



MEAD ELEVATION 25 GENERAL IMPROVEMENT DISTRICT

441 3rd Street, Mead
Monday, December 09, 2024

AGENDA

5:45 P.M.

SPECIAL MEETING

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

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

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 October 14, 2024

6. Public Hearing

a. **Resolution No. 01-E25GID-R-2024** – A Resolution of the Town of Mead Elevation 25 General Improvement District (GID) Board of Directors Summarizing Expenditures and Revenues, Adopting a Budget, Setting the Mill Levy, and Appropriating Funds for the GID for the Calendar Year Beginning on the First Day of January 2025 and Ending on the Last Day of December 2025

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.



MEAD ELEVATION 25 GENERAL IMPROVEMENT DISTRICT

441 3rd Street, Mead
Monday, October 14, 2024

AGENDA

5:45 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 was enabled for the meeting.

1. Call to Order - Roll Call

Chair Colleen Whitlow called the Special Meeting of the Mead Elevation 25 General Improvement District to order at 5:30 p.m.

Present

- Chair Colleen Whitlow
- Commissioner Chris Cartwright
- Commissioner David Adams
- Commissioner Trisha Harris
- Commissioner Chris Parr
- Commissioner Herman Schranz

Absent

- Commissioner Debra Brodhead

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

Attending via remote access: members of the public.

2. Pledge of Allegiance to the Flag

The assembly pledged allegiance to the Flag.

3. Review and Approve Agenda

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

4. Information Items

- a. 2025 Proposed Budget Presentation

Administrative Services Director Mary Strutt and Lorraine Trotter, Professional Management Solutions presented the 2025 proposed budget.

5. Public Comment

There was no public comment at this time.

6. Consent Agenda: *Consent Agenda items are considered to be routine and will be enacted by one motion and vote. 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 11, 2023

Motion was made by Commissioner Adams, seconded by Commissioner Parr, to approve the Consent Agenda. Motion carried 6-0, on a roll call vote.

7. Adjournment

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

The Special Meeting of the Town of Mead Elevation 24 General Improvement District adjourned at approximately 5:51 p.m. on Monday, October 14, 2024.

Colleen G. Whitlow, Mayor, Ex Officio Chair

ATTEST:

Mary E. Strutt, MMC, Town Clerk



Agenda Item Summary

MEETING DATE: December 9, 2024

SUBJECT: **Resolution No. 01-E25GID-R-2024** – A Resolution of the Town of Mead Elevation 25 General Improvement District (GID) Board of Directors Summarizing Expenditures and Revenues, Adopting a Budget, Setting the Mill Levy, and Appropriating Funds for the GID for the Calendar Year Beginning on the First Day of January 2025 and Ending on the Last Day of December 2025

PRESENTED BY: Mary Strutt, Administrative Services Director
Lorraine Trotter, Professional Management Solutions

SUMMARY

The proposed budget for 2025 was presented to the Board of Directors (Board) of the Town of Mead Elevation 25 General Improvement District (GID) on October 14, 2024. The December 9, 2024 public hearing for the proposed 2025 GID budget is for final review of the budget. Changes to the proposed budget since it was initially presented to the Board include an update to the property tax revenue based on the Weld County certification of valuation dated November 18, 2024.

For the public hearing, staff will review the budget, followed by an opportunity for public input and questions from the Board. The attached Resolution adopts the 2025 budget, sets the 2024 mill levy (for collective in 2025) and appropriates funds.

STAFF RECOMMENDATION/ACTION REQUIRED

Staff recommends approval of the 2025 budget as presented.

Suggested Motion:

“I move to adopt Resolution No. 01-E25GID-R-2024 – A Resolution of the Town of Mead Elevation 25 General Improvement District (GID) Board of Directors summarizing expenditures and revenues, adopting a budget, setting the Mill Levy, and appropriating funds for the GID for the calendar year beginning on the first day of January 2025 and ending on the last day of December 2025.”

ATTACHMENTS

Resolution No. 01-E25GID-R-2024
Proposed 2025 Budget

**TOWN OF MEAD, COLORADO
RESOLUTION NO. 01-E25GID-R-2024**

A RESOLUTION OF THE TOWN OF MEAD ELEVATION 25 GENERAL IMPROVEMENT DISTRICT (GID) BOARD OF DIRECTORS SUMMARIZING EXPENDITURES AND REVENUES, ADOPTING A BUDGET, SETTING THE MILL LEVY, AND APPROPRIATING FUNDS FOR THE GID FOR THE CALENDAR YEAR BEGINNING ON THE FIRST DAY OF JANUARY 2025 AND ENDING ON THE LAST DAY OF DECEMBER 2025

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

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

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

WHEREAS, the Board of Directors of the GID has appointed appropriate staff to prepare and submit a proposed 2025 budget to the Board of Directors at the proper time; and

WHEREAS, upon due and proper notice, published in accordance with law, the proposed 2025 budget was open for inspection by the public at a designated place, a public hearing was held on December 9, 2024, and interested taxpayers were given the opportunity to file or register any objections to said proposed budget; and

WHEREAS, the 2024 net assessed valuation for assessment of taxable real and personal property within the GID, as certified by the Weld County Assessor is \$6,854,530 (with data available as of November 18, 2024); and

WHEREAS, the Board of Directors of the GID desires to delegate authority to the Town Manager and Town Administrative Services Director, acting in their capacity as administrative staff for the GID, to certify the GID’s mill levy of 5.000 mills to the Board of County Commissioners of Weld County, Colorado on or before December 15, 2024; and

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

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

NOW THEREFORE, BE IT RESOLVED by the Board of Trustees of the Town of Mead, Weld County, Colorado, sitting ex-officio as the Board of Directors of the Town of Mead Elevation 25 General Improvement District, that:

Section 1. That the budget as submitted and attached hereto as **Attachment A**, setting forth the estimated revenues, expenditures, and beginning and ending balances of the various funds, is approved and adopted as the budget for the Town of Mead Elevation 25 General Improvement District for 2025.

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

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

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

Expenditures for County fees, administrative expenses, and repair and maintenance: \$ 28,015

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

Section 5. That for the purpose of meeting general operating expenses of the GID during the 2025 budget year, there is hereby levied a tax of five (5.000) mills upon each dollar of total valuation for assessment of all taxable property within the GID, to raise approximately \$34,273 in revenue, of which 1.5% will be retained by the Weld County Treasurer as a collection fee. The Town Manager and Administrative Services Director, acting in their capacity as administrative staff for the GID, shall certify the GID’s mill levy to the Board of County Commissioners of Weld County, Colorado on or before December 15, 2024 and submit the District’s 2025 Budget to the Division of Local Government in the Colorado Department of Local Affairs on or before January 31, 2025, pursuant to and in accordance with C.R.S. § 29-1-113.

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

INTRODUCED, READ, PASSED, AND ADOPTED THIS 9th DAY OF DECEMBER 2024.

ATTEST:

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

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

By: _____
Colleen G. Whitlow, GID Chairperson

Town of Mead Elevation 25 General Improvement District 2025 Proposed Budget

December 9, 2024



Mead Elevation 25 GID

Summary

The Town of Mead Elevation 25 General Improvement District was organized in 2023. The first property tax revenue was collected in 2024 with expenditures for administrative overhead at the minimum allowed by Mead Municipal Code (\$7500). For the FY2025 Budget, (tax year 2024), an increase in revenues reflects an increase in assessed valuations based on commercial construction. The expenditures are for administrative overhead and maintenance costs.

Mead Elevation 25 GID Draft Budget

Name	FY2024 Budget	FY2024 Projected	FY2025 Budgeted
Beginning Fund Balance:	N/A	N/A	\$3,040
Revenues			
Taxes			
PROPERTY TAX	\$10,253	\$10,500	\$34,273
Total Taxes:	\$10,253	\$10,500	\$34,273
Miscellaneous Revenue			
INTEREST & DIVIDEND INCOME	\$231	\$200	\$200
Total Miscellaneous Revenue:	\$231	\$200	\$200
Total Revenues:	\$10,484	\$10,700	\$34,473
Expenditures			
Contractual Services			
COUNTY TREASURER'S FEE	\$30	\$160	\$515
ADMINISTRATIVE OVERHEAD	\$4,101	\$7,500	\$7,500
REPAIRS & MAINTENANCE	\$6,037	\$0	\$20,000
Total Contractual Services:	\$10,168	\$7,660	\$28,015
Total Expenditures:	\$10,168	\$7,660	\$28,015
Total Revenues Less Expenditures:	\$316	\$3,040	\$6,458
Ending Fund Balance:	N/A	N/A	\$9,498