



BOARD OF TRUSTEES

441 3rd Street, Mead
Monday, January 27, 2025

AGENDA

- I. 5:30 p.m.**
Mead Urban Renewal Authority Special Meeting
- II. 5:30 p.m.**
Town of Mead Hwy 66 & I-25 General Improvement District Special Meeting
- III. 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 Trisha Harris
Trustee David Adams
Trustee Brooke Babcock
Trustee Jeremiah R Crane
Trustee Brad Hagen
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. Communications Department Overview
- b. Open Records Policy

7. Proclamations

[a.](#) Black History Month February 2025

8. Public Comment: 3 minute time limit. Comment is for any item on the agenda 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 January 13, 2025
- [b.](#) December 2024 Preliminary Financials
- [c.](#) Check Register January 27, 2025

- d. **Resolution No. 08-R-2025** – A Resolution of the Town of Mead, Colorado, Adopting the Town of Mead Public Records Request Policy
- e. **Resolution No. 09-R-2025**
Resolution No. 02-URA-2025
Resolution No. 01-H66-2025 – A Joint Resolution of the Town of Mead, Colorado, the Town of Mead Urban Renewal Authority, and the Town of Mead Highway 66 and I-25 General Improvement District Approving a Cooperation Agreement Regarding Tax Increment Revenue Sharing
- f. **Resolution No. 10-R-2025** – A Resolution of The Town of Mead, Colorado, Granting Conditional Acceptance of Filing No. 2 – Phase A2 Public Infrastructure Improvements (Red Barn Subdivision)

10. Public Hearing

- a. **Public Hearing: Proposed Code Amendments Establishing Development Standards for Natural Medicine Businesses**
 - i. **Ordinance No. 1072** – An Ordinance of the Town of Mead, Colorado Approving Certain Amendments to the *Mead Municipal Code* Establishing Development Standards for Natural Medicine Businesses

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

12. Legislative Update

13. Elected Official Reports

- a. Town Trustees
- b. Mayor Whitlow

14. 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.



MEAD URBAN RENEWAL AUTHORITY

441 3rd Street, Mead
Monday, January 27, 2025

AGENDA

5:30 PM

SPECIAL MEETING

In accordance with the Authority's Remote Participation and Remote Meeting Policy adopted on June 12, 2023 by Resolution No. 01-URA-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.

1. Call to Order - Roll Call

Chair Colleen Whitlow
Commissioner David Adams
Commissioner Brooke Babcock
Commissioner Jeremiah R. Crane
Commissioner Brad Hagen
Commissioner Trisha Harris
Commissioner Herman Schranz
Representative Commissioner Sarah Hurianek
Representative Commissioner Scott James
Representative Commissioner Mountain View Fire Rescue District

2. Pledge of Allegiance to the Flag

3. Commissioner Appointment

- a. **Resolution No. 01-URA-2025** – A Resolution of the Town of Mead Urban Renewal Authority Replacing the Mountain View Fire Protection District Representative on the Board of Commissioners of the Town of Mead Urban Renewal Authority

4. Review and Approve Agenda

- 5. **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.

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

- a. Approval of Minutes Special Meeting December 9, 2024
- b. December 2024 Preliminary Financial Statements
- c. Check Register December 10, 2024 - January 27, 2025
- d. **Resolution No. 09-R-2025**
Resolution No. 02-URA-2025
Resolution No. 01-H66-2025 – A Joint Resolution of the Town of Mead, Colorado, the Town of Mead Urban Renewal Authority, and the Town of Mead Highway 66 and I-25 General Improvement District Approving a Cooperation Agreement Regarding Tax Increment Revenue Sharing

7. 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.



TOWN OF MEAD HWY 66 AND I-25 GENERAL IMPROVEMENT DISTRICT

441 3rd Street, Mead
Monday, January 27, 2025

AGENDA

5:30 PM

SPECIAL MEETING

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

1. Call to Order - Roll Call

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

2. Pledge of Allegiance to the Flag

3. Review and Approve Agenda

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

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

a. Approval of Minutes Special Meeting December 9, 2024

b. **Resolution No. 09-R-2025**

Resolution No. 02-URA-2025

Resolution No. 01-H66-2025 – A Joint Resolution of the Town of Mead, Colorado, the Town of Mead Urban Renewal Authority, and the Town of Mead Highway 66 and I-25 General Improvement District Approving a Cooperation Agreement Regarding Tax Increment Revenue Sharing

6. 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: January 27, 2025

SUBJECT: Town Manager Report

- The Board of Trustees Retreat has been scheduled for Monday, April 7th at 5:30 p.m. at the Public Works Training Room. The Trustees plan to discuss long term goals and priorities.
- The State of Colorado Department of Labor and Employment has renewed the Town's Workers' Compensation Premium Cost Containment Certificate for three years. This certification provides a 5% reduction on workers' compensation premium. The three-year certificate is the longest available and was awarded based on improved supervisor investigations in the last 12 months.
- The Town's workers' compensation carrier, Pinnacle, met with managers from administration, police department and public works for an annual safety consultation. The consultation included a review of safety procedures, accident investigation, training and claims handling. The Town's new Human Resources Manager will implement a more robust safety training schedule for all employees.
- The Colorado State Legislature is now in session and will consider bills that have a local impact. Colorado Municipal League follows the legislative process and advocates for its members on several bills. The CML Statehouse Report is issued weekly on the CML website. Link: <https://www.cml.org/home/advocacy-legal/statehouse-report>.
- Colorado Municipal League provides education and support to local officials and legislative advocacy for local governments. CML provides a biweekly newsletter and periodic magazines to municipalities statewide. Per the attached notice, the newsletter will be changing from a printed format to an electronic format later this year. New officials will only receive the emailed digital newsletter.
- DMC Auditing and Consulting has been engaged to complete the 2024 Financial Audit. This will be their second year working with staff. Onsite work is scheduled for the week of April 28, 2025. The Audit Report will be presented to the Board and filed with the Office of the State Auditor as required prior to the July 31 deadline.
- Coffee with the Mayor is held at the Public Works Facility Training Room, 1341 WCR 34, the first Saturday of the month. The next Coffee will be held Saturday, February 1st, from 8:00 – 10:00 a.m. Residents are encouraged to attend this monthly event to ask questions or discuss any concerns.
- The Annual Records Retention Report is attached, as required by Mead Municipal Code 2-11-40. The Clerk's office collected records designated for destruction under the Records Retention Policy. Shred-It provided secure shredding services on January 21, 2025.
- There is still one more month of the annual sewer rate reassessment period. For those users of Mead sewer, water usage for the winter three winter months is averaged to determine sewer rates. New rates go into effect March 1st.
- Cybersecurity awareness training with KnowBe4 has been renewed for 2025. Phishing tests and training are assigned to staff quarterly and monthly (respectively) to keep staff alert to the hazards. Industry experts warn that phishing emails containing QR codes are on the rise.
- The High Plains Blvd (WCR 9.5) project is moving forward. Construction of two miles of this road between WCR 32 and WCR 36 will include two travel lanes, bike lanes and a ten feet wide detached sidewalk. The project is a collaboration between Mead, Weld County and local developers and is slated for completion in December 2025. Weld County will construct the section of High Plains Blvd between WCR 32 and WCR 34. The Town of Mead will construct the piece from WCR 34 to WCR 36.
- Construction of the Mead Community Center, alley improvements and adjacent parking is ongoing. The Community Center is expected to be completed in mid to late 2025.
- Mead Municipal Court was held on January 16th at 5:00 p.m. with a lighter docket of 24 cases after early payments were accepted. The docket included arraignments for traffic and criminal cases along with several review hearings for defendants previously ordered to pay a fine or take a class.
- The Town paving and street maintenance projects are complete for 2024, but a few development-related road projects in Mead are still ongoing. 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 – The 3rd and Welker contractor has mobilized, and utility work is underway. Two structure demolitions are scheduled for early February. The first phase of the project generally will maintain through traffic in all directions while construction of the curb, gutter, and sidewalk is underway on the outside edges of the roadway.
 - Phase 1 Jan thru April Outside lanes, all legs, removals, storm, utilities, house demo
 - Phase 2 April thru June Shift traffic to outside lanes, construct inside lanes
 - Phase 3 June Pipe and manhole in intersection
 - Phase 4 July 3rd Street medians, railroad crossing
 - Phase 5 July thru September Welker medians
 - Community Center – The building is nearly dried in and interior electrical, mechanical, plumbing and drywall is underway.
 - SH66 Pedestrian Crossing – Staff is still awaiting final CDOT approval to move forward with real estate acquisition of the single remaining parcel
- YTD totals for new single family home permits:
 - 2025 YTD: 4 SF Permits, 3 Certificates of Occupancy
- Boards and Commissions
 - The Planning Commission met on January 15, 2025. The Commission elected Karen Peterson as Chair and Ryan Sword as Chair Pro Tem.
- Human Resources
 - The updated Employee Handbook will be reviewed with all Town employees by department in the next month.
 - The Town's new Human Resources Manager has scheduled quarterly manager and supervisor training sessions.
 - The Town is advertising open positions here:
<https://www.governmentjobs.com/careers/townofmead>
Current open positions are HR / Finance Clerk, Business and Marketing Specialist and Crossing Guard.

Community Development

- Land Use Code (LUC) update: Staff and the consultant team met with the Planning Commission on January 15th. Staff introduced the Commissioners to the consultant team, discussed the purpose of the LUC update, discussed the overall schedule, and chose a logo and marketing design for this endeavor.
- Kiteley Ranch Property: The Kiteley Ranch Property (SEC of Hwy 66 and CR 7) has submitted an application for annexation and zoning (PUD).
- Maggie's Kitchen has taken over the space formerly occupied by Josie's Tacos at 237 Main Street. Maggie's moved to Mead from Firestone and appears to have a good breakfast following. The new restaurant made several building improvements to meet the building code and was granted a Temporary Certificate of Occupancy on January 22nd. The restaurant should be opening soon.

Public Works and Engineering

- Staff approved the SVVSD grading permit related to the new school construction adjacent to Mead High.
- Extensive multi-agency coordination is underway between the Town's 3rd and Welker intersection project, Mead Place development at CR 7 and SH 66, and CDOT's removal of the CR 32 bridge structure. Staff is working hard to minimize confusion with these potentially overlapping detour routes.
- The Gold Star memorial bids are due January 31, and the Liberty Ranch restroom bids are due February 4.

Community Engagement

- The 2024-2025 Community Report has been finalized and will soon be mailed to Mead residents. This comprehensive annual report serves as a valuable resource, offering an in-depth look at the Town's accomplishments over the past year, updates on ongoing projects, and an outline of future goals and Town budgeting.

- Valentine's Day BINGO Bash is on Friday, February 14, from 11:00 a.m. to 1:00 p.m. at the Merc's upstairs banquet room. Enjoy lunch catered by The Merc and exciting rounds of BINGO for \$10 per person. Registration closes on Monday, February 10th.
- Youth sports registration for spring is now open, featuring soccer, volleyball, and a new softball league. Mead Recreation partners with Berthoud and Carbon Valley to offer young athletes expanded opportunities and host a variety of games and activities.
- Registration is open for the co-ed adult volleyball tournament on April 19th. Four-person teams can register for the one-day tournament, which will be hosted at Mead Middle School.

Police Department

- The new police admin clerk will be starting at the end of January.
- Isabella Michel started last Tuesday as the new Code Enforcement / Animal Control / Community Service Officer.
- Officer Smith completed field training and has been assigned a patrol shift.
- Officer Begano continues to progress through field training.
- Two officer candidates are in backgrounds for the remaining opening.
- 201 Welker has been cleaned out and is no longer available for police use. It is slated for demolition as part of the 3rd and Welker Intersection Project.
- The mid monthly report is attached.

JARED POLIS
Governor
JOE BARELA
Executive Director
PAUL TAURIELLO
Director



DEPARTMENT OF LABOR AND EMPLOYMENT
DIVISION OF WORKERS' COMPENSATION
INSURANCE PROGRAMS

633 17TH STREET, SUITE 400
DENVER CO 80202-3660
(303) 318-8644 FAX (303) 318-8651

January 8, 2025

Ms. Mary Strutt
Town of Mead
P.O. Box 626
Mead, CO 80542

Certificate #5618

Dear Ms. Strutt:

The staff at the Division of Workers' Compensation Premium Cost Containment Program congratulates you on your three-year certificate renewal in the Program.

Your Premium Cost Containment Certificate is enclosed. The certificate is effective for a three-year period beginning January 6, 2025.

When granting this certification the Board would like to encourage you to treat every injury as preventable and to be more diligent in your investigation process. The "action taken" section of the investigation report should provide details of the corrective measures taken to address the root causes of the incident, not an explanation of the medical treatment provided to the injured worker. Emphasis needs to be placed on root cause development, process improvements, and follow-up tasks to help prevent or reduce the potential for similar incidents in the future.

The premium reduction will be applied on your next policy renewal. The benefits from this certificate will be an additional 5% premium reduction through your insurance carrier. This 5% reduction is not guaranteed, however, if your injuries and related costs rise considerably between the certification date and your next policy renewal date. **Be sure to advise your insurance carrier that you have received this certificate renewal.**

Again, congratulations on making risk management an important aspect of your business.

Sincerely,

Miriam Evangelista
Cost Containment Advisor
Miriam.evangelista@state.co.us

NEWSLETTER BEGINS SHIFT TO DIGITAL PRODUCTION

BY KEVIN BOMMER, CML EXECUTIVE DIRECTOR

Nearly the entire time the Colorado Municipal League has existed — over 100 years — there has been a printed newsletter. Over the past three decades, the CML Newsletter has been dutifully assembled by staff, printed, and sent biweekly to around 4,000 members, associate members, and other stakeholders around the state.

In recent years, members have had the option to receive the newsletter by email as a PDF the same day it went to the printer, ensuring those recipients saw the newsletter a week or more before the print edition landed in people's mailboxes. However, only about 44% of recipients take advantage of the email option.

As of Jan. 1, new members and associate members will receive the newsletter exclusively by email, with an option to

temporarily opt-out and request a printed copy. Later this year, as part of a planned transition, everyone will begin to receive the CML Newsletter by email only, and the League will cease printing it altogether.

We have been here before, and history is instructive. In the 2000s, CML shifted from printing and mailing its Statehouse Report to providing it to members by email. It was not an easy transition — and I vividly remember needing to print the email and fax it to a member who had no computer, let alone an email address. Similarly, CML's online "Job Board," now a robust digital resource, began as a subscriber-based print document that was mailed twice a month, and it happens to be how I found my first job at CML in 1999.

The decision to go fully digital reflects a commitment to using member resources

more effectively. The reality is that the cost of printing and mailing over 100,000 newsletters per year is a significant expense, and those funds could be better directed at training, grassroots advocacy work, or other forms of information and resources for members. Utilizing electronic communication saves time and resources. In the future, you can expect the PDF version of the newsletter to shift to a true e-newsletter that is more accessible and compatible with electronic devices.

Finally, the League's award winning magazine — Colorado Municipalities — will continue to be printed quarterly with current and past editions available in PDF form.

Questions or requests to start receiving CML Newsletter via email right away should be sent to cml@cml.org.





Agenda Item Summary

MEETING DATE: January 27, 2025

SUBJECT: 2025 Records Retention Supplemental Report

PRESENTED BY: Mary Strutt, Town Clerk / Administrative Services Director

SUMMARY

Mead Municipal Code Section 2-11-40, requires the Town Clerk to annually advise the Board of Trustees about the disposal of records. The Town follows the Colorado Municipal Records Retention Schedule created by the Colorado State Archivist and the Colorado Municipal Clerk's Association. Below is a list of those records which were destroyed on January 21, 2025. The number in parenthesis is the retention term as set forth in the Colorado Municipal Records Retention Schedule.

Administration

- 2012-2018 Committees **(2 years)**
- 2018 Contracts **(6 years)**
- 2020 Court Files **(4 years)**
- 2021-2022 Passport Acceptance Agency Records **(2 years)**
- 2023-2024 Board Meeting Notes **(Until Minutes are approved)**

Community Development

- 1993-2008 Building Permit Logs **(3 years)**
- 2018-2024 Building Phone Call Log **(Until Material has been reviewed)**

Finance

- 2016-2019 Receipt Books **(3 years)**
- 2017 Accounts Payable records **(7 years)**
- 2020 Accounts Receivable records **(3 years)**
- 2021 Deposit Backup **(3 years)**
- 2023-2024 Check Receipting **(90 days)**

Human Resources

- 2019 Payroll Records – time sheets **(5 years)**
- 2021 Payroll Records **(3 years)**

Police

- 2015-2018 Pet License Application **(2 years)**
- 2017-2021 Misdemeanor Arrest/Case Records **(3 years)**
- 2017-2021 Non-Fatal Traffic Accidents/Care Records **(3 years)**
- 2017-2021 Recorded Interviews **(90 days when transcribed)**

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

COMMUNITY REPORT

2024-2025

-  RESPONSIBLE GROWTH
-  RELIABLE INFRASTRUCTURE
-  PUBLIC SAFETY
-  FISCAL STABILITY
-  CONNECTED COMMUNITY



COMMUNITY REPORT

LETTER TO THE COMMUNITY

As we reflect on our progress and look toward the future, we're excited to share the Mead Community Report for 2024-2025. As your Board of Trustees, we remain steadfast in fostering an open, engaged, and forward-thinking community. This report outlines our budget, achievements, and the ambitious plans that will shape our town in the years ahead.

Key milestones in 2024 reflect our dedication to building a vibrant and thriving community. The groundbreaking for the Community Center marked the beginning of a project that will soon become a central hub for residents of all ages. Downtown alley and parking lot improvements will enhance accessibility and strengthen local business support. Additionally, the Safe Routes to School design has underscored our commitment to the safety of our youngest residents. In 2024, we also implemented a new public records web portal, making access to records and services more accessible. We adopted ClearGov Budget software to provide greater transparency and clarity in our financial processes.

Looking ahead to 2025 and beyond, we focus on several transformative, multi-year projects defining Mead's future. The 3rd Street and Welker Avenue Intersection improvements will enhance safety and traffic efficiency. The High Plains Boulevard expansion will provide critical infrastructure to support Mead's growth. At Founders Park, the addition of the Gold Star Families Memorial will honor the sacrifices made by military families. We are also advancing plans for the pedestrian crossing at Highway 66 and County Road 7, ensuring the safety of residents and visitors while actively seeking funding opportunities to bring this project to fruition.

As our town evolves, we remain committed to securing the resources needed to support these major initiatives while staying true to our guiding principles: fostering responsible growth, delivering reliable infrastructure, prioritizing public safety, ensuring fiscal stability, and nurturing a connected community.

Sincerely,

THE BOARD OF TRUSTEES



MAYOR
COLLEEN
WHITLOW



MAYOR
PRO-TEM
TRISHA
HARRIS



TRUSTEE
DAVID
ADAMS



TRUSTEE
BROOKE
BABCOCK



TRUSTEE
JEREMIAH
CRANE



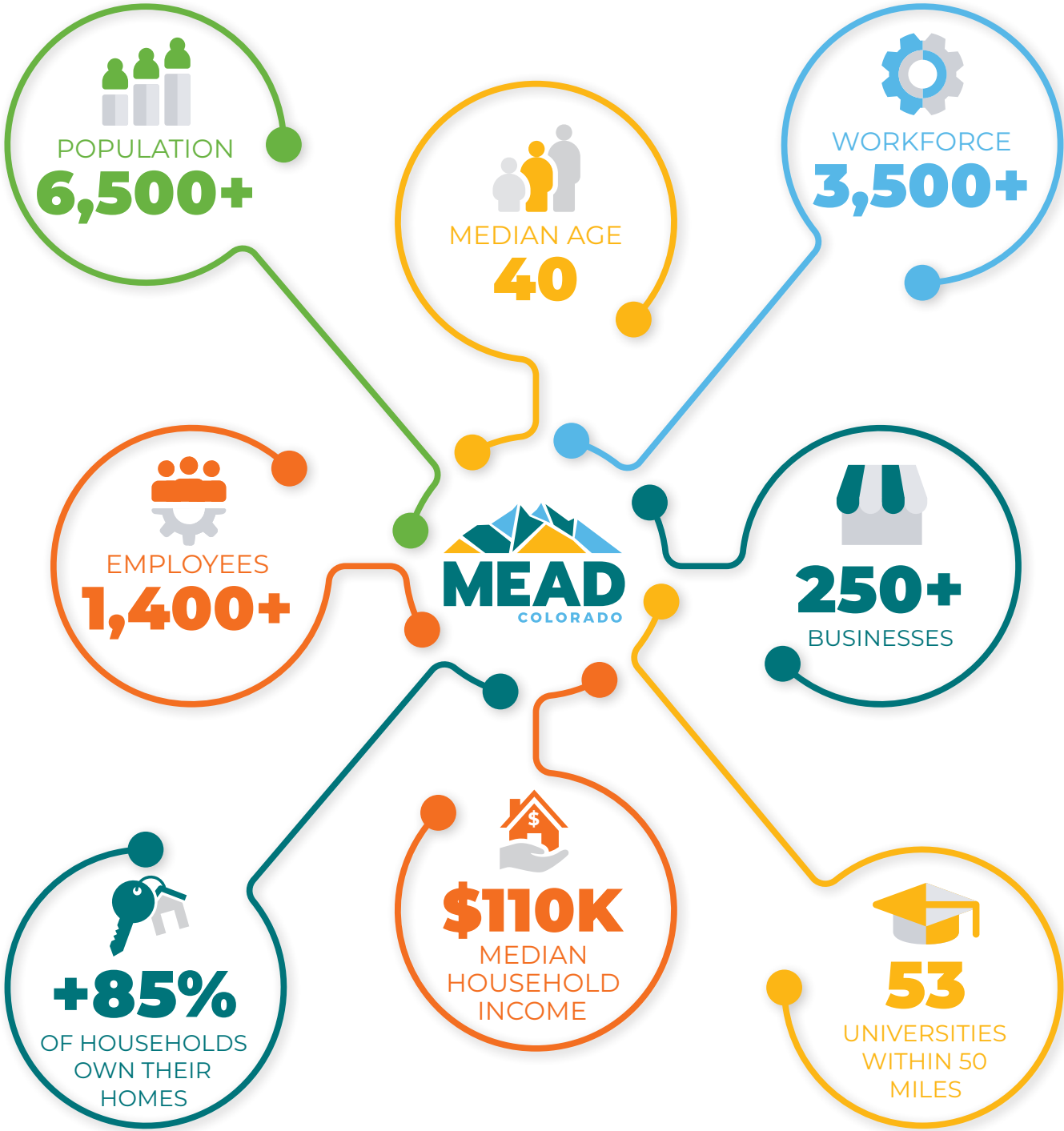
TRUSTEE
BRAD
HAGEN



TRUSTEE
HERMAN
SCHRANZ

Our regularly scheduled Board meetings are held at Town Hall on the second and last Monday of every month. Meetings start at 6 p.m. and are open to the public. Visit townofmead.org/meetings for more information. We would love to see you there!

DEMOGRAPHICS



2024 HIGHLIGHTS



RESPONSIBLE GROWTH

Mead and Berthoud Collaboration: The Town of Mead and the Town of Berthoud have partnered to initiate the design process for paving County Road 7 between Mead and Berthoud. This design phase is the crucial first step in the project, laying the groundwork for future paving efforts. The ongoing expansion of I-25 has turned CR 7 into an unofficial detour route, leading to increased traffic and accelerated wear and tear on the road. Paving CR 7 will benefit both communities by improving travel safety, reducing dust and maintenance needs, and enhancing connectivity between the two communities. This collaboration reflects our commitment to addressing shared challenges and planning for regional growth.

ADDITIONAL SUCCESSES:

- Groundbreaking on the Community Center, downtown alley, and Main Street parking lot
- Established Renewable Energy Regulations
- Began construction of the 3rd Street and Welker Ave. Intersection Project



RELIABLE INFRASTRUCTURE

Pavement Management Program: The Town of Mead's Pavement Management Program, funded by the 1% Street Improvement Fund, ensures the maintenance and improvement of Mead's roadways. A Pavement Management Program is a systematic approach to maintaining and improving a community's roadway network. It involves assessing the condition of streets, prioritizing repairs, and using cost-effective methods to extend the lifespan of pavement. The goal is to maximize the value of the public investment by utilizing a combination of preventive maintenance, such as crack sealing and slurry sealing, and more extensive repairs, like full reconstruction for severely deteriorated roads. This year, \$2.2 million was invested in reconstructing roads in Feather Ridge and Lake Hollow Estates, along with additional crack seal and slurry seal work to extend pavement life.

ADDITIONAL SUCCESSES:

- Public EV Charging Stations
- Finalized design for Pedestrian Underpass at Hwy 66 & CR 7
- Completed design of the CR 34 Bridge over the Mead Lateral Canal



PUBLIC SAFETY

Mead Police Outreach: The Mead Police Department prioritizes outreach and engagement through education and community involvement. In 2024, the Police Department attended over 20 community events and hosted the second annual Citizens Police Academy, offering residents a hands-on opportunity to learn about police roles, responsibilities, and values. Public education is a cornerstone of community policing in Mead, fostering trust, transparency, and collaboration between the police and residents. Through these efforts, the Mead Police Department reinforces its commitment to building a safer, more connected community.

ADDITIONAL SUCCESSES:

- Received a grant to design a police facility
- Facilitating the new Mountain View Fire Rescue Fire Station at Hwy 66 by Liberty Ranch Park
- Completed design for Safe Routes to School



2024 HIGHLIGHTS



FISCAL STABILITY

Process Improvements: The Town of Mead is dedicated to improving efficiency, transparency, and fiscal stability through strategic investments in process improvements. This year, the Town implemented Laserfiche and its public web portal to streamline access to Town records, making government operations more accessible to residents. Additionally, the adoption of ClearGov Budget software enhances transparency in fiscal management by providing residents with clear, detailed insights into the Town's budget and spending. These tools improve communication with the community and help the Town manage resources more effectively, supporting long-term fiscal stability and responsible stewardship of taxpayer dollars.



CONNECTED COMMUNITY

Park Enhancements: The Town of Mead's park improvements reflect a commitment to fostering a better-connected and vibrant community. This year, the Town resurfaced the tennis courts and added fresh paint to the outdoor basketball courts at Liberty Ranch Park and Founders Park, enhancing recreational spaces for residents of all ages. Additionally, upgraded electricity at Mead Ponds supports more functional and enjoyable outdoor experiences for the community. These upgrades improve the quality of public amenities and create inviting spaces that encourage connection, activity, and community pride.

ADDITIONAL SUCCESSES:

- Grant for Land Use Code Amendments
- Received a grant for Trails and Open Space Master Plan
- Multiple commercial and residential developments

ADDITIONAL SUCCESSES:

- Second Annual Tree City, USA designation
- Reached Information Communication Technology Accessibility Compliance
- The Town continued its support of the Mead Area Chamber of Commerce, Mead Motorheads, and local businesses

2025 GOALS



RESPONSIBLE GROWTH

- Finalize design of CR 7 from Mead to Berthoud
- Initiate Trails Master Plan
- Begin Land Use Code Updates
- Oversee the I-25 Sewer Re-alignment Project
- Complete the Police Facility Design



RELIABLE INFRASTRUCTURE

- Complete the construction of 3rd & Welker Intersection Project
- Grand Opening of Mead Community Center
- Complete downtown alley improvements and parking lot on Main Street
- Pave Town Hall parking lot



PUBLIC SAFETY

- Complete two miles of paving on High Plains Boulevard
- Construction of Hwy 66 and CR 7 Pedestrian Underpass
- Complete the CR 34 Bridge construction over Mead Lateral Ditch
- Multijurisdictional Trail



FISCAL STABILITY

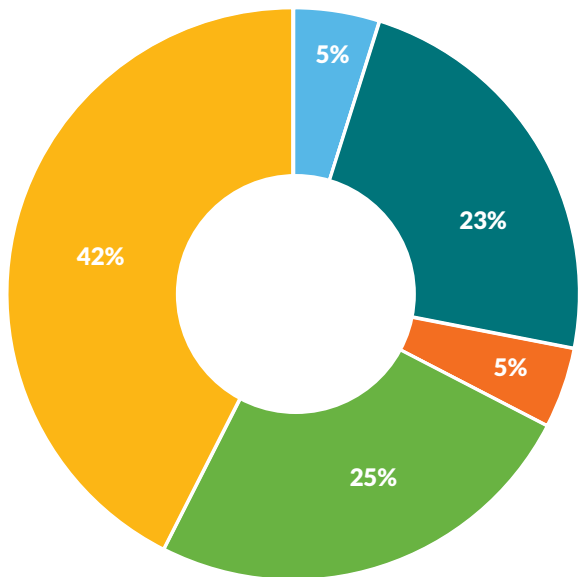
- Pursue innovative ways to grow revenues
- Multijurisdictional Intergovernmental Agreement with Firestone, Berthoud, St Vrain Valley School District, and the Johnstown/Milliken School District
- Identify funding strategies for Police
- Explore grant opportunities



CONNECTED COMMUNITY

- Complete the Gold Star Families Memorial at Founders Park
- Implement Phase Two Wayfinding Signage
- Expand economic development
- Complete the Liberty Ranch Park Restrooms and playground replacements at Founders Park and North Creek Park

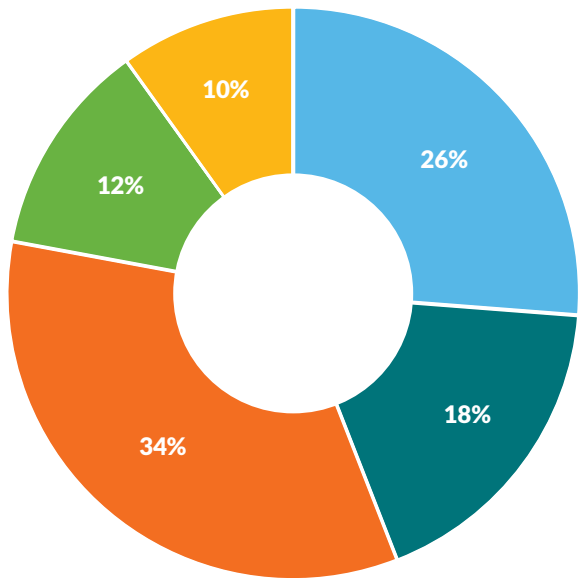
2025 BUDGET OVERVIEW



2025 GENERAL FUND REVENUE TOTAL: \$10.5M

- License & Permits: \$510K
- Misc. Revenue & Grants: \$2.4M
- Services & Fees: \$477K
- Property Tax: \$2.6M
- Sales & Use Tax*: \$4.4M

*Does not include 1% Sales & Use Tax for street improvements.



GENERAL FUND EXPENDITURES TOTAL: \$10.5M

- General Government: \$2.7M
- Public Works: \$1.8M
- Public Safety: \$3.5M
- Community Engagement & Recreation: \$1.2M
- Community Development: \$1M

2025 RESTRICTED FUND CAPITAL PROJECTS

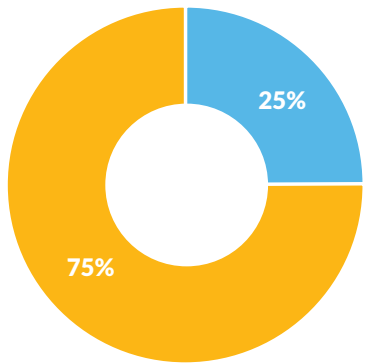
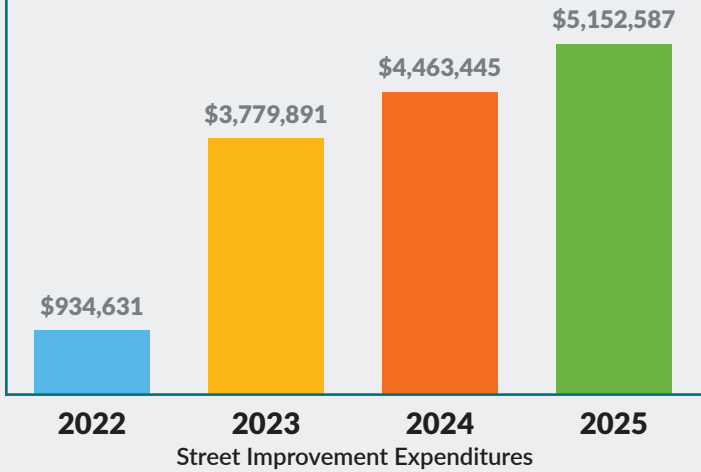
- Transportation Projects: \$18.35M
- Park & Open Space: \$1.3M
- Street Improvement Fund*: \$5.15M
- Municipal Facilities: \$7.47M
- Sewer Fund: \$2.76M

*1% Sales & Use Tax

STREET IMPROVEMENT FUND

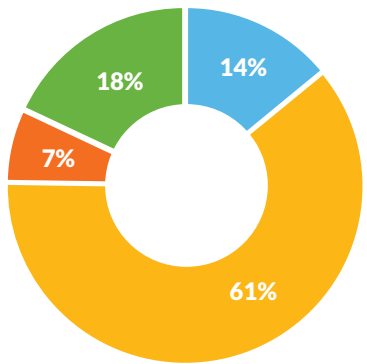
The Street Improvement Fund was established to collect the additional 1% sales and use tax approved by voters in November 2021. This fund can only be used to maintain and improve Mead's roadways. The 1% sales and use tax is collected annually and may be applied to the subsequent fiscal year.

1% SALES & USE TAX AT WORK



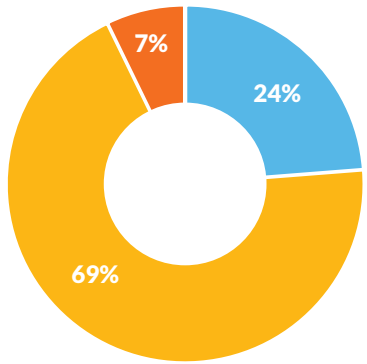
STREET IMPROVEMENT FUND EXPENDITURES 2024

- Operational Costs \$1,112,610
- Road Work: \$3,350,835 (Asphalt, Repairs, Concrete, Crack & Slurry, Maintenance)
- Total : \$4,463,445



STREET IMPROVEMENT FUND REVENUES 2025

- 2024 Carryover Revenue: \$779,524
- 2025 Projected Revenue \$3,398,362
- 2025 Transfer in from General Fund \$375,000
- 2025 Transfer in Capital Improvement Fund: \$1M
- Total \$5,552,886



STREET IMPROVEMENT FUND EXPENDITURES 2025

- Operational Costs \$1,319,087
- Road Work: \$3,833,500 (Asphalt, Repairs, Concrete, Crack & Slurry, Maintenance)
- 2025 Remaining Fund Balance: \$400,299
- Total \$5,552,886

CAPITAL IMPROVEMENT PROJECTS

Multi-year projects primarily funded by Impact Fees

Development impact fees are one-time charges imposed by the Town of Mead on new development projects to help cover the costs of providing public services, such as roads, parks, and utilities to the new development. These fees are designed to reduce the economic burden on the Town as they address the demands created by growth in the area.

It's important to note that development impact fees cannot be used for general government operational costs or moved into the general fund. They are restricted by law to segregated accounts and must be spent solely on specific infrastructure improvements. This ensures that the fees collected from new development support the increased service demand rather than contributing to the Town's overall budget.

Impact Fund	Project	'22-'23 Expenditures	'24 Estimated Expenditures	'25 Budgeted Expenditures
POLICE FACILITIES	Police Modular Improvements	\$48,408	\$9,000	\$20,000
MUNICIPAL FACILITIES	Community Center	\$905,311	\$1,100,000	\$6,575,000
TRANSPORTATION	3rd and Welker Intersection	\$794,449	\$1,000,000	\$6,500,000
	Safe Routes to School	\$46,020	\$100,000	\$600,000
	Pedestrian Underpass- Hwy 66 & CR 7	\$425,756	\$100,000	\$1,600,000*
	Main St Parking Lot & Fairbairn Alley		\$50,000	\$450,000
	WCR 34 Bridge (over Mead Lateral Ditch) Design & Construction	\$73,106	\$175,000	\$1,982,000
	Segment 5 I-25 Enhancements (Mead contribution to CDOT expansion project)			\$1,000,000
PARKS & OPEN SPACE	Liberty Ranch Park & Restrooms	\$23,107	\$28,400	\$321,600
	Founders Park Gold Star Families Memorial	\$27,519	\$36,000	\$300,000

*Additional funds to be budgeted in 2026

AWARDS & GRANTS

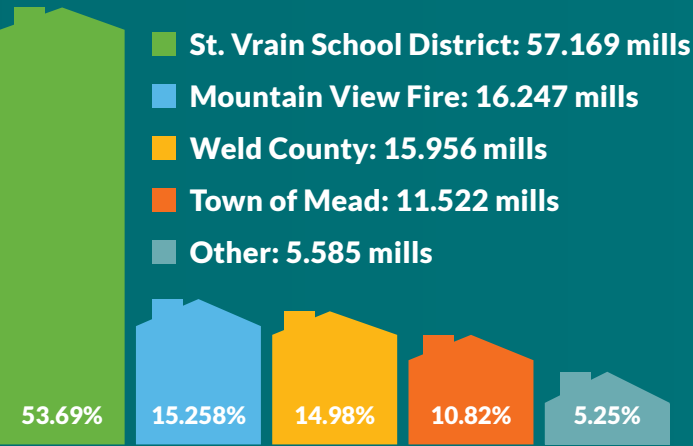
In addition to property and sales tax paid to the Town of Mead from residents and visitors, the Town consistently pursues additional funding sources to contribute to critical projects.

Colorado Department of Local Affairs Land Use Code Grant Funding to help with necessary Land Use Code Updates	\$100,000
Patrick Leahy Bulletproof Vest Partnership Program To help purchase protective vests for police officers	\$6,300
Colorado Peace Officers Standards & Training Grant For police officer training classes, equipment, and materials	\$5,765
Colorado Department of Local Affairs Impact Assistance Grant Funding to assist designing a police facility	\$150,000
United Way of Weld County Grant to provide recreation and program scholarships	\$2,500
Colorado Statewide Internet Portal Authority Accessibility Grant Facilitated the purchase of accessibility licenses to ensure compliance with statewide information and communication mandates	\$7,200

Total: **\$271,765**

PROPERTY TAX AND MILL RATES

Property tax is based on the property's assessed value; Weld County assesses property values at least every two years. The Town of Mead's mill levy is **11.52**, and the average net mill levy for a non-metro district property is **106.478**.





441 Third Street
Mead, CO 80542

v PRSRT
US POSTAGE
PAID
MEAD, CO
80542
PERMIT NO.1

THANKS FOR A GREAT YEAR **MEAD**

TOWN OF MEAD 2024-2025 **COMMUNITY REPORT**

IN THIS REPORT:

- Letter from the Board
- Budget Overview
- 2025 Goals
- 2024 Highlights
- Grants
- Multi-Year Capital Projects Overview
- Street Improvement Fund and Mill Rate Overview



Mead Police Department

January Mid-Monthly Activity - 2025

CALLS FOR SERVICE (Days 1 – 15): 259

TRAFFIC STOPS: 49

CRASHES: 28 (19 on I-25)

WARNINGS: 39

CITATIONS: 7

REPORTS: 25

ARRESTS: 4

NOTABLE CALLS FOR SERVICE:

INCIDENT TYPE – ADDRESS – CASE NUMBER - DATE

Check Wellbeing - [REDACTED] 3rd St – 25ML00001 - 1/1/2025

Traffic Stop - Highway 66 / WCR 5 - 25ML00002 - 1/1/2025

Suspicious - [REDACTED] Pacific Cir - 25ML00003 - 1/2/2025

Suspicious - [REDACTED] Highland Dr - 25ML00004 - 1/2/2025

Traffic Accident with Injury - WCR 5.5 / Highway 66 - 25ML00005 - 1/4/2025

Stolen Vehicle - [REDACTED] Dillingham Ave - 25ML00006 - 1/4/2025

Suspicious - 2nd St / Dillingham Ave - 25ML00008 - 1/5/2025

Traffic Accident - Highway 66 / WCR 7 - 25ML00009 - 1/7/2025

Follow Up - [REDACTED] WCR 7 - 25ML00010 - 1/7/2025

Meet - [REDACTED] Westview Dr - 25ML00011 - 1/7/2025

Traffic Hazard - MM 245 I 25 SB - 25ML00012 - 1/8/2025

Traffic Accident Unknown Injury - Highway 66 / Foster Ridge Dr - 25ML00013 - 1/8/2025

Traffic Accident with Injury - Highway 66 / WCR 7 - 25ML00014 - 1/8/2025

Traffic Accident - Charbray St / Longhorn Dr - 25ML00015 - 1/8/2025

Traffic Accident - [REDACTED] Highland Dr - 25ML00016 - 1/9/2025

Traffic Accident Unknown Injury - Highway 66 / WCR 7 - 25ML00017 - 1/10/2025

Vandalism - [REDACTED] Settler Ridge Dr - 25ML00018 - 1/10/2025

Business Check - [REDACTED] 3rd St - 25ML00019 - 1/11/2025

Meet - [REDACTED] Main St - 25ML00020 - 1/12/2025

Traffic Stop - WCR 28 / Limestone Ave - 25ML00021 - 1/12/2025

Harass - Interstate 25 NB / Highway 66 - 25ML00022 - 1/13/2025

Small Vegetation Fire - WCR 36 / E Interstate 25 Frontage Rd - 25ML00023 - 1/14/2025

Sex Offense - [REDACTED] Welker Ave - 25ML00024 - 1/14/2025

Follow Up - [REDACTED] Meadow Ln - 25ML00026 - 1/14/2025

Traffic Accident Unknown Injury - MM 246 I 25 SB - 25ML00027 - 1/15/2025



PROCLAMATION Black History Month February 2025

WHEREAS, February is recognized as Black History Month, a time to honor the rich history, culture, and contributions of Black Americans, who have shaped our nation through their resilience, achievements, and enduring spirit; and

WHEREAS, the observance of Black History began in 1926, when scholar Carter G. Woodson introduced “Negro History Week” to bring attention to the significant role of Black Americans in U.S. history; and

WHEREAS, during the 1960s, this week-long recognition expanded into Black History Month, intentionally aligning with the February birthdays of Frederick Douglass and Abraham Lincoln to highlight their impact on the fight for freedom and equality; and

WHEREAS, in 1986, Congress passed Public Law 99-244, officially designating February as “National Black (Afro-American) History Month” and encouraging all Americans to honor this vital aspect of our nation’s heritage; and

WHEREAS, Black History Month celebrates the contributions of Black Americans throughout all periods of U.S. history, from those enslaved in the early 17th century to the leaders, innovators, and community builders of today; and

WHEREAS, countries around the world have joined the United States in commemorating the influence of Black people on global history, culture, and progress; and

WHEREAS, observing Black History Month provides a vital opportunity to deepen our understanding of history, reflect on the ongoing struggle for equality and justice, and celebrate the achievements of those who paved the way for a more inclusive society; and

WHEREAS, we must honor the men and women whose sacrifices and unwavering dedication to civil rights, freedom, and equality continue to inspire generations and enrich American culture;

NOW, THEREFORE, I, Colleen Whitlow, Mayor of the Town of Mead, Weld County, Colorado, do hereby proclaim February 2025 as Black History Month. I urge all residents of Mead to celebrate and draw inspiration from this rich legacy as we strive together toward equality, liberty, and opportunity for all.

Given under my hand and Seal of the Town of Mead, Colorado
On this 27TH day of January 2025

Colleen G. Whitlow
Mayor



BOARD OF TRUSTEES

441 3rd Street, Mead
Monday, January 13, 2025

MINUTES

- I. 5:15 p.m.
Board Photos
- 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 on March 13, 2023 by Resolution No. 21-R-2023, remote participation was enabled for the meeting.

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

1. Call to Order – Roll Call

Present

Mayor Colleen Whitlow
Mayor Pro Tem Harris
Trustee David Adams
Trustee Jeremiah R. Crane
Trustee Brad Hagen
Trustee Herman Schranz

Absent

Trustee Brooke Babcock

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

Attending via remote access: members of the public.

2. Moment of Silence

Mayor Whitlow requested a moment of silence for those impacted by the California wildfires.

3. Pledge of Allegiance to the Flag

The assembly pledged allegiance to the flag.

4. Review and Approve Agenda

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

5. Staff Report: Town Manager Report

a. Manager Report

Town Manager Helen Migchelbrink discussed the transportation impacts of construction being done by the Town of Mead, Weld County, CDOT, developers and other municipalities. New staff members were introduced to the Board: Alex Ailey, Town Planner and Josh Neeble, Human Resources Manager. The Board discussed future construction of WCR 7 which is still in planning stages.

6. Informational Items

a. Administrative Services Department Overview

Administrative Services Director Mary Strutt provided an overview of the department including staff, scope and responsibilities.

b. Employee Handbook Update

Administrative Services Director Mary Strutt reviewed the Employee Handbook. The Board discussed the harassment policy, vehicle dash cameras and pet bereavement leave.

c. Confirmation of Board Retreat / Special Meeting Dates (balance of calendar year 2025)

Town Attorney Marcus McAskin discussed Board Retreat dates of April 7, July 7 and October 6. Due to the 4th of July holiday, July 7th may change. The use of a facilitator was discussed.

7. Proclamations

a. Acts of Connection Month January 2025

Micaela Sanchez, North Range Behavioral Health, discussed the Acts of Connection Month campaign from Thriving Weld as a means to bring awareness to social isolation.

Motion was made by Trustee Schranz, seconded by Trustee Crane, to authorize Mayor Whitlow to sign the Proclamation for Acts of Connection Month January 2025. Motion carried 6-0, on a roll call vote.

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

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 December 9, 2024
- b. November 2024 Financials
- c. December 2024 Aging Report
- d. Check Register December 30, 2024
- e. Check Register January 13, 2025
- f. Pinnacol Workers Compensation Renewal for 2025
- g. **Resolution No. 01-R-2025** – A Resolution of the Town of Mead, Colorado, Designating the Public Places for Posting of Public Notices of Regular and Special Meetings of Local Public Bodies of the Town and Designating Public Places Within the Town for Posting of Town Ordinances
- h. **Resolution No. 02-R-2025** – A Resolution of the Town of Mead, Colorado, Setting the Days and Times of the Board of Trustees Regular Meetings for Calendar Year 2025
- i. **Resolution No. 03-R-2025** – A Resolution of the Town of Mead, Colorado, Amending the Employee Handbook
- j. **Resolution No. 04-R-2025** – A Resolution of the Town of Mead, Colorado, Approving Extensions of Certain Engineering-Related Professional Service Agreements for Calendar Year 2025
- k. **Resolution No. 05-R-2025** - A Resolution of the Town of Mead, Colorado, Approving an Agreement Between the Town of Mead and the Mead Area Chamber of Commerce Regarding Participation in Mead Community and Economic Development Events
- l. **Resolution No. 06-R-2025** – A Resolution of the Town of Mead, Colorado, Accepting Public Use Easements in a Portion of Outlot F and Tract C, Mead Place Final Plat, Amendment No. 1
- m. **Resolution No. 07-R-2025** - A Resolution of the Town of Mead, Colorado, Approving an Escrow Agreement Between the Town of Mead, Mead Place Metropolitan District No. 4, and UMB Bank, N.A. Regarding the Disbursement of Funds for Phase 1A (Offsite) Public Improvements (Mead Place, Amendment No. 1 Subdivision)

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

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

Previous Town employee Karl Ford requested that the Mayor and two employees be fired based on alleged direction given to him.

Resident Don Smith requested that the Board place three items on the agenda: a dog park, the lot at 242 Dillingham and Clean Up Days. He also alleged that the Town Clerk lied to him about staff salaries.

11. Elected Official Reports

a. Town Trustees

The Trustees had no further comments.

b. Mayor Whitlow

Mayor Whitlow detailed upcoming DRCOG, CML and Mayor's Leadership Academy meetings.

12. Executive Session - Pursuant to C.R.S. 24-6-402(4)(e) to determine positions relative to matters that may be subject to negotiations, develop strategy for negotiations, and to instruct negotiators related to acquisition of certain property interests required for the 3rd and Welker Avenue Intersection Improvements Project consistent with Town Resolution No. 34-R-2023 dated May 8, 2023 (District Court case number 2024CV30061 - USASIA, LLC)

Motion was made by Trustee Schranz, seconded by Mayor Pro Tem Harris, to enter into executive session pursuant to C.R.S. 24-6-402(4)(e) to determine positions relative to matters that may be subject to negotiations, develop strategy for negotiations, and to instruct negotiators related to acquisition of certain property interests required for the 3rd and Welker Avenue Intersection Improvements Project consistent with Town Resolution No. 34-R-2023 dated May 8, 2023 (District Court case number 2024CV30061 - USASIA, LLC). Motion carried 6-0, on a roll call vote.

Mayor Whitlow convened the Executive Session at 7:20 p.m.

RECONVENE REGULAR MEETING

The Board returned to the Regular Meeting from Executive Session at 8:15 p.m. Those present for the Executive Session were Mayor Whitlow, Mayor Pro Tem Harris, Trustees Adams, Crane, Hagen and Schranz, Town Attorney Marcus McAskin, Town Manager Helen Migchelbrink, Administrative Services Director Mary Strutt, Town Engineer / Public Works Director Erika Rasmussen, Deputy Town Engineer Kevin Ash and Special Counsel Amanda Bradford (virtually).

13. Executive Session Action Items

There were no further action items.

14. Adjournment

Motion was made by Trustee Schranz, seconded by Trustee Crane, to adjourn the meeting. Motion carried 6-0, on a roll call vote.

The Regular Meeting of the Town of Mead Board of Trustees adjourned at approximately 8:16 p.m. on Monday, January 13, 2025.

Colleen G. Whitlow, Mayor

ATTEST:

Mary E. Strutt, MMC, Town Clerk

TOWN OF MEAD
COMBINED CASH INVESTMENT
DECEMBER 31, 2024

COMBINED CASH ACCOUNTS

99-01-1001	INDEPENDENT BANK - CHECKING	5,252,100.79
99-01-1002	TBK BANK - OFFICE CHECK	86,452.50
99-01-1003	TBK BANK - MONEY MARKET	147,206.88
99-01-1005	TBK BANK - FLEX DEBIT CARDS	19,631.32
99-01-1011	XPRESS DEPOSIT ACCOUNT	43,834.34
99-01-1023	COLOTRUST PLUS	13,124,553.46
99-01-1024	COLOTRUST PRIME	11,200.73
99-01-1025	CSIP	5,698,189.57
99-01-1026	CSAFE	12,581,739.64
99-01-1077	COURT CASH CLEARING	(4,704.50)
99-01-1080	INTEREST CLEARING	(251,658.00)
TOTAL COMBINED CASH		36,708,546.73
99-02-2000	A/P - MISCELLANEOUS	(343.33)
99-01-0100	CASH ALLOCATED TO OTHER FUNDS	(36,708,203.40)
TOTAL UNALLOCATED CASH		.00

CASH ALLOCATION RECONCILIATION

1	ALLOCATION TO GENERAL FUND	8,965,225.74
4	ALLOCATION TO STREET IMPROVEMENT FUND	1,267,251.86
5	ALLOCATION TO CONSERVATION TRUST FUND	195,438.33
6	ALLOCATION TO SEWER FUND	1,713,364.99
8	ALLOCATION TO POLICE FUND	109,180.53
9	ALLOCATION TO MUNICIPAL FACILITIES FUND	4,192,578.02
14	ALLOCATION TO TRANSPORTATION FUND	10,163,686.12
18	ALLOCATION TO PARKS & OPEN SPACE	630,722.02
19	ALLOCATION TO CAPITAL IMPROVEMENT FUND	4,666,225.31
20	ALLOCATION TO MEAD URBAN RENEWAL AUTHORITY	4,794,235.67
30	ALLOCATION TO ELEVATION 25 GEN'L IMPVT DIST.	10,294.81
TOTAL ALLOCATIONS TO OTHER FUNDS		36,708,203.40
ALLOCATION FROM COMBINED CASH FUND - 99-01-0100		(36,708,203.40)
ZERO PROOF IF ALLOCATIONS BALANCE		.00

TOWN OF MEAD
BALANCE SHEET
DECEMBER 31, 2024

GENERAL FUND

ASSETS

01-01-0100	COMBINED CASH	8,965,225.74	
01-01-1007	CASH DRAWER - TOWN HALL	500.00	
01-01-1008	CASH DRAWER - POLICE	100.00	
01-01-1240	TREE TRIMMING COSTS RECEIVABLE	158.45	
01-01-1300	A/R - BILLED ACCOUNTS	(209,098.41)	
01-01-1301	A/R - GENERAL	811,083.68	
01-01-1303	PREPAID EXPENSES--PITNEY BOWES	1,195.52	
01-01-1304	PREPAID EXP--WELD CLK & RECORD	1,374.00	
01-01-1307	24HOUR FLEX DEPOSIT	1,500.00	
TOTAL ASSETS			9,572,038.98

LIABILITIES AND EQUITY

LIABILITIES

01-02-2000	ACCOUNTS PAYABLE	(11,030.68)	
01-02-2300	457(B) DEFERRED COMP PAYABLE	8,192.92	
01-02-2301	SALARIES & WAGES PAYABLE	93,309.02	
01-02-2302	FLEXPLAN PAYABLE	14,932.53	
01-02-2306	RESTITUTION PAYABLE	1,035.35	
01-02-2308	DEPOSITS PAYABLE	15,300.00	
01-02-2310	EMPLOYEE HEALTH INS. PAYABLE	16,712.39	
01-02-2311	FPPA PAYABLE	13,911.91	
01-02-2312	WORKERS COMP INSURANCE PAYABLE	5,373.51	
01-02-2314	401(A) CONTRIBUTIONS PAYABLE	813.13	
01-02-2400	FED. WITHHOLDING TAX PAYABLE	14,835.77	
01-02-2401	SOCIAL SECURITY TAX PAYABLE	9,456.65	
01-02-2402	MEDICARE TAX PAYABLE	3,745.20	
01-02-2403	STATE WITHHOLDING TAX PAYABLE	14,408.60	
01-02-2404	STATE UNEMPLOYMENT TAX PAYABLE	1,842.43	
01-02-2600	WARRANTY FUNDS	1,812,096.07	
01-02-2610	DEVELOPER DEPOSITS	248,500.00	
01-02-2615	DEVELOPER LIABILITIES	117,880.57	
01-02-2706	UNAVAILABLE REVENUE	50,462.67	
TOTAL LIABILITIES			2,431,778.04

FUND EQUITY

01-02-3001	FUND BALANCE	7,538,441.21	
UNAPPROPRIATED FUND BALANCE:			
REVENUE OVER EXPENDITURES - YTD		(398,180.27)	
BALANCE - CURRENT DATE		(398,180.27)	
TOTAL FUND EQUITY			7,140,260.94
TOTAL LIABILITIES AND EQUITY			9,572,038.98

TOWN OF MEAD
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2024

GENERAL FUND

	YTD ACTUAL2022-	YTD ACTUAL 2023-	PERIOD ACTUAL	YTD ACTUAL	BUDGET	PCNT
<u>TAXES</u>						
01-10-4000 PROPERTY TAX	1,238,287.33	1,606,704.66	7,844.86	3,062,600.90	2,832,450	108.1
01-10-4005 HIGHWAY USERS TAX	17,816.82	.00	.00	.00	0	.0
01-10-4010 SALES TAX	3,706,665.46	4,024,118.21	405,791.65	3,819,740.49	4,538,344	84.2
01-10-4012 LODGING TAX	840.00	612.00	28.00	2,606.00	800	325.8
01-10-4015 ROAD & BRIDGE TAX	81,367.80	68,964.00	.00	.00	0	.0
01-10-4020 SPECIFIC OWNERSHIP TAX	88,051.33	82,072.18	9,215.52	118,017.09	85,000	138.8
01-10-4025 M.V. REGISTRATION	27,207.36	.00	.00	.00	0	.0
01-10-4030 BUILDING PERMIT USE TAX	1,019,022.25	526,607.99	31,446.27	508,457.28	445,874	114.0
01-10-4040 CIGARETTE TAX	11,519.41	15,083.14	643.86	11,114.03	13,000	85.5
01-10-4050 MURA REVENUE SHARING	124,407.86	150,341.97	2,288.85	195,757.19	196,692	99.5
01-10-4070 FEDERAL MINERAL LEASE	33,767.21	52,134.83	.00	30,344.20	30,000	101.2
01-10-4071 STATE SEVERANCE TAXES	156,038.22	217,697.32	.00	113,907.11	150,000	75.9
TOTAL TAXES	6,504,991.05	6,744,336.30	457,259.01	7,862,544.29	8,292,160	94.8
<u>FEES AND PERMITS</u>						
01-11-4100 BUILDING PERMIT FEES	859,516.18	588,712.10	34,257.94	518,155.68	553,205	93.7
01-11-4101 OIL AND GAS INSPECTION FEES	.00	.00	.00	5,057.53	0	.0
01-11-4102 OTHER PERMITS	32,122.00	42,939.98	655.00	7,128.19	35,000	20.4
01-11-4103 CONVENIENCE FEE	19,663.98	39,119.76	2,783.28	46,331.22	30,000	154.4
01-11-4110 BUILDING PERMIT - ADMIN. FEES	58,735.00	70,860.00	2,850.00	67,897.94	56,520	120.1
01-11-4111 PASSPORT FEES	5,475.00	8,205.00	485.00	6,600.00	9,000	73.3
01-11-4112 TOWN HALL/PARK FEES	1,827.50	780.00	.00	1,705.00	1,500	113.7
01-11-4115 SHOPPING BAG FEES	.00	.00	.00	741.75	0	.0
01-11-4116 EV CHARGING FEE REVENUE	.00	.00	43.45	211.80	0	.0
01-11-4120 FRANCHISE FEES	241,778.59	289,677.21	24,647.57	300,820.64	276,022	109.0
01-11-4130 DEVELOPER APPLICATION FEES	72,648.50	25,938.27	1,664.75	28,597.80	25,000	114.4
01-11-4138 ANIMAL CONTROL FEES	.00	436.00	.00	.00	0	.0
01-11-4140 ROYALTIES	417,242.85	190,961.38	4,732.56	220,328.79	200,000	110.2
01-11-4145 STREET CUT PERMITS	4,665.00	.00	.00	.00	0	.0
TOTAL FEES AND PERMITS	1,713,674.60	1,257,629.70	72,119.55	1,203,576.34	1,186,247	101.5
<u>LICENSES</u>						
01-12-4200 BUSINESS/SALES TAX LICENSE	10,500.00	16,900.00	6,260.00	17,200.81	12,500	137.6
01-12-4210 LIQUOR LICENSE	3,307.50	3,011.25	103.75	4,213.75	2,500	168.6
01-12-4220 PET LICENSES	585.00	665.00	30.00	380.00	600	63.3
TOTAL LICENSES	14,392.50	20,576.25	6,393.75	21,794.56	15,600	139.7

TOWN OF MEAD
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2024

GENERAL FUND

	YTD ACTUAL2022-	YTD ACTUAL 2023-	PERIOD ACTUAL	YTD ACTUAL	BUDGET	PCNT
<u>CHARGES FOR SERVICES</u>						
01-13-4304 IGA--SCHOOL RESOURCE OFFICERS	.00	155,664.99	.00	.00	171,232	.0
01-13-4305 SCHOOL GUARD REIMBURSEMENT	11,315.50	19,382.50	2,307.64	19,322.68	20,000	96.6
01-13-4310 NEW DEVELOPMENT CHARGES	595,230.20	337,362.09	18,571.00	374,150.78	250,000	149.7
01-13-4360 SALES OF MERCHANDISE	.00	1,542.11	352.00	1,076.00	8,500	12.7
01-13-4624 SENIOR EVENT FEES	405.00	330.00	120.00	710.00	400	177.5
01-13-4625 RECREATION REGISTRATION FEES	51,627.20	64,559.92	2,010.00	71,507.50	62,725	114.0
01-13-4626 SUMMER REC FIELD TRIPS/REGISTR	.00	85.00	.00	.00	0	.0
TOTAL CHARGES FOR SERVICES	658,577.90	578,926.61	23,360.64	466,766.96	512,857	91.0
<u>FINES AND FORFEITS</u>						
01-14-4420 COURT FINES	35,536.00	44,895.29	8,245.00	65,243.09	54,000	120.8
01-14-4422 COURT COSTS	12,760.00	13,884.71	1,814.08	21,527.08	15,000	143.5
01-14-4423 POLICE REPORTS	1,448.50	2,259.38	276.50	3,106.75	2,400	129.5
01-14-4620 MISC. POLICE INCOME	1,702.13	7,662.14	.00	334.00	1,000	33.4
TOTAL FINES AND FORFEITS	51,446.63	68,701.52	10,335.58	90,210.92	72,400	124.6
<u>GRANTS & ECONOMIC DEVELOPMENT</u>						
01-15-4513 DOLA GRANT--LAND USE CODE	.00	.00	.00	.00	100,000	.0
01-15-4516 GRANT - UNITED WAY	.00	2,500.00	.00	2,500.00	2,500	100.0
01-15-4518 FED'L GRANT--AMER RESCUE PLAN	594,567.84	.00	.00	.00	0	.0
01-15-4519 GRANT--MAIN STREET GRANTS	.00	.00	.00	.00	100,000	.0
01-15-4526 POLICE GRANTS	.00	20,615.20	8,066.95	21,263.13	127,500	16.7
01-15-4528 GRANTS--SIPA	.00	3,000.00	.00	.00	0	.0
TOTAL GRANTS & ECONOMIC DEVELOPME	594,567.84	26,115.20	8,066.95	23,763.13	330,000	7.2
<u>MISCELLANEOUS</u>						
01-18-4619 INTEREST & DIVIDEND INCOME	190,121.44	608,539.80	(30,739.77)	430,847.69	454,017	94.9
01-18-4620 MISC. INCOME	19,762.62	121,481.10	500.00	53,337.62	25,000	213.4
01-18-4622 DONATIONS/FUNDRAISING	5,540.00	1,750.68	.00	3,870.00	5,000	77.4
01-18-4623 SALE OF ASSETS	8,195.00	77,625.20	.00	5,995.00	10,000	60.0
01-18-4625 METRO DISTRICT PAYMENTS	29,755.92	78,825.67	.00	121,414.63	99,454	122.1
01-18-4628 CASH OVER/(SHORT)	.00	.00	.00	.00	2,500	.0
01-18-4648 DELINQUENT INTEREST EARNED	1,973.11	3,301.20	804.04	3,724.72	0	.0
TOTAL MISCELLANEOUS	255,348.09	891,523.65	(29,435.73)	619,189.66	595,971	103.9
TOTAL FUND REVENUE	9,792,998.61	9,587,809.23	548,099.75	10,287,845.86	11,005,235	93.5

TOWN OF MEAD
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2024

GENERAL FUND

	YTD ACTUAL 2022-	YTD ACTUAL 2023-	PERIOD ACTUAL	YTD ACTUAL	BUDGET	PCN
<u>ADMINISTRATION</u>						
01-40-5001 SALARIES & WAGES	335,127.78	401,552.82	45,443.87	406,663.86	395,459	102.8
01-40-5050 CLEANING	7,860.59	7,452.94	715.48	7,870.28	10,000	78.7
01-40-5055 OVERTIME	491.94	2,034.75	.00	175.73	0	.0
01-40-5060 PAYROLL TAXES	23,882.30	26,943.83	2,753.47	27,003.53	31,160	86.7
01-40-5065 WORKERS COMP	2,670.37	1,635.18	429.81	4,829.92	3,112	155.2
01-40-5066 HEALTH INSURANCE	47,559.30	46,126.07	5,978.70	46,151.64	46,771	98.7
01-40-5067 MEDICAL SAVINGS PLAN	24,368.10	29,213.59	3,523.31	30,263.12	30,880	98.0
01-40-5068 MEDICAL SAVINGS	2,978.23	3,954.09	407.08	4,042.48	3,621	111.6
01-40-5075 EMPLOYMENT/RECRUITMENT EXPENSE	7,822.88	8,982.00	122.54	9,684.24	10,000	96.8
01-40-5200 OFFICE SUPPLIES	6,542.84	7,685.18	1,075.16	7,543.17	7,500	100.6
01-40-5201 COMPUTER/TECHNOLOGY	44,583.26	35,166.00	299.96	24,646.96	45,000	54.8
01-40-5202 PRINTING EXPENSE	501.44	704.96	.00	.00	2,500	.0
01-40-5203 UNIFORMS	674.28	1,276.22	.00	1,527.83	1,200	127.3
01-40-5205 POSTAGE	6,337.07	6,625.27	699.15	7,151.34	10,000	71.5
01-40-5210 OPERATING SUPPLIES	8,098.26	5,487.44	762.12	6,134.81	7,500	81.8
01-40-5212 FURNISHINGS	1,736.49	8,801.69	.00	4,320.28	15,000	28.8
01-40-5215 REPAIRS & MAINT	46,298.23	16,912.42	2,726.64	24,726.79	20,000	123.6
01-40-5216 FLEET R&M	.00	92.67	10.00	3,361.67	500	672.3
01-40-5253 GAS & OIL	521.79	394.25	.00	192.27	1,000	19.2
01-40-5300 TELEPHONE	7,464.61	6,543.75	644.21	6,621.97	7,210	91.8
01-40-5305 UTILITIES	10,034.72	9,329.18	1,182.40	11,648.57	10,300	113.1
01-40-5310 TRASH REMOVAL	950.64	941.88	78.35	817.48	1,236	66.1
01-40-5315 COPIER EXPENSES	6,658.45	5,773.60	274.89	6,005.95	9,000	66.7
01-40-5320 PROPERTY & LIABILITY INSURANCE	5,974.96	6,564.72	.00	7,880.42	8,606	91.6
01-40-5325 INTERNET/WEBSITE EXPENSE	7,510.92	9,555.30	(462.30)	20,624.80	12,500	165.0
01-40-5330 TRAINING	13,375.16	9,756.62	650.35	7,944.89	20,000	39.7
01-40-5331 DUES AND SUBSCRIPTIONS	15,966.44	24,002.52	2,620.26	39,870.21	35,000	113.9
01-40-5332 TUITION REIMBURSEMENT	3,000.00	4,726.89	1,984.61	4,984.61	3,000	166.2
01-40-5353 WATER ASSESSMENTS	1,113.50	1,113.50	.00	1,113.50	1,400	79.5
01-40-5399 OTHER PROFESSIONAL SERVICES	.00	10,823.20	.00	13,439.90	14,600	92.1
01-40-5400 LEGAL FEES	167,884.65	195,039.49	19,368.83	252,144.55	258,923	97.4
01-40-5401 CONSULTING FEES	148,086.15	195,628.51	21,165.80	168,455.39	204,917	82.2
01-40-5415 AUDIT FEES	13,190.99	15,930.00	.00	12,600.00	15,954	79.0
01-40-5416 PASSPORT EXPENSES	57.16	224.93	.00	.00	400	.0
01-40-5425 COUNTY TREASURER'S FEE	12,375.47	16,077.17	86.49	30,829.55	28,325	108.8
01-40-5426 PROPERTY/SALES TAX REBATE	874.52	806.31	.00	.00	0	.0
01-40-5560 CAPITAL OUTLAY--COMPUTERS	.00	16,290.13	.00	24,850.00	25,000	99.4
01-40-5700 MISC. EXPENSE	14,235.51	22,099.44	5,135.33	17,721.90	10,000	177.2
01-40-5701 BANK FEES	22,957.73	35,247.69	2,790.48	52,939.49	38,063	139.1
01-40-5705 MILEAGE	5,929.92	11,844.89	1,602.34	9,981.20	10,000	99.8
01-40-5720 CONTINGENCIES	.00	.00	.00	.00	25,000	.0
TOTAL ADMINISTRATION	1,025,696.65	1,209,361.09	122,069.33	1,306,764.30	1,380,637	94.7

TOWN OF MEAD
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2024

GENERAL FUND

	YTD ACTUAL 2022-	YTD ACTUAL 2023-	PERIOD ACTUAL	YTD ACTUAL	BUDGET	PCN
<u>BOARD OF TRUSTEES</u>						
01-41-5001 SALARIES & WAGES	16,682.59	21,108.77	2,609.09	22,158.35	22,099	100.3
01-41-5030 MAYOR AND BOARD SALARIES	25,591.71	57,200.00	11,700.00	55,700.00	52,800	105.5
01-41-5060 PAYROLL TAXES	3,357.70	5,946.28	1,143.02	5,966.32	5,730	104.1
01-41-5065 WORKERS COMP	38.99	65.84	9.87	58.77	40	146.9
01-41-5066 HEALTH INSURANCE	2,204.29	2,324.65	310.71	2,440.82	2,340	104.3
01-41-5067 MEDICAL SAVINGS PLAN	862.42	1,055.34	127.50	1,105.00	1,078	102.5
01-41-5068 MEDICAL SAVINGS	74.88	78.00	9.36	74.88	82	91.3
01-41-5075 EMPLOYMENT/RECRUITMENT EXPENSE	.00	.00	384.80	384.80	500	77.0
01-41-5201 COMPUTER / TECHNOLOGY	5,914.00	.00	.00	8,295.00	5,000	165.9
01-41-5210 OPERATING SUPPLIES	63.49	1,135.99	246.86	820.47	2,000	41.0
01-41-5212 FURNISHINGS	8,405.52	.00	.00	132.07	11,500	1.2
01-41-5230 ELECTIONS	5,771.14	.00	6,487.50	6,886.97	25,000	27.6
01-41-5315 RECORDING FEES	.00	.00	.00	(2,300.92)	0	.0
01-41-5320 PROPERTY & LIABILITY INSURANCE	2,568.45	2,316.75	.00	3,940.19	4,303	91.6
01-41-5330 TRAINING	6,788.63	12,051.14	.00	10,029.86	15,000	66.9
01-41-5331 DUES & SUBSCRIPTIONS	942.99	760.84	.00	2,935.14	2,000	146.8
01-41-5340 PUBLISHED NOTICES	1,547.13	2,612.42	478.93	2,212.07	2,500	88.5
01-41-5341 ORDINANCE CODIFICATION	3,433.91	2,928.66	.00	2,845.83	7,500	37.9
01-41-5347 COMMUNITY CONTRIBUTIONS	15,600.00	10,700.00	.00	25,800.00	24,000	107.5
01-41-5399 OTHER PROFESSIONAL SERVICES	.00	3,400.00	.00	9,428.74	7,500	125.7
01-41-5430 RECORDING FEES	705.00	72.00	89.00	232.25	2,000	11.6
01-41-5700 MISC. EXPENSE	4,140.94	4,265.36	1,682.89	10,599.37	7,500	141.3
01-41-5841 BOARD OUTREACH ACTIVITIES	24,599.35	8,205.38	4,146.08	11,270.78	35,000	32.2
TOTAL BOARD OF TRUSTEES	129,293.13	136,227.42	29,425.61	181,016.76	235,472	76.9

TOWN OF MEAD
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2024

GENERAL FUND

	YTD ACTUAL 2022-	YTD ACTUAL 2023-	PERIOD ACTUAL	YTD ACTUAL	BUDGET	PCN
POLICE						
01-42-5001 SALARIES & WAGES	1,155,426.66	1,479,660.89	185,933.77	1,611,872.60	1,733,304	93.0
01-42-5022 POLICE	184.00	1,136.77	.00	13,382.45	0	.0
01-42-5050 CLEANING	7,086.34	9,125.38	876.03	9,636.33	9,000	107.1
01-42-5055 OVERTIME	42,652.60	23,426.27	2,904.66	24,679.88	25,000	98.7
01-42-5060 PAYROLL TAXES	28,648.22	35,840.10	4,404.17	39,008.51	36,530	106.8
01-42-5065 WORKERS COMP	36,368.61	72,145.07	6,692.11	68,197.06	40,185	169.7
01-42-5066 HEALTH INSURANCE	165,212.94	205,257.28	24,764.57	209,759.29	202,843	103.4
01-42-5067 MEDICAL SAVINGS PLAN	3,817.96	5,337.66	419.86	5,615.92	5,224	107.5
01-42-5068 MEDICAL SAVINGS	2,049.62	2,839.16	564.94	3,887.38	3,018	128.8
01-42-5069 FPPA RETIREMENT	91,891.85	120,022.86	15,697.93	136,302.38	155,533	87.6
01-42-5071 FPPA DEATH & DISABILITY	32,672.81	42,955.82	5,651.28	49,069.01	52,881	92.8
01-42-5075 EMPLOYMENT/RECRUITMENT EXPENSE	5,546.78	3,708.30	2,315.87	7,832.44	3,000	261.1
01-42-5200 OFFICE SUPPLIES	1,277.91	3,083.09	441.59	2,962.97	4,000	74.1
01-42-5201 COMPUTER / TECHNOLOGY	23,947.49	34,438.63	1,661.26	34,684.06	47,450	73.1
01-42-5203 UNIFORMS	119.00	976.62	.00	44.99	800	5.6
01-42-5210 OPERATING SUPPLIES	7,402.90	14,475.19	3,455.23	11,637.35	16,000	72.7
01-42-5212 FURNISHINGS	.00	428.94	.00	.00	0	.0
01-42-5215 REPAIR & MAINTENANCE	20,659.82	9,876.50	1,678.05	10,132.11	5,000	202.6
01-42-5216 FLEET R&M	11,744.10	40,920.68	140.00	21,575.08	18,000	119.9
01-42-5253 GAS & OIL	32,644.32	30,009.41	1,699.95	22,132.46	30,000	73.8
01-42-5254 UNIFORMS & TOOLS	22,202.74	14,626.25	9,350.92	20,232.08	29,000	69.8
01-42-5255 OPERATING EQUIPMENT	71,801.20	42,994.11	2,529.00	39,874.60	78,950	50.5
01-42-5300 TELEPHONES	12,804.36	14,644.09	1,500.56	15,061.96	15,895	94.8
01-42-5305 UTILITIES	9,925.07	12,525.35	1,686.71	15,559.94	18,000	86.4
01-42-5310 TRASH REMOVAL	436.57	1,761.58	157.87	1,736.57	2,000	86.8
01-42-5315 COPIER EXPENSE	2,072.22	2,162.25	130.74	2,081.86	3,000	69.4
01-42-5320 GENERAL LIABILITY INSURANCE	36,458.63	36,678.38	.00	100,505.13	112,028	89.7
01-42-5325 INTERNET/WEBSITE EXPENSE	1,454.45	1,589.40	132.45	1,156.98	2,000	57.9
01-42-5330 TRAINING	22,042.79	29,910.41	2,073.26	37,051.14	70,600	52.5
01-42-5331 DUES & MEMBERSHIPS	15,419.57	8,503.75	4.00	10,980.65	12,145	90.4
01-42-5332 TUITION REIMBURSEMENT	2,986.75	.00	.00	3,000.00	6,000	50.0
01-42-5343 CONTRACTUAL SERVICES	34,704.32	69,187.85	2,088.98	107,968.68	159,700	67.6
01-42-5346 ANIMAL IMPOUND FEE	5,370.00	4,125.00	.00	.00	0	.0
01-42-5347 COMMUNITY CONTRACT SERVICES	4,590.90	.00	.00	.00	0	.0
01-42-5348 PEST CONTROL	.00	.00	.00	.00	2,000	.0
01-42-5349 WELLNESS PROGRAM	531.43	1,591.00	.00	.00	3,500	.0
01-42-5350 LAB FEES	.00	409.66	.00	1,190.20	500	238.0
01-42-5399 OTHER PROFESSIONAL SERVICES	.00	420.00	.00	3,073.90	3,150	97.6
01-42-5400 LEGAL FEES	.00	.00	.00	.00	15,000	.0
01-42-5491 VEHICLE LEASE EXPENSES	.00	3,501.59	1,279.43	15,353.16	13,652	112.5
01-42-5500 CAPITAL OUTLAY	26,125.57	63,187.62	.00	8,000.00	8,000	100.0
01-42-5700 MISC. EXPENSE	4,430.13	3,473.81	175.75	2,364.59	1,000	236.5
TOTAL POLICE	1,942,710.63	2,446,137.40	280,410.94	2,667,603.71	2,943,888	90.6

TOWN OF MEAD
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2024

GENERAL FUND

	YTD ACTUAL 2022-	YTD ACTUAL 2023-	PERIOD ACTUAL	YTD ACTUAL	BUDGET	PCN
<u>COMMUNITY DEVELOPMENT</u>						
01-43-5001 SALARIES & WAGES	242,126.09	325,387.30	28,117.56	362,418.11	374,057	96.9
01-43-5055 OVERTIME	205.26	.00	.00	.00	0	.0
01-43-5060 PAYROLL TAXES	19,062.77	24,624.75	2,067.66	26,702.03	28,615	93.3
01-43-5065 WORKERS COMP	280.35	220.75	33.03	1,694.65	258	656.8
01-43-5066 HEALTH INSURANCE	34,247.40	44,101.00	5,208.59	58,908.40	35,572	165.6
01-43-5067 MEDICAL SAVINGS PLAN	12,515.08	13,823.13	1,404.75	15,153.99	12,997	116.6
01-43-5068 MEDICAL SAVINGS	856.14	1,005.71	83.33	1,104.61	393	281.1
01-43-5075 EMPLOYMENT/RECRUITMENT EXPENSE	.00	323.76	88.54	149.80	500	30.0
01-43-5200 OFFICE SUPPLIES	147.39	1,023.40	.00	177.89	800	22.2
01-43-5201 COMPUTER / TECHNOLOGY	10,599.65	11,636.17	166.25	6,705.49	9,000	74.5
01-43-5202 PRINTING EXPENSE	.00	621.63	.00	1,492.41	750	199.0
01-43-5203 UNIFORMS	364.56	553.52	.00	679.95	1,250	54.4
01-43-5216 REPAIRS & MAINT--FLEET	.00	124.13	10.00	310.03	1,000	31.0
01-43-5253 GAS & OIL	.00	.00	.00	1,091.65	1,000	109.2
01-43-5300 TELEPHONE	1,259.48	1,610.54	88.58	1,583.60	2,000	79.2
01-43-5320 PROPERTY & LIABILITY INSURANCE	10,273.91	9,266.99	.00	3,440.19	4,303	80.0
01-43-5330 TRAINING	1,921.10	4,865.83	.00	3,905.81	6,000	65.1
01-43-5331 DUES & MEMBERSHIPS	879.00	1,013.00	.00	1,224.00	1,200	102.0
01-43-5401 CONSULTING FEES	.00	.00	2,466.00	2,466.00	225,000	1.1
01-43-5410 CONSULTANTS	21,108.62	25,419.01	.00	.00	0	.0
01-43-5411 ANNEXATIONS & REZONING EXPENSE	.00	1,258.60	.00	20.32	15,000	.1
01-43-5460 BUILDING INSPECTIONS	473,949.98	324,256.70	34,410.73	284,013.71	304,263	93.3
01-43-5491 VEHICLE LEASE EXPENSES	.00	3,596.49	1,198.83	14,385.96	6,201	232.0
01-43-5700 MISC.	1,445.87	2,112.20	129.08	884.59	2,000	44.2
TOTAL COMMUNITY DEVELOPMENT	831,242.65	796,844.61	75,472.93	788,513.19	1,032,159	76.4

TOWN OF MEAD
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2024

GENERAL FUND

	YTD ACTUAL 2022-	YTD ACTUAL 2023-	PERIOD ACTUAL	YTD ACTUAL	BUDGET	PCN
<u>STREETS</u>						
01-44-5001 SALARIES & WAGES	222,950.45	.00	.00	.00	0	.0
01-44-5050 CLEANING	1,712.79	.00	.00	.00	0	.0
01-44-5055 OVERTIME	3,369.32	.00	.00	.00	0	.0
01-44-5060 PAYROLL TAXES	17,603.83	.00	.00	.00	0	.0
01-44-5065 WORKERS COMPENSATION	9,134.75	.00	.00	.00	0	.0
01-44-5066 HEALTH INSURANCE	36,599.42	.00	.00	.00	0	.0
01-44-5067 DEFERRED COMP	10,190.66	.00	.00	.00	0	.0
01-44-5068 MEDICAL SAVINGS	849.72	.00	.00	.00	0	.0
01-44-5075 EMPLOYMENT/RECRUITMENT EXPENSE	2,067.48	.00	.00	.00	0	.0
01-44-5201 COMPUTER / TECHNOLOGY	13,790.50	.00	.00	.00	0	.0
01-44-5203 UNIFORMS	1,952.46	.00	.00	.00	0	.0
01-44-5210 OPERATING SUPPLIES	4,335.08	569.23	.00	.00	0	.0
01-44-5212 FURNISHINGS	499.99	.00	.00	.00	0	.0
01-44-5215 REPAIRS & MAINTENANCE	5,402.76	.00	.00	.00	0	.0
01-44-5216 FLEET R&M	38,303.57	.00	.00	.00	0	.0
01-44-5251 SHOP REPAIRS	5.23	.00	.00	.00	0	.0
01-44-5252 STREET SIGNS	331.74	.00	.00	.00	0	.0
01-44-5253 GAS & OIL	22,909.71	.00	.00	.00	0	.0
01-44-5254 TOOLS	23,712.51	.00	.00	.00	0	.0
01-44-5255 SAFETY EQUIPMENT	3,294.64	176.40	.00	.00	0	.0
01-44-5300 TELEPHONE	2,906.94	.00	.00	.00	0	.0
01-44-5305 UTILITIES	37,531.09	.00	.00	.00	0	.0
01-44-5310 TRASH REMOVAL	120.76	.00	.00	.00	0	.0
01-44-5320 PROPERTY & LIABILITY INSURANCE	32,105.94	.00	.00	.00	0	.0
01-44-5330 TRAINING	5,993.58	.00	.00	.00	0	.0
01-44-5331 DUES & MEMBERSHIPS	1,219.75	.00	.00	.00	0	.0
01-44-5360 STREET SWEEPING	8,872.50	.00	.00	.00	0	.0
01-44-5363 WEED CONTROL	734.36	.00	.00	.00	0	.0
01-44-5364 SNOW REMOVAL	64,283.60	.00	.00	.00	0	.0
01-44-5367 STREET STRIPING	24,897.00	.00	.00	.00	0	.0
01-44-5369 EQUIPMENT RENTAL	31,301.35	.00	.00	.00	0	.0
01-44-5500 CAPITAL OUTLAY	6,000.00	.00	.00	.00	0	.0
01-44-5502 CAPITAL OUTLAY--EQUIPMENT	107,062.57	.00	.00	.00	0	.0
01-44-5700 MISC. EXPENSE	184.27	.00	.00	.00	0	.0
TOTAL STREETS	742,230.32	745.63	.00	.00	0	.0

TOWN OF MEAD
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2024

GENERAL FUND

	YTD ACTUAL 2022-	YTD ACTUAL 2023-	PERIOD ACTUAL	YTD ACTUAL	BUDGET	PCN
<u>PARKS</u>						
01-45-5001 SALARIES & WAGES	216,632.98	327,611.11	46,392.31	371,778.31	377,274	98.5
01-45-5055 OVERTIME	5,793.25	10,732.35	552.87	6,307.17	5,614	112.4
01-45-5060 PAYROLL TAXES	17,533.04	25,836.54	3,577.52	28,558.29	29,291	97.5
01-45-5065 WORKERS COMP	7,834.55	7,803.81	2,812.21	24,948.45	6,859	363.7
01-45-5066 HEALTH INSURANCE	34,462.84	42,693.46	8,921.23	60,640.81	36,553	165.9
01-45-5067 DEFERRED COMP	8,108.83	8,407.96	2,344.47	15,503.92	9,006	172.2
01-45-5068 MEDICAL SAVINGS	759.31	964.81	199.24	1,627.65	883	184.3
01-45-5075 EMPLOYMENT/RECRUITMENT EXPENSE	61.46	368.76	.00	66.64	0	.0
01-45-5201 COMPUTER/TECHNOLOGY	.00	.00	420.00	2,454.00	4,000	61.4
01-45-5203 UNIFORMS	1,175.40	2,042.37	.00	1,797.43	6,510	27.6
01-45-5210 OPERATING SUPPLIES	10,913.83	8,094.17	471.96	3,536.91	6,000	59.0
01-45-5215 REPAIRS & MAINTENANCE	43,794.18	35,085.54	1,727.89	23,197.80	40,000	58.0
01-45-5216 FLEET R&M	5,142.79	7,373.08	409.76	7,777.15	10,000	77.8
01-45-5253 GAS & OIL	8,207.16	7,836.35	1,557.26	16,639.42	10,000	166.4
01-45-5254 TOOLS	2,140.41	933.44	1,985.54	2,287.02	3,000	76.2
01-45-5300 TELEPHONE	1,491.29	2,265.00	514.00	2,798.00	2,200	127.2
01-45-5305 UTILITIES	70,383.18	41,888.63	3,376.59	75,386.80	40,000	188.5
01-45-5310 TRASH REMOVAL	3,840.95	1,178.00	7,486.50	10,778.00	2,500	431.1
01-45-5320 PROPERTY & LIABILITY INSURANCE	12,842.37	11,583.73	.00	19,701.03	21,514	91.6
01-45-5330 TRAINING	2,617.59	2,746.62	166.00	6,485.96	4,000	162.2
01-45-5331 DUES / MEMBERSHIPS	.00	.00	.00	210.00	0	.0
01-45-5348 PEST CONTROL	24,930.54	38,338.50	.00	26,700.40	38,000	70.3
01-45-5349 WELLNESS PROGRAM	114.75	195.00	30.00	180.00	0	.0
01-45-5363 WEED CONTROL	2,296.77	10,434.80	.00	15,146.10	15,000	101.0
01-45-5369 EQUIPMENT RENTAL	.00	22.95	.00	.00	1,000	.0
01-45-5370 LANDSCAPING	39,821.06	22,413.98	.00	11,541.60	18,000	64.1
01-45-5371 TREE MAINTENANCE	14,570.00	33,026.82	.00	27,390.00	35,000	78.3
01-45-5372 IRRIGATION SYSTEM	6,326.13	27,384.76	10.36	3,208.84	7,500	42.8
01-45-5405 PARK ENGINEERING	.00	110.00	.00	2,099.00	0	.0
01-45-5500 CAPITAL OUTLAY	.00	74,921.00	.00	130,849.51	170,000	77.0
01-45-5700 MISC. EXPENSE	.00	.00	.00	233.27	2,500	9.3
TOTAL PARKS	541,794.66	752,293.54	82,955.71	899,829.48	902,204	99.7

TOWN OF MEAD
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2024

GENERAL FUND

	YTD ACTUAL 2022-	YTD ACTUAL 2023-	PERIOD ACTUAL	YTD ACTUAL	BUDGET	PCN
<u>ENGINEERING</u>						
01-47-5001 SALARIES & WAGES	346,974.48	449,613.79	45,879.45	393,051.57	433,144	90.7
01-47-5050 CLEANING	934.00	8,206.00	787.78	8,665.58	8,500	102.0
01-47-5055 OVERTIME	19,812.59	15,892.17	2,356.99	3,305.94	0	.0
01-47-5060 PAYROLL TAXES	28,639.45	34,893.01	3,294.73	29,533.77	33,135	89.1
01-47-5065 WORKERS COMP	9,870.51	6,760.85	799.33	7,822.10	9,071	86.2
01-47-5066 HEALTH INSURANCE	40,985.07	43,610.02	3,736.52	37,378.27	44,587	83.8
01-47-5067 DEFERRED COMP	15,602.31	20,909.65	2,410.59	19,596.93	20,276	96.7
01-47-5068 MEDICAL SAVINGS	1,287.12	1,504.81	114.00	1,411.35	1,658	85.1
01-47-5075 EMPLOYMENT/RECRUITMENT EXPENSE	176.12	993.35	125.64	1,786.09	800	223.3
01-47-5200 OFFICE SUPPLIES	.00	5,618.57	114.42	4,427.06	5,000	88.5
01-47-5201 COMPUTER/TECHNOLOGY	9,142.89	4,597.04	.00	3,023.41	8,000	37.8
01-47-5203 UNIFORMS	2,419.81	2,204.28	171.95	2,741.42	4,250	64.5
01-47-5210 OPERATING SUPPLIES	7,306.02	17,658.55	1,270.77	12,301.69	10,000	123.0
01-47-5212 FURNISHINGS	145.74	2,641.42	138.43	291.49	1,000	29.2
01-47-5215 REPAIRS & MAINTENANCE	60,224.48	50,149.44	11,162.10	22,179.20	30,000	73.9
01-47-5216 REPAIR & MAINTENANCE--FLEET	823.83	68,736.29	1,249.98	1,785.36	5,000	35.7
01-47-5253 GAS & OIL	5,388.41	5,037.10	250.35	3,176.13	7,500	42.4
01-47-5300 TELEPHONE	4,179.79	3,434.45	348.04	2,851.09	2,880	99.0
01-47-5305 UTILITIES	5,511.50	19,462.17	1,630.14	15,075.22	20,000	75.4
01-47-5310 TRASH	3,112.45	2,003.12	184.96	2,653.56	2,000	132.7
01-47-5315 COPIER EXPENSES	390.38	1,985.27	83.13	1,628.58	2,000	81.4
01-47-5320 PROPERTY & LIABILITY INSURANCE	6,716.41	5,791.87	.00	7,880.42	8,606	91.6
01-47-5330 TRAINING	2,796.45	8,120.47	900.00	1,286.16	5,000	25.7
01-47-5331 DUES & SUBSCRIPTIONS	1,035.00	1,715.16	(10.00)	3,648.55	800	456.1
01-47-5399 OTHER PROFESSIONAL SERVICES	.00	670.00	.00	1,245.00	1,650	75.5
01-47-5405 ENGINEERING FEES	20,814.38	44,399.95	5,332.20	45,280.95	55,000	82.3
01-47-5491 VEHICLE LEASE EXPENSES	.00	.00	1,026.44	10,516.28	13,633	77.1
01-47-5599 CAPITAL OUTLAY--LEASES	.00	.00	.00	.00	54,533	.0
01-47-5700 MISC. EXPENSE	429.80	1,087.54	197.41	869.98	1,000	87.0
01-47-6134 EV CHARGING STATION EXPENSES	.00	.00	144.62	643.92	0	.0
TOTAL ENGINEERING	594,718.99	827,696.34	83,699.97	646,057.07	789,023	81.9

TOWN OF MEAD
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2024

GENERAL FUND

	YTD ACTUAL 2022-	YTD ACTUAL 2023-	PERIOD ACTUAL	YTD ACTUAL	BUDGET	PCN
<u>MUNICIPAL COURT</u>						
01-48-5001 SALARIES & WAGES	41,287.87	43,426.39	5,969.27	51,389.39	51,687	99.4
01-48-5040 JUDGE	11,000.00	17,495.00	1,500.00	16,900.00	21,000	80.5
01-48-5055 OVERTIME	.00	392.12	.00	10.36	0	.0
01-48-5060 PAYROLL TAXES	3,244.13	3,328.85	457.96	3,918.23	3,954	99.1
01-48-5065 WORKERS COMP	50.62	47.28	7.02	60.48	84	72.0
01-48-5066 HEALTH INSURANCE	6,705.16	6,356.43	993.13	7,798.44	7,560	103.2
01-48-5067 DEFERRED COMP	1,615.74	1,055.34	127.50	1,105.00	1,122	98.5
01-48-5068 MEDICAL SAVINGS	74.88	338.37	40.59	324.72	384	84.6
01-48-5075 EMPLOYMENT/RECRUITMENT EXPENSE	.00	.00	.00	.00	500	.0
01-48-5201 COMPUTER/TECHNOLOGY	1,754.40	199.99	.00	2,220.00	4,000	55.5
01-48-5203 UNIFORMS	.00	.00	.00	110.77	200	55.4
01-48-5235 COURT COSTS	.00	751.33	193.50	1,947.30	1,500	129.8
01-48-5300 TELEPHONE	557.47	65.62	.00	.00	0	.0
01-48-5320 PROPERTY & LIABILITY INSURANCE	2,568.45	2,316.75	.00	3,940.19	4,303	91.6
01-48-5330 TRAINING	.00	363.00	516.13	931.97	1,000	93.2
01-48-5331 DUES & MEMBERSHIPS	22.00	50.00	.00	50.00	100	50.0
01-48-5399 OTHER PROFESSIONAL SERVICES	.00	1,998.60	.00	2,347.00	2,200	106.7
01-48-5455 PROSECUTING ATTORNEY	23,207.00	18,532.50	1,000.00	13,150.00	18,000	73.1
01-48-5456 PUBLIC DEFENDER	.00	.00	.00	.00	10,000	.0
01-48-5700 MISC. EXPENSE	314.33	300.35	69.33	542.97	1,000	54.3
TOTAL MUNICIPAL COURT	92,402.05	97,017.92	10,874.43	106,746.82	128,594	83.0

TOWN OF MEAD
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2024

GENERAL FUND

	YTD ACTUAL 2022-	YTD ACTUAL 2023-	PERIOD ACTUAL	YTD ACTUAL	BUDGET	PCN
<u>COMMUNITY ENGAGEMENT</u>						
01-49-5001 SALARIES & WAGES	149,497.98	201,879.64	32,593.30	254,378.02	272,760	93.3
01-49-5055 OVERTIME	674.12	1,018.98	59.74	672.12	5,000	13.4
01-49-5060 PAYROLL TAXES	11,506.47	15,441.01	2,580.86	19,609.18	21,249	92.3
01-49-5061 WELLNESS PROGRAM	.00	.00	1,410.91	1,410.91	0	.0
01-49-5065 WORKERS COMP	1,829.73	1,420.13	528.65	5,398.27	2,194	246.1
01-49-5066 HEALTH INSURANCE	21,095.36	18,359.62	3,141.29	22,139.24	17,807	124.3
01-49-5067 DEFERRED COMP	5,436.03	6,955.13	1,023.86	7,114.19	8,198	86.8
01-49-5068 MEDICAL SAVINGS	489.92	1,209.88	149.97	1,199.76	1,179	101.8
01-49-5075 EMPLOYMENT/RECRUITMENT EXPENSE	408.76	1,213.22	.00	1,638.96	1,500	109.3
01-49-5160 MERCHANDISE FOR RESALE	.00	.00	.00	3,000.94	8,000	37.5
01-49-5201 COMPUTER/TECHNOLOGY	2,831.27	1,232.97	.00	4,238.00	5,000	84.8
01-49-5202 PRINTING EXPENSE	4,788.32	4,279.20	.00	6,902.66	15,000	46.0
01-49-5203 UNIFORMS	669.04	816.18	306.00	1,355.96	1,500	90.4
01-49-5205 POSTAGE	799.56	472.88	.00	1,894.36	1,500	126.3
01-49-5212 FURNISHINGS	.00	.00	.00	.00	4,000	.0
01-49-5216 FLEET R&M	.00	5,497.75	10.00	521.79	2,000	26.1
01-49-5220 TOWN DECORATIONS	3,379.33	8,243.66	4,662.76	12,070.74	10,000	120.7
01-49-5236 COMMUNITY ENGAGEMENT	9,834.85	11,201.84	.00	9,455.76	10,000	94.6
01-49-5253 GAS & OIL	.00	315.57	33.26	456.87	1,200	38.1
01-49-5260 RECREATION PROGRAMS	47,849.76	51,882.58	4,739.25	41,470.17	52,000	79.8
01-49-5261 COMMUNITY DAY	41,105.00	50,273.87	.00	58,241.34	55,000	105.9
01-49-5262 TOWN EVENTS	81,144.43	67,496.30	777.10	71,761.03	89,000	80.6
01-49-5265 SENIOR EVENTS	11,868.00	10,012.34	2,445.37	13,920.37	15,500	89.8
01-49-5300 TELEPHONE	717.71	1,520.76	296.01	1,752.11	1,080	162.2
01-49-5320 GENERAL LIABILITY INSURANCE	10,273.91	9,735.71	.00	7,791.14	8,956	87.0
01-49-5330 TRAINING	1,738.00	5,678.17	1,388.32	9,065.37	10,000	90.7
01-49-5331 DUES/MEMBERSHIPS	6,352.95	7,405.36	160.00	9,650.53	9,000	107.2
01-49-5349 WELLNESS PROGRAM	8,834.81	19,797.04	4,519.94	25,026.48	25,000	100.1
01-49-5399 OTHER PROFESSIONAL SERVICES	.00	.00	.00	14,510.10	35,700	40.6
01-49-5401 CONSULTANTS	9,472.15	12,377.50	12,425.00	49,958.00	50,000	99.9
01-49-5421 ECONOMIC DEVELOPMENT PROGRAMS	.00	.00	3,506.59	7,546.10	40,000	18.9
01-49-5500 CAPITAL OUTLAY--WAYFINDING	.00	.00	.00	.00	25,000	.0
01-49-5560 CAPITAL OUTLAY--SFTWR UPGRADES	.00	9,396.94	.00	32,319.25	40,000	80.8
01-49-5700 MISC. EXPENSE	31,584.88	1,449.93	223.54	1,970.24	2,000	98.5
TOTAL COMMUNITY ENGAGEMENT	464,182.34	526,584.16	76,981.72	698,439.96	846,323	82.5
<u>NON-DEPARTMENTAL</u>						
01-90-5500 CAPITAL OUTLAY	.00	.00	.00	.00	50,000	.0
01-90-5804 TRANSFER TO STREET IMPVT FD	375,000.00	375,000.00	93,750.00	375,000.00	375,000	100.0
01-90-5805 TRANSFER TO CAPITAL IMPROVEMEN	.00	1,380,451.00	623,828.00	3,016,054.84	2,495,312	120.9
01-90-8151 SPECIAL PROJECTS	24,300.00	.00	.00	.00	100,000	.0
01-90-8155 ARPA BROADBAND	16,933.53	462.67	.00	.00	148,932	.0
TOTAL NON-DEPARTMENTAL	416,233.53	1,755,913.67	717,578.00	3,391,054.84	3,169,244	107.0

TOWN OF MEAD
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2024

GENERAL FUND						
	YTD ACTUAL 2022-	YTD ACTUAL 2023-	PERIOD ACTUAL	YTD ACTUAL	BUDGET	PCN
TOTAL FUND EXPENDITURES	6,780,504.95	8,548,821.78	1,479,468.64	10,686,026.13	11,427,544	93.5
NET REVENUE OVER EXPENDITURES	3,012,493.66	1,038,987.45	(931,368.89)	(398,180.27)	422,309-	94.3-

TOWN OF MEAD
BALANCE SHEET
DECEMBER 31, 2024

STREET IMPROVEMENT FUND

ASSETS

04-01-0100	COMBINED CASH	1,267,251.86	
04-01-1301	A/R - GENERAL	374,750.99	
	TOTAL ASSETS		1,642,002.85

LIABILITIES AND EQUITY

LIABILITIES

04-02-2000	ACCOUNTS PAYABLE	110,773.18	
04-02-2005	RETAINAGE PAYABLE	.01	
04-02-2300	457(B) DEFERRED COMP PAYABLE	1,248.36	
04-02-2301	SALARIES & WAGES PAYABLE	11,524.52	
04-02-2310	EMPLOYEE HEALTH INS. PAYABLE	13,396.67	
04-02-2400	FED. WITHHOLDING TAX PAYABLE	1,301.27	
04-02-2401	SOCIAL SECURITY TAX PAYABLE	1,863.51	
04-02-2402	MEDICARE TAX PAYABLE	435.84	
04-02-2403	STATE WITHHOLDING TAX PAYABLE	1,778.60	
04-02-2404	STATE UNEMPLOYMENT TAX PAYABLE	206.88	
	TOTAL LIABILITIES		142,528.84

FUND EQUITY

04-02-3001	FUND BALANCE	1,981,738.14	
	UNAPPROPRIATED FUND BALANCE:		
	REVENUE OVER EXPENDITURES - YTD	(482,264.13)	
	BALANCE - CURRENT DATE	(482,264.13)	
	TOTAL FUND EQUITY		1,499,474.01
	TOTAL LIABILITIES AND EQUITY		1,642,002.85

TOWN OF MEAD
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2024

STREET IMPROVEMENT FUND

	YTD ACTUAL2022-	YTD ACTUAL 2023-	PERIOD ACTUAL	YTD ACTUAL	BUDGET	PCNT
<u>TAXES</u>						
04-10-4005 HIGHWAY USERS TAX	222,171.79	250,932.20	26,735.76	306,664.15	242,317	126.6
04-10-4010 SALES TAX	1,522,021.93	2,012,059.13	202,895.82	1,909,870.22	2,269,172	84.2
04-10-4015 ROAD & BRIDGE TAX	.00	.00	.00	91,397.66	70,000	130.6
04-10-4025 M.V. REGISTRATION	.00	26,074.19	2,054.13	27,581.97	26,000	106.1
04-10-4030 BUILDING USE TAX	509,600.07	259,975.16	15,723.11	254,203.12	222,937	114.0
TOTAL TAXES	2,253,793.79	2,549,040.68	247,408.82	2,589,717.12	2,830,426	91.5
<u>FEES AND PERMITS</u>						
04-11-4102 RIGHT-OF-WAY PERMITS	.00	116,536.50	900.00	140,607.85	63,165	222.6
TOTAL FEES AND PERMITS	.00	116,536.50	900.00	140,607.85	63,165	222.6
<u>TRANSFERS IN</u>						
04-16-4601 TRANSFER FROM GF	375,000.00	375,000.00	93,750.00	375,000.00	375,000	100.0
TOTAL TRANSFERS IN	375,000.00	375,000.00	93,750.00	375,000.00	375,000	100.0
<u>MISCELLANEOUS</u>						
04-18-4619 INTEREST INCOME	.00	110,316.40	(4,345.13)	98,662.59	0	.0
TOTAL MISCELLANEOUS	.00	110,316.40	(4,345.13)	98,662.59	0	.0
TOTAL FUND REVENUE	2,628,793.79	3,150,893.58	337,713.69	3,203,987.56	3,268,591	98.0

TOWN OF MEAD
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2024

STREET IMPROVEMENT FUND

	YTD ACTUAL 2022-	YTD ACTUAL 2023-	PERIOD ACTUAL	YTD ACTUAL	BUDGET	PCN
<u>STREETS</u>						
04-44-5001 SALARIES & WAGES	.00	347,817.15	48,253.48	403,871.17	461,521	87.5
04-44-5055 OVERTIME	.00	5,610.28	255.17	3,360.07	10,000	33.6
04-44-5060 PAYROLL TAXES	.00	26,201.38	3,639.43	30,454.84	36,071	84.4
04-44-5065 WORKERS COMPENSATION	.00	6,175.76	2,736.21	25,222.41	21,313	118.3
04-44-5066 HEALTH INSURANCE	.00	48,849.88	8,551.26	62,820.65	45,134	139.2
04-44-5067 DEFERRED COMP	.00	9,350.37	1,712.37	12,629.69	10,331	122.3
04-44-5068 MEDICAL SAVINGS	.00	693.66	128.49	1,067.83	715	149.4
04-44-5075 EMPLOYMENT/RECRUITMENT EXPENSE	.00	61.46	.00	66.64	1,500	4.4
04-44-5201 COMPUTER/TECHNOLOGY	.00	14,305.13	836.25	16,905.34	22,000	76.8
04-44-5202 PRINTING EXPENSE	.00	.00	.00	192.95	15,000	1.3
04-44-5203 UNIFORMS	.00	2,823.51	2,350.18	11,497.65	5,720	201.0
04-44-5210 OPERATING SUPPLIES	.00	2,608.91	(71.50)	57.25	2,500	2.3
04-44-5212 FURNISHINGS	.00	4,000.00	.00	.00	0	.0
04-44-5215 REPAIRS & MAINTENANCE--STREETS	178,840.58	208,565.81	64.99	156,314.93	250,000	62.5
04-44-5216 REPAIR & MAINT.--FLEET	.00	37,910.63	1,482.60	23,619.78	40,000	59.1
04-44-5217 REPAIR & MAINTENANCE--BRIDGES	.00	.00	.00	192,957.41	160,000	120.6
04-44-5250 ASPHALT/STREET PATCHING	7,852.00	1,800,000.00	1,958,240.25	1,982,773.67	2,300,000	86.2
04-44-5252 STREET SIGNS & MARKERS	22,159.46	28,587.27	1,595.00	17,468.17	10,000	174.7
04-44-5253 GAS & OIL	.00	21,761.89	(204.60)	6,630.33	25,000	26.5
04-44-5254 TOOLS	.00	12,539.51	(34.19)	18,826.87	25,000	75.3
04-44-5255 SAFETY EQUIPMENT	.00	10,649.22	319.80	2,839.54	3,500	81.1
04-44-5300 TELEPHONE	.00	2,886.04	463.46	2,984.67	3,500	85.3
04-44-5305 UTILITIES	.00	33,650.38	3,485.08	34,722.56	35,000	99.2
04-44-5310 TRASH DISPOSAL	.00	100.00	.00	.00	1,000	.0
04-44-5320 PROPERTY & LIABILITY INSURANCE	.00	28,959.34	.00	29,551.55	32,271	91.6
04-44-5330 TRAINING	.00	4,734.14	(134.86)	7,583.64	13,500	56.2
04-44-5331 DUES & MEMBERSHIPS	.00	350.00	181.25	3,827.00	1,500	255.1
04-44-5360 STREET SWEEPING	10,237.50	36,612.00	.00	27,378.00	40,000	68.5
04-44-5361 DUST CONTROL	39,525.58	26,367.22	.00	55,355.37	45,000	123.0
04-44-5362 GRAVEL	.00	8,246.03	.00	20,000.00	20,000	100.0
04-44-5363 WEED CONTROL	.00	7,149.93	.00	1,163.91	5,000	23.3
04-44-5364 SNOW REMOVAL	24.02	68,435.27	1,927.25	11,247.17	100,000	11.3
04-44-5365 REPAIR & MAINTENANCE--SEALCOAT	622,406.57	242,874.20	.00	263,511.85	150,000	175.7
04-44-5366 REPAIR & MAINTENANCE--DRAINAGE	1,101.89	15,348.00	4,176.00	4,176.00	20,000	20.9
04-44-5367 STREET STRIPING	32,609.72	2,975.50	.00	.00	150,000	.0
04-44-5369 EQUIPMENT RENTAL	.00	53,162.45	15.30	33,246.22	170,000	19.6
04-44-5391 MATERIALS TESTING	.00	.00	.00	.00	40,000	.0
04-44-5405 ENGINEERING FEES	19,376.55	31,478.66	3,232.50	97,121.85	200,000	48.6
04-44-5491 VEHICLE LEASE EXPENSES	.00	2,037.96	9,773.79	90,117.57	118,180	76.3
04-44-5500 CAPITAL OUTLAY	.00	148,780.75	.00	4,342.07	69,000	6.3
04-44-5501 CAPITAL OUTLAY-GRADER SHED	.00	.00	.00	1,270.91	50,000	2.5
04-44-5720 CONTINGENCY	.00	.00	.00	29,074.16	100,000	29.1
04-44-8151 SPECIAL PROJECTS	.00	.00	.00	.00	50,000	.0
TOTAL STREETS	934,133.87	3,302,659.69	2,052,974.96	3,686,251.69	4,859,256	75.9
TOTAL FUND EXPENDITURES	934,133.87	3,302,659.69	2,052,974.96	3,686,251.69	4,859,256	75.9

TOWN OF MEAD
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2024

	STREET IMPROVEMENT FUND					
	YTD ACTUAL 2022-	YTD ACTUAL 2023-	PERIOD ACTUAL	YTD ACTUAL	BUDGET	PCN
NET REVENUE OVER EXPENDITURES	1,694,659.92	151,766.11-	(1,715,261.27)	(482,264.13)	1,590,665-	30.3-

TOWN OF MEAD
BALANCE SHEET
DECEMBER 31, 2024

CONSERVATION TRUST FUND

ASSETS

05-01-0100	CASH IN COMMON - CTF	195,438.33	
	TOTAL ASSETS		195,438.33

LIABILITIES AND EQUITY

LIABILITIES

05-02-2000	A/P - MISCELLANEOUS	28,443.02	
	TOTAL LIABILITIES		28,443.02

FUND EQUITY

05-02-3001	FUND BALANCE	112,855.53	
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	54,139.78	
	BALANCE - CURRENT DATE	54,139.78	
	TOTAL FUND EQUITY		166,995.31
	TOTAL LIABILITIES AND EQUITY		195,438.33

TOWN OF MEAD
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2024

CONSERVATION TRUST FUND

		YTD ACTUAL2022-	YTD ACTUAL 2023-	PERIOD ACTUAL	YTD ACTUAL	BUDGET	PCNT
	<u>LOTTERY REVENUE</u>						
05-17-4630	LOTTERY REVENUE	61,083.23	73,173.63	18,853.51	76,897.80	65,000	118.3
	TOTAL LOTTERY REVENUE	61,083.23	73,173.63	18,853.51	76,897.80	65,000	118.3
	<u>MISCELLANEOUS REVENUE</u>						
05-18-4619	INTEREST & DIVIDEND INCOME	901.05	3,553.73	(670.11)	5,685.00	1,000	568.5
	TOTAL MISCELLANEOUS REVENUE	901.05	3,553.73	(670.11)	5,685.00	1,000	568.5
	TOTAL FUND REVENUE	61,984.28	76,727.36	18,183.40	82,582.80	66,000	125.1
	<u>PARKS</u>						
05-45-5212	FURNISHINGS	.00	.00	28,443.02	28,443.02	30,000	94.8
05-45-5506	CAPITAL OUTLAY--PARKS & EQUIP	90,178.96	.00	.00	.00	0	.0
	TOTAL PARKS	90,178.96	.00	28,443.02	28,443.02	30,000	94.8
	TOTAL FUND EXPENDITURES	90,178.96	.00	28,443.02	28,443.02	30,000	94.8
	NET REVENUE OVER EXPENDITURES	28,194.68-	76,727.36	(10,259.62)	54,139.78	36,000	150.4

TOWN OF MEAD
BALANCE SHEET
DECEMBER 31, 2024

SEWER FUND

ASSETS

06-01-0100	COMBINED CASH	1,713,364.99	
06-01-1305	ACCUM DEPRECIATION - PLANT & E	(3,882,320.56)	
06-01-1306	A/R-UTILITY BILLING	122,256.78	
06-01-1501	LAND	294,834.95	
06-01-1502	LAND IMPROV.	322,159.37	
06-01-1503	SEWER COLLECTION SYSTEM	1,792,246.08	
06-01-1504	BUILDINGS	281,750.60	
06-01-1506	MACH. & EQUIP.	179,757.28	
06-01-1507	WASTEWATER TREATMENT PLANT	7,402,156.31	
TOTAL ASSETS			8,226,205.80

LIABILITIES AND EQUITY

LIABILITIES

06-02-2000	ACCOUNTS PAYABLE	84,409.59	
06-02-2200	LOAN PAYABLE CWRPDA--LT	1,309,402.88	
06-02-2201	LOAN PAYABLE CWRPDA--CURRENT	82,296.05	
06-02-2300	EMPLOYEE PENSION PAYABLE	772.70	
06-02-2301	SALARY WAGES PAYABLE	5,181.45	
06-02-2310	EMPLOYEE HEALTH INS. PAYABLE	1,191.03	
06-02-2314	401(A) CONTRIBUTIONS PAYABLE	58.08	
06-02-2400	FED. WITHHOLDING TAX PAYABLE	701.73	
06-02-2401	SOCIAL SECURITY TAX PAYABLE	875.24	
06-02-2402	MEDICARE TAX PAYABLE	204.70	
06-02-2403	STATE WITHHOLDING TAX PAYABLE	833.75	
06-02-2404	STATE UNEMPLOYMENT TAX PAYABLE	95.43	
06-02-2500	ACC'D COMPENSATED ABS--CURRENT	1,386.13	
06-02-2501	ACCR'D COMPENSATED ABSENCES-LT	12,475.17	
06-02-2502	ACCRUED INT PAYABLE--CWRPDA	20,237.62	
06-02-2601	BOND PREMIUM--UNAMORTIZED	46,230.00	
TOTAL LIABILITIES			1,566,351.55

FUND EQUITY

06-02-3001	FUND BALANCE	5,887,822.74	
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	331,631.51	
BALANCE - CURRENT DATE		772,031.51	
TOTAL FUND EQUITY			6,659,854.25
TOTAL LIABILITIES AND EQUITY			8,226,205.80

TOWN OF MEAD
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2024

SEWER FUND

	YTD ACTUAL2022-	YTD ACTUAL 2023-	PERIOD ACTUAL	YTD ACTUAL	BUDGET	PCNT
<u>CHARGES FOR SERVICES</u>						
06-11-4150 SEWER USER FEES	903,554.00	943,153.77	84,069.70	1,018,290.24	981,690	103.7
06-11-4152 RATERINK LIFT STA. SURCHARGE	2,000.00	12,200.00	1,200.00	13,561.20	12,444	109.0
06-11-4160 SEWER LATE/NSF FEES	16,808.69	16,110.24	1,367.26	16,491.90	15,124	109.0
06-11-4165 SEWER TAP FEES	1,266,628.00	187,218.00	27,164.00	201,222.00	277,307	72.6
06-11-4166 RATERINK CAPITAL MTNCE FEE	.00	.00	2,570.00	5,140.00	0	.0
TOTAL CHARGES FOR SERVICES	2,188,990.69	1,158,682.01	116,370.96	1,254,705.34	1,286,565	97.5
<u>MISCELLANEOUS REVENUE</u>						
06-18-4619 INTEREST & DIVIDEND INCOME	25,798.32	76,331.27 (	5,874.75)	61,617.63	75,667	81.4
06-18-4620 MISC. INCOME	44.50	34.52	.00	.00	0	.0
TOTAL MISCELLANEOUS REVENUE	25,842.82	76,365.79 (	5,874.75)	61,617.63	75,667	81.4
TOTAL FUND REVENUE	2,214,833.51	1,235,047.80	110,496.21	1,316,322.97	1,362,232	96.6
<u>ADMINISTRATION</u>						
06-40-5001 SALARIES & WAGES	141,315.56	176,872.41	21,040.11	179,084.72	188,268	95.1
06-40-5055 OVERTIME	5,559.09	5,416.43	631.78	1,494.78	0	.0
06-40-5060 PAYROLL TAXES	11,233.62	13,470.69	1,566.28	13,451.48	14,403	93.4
06-40-5065 WORKERS COMP	3,547.64	4,739.97	442.18	4,162.59	3,469	120.0
06-40-5066 HEALTH INSURANCE	22,271.47	21,731.57	2,862.87	22,602.20	22,523	100.4
06-40-5067 DEFERRED COMP/RETIREMENT	6,560.14	8,803.25	1,184.33	9,513.17	9,019	105.5
06-40-5068 MEDICAL SAVINGS	508.17	805.43	83.46	754.82	696	108.5
06-40-5201 COMPUTER / TECHNOLOGY	4,386.00	.00	210.00	210.00	5,000	4.2
06-40-5205 POSTAGE	4,016.80	4,756.36	432.66	4,649.34	5,500	84.5
06-40-5254 UNIFORMS	.00	.00	.00	.00	2,270	.0
06-40-5300 TELEPHONE	916.06	1,025.68	131.01	972.13	720	135.0
06-40-5320 GENERAL LIABILITY INSURANCE	6,421.21	5,791.87	.00	9,850.52	10,757	91.6
06-40-5331 DUES AND MEMBERSHIP	1,000.00	1,000.00	.00	1,050.00	1,200	87.5
06-40-5399 OTHER PROFESSIONAL SERVICES	.00	5,713.40	.00	8,213.00	7,700	106.7
06-40-5400 LEGAL FEES	8,596.12	9,736.95	991.33	10,812.04	13,628	79.3
06-40-5401 CONSULTING FEES	11,122.04	15,432.33	1,838.12	13,789.10	16,208	85.1
06-40-5405 ENGINEERING FEES	16,577.47	44,849.41	730.71	28,484.27	30,000	95.0
06-40-5410 PLANNING/CONSULTANTS	1,867.58	2,478.82	202.02	2,289.21	2,040	112.2
06-40-5415 AUDIT FEES	6,595.50	7,965.00	.00	6,300.00	7,977	79.0
06-40-5460 ADMINISTRATIVE OVERHEAD	6,548.00	.00	2,235.50	8,942.00	8,942	100.0
06-40-5701 BANK FEES	3,785.81	6,905.16	1,264.29	7,393.29	6,082	121.6
06-40-5705 MILEAGE	278.57	650.00	100.00	600.00	1,000	60.0
TOTAL ADMINISTRATION	263,106.85	338,144.73	35,946.65	334,618.66	357,402	93.6

TOWN OF MEAD
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2024

SEWER FUND

	YTD ACTUAL 2022-	YTD ACTUAL 2023-	PERIOD ACTUAL	YTD ACTUAL	BUDGET	PCN
<u>OPERATIONS</u>						
06-47-5210 OPERATING SUPPLIES	1,009.12	.00	.00	.00	1,000	.0
06-47-5215 REPAIRS & MAINT	45,123.67	200,307.23	1,797.77	44,203.37	92,500	47.8
06-47-5216 REPAIRS & MAINT GRIT CLASSIFIE	.00	.00	.00	.00	10,000	.0
06-47-5227 CHEMICALS	360.00	.00	.00	538.20	750	71.8
06-47-5231 SLUDGE DISPOSAL	54,240.24	75,160.89	8,262.74	74,001.64	85,000	87.1
06-47-5248 SEWER LINE REPAIRS	.00	581.76	.00	.00	15,000	.0
06-47-5253 GAS & OIL	8,207.39	7,836.35	164.88	1,893.22	6,000	31.6
06-47-5305 UTILITIES	46,846.31	46,101.46	9,497.71	58,590.54	70,000	83.7
06-47-5306 UTILITIES--RATERINK	.00	635.62	75.56	723.94	0	.0
06-47-5310 TRASH	1,097.88	1,124.64	132.74	1,417.61	1,500	94.5
06-47-5348 PEST CONTROL	.00	.00	.00	1,263.60	0	.0
06-47-5363 WEED CONTROL	.00	.00	.00	799.95	1,000	80.0
06-47-5390 SEWER MAINT. CONTRACT	60,931.41	73,269.34	12,131.58	74,184.30	95,000	78.1
06-47-5391 SEWER TESTING	8,361.60	7,997.65	792.48	7,721.18	6,500	118.8
06-47-5392 LINE LOCATOR	6,219.20	9,904.34	821.73	6,042.36	4,000	151.1
06-47-5393 STATE DISCHARGE PERMIT	3,665.11	5,093.40	.00	2,940.00	3,500	84.0
06-47-5394 SEWER LINE FLUSHING	58,496.80	80,082.00	100,000.00	100,000.00	100,000	100.0
06-47-5396 R&M--RATERINK LIFT STATION	1,716.25	11,287.35	70,513.42	89,377.68	20,000	446.9
06-47-5500 CAPITAL OUTLAY	541,073.00	.00	.00	.00	0	.0
06-47-5503 CAPITAL OUTLAY--COAT CHANNELS	.00	.00	.00	.00	30,000	.0
06-47-5551 CAPITAL OUTLAY--GRIT PUMPS/DIG	61,176.00	.00	.00	.00	0	.0
06-47-5552 CAPITAL OUTLAY--WAS PUMPS	2,266.00	.00	.00	.00	0	.0
06-47-5553 CAPITAL OUTLAY--PLC UPGRADES	156,432.37	.00	.00	.00	0	.0
06-47-5554 CAPITAL OUTLAY--CO/ORP PROBES	.00	.00	.00	.00	250,000	.0
06-47-5556 CAPITAL OUTLAY--CIPP	187,164.64	.00	826.00	7,526.00	150,000	5.0
06-47-5557 CAPITAL OUTLAY-HEADWORKS MECH	42,103.93	386,357.40	.00	.00	0	.0
06-47-5558 CAPITAL OUTLAY-BLOWER REPLACE	.00	104,750.77	.00	7,009.69	130,000	5.4
06-47-5559 CAPITAL OUTLAY-CHEMICAL PHOSOP	.00	22,440.00	.00	11,685.00	125,000	9.4
06-47-5720 CONTINGENCIES	.00	.00	30,000.00	30,000.00	50,000	60.0
TOTAL OPERATIONS	1,286,490.92	1,032,930.20	235,016.61	519,918.28	1,246,750	41.7
<u>DEPARTMENT 58</u>						
06-58-5809 TRF TO MUNICIPAL FACILITIES FD	100,000.00	.00	.00	.00	0	.0
TOTAL DEPARTMENT 58	100,000.00	.00	.00	.00	0	.0
<u>DEBT SERVICE</u>						
06-98-9801 2007 CWRPDA LOAN--PRINCIPAL	76,793.89	79,497.38	.00	82,296.05	82,296	100.0
06-98-9802 2007 CWRPDA LOAN--INTEREST	53,360.63	50,657.14	.00	47,858.47	47,858	100.0
TOTAL DEBT SERVICE	130,154.52	130,154.52	.00	130,154.52	130,154	100.0
TOTAL FUND EXPENDITURES	1,779,752.29	1,501,229.45	270,963.26	984,691.46	1,734,306	56.8

TOWN OF MEAD
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2024

SEWER FUND

	YTD ACTUAL 2022-	YTD ACTUAL 2023-	PERIOD ACTUAL	YTD ACTUAL	BUDGET	PCN
NET REVENUE OVER EXPENDITURES	435,081.22	266,181.65-	(160,467.05)	331,631.51	372,074-	89.1

TOWN OF MEAD
BALANCE SHEET
DECEMBER 31, 2024

POLICE FUND

ASSETS

08-01-0100	CASH IN COMMON - POLICE	109,180.53	
	TOTAL ASSETS		109,180.53

LIABILITIES AND EQUITY

FUND EQUITY

08-02-3001	FUND BALANCE	158,445.15	
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	(49,264.62)	
	BALANCE - CURRENT DATE	(49,264.62)	
	TOTAL FUND EQUITY		109,180.53
	TOTAL LIABILITIES AND EQUITY		109,180.53

TOWN OF MEAD
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2024

POLICE FUND

		YTD ACTUAL2022-	YTD ACTUAL 2023-	PERIOD ACTUAL	YTD ACTUAL	BUDGET	PCNT
	<u>FEES AND PERMITS</u>						
08-11-4165	IMPACT FEES	139,092.37	61,111.80	3,420.00	56,503.67	113,079	50.0
	TOTAL FEES AND PERMITS	139,092.37	61,111.80	3,420.00	56,503.67	113,079	50.0
	<u>MISCELLANEOUS</u>						
08-18-4619	INTEREST & DIVIDEND INCOME	3,956.57	9,219.49	(374.36)	5,241.42	10,808	48.5
	TOTAL MISCELLANEOUS	3,956.57	9,219.49	(374.36)	5,241.42	10,808	48.5
	TOTAL FUND REVENUE	143,048.94	70,331.29	3,045.64	61,745.09	123,887	49.8
	<u>POLICE</u>						
08-42-5212	FURNISHINGS	.00	105.00	.00	.00	0	.0
08-42-5491	VEHICLE LEASE EXPENSES	24,853.37	112,761.56	7,760.38	102,042.68	80,724	126.4
08-42-5511	CAPITAL OUTLAY--BLDGS & IMPVTS	.00	61,310.73	.00	8,967.03	35,000	25.6
	TOTAL POLICE	24,853.37	174,177.29	7,760.38	111,009.71	115,724	95.9
	TOTAL FUND EXPENDITURES	24,853.37	174,177.29	7,760.38	111,009.71	115,724	95.9
	NET REVENUE OVER EXPENDITURES	118,195.57	103,846.00-	(4,714.74)	(49,264.62)	8,163	603.5

TOWN OF MEAD
BALANCE SHEET
DECEMBER 31, 2024

MUNICIPAL FACILITIES FUND

ASSETS

09-01-0100	COMBINED CASH	4,192,578.02	
	TOTAL ASSETS		4,192,578.02

LIABILITIES AND EQUITY

LIABILITIES

09-02-2005	RETAINAGE PAYABLE	109,904.79	
	TOTAL LIABILITIES		109,904.79

FUND EQUITY

09-02-3003	FUND BALANCE-MUNICIPAL	3,808,620.83	
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	274,052.40	
	BALANCE - CURRENT DATE	274,052.40	
	TOTAL FUND EQUITY		4,082,673.23
	TOTAL LIABILITIES AND EQUITY		4,192,578.02

TOWN OF MEAD
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2024

MUNICIPAL FACILITIES FUND

		YTD ACTUAL2022-	YTD ACTUAL 2023-	PERIOD ACTUAL	YTD ACTUAL	BUDGET	PCNT
<u>FEES</u>							
09-11-4165	IMPACT FEES	929,894.43	582,989.10	29,976.00	489,608.00	919,812	53.2
	TOTAL FEES	929,894.43	582,989.10	29,976.00	489,608.00	919,812	53.2
<u>GRANTS</u>							
09-15-4527	CNTY EMERGENCY MANAGEMENT GR	.00	.00	.00	.00	40,000	.0
09-15-4545	GRANTS--EIAF 9349 STATE FUNDS	351,474.76	21,097.62	.00	.00	0	.0
09-15-4546	DOLA EIAF GRANT-COMMUNITY CENT	.00	.00	.00	117,631.66	1,500,000	7.8
	TOTAL GRANTS	351,474.76	21,097.62	.00	117,631.66	1,540,000	7.6
<u>TRANSFERS IN</u>							
09-16-4806	TRANSFER FROM SEWER FUND	100,000.00	.00	.00	.00	0	.0
09-16-4818	TRF FR PARKS & OPEN SPACE FD	.00	1,500,000.00	.00	.00	0	.0
09-16-4819	TRF FR CAPITAL IMPRVT FUND	.00	800,000.00	625,000.00	2,500,000.00	2,500,000	100.0
	TOTAL TRANSFERS IN	100,000.00	2,300,000.00	625,000.00	2,500,000.00	2,500,000	100.0
<u>MISCELLANEOUS REVENUE</u>							
09-18-4619	INTEREST & DIVIDEND INCOME	51,689.23	152,148.52	(14,375.42)	173,192.83	204,965	84.5
	TOTAL MISCELLANEOUS REVENUE	51,689.23	152,148.52	(14,375.42)	173,192.83	204,965	84.5
	TOTAL FUND REVENUE	1,433,058.42	3,056,235.24	640,600.58	3,280,432.49	5,164,777	63.5
<u>ADMINISTRATION</u>							
09-40-5410	PLANNING/CONSULTANTS	16,166.56	14,240.00	.00	.00	0	.0
09-40-5500	CAPITAL OUTLAY	.00	.00	.00	.00	25,000	.0
09-40-5511	CAPITAL OUTLAY--BLDGS & IMPVTS	.00	.00	.00	.00	200,000	.0
09-40-5720	CONTINGENCIES	.00	.00	.00	.00	30,000	.0
09-40-8502	CAPITAL OUTLAY--BOARD/CT ROOM	.00	.00	.00	11,715.50	0	.0
	TOTAL ADMINISTRATION	16,166.56	14,240.00	.00	11,715.50	255,000	4.6

TOWN OF MEAD
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2024

MUNICIPAL FACILITIES FUND

	YTD ACTUAL 2022-	YTD ACTUAL 2023-	PERIOD ACTUAL	YTD ACTUAL	BUDGET	PCN
<u>STREETS</u>						
09-44-5602 LEASE PURCH PRIN--2021 TRUCK 2	38,287.18	38,287.18	.00	40,689.18	40,690	100.0
09-44-5603 LEASE PURCH INT--2021 TRUCK 2	4,956.00	4,956.00	.00	2,554.00	2,554	100.0
09-44-5604 2021 LEASE PURCH PRIN--TRUCK 1	39,470.18	39,470.08	.00	41,947.00	41,947	100.0
09-44-5605 2021 LEASE PURCH INT--TRUCK 1	3,773.00	3,773.10	.00	1,296.18	1,296	100.0
TOTAL STREETS	86,486.36	86,486.36	.00	86,486.36	86,487	100.0
<u>PARKS</u>						
09-45-5491 VEHICLE LEASE EXPENSES	49,404.74	65,934.17	5,977.07	68,540.46	63,602	107.8
TOTAL PARKS	49,404.74	65,934.17	5,977.07	68,540.46	63,602	107.8
<u>DEPARTMENT 47</u>						
09-47-8517 CAPITAL OUTLAY-PW FACILITY	.00	.00	.00	129,006.00	0	.0
TOTAL DEPARTMENT 47	.00	.00	.00	129,006.00	0	.0
<u>COMMUNITY ENGAGEMENT</u>						
09-49-5491 VEHICLE LEASE EXPENSES	.00	9,135.28	934.30	11,211.60	12,333	90.9
09-49-5511 CAPITAL OUTLAY--BLDGS & IMPVTS	5,000.00	.00	.00	11,685.50	0	.0
09-49-8516 CAPITAL OUTLAY--BLDGS & IMPVTS	.00	.00	429,038.95	2,687,734.67	0	.0
TOTAL COMMUNITY ENGAGEMENT	5,000.00	9,135.28	429,973.25	2,710,631.77	12,333	2197
<u>EXPENDITURES</u>						
09-50-5212 FURNISHINGS	66,105.97	.00	.00	.00	0	.0
09-50-5500 CAPITAL OUTLAY--BOARD/CT ROOM	91,665.78	662,289.07	.00	.00	0	.0
09-50-5505 CAPITAL OUTLAY--OFFICE EQ	49,213.41	3,310.50	.00	.00	0	.0
09-50-5511 CAPITAL OUTLAY--PW FACILITY	3,484,608.27	237,945.15	.00	.00	0	.0
09-50-5512 CAPITAL OUTLAY--TH IMPRVMTS	4,638.73	.00	.00	.00	0	.0
09-50-5514 CAPITAL OUTLAY--GRADER SHED	.00	42,597.23	.00	.00	0	.0
09-50-5700 MISC. EXPENSE	476.00	.00	.00	.00	0	.0
TOTAL EXPENDITURES	3,696,708.16	946,141.95	.00	.00	0	.0
<u>OTHER CAPITAL OUTLAY</u>						
09-51-5500 CAPITAL OUTLAY	466,763.70	519,451.25	.00	.00	7,675,000	.0
TOTAL OTHER CAPITAL OUTLAY	466,763.70	519,451.25	.00	.00	7,675,000	.0

TOWN OF MEAD
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2024

	MUNICIPAL FACILITIES FUND					
	YTD ACTUAL 2022-	YTD ACTUAL 2023-	PERIOD ACTUAL	YTD ACTUAL	BUDGET	PCN
TOTAL FUND EXPENDITURES	4,320,529.52	1,641,389.01	435,950.32	3,006,380.09	8,092,422	37.2
NET REVENUE OVER EXPENDITURES	2,887,471.10-	1,414,846.23	204,650.26	274,052.40	2,927,645-	9.4

TOWN OF MEAD
BALANCE SHEET
DECEMBER 31, 2024

TRANSPORTATION FUND

ASSETS

14-01-0100	COMBINED CASH	10,163,686.12	
	TOTAL ASSETS		10,163,686.12

LIABILITIES AND EQUITY

LIABILITIES

14-02-2005	RETAINAGE PAYABLE	7,689.84	
14-02-2705	DEFERRED REVENUE	1,162,831.09	
	TOTAL LIABILITIES		1,170,520.93

FUND EQUITY

14-02-3001	FUND BALANCE	6,677,018.11	
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	2,316,147.08	
	BALANCE - CURRENT DATE	2,316,147.08	
	TOTAL FUND EQUITY		8,993,165.19
	TOTAL LIABILITIES AND EQUITY		10,163,686.12

TOWN OF MEAD
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2024

TRANSPORTATION FUND

		YTD ACTUAL2022-	YTD ACTUAL 2023-	PERIOD ACTUAL	YTD ACTUAL	BUDGET	PCNT
<u>FEES</u>							
14-11-4165	IMPACT FEES	1,947,060.99	699,138.12	41,484.00	677,572.00	1,422,154	47.6
	TOTAL FEES	1,947,060.99	699,138.12	41,484.00	677,572.00	1,422,154	47.6
<u>GRANTS</u>							
14-15-4570	CDOT GRANT--SAFE ROUTES TO SCH	86,796.07	18,752.01	24,172.24	50,865.61	324,000	15.7
14-15-4571	CDOT GRANT--UNDERPASS	.00	223,485.52	.00	.00	2,000,000	.0
14-15-4572	CDOT GRANT--CR 5 BRIDGE	.00	.00	.00	.00	160,000	.0
14-15-4575	CDOT GRANT--CR 34 BRIDGE	.00	.00	.00	101,832.46	60,317	168.8
14-15-4580	FEDERAL GRANT--3RD & WELKER	.00	.00	.00	.00	1,900,000	.0
14-15-4585	ENERGY COLO--EV CHARGING GRANT	.00	.00	.00	12,500.00	12,500	100.0
14-15-4901	CONTRIBUTIONS FR OTHER GOV'TS	.00	.00	3,000,000.00	3,000,000.00	0	.0
	TOTAL GRANTS	86,796.07	242,237.53	3,024,172.24	3,165,198.07	4,456,817	71.0
<u>TRANSFERS IN</u>							
14-16-4813	TRANSFER FROM STORM DRAINAGE	67,000.00	.00	.00	.00	0	.0
14-16-4820	TRANSFER FROM MURA	1,250,000.00	500,000.00	.00	.00	0	.0
	TOTAL TRANSFERS IN	1,317,000.00	500,000.00	.00	.00	0	.0
<u>MISCELLANEOUS REVENUE</u>							
14-18-4581	FEDERAL GRANT--CARAVEO	.00	.00	.00	.00	1,000,000	.0
14-18-4582	FEDERAL GRANT--DOT UNDERPASS	.00	.00	.00	.00	1,360,000	.0
14-18-4619	INTEREST & DIVIDEND INCOME	98,612.50	327,234.26	(34,849.03)	243,278.87	0	.0
14-18-4620	MISC. INCOME	.00	.00	.00	12,965.00	0	.0
	TOTAL MISCELLANEOUS REVENUE	98,612.50	327,234.26	(34,849.03)	256,243.87	2,360,000	10.9
<u>OTHER SOURCES</u>							
14-19-4941	P.I.L.O.CONSTRUCTION	9,600.00	146,341.87	.00	(100,000.00)	400,000	(25.0)
	TOTAL OTHER SOURCES	9,600.00	146,341.87	.00	(100,000.00)	400,000	(25.0)
	TOTAL FUND REVENUE	3,459,069.56	1,914,951.78	3,030,807.21	3,999,013.94	8,638,971	46.3

TOWN OF MEAD
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2024

TRANSPORTATION FUND

	YTD ACTUAL 2022-	YTD ACTUAL 2023-	PERIOD ACTUAL	YTD ACTUAL	BUDGET	PCN
<u>EXPENDITURES</u>						
14-40-5405 ENGINEERING FEES	7,726.32	10,106.00	.00	.00	0	.0
14-40-5500 CAPITAL OUTLAY--WELKER/3RD	163,616.20	585,252.98	.00	.00	4,800,000	.0
14-40-5501 CAPITAL OUTLAY--SAFE RTESTOSCH	.00	41,766.09	.00	.00	600,000	.0
14-40-5505 CAPITAL OUTLAY--3RD ST.& TRAIL	130,939.73	.00	.00	.00	0	.0
14-40-5558 CAPITAL OUTLAY--3RD ST. IMPVTS	8,990.00	2,250.00	.00	(2,250.00)	0	.0
14-40-5562 CAPITAL OUTLAY-Y BRIDGE DESIGN	.00	19,279.00	.00	.00	175,000	.0
14-40-5563 CAPITAL OUTLAY-CR 5 BRIDGE	.00	.00	.00	.00	200,000	.0
14-40-5564 CAPITAL OUTLAY-WING WALL	125,937.62	18,875.16	.00	.00	0	.0
14-40-5565 CAPITAL OUTLAY-SH66/CR7 UNDER	.00	347,719.16	.00	.00	4,700,000	.0
14-40-5566 CAPITAL -SH66/CR7 INTERSECTION	.00	3,026.88	.00	.00	200,000	.0
14-40-5567 CAPITAL OUTLAY-NORTH CREEK	.00	3,453.60	.00	.00	0	.0
14-40-5568 CAPITAL OUTLAY-ALLEY IMPVTS	.00	.00	.00	.00	1,250,000	.0
14-40-5569 CAPITAL OUTLAY-INT CR 38 & I	.00	.00	.00	.00	200,000	.0
14-40-5570 CAPITAL OUTLAY-EV CHARGING ST	.00	900.00	.00	.00	40,000	.0
14-40-5592 CAPITAL OUTLAY-WCR 9.5 WCR 34	.00	.00	.00	.00	1,000,000	.0
14-40-5600 VEHICLE LEASE--CM	627.31	.00	.00	.00	0	.0
14-40-5720 CONTINGENCIES	.00	617,939.96	.00	.00	600,000	.0
TOTAL EXPENDITURES	437,837.18	1,650,568.83	.00	(2,250.00)	13,765,000	.0
<u>STREETS</u>						
14-44-5568 CAPITAL OUTLAY--ALLEY IMPVTS	.00	.00	36,391.28	153,796.84	0	.0
14-44-8503 CAPITAL OUTLAY--3RD/WELKER INT	.00	.00	1,558.00	967,870.81	0	.0
14-44-8506 CAPITAL OUTLAY--SAFE RTESTOSCH	.00	.00	1,400.00	156,917.68	0	.0
14-44-8533 CAPITAL OUTLAY--Y BRIDGEDESIGN	.00	.00	7,281.25	173,969.47	0	.0
14-44-8536 CAPITAL OUTLAY--SH66/CR7 UNDRP	.00	.00	3,097.90	100,291.40	0	.0
14-44-8537 CAPITAL OUTLAY--SH66/CR7 INT	.00	.00	.00	2,750.00	0	.0
14-44-8538 CAPITAL OUTLAY--N.CRK DESIGN	.00	.00	1,625.40	24,546.40	0	.0
14-44-8540 CAPITAL OUTLAY--INT CR38 & I25	.00	.00	.00	3,846.50	0	.0
14-44-8541 CAPITAL OUTLAY--EV CHARGING ST	.00	.00	.00	46,359.90	0	.0
14-44-8544 CAPITAL OUTLAY--WCR 7 NORTH	.00	.00	8,684.48	8,684.48	0	.0
14-44-9110 CONTINGENCY	.00	.00	.00	46,083.38	0	.0
TOTAL STREETS	.00	.00	60,038.31	1,685,116.86	0	.0
TOTAL FUND EXPENDITURES	437,837.18	1,650,568.83	60,038.31	1,682,866.86	13,765,000	12.2
NET REVENUE OVER EXPENDITURES	3,021,232.38	264,382.95	2,970,768.90	2,316,147.08	5,126,029-	45.2

TOWN OF MEAD
BALANCE SHEET
DECEMBER 31, 2024

PARKS & OPEN SPACE

ASSETS

18-01-0100	CASH IN COMMON - PARKS & OPEN	630,722.02	
	TOTAL ASSETS		630,722.02

LIABILITIES AND EQUITY

FUND EQUITY

18-02-3001	FUND BALANCE	442,615.51	
18-02-3005	FUND BALANCE - OPEN SPACE	17,690.50	
	UNAPPROPRIATED FUND BALANCE:		
	REVENUE OVER EXPENDITURES - YTD	170,416.01	
	BALANCE - CURRENT DATE	170,416.01	
	TOTAL FUND EQUITY		630,722.02
	TOTAL LIABILITIES AND EQUITY		630,722.02

TOWN OF MEAD
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2024

PARKS & OPEN SPACE

	YTD ACTUAL2022-	YTD ACTUAL 2023-	PERIOD ACTUAL	YTD ACTUAL	BUDGET	PCNT
<u>FEES</u>						
18-11-4165 IMPACT FEES	284,618.00	312,444.00	27,900.00	311,444.00	493,158	63.2
TOTAL FEES	284,618.00	312,444.00	27,900.00	311,444.00	493,158	63.2
<u>MISCELLANEOUS REVENUE</u>						
18-18-4527 GOCO GRANT--FISHING IS FUN	89,625.00	.00	.00	.00	0	.0
18-18-4528 GRANTS FOR TRAILS MASTER PLAN	.00	.00	.00	.00	100,000	.0
18-18-4619 INTEREST & DIVIDEND INCOME	27,704.27	58,122.91	(2,162.61)	21,902.71	27,973	78.3
18-18-4622 DONATIONS/FUNDRAISING	.00	.00	.00	54,000.00	0	.0
TOTAL MISCELLANEOUS REVENUE	117,329.27	58,122.91	(2,162.61)	75,902.71	127,973	59.3
TOTAL FUND REVENUE	401,947.27	370,566.91	25,737.39	387,346.71	621,131	62.4
<u>ADMINISTRATION</u>						
18-40-5347 CONTRIBUTION TO WELD COUNTY	.00	.00	.00	.00	100,000	.0
18-40-5410 PLANNING/CONSULTANTS	.00	.00	.00	.00	325,000	.0
18-40-5500 CAPITAL OUTLAY	454,044.55	.00	.00	.00	0	.0
18-40-5720 CONTINGENCIES	1,432.20	.00	.00	.00	0	.0
TOTAL ADMINISTRATION	455,476.75	.00	.00	.00	425,000	.0
<u>PARKS</u>						
18-45-5500 CAPITAL OUTLAY--LIBERTY RANCH	18,333.00	20,302.18	.00	5,293.42	350,000	1.5
18-45-8507 CAPITAL OUTLAY--GOLD STAR MEM	.00	.00	16,439.72	51,600.66	0	.0
18-45-8511 CAPITAL OUTLAY-RESRF TEN CTS	.00	.00	.00	99,975.00	0	.0
18-45-8513 CAPITAL OUTLAY-ELECTRICITY	.00	.00	.00	12,997.62	0	.0
18-45-8515 CAPITAL OUTLAY--PARKS & EQUIP	.00	.00	.00	15,964.00	0	.0
TOTAL PARKS	18,333.00	20,302.18	16,439.72	185,830.70	350,000	53.1
<u>COMMUNITY ENGAGEMENT</u>						
18-49-5500 CAPITAL OUTLAY	.00	.00	.00	31,100.00	51,100	60.9
TOTAL COMMUNITY ENGAGEMENT	.00	.00	.00	31,100.00	51,100	60.9

TOWN OF MEAD
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2024

PARKS & OPEN SPACE

	YTD ACTUAL 2022-	YTD ACTUAL 2023-	PERIOD ACTUAL	YTD ACTUAL	BUDGET	PCN
<u>CAPITAL PROJECTS</u>						
18-52-5500 CAPITAL OUTLAY	17,352.73	107,987.05	.00	.00	0	.0
18-52-5501 CAPITAL OUTLAY--GOLD STAR	.00	6,261.50	.00	.00	350,000	.0
18-52-5502 CAPITAL OUTLAY--RESURF TEN CTS	.00	.00	.00	.00	100,000	.0
18-52-5503 CAPITAL OUTLAY--ELECTRICITY	.00	.00	.00	.00	15,000	.0
18-52-5909 TRANSFER TO MUNICIPAL FUND	.00	1,500,000.00	.00	.00	0	.0
TOTAL CAPITAL PROJECTS	17,352.73	1,614,248.55	.00	.00	465,000	.0
TOTAL FUND EXPENDITURES	491,162.48	1,634,550.73	16,439.72	216,930.70	1,291,100	16.8
NET REVENUE OVER EXPENDITURES	89,215.21-	1,263,983.82-	9,297.67	170,416.01	669,969-	25.4

TOWN OF MEAD
BALANCE SHEET
DECEMBER 31, 2024

CAPITAL IMPROVEMENT FUND

ASSETS

19-01-0100	COMBINED CASH	4,666,225.31	
	TOTAL ASSETS		4,666,225.31

LIABILITIES AND EQUITY

FUND EQUITY

19-02-3001	FUND BALANCE	3,988,381.82	
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	677,843.49	
	BALANCE - CURRENT DATE	677,843.49	
	TOTAL FUND EQUITY		4,666,225.31
	TOTAL LIABILITIES AND EQUITY		4,666,225.31

TOWN OF MEAD
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2024

CAPITAL IMPROVEMENT FUND

		YTD ACTUAL2022-	YTD ACTUAL 2023-	PERIOD ACTUAL	YTD ACTUAL	BUDGET	PCNT
	<u>TRANSFERS IN</u>						
19-16-4615	TRANSFER IN FROM GENERAL	.00	1,380,451.00	623,828.00	3,016,054.84	2,495,312	120.9
	TOTAL TRANSFERS IN	.00	1,380,451.00	623,828.00	3,016,054.84	2,495,312	120.9
	<u>MISCELLANEOUS REVENUE</u>						
19-18-4619	INTEREST & DIVIDEND INCOME	14,418.20	102,627.30	(15,999.45)	161,788.65	46,899	345.0
	TOTAL MISCELLANEOUS REVENUE	14,418.20	102,627.30	(15,999.45)	161,788.65	46,899	345.0
	TOTAL FUND REVENUE	14,418.20	1,483,078.30	607,828.55	3,177,843.49	2,542,211	125.0
	<u>OTHER CAPITAL OUTLAY</u>						
19-46-5909	TRANSFER TO MUNI FACIL FUND	.00	800,000.00	625,000.00	2,500,000.00	2,500,000	100.0
	TOTAL OTHER CAPITAL OUTLAY	.00	800,000.00	625,000.00	2,500,000.00	2,500,000	100.0
	TOTAL FUND EXPENDITURES	.00	800,000.00	625,000.00	2,500,000.00	2,500,000	100.0
	NET REVENUE OVER EXPENDITURES	14,418.20	683,078.30	(17,171.45)	677,843.49	42,211	1605.

TOWN OF MEAD
BALANCE SHEET
DECEMBER 31, 2024

MEAD URBAN RENEWAL AUTHORITY

ASSETS

20-01-0100	COMBINED CASH	4,794,235.67	
20-01-1301	A/R - MURA	210.53	
	TOTAL ASSETS		4,794,446.20

LIABILITIES AND EQUITY

LIABILITIES

20-02-2300	EMPLOYEE PENSION PAYABLE	926.77	
20-02-2301	SALARY WAGES PAYABLE	6,428.63	
20-02-2310	EMPLOYEE HEALTH INS. PAYABLE	1,332.99	
20-02-2314	401(A) CONTRIBUTIONS PAYABLE	290.41	
20-02-2400	FED. WITHHOLDING TAX PAYABLE	1,148.49	
20-02-2401	SOCIAL SECURITY TAX PAYABLE	1,141.28	
20-02-2402	MEDICARE TAX PAYABLE	266.90	
20-02-2403	STATE WITHHOLDING TAX PAYABLE	1,101.05	
20-02-2404	STATE UNEMPLOYMENT TAX PAYABLE	123.93	
	TOTAL LIABILITIES		12,760.45

FUND EQUITY

20-02-3001	FUND BALANCE	3,333,630.48	
	UNAPPROPRIATED FUND BALANCE:		
	REVENUE OVER EXPENDITURES - YTD	1,448,055.27	
	BALANCE - CURRENT DATE	1,448,055.27	
	TOTAL FUND EQUITY		4,781,685.75
	TOTAL LIABILITIES AND EQUITY		4,794,446.20

TOWN OF MEAD
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2024

MEAD URBAN RENEWAL AUTHORITY

	YTD ACTUAL2022-	YTD ACTUAL 2023-	PERIOD ACTUAL	YTD ACTUAL	BUDGET	PCNT
<u>TAXES</u>						
20-10-4050 TAX INCREMENT REVENUE (TIF)	2,416,148.78	3,032,797.06	37,204.78	3,829,766.84	3,980,644	96.2
TOTAL TAXES	2,416,148.78	3,032,797.06	37,204.78	3,829,766.84	3,980,644	96.2
<u>FEES</u>						
20-11-4110 ADMINSTRATIVE FEE	12,396.00	.00	5,059.25	20,237.00	20,237	100.0
TOTAL FEES	12,396.00	.00	5,059.25	20,237.00	20,237	100.0
<u>MISCELLANEOUS REVENUE</u>						
20-18-4619 INTEREST & DIVIDEND INCOME	58,551.46	160,283.09	(16,438.37)	175,075.66	229,413	76.3
TOTAL MISCELLANEOUS REVENUE	58,551.46	160,283.09	(16,438.37)	175,075.66	229,413	76.3
TOTAL FUND REVENUE	2,487,096.24	3,193,080.15	25,825.66	4,025,079.50	4,230,294	95.2
<u>ADMINISTRATION</u>						
20-40-5001 SALARIES & WAGES	167,165.14	218,538.19	27,099.46	233,923.92	241,344	96.9
20-40-5055 OVERTIME	.89	276.58	25.61	192.05	0	.0
20-40-5060 PAYROLL TAXES	12,058.66	15,203.23	1,719.38	16,107.09	18,463	87.2
20-40-5065 WORKERS COMP	1,404.88	2,235.22	277.06	2,793.25	1,857	150.4
20-40-5066 HEALTH INSURANCE	21,255.88	23,925.93	3,199.35	26,073.07	23,248	112.2
20-40-5067 DEFERRED COMP/RETIREMENT	11,386.05	13,618.04	1,676.40	14,028.15	14,574	96.3
20-40-5068 MEDICAL SAVINGS	522.24	699.15	80.24	681.02	672	101.3
20-40-5100 TIF REVENUE SHARING	1,350,856.32	1,707,258.34	27,101.90	2,194,974.44	2,284,837	96.1
20-40-5300 TELEPHONE	406.71	594.50	109.00	606.00	600	101.0
20-40-5320 GENERAL LIABILITY INSURANCE	2,568.45	2,316.74	.00	3,940.19	4,303	91.6
20-40-5340 PUBLISHED NOTICES	26.97	.00	.00	28.13	100	28.1
20-40-5400 LEGAL FEES	13,167.95	22,451.63	.00	8,104.69	40,000	20.3
20-40-5401 CONSULTING FEES	9,929.80	14,362.83	1,723.58	12,997.72	15,229	85.4
20-40-5415 AUDIT FEES	2,198.50	2,655.00	.00	2,100.00	2,659	79.0
20-40-5425 COUNTY TREASURER'S FEE	36,251.25	45,982.49	622.10	51,788.12	59,710	86.7
20-40-5427 TIF ADVANCE	.00	382,987.10	.00	5,686.39	1,100,000	.5
20-40-5460 ADMINISTRATIVE OVERHEAD	.00	.00	.00	.00	8,912	.0
20-40-5500 CAPITAL OUTLAY	27,232.71	.00	.00	.00	100,000	.0
20-40-5700 MISC. EXPENSE	839.06	121.10	.00	.00	1,000	.0
20-40-5705 MILEAGE	1,392.86	3,250.00	500.00	3,000.00	3,000	100.0
20-40-5914 TRANSFER TO TRANSPORTATION FD	1,250,000.00	500,000.00	.00	.00	0	.0
20-40-5999 OTHER PROJECTS	.00	.00	.00	.00	1,000,000	.0
TOTAL ADMINISTRATION	2,908,664.32	2,956,476.07	64,134.08	2,577,024.23	4,920,508	52.4

TOWN OF MEAD
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2024

MEAD URBAN RENEWAL AUTHORITY

	YTD ACTUAL 2022-	YTD ACTUAL 2023-	PERIOD ACTUAL	YTD ACTUAL	BUDGET	PCN
TOTAL FUND EXPENDITURES	2,908,664.32	2,956,476.07	64,134.08	2,577,024.23	4,920,508	52.4
NET REVENUE OVER EXPENDITURES	421,568.08-	236,604.08	(38,308.42)	1,448,055.27	690,214-	209.8

TOWN OF MEAD
BALANCE SHEET
DECEMBER 31, 2024

ELEVATION 25 GEN'L IMPVT DIST.

ASSETS

30-01-0100	COMBINED CASH	10,294.81	
	TOTAL ASSETS		10,294.81

LIABILITIES AND EQUITY

FUND EQUITY

UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	10,294.81		
BALANCE - CURRENT DATE		10,294.81	
TOTAL FUND EQUITY			10,294.81
TOTAL LIABILITIES AND EQUITY			10,294.81

TOWN OF MEAD
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2024

ELEVATION 25 GEN'L IMPVT DIST.

		YTD ACTUAL2022-	YTD ACTUAL 2023-	PERIOD ACTUAL	YTD ACTUAL	BUDGET	PCNT
	<u>TAXES</u>						
30-10-4050	PROPERTY TAX	.00	.00	28.01	10,600.67	10,253	103.4
	TOTAL TAXES	.00	.00	28.01	10,600.67	10,253	103.4
	<u>MISCELLANEOUS</u>						
30-18-4619	INTEREST & DIVIDEND INCOME	.00	.00	.00	.00	231	.0
	TOTAL MISCELLANEOUS	.00	.00	.00	.00	231	.0
	TOTAL FUND REVENUE	.00	.00	28.01	10,600.67	10,484	101.1
	<u>ADMINISTRATION</u>						
30-40-5340	PUBLISHED NOTICES	.00	.00	.00	26.97	0	.0
30-40-5400	LEGAL FEES	.00	.00	.00	125.00	0	.0
30-40-5425	COUNTY TREASURER'S FEE	.00	.00	.00	153.89	30	513.0
30-40-5460	ADMINISTRATIVE OVERHEAD	.00	.00	.00	.00	4,101	.0
	TOTAL ADMINISTRATION	.00	.00	.00	305.86	4,131	7.4
	<u>STREETS</u>						
30-44-5215	REPAIRS & MAINTENANCE	.00	.00	.00	.00	6,037	.0
	TOTAL STREETS	.00	.00	.00	.00	6,037	.0
	TOTAL FUND EXPENDITURES	.00	.00	.00	305.86	10,168	3.0
	NET REVENUE OVER EXPENDITURES	.00	.00	28.01	10,294.81	316	3257.

Report Criteria:
Report type: GL detail

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Description	Check Amount
01/25	01/21/2025	39112	Fox Tuttle Transportation Group	19021-68A	01-02-2615	Elevation 25 (296)	495.00- V
01/25	01/21/2025	39112	Fox Tuttle Transportation Group	19021-68B	01-02-2615	AMK Property (326)	165.00- V
01/25	01/21/2025	39112	Fox Tuttle Transportation Group	19021-68C	01-47-5405	CR 26 Multi-Use Path	575.00- V
Total 39112:							1,235.00-
01/25	01/21/2025	39362	Fox Tuttle Transportation Group	19021-68A	01-02-2615	Elevation 25 (296)	495.00
01/25	01/21/2025	39362	Fox Tuttle Transportation Group	19021-68B	01-02-2615	AMK Property (326)	165.00
01/25	01/21/2025	39362	Fox Tuttle Transportation Group	19021-68C	01-47-5405	CR 26 Multi-Use Path	575.00
Total 39362:							1,235.00
01/25	01/27/2025	39363	ADAMSON POLICE PRODUCTS	INV427002	01-42-5254	Uniform - MSmith	194.40
01/25	01/27/2025	39363	ADAMSON POLICE PRODUCTS	INV427044	01-42-5254	Uniform-Begano	17.99
01/25	01/27/2025	39363	ADAMSON POLICE PRODUCTS	INV427830	01-42-7051	Uniform - Rollins	79.20
Total 39363:							291.59
01/25	01/27/2025	39364	University Auto Parts, Inc	336691	04-44-5364	Tandem PW06	52.05
01/25	01/23/2025	39364	All Copy Products Inc	546735341	01-40-6126	Copier Lease	126.42- V
01/25	01/23/2025	39364	All Copy Products Inc	546735341	01-40-6126	Copier Lease	126.42
01/25	01/23/2025	39364	All Copy Products Inc	546735341	01-42-6126	Copier Lease	93.52- V
01/25	01/27/2025	39364	All Copy Products Inc	546735341	01-42-6126	Copier Lease	93.52
Total 39364:							52.05
01/25	01/27/2025	39365	All Copy Products, Inc.	AR4649373	01-42-5315	Copier - Dec	80.68
01/25	01/27/2025	39365	All Copy Products, Inc.	AR4649374	01-40-5315	Copies - Dec	111.79
01/25	01/27/2025	39365	All Copy Products, Inc.	AR4658098	01-47-5315	Copier - Dec	68.37
01/25	01/27/2025	39365	All Copy Products, Inc.	AR4658276	01-40-5315	Copies	218.16
Total 39365:							479.00
01/25	01/27/2025	39366	ALPHAGRAPHICS OF NO COLO	114847	04-44-5216	Public Work Truck Numbers Decals & Lo	455.15
Total 39366:							455.15
01/25	01/27/2025	39367	Amazon Capital Services Inc	1LNR-611J-L	01-47-7020	Operating Supplies	23.39
01/25	01/27/2025	39367	Amazon Capital Services Inc	1PCL-F6J4-F	01-40-7010	Supplies	289.95
01/25	01/27/2025	39367	Amazon Capital Services Inc	1RWW-6YW	01-47-7020	Operating Supplies	39.99
Total 39367:							353.33
01/25	01/27/2025	39368	Amerigas Propane LP	806130324	06-47-5305	WWTP - Dec	3,362.83
Total 39368:							3,362.83
01/25	01/27/2025	39369	CIRSA	250290	01-40-6301	GL Ins - Admin	996.39
01/25	01/27/2025	39369	CIRSA	250290	01-41-6301	GL Ins - BOT	996.39
01/25	01/27/2025	39369	CIRSA	250290	01-42-5320	GL Ins - PD	24,909.83
01/25	01/27/2025	39369	CIRSA	250290	01-43-6301	GL Ins - Comm Dev	996.39
01/25	01/27/2025	39369	CIRSA	250290	04-44-6301	GL Ins - Streets	7,472.95
01/25	01/27/2025	39369	CIRSA	250290	01-45-6301	GL Ins - Parks	4,981.97
01/25	01/27/2025	39369	CIRSA	250290	01-47-6301	GL Ins - Engineering	1,992.79
01/25	01/27/2025	39369	CIRSA	250290	01-48-6301	GL Ins - Court	996.39

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Description	Check Amount
01/25	01/27/2025	39369	CIRSA	250290	01-49-5320	GL Ins - Comm Engage	1,494.59
01/25	01/27/2025	39369	CIRSA	250290	06-40-5320	GL Ins - Sewer	2,490.98
01/25	01/27/2025	39369	CIRSA	250290	20-40-5320	GL Ins - MURA	996.39
01/25	01/27/2025	39369	CIRSA	250290	01-46-6301	GL Ins - Comm Center	1,494.59
Total 39369:							49,819.65
01/25	01/27/2025	39370	Club Car Wash Operating LLC	INV8677	01-40-6805	Car Wash	10.00
01/25	01/27/2025	39370	Club Car Wash Operating LLC	INV8677	01-42-6805	Car Wash (x15)	150.00
01/25	01/27/2025	39370	Club Car Wash Operating LLC	INV8677	01-47-6805	Car Wash	10.00
01/25	01/27/2025	39370	Club Car Wash Operating LLC	INV8677	01-49-6805	Car Wash	10.00
Total 39370:							180.00
01/25	01/27/2025	39371	COLLEEN WHITLOW	Q4-WHITLO	01-41-5700	Mileage Reimbursement - Q4	608.36
01/25	01/27/2025	39371	COLLEEN WHITLOW	Q4-WHITLO	01-41-5700	Parking Reimbursement - Q4	150.00
Total 39371:							758.36
01/25	01/27/2025	39372	Concrete Conservation LLC	2024495	06-47-5396	R&M	68,202.30
Total 39372:							68,202.30
01/25	01/27/2025	39373	DBC Irrigation Supply	S5753633.00	01-45-5372	SC - S5688799.001	.15
Total 39373:							.15
01/25	01/27/2025	39374	Denali Water Solutions LLC	INV982800	06-47-5231	Sludge Disposal	3,644.62
01/25	01/27/2025	39374	Denali Water Solutions LLC	INV991433	06-47-5231	Sludge Disposal	910.00
Total 39374:							4,554.62
01/25	01/27/2025	39375	Dewberry Engineers, Inc	22411422	14-44-8503	3rd/Welker Intersection April-May 31, 202	50,817.50
01/25	01/27/2025	39375	Dewberry Engineers, Inc	22414706	14-44-8503	3rd/Welker Intersection June-July 28, 20	15,020.00
01/25	01/27/2025	39375	Dewberry Engineers, Inc	22417158	14-44-8503	3rd/Welker Intersection June 29-July 26,	14,475.00
01/25	01/27/2025	39375	Dewberry Engineers, Inc	22421322	14-44-8503	3rd/Welker Intersection July 27-August 3	21,525.00
01/25	01/27/2025	39375	Dewberry Engineers, Inc	22425295	14-44-8503	3rd/Welker Intersection August 31-Sept 2	17,875.00
Total 39375:							119,712.50
01/25	01/27/2025	39376	Ditesco LLC	2024-075	09-49-8516	Community Center	14,965.80
Total 39376:							14,965.80
01/25	01/27/2025	39377	Dohn Construction, Inc	13003	09-49-8516	#8 - TOM Community Center	246,544.02
01/25	01/27/2025	39377	Dohn Construction, Inc	13003	09-02-2005	#8 - TOM Community Center	12,326.92-
Total 39377:							234,217.10
01/25	01/27/2025	39378	Don Smith	011525 - SMI	01-41-5347	Facade Grant - 323 Main Street	5,000.00
Total 39378:							5,000.00
01/25	01/27/2025	39379	DYNAMIC DESIGNS PRINTING,	90250	01-41-6824	BOT plaque & posters	728.80
Total 39379:							728.80
01/25	01/27/2025	39380	Felsburg Holt & Ullevig	43558	01-47-5405	Gen Engineering - 12/1 - 12/31	1,710.00

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Description	Check Amount
Total 39380:							1,710.00
01/25	01/27/2025	39381	Fox Tuttle Transportation Group	19021-70A	01-02-2615	Liberty Ranch Filing #3 (320)	220.00
01/25	01/27/2025	39381	Fox Tuttle Transportation Group	19021-70B	01-02-2615	Elevation 25 (296)	165.00
01/25	01/27/2025	39381	Fox Tuttle Transportation Group	192021-70C	01-02-2615	Waterfront Project (352)	55.00
Total 39381:							440.00
01/25	01/27/2025	39382	Garretson's Sports Center	17841	04-44-5203	Uniforms - TD	170.00
Total 39382:							170.00
01/25	01/27/2025	39383	GOLF & SPORT SOLUTIONS	49553	01-45-5370	Tons of Athletic Sand	13,639.57
Total 39383:							13,639.57
01/25	01/27/2025	39384	GRC Consulting Inc	16517	04-44-5360	Street Sweeping - September	3,942.00
01/25	01/27/2025	39384	GRC Consulting Inc	16641	04-44-5360	Street Sweeping - October	3,942.00
01/25	01/27/2025	39384	GRC Consulting Inc	16776	04-44-5360	Street Sweeping - November	3,942.00
01/25	01/27/2025	39384	GRC Consulting Inc	16839	04-44-5360	Street Sweeping - December	4,266.00
Total 39384:							16,092.00
01/25	01/27/2025	39385	GREELEY LOCK AND KEY	0000036077	01-40-5201	Printer & Badges	7,837.62
Total 39385:							7,837.62
01/25	01/27/2025	39386	Gust Family Enterprises Inc	156442	01-47-5200	Office Supplies	28.72
Total 39386:							28.72
01/25	01/27/2025	39387	HIGH PLAINS LIBRARY DIST.	2023 REFUN	20-40-5100	2023 TIF Refund	14.10
Total 39387:							14.10
01/25	01/27/2025	39388	International Agents Inc	001295	01-42-5343	Contractual Services	1,350.00
Total 39388:							1,350.00
01/25	01/27/2025	39389	Invision GIS, LLC	2452	04-44-5201	GIS - Computer Tech	1,002.50
Total 39389:							1,002.50
01/25	01/27/2025	39390	JVA INCORPORATED	21027	14-44-8538	N. Creek Floodplain Analysis	5,628.60
01/25	01/27/2025	39390	JVA INCORPORATED	21030	06-40-5405	TOM Wastewater On-Call Engineering	1,323.39
01/25	01/27/2025	39390	JVA INCORPORATED	21097	01-02-2615	Liberty Ranch Filing #3	270.00
01/25	01/27/2025	39390	JVA INCORPORATED	21098	01-47-5405	TOM Design Standards & Specs	4,122.00
01/25	01/27/2025	39390	JVA INCORPORATED	21099	01-47-5405	TOM General Engineering	1,322.80
01/25	01/27/2025	39390	JVA INCORPORATED	21109	01-02-2615	Access 25 (South Postle) (347)	1,080.00
01/25	01/27/2025	39390	JVA INCORPORATED	21110	01-02-2615	CR 9.5 CD's (Postle)	602.00
01/25	01/27/2025	39390	JVA INCORPORATED	21111	01-02-2615	O'Reilly Auto Parts (343)	270.00
01/25	01/27/2025	39390	JVA INCORPORATED	21112	01-02-2615	Red Barn Community Center (298)	360.00
Total 39390:							14,978.79
01/25	01/27/2025	39391	Karla Motley	01/25 - MOT	01-40-7010	Supplies for Coffee with Mayor and PD	29.65

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Description	Check Amount
Total 39391:							29.65
01/25	01/27/2025	39392	LEXIPOL, LLC	INVLEX1124	01-42-6610	Annl Law Enf Policy Manual & Training B	3,898.22
01/25	01/27/2025	39392	LEXIPOL, LLC	INVPM11246	01-42-6610	LEFTA Annual Subscription	2,753.01
Total 39392:							6,651.23
01/25	01/27/2025	39393	MARY STRUTT	Q4 - STRUT	01-40-5705	Mileage Reimbursement Q4	428.13
01/25	01/27/2025	39393	MARY STRUTT	Q4 - STRUT	01-41-5330	Meals Reimbursement Q4	87.00
01/25	01/27/2025	39393	MARY STRUTT	Q4 - STRUT	01-41-5841	Coffee with Mayor	99.14
01/25	01/27/2025	39393	MARY STRUTT	Q4 - STRUT	01-41-5700	Board Room Supplies	7.54
Total 39393:							621.81
01/25	01/27/2025	39394	MEAD AREA CHAMBER OF CO	01152025	01-41-6895	2025 MACC Agreement	10,000.00
Total 39394:							10,000.00
01/25	01/27/2025	39395	Michow Guckenberger McAskin L	DECEMBER	01-40-5400	Legal Services - Dec	17,575.00
01/25	01/27/2025	39395	Michow Guckenberger McAskin L	DECEMBER	06-40-5400	Legal Services - Dec	925.00
01/25	01/27/2025	39395	Michow Guckenberger McAskin L	MEAD.DEC2	01-40-5400	Litigation (Schell Property)	360.00
01/25	01/27/2025	39395	Michow Guckenberger McAskin L	MEAD.DEC2	01-02-2615	Special Proj - WCR 9.5	3,372.50
01/25	01/27/2025	39395	Michow Guckenberger McAskin L	MEAD.DEC2	01-02-2615	O'Reilly (343)	806.00
01/25	01/27/2025	39395	Michow Guckenberger McAskin L	MEAD.DEC2	01-02-2615	Mead Place (45)	5,078.00
01/25	01/27/2025	39395	Michow Guckenberger McAskin L	MEAD.DEC2	01-02-2615	Quik Trip (294)	812.00
01/25	01/27/2025	39395	Michow Guckenberger McAskin L	MEAD.DEC2	01-02-2615	Meadow Ridge (297)	1,130.00
01/25	01/27/2025	39395	Michow Guckenberger McAskin L	MEAD.DEC2	01-02-2615	Mead Municipal Facilities (346)	1,495.00
01/25	01/27/2025	39395	Michow Guckenberger McAskin L	MEAD.DEC2	01-02-2615	Red Barn (298)	1,517.00
01/25	01/27/2025	39395	Michow Guckenberger McAskin L	MEAD.DEC2	01-02-2615	Access 25 (347)	2,656.00
01/25	01/27/2025	39395	Michow Guckenberger McAskin L	MEAD.DEC2	01-02-2615	Liberty Ranch (320)	90.00
01/25	01/27/2025	39395	Michow Guckenberger McAskin L	MEAD.DEC2	01-02-2615	TOM Hwy 66 and I-25 GID (294)	817.00
01/25	01/27/2025	39395	Michow Guckenberger McAskin L	MEAD.DEC2	01-02-2615	Scooterhinge (MVI) (344)	150.00
01/25	01/27/2025	39395	Michow Guckenberger McAskin L	MEAD.DEC2	01-02-2615	Grand Meadow (341)	1,102.00
01/25	01/27/2025	39395	Michow Guckenberger McAskin L	MEAD.DEC2	01-02-2615	Elevation 25 (Mark IV)	1,335.00
01/25	01/27/2025	39395	Michow Guckenberger McAskin L	MEAD.DEC2	01-02-2615	TOM Elevation 25 GID (296)	150.00
01/25	01/27/2025	39395	Michow Guckenberger McAskin L	MEAD.DEC2	01-02-2615	Mead Place and 333 Main Street Parcels	25.00
01/25	01/27/2025	39395	Michow Guckenberger McAskin L	MEAD.DEC2	01-40-5400	Mileage/Cert Mail Reimbursement	66.33
01/25	01/27/2025	39395	Michow Guckenberger McAskin L	MEAD.DEC2	06-40-5400	Mileage/Cert Mail Reimbursement	66.33
Total 39395:							39,528.16
01/25	01/27/2025	39396	MJT Communications	14252	01-40-6104	JN Laptop	1,360.00
Total 39396:							1,360.00
01/25	01/27/2025	39397	MVFPD	2023 REFUN	20-40-5100	2023 TIF Refund	35.85
Total 39397:							35.85
01/25	01/27/2025	39398	NEXTRUST INC.	394441	06-40-5205	Sewer Bills - Dec	437.00
01/25	01/27/2025	39398	NEXTRUST INC.	394441	06-40-5410	Sewer Bills - Dec	210.42
Total 39398:							647.42
01/25	01/27/2025	39399	NORTH FRONT RANGE WATER	202515	06-40-6610	Annual Dues - 2025	1,050.00

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Description	Check Amount
Total 39399:							1,050.00
01/25	01/27/2025	39400	NORTHERN COLO WATER CON	2023 REFUN	20-40-5100	2023 TIF Refund	4.41
Total 39400:							4.41
01/25	01/27/2025	39401	Otak, Inc	0001224003	14-44-8536	SH66/CR7 Crossing	15,142.25
Total 39401:							15,142.25
01/25	01/27/2025	39402	Paulette Dolin	043	01-49-5265	Fitness Class Instruction	120.00
01/25	01/27/2025	39402	Paulette Dolin	043	01-46-6135	Fitness Class Instruction	240.00
Total 39402:							360.00
01/25	01/27/2025	39403	Prairie Mountian Media	0000407533	01-41-5230	Published Notices - Dec	117.03
Total 39403:							117.03
01/25	01/27/2025	39404	RAMEY ENVIRONMENTAL COM	28900	06-47-5396	Raterink R&M	9,485.00
01/25	01/27/2025	39404	RAMEY ENVIRONMENTAL COM	28915	06-47-5215	Equipment - Wastewater	1,247.27
01/25	01/27/2025	39404	RAMEY ENVIRONMENTAL COM	28915	06-47-5391	Lab Services	118.56
01/25	01/27/2025	39404	RAMEY ENVIRONMENTAL COM	28915	06-47-6803	Equipment - Wastewater	1,009.15
01/25	01/27/2025	39404	RAMEY ENVIRONMENTAL COM	28915	06-47-6125	Lab Services	206.40
Total 39404:							12,066.38
01/25	01/27/2025	39405	Rebeka Rene Barker	0003	01-42-5254	Uniform	146.00
Total 39405:							146.00
01/25	01/27/2025	39406	ST. VRAIN & LEFT HAND WATE	2023 REFUN	20-40-5100	2023 TIF Refund	6.20
Total 39406:							6.20
01/25	01/27/2025	39407	TOWN OF MEAD	2023 REFUN	20-40-5100	2023 TIF Refund	25.42
Total 39407:							25.42
01/25	01/27/2025	39408	Tradesman Elevator	12191	01-40-5215	Elev. Maint. - Nov	191.23
01/25	01/27/2025	39408	Tradesman Elevator	12223	01-40-5215	Elev. Maint. - Dec	185.66
Total 39408:							376.89
01/25	01/27/2025	39409	TRAFFIC SIGNAL CONTROLS, I	9035	04-44-5252	Street Signs	165.00
Total 39409:							165.00
01/25	01/27/2025	39410	Voiance Language Services LLC	2025003531	01-42-5343	OPI Interpretations Svs - Dec	96.60
Total 39410:							96.60
01/25	01/27/2025	39411	WELD COUNTY TREASURER	2023 REFUN	20-40-5100	2023 TIF Refund	26.53
Total 39411:							26.53
01/25	01/27/2025	39412	WHITE BEAR ANKELE TANAKA	38620	20-40-5400	MURA Legal - Dec	1,815.79

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Description	Check Amount
Total 39412:							1,815.79
01/25	01/27/2025	39413	Wickham Tractor Company	IE16125A	04-44-5216	KUB Damper	133.35
01/25	01/27/2025	39413	Wickham Tractor Company	IE16894A	04-44-5216	KUB Glass Front	144.67
01/25	01/27/2025	39413	Wickham Tractor Company	IE20638	04-44-5216	Parts - Blade Bolt & Cutter Blade	350.54
01/25	01/27/2025	39413	Wickham Tractor Company	IE20996	04-44-5216	Parts - R&M	1,649.45
01/25	01/27/2025	39413	Wickham Tractor Company	IE22421 FRE	04-44-5216	R.O.W. Mower - Freight	14.36
01/25	01/27/2025	39413	Wickham Tractor Company	WE03422	04-44-5216	Repair & Maintenance Mower	1,161.06
01/25	01/27/2025	39413	Wickham Tractor Company	WE04330	04-44-5216	Credit to Invoice WE02239	575.00-
01/25	01/27/2025	39413	Wickham Tractor Company	WE07775	04-44-5216	Kubota R&M	1,353.79
01/25	01/27/2025	39413	Wickham Tractor Company	WE07857	04-44-5216	Kubota Repair and Labor	425.25
Total 39413:							4,657.47
01/25	01/27/2025	39414	Wilson & Company Inc	133210	01-02-2615	1601 Process - CR38 Interchange (336)	18,787.00
01/25	01/27/2025	39414	Wilson & Company Inc	133211	04-44-5405	Sekich Business Park	660.00
01/25	01/27/2025	39414	Wilson & Company Inc	133213	14-44-8544	WCR7 Improvements	19,692.10
Total 39414:							39,139.10
01/25	01/23/2025	39415	University Auto Parts, Inc	336691	04-44-5364	Tandem PW06	52.05
01/25	01/23/2025	39415	University Auto Parts, Inc	336691	04-44-5364	Tandem PW06	52.05- V
Total 39415:							.00
01/25	01/27/2025	12725100	All Copy Products Inc	546735341	01-40-6126	Copier Lease	126.42
01/25	01/27/2025	12725100	All Copy Products Inc	546735341	01-42-6126	Copier Lease	93.52
Total 12725100:							219.94
01/25	01/27/2025	12725101	CENTURY LINK	4018 1/1/25	01-40-6110	Elevator Line - Jan	88.25
Total 12725101:							88.25
01/25	01/27/2025	12725102	Colo Water Resources & Power D	W07A196 - 0	06-98-9610	Wo7A196 - Acct #104792954745	42,228.18
01/25	01/27/2025	12725102	Colo Water Resources & Power D	W07A196 - 0	06-98-9611	Wo7A196 - Acct #104792954745	22,849.08
Total 12725102:							65,077.26
01/25	01/27/2025	12725103	SAMSCLUB	4230 01/02/2	01-49-5330	12/4/24 - training	72.22
01/25	01/27/2025	12725103	SAMSCLUB	4230 01/02/2	01-47-5200	12/06/24 - supplies	64.42
01/25	01/27/2025	12725103	SAMSCLUB	4230 01/02/2	01-41-5700	12/09/24 - Supplies	69.18
01/25	01/27/2025	12725103	SAMSCLUB	4230 01/02/2	01-40-5200	12/09/24 - Supplies	105.22
01/25	01/27/2025	12725103	SAMSCLUB	4230 01/02/2	01-47-5200	12/11/24 - supplies	445.18
Total 12725103:							756.22
01/25	01/27/2025	12725104	TRACTOR SUPPLY CREDIT PLA	1350 12/31/2	04-44-5215	3rd Street Patch Repair	64.99
01/25	01/27/2025	12725104	TRACTOR SUPPLY CREDIT PLA	1350 12/31/2	04-44-5254	Shop - Min Comp	36.99
01/25	01/27/2025	12725104	TRACTOR SUPPLY CREDIT PLA	1350 12/31/2	04-44-5216	Windshield Washer & Def	81.26
Total 12725104:							183.24
01/25	01/27/2025	12725105	UNITED POWER	12340201/03	04-44-5305	1785 CR 32 - Grader Shed12/2024	78.00
01/25	01/27/2025	12725105	UNITED POWER	12650701 01	01-45-5305	Booster Pump Founders 12/2024	20.00
01/25	01/27/2025	12725105	UNITED POWER	12952800 01	01-45-5305	Mead Ponds 12/2024	39.35
01/25	01/27/2025	12725105	UNITED POWER	14305100 01	06-47-5305	WWTP 12/2024	6,504.76

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Description	Check Amount
01/25	01/27/2025	12725105	UNITED POWER	16836300 01	01-45-5305	Park Sprinkler Liberty 12/2024	24.30
01/25	01/27/2025	12725105	UNITED POWER	16909300 01	01-45-5305	Feather Ridge 12/2024	20.17
01/25	01/27/2025	12725105	UNITED POWER	17159100 01	01-45-5305	Sprinkler Clock Dtn 12/2024	20.08
01/25	01/27/2025	12725105	UNITED POWER	17618300 01	01-40-5305	Town Hall 12/2024	664.52
01/25	01/27/2025	12725105	UNITED POWER	17770000 01	01-45-5305	Gazebo 12/2024	45.14
01/25	01/27/2025	12725105	UNITED POWER	18949400 01	01-42-5305	535 4th PD 12/2024	702.24
01/25	01/27/2025	12725105	UNITED POWER	21881700 01	01-47-5305	1341 CR 3412/2024	669.74
01/25	01/27/2025	12725105	UNITED POWER	22092202 01	06-47-5306	4133 CR 34 - Raterink 12/2024	68.22
01/25	01/27/2025	12725105	UNITED POWER	24240200 -0	01-47-6134	EV Station 12/2024	123.27
01/25	01/27/2025	12725105	UNITED POWER	24257400 -0	01-45-5305	1501 CR 34 - Mead Ponds 12/2024	36.98
01/25	01/27/2025	12725105	UNITED POWER	24446200 -0	09-49-8516	401 3rd St - Temp 12/2024	222.06
01/25	01/27/2025	12725105	UNITED POWER	6753101 01/	01-45-5305	Irrig Sprinkler N Creek 12/2024	20.00
01/25	01/27/2025	12725105	UNITED POWER	7490500 01/	06-47-5305	Pump Lake Thomas 12/2024	46.02
01/25	01/27/2025	12725105	UNITED POWER	83701 01/03/	01-42-5305	Shop - 535 4th St12/2024	175.53
01/25	01/27/2025	12725105	UNITED POWER	96302 01/03/	06-47-5305	WWTP Lagoon 12/2024	33.10
Total 12725105:							9,513.48
01/25	01/27/2025	12725106	VERIZON WIRELESS	6103021688	01-40-5300	Wireless bill	40.01
01/25	01/27/2025	12725106	VERIZON WIRELESS	6103021688	01-41-5210	Wireless bill	51.47
01/25	01/27/2025	12725106	VERIZON WIRELESS	6103021688	01-43-5300	Wireless bill	50.75
01/25	01/27/2025	12725106	VERIZON WIRELESS	6103021688	01-47-5300	Wireless bill	160.04
01/25	01/27/2025	12725106	VERIZON WIRELESS	6103021688	01-49-5300	Wireless bill	40.01
01/25	01/27/2025	12725106	VERIZON WIRELESS	6103021688	04-44-5300	Wireless bill	67.47
01/25	01/27/2025	12725106	VERIZON WIRELESS	6103021688	06-40-5300	Wireless bill	40.01
01/25	01/27/2025	12725106	VERIZON WIRELESS	6103021689	01-42-5300	Wireless bill	1,320.40
Total 12725106:							1,770.16
Grand Totals:							772,074.27

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
01-02-2000	1,454.94	163,509.66-	162,054.72-
01-02-2615	43,004.50	660.00-	42,344.50
01-40-5200	105.22	.00	105.22
01-40-5201	7,837.62	.00	7,837.62
01-40-5215	376.89	.00	376.89
01-40-5300	40.01	.00	40.01
01-40-5305	664.52	.00	664.52
01-40-5315	329.95	.00	329.95
01-40-5400	18,001.33	.00	18,001.33
01-40-5705	428.13	.00	428.13
01-40-6104	1,360.00	.00	1,360.00
01-40-6110	88.25	.00	88.25
01-40-6126	252.84	126.42-	126.42
01-40-6301	996.39	.00	996.39
01-40-6805	10.00	.00	10.00
01-40-7010	319.60	.00	319.60
01-41-5210	51.47	.00	51.47
01-41-5230	117.03	.00	117.03
01-41-5330	87.00	.00	87.00
01-41-5347	5,000.00	.00	5,000.00
01-41-5700	835.08	.00	835.08

M = Manual Check, V = Void Check

GL Account	Debit	Credit	Proof
01-41-5841	99.14	.00	99.14
01-41-6301	996.39	.00	996.39
01-41-6824	728.80	.00	728.80
01-41-6895	10,000.00	.00	10,000.00
01-42-5254	358.39	.00	358.39
01-42-5300	1,320.40	.00	1,320.40
01-42-5305	877.77	.00	877.77
01-42-5315	80.68	.00	80.68
01-42-5320	24,909.83	.00	24,909.83
01-42-5343	1,446.60	.00	1,446.60
01-42-6126	187.04	93.52-	93.52
01-42-6610	6,651.23	.00	6,651.23
01-42-6805	150.00	.00	150.00
01-42-7051	79.20	.00	79.20
01-43-5300	50.75	.00	50.75
01-43-6301	996.39	.00	996.39
01-45-5305	226.02	.00	226.02
01-45-5370	13,639.57	.00	13,639.57
01-45-5372	.15	.00	.15
01-45-6301	4,981.97	.00	4,981.97
01-46-6135	240.00	.00	240.00
01-46-6301	1,494.59	.00	1,494.59
01-47-5200	538.32	.00	538.32
01-47-5300	160.04	.00	160.04
01-47-5305	669.74	.00	669.74
01-47-5315	68.37	.00	68.37
01-47-5405	7,729.80	575.00-	7,154.80
01-47-6134	123.27	.00	123.27
01-47-6301	1,992.79	.00	1,992.79
01-47-6805	10.00	.00	10.00
01-47-7020	63.38	.00	63.38
01-48-6301	996.39	.00	996.39
01-49-5265	120.00	.00	120.00
01-49-5300	40.01	.00	40.01
01-49-5320	1,494.59	.00	1,494.59
01-49-5330	72.22	.00	72.22
01-49-6805	10.00	.00	10.00
04-02-2000	627.05	31,682.88-	31,055.83-
04-44-5201	1,002.50	.00	1,002.50
04-44-5203	170.00	.00	170.00
04-44-5215	64.99	.00	64.99
04-44-5216	5,768.88	575.00-	5,193.88
04-44-5252	165.00	.00	165.00
04-44-5254	36.99	.00	36.99
04-44-5300	67.47	.00	67.47
04-44-5305	78.00	.00	78.00
04-44-5360	16,092.00	.00	16,092.00
04-44-5364	104.10	52.05-	52.05
04-44-5405	660.00	.00	660.00
04-44-6301	7,472.95	.00	7,472.95
06-02-2000	.00	166,458.62-	166,458.62-
06-40-5205	437.00	.00	437.00
06-40-5300	40.01	.00	40.01
06-40-5320	2,490.98	.00	2,490.98
06-40-5400	991.33	.00	991.33
06-40-5405	1,323.39	.00	1,323.39
06-40-5410	210.42	.00	210.42
06-40-6610	1,050.00	.00	1,050.00
06-47-5215	1,247.27	.00	1,247.27

M = Manual Check, V = Void Check

GL Account	Debit	Credit	Proof
06-47-5231	4,554.62	.00	4,554.62
06-47-5305	9,946.71	.00	9,946.71
06-47-5306	68.22	.00	68.22
06-47-5391	118.56	.00	118.56
06-47-5396	77,687.30	.00	77,687.30
06-47-6125	206.40	.00	206.40
06-47-6803	1,009.15	.00	1,009.15
06-98-9610	42,228.18	.00	42,228.18
06-98-9611	22,849.08	.00	22,849.08
09-02-2000	12,326.92	261,731.88-	249,404.96-
09-02-2005	.00	12,326.92-	12,326.92-
09-49-8516	261,731.88	.00	261,731.88
14-02-2000	.00	160,175.45-	160,175.45-
14-44-8503	119,712.50	.00	119,712.50
14-44-8536	15,142.25	.00	15,142.25
14-44-8538	5,628.60	.00	5,628.60
14-44-8544	19,692.10	.00	19,692.10
20-02-2000	.00	2,924.69-	2,924.69-
20-40-5100	112.51	.00	112.51
20-40-5320	996.39	.00	996.39
20-40-5400	1,815.79	.00	1,815.79
Grand Totals:	800,892.09	800,892.09-	.00

Report Criteria:
Report type: GL detail



Agenda Item Summary

MEETING DATE: January 27, 2025

SUBJECT: **Resolution No. 08-R-2025** – A Resolution of the Town of Mead, Colorado, Adopting the Town of Mead Public Records Request Policy

PRESENTED BY: Mary Strutt, Administrative Services Director
Lori Strand, Deputy Town Attorney

SUMMARY

The public policies of the State of Colorado and the Town of Mead (“Town”) require all public records to be open for inspection at reasonable times unless specifically excepted by law. The Board of Trustees of the Town previously adopted the Town of Mead Open Records Policy (“2014 Policy”) by Resolution No. 17-R-2014. Based on legislative changes, current practices and the increase of digital record-keeping staff recommends repealing the 2014 Policy and replacing it with the attached Town of Mead Public Records Request Policy (“2025 Policy”).

The 2025 Policy sets for the Town’s rules regarding the inspection of the Town’s public records including records available online, limitations and exemptions, forms of requests, response times, digital records, records retention and fees.

FINANCIAL CONSIDERATIONS

There is minimal financial impact of this policy. In certain circumstances the Town may charge for research, retrieval and redaction costs related to public records requests. The maximum hourly fee is set according to CRS 24-702-205 and adjusts every five years. This policy imposes the Town fee at \$41.37 to coincide with the July 1, 2024, adjustment.

STAFF RECOMMENDATION/ACTION REQUIRED

A motion to approve the January 27, 2025, consent agenda will approve the Resolution. If this item is pulled off the consent agenda for further discussion or questions, Staff recommends the following motion:

Suggested Motion:

“I move to adopt Resolution No. 08-R-2025 – A Resolution of the Town of Mead, Colorado, adopting the Town of Mead Public Records Request Policy.”

ATTACHMENTS

Resolution No. 08-R-2025
Town of Mead Public Records Request Policy

**TOWN OF MEAD, COLORADO
RESOLUTION NO. 08-R-2025**

**A RESOLUTION OF THE TOWN OF MEAD, COLORADO,
ADOPTING THE TOWN OF MEAD PUBLIC RECORDS REQUEST POLICY**

WHEREAS, the public policies of the State of Colorado and the Town of Mead (the “Town”) require all public records to be open for inspection at reasonable times unless specifically excepted by law; and

WHEREAS, C.R.S. Section 24-72-200.1, *et seq.*, known as the Colorado Open Records Act (“CORA”), authorizes the official custodian of public records to make rules with reference to the inspection of public records as are reasonably necessary for the protection of such records and the prevention of unnecessary interference with the regular discharge of the duties of the custodian or the custodian’s office; and

WHEREAS, the Board of Trustees of the Town (the “Board”) previously adopted the Town of Mead Open Records Policy by Resolution No. 17-R-2014 (as amended, the “2014 Policy”); and

WHEREAS, the Board desires to repeal the 2014 Policy in its entirety and replace the 2014 Policy with the Town of Mead Public Records Request Policy attached to this Resolution as **Exhibit A**.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF MEAD, COLORADO:

Section 1. The Board hereby repeals the 2014 Policy in its entirety and adopts the Town of Mead Public Records Request Policy attached hereto as **Exhibit A**.

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

Section 3. Certification. The Town Clerk shall certify 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 27TH DAY OF JANUARY 2025.

ATTEST:

TOWN OF MEAD:

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

By: _____
Colleen G. Whitlow, Mayor

EXHIBIT A

**Town of Mead
Public Records Request Policy**

(Attached)

Town of Mead Public Records Request Policy

1. **Purpose**

This Policy sets forth the Town's rules regarding the inspection of the Town's Public Records as authorized by the Colorado Open Records Act, C.R.S. § 24-72-200.1, *et seq.* These rules are reasonably necessary for the protection of such records and the prevention of unnecessary interference with the regular discharge of the duties of the Town Clerk and the Town Clerk's office.

2. **Definitions**

Capitalized terms in this Policy that are not defined in this Section 4 shall have the meanings provided in CORA § 24-72-202. In the event a conflict exists between CORA and the definitions provided below, CORA shall govern.

- **CORA** means the Colorado Open Records Act, C.R.S. § 24-72-200.1, *et seq.*
- **Extenuating Circumstances** means when:
 - I. A broadly stated request is made that encompasses all or substantially all of a large category of records and the request is without sufficient specificity to allow the Official Custodian reasonably to prepare or gather the records within three (3) working days; or
 - II. A broadly stated request is made that encompasses all or substantially all of a large category of records and the Official Custodian is unable to prepare or gather the records within three (3) working days because the Official Custodian needs to devote all or substantially all of their resources to meeting an impending deadline or period of peak demand that is either unique or not predicted to recur more frequently than once a month; or
 - III. A request involves such a large volume of records that the Official Custodian cannot reasonably prepare or gather the records within three (3) working days without substantially interfering with the Official Custodian's obligation to perform their other public service responsibilities.
- **Official Custodian** means and includes any officer or employee of the Town who is responsible for the maintenance, care, and keeping of Public Records, regardless of whether the records are in their actual personal custody and control. The Town Clerk or their designee is the Official Custodian for the Town.
- **Policy** means this Town of Mead Public Records Request Policy.
- **Public Records** means all writings made, maintained, or kept by the Town for use in the exercise of functions required or authorized by law or administrative rule or involving the receipt or expenditure of public funds. Public Records includes the correspondence of elected officials subject to the limitations provided in CORA and summarized in Section 4.b), c), and d) of this Policy.

3. **Public Records Available Online Without Request**

- Many of the Town's Public Records, including agendas, minutes, ordinances, resolutions, and contracts, are available free of charge on the Town's website at: <https://www.townofmead.org/townclerk/page/public-records-information>.
- The Mead Municipal Code is available at: https://library.municode.com/co/mead/codes/municipal_code.
- If a request for Public Records includes records available on the Town's website or Municode, the Official Custodian may direct the requestor to the online repository for inspection of such records.

4. Limitations and Exemptions on Public Records Requests

- The following Writings are not Public Records under CORA and, therefore, will not be made available to the public under this Policy:
 - a) Criminal Justice Records, as defined in C.R.S. § 24-72-302. Requests for Criminal Justice Records must be submitted to the Town of Mead Police Department.
 - b) Correspondence of elected officials that is Work Product.
 - c) Correspondence of elected officials without a demonstrable connection to the exercise of functions required or authorized by law or administrative rule and does not involve the receipt or expenditure of public funds.
 - d) A communication from a constituent to an elected official that clearly implies by its nature or content that the constituent expects that it is confidential or that is communicated for the purpose of requesting that the elected official render assistance or information relating to a personal and private matter that is not publicly known affecting the constituent or a communication from the elected official in response to such a communication from a constituent.
 - e) Work Product prepared for elected officials unless the elected officials release or authorize the release of all or any part of the Work Product prepared for them.CORA § 24-72-202(6).
- In addition, the Official Custodian will deny inspection of Public Records if:
 - a) Inspection would be contrary to state or federal law or regulation.
 - b) Inspection would violate a court order.
 - c) Disclosure is “contrary to the public interest.” For example, the Official Custodian will deny the inspection of electronic mail addresses, telephone numbers, or home addresses provided by a person to an elected official for the purposes of future electronic communications to the person from the elected official.CORA § 24-72-204.
- Examples of other Public Records that may be exempt from disclosure include: medical, psychological, sociological, scholastic achievement data; personnel files and letters of reference; privileged or confidential information, such as communications with attorney-client privilege or proprietary information like computer source codes; deliberative process privileged materials; sexual harassment investigation records; some election, library and museum records; records on users of public utilities and facilities; materials submitted by certain applicants for executive positions. CORA § 24-72-204.
- See CORA § 24-72-204 for more information on exempt public records.

5. Form of Requests; Incomplete and Abandoned Requests

- A person must submit their request for Public Records using the Request for Public Records Form available on the Town Clerk’s website at <https://www.townofmead.org/townclerk/page/public-records-information>. The form must be submitted online or emailed to the Town Clerk’s Office at mstrutt@townofmead.org.
- All requests for Public Records must include the following to be determined complete:
 - a) The requestor’s name, e-mail address, and telephone number.
 - b) Sufficiently specific information to allow the Official Custodian to identify and gather the records within three (3) working days. Without sufficiently specific information, the Official Custodian may require the requestor to provide clarification or additional information; in such cases, the request will be deemed incomplete until clarification or additional information is provided.
 - c) Payment of deposit in accordance with Section 9 of this Policy.

- d) *If the request includes email communications*, the requestor must provide a date range and keywords for the Official Custodian to use to search and locate requested records. If available, the requestor must also include the names, position/title at the Town (e.g., Town Manager, Trustee, Community Development Director), and email addresses of the sending and receiving parties to the email communications requested. The requestor must state in their request if any of the foregoing information is unavailable.
- The Official Custodian may deem an open records request incomplete and abandoned if, after 10 business days: (i) the requester did not provide clarification or additional information to Official Custodian; or (ii) did not submit payment of the deposit in accordance with Section 9 of this Policy. At such time, the request will be closed, and the requestor must submit a new request, including payment of a new deposit if required under Section 9, to obtain their desired Public Records.

6. Responding to Requests; Time frame for Response; Format of Response

- The Official Custodian will apply the provisions of CORA and this Policy to determine whether the requested records are Public Records subject to public disclosure. The Official Custodian will notify the requestor if requested records will not be disclosed.
- If Public Records are requested in compliance with this Policy, the Official Custodian will make the records available within three (3) working days of a complete request. CORA § 24-72-203(3)(b). However, if Extenuating Circumstances exist, the Official Custodian is permitted an extension of seven (7) working days to make the records available. CORA § 24-72-203(3)(b). If an extension is required, the Official Custodian will provide written notification to the requestor of the Extenuating Circumstances and the expected time frame for making the records available. This notification will be provided within the initial three (3) working day time frame. CORA § 24-72-203(3)(b)(III).
- If the same requester submits multiple Public Records requests within a three (3) working day period, the requests will be treated as one request. The three (3) working day time frame within which the Official Custodian must respond will commence only after the latest request is complete.
- Public Records will be made available as follows:
 - *Physical records.* The Official Custodian will notify the requester when and where original or physical copies of Public Records are available for on-site inspection and, if applicable, when and where physical copies of Public Records may be picked up. At no time shall an original record be removed from the place at which the record is made available by the Official Custodian for inspection, except upon authorization of the Official Custodian. A Public Record shall not be photographed or otherwise copied by a requestor during their inspection of the record unless authorized by and under the supervision of the Official Custodian. Any attempt by a person to alter, remove, destroy, or, without authorization by the Official Custodian, photograph any original records being reviewed will immediately terminate such person's review, and may subject that person to prosecution. Original and physical copies of Public Records that are made available for on-site inspection and physical copies prepared for pick up will be available for thirty (30) calendar days following the Official Custodian's notification of their availability. If the requester does not, as applicable, inspect or pick up the records within said thirty (30) calendar days, the request will be considered abandoned. At such time, any original records will be returned to their usual location, and any copies will be destroyed.

- *Digital Records.* Copies of Public Records maintained in digital form shall be furnished, if available, according to the procedures described in Section 7 of this Policy.

7. Digital Records

- If a Public Record is stored in a digital format that is neither searchable nor sortable, the Official Custodian shall provide a copy of the Public Record in a digital format.
- If a Public Record is stored in a digital format that is searchable, the Official Custodian shall provide a digital copy of the Public Record in a searchable format unless otherwise requested by the requester.
- If a Public Record is stored in a digital format that is sortable, the Official Custodian shall provide a copy of the Public Record in a sortable format.
- If a Public Record is available in a digital format, the Official Custodian shall transmit a digital copy of the Public Record in a digital format by electronic mail or by another mutually agreed upon transmission method if the size of the record prevents transmission by electronic communication.
- The Official Custodian shall not convert a digital public record into a non-searchable format before transmission; provided, however, the Official Custodian is not required to produce a digital public record in a searchable or sortable format if:
 - Producing the record in the requested format would violate the terms of any copyright or licensing agreement between the Town and a third party or result in the release of a third party's proprietary information; or
 - After making reasonable inquiries, the Official Custodian determines: it is not technologically or practically feasible to permanently remove information that the custodian is required or allowed to withhold within the requested format, it is not technologically or practically feasible to provide a copy of the record in a digital searchable or sortable format, or if the custodian would be required to purchase software or create additional programming or functionality in its existing software to remove the information.
- If the Official Custodian is not able to produce a Public Record in the requested digital format, the Official Custodian shall produce the record in an alternate format and shall provide a written declaration attesting to the reasons the custodian is not able to produce the record in the requested format.
- See CORA § 24-72-203(3.5) for more information on Public Records in digital format.

8. Records Retention

- The Town does not permanently retain all Public Records. Rather, the Town disposes of nonpermanent Public Records and retains Public Records of enduring value in accordance with Article XI of the Mead Municipal Code.
- The Town automatically and permanently deletes email messages from its servers after two (2) years.

9. Fees and Costs

- CORA authorizes the Town to charge requestors for the research, retrieval, and redaction costs actually incurred by the Town in processing Public Records requests. CORA § 24-72-205.
- The Town will bill for physical copies and other services in conjunction with Public Records requests. Payment shall be made prior to receipt of the copies or services; provided, however, if the Official Custodian's estimated cost of complying with a Public Records request is \$50.00 or more, the requestor will be required to pay a deposit equal

to 50% of the estimate prior to the Official Custodian commencing their search and retrieval of the requested records.

- **Town Fee Schedule:**

B&W copies:	\$.25 per page (up to 11 x 17 paper copied on the Town's machine)
Color copies:	\$1.00 per page (up to 11 x 17 paper copied on the Town's machine)
Certified copies:	\$1.00 additional per document
Electronic Copies:	\$.25 per page
Large Format Copies:	Actual cost
Electronic Large Format Copies:	Actual cost
B&W maps:	Actual cost
Mylars:	Actual cost
Photographic reproductions:	Actual cost
Audio tapes:	Actual cost
Diskettes:	Actual cost
Electronic retrieval:	Actual cost
Research/retrieval services:	\$0.00 for the first hour, \$41.37/hour ¹ thereafter, pro-rated in 15-minute increments.

- In addition to the fees listed above, the Town may require a requestor to pay any service charge or fee imposed by the processor of credit card or electronic payment. CORA § 24-72-205(7).
- The Official Custodian may treat serial or multiple Public Records requests within a 30-day period from the same person, entity, or group and related to the same or similar subject matter as a single request for purposes of assessing fees.
- Public Records will not be made available to a requestor until all fees and costs associated with providing the records are fully paid.

¹ CORA § 24-72-205(6)(b) states that "[o]n July 1, 2019, and by July 1 of every five-year period thereafter, the director of research of the legislative council appointed pursuant to [CRS] 2-3-304(1) shall adjust the maximum hourly fee [for research/retrieval services] in accordance with the percentage change over the period in the United States department of labor, bureau of labor statistics, consumer price index for Denver-Aurora-Lakewood for all items and all urban consumers, or its successor index." *Id.* This adjusted fee for research/retrieval services shall be imposed by the Town upon posting of the adjusted fee on the Town Clerk's website or publication in this Policy.



Agenda Item Summary

MEETING DATE: January 27, 2025

SUBJECT: **Resolution No. 09-R-2025**
Resolution No. 02-URA-2025
Resolution No. 01-H66-2025 – A Joint Resolution of the Town of Mead, Colorado, the Town of Mead Urban Renewal Authority, and the Town of Mead Highway 66 and I-25 General Improvement District Approving a Cooperation Agreement Regarding Tax Increment Revenue Sharing

PRESENTED BY: Marcus McAskin, Town Attorney

SUMMARY

The Joint Resolution approves that certain Cooperation Agreement by and between the Town of Mead (the “Town”), the Town of Mead Urban Renewal Authority (“MURA”), and the Town of Mead Highway 66 and I-25 General Improvement District (the “District”). The Cooperation Agreement is attached to the Joint Resolution as Exhibit A.

The District is a taxing entity that is currently levying mills within MURA boundaries. The Cooperation Agreement memorializes the transfer to the District of property tax revenues that MURA receives from the District’s levy on taxable property within MURA boundaries.

The Joint Resolution approving the Cooperation Agreement is also being considered by the Board of Commissioners of MURA and the Board of Directors of the District on January 27, 2025.

The Joint Resolution authorizes the Mayor to execute the Cooperation Agreement on behalf of the Town. The Mayor serves as the Chair of MURA and the Presiding Officer of the District. The Joint Resolution also authorizes the Mayor to execute the Cooperation Agreement in those capacities.

FINANCIAL CONSIDERATIONS

No direct financial impact to Town. The Cooperation Agreement obligates MURA to deposit the tax increment generated by the District’s mills into a separate account for remittance to the District for a fixed term in accordance with the terms of the Cooperation Agreement.

STAFF RECOMMENDATION/ACTION REQUIRED

Staff recommends approval of the Joint Resolution. A motion to approve the January 27, 2025, consent agenda will approve the Cooperation Agreement (and will authorize the Mayor to execute the same on behalf of the Town when in final form).

If this item is pulled off of the consent agenda for discussion, Town staff recommends the following motion:

Suggested Motion:

I move to adopt Resolution 09-R-2025, a Joint Resolution of the Town of Mead, Colorado, the Town of Mead Urban Renewal Authority, and the Town of Mead Highway 66 and I-25 General Improvement District Approving a Cooperation Agreement Regarding Tax Increment Revenue Sharing

ATTACHMENTS

Joint Resolution, including Exhibit A Cooperation Agreement

**TOWN OF MEAD, COLORADO
RESOLUTION NO. 09-R-2025**

**TOWN OF MEAD URBAN RENEWAL AUTHORITY
RESOLUTION NO. 02-URA-2025**

**TOWN OF MEAD HIGHWAY 66 AND I-25 GENERAL IMPROVEMENT DISTRICT
RESOLUTION NO. 01-H66-2025**

**A JOINT RESOLUTION OF THE TOWN OF MEAD, COLORADO, THE TOWN
OF MEAD URBAN RENEWAL AUTHORITY, AND THE TOWN OF MEAD
HIGHWAY 66 AND I-25 GENERAL IMPROVEMENT DISTRICT
APPROVING A COOPERATION AGREEMENT REGARDING
TAX INCREMENT REVENUE SHARING**

WHEREAS, the Town of Mead Highway 66 and I-25 General Improvement District (the “**District**”) is a quasi-municipal subdivision of the state of Colorado and a body corporate formed by the Board of Trustees (the “**Town Board**”) of the Town of Mead (the “**Town**”) pursuant to Colorado Revised Statutes (“**C.R.S.**”) § 31-25-601 *et seq.* and Article IV of Chapter 12 of the Mead Municipal Code; and

WHEREAS, the Board of Directors of the District (the “**District Board**”) is authorized to transact business and exercise powers as a general improvement district under C.R.S. § 31-25-601 *et seq.* and Article IV of Chapter 12 of the Mead Municipal Code, including the power to enter into contracts and agreements pursuant to C.R.S. § 31-25-611; and

WHEREAS, the Board of Commissioners of the Town of Mead Urban Renewal Authority (“**MURA**”) is a body corporate and politic authorized to transact business and exercise powers as an urban renewal authority under the Colorado Urban Renewal Law, Part 1 of Article 25 of Title 31, C.R.S., including the power to enter into contracts and agreements; and

WHEREAS, the District is a taxing entity authorized to levy ad valorem property taxes within the MURA urban renewal area; and

WHEREAS, the Town Board, the District Board, and MURA desire to enter into the cooperation agreement attached hereto as Exhibit A and incorporated herein by reference (the “**Agreement**”) to provide for the transfer to the District of property tax revenues that MURA receives from the District levy on taxable property in the MURA urban renewal area; and

WHEREAS, the Town Board, the District Board, and MURA are authorized to enter into the Agreement pursuant to law, including without limitation the legal authority cited above and C.R.S. § 31-25-112.

NOW THEREFORE, BE IT RESOLVED by the Town Board, the District Board, and MURA, that:

Section 1. The foregoing recitals and findings are incorporated herein as findings and conclusions of the Town Board, the District Board, and MURA.

Section 2. The Town Board, the District Board, and MURA each hereby: (a) approves the

Agreement; and (b) authorizes their respective legal counsel to make non-material changes to the Agreement.

Section 3. The Town Board authorizes the Mayor to execute the Agreement on behalf of the Town when in final form.

Section 4. The District Board authorizes the Mayor as ex officio presiding officer of the District Board to execute the Agreement on behalf of the District when in final form.

Section 5. MURA authorizes the Chair of MURA to execute the Agreement on behalf of MURA when in final form.

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

Section 7. 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 8. 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 27TH DAY OF JANUARY, 2025.

ATTEST:

TOWN OF MEAD

By _____
Mary E. Strutt, MMC, Town Clerk

By _____
Colleen G. Whitlow, Mayor

ATTEST:

**TOWN OF MEAD URBAN RENEWAL
AUTHORITY**

By _____
Mary E. Strutt, Clerk

By _____
Colleen G. Whitlow, Chair

ATTEST:

**TOWN OF MEAD HIGHWAY 66 AND I-25
GENERAL IMPROVEMENT DISTRICT**

By _____
Mary E. Strutt, Secretary

By _____
Colleen G. Whitlow, Presiding Officer

EXHIBIT A

**COOPERATION AGREEMENT
AMONG THE TOWN OF MEAD, COLORADO,
MEAD URBAN RENEWAL AUTHORITY, AND
TOWN OF MEAD HIGHWAY 66 AND I-25 GENERAL IMPROVEMENT DISTRICT**

(Attached.)

COOPERATION AGREEMENT
AMONG THE TOWN OF MEAD, COLORADO,
MEAD URBAN RENEWAL AUTHORITY, AND
TOWN OF MEAD HIGHWAY 66 AND I-25 GENERAL IMPROVEMENT DISTRICT

MEAD URBAN RENEWAL PLAN

THIS COOPERATION AGREEMENT (this “Agreement”) is made and executed effective the 27th day of January, 2025, by and between the Town of Mead Highway 66 and I-25 General Improvement District, a quasi-municipal subdivision of the State of Colorado and a body corporate (“District”), the TOWN OF MEAD, a municipal corporation of the State of Colorado (hereinafter referred to as “Town”), and the MEAD URBAN RENEWAL AUTHORITY, a body corporate and duly organized and existing as a Title 31 urban renewal authority under the laws of the State of Colorado (hereinafter referred to as “MURA”). The District, Town, and MURA are referred to herein individually as a “Party” and collectively as the “Parties.”

WHEREAS, pursuant to C.R.S. § 31-25-601 *et seq.* and Article IV of Chapter 12 of the Mead Municipal Code, the Board of Trustees of the Town formed the District by Ordinance No. 1071, adopted November 25, 2024; and

WHEREAS, on May 2, 2016, the Town Board approved Resolution No. 22-R-2016 to adopt an Urban Renewal Plan (the “Plan”) for MURA which details MURA’s and Town’s plan for implementing the powers granted by the Colorado Urban Renewal Law, C.R.S. § 31-25-101, *et seq.* (the “Act”), for the purposes authorized in the Act, including utilizing tax increment financing (“TIF Financing”), as contemplated by C.R.S. § 31-25-107(9)(a); and

WHEREAS, TIF Financing provides that taxes, if any, levied after the effective date of the approval of the Plan upon taxable property in the area described in the Plan (“Urban Renewal Area”) each year shall be divided for a period not to exceed twenty-five (25) years from the effective date of the Plan and that a portion of said property tax revenues (the “TIF Revenue”) shall be allocated to and paid into a special fund of the urban renewal authority to pay the principal of, interest on, and any premiums due in connection with bonds of, loans or advances to, or indebtedness incurred by the urban renewal authority for financing an urban renewal project, or to make payments pursuant to an agreement executed pursuant to C.R.S. § 31-25-107(9.5) and C.R.S. § 31-25-107(11); and

WHEREAS, the District is a taxing entity whose boundaries include real property within the Urban Renewal Area; and

WHEREAS, the District, Town, and MURA recognize that a division of taxes pursuant to C.R.S. § 31-25-107(9)(a) on property within the boundaries of the District without an agreement concerning the sharing of TIF Revenue that results from the District levy on taxable property in the Urban Renewal Area may hinder the effectuation of the Plan and urban renewal projects within the Urban Renewal Area and the District’s ability to provide services within the Urban Renewal Area; and

WHEREAS, the District is cooperating with MURA and Town to facilitate carrying out the Plan and urban renewal projects within the Urban Renewal Area; and

WHEREAS, the District and MURA desire to enter into this Agreement for the transfer to the District of property tax revenues that MURA receives from the District levy on taxable property in the Urban Renewal Area (“District Revenue”); and

WHEREAS, the county assessor is responsible for the calculation, production, and allocation of the District Revenue; and

WHEREAS, the District and MURA are authorized to enter into this Agreement pursuant to law, including without limitation C.R.S §31-25-112; and

WHEREAS, the District and MURA have determined it is in the best interest of the Parties to enter into this Agreement to facilitate carrying out the Plan and urban renewal projects within the urban renewal area; and

WHEREAS, in consideration of the Parties entering into this Agreement pursuant to C.R.S. § 31-25-107(9.5) and C.R.S. § 31-25-107(11), the District waives any right to file an objection and ask for mediation pursuant to C.R.S. § 31-25-107(9.5).

NOW THEREFORE, in consideration of the foregoing recitals and the covenants, promises and agreements of each of the Parties hereto, it is agreed by and among the Parties hereto as follows:

1. Incorporation of Recitals. The foregoing recitals are incorporated into and made a part of this Agreement.
2. District Tax Levy Allocation. Once the District Revenue is calculated, produced, and allocated by the county assessor, MURA agrees to deposit the District Revenue into a separate account created for such purpose pursuant to and in accordance with C.R.S. § 31-25-107(9)(a)(II) of the Act and the rules and regulations of the Property Tax Administrator of the State of Colorado (the "District Tax Levy Allocation"). Commencing on the date of this Agreement and for a period of twenty-five (25) years from the effective date of the Plan, MURA shall transfer to the District on or before the 15th day of each month all revenues received from the county assessor through the preceding month (the "TIF Remittance"). If an area is subsequently included in the Plan by a modification of the Plan approved by the Town of Mead Board of Trustees, and such modification results in TIF Revenues from the District Tax Levy Allocation being allocated to MURA for an additional period beyond twenty-five (25) years from the effective date of the Plan, then MURA shall make the TIF Remittance transfers to the District for such additional period.
3. Changes to Urban Renewal Law Affecting TIF Remittance. The Parties agree and acknowledge that the Urban Renewal Law has previously required county assessors to collect TIF automatically from *all* taxing jurisdictions that overlap an Urban Renewal Area. The Parties further agree and acknowledge that the language of C.R.S. § 31-25-107, as amended by the recently enacted House Bill 15-1348, suggests that municipalities may be able to direct county assessors to collect TIF from only specified districts rather than all overlapping districts, and that this potential change could render the TIF Remittance provision in Paragraph 2 above unnecessary because, rather than remitting the District Tax Levy Allocation back to the District, the Town could direct the county tax assessor at the outset not to collect the District Tax Levy Allocation from the District. The Town represents that it is currently in discussions with the Weld County Tax Assessor (the "Assessor") regarding the Assessor's willingness to collect TIF from some but not all overlapping jurisdictions. In the event that the Assessor agrees to collect TIF from some but not all of the taxing jurisdictions in MURA's plan area, the Town and MURA agree to direct the Assessor not to collect the District Tax Levy Allocation from the District, and the Parties agree and acknowledge that the TIF Remittance provision in Paragraph 2 above will be of no further force and effect.
4. Intentionally deleted.
5. Intentionally deleted.

6. Agreement Confined to District Tax Levy Allocation Revenue. This Agreement applies only to the District Tax Levy Allocation revenues, as calculated, produced, collected and allocated to MURA within the Urban Renewal Area in accordance with C.R.S. § 31-25-107(9)(a)(II) and the rules and regulations of the Property Tax Administrator of the State of Colorado, and does not include any other revenues of Town or MURA. Town and District agree that revenue from the District Tax Levy Allocation collected and paid to the District under this Agreement are collections on behalf of the District within the meaning of Colorado Constitution Article X, Section 20(2)(e). However, such collections shall not cause the District to be in violation of any limitations or restrictions established by Article X, Section 20 of the Colorado Constitution, which, as of the date of this Agreement, have not been waived by the eligible electors of the District.

7. Subordination Consent Required. With the prior written consent of the District, as evidenced by a resolution approved by the District Board of Directors (“District Consent Resolution”), the obligation of MURA to pay revenues from the District Tax Levy Allocation to the District may be made subordinate to any payment of the principal of, the interest on, and any premiums due in connection with bonds of, loans or advances to, or indebtedness incurred by MURA for financing or refinancing, in whole or in part, the Urban Renewal Project specified in the Plan, provided, however, this subordination shall not result in a default with regard to any of the District’s outstanding indebtedness. A District Consent Resolution shall only be considered by the District after receiving any required consent of the holders of the District’s outstanding indebtedness.

8. Delays. Any delays in or failure of performance by any Party of its obligations under this Agreement shall be excused if such delays or failure are a result of acts of God, acts of public enemy, acts of the Federal or state government, acts of any other Party, acts of third parties, litigation concerning the validity of this Agreement or relating to transactions contemplated hereby, fire, floods, strikes, labor disputes, accidents, regulations or order of civil or military authorities, shortages of labor or materials, or other causes, similar or dissimilar, which are beyond the control of such Party. Notwithstanding the foregoing, where any of the above events shall occur which temporarily interrupt the ability of MURA to transfer or pay District Tax Levy Allocation revenues as provided in Paragraph 2, as soon as the event causing such interruption shall no longer prevail, MURA shall transfer and pay the total amount of the District Tax Levy Allocation revenue that has been received by MURA that is then owing to date, as determined according to the provisions of Paragraph 2 to this Agreement.

9. Intentionally deleted.

10. Consent to Board of Commissioners Representative Selection. Pursuant to C.R.S § 31-25-104(2)(a)(I), the special districts that levy a mill levy within the boundaries of MURA (each an “Overlapping District”) not otherwise represented on the Board of Commissioners for MURA are entitled to select one representative to serve collectively on their behalf on the Board of Commissioners for MURA. The Town and MURA have negotiated capturing TIF Revenue from the Mountain View Fire Protection District (the “Fire District”). In light of this financial commitment on the part of the Fire District, the Parties agree that it would be most appropriate for the available commissioner seat to be filled by a representative of the Fire District. The District hereby consents to the selection of the Fire District as the collective representative of Overlapping Districts in the Urban Renewal Area in accordance with C.R.S. § 31-25-104(2)(a)(I).

11. Notification of Intended Amendments to the Plan; Agreement Not Part of Plan. In accordance with C.R.S. § 31-25-107(9.5)(b) and § 31-25-107(11), the District hereby waives notice of any intended amendments or modifications to the Plan, including notice of the date and time of any meetings of the Town Board of Trustees to consider such amendments and modifications. Both Parties agree that this Agreement shall not, upon signature, become part of the Plan, but rather, is a stand-alone agreement

authorized pursuant to C.R.S. § 31-25-107(11) and in satisfaction of the requirements of C.R.S. § 31-25-107(9.5).

12. Termination and Subsequent Legislation. In the event of termination of the Plan, including its TIF Financing component, MURA and the Town may terminate this Agreement by delivering written notice to the District. The Parties further agree that in the event legislation is adopted after the effective date of this Agreement that invalidates or materially effects any provisions hereof, the Parties will in good faith negotiate for an amendment to this Agreement that most fully implements the original intent, purpose and provisions of this Agreement.

13. Entire Agreement. This instrument embodies the entire agreement of the Parties with respect to the subject matter hereof. There are no promises, terms, conditions, or obligations other than those contained herein; and this Agreement shall supersede all previous communications, representations, or agreements, either verbal or written, between the Parties hereto. No modification to this Agreement shall be valid unless agreed to in writing by the Parties hereto.

14. Binding Effect. This Agreement shall inure to the benefit of and be binding upon the Parties hereto and their successors in interest.

15. No Third-Party Enforcement. It is expressly understood and agreed that the enforcement of the terms and conditions of this Agreement, and all rights of action relating to such enforcement, shall be strictly reserved to the undersigned Parties and nothing in this Agreement shall give or allow any claim or right of action whatsoever by any other person not included in this Agreement. It is the express intention of the undersigned Parties that any entity other than the undersigned Parties receiving services or benefits under this Agreement shall be an incidental beneficiary only.

16. No Waiver of Immunities. No portion of this Agreement shall be deemed to constitute a waiver of any immunities the Parties or their officers or employees may possess, nor shall any portion of this Agreement be deemed to have created a duty of care which did not previously exist with respect to any person not a party to this Agreement.

17. Severability. If any provision of this Agreement is found to be invalid, illegal or unenforceable, the validity and enforceability of the remaining provisions shall not in any way be affected or impaired thereby. Further, in the event of any such holding of invalidity, illegality or unenforceability (as to any or all parties hereto), the Parties agree to take such action(s) as may be necessary to achieve to the greatest degree possible the intent of the affected provision of this Agreement.

18. No Assignment. No Party may assign any of its rights or obligations under this Agreement.

19. Paragraph Captions. The captions of the paragraphs are set forth only for the convenience and reference of the Parties and are not intended in any way to define, limit, or describe the scope or intent of this Agreement.

20. Execution in Counterparts. This Agreement may be executed in several counterparts, each of which shall be deemed an original and all of which shall constitute but one and the same instrument.

21. No Presumption. The Parties to this Agreement and their attorneys have had a full opportunity to review and participate in the drafting of the final form of this Agreement. Accordingly, this Agreement shall be construed without regard to any presumption or other rule of construction against the party causing the Agreement to be drafted.

22. Days. If the day for any performance or event provided for herein is a Saturday, a Sunday, a day on which national banks are not open for the regular transactions of business, or a legal holiday pursuant to C.R.S. § 24-11-101(1), such day shall be extended until the next day on which such banks and state offices are open for the transaction of business.

23. Parties Not Partners. Notwithstanding any language in this Agreement or any other agreement, representation, or warranty to the contrary, the Parties shall not be deemed to be partners or joint venturers, and no Party shall be responsible for any debt or liability of any other Party.

24. Effective Date; Automatic Termination. This Agreement shall be effective as of the date executed on behalf of each Party. This Agreement shall automatically terminate effective May 2, 2041, twenty-five years after the adoption of the 2016 Urban Renewal Plan for the Mead Urban Renewal Area.

Remainder of page intentionally left blank, signature page follows.

IN WITNESS WHEREOF, the Parties hereto have caused their duly authorized officials to execute this Agreement effective as of the day and year first above written.

ATTEST:

TOWN OF MEAD HIGHWAY 66 AND I-25
GENERAL IMPROVEMENT DISTRICT:

By: _____
Mary E. Strutt, Secretary

By: _____
Colleen G. Whitlow, Presiding Officer

ATTEST:

TOWN OF MEAD:

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

By: _____
Colleen G. Whitlow, Mayor

TOWN OF MEAD URBAN RENEWAL
AUTHORITY:

ATTEST:

By: _____
Mary E. Strutt, Clerk

By: _____
Colleen G. Whitlow, Chair



Agenda Item Summary

MEETING DATE: January 27, 2025

SUBJECT: **Resolution No. 10-R-2025** – A Resolution of The Town of Mead, Colorado, Granting Conditional Acceptance of Filing No. 2 – Phase A2 Public Infrastructure Improvements (Red Barn Subdivision)

PRESENTED BY: Kevin Ash, Deputy Town Engineer

SUMMARY

Century Land Holdings, LLC (“Developer”) has requested Conditional Acceptance of the public infrastructure in Phase A2 of the Red Barn subdivision (Filing No. 2).

Town staff completed a punch list walkthrough in November and December of 2024, and created a final punch list of items for the Developer’s contractor to complete. The final punch list are attached and incorporated in the proposed Resolution.

Staff recommends granting Conditional Acceptance of Filing No. 2 – **Phase A2** Public Improvements (the “Improvements”). Resolution No. 10-R-2025 (the “Resolution”) memorializes the Board’s Conditional Acceptance of the Improvements (effective as of January 27, 2025).

Additional attachments to this *Agenda Item Summary* include the following:

- (1) Draft notice regarding Conditional Acceptance of the Improvements (letter to Developer dated January 28, 2025); and
- (2) Map depicting location of **Phase A2**.

In accordance with the Town of Mead *Design Standards and Construction Specifications*, Section 202.8.A.1.a, the two-year warranty period for the Improvements will coincide with the effective date of the Resolution (being January 27, 2025). During the two-year warranty period, the Developer shall, at the Developer’s own expense, take all actions necessary to maintain the Improvements and make needed repairs or replacements that, in the reasonable opinion of the Town, shall become necessary.

With respect to the collateral reduction contemplated in Section X.A. of that certain Subdivision Improvement Agreement dated February 8, 2021, and recorded on May 11, 2021, at Reception No. 4713904 of the Weld County records and assigned to Developer by that certain Assignment and Assumption of Subdivision Improvement Agreement dated June 28, 2021 and recorded on July 12, 2021 at Reception No. 4734507 of the Weld County records (“SIA”), the Developer shall proceed as follows:

Developer shall post a **new LOC** in the form required by the SIA in the amount of **one hundred forty-six thousand four hundred thirty-eight and 35/100 dollars (\$146,438.35)** (which figure represents 15% of the 115% total **Phase A2** cost estimate set forth in the SIA) and having an expiration date **not earlier than March 1, 2026** and containing the automatic annual renewal language required by the form LOC attached to the SIA (the “Warranty LOC”). The Developer shall proceed to have a bank/financial

institution acceptable to the Town file the Warranty LOC with the Town Engineer on or before March 1, 2025.
Upon receipt of the Warranty LOC, the Town shall proceed to release/cancel any current LOC posted with the Town for the Improvements (**Phase A2**).

FINANCIAL CONSIDERATIONS

None.

STAFF RECOMMENDATION/ACTION REQUIRED

Staff recommends the Board of Trustees approve the Resolution. A motion to approve the January 27, 2025, consent agenda will approve the Resolution. If this item is pulled off the consent for further discussion or questions, Staff recommends the following motion:

Suggested Motion:

“I move to approve Resolution 10-R-2025, A Resolution of the Town of Mead, Colorado, Granting Conditional Acceptance of Filing No. 2-Phase A2 Public Infrastructure Improvements (Red Barn Subdivision).”

ATTACHMENTS

Resolution No. 10-R-2025

Exhibit A to Resolution – Final Punchlist (for Conditional Acceptance – Filing No.2-Phase A2)
Exhibit B to Resolution – Additional Conditions

Conditional Acceptance Letter (draft notice letter to Developer dated January 28, 2025)
Phasing Map



SENT VIA EMAIL to: Chuck.Hawn@centurycommunities.com

January 28, 2025

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

RE: Conditional Acceptance of Red Barn Subdivision, Filing No. 2 – Phase A2 Public Infrastructure Improvements

Dear Mr. Hawn,

This letter is to notify you that the public infrastructure improvements in Filing 2, Phase A2, of the Red Barn Subdivision, have been granted Conditional Acceptance by the Town of Mead Board of Trustees on January 27, 2025, pursuant to the attached Resolution No. 10-R-2025 (the “Conditional Acceptance Resolution”).

In November and December 2024, Town of Mead Staff completed inspections of the referenced public infrastructure improvements. The purpose of these inspections was to confirm completion of construction of those improvements, assess the condition of the improvements installed, and generate a punchlist detailing deficiencies requiring completion. All items have been completed and a copy of the completed punchlist is attached with this letter.

In accordance with the Town of Mead *Design Standards and Construction Specifications*, Section 202.8.A.1.a, the two-year warranty period for the Phase A2 public infrastructure improvements will begin upon Town Board approval (January 27, 2025). During the two-year warranty period, the developer shall, at developer’s own expense, take all actions necessary to maintain the public improvements and make needed repairs or replacements that, in the reasonable opinion of the Town, shall become necessary.

No sooner than sixty (60) days, and at least thirty (30) days, before the end of the two-year warranty period, the Developer shall request an inspection of the Phase A2 public infrastructure



improvements granted conditional acceptance pursuant to the Conditional Acceptance Resolution. Once the Phase A2 public infrastructure improvements are judged by the Town to be in satisfactory condition, the Town shall grant Final Acceptance of Phase A2 by resolution of the Board of Trustees.

With respect to the collateral reduction contemplated in Section X.A. of that certain Subdivision Improvement Agreement dated February 8, 2021, and recorded on May 11, 2021, at Reception No. 4713904 of the Weld County records and assigned to Developer by that certain Assignment and Assumption of Subdivision Improvement Agreement dated June 28, 2021 and recorded on July 12, 2021 at Reception No. 4734507 of the Weld County records (together, the “SIA”), the Developer shall proceed as follows:

Developer shall post a **new LOC** in the form required by the SIA in the amount of **one hundred forty-six thousand four hundred thirty-eight and 35/100 dollars (\$146,438.35)** (which figure represents 15% of the 115% total Phase A2 cost estimate set forth in the SIA) and having an expiration date **not earlier than March 1, 2026** and containing the automatic annual renewal language required by the form LOC attached to the SIA (the “Warranty LOC”). The Developer shall proceed to have a bank/financial institution acceptable to the Town file the Warranty LOC with the Town Engineer on or before March 1, 2025.

Upon receipt of the Warranty LOC, the Town shall proceed to release/cancel any current LOC posted with the Town for the Phase A2 public infrastructure improvements.

Sincerely,

Kevin Ash, P.E.
Deputy Town Engineer

ATTACHMENTS:

Attachment 1 – Red Barn Subdivision, Filing No. 2 – Phase A2 Public Improvements –
Punchlist

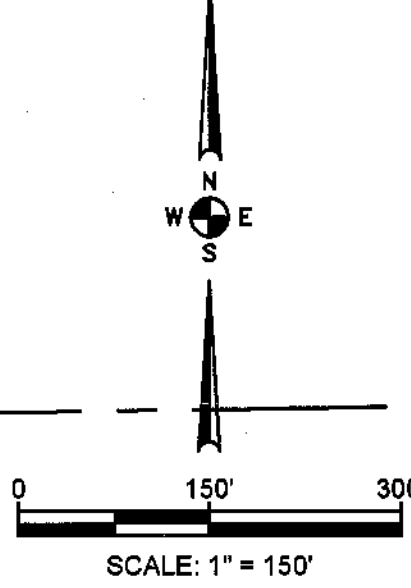
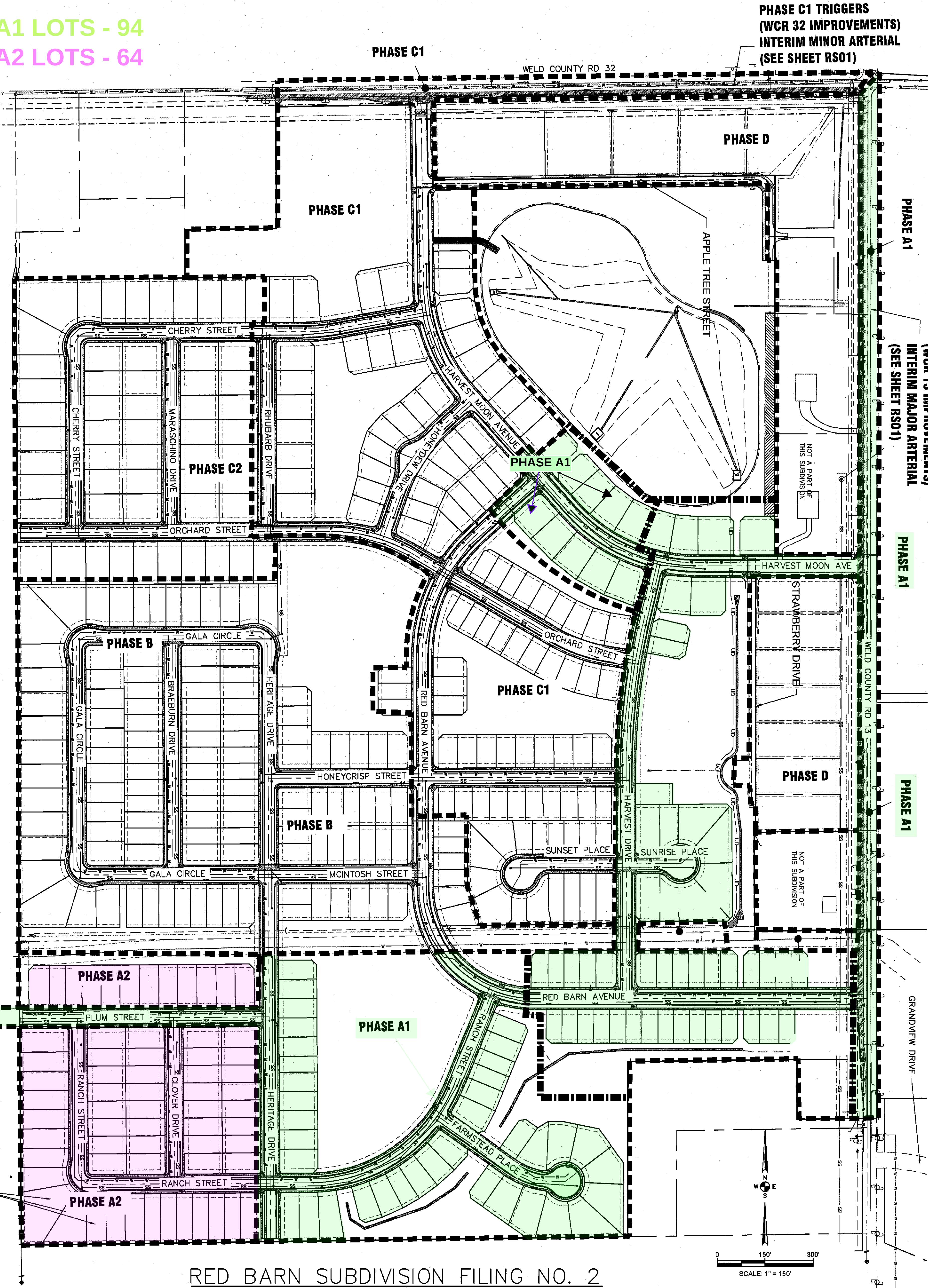
PHASE A1 LOTS - 94
PHASE A2 LOTS - 64

PHASE C1 TRIGGERS
(WCR 32 IMPROVEMENTS)
INTERIM MINOR ARTERIAL
(SEE SHEET RS01)

TOWN OF MEAD APPROVAL
THESE PLANS ARE HEREBY APPROVED FOR ONE YEAR
FROM DATE OF THE TOWN ENGINEER'S APPROVAL.
APPROVED BY: *[Signature]*
TOWN ENGINEER DATE 5/11/2021

PHASE A1
PLEASE SEE NOTE #4 UNDER
PLAN NOTES ON SHEET PLOT
OF THE FINAL PLAT
OFFSITE UTILITIES ARE
SHOWN ON FINAL PLANS.
SHEETS OF 01-0714

PHASING LEGEND
INDICATES PHASING BOUNDARY
CP-# CONSTRUCTION PHASE #



- PHASING NOTES:
1. PHASE A1 IS CONSIDERED THE FIRST
 2. CONSTRUCTION OF THE DETENTION POND
 3. 48" STORM SEWER UNDER HARVEST MOON AVENUE TO BE CONSTRUCTED WITH PHASE A1.
 4. THERE ARE 2' WIDE AND 3' WIDE CONCRETE PANS PROPOSED WITHIN THE DETENTION POND. THERE IS ALSO A 5' WIDE AND 1.5' HIGH CONCRETE CHANNEL LIVING THE LARGE DRAINAGE SWALE THAT CONVERTS FLOW FROM THE SOUTH SIDE OF THE DETENTION POND TO THE SOUTH SIDE OF THE DETENTION POND. SEE DETAIL SHEET A1.
 5. CONSTRUCTION OF OFFSITE WATER LINE AND SANITARY SEWER LINE WILL NEED TO TAKE PLACE IN PHASE A1. PLUM STREET DOES NOT NEED TO BE CONSTRUCTED DURING THIS PHASE.
 6. CONSTRUCTION OF PHASE A1 IMPROVEMENTS IS TRIGGERED BY PHASE A1 AND MUST BE CONSTRUCTED WITH PHASE C1.
 7. WATERLINE IN WCR 32 WILL BE CONSTRUCTED WITH PHASE C1.
 8. PHASE C1 TRIGGERS (WCR 32 IMPROVEMENTS).
 9. BASED ON EXISTING WATER TABLE DEPTHS AND PROPOSED SANITARY SEWER DEPTHS, THE DETENTION POND AND LOTS ARE NOT RECOMMENDED TO HAVE BASEMENTS.
 - 9.1. BLOCKS 1-2
 - 9.2. BLOCK 3
 - 9.3. BLOCK 4, LOTS 1-2
 - 9.4. BLOCK 7
 - 9.5. BLOCK 14, LOTS 1-2
 - 9.6. BLOCK 15, LOTS 1-2
 - 9.7. BLOCK 16, LOTS 30-35
 - 9.8. BLOCK 21
 - 9.9. BLOCK 22, LOTS 1-2 & 22-24
 - 9.10. BLOCK 26
 - 9.11. BLOCKS 30-31
 - 9.12. BLOCKS 34-47

LOT TABLE

PHASE A1	94
PHASE A2	64
PHASE B	121
PHASE C1	103
PHASE C2	55
PHASE D	13
TOTAL	450

RED BARN SUBDIVISION

OVERALL SITE PLAN AND PHASING MAP

DATE 03/29/21

CAD NO 7231CVR-DTLS

JOB NO 723-1

Rocky Ridge Civil Engineering

420 21st Ave, Suite 101
Longmont, CO 80501
303.661.6826
http://rockyridgecivil.com

NO.	DATE	DESCRIPTION	BY

SHEET NO 0501

**TOWN OF MEAD, COLORADO
RESOLUTION NO. 10-R-2025**

**A RESOLUTION OF THE TOWN OF MEAD, COLORADO, GRANTING
CONDITIONAL ACCEPTANCE OF FILING NO. 2 PHASE A2 PUBLIC
INFRASTRUCTURE IMPROVEMENTS
(RED BARN SUBDIVISION)**

WHEREAS, Century Land Holdings, LLC, a Colorado limited liability company, having a principal office address of 8390 E. Crescent Pkwy, Ste 650, Greenwood Village, Colorado, 80111 (“Developer”) has caused the completion of certain public improvements benefitting the Red Barn Subdivision Filing 2 (“Development”), specifically the public improvements associated with **Phase A2** of the Development (the “Improvements”); and

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

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

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

WHEREAS, the Town Engineer has reviewed the construction of Improvements, has determined that the Improvements have been constructed and installed in substantial conformance with the Town’s construction standards, and is recommending that the Board grant conditional acceptance of the Improvements effective as of January 27, 2025, subject to the conditions set forth in the Final Punchlist, a copy of which is attached to this Resolution as **Exhibit A**, and subject to the additional conditions attached to this Resolution as **Exhibit B**; and

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

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

WHEREAS, in accordance with *the Town of Mead Design Standards and Construction Specifications*, Section 202.8.A.1.a, the two-year warranty for the Improvements will begin January 27, 2025; and

WHEREAS, if the Developer fails to make necessary repairs to the Improvements in accordance with the requirements set forth in the MMC, the Town may withhold final acceptance of the Improvements, may proceed to withhold building permits, temporary certificates of occupancy, or certificates of occupancy

for those lots located within boundaries of the Development, or may take any other action authorized by the SIA.

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

Section 1. Conditional Acceptance of Public Improvements. The Board of Trustees on behalf of the Town of Mead, hereby grants “conditional acceptance” of the Improvements identified in this Resolution, specifically the **Phase A2** Improvements, and orders the commencement of the two (2) year warranty period on January 27, 2025.

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

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

Section 4. Repealer. All resolutions and motions of the Board of Trustees of the Town of Mead or parts thereof, in conflict with this resolution are to the extent of such conflict hereby superseded and repealed.

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

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

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

ATTEST:

TOWN OF MEAD:

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

By: _____
Colleen G. Whitlow, Mayor

Exhibit A

Final Punchlist (for Conditional Acceptance – **Phase A2**, Filing 2)

(attached – 1 page)



Project Name: Red Barn
 Contractor: Century Communities
 Inspector: Ryan Corbett

Punchwalk Dates: 12/20/2024

Pre-Walk for Conditional Acceptance: 11/6/24, 11/22/24, 12/9/24

Punch List Items						
No.	Item	Description	Location	Observation Date	Completion Date	Town Sign-Off
1	Concrete	A couple of panels of sidewalk and c/g need to be replaced	Heritage Dr, Clover Dr, Ranch St	11/6/2024	12/20/2024	RCC
2	Detention Basin	N/A, was part of Phase A1			12/20/2024	RCC
3	Manhole/Valves				12/20/2024	RCC
4	Street Lights				12/20/2024	RCC
5	As-Builts	Phase A2 reviewed and accepted by Ken Clifford as part of phase A1			11/14/2024	RCC
6	Storm				12/20/2024	RCC
7	Erosion Control	need to silt fence entire phase A2		11/6/2024	12/20/2024	RCC
8	Housekeeping				12/20/2024	RCC
9	Stockpiles/Grading				12/20/2024	RCC
10	Asphalt				12/20/2024	RCC
11	Thermoplastic Symbols				12/20/2024	RCC
12	Inlets				12/20/2024	RCC
13	Mailboxes				12/20/2024	RCC
14	Water (LTWD)	Jake Hebert from LTWD signed off			12/5/2024	RCC
15	St. Vrain (Sewer)	Zachary Lingo from STVSD signed off			12/5/2024	RCC
16	Landscaping	N/A, per SIA no landscaping associated with this phase			20-Dec	RCC

Exhibit B

Additional conditions (Conditional Acceptance – Phase A2)

With respect to the collateral reduction contemplated in Section X.A. of that certain Subdivision Improvement Agreement dated February 8, 2021, and recorded on May 11, 2021, at Reception No. 4713904 of the Weld County records and assigned to Developer by that certain Assignment and Assumption of Subdivision Improvement Agreement dated June 28, 2021 and recorded on July 12, 2021 at Reception No. 4734507 of the Weld County records (“SIA”), the Developer shall proceed as follows:

Developer shall post a **new LOC** in the form required by the SIA in the amount of **one hundred forty-six thousand four hundred thirty-eight and 35/100 dollars (\$146,438.35)** (which figure represents 15% of the 115% total Phase A2 cost estimate set forth in the SIA) and having an expiration date **not earlier than March 1, 2026** and containing the automatic annual renewal language required by the form LOC attached to the SIA (the “Warranty LOC”). The Developer shall proceed to have a bank/financial institution acceptable to the Town file the Warranty LOC with the Town Engineer on or before March 1, 2025.

Upon receipt of the Warranty LOC, the Town shall proceed to release/cancel any current LOC posted with the Town for the Phase A2 public infrastructure improvements.



Agenda Item Summary

MEETING DATE: January 27, 2025

SUBJECT: **Ordinance No. 1072** – An Ordinance of the Town of Mead, Colorado
Approving Certain Amendments to the *Mead Municipal Code* Establishing
Development Standards for Natural Medicine Businesses

PRESENTED BY: Jason Bradford, AICP, Community Development Director

SUMMARY

In November of 2022, Colorado voters approved Proposition 122, which decriminalized limited use of certain psychedelic substances, or “natural medicine,” as defined in the Proposition and codified in state statutes. The Colorado State Legislature then enacted Senate Bill 23-290 (C.R.S. 44-50-101, et seq.) to create a regulatory structure for the operation and licensing of “Natural Medicine Businesses” (as defined in state law), including the use, cultivation, manufacturing, and testing of natural medicines. State law prohibits local governments from banning Natural Medicine Businesses or limiting the use of natural medicines. The statutes do, however, provide the opportunity for local governments to regulate “time, place, and manner” of operation of Natural Medicine Businesses.

Town staff has prepared amendments to the Land Use Code, attached to this Agenda Item Summary (“AIS”) as exhibits to Ordinance No. 1072 (“Amendments”), to establish reasonable land use regulations for Natural Medicine Businesses, as permitted by state law, including zoning and specific land use standards and requirements. Generally, the Amendments:

- Establish zone districts where Natural Medicine Businesses will be allowed
- Establish specific land use standards for Natural Medicine Businesses, including:
 - Security requirements and access by law enforcement
 - Screening, storage, and waste disposal requirements
 - Distance requirements
 - Licensing obligations
- Establish distance requirements from schools, childcare centers, public parks, and residential zone districts

Staff presented a brief outline of the Amendments at the Board of Trustees study session on November 12, 2024. At that meeting, the Board was generally supportive of the proposed Amendments. Staff addressed the issues discussed at that meeting in the Amendments, attached to Ordinance No. 1072.

The Planning Commission held a public hearing on December 18, 2024, to review the proposed Amendments. At that meeting, the Planning Commission recommended that the Board of Trustees approve the Amendments, as memorialized in Resolution No. 04-PC-2024, attached to this Agenda Item Summary.

OVERVIEW

In preparing the Amendments, staff reviewed regulations adopted by the Towns of Frederick, Parker, and other peer jurisdictions that have adopted regulations to date. The State Department of Revenue, Division of Natural Medicine has issued a detailed rulemaking regarding Natural Medicine Businesses, including detailed security requirements and licensing obligations. Town staff has reviewed the state rulemaking to ensure consistency with the proposed Amendments and avoid duplicative provisions. Staff has also incorporated feedback from the Board of Trustees provided at the November 12, 2024, study session, including the addition of distance requirements from parks.

The proposed Town of Mead Amendments establish definitions related to Natural Medicine Business land uses, zone districts where the land uses would be allowed, distance (separation) requirements, and performance standards that address the unique and specific issues related to Natural Medicine land uses. A detailed overview of the proposed Amendments follows.

- Revisions to Section 16-3-40 – Use Regulations.

Natural Medicine Businesses are broken into two (2) land use categories – “Healing centers” and “Natural Medicine Businesses (other than healing centers).”

- Healing centers are permitted in the same zone districts as counseling centers, which are allowed as a use-by-right in the following zone districts:
 - DMU – Downtown Mixed Use
 - HC – Highway Commercial
 - GC – General Commercial
 - LI – Light Industrial
- Natural Medicine Businesses (other than Healing Centers) are allowed as a use-by-right in the LI – Light Industrial zone district only.

- Addition of Chapter 16, Article XVI - Development Standards for Natural Medicine Businesses.

Section 16-16-10 – Definitions. This section establishes definitions for terms associated with Natural Medicine Businesses and mirrors state statute where applicable.

Section 16-16-20 – Applicable Code Provisions. This section provides that Natural Medicine Businesses must comply with all applicable provisions of the MMC, including zone district standards, dimensional standards, lighting, signage, and architectural standards. This section also clarifies that all Natural Medicine Businesses must obtain a business license in accordance with Town requirements prior to commencing operations.

Section 16-16-30 – Zoning Limitations. This section incorporates applicable zoning standards in MMC Section 16-3-40.

Section 16-16-40 – Specific Use Standards. This section identifies specific regulations associated with Natural Medicine Businesses, including the following topics:

- Security: Requires a security plan for storage of natural medicine and products; installation of security bars on windows; security camera coverage of all windows and doors; requirement to keep security videos for a minimum of 60 days and provide recordings to the police when requested.
- Screening, storage, and waste disposal: Requires screening of all windows, doors, and entrances from the public realm; storage for natural medicine shall be within the principal building; disposal of natural medicine shall be secured.

- Air filtration and ventilation: These systems must be put in place to ensure that any odors are not detectable beyond property boundaries.

Section 16-16-50 – Distance Requirements. This section requires that all Natural Medicine Businesses maintain a 1,000-foot distance separation from childcare centers; preschools; residential child care facilities; and elementary, middle, junior, and high schools. Natural Medicine Businesses shall also maintain a 1,000-foot distance separation from residential zone districts and public parks (with the exception of healing centers).

Section 16-16-60 – State Licenses. This section requires Natural Medicine Businesses to obtain all required licenses from the State of Colorado prior to operating in the Town.

REVIEW CRITERIA

The criteria by which text amendments to the Land Use Code are evaluated are set forth in Section 16-3-160 – Amendments, subsection (f), as follows:

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

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

STAFF ANALYSIS

Only one of the review criteria listed above must be met for proposed amendments to be approved. However, Staff believes that the proposed Amendments meet the following criteria:

- (2) To provide for changes in administrative practices as may be necessary to accommodate changing needs of the community and the Town staff
- (3) To accommodate innovations in land use and development practices that were not contemplated at the adoption of this Article

STAFF RECOMMENDATION/ACTION REQUIRED

Staff believes that the Amendments satisfactorily meet applicable criteria for approval as set forth in Section 16-3-160 of the Mead Municipal Code and recommends that the Board of Trustees approve Ordinance No 1072.

Suggested Motion:

“I move to approve Ordinance No. 1072, an Ordinance of the Board of Trustees of the Town of Mead, Colorado Approving Certain Amendments to the *Mead Municipal Code* Establishing Development Standards for Natural Medicine Businesses.”

ATTACHMENTS

- Ordinance No. 1072
 - Exhibit A: Amendments to Section 16-3-40 – Use regulations
 - Exhibit B: Adding to Chapter 16 a new Article XVI – Development Standards for Natural Medicine Businesses
- Planning Commission Resolution No. 04-PC-2024 (without attached exhibits)

**TOWN OF MEAD, COLORADO
ORDINANCE NO. 1072**

**AN ORDINANCE OF THE TOWN OF MEAD, COLORADO, APPROVING CERTAIN
AMENDMENTS TO THE MEAD MUNICIPAL CODE ESTABLISHING DEVELOPMENT
STANDARDS FOR NATURAL MEDICINE BUSINESSES**

WHEREAS, Section 16-3-160(d) of the Town of Mead Municipal Code ("**MMC**") sets forth that any amendments to the text of Chapter 16 of the MMC ("**Land Use Code**") may be initiated by the Board of Trustees, the Planning Commission, Town Staff, or the written application of any property owner or resident of the Town, and certain of such text amendments shall be reviewed and considered by the Planning Commission, prior to consideration by the Board of Trustees for enactment by ordinance; and

WHEREAS, pursuant to Proposition 122, approved by Colorado voters at the November 2022 general election ("**Prop122**"), limited use of certain psychedelic substances, or "**natural medicine**," as that term is defined in Colorado statutes, is decriminalized; and

WHEREAS, the State legislature enacted Senate Bill 23-290 (§ 44-50-101, et seq., C.R.S.) ("**Colorado Natural Medicine Code**") to create a regulatory structure for the operation and licensing of facilities involved in natural medicine services as permitted by Prop122, including use, cultivation, manufacture, and testing of natural medicines; and

WHEREAS, the Colorado Natural Medicine Code, as well as Prop122, prohibits local governments from banning licensed facilities, services, and use of natural medicines permitted by Prop122, while allowing local governments to regulate the time, place, and manner of operation of licensed facilities; and

WHEREAS, Town Staff has prepared amendments to Chapter 16 of the MMC, including the addition of Article XVI – Development Standards for Natural Medicine Businesses, as detailed in **Exhibits A and B**, attached to this Resolution and incorporated herein ("**Amendments**"), to establish development standards for natural medicine businesses in the Town of Mead; and

WHEREAS, the criteria by which text amendments to the Land Use Code are evaluated are set forth in Section 16-3-160(f) of the MMC; and

WHEREAS, the Planning Commission conducted a duly noticed public hearing on December 18, 2024, to consider the Amendments and passed Resolution No. 04-PC-2024, which made a recommendation to the Board of Trustees to approve the Amendments; and

WHEREAS, in accordance with applicable requirements of the MMC, the Town Clerk has caused a notice of the Board of Trustees public hearing on the Amendments to be published no later than fifteen (15) days prior to the hearing in a newspaper of general circulation; and

WHEREAS, the Board of Trustees conducted the duly noticed public hearing on January 27, 2025, to consider the Amendments; and

WHEREAS, based upon evidence set forth in the Agenda Item Summary that was presented to the Board of Trustees and other evidence offered and accepted at the public hearing, the Board of Trustees has determined that the Amendments satisfy the approval criteria set forth in Sec. 16-3-160(f)(2) and (3) of the MMC and will provide for changes in administrative practices necessary to accommodate

changing community needs, and assist with the accommodation of innovations in land use and development practices that were not contemplated at the adoption of the Town's existing Code.

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

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

Section 2. Findings. The Board of Trustees finds and determines that it reviewed the Amendments in accordance with the procedure set forth in Sec. 16-3-160 of the MMC and that the public hearing on the Amendments was held, conducted, and concluded in accordance with Sec. 16-3-160 of the MMC.

Section 3. Approval. The Amendments are hereby approved as reflected in **Exhibits A and B** attached hereto.

Section 4. Effective Date. This Ordinance shall be published and become effective as provided by law.

Section 5. Remaining provisions. Except as specifically amended hereby, all other provisions of the MMC shall continue in full force and effect.

Section 6. Codification Amendments. The codifier of the Mead Municipal Code (MMC) is hereby authorized to make such numerical, technical and formatting changes as may be necessary to incorporate the provisions of this ordinance within the MMC.

Section 7. Severability. If any part, section, subsection, sentence, clause or phrase of this ordinance is for any reason held to be invalid, such invalidity shall not affect the validity of the remaining sections of the ordinance. The Board of Trustees hereby declares that it would have passed the ordinance including each part, section, subsection, sentence, clause or phrase thereof, irrespective of the fact that one or more part, section, subsection, sentence, clause or phrase is declared invalid.

Section 8. 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 9. Certification. The Town Clerk shall certify to the passage of this ordinance and make not less than one copy of the adopted ordinance available for inspection by the public during regular business hours.

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

ATTEST:

TOWN OF MEAD:

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

By: _____
Colleen G. Whitlow, Mayor

EXHIBIT A

Amendments to Mead Municipal Code
Section 16-3-40 – Use regulations.

[To begin on the next page. Additions are shown underlined and in red.]

Sec. 16-3-40. Use regulations.

The principal uses allowed within the Residential, Nonresidential and Agricultural zoning districts are identified in Table 3.1 of this Section.

- (1) Use categories and specific uses. All of the use categories listed in the first column of Table 3.1 are defined in this code (Definitions and Terms). The first column of each of the use tables contains an abbreviated definition of the respective use category. If there is a conflict between the abbreviated definition and the full explanation contained in this code the provisions of full explanation will control. In some cases, "Specific Use Type" is listed in the second column of the table. If a Specific Use Type is listed in the table, that use type is allowed only within the districts that allow the broader use category.
- (2) Allowed uses. An "A" indicates that the listed use is allowed by right within the respective zoning district. Allowed uses are subject to all other applicable standards of the land use code.
- (3) Conditional uses. A "C" indicates that the listed use is allowed within the respective zoning district only after review and approval of a conditional use permit, in accordance with the review procedures in this code. Conditional uses are subject to all other applicable standards of the land use code.
- (4) Prohibited uses. A blank cell (one without an "A" or "C") indicates that the listed use type is not allowed within the respective zoning district, unless it is expressly allow by other regulation of this land use code.
- (5) Uses subject to specific regulations. Many uses are subject to use-specific regulations (in addition to general regulations that apply to development in general). The last column of the use table contains references to applicable use-specific standards.

Table 3.1 Principal Uses Allowed

Use Category	Specific Use Type	Residential					Nonresidential				T	Specified Use Standard (Reference No.)
		RSF-E	RSF-1	RSF-4	RMF-8	RMF-14	DMU	HC	GC	LI	AG	
RESIDENTIAL												
Household Living	Accessory dwelling unit	A	A	C			A				A	
	Duplex				A	A	C	C				
	Manufactured housing park			C	C	A	C					
	Multi-family units				A	A	A	C	C			16-3 50(14)
	Rooming/boarding house				A	A	A					
	Single-family detached (include manufactured housing)	A	A	A	A	A	C				A	
	Townhomes				A	A	A	C	C			
	All other household living			A	A	A	A	C	C			
Group Living	Assisted living facility	C	C	C	C	C	C	C	C		C	16-3-50(9)
	Large group living facility				C	C	C	C	C	C		
	Small group living facility	C	C	C	C	C	C	C	C		C	
	Treatment facility	C	C	C	C	C	C	C	C	C	C	
INSTITUTIONAL AND CIVIC												

Colleges & Vocational Schools	Colleges & universities				C	C	C	A	A	C		
	Vocational/technical/trade schools						C	A	A	A		
	All other educational institutions						C	C	C	C		
Community Service	Community activity building	A	A	A	A	A	A	A	A		C	
	All other community services	C	C	C	C	C	C	A	A	C	C	
Cultural	Museums, art galleries, libraries						A	A	A	C	C	
Day Care	Child care center, large					C	C	A	A	C		
	Child care center, small	C	C	C	C	C	C	C	A	C		
	Family child care, home	A	A	A	A	A						
Detention Facilities	Jails, honor camps, reformatories									C		Vote by Trustees
	Law enforcement rehab centers									C		Vote by Trustees
Hospital/Clinic	Medical & dental clinics					C	A	A	A	A		
	Counseling centers (nonresidential) (including healing centers in accordance with Article XVI of this Chapter 16)						A	A	A	A		
	Hospital/mental hospital						C	A	C	A		
	Physical & mental rehab (residential)						C	A	C	A		
	All other						C	C	C	C		
Public Property	Cemetery	A	C	C	C	C	C	C	A	A	A	
	Golf course	A	A	C	C	A	C	C	A	A	A	
	Golf driving range	A	C	C	C	C	C	C	A	A	C	
	Parks	A	A	A	A	A	A	A	A	A	A	
	Lakes and Reservoirs	A	A	C	C	C	C	C	C	A	A	
	All other Define	A	A	A	A	A	A	A	A	A	A	
Religious Assembly	Churches, temples, synagogues & mosques	A	A	A	A	A	A	A	A	A	A	16-3 50(15)
Safety Services	Fire station, police station, all others	C	C	C	C	C	A	A	A	A	C	
Schools	Boarding school	C	C	C	C	A	A	A	A			
	Elementary schools	A	A	A	A	A	A	A	A		A	
	Secondary schools	A	A	A	A	A	A	A	A		A	
Utilities, Basic	Utility service facilities (underground)	A	A	A	A	A	A	A	A	A	A	
	All other basic utilities	C	C	C	C	C	C	C	A	A	C	

Utility Corridors	Transmission lines (aboveground)	C	C	C	C	C	C	C	C	A	C	16-3-50(5)
	Transmission lines (underground)						C	C	A	A	C	
	Utility treatment, production or service facility								C	C		
	All other	C	C	C	C	C	C	C	C	C	C	
COMMERCIAL												
Entertainment Event, Major	Indoor facilities						C	C	C	C	C	
	Outdoor facilities							C	C	C	C	
Lodging	Bed & breakfast (1—3 guest rooms)	A	A	A	A	A	A	A	A		A	16-3-50(2)
	Bed & breakfast (4—5 guest rooms)	C	C	C	C	C	A	A	A		A	
	Hotels and motels						A	A	A			
Mixed Use Building	Mixed use building						A	A	A			
Offices	General offices						C	A	A	A		
	Office with drive-through							A	A			
Parking, Commercial	Parking lots or structure						A	A	A	A		
Recreation & Entertainment, Outdoor	Amusement park							C	C	C		
	Campgrounds							A	A		A	16-3-50(4)
	Drive-in theater							C	C	C		
	Miniature golf								A	A		
	Riding academy or equestrian area										A	
	RV park									C		
	Shooting ranges										C	
	Swimming pools					A	A	A	A		A	
	Zoos							C	C		C	
	All other outdoor recreation							C	C	C	C	
Retail Sale & Services	Adult entertainment									C		Subject to site approval.
	Alcohol sales, retail						A	A	A	C		
	Alcohol sales, by the drink (primary use)						A	A	A	C		
	Animal care/boarding/sales, indoor	A						A	A	A	A	
	Animal care/boarding/sales, outdoor							C	C	C		

	Brew pub						A	A	A	C		As accessory to an allowed restaurant use only
	Contractors & trade shops, indoor operation & storage							A	A	A		
	Contractors & trade shops, indoor operation & outdoor storage (including heavy vehicles)								C	A	A	
	Contractors & trade shops, outdoor operation & outdoor storage							C	C	A		
	Deliver & dispatch service (vehicles on-site)							C	C	A		
	Drive-through uses							C	C	C		
	Farm implement/equipment sales & service							A	A	A	C	Site Plan Required, 16-4-100
	Farmer's market/flea market						A	A	A	A	A	Subject to Site Approval.
	Feed store								A	A	C	
	Food services, catering						A	A	A	A		
	Food services, restaurant (including alcohol sales)						A	A	A	A		
	Food services, restaurant with drive-through							C	C	C		
	Fuel sales, automotive/appliance							A	A	A		
	Fuel sales, heavy vehicle							A		A		
Retail Sale & Services, (cont'd>	General retail sales, indoor operations display & storage						A	A	A	A		
	General retail sales, outdoor							C	C	A		16-3 50(11)

	operations display & storage											16-350(16)
	Landscape material sales								A	A		
	Manufactured building sales, service & storage								A			
	Rental service, indoor display/storage						A	A	A			
	Rental service, outdoor display/storage						C	C	A			
	Repair, small appliance						A	A	A			
	Repair, large appliance							A	A			
	Personal services					A	A	A	A			
	All other retail sales & services					A	A	A	C			
Self-Service Storage	Mini-storage warehouse, self-service storage, open air storage facilities							A	A			16-3-50 (18), Site Plan Required, 16-4-100
Vehicle Repair	Auto & light truck mechanical repair						A	A	A			
	Body shop							A	A			
	Truck stop/travel plaza						C		A			
	Tire recapping & storage								A			
	All other vehicle repair							C	A			
	Car wash						C	C	A			
Vehicle Service, Limited	Gasoline service station						A	A	A			
	Quick lubrication						A	A	A			
	All other vehicle service, limited							A	A			
INDUSTRIAL												
Manufacturing & Production - Indoor Operation - Indoor Storage	Assembly								A			
	Brewery, distillery, winery (5,000 sq. ft. or less, with an on-site tasting room)					A	A	A	A	A		
	Brewery, distillery, winery (over 5,000 sq. ft. with an onsite tasting room)						A	A	A	A		
	Brewery, distillery, winery without an on-site tasting room								A			
	Hazardous materials								C			
	Food products								A			

	Manufacturing/processing									A		
Manufacturing & Production - indoor Operation - Outdoor Storage	Assembly									A		
	Hazardous materials									C		
	Food products									A		
	Manufacturing/processing									A		
Outdoor Operations & Storage	Assembly									A		
	Hazardous materials									C		
	Food products									A		
	Manufacturing/processing									A		
	All other industrial service									A		
Warehouse & Freight Movement	Indoor operation, storage & loading									A		
	Hazardous materials									C		
	Indoor operation, with outdoor loading docks									A		
	Outdoor storage or loading									A		
	Gas or petroleum storage									A		
	Sand or gravel storage									A		
	All other									A		
Waste-Related Activities	Nonhazardous waste transfer									C		
	Medical/hazardous waste transfer station									C		
	Recycling collection									A	A	
	All other waste related									A	A	
Wholesale Sales	Wholesale business (no highly flammable materials/liquids)								C	A		
	Hazardous waste									C		
	Agricultural products								A	A		
	All other wholesale uses								C	A		
OTHER												
Agricultural	Animal confinement	A								C	A	16-3-50(6)
	Beekeeping	A	A	A							A	
	Hazardous materials									C	C	
	Dairy										A	

	Confined animal feeding operation, feedlot	C									C	16-3-50(6)
	Pasture	A									A	
	All other agriculture	C									A	
Aviation or Surface Passenger Terminal	Airports/heliports										C	
	Hazardous materials										C	
	Bus/commuter stops	A	A	A	A	A	A	A	A	A	A	
	Bus/railroad depot								C	C	A	
	All other aviation or surface passenger terminal								C	C	C	
Mining	Oil and gas drilling	C	C	C	C	C	C	C	C	C	C	16-3 50(19)
	Hazardous materials										C	
	Sand or gravel extraction or processing										C	16-3 50(13)
	All other mining										C	
Telecom Facilities	Telecommunication support structures							C	C	C	C	Ch. 16, Art. IX
	Telecommunications facilities						C	C	C	C	C	Ch. 16, Art. IX
Parks, Open Space, Public Buildings, Publicly Owned Maintenance Facilities, Water And Sewer Facilities		A	A	A	A	A	A	A	A	A	A	
<u>Natural Medicine Businesses (other than healing centers)</u>										<u>A</u>		<u>Chap. 16, Art. XVI</u>
Renewable Energy Facilities	Alternative Power Generation Facilities									C	C	Chap. 16, Art. XV
	Solar Energy Facilities, Small									A	A	Chap. 16, Art. XV
	Solar Energy Facilities, Medium (without Battery Storage System and/or High Voltage Overhead Power Lines)									A	A	Chap. 16, Art. XV
	Solar Energy Facilities, Medium (with Battery Storage System									C	A	Chap. 16, Art. XV

	and/or High Voltage Overhead Power Lines)											
	Solar Energy Facilities, Large									C	C	Chap. 16, Art. XV

EXHIBIT B

Amendments to Mead Municipal Code Chapter 16, Articles

[Article XVI shown underlined as an addition to Chapter 16.]

CHAPTER 16 – Land Use Code

ARTICLE XVI – Development Standards for Natural Medicine Businesses.

Sec. 16-16-10. – Definitions.

The following definitions apply for purposes of Chapter 16 of this Code.

“Facilitator” means a natural person who is twenty-one years of age or older, has the necessary qualifications, training, experience, and knowledge to perform and supervise natural medicine services for a participant, and is licensed to engage in the practice of facilitation by the director of the division of professions and occupations in the department of regulatory agencies pursuant to Article 170 of Title 12 of the Colorado Revised Statutes.

“Healing center” means a facility licensed by the NMD pursuant to the Natural Medicine Code where a facilitator can provide and supervise natural medicine services for a participant.

“Natural medicine” means psilocybin, psilocin, or any other substances included as part of that term as provided in the Natural Medicine Code.

“Natural medicine business” means any entity licensed by the NMD pursuant to the Natural Medicine Code, and includes natural medicine healing centers, natural medicine cultivation facilities, natural medicine products manufacturers, and natural medicine testing facilities.

“Natural Medicine Code” means the Colorado Natural Medicine Code, codified at Article 50 of Title 44 of the Colorado Revised Statutes, as may be amended from time to time.

“Natural medicine product” means a product infused with natural medicine that is intended for consumption as provided by the Natural Medicine Code.

“Natural medicine services” means a preparation session, administration session, and integration session provided pursuant to Article 170 of Title 12 of the Colorado Revised Statutes.

“NMD” means the Natural Medicine Division of the Colorado Department of Revenue.

“Participant” means a person who is twenty-one years of age or older and who receives natural medicine services performed by and under the supervision of a facilitator, as provided by the Natural Medicine Code.

Sec. 16-16-20. –Applicable Code provisions.

- (a) All approvals required pursuant to this Code, including Article IV of Chapter 16, shall be obtained to establish a natural medicine business.

- (b) All natural medicine businesses shall obtain a business license from the Town in conformance with Chapter 6 of this Code prior to commencing operations.
- (c) Except as otherwise provided in this Article XVI, applicable standards for the underlying zone district shall apply, including but not limited to:
 - 1. Dimensional standards including height limitations (Section 16-3-80)
 - 2. Lighting (Section 16-2-250)
 - 3. Signage (Chapter 16, Article VII)
 - 4. Architectural standards (Section 16-2-190)

Sec. 16-16-30. – Zoning limitations.

- (a) As long as the distance requirements and all other standards in this Article XVI are met, healing centers shall be permitted in all zone districts where counseling centers are permitted in accordance with Section 16-3-40 – Table 3.1.
- (b) As long as the distance requirements and all other standards in this Article XVI are met, all natural medicine businesses other than healing centers shall be permitted in the Light Industrial (LI) zone district, in accordance with Section 16-3-40 – Table 3.1

Sec. 16-16-40. – Specific use standards.

The following requirements shall apply to natural medicine businesses.

- (a) Security.
 - (i) All natural medicine businesses shall have a security plan for the secure storage of natural medicine and natural medicine products approved by the State of Colorado and shall provide the plan to the Town prior to Town’s issuance of a Certificate of Occupancy, and shall provide any updated plan(s) to the Town within ten (10) business days of approval by the State.
 - (ii) Window bars are required for all external windows in a natural medicine business, except for healing centers.
 - (iii) All natural medicine businesses shall have a video surveillance system that provides coverage of all facility entrances and exits.
 - (iv) All surveillance recordings shall be retained for a minimum of sixty (60) days and shall be in a digital format that can be easily accessed for viewing and that ensures authentication of the recording as being legitimately captured without alterations.
 - (v) In addition to maintaining surveillance recordings in a locked area on the licensed premises, a copy of the surveillance recordings must be stored at a secure off-site location or through a network “cloud” service that provides on-demand access to the recordings. The off-site location or network service provider shall be included in the security plan submitted to the Town and updated within seventy-two hours of any change to the location of cameras or provider.
 - (vi) Video surveillance records must be made available immediately upon request of the State or the Town Police Department.
- (b) Screening, storage, secure waste disposal, and odor control.

- (i) All doorways, windows, and other building openings shall be located, covered, or screened in such a manner to prevent a view into the interior from any exterior public or semipublic area.
- (ii) All storage for natural medicine businesses shall be located within a permanent building and may not be located within a trailer, tent, or motor vehicle.
- (iii) Natural medicine businesses shall provide secure disposal of natural medicine and natural medicine products, inclusive of natural medicine product remnants or by-products. Natural medicine and natural medicine products, inclusive of natural medicine product remnants or by-products, shall not be placed within the facility's exterior refuse container.
- (iv) Natural medicine businesses shall use an air filtration and ventilation system designed to ensure that any odors from natural medicine and natural medicine products are confined to the premises and are not detectable beyond the property boundaries on which the facility is located.

Sec. 16-16-50. – Distance requirements.

- (a) No natural medicine businesses shall be established within one thousand (1,000) feet of a child care center; preschool; elementary, middle, junior, or high school; or a residential child care facility, as provided in Section 44-50-302 of the Natural Medicine Code.
- (b) No natural medicine businesses shall be established within one thousand (1,000) feet of any residential zoning district or public park, except that healing centers are exempt from this limitation.
- (c) Distances referred to in this Section 16-16-50 shall be computed from the nearest property line of the land used for a school or other facility as contemplated in subsection (a) or zoned residential or used as a public park as contemplated in subsection (b). The distance shall be measured to the nearest portion of the building in which natural medicine services are provided, using a route of direct pedestrian access.

Sec. 16-16-60. – State license(s).

- (a) Natural medicine businesses shall provide the Town with all required licenses, approved by and obtained from the State of Colorado, prior to Town's issuance of Certificate of Occupancy in accordance with the International Building Code, as adopted and amended by the Town.
- (b) Natural medicine businesses shall notify the Town within five (5) days of revocation or suspension of any State-issued license.

**TOWN OF MEAD, COLORADO
PLANNING COMMISSION
RESOLUTION NO. 04-PC-2024**

**A RESOLUTION OF THE PLANNING COMMISSION OF THE TOWN OF MEAD,
COLORADO, RECOMMENDING APPROVAL TO THE BOARD OF TRUSTEES OF CERTAIN
AMENDMENTS TO THE MEAD MUNICIPAL CODE ESTABLISHING DEVELOPMENT
STANDARDS FOR NATURAL MEDICINE BUSINESSES**

WHEREAS, Section 16-3-160(d) of the Town of Mead Municipal Code ("**MMC**") sets forth that any amendments to the text of Chapter 16 of the MMC ("**Land Use Code**") may be initiated by the Board of Trustees, the Planning Commission, Town Staff, or the written application of any property owner or resident of the Town, and certain of such text amendments shall be reviewed and considered by the Planning Commission, prior to consideration by the Board of Trustees for enactment by ordinance; and

WHEREAS, pursuant to Proposition 122, approved by Colorado voters at the November 2022 general election ("**Prop122**"), limited use of certain psychedelic substances, or "**natural medicine**," as that term is defined in Colorado statutes, is decriminalized; and

WHEREAS, the State legislature enacted Senate Bill 23-290 (§ 44-50-101, et seq., C.R.S.) ("**Colorado Natural Medicine Code**") to create a regulatory structure for the operation and licensing of facilities involved in natural medicine services as permitted by Prop122, including use, cultivation, manufacture, and testing of natural medicines; and

WHEREAS, the Colorado Natural Medicine Code, as well as Prop122, prohibits local governments from banning licensed facilities, services, and use of natural medicines permitted by Prop122, while allowing local governments to regulate the time, place, and manner of operation of licensed facilities; and

WHEREAS, Town Staff has prepared amendments to Chapter 16 of the MMC, including the addition of Article XVI – Development Standards for Natural Medicine Businesses, as detailed in **Exhibits A and B**, attached to this Resolution and incorporated herein ("**Amendments**"), to establish development standards for natural medicine businesses in the Town of Mead; and

WHEREAS, the criteria by which text amendments to the Land Use Code are evaluated are set forth in Section 16-3-160(f) of the MMC; and

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

WHEREAS, the Planning Commission conducted the duly noticed public hearing on December 18, 2024, to consider the Amendments; and

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

WHEREAS, based upon evidence set forth in the Agenda Item Summary that was presented to the Planning Commission and other evidence offered and accepted at the public hearing, the Planning Commission has determined that the Amendments satisfy the approval criterion set forth in Sec. 16-3-160(f)(2) and (3) of the MMC and, if approved by the Board of Trustees, will provide for changes in

administrative practices necessary to accommodate changing community needs, and assist with the accommodation of innovations in land use and development practices that were not contemplated at the adoption of the Town's existing Code.

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

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

Section 2. Findings. The Planning Commission finds and determines that it reviewed the Amendments in accordance with the procedure set forth in Sec. 16-3-160 of the MMC and that the public hearing on the Amendments was held, conducted, and concluded in accordance with Sec. 16-3-160 of the MMC.

Section 3. Recommendation. The Planning Commission recommends that the Board of Trustees approve the Amendments.

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

INTRODUCED, READ, PASSED AND ADOPTED THIS 18TH DAY OF DECEMBER, 2024.

ATTEST:

TOWN OF MEAD PLANNING
COMMISSION:

By: _____
Ana Bohl, Secretary

By: _____
Karen Peterson, Chair Pro Tem

EXHIBIT A

Amendments to Mead Municipal Code
Section 16-3-40 – Use regulations.

[To begin on the next page. Additions are shown underlined and in red.]

Sec. 16-3-40. Use regulations.

The principal uses allowed within the Residential, Nonresidential and Agricultural zoning districts are identified in Table 3.1 of this Section.

- (1) Use categories and specific uses. All of the use categories listed in the first column of Table 3.1 are defined in this code (Definitions and Terms). The first column of each of the use tables contains an abbreviated definition of the respective use category. If there is a conflict between the abbreviated definition and the full explanation contained in this code the provisions of full explanation will control. In some cases, "Specific Use Type" is listed in the second column of the table. If a Specific Use Type is listed in the table, that use type is allowed only within the districts that allow the broader use category.
- (2) Allowed uses. An "A" indicates that the listed use is allowed by right within the respective zoning district. Allowed uses are subject to all other applicable standards of the land use code.
- (3) Conditional uses. A "C" indicates that the listed use is allowed within the respective zoning district only after review and approval of a conditional use permit, in accordance with the review procedures in this code. Conditional uses are subject to all other applicable standards of the land use code.
- (4) Prohibited uses. A blank cell (one without an "A" or "C") indicates that the listed use type is not allowed within the respective zoning district, unless it is expressly allow by other regulation of this land use code.
- (5) Uses subject to specific regulations. Many uses are subject to use-specific regulations (in addition to general regulations that apply to development in general). The last column of the use table contains references to applicable use-specific standards.

Table 3.1 Principal Uses Allowed

Use Category	Specific Use Type	Residential					Nonresidential				T	Specified Use Standard (Reference No.)
		RSF-E	RSF-1	RSF-4	RMF-8	RMF-14	DMU	HC	GC	LI	AG	
RESIDENTIAL												
Household Living	Accessory dwelling unit	A	A	C			A				A	
	Duplex				A	A	C	C				
	Manufactured housing park			C	C	A	C					
	Multi-family units				A	A	A	C	C			16-3-50(14)
	Rooming/boarded house				A	A	A					
	Single-family detached (include manufactured housing)	A	A	A	A	A	C				A	
	Townhomes				A	A	A	C	C			
	All other household living			A	A	A	A	C	C			
Group Living	Assisted living facility	C	C	C	C	C	C	C	C		C	16-3-50(9)
	Large group living facility				C	C	C	C	C	C		
	Small group living facility	C	C	C	C	C	C	C	C		C	
	Treatment facility	C	C	C	C	C	C	C	C	C	C	
INSTITUTIONAL AND CIVIC												

Colleges & Vocational Schools	Colleges & universities				C	C	C	A	A	C		
	Vocational/technical/trade schools						C	A	A	A		
	All other educational institutions						C	C	C	C		
Community Service	Community activity building	A	A	A	A	A	A	A	A		C	
	All other community services	C	C	C	C	C	C	A	A	C	C	
Cultural	Museums, art galleries, libraries						A	A	A	C	C	
Day Care	Child care center, large					C	C	A	A	C		
	Child care center, small	C	C	C	C	C	C	C	A	C		
	Family child care, home	A	A	A	A	A						
Detention Facilities	Jails, honor camps, reformatories									C		Vote by Trustees
	Law enforcement rehab centers									C		Vote by Trustees
Hospital/Clinic	Medical & dental clinics					C	A	A	A	A		
	Counseling centers (nonresidential) (including healing centers in accordance with Article XVI of this Chapter 16)						A	A	A	A		
	Hospital/mental hospital						C	A	C	A		
	Physical & mental rehab (residential)						C	A	C	A		
	All other						C	C	C	C		
Public Property	Cemetery	A	C	C	C	C	C	C	A	A	A	
	Golf course	A	A	C	C	A	C	C	A	A	A	
	Golf driving range	A	C	C	C	C	C	C	A	A	C	
	Parks	A	A	A	A	A	A	A	A	A	A	
	Lakes and Reservoirs	A	A	C	C	C	C	C	C	A	A	
	All other Define	A	A	A	A	A	A	A	A	A	A	
Religious Assembly	Churches, temples, synagogues & mosques	A	A	A	A	A	A	A	A	A	A	16-3 50(15)
Safety Services	Fire station, police station, all others	C	C	C	C	C	A	A	A	A	C	
Schools	Boarding school	C	C	C	C	A	A	A	A			
	Elementary schools	A	A	A	A	A	A	A	A		A	
	Secondary schools	A	A	A	A	A	A	A	A		A	
Utilities, Basic	Utility service facilities (underground)	A	A	A	A	A	A	A	A	A	A	
	All other basic utilities	C	C	C	C	C	C	C	A	A	C	

Utility Corridors	Transmission lines (aboveground)	C	C	C	C	C	C	C	C	A	C	16-3-50(5)
	Transmission lines (underground)						C	C	A	A	C	
	Utility treatment, production or service facility								C	C		
	All other	C	C	C	C	C	C	C	C	C	C	
COMMERCIAL												
Entertainment Event, Major	Indoor facilities						C	C	C	C	C	
	Outdoor facilities							C	C	C	C	
Lodging	Bed & breakfast (1—3 guest rooms)	A	A	A	A	A	A	A	A		A	16-3-50(2)
	Bed & breakfast (4—5 guest rooms)	C	C	C	C	C	A	A	A		A	
	Hotels and motels						A	A	A			
Mixed Use Building	Mixed use building						A	A	A			
Offices	General offices						C	A	A	A		
	Office with drive-through							A	A			
Parking, Commercial	Parking lots or structure						A	A	A	A		
Recreation & Entertainment, Outdoor	Amusement park							C	C	C		
	Campgrounds							A	A		A	16-3-50(4)
	Drive-in theater							C	C	C		
	Miniature golf								A	A		
	Riding academy or equestrian area										A	
	RV park									C		
	Shooting ranges										C	
	Swimming pools					A	A	A	A		A	
	Zoos							C	C		C	
	All other outdoor recreation							C	C	C	C	
Retail Sale & Services	Adult entertainment									C		Subject to site approval.
	Alcohol sales, retail						A	A	A	C		
	Alcohol sales, by the drink (primary use)						A	A	A	C		
	Animal care/boarding/sales, indoor	A						A	A	A	A	
	Animal care/boarding/sales, outdoor							C	C	C		

	Brew pub						A	A	A	C		As accessory to an allowed restaurant use only
	Contractors & trade shops, indoor operation & storage							A	A	A		
	Contractors & trade shops, indoor operation & outdoor storage (including heavy vehicles)								C	A	A	
	Contractors & trade shops, outdoor operation & outdoor storage							C	C	A		
	Deliver & dispatch service (vehicles on-site)							C	C	A		
	Drive-through uses							C	C	C		
	Farm implement/equipment sales & service							A	A	A	C	Site Plan Required, 16-4-100
	Farmer's market/flea market						A	A	A	A	A	Subject to Site Approval.
	Feed store								A	A	C	
	Food services, catering						A	A	A	A		
	Food services, restaurant (including alcohol sales)						A	A	A	A		
	Food services, restaurant with drive-through							C	C	C		
	Fuel sales, automotive/appliance							A	A	A		
	Fuel sales, heavy vehicle							A		A		
Retail Sale & Services, (cont'd>	General retail sales, indoor operations display & storage						A	A	A	A		
	General retail sales, outdoor							C	C	A		16-3 50(11)

	operations display & storage											16-3 50(16)
	Landscape material sales								A	A		
	Manufactured building sales, service & storage								A			
	Rental service, indoor display/storage						A	A	A			
	Rental service, outdoor display/storage						C	C	A			
	Repair, small appliance						A	A	A			
	Repair, large appliance							A	A			
	Personal services					A	A	A	A			
	All other retail sales & services					A	A	A	C			
Self-Service Storage	Mini-storage warehouse, self-service storage, open air storage facilities							A	A			16-3-50 (18), Site Plan Required, 16-4-100
Vehicle Repair	Auto & light truck mechanical repair						A	A	A			
	Body shop							A	A			
	Truck stop/travel plaza						C		A			
	Tire recapping & storage								A			
	All other vehicle repair							C	A			
	Car wash						C	C	A			
Vehicle Service, Limited	Gasoline service station						A	A	A			
	Quick lubrication						A	A	A			
	All other vehicle service, limited							A	A			
INDUSTRIAL												
Manufacturing & Production - Indoor Operation - Indoor Storage	Assembly								A			
	Brewery, distillery, winery (5,000 sq. ft. or less, with an on-site tasting room)					A	A	A	A	A		
	Brewery, distillery, winery (over 5,000 sq. ft. with an onsite tasting room)						A	A	A	A		
	Brewery, distillery, winery without an on-site tasting room								A			
	Hazardous materials								C			
	Food products								A			

	Manufacturing/processing									A		
Manufacturing & Production - indoor Operation - Outdoor Storage	Assembly									A		
	Hazardous materials									C		
	Food products									A		
	Manufacturing/processing									A		
Outdoor Operations & Storage	Assembly									A		
	Hazardous materials									C		
	Food products									A		
	Manufacturing/processing									A		
	All other industrial service									A		
Warehouse & Freight Movement	Indoor operation, storage & loading									A		
	Hazardous materials									C		
	Indoor operation, with outdoor loading docks									A		
	Outdoor storage or loading									A		
	Gas or petroleum storage									A		
	Sand or gravel storage									A		
	All other									A		
Waste-Related Activities	Nonhazardous waste transfer									C		
	Medical/hazardous waste transfer station									C		
	Recycling collection									A	A	
	All other waste related									A	A	
Wholesale Sales	Wholesale business (no highly flammable materials/liquids)								C	A		
	Hazardous waste									C		
	Agricultural products								A	A		
	All other wholesale uses								C	A		
OTHER												
Agricultural	Animal confinement	A								C	A	16-3-50(6)
	Beekeeping	A	A	A							A	
	Hazardous materials									C	C	
	Dairy										A	

	Confined animal feeding operation, feedlot	C									C	16-3-50(6)
	Pasture	A									A	
	All other agriculture	C									A	
Aviation or Surface Passenger Terminal	Airports/heliports										C	
	Hazardous materials										C	
	Bus/commuter stops	A	A	A	A	A	A	A	A	A	A	
	Bus/railroad depot								C	C	A	
	All other aviation or surface passenger terminal								C	C	C	
Mining	Oil and gas drilling	C	C	C	C	C	C	C	C	C	C	16-3 50(19)
	Hazardous materials										C	
	Sand or gravel extraction or processing										C	16-3 50(13)
	All other mining										C	
Telecom Facilities	Telecommunication support structures							C	C	C	C	Ch. 16, Art. IX
	Telecommunications facilities						C	C	C	C	C	Ch. 16, Art. IX
Parks, Open Space, Public Buildings, Publicly Owned Maintenance Facilities, Water And Sewer Facilities		A	A	A	A	A	A	A	A	A	A	
<u>Natural Medicine Businesses (other than healing centers)</u>										<u>A</u>		<u>Chap. 16, Art. XVI</u>
Renewable Energy Facilities	Alternative Power Generation Facilities									C	C	Chap. 16, Art. XV
	Solar Energy Facilities, Small									A	A	Chap. 16, Art. XV
	Solar Energy Facilities, Medium (without Battery Storage System and/or High Voltage Overhead Power Lines)									A	A	Chap. 16, Art. XV
	Solar Energy Facilities, Medium (with Battery Storage System									C	A	Chap. 16, Art. XV

	and/or High Voltage Overhead Power Lines)											
	Solar Energy Facilities, Large									C	C	Chap. 16, Art. XV

EXHIBIT B

Amendments to Mead Municipal Code Chapter 16, Articles

[Article XVI shown underlined as an addition to Chapter 16.]

CHAPTER 16 – Land Use Code

ARTICLE XVI – Development Standards for Natural Medicine Businesses.

Sec. 16-16-10. – Definitions.

The following definitions apply for purposes of Chapter 16 of this Code.

“Facilitator” means a natural person who is twenty-one years of age or older, has the necessary qualifications, training, experience, and knowledge to perform and supervise natural medicine services for a participant, and is licensed to engage in the practice of facilitation by the director of the division of professions and occupations in the department of regulatory agencies pursuant to Article 170 of Title 12 of the Colorado Revised Statutes.

“Healing center” means a facility licensed by the NMD pursuant to the Natural Medicine Code where a facilitator can provide and supervise natural medicine services for a participant.

“Natural medicine” means psilocybin, psilocin, or any other substances included as part of that term as provided in the Natural Medicine Code.

“Natural medicine business” means any entity licensed by the NMD pursuant to the Natural Medicine Code, and includes natural medicine healing centers, natural medicine cultivation facilities, natural medicine products manufacturers, and natural medicine testing facilities.

“Natural Medicine Code” means the Colorado Natural Medicine Code, codified at Article 50 of Title 44 of the Colorado Revised Statutes, as may be amended from time to time.

“Natural medicine product” means a product infused with natural medicine that is intended for consumption as provided by the Natural Medicine Code.

“Natural medicine services” means a preparation session, administration session, and integration session provided pursuant to Article 170 of Title 12 of the Colorado Revised Statutes.

“NMD” means the Natural Medicine Division of the Colorado Department of Revenue.

“Participant” means a person who is twenty-one years of age or older and who receives natural medicine services performed by and under the supervision of a facilitator, as provided by the Natural Medicine Code.

Sec. 16-16-20. –Applicable Code provisions.

- (a) All approvals required pursuant to this Code, including Article IV of Chapter 16, shall be obtained to establish a natural medicine business.
- (b) All natural medicine businesses shall obtain a business license from the Town in conformance with Chapter 6 of this Code prior to commencing operations.
- (c) Except as otherwise provided in this Article XVI, applicable standards for the underlying zone district shall apply, including but not limited to:
 - 1. Dimensional standards including height limitations (Section 16-3-80)
 - 2. Lighting (Section 16-2-250)
 - 3. Signage (Chapter 16, Article VII)
 - 4. Architectural standards (Section 16-2-190)

Sec. 16-16-30. – Zoning limitations.

- (a) As long as the distance requirements and all other standards in this Article XVI are met, healing centers shall be permitted in all zone districts where counseling centers are permitted in accordance with Section 16-3-40 – Table 3.1.
- (b) As long as the distance requirements and all other standards in this Article XVI are met, all natural medicine businesses other than healing centers shall be permitted in the Light Industrial (LI) zone district, in accordance with Section 16-3-40 – Table 3.1

Sec. 16-16-40. – Specific use standards.

The following requirements shall apply to natural medicine businesses.

- (a) Security.
 - (i) All natural medicine businesses shall have a security plan for the secure storage of natural medicine and natural medicine products approved by the State of Colorado and shall provide the plan to the Town prior to Town’s issuance of a Certificate of Occupancy, and shall provide any updated plan(s) to the Town within ten (10) business days of approval by the State.
 - (ii) Window bars are required for all external windows in a natural medicine business, except for healing centers.
 - (iii) All natural medicine businesses shall have a video surveillance system that provides coverage of all facility entrances and exits.
 - (iv) All surveillance recordings shall be retained for a minimum of sixty (60) days and shall be in a digital format that can be easily accessed for viewing and that ensures authentication of the recording as being legitimately captured without alterations.
 - (v) In addition to maintaining surveillance recordings in a locked area on the licensed premises, a copy of the surveillance recordings must be stored at a secure off-site location or through a network “cloud” service that provides on-demand access to the recordings. The off-site location or network service provider shall be included in the security plan submitted to the Town and updated within seventy-two hours of any change to the location of cameras or provider.
 - (vi) Video surveillance records must be made available immediately upon request of the State or the Town Police Department.

(b) Screening, storage, secure waste disposal, and odor control.

- (i) All doorways, windows, and other building openings shall be located, covered, or screened in such a manner to prevent a view into the interior from any exterior public or semipublic area.**
- (ii) All storage for natural medicine businesses shall be located within a permanent building and may not be located within a trailer, tent, or motor vehicle.**
- (iii) Natural medicine businesses shall provide secure disposal of natural medicine and natural medicine products, inclusive of natural medicine product remnants or by-products. Natural medicine and natural medicine products, inclusive of natural medicine product remnants or by-products, shall not be placed within the facility's exterior refuse container.**
- (iv) Natural medicine businesses shall use an air filtration and ventilation system designed to ensure that any odors from natural medicine and natural medicine products are confined to the premises and are not detectable beyond the property boundaries on which the facility is located.**

Sec. 16-16-50. – Distance requirements.

- (a) No natural medicine businesses shall be established within one thousand (1,000) feet of a child care center; preschool; elementary, middle, junior, or high school; or a residential child care facility, as provided in Section 44-50-302 of the Natural Medicine Code.**
- (b) No natural medicine businesses shall be established within one thousand (1,000) feet of any residential zoning district or public park, except that healing centers are exempt from this limitation.**
- (c) Distances referred to in this Section 16-16-50 shall be computed from the nearest property line of the land used for a school or other facility as contemplated in subsection (a) or zoned residential or used as a public park as contemplated in subsection (b). The distance shall be measured to the nearest portion of the building in which natural medicine services are provided, using a route of direct pedestrian access.**

Sec. 16-16-60. – State license(s).

- (a) Natural medicine businesses shall provide the Town with all required licenses, approved by and obtained from the State of Colorado, prior to Town's issuance of Certificate of Occupancy in accordance with the International Building Code, as adopted and amended by the Town.**
- (b) Natural medicine businesses shall notify the Town within five (5) days of revocation or suspension of any State-issued license.**