	$ 5,424		$ 5,424
3.13	CDOT/Town Coordination Meetings (8 Virtual)	1	8	4	4	4	4			25	$ 4,534		$ 4,534
3.14	Public Outreach Coordination		4							4	$ 904		$ 904
3.15	FOR Specs and Estimate		8	4	4	8	8			32	$ 5,684		$ 5,684
3.16	FOR QA/QC + Submittal	1	12	8	8	12	12	4		57	$ 10,074		$ 10,074
3.17	FOR Meeting (In-Person)		4		2	2	2			10	$ 1,834	$ 240	$ 2,074
3.18	Post FOR Revisions		2	8	8	2	24			44	$ 5,504		$ 5,504
3.19	Final Utility Clearances		4							4	$ 904		$ 904
3.20	Final Environmental Clearances - Form 128		2							2	$ 452		$ 452
3.21	Final ROW / Ditch Agreements, Clearances		8							8	$ 1,808		$ 1,808
3.22	Final CDOT Structure Package / Load Rating		4	8	4					16	$ 2,596		$ 2,596
3.23	For-AD PS&E - QC + Submittal	1	16			8	16			41	$ 7,466		$ 7,466
3.0	**SubTotal**	**4**	**134**	**60**	**98**	**74**	**209**	**20**	**0**	**599**	**$ 94,994**	**$ 240**	**$ 95,234.0**
EST, Inc. Engineering Fee		6	196	92	152	95	276	28	12	857	$ 135,350	$ 3,100	**$ 138,450**

The following are the assumptions that went into the preparation of the EST fee for this project, beyond those stated in the proposal and within the fee breakdown:

- No retaining walls will be needed on the project except bridge wingwalls
- No lighting, TMSO, ITS, plantings/landscaping, noise walls, or curb ramps are required on the project
- No custom bridge aesthetic designs (railings, handrail will be standard)
- Driveway work is limited to Town ROW limits
- 2 Temporary Easements will be required
- Relocation of 3 utilities will be required, coordination by EST, design by the utilities
- Construction services are not included in this contract
- Channel work is limited to 20' beyond ends of CBC
- No ditch diversion/cofferdam design is required
- Road will be closed during construction, no phasing of work

CHICKENANGO
MARKETING SOLUTIONS
Efficient. Adaptable. Exceptional.

SOW

Stakeholder outreach (affected property owners)
Initial Flyer & updated as needed
Website content for project
Project meetings

COST BREAKDOWN

DESCRIPTION	QUANTITY	UNIT	RATE	TOTAL
Public Relations Manager	15	Hour	$130.	$1,950.
Marketing Strategist	20	Hour	$100.	$2,000.
Printing Informational Flyers	100	Each	$2.00	$200.
TOTAL				$4,150.

Assumptions:

Establishing clear communication channels: Because Chickenango is already providing public involvement on the Pedestrian Crossing project on CO-66 and CR 7 they will utilize the existing project phone, allowing the public to stay informed and provide input.

Develop a comprehensive Public Information Plan: Create a plan that includes a stakeholder list and project team contact list to ensure efficient communication. Produce an initial project flier with objectives, alternative selection process, and details of public comment opportunities and upcoming meetings.

Facilitate public meetings: Prepare visual boards and presentations for meetings, sharing project details and progress. Provide an informational flier specific to the meetings. Collect feedback using electronic comment and response forms, tracking responses and creating a Frequently Asked Questions (FAQ) flier if needed.

SURVWEST

SurvWest will supply survey services for engineering design surveys as detailed below:

Engineering Design Survey

- **Project Control**
  - Establish new project control based on CDOT Standards.
- **Design Survey**
  - Conduct a topographic survey along about 1000 feet of CR 34 extending 50 feet south of the centerline to about 100 feet north of the centerline. Along with 300 feet of mapping for the Mead Lateral Irrigation Ditch for 150 feet on each side of CR 34.

Right of Way Survey and CDOT Plans

- **Boundary Retracement Survey**
  - Locate the controlling Aliquot Corners and other controlling evidence to establish the road right of way and the adjoining property boundary lines.
- **CDOT Right of Way plans**
  - Prepare a CDOT ROW plan sheet to 1" = 50' scale
  - Prepare two temporary easement descriptions and accompanying exhibits.

ASSUMPTIONSS

- All needed right of way and boundary documents will be provided by the HDR ROW team.
- No right of way or property research is estimated by SurvWest.
- The cost estimate includes one day of traffic control for locating the centerline of CR 34.
- No document recording is anticipated since no property monumentation is expected.

SCHEDULE OF COSTS

Costs for the above items will be billed at our current billing rates on a Time and Materials basis. A summary of our estimated fees is as follows:

TASK – REQUIRED SURVEY	COST
Project Control and Boundary Retracement	$3,510.00
Design Survey 2800 feet of CR 34- and 300-feet irrigation canal	$10,345.00
CDOT Right of Way plan sheet	$11.390.00
Two (2) legal descriptions and exhibits	$2,865.00
Survey QA / QC	$1,075.00
Total Estimated Cost	**$29,185.00**

Estimated Fees

Tasks	Approximate Field Duration	Task Fee
QL"D" SUE Investigation	*1 DAYS*	*$4,796.00*
QL"B" SUE Investigation	*1 DAYS*	*$3,886.00*
QL"B" SUE Survey	*1 DAYS*	*$2,433.00*
QL"B" Traffic Control	*At Cost*	*$1,600.00*
QL"A" SUE Test Holes (x2)	*2 DAYS*	*$5,614.00*
QL"A" SUE Survey	*1 DAY*	*$1,204.00*
QL"A" SUE (Traffic Control)	*At Cost*	*$1,600.00*
	TOTAL	**$21,133.00**

For this project, SURVWEST will provide QL"A,B,D" SUE services within the project limits shown in the attached Exhibit A. The QL"C/D" SUE limits are 500 ft each direction from the Mead Lateral bridge along County Road 34 and 150ft wide for a total distance of 1,000ft. The QL"B" SUE limits are 100 feet each direction of the Mead Lateral Bridge along County Road 34 and 150ft wide, for a total distance of 200 ft. This proposal also includes up to two (2) QL"A" test holes. Location of test hole will be determined by the client upon review of the QL"B" SUE deliverables.

Assumptions and Considerations

Exclusions

The scope of work described in this proposal excludes the following services:

- Utility Coordination Services, including the preparation of the list of utility providers, conflict matrix, participation in coordination meetings, evaluation or coordination of relocations, or the preparation of clearance or removal/relocation documents.
- Project Design Survey
- Project Design and Engineering
- Project Construction Services

Utility Trace

- Elevations of all visible wet utility (storm and sanitary sewer lines) features will be collected, including ground-level and invert elevations.
- For traced utilities, the size and material type of all utilities will be provided only if the information is indicated on available record drawings or through test hole investigation.

Test Holes

- For PVC lines located under pavement, it may be necessary to excavate additional test holes to expose the line.

Pinyon Environmental, Inc.

Table 1. Summary of Estimated Costs

Task	Estimated Fee
General Project Management	$6,428.00
Noise	$1,017.00
Biological Resources	$6,792.50
Hazardous Materials	$4,152.08
Historic Resources	$10,306.50
Environmental Justice	$2,354.00
Project Total	**$31,050.08**

Task		Scope of Work Summary	Deliverables
General Project Management		General project management, contract administration, invoicing, etc. The meetings will be held virtually. Project duration is assumed to be 12 months. The following meetings are assumed: • Kick-off Meeting • FIR Meeting • FOR Meeting • Progress Meetings (up to 10 hours)	Monthly invoices Progress reports
Project Resources that Pinyon will Provide			
Noise		Pinyon will complete a Type III noise analysis memorandum to meet the requirements of the CDOT Noise Analysis and Abatement Guidelines (NAAG). This scope assumes that based on the project description, there will not be any Type I project noise triggers that would require additional analysis. Should the nature of the project change so that the project would be classified as a Type I project, this scope/fee would need to be revised to include a full quantitative traffic noise analysis.	Type III Memo to file
Biological Resources	Field Work	The field survey will be completed by one Pinyon biologist in a one-day period. Field surveys for biological resources will be completed concurrently, as noted in the following subsections. Geographic Information System (GIS) data will be post-processed by a GIS specialist, and provided for incorporation into the project plans, and for impact analysis during advanced design, as applicable. GIS data will be projected in the local State Plane coordinate system. Pinyon assumes that EST will calculate impacts using the provided GIS data.	GIS Shapefiles

Task		Scope of Work Summary	Deliverables
	Wetlands/ Waters of the US (WOTUS)	Pinyon will complete a wetlands/WOTUS delineation in accordance with US Army Corps of Engineers (USACE) protocols. Pinyon will document the existing conditions regarding wetlands/WOTUS in a Biological Technical Memorandum (BTM) and will provide GIS data of the delineated wetlands/WOTUS to EST for impact calculations. Pinyon assumes that impacts to wetlands/WOTUS would be minimal and would be permitted under Nationwide Permit (NWP) 3(a) – *Maintenance*. Note that NWP 3(a) would not require a Pre-Construction Notification (PCN) to the USACE, provided that the project would have *No Effect* on federally listed threatened or endangered species under the Endangered Species Act, and *No Adverse Effect* to cultural resources per the National Historic Preservation Act. Pinyon assumes the above conditions would apply, and that therefore, a PCN would not be required for this project. Pinyon will document Section 404 Compliance in a Section 404 Memorandum to File. Note that compensatory USACE wetland mitigation and streambed mitigation are not required for projects covered under NWP 3(a) that do not require a PCN. If the project does require a PCN, this scope/fee would need to be revised. Pinyon assumes that impacts to wetlands would be minimal and a CDOT Wetland Finding would not be required for this project. However, if permanent wetland impacts exceed 500 square feet (SF) (or combined temporary and permanent impacts exceed 1,000 SF), then a Wetland Finding (and additional scope/fee) would be required. Note that CDOT requires 1:1 mitigation for wetland impacts. Wetland mitigation planning is not included in this scope/fee but can be added later if required.	Documented in BTM GIS Shapefiles Section 404 Memorandum to File
	Vegetation and Noxious Weeds	List A and B noxious weeds will be mapped, as applicable (i.e., if located in discrete locations); however, if the density of weeds is significant, detailed mapping will be stopped and recommendations regarding weed controls will be presented in the BTM as well as applicable specifications. It is assumed that an Integrated Noxious Weed Management Plan (INWMP) will not be required for this project. If an INWMP is needed, additional scope/fee would be required.	Documented in BTM
	Threatened and Endangered Species/ Fish and Wildlife	Pinyon will conduct a survey for raptors and other migratory birds within 0.5 mile of the study area per Colorado Parks and Wildlife guidelines. The results of the survey will be documented in the BTM. Pinyon will evaluate habitat within the study area for federally and state-listed species, and document within the BTM. Only a habitat assessment will be conducted; a species-specific survey is not included in this scope. If a species-specific survey is required, additional scope/fee would be necessary.	Documented in BTM

Task		Scope of Work Summary	Deliverables
		Given the anticipated limited disturbance that will result from the project, Pinyon assumes that the impact assessment would reveal a *No Effect* to federally listed species. Therefore, coordination with the US Fish and Wildlife Service (USFWS) is not anticipated to be required. If the effects determination is *May Affect, But Not Likely to Adversely Affect*, coordination with USFWS in the form of a letter would be required, and additional scope/fee would be necessary.	
	Shortgrass Prairie Initiative (SGPI)	The Federal Highway Administration, USFWS, CPW, CDOT, and the Nature Conservancy have developed a Memorandum of Understanding to mitigate anticipated impacts to the shortgrass prairie ecosystem. The SGPI generally applies to shortgrass prairie in eastern Colorado. Interstate 25 is the approximate western boundary of the Shortgrass Prairie Initiative project area. This project is located in the SGPI project area. Shortgrass prairie will be mapped and summarized in the BTM, and acres of impacts to shortgrass prairie will be reported to the CDOT project manager. The impacts to shortgrass prairie will be mitigated through the SGPI.	Documented in BTM
Hazardous Materials		Pinyon will complete Form 881, which will include an agency database (i.e., ERIS) review. The database will be secured by Pinyon. The study area will be the project's limits of disturbance. Ideally, the design team will have identified the horizontal and vertical limits of disturbance, including right of way (ROW) and easement requirements. Pinyon will collect paint samples for lead analysis for project components anticipated to be disturbed (e.g., signal poles, concrete). Depending on the substrate, Pinyon will evaluate the lead content for total lead, or by the Toxicity Characteristic Leachate Procedure. As the project will require the demolition of the bridge, Pinyon will provide a Certified Asbestos Building Inspector to conduct an asbestos inspection of the structure. Pinyon assumes up to 5 samples will be analyzed for lead content and up to 10 samples will be analyzed for asbestos content. No soil or water testing is anticipated at this time (if determined necessary, a change order would be required).	Form 881 Asbestos/ Lead Based Paint Samples and Results documented in Form 881
Historic Resources		Pinyon will develop an Area of Potential Effects (APE) in coordination with CDOT. It is assumed that the APE will consist of the estimated limits of disturbance and expanded to include the boundaries of parcels affected by the project (i.e., new ROW acquisitions or easements). Once the APE is established, Pinyon will research the Office of Archeology and Historic Preservation (OAHP) COMPASS database, the CDOT Historic Bridge Inventory and Historic Sites Viewer, as well as the Online Transportation Information System (OTIS), topographic maps, and local assessor data for the presence of potential historic resources within the APE.	APE Map Up to 3 Architectural Inventory Forms, Up to 1 Management Data/Linear Component Forms

Task	Scope of Work Summary	Deliverables
	The WCR 34 Bridge is a single-span steel girder structure that was constructed in 1937 and carries WCR 34 over a newly identified segment of the Mead Later. Both the bridge and ditch will require evaluation of NRHP eligibility. Additionally, temporary construction easements are anticipated from up to 5 properties adjacent to the bridge replacement project. At least two of these properties contain buildings/structures 45-tears of age or older. Based on coordination with CDOT, it was noted that evaluation of WCR 34 would not be required due to project elements. Pinyon will coordinate level of effort for evaluation with the CDOT Historian and provide documentation for compliance with Section 106 and historic Section 4(f), including historic site evaluation forms; eligibility and effects letter; APE map; and historic Section 4(f) *de minimis* notification. Assumptions: • This scope assumes a Section 106 determination of *no adverse effect*; should the project result in a determination of *adverse effect*, this scope will need to be revisited and additional fee will be required. • Should more than 5 resources for historic survey be identified, this scope will need to be revisited. • CDOT will clear archaeology/paleontology. • In the event of USACE involvement, CDOT will provide their Section 106 clearance for use by USACE.	Eligibility and Effects Letter including Section 4(f) *De Minimis* Notification
Environmental Justice (EJ)	Under Executive Order 12898, each Federal agency must identify and address, as appropriate, disproportionately high and adverse human health or environmental effects of its programs, policies, and activities on minority populations and low-income populations. For this task, Pinyon will utilize the ACS data or the 2020 census data if it has been made available publicly. The percent of low-income and minority populations in the tracts and blocks adjacent to the corridor will be compared with those of both Weld County and the State of Colorado. It is assumed that impacts, both beneficial and negative, will be borne by all populations equally, meaning that it is assumed that there will be no disproportionally high and adverse effects to low-income and/or minority populations. Findings will be documented using CDOT Template B memorandum for EJ as this a non-capacity adding project.	CDOT Template B EJ Memorandum
Resources that CDOT will Complete Internally		
Air Quality	N/A – CDOT to clear internally.	None
Non-historic Section 4(f) and Section 6(f)	N/A - CDOT to clear internally. No non-historic Section 4(f) or Section 6(f) resources are found within the project area.	None
Archaeology	N/A – CDOT to clear internally.	None
Paleontology	N/A - CDOT to clear internally. Based on scope of project, no impacts or evaluations are required.	None

GEOCAL

Geocal, Inc.: 5/30/2023; P23.2023.055, EST. Geocal Field Engineering & Drill Supervision from Centennial; drilling sub-contractor from Denver, traffic control subcontractor from Denver

Scope: (1) Drill 1 boring to about 45 feet, or 15 feet into bedrock, whichever is shallower for foundation design purposes, and one pavement boring (2) Laboratory tests will include moisture contents, gradation, liquid and plastic limits, swell compression, pH, resistivity, chloride,, and water soluble sulfates. (4) Design recommendations for the pavement design and the CBC foundations will be provided for the project.

Item	Unit	Quantity	Unit Price	Amount
Project Manager				
Pre-work Communications/Meetings	Hour	4	$ 188.00	$ 752.00
Pre-Drill Field Engineering & Project Planning (Geologist/Field Engineer)				
Arrange construction of site specific traffic/speed control plans in prep for permit applications.	Hour	1	$ 100.00	$ 100.00
Construct project-wide kmz file (Google Earth) for th borings to support permit applications, location marking, utility clearances, drill planning & agency notifications.	Hour	2.5	$ 100.00	$ 250.00
Stake boring + select alternates & conduct site operational recon: Assumes one site visit	Hour	4	$ 100.00	$ 400.00
Coordinate with Drill Contractor to clear utilities thru UNCC. Assumes no follow-up meets.	Hour	2	$ 100.00	$ 200.00
Mileage (110 mi for 1-RT)	Miles	110	$ 0.57	$ 62.70
Drilling Supervision & Directly Related.				
Drilling supervision, log borings, cleanup	Hour	5	$ 100.00	$ 500.00
Borings backfilling material	Bags	3	$ 15.00	$ 45.00
Pavement Patching Material	Each	1	$ 30.00	$ 30.00
Round Trip Travel (one trip)	Hour	3	$ 100.00	$ 300.00
Mileage (100 mi for 1-RT + 20 mile/day local travel)	Miles	120	$ 0.57	$ 68.40
Geotechnical Laboratory Testing (Geocal)				
Gradation	Each	4	$ 95.00	$ 380.00
Liquid & Plastic Limits	Each	4	$ 85.00	$ 340.00
Swell/Consolidation	Each	2	$ 115.00	$ 230.00
R-Value Tests	Each	1	$ 475.00	$ 475.00
Moisture Content & Dry Unit Weight	Each	4	$ 45.00	$ 475.00
Water Soluble Sulfate (concrete corrosion)	Each	2	$ 60.00	$ 120.00
pH, resistivity, chloride,	Each	1	$ 170.00	$ 170.00
Report Preparation				
Graphics/AutoCAD - locations, logs, data plots	Hour	4	$ 82.00	$ 328.00
Field Engineer/Geologist	Hour	2	$ 100.00	$ 200.00
Project Engineerr analyses, foundation & pavement design recommendation, & report preparation	Hour	50	$ 130.00	$ 6,500.00
Project Manager/Senior Engineer - technical issues, memo review, meetings, drilling program	Hour	12	$ 188.00	$ 2,256.00
Principal Engineer - quality review	Hour	2	$ 238.00	$ 476.00
			Total (Excluding Subcontract):	**$ 14,658.10**
Sub-Contracted Drilling Costs. Billed at cost.				
Utility ticketing (excludes staking & follow-up meets) admin charge.	LS	1	$ 200.00	$ 200.00
Mob/demob - hourly rate (in 1 trip)	Hour	3	$ 220.00	$ 660.00
Rig drilling (HAS)	Hour	5	$ 220.00	$ 1,100.00
Sub-Contractor, Traffic Control: Billed at cost. Assumes that 2-Flaggers, and 1 traffic control supervisor are needed for all operations.				
Traffic Control Plans	Each	1	$ 85.00	$ 85.00
Flaggers, and traffic control supervisor @ sub-contracted package charge, to support all lane closure. Includes mob/demob & operations.	Day	1	$ 2,000.00	$ 2,000.00
			Total (Subcontract):	**$ 4,045.00**
			Estimated Geotechnical Total:	**$ 18,703.10**

ASSUMPTIONS: 1. Weld County / Town of Mead are the only possible permitting authorities and will not assess permit-related charges to access the ROW. **2.** The permit will allow for unrestricted weekdays daylight work.

Geotechnical Scope of Work and Geocal Approach

The proposed geotechnical scope of work and our approach to complete this work is summarized as follows.

- One boring will be drilled to about 45 feet, or 15 feet into bedrock, whichever is shallower, for foundation design purposes. Geotechnical penetration samples will be collected from the boring. One (additional boring to about 10 feet depth will be drilled along Weld County Road 34 to assess the existing subgrade and subsoil conditions for pavement design purposes.
- We understand that traffic control will be required for drilling activities.
- We anticipate the fieldwork will be completed in five (5) hours.
- Right of Way (ROW) access permits will be obtained through Town of Mead / Weld County.
- We will assist the drilling contractor with UNCC utility locate prior to drilling.
- The exploratory borings will be drilled using a truck-mounted drill rig with hollow stem auger (due to high water table). We will also take measurements of groundwater level and depth to bedrock when encountered.
- The boring will be backfilled using make-up sands and auger cutting and compacted with the weight of the drill rig. Asphalt pavement will be patched with cold patch asphalt to a thickness of 9 inches, or the thickness of the existing pavement, whichever is lower.
- Soils (and bedrock if encountered) will be sampled with modified California and split spoon samplers using procedures similar to ASTM D1586.
- A laboratory testing program will be conducted to evaluate the engineering classification, strength, compressibility or swell characteristics, and other engineering properties for the soils/bedrock encountered. Laboratory tests may consist of moisture contents, gradation, liquid and plastic limits, R-Value, swell compression, pH, resistivity, chloride, and water-soluble sulfates.
- The results of the field and laboratory investigations will be evaluated to provide geotechnical recommendations for foundation and pavement design. Our engineering report will be prepared to summarize at least the following:
  - Introduction and proposed construction conditions
  - brief review of field and laboratory procedures
  - site geology, physical description
  - subsurface conditions encountered (soils, and groundwater)
  - results of laboratory testing
  - geotechnical recommendations for bridge foundations design
  - pavement design recommendations.

RESPEC

Task	$205/hr Senior Project Manager	$130/hr Project Engineer	$110/hr Designer	$205/hr QA/QC by Senior PM	Total Hours	Total Fee
1. Project Coordination and Administration						
Meetings with City, EST, and Ditch Company (up to 3)	6				6	$1,230
Coordination and Correspondence	6	4			10	$1,750
Subtotal Hours	12	4	0	0	16	
SUBTOTAL	$2,460	$520	$0	$0		$2,980
2. Design Services						
Develop HEC-RAS Model of Existing Conditions	4	20		1	25	$3,625
Develop & Evaluate Replacement Bridge Options	5	12	2	1	20	$3,010
Scour Evaluation & Countermeasure Design	2	8	2	1	13	$1,875
Develop Diversion Options	3	12	2	1	18	$2,600
Design Memo	4	8		1	13	$2,065
Subtotal Hours	18	60	6	5	89	
SUBTOTAL	$3,690	$7,800	$660	$1,025		$13,175
RESPEC TOTAL						$16,155

Assumptions

1. Survey will be completed by EST.
2. Stormwater does not enter the canal.
3. A Bridge Hydraulic Information Sheet and other plan sheets are not required.
4. Design scope is limited to hydraulic evaluation & design of alternatives, scour countermeasures, and low chord elevation.
5. Design documentation will include a memo with attachments.
6. Bid phase and construction services are not included.

COMPREHENSIVE ENGINEERING SERVICES

1873 S. Bellaire Street, Suite 1101
Denver, CO 80222
720-779-3600
www.estinc.com

Agenda Item Summary

MEETING DATE: August 28, 2023

SUBJECT: **Ordinance No. 1046** – An Ordinance of the Town of Mead, Colorado, Amending Sections 4-4-20, 4-4-40, 4-4-60, 4-4-70, 4-4-90, 4-4-100 of the *Mead Municipal Code* Regarding the Collection, Administration, and Enforcement of the Town Use Tax

PRESENTED BY: Mary Strutt, Administrative Services Director

SUMMARY

The Town of Mead ("Town") imposes sales and use tax in accordance with Article IV of Chapter 4 of the *Mead Municipal Code* ("MMC"). Due to increased construction activity in Mead, Town staff is recommending MMC changes to further define the applicability of use tax for construction projects, including amounts imposed on building permits and right-of-way permits.

Historically, the Town has imposed a use tax at the time of issuance of building permits based on 50% of the estimated valuation of the project. The percentage is based on an estimate that a portion of the valuation is for construction materials (which are taxable) and a portion for labor/services (which is not taxable). Fifty percent (50%) of the valuation of the project is considered very conservative as the relative amount of construction materials to labor and is the most commonly used percentage by municipalities in Colorado. Some larger municipalities impose their use tax on a larger percentage of the estimated project valuation up front and offer an audit after completion of the project to determine if a refund is due. These larger municipalities have a use tax audit department which require submission of all project-related costs/invoices/contracts/etc. and their staff confirms that the amount of use tax was accurate for construction materials used or collects/refunds the difference.

In the past year, staff have received requests from three different contractors for Mead's use tax refund and audit processes. Staff have been working with a consultant, Sophia Hassman, CoSALT Consulting, Ltd, to review the Town's use tax collections and recommend refund and audit processes.

The attached Ordinance:

- Codifies the Town's historical procedure for calculating the use tax on construction and building materials by applying the use tax rate on 50% of the *estimated* project valuation.
- Codifies that use tax on construction and building materials is due at the time of building permit and right-of-way permit issuance.
- Adds definitions for "construction and building materials" and "contractor" that are consistent with standardized sales tax definitions.
- Codifies a process for the taxpayer to apply for a refund (a "claim for refund") within 90 days following completion of the project. If the taxpayer demonstrates that the *actual* project valuation or *actual* cost of construction and building materials would result in a lesser use tax payment than the payment made at the time of building permit or right-of-way permit issuance, the Town is required to refund the taxpayer the difference without interest and less the Town's consultant costs and expenses. Based on the conservative percentage of estimated project

valuation used in the calculation of use tax (*i.e*., 50% of the estimated project valuation rather than a greater percentage), staff anticipates that claims for refunds will be uncommon.

- Requires the Town Board of Trustees to adopt an application fee for claims for refunds, which fee must be included on the Town's comprehensive fee schedule.
- Codifies taxpayers' obligations to retain records and invoices for construction and building materials used or consumed in the Town, and establishes the Town's right to audit the same for up to 3 years following project completion. The Town could exercise this audit right if, for example, it appears that a taxpayer undervalued a project at the time of building permit or right-of-way permit issuance. If a deficiency is shown, the taxpayer shall be responsible for all costs and expenses incurred by the Town to conduct the audit, including consultant costs and expenses.
- Provides for the imposition of interest if claims for refund or audits show a deficiency.
- Cleans up some miscellaneous language in MMC Sections 4-4-40, 4-4-90, and 4-4-100.

FINANCIAL CONSIDERATIONS

The approval of this ordinance will not have any financial impact on the Town as the burden of a claim for refund and use tax audit will be placed on the taxpayer.

STAFF RECOMMENDATION/ACTION REQUIRED

A motion to approve the August 28, 2023 consent agenda will approve this Ordinance. If the item is pulled off of the consent agenda for additional discussion, staff recommends the following motion:

Suggested Motion:

"I move to adopt Ordinance No. 1046 – An Ordinance of the Town of Mead, Colorado, Amending Sections 4-4-20, 4-4-40, 4-4-60, 4-4-70, 4-4-90, 4-4-100 of the *Mead Municipal Code* Regarding the Collection, Administration, and Enforcement of the Town Use Tax."

ATTACHMENTS

Mead Municipal Code Article IV – redline changes
Ordinance No. 1046

ARTICLE IV Sales and Use Tax

Sec. 4-4-10. Purpose.

The purpose of this Article shall be to impose a sales tax on the sale of tangible personal property at retail or the furnishing of services in the Town as provided herein and to impose a use tax for the privilege of using or consuming in the Town any construction and building materials purchased at retail or for the privilege of storing, using or consuming in the Town any motor and other vehicle purchased at retail on which registration is required or both, all as provided in Section 29-2-101 et seq., C.R.S.

Sec. 4-4-20. Definitions.

For purposes of this Article, the definitions of words contained herein shall be as defined in ~~Section~~Sections 39-26-102~~,~~ and 39-26-201, C.R.S., and such definitions are incorporated into this Article. In addition, unless the context requires otherwise:

Construction and building materials means tangible personal property which, when combined with other tangible personal property, loses its identity to become an integral and inseparable part of a completed structure or project including public and private improvements. Construction and building materials include, but are not limited to, such things as: asphalt, bricks, builders' hardware, caulking material, cement, concrete, conduit, electric wiring and connections, fireplace inserts, electrical heating and cooling equipment, flooring, glass, gravel, insulation, lath, lead, lime, lumber, macadam, millwork, mortar, oil, paint, piping, pipe valves and pipe fittings, plaster, plumbing fixtures, putty, reinforcing mesh, road base, roofing, sand, sanitary sewer pipe, sheet metal, site lighting, steel, stone, stucco, tile, trees, shrubs and other landscaping materials, wall board, wall coping, wallpaper, weather stripping, wire netting and screen, water mains and meters, and wood preserver. The above materials, when used for forms, or other items which do not remain as an integral or devoted part of a completed structure or project, are not construction and building materials.

Contractor means any person who shall build, construct, reconstruct, demolish, alter, expand, modify, or improve any building, dwelling, structure, infrastructure, or other improvement to real property for another party pursuant to an agreement. For purposes of this definition, contractor also includes subcontractor.

Sec. 4-4-30. Applicability.

This Article shall take effect July 1,1986, and shall apply to:

(1) A sales tax on the sales of tangible personal property, and services in the Town that are taxable pursuant to Section 39-26-104, C.R.S., together with amendments thereto and subject to the same exemptions as those specified in Part 7 of Article 26 of Title 39, C.R.S., excluding the exemption specified in Section 39-26-715(1)(a)(II), C.R.S., but including:

a. The exemption of machinery or machine tools as provided in Section 39-26-709(1), C.R.S., other than machinery or machine tools used in the processing of recovered materials by a business listed in the inventory prepared by the department of public health and environment pursuant to Section 30-20-122(1)(a)(V), C.R.S.; and

b. The exemption of sales and purchases of electricity, coal, wood, gas, fuel oil or coke, sold but not for resale as set forth in Section 39-26-715(1)(a)(II), C.R.S.

c. The exemption for all sales of food as set forth in Section 39-26-707(1)(e), C.R.S. and as defined in Section 39-26-102(4.5), C.R.S.; and

d. All sales of personal property on which a specific ownership tax has been paid or is payable shall be exempt from the sales tax when such sales meet both of the following conditions:

1. The purchaser is a nonresident of or has his or her principal place of business outside of the local taxing entity, and

2. Such personal property is registered or required to be registered outside the limits of the local taxing entity under the laws of the state;

e. The exemption for all sales that benefit a Colorado school as provided in Section 39-26-725, C.R.S.;

f. The exemption for all sales by an association or organization of parents and teachers of public school students that is a charitable organization as provided in Section 39-26-718(1)(c), C.R.S.;

g. In addition, no sales tax shall apply to the sale of construction and building materials, as the term is used in Section 39-26-109, C.R.S., if such materials are picked up by the purchaser and if the purchaser of such materials presents to the retailer a building permit or other document acceptable to such local government evidencing that a local use tax has been paid or is required to be paid;

h. No sales tax shall apply to the sale of tangible personal property at retail or the furnishing of services if the transaction was previously subjected to a sales or use tax lawfully imposed on the purchaser or user by another statutory or home rule city and county, city or town. A credit shall be granted against the sales tax imposed by the subsequent statutory or home rule city and county, city or town with respect to such transaction equal in amount to the lawfully imposed local sales or use tax previously paid by the purchaser or user to the previous statutory or home rule city and county, city or town. The amount of the credit shall not exceed the sales tax imposed by the subsequent statutory or home rule city and county, city or town.

(2) A use tax on the use or consumption in the Town of any construction and building materials purchased at retail or for the privilege of storing, using or consuming in the Town any motor or other vehicles, purchased at retail on which registration is required except the use tax shall not apply:

a. To the storage, use or consumption of any tangible personal property the sale of which is subject to a retail sales tax imposed by the Town;

b. To the storage, use or consumption of any tangible personal property purchased for resale in the Town, either in its original form or as an ingredient of a manufactured or compounded product, in the regular course of business;

c. To the storage, use or consumption of tangible personal property brought into the Town by a nonresident thereof for his or her own storage, use or consumption while temporarily within the Town; however, this exemption does not apply to the storage, use or consumption of tangible personal property brought into this State by a nonresident to be used in the conduct of a business in this State;

d. To the storage, use or consumption of tangible personal property by the United States government, the State or its institutions or political subdivisions in their governmental capacities only or by religious or charitable corporations in the conduct of their regular religious or charitable functions;

e. To the storage, use or consumption of tangible personal property by a person engaged in the business of manufacturing or compounding for sale, profit or use any article, substance or commodity, which tangible personal property enters into the processing of or becomes an ingredient or component part of the product or service which is manufactured, compounded or furnished and the container, label or the furnished shipping case thereof;

f. To the storage, use or consumption of any article of tangible personal property the sale or use of which has already been subjected to a legally imposed sales or use tax of another statutory or home rule town, city or city and county equal to or in excess of that imposed by this Article, a credit shall be granted against the use tax imposed by this Article with respect to a person's storage, use or consumption in the Town of tangible personal property purchased by him or her in a previous statutory or home rule town, city or city and county. The amount of the credit shall be equal to the tax paid by him or her by reason of the imposition of a sales or use tax by the previous statutory or home rule town, city and county of his or her purchase or use of the property. The amount of the credit shall not exceed the tax imposed by this Article;

g. To the storage, use or consumption of tangible personal property and household effects acquired outside of the Town and brought into it by a nonresident acquiring residency;

h. To the storage or use of a motor vehicle if the owner is or was, at the time of purchase, a nonresident of the Town and he or she purchased the vehicle outside of the Town for use outside the Town and actually so used it for a substantial and primary purpose for which it was acquired and he or she registered, titled and licensed said motor vehicle outside of the Town;

i. To the storage, use or consumption of any construction and building materials and motor and other vehicles on which registration is required if a written contract for the purchase thereof was entered into prior to the effective date of such use tax;

j. To the storage, use or consumption of any construction and building materials required or made necessary in the performance of any construction contract bid, let or entered into at any time prior to the effective date of such use tax ordinance, resolution or proposal; or

k. To the storage of construction and building materials.

Sec. 4-4-40. Amount of tax.

(a) Commencing on January 1, 2022, there is imposed on all sales of tangible personal property at retail or furnishing of services in the Town, except as provided herein, a tax equal to three percent (3%) of the gross receipts of:

(1) All retail sales are consummated at the place of business of the retailer unless the tangible personal property sold is delivered by the retailer or his or her agent to a destination outside the limits of the Town or to a common carrier for delivery to a destination outside the limits of the Town. The gross receipts from such sales shall include delivery charges when such charges are subject to the state sales and use tax imposed by Article 26 of Title 39, C.R.S., regardless of the place to which delivery is made. If a retailer has no permanent place of business in the Town or has more than one (1) place of business, the place at which the retail sales are consummated for the purpose of a sales tax imposed by this Article shall be determined by the provisions of Article 26 of Title 39, C.R.S., and by rules and regulations promulgated by the Department of Revenue.

(2) The amount subject to tax shall not include the amount of any sales or use tax imposed by Article 26 of Title 39, C.R.S.

(b) Commencing on January 1, 2022, there is imposed a use tax on the use or consumption of any construction and building materials purchased at retail or for the privilege of storing, using or consuming in the Town any motor or other vehicles, purchased at retail on which registration is required, of three percent (3%) except as otherwise provided herein, but the amount subject to tax shall not include the amount of any sales or use tax imposed by Article 26 of Title 39, C.R.S.

~~(c) Thirty-three and 33/100 percent (33.33%) of the revenues generated by the sales tax imposed pursuant to subsection (a) above and thirty-three and 33/100 percent (33.33%) of the revenues generated by the use tax imposed pursuant to subsection (b) above shall be deposited in the Town of Mead Street Improvement Fund as referenced in Section 4-3-50 of this Code and shall be used exclusively to pay for street improvements in the Town of Mead and never be transferred into the Town General Fund or used for any purpose other than street improvements.~~

(Prior code 22-2-4; Ord. 316 §1, 1997; Ord. 981 §2, 2021)

Sec. 4-4-50. Sales tax collection, administration, enforcement.

The collection, administration and enforcement of the Town sales tax shall be performed by the Executive Director of the Department of Revenue in the same manner as the collection, administration and enforcement of the Colorado State sales tax. Unless otherwise provided in this Article or by state law, the provisions of Article 26 of Title 39, C.R.S., shall govern the collection, administration and enforcement of sales taxes authorized under this Article.

Sec. 4-4-60. Use tax collection, administration, enforcement.

(a) The collection, administration and enforcement of the use tax imposed by this Article shall be performed by the Town Clerk, an authorized agent of the Department of Revenue or such other governmental or quasi-governmental body pursuant to an intergovernmental ~~agreements~~agreement as the Mayor, on behalf of the Town, may enter into when approved by the Board of Trustees. Such collection, administration and enforcement shall ~~be in compliance~~comply with any applicable state law.

(b) *Use tax on construction and building materials.*

(1) *Method of calculation.* The use tax on the use or consumption of construction and building materials shall be paid by estimate in an amount equal to the rate set forth in Section 4-4-40(b) multiplied by fifty percent (50%) of the total estimated cost of the building, construction, reconstruction, alteration, expansion, modification, or improvement of the building, dwelling, or structure for which a building permit is issued or the improvement for which a right-of-way permit is issued as indicated on the application for the Town building permit or right-of-way permit (*i.e.*, the total estimated project cost).

(2) *Payment due date and responsible party.* The use tax shall be paid at the time of issuance of the building permit or right-of-way permit. The owner and lessee (if any) of the real property who contracts for the work authorized by such building permit or right-of-way permit and the contractor for such work shall be jointly and severally liable for payment of the use tax.

(3) *Written document of payment.* Upon receipt of the use tax payment, the Town Clerk shall issue written documentation to the permit holder identifying the person who paid the use tax, the address of the property for which the purchase of construction and building materials is made, and the permit number. The written documentation issued by the Town Clerk to the permit holder shall be presented to each retailer or vendor of construction and building materials, who shall allow the permit holder an exemption as to any and all Town sales tax relating to that specific permit. It shall be the duty of every retailer or vendor of construction and building materials to maintain a record of each exempt sale under this section, which record shall include the permit number and a copy of the invoice for the exempt sale.

(4) *Claims for refund.*

a. Any owner, lessee, or contractor who has made a use tax payment to the Town under subsection (b) of this Section 4-4-60 shall have the right to submit to the Town Clerk in accordance with this subsection (b)(4) a claim for refund of any portion of the payment made in excess of the amount of use tax actually due and owing to the Town.

b. The right to a refund is not assignable, and the claim for a refund shall be made by the same person who paid the use tax as shown on the written documentation of payment described in subsection (b)(3).

c. The Town Board of Trustees shall, by resolution, set an application fee sufficient to cover the reasonable cost for Town staff to process claims for refund under this subsection 4-4-60(b)(4). In addition to the application fee, the taxpayer shall be responsible for the payment of all consultant costs and expenses related to reviewing the application on behalf of the Town. The Town Clerk may establish a deposit amount for such costs and expenses that the taxpayer shall pay to the Town upon submission of its claim for refund. The application fee and deposit amount shall be included in the Town's comprehensive fee schedule. Any deposit funds remaining after all consultant costs and expenses have been paid will be refunded to the taxpayer. All consultant costs and expenses incurred by the Town over and above the deposit amount may be deducted from any overpayment amount due to the taxpayer or billed to the taxpayer; if billed, the amount owed to the Town shall become due immediately upon billing.

d. A claim for refund shall be submitted on such form as the Town Clerk may require and shall include the application fee and deposit described in subsection (b)(4)c. and such records and reports as the Town Clerk deems necessary to show whether or not a refund for the overpayment of use tax is owed. The deadline for submitting such claim shall be no later than ninety (90) days following the issuance of a final certificate of occupancy or final inspection by the Town for the building, dwelling, or structure for which the building permit was issued, or the improvement for which the right-of-way permit was issued.

e. The Town shall refund any overpayment of use tax without interest and less consultant costs and expenses per subsection (b)(4)c. upon presentation by the taxpayer of documentation demonstrating that either: (i) the total actual cost of the building, construction, reconstruction, alteration, expansion, modification or improvement of the building, dwelling or structure for which the subject building permit was issued or the improvement for which the subject right-of-way permit was issued (*i.e.*, the total actual project cost) was less than the total estimated project cost at the time of permit issuance; or (ii) the use tax payment made pursuant to subsection (b)(1) exceeds the product of the rate set forth in Section 4-4-40(b) multiplied by 100 percent of the total actual cost of the construction and building materials used in the building, construction, reconstruction, alteration, expansion, modification, or improvement of the building, dwelling, or structure for which the building permit is issued or the improvement for which the public improvement permit is issued.

f. The Town Clerk shall provide their final decision on the claim for refund to the applicant in writing. This decision is appealable under Section ~~Sec.~~ 4-4-70 below.

(5) *Recordkeeping and authority to audit.*

a. Every owner, lessee, or contractor who has made a use tax payment under this subsection (b) shall keep and preserve all invoices, receipts, and statements showing any or all construction and building material expenditures for a project permitted by a Town building permit or right-of-way permit for a period of three years following the issuance of a final certificate of occupancy or final inspection by the Town.

b. The Town Clerk and Town Treasurer, or delegates or agents of the same, may, within said three-year period, conduct an audit of or otherwise review the records of the owner, lessee, or contractor to determine the amount of the use tax due and owing to the Town pursuant to this Article. If any taxpayer refuses to voluntarily furnish their records when requested by the Town, the Town Clerk may issue a subpoena to require that the taxpayer or taxpayer's representative attend a hearing or produce such records for examination.

c. Before the expiration of said three-year period, the taxpayer and the Town Clerk or Town Treasurer may agree in writing to an extension thereof, and the extended period so agreed on may be further extended by subsequent written agreements made before the expiration of the previously agreed time.

(6) *Deficiencies.*

a. If a claim for refund or audit show that use taxes are due in an amount greater than the amount paid by a taxpayer, the deficiency notice and dispute resolution procedures set forth in Section 29-2-106.1, C.R.S. and the interest, addition, and penalty provisions set forth in Sections 39-26-115 and 39-26-118(2)(a), C.R.S. shall apply; provided, however, that required notices shall be provided by the Town Clerk and interest shall accrue as follows: (i) if any part of the deficiency is due to negligence, intentional disregard of the Code or Town rules and regulations with knowledge thereof, or fraud, interest shall accrue from the date of issuance of the subject building permit or right-of-way permit until paid; and (ii) in all other cases, interest shall accrue from the date of issuance of a final certificate of occupancy (for building permits) or final inspection (for right-of-way permits) by the Town. The Town Clerk is authorized to reduce or waive such interest, additions, and penalties for good cause shown.

b. If an audit shows a tax deficiency, the Town may bill the taxpayer for all costs and expenses incurred by the Town to conduct the audit including without limitation consultant costs and expenses, document retrieval costs, lodging and travel expenses, and Town staff time; if billed, the amount owed to the Town shall become due immediately upon billing.

(c) *Use tax on motor vehicles.*

The use tax imposed for the privilege of storing, using, or consuming in the Town motor or other vehicles, purchased at retail on which registration is required shall be collected, administered, and enforced as provided in Section 39-26-208, C.R.S.

Sec. 4-4-70. Appeal of deficiency notice or claim for refund-final decision.

The taxpayer receiving a deficiency notice or claim for refund-final decision from the Town may elect a state hearing on such decision within thirty (30) days after the making of such final decision pursuant to the procedures set forth in Section 29-2-106.1, C.R.S.

Sec. 4-4-80. Relationship to other sales and use tax.

The total sales tax or total use tax imposed by state, county and local governments shall not exceed eight percent (8%), unless approved by voters in accordance with the provisions of Article X, Section 20 of the Colorado Constitution.

Sec. 4-4-90. Regulations, amendment procedure.

The Board of Trustees may amend, alter or change this Article, except as to the three-percent rate of tax herein imposed and except as to the funds allocated to the street improvement fund subsequent to adoption by a majority of the Board of Trustees. Such ~~abatement~~amendment, alteration or change need not be submitted to the electors of the Town for their approval.

Sec. 4-4-100. Allocation.

(a) One hundred percent (100%) of the revenues generated by the additional one percent (1%) sales and use tax approved by voters at the November 2, 2021 special coordinated election shall be deposited into the Town of Mead Street Improvement Fund and shall be used exclusively to pay for street improvement projects.

(b) Thirty-three and 33/100 percent (33.33%) of the revenues generated by the sales tax imposed pursuant to Section 4-4-40(a) above and thirty-three and 33/100 percent (33.33%) of the revenues generated by the use tax imposed pursuant to Section 4-4-40(b) above shall be deposited in the Town of Mead Street Improvement Fund as referenced in Section 4-3-50 of this Code and shall be used exclusively to pay for street improvements in the Town of Mead and never be transferred into the Town General Fund or used for any purpose other than street improvements.

Sec. 4-4-110. Violation.

Any person violating this Article or any provision of applicable state law is guilty of a violation of this Article and, upon conviction thereof, shall be punished as set forth in Section 1-4-20 of this Code.

TOWN OF MEAD, COLORADO
ORDINANCE NO. 1046

AN ORDINANCE OF THE TOWN OF MEAD, COLORADO, AMENDING SECTIONS 4-4-20, 4-4-40, 4-4-60, 4-4-70, 4-4-90, 4-4-100 OF THE *MEAD MUNICIPAL CODE* REGARDINGTHE COLLECTION, ADMINISTRATION, AND ENFORCEMENT OF THE TOWN USE TAX

WHEREAS, the Board of Trustees (the "Board") of the Town of Mead (the "Town") has previously codified Article IV of Chapter 4 of the *Mead Municipal Code* titled "Sales and Use Tax" (said Article, the "Tax Code"); and

WHEREAS, Section 4-4-90 of the Tax Code states that a majority of the Board may amend the Tax Code; and

WHEREAS, according to Section 4-4-10 of the Tax Code, the Town use tax is imposed for the privilege of using or consuming in the Town any construction and building materials purchased at retail or for the privilege of storing, using or consuming in the Town any motor and other vehicle purchased at retail on which registration is required or both, all as provided in Section 29-2-101 *et seq*., Colorado Revised Statutes (C.R.S.); and

WHEREAS, pursuant to Section 29-2-106(3)(a), C.R.S., the Town is responsible for collecting, administering, and enforcing its use tax on construction and building materials; and

WHEREAS, the Board desires to update the Tax Code with more detailed procedures for the Town's collection, administration, and enforcement of the Town use tax on construction and building materials and clarify other provisions of the Tax Code; and

WHEREAS, the Board finds that the amendments to the Tax Code set forth in this ordinance are in the best interest of the health, safety, convenience and the general welfare of the community.

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

Section 1. **Recitals Incorporated.** The recitals contained above are incorporated herein by reference and are adopted as findings and determinations of the Board of Trustees.

Section 2. Section 4-4-20 of the Tax Code, titled "Definitions," is deleted in its entirety and replaced with the following:

> **Sec. 4-4-20. Definitions.**
>
> For purposes of this Article, the definitions of words contained herein shall be as defined in Sections 39-26-102 and 39-26-201, C.R.S., and such definitions are incorporated into this Article. In addition, unless the context requires otherwise:

Construction and building materials means tangible personal property which, when combined with other tangible personal property, loses its identity to become an integral and inseparable part of a completed structure or project including public and private improvements. Construction and building materials include, but are not limited to, such things as: asphalt, bricks, builders' hardware, caulking material, cement, concrete, conduit, electric wiring and connections, fireplace inserts, electrical heating and cooling equipment, flooring, glass, gravel, insulation, lath, lead, lime, lumber, macadam, millwork, mortar, oil, paint, piping, pipe valves and pipe fittings, plaster, plumbing fixtures, putty, reinforcing mesh, road base, roofing, sand, sanitary sewer pipe, sheet metal, site lighting, steel, stone, stucco, tile, trees, shrubs and other landscaping materials, wall board, wall coping, wallpaper, weather stripping, wire netting and screen, water mains and meters, and wood preserver. The above materials, when used for forms, or other items which do not remain as an integral or devoted part of a completed structure or project, are not construction and building materials.

Contractor means any person who shall build, construct, reconstruct, demolish, alter, expand, modify, or improve any building, dwelling, structure, infrastructure, or other improvement to real property for another party pursuant to an agreement. For purposes of this definition, contractor also includes subcontractor.

Section 3. Subsection (c) of Section 4-4-40 of the Tax Code (regarding the allocation of a portion of sales tax and use tax revenues to the Town of Mead Street Improvement Fund) is deleted in its entirety. (Said deleted language is moved to Section 4-4-100 of the Tax Code as set forth in Section 7 of this ordinance.)

Section 4. Section 4-4-60 of the Tax Code, titled "Use tax collection, administration, enforcement," is deleted in its entirety and replaced with the following:

Sec. 4-4-60. Use tax collection, administration, enforcement.

(a) The collection, administration and enforcement of the use tax imposed by this Article shall be performed by the Town Clerk, an authorized agent of the Department of Revenue or such other governmental or quasi-governmental body pursuant to an intergovernmental agreement as the Mayor, on behalf of the Town, may enter into when approved by the Board of Trustees. Such collection, administration and enforcement shall comply with any applicable state law.

(b) *Use tax on construction and building materials.*

(1) *Method of calculation.* The use tax on the use or consumption of construction and building materials shall be paid by estimate in an amount equal to the rate set forth in Section 4-4-40(b) multiplied by fifty percent (50%) of the total estimated cost of the building, construction, reconstruction, alteration, expansion, modification, or improvement of the building, dwelling, or structure for which a building permit is issued or the improvement for which a right-of-way permit is issued as indicated on the application for the Town building permit or right-of-way permit (*i.e.*, the total estimated project cost).

(2) *Payment due date and responsible party*. The use tax shall be paid at the time of issuance of the building permit or right-of-way permit. The owner and lessee (if any) of the real property who contracts for the work authorized by such building permit or right-of-way permit and the contractor for such work shall be jointly and severally liable for payment of the use tax.

(3) *Written document of payment.* Upon receipt of the use tax payment, the Town Clerk shall issue written documentation to the permit holder identifying the person who paid the use tax, the address of the property for which the purchase of construction and building materials is made, and the permit number. The written documentation issued by the Town Clerk to the permit holder shall be presented to each retailer or vendor of construction and building materials, who shall allow the permit holder an exemption as to any and all Town sales tax relating to that specific permit. It shall be the duty of every retailer or vendor of construction and building materials to maintain a record of each exempt sale under this section, which record shall include the permit number and a copy of the invoice for the exempt sale.

(4) *Claims for refund.*

a. Any owner, lessee, or contractor who has made a use tax payment to the Town under subsection (b) of this Section 4-4-60 shall have the right to submit to the Town Clerk in accordance with this subsection (b)(4) a claim for refund of any portion of the payment made in excess of the amount of use tax actually due and owing to the Town.

b. The right to a refund is not assignable, and the claim for a refund shall be made by the same person who paid the use tax as shown on the written documentation of payment described in subsection (b)(3).

c. The Town Board of Trustees shall, by resolution, set an application fee sufficient to cover the reasonable cost for Town staff to process claims for refund under this subsection 4-4-60(b)(4). In addition to the application fee, the taxpayer shall be responsible for the payment of all consultant costs and expenses related to reviewing the application on behalf of the Town. The Town Clerk may establish a deposit amount for such costs and expenses that the taxpayer shall pay to the Town upon submission of its claim for refund. The application fee and deposit amount shall be included in the Town's comprehensive fee schedule. Any deposit funds remaining after all consultant costs and expenses have been paid will be refunded to the taxpayer. All consultant costs and expenses incurred by the Town over and above the deposit amount may be deducted from any overpayment amount due to the taxpayer or billed to the taxpayer; if billed, the amount owed to the Town shall become due immediately upon billing.

d. A claim for refund shall be submitted on such form as the Town Clerk may require and shall include the application fee and deposit described in subsection (b)(4)c. and such records and reports as the Town Clerk deems necessary to show whether or not a refund for the overpayment of use tax is owed. The deadline for submitting such claim shall be no later than ninety (90) days following the issuance of a final certificate of occupancy or final inspection by the Town for the building, dwelling, or structure for which the building permit was issued, or the improvement for which the right-of-way permit was issued.

e. The Town shall refund any overpayment of use tax without interest and less consultant costs and expenses per subsection (b)(4)c. upon presentation by the taxpayer of documentation demonstrating that either: (i) the total actual cost of the building, construction, reconstruction, alteration, expansion, modification or improvement of the building, dwelling or structure for which the subject building permit was issued or the improvement for which the subject right-of-way permit was issued (*i.e.*, the total actual project cost) was less than the total estimated project cost at the time of permit issuance; or (ii) the use tax payment made pursuant to subsection (b)(1) exceeds the product of the rate set forth in Section 4-4-40(b) multiplied by 100 percent of the total actual cost of the construction and building materials used in the building, construction, reconstruction, alteration, expansion, modification, or improvement of the building, dwelling, or structure for which the building permit is issued or the improvement for which the public improvement permit is issued.

f. The Town Clerk shall provide their final decision on the claim for refund to the applicant in writing. This decision is appealable under Section 4-4-70 below.

(5) *Recordkeeping and authority to audit.*

a. Every owner, lessee, or contractor who has made a use tax payment under this subsection (b) shall keep and preserve all invoices, receipts, and statements showing any or all construction and building material expenditures for a project permitted by a Town building permit or right-of-way permit for a period of three years following the issuance of a final certificate of occupancy or final inspection by the Town.

b. The Town Clerk and Town Treasurer, or delegates or agents of the same, may, within said three-year period, conduct an audit of or otherwise review the records of the owner, lessee, or contractor to determine the amount of the use tax due and owing to the Town pursuant to this Article. If any taxpayer refuses to voluntarily furnish their records when requested by the Town, the Town Clerk may issue a subpoena to require that the taxpayer or taxpayer's representative attend a hearing or produce such records for examination.

c. Before the expiration of said three-year period, the taxpayer and the Town Clerk or Town Treasurer may agree in writing to an extension thereof, and the extended period so agreed on may be further extended by subsequent written agreements made before the expiration of the previously agreed time.

(6) *Deficiencies.*

a. If a claim for refund or audit show that use taxes are due in an amount greater than the amount paid by a taxpayer, the deficiency notice and dispute resolution procedures set forth in Section 29-2-106.1, C.R.S. and the interest, addition, and penalty provisions set forth in Sections 39-26-115 and 39-26-118(2)(a), C.R.S. shall apply; provided, however, that required notices shall be provided by the Town Clerk and interest shall accrue as follows: (i) if any part of the deficiency is due to negligence, intentional disregard of the Code or Town rules and regulations with knowledge thereof, or fraud, interest shall accrue from the date of issuance of the subject building permit or right-of-way permit until paid; and (ii) in all other cases, interest shall accrue from the date of issuance of a final certificate of occupancy (for building permits) or final inspection (for right-of-way permits) by the Town. The Town Clerk is authorized to reduce or waive such interest, additions, and penalties for good cause shown.

b. If an audit shows a tax deficiency, the Town may bill the taxpayer for all costs and expenses incurred by the Town to conduct the audit including without limitation consultant costs and expenses, document retrieval costs, lodging and travel expenses, and Town staff time; if billed, the amount owed to the Town shall become due immediately upon billing.

(c) *Use tax on motor vehicles.*

The use tax imposed for the privilege of storing, using, or consuming in the Town motor or other vehicles, purchased at retail on which registration is required shall be collected, administered, and enforced as provided in Section 39-26-208, C.R.S.

Section 5. The heading of Section 4-4-70 of the Tax Code is amended to read as follows, with additions underlined:

Sec. 4-4-70. Appeal of deficiency notice <u>or claim for refund-final decision</u>.

Section 6. The second sentence of Section 4-4-90, titled "Regulations, amendment procedure," is amended to read as follows, with additions underlined and deletions shown in strikethrough:

> Such ~~abatement~~amendment, alteration or change need not be submitted to the electors of the Town for their approval.

Section 7. Section 4-4-100 of the Tax Code, titled "Allocation," is deleted in its entirety and replaced with the following:

> **Sec. 4-4-100. Allocation.**
>
> (a) One hundred percent (100%) of the revenues generated by the additional one percent (1%) sales and use tax approved by voters at the November 2, 2021 special coordinated election shall be deposited into the Town of Mead Street Improvement Fund and shall be used exclusively to pay for street improvement projects.
>
> (b) Thirty-three and 33/100 percent (33.33%) of the revenues generated by the sales tax imposed pursuant to Section 4-4-40(a) above and thirty-three and 33/100 percent (33.33%) of the revenues generated by the use tax imposed pursuant to Section 4-4-40(b) above shall be deposited in the Town of Mead Street Improvement Fund as referenced in Section 4-3-50 of this Code and shall be used exclusively to pay for street improvements in the Town of Mead and shall never be transferred into the Town General Fund or used for any purpose other than street improvements.

Section 8. Pursuant to Sections 29-2-106(7) and 39-26-208(4), C.R.S., the Board directs the Town Clerk to file with the Executive Director of the State of Colorado Department of Revenue and the County Clerk and Recorder of Weld County a certified copy of Article IV of Chapter 4 of the Code (as amended by this ordinance) and a certified copy of this ordinance. The Town Clerk is directed to file said documents no later than ten (10) days after the effective date of this ordinance.

Section 9. **Effective Date.** This ordinance shall be published and become effective as provided by law.

Section 10. **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 this ordinance. The Board of Trustees hereby declares that it would have passed this 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 11. **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 12. **Certification.** The Town Clerk shall certify to the passage of this ordinance and make not less than one copy of the adopted Mead Municipal Code available for inspection by the public during regular business hours.

INTRODUCED, READ, PASSED, AND ADOPTED THIS 28TH DAY OF AUGUST, 2023.

ATTEST:

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

TOWN OF MEAD:

By: ________________________________
Colleen G. Whitlow, Mayor

Agenda Item Summary

MEETING DATE:	August 28, 2023
SUBJECT:	**Resolution No. 59-R-2023** – A Resolution of the Town of Mead, Colorado Approving a Memorandum of Understanding Between the Town of Mead and Carbon Valley Park and Recreation District (CVPRD) Regarding Collaboration to Provide Greater Youth League Opportunities for Both Entities
PRESENTED BY:	Lorelei Nelson, Community Engagement Director

SUMMARY

This is a memorandum of understanding ("MOU" or "Agreement") between the Town of Mead and Carbon Valley Park and Recreation District (CVPRD). The Agreement allows for the Town of Mead to partner and collaborate with CVPRD to grow and improve youth league opportunities in Mead and Carbon Valley. The Mead Recreation Department has partnered with CVPRD for volleyball leagues since 2021. This winter staff plans to expand the partnership with CVPRD to include youth basketball leagues for youth in third through eighth grade.

FINANCIAL CONSIDERATIONS

As set forth in the Agreement, CVPRD will not charge a player fee or team fee if games are co-hosted in both Mead and CVPRD facilities. A per player fee or team fee will be charged if CVPRD exclusively hosts youth league games.

STAFF RECOMMENDATION/ACTION REQUIRED

Suggested Motion: Staff recommends that the Board of Trustees approve the Resolution (approving the MOU) so that the Town may continue to collaborate with CVPRD to expand youth recreational league offerings in Mead. The Resolution approving the MOU is on the August 28, 2023 consent agenda. A motion to approve the consent agenda will approve the Resolution.

If this item is pulled off consent for further discussion, Town Staff recommends the following motion:

"I move to adopt Resolution No. 59-R-2023 – a resolution approving a Memorandum of Understanding between the Town of Mead and Carbon Valley Park and Recreation District regarding collaboration to provide greater recreation youth league opportunities for both entities."

ATTACHMENTS

Resolution No. 59-R-2023
MOU/Agreement

TOWN OF MEAD, COLORADO
RESOLUTION NO. 59-R-2023

A RESOLUTION APPROVING A MEMORANDUM OF UNDERSTANDING BETWEEN THE TOWN OF MEAD AND CARBON VALLEY PARK AND RECREATION DISTRICT REGARDING COLLABORATION TO PROVIDE GREATER YOUTH LEAGUE OPPORTUNITIES FOR BOTH ENTITIES

WHEREAS, the Town of Mead ("Town") and the Carbon Valley Park and Recreation District ("CVPRD"), as Colorado public entities, are empowered pursuant to Article XIV, §18 of the Colorado Constitution and C.R.S. §§ 29-1-201, *et seq.*, to cooperate or contract via intergovernmental agreement to provide functions, services, or facilities authorized to each cooperating government; and

WHEREAS, the Town and CVPRD desire to enter into an agreement to provide greater youth league opportunities for both entities; and

WHEREAS, the Town Board of Trustees finds it is in the best interest of the public health, safety and welfare to approve the Memorandum of Understanding between the Town and CVPRD, in substantially the form attached to this Resolution as **Exhibit 1** (the "Agreement"); and

WHEREAS, CVPRD approved the Agreement on August 14, 2023; and

WHEREAS, the Board of Trustees desires to approve the Agreement and delegate authority to the Mayor or Town Manager to execute the Agreement 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 Agreement in substantially the form attached hereto; (b) authorizes the Town Attorney, in cooperation with the Town Manager, to negotiate revisions to the Agreement that benefit and protect the Town and do not increase the Town's financial obligations; and (c) authorizes the Mayor or the Town Manager to execute the Agreement on behalf of the Town when in final form. The Board of Trustees further authorizes the Mayor or Town Manager to execute any written amendment(s) to the Agreement that extend the term of the Agreement, provided that the Board of Trustees has approved an annual Town budget with funding sufficient to meet the Town's financial obligations set forth in the Agreement, if any.

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 28TH DAY OF AUGUST, 2023.

ATTEST:

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

TOWN OF MEAD:

By: ______________________________
Colleen G. Whitlow, Mayor

EXHIBIT 1
MEMORANDUM OF UNDERSTANDING
(CVPRD)

[*see attached document*]

CARBON VALLEY
PARKS & RECREATION DISTRICT

MEMORANDUM OF UNDERSTANDING (MOU)

PURPOSE

This Memorandum of Understanding (the "MOU" or "Agreement") describes the responsibilities and expectations of Town of Mead and Carbon Valley Parks and Recreation District with respect to Town of Mead and CVPRD collaborating and cooperating to provide greater recreational Youth League opportunities for families in both entities. The main purpose of this MOU relationship is to service, grow, and improve Youth League opportunities in the areas served by both entities.

PROPOSED STRUCTURE

Formation of an ongoing relationship between Town of Mead and CVPRD with the intent of increasing participation, retention, and quality of the Youth League being provided by both entities. As such Town of Mead and CVPRD will work together to deliver the best Youth Leagues.

TERM AND TERMINATION

This Agreement is made by and between Carbon Valley Parks & Recreation District, a quasi-municipal corporation and political subdivision of the State of Colorado ("CVPRD" or "District"), and the Town of Mead, a municipal corporation of the State of Colorado ("Town" or "Town of Mead"); collectively referred to as "Parties", or singularly as "Party".

This Agreement shall commence on the date of mutual execution hereof by the Parties ("Effective Date") and the initial term of the Agreement shall run through December 31, 2023, subject to automatic annual renewal as set forth below. Annual renewal shall automatically occur on January 1st of each successive calendar year conditioned on each Party appropriating sufficient funds to pay for each Party's respective financial obligations as set forth in this Agreement below. Either Party may terminate this Agreement by providing at least sixty (60) days advance written notice to the other Party of an intent not to renew.

NONLIABILITY PRIOR TO EFFECTIVE DATE

Neither Party shall be liable to pay or reimburse the other Party for any performance which may have occurred prior to the Effective Date, including but not limited to costs or expenses incurred.

DISTRICT MOU PROVISIONS APPLICABLE TO OTHER GOVERNMENTAL AGENCIES:

- If games are played at Town facilities during the term of this Agreement, CVPRD agrees to name the Town as an additional insured on the CVPRD's general liability insurance coverage applicable to the Town facilities.

- If games are played at played at CVPRD facilities during the term of this Agreement, the Town agrees to name CVPRD as an additional insured on the Town's general liability insurance coverage applicable to CVPRD facilities.

- Certificates of Insurance evidencing the coverage described herein shall be forwarded to CVPRD's Program Manager or the Town Manager, as applicable, at each Party's then current mailing address of record.

- The Parties, and their respective officers and employees, are relying on, and do not waive or intend to waive by any provision of this Agreement, the monetary limitations or any other rights, immunities, and protections provided by the Colorado Governmental Immunity Act, C.R.S. § 24-10-101, et seq., as amended, or otherwise available to the Parties and their respective officers or employees.

RESPONSIBILITIES AND EXPECTATIONS

<u>Town of Mead</u>

- List responsibilities and expectations below
  - Acquire officials/referees for all games located at Town facilities.
  - Pay officials/referees for all games located at Town facilities.
  - Collect registration and fees from participants.
  - Town Liability Waiver from participants.
  - Form teams
  - Find all volunteer coaches for teams.
  - Complete all risk management items for all volunteer coaches.
  - Enter all volunteer coach information in CVPRD "Team Sideline" website (or its equivalent, as directed by the District).

- Facility and Location:
  - Provide facility space in Town of Mead for all teams registered with Town of Mead.
  - Provide facility space for both CVPRD and Town of Mead teams for games on Saturday unless games are hosted exclusively at CVPRD facilities.
- Equipment:
  - Provide all team registered with the Town of Mead with appropriate equipment.
- Fees:
  - A per player fee/team fee will be paid to CVPRD for all participants only if games are hosted exclusively at CVPRD facilities. For participants that have games scheduled at both Town and CVPRD facilities, no fee will be due.
  - Will provide CVPRD with an accurate participation count and rosters.
- Place District logo on all seasonal District Activities Guide, Website, Promotional Flyers,

and additional marketing efforts as they present themselves.

CARBON VALLEY PARKS AND RECREATION DISTRICT (CVPRD):

- List responsibilities and expectations below
    - Acquire officials/referees for all games located at CVPRD facilities.
    - Pay officials/referees for all games located at CVPRD facilities.
    - Collect registration and fees from participants.
    - District Liability Waiver from participants.
    - Form teams
    - Find all volunteer coaches for teams.
    - Complete all risk management items for all volunteer coaches.
    - Complete the game schedule in "Team Sideline" website or its equivalent.

- Facility and Location:
    - Provide facility space for all CVPRD teams registered with CVPRD.
    - Provide facility space for both CVPRD and Town of Mead teams for games on Saturday.
- Equipment:
    - Provide all teams registered with CVPRD with appropriate equipment.
    - Provide scoreboard for games on Saturdays.
- Fees:
    - CVPRD will invoice the Town of Mead a per player/team fee for all participants only if games are hosted exclusively at CVPRD facilities. For participants that have games scheduled at both Town and CVPRD facilities, no fee will be invoiced to the Town.

- Place Town of Mead logo on all seasonal District Activities Guide, Website, Promotional Flyers, and additional marketing efforts as they present themselves.

MISCELLANEOUS

A. Modification. This Agreement may only be modified upon written agreement signed by the Parties.

B. Annual Appropriation. Consistent with Article X, § 20 of the Colorado Constitution, any financial obligation of the Town or District not performed during the current fiscal year remains subject to annual appropriation, and thus any obligations of the Parties hereunder shall extend only to monies currently appropriated and shall not constitute a mandatory charge, requirement, debt or liability beyond the current fiscal year.

C. Authority. The individuals executing this Agreement represent that they are expressly authorized to enter into this Agreement on behalf of the Town of Mead and the District in order to bind their respective entities.

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

CARBON VALLEY
PARKS & RECREATION DISTRICT

TOWN OF MEAD

Signature: ______________________
Date: ______________________
Name ______________________
Title: ______________________
Address: ______________________
Phone: ______________________
Email: ______________________

CARBON VALLEY PARKS & RECREATION DISTRICT:

Signature: Dean Rummel
Date: 8/14/2023
Name: Dean Rummel
Title: Executive Director
Address: 701 5th Street, Frederick, CO 80530
Phone: (720) 728-8440
Email: drummel@cvprd.com

Agenda Item Summary

MEETING DATE: August 28, 2023

SUBJECT: Mead Area Chamber of Commerce Special Event Permit

PRESENTED BY: Mary Strutt, Administrative Services Director

SUMMARY

The Mead Area Chamber of Commerce ("MACC") has applied for a Special Events Permit (liquor) for an event scheduled at Lorin Mead Park at Highland Lake on September 2, 2023. The event is scheduled from 10:00 a.m. to 2:00 p.m. and includes an end of summer fish fry and beer garden.
The attached application is for the selling of alcohol on Town of Mead premises. Special event permits are to be turned in at least 30 days prior to the event to allow time for posting of the premises as required by state liquor laws. The posting of the premises was scheduled for August 17 through August 28, 2023. The posting gives public notice of the event and allows for objections to be filed by 5:00 p.m. on August 28th. If any objections are filed to the granting of the event permit, a hearing will need to be held before the Board of Trustees and is scheduled for August 28th.

If no objections are received by the deadline of 5:00 p.m., the Town Clerk does have authority to administratively approve the application pursuant to Mead Municipal Code Section 6-3-90 (b)(1). If the application is administratively approved, the Town Clerk will request this item be removed from the agenda.

If any objection is received, the Board of Trustees, acting as the Mead Liquor Licensing Authority, will hold a hearing on this matter.

- The event is scheduled to be held Saturday September 2, 2023 10:00am – 2:00pm at Lorin Mead Park at Highland Lake.
- The owner of the property to be licensed is the Town of Mead.
- The Town of Mead Community Engagement Department has provided permission to use the premises in the form of an approved reservation.
- The applicant is Mead Area Chamber of Commerce.
- Staff has confirmed that Mead Area Chamber of Commerce is a nonprofit organization in good standing in the State of Colorado.
- The premises were posted August 17 through August 28, 2023.
- Mead Area Chamber of Commerce has partnered with the Town of Mead to hold other events which have included SEP liquor permits. Those have been mutually beneficial events including concerts in the park, corn hole tournaments, etc.
- Staff recommends approving the Special Event Permit for the Mead Area Chamber of Commerce.

ATTACHMENTS

Application for a Special Events Permit

DR 8439 (09/19/19)
COLORADO DEPARTMENT OF REVENUE
Liquor Enforcement Division
(303) 205-2300

Application for a Special Events Permit

Departmental Use Only

In order to qualify for a Special Events Permit, You **Must Be a Qualifying Organization Per 44-5-102 C.R.S. and One of the Following (See back for details.)**

- [x] Social
- [ ] Fraternal
- [ ] Patriotic
- [ ] Political
- [ ] Athletic
- [ ] Chartered Branch, Lodge or Chapter
- [ ] National Organization or Society
- [ ] Religious Institution
- [ ] Philanthropic Institution
- [ ] Political Candidate
- [ ] Municipality Owned Arts Facilities

LIAB	Type of Special Event Applicant is Applying for:	
2110	[x] Malt, Vinous And Spirituous Liquor	$25.00 Per Day
2170	[ ] Fermented Malt Beverage	$10.00 Per Day

DO NOT WRITE IN THIS SPACE
Liquor Permit Number

1. Name of Applicant Organization or Political Candidate: Mead Area Chamber of Commerce
State Sales Tax Number (Required): 65-1253383

2. Mailing Address of Organization or Political Candidate (include street, city/town and ZIP)
PO Box 727
Mead, CO 80542

3. Address of Place to Have Special Event (include street, city/town and ZIP)
16983 County Road 5
Mead. CO 80542

4. Authorized Representative of Qualifying Organization or Political Candidate: Jay Stype
Date of Birth: [redacted]
Phone Number: [redacted]

Authorized Representative's Mailing Address (if different than address provided in Question 2.)

5. Event Manager: Jay Stype
Date of Birth: [redacted]
Phone Number: [redacted]

Event Manager Home Address (Street, City, State, ZIP): [redacted] Longmont, CO 80504
Email Address of Event Manager: [redacted]

6. Has Applicant Organization or Political Candidate been Issued a Special Event Permit this Calendar Year?
[ ] No [x] Yes How many days? 1

7. Is the premises for which your event is to be held currently licensed under the Colorado Liquor or Beer codes?
[x] No [ ] Yes License Number ______

8. Does the Applicant Have Possession or Written Permission for the Use of The Premises to be Licensed? [x] Yes [ ] No

List Below the Exact Date(s) for Which Application is Being Made for Permit

Date 09/02/23 Hours From 10:00 a.m. To 2:00 p.m.	Date Hours From .m. To .m.	Date Hours From .m. To .m.	Date Hours From .m. To .m.	Date Hours From .m. To .m.
Date Hours From .m. To .m.	Date Hours From .m. To .m.	Date Hours From .m. To .m.	Date Hours From .m. To .m.	Date Hours From .m. To .m.
Date Hours From .m. To .m.	Date Hours From .m. To .m.	Date Hours From .m. To .m.	Date Hours From .m. To .m.	Date Hours From .m. To .m.

Oath of Applicant

I declare under penalty of perjury in the second degree that I have read the foregoing application and all attachments thereto, and that all information therein is true, correct, and complete to the best of my knowledge.

Signature	Title	Date
Jay Stype	President	8.8.23

Report and Approval of Local Licensing Authority (City or County)

The foregoing application has been examined and the premises, business conducted and character of the applicant is satisfactory, and we do report that such permit, if granted, will comply with the provisions of Title 44, Article 5, C.R.S., as amended.

THEREFORE, THIS APPLICATION IS APPROVED.

Local Licensing Authority (City or County)	[ ] City [ ] County	Telephone Number of City/County Clerk

Signature	Title	Date

DO NOT WRITE IN THIS SPACE - FOR DEPARTMENT OF REVENUE USE ONLY

Liability Information

License Account Number	Liability Date	State	Total
		-750 (999)	$.

(Instructions on Reverse Side)

Section 10, Item a.

Application Information and Checklist

The following supporting documents must be attached to this application for a permit to be issued:

- [x] Appropriate fee.
- [x] Diagram of the area to be licensed (not larger that 8 1/2" X 11" reflecting bars, walls, partitions, ingress, egress and dimensions. **Note:** If the event is to be held outside, please submit evidence of intended control, i.e., fencing, ropes, barriers, etc.
- [ ] Copy of deed, lease, or written permission of owner for use of the premises.
- [x] Certificate of good corporate standing (NONPROFIT) issued by Secretary of State within last two years; **or**
- [ ] If not incorporated, a NONPROFIT charter; **or**
- [ ] If a political Candidate, attach copies of reports and statements that were filed with the Secretary of State.

- [ ] Application must first be submitted to the Local Licensing Authority (city or county) at least thirty (30) days prior to the event.
- [ ] Public notice of the proposed event and procedure for protesting issuance of the permit shall be conspicuously posted at the proposed location for at least (10) days before approval of the permit by Local Licensing Authority. (44-5-106 C.R.S.)
- [ ] State Licensing Authority must be notified of approved applications by Local Licensing Authorities within ten (10) days of approval.
- [ ] Check payable to the Colorado Department Of Revenue

Qualifications for Special Events Permit

(44-5-102 C.R.S.)
A Special Event Permit issued under this article may be issued to an organization, whether or not presently licensed under Articles 4 and 3 of this title, which has been incorporated under the laws of this state for the purpose of a social, fraternal, patriotic, political or athletic nature, and not for pecuniary gain or which is a regularly chartered branch, lodge or chapter of a national organization or society organized for such purposes and being non profit in nature, or which is a regularly established religious or philanthropic institution, and to any political candidate who has filed the necessary reports and statements with the Secretary of State pursuant to Article 45 of Title 1, C.R.S. A Special Event permit may be issued to any municipality owning arts facilities at which productions or performances of an artistic or cultural nature are presented for use at such facilities.

MEAD
COLORADO

Community Room/Park Rental Alcohol Request

Please complete the following information and return with the Park/Building Reservation Agreement, along with a copy of your valid ID.

(You must pay any or all appropriate fees fourteen (14) business days prior to the reservation)

Date Requested 9 / 2 / 2023 Time 10 : 00 am/pm -- 2 : 00 am/pm

Facility/Park Lorin Mead Park at Highland Lake

Name or Organization Mead Area Chamber of Commerce

Address P.O. Box 727 Mead, CO 80542 Phone [redacted]

Type of Function Lorin Mead Park Fish Fry at Highland Lake Number of Participants 50

Contact Person Jay Stype Phone [redacted]

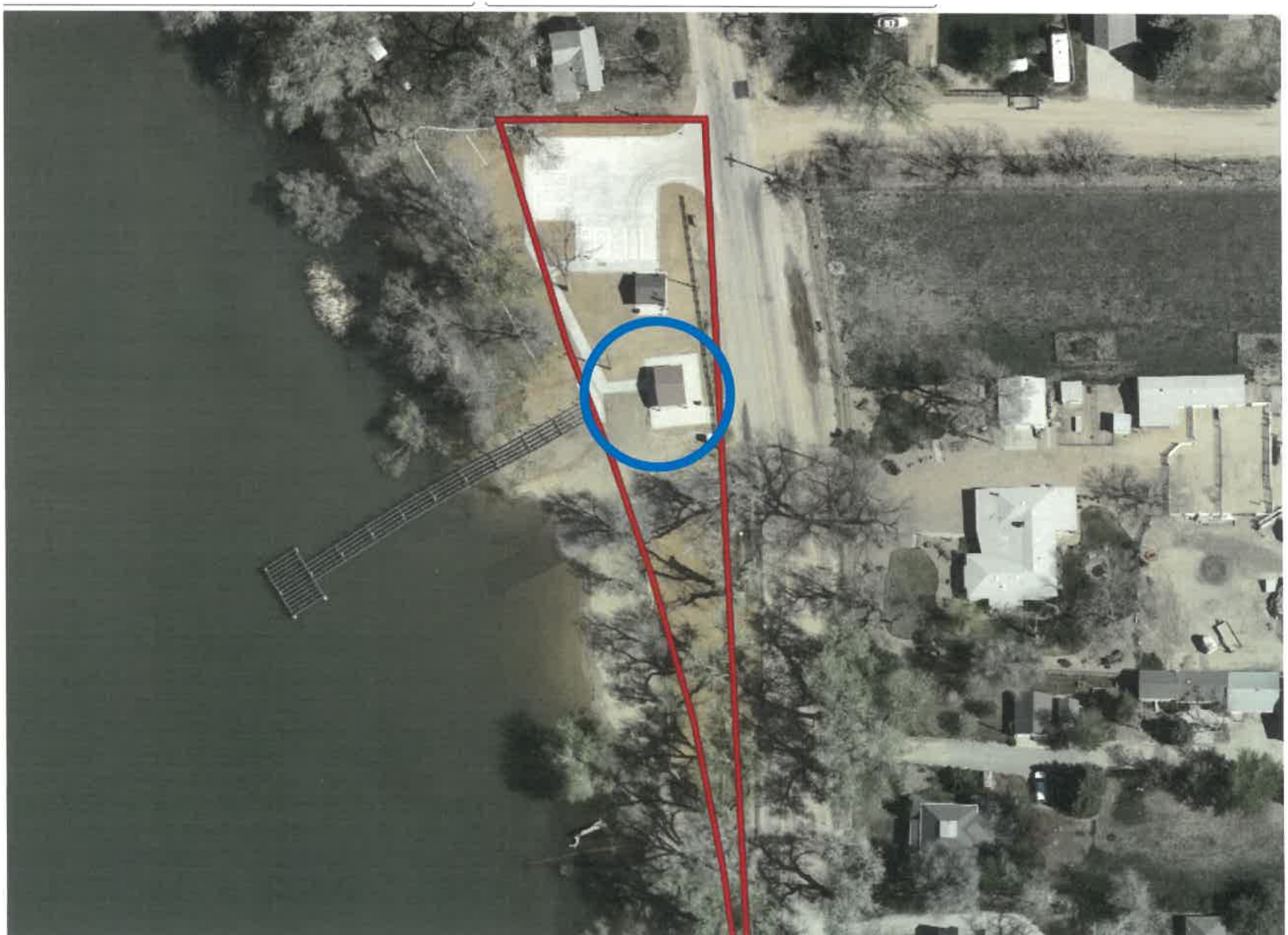
- It shall be unlawful for any person to serve, consume or have any open container or keg of alcoholic beverage or fermented malt beverage in any municipal park in the Town, or any other public place, except by permit.
- It is unlawful to knowingly sell, serve, give away, dispose of, exchange or deliver or permit the sale, serving, giving of any vinous, spirituous or malt liquors or any fermented malt beverages, to or for anyone under the age of twenty-one (21) years of age.
- It shall be unlawful for any person to bring or to have in his/her possession any glass bottle in any park or other public area in Town.
- You must have the permit with you.

The Undersigned Agrees to the Above Stated Conditions:

Name Jay Stype

Signature Jay Stype *Date* 8 / 9 / 23

Lorin Mead Park Fish Fry at Highland Lake
September 2, 2023 (10 am – 2 pm)



OFFICE OF THE SECRETARY OF STATE
OF THE STATE OF COLORADO

CERTIFICATE OF FACT OF GOOD STANDING

I, Jena Griswold, as the Secretary of State of the State of Colorado, hereby certify that, according to the records of this office,

Mead Area Chamber of Commerce

is a

Nonprofit Corporation

formed or registered on 09/17/2004 under the law of Colorado, has complied with all applicable requirements of this office, and is in good standing with this office. This entity has been assigned entity identification number 20041326190 .

This certificate reflects facts established or disclosed by documents delivered to this office on paper through 08/03/2023 that have been posted, and by documents delivered to this office electronically through 08/06/2023 @ 17:21:48 .

I have affixed hereto the Great Seal of the State of Colorado and duly generated, executed, and issued this official certificate at Denver, Colorado on 08/06/2023 @ 17:21:48 in accordance with applicable law. This certificate is assigned Confirmation Number 15209590 .

STATE OF COLORADO
NIL SINE NUMINE
1876

Jena Griswold

Secretary of State of the State of Colorado

End of Certificate*

Notice: A certificate issued electronically from the Colorado Secretary of State's website is fully and immediately valid and effective. However, as an option, the issuance and validity of a certificate obtained electronically may be established by visiting the Validate a Certificate page of the Secretary of State's website, https://www.coloradosos.gov/biz/CertificateSearchCriteria.do entering the certificate's confirmation number displayed on the certificate, and following the instructions displayed. Confirming the issuance of a certificate is merely optional and is not necessary to the valid and effective issuance of a certificate. For more information, visit our website, https://www.coloradosos.gov click "Businesses, trademarks, trade names" and select "Frequently Asked Questions."

CERTIFICATE OF LIABILITY INSURANCE

ACORD®

DATE (MM/DD/YYYY): 04/10/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Pure Risk Advisors, Inc. 500 Briggs St., Ste. 200 Erie CO 80516	**CONTACT NAME:** Melissa Sullivan **PHONE (A/C, No, Ext):** (303) 834-1001 **FAX (A/C, No):** **E-MAIL ADDRESS:** melissa@pureriskadvisors.com
INSURED (970) 535-2108 Mead Area Chamber of Commerce PO Box 727 Mead CO 80542	

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : Secura Insurance	22543
INSURER B :	
INSURER C :	
INSURER D :	
INSURER E :	
INSURER F :	

COVERAGES **CERTIFICATE NUMBER:** Cert ID 11717 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY CLAIMS-MADE [X] OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: X POLICY PRO-JECT LOC OTHER:			3267742	05/01/2023	05/01/2024	EACH OCCURRENCE	$ 1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 100,000
							MED EXP (Any one person)	$ 10,000
							PERSONAL & ADV INJURY	$ 1,000,000
							GENERAL AGGREGATE	$ 2,000,000
							PRODUCTS - COMP/OP AGG	$ 2,000,000
							Liquor Liability	$ 1,000,000
	AUTOMOBILE LIABILITY ANY AUTO OWNED AUTOS ONLY SCHEDULED AUTOS HIRED AUTOS ONLY NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident)	$
							BODILY INJURY (Per person)	$
							BODILY INJURY (Per accident)	$
							PROPERTY DAMAGE (Per accident)	$
								$
	UMBRELLA LIAB OCCUR EXCESS LIAB CLAIMS-MADE DED RETENTION $						EACH OCCURRENCE	$
							AGGREGATE	$
								$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y / N ANYPROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBEREXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N / A					PER STATUTE OTH-ER	
							E.L. EACH ACCIDENT	$
							E.L. DISEASE - EA EMPLOYEE	$
							E.L. DISEASE - POLICY LIMIT	$
								$
								$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER	CANCELLATION
Town of Mead 441 Third St Mead CO 80542	**SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.** AUTHORIZED REPRESENTATIVE

Section 10, Item a.

NOTICE

PURSUANT TO THE LIQUOR LAWS OF THE STATE OF COLORADO

Mead Area Chamber of Commerce

HAS REQUESTED THE TOWN OF MEAD TO:

GRANT: A SPECIAL EVENT PERMIT

AT: 16983 County Road 5
TO SELL MALT, VINOUS AND SPIRITUOUS LIQUOR

FOR: Lorin Mead Park Fish Fry at Highland Lake
September 2, 2023
10:00 a.m. to 2:00 p.m.

BY ORDER OF THE TOWN OF MEAD
THIS APPLICATION WILL BE CONSIDERED BY THE LOCAL LICENSING AUTHORITY ON August 28, 2023, at 441 THIRD STREET, MEAD CO
LOCATION POSTED: August 17, 2023

APPLICANT: Jay Stype, Vice President of Mead Area Chamber of Commerce, PO Box 727, Mead, CO 80542
DATE OF APPLICATION: August 8, 2023

PETITIONS OR REMONSTRANCES may be filed at mstrutt@townofmead.org or mail to: Town of Mead, 441 Third St, Mead, CO 80542 by 5:00pm on August 28, 2023