



Board of Trustees Meeting

441 3rd Street, Mead

June 9, 2025

Agenda

5:30 p.m.

Work Session: Mead Police Department Tour

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 Jeremiah R. Crane
Trustee Brad Hagen
Trustee Herman Schranz
Trustee - VACANT

2. Moment of Silence

3. Pledge of Allegiance to the Flag

4. Review and Approve Agenda

5. Trustee Appointment

- a. **Resolution No. 35-R-2025** - A Resolution of the Town of Mead, Colorado, Appointing Chris Cartwright to the Vacant Board of Trustees Position
- b. Swear In Appointed Trustee

6. Staff Report: Town Manager Report

- a. Manager Report

7. Informational Items

- a. Police Update
- b. I-25 Branding & Monumentation

8. Proclamations

- a. Flag Day June 14, 2025 & Flag Week June 8–14, 2025

9. Public Comment:

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

10. 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 May 27, 2025
- b. May 2025 Aging Report
- c. Check Register June 9, 2025
- d. **Resolution No. 36-R-2025** - A Resolution of the Town of Mead, Colorado, Approving a First Amendment to the Intergovernmental Agreement with Weld County for the Construction of High Plains Boulevard (A.K.A. – Weld County Road 9.5) Between Weld County Road 32 and Weld County Road 36
- e. **Resolution No. 37-R-2025** - A Resolution of the Town of Mead, Colorado, Approving an Agreement for Professional Services with B H A Design, Inc. for Landscape Architecture Services (RFP No. 2025-004)
- f. **Resolution No. 38-R-2025** - A Resolution of the Town of Mead, Colorado, Approving a Construction Agreement with Schlosser Signs, Inc. for the Wayfinding Signage Phase II Project (RFP No. 2025-001)
- g. **Resolution No. 39-R-2025** - A Resolution of the Town of Mead, Colorado, Approving the Purchase of a Tractor and Mower from Wickham Tractor Co. for the Town of Mead Public Works Department

11. Public Comment:

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

12. Elected Official Reports

- a. Town Trustees
- b. Mayor Whitlow
 - i. DRCOG Awards Celebration
 - ii. DRCOG Call for Letters of Interest 2026-2027

13. 2026 Budget

- a. 2026 Budget Calendar

14. Adjournment

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



Agenda Item Summary

Agenda Date: 6/9/2025

Subject: Resolution No. 35-R-2025 - A Resolution of the Town of Mead, Colorado, Appointing Chris Cartwright to the Vacant Board of Trustees Position

Presented by: Mary Strutt, Administrative Services Director

Summary:

The Board of Trustees adopted Resolution No. 34-R-2025 on May 27, 2025, declaring a vacancy in the Office of Trustee effective May 31, 2025, for the position held by Brooke Babcock. In accordance with *Mead Municipal Code* (the "Code") Section 2-2-120, the Board of Trustees shall, by majority vote of all members of the Board, fill the vacancy by appointing a successor within 60 days (or by July 30, 2025). If the Board does not appoint a successor by July 30, 2025, the Board shall call for a special election to fill the position. Regardless of whether the Board of Trustees appoints an individual to fill the vacancy or a special election is ordered, the individual appointed or elected will serve as Trustee until the November 2026 regular election, at which point an election will be held to elect a successor for the remaining two years of the current four-year term. See Section 2-2-100(d) of the Code.

Since neither the Code nor state statute provide specific instructions on the process for appointing a successor to fill the vacancy, staff presented several options and a timeline for the Board to consider. Options presented included considering previous members, members of other Town committees or other interested citizens; advertising the position and accepting applications; and interviewing potential candidates. Staff provided application and interview questions which were used by the Board of Trustees to fill a Trustee vacancy in 2021. In addition, staff presented the 60-day deadline to appoint a successor as July 30, 2025. Prior to July 30th, the Board schedule includes four regular meetings (June 9, June 30, July 14 and July 29) which are available to decide on a process for selecting a successor and appointing that successor. Additionally, the Board has the option to interview/consider candidates at special meetings, work sessions or in small groups.

At its May 27th meeting, the Board discussed identifying a successor based on the November 5, 2024, election results to respect the vote of the citizens of Mead. The Board also discussed the advantage of appointing a successor with prior Board experience as the Town heads into the budget season. The November 5, 2024, election results were:

Candidate	Votes	Result
Brooke Babcock	1,542	Elected
Jeremiah R. Crane	1,148	Elected
Brad Hagen	1,139	Elected
Christopher Cartwright	1,098	
Chris T. Parr	941	

Don Smith	771	
Wayne D. Tolliver	610	

Staff reached out to candidate Chris Cartwright, who received the highest number of votes after those candidates who were elected and took office. Mr. Cartwright expressed his gratitude and willingness to accept the appointment. If approved, the attached Resolution would appoint Mr. Cartwright to the vacant Trustee position until a duly elected successor takes office after the next regular election, which will be held in November 2026.

Financial Considerations:

There are no financial costs associated with appointing a successor to fill the Board vacancy. If a special election is needed to fill the vacant office, it could likely be held in coordination with Weld County on November 4, 2025. The estimated cost of a coordinated election is \$5,000.00 - \$7,000.00.

Staff Recommendation / Actions Required:

The following motion would approve the resolution and appoint Chris Cartwright to the position of Trustee for the Town of Mead.

Suggested Motion:

"I move to adopt Resolution No. 35-R-2025 - A Resolution of the Town of Mead Board of Trustees appointing Chris Cartwright to fill the existing vacancy in the office of Trustee."

Attachments:

1. Resolution 35-R-2025

**TOWN OF MEAD, COLORADO
RESOLUTION NO. 35-R-2025**

**A RESOLUTION OF THE TOWN OF MEAD BOARD OF TRUSTEES
APPOINTING CHRIS CARTWRIGHT TO FILL THE EXISTING VACANCY IN
THE OFFICE OF TRUSTEE**

WHEREAS, the Board of Trustees ("Board") has the authority to fill a vacancy in the office of Trustee pursuant to Section 2-2-120 of the *Mead Municipal Code* ("MMC") and C.R.S. § 31-15-201(1)(a); and

WHEREAS, the Board shall appoint a successor within sixty (60) days of the vacancy; and

WHEREAS, in accordance with MMC Section 2-2-120, if the Board has not appointed a successor within sixty (60) days of the vacancy, the Board shall call for an election to fill the vacancy as provided by law; and

WHEREAS, in accordance with C.R.S. § 31-4-303, the person so appointed or elected shall hold office until the next regular election and until a successor is elected and has complied with C.R.S. § 31-4-401; and

WHEREAS, Trustee Brooke Babcock resigned her position as Trustee for the Town of Mead by email dated May 9, 2025; and

WHEREAS, the Board declared a vacancy in the Board effective May 31, 2025 by Resolution No. 34-R-2025 adopted on May 27, 2025; and

WHEREAS, the Board desires to appoint Chris Cartwright to the position of Trustee for a term commencing on the effective date of this Resolution and continuing until a successor is elected and has complied with C.R.S. § 31-4-401.

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

Section 1. Appointment. Chris Cartwright is hereby appointed as Trustee of the Town of Mead effective June 9, 2025 for the term expiring once a successor is elected in November 2026 and takes office as required by law.

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

Section 3. 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 4. Certification. The Town Clerk shall certify to the passage of this resolution and make not less than one copy of the adopted resolution available for inspection by the public during regular business hours.

INTRODUCED, READ, PASSED, AND ADOPTED THIS 9TH DAY OF JUNE, 2025.

ATTEST:

TOWN OF MEAD:

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

By: _____
Colleen G. Whitlow, Mayor

TO: Honorable Mayor and Trustees

FROM: Helen Migchelbrink, Town Manager

DATE: June 9, 2025

SUBJECT: Town Manager Report

- Our very own Sergeant Salazar was recognized as the “Officer of the Year” by the Colorado Chiefs Association last week. Sgt Salazar was commended for his work on the juvenile justice program that is now being adopted by the entire Saint Vrain School District.
- Meet, Greet and Eat with your Board of Trustees has been scheduled for summer of 2025. The Board hosts these events to engage with residents in their neighborhood. 2025 dates are June 10th at North Creek Park, July 29th at Liberty Ranch Park, and August 26th at Lakeside Canyon Park.
- Independent Bank holds the Town’s funds as the main operating accounts. Independent merged with South State Bank in January and performed a major online banking conversion 5/23-5/26. Staff has been training with South State on the new system, resetting all of our defaults, and ensuring that the transition is seamless to the Town’s customers and vendors.
- Eight peddler’s permits were issued to representatives of Smart Home Pros, Inc. Other businesses with active peddler’s permits in the Town are Longmont Dairy, Comcast/Xfinity, Edward Jones, and Resident Realty.
- Weld County is looking for a location in Mead to install a 24-hour ballot drop box. Staff have identified several potential locations and will meet with Weld County Elections to narrow down a potential site before bringing to the Board of Trustees for approval.
- Administrative Services Director Mary Strutt attended the International Institute of Municipal Clerk’s Conference May 19 – 22, 2025.
- Mead Spring Clean-Up Days wrapped up on May 17th. The Town issued 309 vouchers, and 205 of these were redeemed at the Front Range Landfill, resulting in a total of 83.4 tons of waste.
- The intersection of Third Street and Welker Avenue is under construction to widen the intersection, install new drainage infrastructure, add sidewalks and install a stoplight. There will be delays in the area, but the crews are doing their best to keep traffic flowing. All businesses are open and will remain so during the construction period. Construction will be completed by early fall.
- Mayor Colleen Whitlow convenes weekly office hours at Mead Town Hall. The office hours are on Mondays from 10:00 a.m. to 12:00 p.m. Please contact the front office for an appointment. Walk ins will be taken as time allows.
- CEBT Early Look at 2026 Insurance Renewal rates is attached. This is for employee medical, dental, and vision coverage. CEBT is anticipating a rate increase of at least 10% for 2026.
- The Town’s financial auditor was onsite the week of April 28th to review the Town financial records and test internal controls. The audit will continue remotely over the next several weeks. It is anticipated that the 2024 Financial Statements will be presented to the Board of Trustees on June 30th. The audit must be filed with the Office of the State Auditor by July 31, 2025.
- The 2026 CIRSA insurance renewal application has been submitted. The renewal requires a thorough review of all inventories – including buildings, vehicles, technology and other property. The 2026 premium estimate should be received by late September.
- Coffee with the Mayor was held on Saturday June 7, 2025, at 8:00 a.m. at the Public Works Facility Training Room, 1341 WCR 34. Mayor Whitlow reviewed Town projects and development projects in Town. Coffee was provided by Ziggi’s Coffee. The next Coffee will be scheduled for Saturday July 5th.
- The High Plains Blvd (WCR 9.5) project is moving forward. The construction of two miles of this road between WCR 32 and WCR 36 will include two travel lanes, bike lanes, two roundabouts located at CR 32 and CR 34, and a ten-foot-wide detached sidewalk. The project is a collaboration among Mead, Weld County and local developers and is slated for completion in December 2025. Please note:

High Plains Boulevard (WCR 9.5) Groundbreaking Celebration and Lunch

Thursday, June 12, from 11 a.m. to 12:30 p.m.

Public Works Facility (1341 WCR 32, Mead, CO 80542)

- 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. The project continues to progress on time and within budget.
- Mead Municipal Court is scheduled for June 26th (one week late due to the Juneteenth holiday). There are currently 50 cases on the docket. Staff will send out court reminders this week which generally leads to several payments, class certificates and other court requirements to be received. There are no trials scheduled for June.
- Based on the 5-year Pavement Management Maintenance Plan presented to the Board on February 24th, staff is preparing for this year's transportation projects. Contracts will be presented to the Board in April. 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 – Preparation of the east leg for curb, gutter, sidewalk and paving is underway.
 - Community Center – Paving of the parking areas and top lift on the alley is underway, along with a variety of interior and exterior finishes.
 - SH66 Pedestrian Crossing – The real estate team continues to meet with affected property owners regarding appraisals and acquisition discussions.
- YTD totals for new single family home permits:
 - 2025 YTD: 36 SF Permits, 46 Certificates of Occupancy
- Boards and Commissions
 - The Planning Commission will meet in June to discuss the housing needs assessment requirement by the State of Colorado. Staff will also provide an update on the Parks, Open Space, and Trails Master Plan progress as well as the Land Use Code update.
- Human Resources
 - The Town advertises open positions here: <https://www.governmentjobs.com/careers/townofmead>
The Town's full-time openings include Community Service Officer and Front Desk Clerk.

Community Development

- There is a substantial project underway to complete a comprehensive Land Use Code Amendment. The purpose of this endeavor is to address changes to State laws, modernize the development codes, and streamline the development processes. Staff and the consultant team, Community Planning Strategies, will provide an update on the progress and the next steps at the June 30th Board of Trustees meeting.
- Community Development is heading up an effort to revise the Parks, Open Space and Trails Master Plan. The goal of this plan is to develop a master plan for the future of parks, open space, and trails efforts in Mead. With the help of a consultant, Logan Simpson, there will be multiple opportunities for input by the residents to help shape the future of Mead's parks, open space, and trails. The first opportunity will be a public open house held at the Public Works facility on June 16th, from 4:30 pm to 7:00 pm. Staff will also be attending the June 7th Coffee with the Mayor and Fishing Is Fun event to invite people to the website and other ways to get involved.
- Staff are currently reviewing a variety of software packages designed to streamline development applications and create a more seamless, efficient development review process. Implementation is targeted for early 2026.
- Staff will soon be bringing a Housing Needs Assessment to the Board of Trustee for consideration, as required by new legislation passed last year by the State of Colorado.

Public Works and Engineering

- Welker is closed east of 3rd Street through mid-June. Three projects are working within these limits to take advantage of a full road closure – CDOT I-25 bridge replacement, Welker Avenue reconstruction, and the 3rd and Welker intersection project.

- Crews have placed the foundation for the monument at the Gold Star Memorial Park project at West Founders. Other site work and concrete parking areas are under construction.
- Eight proposals have been received for the PD facility design, and staff will interview the top 3 firms on June 6th.
- The new Deputy Town Engineer position has been filled. Dave Mathews started on June 4th. Dave Martinez, a new Maintenance Worker I, will start on June 9th.

Community Engagement

- The Community Shred event on May 31st received 75 participants from the area and filled approximately half of the shredding truck.
- Fishing is Fun was hosted on June 7th at Lorin Mead Park and Highland Lake. Youth who participated in the free educational clinic received a fishing pole. The Mead Area Chamber of Commerce provided complimentary hot dogs, chips, and drinks.
- Community Engagement is collaborating closely with consultants on the Land Use Code Update and the Parks, Open Space, and Trails projects to gather input from residents and businesses on both initiatives.
- Staff met with local business owners on June 3rd at The Merc to discuss opportunities for collaboration and explore the formation of a Business Task Force committee aimed at strengthening the relationship between the Town and the local business community.
- Applications are being reviewed for open positions at the new Community Center. New hires include a full-time front desk clerk, two part-time front desk clerks, and three additional recreation assistants.

Police Department

- The police department completed firearms, driving safety, and roadside sobriety maneuvers training last month.
- Officers assisted with the shred event at town hall. Several tons of paper were shredded, and residents expressed their gratitude for this event.
- Chief Newbanks is working on the Hazard Mitigation process with other Weld County partners.
- Chief Newbanks continues to work with CDOT on remedies for traffic issues surrounding the current construction.
- The police department received notice that they are being awarded HVE Grant monies for extra DUI patrols. More details to follow.
- The May Monthly Report is attached.

Email not displaying correctly? [View it in your browser.](#)



Hi Mary,

As many of you are aware, healthcare costs continue to rise. With some of you already beginning to plan your budgets for next year, we wanted to provide an early estimate of the potential medical rate increase for the CEBT Small Group Pool for January 2026. We expect the increase to be double digits again this year, and although the final rate increase will not be set until late July, early projections suggest a likely increase between 11% and 16%.

For context, over the last 10 years, the January rate increases for CEBT's Small Group Pool ranged from 2% to 13.5%, with an average of 5.9%, significantly below the industry average. Additionally, during that same 10-year period, CEBT paid out three dividends. However, recent claims costs within CEBT and the Small Group Pool have been higher than expected. As a result, the upcoming rate increase is projected to align more closely with broader healthcare market trends. This is due to a combination of factors, including post-COVID spikes in healthcare utilization, ongoing inflation, and a rise in the incidence and severity of cancer and cardiac cases.

As in previous years, CEBT rate renewal packets will be delivered either in person or electronically between mid-August and mid-September. For groups we're unable to meet with in person, we will also host a Small Group rate renewal webinar to review the updates and answer any questions.

We understand that this news is not ideal, but we felt it was important to share these early projections to help you plan and manage your budgets effectively. We sincerely appreciate your business and continued participation in CEBT and will provide you with updated information in July.

If you have any questions, or would like further details about the upcoming renewal, or want to discuss strategies for managing through a high renewal, please feel free to contact your CEBT Account Manager or Producer. We are here to help.

Additionally, the trustees will review and vote on the CEBT rate renewal during the Summer Conference (see flyer below). Please consider attending in person or virtually, as

this is an excellent opportunity to learn more about how CEBT operates and the healthcare trends that we are seeing.

Thank you for trusting us with your employee benefit needs.

2025 CEBT Summer Conference

[Flyer](#)

[Registration](#)



Your trusted health partner,
The CEBT Communications Team

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Our mailing address is:

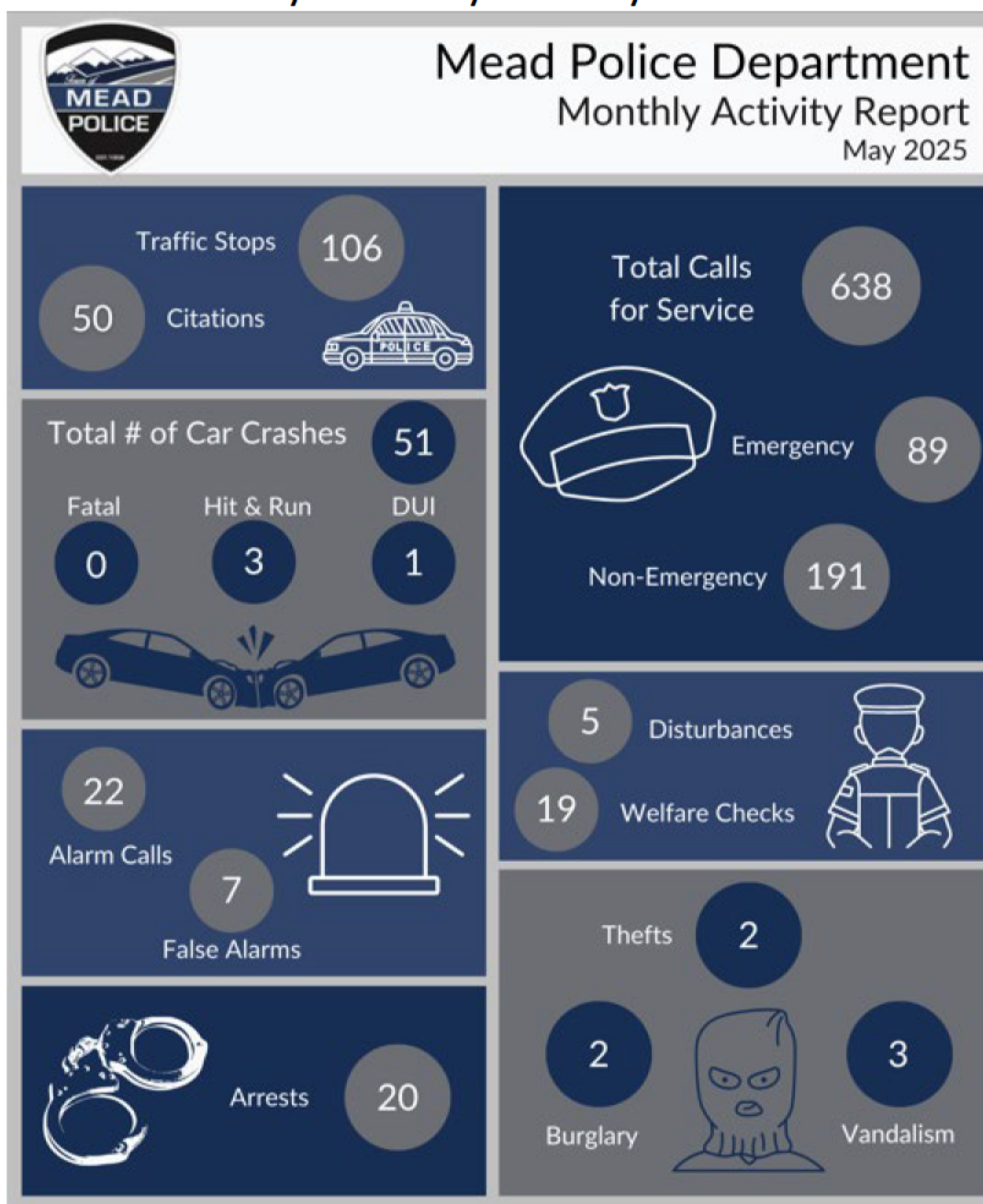
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Mead Police Department

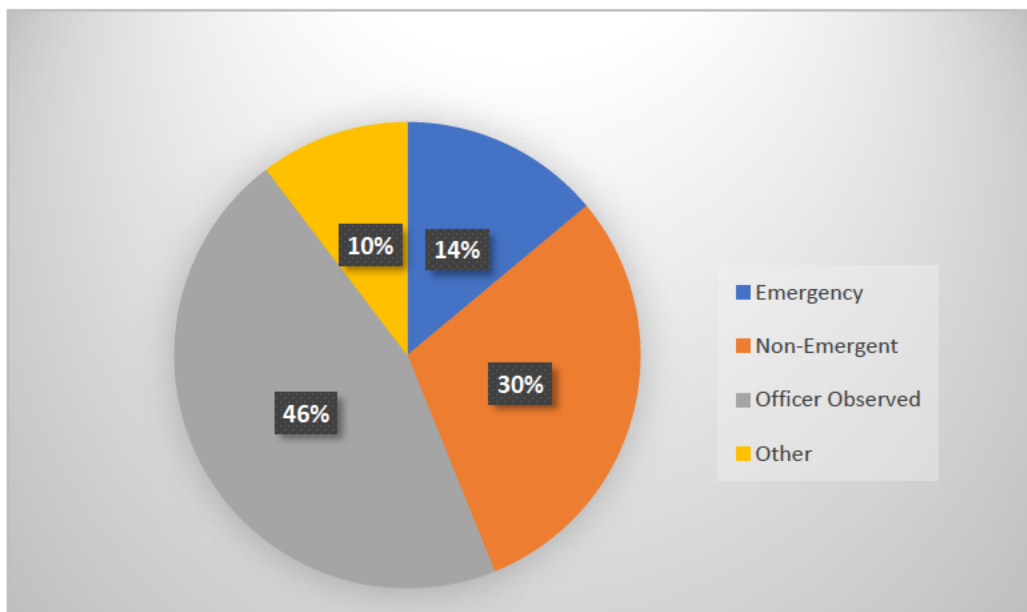
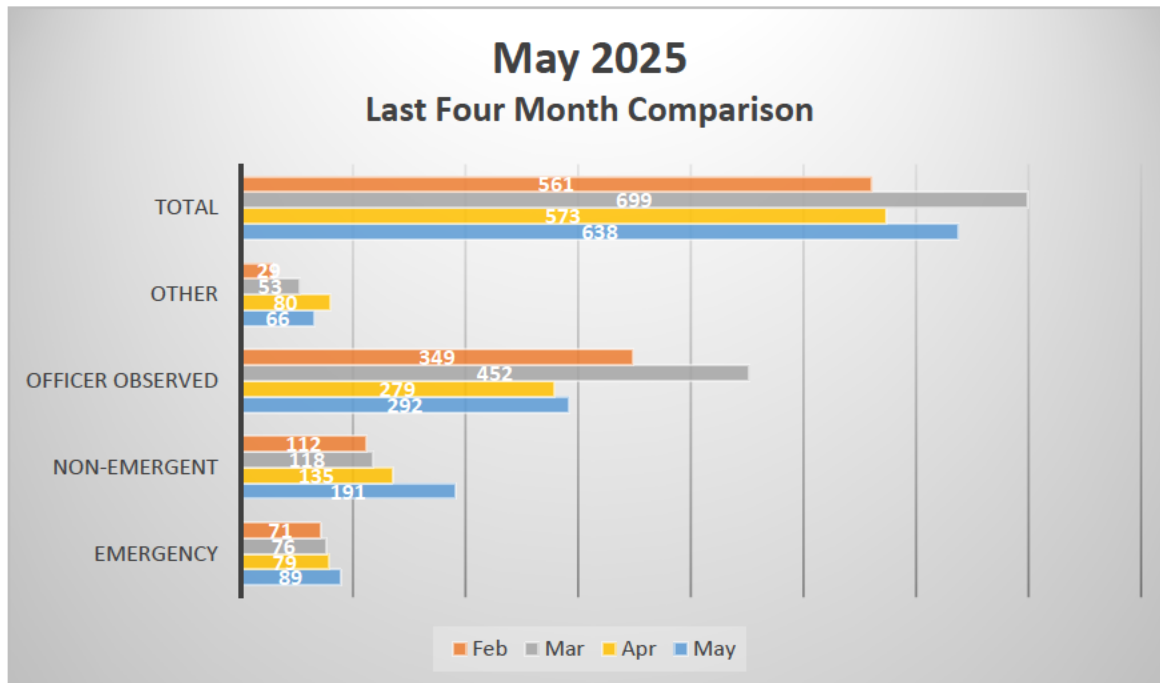
May Monthly Activity - 2025



ARRESTS:20

Case Number	Location	Charge	Arrest Date/Time
25ML00237	HIGHWAY 66 / WCR 7	DUI	05/02/2025 05:21:00 PM
25ML00240	HIGHWAY 66 / WCR 9.5	42-3-121(1)(a) FAILED TO DISPLAY VALID REGISTRATION	05/03/2025 10:18:00 PM
25ML00240	HIGHWAY 66 / WCR 9.5	18-18-428 DRUG PARAPHERNALIA - POSSESS	05/03/2025 10:58:00 PM
25ML00254	██████ WCR 7	1402(2)(a) Careless Driving	05/08/2025 12:15:00 PM
25ML00256	██████ GARNET WAY	18-4-501(1)(4)(a) CRIMINAL MISCHIEF - UNDER \$300 IN DAMAGES	05/08/2025 12:51:00 PM
25ML00266	██████ MCKAY DR	18-7-301(1)(e) PUBLIC INDECENCY - EXPOSE GENITALS	05/12/2025 11:06:00 AM
25ML00269	██████ HIGHLAND DR	16-19-103(M) FOJ WANTED BY OTHER AGENCY MISDEMEANOR	05/12/2025 06:53:00 PM
25ML00275	██████ WCR 7	10-15-50(b) Underage Possession-Consumption of Marijuana	05/15/2025 10:30:00 AM
25ML00272	██████ WCR 7	10-15-50(b) Underage Possession-Consumption of Marijuana	05/16/2025 10:15:00 AM
25ML00302	██████ WCR 7	10-15-60(a) Tobacco Use by Minors	05/19/2025 10:25:00 AM
25ML00272	██████ WCR 7	10-15-60(a) Tobacco Use by Minors	05/19/2025 10:25:00 AM
25ML00273	██████ 10TH ST	18-3-203(1)(b) 2ND DEG ASSAULT - INTENT TO CAUSE SBI	05/19/2025 04:56:00 PM
25ML00290	MM 245 I 25 NB	18-3-204(1)(a) 3RD DEG ASSAULT - CAUSES BODILY INJURY	05/20/2025 12:24:00 AM
25ML00294	MM 244 I 25 NB	16-19-103(M) FOJ WANTED BY OTHER AGENCY MISDEMEANOR	05/20/2025 06:33:00 PM
25ML00295	██████ HIGHLAND DR	16-19-103(F) FOJ WANTED BY OTHER AGENCY FELONY	05/21/2025 12:09:00 AM
25ML00296	██████ HIGHLAND DR	18-18-428 DRUG PARAPHERNALIA - POSSESS	05/21/2025 10:00:00 PM
25ML00296	██████ HIGHLAND DR	42-3-121(1)(b) DISPLAYED/POSSESSED/SOLD FICTITIOUS LICENSE PLATE	05/21/2025 10:00:00 PM
25ML00297	██████ WELKER AVE	10-9-30 Harassment	05/22/2025 03:20:00 PM
25ML00276	3RD ST / DILLINGHAM AVE	42-4-1301(1)(a) DROVE VEHICLE WHILE UNDER INFLUENCE	05/23/2025 02:30:00 PM
25ML00314	██████ HIGHLAND DR	16-19-103(M) FOJ WANTED BY OTHER AGENCY MISDEMEANOR	05/30/2025 11:22:00 AM

Four Month Comparison of Calls for Service:



STAFFING:

We currently have all 16 sworn positions filled. Of the 16, 1 is in field training.

Sergeant Ellis, Sergeant Salazar, and Officers Begano, Bustamante, Cramblet, Hansen, Jackson, Palmer, Rollins, M. Smith, and Synn are working patrol.

Officers Barker and Aguirre are assigned to Mead Schools as SROs, and supporting patrol when school is not in session.

Officer Sedgwick is in field training.

Isabella Michel is the Community Service Officer. This position covers code enforcement, animal control, and non-emergency calls for service.

Melissa Merkle is the Administrative Clerk. Michelle Rae is the Records and Evidence Technician. Commander Brian Smith oversees operations, training, and professional standards. Brent Newbanks is the Chief of Police.

TRAINING:

All officers completed firearms training, driving safety, and roadside sobriety maneuvers this month.

NOTABLE CALLS FOR SERVICE:

INCIDENT TYPE	ADDRESS	CASE NUMBER	DATE
Traffic Accident	MM 243 I 25 NB	25ML00235	05/01/2025
Traffic Accident Unknown Inj.	HIGHWAY 66 / WCR 5	25ML00236	05/01/2025
Traffic Stop	HIGHWAY 66 / WCR 7	25ML00237	05/02/2025
Missing Adult	■■■■ CHIANINA ST	25ML00238	05/02/2025
Meet	■■■■ RANCH ST	25ML00239	05/02/2025
Traffic Stop	HIGHWAY 66 / WCR 9.5	25ML00240	05/03/2025
Follow Up	■■■■ MAIN ST	25ML00241	05/04/2025
Meet	■■■■ GALLOWAY ST	25ML00242	05/04/2025
Follow Up	■■■■ Main Street	25ML00243	05/04/2025
Drug Related Activity	■■■■ 1ST ST	25ML00244	05/05/2025
Assist Other Agency	■■■■ MAIN ST	25ML00245	05/06/2025
Traffic Accident Unknown Inj.	COLORADO BLVD / HIGHWAY 66	25ML00246	05/07/2025
Traffic Accident Unknown Inj.	MM 46 HWY 66	25ML00247	05/07/2025
Traffic Accident	HIGHWAY 66 / COLORADO BLVD	25ML00248	05/07/2025
Harass	■■■■ WELKER AVE	25ML00250	05/07/2025
Meet	■■■■ GALLOWAY ST	25ML00252	05/07/2025
Suspicious	■■■■ HIGHLAND DR	25ML00253	05/07/2025
Traffic Accident	■■■■ WCR 7	25ML00254	05/08/2025
Traffic Accident Hit and Run	MM 40 HWY 66	25ML00255	05/08/2025
Mental Health Crisis - weapon	■■■■ GARNET WAY	25ML00256	05/08/2025
Theft	■■■■ HIGHLAND DR	25ML00257	05/08/2025
Vandalism	■■■■ WILLOW DR	25ML00258	05/08/2025
Suspicious	■■■■ HIGHLAND DR	25ML00260	05/08/2025
Check Wellbeing	■■■■ GALLOWAY ST	25ML00261	05/08/2025
Traffic Accident Unknown Inj.	■■■■ MEAD ST	25ML00262	05/08/2025
Traffic Accident	■■■■ CHIANINA ST	25ML00263	05/09/2025
Traffic Accident with Inj.	■■■■ WCR 9.5	25ML00264	05/11/2025
Traffic Accident	HIGHWAY 66 / FOSTER RIDGE DR	25ML00265	05/11/2025
Meet	■■■■ MCKAY DR	25ML00266	05/11/2025
Burglary	■■■■ WCR 9.5	25ML00267	05/12/2025
Sex Offense		25ML00268	05/12/2025
Subject With A Warrant	■■■■ HIGHLAND DR	25ML00269	05/12/2025
Meet	■■■■ WRANGLER WAY	25ML00270	05/12/2025
Traffic Complaint	MM 246-5 I 25 SB	25ML00271	05/13/2025
Drug Related Activity	■■■■ WCR 7	25ML00272	05/13/2025
Assault	■■■■ 10TH ST	25ML00273	05/13/2025
Follow Up	■■■■ MAIN ST	25ML00274	05/14/2025
Drug Related Activity	■■■■ WCR 7	25ML00275	05/15/2025

INCIDENT TYPE	ADDRESS	CASE NUMBER	DATE
Traffic Complaint	3RD ST / DILLINGHAM AVE	25ML00276	05/15/2025
Follow Up	MAIN ST	25ML00278	05/16/2025
Vandalism	MAIN ST	25ML00279	05/16/2025
Animal Complaint	SCHUMAN PL	25ML00280	05/16/2025
Animal At Large	FALCON CIR	25ML00282	05/17/2025
Property	HIGHWAY 66 / COLORADO BLVD	25ML00283	05/17/2025
Traffic Accident Hit and Run	HIGHWAY 66 / INTERSTATE 25 NB	25ML00284	05/17/2025
Traffic Stop	3RD ST	25ML00285	05/17/2025
Traffic Accident Unknown Inj.	HIGHWAY 66 / WCR 5	25ML00286	05/18/2025
Traffic Accident	MM 46 HWY 66	25ML00287	05/19/2025
Traffic Accident	MAIN ST	25ML00288	05/19/2025
Traffic Accident	WCR 7	25ML00289	05/19/2025
Disturbance	MM 245 I 25 NB	25ML00290	05/19/2025
Traffic Accident	3RD ST / ADAMS AVE	25ML00291	05/20/2025
Harass	HUNTERS RIDGE DR	25ML00292	05/20/2025
Traffic Accident	WELKER AVE	25ML00293	05/20/2025
Subject With A Warrant	MM 244 I 25 NB	25ML00294	05/20/2025
Subject With A Warrant	HIGHLAND DR	25ML00295	05/20/2025
Drug Related Activity	HIGHLAND DR	25ML00296	05/21/2025
Harass	WELKER AVE	25ML00297	05/22/2025
Mental Health Crisis	PACIFIC CIR	25ML00298	05/22/2025
Traffic Accident	HIGHWAY 66 / WCR 5.5	25ML00299	05/24/2025
Suspicious	HIGHWAY 66 / INTERSTATE 25 SB	25ML00300	05/24/2025
Traffic Accident	WCR 9.5 / HIGHWAY 66	25ML00301	05/24/2025
Drug Related Activity	WCR 7	25ML00302	05/24/2025
Assist Other Agency	MAIN ST	25ML00303	05/25/2025
Follow Up	MAIN ST	25ML00304	05/26/2025
Traffic Accident - Airbag	HIGHWAY 66 / INTERSTATE 25 SB	25ML00305	05/26/2025
Traffic Accident with Inj.	WCR 11 / HIGHWAY 66	25ML00306	05/26/2025
Traffic Accident	WELKER AVE	25ML00307	05/26/2025
Assist Other Agency	WELKER AVE / INTERSTATE 25 EXIT 245 RAMP S	25ML00309	05/28/2025
Suspicious	WCR 7 / WCR 28	25ML00310	05/28/2025
Traffic Accident	WCR 9.5 / MULLIGAN DR	25ML00311	05/29/2025
Traffic Accident	MEAD ST / HIGHWAY 66	25ML00312	05/29/2025
Follow Up	MAIN ST	25ML00313	05/29/2025
Subject With A Warrant	HIGHLAND DR	25ML00314	05/30/2025
Suspicious	GALLOWAY ST	25ML00315	05/30/2025
Traffic Accident with Inj.	E INTERSTATE 25 FRONTAGE RD / WCR 32	25ML00316	05/30/2025



PROCLAMATION
Flag Day June 14, 2025
National Flag Week June 8–14, 2025

WHEREAS, In 1916, President Woodrow Wilson established June 14 of each year as Flag Day;
and

WHEREAS, Flag Day marks the Second Continental Congress' adoption of the first U.S.
national flag on June 14, 1777; and

WHEREAS, the first U.S. flag featured the same 13 red and white stripes as seen in the flag
today, while the number and arrangement of stars has changed as the number of states has
increased; and

WHEREAS, Americans have commemorated the adoption of the Stars and Stripes in many
ways – displaying the flag proudly in front of homes, at parades and other patriotic observances;
and

WHEREAS, the U.S. flag serves as a guiding symbol of our nation's journey;

NOW, THEREFORE, I, Colleen Whitlow, Mayor of the Town of Mead, Weld County, Colorado,
do hereby proclaim June 14, 2025, as **Flag Day** and the week of June 8 through June 14, 2025
as **National Flag Week**. I call upon all citizens of the Town of Mead to observe Flag Day and
National Flag Week by displaying the flag of the United States of America.

Given under my hand and Seal of the Town of Mead, Colorado

On this 9th day of June, 2025

Colleen G. Whitlow
Mayor



Board of Trustees Meeting

441 3rd Street, Mead

May 27, 2025

Minutes

5:30 p.m.

Work Session: Community Center Tour

6:00 p.m. to 10:00 p.m.

Regular Meeting

1. Call to Order – Roll Call

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

A regular meeting of the Board of Trustees of the Town of Mead, CO was called to order at 06:00 p.m., there being present the following members to wit:

Mayor Colleen Whitlow
Mayor Pro Tem Trisha Harris
Trustee Brad Hagen
Trustee Herman Schranz (via remote access)

Those absent:
Trustee David Adams
Trustee Brooke Babcock
Trustee Jeremiah R Crane

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

Attending via remote access: Trustee Schranz and members of the public.

2. Moment of Silence

Mayor Whitlow requested the observance of a moment of silence in honor of those who died in service to our country.

3. Pledge of Allegiance to the Flag

The assembly pledged allegiance to the flag.

4. Review and Approve Agenda

Mayor Whitlow requested to amend the agenda to move Item 7.a. to before Item 6., remove Item 6.b. and amend Item 10.b. to read Combined Public Hearing AMK Annexation 2 proposed annexation, establishment of initial zoning and approval of annexation agreement.

Mayor Pro Tem Harris motioned to approve the amended agenda. Trustee Hagen seconded the motion.

Ayes: Mayor Whitlow, Mayor Pro Tem Harris, Trustee Hagen, Trustee Schranz

Nays: None

Abstaining: None

Passed.

5. Staff Report: Town Manager Report

a. Manager Report

Town Manager Helen Migchelbrink noted that Gopher Gulch RV Park had a busy Memorial Day weekend; Slate Communications will be taping interviews with the Police Department; there were 8 responses to the Police Facilities Request for Proposals; townwide shred event and garage sale are scheduled for May 31. The Trustees discussed that the proposed paving of WCR 9.5 roundabouts will be considered by the Board on June 9th.

6. Proclamations

a. Honoring The Gadget Girls of Mead Elementary School 2025 VEX Robotics World Championship - Judges Award

Trustee Hagen motioned to Approve Honoring The Gadget Girls of Mead Elementary School 2025 VEX Robotics World Championship - Judges Award. Mayor Pro Tem Harris seconded the motion.

Ayes: Mayor Whitlow, Mayor Pro Tem Harris, Trustee Hagen, Trustee Schranz

Nays: None

Abstaining: None

Passed.

7. Informational Items

a. Community Center Programming

Communications Director Lorelei Nelson discussed staffing, hours of operation and proposed programming of the new Community Center which is expected to open in August. The Board discussed the opportunity for the public to rent space at the facility.

b. Temporary Use Permits

Administrative Services Director Mary Strutt provided information regarding Temporary Use Permits - applicable uses, approval criteria and conditions of approval. This section of municipal code is being reviewed in the Land Use Code Update Project.

8. Public Comment:

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

Resident Don Smith asked about the fees that other municipalities charge for temporary use permits.

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 May 12, 2025
- b. April 2025 Financials
- c. Check Register May 27, 2025
- d. **Resolution No. 30-R-2025** – A Resolution of the Town of Mead, Colorado, Adopting a Comprehensive Fee Schedule
- e. **Resolution No. 31-R-2025** - A Resolution of the Town of Mead, Colorado, Awarding the Bid and Approving a Construction Agreement between the Town of Mead and Inliner Solutions, LLC for the Old Town Sanitary Sewer Rehabilitation Project (Project No. 2025-002)
- f. **Resolution No. 32-R-2025** - A Resolution of the Town of Mead, Colorado, Approving the Urban Growth Boundary Agreement between the Town of Mead and the Town of Berthoud

Trustee Schranz motioned to Approve the Consent Agenda. Mayor Pro Tem Harris seconded the motion.

Ayes: Mayor Whitlow, Mayor Pro Tem Harris, Trustee Hagen, Trustee Schranz

Nays: None

Abstaining: None

Passed.

10. Public Hearing

- a. Public Hearing: AMK Annexation 2 - Eligibility Hearing

Mayor Whitlow opened the Public Hearing: AMK Annexation 2 - Eligibility Hearing at 06:51 p.m.

Town Planner Collin Mieras presented the staff report regarding eligibility of the AMK Annexation 2.

There was no public comment at this time.

The Trustees had no further comments at this time.

Mayor Whitlow closed the public hearing at 06:56 p.m.

- i. **Resolution No. 33-R-2025** - A Resolution of the Town of Mead, Colorado Setting Forth Certain Findings of Fact and Conclusions as to the Annexation of Certain Property Known as the AMK Annexation 2

Trustee Hagen motioned to Approve **Resolution No. 33-R-2025** - A Resolution of the Town of Mead, Colorado Setting Forth Certain Findings of Fact and Conclusions as to the Annexation of Certain Property Known as the AMK Annexation 2. Mayor Pro Tem Harris seconded the motion.

Ayes: Mayor Whitlow, Mayor Pro Tem Harris, Trustee Hagen, Trustee Schranz

Nays: None

Abstaining: None
Passed.

- b. Combined Public Hearing: AMK Annexation 2 Proposed Annexation, Establishment of Initial Zoning and Approval of Annexation Agreement

Mayor Whitlow opened the Public Hearing: AMK Annexation 2 Combined Public Hearing to consider Proposed Annexation, Establishment of Initial Zoning and Approval of Annexation Agreement at 06:57 p.m.

- i. Continuance of Public Hearing on AMK Annexation 2 on Establishment of Initial Zoning to August 11, 2025

Mayor Pro Tem Harris motioned to Continue the Public Hearing on AMK Annexation 2 Proposed Annexation, Establishment of Initial Zoning and Annexation Agreement to a date certain August 11, 2025 at 6:00 p.m. at Mead Town Hall. Trustee Hagen seconded the motion.

Ayes: Mayor Whitlow, Mayor Pro Tem Harris, Trustee Hagen, Trustee Schranz
Nays: None

Abstaining: None
Passed.

11. New Business

- a. **Resolution No. 34-R-2025** - A Resolution of the Town of Mead, Colorado, Declaring a Vacancy in the Office of Trustee

Administrative Services Director Mary Strutt read the emailed resignation from Trustee Brooke Babcock dated May 9, 2025.

Mayor Pro Tem Harris motioned to Approve **Resolution No. 34-R-2025** - A Resolution of the Town of Mead, Colorado, Declaring a Vacancy in the Office of Trustee. Trustee Hagen seconded the motion.

Ayes: Mayor Whitlow, Mayor Pro Tem Harris, Trustee Hagen, Trustee Schranz
Nays: None

Abstaining: None
Passed

Ms. Strutt requested further direction from the Board on selecting a candidate for appointment over the next 60 days. The Board discussed asking those who ran for Trustee in November 2024 to accept the position in the order of the number of votes received. The candidates, by order of votes received, were Babcock, Crane, Hagen, Cartwright, Parr, Smith and Tolliver.

Mayor Pro Tem Harris motioned to Appoint Chris Cartwright as Trustee for the Town of Mead. Trustee Schranz seconded the motion.

Ayes: Mayor Whitlow, Mayor Pro Tem Harris, Trustee Schranz
Nays: Trustee Hagen
Abstaining: None
Passed

12. Public Comment:

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

There was no public comment at this time.

13. Elected Official Reports

a. Town Trustees

The Trustees had no further comments at this time.

b. Mayor Whitlow

Mayor Whitlow discussed the CML Spring District Meeting and Flag Retirement Ceremony.

14. Adjournment

Trustee Schranz motioned to Adjourn the meeting. Mayor Pro Tem Harris seconded the motion.

Ayes: Mayor Whitlow, Mayor Pro Tem Harris, Trustee Hagen, Trustee Schranz

Nays:None

Abstaining: None

Passed

The Regular Meeting of the Town of Mead Board of Trustees was adjourned at 07:12 p.m. on Tuesday, May 27, 2025.

Colleen G. Whitlow, Mayor

ATTEST:

Mary E. Strutt, MMC, Town Clerk

Report Criteria:

Aging by Date

Aged using Payment Date

Customer Number	Name	Balance	Future	Current	Over 30	Over 60	Over 90	Over 120	Over 150
1	St. Vrain Valley School District	2,339.89	2,339.89	-	-	-	-	-	-
45	Mead Development Group, Inc.	20,874.26	-	4,877.00	389.86	4,199.00	6,784.00	4,624.40	-
214	Mead Towne Center	5,750.00	-	-	-	-	-	-	5,750.00
256	Prosper Land & Development LLC	12,973.50	-	1,916.00	2,660.00	1,120.00	700.00	3,710.00	2,867.50
259	Scannell Properties	70.00	-	70.00	-	-	-	-	-
270	Highland Development Services Inc	141.40	-	-	-	-	136.35-	-	277.75
285	Boulder Scientific Company, LLC	2,360.00-	-	-	-	-	-	-	2,360.00-
290	Forestar Real Estate Group	564.30	-	564.30	-	-	-	-	-
291	Western Meadows HOA	3,482.22	3,482.22	-	-	-	-	-	-
292	BREG Industrial Development	15,766.69	-	-	-	2,080.60	-	-	13,686.09
294	QuikTrip Corp	6,298.36	-	813.05	998.89	3,183.52	-	545.40	757.50
296	Silver Point Development	26,897.85	-	4,151.70	1,261.49	586.81	742.35	2,125.00	18,030.50
297	Meadow Ridge Development, Inc	1,953.09	-	1,201.90	751.19	-	-	-	-
298	Century Land Holdings LLC	5,384.40-	-	-	611.05-	4,440.97-	-	-	332.38-
299	Lizondo Futbol Academy LLC	1,665.49	-	-	-	-	-	-	1,665.49
301	BREG Industrial Devel. c/o Broe Real Es	4,242.00	-	2,403.80	1,838.20	-	-	-	-
307	Tharaldson c/o Ventana Capital, Inc	743.71	-	-	743.71	-	-	-	-
317	Town of Berthoud	506.83	506.83	-	-	-	-	-	-
320	Lorson South Land Corp c/o Landhuis C	5,309.57	-	151.50	431.27	606.00	585.80	944.35	2,590.65
325	Red Barn Metropolitan District	2,203.05-	-	-	-	-	-	-	2,203.05-
326	AMK Properties LLC	8,104.39	3,494.00	4,044.79	565.60	-	-	-	-
327	17790 CR 7 LLC	69.44	-	-	-	-	-	-	69.44
336	Front Range Investment Holdings LLC	53,288.84-	-	-	-	-	-	-	53,288.84-
341	Grand Meadow Investors LLC	2,222.46	812.04	1,410.42	-	-	-	-	-
343	O'Reilly Auto Enterprises, LLC	318.20-	-	318.20-	-	-	-	-	-
344	Mead Victory Investments LLC	98.50-	-	-	98.50-	-	-	-	-
345	Zak Dirt	141.40	141.40	-	-	-	-	-	-
346	Mountain View Fire Protection District	10,465.00	4,908.00	5,557.00	-	-	-	-	-
347	Mead Industrial Development Group	6,807.14	3,450.00	96.96	3,260.18	-	-	-	-
349	Alphabet Investments, Inc	6,965.90	4,895.00	848.40	-	919.10	282.80	20.60	-
350	Kiteley Land Co. LLC	2,340.17	2,340.17	-	-	-	-	-	-
351	M4 Elevation 25, LLC	16,547.85	6,235.25	7,323.00	2,989.60	-	-	-	-
352	Tharaldson Motels Inc II	272.70-	-	272.70-	-	-	-	-	-
354	Mead High Plains Blvd WCR 9.5 Project	57,627.00	8,579.00	-	-	-	49,048.00	-	-
355	Rocky Mountain Assets Investment LLC	652.71	652.71	-	-	-	-	-	-
356	Columnar Holdings LLC II	3,575.80-	-	3,575.80-	-	-	-	-	-
9997	Misc AR Invoices	797.00	-	-	-	-	-	-	797.00
Grand Totals:		154,818.13	41,836.51	31,263.12	15,180.44	8,254.06	58,006.60	11,969.75	11,692.35-

Report Criteria:
 Report type: GL detail
 Check.Check number = {<>} 39923 {AND} {<>} 060925101 {AND} {<>} 0609106

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Description	Check Amount
06/25	06/03/2025	39924	LITTLE THOMPSON WATER DIS	12326	09-49-8516	COMMUNITY CENTER	5,000.00
Total 39924:							5,000.00
06/25	06/09/2025	39925	Amazon Capital Services Inc	13KRN7WP	01-42-7020	Lock Box x2	143.16
06/25	06/09/2025	39925	Amazon Capital Services Inc	14LYJVC7D	01-40-7020	Shredder for office	269.99
06/25	06/09/2025	39925	Amazon Capital Services Inc	16JRQJ6C3	01-42-7020	vehicle supplies	247.19
06/25	06/09/2025	39925	Amazon Capital Services Inc	1JR641TDC	01-42-7010	FOLDERS FOR CASE FILING	68.97
06/25	06/09/2025	39925	Amazon Capital Services Inc	1T36PJJHW	01-42-7020	op supplies	71.41
06/25	06/09/2025	39925	Amazon Capital Services Inc	1VMVX36Y6	01-40-7010	office supplies	142.11
06/25	06/09/2025	39925	Amazon Capital Services Inc	1Y6W6J6Y3	01-40-7010	Admin office supplies	55.06
Total 39925:							997.89
06/25	06/09/2025	39926	Amerigas Propane LP	806236845	06-47-6111	wwtp- april	1,574.50
Total 39926:							1,574.50
06/25	06/09/2025	39927	Andres Salazar	060325-TUIT	01-42-5062	Employee Tuition Reimbursement	845.00
Total 39927:							845.00
06/25	06/09/2025	39928	Ausmus Law Firm PC	9504	01-48-6102	Municipal Prosecutor	6,500.00
Total 39928:							6,500.00
06/25	06/09/2025	39929	Ayres Associates Inc	222367	01-43-6109	LUC update project	12,147.50
06/25	06/09/2025	39929	Ayres Associates Inc	222905	01-43-6109	LUC update project	4,120.50
Total 39929:							16,268.00
06/25	06/09/2025	39930	Best Event Rentals	17078	01-46-6211	Community Day Event Rental	1,060.22
Total 39930:							1,060.22
06/25	06/09/2025	39931	Bobcat of the Rockies	15298609	01-45-6801	Gazebo/Highland Lake	714.96
06/25	06/09/2025	39931	Bobcat of the Rockies	15298609	04-44-6802	Main st	714.96
06/25	06/09/2025	39931	Bobcat of the Rockies	15299117	01-45-6801	Main park Gazebo	336.91
Total 39931:							1,766.83
06/25	06/09/2025	39932	CASELLE	140780	01-40-6199	Fin Software Support - Admin	752.85
06/25	06/09/2025	39932	CASELLE	140780	01-48-6199	Fin Software Support - Court	167.30
06/25	06/09/2025	39932	CASELLE	140780	06-40-6199	Fin Software Support - Sewer	585.55
06/25	06/09/2025	39932	CASELLE	140780	01-49-6199	Fin Software Support - Comm Dev	167.30
Total 39932:							1,673.00
06/25	06/09/2025	39933	CTL THOMPSON INC.	743185	09-49-8516	Community Center	3,622.50
06/25	06/09/2025	39933	CTL THOMPSON INC.	743438	14-44-8503	3rd & Welker Intersection	1,140.00
Total 39933:							4,762.50
06/25	06/09/2025	39934	DBC Irrigation Supply	S5886728.00	01-45-6806	Irrigation - founder park	152.81

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Description	Check Amount
06/25	06/09/2025	39934	DBC Irrigation Supply	S5886728.00	01-45-6806	Founder Park	430.06
Total 39934:							582.87
06/25	06/09/2025	39935	DOUTHIT METRO DISTRICT	2024 REFUN	20-40-9810	2024 TIF REFUND	2,847.43
Total 39935:							2,847.43
06/25	06/09/2025	39936	Engraving & Awards of N.E. Inc	441618	01-41-6824	Groundbreaking ceremonies	3,758.78
Total 39936:							3,758.78
06/25	06/09/2025	39937	Felsburg Holt & Ullevig	44763	14-44-8503	3rd and Welker design	811.25
Total 39937:							811.25
06/25	06/09/2025	39938	Flagpoles & Patriot Colors	16328	01-46-7020	Flags	90.00
06/25	06/09/2025	39938	Flagpoles & Patriot Colors	16328	01-46-7020	Flags	204.00
06/25	06/09/2025	39938	Flagpoles & Patriot Colors	16328	01-47-7550	Flags	89.00
06/25	06/09/2025	39938	Flagpoles & Patriot Colors	16328	01-47-7550	Flags	69.98
Total 39938:							452.98
06/25	06/09/2025	39939	Front Range Landfill	75724E305	01-46-6214	Town events	10,808.91
Total 39939:							10,808.91
06/25	06/09/2025	39940	FRONTIER SELF STORAGE	06012025.FR	01-40-6839	Storage	100.00
Total 39940:							100.00
06/25	06/09/2025	39941	Governmentjobs.com, Inc	INV-136939	01-40-6610	Gov Jobs Subscription	862.65
Total 39941:							862.65
06/25	06/09/2025	39942	Graves Consulting LLC	20250603	01-40-6109	compensation study	3,375.00
Total 39942:							3,375.00
06/25	06/09/2025	39943	GRC Consulting Inc	17728	04-44-6833	May Street Sweeping	4,266.00
Total 39943:							4,266.00
06/25	06/09/2025	39944	HELEN MIGCHELBRINK	05212025	01-40-7051	uniform-hm	38.44
Total 39944:							38.44
06/25	06/09/2025	39945	HIGH PLAINS LIBRARY DIST.	2024 REFUN	20-40-9810	2024 TIF Refund	20,489.20
Total 39945:							20,489.20
06/25	06/09/2025	39946	Highway 66 & I-25 General Impro	2024 REFUN	20-40-9810	2024 TIF REFUND	2,562.98
Total 39946:							2,562.98
06/25	06/09/2025	39947	J&M Displays, Inc	62451	01-46-6211	Fireworks	10,200.00

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Description	Check Amount
Total 39947:							10,200.00
06/25	06/09/2025	39948	Jalisco International Inc	IFB 2024-002	14-44-8503	3rd and Welker intersection '	41,349.88
06/25	06/09/2025	39948	Jalisco International Inc	IFB 2024-002	14-02-2005	3rd and Welker intersection '	2,067.49-
Total 39948:							39,282.39
06/25	06/09/2025	39949	JVA INCORPORATED	20923	06-47-8527	WWTF Blower	1,535.90
06/25	06/09/2025	39949	JVA INCORPORATED	21475	06-47-8525	CiPP Sewer Rehab	630.00
06/25	06/09/2025	39949	JVA INCORPORATED	21777	06-47-8525	CiPP Sewer Rehab	364.00
06/25	06/09/2025	39949	JVA INCORPORATED	21778	06-47-8527	WWTF Blower	5,079.60
06/25	06/09/2025	39949	JVA INCORPORATED	21856	06-47-8527	WWTF Blower	6,950.00
06/25	06/09/2025	39949	JVA INCORPORATED	22209	06-47-8527	WWTF Digester blower	699.50
06/25	06/09/2025	39949	JVA INCORPORATED	22219	06-47-8527	WWTF Blower	3,475.00
Total 39949:							18,734.00
06/25	06/09/2025	39950	Kinnon Entertainment Inc	3131	01-46-6211	community day, stage,backline, tech	7,671.75
Total 39950:							7,671.75
06/25	06/09/2025	39951	KLEEN-TECH SERVICES CORP	INVG010774	01-40-6823	Janitorial Services	734.80
06/25	06/09/2025	39951	KLEEN-TECH SERVICES CORP	INVG010774	01-42-6823	Janitorial Services	437.55
06/25	06/09/2025	39951	KLEEN-TECH SERVICES CORP	INVG010774	01-47-6823	Janitorial Services	809.05
Total 39951:							1,981.40
06/25	06/09/2025	39952	Little Ann Walking Stick Co	1035	01-49-5061	lunch & learn	100.00
Total 39952:							100.00
06/25	06/09/2025	39953	LITTLE THOMPSON WATER DIS	1003301 5/2	01-47-6111	1341 WC 34	154.23
06/25	06/09/2025	39953	LITTLE THOMPSON WATER DIS	347002 5/20/	04-44-6111	1782 WC 32	43.26
06/25	06/09/2025	39953	LITTLE THOMPSON WATER DIS	607001 05-2	06-47-6111	5423 WC 32	39.55
06/25	06/09/2025	39953	LITTLE THOMPSON WATER DIS	618801 5/20/	01-45-6111	150 Main St	57.89
06/25	06/09/2025	39953	LITTLE THOMPSON WATER DIS	619202 5/20/	01-45-6111	401 3rd St	39.55
06/25	06/09/2025	39953	LITTLE THOMPSON WATER DIS	619802 5/20/	01-45-6111	242 Dillingham	39.55
06/25	06/09/2025	39953	LITTLE THOMPSON WATER DIS	620201 5/20/	01-45-6111	2700 WC 34.5	1,972.06
06/25	06/09/2025	39953	LITTLE THOMPSON WATER DIS	621801 5/20/	01-45-6111	190 1st St	375.33
06/25	06/09/2025	39953	LITTLE THOMPSON WATER DIS	622501 5/20/	01-45-6111	365 Welker	57.89
06/25	06/09/2025	39953	LITTLE THOMPSON WATER DIS	624409 5/20/	01-42-6111	201 Welker	39.55
06/25	06/09/2025	39953	LITTLE THOMPSON WATER DIS	650402 5/20/	01-40-6111	242 Main st	39.55
06/25	06/09/2025	39953	LITTLE THOMPSON WATER DIS	657602 5/20/	06-47-6111	4504 E Welker	13.76
06/25	06/09/2025	39953	LITTLE THOMPSON WATER DIS	657701 5/20/	01-45-6111	156 Eagle	132.61
06/25	06/09/2025	39953	LITTLE THOMPSON WATER DIS	657801 5/20/	01-42-6111	537 Main Police	104.88
06/25	06/09/2025	39953	LITTLE THOMPSON WATER DIS	657901 5/20/	01-45-6111	16775 North Creek	309.78
06/25	06/09/2025	39953	LITTLE THOMPSON WATER DIS	658001 5/20/	01-45-6111	441 3rd St (6580)	509.77
06/25	06/09/2025	39953	LITTLE THOMPSON WATER DIS	658101 5/20/	01-45-6111	10 Fairburn	63.39
06/25	06/09/2025	39953	LITTLE THOMPSON WATER DIS	658201 5/20/	01-40-6111	441 3rd St	69.46
Total 39953:							4,062.06
06/25	06/09/2025	39954	Mary Ursich	05062025	01-02-2308	Rental Deposit Refund -	100.00
06/25	06/09/2025	39954	Mary Ursich	05062025	01-11-4112	refund of alcohol permit	25.00
06/25	06/09/2025	39954	Mary Ursich	05062025	01-13-4625	refund of non resident fee	15.00
06/25	06/09/2025	39954	Mary Ursich	05062025	01-11-4112	refund of rental fee	85.00

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GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Description	Check Amount
Total 39954:							225.00
06/25	06/09/2025	39955	McCandless Truck Center LLC	25-001	09-44-9531	Municipal Facilities-Streets-Capital Outla	67,889.66
Total 39955:							67,889.66
06/25	06/09/2025	39956	McDonald Farms Enterprises	0145272-IN	06-47-6601	Sludge disposal	1,076.50
Total 39956:							1,076.50
06/25	06/09/2025	39957	MEAD PLACE METRO DIST 2	2023 REFUN	20-40-9810	2023 TIF REFUND	336.73
Total 39957:							336.73
06/25	06/09/2025	39958	Michow Guckenberger McAskin L	APRIL 2025 -	01-40-6101	Legal Services- April	18,525.00
06/25	06/09/2025	39958	Michow Guckenberger McAskin L	APRIL 2025 -	06-40-6101	Legal Services- April	975.00
06/25	06/09/2025	39958	Michow Guckenberger McAskin L	MEAD.APR2	01-40-6101	Litigation schell property	945.00
06/25	06/09/2025	39958	Michow Guckenberger McAskin L	MEAD.APR2	01-02-2615	Special Proj- WCR 9.5	997.00
06/25	06/09/2025	39958	Michow Guckenberger McAskin L	MEAD.APR2	01-02-2615	TOM Elevation 25	52.00
06/25	06/09/2025	39958	Michow Guckenberger McAskin L	MEAD.APR2	01-02-2615	Quik Trip	69.00
06/25	06/09/2025	39958	Michow Guckenberger McAskin L	MEAD.APR2	01-02-2615	Mead Municipal Facilities	14,185.00
06/25	06/09/2025	39958	Michow Guckenberger McAskin L	MEAD.APR2	01-02-2615	Kitely(350)	1,080.00
06/25	06/09/2025	39958	Michow Guckenberger McAskin L	MEAD.APR2	01-02-2615	AMK (326)	3,670.00
06/25	06/09/2025	39958	Michow Guckenberger McAskin L	MEAD.APR2	01-02-2615	Grand Meadow (341)	899.00
06/25	06/09/2025	39958	Michow Guckenberger McAskin L	MEAD.APR2	01-02-2615	Red Barn (298)	1,334.00
06/25	06/09/2025	39958	Michow Guckenberger McAskin L	MEAD.APR2	01-02-2615	Mead Place	135.00
06/25	06/09/2025	39958	Michow Guckenberger McAskin L	MEAD.APR2	01-02-2615	Elevation 25 (Mark IV) (351)	587.00
06/25	06/09/2025	39958	Michow Guckenberger McAskin L	MEAD.APR2	01-02-2615	Elevation 25 (Silverpoint) (296)	435.00
06/25	06/09/2025	39958	Michow Guckenberger McAskin L	MEAD.APR2	01-02-2615	Welker Farms (349)	300.00
06/25	06/09/2025	39958	Michow Guckenberger McAskin L	MEAD.APR2	01-02-2615	O'Reily Auto (343)	734.00
06/25	06/09/2025	39958	Michow Guckenberger McAskin L	MEAD.APR2	01-02-2615	St. Acacius	926.00
06/25	06/09/2025	39958	Michow Guckenberger McAskin L	MEAD.APR2	01-02-2615	KMOG	1,885.00
06/25	06/09/2025	39958	Michow Guckenberger McAskin L	MEAD.APR2	01-02-2615	Meadow Ridge (297)	116.00
06/25	06/09/2025	39958	Michow Guckenberger McAskin L	MEAD.APR2	01-02-2615	Zak Dirt (345)	116.00
06/25	06/09/2025	39958	Michow Guckenberger McAskin L	MEAD.APR2	01-40-6101	Mileage/Cert Mail Reimbursement	79.10
06/25	06/09/2025	39958	Michow Guckenberger McAskin L	MEAD.APR2	06-40-6101	Mileage/Cert Mail Reimbursement	69.30
06/25	06/09/2025	39958	Michow Guckenberger McAskin L	MEAD.APR2	06-40-6101	Mileage/Cert Mail Reimbursement	69.30
06/25	06/09/2025	39958	Michow Guckenberger McAskin L	MEAD.APR2	01-40-6101	Mileage/Cert Mail Reimbursement	250.00
Total 39958:							48,432.70
06/25	06/09/2025	39959	Miguel Iraola	MMC053120	01-48-6510	court interpretation	200.00
Total 39959:							200.00
06/25	06/09/2025	39960	MVFPD	2024 REFUN	20-40-9810	2024 TIF REFUND	104,714.68
Total 39960:							104,714.68
06/25	06/09/2025	39961	NORTHERN COLO WATER CON	2024 REFUN	20-40-9810	2024 TIF REFUND	6,445.17
Total 39961:							6,445.17
06/25	06/09/2025	39962	Opendoor Property Trust	052725-OPE	99-01-1075	overpayment to UB acctr 765.02	47.53
Total 39962:							47.53

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GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Description	Check Amount
06/25	06/09/2025	39963	Pitney Bowes Global Financial Se	3320728458	01-40-6511	Q1 Lease	164.97
Total 39963:							164.97
06/25	06/09/2025	39964	Prairie Mountian Media	0000418182	01-41-6312	Published Notices	302.28
06/25	06/09/2025	39964	Prairie Mountian Media	0000418182	01-02-2615	Published Notices	24.07
06/25	06/09/2025	39964	Prairie Mountian Media	0000418182	01-02-2615	Published Notices	77.14
Total 39964:							403.49
06/25	06/09/2025	39965	Professional Management Solutio	85072	01-40-6109	Finance - Admin	12,191.00
06/25	06/09/2025	39965	Professional Management Solutio	85072	06-40-6109	Finance - Sewer	1,523.88
06/25	06/09/2025	39965	Professional Management Solutio	85072	20-40-6109	Finance - MURA	1,523.87
Total 39965:							15,238.75
06/25	06/09/2025	39966	Scheels All Sports	8388503242	04-44-7051	Tony Desantis unifrom	254.94
Total 39966:							254.94
06/25	06/09/2025	39967	ST. VRAIN & LEFT HAND WATE	2024 REFUN	20-40-9810	2024 TIF REFUND	9,061.91
Total 39967:							9,061.91
06/25	06/09/2025	39968	ST. VRAIN SANITATION DISTRIC	2024 REFUN	20-40-9810	2024 TIF REFUND	1,006.28
Total 39968:							1,006.28
06/25	06/09/2025	39969	ST. VRAIN VALLEY SCHOOL DIS	2024 REFUN	20-40-9810	2024 TIF REFUND	192,493.52
Total 39969:							192,493.52
06/25	06/09/2025	39970	Super Vacuum Manufacturing Co,	135600	01-42-6851	Decal removal	1,370.00
Total 39970:							1,370.00
06/25	06/09/2025	39971	T2 Construction Inc	29484-1	18-45-8507	Gold Star memorial	14,260.40
06/25	06/09/2025	39971	T2 Construction Inc	29484-1	18-02-2005	Gold Star memorial	713.02-
06/25	06/09/2025	39971	T2 Construction Inc	29484-2	18-45-8507	Gold Star Memorial	29,171.50
06/25	06/09/2025	39971	T2 Construction Inc	29484-2	18-02-2005	Gold Star Memorial	1,458.57-
Total 39971:							41,260.31
06/25	06/09/2025	39972	THE HARTFORD-GROUP BENE	9247023960	01-40-5066	STD / LTD Insurance	236.98
06/25	06/09/2025	39972	THE HARTFORD-GROUP BENE	9247023960	01-41-5066	STD / LTD Insurance	10.43
06/25	06/09/2025	39972	THE HARTFORD-GROUP BENE	9247023960	01-42-5066	STD / LTD Insurance	460.16
06/25	06/09/2025	39972	THE HARTFORD-GROUP BENE	9247023960	01-43-5066	STD / LTD Insurance	193.95
06/25	06/09/2025	39972	THE HARTFORD-GROUP BENE	9247023960	04-44-5066	STD / LTD Insurance	290.70
06/25	06/09/2025	39972	THE HARTFORD-GROUP BENE	9247023960	01-45-5066	STD / LTD Insurance	295.40
06/25	06/09/2025	39972	THE HARTFORD-GROUP BENE	9247023960	01-47-5066	STD / LTD Insurance	169.13
06/25	06/09/2025	39972	THE HARTFORD-GROUP BENE	9247023960	01-48-5066	STD / LTD Insurance	33.40
06/25	06/09/2025	39972	THE HARTFORD-GROUP BENE	9247023960	01-49-5066	STD / LTD Insurance	126.77
06/25	06/09/2025	39972	THE HARTFORD-GROUP BENE	9247023960	06-40-5066	STD / LTD Insurance	128.83
06/25	06/09/2025	39972	THE HARTFORD-GROUP BENE	9247023960	20-40-5066	STD / LTD Insurance	99.54
06/25	06/09/2025	39972	THE HARTFORD-GROUP BENE	92470723211	01-40-5066	STD / LTD Insurance	236.98
06/25	06/09/2025	39972	THE HARTFORD-GROUP BENE	92470723211	01-41-5066	STD / LTD Insurance	10.43
06/25	06/09/2025	39972	THE HARTFORD-GROUP BENE	92470723211	01-42-5066	STD / LTD Insurance	460.17
06/25	06/09/2025	39972	THE HARTFORD-GROUP BENE	92470723211	01-43-5066	STD / LTD Insurance	193.95

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GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Description	Check Amount
06/25	06/09/2025	39972	THE HARTFORD-GROUP BENE	92470723211	04-44-5066	STD / LTD Insurance	279.43
06/25	06/09/2025	39972	THE HARTFORD-GROUP BENE	92470723211	01-45-5066	STD / LTD Insurance	270.99
06/25	06/09/2025	39972	THE HARTFORD-GROUP BENE	92470723211	01-47-5066	STD / LTD Insurance	169.13
06/25	06/09/2025	39972	THE HARTFORD-GROUP BENE	92470723211	01-48-5066	STD / LTD Insurance	33.40
06/25	06/09/2025	39972	THE HARTFORD-GROUP BENE	92470723211	01-49-5066	STD / LTD Insurance	162.97
06/25	06/09/2025	39972	THE HARTFORD-GROUP BENE	92470723211	06-40-5066	STD / LTD Insurance	126.95
06/25	06/09/2025	39972	THE HARTFORD-GROUP BENE	92470723211	20-40-5066	STD / LTD Insurance	108.59
Total 39972:							4,098.28
06/25	06/09/2025	39973	The Samblanet Family Trust	052725-SAM	99-01-1075	over payment to ub acct 1375.01	42.54
Total 39973:							42.54
06/25	06/09/2025	39974	TOWN OF MEAD	2024 REFUN	20-40-9810	2024 TIF REFUND	74,261.25
Total 39974:							74,261.25
06/25	06/09/2025	39975	University Auto Parts, Inc	349353	01-47-6805	Deanos truck maint E01	77.43
Total 39975:							77.43
06/25	06/09/2025	39976	Weld County Clerk and Recorder	060325-MEA	01-01-1304	prepaid recording fees	1,000.00
Total 39976:							1,000.00
06/25	06/09/2025	39977	WELD COUNTY TREASURER	2024 REFUN	20-40-9810	2024 TIF REFUND	51,419.57
Total 39977:							51,419.57
06/25	06/09/2025	39978	WESTRIDGE METROPOLITAN D	2024 REFUN	20-40-9810	2024 TIF REFUND - DIST. 2	299.18
06/25	06/09/2025	39978	WESTRIDGE METROPOLITAN D	2024 REFUN	20-40-9810	2024 TIF REFUND DISTRICT 3	263.45
Total 39978:							562.63
05/25	05/29/2025	52925100	Citi Cards	2481 5/25	01-40-7999	Supplies	47.77
Total 52925100:							47.77
06/25	06/03/2025	60325100	TRACTOR SUPPLY CREDIT PLA	1350 5.2025	01-45-6805	replacement pump for truck tank	659.98
06/25	06/03/2025	60325100	TRACTOR SUPPLY CREDIT PLA	1350 5.2025	01-45-6806	pipe connectors	6.99
06/25	06/03/2025	60325100	TRACTOR SUPPLY CREDIT PLA	1350 5.2025	01-45-6806	pipe connectors	6.99
06/25	06/03/2025	60325100	TRACTOR SUPPLY CREDIT PLA	1350 5.2025	04-44-7305	shop tools	89.99
06/25	06/03/2025	60325100	TRACTOR SUPPLY CREDIT PLA	1350 5.2025	04-44-7305	shop tools	9.99
06/25	06/03/2025	60325100	TRACTOR SUPPLY CREDIT PLA	1350 5.2025	01-47-7020	parks tools	15.99
06/25	06/03/2025	60325100	TRACTOR SUPPLY CREDIT PLA	1350 5.2025	01-47-7020	parks tools	15.99
06/25	06/03/2025	60325100	TRACTOR SUPPLY CREDIT PLA	1350 5.2025	01-47-7020	tarp/op supplies	139.99
06/25	06/03/2025	60325100	TRACTOR SUPPLY CREDIT PLA	1350 5.2025	01-47-7020	tarp/op supplies	139.99
06/25	06/03/2025	60325100	TRACTOR SUPPLY CREDIT PLA	1350 5.2025	01-47-7020	tarp/op supplies	139.99
06/25	06/03/2025	60325100	TRACTOR SUPPLY CREDIT PLA	1350 5.2025	01-45-6835	weed killer	525.96
06/25	06/03/2025	60325100	TRACTOR SUPPLY CREDIT PLA	1350 5.25	01-45-6835	shop supplies	179.99
06/25	06/03/2025	60325100	TRACTOR SUPPLY CREDIT PLA	1350 5.25	01-45-6805	shop supplies	19.99
06/25	06/03/2025	60325100	TRACTOR SUPPLY CREDIT PLA	1350 5.25	01-45-6801	water for seeded open space	181.57
06/25	06/03/2025	60325100	TRACTOR SUPPLY CREDIT PLA	1350 5.25	04-44-6805	fleet maint. supplies	113.86
Total 60325100:							2,247.26
06/25	06/09/2025	60925100	All Copy Products Inc	555499169	01-40-6126	Copier Lease	126.42

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GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Description	Check Amount
06/25	06/09/2025	60925100	All Copy Products Inc	555499169	01-42-6126	Copier Lease	93.52
06/25	06/09/2025	60925100	All Copy Products Inc	555904598	01-40-6126	Copier Lease	96.41
Total 60925100:							316.35
06/25	06/09/2025	60925102	TDS	0006545 06.	01-40-6311	internet june	452.30
Total 60925102:							452.30
06/25	06/09/2025	60925103	VERIZON WIRELESS	6112928446	06-40-6110	digital router wwtp	40.01
06/25	06/09/2025	60925103	VERIZON WIRELESS	6112928446	01-47-6110	koreky ipad	40.01
06/25	06/09/2025	60925103	VERIZON WIRELESS	6112928446	01-43-6110	bradford	50.75
06/25	06/09/2025	60925103	VERIZON WIRELESS	6112928446	01-47-6110	corbett- mobile hotspot	40.01
06/25	06/09/2025	60925103	VERIZON WIRELESS	6112928446	01-47-6110	PW Survey	40.01
06/25	06/09/2025	60925103	VERIZON WIRELESS	6112928446	01-41-7020	Colleen Whitlow	51.46
06/25	06/09/2025	60925103	VERIZON WIRELESS	6112928446	01-49-6110	Recreation Hotspot	40.01
06/25	06/09/2025	60925103	VERIZON WIRELESS	6112928446	01-40-6110	Ipad-helen	40.01
06/25	06/09/2025	60925103	VERIZON WIRELESS	6112928446	01-47-6110	PW Ipad	40.01
06/25	06/09/2025	60925103	VERIZON WIRELESS	6112928446	04-44-6110	Bo-ipad	40.01
06/25	06/09/2025	60925103	VERIZON WIRELESS	6112928446	04-44-6110	PW On Call	27.43
Total 60925103:							449.72
06/25	06/09/2025	60925104	XCEL ENERGY	928276910	01-40-6111	299 Palmer Ave	66.90
06/25	06/09/2025	60925104	XCEL ENERGY	928471417	01-42-6111	PO BOX 626	146.89
06/25	06/09/2025	60925104	XCEL ENERGY	928653504	01-42-6111	201 S WELKER ST	29.60
Total 60925104:							243.39
06/25	06/09/2025	60925106	Elan Cardmember Service	1368 5.25	01-46-6135	rec trip	494.00
06/25	06/09/2025	60925106	Elan Cardmember Service	1368 5.25	01-46-5063	Kaitlyn training hotel	222.70
06/25	06/09/2025	60925106	Elan Cardmember Service	1368 5.25	01-40-7051	unifroms	49.90
06/25	06/09/2025	60925106	Elan Cardmember Service	1368 5.25	01-43-7051	unifroms	253.55
06/25	06/09/2025	60925106	Elan Cardmember Service	1368 5.25	01-40-7051	ID Lanyards	326.62
06/25	06/09/2025	60925106	Elan Cardmember Service	1368 5.25	01-49-6402	ADA Eco Dev Website	59.00
06/25	06/09/2025	60925106	Elan Cardmember Service	1368 5.25	01-46-6214	NNO Event supplies	462.00
06/25	06/09/2025	60925106	Elan Cardmember Service	1368 5.25	01-49-6610	Newsletter subscription	45.00
06/25	06/09/2025	60925106	Elan Cardmember Service	1368 5.25	01-49-6610	URL Subscription	35.00
06/25	06/09/2025	60925106	Elan Cardmember Service	1368 5.25	01-46-6135	Credit rec trip	38.00-
06/25	06/09/2025	60925106	Elan Cardmember Service	1368 5.25	01-49-7999	Staff lunch	28.95
06/25	06/09/2025	60925106	Elan Cardmember Service	1368 5.25	01-46-6135	baseball field rental	2,390.00
06/25	06/09/2025	60925106	Elan Cardmember Service	1368 5.25	01-49-5061	Lunch and learn	569.85
06/25	06/09/2025	60925106	Elan Cardmember Service	1368 5.25	01-49-5063	Nelson comms training	350.00
06/25	06/09/2025	60925106	Elan Cardmember Service	1368 5.25	01-46-6214	flag retierment event	53.62
06/25	06/09/2025	60925106	Elan Cardmember Service	1368 5.25	01-40-6610	zoom webinar subscription	79.00
06/25	06/09/2025	60925106	Elan Cardmember Service	1368 5.25	01-46-6214	flag retierment event	11.67
06/25	06/09/2025	60925106	Elan Cardmember Service	3514 05.25	01-40-5063	Training -	299.00
06/25	06/09/2025	60925106	Elan Cardmember Service	3514 05.25	01-40-6610	online subscription- no receipt	6.99
06/25	06/09/2025	60925106	Elan Cardmember Service	3866 5.2025	01-42-6610	adobe subscription	19.99
06/25	06/09/2025	60925106	Elan Cardmember Service	3866 5.2025	01-42-6104	filezilla pro enterpise server	199.00
06/25	06/09/2025	60925106	Elan Cardmember Service	3866 5.2025	01-42-6610	Adobe subscription	19.99
06/25	06/09/2025	60925106	Elan Cardmember Service	3866 5.2025	01-42-6610	Toyota subscription	15.00
06/25	06/09/2025	60925106	Elan Cardmember Service	3866 5.2025	01-42-6104	Air pods	149.99
06/25	06/09/2025	60925106	Elan Cardmember Service	3866 5.2025	01-42-7305	double mag pouch	37.13
06/25	06/09/2025	60925106	Elan Cardmember Service	3866 5.2025	01-42-6805	vehicle upgrades	1,380.07
06/25	06/09/2025	60925106	Elan Cardmember Service	3866 5.2025	01-42-6610	remarkable sub	5.98
06/25	06/09/2025	60925106	Elan Cardmember Service	3866 5.2025	01-42-6610	adobe subscription	19.99
06/25	06/09/2025	60925106	Elan Cardmember Service	3866 5.2025	01-42-6610	frg transaction fee paypal	3.98

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06/25	06/09/2025	60925106	Elan Cardmember Service	3866 5.2025	01-42-6610	frg transaction fee remarkable	.11
06/25	06/09/2025	60925106	Elan Cardmember Service	3866 5.2025	01-42-6104	paypal return	150.97-
06/25	06/09/2025	60925106	Elan Cardmember Service	5590 5.25	01-47-5063	training - rc	50.00
06/25	06/09/2025	60925106	Elan Cardmember Service	5590 5.25	01-47-5063	training - dk	50.00
06/25	06/09/2025	60925106	Elan Cardmember Service	5590 5.25	01-47-6610	notary	10.00
06/25	06/09/2025	60925106	Elan Cardmember Service	5590 5.25	01-47-7999	Mtg refreshments	21.91
06/25	06/09/2025	60925106	Elan Cardmember Service	6819 5.25	01-42-7020	RIPP Restraint custody belt x2	111.33
06/25	06/09/2025	60925106	Elan Cardmember Service	6819 5.25	01-42-7020	Noxious Weed Management books	44.50
06/25	06/09/2025	60925106	Elan Cardmember Service	6819 5.25	01-42-5063	Consumables trainging with mvfd	64.18
06/25	06/09/2025	60925106	Elan Cardmember Service	7665 5/25	04-44-5063	Traning Flagger Cert- PW Crew	210.00
06/25	06/09/2025	60925106	Elan Cardmember Service	7665 5/25	01-45-6104	Online subscription no reciept	30.00
06/25	06/09/2025	60925106	Elan Cardmember Service	7665 5/25	01-45-6104	Online subscription no reciept	30.00
06/25	06/09/2025	60925106	Elan Cardmember Service	7665 5/25	04-44-6104	Online subscription no reciept	811.50
06/25	06/09/2025	60925106	Elan Cardmember Service	7665 5/25	01-45-6104	Online subscription no reciept	30.00
06/25	06/09/2025	60925106	Elan Cardmember Service	7665 5/25	01-45-6104	Online subscription no reciept	30.00
06/25	06/09/2025	60925106	Elan Cardmember Service	7665 5/25	01-45-6104	Online subscription no reciept	30.00
06/25	06/09/2025	60925106	Elan Cardmember Service	7665 5/25	04-44-7305	Tools	102.91
06/25	06/09/2025	60925106	Elan Cardmember Service	7665 5/25	04-44-5063	Training Colorado Road and Bridge	500.00
06/25	06/09/2025	60925106	Elan Cardmember Service	7665 5/25	01-47-7999	Mtg LTWD	64.69
06/25	06/09/2025	60925106	Elan Cardmember Service	7665 5/25	01-45-6104	Online subscription no reciept	30.00
06/25	06/09/2025	60925106	Elan Cardmember Service	7665 5/25	04-44-7305	Tools	49.45
06/25	06/09/2025	60925106	Elan Cardmember Service	7665 5/25	01-45-6104	Online subscription no reciept	30.00
06/25	06/09/2025	60925106	Elan Cardmember Service	7700 5.25	01-40-6610	Microsoft 365 subscription	895.00
06/25	06/09/2025	60925106	Elan Cardmember Service	7700 5.25	01-40-6610	Subscription no reciept	13.00
06/25	06/09/2025	60925106	Elan Cardmember Service	7700 5.25	01-41-7999	BOT	210.16
06/25	06/09/2025	60925106	Elan Cardmember Service	7700 5.25	01-41-7999	BOT	98.00
06/25	06/09/2025	60925106	Elan Cardmember Service	7700 5.25	01-40-6511	postage	8.40
06/25	06/09/2025	60925106	Elan Cardmember Service	7700 5.25	01-40-6610	online sub- no receipt	47.67
06/25	06/09/2025	60925106	Elan Cardmember Service	7700 5.25	01-40-6511	Postage	16.80
06/25	06/09/2025	60925106	Elan Cardmember Service	7700 5.25	01-40-7999	LTWD Meeting	124.73
06/25	06/09/2025	60925106	Elan Cardmember Service	7700 5.25	01-40-6511	postage	8.40
06/25	06/09/2025	60925106	Elan Cardmember Service	7700 5.25	01-02-2615	amk annex	19.89
06/25	06/09/2025	60925106	Elan Cardmember Service	7700 5.25	01-40-7999	refund town of mead	8.81
06/25	06/09/2025	60925106	Elan Cardmember Service	7700 5.25	01-40-6511	postage	8.40
06/25	06/09/2025	60925106	Elan Cardmember Service	7700 5.25	01-48-5063	Mh-court	141.49
06/25	06/09/2025	60925106	Elan Cardmember Service	7700 5.25	01-40-6610	online subcription no reciept	9.99
06/25	06/09/2025	60925106	Elan Cardmember Service	7700 5.25	01-40-7999	supplies	20.96
06/25	06/09/2025	60925106	Elan Cardmember Service	7700 5.25	01-41-7999	BOT	111.76
06/25	06/09/2025	60925106	Elan Cardmember Service	7700 5.25	01-40-6511	postage	8.40
06/25	06/09/2025	60925106	Elan Cardmember Service	7700 5.25	01-40-6511	postage	8.40
06/25	06/09/2025	60925106	Elan Cardmember Service	7700 5.25	01-40-6511	postage	8.40
06/25	06/09/2025	60925106	Elan Cardmember Service	7700 5.25	01-40-7999	helens mtg	84.44
06/25	06/09/2025	60925106	Elan Cardmember Service	7700 5.25	01-40-6610	subscription no reciept	18.99
06/25	06/09/2025	60925106	Elan Cardmember Service	7700 5.25	01-40-5063	training	86.96
06/25	06/09/2025	60925106	Elan Cardmember Service	7700 5.25	01-40-6511	postage	8.40
06/25	06/09/2025	60925106	Elan Cardmember Service	7700 5.25	01-40-6511	postage	16.80
06/25	06/09/2025	60925106	Elan Cardmember Service	7700 5.25	01-41-5063	training	41.02
06/25	06/09/2025	60925106	Elan Cardmember Service	7700 5.25	01-41-5063	training	10.00
06/25	06/09/2025	60925106	Elan Cardmember Service	7700 5.25	01-40-6610	Microsoft subscription	1,051.62
06/25	06/09/2025	60925106	Elan Cardmember Service	7700 5.25	01-41-5063	training	778.36
06/25	06/09/2025	60925106	Elan Cardmember Service	7742 05.202	01-42-5063	MATAI Symposium air travel	91.98
06/25	06/09/2025	60925106	Elan Cardmember Service	7742 05.202	01-42-5063	MATAI Symposium air travel	128.49
06/25	06/09/2025	60925106	Elan Cardmember Service	7742 05.202	01-42-5063	MATAI Symposium hotel and car rental	298.06
06/25	06/09/2025	60925106	Elan Cardmember Service	7742 05.202	01-42-5063	MATAI Symposium registraion	500.00
Total 60925106:							14,583.36
06/25	06/10/2025	61025100	Thomas Title & Escrow	2407052.01	14-01-1011	WCR 9.5 PROJECT ESCROW	460,357.89

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Description	Check Amount
Total 61025100:							460,357.89
Grand Totals:							1,274,217.91

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
01-01-1304	1,000.00	.00	1,000.00
01-02-2000	188.97	154,257.90-	154,068.93-
01-02-2308	100.00	.00	100.00
01-02-2615	27,641.10	.00	27,641.10
01-11-4112	110.00	.00	110.00
01-13-4625	15.00	.00	15.00
01-40-5063	385.96	.00	385.96
01-40-5066	473.96	.00	473.96
01-40-6101	19,799.10	.00	19,799.10
01-40-6109	15,566.00	.00	15,566.00
01-40-6110	40.01	.00	40.01
01-40-6111	175.91	.00	175.91
01-40-6126	222.83	.00	222.83
01-40-6199	752.85	.00	752.85
01-40-6311	452.30	.00	452.30
01-40-6511	257.37	.00	257.37
01-40-6610	2,984.91	.00	2,984.91
01-40-6823	734.80	.00	734.80
01-40-6839	100.00	.00	100.00
01-40-7010	197.17	.00	197.17
01-40-7020	269.99	.00	269.99
01-40-7051	414.96	.00	414.96
01-40-7999	286.71	.00	286.71
01-41-5063	829.38	.00	829.38
01-41-5066	20.86	.00	20.86
01-41-6312	302.28	.00	302.28
01-41-6824	3,758.78	.00	3,758.78
01-41-7020	51.46	.00	51.46
01-41-7999	419.92	.00	419.92
01-42-5062	845.00	.00	845.00
01-42-5063	1,082.71	.00	1,082.71
01-42-5066	920.33	.00	920.33
01-42-6104	348.99	150.97-	198.02
01-42-6111	320.92	.00	320.92
01-42-6126	93.52	.00	93.52
01-42-6610	85.04	.00	85.04
01-42-6805	1,380.07	.00	1,380.07
01-42-6823	437.55	.00	437.55
01-42-6851	1,370.00	.00	1,370.00
01-42-7010	68.97	.00	68.97
01-42-7020	617.59	.00	617.59
01-42-7305	37.13	.00	37.13
01-43-5066	387.90	.00	387.90
01-43-6109	16,268.00	.00	16,268.00
01-43-6110	50.75	.00	50.75
01-43-7051	253.55	.00	253.55
01-45-5066	566.39	.00	566.39

M = Manual Check, V = Void Check

GL Account	Debit	Credit	Proof
01-45-6104	210.00	.00	210.00
01-45-6111	3,557.82	.00	3,557.82
01-45-6801	1,233.44	.00	1,233.44
01-45-6805	679.97	.00	679.97
01-45-6806	596.85	.00	596.85
01-45-6835	705.95	.00	705.95
01-46-5063	222.70	.00	222.70
01-46-6135	2,884.00	38.00-	2,846.00
01-46-6211	26,603.72	.00	26,603.72
01-46-6214	11,336.20	.00	11,336.20
01-46-7020	294.00	.00	294.00
01-47-5063	100.00	.00	100.00
01-47-5066	338.26	.00	338.26
01-47-6110	160.04	.00	160.04
01-47-6111	154.23	.00	154.23
01-47-6610	10.00	.00	10.00
01-47-6805	77.43	.00	77.43
01-47-6823	809.05	.00	809.05
01-47-7020	451.95	.00	451.95
01-47-7550	158.98	.00	158.98
01-47-7999	86.60	.00	86.60
01-48-5063	141.49	.00	141.49
01-48-5066	66.80	.00	66.80
01-48-6102	6,500.00	.00	6,500.00
01-48-6199	167.30	.00	167.30
01-48-6510	200.00	.00	200.00
01-49-5061	669.85	.00	669.85
01-49-5063	350.00	.00	350.00
01-49-5066	289.74	.00	289.74
01-49-6110	40.01	.00	40.01
01-49-6199	167.30	.00	167.30
01-49-6402	59.00	.00	59.00
01-49-6610	80.00	.00	80.00
01-49-7999	28.95	.00	28.95
04-02-2000	.00	7,804.43-	7,804.43-
04-44-5063	710.00	.00	710.00
04-44-5066	570.13	.00	570.13
04-44-6104	811.50	.00	811.50
04-44-6110	67.44	.00	67.44
04-44-6111	43.26	.00	43.26
04-44-6802	714.96	.00	714.96
04-44-6805	113.86	.00	113.86
04-44-6833	4,266.00	.00	4,266.00
04-44-7051	254.94	.00	254.94
04-44-7305	252.34	.00	252.34
06-02-2000	.00	24,957.13-	24,957.13-
06-40-5066	255.78	.00	255.78
06-40-6101	1,113.60	.00	1,113.60
06-40-6109	1,523.88	.00	1,523.88
06-40-6110	40.01	.00	40.01
06-40-6199	585.55	.00	585.55
06-47-6111	1,627.81	.00	1,627.81
06-47-6601	1,076.50	.00	1,076.50
06-47-8525	994.00	.00	994.00
06-47-8527	17,740.00	.00	17,740.00
09-02-2000	.00	76,512.16-	76,512.16-
09-44-9531	67,889.66	.00	67,889.66
09-49-8516	8,622.50	.00	8,622.50
14-01-1011	460,357.89	.00	460,357.89

M = Manual Check, V = Void Check

GL Account	Debit	Credit	Proof
14-02-2000	2,067.49	503,659.02-	501,591.53-
14-02-2005	.00	2,067.49-	2,067.49-
14-44-8503	43,301.13	.00	43,301.13
18-02-2000	2,171.59	43,431.90-	41,260.31-
18-02-2005	.00	2,171.59-	2,171.59-
18-45-8507	43,431.90	.00	43,431.90
20-02-2000	.00	467,933.35-	467,933.35-
20-40-5066	208.13	.00	208.13
20-40-6109	1,523.87	.00	1,523.87
20-40-9810	466,201.35	.00	466,201.35
99-01-1075	90.07	.00	90.07
99-02-2000	.00	90.07-	90.07-
Grand Totals:	1,290,745.76	1,283,074.01-	7,671.75

Report Criteria:

Report type: GL detail

Check.Check number = {<>} 39923 {AND} {<>} 060925101 {AND} {<>} 0609106



Agenda Item Summary

Agenda Date: 6/9/2025

Subject: Resolution No. 36-R-2025 - A Resolution of the Town of Mead, Colorado, Approving a First Amendment to the Intergovernmental Agreement with Weld County for the Construction of High Plains Boulevard (A.K.A. – Weld County Road 9.5) Between Weld County Road 32 and Weld County Road 36

Presented by: _ erasmussen, Town Engineer / Public Works Director

Summary:

Weld County is in the process of designing and constructing a segment of High Plains Boulevard (CR 9.5) between CR 32 and CR 34. This segment is partially in Mead jurisdiction and partially in Weld County jurisdiction. Upon completion, the County will be dedicating the County portion to Mead for long-term ownership and maintenance. Resolution No. 60-R-2024, dated July 29, 2024, approved an Intergovernmental Agreement between the Town of Mead and Weld County for the construction of High Plains Boulevard (Weld County Road 9.5, between County Road 32 and County Road 36). A copy of the Intergovernmental Agreement dated August 7, 2024 (the "County IGA") is attached to this *Agenda Item Summary* for the Board's reference.

Due to budget limitations, the County requested to change the surface material of the two planned roundabouts from concrete to asphalt (specifically, the roundabouts at the WCR 32/HPB Intersection and the WCR 34/HPB Intersection), resulting in a cost reduction of \$635,000. At the April 28, 2025 Board of Trustees regular meeting, the Board directed the Town Manager to negotiate an amendment to the County IGA in the NTE amount of \$635,000 to fund the concrete roundabout construction. Resolution No. 36-R-2025 (the "Resolution") approves the First Amendment to the County IGA (the "First Amendment") to document the Town's funding participation for the concrete surface material. A copy of the First Amendment is also attached to this *Agenda Item Summary* for reference. As set forth in the First Amendment, the Town contribution (of \$635,000) will be remitted to the County within 45 days of receipt of a written funding request from the County following completion of both the WCR 32/HPB Intersection and the WCR 34/HPB Intersection.

Financial Considerations:

This contribution to the High Plains Boulevard project is an unanticipated expense and therefore was not included in the approved 2025 budget. The projected ending fund balance in the Capital Improvement Fund for 2025 is \$1.9 million and staff is requesting an allocation of \$635,000 for this purpose.

\$635,000 Capital Improvement Fund 19-40-8599 Capital Outlay

Staff Recommendation / Actions Required:

Staff recommends that the Board of Trustees proceed to approve the Resolution, approving the First Amendment.

A motion to approve June 9, 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 No. 36-R-2025, A Resolution of the Town of Mead, Colorado, Approving a First Amendment to the Intergovernmental Agreement with the County of Weld, Colorado for the Construction of High Plains Boulevard (a.k.a. Weld County Road 9.5) between Weld County Road 32 and Weld County Road 36."

Attachments:

1. Resolution 36-R-2025
2. Exhibit 1: IGA Weld County WCR 9.5 -High Plains Blvd-First Amendment
3. IGA Weld County WCR 9.5 - High Plains Blvd 2024

**TOWN OF MEAD, COLORADO
RESOLUTION NO. 36-R-2025**

**A RESOLUTION OF THE TOWN OF MEAD, COLORADO,
APPROVING A FIRST AMENDMENT TO INTERGOVERNMENTAL
AGREEMENT WITH WELD COUNTY FOR THE CONSTRUCTION OF HIGH
PLAINS BOULEVARD (AKA WELD COUNTY ROAD 9.5) BETWEEN WELD
COUNTY ROAD 32 AND WELD COUNTY ROAD 36**

WHEREAS, the Town of Mead (the “Town”) and the County of Weld, a political subdivision of the State of Colorado, by and through the Board of County Commissioners of the County of Weld, Colorado (the “County”), previously entered into that certain Intergovernmental Agreement for the Construction of High Plains Boulevard (AKA Weld County Road 9.5) Between Weld County Road 32 and Weld County Road 36 dated August 7, 2024 (the “County IGA”); and

WHEREAS, the Town and County desire to amend the County IGA to memorialize the Town contribution of \$635,000 (“Town Contribution”) in order to ensure that the that the surface material at both the WCR32/HPB Intersection and the WCR34/HPB Intersection remains concrete; and

WHEREAS, the Town Contribution and the timing for remittance of same by the Town to the County is set forth in that certain First Amendment to the County IGA (the “First Amendment”), a copy of which is attached to this Resolution as **Exhibit 1** and is incorporated herein by reference; and

WHEREAS, Section 5 of the County IGA requires that any amendments to the County IGA be in writing and executed by both the Town and County; and

WHEREAS, the Board of Trustees desires to approve the First Amendment and to delegate authority to the Town Manager to execute the First Amendment on behalf of the Town when in final form.

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

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

Section 2. The Board of Trustees hereby: (a) approves the First Amendment in substantially the same form attached to this Resolution as **Exhibit 1**; (b) authorizes the Town Attorney in cooperation with the Town Manager and Town Engineer to make non-material changes to the First Amendment that do not materially increase the Town’s obligations, including but not limited to the Town Contribution; and (c) authorizes the Town Manager the Town Clerk to execute the First Amendment on behalf of the Town when in final form.

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

Section 4. Repealer. All resolutions, or parts thereof, in conflict with this resolution are hereby repealed, provided that such repealer shall not repeal the repealer clauses of such resolution nor revive any resolution thereby.

Section 5. Certification. The Town Clerk shall certify to the passage of this resolution and make not less than one copy of the adopted resolution available for inspection by the public during regular business hours.

INTRODUCED, READ, PASSED, AND ADOPTED THIS 9TH DAY OF JUNE, 2025.

ATTEST:

TOWN OF MEAD:

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

By: _____
Colleen G. Whitlow, Mayor

Exhibit 1

First Amendment to IGA
(attached)

**FIRST AMENDMENT TO INTERGOVERNMENTAL AGREEMENT
FOR CONSTRUCTION OF HIGH PLAINS BOULEVARD (A.K.A. - WELD COUNTY
ROAD 9.5) BETWEEN WELD COUNTY ROAD 32 AND WELD COUNTY ROAD 36**

THIS FIRST AMENDMENT TO INTERGOVERNMENTAL AGREEMENT (the “First Amendment”) is made and entered into as of the date of the last signature below (the “Effective Date”), and is entered into by and between the Town of Mead, Colorado, a municipal corporation of the State of Colorado, whose address is 441 - 3rd Street, P.O. Box 66, Mead, CO 80542 (“Mead”) and the County of Weld, a political subdivision of the State of Colorado, by and through the Board of County Commissioners of the County of Weld, Colorado, whose address is P.O. Box 758, 1150 “O” Street, Greeley, Colorado 80632 (“Weld County”). Mead and Weld County are sometimes referred to individually as a “Party” and collectively as the “Parties.”

- 1. Incorporation of Prior Intergovernmental Agreement.** The Parties previously entered into that certain *Intergovernmental Agreement for Construction of High Plains Boulevard (a.k.a. – Weld County Road 9.5) between Weld County Road 32 and Weld County Road 36* dated August 7, 2024 (the “Agreement”). Section 5 of the Agreement requires that any amendments to the Agreement be in writing and executed by the Parties. This First Amendment is intended to be attached to and incorporated into the Agreement for the duration of the term of the Agreement.
- 2. Purpose of First Amendment.** As contemplated in Subsection 2(b)v. of the Agreement, Weld County has provided the construction plans for the County Project to Mead for Mead’s review and approval. Weld County is currently planning to revise the bid set for the County Project to change the main surface material at both the WCR32/HPB Intersection and the WCR34/HPB Intersection (as those terms are defined in the Agreement) from concrete to asphalt. This design change in the surface material results in a cost reduction of six hundred and thirty-five thousand dollars (\$635,000.00). As the ultimate owner of the County Project improvements, the Town desires to remit \$635,000.00 to Weld County (the “Town Contribution”) if and as necessary in order to ensure that the surface material at both the WCR32/HPB Intersection and the WCR34/HPB Intersection remains concrete.
- 3. Payment of Town Contribution to Weld County.** Following completion of the WCR 32/HPB Intersection and the WCR 34/HPB Intersection, the County will request the Town Contribution in writing, and the County letter requesting the Town Contribution (“County Funding Request”) shall be delivered to the Town as required by Section 11 of the Agreement. The Town shall remit the Town Contribution to the County within forty-five (45) calendar days of receipt of the County Funding Request.
- 4. Effect of Agreement and First Amendment.** All provisions of the Agreement shall remain in full force and effect. The only modification of the Agreement intended by this First Amendment is to memorialize the Town Contribution (as defined above) and to establish the timing of Mead’s remittance of the Town Contribution to Weld County.

5. **Authority.** The signatures of those representatives of the Parties below affirm that they are authorized to enter into and execute this Agreement and that all necessary actions, notices, meetings, and/or hearings pursuant to any law required to authorize the execution of this Agreement have been made.
6. **Counterparts.** The Parties agree that this First Amendment may be executed in one or more counterparts, each of which shall constitute an original and all of which shall constitute one and the same document. In addition, the Parties acknowledge and agree that electronic signatures shall be effective for all purposes, in accordance with the Uniform Electronic Transactions Act, Title 24, Article 71.3 of the Colorado Revised Statutes.

IN WITNESS WHEREOF, the Parties have executed this First Amendment on this date(s) set forth below.

Signature Pages Follow.

Mead signature page to First Amendment to Intergovernmental Agreement.

ATTEST:

TOWN OF MEAD, COLORADO

By: _____
Mary E. Strutt, Town Clerk

By: _____
Helen Migchelbrink, Town Manager

Date: _____, 2025

Weld County signature page to First Amendment to Intergovernmental Agreement.

ATTEST:
WELD COUNTY Clerk to the Board

BOARD OF COUNTY COMMISSIONERS
WELD COUNTY, COLORADO

By: _____
Esther Gesick, Clerk to the Board

By: _____
Perry Buck, Chair

Date: _____, 2025

RESOLUTION

RE: APPROVE INTERGOVERNMENTAL AGREEMENT FOR CONSTRUCTION OF HIGH PLAINS BOULEVARD (COUNTY ROAD 9.5) BETWEEN COUNTY ROADS 32 AND 36, AND AUTHORIZE CHAIR TO SIGN – TOWN OF MEAD

WHEREAS, the Board of County Commissioners of Weld County, Colorado, pursuant to Colorado statute and the Weld County Home Rule Charter, is vested with the authority of administering the affairs of Weld County, Colorado, and

WHEREAS, the Board has been presented with an Intergovernmental Agreement for Construction of High Plains Boulevard (County Road 9.5) between County Roads 32 and 36 between the County of Weld, State of Colorado, by and through the Board of County Commissioners of Weld County, on behalf of the Department of Public Works, and the Town of Mead, commencing upon full execution of signatures, with further terms and conditions being as stated in said agreement, and

WHEREAS, after review, the Board deems it advisable to approve said agreement, a copy of which is attached hereto and incorporated herein by reference.

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Weld County, Colorado, that the Intergovernmental Agreement for Construction of High Plains Boulevard (County Road 9.5) between County Roads 32 and 36 between the County of Weld, State of Colorado, by and through the Board of County Commissioners of Weld County, on behalf of the Department of Public Works, and the Town of Mead, be, and hereby is, approved.

BE IT FURTHER RESOLVED by the Board that the Chair be, and hereby is, authorized to sign said agreement.

The above and foregoing Resolution was, on motion duly made and seconded, adopted by the following vote on the 7th day of August, A.D., 2024.

BOARD OF COUNTY COMMISSIONERS
WELD COUNTY, COLORADO

ATTEST: Cather G. Meick

Weld County Clerk to the Board

BY: Minik N. Unger
Deputy Clerk to the Board

Kevin D. Ross
Kevin D. Ross, Chair

Perry L. Buck
Perry L. Buck, Pro-Tem

Mike Freeman
EXCUSED
Mike Freeman

APPROVED AS TO FORM

Scott K. James
County Attorney

Scott K. James
Scott K. James

Lori Saine
Lori Saine

Date of signature: 08/14/24

CC: PW(CH/DN/DD/SS), CA(BB/KM)
09/09/24

**INTERGOVERNMENTAL AGREEMENT
FOR CONSTRUCTION OF HIGH PLAINS BOULEVARD (A.K.A. - WELD COUNTY
ROAD 9.5) BETWEEN WELD COUNTY ROAD 32 AND WELD COUNTY ROAD 36**

THIS INTERGOVERNMENTAL AGREEMENT (this "Agreement") is made and entered into as of the date of the last signature below (the "Effective Date"), by and between the Town of Mead, Colorado, a municipal corporation of the State of Colorado, whose address is 441 - 3rd Street, P.O. Box 66, Mead, CO 80542 ("Mead") and the County of Weld, a political subdivision of the State of Colorado, by and through the Board of County Commissioners of the County of Weld, Colorado, whose address is P.O. Box 758, 1150 "O" Street, Greeley, Colorado 80632 ("Weld County"). Mead and Weld County are sometimes referred to individually as a "Party" and collectively as the "Parties."

RECITALS

WHEREAS, High Plains Boulevard (HPB) is a planned north-south arterial road on the east side of Interstate 25 (also referred to as Weld County Road 9.5) which, when fully constructed, will run through several jurisdictions in northern Colorado; and

WHEREAS, for purposes of this Agreement, the first segment of HPB will be an interim section extending Weld County Road ("WCR") 9.5 from WCR 32 to a point north of WCR 34 (as further described in Section 2 below, the "County Project"); and

WHEREAS, for purposes of this Agreement, the second segment of HPB will begin north of the WCR 34/HPB Intersection (defined in Subsection 2(a)iii. below) where the County Project ends and will continue north to WCR 36 (as further described in Section 3 below, the "Developer Project" and together with the County Project, the "Project"); and

WHEREAS, as of the Effective Date, the Project is located within the jurisdictional boundaries of Mead ("Mead's Boundaries") and Weld County (the "County Boundaries"); and

WHEREAS, WCR 34 & Hwy 25-220, LLC, a Colorado limited liability company ("W&H"), and Mead Industrial Development, LLC, a Colorado limited liability ("MID") (collectively, the "Developers") own most of the land on either side of the Town right-of-way where the Developer Project will be located and said land will benefit substantially from the construction of the Developer Project; and

WHEREAS, the Parties desire to memorialize in this Agreement their agreements and understandings related to the funding, design, and construction of the Project, the acquisition of rights-of-way and easements for the Project, and each Party's respective role and responsibilities with respect to the same; and

WHEREAS, the Developers' obligations with respect to the Developer Project, which obligations are only briefly summarized in Section 3 of this Agreement, will be set forth in a separate agreement between Mead and the Developers (the "Developers' Agreement"); and

WHEREAS, the Parties are authorized to enter into this Agreement by Colorado Revised Statutes (C.R.S.) Section 29-1-203 and the Colorado Constitution Article XIV, Section 18(2).

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

1. INCORPORATION OF RECITALS: The Recitals set forth above are incorporated and made a part of this Agreement.

2. THE COUNTY PROJECT:

(a) Description of the County Project. The County Project shall consist of:

- i. Designing and constructing an interim cross section of HPB from WCR 32 to WCR 34 and continuing approximately three hundred (300) feet north of the WCR 34/HPB Intersection (defined below). Without limiting the foregoing, the interim cross section shall include: two twelve-foot lanes (one in each direction), paved shoulders in each direction, concrete curb and gutter on the western side of the new roadway, and a 10-foot, detached, two-directional, shared use path on the western side of the new roadway. This interim cross section shall consist of the western half of the ultimate arterial cross section for this segment of HPB.
- ii. Designing and constructing the new interim intersection of HPB and WCR 32 (the “WCR 32/HPB Intersection”). Construction of this intersection shall minimize disruption to the existing 2-lane local east-west roadway, and this intersection shall tie back into the existing roadway as quickly as possible.
- iii. Designing and constructing the new interim intersection of HPB and WCR 34 (the “WCR 34/HPB Intersection”). Improvements at this intersection shall include all necessary interim auxiliary lanes and drainage improvements (including the North Creek floodplain crossing). WCR 34 is classified as an arterial roadway and improvements will need to extend to east and west to accommodate the interim expansion proposed at that location.

(b) Weld County’s role and responsibilities related to the County Project.

- i. Weld County shall serve as the “Lead Agency” for the design, construction, and project management of the County Project. As Lead Agency, Weld County shall be responsible for: overseeing the development and delivery of construction plans; conducting the procurement of a design-build contract in accordance with Weld County’s policies for competitive bidding; providing construction

contract management, construction inspection, and quality assurance services; coordinating the design and construction of the County Project with public and private utilities and other agencies; and coordinating and managing public outreach and processes regarding the County Project.

- ii. Weld County shall include in any construction contract for the County Project a minimum two-year warranty period (the “Warranty Period”) on the improvements.
- iii. Weld County shall condemn or otherwise acquire all rights-of-way for the County Project and the ultimate arterial cross section for the County Project segment of HPB, including the ultimate WCR 32/HPB Intersection and ultimate WCR 34/HPB Intersection, and temporary and permanent easements necessary for construction and ongoing maintenance of the County Project. Weld County will endeavor to acquire right-of-way within Mead’s Boundaries in the name of the Town of Mead.
- iv. Subject to Subsections 2(c)i. and 2(c)vii. below, Weld County shall be responsible for all costs related to the County Project.
- v. Prior to releasing the County Project for construction, Weld County shall provide the construction plans for the County Project to Mead for Mead’s review and approval. In addition, upon completion of the County’s procurement process, Weld County shall notify Mead of the date of commencement of the County Project.
- vi. Weld County shall coordinate as necessary with the Developers on the design and construction, and schedule for construction, of the WCR 34/HPB Intersection.
- vii. Upon completion of the Warranty Period, including any extensions thereof, and the resolution of all warranty issues to Mead’s satisfaction, Weld County shall:
 - 1) Submit a written request for final acceptance of the County Project improvements by Mead, which request shall include as-built drawings of the improvements and unconditional lien waivers that all claims and payments to be made in connection with construction of the improvements have been satisfied.
 - 2) Petition Mead to annex: (x) all rights-of-way for the County Project and the ultimate arterial cross section for this segment of HPB, including the ultimate WCR 32/HPB Intersection

and ultimate WCR 34/HPB Intersection, located within the County Boundaries; and (y) those portions of the HPB right-of-way between the southernmost point of the County Project and Colorado State Highway 66 (collectively, the “County ROW”).

- viii. Upon annexation by Mead of the County ROW, Weld County shall: (x) convey by deed to Mead the County Project any right-of-way (including improvements) located within Mead’s Boundaries not previously acquired in the Town of Mead’s name; and (y) assign to Mead any easements that were obtained by Weld County for the County Project that are necessary for ongoing repair and maintenance of the County Project improvements.

(c) Mead’s role and responsibilities related to the County Project.

- i. If developers of land adjacent to the County Project area and within Mead’s Boundaries contribute funds to the County Project, Mead agrees to pay those funds actually received by Mead to Weld County.
- ii. Mead shall have the right to review the final construction plans for the County Project, and Weld County shall not release those final plans for construction until Mead has approved said plans.
- iii. Mead agrees to allow Weld County to construct the County Project within Mead’s Boundaries.
- iv. Mead shall coordinate with Weld County, as necessary, where the Developer Project connects with the County Project on the design, construction, and schedule for construction. Mead shall notify Weld County of the date of commencement of the Developer Project.
- v. Subject to the Parties’ compliance with the procedures and requirements of the Colorado Municipal Annexation Act of 1965, C.R.S. §§ 31-12-101 *et seq.*, the making of findings by the Mead Board of Trustees that applicable provisions of Section 30 of Article II of the Colorado Constitution and C.R.S. §§ 31-12-104 and 31-12-105 have been met, Mead agrees to annex the County ROW.
- vi. Upon annexation of the County ROW, resolution of all warranty issues for the County Project improvements to Mead’s satisfaction, and receipt of as-built drawings and unconditional lien waivers as provided in Subsection 2(b)vii.1) above, Mead shall finally accept the County Project improvements and the County Project Easements.
- vii. Any cost savings paid to Weld County pursuant to Subsection 3(c)(vii) below shall be treated as a proportional share back from

Mead to Weld County for the WCR 34/HPB Intersection.

3. THE DEVELOPER PROJECT:

- (a) **Description of the Developer Project.** The Developer Project shall consist of designing and constructing an interim cross section of HPB from approximately three hundred (300) feet north of WCR 34 (i.e., where the County Project ends) to WCR 36 and an interim cross section of WCR 36 from the intersection of WCR 9.5 west to the termination of the WCR 36 Home Depot improvements.
- (b) **Design and construction of the Developer Project.** The Parties acknowledge and agree that the Developers shall be responsible for the design, construction, and project management of the Developer Project, and that details of the Developer Project and the Developers' obligations will be set forth in the Developers' Agreement. Without limiting the foregoing, the Parties further acknowledge and agree that the Developers' Agreement will establish Developers' monetary obligations described in Subsection 3(c) below and will require Developers to complete the Developer Project by December 31, 2025 (the "Developer Project Completion Date"). The Developer Project Completion Date may be extended with the approval of Weld County or by a force majeure event.
- (c) **Developer Project Cost.** The Parties anticipate that the maximum cost for the Developer Project will not exceed Six Million and No/100 Dollars (\$6,000,000.00) (the "Maximum Developer Project Cost"). The cost for the Developer Project shall be paid for and funded as follows:
 - i. Pursuant to the Developers' Agreement, the Developers will advance all costs and expenses incurred in connection with the Developers' Project, and Mead will reimburse Developers the costs and expenses so incurred from the Developer Project Account (as such term is defined below); provided, however, that the Town will provide the Developers a one-time advanced disbursement of One Million and No/100 Dollars (\$1,000,000.00) from the Developer Project Account in accordance with the terms set forth in the Developers' Agreement.
 - ii. W&H and MID will be required to each contribute One Million and No/100 Dollars (\$1,000,000.00) to the Developer Project, for a total contribution from Developers of Two Million and No/100 Dollars (\$2,000,000.00) (the "Developers' Contribution"). W&H and MID will be required to deposit the full amount of their contributions with Mead prior to commencement of construction of the Developer Project in accordance with the terms set forth in the Developer's Agreement.

- iii. Weld County shall contribute Three Million and No/100 Dollars (\$3,000,000.00) (the “County Contribution”) to the Developer Project. This contribution will come from funds originally given to the Colorado Department of Transportation (CDOT) as a contribution toward the I-25 North Express Lanes – Segment 5 project. Weld County shall deposit the full amount of the County Contribution with Mead on or before fifteen (15) days after execution by the Parties of this Agreement. Notwithstanding the foregoing, Weld County may, in its discretion, contribute additional funds if and as they become available to the Developer Project; any such additional contributions shall be treated as County Contributions under this Agreement.
- iv. Mead shall contribute One Million and No/100 Dollars (\$1,000,000.00) (“Mead’s Contribution”) to the Developer Project. Mead will deposit the full amount of Mead’s Contribution into the Developer Project Account (as defined below) prior to commencement of construction of the Developer Project in accordance with the terms set forth in the Developer’s Agreement.
- v. Mead shall deposit the Developers’ Contribution, the County Contribution, and Mead’s Contribution into a separate interest-bearing account for the Developer Project, which account shall be established and managed by the Mead Treasurer (the “Developer Project Account”). Any interest earned on the Developer Project Account shall be credited to the account. The Developers’ Agreement will establish a procedure for reimbursing costs and expenses incurred by Developers and Mead for the Developer Project from the Developer Project Account.
- vi. The Developers’ Contribution shall be the first dollars spent on the Developer Project. The County Contribution shall be spent only after the full expenditure of the Developers’ Contribution, and Mead’s Contribution shall be spent only after the full expenditure of the Developers’ Contribution and the County Contribution.
- vii. If the actual total cost for the Developer Project is less than the Maximum Developer Project Cost, the cost savings shall be paid to Weld County at the end of the warranty period for the Developer Project; provided, however, if the balance of the Developer Project Account exceeds fifteen percent (15%) of the Maximum Developer Project Cost (the “Warranty Security”) at the time of Mead’s conditional acceptance of the Developer Project, the amount in excess of the Warranty Security shall be paid to Weld County at the time of conditional acceptance.

(d) Weld County's role and responsibilities related to the Developer Project.

- i. Weld County shall coordinate with Developers as set forth in Subsection 2(b)vi. above.
- ii. Weld County shall contribute funds to the Developer Project as set forth in Subsection 3(c)iii. above.

(e) Mead's role and responsibilities related to the Developer Project.

- i. Mead shall serve as the reviewing and approval authority for the Developer Project consistent with Mead's jurisdictional and regulatory authority.
 - ii. Mead shall contribute funds to the Developer Project and maintain and distribute funds for the Developer Project as set forth in Subsection 3(c) above.
 - iii. As will be set forth in detail in the Developers' Agreement, in the event the Developers default on their obligation to commence, timely pursue completion of, or complete the Developer Project, Mead shall have the right but not the obligation to complete the Developer Project using funds from the Developer Project Account.
- 4. TERM:** The term of this Agreement shall commence on the Effective Date and shall terminate upon the date that all obligations of the Parties under this Agreement have been satisfied, unless terminated earlier by mutual written agreement of the Parties. In addition, the Parties agree that each Party's responsibilities under this Agreement are contingent upon the availability and appropriation of funds by Mead and Weld County. If either Party determines that it will be unable to fund the Project as provided in Subsections 3(c)ii. and 3(c)iii. above, then this Agreement may be terminated by either Party upon written notice being delivered to the other Party.
- 5. ENTIRE AGREEMENT; AMENDMENTS:** This Agreement constitutes the entire agreement between the Parties and supersedes all prior contracts, proposals, representations, negotiations, letters of intent, whether written or oral, pertaining to the subject matter of this Agreement. No changes, alterations, or modifications to any of the provisions of this Agreement shall be effective unless contained in a written agreement signed by the Parties.
- 6. ASSIGNMENT:** A Party shall not assign this Agreement or any rights or obligations of such Party under this Agreement without the prior written consent of the other Party.

7. **BINDING AGREEMENT:** This Agreement shall be binding upon and for the benefit of the Parties, their successors and assigns.
8. **NO THIRD-PARTY BENEFICIARIES:** This Agreement shall not confer any rights or remedies upon any person other than Weld County and Mead and their respect successors and assigns.
9. **CHOICE OF LAW; VENUE:** This Agreement shall be construed in accordance with the laws of the State of Colorado. In the event of any dispute between the Parties, the exclusive venue for dispute resolution shall be the District Court for and in Weld County, Colorado.
10. **SEVERABILITY:** If any term or condition of this Agreement shall be held to be invalid, illegal, or unenforceable, this Agreement shall be construed and enforced without such provision to the extent that this Agreement is then capable of execution within the original intent of the Parties.
11. **NOTICES:** All notices or demands desired or required under this Agreement shall be deemed given: (i) when personally delivered; or (ii) after the lapse of five (5) days after mailing by registered or certified mail, postage pre-paid; or (iii) when sent by confirmed electronic mail, and addressed as follows:

To Mead: Erika Rasmussen
Town Engineer/Public Works Director
1341 WCR 34
Mead, CO 80542
E-Mail: erasmussen@townofmead.org

To Weld County: Curtis Hall
Public Works Director
P.O. Box 758, 1111 "H" Street
Greeley, CO 80632
E-Mail: chall@weld.gov

12. **NO WAIVER OF GOVERNMENTAL IMMUNITY; INSURANCE:** No term or condition of this Agreement shall be construed or interpreted as a waiver, express or implied, of any of the immunities, rights, benefits, protections, or other provisions of the Colorado Governmental Immunity Act, C.R.S. §§24-10-101 *et seq.*, as applicable now or hereafter amended. Both Weld County and Mead shall name the other as additional insured for all standard coverages provided in each Party's general liability policy(ies) and covering liability of the insured arising out of bodily injury and/or property damage in connection with the work performed by either Party pursuant to the terms of this Agreement.

13. SUBJECT TO APPROPRIATION: The Parties understand and acknowledge that Mead and Weld County are subject to Article X, § 20 of the Colorado Constitution ("TABOR"). The Parties do not intend to violate the terms and requirements of TABOR by the execution of this Agreement. It is understood and agreed that this Agreement does not create a multi-fiscal year direct or indirect debt or obligation within the meaning of TABOR as no future appropriation of funds beyond the current fiscal year is anticipated or expected. Notwithstanding anything in this Agreement to the contrary, all payment obligations of the Parties are expressly dependent and conditioned upon the continuing availability of funds for such party beyond the term of the party's current fiscal period ending upon the next succeeding December 31. Financial obligations of the Parties payable after the current fiscal year are contingent upon funds for that purpose being appropriated, budgeted, and otherwise made available in accordance with the rules, regulations, and resolutions of the individual paying party and other applicable law.

14. EXECUTION BY COUNTERPARTS; ELECTRONIC SIGNATURES:

This Agreement may be executed in two or more counterparts, each of which shall be deemed an original, but all of which shall constitute one and the same instrument. The Parties approve the use of electronic signatures for execution of this Agreement. All use of electronic signatures shall be governed by the Uniform Electronic Transactions Act, CRS §§ 24 71.3 101 to -121. 20.

15. AUTHORITY TO ENTER AGREEMENT: The signatures of those representatives of the Parties below affirm that they are authorized to enter into and execute this Agreement and that all necessary actions, notices, meetings, and/or hearings pursuant to any law required to authorize the execution of this Agreement have been made.

IN WITNESS WHEREOF, the Parties have executed this Agreement in as of the Effective Date.

Signature Pages Follow.

ATTEST:

TOWN OF MEAD, COLORADO

By: Mary E. Strutt

Mary E. Strutt, Town Clerk

By: Colleen G. Whitlow

Colleen G. Whitlow, Mayor



APPROVED AS TO FORM:

By: Marcus McAskin

Marcus McAskin, Town Attorney

ATTEST: *Ernest G. Meick*
WELD COUNTY Clerk to the Board

By: *Chad Hyman*
Deputy Clerk to the Board

BOARD OF COUNTY COMMISSIONERS
WELD COUNTY, COLORADO

By: *[Signature]*
Kevin D. Ross, Chair

AUG 07 2024



Agenda Item Summary

Agenda Date: 6/9/2025

Subject: Resolution No. 37-R-2025 - A Resolution of the Town of Mead, Colorado, Approving an Agreement for Professional Services with B H A Design, Inc. for Landscape Architecture Services (RFP No. 2025-004)

Presented by: _ erasmussen, Town Engineer / Public Works Director

Summary:

The Town of Mead (the "Town") solicited proposals on April 1, 2025 (RFP No. 2025-004), for landscape architecture design services related to two roundabouts at the Town gateway at the CR 34 & Interstate 25 interchange (the "Project"). This interchange is undergoing significant reconstruction as part of the Colorado Department of Transportation's (CDOT's) I-25 Express Lane Expansion Project. The improved interchange will feature roundabouts on CR 34 at both the northbound and southbound on/off ramps. The goal of the Project is to create artistic gateway features within the roundabouts that reflect the Town's welcoming small-town character and provide a memorable first impression for travelers.

The Project includes project start-up and pre-design services, artist design scope, conceptual design, preliminary plans (50% complete), construction documents (100% complete), meetings and project management, and CDOT landscaping permit obtainment.

The Town received thirteen proposals. Three teams were selected for interviews based on their qualifications and submission materials, and the review panel selected B H A Design, Inc. of Fort Collins as the firm best suited for the Project (the "Contractor"). The Contractor offers the lowest cost and has extensive experience with CDOT Region 4 and comparable roundabout landscape design experience.

Staff is recommending that the Board approve a professional services agreement with the Contractor to complete the Project for a not-to-exceed amount of \$104,700.00 (the "Agreement"). The Agreement specifies that the Contractor, for additional compensation and pursuant to task orders executed by the Town Manager, may be requested to perform on-call landscape architecture design services under the same Agreement for additional roundabout locations in the Town.

Resolution No. 37-R-2025 (the "Resolution"): (a) approves the Agreement with the Contractor; (b) authorizes the Town Attorney in cooperation with the Town Manager to make changes to the Agreement as may be necessary prior to mutual execution that do not materially increase the Town's financial or other obligations; and (c) authorizes the Town Manager to execute the Agreement on behalf of the Town when in final form.

Financial Considerations:

As stated above, the not-to-exceed amount for the Contractor to complete the Project is \$104,700.00. Pursuant to task orders, the Town may request that the Contractor perform similar services for future roundabout locations under the same Agreement. In accordance with the Town's Purchasing Policy, task orders with a total task order budget exceeding Fifty

Thousand Dollars (\$50,000.00) will require approval by the Board.
The approved 2025 budget provided \$1 Million for I-25 Branding and Monumentation in the Transportation Fund – Segment 5, I-25 Enhancements (14-40-8543).

Staff Recommendation / Actions Required:

Staff recommends that the Board of Trustees adopt the Resolution, approving the Agreement with B H A Design, Inc. for landscape architecture services. A motion to approve the June 9, 2025, consent agenda will approve the Resolution. If this item is pulled off consent for further discussion or questions, Staff recommends the following motion:

Suggested Motion:

“I move to approve Resolution 37-R-2025, A Resolution of the Town of Mead, Colorado, Approving an Agreement for Professional Services with B H A Design, Inc. for Landscape Architecture Services (RFP No. 2025-004).”

Attachments:

1. Resolution 37-R-2025
2. Exhibit 1: Agreement For Professional Services with B H A Design, Inc. for Landscape Architecture Services

**TOWN OF MEAD, COLORADO
RESOLUTION NO. 37-R-2025**

**A RESOLUTION OF THE TOWN OF MEAD, COLORADO, APPROVING AN AGREEMENT
FOR PROFESSIONAL SERVICES WITH B H A DESIGN, INC. FOR LANDSCAPE
ARCHITECTURE SERVICES (RFP NO. 2025-004)**

WHEREAS, on or about April 1, 2025, the Town of Mead (the "Town") issued that certain Request for Proposals for Landscape Architecture Services (RFP No. 2025-004, or "RFP"); and

WHEREAS, the Town requires landscape architecture services to design enhancements at several new prominent roundabout locations within the Town, as generally described and set forth in the RFP (the "Services"); and

WHEREAS, B H A Design, Inc., a Colorado corporation (the "Contractor"), submitted a response to the RFP and represents that it has the requisite expertise and experience to perform the Services; and

WHEREAS, following a review of responses to the RFP, Town staff is recommending that the Town enter into an agreement for professional services with Contractor, a copy of which is attached to this Resolution as **Exhibit 1** and is incorporated herein by reference (the "Agreement"); and

WHEREAS, the Agreement establishes a not-to-exceed compensation amount of One Hundred Four Thousand Seven Hundred and 0/100 Dollars (\$104,700.00) and provides a mechanism for additional expenditures for related Services pursuant to subsequent Task Orders approved in conformance with the Town's purchasing policies; and

WHEREAS, following the review of the Staff recommendation, the Board of Trustees desires to approve the Agreement with Contractor, and further desires to delegate authority to the Town Manager to execute the Agreement on behalf of the Town once in final form.

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

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

Section 2. The Board of Trustees hereby: (a) approves the Agreement with the Contractor in substantially the form attached to this Resolution as **Exhibit 1**; (b) authorizes the Town Attorney in cooperation with the Town Manager to make changes to the Agreement as may be necessary prior to mutual execution that do not materially increase the Town's financial or other obligations; and (c) authorizes the Town Manager to execute the Agreement on behalf of the Town when in final form.

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

Section 4. Repealer. All resolutions, or parts thereof, in conflict with this resolution are hereby repealed, provided that such repealer shall not repeal the repealer clauses of such resolution nor revive any resolution thereby.

Section 5. Certification. The Town Clerk shall certify to the passage of this resolution and make not less than one copy of the adopted resolution available for inspection by the public during regular business hours.

INTRODUCED, READ, PASSED, AND ADOPTED THIS 9TH DAY OF JUNE, 2025.

ATTEST:

TOWN OF MEAD:

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

By: _____
Colleen G. Whitlow, Mayor

EXHIBIT 1
AGREEMENT FOR PROFESSIONAL SERVICES WITH B H A DESIGN, INC. FOR
LANDSCAPE ARCHITECTURE SERVICES

Town of Mead, Colorado
AGREEMENT FOR PROFESSIONAL SERVICES

Project/Services Name: Landscape Architecture Services (RFP No. 2025-004)

THIS AGREEMENT FOR PROFESSIONAL SERVICES (“Agreement”) is made and entered into by and between the Town of Mead, a municipal corporation of the State of Colorado, with offices at 441 Third Street, Mead, Colorado 80542 (the “Town”), and B H A Design, Inc., a Colorado corporation with offices at 111 S. Meldrum St. Ste 110, Fort Collins, CO 80521 (“Contractor”) (each individually a “Party” and collectively the “Parties”).

RECITALS

WHEREAS, the Town requires certain professional services as more fully described in **Exhibit A**; and

WHEREAS, Contractor represents that it has the requisite expertise and experience to perform the professional services; and

WHEREAS, the Town desires to contract with the Contractor subject to the terms of this Agreement.

NOW, THEREFORE, for the consideration hereinafter set forth, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows:

I. SCOPE OF SERVICES

A. Services. Contractor shall furnish all labor and materials required for the complete and prompt execution and performance of all duties, obligations, and responsibilities which are described or reasonably implied from the Scope of Services set forth in **Exhibit A**, attached hereto and incorporated herein by this reference (the “Services” or “Scope of Services”). The Services include landscape architecture services for the Gateways at I-25/CR 34 Interchange Project (the “Project”) and additional projects (“Additional Projects”), as described in more detail in **Exhibit A**. No Additional Projects shall be performed by Contractor unless and until the Town's Authorized Representative has executed a Task Order, attached hereto as **Exhibit C**, authorizing the Contractor to proceed with the Services for such Additional Project. Task orders with a total task order budget exceeding Fifty Thousand Dollars (\$50,000.00) require approval by the Town Board of Trustees. The Parties recognize and acknowledge that, although the Town has requested certain general services to be performed or certain work product to be produced, the Contractor has offered to the Town the process, procedures, terms, and conditions under which the Contractor plans and proposes to achieve or produce the services and/or work product(s) and the Town, through this Agreement, has accepted such process, procedures, terms, and conditions as binding on the Parties.

B. Changes to Services. A change in the Scope of Services shall not be effective unless authorized through a written amendment to this Agreement signed by both Parties. If Contractor proceeds without such written authorization, Contractor shall be deemed to have waived any claim

for additional compensation, including a claim based on the theory of unjust enrichment, quantum meruit or implied contract. Except as expressly provided herein or as otherwise provided in writing by the Town, no agent, employee, or representative of the Town is authorized to modify any term of this Agreement.

C. Duty to Inform. The Contractor shall perform the Services in accordance with this Agreement and shall promptly inform the Town concerning ambiguities and uncertainties related to the Contractor's performance that are not addressed by the Agreement.

D. Time of Performance. The Contractor shall perform all Services in accordance with this Agreement commencing on the Effective Date, as set forth in Section II of this Agreement, until such Services are completed, or terminated or suspended in accordance with this Agreement. The Contractor shall not temporarily delay, postpone, or suspend the performance of the Services without the written consent of the Town Board of Trustees, Town Manager, or a person expressly authorized in writing to direct the Contractor's services.

II. TERM AND TERMINATION

A. Term. This Agreement shall commence on the date of mutual execution of the Parties (the "Effective Date") and shall continue until December 31, 2026 or until terminated as provided herein ("Termination Date"). The Parties may mutually agree in writing to extend the term of this Agreement, subject to annual appropriation.

B. Town Unilateral Termination. This Agreement may be terminated by the Town for any or no reason upon written notice delivered to the Contractor at least ten (10) days prior to termination. In the event of the Town's exercise of the right of unilateral termination as provided by this paragraph:

1. Unless otherwise provided in any notice of termination, the Contractor shall provide no further services in connection with this Agreement after Contractor's receipt of a notice of termination; and

2. The Contractor shall deliver all finished or unfinished documents, data, studies and reports prepared by the Contractor pursuant to this Agreement to the Town and such documents, data, studies, and reports shall become the property of the Town; and

3. The Contractor shall submit to the Town a final accounting and final invoice of charges for all outstanding and unpaid Services and reimbursable expenses authorized by this Agreement and performed prior to the Contractor's receipt of notice of termination and for any Services authorized to be performed by the notice of termination as provided by Section II.B of this Agreement. The Contractor shall deliver such final accounting and final invoice to the Town within thirty (30) days of the date of termination; thereafter, the Town shall not accept and Contractor shall not submit any other invoice, bill, or other form of statement of charges owing to the Contractor.

C. Termination for Non-Performance. Should a party to this Agreement fail to materially perform in accordance with the terms and conditions of this Agreement, this Agreement

may be terminated by the performing party if the performing party first provides written notice to the non-performing party. Such notice shall specify the non-performance, provide a demand to cure the non-performance and reasonable time to cure the non-performance, and state a date upon which the Agreement shall be terminated if there is a failure to timely cure the non-performance. For purpose of this Section II.C, “reasonable time” shall not be less than five (5) business days. In the event of a failure to timely cure a non-performance and upon the date of the resulting termination for non-performance, the Contractor shall prepare a final accounting and final invoice of charges for all performed but unpaid Services and any reimbursable expenses authorized by this Agreement. Such final accounting and final invoice shall be delivered to the Town within fifteen (15) days of the termination date contained in the written notice. Thereafter, the Town shall not accept and Contractor shall not submit any other invoice, bill, or other form of statement of charges owing to the Contractor. Provided that notice of non-performance is provided in accordance with this Section II.C, nothing in this Section II.C shall prevent, preclude, or limit any claim or action for default or breach of contract resulting from non-performance by a Party.

D. Suspension of Services. The Town may suspend the Contractor’s performance of the Services at the Town’s discretion and for any reason by delivery of written notice of suspension to the Contractor, which notice shall state a specific date of suspension. Upon Contractor’s receipt of such notice of suspension from the Town, the Contractor shall immediately cease performance of the Services on the date of suspension except: (1) as may be specifically authorized by the notice of suspension (e.g., to secure the work area from damage due to weather or to complete a specific report or study); or (2) for the submission of an invoice for Services performed prior to the date of suspension in accordance with this Agreement. Contractor shall not re-commence performance of the Services until it receives written notice of re-commencement from the Town.

E. Delivery of Notices. Any notice permitted by this Section II and its subsections shall be addressed to the Town Representative or the Contractor Representative at the address set forth in Section XII.D of this Agreement or such other address as either Party may notify the other of and shall be deemed given upon delivery if personally delivered, or forty-eight (48) hours after deposited in the United States mail, postage prepaid, registered or certified mail, return receipt requested.

III. REPRESENTATIVES AND SUPERVISION

A. Town Representative. The Town representative responsible for oversight of this Agreement and the Contractor’s performance of Services hereunder shall be the Town Manager or his or her designee (“Town Representative”). The Town Representative shall act as the Town’s primary point of contact with the Contractor.

B. Contractor Representative. The Contractor representative under this Agreement shall be Roger Sherman, Landscape Architect (“Contractor Representative”). The Contractor Representative shall act as the Contractor’s primary point of contact with the Town. The Contractor shall not designate another person to be the Contractor Representative without prior written notice to the Town.

C. Town Supervision. The Contractor shall provide all Services with little or no daily supervision by Town staff or other contractors. Inability or failure of the Contractor to perform

with little or no daily supervision which results in the Town's need to allocate resources in time or expense for daily supervision shall constitute a material breach of this Agreement and be subject to cure or remedy, including possible termination of the Agreement, as provided in this Agreement.

IV. COMPENSATION

A. Not-to-Exceed Amount. Following execution of this Agreement by the Parties, the Contractor shall be authorized to and shall commence performance of the Services as described in **Exhibit A**, subject to the requirements and limitations on compensation as provided by this Section IV and its subsections. Compensation to be paid hereunder shall not exceed **One Hundred Four Thousand Seven Hundred and 00/100 Dollars (\$104,700.00)** ("Not-to-Exceed Amount") unless a larger amount is agreed to by and between the Parties in accordance with the amendment requirements of this Agreement or as authorized by Task Order pursuant to Section I.A. of this Agreement. Notwithstanding the amount specified in this Section, Contractor shall be paid only for work performed. Contractor shall not be paid until tasks identified in the Scope of Services are performed to the satisfaction of the Town. In consideration for the completion of the Scope of Services by Contractor, the Town shall pay Contractor as follows:

- ☒ If this box is checked, the Town shall pay Contractor on a time and materials basis in accordance with the rate schedule shown in **Exhibit B**. This amount shall include all fees, costs and expenses incurred by Contractor, and no additional amounts shall be paid by the Town for any fees, costs and expenses. Final payment may be requested by the Contractor upon completion of the Services and the Town's acceptance of all work or Services as set forth in **Exhibit A**.
- ☐ If this box is checked, the Town shall pay the Contractor the Not-to-Exceed Amount in a single lump sum payment.

B. Receipts. The Town, before making any payment, may require the Contractor to furnish at no additional charge releases or receipts from any or all persons performing work under this Agreement and/or supplying material or services to the Contractor, or any subcontractor if this is deemed necessary to protect the Town's interest. The Town, however, may in its discretion make payment in part or full to the Contractor without requiring the furnishing of such releases or receipts.

C. Reimbursable Expenses.

1. If this Agreement is for lump sum compensation, there shall be no reimbursable expenses.

2. If the Agreement is for compensation based on a time and materials basis, the following shall be considered "reimbursable expenses" for purposes of this Agreement and may be billed to the Town without administrative mark-up, which must be accounted for by the Contractor, and proof of payment shall be provided by the Contractor with the Contractor's monthly invoices:

☒ None

- ☐ Vehicle Mileage (billed at not more than the prevailing per mile charge permitted by the IRS as a tax-deductible business expense)
- ☐ Printing and Photocopying Related to the Services (billed at actual cost)
- ☐ Long Distance Telephone Charges Related to the Services
- ☐ Postage and Delivery Services
- ☐ Lodging and Meals (but only with prior written approval of the Town as to dates and maximum amount)

3. Other Expenses. Any fee, cost, charge, or expense incurred by the Contractor not otherwise specifically authorized by this Agreement shall be deemed a non-reimbursable cost that shall be borne by the Contractor and shall not be billed or invoiced to the Town and shall not be paid by the Town.

D. No Waiver. The Town's review, approval or acceptance of, or payment for any services shall not be construed to operate as a waiver of any rights under this Agreement or of any cause of action arising out of the performance of this Agreement.

V. PROFESSIONAL RESPONSIBILITY

A. General. Contractor hereby warrants that it is qualified to assume the responsibilities and render the services described herein and has all requisite corporate authority and professional licenses in good standing required by law.

B. Standard of Performance. The work performed by Contractor shall be in accordance with generally accepted professional practices and the level of competency presently maintained by other practicing professional firms in the same or similar type of work in the applicable community. The work and services to be performed by Contractor hereunder shall be done in compliance with applicable laws, ordinances, rules and regulations including environmental, health and safety laws and regulations.

C. Subcontractors. The Parties recognize and agree that subcontractors may be utilized by the Contractor for the performance of certain Services if included and as described more particularly in **Exhibit A**; however, the engagement or use of subcontractors will not relieve or excuse the Contractor from performance of any obligations imposed in accordance with this Agreement and Contractor shall remain solely responsible for ensuring that any subcontractors engaged to perform Services hereunder shall perform such Services in accordance with all terms and conditions of this Agreement.

VI. INDEPENDENT CONTRACTOR

A. General. Contractor is an independent contractor. Notwithstanding any other provision of this Agreement, all personnel assigned by Contractor to perform work under the terms of this Agreement shall be, and remain at all times, employees or agents of Contractor for all purposes. Contractor shall make no representation that it is a Town employee for any purposes.

B. Liability for Employment-Related Rights and Compensation. The Contractor shall be solely responsible for all compensation, benefits, insurance and employment-related rights of

any person providing Services hereunder during the course of or arising or accruing as a result of any employment, whether past or present, with the Contractor, as well as all legal costs including attorney's fees incurred in the defense of any conflict or legal action resulting from such employment or related to the corporate amenities of such employment. The Contractor will comply with all laws, regulations, municipal codes, and ordinances and other requirements and standards applicable to the Contractor's employees, including, without limitation, federal and state laws governing wages and overtime, equal employment, safety and health, employees' citizenship, withholdings, reports and record keeping. Accordingly, the Town shall not be called upon to assume any liability for or direct payment of any salaries, wages, contribution to pension funds, insurance premiums or payments, workers' compensation benefits or any other amenities of employment to any of the Contractor's employees or any other liabilities whatsoever, unless otherwise specifically provided herein.

B. Insurance Coverage and Employment Benefits. The Town will not include the Contractor as an insured under any policy the Town has for itself. The Town shall not be obligated to secure nor provide any insurance coverage or employment benefits of any kind or type to or for the Contractor or the Contractor's employees, sub-consultants, subcontractors, agents, or representatives, including but not limited to coverage or benefits related to: local, state, or federal income or other tax contributions, FICA, workers' compensation, unemployment compensation, medical insurance, life insurance, paid vacations, paid holidays, pension or retirement account contributions, profit sharing, professional liability insurance, or errors and omissions insurance. The following disclosure is provided in accordance with Colorado law:

CONTRACTOR ACKNOWLEDGES THAT NEITHER IT NOR ITS AGENTS OR EMPLOYEES ARE ENTITLED TO UNEMPLOYMENT INSURANCE BENEFITS UNLESS CONTRACTOR OR SOME ENTITY OTHER THAN THE TOWN PROVIDES SUCH BENEFITS. CONTRACTOR FURTHER ACKNOWLEDGES THAT NEITHER IT NOR ITS AGENTS OR EMPLOYEES ARE ENTITLED TO WORKERS' COMPENSATION BENEFITS. CONTRACTOR ALSO ACKNOWLEDGES THAT IT IS OBLIGATED TO PAY FEDERAL AND STATE INCOME TAX ON ANY MONEYS EARNED OR PAID PURSUANT TO THIS AGREEMENT.

C. Employee Benefits Claims. To the maximum extent permitted by law, the Contractor waives all claims against the Town for any Employee Benefits; the Contractor will defend the Town from any claim and will indemnify the Town against any liability for any Employee Benefits for the Contractor imposed on the Town; and the Contractor will reimburse the Town for any award, judgment, or fine against the Town based on the position the Contractor was ever the Town's employee, and all attorneys' fees and costs the Town reasonably incurs defending itself against any such liability.

VII. INSURANCE

A. General. During the term of this Agreement, the Contractor shall obtain and shall continuously maintain, at the Contractor's expense, insurance of the kind and in the minimum amounts specified as follows by checking the appropriate boxes:

- ☐ The Contractor shall obtain and maintain the types, forms, and coverage(s) of insurance deemed by the Contractor to be sufficient to meet or exceed the Contractor's minimum statutory and legal obligations arising under this Agreement ("Contractor Insurance"); OR
- ☒ The Contractor shall secure and maintain the following ("Required Insurance"):
- ☒ Worker's Compensation Insurance in the minimum amount required by applicable law for all employees and other persons as may be required by law. Such policy of insurance shall be endorsed to include the Town as a Certificate Holder.
 - ☒ Comprehensive General Liability insurance with minimum combined single limits of One Million Dollars (\$1,000,000.00) each occurrence and of Two Million Dollars (\$2,000,000.00) aggregate. The policy shall be applicable to all premises and all operations of the Contractor. The policy shall include coverage for bodily injury, broad form property damage (including completed operations), personal injury (including coverage for contractual and employee acts), blanket contractual, independent contractors, products, and completed operations. The policy shall contain a severability of interests provision. Coverage shall be provided on an "occurrence" basis as opposed to a "claims made" basis. Such insurance shall be endorsed to name the Town as Certificate Holder and name the Town, and its elected officials, officers, employees and agents as additional insured parties.
 - ☒ Comprehensive Automobile Liability insurance with minimum combined single limits for bodily injury and property damage of not less than One Million Dollars (\$1,000,000.00) each occurrence with respect to each of the Contractor's owned, hired and non-owned vehicles assigned to or used in performance of the Services. The policy shall contain a severability of interests provision. Such insurance coverage must extend to all levels of subcontractors. Such coverage must include all automotive equipment used in the performance of the Services, both on the work site and off the work site, and such coverage shall include non-ownership and hired cars coverage. Such insurance shall be endorsed to name the Town as Certificate Holder and name the Town, and its elected officials, officers, employees and agents as additional insured parties.
 - ☒ Professional Liability (errors and omissions) Insurance with a minimum limit of coverage of One Million Dollars (\$1,000,000.00) per claim and annual aggregate. Such policy of insurance shall be obtained and maintained for one (1) year following completion of all Services under this Agreement. Such policy of insurance shall be endorsed to include the Town as a Certificate Holder.

B. Additional Requirements. Such insurance shall be in addition to any other insurance requirements imposed by law. The coverages afforded under the policies shall not be canceled, terminated or materially changed without at least thirty (30) days prior written notice to the Town. In the case of any claims-made policy, the necessary retroactive dates and extended reporting periods shall be procured to maintain such continuous coverage. Any insurance carried by the Town, its officers, its employees, or its contractors shall be excess and not contributory insurance to that provided by Contractor. Contractor shall be solely responsible for any deductible losses under any policy.

C. Insurance Certificates. Contractor shall provide to the Town a certificate of insurance as evidence that the required policies are in full force and effect prior to the commencement of the Services. The certificate shall identify this the Project/Services Name as set forth on the first page of this Agreement.

D. Failure to Obtain or Maintain Insurance. The Contractor's failure to obtain and continuously maintain policies of insurance shall not limit, prevent, preclude, excuse, or modify any liability, claims, demands, or other obligations of the Contractor arising from performance or non-performance of this Agreement. Failure on the part of the Contractor to obtain and to continuously maintain policies providing the required coverage, conditions, restrictions, notices, and minimum limits shall constitute a material breach of this Agreement upon which the Town may immediately terminate this Agreement, or, at its discretion, the Town may procure or renew any such policy or any extended reporting period thereto and may pay any and all premiums in connection therewith. All monies so paid by the Town, together with an additional five percent (5%) administrative fee, shall be repaid by the Contractor to the Town immediately upon demand by the Town. At the Town's sole discretion, the Town may offset the cost of the premiums against any monies due to the Contractor from the Town pursuant to this Agreement.

VIII. INDEMNIFICATION

A. Contractor agrees to indemnify and hold harmless the Town and its officers, insurers, volunteers, representatives, agents, employees, and assigns from and against all claims, liability, damages, losses, expenses and demands, including attorney fees, on account of injury, loss, or damage, including without limitation claims arising from bodily injury, personal injury, sickness, disease, death, property loss or damage, or any other loss of any kind whatsoever, which arise out of or are in any manner connected with this Agreement if such injury, loss, or damage is caused in whole or in part by, the act, omission, error, professional error, mistake, negligence, or other fault of Contractor, any subcontractor of Contractor, or any officer, employee, representative, or agent of Contractor, or which arise out of a worker's compensation claim of any employee of Contractor or of any employee of any subcontractor of Contractor. Contractor's liability under this indemnification provision shall be to the fullest extent of, but shall not exceed, that amount represented by the degree or percentage of negligence or fault attributable to Contractor, any subcontractor of Contractor, or any officer, employee, representative, or agent of Contractor or of any subcontractor of Contractor.

B. If Contractor is providing architectural, engineering, surveying or other design services under this Agreement, the extent of Contractor's obligation to indemnify and hold

harmless the Town may be determined only after Contractor's liability or fault has been determined by adjudication, alternative dispute resolution or otherwise resolved by mutual agreement between the Parties, as provided by C.R.S. § 13-50.5-102(8)(c).

IX. RESERVED

X. REMEDIES

A. In addition to any other remedies provided for in this Agreement, and without limiting its remedies available at law, the Town may exercise the following remedial actions if the Contractor substantially fails to perform the duties and obligations of this Agreement. Substantial failure to perform the duties and obligations of this Agreement shall mean a significant, insufficient, incorrect, or improper performance, activities or inactions by the Contractor. The remedial actions include:

1. Suspend the Contractor's performance pending necessary corrective action as specified by the Town without the Contractor's entitlement to an adjustment in any charge, fee, rate, price, cost, or schedule; and/or
2. Withhold payment to the Contractor until the necessary services or corrections in performance are satisfactorily completed; and/or
3. Deny payment for those services which have not been satisfactorily performed, and which, due to circumstances caused by the Contractor, cannot be performed, or if performed would be of no value to the Town; and/or
4. Terminate this Agreement in accordance with this Agreement.

B. The foregoing remedies are cumulative and the Town, in its sole discretion, may exercise any or all of the remedies individually or simultaneously.

XI. RECORDS AND OWNERSHIP

A. Retention and Open Records Act Compliance. All records of the Contractor related to the provision of Services hereunder, including public records as defined in the Colorado Open Records Act ("CORA"), and records produced or maintained in accordance with this Agreement, are to be retained and stored in accordance with the Town's records retention and disposal policies. Those records which constitute "public records" under CORA are to be at the Town offices or accessible and opened for public inspection in accordance with CORA and Town policies. Public records requests for such records shall be processed in accordance with Town policies. Contractor agrees to allow access by the Town and the public to all documents subject to disclosure under applicable law. Contractor's willful failure or refusal to comply with the provisions of this Section shall result in the immediate termination of this Agreement by the Town. For purposes of CORA, the Town Clerk is the custodian of all records produced or created as a result of this Agreement. Nothing contained herein shall limit the Contractor's right to defend against disclosure of records alleged to be public.

B. Town's Right of Inspection. The Town shall have the right to request that the Contractor provide to the Town a list of all records of the Contractor related to the provision of Services hereunder retained by the Contractor in accordance with this subsection and the location and method of storage of such records. Contractor agrees to allow inspection at reasonable times by the Town of all documents and records produced or maintained in accordance with this Agreement.

C. Ownership. Any work product, materials, and documents produced by the Contractor pursuant to this Agreement shall become property of the Town of Mead upon delivery and shall not be made subject to any copyright by the Contractor unless authorized by the Town. Other materials, statistical data derived from other clients and other client projects, software, methodology and proprietary work used or provided by the Contractor to the Town not specifically created and delivered pursuant to the Services outlined in this Agreement shall not be owned by the Town and may be protected by a copyright held by the Contractor and the Contractor reserves all rights granted to it by any copyright. The Town shall not reproduce, sell, or otherwise make copies of any copyrighted material, subject to the following exceptions: (1) for exclusive use internally by Town staff and/or employees; or (2) pursuant to a request under the Colorado Open Records Act, § 24-72-203, C.R.S., to the extent that such statute applies; or (3) pursuant to law, regulation, or court order. The Contractor waives any right to prevent its name from being used in connection with the Services. The Contractor may publicly state that it performs the Services for the Town.

D. Return of Records to Town. At the Town's request, upon expiration or termination of this Agreement, all records of the Contractor related to the provision of Services hereunder, including public records as defined in the CORA, and records produced or maintained in accordance with this Agreement, are to be returned to the Town in a reasonable format and with an index as determined and requested by the Town.

XII. MISCELLANEOUS

A. Governing Law and Venue. This Agreement shall be governed by the laws of the State of Colorado, and any legal action concerning the provisions hereof shall be brought in Weld County, Colorado.

B. No Waiver. Delays in enforcement or the waiver of any one or more defaults or breaches of this Agreement by the Town shall not constitute a waiver of any of the other terms or obligations of this Agreement.

C. Integration. This Agreement constitutes the entire agreement between the Parties, superseding all prior oral or written communications.

D. Notice. Unless otherwise provided in this Agreement, any notice under this Agreement shall be in writing, and shall be deemed sufficient when directly presented or sent via pre-paid, first class United States Mail, to the party at the address set forth below.

If to the Town:

If to Contractor:

Town of Mead Attn: Town Manager 441 Third Street P.O. Box 626 Mead, Colorado 80542	B H A Design, Inc. Attn: Roger Sherman 111 S. Meldrum St. Ste 110 Fort Collins, CO 80521
With Copy to: Michow Guckenberger McAskin LLP Attn: Mead Town Attorney 5299 DTC Blvd, Suite 300 Greenwood Village, Colorado 80111	With Copy to:

E. Severability. If any provision of this Agreement is found by a court of competent jurisdiction to be unlawful or unenforceable for any reason, the remaining provisions hereof shall remain in full force and effect.

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

G. Assignment. Neither this Agreement nor any of the rights or obligations of the Parties hereto, shall be assigned by either Party without the written consent of the other.

H. Affirmative Action. The Contractor warrants that it will not discriminate against any employee or applicant for employment because of race, color, religion, sex or national origin. The Contractor warrants that it will take affirmative action to ensure applicants are employed, and employees are treated during employment without regard to their race, color, religion, sex or national origin. Such action shall include, but not be limited to the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.

I. Governmental Immunity. The Town, its officers, and its employees, are relying on, and do not waive or intend to waive by any provision of this Agreement, the monetary limitations or any other rights, immunities, and protections provided by the Colorado Governmental Immunity Act, C.R.S. § 24-10-101, *et seq.*, as amended (“CGIA”), or otherwise available to the Town and its officers or employees.

J. Rights and Remedies. The rights and remedies of the Town under this Agreement are in addition to any other rights and remedies provided by law. The expiration of this Agreement shall in no way limit the Town's legal or equitable remedies, or the period in which such remedies may be asserted.

K. Annual Appropriation. Consistent with Article X, § 20 of the Colorado Constitution, any financial obligation of the Town not performed during the current fiscal year is

subject to annual appropriation, and thus any obligations of the Town hereunder shall extend only to monies currently appropriated and shall not constitute a mandatory charge, requirement, debt or liability beyond the current fiscal year.

L. Binding Effect. The Parties agree that this Agreement, by its terms, shall be binding upon the successors, heirs, legal representatives, and assigns; provided that this Section XII shall not authorize assignment.

M. No Third-Party Beneficiaries. Nothing contained in this Agreement is intended to or shall create a contractual relationship with, cause of action in favor of, or claim for relief for, any third party, including any agent, sub-consultant or subcontractor of Contractor. Absolutely no third-party beneficiaries are intended by this Agreement. Any third party receiving a benefit from this Agreement is an incidental and unintended beneficiary only.

N. Release of Information. The Contractor shall not, without the prior written approval of the Town, release any privileged or confidential information obtained in connection with the Services or this Agreement.

O. Attorneys' Fees. If the Contractor breaches this Agreement, then it shall pay the Town's reasonable costs and attorney's fees incurred in the enforcement of the terms, conditions, and obligations of this Agreement.

P. Survival. The provisions of Sections VI (Independent Contractor), VII (Insurance), VIII (Indemnification) and XII (A) (Governing Law and Venue), (J) (Rights and Remedies), (K) Annual Appropriation), (N) (Release of Information) and (O) Attorneys' Fees, shall survive the expiration or termination of this Agreement. Any additional terms and conditions of the Agreement that require continued performance, compliance, or effect beyond the termination date of the Agreement shall survive such termination date and shall be enforceable in the event of a failure to perform or comply.

Q. Agreement Controls. In the event a conflict exists between this Agreement and any term in any exhibit attached or incorporated into this Agreement, the terms in this Agreement shall supersede the terms in such exhibit.

R. Force Majeure. Neither the Contractor nor the Town shall be liable for any delay in, or failure of performance of, any covenant or promise contained in this Agreement, nor shall any delay or failure constitute default or give rise to any liability for damages if, and only to extent that, such delay or failure is caused by "force majeure." As used in this Agreement, "force majeure" means acts of God, acts of the public enemy, acts of terrorism, unusually severe weather, fires, floods, epidemics, pandemics, quarantines, strikes, labor disputes and freight embargoes, to the extent such events were not the result of, or were not aggravated by, the acts or omissions of the non-performing or delayed party.

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

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

U. Protection of Personal Identifying Information. In the event the Services include or require the Town to disclose to Contractor any personal identifying information as defined in C.R.S. § 24-73-101, Contractor shall comply with the applicable requirements of C.R.S. §§ 24-73-101, et seq., relating to third-party service providers.

V. Web Accessibility Compliance Requirements. In the event the Services include Services related to the Town internet or intranet, or otherwise require the Contractor to provide documents that will be posted to the Town website, Contractor shall provide the Services subject to all applicable web accessibility requirements of C.R.S. § 24-34-802, as the same may be amended from time to time.

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SIGNATURE PAGES FOLLOW

THIS AGREEMENT is executed and made effective as provided above.

TOWN OF MEAD, COLORADO

By: _____

Printed Name: _____

Title: _____

Date of execution: _____

ATTEST:

Mary Strutt, MMC, Town Clerk

APPROVED AS TO FORM (*excluding exhibits*):

Marcus McAskin, Town Attorney

B H A DESIGN, INC.:

By: _____

Printed Name: _____

Title: _____

Date of execution: _____

STATE OF COLORADO)
) ss.
COUNTY OF _____)

The foregoing Agreement for Professional Services was subscribed, sworn to and acknowledged before me this ____ day of _____, 20____, by _____ as _____ of B H A Design, Inc., a Colorado corporation.

My commission expires: _____

(S E A L)

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

EXHIBIT A

SCOPE OF SERVICES

The Town of Mead requires design enhancements at several new prominent roundabout locations within the Town, including the Gateways at I-25/CR 34 Interchange Project (the “Project”) and other similar projects at currently undetermined locations (the “Additional Projects”).

Gateways at I-25/CR 34 Interchange Project:

I-25/CR 34 Interchange is undergoing significant reconstruction as part of the Colorado Department of Transportation’s (CDOT’s) I-25 Express Lane Expansion Project. The improved interchange will feature roundabouts on CR 34 at both the northbound and southbound on/off ramps.

The Contractor shall perform landscape architecture services for the Project pursuant to the Project Scope of Work, attached hereto and incorporated herein as **Exhibit A-1**.

Additional Projects:

The Contractor, pursuant to a task order (see **Exhibit C**), may be requested to perform on-call landscape architecture design services under this Agreement for Additional Projects. Future roundabout locations are undetermined at this time, but may or may not include the intersections of High Plains Boulevard (CR 9.5) and CR 32 and CR 34, which will be constructed by Weld County in the coming year, as well as three additional roundabouts planned by developers on CR 7 north of SH 66, at CR 7 and CR 28, and CR 34 west of I-25.

EXHIBIT A-1

PROJECT SCOPE OF WORK

MEAD LA SERVICES

Scope of Work for Gateways at I-25/CR 34 Interchange

This scope of work includes design services associated with landscape areas within the center islands of the roundabouts on both sides of the interchange. Existing and proposed roadways, curb/gutter, sidewalk, concrete aprons, utilities, streetlights, and regulatory signage will not be modified.

Project Start-Up/Pre-Design Services

- Conduct kick-off meetings with Town staff and other stakeholders to establish vision, goals, unifying themes, budget, image, maintenance, operations, design constraints, clear zone requirements, sight triangles, etc.
- Obtain design files from CDOT, Weld County, or other agencies for roundabout plans. If necessary, convert plans into DWG format.
- Review Town of Mead Sign Code and Streetscape Standards

Artist Design Scope

- Tim Upham will design the public art features in each roundabout
- Review roadway plans
- Tour project site
- Research Town history/character
- Prepare 3 conceptual designs
- Attend 1 Community Open House
- Attend 2 virtual meetings with CDOT to discuss art concepts
- Attend virtual meetings with Mead Staff to discuss preliminary concepts
- Creation of preferred concept based on direction from Town staff
- Provide illustrative graphic of proposed works of art that BHA can incorporate in the 3D model (like we did for Berthoud)
- Attend 1 presentation to Town Board during work session or hearing
- Final design drawings (including structural plans for the foundation)
- Bidding Assistance - if needed, the artist will assist in answering contractor questions related to the art.
- Construction Administration services are NOT included in this scope. The artist will contract directly with the Town or the Contractor during fabrication and installation of the art.

Conceptual Design

- Prepare 3 preliminary design concepts for the roundabouts
- Prepare 2 preliminary Town identification sign concepts
- Provide color rendered site/landscape plans for each location (preferred concepts)
- 3D Renderings of preferred concepts
- Prepare for and attend one Open House to share concepts and to solicit community feedback. Graphics and exhibits will meet ADA requirements.

Preliminary Plans (50% complete)

BHA DESIGN, INC.

Page 1 of 4

MEAD LA SERVICES

- Provide landscape grading plans
- Provide landscape plans, including any structural components
- Per Addendum 1, irrigation plans are not included for CR34 interchange, but they may be included for future projects
- Provide electrical/lighting design
- Provide opinion of probable cost

Construction Documents (100% complete)

- Prepare a complete ready-to-publish plan set including grading, landscaping, mulch and boulder plan, plant materials, details, and site construction details
- Structural details for sign and/or wall footings, if needed
- Erosion Control Plan (since project area will disturb less than 1-acre, an Erosion Control Report not included in the scope)
- Prepare a complete ready-to-publish bid package including technical specifications
- Bid Tab
- Provide updated opinion of probable cost
- Provide brief project description for inclusion in Invitation to Bidders
- Respond to bidder questions and issue addendums as needed until award

Meetings and Project Management

- Conduct virtual design progress meetings with Town staff (bi-weekly during conceptual design, monthly during DD and CD preparation)
- Conduct virtual meetings with CDOT or Weld County as needed
- Present concept designs to Town Board of Trustees during one work session or hearing.
- Other project coordination as needed

CDOT Landscaping Permit (Special Use Permit)

- Prepare and submit all necessary paperwork to CDOT for review and approval
- Assist Town in completing Special Use Permit Application. Application must be signed and submitted to CDOT by a Town of Mead Representative, per CDOT requirements.
- The Traffic Management and Control Plan will be prepared by the selected Contractor.

Construction Administration

- The Artist's construction administration services are not included in this scope. Artist will contract directly with the Town or the Contractor during fabrication and installation of the works of art.
- Respond to contractor Requests for Information (RFI's)
- Review submittals
- Attend virtual progress meetings
- Conduct site visits during construction (BHA – 2, Larsen Structural Design – TBD, Professional Engineering Corp – TBD, United Civil Design Group – 0, Aqua - 0)
- BHA and PEC will attend one nighttime site visit with Town and Contractor to adjust lighting
- Conduct substantial completion walk through and prepare punch list

MEAD LA SERVICES

- Conduct final acceptance walk through
- Provide as-built drawings for irrigation and wet utilities only – not included in first project

Additional Services and Scope Exclusions

The following services are NOT included in the scope of service, but these services can be provided as an Additional Service, if desired.

- Irrigation Design Services (irrigation is excluded for the I-25/34 Interchange, but may be included with future projects)
- Services associated with applying for and obtaining sign permits
- Topographic and Boundary Surveying
- SUE Surveying
- Geotechnical engineering services
- Utility design services (with the exception of electric/lighting)
- ROW and easement acquisition
- CDOT formatting of plans and specs

Schedule for Gateways at I-25/CR 34 Interchange

- **Notice to Proceed:** Mid-June 2025
- **Project Start Up/Pre-Design Services:** Mid-June to early July 2025
- **Conceptual Design:** July 2025
- **Design Development:** August 2025
- **Construction Documents:** September 2025
- **CDOT Special Use Permit:** August – early November 2025
- **Bidding:** October 2025
- **Construction:** TBD

NOTE: This schedule will need to be discussed with the selected artist to confirm that the artwork can be fabricated and installed before the end of 2025.

EXHIBIT B **COMPENSATION**

Compensation for Gateways at I-25/CR 34 Interchange Project:

The Contractor shall perform landscape architecture services for the Project, as depicted in **Exhibit A-1**, pursuant to the following cost proposal:

Firm	Project Startup and Pre-Design	Conceptual Design	Preliminary Plans (50% Complete)	Construction Documents	Meetings and Project Management	CDOT Special Use Permit	Construction Administration	Firm Totals
BHA Design	\$2,800	\$10,000	\$9,400	\$10,700	\$4,700	\$2,100	\$6,500	\$46,200
Tim Upham (Artist)	\$1,000	\$10,000	\$8,000	\$8,500	\$2,000	\$500	\$0	\$30,000
United Civil Design Group	\$0	\$0	\$2,850	\$4,050	\$1,500	\$1,000	\$1,100	\$10,500
Larsen Structural Design	\$0	\$0	\$1,000	\$1,000	\$500	\$0	\$500	\$3,000
PEC	\$0	\$1,000	\$5,000	\$6,000	\$1,000	\$0	\$2,000	\$15,000
Aqua Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Task Totals	\$3,800	\$21,000	\$26,250	\$30,250	\$9,700	\$3,600	\$10,100	\$104,700
								Grand Total (labor and Expenses)
Notes:								
1. At this time, the structural and electrical engineering scope is unknown, however <u>fee allowances</u> for these services are provided above.								
2. Final scope and fees for structural and electrical engineering services will be negotiated after the preferred concept is selected.								
3. Irrigation design services are not included in the scope for the I25/CR34 Roundabouts								
4. Design services associated with water taps/meters are not included in the scope for the I-25/CR34 roundabouts								
5. With the exception of electrical and lighting for the center islands, utility design services are not included in the scope.								
6. Artist design fees include structural design for the art foundations								

Compensation for Additional Projects:

The Contractor's hourly rates for Additional Projects are as follows, unless otherwise set forth in the Additional Project's applicable Task Order:

HOURLY RATES BHA DESIGN INCORPORATED



Labor fees for BHA Design are based on the following hourly rates:

BHA DESIGN	HOURLY RATE
▪ Principal	\$180
▪ Senior LA I	\$175
▪ Senior LA II	\$160
▪ Project Manager / Landscape Architect	\$125
▪ Designer / LA in Training	\$85

REIMBURSABLE EXPENSES	RATE
Mileage	Current IRS Rate
In-House Black/White Copies	\$0.12/Copy
In-House Color Copies	\$2.00/Copy
In-House Plots – Mylar (24" x 36")	\$13.50/Sheet
In-House Plots – Translucent Bond (24" x 36")	\$10.50/Sheet
Courier Service	Direct Cost
Vendor Prints/Scans	Direct Cost
Federal Express	Direct Cost

EXHIBIT C
TASK ORDER FORM



TASK ORDER
SPECIAL PROJECT

TASK ORDER NO.: _____

Task Name: _____

Requested By: _____
(Town Dept. / Project Mgr.)

Proposed Start Date: _____

Funding Source: _____

Proposed Completion Date: _____

Tasks / Deliverables: See attached memorandum

Total Task Order Budget: _____

Approval:

Town Manager **Date:** _____

Additional Comments: This Task Order is not valid without attached Task Order memorandum, approved by _____. Task orders with a total task order budget exceeding Fifty Thousand Dollars (\$50,000.00) require approval by the Town Board of Trustees. If applicable, the Board resolution authorizing the Town Manager to execute this Task Order shall be attached hereto.

Attachment: Task Order Memorandum

TOWN TREASURER/FINANCE DEPARTMENT REVIEW:

The Town Treasurer/Finance Department has reviewed this Task Order and the funds:

- ☐ *are appropriated*
☐ *are not appropriated (note: _____)*

By: _____

Account reference/information: _____



TASK ORDER MEMORANDUM

To: Town Manager

From:

Date:

Subject: _____

Task Order No. _____

This Task Order Memorandum has been prepared in accordance with the Town's Agreement for Professional Services (PSA) with H B A Design, Inc. (the "Contractor") for landscape architecture services. In accordance with the PSA, no Additional Projects shall be performed by Contractor unless and until the Town's Authorized Representative has executed a Task Order authorizing the Contractor to proceed with the Services for such Additional Project.

Task(s) to be performed: _____ [*insert specific description of Task(s) to be performed*]. Following approval of this task order ("Task Order"), the Contractor shall provide engineering and inspection services and provide all necessary personnel, material, transportation, lodging, instrumentation, and the specialized facilities and equipment necessary to satisfy all appropriate agencies and ensure compliance with all federal, state, and local statutes, laws, codes, regulations, policies, procedures, ordinances, standards, specifications, performance standards, and guidelines applicable to the Contractor's services and work product. The Contractor is responsible for supplying and providing all necessary equipment and protective clothing in accordance with Town standards. The project location, project limits, purpose, expected results, project deliverables, period of performance, project schedule, and scope of work to be performed are described with particularity in this Task Order Memorandum and Contractor's proposal related to the specific Task(s) outlined above dated _____, 202__, a copy of which is attached to this Task Order Memorandum as ATTACHMENT A and incorporated by reference ("Contractor Task Order Proposal").

Time schedule: _____ [*insert*].

Deliverables: _____ [*insert*].

Charges: Unless otherwise set forth in this Task Order Memorandum, the Charges authorized herein shall

be considered a not to exceed (NTE) figure. Charges shall be calculated pursuant to the hourly rates in the PSA, unless otherwise set forth herein. A copy of the Contractor Task Order Proposal is attached to this Task Order Memorandum as ATTACHMENT A. I have reviewed and approved the Contractor Task Order Proposal, and I therefore request that you proceed to approve the attached Task Order, which will authorize the Contractor to proceed with the Task(s) described above for the not to exceed fee of _____.

Review and approval of Task Order Memorandum: _____
Name and Title: _____

(Note: This Task Order Memorandum is not valid unless and until a Task Order has been executed by the Town Manager and approved by the Town Treasurer/Town Finance Department. *Task orders with a total task order budget exceeding Fifty Thousand Dollars (\$50,000.00) require approval by the Town Board of Trustees.*)

Attachment(s) to Task Order Memorandum:

ATTACHMENT A – Contractor Task Order Proposal dated _____, 202__ (___ pages).



Agenda Item Summary

Agenda Date: 6/9/2025

Subject: Resolution No. 38-R-2025 - A Resolution of the Town of Mead, Colorado, Approving a Construction Agreement with Schlosser Signs, Inc. for the Wayfinding Signage Phase II Project (RFP No. 2025-001)

Presented by: Lorelei Nelson, Communications Director

Summary:

On or about March 20, 2025, the Town of Mead (the "Town") issued that certain Request for Proposals for the Wayfinding Signage Phase II Project (RFP No. 2025-001, or "RFP") for services related to planning, fabrication, installation, and maintenance of signage in and around the Town of Mead business district (the "Project"). The Project includes modifying and updating Phase I signage, recommending GIS locations for Phase II signage, and fabricating and installing new Phase II signage as selected and approved by the Town. Key goals include enhancing signage branding for better visibility and recognition and repairing existing signs to maintain quality and functionality.

The Town received five (5) responses to the RFP. Schlosser Signs, Inc. (the "Contractor") submitted a response to the RFP and represents that it has the requisite expertise and experience to complete the Project. Following a review of responses to the RFP and based on the Contractor's experience working in the northern Colorado area, Staff recommends approving a construction agreement with the Contractor (the "Agreement") for a not-to-exceed compensation amount of \$125,000.00 (the "NTE Amount").

Resolution No. 38-R-2025 ("Resolution"): (a) approves the Agreement; (b) authorizes the Town Attorney in cooperation with the Town Manager to make changes to the Agreement as may be necessary prior to mutual execution that do not materially increase the Town's financial or other obligations; (c) authorizes the Mayor to execute the Agreement on behalf of the Town when in final form; and (d) authorizes the Town Manager, or designee, to execute any amendments or addenda to the Agreement and to take all actions necessary to ensure the Project is completed to the satisfaction of the Town.

Financial Considerations:

As set forth above, the NTE Amount for the Agreement is \$125,000.00. The Mead Urban Renewal Authority (MURA) has budgeted \$100,000.00 for the Project, and the adopted 2025 budget appropriates the remaining \$25,000.00 in the Capital Outlay Fund for Community Engagement.

Staff Recommendation / Actions Required:

A motion to approve the June 9, 2025 consent agenda will adopt the Resolution, approving the Agreement and authorizing the Mayor to execute the same on behalf of the Town once in final form. If the Board removes this item from the consent agenda, the following motion is recommended:

Suggested Motion:

“I move to adopt Resolution No. 38-R-2025 – A Resolution of the Town of Mead, Colorado, Approving a Construction Agreement with Schlosser Signs, Inc. for the Wayfinding Signage Phase II Project (RFP No. 2025-001).”

Attachments:

1. Resolution 38-R-2025
2. Exhibit 1: Construction Contract - Wayfinding Signage

**TOWN OF MEAD, COLORADO
RESOLUTION NO. 38-R-2025**

**A RESOLUTION OF THE TOWN OF MEAD, COLORADO, APPROVING A
CONSTRUCTION AGREEMENT WITH SCHLOSSER SIGNS, INC. FOR THE
WAYFINDING SIGNAGE PHASE II PROJECT (RFP NO. 2025-001)**

WHEREAS, on or about March 20, 2025, the Town of Mead (the "Town") issued that certain Request for Proposals for the Wayfinding Signage Phase II Project (RFP No. 2025-001, or "RFP"); and

WHEREAS, the Town requires services related to planning, fabrication, installation, and maintenance of signage in and around the Town of Mead business district, as generally described and set forth in the RFP (the "Project"); and

WHEREAS, Schlosser Signs, Inc., a Colorado corporation (the "Contractor"), submitted a response to the RFP and represents that it has the requisite expertise and experience to complete the Project; and

WHEREAS, following a review of responses to the RFP, Town staff is recommending that the Town enter into a construction agreement with Contractor, a copy of which is attached to this Resolution as **Exhibit 1** and is incorporated herein by reference (the "Agreement"); and

WHEREAS, the Agreement establishes a not-to-exceed compensation amount of One Hundred Twenty-Five Thousand and 00/100 Dollars (\$125,000.00) (the "NTE Amount"); and

WHEREAS, following the review of the Staff recommendation, the Board of Trustees desires to approve the Agreement with Contractor for the NTE Amount, and further desires to delegate authority to the Mayor to execute the Agreement on behalf of the Town once in final form.

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

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

Section 2. The Board of Trustees hereby: (a) approves the Agreement with the Contractor in substantially the form attached to this Resolution as **Exhibit 1**; (b) authorizes the Town Attorney in cooperation with the Town Manager to make changes to the Agreement as may be necessary prior to mutual execution that do not materially increase the Town's financial or other obligations; (c) authorizes the Mayor to execute the Agreement on behalf of the Town when in final form; and (d) authorizes the Town Manager, or designee, to execute any amendments or addenda to the Agreement and to take all actions necessary to ensure the Project is completed to the satisfaction of the Town.

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

Section 4. Repealer. All resolutions, or parts thereof, in conflict with this resolution are hereby repealed, provided that such repealer shall not repeal the repealer clauses of such resolution nor revive any resolution thereby.

Section 5. Certification. The Town Clerk shall certify to the passage of this resolution and make not less than one copy of the adopted resolution available for inspection by the public during regular business hours.

INTRODUCED, READ, PASSED, AND ADOPTED THIS 9TH DAY OF JUNE, 2025.

ATTEST:

TOWN OF MEAD:

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

By: _____
Colleen G. Whitlow, Mayor

EXHIBIT 1
CONSTRUCTION AGREEMENT BETWEEN THE TOWN OF MEAD AND SCHLOSSER
SIGNS, INC. FOR THE WAYFINDING SIGNAGE PHASE II PROJECT

**TOWN OF MEAD, COLORADO
CONSTRUCTION AGREEMENT
Project Number 2025-001 ("Project")**

This CONSTRUCTION AGREEMENT ("Agreement") is made and entered into by and between the TOWN OF MEAD, COLORADO, a municipal corporation of the State of Colorado, with offices at 441 Third Street, Mead, Colorado 80542 (the "**Town**" or "**Owner**"), and Schlosser Signs, Inc., a Colorado corporation, whose address is 3505 Draft Horse Ct., Loveland, CO 80538 (the "**Contractor**").

RECITALS

WHEREAS, the Town desires to obtain all necessary components to complete the scope of work for the Project; and

WHEREAS, the Town received bids or proposals for the Project, including one from the Contractor ("Bid Proposal"); and

WHEREAS, the Town has reviewed the Bid Proposal from the Contractor for the completion of the Project, and the Town finds said Bid Proposal acceptable; and

WHEREAS, the Town desires to contract with the Contractor subject to the terms of this Agreement and all other Contract Documents.

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

THE PARTIES AGREE AS FOLLOWS:

1.00 SCOPE OF WORK: The Contractor will furnish all tools, equipment, machinery, materials, supplies, superintendence, insurance, transportation, other construction accessories, and services specified or required to be incorporated in and form a permanent part of the construction and completion of the work proposed to be done under this Agreement ("Work" or "Scope of Work"). In addition, the Contractor shall provide and perform all necessary labor in a first-class and workmanlike manner and in accordance with the conditions and prices stated in the Bid Proposal and the requirements, stipulations, provisions, and conditions of the Contract Documents. The Contractor shall further perform, execute, construct, and complete all things mentioned to be done by the Contractor and all work covered by the Owner's official award of this contract to the Contractor, such award being based on the acceptance by the Owner of the Contractor's bid, or part thereof.

2.00 THE CONTRACT DOCUMENTS: This Agreement incorporates all the Contract Documents, which together represent the entire and integrated agreement between the parties hereto and supersede prior negotiations, written or oral representations, and agreements. The Contract Documents consist of this Construction Agreement, which Agreement also incorporates by this reference all of the instruments set forth in the Contract Documents as fully as if they were set forth in this Agreement in full. The Contract Documents consist of, without limitation, the following documents:

1. Invitation for Bid or Request for Proposals and Instructions to Bidders
2. Contractor's Proposal and Bid Form, which is **Exhibit A** to this Agreement
3. This Construction Agreement and any addenda, exhibits or attachments to this Agreement
4. Performance and Payment Bond
5. Bid Proposal
6. Notice of Award
7. Notice to Proceed

8. Bid Bond (Minimum 5% equivalent of the Bid Proposal price or as otherwise set forth in the Bid Bond form provided as part of the Bid Pack)
9. General Conditions
10. The following documents if the box is checked:

- ☒ Special Provisions
- ☒ Design Documents, including all Drawings and Plans
- ☒ Project Specifications
- ☒ Addenda to Specifications and Standards
- ☒ The following manual of construction design standards and specifications:

- Town of Mead “Design Standards and Construction Specifications”
- Colorado Department of Transportation “Standard Specifications for Road and Bridge Construction:

- ☐ Change Orders, Field Orders or other similar revisions properly authorized after the execution of this Agreement
- ☐ Others: _____

3.00 TIME AND COMMENCEMENT OF COMPLETION: This Agreement shall commence as of the date the Agreement is fully executed by both parties (“Effective Date”) and shall continue through December 31, 2025.

4.00 LIQUIDATED DAMAGES: All time limits stated in this Agreement and the Contract Documents are of the essence of the Agreement. The Town and Contractor recognize the completion of the work as shown in the contractual time frame, or as extended, is important to the ongoing operations of the Town and its citizens. They also recognize that delays include expenses to the Town for extended manpower commitments, outside consultant commitments, and potentially other legal fees to extend the project beyond the expected time period.

☒ If this box is checked, in lieu of requiring any such proof and backup for such expenses, Contractor agrees that liquidated damages (not penalties) may be assessed by the Owner in the sum of **\$1,400.00 per day** for each day after the contract time frame expires.

☐ If this box is checked, in addition to or in lieu of the daily damages (if checked above), Contractor agrees that lump sum liquidated damages (not penalties) may be assessed by the Town in a lump sum payment of \$_____.00 if the work is not completed by _____, 20__.

5.00 CONTRACT SUM AND PAYMENT: The Owner shall pay to the Contractor for performance of the Work encompassed by this Agreement, and the Contractor will accept as full compensation therefore an amount not to exceed *ONE HUNDRED TWENTY-FIVE THOUSAND AND 00/100 DOLLARS* (\$125,000.00) subject to adjustment as provided by the Contract Documents and subject to the specific compensation breakdown set forth in **Exhibit A** (“Contract Price”). The Town has appropriated sufficient funds for completion of this Work.

- a. Monthly, partial, progress payments shall be made by the Town to the Contractor for the percentage of the Work completed, subject to inspection by Town staff to verify percentage of completion. The Town alone shall determine when work has been completed and progress payments shall not constitute a waiver of the right of the Town to require the fulfillment of all terms of this Agreement and the delivery of all improvements embraced in this Agreement in a complete and satisfactory manner to the Town in all details. The Town, before making any payment, may require the Contractor to furnish releases or receipts from any or all persons performing work under this Agreement and/or supplying material or services to the Contractor, or any subcontractor if this is deemed necessary to protect the Town’s interest. The Town, however, may in its discretion make payment in part or full to the Contractor without requiring the

furnishing of such releases or receipts.

- b. By the 1st day of each month, Contractor shall submit to the Town for review and approval, an application for payment fully completed and signed by Contractor covering the work completed through the last day of the prior month and accompanied by such supporting documentation as is required by these Contract Documents, including without limitation, invoices, receipts, and all other documents the Town may require. Materials on hand but not complete in place may be included for payment at the discretion of the Town. Each subsequent application for payment shall include an affidavit of Contractor providing that all previous progress payments received on account of the work have been applied to discharge in full all of Contractor's obligations reflected in prior applications for payment. Notwithstanding the progress payments, it is the intent and purpose of the Town to withhold at least five percent (5%) of payments to Contractor for any contract exceeding One Hundred Fifty Thousand Dollars (\$150,000.00) in accordance with Article 91, Title 24, C.R.S.

6.00 ACCEPTANCE AND FINAL PAYMENT: Final payment may be requested by the Contractor upon completion and acceptance, by the Town, of all work as set forth in the Contract Documents. The total amount of final payment shall consist of the Contract Price, as adjusted in accordance with approved change orders, if applicable, less all previous payments to the Contractor. If the contract price exceeds one hundred fifty thousand dollars (\$150,000), the Town may make the final payment to the Contractor only after the Town has published notice of such final payment in accordance with C.R.S. § 24-91-103.

7.00 ADDITIONAL WORK: Should work beyond that described in the Contract Documents be required, it will be paid for as extra work at a cost to be agreed upon in separate written agreement by the Town and the Contractor prior to commencement of the additional work. Such additional agreements shall be executed and approved by all persons required by Town purchasing ordinances or policies. Unless specifically excluded, such written agreements shall be considered part of the Contract Documents.

8.00 CONTRACTOR'S REPRESENTATIONS: In order to induce the Town to enter into this Agreement, the Contractor makes the following representations:

- a. The Contractor has familiarized itself with the nature and the extent of the Contract Documents, Scope of Work, the locality, all physical characteristics of the area of the work within the Scope of Work, including without limitation, improvements, soil conditions, drainage, topography, and all other features of the terrain, and with the local conditions and federal, state, and local laws, ordinances, rules, and regulations that in any manner may affect cost, progress, or performance of the work, or apply in any manner whatsoever to the work.
- b. Contractor has carefully considered all physical conditions at the site and existing facilities affecting cost, progress, or performance of the work.
- c. Contractor has given the Town written notice of all conflicts, errors, or discrepancies that it has discovered in the Contract Documents and such documents are acceptable to the Contractor.
- d. Contractor shall not extend the credit or faith of the Owner to any other persons or organizations.

9.00 INSURANCE: Contractor agrees to procure and maintain, at its own cost, a policy or policies of insurance sufficient to insure against all obligations assumed by the Contractor pursuant to this Agreement. Contractor shall not commence work under this Agreement until it has obtained all said insurance required by the Contract Documents and such insurance has been approved by the Town. The Contractor shall not allow any subcontractor to commence work on this project until all similar insurance required of the subcontractor has been obtained and approved. For the duration of this

Agreement, the Contractor must continuously maintain the insurance coverage required in this section, with the minimum insurance coverage listed below:

- a. Worker's Compensation in accordance with the Worker's Compensation Act of the State of Colorado and any other applicable laws for any employee engaged in the performance of Work under this contract.
- b. Comprehensive General liability insurance with minimum limits of ONE MILLION DOLLARS (\$1,000,000) per each occurrence, AND TWO MILLION DOLLARS (\$2,000,000) aggregate, plus an additional amount sufficient to pay related attorneys' fees and defense costs. The policy shall be applicable to all premises and operations. The policy shall include coverage for bodily injury, broad form property damage (including completed operations), personal injury (including coverage for contractual and employee acts), blanket contractual, independent contractors, products, and completed operations. The policy shall include coverage for explosion, collapse, and underground hazards. The policy shall contain a severability of interests provision.
- c. Comprehensive Automobile Liability insurance with minimum limits for bodily injury and property damage of not less than ONE MILLION DOLLARS (\$1,000,000) per each occurrence, plus an additional amount sufficient to pay related attorneys' fees and defense costs, with respect to each of the Contractor's owned, hired or non owned vehicles assigned to or used in performance of this contract.
- d. ☐ If this box is checked, Professional Liability/Errors and Omission in an amount not less than _____ MILLION DOLLARS (\$____,000,000).

Certificates of insurance shall be completed by the Contractor's insurance agent as evidence that policies providing the required coverage, conditions, and minimum limits are in full force and effect, and shall be subject to review and approval by the Town. The policies required above shall be endorsed to include the Town and the Town's officers and employees as additional insureds. Every policy required above shall be primary insurance and any insurance carried by the Town, its officers, or its employees, or carried by or provided through any self-insurance pool of the Town, shall be excess and not contributory insurance to that provided by the Contractor. Contractor shall be solely responsible for paying any and all deductibles.

Each certificate of insurance shall identify this Agreement or the project set forth in the Scope of Work and shall provide that the coverage afforded under the policies shall not be cancelled, terminated or materially changed until at least thirty (30) days prior written notice has been given to the Town. If the words "endeavor to" appear in the portion of the certificate of insurance addressing cancellation, those words shall be stricken from the certificate by the agent(s) completing the certificate. The Town reserves the right to request and receive a certified copy of any policy and any endorsement thereto.

10.00 BONDS: Contractor shall furnish a performance bond and payment bond in an amount determined by the Town, but in any event at least equal to the Contract Price, as security for the faithful performance and payment of all Contractor's obligations under the Contract Documents, including but not limited to the guaranty period. These bonds shall remain in effect at least until one year after the date of final payment. All bonds shall be in the forms prescribed by the Contract Documents and be executed by such sureties as (i) are licensed to conduct business in the State of Colorado and (ii) are named in the current list of "Companies Holding Certificates of Authority as Acceptable Sureties on Federal Bonds and as Acceptable Reinsuring Companies" as published in Circular 570, amended, by the Audit Staff, Bureau of Account, U.S. Treasury Department. All bonds signed by an agent must be accompanied by a certified copy of the authority to act. If the surety on any bond furnished by the Contractor is declared bankrupt or becomes insolvent, or its right to do business in Colorado is terminated, or it ceases to meet the requirements of clauses (i) and (ii) of this section, Contractor shall, within five (5) days thereafter, substitute another bond and surety, both of which shall be acceptable to the Town.

11.00 NO WAIVER OF GOVERNMENTAL IMMUNITY: The parties hereto understand and agree that the parties are relying on, and do not waive or intend to waive by any provision of this Agreement or the remainder of the

Contract Documents, the monetary limitations or any other rights, immunities, and protections provided by the Colorado Governmental Immunity Act, § 24-10-101 et seq., 10 C.R.S., as from time to time amended, or otherwise available to the parties, their officers, agents or their employees.

12.00 INDEMNIFICATION: The Contractor agrees, to the fullest extent permitted by law, to indemnify, defend and hold the Town, its agencies, employees, officials and agents ("Indemnitees") harmless from any and all claims, settlements, judgments, damages and costs, including reasonable attorney fees, of every kind and nature made, to include all costs associated with the investigation and defense of any claim, rendered or incurred by or on behalf of the Indemnitees, that may arise, occur, or grow out of any errors, omissions, or negligent acts, done by the Contractor, its employees, subcontractors or any independent consultants working under the direction of either the Contractor or any subcontractor in the performance of this Contract; provided, however, that Contractor's obligations and liability hereunder shall not exceed the amount represented by the degree or percentage of negligence or fault attributable to the Contractor or any officer, employee, representative, agent, subcontractor, or other person acting under Contractor's direction or control, as determined pursuant to C.R.S. § 13-50.5-102(8)(c).

13.00 TERMINATION FOR CONVENIENCE: This Agreement and the performance of the Scope of Work hereunder may be terminated at any time in whole, or from time to time in part, by the Town for its convenience. Any such termination shall be effected by delivery to the Contractor of a written notice ("**Notice of Termination**") specifying the extent to which performance of the Scope of Work is terminated and the date upon which termination becomes effective. If the Agreement is terminated, the Contractor shall be paid on a pro-rated basis of work status satisfactorily completed, under the detailed Scope of Work. The portion of the Scope of Work satisfactorily completed but not yet accepted by the Town shall be determined by the Town.

14.00 EVENTS OF AND TERMINATION FOR DEFAULT:

- (1) The Town may serve written notice upon the Contractor of its intention to terminate this Agreement in the presence of one of the following events of default:
 - a. Contractor fails to initiate the Scope of Work at the agreed upon time;
 - b. The Contractor unnecessarily or unreasonably delays the performance of the Scope of Work;
 - c. The Contractor does not complete the Scope of Work within the time specified or within the time to which completion of the Scope of Work has been extended;
 - d. Contractor fails to make prompt payments for labor, materials or to subcontractors;
 - e. Contractor willfully violates this Agreement or disregards laws, ordinances or instructions of the Town;
 - f. Contractor abandons performance of the Scope of Work;
 - g. The Contractor assigns, transfers or sublets this Agreement or any part thereof without Town approval;
 - h. Contractor becomes insolvent or adjudged bankrupt; or
 - i. Contractor refuses to remove materials or perform any work within the Scope of Work that has been rejected as defective or unsuitable.
- (2) Such written notice shall contain the reasons for the intention to terminate this Agreement and provide a ten (10) day period during which the Contractor may cure the event of default. A failure to timely cure the event of default shall authorize the Town to immediately terminate this Agreement and take whatever steps it deems necessary to complete the Scope of Work, if so desired by the Town in its sole discretion. The costs and charges incurred by the Town, together with the costs of completion of the Scope of Work shall be deducted from any monies owed

to Contractor. If the expense incurred by the Town is greater than the sums payable under this Agreement, the Contractor shall pay the Town, within sixty (60) days of demand therefor the amount of such excess cost suffered by the Town.

15.00 LIABILITY FOR EMPLOYMENT-RELATED RIGHTS AND COMPENSATION: The Contractor will comply with all laws, regulations, municipal codes, and ordinances and other requirements and standards applicable to the Contractor's employees, including, without limitation, federal and state laws governing wages and overtime, equal employment, safety and health, employees' citizenship, withholdings, reports and record keeping. Accordingly, the Town shall not be called upon to assume any liability for or direct payment of any salaries, wages, contribution to pension funds, insurance premiums or payments, workers' compensation benefits or any other amenities of employment to any of the Contractor's employees or any other liabilities whatsoever, unless otherwise specifically provided herein.

The Town will not include the Contractor as an insured under any policy the Town has for itself. The Town shall not be obligated to secure nor provide any insurance coverage or employment benefits of any kind or type to or for the Contractor or the Contractor's employees, sub-consultants, subcontractors, agents, or representatives, including but not limited to coverage or benefits related to: local, state, or federal income or other tax contributions, FICA, workers' compensation, unemployment compensation, medical insurance, life insurance, paid vacations, paid holidays, pension or retirement account contributions, profit sharing, professional liability insurance, or errors and omissions insurance. The following disclosure is provided in accordance with Colorado law:

CONTRACTOR ACKNOWLEDGES THAT NEITHER IT NOR ITS AGENTS OR EMPLOYEES ARE ENTITLED TO UNEMPLOYMENT INSURANCE BENEFITS UNLESS CONTRACTOR OR SOME ENTITY OTHER THAN THE TOWN PROVIDES SUCH BENEFITS. CONTRACTOR FURTHER ACKNOWLEDGES THAT NEITHER IT NOR ITS AGENTS OR EMPLOYEES ARE ENTITLED TO WORKERS' COMPENSATION BENEFITS. CONTRACTOR ALSO ACKNOWLEDGES THAT IT IS OBLIGATED TO PAY FEDERAL AND STATE INCOME TAX ON ANY MONEYS EARNED OR PAID PURSUANT TO THIS AGREEMENT.

To the maximum extent permitted by law, the Contractor waives all claims against the Town for any Employee Benefits; the Contractor will defend the Town from any claim and will indemnify the Town against any liability for any Employee Benefits for the Contractor imposed on the Town; and the Contractor will reimburse the Town for any award, judgment, or fine against the Town based on the position the Contractor was ever the Town's employee, and all attorneys' fees and costs the Town reasonably incurs defending itself against any such liability.

16.00 GOVERNING LAW AND VENUE: Venue for any and all legal matters regarding or arising out of the transactions covered herein shall be solely in the District Court in and for Weld County, State of Colorado. This transaction shall be governed by the laws of the State of Colorado.

17.00 ASSIGNMENT: The Contractor shall not assign any of his rights or obligations under this Agreement without the prior written consent of the Town. Upon any assignment, even though consented to by the Owner, the Contractor shall remain liable for the performance of the work under this agreement.

18.00 LAWFUL PERFORMANCE: It is further agreed that no party to this Agreement will perform contrary to any state, federal, or county law, or any of the ordinances of the Town of Mead, Colorado.

19.00 INVALID SECTIONS: Should any section of this Agreement be found to be invalid, it is agreed that all other sections shall remain in full force and effect as though severable from the invalid part.

20.00 NOTICE: Any notice required or permitted by this Agreement shall be in writing and shall be deemed to have been sufficiently given for all purposes if sent by delivery of same in person to the addressee or by courier delivery via Federal Express or other nationally recognized overnight air courier service, by electronically-confirmed facsimile or email transmission, or by depositing same in the United States mail, postage prepaid, addressed as follows:

The Town: Town of Mead
Attn: Town Manager
441 Third Street,
Mead, CO 80542
Email:

With a copy to: Michow Guckenberger McAskin LLP
Attn: Mead Town Attorney
5299 DTC Blvd, Suite 300
Greenwood Village, Colorado 80111
Email: mmcaskin@mgmfirm.com

Contractor: Schlosser Signs, Inc.
3505 Draft Horse Ct.,
Loveland, CO 80538

With a copy to:

21.00 SURVIVAL: The parties understand and agree that all terms and conditions of the Agreement that require continued performance, compliance, or effect beyond the termination date of the Agreement shall survive such termination date and shall be enforceable in the event of a failure to perform or comply.

22.00 ATTORNEY’S FEES: If the Contractor breaches this Agreement, then it shall pay the Town’s reasonable costs and attorney’s fees incurred in the enforcement of the terms, conditions, and obligations of this Agreement.

23.00 INTEGRATION AND AMENDMENT: This Agreement constitutes the entire agreement between the parties, superseding all prior oral or written communications. This Agreement may only be modified or amended upon written agreement signed by the parties.

24.00 RIGHTS AND REMEDIES: Any rights and remedies of the Town under this Agreement are in addition to any other rights and remedies provided by law. The expiration of this Agreement shall in no way limit the Town’s legal or equitable remedies, or the period in which such remedies may be asserted.

25.00 BINDING EFFECT: The parties agree that this Agreement, by its terms, shall be binding upon the successors, heirs, legal representatives, and assigns; provided that this section shall not authorize assignment.

26.00 NO THIRD-PARTY BENEFICIARIES: Nothing contained in this Agreement is intended to or shall create a contractual relationship with, cause of action in favor of, or claim for relief for, any third party, including any agent, sub-consultant or subcontractor of Contractor. Absolutely no third-party beneficiaries are intended by this Agreement. Any third party receiving a benefit from this Agreement is an incidental and unintended beneficiary only.

27.00 CONFLICT BETWEEN DOCUMENTS: In the event a conflict exists between this Agreement and any term in any exhibit attached or incorporated into this Agreement, the terms in this Agreement shall supersede the terms in such exhibit. In the event of a conflict between any of the Contract Documents, the following order of precedence shall apply:

(1) change orders, (2) this Agreement, as may be amended, (3) special provisions, (4) general and supplementary conditions, (5) design standards and specifications, including any addenda, (6) design documents, and (7) any other Contract Documents, with the more specific or stricter provision controlling.

28.00 FORCE MAJEURE: Neither the Contractor nor the Town shall be liable for any delay in, or failure of performance of, any covenant or promise contained in this Agreement, nor shall any delay or failure constitute default or give rise to any liability for damages if, and only to extent that, such delay or failure is caused by “force majeure.” As used in this Agreement, “force majeure” means acts of God, acts of the public enemy, acts of terrorism, unusually severe weather, fires, floods, epidemics, pandemics, quarantines, strikes, labor disputes and freight embargoes, to the extent such events were not the result of, or were not aggravated by, the acts or omissions of the non-performing or delayed party.

29.00 PROTECTION OF PERSONAL IDENTIFYING INFORMATION: In the event the Work includes or requires the Town to disclose to Contractor any personal identifying information as defined in C.R.S. § 24-73-101, Contractor shall comply with the applicable requirements of C.R.S. §§ 24-73-101, et seq., relating to third-party service providers.

30.00 AUTHORITY: The individuals executing this Agreement represent that they are expressly authorized to enter into this Agreement on behalf of the Town of Mead and the Contractor and bind their respective entities.

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

SIGNATURE PAGES FOLLOW

IN WITNESS WHEREOF, the Parties have caused this Construction Agreement to be executed on the dates written below.

ATTEST:

By: _____
Mary Strutt, Town Clerk, MMC

TOWN OF MEAD:

☒ Board of Trustees *(for contracts exceeding \$50,000 pursuant to Sec. 4-2-20 of the Mead Municipal Code)*

By: _____
Colleen G. Whitlow, Mayor

OR

☐ Town Manager *(for contracts \$50,000 or less pursuant to Sec. 4-2-20 of the Mead Municipal Code)*

By: _____
Helen Migchelbrink, Town Manager

Date of Execution: _____

[Contractor signature page follows]

[Contractor signature page to Construction Agreement]

CONTRACTOR: **SCHLOSSER SIGNS, INC.**, a
Colorado corporation

By: _____

Printed Name: _____

Title: _____

STATE OF _____)
COUNTY OF _____) ss.

The foregoing Construction Agreement was acknowledged before me this ____ day of _____, 2025,
by _____ as
_____ of Schlosser Signs, Inc., a Colorado corporation.

Witness my hand and official seal.

My commission expires: _____.

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

[SEAL]

EXHIBIT A
CONTRACTOR'S PROPOSAL

The Scope of Work identified in Contractor's Proposal, attached hereto, shall be completed in two (2) separate and distinct phases:

Phase II-A – Meetings, GIS Mapping, and Modification of Phase I Signage

Upon the Effective Date of this Agreement, Contractor shall initiate the following Tasks detailed in Contractor's Bid Form: (a) Task #1 - Town and Contractor Project Coordination and Meetings; (b) Task #2 to identify and recommend GIS locations for signage to be fabricated, installed, delivered, and/or modified during Phase II-B (together, "Phase II Signage"); and (c) Task #11 – Modification of Phase 1 Signage. Contractor shall accept as full compensation for Phase II-A an amount not to exceed *TWENTY-THREE THOUSAND FIVE HUNDRED FIFTY AND 00/100 DOLLARS* (\$23,550.00), subject to adjustment as provided by the Contract Documents.

Phase II-B – Sign Fabrication and Installation of Phase II Signage

Upon completion of Task #2 in Phase II–A and Town's concurrence with Contractor's recommended locations for all Phase II Signage, Contractor shall submit a revised Bid Form to the Town identifying the specific pricing for all Phase II Signage, inclusive of all fabrication, installation, delivery, and associated charges. The revised Bid Form shall be subject to final approval by the Town and shall be incorporated into this Agreement by written addendum or amendment to this Agreement signed by both Parties as required by Section 23.00 of this Agreement. Contractor shall accept as full compensation for Phase II-B an amount not to exceed *ONE HUNDRED ONE THOUSAND FOUR HUNDRED FIFTY 00/100 DOLLARS* (\$101,450.00), subject to adjustment as provided by the Contract Documents.

[see attached Proposal dated April 17, 2025]



TOWN OF MEAD

Wayfinding Signage Phase II



3505 Draft Horse Ct. • Loveland, CO 80538 • 970.593.1334
• schlossersigns.com • info@schlossersigns.com



April 17, 2025

Lorelei Nelson
Community Engagement Director
441 Third Street
Mead, CO 80542

Subject: Response to RFP- Wayfinding Signage Phase II

Dear Mrs. Nelson,

On behalf of Schlosser Signs, Inc., I am pleased to submit our proposals in response to the Town of Mead's request for Wayfinding Signage, Phase II, for the Business District. We are excited about the opportunity to contribute to Mead's vision of creating cohesive branding for the town, while also promoting accessibility, community connections, and commerce.

At Schlosser Signs, we pride ourselves on delivering exceptional design and fabrication solutions that merge form and function while aligning with the unique needs of our clients. For over 25 years we have been fortunate to work with many Colorado institutions as a signage partner. Our work can be seen in every concourse at Denver International Airport, above the end zone at Empower field at Mile High, on every Colorado State University campus, and at thousands of other businesses and municipalities throughout the state. We have extensive experience working with federally funded projects, most notably our ongoing contracts at DIA. With our proficiency in designing, fabricating, and installing custom signage and wayfinding elements, we are confident in our ability to exceed your team's expectations.

Schlosser projects are managed using a combination of milestones, weekly meetings internally and customer outreach as needed. Besides your project team, listed below, Schlosser's staff of 50+ employees work as a team to ensure your project is completed on time. Your project manager, and other staff as necessary are available for any required on-site meetings to ensure the project proceeds smoothly.

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SchlosserSigns.com • 970.593.1334



Proposal terms shall remain in effect for thirty (30) days following 4/17/25.

Schlosser Signs acknowledges Addendum #1 dated 4/8/25.

A pricing breakout for the modification of Phase 1 signage is available upon request.

Schlosser Signs recommends working with either Vantage or Daktronics as the Town's EMC provider. If awarded the contract Schlosser will present both options and advantages and disadvantages of all 3 options.

Commitment & Representation

Schlosser Signs, Inc. confirms our interest and willingness to perform the services outlined in the RFP and to enter into a contract with the Town of Mead. We are committed to initiating work promptly upon contract award, adhering to the proposed project timeline, and maintaining open communication throughout the project lifecycle.

Thank you for considering Schlosser for this exciting opportunity. We look forward to working with the Town of Mead and bringing this project to life. Please do not hesitate to contact us with questions or to request additional information.

Sincerely,

Jesse Simmons
Chief Operations Officer
jesse.s@schlossersigns.com
602-696-6151

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SchlosserSigns.com • 970.593.1334



Scope of Work

Creating a cohesive phased program for the Town of Mead's signage and wayfinding goals extends beyond the scope listed in the RFP documents. It is important that we work with the Town to address both near and long term signage and wayfinding objectives while being fiscally responsible.

We would take the following approach:

1. Evaluate existing deteriorating signage

- a. Determine if components could be repaired and if the cost of repair would extend the usable life of the sign significantly.
- b. Inspect foundations, structural members, etc. to identify any potential deficiencies, regardless of the physical appearance of the non-structural signage components.
- c. Create a photographic report outlining deficiencies, repair options, and estimated repair costs on a per location basis.

2. Identify modifications to existing signage in partnership with the Town to enhance wayfinding for visitors

- a. This includes items listed in the RFP such as Additional lettering of Phase 1 signage
- b. Additionally, discuss with the Town potential improvements to existing Phase 1 signage language/verbiage based on feedback to the Town since Phase 1 installation

3. Budget Coordination Meeting

- a. Present both repair and replacement options to the Town for Phase 1 signage with the intent to reduce total capital outlay over the lifetime of each sign. Ongoing maintenance may be reduced if small changes are made now which could reduce total long-term expenditures.

4. Identify GIS locations for Phase 2 signage.

- a. It is important that the Town provide any feedback from citizens as to deficiencies in wayfinding throughout the Town. This will improve our ability to correctly identify locations for Phase 2 signage
- b. Discussions/surveys with Town employees should be considered. Often times the anecdote may provide more information on navigational challenges than a formal survey or traffic study.
- c. Consider Town initiatives for future expansion and growth to add wayfinding components which will support that growth.

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Scope of Work Continued

1. Provide estimates for fabrication and installation of all signage in the Master Plan Wayfinding System with an emphasis on ensuring that the Master Wayfinding System reflects the true vision of the Town
 - a. Incorporate any modifications from surveys or information gathered through prior steps to validate the Master Plan Wayfinding System
 - b. Identify cost savings through incorporation of future phased signage into Phase 2
 - i. As an example, depending on requirements for right-of-way permits, easements, road closures, etc. it may be possible to achieve economies of scale and cost savings by installing future signage early
 2. Incorporate changes to Phase 2 signage based on information gathered through prior steps as needed prior to fabrication of Phase 2 signage
 3. Secure permits for Phase 2 signage
 - a. Right-of-Way
 - b. Electrical
 - c. Building
 - d. Easement modification (if required)
 4. Identify and coordinate subcontractors
 - a. This includes collaboration with Town subcontractors and our subcontractors ensuring overlapping scopes are mitigated and timelines are sequenced in accordance with our delivery schedule and Town requirements
 5. Fabricate and install Town approved Phase 2 signage
 - a. Throughout the fabrication and installation of Phase 2 signage it is important to have regular feedback from the Town to ensure that any modifications to design or wayfinding copy be incorporated as early as possible in the fabrication process
 6. Signage/Permit inspections
 7. QA/QC checklist and punch walk
 - a. Quality is paramount to our team and ensuring that our work exceeds the expectations of the Town is very important. On all projects, we encourage a post-installation punch walk where Town stakeholders and our project and installation managers will inspect each sign for defects or deficiencies. Any deficiencies identified will be corrected prior to final handover.
 8. Maintenance and Warranty
 - a. Creation and delivery of an "owner's guide" to the Town which outlines materials, part numbers, schematics, etc. for signage provided in Phase 2. This will provide the Town a reference document in the event they select another provider for their long-term maintenance program.
- The success to any program is effective and regular communication. Our project management team is the best in the business and that is because of our dedication to ensuring that the client is regularly informed of updates or challenges on their program. Sometimes this is as simple as, "We don't have anything new to report since last week" but that simple communication closes the loop and provides opportunities for all stakeholders to provide regular feedback.
- We are excited for the opportunity to work with the Town of Mead on this project and many other in the future.

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GENERAL FIRM INFORMATION

Schlosser Signs has been serving the needs of our customers for over 25 years. Our manufacturing and install teams have the equipment, capabilities, skills, and resources to get your job done on time and on budget. We routinely produce both large and small scale sign projects for national, regional and local customers. Our 22,000 sq ft Loveland headquarters, completed in 2023, is equipped to handle projects with thousands of signs like Denver International Airport to small wayfinding and graphics packages.

WE ARE



CERTIFIED
LICENSED + BONDED FOR \$12mm+++
UL CERTIFIED

MANUFACTURING CAPABILITIES

1+

DOZEN

Highly skilled craftsmen + women with expertise in machine programming, routing, welding, custom painting, wiring, assembly and vinyl + graphics application

1

BIG NETWORK

Our trusted network of vendors and industry partners guarantees we have the necessary inventory to complete your project and the finest materials to make your sign truly stand out.



Our manufacturing capabilities converge at our 22,000 sq. ft. Loveland Headquarters. This facility has the manufacturing machines, equipment and storage capabilities to allow for efficient production, scheduling and delivery. We carry UL certifications for all illuminated signage products that we offer. Our facility is routinely inspected in accordance with UL requirements and has exemplary marks.

INSTALL CAPABILITIES

Schlosser Signs has the experience and dedicated personnel necessary to accomplish sign installation of any size or complexity. From seamless bank change overs spanning across state lines to simple FCO installs, our skilled crews have you covered. No install project is too large or too small for us to handle with care and professionalism. Our capabilities include on site metal working, welding and painting. And we even offer repelling and stage work for those hard to reach areas.



Schlosser Signs, offers pathways for our fabricators and installers to obtain certifications in:

- RIGGER/SIGNALMAN
- OSHA 10/30 HOUR
- WELDING
- BOOM & SCISSOR LIFT OPERATION

All of our crane operators are certified and qualified meeting the National Commission for the Certification of Crane Operators. Schlosser Signs fully endorses the national certification program offered by the NCCCO.

CERTIFICATIONS

SUBCONTRACTOR
DIVERSIFIED UNDERGROUND

2300 Cavanaugh Rd.
Watkins, CO 80137
303-636-9999

Diversified Underground will be the only subcontractor on our bid. We plan to utilize their services for one day to hydro-vac the holes for the Trail Decision Point Signage and possibly other locations as deemed necessary. We are assuming rockier conditions for the Trail Signage and generally more unknown underground conditions.

We have been partnering with Diversified Underground for many years on a wide variety of projects and they are a tried and trusted subcontractor on our job sites.

Benefits of Hydro-Vac Excavation:

- Provides a safer and more efficient method to excavate buried utilities.
- Enables a visual confirmation of surface locate marks.
- Minimizes ground disturbance and reduces site restoration costs.
- Eliminates the need for hand excavation, reducing damage to buried underground structures and possible worker injuries and tens of thousands of dollars in insurance claims.

SUBCONTRACTOR
ELECTRICIAN

Schlosser Signs has a large portfolio of electricians that we routinely partner with. Once we establish GIS locations for the Primary Gateway, Primary Gateway with LED, and Destination ID with LED signs we would solicit bids from several electricians.

PROJECT TEAM AND STRUCTURE



CARLA
SCHLOSSER
CEO

carla@schlossersigns.com



ALEX
SCHLOSSER
PRESIDENT

alex@schlossersigns.com



JESSE
SIMMONS
COO

jesse.s@schlossersigns.com



JAKE
COMER
SALES SPECIALIST

jake.c@schlossersigns.com



KREG
LYLES
DESIGNER

kreg.l@schlossersigns.com



LAURA
ALEXANDER
LEAD PROJECT MANAGER

laura.a@schlossersigns.com



PAUL
KAMMEIER
ESTIMATOR

paul.k@schlossersigns.com



AMANDA
DWIGHT
PROJECT MANAGER

amdanda.d@schlossersigns.com





JAKE COMER
SALES SPECIALIST

Jake, born and raised in Eaton, CO, is committed to building strong customer relationships and fostering growth across Colorado. His career began at his grandfather's sign manufacturing company, Plastic Art Products, which later became Genesis Plastics Technologies after their process moved away from signs.

With 20+ years at Genesis, Jake worked in every department, culminating with Technical Sales. A highlight of his career was developing face shield kits during the COVID-19 pandemic, selling 3 million kits and gaining both local and national media attention.

Jake later became VP of Sales at a Centennial-based plastics company, where his 10-person team generated \$50 million in annual sales. A self-proclaimed "sign junkie" inspired by his grandfather's legacy, Jake joined Schlosser Signs, bringing his signage manufacturing journey full circle.



KREG LYLES
DESIGNER

Kreg is a sign designer with 20 years of experience, who has won multiple international design awards through the International Sign Association (ISA) and Signs of the Times International Design Contest. Kreg is familiar with designing larger signs that fit the surrounding Colorado landscape. He designed the taller EMC monument for the Denver Broncos and all the Bronco signage for the training facility in Dove Valley.

He thrives on what he calls his "intermediary role" as a designer. "My best work happens when clients get engaged in the process, and we arrive at the final design together. I feel great for helping them bring their idea to life, and they feel proud for being a part of making it happen."



PAUL KAMMEIER
ESTIMATOR

Paul is an experienced estimator with a background in project management, irrigation, and construction. His technical expertise as an irrigation designer, along with his previous role as a commercial project engineer and estimator at Alpine Gardens, has honed his ability to manage complex projects with exceptional attention to detail.

At Alpine Gardens, Paul developed a client-focused approach to project management, anticipating needs throughout each project's lifecycle. His commitment to accuracy and critical thinking made him a leading estimator for projects of all sizes and budgets.

At Schlosser Signs, Paul continues to refine his estimating prowess, creating well thought out bids for an expansive range of signage projects including municipal wayfinding projects, digital displays and large-scale monument packages.



AMANDA DWIGHT
PROJECT MANAGER

With over 20 years in the construction industry, including six as a Project Manager, Amanda brings extensive experience from her work with the City of Loveland and McWhinney Land Development. Highly organized, a natural problem-solver, and a persistent advocate for her clients, barriers are simply unacceptable to her.

At McWhinney, Amanda managed the land development for the Baseline project in Broomfield, overseeing 400+ acres and a range of land uses and building types from conception through construction acceptance.

At Schlosser Signs, Amanda successfully manages large-scale, multi-million-dollar projects, including the Windler mixed-use development in Aurora. Her strong coordination with developers, general contractors, and survey teams ensures streamlined communication, effective collaboration, and successful on-time, on-budget project delivery.



JESSE SIMMONS
CHIEF OPERATING OFFICER

Jesse brings a wealth of experience gained over 20 years in construction and manufacturing, complemented by his background as a quantitative financial analyst and co-founder of a home elevator manufacturing company (which after 10 years was sold to a publicly traded elevator company).

Focusing on his construction and manufacturing experience, Jesse has overseen and lead teams on a variety of projects on every continent (Antarctica excepted) and over 14 different countries. Specializing in business growth, his expertise in managing teams with diverse backgrounds while overseeing projects of all sizes has led to the successful completion of hundreds of projects throughout his career. From small-scale private ventures to multi-million dollar, publicly funded developments, Jesse's devotion to meeting deadlines and exceeding customer expectations has been the cornerstone of his teams' continued success.



SCHLOSSER

Jacob (Jake) A. Comer

(970) 302-1558

jake.c@schlossersigns.com

PROFESSIONAL EXPERIENCE:

Schlosser Signs, Inc. – Loveland, CO
Sales Specialist

12/2024 - Present

Iron Mountain Companies – Loveland, CO

11/2023 - 11/2024

Strategic Business Optimization – short term Consultant hire

- Hired to help implement and streamline business operations over six Iron Mountain family of companies. Asked by ownership to implement a fresh business approach & incorporate nontraditional automotive business practices.
- Accomplished and implemented numerous goals and was extended two months to help continue the implementation of refreshed and innovative business strategies.
- These business areas included Management, Sales, Finance, Operations, Marketing, Human Resources, Accts. Payable & Receivables (cash flow).

Plastic Molding Technology – Centennial, CO

08/2021 – 08/2023

Vice President of Sales

- Grew our Sales target 30% within two years, while originally tasked with 10% growth KPI. PMT was then sold to a private equity company out of California.
- Implemented Salesforce into our Sales team's tracking two months ahead of schedule.
- Grew and managed 50 million in Sales and 300+ customers.
- Managed & worked with inside and outside Sales Rep groups.

Genesis Plastics Technologies – Greeley, CO

08/2019 - 07/2021

Sales Representative

- Grew my Sales base 18% during a two-year period.
- Set a new Genesis Plastics Sales dollars record in 2020.
- Developed the Face Shield Kit which was highlighted during COVID by local news stations, Fox National news, local radio, and Biz West.
- Managed & worked with outside Sales Rep groups.

Plastics Design & Manufacturing – Centennial, CO

08/2016 - 07/2019

Sales Manager

- Grew my Sales by a total 45% in the years of 2017 & 2018.
- Set a yearly Sales record for PDM in 2017.
- Managed & worked with inside and outside Sales Rep groups.

EDUCATION:

UNIVERSITY OF NORTHERN COLORADO, Greeley, CO
AIMS COMMUNITY COLLEGE, Greeley, CO

1992-1994
1995-1997

Kreg Lyles
23585 East Grand Pl Aurora, CO
80016 720-220-1220
kreglyles@yahoo.com

Education

BFA, University of Colorado at Denver, Multimedia Studies Program

Relevant Skills

Wayfinding Design Graphic Design Painting Various Art Media

Professional Experience

- 2025 Designer, Schlosser Signs, Inc.
- 2021 - 2024 Senior Designer, Garnett Signs & J&M Signs, Littleton, CO
Designed signage for wayfinding projects for local and national clientele.
Collaborated with design staff in western Colorado and California on larger projects.
- 2020 - 2021 Designer, BSC Signs, Broomfield, CO
Create sign designs and coordinate sign projects for various clients throughout the Denver Metro area, acquired new skills using CADTools, a plugin for Adobe Illustrator for specifics related to sign fabrication.
- 2012 – 2019 Designer, Gordon Sign Company, Denver, CO
Create iconic and award-winning sign designs for various clients throughout Denver, building on previous experience in the sign industry.
- 2007 - 2012 Designer II, Young Electric Sign Company (YESCO), Denver, CO
Create designs for various sign types including monuments, pylons, building signage, wayfinding and interior displays. Collaborated with engineering and production to determine the best methods to build custom signs. Gained knowledge from a highly skilled Art Director, experienced project managers, engineers and production manager.
- 2003-05 Graphic Illustrator, US Geological Survey, Lakewood CO Created digital illustrations pertaining to national and global research. Coordinated with members of the Central Energy Resources Team to visually communicate geological interests such as oil and gas research for publications, posters and presentations. Assisted geologists in graphically illustrating data for various research projects. Designed posters for national and world energy meeting for USGS.
- 2002-06 Freelance Artist, Aurora, CO
Designed artwork and promotional materials for Denver area companies including PrivaPlan Associates, MedTask Inc., Oasis Teas and Dry Creek Art Press.
Designed interface and graphics for the Auraria Public Library website.

Activities and Accomplishments

- Winner, Best Electric Building Sign Category *Signs of the Times* International Sign Design Contest, 2015
- Winner, Best of Show, *Signs of the Times* International Sign Design Contest, 2011
- Winner, Unique Sign Category, *Signs of the Times* International Sign Design Contest, 2011
- Winner, Best Electric Building Sign, ISA International Sign Design Contest, 2010
- Honor Graduate, Summa Cum Laude, University of Colorado at Denver, Fall 2002
- Dean's Fellowship Academic Scholarship 2001 and 2002

Paul M. Kammeyer

Cell: (636) 489-8348 paul.k@schlossersigns.com

Work Experience

Alpine Gardens—Commercial Project Engineer **Fort Collins, CO** March 2021—Present

- Lead and oversee commercial landscape projects from inception to completion, ensuring on-time and within-budget execution.
- Prepare comprehensive project take-offs, quotes, and proposals with a high conversion rate of secured projects, experience with projects valuing from \$50,000-\$3,000,000.
- Review and negotiate contracts, ensuring compliance and mitigating risks.
- Utilize CRM to track division pipelines and project progress from bid to completion—maintain pipeline of \$5,000,000+ in revenue yearly.

Develop and maintain strong client relationships throughout the project lifecycle.
Manage utility locates for commercial crews, ensuring safe project execution.

Watchdog Automotive—Licensed Auto Broker **Fort Collins, CO** March 2020—Present

- Manage end-to-end procurement and sales processes for automotive transactions, ensuring client satisfaction and mitigating risks.
- Provide strategic guidance to clients in selecting vehicles that align with their needs, budgets, and specifications, specializing in fleet vehicles for commercial use.
- Build and maintain strong client relationships, serving as the main point of contact and addressing client concerns promptly.

Coordinate and manage projects procuring and outfitting commercial vehicles with equipment based on clients requirements, ranging in value from \$15,000-\$140,000 per unit.
Provide transparent and direct customer service.
Source vehicles through dealer auctions, dealers, and private parties.

Immersion Dance Center—Account Manager **Fort Collins, CO** June 2016—Present

- Manage front desk operations, customer accounts, and billing for all clients, involved directly in growing client base from 0 to 200+ students.
- Manage customer inquiries, resolve conflicts, and maintain a high level of customer satisfaction.
- Liaison between parents, students, and teachers.
- Sell merchandise and maintain inventory.

Assist with show production, travel logistics, and studio maintenance.

Sweeney and Associates—Irrigation Designer **Fort Collins, CO** October 2015—March 2020

- Designed water-efficient irrigation systems using AutoCAD ranging in scope from small custom homes to large tech campuses — ie Google in Mountain View.
- Created a complete set of standardized drip-tubing details for Rainbird XFS driptubing, coordinated with the client and managed the project from initiation to delivery.
- Specify irrigation products to suit clients' needs.

Understand and follow water use regulations and city ordinances related to irrigation systems.
Confirm compliance via water use calculations and thoughtful design.
Ensure that systems will function via pressure loss calculations.

Philmont Scout Ranch—Ranger/Ranger Trainer **Cimarron, NM** May 2013—August 2014

- Trained and supervised 8 rangers, organized and supervised week-long training trek.
- Took turns in various shared duties including staffing the ranger office and welcome center, serving 24-hour beeper shifts for search and rescue, and served as workday foreman for the ranger department.
- Led and trained clients on backcountry treks.
- Planned and taught continued training courses in backcountry cooking, flora and fauna, and ecology.
- Planned and supervised a 21-day unsupported trek.

Alpine Shop—Outfitter/Sales Associate **Chesterfield, MO** October 2008—August 2015

- Provided advice and customer service based on product knowledge and personal experiences
- Sized, restocked, and maintained store appearance
- Attended clinics, kept up with current industry information

Amanda Dwight

amanda.d@schlossersigns.com • (970) 619-1529

PROFESSIONAL EXPERIENCE

Schlosser Signs, Inc. 7/2024-Present
Senior Project Manager

1/2022- 6/2024

McWhinney Real Estate , Loveland, CO
Project Manager – Land Development

- Manage land development and civil infrastructure projects from concept through acceptance.
- Development of initial cost estimates and upkeep of accurate budgeting for the private developer and the public Metro District entities. Finalization of budgets requires presentations to the Investment Committee of McWhinney, as well as presentation and appropriate memos and documentation to the Metropolitan District Board.
- Scheduling project scopes, tasks and milestones for consultants, contractors, and trades through Microsoft Project and manage to these milestones.
- Management of design team and consultants through full jurisdictional approval, including but not limited to plat, SDP, construction documents, applicable easements, and variance requests.
- Ensure all elements of infrastructure are built as designed in accordance with adopted codes.
- Site supervision of all contractors including grading, utilities, concrete and pavement and landscape and home builders to ensure development is occurring within the City and County specs while upholding the Metro District standards.
- Request/review change orders, material submittals and RFIs for accuracy and VE opportunities.
- Preparation and review of RFP's for design, survey and geotechnical scopes.

McWhinney Real Estate , Loveland, CO
Sr. Project Coordinator – Land Development

1/2018-1/2022

- Processing of submittals for Planning and construction document review and approval.
- Support PM in documenting meetings, project punch lists for Design Review Committee and City inspections.
- Prepare and submit City acceptance documents.
- Maintain project financial dashboards.
- Permitting for infrastructure scopes

City of Loveland Water and Power, Loveland, CO
Administrative Specialist – Metering

1/2016-1/2018

City of Loveland Building Department, Loveland, CO
Sr. Permit Technician and Residential Plan Review

6/2007-1/2016

SKILLS

- Ability to effectively plan and run meetings with multiple contractors and City staff.
- Organization of project tasks including up to date schedule and budgets and understanding of scopes and risks.
- Problem solving, in design or in the field when swift decisions are necessary.
- Relationship building with office staff, field staff and City staff.

Computer software/ frameworks: Microsoft Office Suite, including Microsoft Project, Bluebeam, Adobe Acrobat, Innoprise permitting software

JESSE SIMMONS

Fort Collins, CO | (602) 696-6151 | jesse.simmons@outlook.com | www.linkedin.com/in/jesssimmons

ACCOMPLISHED OPERATIONS EXECUTIVE & STRATEGIST

- Driven and experienced executive providing solid operations leadership and revenue growth in dynamic, fast paced, competitive environments; fully capable of leading an array of business development responsibilities, as well as general business operations and key account management in B2B and B2C models.
- Offers broad and deep subject matter expertise in the management of teams with members spanning multiple countries and time zones.
- Led Savaria Colorado's return to profitability within three months. Delivered a greater than 150% YOY increase in revenue in 2021 with over 20% in YOY EBITDA growth.
- Achieved profitability for the first time in the three-year history of the Savaria Australia division, leading a \$1.1M turnaround in net earnings through the COVID pandemic with zero government assistance and no layoffs. Sparked greater than 15% YOY growth in EBITDA.
- Co-founded Visilift Elevators and grew revenue to more than \$5M over less than ten years, positioning the company to be acquired by Savaria Concord Lifts. Built out domestic and international sales channels from the ground up.
- Experienced in post-acquisition integration and navigating underperforming divisions to restore profitability and efficiency.
- Credited with building strong relationships, recognizing opportunities, and continually improving capabilities to meet the demands of highly competitive markets.

AREAS OF EXPERTISE

- | | | |
|-------------------------|--------------------------------|-------------------------|
| ▪ Executive Leadership | ▪ Strategic Planning/Execution | ▪ B2B and B2C Sales |
| ▪ Revenue Growth | ▪ Key Account Management | ▪ Business Development |
| ▪ Distributor Relations | ▪ Account Penetration | ▪ Entrepreneurial Drive |
| ▪ P&L Management | ▪ Project Management | ▪ Market Expansion |
| ▪ Financial Modeling | ▪ Cash Flow Modeling | ▪ Accounting Systems |

EXECUTIVE EXPERIENCE

SAVARIA CONCORD LIFTS INC., DENVER, CO

(2017 to Present)

A demonstrated record of success and achievement at this global leader in accessibility, marked by a series of promotions to positions of increased influence, authority, and accountability.

2021 to Present: General Manager (Denver, CO / Montreal, Quebec) / Special Projects Manager (Fort Collins, CO) / Director of Savaria Australia

Fulfills a critical role leading operations, with authority over a team of 60 direct reports engaged in Sales, Marketing, Engineering, Accounting, Operations, and Human Resources. Serves as the architect of long-term strategic roadmaps that serve as the foundation for meeting sales and market growth targets. Maintains P&L accountability for three divisions with total annual revenue of >\$12MM.

- Outstanding results, navigating the Colorado division's return to profitability within three months. Delivered a greater than 150% YOY increase in revenue in 2021 with over 20% in YOY EBITDA growth by addressing and resolving key issues compromising earnings.
- Maintains accountability for P&L, strategic planning, and market expansion initiatives.
- As Special Projects Manager, orchestrates and executes projects across global divisions, collaborating with teams in Engineering, Manufacturing, Sales, Marketing, and other areas. Scope of work included the design and deployment of sales tools and workflow enhancement systems.
- Pioneered the development and launch of an automated quoting tool that improved the efficiency and accuracy of direct store sales.

2019 to 2021: Managing Director of Savaria Australia (Brisbane, Queensland)

Promoted to oversee two company-owned locations in Queensland and Victoria as well as three dealers in South Australia, North Queensland and New South Wales. Maintained accountability for P&L, strategic planning, regulatory compliance, and product registration requirements. Supervised the sales, marketing, accounting, and compliance teams.

- *Achieved profitability for the first time in the three-year history of the division, increasing YOY profit by more than AUD \$1.1M from 2019 to 2020.*
- *Successfully restored the integrity of the brand, brought stability to sales, and expanded market share.*

2017 to 2019: Vice President of the Vuellift Division

Following the sale of Visilift Elevators to Savaria Concord Lifts, assumed an executive leadership role developing sales channels for the Vuellift line of luxury home elevators, working with a network of 750 dealers globally. Trained regional sales managers, dealers, and sales associates on product specifications and competitive advantages.

- *Coordinated the integration of the Vuellift product line into Savaria manufacturing operations, working with the Production, Engineering, and R&D departments.*
- *Collected and communicated the Voice of the Customer to influence the development of new products and enhancements to the Vuellift portfolio.*

VISILIFT ELEVATORS, EATON, CO**(2008 to 2017)****Vice President**

Served as a co-founder of this manufacturer of glass residential and acrylic elevators, building five models and expanding sales to secure a presence in 45 states and 12 international markets. Conducted a variety of responsibilities prior to the launch of operations, including market feasibility studies, product branding, and sales training. Contributed to the completion of R&D, prototyping, and Go to Market for new elevator concept, leveraging expertise in fabrication, machining, manufacturing, and materials.

- *Skyrocketed revenue to more than \$5M over ten years, positioning the company to be acquired by Savaria Concord Lifts.*
- *Built a network of domestic and international vendors and clients to extend reach into new markets.*
- *Key player in the sale of Visilift to Savaria Concord Lifts, Inc.*

Early Career

Financial Analyst / Management Associate, First Coastal Bank / Datatech Management, Scottsdale, AZ

EDUCATION

ARIZONA STATE UNIVERSITY
Bachelor's Degree in Business and Economics

BOARD ROLES AND VOLUNTEERISM

Treasurer, AXIS International Academy
Served in a volunteer role managing treasury functions at this startup K-6 charter school.

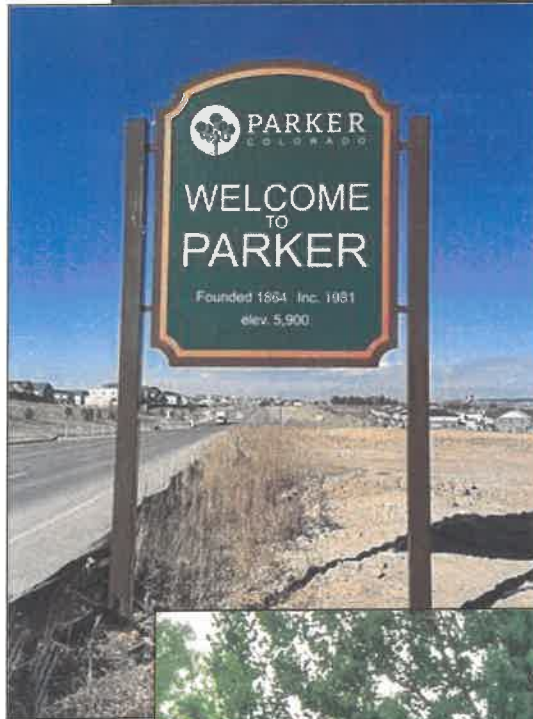
CITY OF LITTLETON DOWNTOWN WAYFINDING SIGNS

PROJECT SUMMARY:

A variety of sign types located in and around downtown Littleton, 30 signs in total. Signage included small non-illuminated historical panels, illuminated vehicle and pedestrian wayfinding monuments, pedestrian maps as well as a welcome entry monument. This project tied in many historical photos with the wayfinding aspects of the signs giving visitors and residents a feel of what the city looked like in the past.



TOWN OF PARKER WELCOME & WAYFINDING SIGNS



Since 2011 Schlosser Signs has been providing various types of signage in and around the Town of Parker. From fairly simple painted post and panel signs with vinyl graphics to more intricate wayfinding signage incorporating masonry elements from surrounding buildings as well as large entry monuments to welcome visitors to town.





LARAMIE COUNTY
ARCHER COMPLEX MONUMENT WAYFINDING SIGNS

The external signage consists of a large monument at the entrance to Laramie County's multi-purpose event facility. There are several smaller directional monuments to guide visitors around the complex as well a message center to show current events. The masonry incorporates moss rock that is native to the area.



CITY OF AURORA AURORA SPORTS PARK

This project included the fabrication and installation of the main entry welcome sign as well as post and panel and flag mounted signage throughout the park and concession area signage. The project scope also included a bond, survey, permits, traffic control, excavation, masonry and electrical.





CITY AND COUNTY OF DENVER
DENVER INTERNATIONAL AIRPORT

PROJECT SUMMARY:

Schlosser has been the primary signage vendor for nearly every project at DIA since 2019. We have completed work on Great Hall Phase 1 and 2 projects (this included the new security screening checkpoint), expansion projects for all three concourses, airline specific signage, restaurant signage, and we are currently finalizing the Concourse B wayfinding renewal project.



PROJECT MANAGEMENT



We understand that navigating complex signage projects can be challenging, which is why every project is assigned to one of our dedicated project managers. These multi-talented professionals are not just logistical experts; they're also advocates for your project's success, balancing budget, timeline, and quality. From planning client meetings and coordinating with contractors to managing day-to-day operations, they are agile in adapting to ever-evolving project needs. Whether it's assisting with legal documents or identifying necessary resources, our project managers ensure that every aspect of the project is covered, all while maintaining a clear focus on delivering a premium customer experience.

Our project managers are the stewards of our mission to simplify the sign-buying process. They create detailed project plans, track progress, and make adjustments as needed to meet changing demands, ensuring that projects stay on course. With their ability to juggle multiple responsibilities—from managing timelines and budgets to overseeing every operational detail—our clients can trust that their projects are in capable hands. By offering a comprehensive, hands-on approach, we set ourselves apart as a partner who not only meets expectations but consistently exceeds them. When it comes to managing complex signage projects, there's no task too big or small for our project managers, making them a true differentiator in delivering exceptional results.



REFERENCES

TOWN OF PARKER

NATHAN KLASS

303.805.3298
nklass@parkeronline.org

Gateway.welcome sign completed in 2023. Various monuments and wayfinding signs have been done since 2011.

LARAMIE COUNTY GOVERNMENT

BRAD ALEXANDER

307.633.4340
brad.alexander@laramiecountywy.gov

Various signage throughout the Archer Complex. Most recent monument completed in 2025.

TOWN OF WINDSOR

JESSICA HUMPHRIES

970.674.2400
jhumphries@windsorgov.com

Entry sign completed in 2025

CITY OF GREELEY

TOM WELCH

970.350.9392
tom.welch@greeleygov.com

Island Grove Regional Park Signage completed in 2024

INTERMOUNTAIN ELECTRIC, INC.

JACOB MILLER

720.799.6324
jacob.miller@imelect.com

One of of projects with IME is Denver International Airport. Work ongoing for the foreseeable future.

HENSEL PHELPS

TERRELL FISHER

303.386.0692
nfisher@henselphelps.com

One of of projects with HP is Denver International Airport. Work ongoing for the foreseeable future.

WINDSOR CHARTER ACADEMY

BRETT BROWN

970.566.1294
brett.brown.bps@gmail.com

Various signage at the charter school campus for the past several years.

Town of Mead - Wayfinding II - Suggested sign locations.

*Google Earth file with pinned locations suggested by Schlosser Signs available upon request.

*Blue pinned are areas of suggestion for signage. Red pinned are for existing signage that needs illumination, repair, or replacement.

*These locations are just suggestions, there were other locations where there seemed to have a park but we could not identify if it was a Town or Subdivision area.

*Locations in red are those within the "66 Business Park" areas.

/Document/Placemark/name	LookAt/latitude	LookAt/longitude	/Document/Placemark/Point/coordinates
Primary or Secondary Gateway	40.17924448	-105.0044148	-104.9977929053521,40.18224014565841,1485.164273946694
VDS - Highschool / Downtown	40.18955147	-104.9993913	-104.9982143776577,40.18969585532346,1506.680062286013
Primary or Secondary Gateway	40.18993126	-104.9836722	-104.9823877223327,40.18977099745183,1510.354788108453
PDS - Liberty Park / Tennis	40.19973012	-104.9979095	-104.9985970049146,40.19724474180736,1516.93927350252
PDS - Liberty Park / Tennis Courts	40.20165036	-104.9980198	-105.0036402433731,40.20404847296184,1521.361659736301
VDS - Mead / 66 Business Parks	40.20397217	-104.9827244	-104.9830405773583,40.20393967827104,1520.542377289247
VDS - Sorrento Park / Mead Ponds / Town of Mead Public Works	40.21026003	-105.008348	-105.0166903205002,40.20421186604017,1516.994800865549
PDS - Sorrento Park	40.21404858	-105.0201606	-105.017046044967,40.21391843381432,1529.54828092693
PEID - Sorrento Park	40.21372559	-105.0173529	-105.0142692565608,40.21391894465544,1530.12576863106
PEID - Mead Ponds	40.2300661	-105.0303651	-105.0268965441158,40.2332012653763,1561.172578184093
Existing - VDS - Double sided - Mead Ponds / Town of Mead Public Works	40.23310384	-104.9193358	-105.0176908559276,40.2331028273254,1521.932532673205
PDS - Sorrento Park	40.21750023	-105.0156163	-105.0122975808669,40.21839643853805,1536.250173497394
PDS - Mulligan Lake / Tennis / Basketball	40.22218544	-104.9955875	-104.998277509986,40.22285081635854,1526.230549189127
PDS - Mulligan Lake / Tennis / Basketball	40.22218544	-104.9955875	-104.9908795863347,40.21888985249135,1517.832532673205
PEI - Mulligan Courts	40.22218544	-104.9955875	-104.9848024036754,40.22065307687749,1522.900727324302
Primary / Secondary Gateway	40.21921909	-104.9817476	-104.9814275862217,40.21906629049563,1511.926392785033
VDS - Grand View Golf Course	40.2181255	-104.9969707	-104.9416448509513,40.20483849470787,1494.566378249031
VDS - 66 / Mead Business Park	40.20273381	-104.9643323	-104.970304827892,40.20464201782045,1519.312107630228
PEID - 66 / Mead Business Park	40.2037994	-104.9722781	-104.9747571193879,40.20397907241281,1520.842739736317
PEID - 66 / Mead Business Park	40.20458483	-104.9726201	-104.9743088918948,40.20449992178722,1520.928714361798
VDS - Downtown / Schools / etc	40.21708533	-105.0006123	-104.9982440226854,40.21879016789522,1525.093581295846
VCS - Downtown / Schools / Etc	40.21614418	-104.9985156	-104.9986285470624,40.21859863132669,1525.99598735715
Flip sign 90 degrees so it doesn't catch a bike handle or arm	40.21879916	-104.9986528	-104.9985963739021,40.2187638393505,1526.290201887571
Add verbiage to blank side of existing sign	40.23280186	-105.0038009	-105.0174687938591,40.23288745338676,1552.151658265859
VDP - Lorin Mead Park / Downtown / Schools	40.24164276	-105.0152987	-105.01682657025,40.2403227609063,1542.288347882108
VDS - Trail / Founders Park / North Creek Park	40.24149915	-105.0067915	-105.0055942690138,40.24038501945255,1533.751526867438
North Creek Park	40.24149914	-105.0067915	-105.0039623271683,40.24047651126975,1531.650232925303
PEI - Trail name? & North Creek Park arrows?	40.24035965	-105.0071227	-105.0074964818097,40.24040339720653,1533.989618888423
PDS - Trail & Founders Park	40.23979037	-104.9993741	-104.9888224114169,40.2403287548813,1522.114910502841
PDS - trail?	40.24054202	-104.9987952	-104.9986796505821,40.24029685398396,1523.123784675721
PDS - Feather Ridge / Lake Helen Park	40.24126422	-104.9981199	-104.9985307645335,40.24124270491824,1524.553764824118
Feather Ridge Park - replace sign with PEI?	40.24050798	-104.9927187	-104.9939710592511,40.24113193182659,1528.288007985665
PBDS - Feather Ridge / Lake Helen Parks	40.24357071	-104.9969073	-104.998521916007,40.24460586320042,1522.875043482912
PEI - "Lake Helen Park"	40.24357071	-104.9969073	-104.9956667555885,40.24419792136866,1517.967196436675
Untitled placemark	40.24508566	-104.9916966	-104.9882691879737,40.24888558997075,1521.202198022464
PEI - Deacon Park	40.24340471	-104.9888671	-104.9870854661916,40.24388305637109,1512.325630476285
PEI - Trail	40.24363037	-104.9886769	-104.9898295319871,40.24469648577691,1509.582831082576
PEI - Trail	40.24363037	-104.9886769	-104.9879623977647,40.24468970169571,1512.832448012097
PEI - Trail	40.24335159	-104.9882586	-104.985470207778,40.24172064047303,1510.309153650458
PEI - Trail	40.24886871	-104.9856216	-104.9845638156802,40.24803128449298,1525.47165698585
Secondary Gateway	40.24844076	-104.9822291	-104.9817464072444,40.24801790253659,1526.15671989308
PEI - Trail	40.25592796	-104.9867702	-104.9876150056079,40.25740212432088,1541.23500580284
Primary or secondary Gateway	40.27780468	-104.9985832	-104.998963252872,40.27885180239651,1532.534723044228
VDS - Margil Farms Park / Trail	40.26227109	-104.9870814	-104.9872803617483,40.26246322074062,1550.618886751645
Primary / secondary Gateway	40.26072129	-104.9844468	-104.9822155218716,40.26288602858642,1545.161991194364
*Existing - Primary Gateway Needs power / bracing of "fins"	40.23495901	-104.9849702	-104.9854367364139,40.23366023168677,1515.850095422705
Existing - PEI - message board needs replaced	40.23273016	-105.0291077	-105.0299567586693,40.2330912673528,1564.870707307387
Existing - repair / replace "fins"	40.23292747	-105.0311241	-105.0312113623346,40.23308367054668,1566.227382999511
Existing - VDP - rotate sign 90 degrees	40.237193	-104.999308	-104.9985585292113,40.23749599002423,1523.279659078881
PEI - Mead Town Park / Historic Downtown Parking	40.237193	-104.999308	-104.9988732078238,40.23643638531559,1523.491064118565
VDS - currently down for construction - lettering on other side	40.2331433	-104.9991234	-104.9985917632623,40.23300466347015,1524.737318461356
VDS - schools / park / etc	40.2331433	-104.9991234	-104.9987601284584,40.2333296832466,1525.233552462202
PBDS - Ames Park	40.23264337	-104.9960479	-104.9958404221836,40.2333286874365,1518.143559053954
PBDS - Trail	40.22386539	-105.001344	-104.9987885221302,40.22585699871793,1525.867375866529
Existing Primary Gateway - needs illuminated / repaired / replaced	40.20234741	-105.0080095	-105.0073293609415,40.20383394747441,1519.628744591404
Primary / Secondary Gateway	40.20458552	-104.9993017	-104.9985771591493,40.20471572290367,1526.752981853037
Primary / Secondary Gateway	40.20458552	-104.9993017	-104.9983186853995,40.20436760696813,1526.871923934806
VDP - Downtown / Middle & Elementary Schools	40.20458552	-104.9993017	-104.9983089949675,40.20470611257234,1526.828455192624
VDP - Downtown / Highschool	40.20458552	-104.9993017	-104.9985896612623,40.20437375430717,1526.913319442186
Round about - impliment downed Secondary sign located at Public Works facility	40.24012785	-104.9993762	-104.9986698233624,40.24051473720786,1523.00034513016
Existing - Secondary Gateway - repair or replace	40.20349304	-104.9340737	-104.9325088230878,40.20450423029664,1493.41438438078
PBDS - Lauren Mead Park	40.24705441	-104.9994085	-104.9987429277141,40.25532499803796,1522.482557670805
PBDS - Founders Park	40.23322364	-105.0041354	-105.0041868961998,40.23329567342214,1536.873447444219
VDP - Weld 26 Trail / St. Vrain State Park	40.1816742	-105.0049909	-104.9985554320243,40.18195059319486,1497.756367980463
PEI - Peninsula Park	40.18267602	-104.9550916	-104.9858465874115,40.1799434341692,1468.162360488823
PBDS - Peninsula Park	40.1823611	-104.9690388	-104.9703477351076,40.18147153019355,1484.676573929728
PBDS - Peninsula Park	40.19989914	-104.9634552	-104.9703174825182,40.20410626861651,1518.15134187368
VDP - CR 32 & 9.5 Business Park	40.21813872	-104.9695635	-104.9705637634847,40.21875268654586,1503.239664826641
PEI - Highlandlake Pioneer Cemetery	40.24366696	-105.009257	-105.0264179608495,40.24762575200812,1553.46443401922
VDP - Highland Lake Park / Highlandlake Pioneer Cemetery	40.2480075	-105.0049731	-104.9984776052943,40.24755750184025,1524.306371229618
Untitled placemark	40.24683014	-104.9878265	-104.9896212163478,40.24772240820164,1520.981747566723
PBDS - Trail / Deacon Park	40.24683014	-104.9878265	-104.989626542173,40.24773631119776,1521.086819205722
PBDS - Founders Park	40.23586648	-105.0041563	-105.007865452015,40.23327533841184,1541.930787068102

ATTACHMENT 3

CERTIFICATION OF PROPOSAL

The undersigned hereby submits its proposal and agrees to be bound by the terms and conditions of this Request for Proposals. By signing this Certification of Proposal and submitting a proposal to the Town in response to this Request for Proposals, the Proposer hereby represents and certifies that:

1. No elected or appointed official, officer or employee of the Town has been or shall be compensated, directly or indirectly, in connection with this proposal or for any work connected with this proposal; should any agreement be approved in connection with this Request for Proposal ("Agreement") no elected or appointed official, officer or employee of the Town, during the term of his/her service with the Town, shall have any direct or indirect financial interest in the Agreement, or obtain any present, anticipated, or future financial interest or other material benefit arising therefrom;
2. No elected or appointed official, officer or employee of the Town shall have any financial interest, direct or indirect, in the Agreement nor shall any such official, officer or employee participate in any decision relating to the Agreement which effects his/her personal financial interest or the financial interest of any corporation, partnership or association in which they are, directly or indirectly, interested in violation of state law;
3. The Proposer and its principals do not have now, nor shall it acquire any financial or business interest that would conflict with the performance of services under the Agreement;
4. Proposer shall represent and certify that it does not and will not discriminate against any employee or applicant for employment because of race, religion, gender, color, national origin, sexual orientation, ancestry, marital status, physical condition, pregnancy or pregnancy related conditions, political affiliation or opinion, age or medical condition;
5. By submitting the response to this request, Proposer agrees, if selected, to furnish services to the Town in accordance with this RFP;
6. Proposer has carefully reviewed its proposal and understands and agrees that the Town is not responsible for any errors or omissions on the part of the Proposer and that the Proposer is responsible for them;
7. It is understood and agreed that the Town reserves the right to accept or reject any or all proposals and to waive any informality or irregularity in any proposal received by the Town;
8. The proposal response includes all of the commentary, figures and data required by the Request for Proposals, dated April 17, 2025
9. The proposal shall be valid for 30 days from the due date of this RFP.

Name of Proposer: Schlusser Signs, Inc.
By: Carla Schlusser
(Authorized Signature)
Name: Carla Schlusser
(Print or Type Name)
Title: CEO
Date: 4/16/2025

BID FORM

Tasks: Signage Fabrication, Installation and Delivery

Task #	Pay Item #	Description	Quantity	Unit	Cost	Total Cost	
1	01	Town and Contractor Project Coordination and meetings	1	LS	\$ 4,500.00	\$ 4,500.00	
2	02	Identify and Recommend GIS Locations and Signage for Phase 2	1	LS	\$ 2,500.00	\$ 2,500.00	
3	03	Signage Fabrication, Installation and Delivery -Pedestrian/Bike Directional Secondary	1	EA	\$ 6,420.00	\$ 6,420.00	
4	04	Signage Fabrication, Installation and Delivery -Park Entrance ID	1	EA	\$ 12,580.00	\$ 12,580.00	
5	05	Signage Fabrication, Installation and Delivery -Destination ID	1	EA	\$ 21,770.00	\$ 21,770.00	*
6	06	Signage Fabrication, Installation, and Delivery – Vehicular Directional Primary	1	EA	\$ 13,010.00	\$ 13,010.00	#
7	07	Signage Fabrication, Installation and Delivery – Vehicular Directional Secondary	1	EA	\$ 11,040.00	\$ 11,040.00	
8	08	Signage Fabrication, Installation and Delivery -Secondary Gateway	1	EA	\$ 15,400.00	\$ 15,400.00	
9	09	Signage Fabrication, Installation and Delivery -Primary Gateway	1	EA	\$ 32,360.00	\$ 32,360.00	#
10	10	Signage Fabrication, Installation, and Delivery – Primary Gateway w/LED	1	EA	\$ 46,760.00	\$ 46,760.00	*
11	11	Modification of Phase 1 signage	1	LS	\$ 16,550.00	\$ 16,550.00	#
12	12	Prepare Maintenance / Warranty Plan for Town	1	LS	\$ 2,500.00	\$ 2,500.00	

Electrical connections not included in price. Price will be dependant on GIS location and conduit feed distance.

* Pricing assumes Cirrus 9mm boards. Pricing for Vantage or Daktronics boards available upon request.

Note: If required, permit acquisition/permit fees and traffic control would incur additional cost.



Agenda Item Summary

Agenda Date: 6/9/2025

Subject: Resolution No. 39-R-2025 - A Resolution of the Town of Mead, Colorado, Approving the Purchase of a Tractor and Mower from Wickham Tractor Co. for the Town of Mead Public Works Department

Presented by: _ erasmussen, Town Engineer / Public Works Director

Summary:

The Town of Mead ("Town") Public Works Department is requesting approval for the purchase of a new roadside tractor and mower to replace the Town's current unit, which is beginning to experience increasing mechanical issues and maintenance costs. The replacement mower will be acquired using the Colorado Multiple Assembly of Procurement Officials (MAPO) cooperative purchasing contract #1445 to ensure competitive pricing and streamlined procurement.

Wickham Tractor Co. provided quotes for a Kubota Tractor and a Landpride RC3715 Rotary Cutter (together, the "Equipment") for a total purchase price of \$100,510.97 (the "Purchase Price").

Justification of Purchase:

1. Equipment Condition & Reliability Issues:

- The Town's existing roadside mower has reached a point where significant components are beginning to fail. Some recent maintenance issues include:
 - Hydraulic pump failure
 - Gearbox problems
 - Transmission malfunctions
- These failures not only impact the reliability and performance of the unit, but also pose a safety risk to operators and reduce productivity due to frequent downtime.

2. Increased Maintenance Miles and Community Growth:

- As the Town continues to grow, the number of miles requiring roadside maintenance has increased, largely due to newly annexed areas and development expansion.
- With additional right-of-way and roadside areas to maintain, it is essential to have dependable and efficient equipment capable of handling the increased workload.

3. Operational Efficiency and Safety:

- A new mower will allow the Public Works team to perform mowing tasks more efficiently and safely, reducing downtime and minimizing operator risk.
- Improved equipment performance contributes to better roadside visibility, public safety, and aesthetic appeal throughout the Town.

4. Use of Cooperative Purchasing – MAPO:

- The Town intends to utilize the MAPO cooperative purchasing program to procure the roadside mower.

- MAPO's competitive bidding process ensures access to favorable pricing, contract compliance, and expedites the procurement timeline.

Resolution No. 39-R-2025 (the "Resolution"): (a) authorizes the Town Manager to effectuate the purchase of the Equipment from Wickham Tractor Co. for a price not to exceed the Purchase Price, which purchase will be effectuated by purchase order; and (b) authorizes the Town Manager to execute the purchase order, following review and approval of the same by the Town Attorney.

Financial Considerations:

The approved 2025 budget provided \$100,000.00 for the purchase of the Equipment in the Street Improvement Fund - Capital Outlay (04-44-8599). The minor \$510.00 overrun can easily be absorbed by cost savings from under-budget projects within the Street Improvement Fund.

The following is a cost breakdown of the Equipment:

Kubota M5-111HDC12-1	\$78,310.97
Landpride RC3715 Rotary Cutter	\$22,200.00
Total	\$100,510.97

Staff Recommendation / Actions Required:

Suggested Motion:

"I move to approve Resolution No. 39-R-2025, A Resolution of the Town of Mead, Colorado, Approving the Purchase of a Tractor and Mower from Wickham Tractor Co. for the Town of Mead Public Works Department."

Attachments:

1. Resolution 39-R-2025
2. Quote
3. Revised Quote

**TOWN OF MEAD, COLORADO
RESOLUTION NO. 39-R-2025**

**A RESOLUTION OF THE TOWN OF MEAD, COLORADO, APPROVING THE
PURCHASE OF A TRACTOR AND MOWER FROM WICKHAM TRACTOR CO.
FOR THE TOWN OF MEAD PUBLIC WORKS DEPARTMENT**

WHEREAS, the Town of Mead ("Town") has the authority to enter into contracts for any lawful municipal purpose pursuant to § 31-15-101, C.R.S.; and

WHEREAS, the Town Public Works Department requires a new roadside tractor and mower to reliably maintain and improve roadside visibility, public safety, and aesthetic appeal throughout the Town; and

WHEREAS, the Town obtained pricing for a new mower from Wickham Tractor Co., a Colorado corporation ("Wickham") utilizing Colorado Multiple Assembly of Procurement Officials cooperative pricing, specifically Contract #1445; and

WHEREAS, Town Staff is recommending that the Board of Trustees approve the purchase of a new Kubota M5-111HDC12-1 Tractor and a Landpride RC3715 Rotary Cutter (together, the "Equipment") from Wickham for a total purchase price of One Hundred Thousand Five Hundred Ten Dollars and Ninety-Seven Cents (\$100,510.97) (the "Purchase Price"); and

WHEREAS, the Board of Trustees has appropriated sufficient funds in the 2025 budget for acquisition of the Equipment; and

WHEREAS, the Board of Trustees desires to authorize the Town Manager to effectuate purchase of the Equipment from Wickham, for an amount not to exceed the Purchase Price.

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

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

Section 2. The Board of Trustees hereby: (a) authorizes the Town Manager to effectuate the purchase of the Equipment from Wickham for a price not to exceed the Purchase Price, which purchase will be effectuated by purchase order; and (b) authorizes the Town Manager to execute the purchase order, following review and approval of the same by the Town Attorney.

Section 3. Effective Date. This Resolution shall become effective immediately upon adoption.

Section 4. Certification. The Town Clerk shall certify to the passage of this resolution and make not less than one copy of the adopted resolution available for inspection by the public during regular business hours.

INTRODUCED, READ, PASSED, AND ADOPTED THIS 9TH DAY OF JUNE, 2025.

ATTEST:

TOWN OF MEAD:

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

By: _____
Colleen G. Whitlow, Mayor



M5-111HDC12-1 WEB QUOTE #2874052

Date: 5/5/2025 2:30:52 PM

-- Customer Information --

HURTADO, BO

TOWN OF MEAD

bhurtado@townofmead.org

970-805-4183

Quote Provided By

Wickham Tractor Co.

Mike Keiter

301 E. 8th Street

Greeley, CO 80631

email: mikek@wickhamtractor.com

phone: 9704089860

-- Standard Features --

-- Custom Options --



M Series

M5-111HDC12-1

4WD, HYDRAULIC SHUTTLE TRANSMISSION & ROPS

*** EQUIPMENT IN STANDARD MACHINE & SPECIFICATIONS ***

DIESEL ENGINE

Kubota V3800 Direct Injection
3.8L (230 cu. In.) 4 Cyl
EPA Tier 4 Final Compliant
Common Rail Electronic Fuel Injection
Electronic Engine Management
Turbocharged
w/Wastegate and Intercooled
Fuel Tank Capacity: 27.7 Gal
60 Amp Alternator ROPS
80 Amp Alternator Cab
12V 900 CCA Battery
SAE Gross HP: 105.6
Engine Net HP: 100
Max . PTO HP: 89
Cab @ 2600 Engine RPM
ROPS @ 2400 Engine RPM

TRANSMISSION

8F/8R Two Range, 4-Speed
12F/12R Two Range, 6-Speed
540/540E
24F/24R Two Range, 6-Speed Hi/Lo
540/540E
24 speed on M5-111 only
Auto 4WD Function
Electro-Hydraulic Shuttle Shift
Clutch - Multi Plate Wet
Planetary Final Drives
Hydraulic Wet Disc Brakes

FRONT AXLE

Hydrostatic Power Steering
2WD: Tubular Steel Beam Telescoping
4WD: Cast Iron, Bevel Gear 55 deg
Planetary Final Drives
Adj. (Rim) Tread Spacing

FLUID CAPACITY

Fuel Tank Capacity: 27.7 gal
DEF Tank Capacity: 3.2 gal
Cooling System: 11 qts
Crankcase: 11.3 qts
Hydraulics/Trans: 15.85 gal

INSTRUMENTS

LCD readout for MPH and PTO rpm
RPM Memory
Tachometer/Hour meter
Oil Pressure
Fuel Gauge
Coolant Temperature
Gear Speed Digital Light Indicator
Digital Light Indicator F/R Direction

ULTRA GRAND CAB II

4-post, ROPS Certified
RH & LH Doors
Tinted Glass Doors and Windows
In-roof window
Tilt Steering Wheel
Dual Level Air Conditioning & Heater
Front and Wiper/Washer
Front Sun Visor
Retractable Seat belt
LH & RH Side Mirrors
Radio Ready Cab
Steps, Left and Right Side
Interior Dome Light
12V - 30-Amp 2 Wire Coupler
12V - 3 Pin 30-Amp Coupler
12V - Outlet
Cup Holder
Instructor Seat Ready
Horn

SAFETY EQUIPMENT

Flip-Up PTO Shield
Electric Key Shut Off
Parking Brake
Turn Signals
SMV Sign
7-Pin Electrical Trailer Connector

EXHAUST EMISSION CONTROL TYPE

DPF System (Diesel Particulate Filter)
SCR System

HYDRAULICS / HITCH / DRAWBAR

Open Center Gear Pump
Max. Flow @ Rated Engine Speed: ROPS:
2400 rpm
Cab: 2600 rpm
Power Steering: 5.4 gpm
Impl. Flow ROPS: 15.9 gpm
Impl. Flow Cab: 17.0 gpm
Total Flow - ROPS: 21.3 gpm
Total Flow - Cab: 23.1 gpm

REMOTE VALVES

(1) SCD (Self Canceling Detent)
(1) FD (Float Detent) on -1 models (2 Total standard)

3 POINT HITCH & DRAWBAR

Cat II 3-point Hitch
8 Speed Models
@ Lift Points: 7055 lbs
(ASAE) @ 24" Behind: 5181 lbs
12/24 Speed Models
@ Lift Points: 8600 lbs
(ASAE) @ 24" Behind: 7275 lbs
2 External Lift Cylinders
Telescoping Lower Links
Stabilizers
Swinging Drawbar - Straight

POWER TAKE OFF (540)

Live-Independent Hyd. PTO
SAE 1 3/8" Six Spline
540 rpm @ 2205 Eng. rpm
540 rpm @ 2035 Eng. rpm 12/24 speed
540E* @ 1519 Eng. rpm
* if equipped 12/24 Standard

LIGHTING

2 Headlights - Tail lights
4 Hazard Flasher Lights w/ Turn Signals
2 Grille Mounted Worklights
2 Front Cab Halogen Worklights

M5-111HDC12-1 Base Price: \$83,081.00

(1) FRONT LOADER /M5-091/M5-111 TRACTORS PNF	\$7,606.00
LA1854-FRONT LOADER /M5-091/M5-111 TRACTORS PNF	
(1) HYD SELF LEVELING VALVE KIT CAB PNF	\$2,471.00
M6904-HYD SELF LEVELING VALVE KIT CAB PNF	
(1) 84" 2 LEVER QUICK COUPLER BUCKET	\$1,142.00
M1816-84" 2 LEVER QUICK COUPLER BUCKET	
(1) HYD SELF LEVELING LOADER VALVE KIT PNF	\$2,512.00
M6932-HYD SELF LEVELING LOADER VALVE KIT PNF	
(1) INSTRUCTOR SEAT KIT/M5 CAB TRA PNF	\$728.00
M9129-INSTRUCTOR SEAT KIT/M5 CAB TRA PNF	
(1) GRILLE GUARD PNF	\$284.00
M6909-GRILLE GUARD PNF	
Configured Price:	\$97,824.00
MAPO Discount:	(\$21,521.28)
SUBTOTAL:	\$76,302.72
Factory Assembly:	\$325.00
Dealer Assembly:	\$825.00
Freight Cost:	\$0.00
PDI:	\$400.00

Total Unit Price: \$77,852.72

Quantity Ordered: 1

Radio 13485	\$383.25
Radio Install	\$75.00

Final Sales Price: \$78,310.97

**Purchase Order Must Reflect
the Final Sales Price**

**To order equipment - purchase orders must be made out and
returned to:**

Kubota Tractor Corporation

Attn: National Accounts

1000 Kubota Drive

Grapevine, TX 76051

or email NA.Support@kubota.com

or call 817-756-1171 or fax 844-582-1581

2 Rear Halogen Worklights

SELECTED TIRES

sub338
FRONT - 320/85R24 R1W GOODYEAR OPTTRAC
R-TIRE 420/85R34 GY OPT R1W CAST

***Some series of products are sold out for 2022. All equipment specifications are as complete as possible as of the date on the quote. Additional attachments, options, or accessories may be added (or deleted) at the discounted price.** All specifications and prices are subject to change. Taxes are not included. The PDI fees and freight for attachments and accessories quoted may have additional charges added by the delivering dealer. These charges will be billed separately. Prices for product quoted are good for 60 days from the date shown on the quote. All equipment as quoted is subject to availability.

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45,223,199

WTC
WICKHAM TRACTOR
 COMPANY
 4100 S. Valley Drive
 Longmont, CO 80504
 Ph: (970) 535-3310 Fax:

INVOICE E20474-1

SALESMAN: Mike Keiter

mikek@wickhamtractor.com

CUSTOMER TOWN OF MEAD		ADDRESS P.O. BOX 626		DATE 4/4/2025	
QTY/STATE MEAD, CO	COUNTY	ZIP 80542	BUSINESS PHONE	HOME PHONE 7202911253	
QTY	NEW/USED/RENTAL	MFGR	DESCRIPTION (Equipment, Services and/or Software Licenses)	S/N #	PRICE
1	New	LANDPRIDE	0 RC3715 ROTARY CUTTE Tag 37188	2320344	\$29,284.00
			Government Discount		(\$7,084.00)

Notes: section 7 is excluded from this invoice and non applicable to this unit. <i>Edgar Schubert</i>		TAX	\$0.00
OTHER CHARGES DESCRIPTION		Delivery*	\$0.00
TRADE-IN EQUIPMENT Effective on the date of delivery of the Equipment (or on the date of transfer of the trade-in equipment to Dealer, if earlier), Customer hereby sells, transfers and conveys to Dealer the following trade-in equipment, which equipment is free and clear of all liens, security interests and encumbrances except as noted below: No Trades on this Quote		Other Charges	\$0.00
		TOTAL	\$22,200.00
		NET TRADE-IN ALLOWANCE (allowance less payoff)	\$0.00
		PAYMENT RECEIVED	\$0.00
		TOTAL DUE	\$22,200.00

REQUEST FOR FINANCING

Customer understands and agrees that this Invoice is on a cash purchase price basis (with trade-in allowance if noted above). Dealer will assist Customer to request third party financing for all or part of the purchase price if requested by signing below. If financing is granted by a lender, it will be on mutually acceptable terms pursuant to a separate retail financing agreement subject to credit qualifications. If Customer does not receive financing, Customer remains obligated to purchase the Equipment, Services, and Software Licenses in accordance with this Order. Dealer does not guarantee that Customer will be eligible for financing, and each decision to grant credit is in the sole discretion of the lender.

Customer Requests Financing By Execution: _____

The undersigned ("Customer") hereby orders from dba ("Dealer") the Equipment, Services, and/or Software Licenses as described above, and the Equipment shall be delivered as stated above. Customer will pay the purchase price of the Equipment, Services, and/or Software Licenses, plus any additional charges stated in this Order, on or before delivery of the Equipment, Services and/or Software Licenses ordered herein. The price shown above is subject to adjustment as set forth on the terms and conditions below. The cash deposit is non-refundable unless otherwise stated in the terms and conditions below. Despite physical delivery, of the Equipment, title will remain in the name of Dealer (and Dealer, at its option, may retain any certificate of title, origin or similar documentation to any Equipment purchased pursuant to this Order) until the purchase price, plus any additional amounts due hereunder, are paid in full to Dealer.

The following documents are hereby incorporated in this Order by this reference (the "Incorporated Documents"): (1) Dealer's Privacy and Data Policy, which is available at www.wickhamtractor.com/helpful-links/privacy-and-data-policy (the "Privacy Policy") and (2) Dealer's Sales and Service Terms and Conditions, which are available at www.wickhamtractor.com/helpful-links/sales-and-service-terms-and-conditions (the "Sales and Service Terms"). The Incorporated Documents are also available at Dealer's dealership locations and upon request from the Store Manager who can be reached at the number on the top of this document. CUSTOMER HEREBY ACKNOWLEDGES THAT IT HAS HAD THE OPPORTUNITY TO REVIEW THE INCORPORATED DOCUMENTS PRIOR TO SIGNING THIS INVOICE.

By signing below, Customer agrees that the terms and conditions of this Invoice set forth in the entirety of this document and the INCORPORATED DOCUMENTS constitutes the complete and entire understanding and agreement of the parties, and supersedes any prior written or oral agreement with respect to the subject matter covered hereby; provided, however, that Customer and Dealer may enter into a separate retail installment contract or loan agreement related to financing this Order in whole or part which shall be an independent agreement between the parties and any applicable third part lender(s). If the terms and conditions of this Order are in conflict with the terms and conditions of any retail installment contract or loan agreement, then Dealer shall be afforded the rights under the terms and conditions which provide Dealer the most benefit, rights or protection, as determined by Dealer.

CUSTOMER X	DATE	dba X	DATE
----------------------	------	-----------------	------



Celebrate the region on August 27!

Board directors and alternates: Claim your complimentary registration for the awards celebration on Wednesday, August 27, at Seawell Ballroom at the Denver Center for the Performing Arts.

Every year, the communities in the Denver region come together to celebrate their accomplishments. Under the theme “**Innovate, Elevate, Collaborate,**” the event will recognize the milestones and successes that have made the Denver region a great place to live, work and play. It will honor the individuals, plans, programs and projects that benefit residents and move the region toward its vision for the future, outlined in Metro Vision.

The Board of Directors hosts the event, which is expected to attract 500 business, community and nonprofit leaders. Board directors and alternates are eligible for complimentary registration. **Bring your first guest for \$49.**

Visit bit.ly/25ElevateBOD to start your registration – it’s a custom link just for Board directors to claim their complimentary registration.

Sponsor a table!

Celebrate with others from your member government by sponsoring a table! **Bring eight people from your jurisdiction for just \$1,200.** Visit drcog.org/awards for additional information.

Encourage companies in your community to be a corporate sponsor for the event. For more information, email awards@drcog.org.

Register now!

Wednesday, August 27

6 p.m. Social hour | 7 p.m. Dinner and awards program

Seawell Ballroom at the Denver Center for the Performing Arts

1350 Arapahoe St., Denver, CO 80204



If you need digital accessibility assistance, submit a request at drcog.org/access or call 303-455-1000. Please expect a response within 72 hours (three business days).



June 9, 2025

Weld County Commissioners
1150 O Street
P.O. Box 758
Greeley, CO 80631

Re: DRCOG Call for Letters of Interest 2026-2027

Dear Commissioners,

On behalf of the Mead Board of Trustees, I am writing to respectfully request that Weld County submit a Letter of Interest to the Denver Regional Council of Governments (DRCOG) for the 2026–2027 Corridor Planning Program. This is a critical opportunity to advocate for the widening of State Highway 66 (SH 66) from two to four lanes—a project that directly supports regional goals for enhanced safety, congestion relief, managed access, and improved multi-modal mobility.

About the DRCOG Corridor Planning Program

DRCOG is leading a call for Letters of Interest for the 2026–2027 planning cycle, with approximately \$1.5 million in available funding. Selected projects will be funded and managed by DRCOG, in partnership with nominating jurisdictions and key stakeholders.

Submission Deadline: Friday, June 13, 2025, by 11:59 p.m. (via online form)

Additional Requirements:

- A brief consultation call with DRCOG staff must be scheduled before June 13.
- A letter of support from the mayor, town or county manager, or executive director must also be submitted.

Justification for SH 66 Corridor Improvements

We urge the County to propose the SH 66 widening project as part of this call. It aligns with DRCOG's priorities and has been significantly advanced through prior planning.

Identified in DRCOG's 2050 Regional Transportation Plan:

- See page 5 under "DRCOG Multimodal Capital Projects"
- Project Name: State Hwy. 66 E.
- Limits: County Line Rd. (WCR 1) to WCR 19
- Scope: Widening from 2 to 4 lanes; pedestrian improvements
- Staging: 2040–2050



- Extensive Preliminary Work Completed: The SH 66 Planning and Environmental Linkages (PEL) Study (2016–2020) serves as a strong foundation. This PEL integrates environmental, economic, and community considerations early in the planning process, streamlining future development while reducing potential delays.

Benefits and Objectives

The SH 66 improvements are designed to:

- Enhance Safety – Address accident-prone areas and implement roadway safety improvements
- Alleviate Congestion – Reduce bottlenecks and enhance traffic flow
- Provide Managed Access – Guide future development with improved access control
- Improve Multi-Modal Mobility – Incorporate pedestrian, bicycle, and transit enhancements
- Promote Resiliency – Accommodate evolving technologies and regional growth

Corridor Details

- Study Area: McConnell Drive in Lyons to WCR 19 (20 miles)
- Access Control Plan (ACP): Developed in parallel with the PEL
- ROW Preservation: Recommendations ensure future decisions align with long-term transportation goals
- Environmental Considerations: Includes floodplains, wetlands, endangered species, historic and visual resources, EJ communities, and more
- Stakeholder Engagement: Town of Mead representatives participated on both the Technical and Executive Committees. Public engagement occurred across three open house series (2017–2019)

Planning Chronology (Key Milestones)

- Study began – October 2016
- Purpose & Need – January–September 2017
- Public Open House Series #1 – April 2017
- Corridor Conditions Report – September 2017
- Risk & Resiliency Planning – August 2017 to July 2018
- Public Open Houses #2 & #3 – April and September 2019
- Draft Reports (PEL & ACP) – October 2019
- Final ACP Report – November 2019
- Final PEL Report – March 2020



SH 66 PEL Study Outcomes

- Identifies a strategic vision and purpose for SH 66 that addresses safety, mobility, and access needs
- Accounts for environmental resources, community context, and risk/resiliency
- Details the alternative development and screening process
- Identifies and prioritizes short-term and long-term improvements developed through a collaborative stakeholder and public process

The attached documents provide full details on eligibility criteria, evaluation process, and the SH 66 project's alignment with regional transportation goals:

- 2026–2027 Corridor Set-Aside Letter of Interest Overview (PDF attached)
- 2050 Regional Transportation Plan: Project Eligibility (PDF attached)

We believe this is a timely and strategically sound opportunity for Weld County to advance long-standing transportation objectives. Thank you for your consideration.

Sincerely,

Colleen Whitlow
Mayor, Town of Mead



2026-2027 Transportation Corridor Planning Set Aside: Letter of Interest Overview

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If you need digital accessibility assistance, submit a request at drcog.org/access or call 303-455-1000. Please expect a response within 72 hours (three business days).



Program Overview

DRCOG is conducting a call for letters of interest for the Corridor Planning Set Aside, April 28 – June 13, 2025. The Transportation Corridor Planning Set Aside is a DRCOG-led planning program in the 2024-2027 Transportation Improvement Program, known as the TIP. The goal of this program is to advance planning for projects and priorities outlined in the 2050 Regional Transportation Plan, known as the RTP, and move them towards implementation. As part of this program, DRCOG will fund and lead planning studies to advance infrastructure investment priorities along regional arterial corridors identified in the RTP. \$3,000,000 is available for the full four-year set-aside program, with \$1.5 million expected to be spent each two-year cycle.

DRCOG will fund the studies, manage consultant procurement, and serve as project manager for corridor studies selected for the program. DRCOG staff anticipates representatives from the nominating local government(s) will collaborate closely on these projects. At a minimum, this will include serving on a committee for consultant selection, participating in project advisory committees, providing data, providing background on existing conditions and past planning efforts, supporting community engagement and being involved in future implementation. Local governments can be more involved if they would like to be.

2026-2027 Corridor Selection Process

Dates	Step in process
April – June 2025	DRCOG staff available for meetings or discussions with local or regional agencies.
April 28, 2025	Call for Letters of Interest open through online form .
June 13, 2025	Letters of Interest due.
June 14 – July 2025	Selection committee recommends corridors for 2026-2027 cycle.
July – August 2025	DRCOG Technical Advisory Committee, Regional Transportation Committee and Board approve selection.
September 2025 – March 2026	Scoping, procurement and contracting for projects.

Key information about this selection process:

DRCOG is conducting a call for letters of interest to solicit corridor planning projects for the program for 2026-2027. Key information about this selection is below.

- **Nominator eligibility:** Letters of interest may only be submitted by county and municipal governments in the DRCOG MPO boundary or regional agencies including RTD, CDOT, and DRCOG, or groups or partnerships of local or regional agencies.
- **Project eligibility:** Only corridors identified in [the 2050 Metro Vision Regional Transportation Plan](#) are eligible for letters of interest. Trails and limited access highways are not eligible. See the section below for detailed information on eligible and high priority candidates within the Regional Transportation Plan. This program only covers planning activities on these corridors, it cannot be used for advanced design or construction.
- **Required conversations with DRCOG staff:** In addition to submitting a letter of interest, all jurisdictions also need to schedule a short call with DRCOG staff to discuss their proposed corridor study. Please contact Nora Kern, nkern@drcog.org to arrange a meeting to discuss your project. These conversations should take place before the end of the letter of interest window (June 13, 2025).
- **Letter of support and commitment from local leadership:** All project sponsors are required to submit a letter detailing their leadership's commitment to supporting this project. This must be signed by the mayor, city or county manager, executive director or senior executive officer of similar level. DRCOG can provide a sample letter upon request.
- **Letters of interest:** All letters of interest should be submitted through [the online form](#).
- **Deadline:** Letters of interest are due by June 13, 2025 at 11:59 PM.
- **Final Selection:** A selection committee comprised of DRCOG staff and representatives from CDOT and RTD will recommend projects for the program based on the letters of interest that were received. Selection criteria are listed below. The final selection will be approved by DRCOG's Board of Directors.
- **Matching funds:** DRCOG will coordinate with CDOT to use toll credits to eliminate the match requirement on the federal Surface Transportation Block Grant funds for this program. As such, no additional match will be required from program participants.

Eligible and high priority candidates for this program

Regionally funded corridor projects listed in [the 2050 Regional Transportation Plan](#) in tables 3.1 through 3.9 are eligible for this program, with three exceptions:

- Corridors for which similar studies are currently being led by other agencies, for which recent similar studies (within the last five years) have been completed, and/or where projects from such studies have been funded or are in final design or construction are NOT eligible. Additional planning on these corridors may be eligible, but the nominator should clearly outline how the proposed study will advance the project through a new phase of project development.
- Limited access roadways and freeways are NOT eligible.
- Off-street trails and multi-use paths are NOT eligible.

Refer to the *RTP Corridors Eligible for Corridor Program, 2025 Update* spreadsheet on [the Corridor Planning website](#) for a list of corridors and projects that are eligible for this set aside. You can also use [the Regional Transportation Plan webmap](#) to see the projects in the plan. The proposed study should align with the description of the project in the Regional Transportation Plan. For example, if the corridor project is identified in the Regional Transportation Plan as an Arterial Safety/Regional Vision Zero project, safety should be the primary focus of the proposed study.

Priority will be given to corridors in earlier staging periods, projects of high regional significance, and projects for which there is a clear, urgent planning need.

Evaluation criteria

Each criterion in the table below will be scored on a scale from 0-5. These will then be multiplied by the weighted percentage and totaled to create a weighted average score.

Category	Description	Scoring	Weight
Metro Vision alignment	Will a study of this corridor advance overarching themes and outcomes outlined in Metro Vision?	0 – Not discussed or no impact. 5 – The project has clearly defined goals tied to Metro Vision themes and could help make a significant impact.	10%

Category	Description	Scoring	Weight
Alignment with RTP priorities	Will this corridor study advance goals outlined in the RTP, in particular safety, regional transit, multimodal options and air quality? Is this project or priority specifically identified in the plan? Is this corridor identified in a sub-plan like Taking Action on Regional Vision Zero or Coordinated Transit Plan?	0 – Not discussed or no impact. 5 – The project has clearly defined goals tied to RTP priorities and could help make a significant impact.	25%
Benefit to marginalized communities	Will this project provide benefits to marginalized communities in the region?	0 – This project will not benefit marginalized communities or will negatively impact marginalized communities. 5 – This project will have a large positive benefit to marginalized communities. The majority of the project benefits are in a state-defined disproportionately impacted community. The area around this project has a high density of marginalized communities (per the DRCOG Index).	10%

Category	Description	Scoring	Weight
Regional impact	Does this corridor provide key regional transportation and community connections for the region?	0 – This is a local corridor with limited to no impacts for the region. 5 – This is a critical corridor for many people in the region.	20%
Readiness	Is this corridor study ready to proceed? Is this project in an earlier RTP staging period? Is there a coalition of regional partners and local jurisdictions prepared to support this study?	0 – Improvements to this corridor are not urgently needed, it appears in a later staging period in the RTP and/or there is limited support from regional and local partners. 5 – This project is in an early RTP staging period and is supported and prioritized by local and regional partners.	20%
Planning need	Is there a clear need to conduct this transportation planning effort? Are there urgent transportation challenges on this corridor? Are there barriers to regional collaboration on this corridor? Is this corridor key to the future of the region's transportation system?	0 – Little to no urgent need for a study on this corridor led by DRCOG. 5 – Significant need for planning support to advance regional priorities on this corridor and/or address urgent mobility challenges.	15%

Approval process

The recommended corridor(s) will be considered by the DRCOG Transportation Advisory Committee, Regional Transportation Committee and the Board of Directors. The Board of Directors' action represents final project selection.

Letters of Interest

Eligible agencies may also submit a letter of interest for any eligible, regionally funded corridor in the [2050 Regional Transportation Plan](#).

Letters of interest must be submitted through [the online form](#) by June 13, 2025 at 11:59pm. The questions are posted below for reference, but all letters of interest must be submitted through [the online form](#).

In addition to submitting a letter of interest, all jurisdictions will also need to schedule a short call with DRCOG staff to discuss their project idea prior to June 13, 2025. Please contact Nora Kern, nkern@drcog.org to arrange a meeting to discuss your project.

Information on Letter of Interest Form

- Project contact.
- Title.
- Email.
- Phone number.
- Name of Jurisdiction/Agency/Partnership.
- Name of corridor study to be considered for DRCOG's Corridor Transportation Planning Set-Aside.
- Description of study. What phase of project development will this study address? What are the desired outcomes or key deliverables?
- Do you have an idea of how much the corridor study, as you are proposing it, would cost?
- Is this corridor in and transportation plans for your city or county, or in a regional plan from DRCOG, CDOT or RTD? If so, please describe which plan it is included in and if possible, link to the relevant plan.
- Have any corridor or subarea plans been conducted in the last 5-10 years focused on this corridor? If yes, please name the study and provide a short description or project website address.
- Have you had a conversation with DRCOG staff about this letter of interest?
- Letter of Support and Commitment from local leadership (uploaded).

- Why would this corridor study be a good candidate for the DRCOG Corridor Planning Set Aside?
- **Metro Vision:** How could a study of this corridor help advance overarching themes and outcomes outlined in Metro Vision?

- **2050 Regional Transportation Plan:** How will this corridor study advance priorities outlined in the 2050 Regional Transportation Plan, in particular safety, regional transit, multimodal options, and air quality?
- **Marginalized communities:** How will the proposed corridor study address the needs of marginalized communities? What is the average [DRCOG Index score](#) within the half mile buffer around this corridor? Are there any other specific community needs that this study will address? *Tip, you can use the [DRCOG Data Tool](#) to analyze demographic information and calculate the average DRCOG index score.*
- **Regional impact:** What is the regional significance of this study or this corridor?
- **Project readiness:** Is this corridor study ready to proceed? Is there strong local support for this study? How will your jurisdiction be able to support this study? Are there any partners prepared to support this study?
- **Planning Need:** Is there a clear need to conduct this transportation planning effort? How far along is this project in the planning process and how will this study move the project towards implementation? Is this corridor key to the future of the region's transportation system? Are there urgent transportation challenges on this corridor? Are there barriers to regional collaboration on this corridor?
- Is there anything else the selection committee should consider or be aware of?

2050 Regional Transportation Plan: Project eligibility for 2026-2027 Corridor Set Aside

The projects listed below are the regionally funded projects included in the 2050 Regional Transportation Plan, Tables 3.1 through 3.9.

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Projects eligible for 2026-2027 Corridor Set

Bus Rapid Transit Projects

Project Name	Location/Limits	Project description	County	Staging period
Colorado Blvd. BRT	A Line to I-25	Bus rapid transit service and supporting safety/multimodal improvements	Denver	2020-2029
Colfax Ave. Extension BRT	I-225 to E-470	Bus rapid transit service and supporting safety/multimodal improvements	Adams/Arapahoe	2020-2030
Speer/Leetsdale/Parker BRT	Colfax to I-225	Bus rapid transit service and supporting safety/multimodal improvements	Arapahoe/Denver	2030-2039
Alameda BRT	Wadsworth to R-Line	Bus rapid transit service and supporting safety/multimodal improvements	Arapahoe/Denver/Jefferson	2030-2039
Broadway/Lincoln BRT	Colfax to Highlands Ranch Pkwy.	Bus rapid transit service and supporting safety/multimodal improvements	Arapahoe/Denver/Douglas	2030-2039
State Hwy. 119 BRT Extension	Downtown Longmont to I-25/State Hwy. 119 mobility hub	Bus rapid transit service and supporting safety/multimodal improvements	Boulder/Weld	2030-2039
38th/Park BRT	Wadsworth to Colfax	Bus rapid transit service and supporting safety/multimodal improvements	Denver/Jefferson	2040-2050

Corridor transit planning projects and program

Project Name	Location/Limits	Project description	County	Staging period
Castle Pines transit mobility corridor	Castle Pines to RidgeGate RTD Station	Transit corridor	Douglas	2030-2039
U.S. Route 287	U.S. Route 36 to Larimer County Line	Safety, operational and multimodal improvements	Boulder/Broomfield	2030-2039
RidgeGate Pkwy. transit mobility corridor	Mainstreet in Parker to Lone Tree City Center RTD Station	Transit corridor	Douglas	2040-2050
W. Colfax	Sheridan to Broadway/Lincoln	Transit corridor and supporting safety/multimodal improvements	Denver	2040-2050
S. Boulder Rd.	Lafayette to Boulder	Multimodal corridor improvements	Boulder	2040-2050

Arterial safety/ Regional Vision Zero projects and programs

Project Name	Location/Limits	Project description	County	Staging period
Sheridan safety improvements	52nd to Hampden	Vision Zero corridor improvements	Denver/Jefferson	2020-2029
U.S. Route 36	Boulder to Lyons	Corridor safety improvements	Boulder	2020-2029
U.S. Route 85 operational and safety improvements	Weld County Rd. 2 to Weld County Rd. 10	Safety and operational improvements	Weld	2020-2029
U.S. Route 285 congestion mitigation improvements	Knox Ct./Lowell Blvd. (west) to Havana (east)	Speed and reliability corridor and Vision Zero improvements	Arapahoe/Denver	2020-2029
Brighton Blvd.	Race to York	Reconstruction, Vision Zero, safety and freight improvements	Denver	2040-2050

DRCOG Multimodal Capital Projects

Project Name	Location/Limits	Project description	County	Staging period
120th Ave.	U.S. Route 85 to E-470	Widen to 4 lanes; bridge, multimodal corridor and intersection improvements	Adams	2020-2029
State Hwy. 7	164th Ave. to Dahlia St.	Widen from 2 to 4 lanes	Adams	2020-2029
Gun Club Rd.	State Hwy. 30 to 6th Ave.	Widen from 2 to 4 lanes, includes Stream crossing upgrade at Coal Creek, multimodal corridor improvements	Arapahoe	2020-2029
Smoky Hill Rd.	Buckley Rd. to Picadilly St.	Safety, operational, and multimodal corridor improvements and transit service	Arapahoe	2020-2029
U.S. Route 287/120th Ave.	Midway Blvd. to Lowell Blvd.	Improve circulation, safety, active transportation access, business access, congestion and transit operations	Broomfield	2020-2029
Lincoln Ave.	Oswego to Keystone	Multimodal corridor improvements	Douglas	2020-2029
State Hwy. 30	Airport Blvd. to Quincy Ave.	Widen 2 to 4 lanes, multimodal corridor improvements, and transit service	Arapahoe	2030-2039
State Hwy. 66	U.S. Route 287/Main Street to E. County Line Rd.(Weld County Rd. 1)	Capacity, operations and bicycle/pedestrian	Boulder	2030-2039
Indiana (State Hwy. 72)	W. 80th Ave. to W. 86th Pkwy.	Widen to 4 lanes	Jefferson	2030-2039



Project Name	Location/Limits	Project description	County	Staging period
State Hwy. 93	State Hwy. 58 to State Hwy. 170	Widen to 4 lanes and safety/transit improvements	Jefferson	2030-2039
U.S. Route 85 (Santa Fe)	C-470 to Bowles	Corridor planning/investment for multimodal mobility, operations and safety	Arapahoe	2040-2050
Broncos Pkwy./Easter/Dry Creek corridor improvements	Parker Rd. to Havana	Widening to 6 lanes, bridge widening and intersection improvements	Arapahoe	2040-2050
Kipling St.	Kentucky Ave. to I-70	Multimodal corridor improvements	Jefferson	2040-2050
Wadsworth Blvd.	17th Ave. to 35th Ave.	Multimodal corridor improvements	Jefferson	2040-2050
State Hwy. 52	Weld County Rd. 1 to Weld County Rd. 13	Planning and Environment Linkages study outcomes — safety, operational and multimodal improvements	Weld	2040-2050
State Hwy. 66	E. County Line Rd. (Weld County Rd. 1) to Weld County Rd. 19	Widen 2 to 4 lanes, pedestrian improvements	Weld	2040-2050



Likely ineligible projects (because they have advanced to design or construction)

Project Name	Location/Limits	Project description	County	Staging period
Colfax Ave. BRT	Union Station to I-225	Bus rapid transit service and supporting safety/multimodal improvements	Adams/ Arapahoe/ Denver	2020-2029
State Hwy. 119 BRT	Downtown Boulder to downtown Longmont	Bus rapid transit service and supporting safety/multimodal corridor improvements, including a separated bike lane	Boulder	2020-2029
Federal Blvd. BRT	120th to Santa Fe/Dartmouth	Bus rapid transit service and supporting safety/multimodal improvements	Adams/Denver	2020-2029
Golden/Mines autonomous circulator	Downtown Golden, School of Mines, RTD W Line	Autonomous circulator	Jefferson	2020-2029
State Hwy. 7	Boulder to Brighton	Multimodal corridor improvements	Adams/Boulder/ Broomfield	2030-2039
U.S. Route 36/28th St. and State Hwy. 93/Broadway	U.S. Route 36/28th St. and State Hwy. 93/Broadway	Transit corridor and supporting safety/multimodal improvements	Boulder	2030-2039
Chambers Rd.	E. 56th Ave. to E. 40th Ave.	Vision Zero corridor improvements	Denver	2020-2029
Colfax safety improvements	Wadsworth to Sheridan	Multimodal arterial safety	Jefferson	2020-2029
Federal Blvd. multimodal improvements	52nd Ave. to 120th Ave.	Bicycle/pedestrian/transit improvements; Turn lanes; bus/business access lanes	Adams	2020-2029
W. Mississippi Ave.	South Federal Blvd. to S. Broadway	Vision Zero and pedestrian improvements	Denver	2020-2029



Project Name	Location/Limits	Project description	County	Staging period
88th Ave.	I-76 northbound ramps to State Hwy. 2	Widen from 2 to 4 lanes	Adams	2020-2029
104th Ave.	Colorado Blvd. to McKay Rd.	Widen from 2 to 4 lanes	Adams	2020-2029
Gun Club Rd.	Quincy to Aurora Pkwy.	Widen from 2 to 4 lanes, multimodal corridor improvements, and transit service	Arapahoe	2020-2029
Martin Luther King Jr. Blvd.	Havana St./Iola St. to Peoria St.	Multimodal corridor improvements	Denver	2020-2029
County Line Rd.	Phillips St. to University Blvd.	Widen from 2 to 4 lanes	Douglas	2020-2029
RidgeGate Pkwy.	Havana St. to Lone Tree eastern city limit	Widen from 2 to 4 lanes	Douglas	2020-2029
Wadsworth Blvd.	35th Ave. to 48th Ave.	Widen from 4 to 6 lanes	Jefferson	2020-2029
U.S. Route 287/120th Ave.	Midway Blvd. to Lowell Blvd.	Widen from 4 to 6 lanes	Broomfield	2020-2029
Smith Rd. bicycle/pedestrian facilities	Peoria Street to Powhaton Rd.	New shared-use path	Adams	2020-2029



Ineligible Projects (limited access roadways and trails)

Project Name	Location/Limits	Project description	County	Staging period
I-225/Yosemite	DTC Blvd. to I-25 on-ramp	Interchange and ramp reconstruction	Arapahoe	2020-2029
I-25	Broadway	Interchange capacity	Denver	2020-2029
I-25	Lincoln Ave.	Interchange capacity	Douglas	2020-2029
I-25	Happy Canyon Rd.	Interchange reconstruction	Douglas	2020-2029
I-25	Crystal Valley Pkwy.	New interchange and south frontage road	Douglas	2020-2029
U.S. Route 6	Heritage Rd.	New interchange	Jefferson	2020-2029
Peña Blvd.	I-70 to 64th Ave.	Add 1 managed lane in each direction	Denver	2030-2039
Peña Blvd.	64th Ave. to E-470	Add 1 managed lane in each direction	Denver	2030-2039
I-25 North	104th Ave. to 120th Ave.	Shoulders; general purpose lanes; bridge	Adams	2040-2050
I-25	Meadows/Founders	Interchange reconstruction	Douglas	2040-2050
North I-25 BRT	Union Station to State Hwy. 119	Bus rapid transit service and supporting safety/multimodal improvements	Adams/Broomfield/Denver/Weld	2040-2050
Bear Creek Trail	(not specified)	Upgrade trail for safe crossings and consistent cross section. Integrate intelligent transportation systems/artificial intelligence equipment.	Denver	2040-2050
Clear Creek Greenway	Jefferson County Line to Loveland Ski Area	Clear Creek Greenway portion of Peaks to Plains trail system	Clear Creek	2040-2050
McCaslin Regional trail	Rock Creeky Pkwy. to State Hwy. 128	Regional trail	Boulder	2020-2029
RTD Rail Trail	Boulder to Erie	Regional trail	Boulder	2020-2029
S. Platte River Trail	(not specified)	Complete missing links and upgrade trail section	Denver	2030-2039
St. Vrain Greenway	Longmont to Lyons	Regional trail	Boulder	2020-2029

Denver Regional Council of Governments

Transportation Regional Improvement
Projects and SurveyState Hwy. 66: E. County Line Rd. (Weld County Rd. 1) to Weld
County Rd. 19[← 2050 MVRTP Project List](#)[Project Summary](#)[Amendments](#)Description:

Widen 2 to 4 lanes, pedestrian improvements

Investment Priority:

DRCOG-Administered Multimodal Capital Projects

County(s):

Weld

Project Cost (Current Year):

\$35,000,000

Project Cost (Year of Expenditure):

\$67,000,000

Staging Period:

2040-2050

COG ID:

WdCo-2021-05

Primary Sponsor:

Weld County

Project Status:Amendment Status:

Adopted

Multimodal Project Elements

Bicycle/Pedestrian:

Yes

Safety:

No

Transit:

No

Freight:

Yes



MEETING DATE: June 9, 2025

SUBJECT: 2026 Proposed Budget Calendar

PRESENTED BY: Mary Strutt, Administrative Services Director

DATE	ASSIGNMENT	ACTION
June	Board Retreat	Retreat to discuss 2026 and future projects
June 30, 2025	Finance	2024 Audit presentation to BOT
July	Finance	Prepare budget sheets with 2025 forecast and 2026 budget
July 25, 2025	Finance/Auditor	2026 budget sheets to staff
August	Dept Directors	Prepare proposed revenue and expenditure work sheets for each fund under their control. Schedule appointment with finance & Town Manager, as needed
August 15, 2025	Dept Directors	Budget worksheets due to finance
August 25, 2025	Weld County	Weld County to certify new assessed and actual values
August	Board Work Session	Budget Overview: Review 2025, general direction for 2026 and any Board projects
September	Finance / Town Manager	Work with consultant to prepare budget presentation
September 29, 2025	Regular Board Meeting	Proposed budget presented to BOT
October 15, 2025	Clerk	Proposed budget must be presented to BOT per C.R.S. 29-1-105; hearing notices published after presentation
October / November	Board Work Sessions	Scheduled as needed
October 27, 2025	Regular Board Meeting	Public Hearing and Adopt Final Budget
December 10, 2025	Weld County	County deadline to re-certify assessed values
December 15, 2025	Finance	Deadline to certify mill levy to County Commissioners
January 31, 2026	Finance	File Budget with DOLA