

**TOWN OF PLATTEVILLE, COLORADO**  
**NOTICE AND AGENDA OF REGULAR MEETING**

NOTICE OF REGULAR MEETING of the Platteville Board of Trustees will be held on  
Tuesday, February 18, 2025, at 7:00 pm at 400 Grand Avenue, Platteville, CO.

1. CALL TO ORDER
2. MOMENT OF SILENCE
3. PLEDGE OF ALLEGIANCE
4. ROLL CALL

Mayor: Mike Cowper  
Mayor Pro-Tem: Nick Ralston  
Trustees: Larry Clark, Larry Hatcher, Hope Morris, Melissa Archambo, Steve Nelson  
Staff Present: Troy Renken, Town Manager; Danette Schlegel, Town Clerk/Treasurer

5. APPROVAL OF THE AGENDA

6. AUDIENCE PARTICIPATION (*Public Comment Items not on the agenda*)

Trustees welcome you here and thank you for your time and concerns. If you wish to address the Board of Trustees, this is the time set on the agenda for you to do so. When you are recognized, please step to the podium, state your name and address, then address the Trustees. Your comments will be limited to three (3) minutes. Board Members may not respond to your comments this evening, rather they may take your comments and suggestions under advisement and your questions may be directed to the appropriate staff person for follow-up. Thank you!

7. APPROVAL OF THE CONSENT AGENDA

The Consent Agenda contains items that can be approved without discussion. Any Board Member may request removal of any item they do not want to consider without discussion or wish to vote no on, without jeopardizing the approval of other items on the Consent Agenda. Items removed from Consent will be placed under Action Items in the order they appear on the agenda. (This should be done prior to the motion to approve the agenda.)

- A. February 4, 2025 Meeting Minutes
- B. January Paid Bills & Financial Statements
- C. BBC Research & Consulting Contract

8. PRESENTATIONS AND DISCUSSIONS

- A. Presentation on Colorado Special Districts – Overview, Organization and Use

9. ACTION ITEMS

- A. Special Districts Policy
- B. Resolution 2025-02 Northern Water Section 131 Contract 99
- C. Main Street Sidewalk Bids - United Methodist Church

- D. Police Station Design - Fransen Pittman Construction & Infusion Architects Contract
- E. Sarchet Water Lease - Platteville Irrigation & Milling Ditch Share
- F. Red Cross Facility Use Agreement - Community Center Emergency Shelter

10. REPORTS

- A. Recreation & Senior Director
- B. Police Chief
- C. Public Works Director
- D. Town Manager
- E. Mayor

11. ADJOURNMENT



## Agenda Item Cover Sheet

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MEETING DATE: February 18, 2025

AGENDA ITEM: Consent Agenda Items

- February 18, 2025 minutes
- January Paid Bills and Financials
- BBC Research & Consulting Contract

DEPARTMENT: Legislative

PRESENTED BY: Troy Renken, Town Manager

### SUMMARY

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The February 4<sup>th</sup> meeting minutes, January paid bills and financial statements, along with the final Agreement for Professional Services (contract) with BBC that was previously discussed, are presented for review and approval.

### FINANCIAL CONSIDERATIONS

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The January paid bills and financial statements are in accordance with the adopted budget (only 8% of the YTD) and the \$20,000 for the BBC contract will be paid from the Development Investment line item in the Economic Development section of the General Fund.

### RECOMMENDED ACTION

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Move to approve the Consent Agenda as presented and for the Mayor to execute all documents.

### ATTACHMENTS

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February 4, 2025 Minutes  
January paid bills and financials  
BBC Research & Consulting Contract

**TOWN OF PLATTEVILLE, COLORADO**  
**BOARD OF TRUSTEES MEETING MINUTES**  
Regular meeting of the Platteville Board of Trustees will be held on  
Tuesday, February 4, 2025 at 400 Grand Avenue, Platteville, CO.  
Mayor Cowper called the meeting to order at 7:10 pm

CALL TO ORDER

MOMENT OF SILENCE

PLEDGE OF ALLEGIANCE

ROLL CALL

Mayor: Mayor Cowper  
Mayor Pro Tem: Nick Ralston  
Trustees: Larry Clark, Steve Nelson, Larry Hatcher  
Absent: Hope Morris, Melissa Archambo  
Staff Present: Troy Renken, Town Manager; Tessa Yaste, Finance Clerk; Katie Vera, Town Attorney

APPROVAL OF THE AGENDA

Mayor Pro Tem Ralston moved to approve the agenda as presented. Trustee Nelson seconded. All members are in favor.

AUDIENCE PARTICIPATION (*Public Comment Items not on the agenda*)

None

PRESENTATIONS & DISCUSSIONS

None

APPROVAL OF THE CONSENT AGENDA

Trustee Nelson moved to approve the consent agenda as presented. Mayor Pro Tem Ralston seconded the motion. All members in favor.

ACTION ITEMS

Special Districts Policy

In November the Town completed the annexation and zoning for the Platte View Commerce Center located on the northwest corner of Highway 66 & CR19 for the development of a 9-lot industrial park. The development team has requested time to make a presentation on how Colorado Special Districts are established and function and then discuss more specifically the special district (service plan) proposal for the Platte View Commerce Center. The presentation was cancelled per developers request. Tabled for February 18<sup>th</sup> Board of Trustees meeting.



Business Enhancement Grant Program

The Board of Trustees reviewed and discussed the Business Enhancement Grant Program proposed by Town Manager, Troy Renken. Mr. Renken presented to the Board of Trustees a basic grant application form that includes a program summary for the Board to review and discuss. Trustee Nelson moved to approve the draft application of the Business Enhancement Grant Program as presented. Mayor Pro Tem Ralston seconded the motion. All members in favor.

Impact Fee Study

Board of Trustees reviewed and discussed the Town Managers proposal to conduct a study by BBS Research & Consulting Firm to review and update non-residential impact fees. Trustee Clark moved to approve the proposal from BBC Research & Consulting in the amount of \$20,000 to complete an updated study to determine appropriate costs for non-residential impact fees. Mayor Pro Tem Ralston seconded the motion. All members were in favor after a roll call vote.

Airbound Colorado Rental Agreement (Harvest Daze)

Airbound Colorado called to confirm which amusement rides are wanted to rent for this year's Harvest Daze and to complete a rental agreement to reserve the rides. Mayor Pro Tem Ralston moved to approve the agreement with Airbound Colorado in the amount of \$12,800 to provide four amusement rides for this year's Harvest Daze event on Saturday, August 16, 2025. Trustee Nelson seconded the motion. All members were in favor after a roll call vote.

Reports

- Parks, Trails & Trees Committee
- Recreation Committee
- Public Safety Committee
- Economic Development Committee
- Town Manager
- Mayor

ADJOURNMENT

Having no further business before the Board, the meeting was adjourned at 8:30 P.M.

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Attest: Tessa Yaste, Finance Clerk

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Mike Cowper, Mayor

TOWN OF PATTEVILLE  
 COMBINED CASH INVESTMENT  
 JANUARY 31, 2025

COMBINED CASH ACCOUNTS

999-0000-111000	BANK OF COLORADO CHECKING	1,266,796.95
999-0000-112000	3 - COMMUNITY BANKS - REC ACCT	177,361.91
999-0000-112050	2- COMMUNITY BANKS - DEPOSIT	173,231.06
999-0000-113500	XPRESS DEPOSIT ACCOUNT	126,881.82
999-0000-150000	CASH CLEARING-UTILITY	( 266.35)
999-0000-151000	CASH CLEARING-COURT	( 93.00)
	<b>TOTAL COMBINED CASH</b>	<b>1,743,912.39</b>
999-0000-100010	ALLOCATED CASH TO OTHER FUNDS	( 1,743,912.39)

TOTAL UNALLOCATED CASH .00

CASH ALLOCATION RECONCILIATION

100	ALLOCATION TO GENERAL FUND	449,651.58
210	ALLOCATION TO LIBRARY FUND	18,567.75
220	ALLOCATION TO CEMETERY FUND	46,320.50
230	ALLOCATION TO CONSERVATION TRUST FUND	89,901.57
280	ALLOCATION TO LAW ENFORCEMENT TRAINING/EQUIP	128,475.43
290	ALLOCATION TO HARVEST DAZE FUND	2,714.90
310	ALLOCATION TO CAPITAL IMPROVEMENT FUND	588,535.82
510	ALLOCATION TO SEWER FUND	130,039.11
520	ALLOCATION TO WATER FUND	289,705.73
	<b>TOTAL ALLOCATIONS TO OTHER FUNDS</b>	<b>1,743,912.39</b>
	ALLOCATION FROM COMBINED CASH FUND -999-0000-100010	( 1,743,912.39)

ZERO PROOF IF ALLOCATIONS BALANCE .00

TOWN OF PATTEVILLE  
BALANCE SHEET  
JANUARY 31, 2025

GENERAL FUND

ASSETS

100-0000-100010	ALLOCATED CHECKING/CASH GF	449,651.58	
100-0000-102100	CASH-WELD COUNTY TREASURER	8,881.43	
100-0000-106100	COLOTRUST-GENERAL	1,616,130.54	
100-0000-106181	COLOTRUST-DOWNTOWN REVITALIZAT	1,157,227.26	
100-0000-106182	COLOTRUST-POLICE STATION RESER	1,126,760.04	
100-0000-106190	COLOTRUST-DEVELOPMENT ESCROW	19,498.41	
100-0000-106191	COLOTRUST-POLICE EVIDENCE	1,534.56	
100-0000-180000	A/R BILLING	25,573.64	
100-0000-180100	A/R - COURT	28,964.69	
100-0000-181000	PROPERTY TAX RECEIVABLE	966,409.00	
100-0000-182000	A/R OTHER	33,580.17	
100-0000-183000	DUE FROM OTHER GOVERNMENT	259,176.76	
100-0000-184000	NSF CHECKS	266.35	
100-0000-187000	PREPAID EXPENSES	1,612.21	
100-0000-199000	OTHER ASSETTS	90.97	
TOTAL ASSETS			5,695,357.61

LIABILITIES AND EQUITY

LIABILITIES

100-0000-200050	ACCOUNTS PAYABLE	4,878.24	
100-0000-200070	POLICE EVIDENCE MONEY PAYABLE	1,509.74	
100-0000-211150	PAYROLL PAYABLE	42,957.97	
100-0000-211200	ACCRUED WAGES	43,418.89	
100-0000-211250	EMPLOYEE BENEFITS PAYABLE	26,773.43	
100-0000-211300	FIT/FICA/MED WITHOLDING	6,761.62	
100-0000-211350	SIT WITHOLDING	2,970.00	
100-0000-211400	FICA/MEDICARE PAYABLE	2,505.88	
100-0000-211550	UNEMPLOYMENT TAX PAYABLE	473.12	
100-0000-211650	OTHER WITHOLDING PAYABLE	310.63	
100-0000-211653	SUPPLEMENTAL INSURANCE	( 731.39)	
100-0000-211654	401K PAYABLE	944.73	
100-0000-211657	PERA PAYABLE	21,657.94	
100-0000-250000	DEFERRED REVENUE-PROPERTY TAX	966,409.00	
100-0000-250003	DEFERRED REVENUE-XCEL FRANCHIS	6,715.68	
TOTAL LIABILITIES			1,127,555.48

FUND EQUITY

100-0000-300000	FUND BALANCE	4,474,471.12	
	REVENUE OVER EXPENDITURES - YTD	93,331.01	
TOTAL FUND EQUITY			4,567,802.13
TOTAL LIABILITIES AND EQUITY			5,695,357.61

TOWN OF PATTEVILLE  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 1 MONTHS ENDING JANUARY 31, 2025

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>TAX REVENUES</u>					
100-0000-411000	1,485.11	1,485.11	966,408.51	964,923.40	.2
100-0000-411001	.00	.00	1,000.00	1,000.00	.0
100-0000-413000	3,709.05	3,709.05	45,000.00	41,290.95	8.2
100-0000-414000	141,371.19	141,371.19	1,500,000.00	1,358,628.81	9.4
100-0000-414100	135.37	135.37	17,500.00	17,364.63	.8
100-0000-415002	6,128.58	6,128.58	70,000.00	63,871.42	8.8
100-0000-415003	11,208.75	11,208.75	90,000.00	78,791.25	12.5
100-0000-415004	6.40	6.40	4,000.00	3,993.60	.2
100-0000-415009	1.85	1.85	140.00	138.15	1.3
100-0000-416000	952.97	952.97	3,000.00	2,047.03	31.8
<b>TOTAL TAX REVENUES</b>	<b>164,999.27</b>	<b>164,999.27</b>	<b>2,697,048.51</b>	<b>2,532,049.24</b>	<b>6.1</b>
<u>LICENSES AND PERMITS</u>					
100-0000-422000	700.00	700.00	2,000.00	1,300.00	35.0
100-0000-423000	1,195.00	1,195.00	3,800.00	2,605.00	31.5
100-0000-424000	75.00	75.00	250.00	175.00	30.0
100-0000-425000	89.50	89.50	.00	( 89.50)	.0
100-0000-426000	57,495.50	57,495.50	100,000.00	42,504.50	57.5
100-0000-426005	.00	.00	4,743.00	4,743.00	.0
100-0000-426006	132,825.00	132,825.00	6,798.00	( 126,027.00)	1953.9
100-0000-427000	14,000.00	14,000.00	.00	( 14,000.00)	.0
<b>TOTAL LICENSES AND PERMITS</b>	<b>206,380.00</b>	<b>206,380.00</b>	<b>117,591.00</b>	<b>( 88,789.00)</b>	<b>175.5</b>
<u>OTHER TAX REVENUE</u>					
100-0000-431000	1,806.63	1,806.63	34,815.00	33,008.37	5.2
100-0000-432000	511.10	511.10	5,000.00	4,488.90	10.2
100-0000-433000	15,358.38	15,358.38	156,817.00	141,458.62	9.8
100-0000-434000	.00	.00	100,000.00	100,000.00	.0
100-0000-436000	1,493.21	1,493.21	21,000.00	19,506.79	7.1
100-0000-437000	.00	.00	35,000.00	35,000.00	.0
<b>TOTAL OTHER TAX REVENUE</b>	<b>19,169.32</b>	<b>19,169.32</b>	<b>352,632.00</b>	<b>333,462.68</b>	<b>5.4</b>

TOWN OF PATTEVILLE  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 1 MONTHS ENDING JANUARY 31, 2025

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>TOWN REVENUE</u>					
100-0000-441000 ADMINISTRATIVE FEE	.00	.00	254,801.35	254,801.35	.0
100-0000-444000 BALL FIELD/PARK RENTAL FEE	.00	.00	1,500.00	1,500.00	.0
100-0000-444500 RECREATION FEES/DONATIONS	2,913.70	2,913.70	50,750.00	47,836.30	5.7
100-0000-444501 CONCESSION SALES	.00	.00	4,000.00	4,000.00	.0
100-0000-444520 FORT VASQUEZ / WELCOME CENTER	659.01	659.01	7,000.00	6,340.99	9.4
100-0000-445000 REFUSE COLLECTION	17,252.67	17,252.67	200,000.00	182,747.33	8.6
100-0000-445100 CLEANUP DAYS	8.91	8.91	6,500.00	6,491.09	.1
100-0000-445500 STREET LIGHTS	3,787.47	3,787.47	45,000.00	41,212.53	8.4
100-0000-446001 COMMUNITY CENTER RENTAL	1,228.50	1,228.50	9,000.00	7,771.50	13.7
100-0000-447500 ZONING, SUBDIVISION, ANNEXATIO	.00	.00	5,000.00	5,000.00	.0
<b>TOTAL TOWN REVENUE</b>	<b>25,850.26</b>	<b>25,850.26</b>	<b>583,551.35</b>	<b>557,701.09</b>	<b>4.4</b>
<u>POLICE REVENUE</u>					
100-0000-451000 MISC POLICE FEES	335.00	335.00	4,000.00	3,665.00	8.4
100-0000-451001 RESTITUTION	51.60	51.60	500.00	448.40	10.3
100-0000-451100 COURT COSTS	540.00	540.00	8,000.00	7,460.00	6.8
100-0000-452000 FINES	13,036.00	13,036.00	150,000.00	136,964.00	8.7
<b>TOTAL POLICE REVENUE</b>	<b>13,962.60</b>	<b>13,962.60</b>	<b>162,500.00</b>	<b>148,537.40</b>	<b>8.</b>
<u>MISCELLANEOUS</u>					
100-0000-511001 DEVELOPMENT REIMBURSEMENT	.00	.00	880,000.00	880,000.00	.0
100-0000-511450 GILCREST LAW ENFORCEMENT SERVI	10,055.19	10,055.19	127,263.60	117,208.41	7.9
100-0000-511501 SRO SERVICES	15,327.81	15,327.81	137,950.00	122,622.19	11.1
100-0000-512000 EARNINGS ON INVESTMENTS	15,013.73	15,013.73	5,000.00	( 10,013.73)	300.3
100-0000-514001 UTILITY BILL PENALTIES/INTERES	.00	.00	5,000.00	5,000.00	.0
100-0000-514500 ROYALTIES	6,293.54	6,293.54	100,000.00	93,706.46	6.3
100-0000-519000 CONVENIENCE FEES	228.00	228.00	2,000.00	1,772.00	11.4
100-0000-519003 MISC. REVENUE-SENIOR ORGANIZAT	1,803.00	1,803.00	18,000.00	16,197.00	10.0
100-0000-519004 MISC REVENUE - POLICE	25.00	25.00	1,000.00	975.00	2.5
100-0000-519100 MISC REVENUE - GENERAL	.00	.00	15,000.00	15,000.00	.0
<b>TOTAL MISCELLANEOUS</b>	<b>48,746.27</b>	<b>48,746.27</b>	<b>1,291,213.60</b>	<b>1,242,467.33</b>	<b>3.8</b>
<u>GRANT REVENUE</u>					
100-0000-520300 GRANT REVENUE	3,300.00	3,300.00	20,000.00	16,700.00	16.5
100-0000-522040 UNITED WAY-RECREATION	.00	.00	4,600.00	4,600.00	.0
<b>TOTAL GRANT REVENUE</b>	<b>3,300.00</b>	<b>3,300.00</b>	<b>24,600.00</b>	<b>21,300.00</b>	<b>13.4</b>
<b>TOTAL FUND REVENUE</b>	<b>482,407.72</b>	<b>482,407.72</b>	<b>5,229,136.46</b>	<b>4,746,728.74</b>	<b>9.2</b>

TOWN OF PATTEVILLE  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 1 MONTHS ENDING JANUARY 31, 2025

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
100-0000-680000 IMPACT FEE PASSTHROUGH	.00	.00	11,541.00	11,541.00	.0
TOTAL DEPARTMENT 0000	.00	.00	11,541.00	11,541.00	.0
 <u>LEGISLATIVE</u>					
100-0110-616000 MAYOR SALARY	.00	.00	4,200.00	4,200.00	.0
100-0110-617000 TRUSTEE/PC SALARY	.00	.00	7,000.00	7,000.00	.0
100-0110-618000 PAYROLL TAXES	.00	.00	170.00	170.00	.0
100-0110-618002 PERA	.00	.00	975.00	975.00	.0
100-0110-651700 CODIFICATION	.00	.00	2,800.00	2,800.00	.0
100-0110-653000 DUES/SUBSCRIPTIONS	.00	.00	3,491.00	3,491.00	.0
100-0110-653300 PUBLISHING	.00	.00	1,500.00	1,500.00	.0
100-0110-654400 SUPPLIES/SMALL EQUIPMENT	.00	.00	150.00	150.00	.0
100-0110-660010 CITIZEN ADVISORY COMMITTEES	.00	.00	7,000.00	7,000.00	.0
100-0110-671000 TRAVEL/TRAINING/MEETINGS	.00	.00	3,000.00	3,000.00	.0
100-0110-701600 COMMUNITY DONATIONS	.00	.00	3,000.00	3,000.00	.0
100-0110-701700 ELECTION EXPENSES	.00	.00	2,000.00	2,000.00	.0
100-0110-702900 MISC PROFESSIONAL FEES	270.00	270.00	.00	( 270.00)	.0
TOTAL LEGISLATIVE	270.00	270.00	35,286.00	35,016.00	.8
 <u>ADMIN</u>					
100-0140-613000 CONTRACT ACCOUNTANT	2,750.00	2,750.00	23,000.00	20,250.00	12.0
100-0140-615000 JUDICIAL SERVICES	600.00	600.00	7,200.00	6,600.00	8.3
100-0140-652300 COPIER/POSTAGE METER	2,241.37	2,241.37	24,000.00	21,758.63	9.3
100-0140-653000 DUES/SUBSCRIPTIONS	.00	.00	1,951.00	1,951.00	.0
100-0140-653900 INSURANCE/BONDS	15,621.09	15,621.09	82,155.50	66,534.41	19.0
100-0140-654400 SUPPLIES/SMALL EQUIPMENT	1,358.56	1,358.56	8,500.00	7,141.44	16.0
100-0140-654430 CREDIT CARD FEES	.00	.00	250.00	250.00	.0
100-0140-654440 SMALL EQUIPMENT	.00	.00	3,500.00	3,500.00	.0
100-0140-654600 EMPLOYEE HOLIDAY PARTY	.00	.00	7,500.00	7,500.00	.0
100-0140-654610 MISC	4,515.67	4,515.67	15,000.00	10,484.33	30.1
100-0140-655000 SOFTWARE	1,487.00	1,487.00	17,000.00	15,513.00	8.8
100-0140-671000 TRAVEL/TRAINING/MEETINGS	.00	.00	5,000.00	5,000.00	.0
100-0140-701000 WELD COUNTY TREASURER FEES	14.84	14.84	11,000.00	10,985.16	.1
100-0140-701100 ACCOUNTING/AUDITING	.00	.00	13,000.00	13,000.00	.0
100-0140-701500 COMPUTER CONSULTING/EXPENSE	8,039.20	8,039.20	100,000.00	91,960.80	8.0
100-0140-702600 LEGAL	600.00	600.00	25,000.00	24,400.00	2.4
100-0140-702610 PROSECUTING ATTORNEY	.00	.00	10,000.00	10,000.00	.0
100-0140-702900 MISC PROFESSIONAL FEES	93.00	93.00	3,500.00	3,407.00	2.7
100-0140-754010 PHONES/PAGER/DATA LINE/TV	295.92	295.92	10,000.00	9,704.08	3.0
100-0140-792500 M/R EQUIPMENT	.00	.00	500.00	500.00	.0
100-0140-810103 NON CAPITAL COMPUTER/SOFTWARE	2,351.27	2,351.27	20,000.00	17,648.73	11.8
100-0140-810104 WEBSITE DEVELOPMENT	.00	.00	1,000.00	1,000.00	.0
100-0140-811000 CAPITAL IMPROVEMENTS PROJECTS	.00	.00	5,000.00	5,000.00	.0
TOTAL ADMIN	39,967.92	39,967.92	394,056.50	354,088.58	10.1

TOWN OF PATTEVILLE  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 1 MONTHS ENDING JANUARY 31, 2025

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>BUILDING AND GROUNDS</u>					
100-0150-651500	.00	.00	500.00	500.00	.0
100-0150-652900	.00	.00	650.00	650.00	.0
100-0150-654400	186.41	186.41	6,500.00	6,313.59	2.9
100-0150-656900	11,716.68	11,716.68	15,000.00	3,283.32	78.1
100-0150-671000	.00	.00	500.00	500.00	.0
100-0150-701400	2,120.00	2,120.00	25,000.00	22,880.00	8.5
100-0150-754010	36.69	36.69	3,500.00	3,463.31	1.1
100-0150-754020	2,767.93	2,767.93	55,000.00	52,232.07	5.0
100-0150-754030	.00	.00	4,000.00	4,000.00	.0
100-0150-754040	.00	.00	1,500.00	1,500.00	.0
100-0150-791000	127.80	127.80	20,000.00	19,872.20	.6
100-0150-792500	.00	.00	12,000.00	12,000.00	.0
100-0150-793500	.00	.00	10,000.00	10,000.00	.0
100-0150-794000	.00	.00	5,000.00	5,000.00	.0
100-0150-810150	.00	.00	15,000.00	15,000.00	.0
100-0150-815109	3,300.00	3,300.00	50,000.00	46,700.00	6.6
<b>TOTAL BUILDING AND GROUNDS</b>	<b>20,255.51</b>	<b>20,255.51</b>	<b>224,150.00</b>	<b>203,894.49</b>	<b>9.0</b>
<u>ECONOMIC DEVELOPMENT</u>					
100-0160-654400	.00	.00	50,000.00	50,000.00	.0
100-0160-655200	.00	.00	1,100,000.00	1,100,000.00	.0
100-0160-671000	.00	.00	1,500.00	1,500.00	.0
100-0160-701300	.00	.00	40,000.00	40,000.00	.0
100-0160-702100	.00	.00	17,000.00	17,000.00	.0
100-0160-702200	7,308.50	7,308.50	40,000.00	32,691.50	18.3
100-0160-702600	.00	.00	7,000.00	7,000.00	.0
<b>TOTAL ECONOMIC DEVELOPMENT</b>	<b>7,308.50</b>	<b>7,308.50</b>	<b>1,255,500.00</b>	<b>1,248,191.50</b>	<b>.6</b>
<u>WAGES &amp; BENEFITS</u>					
100-0170-611000	47,558.93	47,558.93	266,642.91	219,083.98	17.8
100-0170-611003	38,503.82	38,503.82	340,101.31	301,597.49	11.3
100-0170-611004	98,037.66	98,037.66	902,504.23	804,466.57	10.9
100-0170-611005	13,237.89	13,237.89	164,171.07	150,933.18	8.1
100-0170-611007	342.44	342.44	15,000.00	14,657.56	2.3
100-0170-618000	2,978.49	2,978.49	30,039.06	27,060.57	9.9
100-0170-618001	9,578.61	9,578.61	117,001.69	107,423.08	8.2
100-0170-618002	31,221.84	31,221.84	123,696.79	92,474.95	25.2
100-0170-618003	2,510.76	2,510.76	57,285.00	54,774.24	4.4
100-0170-618004	40,577.01	40,577.01	334,310.82	293,733.81	12.1
100-0170-619000	8,381.63	8,381.63	34,803.92	26,422.29	24.1
<b>TOTAL WAGES &amp; BENEFITS</b>	<b>292,929.08</b>	<b>292,929.08</b>	<b>2,385,556.80</b>	<b>2,092,627.72</b>	<b>12.3</b>

TOWN OF PATTEVILLE  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 1 MONTHS ENDING JANUARY 31, 2025

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>POLICE DEPARTMENT</u>					
100-0210-651500 RECRUITMENT	.00	.00	5,000.00	5,000.00	.0
100-0210-652400 CRIME CONTROL/INVESTIGATION	.00	.00	5,000.00	5,000.00	.0
100-0210-652450 CODE ENFORCEMENT TRAINING/SUPP	.00	.00	500.00	500.00	.0
100-0210-652460 ANIMAL SHELTER/CONTROL	.00	.00	2,000.00	2,000.00	.0
100-0210-652900 UNIFORMS/EQUIPMENT	.00	.00	8,000.00	8,000.00	.0
100-0210-653000 DUES/SUBSCRIPTIONS	100.00	100.00	800.00	700.00	12.5
100-0210-653800 GAS/OIL	.00	.00	40,000.00	40,000.00	.0
100-0210-654400 SUPPLIES/SMALL EQUIPMENT	408.67	408.67	5,000.00	4,591.33	8.2
100-0210-671000 TRAVEL/TRAINING/MEETINGS	.00	.00	5,000.00	5,000.00	.0
100-0210-681000 COMMUNITY/YOUTH PROGRAMS	.00	.00	3,000.00	3,000.00	.0
100-0210-683000 COMPUTER/RADIO FEES	.00	.00	11,500.00	11,500.00	.0
100-0210-702600 LEGAL SERVICES	.00	.00	3,000.00	3,000.00	.0
100-0210-754010 PHONES/PAGER/DATA LINE/TV	1,226.27	1,226.27	14,000.00	12,773.73	8.8
100-0210-792500 M/R EQUIPMENT	.00	.00	4,000.00	4,000.00	.0
100-0210-796500 M/R VEHICLES	1,760.48	1,760.48	20,000.00	18,239.52	8.8
100-0210-810217 COMPUTERS	.00	.00	3,000.00	3,000.00	.0
<b>TOTAL POLICE DEPARTMENT</b>	<b>3,495.42</b>	<b>3,495.42</b>	<b>129,800.00</b>	<b>126,304.58</b>	<b>2.7</b>
<u>PUBLIC WORKS</u>					
100-0305-651500 RECRUITMENT	.00	.00	500.00	500.00	.0
100-0305-652900 UNIFORMS/EQUIPMENT	.00	.00	1,500.00	1,500.00	.0
100-0305-653800 GAS/OIL	.00	.00	12,000.00	12,000.00	.0
100-0305-654400 SUPPLIES/SMALL EQUIPMENT	391.76	391.76	4,000.00	3,608.24	9.8
100-0305-671000 TRAVEL/TRAINING/MEETINGS	.00	.00	1,000.00	1,000.00	.0
100-0305-702900 MISC PROFESSIONAL FEES	.00	.00	300.00	300.00	.0
<b>TOTAL PUBLIC WORKS</b>	<b>391.76</b>	<b>391.76</b>	<b>19,300.00</b>	<b>18,908.24</b>	<b>2.0</b>
<u>STREETS</u>					
100-0310-702100 ENGINEER SERVICES	.00	.00	20,000.00	20,000.00	.0
100-0310-703500 WEED CONTROL	.00	.00	5,000.00	5,000.00	.0
100-0310-754010 PHONES/PAGER/DATA LINE/TV	28.54	28.54	500.00	471.46	5.7
100-0310-792500 M/R EQUIPMENT	2,984.88	2,984.88	18,000.00	15,015.12	16.6
100-0310-796500 M/R VEHICLES	.00	.00	2,500.00	2,500.00	.0
100-0310-797000 MAINTENANCE OF CONDITION	.00	.00	75,000.00	75,000.00	.0
100-0310-797500 CRACK SEALING	.00	.00	50,000.00	50,000.00	.0
100-0310-810320 PW CAPITAL ITEMS	.00	.00	350,000.00	350,000.00	.0
100-0310-901000 ICE/SNOW REMOVAL	.00	.00	15,000.00	15,000.00	.0
100-0310-902000 SIGNS	394.10	394.10	15,000.00	14,605.90	2.6
100-0310-905000 STREET LIGHTING	4,057.14	4,057.14	45,000.00	40,942.86	9.0
100-0310-957000 LAND LEASE UP	8,858.88	8,858.88	9,000.00	141.12	98.4
<b>TOTAL STREETS</b>	<b>16,323.54</b>	<b>16,323.54</b>	<b>605,000.00</b>	<b>588,676.46</b>	<b>2.7</b>



TOWN OF PATTEVILLE  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 1 MONTHS ENDING JANUARY 31, 2025

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>SANITATION</u>					
100-0320-703000	.00	.00	190,000.00	190,000.00	.0
100-0320-703001	.00	.00	20,000.00	20,000.00	.0
TOTAL SANITATION	.00	.00	210,000.00	210,000.00	.0
<u>HEALTH &amp; WELFARE</u>					
100-0410-651800	.00	.00	6,000.00	6,000.00	.0
100-0410-701200	.00	.00	6,000.00	6,000.00	.0
TOTAL HEALTH & WELFARE	.00	.00	12,000.00	12,000.00	.0
<u>PARKS</u>					
100-0510-703002	.00	.00	9,000.00	9,000.00	.0
100-0510-703500	.00	.00	2,500.00	2,500.00	.0
100-0510-754010	24.45	24.45	400.00	375.55	6.1
100-0510-754030	.00	.00	3,900.00	3,900.00	.0
100-0510-756010	.00	.00	5,000.00	5,000.00	.0
100-0510-791000	.00	.00	5,000.00	5,000.00	.0
100-0510-792500	339.68	339.68	50,000.00	49,660.32	.7
100-0510-793500	.00	.00	30,000.00	30,000.00	.0
100-0510-796500	.00	.00	2,500.00	2,500.00	.0
TOTAL PARKS	364.13	364.13	108,300.00	107,935.87	.3
<u>RECREATION</u>					
100-0530-652100	.00	.00	4,950.00	4,950.00	.0
100-0530-654400	.00	.00	5,000.00	5,000.00	.0
100-0530-654430	74.91	74.91	6,500.00	6,425.09	1.2
100-0530-654610	.00	.00	4,000.00	4,000.00	.0
100-0530-655300	.00	.00	7,250.00	7,250.00	.0
100-0530-655400	3,172.37	3,172.37	8,750.00	5,577.63	36.3
100-0530-656400	.00	.00	3,500.00	3,500.00	.0
100-0530-657500	132.70	132.70	8,000.00	7,867.30	1.7
100-0530-671000	222.50	222.50	3,000.00	2,777.50	7.4
100-0530-673000	.00	.00	2,500.00	2,500.00	.0
100-0530-701500	2,100.00	2,100.00	4,500.00	2,400.00	46.7
100-0530-702500	946.89	946.89	7,500.00	6,553.11	12.6
100-0530-754010	109.10	109.10	1,700.00	1,590.90	6.4
TOTAL RECREATION	6,758.47	6,758.47	67,150.00	60,391.53	10.1

TOWN OF PATTEVILLE  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 1 MONTHS ENDING JANUARY 31, 2025

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>SENIOR CENTER</u>					
100-0540-653800	.00	.00	1,700.00	1,700.00	.0
100-0540-654400	.00	.00	7,500.00	7,500.00	.0
100-0540-671000	222.50	222.50	3,000.00	2,777.50	7.4
100-0540-671800	.00	.00	17,500.00	17,500.00	.0
100-0540-672000	.00	.00	2,500.00	2,500.00	.0
100-0540-754010	27.74	27.74	600.00	572.26	4.6
100-0540-796500	542.20	542.20	3,200.00	2,657.80	16.9
<b>TOTAL SENIOR CENTER</b>	<b>792.44</b>	<b>792.44</b>	<b>36,000.00</b>	<b>35,207.56</b>	<b>2.2</b>
<u>MUSUEM</u>					
100-0550-653900	.00	.00	3,281.48	3,281.48	.0
100-0550-754010	219.94	219.94	2,500.00	2,280.06	8.8
100-0550-755000	.00	.00	600.00	600.00	.0
100-0550-791000	.00	.00	12,000.00	12,000.00	.0
100-0550-794010	.00	.00	1,500.00	1,500.00	.0
100-0550-794020	.00	.00	2,000.00	2,000.00	.0
100-0550-794030	.00	.00	2,500.00	2,500.00	.0
100-0550-795000	.00	.00	1,500.00	1,500.00	.0
<b>TOTAL MUSUEM</b>	<b>219.94</b>	<b>219.94</b>	<b>25,881.48</b>	<b>25,661.54</b>	<b>.9</b>
<u>TRANSFERS</u>					
100-0610-982802	.00	.00	15,000.00	15,000.00	.0
<b>TOTAL TRANSFERS</b>	<b>.00</b>	<b>.00</b>	<b>15,000.00</b>	<b>15,000.00</b>	<b>.0</b>
<b>TOTAL FUND EXPENDITURES</b>	<b>389,076.71</b>	<b>389,076.71</b>	<b>5,534,521.78</b>	<b>5,145,445.07</b>	<b>7.0</b>
<b>NET REVENUE OVER EXPENDITURES</b>	<b>93,331.01</b>	<b>93,331.01</b>	<b>( 305,385.32)</b>	<b>( 398,716.33)</b>	<b>30.6</b>

TOWN OF PATTEVILLE  
BALANCE SHEET  
JANUARY 31, 2025

LIBRARY FUND

ASSETS

210-0000-100010	ALLOCATED CASH TO LIBRARY	18,567.75	
210-0000-102100	CASH-WELD COUNTY TREASURER	( 184.11)	
210-0000-104200	LIBRARY CHECKING	1,393.97	
210-0000-106120	COLOTRUST-LIBRARY	114,903.50	
210-0000-106311	COLOTRUST EDGE LIBRARY PLATTEV	3,540,029.71	
210-0000-106312	COLOTRUST EDGE GILCREST LIBRAR	717,356.56	
210-0000-181000	PROPERTY TAX RECEIVABLE	55,589.00	
		<hr/>	
	TOTAL ASSETS		<u><u>4,447,656.38</u></u>

LIABILITIES AND EQUITY

LIABILITIES

210-0000-200050	ACCOUNTS PAYABLE	1,348.70	
210-0000-211150	PAYROLL PAYABLE	19,512.01	
210-0000-211200	ACCRUED WAGES	13,063.04	
210-0000-250000	DEFERRED REVENUE-PROPERTY TAX	55,589.00	
		<hr/>	
	TOTAL LIABILITIES		89,512.75

FUND EQUITY

210-0000-300000	FUND BALANCE	4,439,306.41	
	REVENUE OVER EXPENDITURES - YTD	( 81,162.78)	
		<hr/>	
	TOTAL FUND EQUITY		<u>4,358,143.63</u>
	TOTAL LIABILITIES AND EQUITY		<u><u>4,447,656.38</u></u>

TOWN OF PATTEVILLE  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 1 MONTHS ENDING JANUARY 31, 2025

LIBRARY FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>TAX REVENUES</u>					
210-0000-411000	83.63	83.63	55,588.64	55,505.01	.2
210-0000-411001	.00	.00	20.00	20.00	.0
<b>TOTAL TAX REVENUES</b>	<b>83.63</b>	<b>83.63</b>	<b>55,608.64</b>	<b>55,525.01</b>	<b>.2</b>
<u>LIBRARY REVENUES</u>					
210-0000-438000	.00	.00	1,057,074.00	1,057,074.00	.0
210-0000-438110	143.43	143.43	.00	( 143.43)	.0
210-0000-438120	240.45	240.45	15,000.00	14,759.55	1.6
<b>TOTAL LIBRARY REVENUES</b>	<b>383.88</b>	<b>383.88</b>	<b>1,072,074.00</b>	<b>1,071,690.12</b>	<b>.0</b>
<u>EARNINGS ON INVESTMENTS</u>					
210-0000-490000	14,678.74	14,678.74	50,000.00	35,321.26	29.4
<b>TOTAL EARNINGS ON INVESTMENTS</b>	<b>14,678.74</b>	<b>14,678.74</b>	<b>50,000.00</b>	<b>35,321.26</b>	<b>29.4</b>
<u>EARNINGS ON INVESTMENTS</u>					
210-2110-490000	2,885.38	2,885.38	.00	( 2,885.38)	.0
<b>TOTAL EARNINGS ON INVESTMENTS</b>	<b>2,885.38</b>	<b>2,885.38</b>	<b>.00</b>	<b>( 2,885.38)</b>	<b>.0</b>
<b>TOTAL FUND REVENUE</b>	<b>18,031.63</b>	<b>18,031.63</b>	<b>1,177,682.64</b>	<b>1,159,651.01</b>	<b>1.5</b>

TOWN OF PATTEVILLE  
 EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 1 MONTHS ENDING JANUARY 31, 2025

LIBRARY FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PLATTEVILLE LIBRARY</u>					
210-0000-611000	43,979.33	43,979.33	385,077.00	341,097.67	11.4
210-0000-618000	738.73	738.73	7,004.00	6,265.27	10.6
210-0000-618002	6,970.83	6,970.83	44,143.26	37,172.43	15.8
210-0000-618003	3,184.59	3,184.59	28,400.00	25,215.41	11.2
210-0000-618004	10,472.88	10,472.88	104,941.20	94,468.32	10.0
210-0000-619000	1,714.20	1,714.20	6,267.28	4,553.08	27.4
210-0000-650120	.00	.00	2,500.00	2,500.00	.0
210-0000-652000	.00	.00	4,000.00	4,000.00	.0
210-0000-653000	100.00	100.00	1,500.00	1,400.00	6.7
210-0000-653900	7,051.45	7,051.45	26,801.65	19,750.20	26.3
210-0000-654100	.00	.00	20,000.00	20,000.00	.0
210-0000-654200	.00	.00	500.00	500.00	.0
210-0000-654300	.00	.00	6,000.00	6,000.00	.0
210-0000-654400	164.26	164.26	7,250.00	7,085.74	2.3
210-0000-655200	.00	.00	10,000.00	10,000.00	.0
210-0000-655800	.00	.00	6,500.00	6,500.00	.0
210-0000-655810	.00	.00	4,500.00	4,500.00	.0
210-0000-655820	.00	.00	3,000.00	3,000.00	.0
210-0000-655830	4,076.82	4,076.82	30,000.00	25,923.18	13.6
210-0000-655840	.00	.00	1,500.00	1,500.00	.0
210-0000-671000	2,800.00	2,800.00	2,500.00	( 300.00)	112.7
210-0000-701000	.84	.84	600.00	599.16	.0
210-0000-701050	.00	.00	55,391.60	55,391.60	.0
210-0000-701400	365.80	365.80	9,000.00	8,634.20	4.1
210-0000-702900	.00	.00	1,000.00	1,000.00	.0
210-0000-754010	542.59	542.59	7,500.00	6,957.41	7.2
210-0000-754020	741.61	741.61	10,000.00	9,258.39	7.4
210-0000-791000	.00	.00	16,000.00	16,000.00	.0
210-0000-812103	.00	.00	20,000.00	20,000.00	.0
210-0000-812104	.00	.00	1,500.00	1,500.00	.0
210-0000-812107	.00	.00	2,000.00	2,000.00	.0
<b>TOTAL PLATTEVILLE LIBRARY</b>	<b>82,903.93</b>	<b>82,903.93</b>	<b>825,375.99</b>	<b>742,472.06</b>	<b>10.0</b>

TOWN OF PATTEVILLE  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 1 MONTHS ENDING JANUARY 31, 2025

LIBRARY FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>GILCREST LIBRARY</u>					
210-2110-611000	10,080.97	10,080.97	149,539.00	139,458.03	6.7
210-2110-618000	170.79	170.79	2,719.00	2,548.21	6.3
210-2110-618002	1,561.34	1,561.34	15,174.43	13,613.09	10.3
210-2110-618003	484.62	484.62	6,000.00	5,515.38	8.1
210-2110-618004	1,515.96	1,515.96	14,991.60	13,475.64	10.1
210-2110-619000	527.17	527.17	2,154.41	1,627.24	24.5
210-2110-654100	61.48	61.48	12,000.00	11,938.52	.5
210-2110-654200	.00	.00	400.00	400.00	.0
210-2110-654300	.00	.00	1,500.00	1,500.00	.0
210-2110-654400	58.26	58.26	4,000.00	3,941.74	1.5
210-2110-655800	.00	.00	6,500.00	6,500.00	.0
210-2110-655810	.00	.00	4,500.00	4,500.00	.0
210-2110-701400	356.22	356.22	7,000.00	6,643.78	5.1
210-2110-754010	.00	.00	3,000.00	3,000.00	.0
210-2110-754020	452.92	452.92	5,000.00	4,547.08	9.1
210-2110-791000	1,020.75	1,020.75	8,500.00	7,479.25	12.0
210-2110-812104	.00	.00	2,000.00	2,000.00	.0
210-2110-815109	.00	.00	6,500.00	6,500.00	.0
<b>TOTAL GILCREST LIBRARY</b>	<b>16,290.48</b>	<b>16,290.48</b>	<b>251,478.44</b>	<b>235,187.96</b>	<b>6.5</b>
<b>TOTAL FUND EXPENDITURES</b>	<b>99,194.41</b>	<b>99,194.41</b>	<b>1,076,854.43</b>	<b>977,660.02</b>	<b>9.2</b>
<b>NET REVENUE OVER EXPENDITURES</b>	<b>( 81,162.78)</b>	<b>( 81,162.78)</b>	<b>100,828.21</b>	<b>181,990.99</b>	<b>( 80.5)</b>

TOWN OF PATTEVILLE  
 BALANCE SHEET  
 JANUARY 31, 2025  
 CEMETERY FUND

ASSETS

220-0000-100010	ALLOCATED CASH TO CEMETERY	46,320.50	
220-0000-106129	COLOTRUST-PERPETUAL CARE	152,780.71	
220-0000-106132	COLOTRUST-CEMETERY OPERATING	85,665.26	
	TOTAL ASSETS		284,766.47

LIABILITIES AND EQUITY

LIABILITIES

220-0000-211150	PAYROLL PAYABLE	1,575.64	
220-0000-211200	ACCRUED WAGES	2,273.62	
	TOTAL LIABILITIES		3,849.26

FUND EQUITY

220-0000-300000	FUND BALANCE	281,705.02	
	REVENUE OVER EXPENDITURES - YTD	( 787.81)	
	TOTAL FUND EQUITY		280,917.21
	TOTAL LIABILITIES AND EQUITY		284,766.47

TOWN OF PATTEVILLE  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 1 MONTHS ENDING JANUARY 31, 2025

CEMETERY FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>EARNINGS ON INVESTMENTS</u>					
220-0000-490000 EARNINGS ON INVESTMENTS	912.98	912.98	10,000.00	9,087.02	9.1
TOTAL EARNINGS ON INVESTMENTS	912.98	912.98	10,000.00	9,087.02	9.1
<u>OTHER INCOME</u>					
220-0000-573000 LOT SALES	2,400.00	2,400.00	22,000.00	19,600.00	10.9
220-0000-573002 VAULT SALES	185.00	185.00	1,500.00	1,315.00	12.3
220-0000-573004 OPEN/CLOSE FEES	2,700.00	2,700.00	25,000.00	22,300.00	10.8
220-0000-577000 WATER TOWER LEASE	1,000.00	1,000.00	15,000.00	14,000.00	6.7
220-0000-578000 LAND LEASE-WATER FUND	.00	.00	50,000.00	50,000.00	.0
TOTAL OTHER INCOME	6,285.00	6,285.00	113,500.00	107,215.00	5.5
TOTAL FUND REVENUE	7,197.98	7,197.98	123,500.00	116,302.02	5.8



TOWN OF PATTEVILLE  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 1 MONTHS ENDING JANUARY 31, 2025

CEMETERY FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>CEMETERY EXPENSES</u>					
220-0000-611000	4,506.93	4,506.93	27,302.32	22,795.39	16.5
220-0000-618000	75.92	75.92	475.74	399.82	16.0
220-0000-618002	690.67	690.67	3,882.39	3,191.72	17.8
220-0000-618003	166.17	166.17	6,746.22	6,580.05	2.5
220-0000-618004	884.80	884.80	6,486.64	5,601.84	13.6
220-0000-619000	197.84	197.84	551.21	353.37	35.9
220-0000-652900	.00	.00	1,000.00	1,000.00	.0
220-0000-653800	.00	.00	4,000.00	4,000.00	.0
220-0000-653900	982.15	982.15	5,163.29	4,181.14	19.0
220-0000-654400	.00	.00	1,500.00	1,500.00	.0
220-0000-654500	.00	.00	3,000.00	3,000.00	.0
220-0000-701050	.00	.00	22,156.64	22,156.64	.0
220-0000-703002	.00	.00	4,200.00	4,200.00	.0
220-0000-754010	16.31	16.31	300.00	283.69	5.4
220-0000-754020	.00	.00	600.00	600.00	.0
220-0000-792000	.00	.00	3,500.00	3,500.00	.0
220-0000-792500	.00	.00	2,500.00	2,500.00	.0
220-0000-793500	465.00	465.00	10,750.00	10,285.00	4.3
220-0000-794000	.00	.00	21,000.00	21,000.00	.0
220-0000-796500	.00	.00	600.00	600.00	.0
<b>TOTAL CEMETERY EXPENSES</b>	<b>7,985.79</b>	<b>7,985.79</b>	<b>125,714.45</b>	<b>117,728.66</b>	<b>6.</b>
<b>TOTAL FUND EXPENDITURES</b>	<b>7,985.79</b>	<b>7,985.79</b>	<b>125,714.45</b>	<b>117,728.66</b>	<b>6.4</b>
<b>NET REVENUE OVER EXPENDITURES</b>	<b>( 787.81)</b>	<b>( 787.81)</b>	<b>( 2,214.45)</b>	<b>( 1,426.64)</b>	<b>( 35.6)</b>

TOWN OF PATTEVILLE  
BALANCE SHEET  
JANUARY 31, 2025

CONSERVATION TRUST FUND

ASSETS

230-0000-100010	ALLOCATED CASH TO CTF	89,901.57	
230-0000-106160	COLOTRUST-CONSERVATION TRUST	82,293.60	
	TOTAL ASSETS		172,195.17

LIABILITIES AND EQUITY

FUND EQUITY

230-0000-300000	FUND BALANCE	171,880.06	
	REVENUE OVER EXPENDITURES - YTD	315.11	
	TOTAL FUND EQUITY		172,195.17
	TOTAL LIABILITIES AND EQUITY		172,195.17

TOWN OF PATTEVILLE  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 1 MONTHS ENDING JANUARY 31, 2025

CONSERVATION TRUST FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>CONSERVATION TRUST INCOME</u>						
230-0000-490000	EARNINGS ON INVESTMENTS	315.11	315.11	1,500.00	1,184.89	21.0
230-0000-490100	LOTTERY	.00	.00	35,000.00	35,000.00	.0
TOTAL CONSERVATION TRUST INCOME		315.11	315.11	36,500.00	36,184.89	.9
TOTAL FUND REVENUE		315.11	315.11	36,500.00	36,184.89	.9

TOWN OF PATTEVILLE  
 EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 1 MONTHS ENDING JANUARY 31, 2025

CONSERVATION TRUST FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>CONSERVATION TRUST EXPENSES</u>					
230-0000-812306 BALL FIELD MAINTENANCE	.00	.00	115,000.00	115,000.00	.0
230-0000-812309 TREE CITY USA	.00	.00	6,000.00	6,000.00	.0
<b>TOTAL CONSERVATION TRUST EXPENSES</b>	<b>.00</b>	<b>.00</b>	<b>121,000.00</b>	<b>121,000.00</b>	<b>.0</b>
<b>TOTAL FUND EXPENDITURES</b>	<b>.00</b>	<b>.00</b>	<b>121,000.00</b>	<b>121,000.00</b>	<b>.0</b>
<b>NET REVENUE OVER EXPENDITURES</b>	<b>315.11</b>	<b>315.11</b>	<b>( 84,500.00)</b>	<b>( 84,815.11)</b>	<b>.4</b>

TOWN OF PATTEVILLE  
 BALANCE SHEET  
 JANUARY 31, 2025

LAW ENFORCEMENT TRAINING/EQUIP

ASSETS

280-0000-100010	ALLOCATED CASH TO LAW ENFORCE	128,475.43	
280-0000-106162	COLOTRUST-LAW ENFORCEMENT	193,750.15	
	TOTAL ASSETS		322,225.58

LIABILITIES AND EQUITY

FUND EQUITY

280-0000-300000	FUND BALANCE	350,972.66	
	REVENUE OVER EXPENDITURES - YTD	( 28,747.08)	
	TOTAL FUND EQUITY		322,225.58
	TOTAL LIABILITIES AND EQUITY		322,225.58

TOWN OF PATTEVILLE  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 1 MONTHS ENDING JANUARY 31, 2025

LAW ENFORCEMENT TRAINING/EQUIP

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>LAW ENFORCEMENT REVENUE</u>					
280-0000-448000 IMPACT FEE	27,000.00	27,000.00	3,036.00	( 23,964.00)	889.3
280-0000-448001 VICTIM SURCHARGE	4,661.00	4,661.00	55,000.00	50,339.00	8.5
280-0000-448002 GILCREST LAW ENFORCEMENT SERVI	2,513.80	2,513.80	33,120.00	30,606.20	7.6
280-0000-448003 SRO SERVICES	3,831.95	3,831.95	34,487.00	30,655.05	11.1
<b>TOTAL LAW ENFORCEMENT REVENUE</b>	<b>38,006.75</b>	<b>38,006.75</b>	<b>125,643.00</b>	<b>87,636.25</b>	<b>30.3</b>
<u>EARNINGS ON INVESTMENTS</u>					
280-0000-490000 EARNINGS ON INVESTMENTS	741.85	741.85	1,500.00	758.15	49.5
<b>TOTAL EARNINGS ON INVESTMENTS</b>	<b>741.85</b>	<b>741.85</b>	<b>1,500.00</b>	<b>758.15</b>	<b>49.5</b>
<u>GRANT REVENUE</u>					
280-0000-513000 SALE OF TOWN PROPERTY	.00	.00	15,000.00	15,000.00	.0
280-0000-518100 GRANT REVENUE	.00	.00	25,000.00	25,000.00	.0
<b>TOTAL GRANT REVENUE</b>	<b>.00</b>	<b>.00</b>	<b>40,000.00</b>	<b>40,000.00</b>	<b>.0</b>
<b>TOTAL FUND REVENUE</b>	<b>38,748.60</b>	<b>38,748.60</b>	<b>167,143.00</b>	<b>128,394.40</b>	<b>23.2</b>

TOWN OF PATTEVILLE  
 EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 1 MONTHS ENDING JANUARY 31, 2025

LAW ENFORCEMENT TRAINING/EQUIP

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>LAW ENFORCEMENT EXPENSES</u>					
280-0000-671500 GREELEY PD VICTIM ADVOCATE	.00	.00	2,600.00	2,600.00	.0
280-0000-810210 POLICE EQUIPMENT	8,665.68	8,665.68	50,000.00	41,334.32	17.3
280-0000-810212 DISPATCH FEES	.00	.00	45,000.00	45,000.00	.0
280-0000-815200 REPLACEMENT VEHICLE	58,830.00	58,830.00	60,000.00	1,170.00	98.1
280-0000-816000 CONTINGENCY FOR REPLACEMENT	.00	.00	30,000.00	30,000.00	.0
<b>TOTAL LAW ENFORCEMENT EXPENSES</b>	<b>67,495.68</b>	<b>67,495.68</b>	<b>187,600.00</b>	<b>120,104.32</b>	<b>36.0</b>
<b>TOTAL FUND EXPENDITURES</b>	<b>67,495.68</b>	<b>67,495.68</b>	<b>187,600.00</b>	<b>120,104.32</b>	<b>36.0</b>
<b>NET REVENUE OVER EXPENDITURES</b>	<b>( 28,747.08)</b>	<b>( 28,747.08)</b>	<b>( 20,457.00)</b>	<b>8,290.08</b>	<b>(140.5)</b>

TOWN OF PATTEVILLE  
 BALANCE SHEET  
 JANUARY 31, 2025

HARVEST DAZE FUND

ASSETS

290-0000-100010	ALLOCATED CASH HARVEST DAZE	2,714.90	
290-0000-106171	COLOTRUST-HARVEST DAZE	449.05	
	TOTAL ASSETS		<u>3,163.95</u>

LIABILITIES AND EQUITY

FUND EQUITY

290-0000-300000	FUND BALANCE	3,022.14	
	REVENUE OVER EXPENDITURES - YTD	141.81	
	TOTAL FUND EQUITY		<u>3,163.95</u>
	TOTAL LIABILITIES AND EQUITY		<u>3,163.95</u>



TOWN OF PATTEVILLE  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 1 MONTHS ENDING JANUARY 31, 2025

HARVEST DAZE FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>EARNINGS ON INVESTMENTS</u>					
290-0000-490000 EARNINGS ON INVESTMENTS	1.81	1.81	15.00	13.19	12.1
TOTAL EARNINGS ON INVESTMENTS	1.81	1.81	15.00	13.19	12.1
<u>HARVEST DAZE REVENUE</u>					
290-0000-511500 DONATIONS/GIFTS	.00	.00	15,000.00	15,000.00	.0
290-0000-511510 BOOTH RENTAL	.00	.00	150.00	150.00	.0
290-0000-511530 GOLF REGISTRATION	140.00	140.00	15,000.00	14,860.00	.9
290-0000-511550 BEER GARDEN SALES	.00	.00	2,500.00	2,500.00	.0
TOTAL HARVEST DAZE REVENUE	140.00	140.00	32,650.00	32,510.00	.4
<u>TRANSFER</u>					
290-0000-520000 DONATION FROM GENERAL FUND	.00	.00	15,000.00	15,000.00	.0
TOTAL TRANSFER	.00	.00	15,000.00	15,000.00	.0
TOTAL FUND REVENUE	141.81	141.81	47,665.00	47,523.19	.3

TOWN OF PATTEVILLE  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 1 MONTHS ENDING JANUARY 31, 2025

HARVEST DAZE FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>HARVEST DAZE EXPENSES</u>					
290-0000-652210 FIREWORKS	.00	.00	8,000.00	8,000.00	.0
290-0000-652220 GOLF TOURNAMENT	.00	.00	9,000.00	9,000.00	.0
290-0000-652260 ENTERTAINMENT	.00	.00	7,000.00	7,000.00	.0
290-0000-652270 YOUTH ACTIVITIES	.00	.00	15,000.00	15,000.00	.0
290-0000-652280 BEER GARDEN EXPENSE	.00	.00	1,250.00	1,250.00	.0
290-0000-652290 SANITATION EXPENSE	.00	.00	1,500.00	1,500.00	.0
290-0000-654400 SUPPLIES/SMALL EQUIPMENT	.00	.00	1,500.00	1,500.00	.0
290-0000-654610 MISC	.00	.00	3,000.00	3,000.00	.0
<b>TOTAL HARVEST DAZE EXPENSES</b>	<b>.00</b>	<b>.00</b>	<b>46,250.00</b>	<b>46,250.00</b>	<b>.0</b>
<b>TOTAL FUND EXPENDITURES</b>	<b>.00</b>	<b>.00</b>	<b>46,250.00</b>	<b>46,250.00</b>	<b>.0</b>
<b>NET REVENUE OVER EXPENDITURES</b>	<b>141.81</b>	<b>141.81</b>	<b>1,415.00</b>	<b>1,273.19</b>	<b>10.0</b>

TOWN OF PATTEVILLE  
BALANCE SHEET  
JANUARY 31, 2025

CAPITAL IMPROVEMENT FUND

ASSETS

310-0000-100010	ALLOCATED CASH CAP IMPROVEMENT	588,535.82	
310-0000-106133	COLOTRUST-PARK IMPACT FEE	314,596.87	
310-0000-106161	COLOTRUST-USE TAX	192,957.20	
310-0000-106185	COLOTRUST-STORM DRAINAGE FEE	588,623.10	
310-0000-106200	COLOTRUST-CAPITAL IMPROVEMENT	437,625.17	
310-0000-180000	A/R BILLING	7,254.45	
310-0000-183000	DUE FROM OTHER GOVERNMENT	122,912.29	
	TOTAL ASSETS		2,252,504.90

LIABILITIES AND EQUITY

FUND EQUITY

310-0000-300000	FUND BALANCE	1,411,398.94	
310-0000-300012	FUND BALANCE - USE TAX	42,803.64	
310-0000-300013	FUND BALANCE -PARK IMPACT	12,900.59	
310-0000-300014	FUND BALANCE - STORM DRAIN	28,037.43	
310-0000-300015	FUND BALANCE - TRANSPORTATION	143,655.46	
310-0000-300017	FUND BALANCE - PUBLIC FACILITI	78,241.29	
310-0000-300018	FUND BALANCE - SIDEWALK MAINTENANCE	34,528.83	
310-0000-300019	FUND BALANCE - OVERSIZE / OVER	79,398.72	
	REVENUE OVER EXPENDITURES - YTD	421,540.00	
	TOTAL FUND EQUITY		2,252,504.90
	TOTAL LIABILITIES AND EQUITY		2,252,504.90

TOWN OF PATTEVILLE  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 1 MONTHS ENDING JANUARY 31, 2025

CAPITAL IMPROVEMENT FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>CAPITAL IMPROVEMENTS</u>					
310-1000-490000	1,675.61	1,675.61	15,000.00	13,324.39	11.2
310-1000-491000	70,897.87	70,897.87	800,000.00	729,102.13	8.9
	<u>72,573.48</u>	<u>72,573.48</u>	<u>815,000.00</u>	<u>742,426.52</u>	<u>8.9</u>
<u>USE TAX</u>					
310-1110-416001	87,988.73	87,988.73	75,000.00	( 12,988.73)	117.3
	<u>87,988.73</u>	<u>87,988.73</u>	<u>75,000.00</u>	<u>( 12,988.73)</u>	<u>117.3</u>
<u>USE TAX EARNINGS ON INV</u>					
310-1110-490000	738.79	738.79	7,500.00	6,761.21	9.9
	<u>738.79</u>	<u>738.79</u>	<u>7,500.00</u>	<u>6,761.21</u>	<u>9.9</u>
<u>SIDEWALK MAINTENANCE</u>					
310-1120-490900	6,280.67	6,280.67	75,000.00	68,719.33	8.4
	<u>6,280.67</u>	<u>6,280.67</u>	<u>75,000.00</u>	<u>68,719.33</u>	<u>8.4</u>
<u>PUBLIC FACILITIES</u>					
310-1130-490200	75,000.00	75,000.00	6,288.00	( 68,712.00)	1192.8
	<u>75,000.00</u>	<u>75,000.00</u>	<u>6,288.00</u>	<u>( 68,712.00)</u>	<u>1192.8</u>
<u>STORM DRAINAGE</u>					
310-1140-490000	2,253.78	2,253.78	25,000.00	22,746.22	9.0
310-1140-490200	57,000.00	57,000.00	4,803.00	( 52,197.00)	1186.8
	<u>59,253.78</u>	<u>59,253.78</u>	<u>29,803.00</u>	<u>( 29,450.78)</u>	<u>198.8</u>
<u>OVERSIZE / OVERWEIGHT</u>					
310-1150-448001	.00	.00	500.00	500.00	.0
	<u>.00</u>	<u>.00</u>	<u>500.00</u>	<u>500.00</u>	<u>.0</u>

TOWN OF PATTEVILLE  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 1 MONTHS ENDING JANUARY 31, 2025

CAPITAL IMPROVEMENT FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>TRANSPORTATION</u>					
310-1160-490200 IMPACT FEE	125,000.00	125,000.00	8,580.00	( 116,420.00)	1456.9
TOTAL TRANSPORTATION	125,000.00	125,000.00	8,580.00	( 116,420.00)	1456.9
<u>PARKS</u>					
310-1170-490000 EARNINGS ON INVESTMENTS	1,204.55	1,204.55	15,000.00	13,795.45	8.0
310-1170-490200 IMPACT FEE	.00	.00	4,614.00	4,614.00	.0
TOTAL PARKS	1,204.55	1,204.55	19,614.00	18,409.45	6.1
 TOTAL FUND REVENUE	 428,040.00	 428,040.00	 1,037,285.00	 609,245.00	 41.3

TOWN OF PATTEVILLE  
 EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 1 MONTHS ENDING JANUARY 31, 2025

CAPITAL IMPROVEMENT FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
310-0000-810004 CAPITAL OUTLAY	.00	.00	1,200,000.00	1,200,000.00	.0
TOTAL DEPARTMENT 0000	.00	.00	1,200,000.00	1,200,000.00	.0
<u>USE TAX</u>					
310-1110-654601 MOWING CONTRACT	.00	.00	40,000.00	40,000.00	.0
TOTAL USE TAX	.00	.00	40,000.00	40,000.00	.0
<u>SIDEWALK MAINTENANCE</u>					
310-1120-791500 REPAIRS AND MAINTENANCE	.00	.00	100,000.00	100,000.00	.0
TOTAL SIDEWALK MAINTENANCE	.00	.00	100,000.00	100,000.00	.0
<u>PUBLIC FACILITIES</u>					
310-1130-815109 CAPITAL OUTLAY	6,500.00	6,500.00	50,000.00	43,500.00	13.0
TOTAL PUBLIC FACILITIES	6,500.00	6,500.00	50,000.00	43,500.00	13.0
<u>PARKS EXPENDITURES</u>					
310-1170-791500 REPAIRS AND MAINTENANCE	.00	.00	10,000.00	10,000.00	.0
TOTAL PARKS EXPENDITURES	.00	.00	10,000.00	10,000.00	.0
TOTAL FUND EXPENDITURES	6,500.00	6,500.00	1,400,000.00	1,393,500.00	.5
NET REVENUE OVER EXPENDITURES	421,540.00	421,540.00	( 362,715.00)	( 784,255.00)	116.2

TOWN OF PATTEVILLE  
BALANCE SHEET  
JANUARY 31, 2025

SEWER FUND

ASSETS

510-0000-100010	ALLOCATED CASH SEWER	130,039.11	
510-0000-106210	COLOTRUST-SEWER	2,424,407.28	
510-0000-106211	COLOTRUST-SEWER INVESTMENT FEE	524,363.19	
510-0000-106212	COLOTRUST-LAGOON RESERVE	15.24	
510-0000-125000	EQUIPMENT	278,028.03	
510-0000-130000	LAND	48,537.58	
510-0000-155000	SANITARY SEWER SYSTEM	8,486,508.43	
510-0000-156000	STORM SEWER SYSTEM	181,704.00	
510-0000-170000	ACCUMULATED DEPRECIATION-EQUIP	( 256,835.00)	
510-0000-170001	ACCUMULATED DEPRECIATION-SYSTE	( 1,025,155.00)	
510-0000-170002	ACCUMULATED DEPRECIATION-STORM	( 178,157.60)	
510-0000-180000	A/R BILLING	82,626.91	
510-0000-187000	PREPAID EXPENSES	1,612.21	
510-0000-199100	DEF OUTFLOWS PENSION-PERA	34,116.00	
510-0000-199101	DEF OUTFLOWS PENSION-PERA OPEB	1,140.00	
	TOTAL ASSETS		10,732,950.38

LIABILITIES AND EQUITY

LIABILITIES

510-0000-211150	PAYROLL PAYABLE	2,152.03	
510-0000-211200	ACCRUED WAGES	1,968.36	
510-0000-211651	ACCRUED COMPENSATED ABSENCES	2,406.62	
510-0000-211700	NET PENSION LIABILITY	63,847.00	
510-0000-221000	DEF INFLOWS PENSION-PERA	1,057.00	
510-0000-221001	DEF INTFLOWS PENSION-PERA OPEB	1,543.00	
510-0000-221100	NET OPEB LIABILITY-PERA OPEB	4,191.00	
510-0000-223000	SRF LOAN	5,618,959.45	
510-0000-223001	ACCRUED INTEREST	43,782.45	
	TOTAL LIABILITIES		5,739,906.91

FUND EQUITY

510-0000-300000	FUND BALANCE	4,933,513.91	
	REVENUE OVER EXPENDITURES - YTD	59,529.56	
	TOTAL FUND EQUITY		4,993,043.47
	TOTAL LIABILITIES AND EQUITY		10,732,950.38

TOWN OF PATTEVILLE  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 1 MONTHS ENDING JANUARY 31, 2025

SEWER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>SEWER REVENUES</u>					
510-0000-441500 UPKEEP CHARGE	52,678.57	52,678.57	610,837.72	558,159.15	8.6
510-0000-441501 CONSUMPTION	22,007.56	22,007.56	275,000.00	252,992.44	8.0
510-0000-441503 SERVICE CHARGE	.00	.00	1,000.00	1,000.00	.0
510-0000-446000 INVESTMENT FEES	4,103.39	4,103.39	3,905.00	( 198.39)	105.1
<b>TOTAL SEWER REVENUES</b>	<b>78,789.52</b>	<b>78,789.52</b>	<b>890,742.72</b>	<b>811,953.20</b>	<b>8.9</b>
<u>OTHER REVENUE</u>					
510-0000-490000 EARNINGS ON INVESTMENTS	11,290.61	11,290.61	125,000.00	113,709.39	9.0
<b>TOTAL OTHER REVENUE</b>	<b>11,290.61</b>	<b>11,290.61</b>	<b>125,000.00</b>	<b>113,709.39</b>	<b>9.0</b>
<b>TOTAL FUND REVENUE</b>	<b>90,080.13</b>	<b>90,080.13</b>	<b>1,015,742.72</b>	<b>925,662.59</b>	<b>8.9</b>



TOWN OF PATTEVILLE  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 1 MONTHS ENDING JANUARY 31, 2025

SEWER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>SEWER EXPENSES</u>					
510-0000-611000	5,967.25	5,967.25	117,271.45	111,304.20	5.1
510-0000-618000	87.48	87.48	2,043.46	1,955.98	4.3
510-0000-618002	870.87	870.87	16,676.00	15,805.13	5.2
510-0000-618003	.00	.00	2,250.00	2,250.00	.0
510-0000-618004	1,759.12	1,759.12	27,734.46	25,975.34	6.3
510-0000-619000	621.26	621.26	2,367.59	1,746.33	26.2
510-0000-652700	.00	.00	3,200.00	3,200.00	.0
510-0000-652900	.00	.00	1,000.00	1,000.00	.0
510-0000-653000	1,050.00	1,050.00	2,500.00	1,450.00	42.0
510-0000-653800	.00	.00	7,500.00	7,500.00	.0
510-0000-653900	4,672.16	4,672.16	22,458.63	17,786.47	20.8
510-0000-654400	140.89	140.89	20,000.00	19,859.11	.7
510-0000-654410	.00	.00	500.00	500.00	.0
510-0000-654430	1,745.20	1,745.20	18,500.00	16,754.80	9.4
510-0000-654440	.00	.00	5,000.00	5,000.00	.0
510-0000-654610	.00	.00	1,000.00	1,000.00	.0
510-0000-671000	.00	.00	800.00	800.00	.0
510-0000-701050	.00	.00	88,626.55	88,626.55	.0
510-0000-701100	.00	.00	11,500.00	11,500.00	.0
510-0000-701110	.00	.00	5,500.00	5,500.00	.0
510-0000-701501	.00	.00	5,000.00	5,000.00	.0
510-0000-702100	.00	.00	20,000.00	20,000.00	.0
510-0000-702300	464.40	464.40	20,000.00	19,535.60	2.3
510-0000-702900	.00	.00	5,000.00	5,000.00	.0
510-0000-754010	312.91	312.91	3,500.00	3,187.09	8.9
510-0000-754020	1,343.36	1,343.36	75,000.00	73,656.64	1.8
510-0000-791000	71.97	71.97	7,500.00	7,428.03	1.0
510-0000-792500	4,840.00	4,840.00	13,000.00	8,160.00	37.2
510-0000-795500	1,432.60	1,432.60	95,000.00	93,567.40	1.5
510-0000-796500	671.10	671.10	1,300.00	628.90	51.6
510-0000-800100	.00	.00	140,621.00	140,621.00	.0
510-0000-815101	.00	.00	5,000.00	5,000.00	.0
510-0000-815108	.00	.00	110,000.00	110,000.00	.0
510-0000-815109	.00	.00	190,000.00	190,000.00	.0
510-0000-815209	4,500.00	4,500.00	10,000.00	5,500.00	45.0
510-0000-816100	.00	.00	7,500.00	7,500.00	.0
510-0000-900000	.00	.00	152,178.12	152,178.12	.0
<b>TOTAL SEWER EXPENSES</b>	<b>30,550.57</b>	<b>30,550.57</b>	<b>1,217,027.26</b>	<b>1,186,476.69</b>	<b>2.5</b>
<b>TOTAL FUND EXPENDITURES</b>	<b>30,550.57</b>	<b>30,550.57</b>	<b>1,217,027.26</b>	<b>1,186,476.69</b>	<b>2.5</b>
<b>NET REVENUE OVER EXPENDITURES</b>	<b>59,529.56</b>	<b>59,529.56</b>	<b>( 201,284.54)</b>	<b>( 260,814.10)</b>	<b>29.6</b>

TOWN OF PATTEVILLE  
BALANCE SHEET  
JANUARY 31, 2025

WATER FUND

ASSETS

520-0000-100010	ALLOCATED CASH WATER	289,705.73	
520-0000-106300	COLOTRUST-WATER	1,550,660.80	
520-0000-106310	COLOTRUST-WATER INVESTMENT FEE	392,753.22	
520-0000-125000	EQUIPMENT	342,785.98	
520-0000-130000	LAND	28,537.57	
520-0000-157000	WATER SYSTEM	3,032,323.35	
520-0000-157001	WATER RIGHTS	4,244,087.00	
520-0000-157100	WATER SYSTEM ENHANCEMENT	432,500.00	
520-0000-170000	ACCUMULATED DEPRECIATION-EQUIP	( 323,659.00)	
520-0000-170001	ACCUMULATED DEPRECIATION-SYSTE	( 1,803,130.00)	
520-0000-180000	A/R BILLING	101,174.09	
520-0000-187000	PREPAID EXPENSES	1,612.21	
520-0000-199100	DEF OUTFLOWS PENSION-PERA	34,116.00	
520-0000-199101	DEF OUTFLOWS PENSION-PERA OPEB	1,140.00	
	TOTAL ASSETS		8,324,606.95

LIABILITIES AND EQUITY

LIABILITIES

520-0000-200050	ACCOUNTS PAYABLE	50.00	
520-0000-211150	PAYROLL PAYABLE	2,152.03	
520-0000-211200	ACCRUED WAGES	1,968.36	
520-0000-211651	ACCRUED COMPENSATED ABSENCES	2,406.62	
520-0000-211655	CREDIT UNION PAYABLE	( 161.44)	
520-0000-211700	NET PENSION LIABILITY	63,847.00	
520-0000-221000	DEF INFLOWS PENSION-PERA	1,057.00	
520-0000-221001	DEF INTFLOWS PENSION-PERA OPEB	1,543.00	
520-0000-221100	NET OPEB LIABILITY-PERA OPEB	4,191.00	
	TOTAL LIABILITIES		77,053.57

FUND EQUITY

520-0000-300000	FUND BALANCE	8,168,391.70	
	REVENUE OVER EXPENDITURES - YTD	79,161.68	
	TOTAL FUND EQUITY		8,247,553.38
	TOTAL LIABILITIES AND EQUITY		8,324,606.95

TOWN OF PATTEVILLE  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 1 MONTHS ENDING JANUARY 31, 2025

WATER FUND

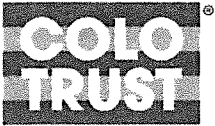
	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT	
<u>WATER REVENUES</u>						
520-0000-441500	UPKEEP CHARGE	66,797.07	66,797.07	774,455.66	707,658.59	8.6
520-0000-441501	CONSUMPTION	23,068.83	23,068.83	572,019.00	548,950.17	4.0
520-0000-441502	UTILITY BILL PENALTIES/INTERES	.00	.00	250.00	250.00	.0
520-0000-443500	METER/YOKE FEE	.00	.00	1,000.00	1,000.00	.0
520-0000-446000	INVESTMENT FEES	.00	.00	3,300.00	3,300.00	.0
	TOTAL WATER REVENUES	89,865.90	89,865.90	1,351,024.66	1,261,158.76	6.7
<u>OTHER REVENUE</u>						
520-0000-490000	EARNINGS ON INVESTMENTS	7,441.19	7,441.19	85,000.00	77,558.81	8.8
	TOTAL OTHER REVENUE	7,441.19	7,441.19	85,000.00	77,558.81	8.8
	TOTAL FUND REVENUE	97,307.09	97,307.09	1,436,024.66	1,338,717.57	6.8

TOWN OF PATTEVILLE  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 1 MONTHS ENDING JANUARY 31, 2025

WATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>WATER EXPENSES</u>					
520-0000-611000	5,966.87	5,966.87	117,271.45	111,304.58	5.1
520-0000-618000	87.43	87.43	2,043.46	1,956.03	4.3
520-0000-618002	870.82	870.82	16,676.00	15,805.18	5.2
520-0000-618003	.00	.00	2,250.00	2,250.00	.0
520-0000-618004	1,758.89	1,758.89	27,734.46	25,975.57	6.3
520-0000-619000	621.27	621.27	2,367.59	1,746.32	26.2
520-0000-651500	.00	.00	500.00	500.00	.0
520-0000-652501	.00	.00	582,721.00	582,721.00	.0
520-0000-652900	.00	.00	1,000.00	1,000.00	.0
520-0000-653000	.00	.00	850.00	850.00	.0
520-0000-653800	.00	.00	7,500.00	7,500.00	.0
520-0000-653900	6,256.04	6,256.04	32,904.18	26,648.14	19.0
520-0000-654400	6.42	6.42	2,500.00	2,493.58	.3
520-0000-654430	1,570.55	1,570.55	18,500.00	16,929.45	8.5
520-0000-654440	117.48	117.48	5,000.00	4,882.52	2.4
520-0000-654610	.00	.00	1,300.00	1,300.00	.0
520-0000-656901	.00	.00	58,000.00	58,000.00	.0
520-0000-657000	.00	.00	25,000.00	25,000.00	.0
520-0000-657110	.00	.00	50,000.00	50,000.00	.0
520-0000-671000	.00	.00	800.00	800.00	.0
520-0000-701050	.00	.00	88,626.55	88,626.55	.0
520-0000-701100	.00	.00	5,500.00	5,500.00	.0
520-0000-701110	.00	.00	5,000.00	5,000.00	.0
520-0000-701501	.00	.00	5,000.00	5,000.00	.0
520-0000-702100	.00	.00	10,000.00	10,000.00	.0
520-0000-702300	.00	.00	5,000.00	5,000.00	.0
520-0000-702900	.00	.00	7,000.00	7,000.00	.0
520-0000-754010	214.97	214.97	2,500.00	2,285.03	8.6
520-0000-754020	3.57	3.57	14,000.00	13,996.43	.0
520-0000-791000	.00	.00	2,000.00	2,000.00	.0
520-0000-792500	.00	.00	4,000.00	4,000.00	.0
520-0000-795500	.00	.00	50,000.00	50,000.00	.0
520-0000-796500	671.10	671.10	1,500.00	828.90	44.7
520-0000-815109	.00	.00	120,000.00	120,000.00	.0
520-0000-815204	.00	.00	2,000.00	2,000.00	.0
520-0000-815208	.00	.00	1,000.00	1,000.00	.0
520-0000-815209	.00	.00	10,000.00	10,000.00	.0
<b>TOTAL WATER EXPENSES</b>	<b>18,145.41</b>	<b>18,145.41</b>	<b>1,288,044.69</b>	<b>1,269,899.28</b>	<b>1.4</b>
<b>TOTAL FUND EXPENDITURES</b>	<b>18,145.41</b>	<b>18,145.41</b>	<b>1,288,044.69</b>	<b>1,269,899.28</b>	<b>1.4</b>
<b>NET REVENUE OVER EXPENDITURES</b>	<b>79,161.68</b>	<b>79,161.68</b>	<b>147,979.97</b>	<b>68,818.29</b>	<b>53.5</b>





Summary Statement

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Investor ID: CO-01-0599

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Town of Platteville  
 400 Grand Avenue  
 Platteville, CO 80651-0070

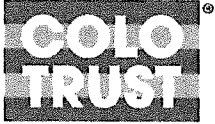
COLOTRUST

PLUS+ Average Monthly Yield: 4.5175%

		Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
CO-01-0599-8001	Police Evidence	1,528.67	0.00	0.00	5.89	5.89	1,531.81	1,534.56
CO-01-0599-8002	PARK IMPACT FEE	313,392.32	0.00	0.00	1,204.55	1,204.55	314,033.97	314,596.87
CO-01-0599-8003	ROAD MAINTENANCE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
CO-01-0599-8004	TRANSPORTATION IMP	0.00	0.00	0.00	0.00	0.00	0.00	0.00
CO-01-0599-8005	DOWNTOWN REVITALIZATION	1,152,796.35	0.00	0.00	4,430.91	4,430.91	1,155,156.65	1,157,227.26
CO-01-0599-8006	STORM DRAINAGE IMPAC	586,369.32	0.00	0.00	2,253.78	2,253.78	587,569.89	588,623.10

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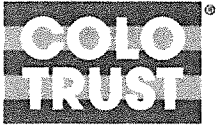
Town of Platteville  
400 Grand Avenue  
Platteville, CO 80651-0070

PLUS+ - (continued)

		Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
CO-01-0599-8007	WATER INVESTMENT	391,249.40	0.00	0.00	1,503.82	1,503.82	392,050.47	392,753.22
CO-01-0599-8008	SEWER INVESTMENT	522,355.45	0.00	0.00	2,007.74	2,007.74	523,424.95	524,363.19
CO-01-0599-8009	GENERAL FUND	1,609,942.51	0.00	0.00	6,188.03	6,188.03	1,613,238.82	1,616,130.54
CO-01-0599-8010	SEWER FUND	2,415,124.45	0.00	0.00	9,282.83	9,282.83	2,420,069.33	2,424,407.28
CO-01-0599-8011	WATER FUND	1,544,723.43	0.00	0.00	5,937.37	5,937.37	1,547,886.21	1,550,660.80
CO-01-0599-8012	LIBRARY FUND	114,463.56	0.00	0.00	439.94	439.94	114,697.91	114,903.50
CO-01-0599-8013	MAUSOLEUM ACCOUNT	0.00	0.00	0.00	0.00	0.00	0.00	0.00

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**Summary Statement**

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Town of Platteville  
 400 Grand Avenue  
 Platteville, CO 80651-0070

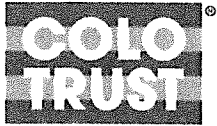
**PLUS+ - (continued)**

		Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
CO-01-0599-8015	CONSERVATION TRUST	81,978.49	0.00	0.00	315.11	315.11	82,146.34	82,293.60
CO-01-0599-8016	USE TAX FUND	192,218.41	0.00	0.00	738.79	738.79	192,611.95	192,957.20
CO-01-0599-8017	LAW ENFORCEMENT FUND	193,008.30	0.00	0.00	741.85	741.85	193,403.47	193,750.15
CO-01-0599-8018	POLICE STATION RESERVE	1,122,445.77	0.00	0.00	4,314.27	4,314.27	1,124,743.93	1,126,760.04
CO-01-0599-8019	SEWER LAGOON RESERVE	15.20	0.00	0.00	0.04	0.04	15.22	15.24
CO-01-0599-8020	VETERANS MEMORIAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00
CO-01-0599-8021	HARVEST DAZE	447.24	0.00	0.00	1.81	1.81	448.20	449.05

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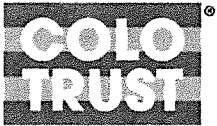
Town of Platteville  
400 Grand Avenue  
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### PLUS+ - (continued)

		Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
CO-01-0599-8022	CEMETERY OPERATING	85,337.26	0.00	0.00	328.00	328.00	85,511.98	85,665.26
CO-01-0599-8023	PUBLIC WORKS RESERVE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
CO-01-0599-8024	CEMETERY SHELTER	0.00	0.00	0.00	0.00	0.00	0.00	0.00
CO-01-0599-8025	DEVELOPMENT ESCROW	19,423.78	0.00	0.00	74.63	74.63	19,463.53	19,498.41
CO-01-0599-8026	OVERSIZE/OVERWEIGHT FUND	0.00	0.00	0.00	0.00	0.00	0.00	0.00
CO-01-0599-8027	Capital Improvement Fund	435,949.56	0.00	0.00	1,675.61	1,675.61	436,842.14	437,625.17
CO-01-0599-8028	Sidewalk Maintenance	0.00	0.00	0.00	0.00	0.00	0.00	0.00

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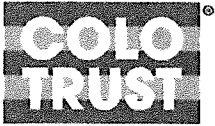
Town of Platteville  
 400 Grand Avenue  
 Platteville, CO 80651-0070

PLUS+ - (continued)

		Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
CO-01-0599-8029	Perpetual Care	152,195.73	0.00	0.00	584.98	584.98	152,507.34	152,780.71
CO-01-0599-8030	POLICE IMPACT FUND	0.00	0.00	0.00	0.00	0.00	0.00	0.00
CO-01-0599-8031	PUBLIC FACILITIES FUND	0.00	0.00	0.00	0.00	0.00	0.00	0.00
CO-01-0599-8032	GILCREST LIBRARY	0.00	0.00	0.00	0.00	0.00	0.00	0.00
CO-01-0599-8033	SENIOR ORGANIZATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>TOTAL</b>		<b>10,934,965.20</b>	<b>0.00</b>	<b>0.00</b>	<b>42,029.95</b>	<b>42,029.95</b>	<b>10,957,364.11</b>	<b>10,976,895.16</b>

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Town of Platteville  
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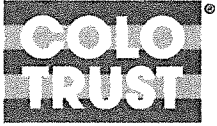
**PRIME** Average Monthly Yield: 4.2579%

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		Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
CO-01-0599-1907	GENERAL FUND	0.00	0.00	0.00	0.00	0.00	0.00	0.00
CO-01-0599-2973	SEWER FUND	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>TOTAL</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

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## Summary Statement

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Town of Platteville  
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### EDGE

Monthly Distribution Yield: 4.7552%

		Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
CO-01-0599-E001	Platteville Library	3,525,790.91	0.00	0.00	14,238.80	14,238.80	3,526,250.23	3,540,029.71
CO-01-0599-E002	Gilcrest Library	714,471.18	0.00	0.00	2,885.37	2,885.37	714,564.26	717,356.56
<b>TOTAL</b>		<b>4,240,262.09</b>	<b>0.00</b>	<b>0.00</b>	<b>17,124.17</b>	<b>17,124.17</b>	<b>4,240,814.49</b>	<b>4,257,386.27</b>

Tel: (877) 311-0219

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## Report Criteria:

Summary report type printed

Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
Amazon	202501	Admin - Supplies	01/01/2025	1,175.97	1,175.97	25013101	01/31/2025
Total 10:				1,175.97	1,175.97		
A-1 Heating & Air Condition	I71831	Library - Equipment M&R	12/14/2024	528.00	528.00	62370	01/10/2025
	I72098	Library - Equipment M&R	12/24/2024	110.00	110.00	62370	01/10/2025
	I72268	B&G - Buildings M&R	01/21/2025	110.00	110.00	62431	01/24/2025
Total 15:				748.00	748.00		
Green & Associates LLC	3228	Accounting Services	01/14/2025	2,750.00	2,750.00	62422	01/15/2025
Total 24:				2,750.00	2,750.00		
Draya's Cleaning Service	330	Janitorial Services	01/12/2025	1,190.00	1,190.00	62420	01/15/2025
	331	Janitorial Services	01/26/2025	930.00	930.00	62463	01/31/2025
Total 29:				2,120.00	2,120.00		
North Weld Herald Voice	7333	Christmas/New Years Ad	12/19/2024	250.00	250.00	62396	01/10/2025
Total 30:				250.00	250.00		
Michael D Stewart	202501	Judicial Services	01/01/2025	600.00	600.00	62393	01/10/2025
Total 33:				600.00	600.00		
Veronica Chavez	01	Janitorial Services	01/06/2025	118.74	118.74	62481	01/31/2025
	02	Janitorial Services	01/13/2025	118.74	118.74	62481	01/31/2025
	03	Janitorial Services	01/01/2025	118.74	118.74	62481	01/31/2025
Total 37:				356.22	356.22		
Alpine Controls & Engineer	2104	2025 SCADA Upgrade	01/20/2025	4,500.00	4,500.00	62432	01/24/2025
Total 42:				4,500.00	4,500.00		
ATMOS Energy	202501-1	703 Birch St - Utilities	01/01/2025	290.47	290.47	62454	01/31/2025
	202501-2	11866 County Rd 32.5 - Uti	01/01/2025	379.05	379.05	62454	01/31/2025
	202501-3	504 Marion Ave - Utilities	01/01/2025	320.33	320.33	62454	01/31/2025
	202501-4	502 Marion Ave - Utilities	01/01/2025	421.28	421.28	62454	01/31/2025
	202501-5	508 Reynolds Ave - Utilities	01/01/2025	686.32	686.32	62454	01/31/2025
	202501-6	1403 Main St - Utilities	01/01/2025	39.06	39.06	62454	01/31/2025
	202501-7	400 Grand Ave - Utilities	01/01/2025	780.98	780.98	62454	01/31/2025
	202501-8	400 Grand Ave Shop - Utilit	01/01/2025	512.18	512.18	62454	01/31/2025
Total 46:				3,429.67	3,429.67		
Bratton's Office Equipment	81917	NAN - Copier	01/03/2025	5.64	5.64	62456	01/31/2025
	81918	PLA - Copier	01/03/2025	17.94	17.94	62456	01/31/2025
Total 50:				23.58	23.58		
Caselle Inc	137975	Contract Support and Main	01/01/2025	1,487.00	1,487.00	62374	01/10/2025

Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
Total 59:				1,487.00	1,487.00		
Cengage Learning Inc	86173574	Large Print - NAN	01/08/2025	61.48	61.48	62457	01/31/2025
Total 61:				61.48	61.48		
Central Weld County Water	202501	Water - 100 Division	01/09/2025	27.12	27.12	62376	01/10/2025
	202501-2	Water Usage	01/09/2025	43,099.12	43,099.12	62376	01/10/2025
Total 65:				43,126.24	43,126.24		
CenturyLink	202501-1	808B	12/22/2024	219.96	219.96	62377	01/10/2025
	202501-2	076B	12/22/2024	90.72	90.72	62377	01/10/2025
	202501-3	766B 50%	12/22/2024	166.64	166.64	62377	01/10/2025
	202501-4	605B	12/22/2024	241.95	241.95	62377	01/10/2025
	202502-1	605B	01/01/2025	242.01	242.01	62458	01/31/2025
	202502-2	766B 50%	01/01/2025	166.68	166.68	62458	01/31/2025
	202502-3	076B	01/01/2025	90.69	90.69	62458	01/31/2025
	202502-4	808B	01/01/2025	219.94	219.94	62458	01/31/2025
Total 66:				1,438.59	1,438.59		
CenturyLink QCC	716851316	Telephone - 50%	12/24/2024	5.41	5.41	62378	01/10/2025
	720826674	Telephone - 25% PD	01/24/2025	6.65	6.65	62459	01/31/2025
Total 67:				12.06	12.06		
CIRSA	250317	Insurance (Except WC) - Q	01/01/2025	34,582.89	34,582.89	62380	01/10/2025
	W25116	Insurance Wokmans Comp	01/01/2025	12,063.37	12,063.37	62380	01/10/2025
Total 76:				46,646.26	46,646.26		
Mike's Automotive Service	2514	Vehicle Maint- PD	01/17/2025	189.98	189.98	62443	01/24/2025
Total 78:				189.98	189.98		
SAFEbuilt LLC	1132440	Building Permits	12/31/2024	1,744.18	1,744.18	62405	01/10/2025
Total 79:				1,744.18	1,744.18		
Utility Notification Center of	224121052	Sewer Locates 50%	12/31/2024	38.70	38.70	62411	01/10/2025
Total 80:				38.70	38.70		
Connecting Point	CW143914	LE Fund - Police Equipmen	01/01/2025	8,665.68	8,665.68	25011042	01/10/2025
	CW143949	Admin - Computer Consulti	01/08/2025	94.07	94.07	25011042	01/10/2025
	CW144183	IT Services	01/16/2025	8,039.20	8,039.20	25012445	01/24/2025
	CW144197	Admin - Computer Consulti	01/21/2025	2,257.20	2,257.20	25013104	01/31/2025
Total 82:				19,056.15	19,056.15		
Home Depot Credit Service	202501	B&G - Building M&R	01/01/2025	736.90	736.90	25011043	01/10/2025
Total 83:				736.90	736.90		
Service Uniform Rental	581413	B&G 12.88%	12/03/2024	38.72-	38.72-	62406	01/10/2025

Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
	583717	B&G 12.88%	12/10/2024	212.28	212.28	62406	01/10/2025
	586024	B&G 12.88%	12/17/2024	76.28	76.28	62406	01/10/2025
	588354	B&G 12.88%	12/24/2024	120.28	120.28	62406	01/10/2025
<b>Total 84:</b>				<b>370.12</b>	<b>370.12</b>		
Sam's Club/Synchrony Ban	202501	Town Hall Supplies	12/31/2024	278.27	278.27	25011044	01/10/2025
<b>Total 85:</b>				<b>278.27</b>	<b>278.27</b>		
JVA Inc.	21263	Sewer - Engineer Services	12/31/2024	330.00	330.00	62441	01/24/2025
<b>Total 86:</b>				<b>330.00</b>	<b>330.00</b>		
LaSalle Oil Company	195738	PW - Fuel	01/13/2025	748.50	748.50	62424	01/15/2025
<b>Total 87:</b>				<b>748.50</b>	<b>748.50</b>		
Northern Engineering Servi	1135-013-1	Parks - ADA Enhancement	01/03/2025	2,737.50	2,737.50	62397	01/10/2025
	1135-824-7	General	01/03/2025	3,848.50	3,848.50	62397	01/10/2025
	1135-924-11	TFP Nutrition	01/03/2025	2,462.50	2,462.50	62397	01/10/2025
<b>Total 88:</b>				<b>9,048.50</b>	<b>9,048.50</b>		
Wear Parts & Equipment C	59445	Streets - Equipment Mainte	01/06/2025	980.87	980.87	62430	01/15/2025
	61482	Streets - Equipment Mainte	01/15/2025	272.19	272.19	62449	01/24/2025
<b>Total 95:</b>				<b>1,253.06</b>	<b>1,253.06</b>		
Spok Inc	J030385061	Sewer - Pager (50%)	01/01/2025	10.54	10.54	62408	01/10/2025
<b>Total 99:</b>				<b>10.54</b>	<b>10.54</b>		
Purchase Power	202501	Postage & Maint	01/01/2025	1,009.75	1,009.75	25012447	01/24/2025
<b>Total 100:</b>				<b>1,009.75</b>	<b>1,009.75</b>		
WEX Bank	101935124	PD - Fuel	12/31/2024	2,297.11	2,297.11	25011045	01/10/2025
<b>Total 103:</b>				<b>2,297.11</b>	<b>2,297.11</b>		
Hoffmann Parker Wilson &	202412	Legislative/Executive	12/31/2024	13,611.67	13,611.67	62440	01/24/2025
<b>Total 107:</b>				<b>13,611.67</b>	<b>13,611.67</b>		
NAPA Auto Parts	957166	Streets - Equipment Mainte	12/02/2024	201.12	201.12	62394	01/10/2025
	961275	Streets - Equipment Mainte	12/30/2024	227.85	227.85	62394	01/10/2025
<b>Total 109:</b>				<b>428.97</b>	<b>428.97</b>		
Town of Gilcrest	16834	NAN Utilities	01/06/2025	111.09	111.09	62410	01/10/2025
<b>Total 111:</b>				<b>111.09</b>	<b>111.09</b>		
DictoGuard Security Alarm	108031	NAN - Quarterly Alarm Mon	12/20/2024	315.00	315.00	62462	01/31/2025
	108033	NAN - Quarterly Alarm Mon	12/20/2024	105.00	105.00	62385	01/10/2025



Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
Total 113:				420.00	420.00		
Xcel Energy	906635994	Rock Lot	12/12/2024	46.62	46.62	25011046	01/10/2025
	906642189	100 Division Blvd	12/12/2024	13.40	13.40	25011046	01/10/2025
	907051659	VWTF	12/16/2024	3,933.80	3,933.80	25011046	01/10/2025
	907420178	Internet & Sign	12/18/2024	185.13	185.13	25011502	01/15/2025
	907896355	Sewer	12/23/2024	991.35	991.35	25011046	01/10/2025
	909041037	Street Lights	01/02/2025	4,057.14	4,057.14	25012449	01/24/2025
	909045465	Sprinklers	01/02/2025	3.57	3.57	25012449	01/24/2025
	910011149	NAN Library	01/08/2025	162.45	162.45	25012449	01/24/2025
Total 121:				9,393.46	9,393.46		
CEC Solar 1128 LLC	CO-17-307A-	Solar Lease	01/23/2025	1,713.70	1,713.70	25013103	01/31/2025
Total 123:				1,713.70	1,713.70		
Wickham Tractor Co	WE08352	Streets - Equipment M&R	01/21/2025	2,478.67	2,478.67	62451	01/24/2025
Total 127:				2,478.67	2,478.67		
Verizon	6103235654	Sewer	01/10/2025	518.61	518.61	25012448	01/24/2025
	6103235655	B&G	01/10/2025	692.91	692.91	25012448	01/24/2025
	6103235953	Police	01/10/2025	848.50	848.50	25012448	01/24/2025
Total 128:				2,060.02	2,060.02		
Colorado Analytical Labora	241219002	Sewer - Testing	12/26/2024	119.70	119.70	62381	01/10/2025
	241226001	Sewer - Testing	01/02/2025	119.70	119.70	62381	01/10/2025
	241226017	Water Testing	01/02/2025	28.80	28.80	62381	01/10/2025
	250102005	Sewer - Testing	01/10/2025	344.70	344.70	62417	01/15/2025
	250109027	Sewer - Testing	01/16/2025	119.70	119.70	62436	01/24/2025
Total 132:				732.60	732.60		
Coren Printing Inc	33668	Admin - Envelopes	01/07/2025	420.00	420.00	62383	01/10/2025
	33707	PD - Notary Stamp	01/28/2025	53.10	53.10	62461	01/31/2025
	33868	Admin - Gold Name Plate (	12/19/2024	15.00	15.00	62383	01/10/2025
Total 135:				488.10	488.10		
Revelation Steel LLC	346583	Streets - Equipment Mainte	01/13/2025	150.51	150.51	62428	01/15/2025
Total 137:				150.51	150.51		
Ameriflex	4601498	Flex Claims Activity	01/10/2025	606.10	606.10	25011501	01/15/2025
	4605058	Flex Claims Activity	01/17/2025	65.84	65.84	25012444	01/24/2025
	4611895	Flex Claims Activity	01/24/2025	59.45	59.45	25013102	01/31/2025
Total 138:				731.39	731.39		
Redi Services LLC	159219	Cemetery - Sanitation	12/31/2024	300.00	300.00	62403	01/10/2025
	159220	Riverview Park - Sanitation	12/31/2024	300.00	300.00	62403	01/10/2025
	159221	Lincoln Park - Sanitation	12/31/2024	300.00	300.00	62403	01/10/2025

Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
Total 139:				900.00	900.00		
Metlife - Group Benefits	202412	Final Bill	01/13/2025	79.00	79.00	62469	01/31/2025
Total 142:				79.00	79.00		
High Plains Library District	641	PLA - Circulation	01/15/2025	2,026.39	2,026.39	62467	01/31/2025
Total 153:				2,026.39	2,026.39		
DES Pipeline Maintenance	2632	Sewer - Cleaning	12/31/2024	750.00	750.00	62419	01/15/2025
Total 168:				750.00	750.00		
Fastenal Company	COFTL20161	PW - Supplies	12/23/2024	43.41	43.41	62386	01/10/2025
	COGRE1912	PW - Supplies	12/09/2024	53.08	53.08	62386	01/10/2025
	COGRE1913	PW - Supplies	12/23/2024	45.21	45.21	62464	01/31/2025
Total 176:				141.70	141.70		
Life Stories Child & Family	11-921	2024 4th Qtr	01/10/2025	226.00	226.00	62442	01/24/2025
Total 187:				226.00	226.00		
Platteville Veterans Memori	202412	Fort Vasquez Consignment	01/06/2025	46.45	46.45	62400	01/10/2025
Total 189:				46.45	46.45		
NVAA	210	League Fee	01/08/2025	765.00	765.00	62427	01/15/2025
	221	League Fee	01/08/2025	181.89	181.89	62427	01/15/2025
Total 198:				946.89	946.89		
Colorado PERA	202501	Shane M. Novotny - Emplo	01/22/2025	15,805.16	15,805.16	62438	01/24/2025
Total 211:				15,805.16	15,805.16		
Warehouse Supply Inc.	91241	PW - Supplies	12/23/2024	7.93	7.93	62413	01/10/2025
	92519	B&G - Buildings M&R	01/09/2025	17.80	17.80	62448	01/24/2025
	93097	Streets - Equipment M&R	01/15/2025	12.47	12.47	62448	01/24/2025
Total 216:				38.20	38.20		
M&O Tires	294918	Sewer - Vehicle M&R	01/07/2025	1,342.20	1,342.20	62391	01/10/2025
	295010	Seniors - Vehicle M&R	01/09/2025	542.20	542.20	62391	01/10/2025
Total 224:				1,884.40	1,884.40		
My Office Etc. Inc.	307003-0	Admin - Paper	01/13/2025	287.18	287.18	62425	01/15/2025
	307019-0	PLA - Supplies	01/14/2025	164.60	164.60	62471	01/31/2025
	307177-0	PLA - Supplies	01/22/2025	27.92	27.92	62471	01/31/2025
Total 229:				479.70	479.70		
SouthWest Disposal	0131497-IN	Clean Up Days	12/24/2024	791.50	791.50	62407	01/10/2025
	0131523-IN	Clean Up Days	12/24/2024	554.00	554.00	62407	01/10/2025

Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
	0131524-IN	Clean Up Days	12/24/2024	934.00	934.00	62407	01/10/2025
	0133044-IN	Clean Up Days	12/31/2024	554.00	554.00	62445	01/24/2025
Total 235:				2,833.50	2,833.50		
John Deere Financial	202412	PW - Supplies	12/31/2024	299.77	299.77	62390	01/10/2025
Total 241:				299.77	299.77		
Grainger	9347857782	Streets - Equipment R&M	12/16/2024	77.05	77.05	62387	01/10/2025
Total 247:				77.05	77.05		
Union Pacific Railroad Co	330083487	2024 Lease Payment	01/01/2025	8,858.88	8,858.88	62447	01/24/2025
Total 303:				8,858.88	8,858.88		
Uline	187467663	PW - Supplies	01/06/2025	679.36	679.36	62446	01/24/2025
Total 329:				679.36	679.36		
North Front Range Water	202519	2025 Membership Dues	01/06/2025	1,050.00	1,050.00	62395	01/10/2025
Total 339:				1,050.00	1,050.00		
Platteville Historical Societ	202412	Fort Vasquez Consignment	01/06/2025	19.50	19.50	62398	01/10/2025
Total 342:				19.50	19.50		
ALERT/SAM	202501	Membership Dues	01/01/2025	100.00	100.00	62452	01/31/2025
Total 353:				100.00	100.00		
Sara Allen	16833	Tuition Reimbursement	01/06/2025	4,076.82	4,076.82	62466	01/31/2025
	202501	Benches	01/13/2025	1,500.00	1,500.00	62416	01/15/2025
	20250116	Benches	01/16/2025	1,200.00	1,200.00	62434	01/24/2025
	20250117	Benches	01/17/2025	600.00	600.00	62434	01/24/2025
	20250128	Court Fine Reimbursement	01/28/2025	93.00	93.00	62475	01/31/2025
Total 385:				7,469.82	7,469.82		
Weld County Sheriff's Offic	2486 112024	Dentention Center	12/01/2024	115.74	115.74	62415	01/10/2025
Total 386:				115.74	115.74		
Jarvis	202501	Annual Subscription	01/14/2025	2,100.00	2,100.00	62423	01/15/2025
Total 414:				2,100.00	2,100.00		
All Copy Products	38357089	New Folder/Inserter	01/20/2025	488.81	488.81	62453	01/31/2025
Total 450:				488.81	488.81		
Blackstone Publishing	2183027	Audiobooks	12/31/2024	40.00	40.00	62455	01/31/2025
	2183586	Audiobooks	01/07/2025	99.99	99.99	62455	01/31/2025
	2184158	Audiobooks	01/10/2025	127.96	127.96	62455	01/31/2025

Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
Total 453:				267.95	267.95		
Tru-Bilt Trailers	S50197	Streets - Equipment Mainte	01/13/2025	71.04	71.04	62429	01/15/2025
Total 460:				71.04	71.04		
SinglePoint LLC	17796296	Copier Leases	01/21/2025	157.79	157.79	62477	01/31/2025
	17796297	Copier Leases	01/21/2025	1,073.83	1,073.83	62477	01/31/2025
Total 495:				1,231.62	1,231.62		
Gojo Sports of Greeley Inc	4253	REC - Youth Sports Jersey	01/10/2025	3,172.37	3,172.37	62421	01/15/2025
Total 511:				3,172.37	3,172.37		
TB Group	250153	Veterans Memorial	01/24/2025	6,500.00	6,500.00	62478	01/31/2025
Total 528:				6,500.00	6,500.00		
Colorado Parks & Recreati	4643	Annual Membership Fees	01/29/2025	445.00	445.00	62460	01/31/2025
Total 543:				445.00	445.00		
Ausmus Law Firm PC	9171	Court Attorney	01/01/2025	600.00	600.00	62372	01/10/2025
Total 551:				600.00	600.00		
Left Hand Language Soluti	1122	Court Interpreter Services	01/17/2025	270.00	270.00	25012446	01/24/2025
Total 563:				270.00	270.00		
Kid's Reference	KRC12-1372	PLA Books	01/20/2025	208.85	208.85	62468	01/31/2025
Total 603:				208.85	208.85		
Pomp's Tire Service Inc.	1910017956	PD - Vehicle Maint	01/07/2025	742.96	742.96	62401	01/10/2025
Total 651:				742.96	742.96		
Colorado Barricade Co.	65165130-00	Street Signs	01/21/2025	244.06	244.06	62437	01/24/2025
Total 677:				244.06	244.06		
Groundwater Management	2025 - 1267	Well Water Assessment	01/02/2025	2,020.00	2,020.00	62388	01/10/2025
	2025 - 664	Well Water Assessment	01/02/2025	4,946.98	4,946.98	62388	01/10/2025
Total 699:				6,966.98	6,966.98		
Platteville Chamber of Com	16843	2025 Membership Fee	01/13/2025	100.00	100.00	62473	01/31/2025
Total 703:				100.00	100.00		
Denali Water Solutions LL	INV991408	Sewer - Sludge Hauling	01/09/2025	1,404.00	1,404.00	62384	01/10/2025
	INV993549	Sewer - Sludge Hauling	01/16/2025	1,432.60	1,432.60	62439	01/24/2025

Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
Total 719:				2,836.60	2,836.60		
CINTAS	5246489703	Town Hall - Supplies	12/27/2024	254.40	254.40	62379	01/10/2025
	5249586506	B&G - First Aid Cabinet an	01/20/2025	186.41	186.41	62435	01/24/2025
	5249586508	Sewer - Supplies	01/20/2025	12.85	12.85	62435	01/24/2025
Total 732:				453.66	453.66		
Verastegui Services LLC	10703	NAN - Snow Plowing	01/06/2025	101.25	101.25	62480	01/31/2025
	10726	NAN - Snow Plowing	01/07/2025	517.50	517.50	62480	01/31/2025
	10767	NAN - Snow Plowing	01/18/2025	402.00	402.00	62480	01/31/2025
Total 735:				1,020.75	1,020.75		
ASIA MOTORS INC	20250102	PD - 2020 Ford Explorer	01/02/2025	30,835.00	30,835.00	62369	01/08/2025
Total 736:				30,835.00	30,835.00		
Ram Waste Systems Inc.	8241073V32	Monthly Trash Collection	01/01/2025	17,576.00	17,576.00	62402	01/10/2025
Total 747:				17,576.00	17,576.00		
Platteville Senior Citizens	202412	Fort Vasquez - Consignme	01/06/2025	188.00	188.00	62399	01/10/2025
Total 750:				188.00	188.00		
Tim's Bees	202412	Fort Vasquez - Consignme	01/06/2025	63.00	63.00	62409	01/10/2025
Total 752:				63.00	63.00		
Hilltop Broadband	6522-202501	PLA Internet	01/06/2025	258.90	258.90	62389	01/10/2025
Total 769:				258.90	258.90		
Modern Marketing	MM160575	Imprinted Calendars	12/17/2024	129.42	129.42	62470	01/31/2025
Total 782:				129.42	129.42		
Medicine for Business and	928133	Sewer - Gallegos Vaccine	12/10/2024	69.65	69.65	62392	01/10/2025
Total 785:				69.65	69.65		
ASCAP	1000065047	Annual License Fee	01/01/2025	445.00	445.00	62371	01/10/2025
Total 786:				445.00	445.00		
Chicago Motors Inc	1241216865	PD - 2018 Dodge Charger	01/01/2025	27,995.00	27,995.00	62367	01/08/2025
Total 787:				27,995.00	27,995.00		
WAS	2025 - 289	Well Water Assessments	01/02/2025	780.00	780.00	62414	01/10/2025
	2025 - 290	Well Water Assessments	01/02/2025	500.00	500.00	62414	01/10/2025
	2025 - 291	Well Water Assessments	01/02/2025	3,469.70	3,469.70	62414	01/10/2025
Total 788:				4,749.70	4,749.70		

Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
NOCO Humane	1021	PD - Animal Shelter/Contro	01/09/2025	400.00	400.00	62426	01/15/2025
Total 809:				400.00	400.00		
On Target Marketing	1230	Library - Newsletter	12/16/2024	459.00	459.00	62472	01/31/2025
Total 830:				459.00	459.00		
Cassandra Bland	202412	Fort Vasquez Consignment	01/06/2025	67.00	67.00	62375	01/10/2025
Total 832:				67.00	67.00		
Verizon Connect Fleet USA	6000000680	PW - Vehicle Locates	01/02/2025	80.55	80.55	62412	01/10/2025
Total 833:				80.55	80.55		
Shift Dynamics	1001463	PD - Vehicle M&R	01/22/2025	667.23	667.23	62444	01/24/2025
	1001464	PD - Vehicle M&R	01/22/2025	80.00	80.00	62444	01/24/2025
	1001467	PD - Vehicle M&R	01/29/2025	80.31	80.31	62476	01/31/2025
Total 836:				827.54	827.54		
Browns Hill Engineering &	29599	Sewer - Equipment M&R (I	01/02/2025	4,840.00	4,840.00	62373	01/10/2025
Total 842:				4,840.00	4,840.00		
Ayres Associates Inc.	220380	Centennial Estate - Billbac	01/21/2025	1,115.50	1,115.50	62433	01/24/2025
	220381	Administration	01/11/2025	5,743.00	5,743.00	62433	01/24/2025
Total 850:				6,858.50	6,858.50		
Complete Professional Dev	16797	Library - Team Building	01/10/2025	2,800.00	2,800.00	62382	01/10/2025
Total 853:				2,800.00	2,800.00		
Green Girl Recycling	117148	Library - Recycling	12/31/2024	100.00	100.00	62465	01/31/2025
Total 854:				100.00	100.00		
Rhomar Industries, Inc.	107364	Streets - Equipment M&R	12/23/2024	322.83	322.83	62404	01/10/2025
Total 856:				322.83	322.83		
Cornerstone Geospatial Co	470	Planning & Zoning	01/13/2025	450.00	450.00	62418	01/15/2025
Total 857:				450.00	450.00		
Weld Region #3 Opioid Co	202501	Redirection of Opioid Funds	01/17/2025	4,070.67	4,070.67	62450	01/24/2025
Total 858:				4,070.67	4,070.67		
Rebecca Ruff	1	Janitorial Services	01/23/2025	365.80	365.80	62474	01/31/2025
Total 859:				365.80	365.80		
Grand Totals:				354,656.73	354,656.73		

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Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
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Report Criteria:

Summary report type printed

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## Agenda Item Cover Sheet

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MEETING DATE: February 18, 2025  
AGENDA ITEM: Presentation on Colorado Special Districts  
DEPARTMENT: Legislative  
PRESENTED BY: Platte View Commerce Center Development Team

### SUMMARY

In November the Town completed the annexation and zoning for the Platte View Commerce Center located on the northwest corner of Highway 66 & CR19 for the development of a 9-lot industrial park. The development team has requested time to make a presentation on how Colorado Special Districts are established and function and then discuss more specifically the special district (service plan) proposal for the Platte View Commerce Center.

The development team initially requested to make this presentation during the February 4<sup>th</sup> meeting but asked to move it to this meeting due to needing further discussions on the related Special Districts Policy that's on the agenda for consideration and approval.

### FINANCIAL CONSIDERATIONS

None (only metro district property owners)

### RECOMMENDED ACTION

Presentation Only - No Action Requested

### ATTACHMENTS

Colorado Special Districts Presentation



# Colorado Special Districts

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TOWN OF  
PLATTEVILLE  
FEBRUARY 18,  
2025

# What is a Special District

Colorado Local Government – Created and Governed by  
Colorado Statutes and Laws

Types include:

- a. Water Districts
- b. Sewer Districts
- c. Park and Recreation Districts
- d. Metropolitan Districts

How Many?

- Over 2,400 Metropolitan Districts
- Over 260 Water, Sanitation and Water and Sanitation Districts

Purpose

- Provide public infrastructure and public services

# Overview

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- Purpose
- Formation
- Governance
- Open Meetings
- Transparency
- Powers
- Revenue and Debt



## Purpose

- Construction of Public Improvements
- Financing of Public Improvements
- Provide Operations and Maintenance of Public Improvements including streets, stormwater facilities, parks and open space

# Formation

Special Districts are Primarily Governed by the Colorado Special District Act, §§ 32-1-101 to -1807, C.R.S.

- Three Main Steps to Formation
  - Service Plan
  - Court Hearings
  - Election
- Service Plan – Step 1
  - Prepared by persons requesting organization of the Special District
  - Reviewed and approved by the “Approving Authority” – Board of County Commissioners OR Governing Body of Municipality
- District Court – Step 2.A
  - Petition requesting organization and Order calling an Organizational Election
- Organizational Election – Step 3
  - Only voted on by those within the boundaries of the proposed special district
  - Initial Board of Directors, Organization, Authority to Impose Taxes and Borrow Money
- District Court – Step 2.B
  - After the Election (assuming questions pass), Order and Decree organizing the District



# Governance

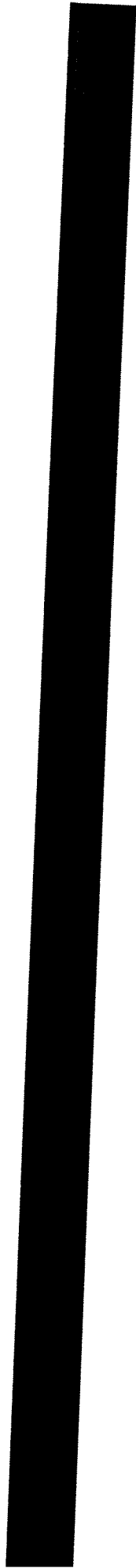
- **Board of Directors – Governing Body**
  - Typically, 5 “Eligible Electors” of the District (could be 7)
    - Colorado voters; and
    - Reside in the District or have an Obligation to Pay Taxes to the District
- **Elected Seats**
  - Staggered 4-Year Terms
- **Non-Partisan**
- **Owe Fiduciary Duty to the District and its Constituents**



# Open Meetings

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- Special Districts are subject to Colorado's Open Meetings Law (Sunshine Law), §§ 24-6-401, *et seq.*, C.R.S.
- Meeting Notice posted at least 24-Hours Prior to Meetings
- Meetings are Open to the Public
- Meetings Can be Held Virtually or In-Person



# Transparency

- Order and Decree organizing the District is recorded in County's real property records
- Transparency Notice
  - Annual notice of District information, including regular meeting schedule, current property taxes, contact information and election information
- Filings with State Agencies
  - Colorado Department of Local Affairs – Database of Active Local Governments
    - Budgets
    - Service Plan
    - Maps
  - Colorado State Auditor's Office – Annual Audits
- Subject to Colorado's Open Records Act, §§ 24-72-201, *et seq.*, C.R.S.
- Public records of the District are open to inspection by the public



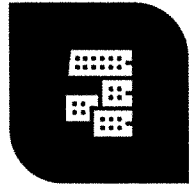
# Powers

- Special Districts can provide for the construction and operation of the following:
  - Street improvements
  - Water facilities and services
  - Sanitation and stormwater facilities and services
  - Park and recreation facilities
  - Traffic-related safety improvements
  - Transportation facilities and services
  - Television relay and transmission facilities and services
  - Mosquito control
  - Covenant enforcement and design review services
- **Special Districts have the power to:**
  - Levy taxes and assess fees, rates, tolls, charges and penalties
  - Issue bonds and other forms of financial obligations

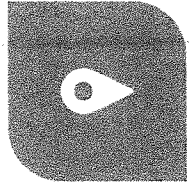
# Revenue and Debt

- Revenue
  - Ad valorem property taxes
  - Fees, rates, tolls, charges and penalties
- Debt
  - Tax-Exempt Bonds
  - Tax-Exempt Bank Loans

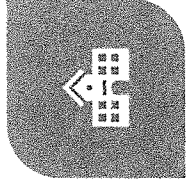
# Special Districts and Development



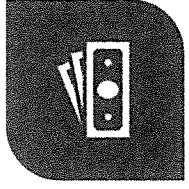
PROVIDES PUBLIC INFRASTRUCTURE THAT WOULD OTHERWISE HAVE BEEN PROVIDED BY COUNTY OR MUNICIPALITY



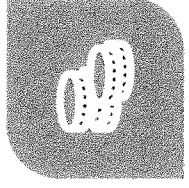
ALLOWS DEVELOPMENT TO OCCUR IN AREAS WHERE THERE IS NO EXISTING INFRASTRUCTURE



ONLY PROPERTY WITHIN THE DISTRICT PAYS FOR THE PUBLIC INFRASTRUCTURE; DEVELOPMENT PAYS ITS OWN WAY



REDUCED COSTS OF INFRASTRUCTURE DUE TO TAX-EXEMPT STATUS OF SPECIAL DISTRICT



PROJECT AND DISTRICT'S ABILITY TO PAY FOR INFRASTRUCTURE ARE DEPENDENT ON EACH OTHER

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Questions?



Town of Platteville, Colorado  
400 Grand Avenue, 80651



## Agenda Item Cover Sheet

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MEETING DATE: February 18, 2025  
AGENDA ITEM: Special Districts Policy  
DEPARTMENT: Legislative  
PRESENTED BY: Troy Renken

### SUMMARY

A Special Districts Policy is being proposed to provide consistent guidelines on how Special District Service Plans are received, evaluated, processed and approved. The key purpose of the Special District Policy is to ensure that all Service Plans are both consistent with Town policies and include stable financial plans that will sustain the overall debt service to build and maintain the special district.

### FINANCIAL CONSIDERATIONS

The Town will receive fees associated with Service Plan Applications.

### RECOMMENDED ACTION

Move to approve the Special Districts Policy for the purpose of processing and approving Service Plans for new development.

### ATTACHMENTS

Special Districts Policy

**TOWN OF PLATTEVILLE POLICY FOR REVIEWING SERVICE PLANS  
FOR SPECIAL DISTRICTS**

**I. Introduction**

The Board of Trustees (the "Board") wishes to protect current residents from paying costs associated with new development. Further, the Board wants to ensure that prospective buyers of property in a special district ("District") are made aware of the taxes they will be subject to in the District, as well as how they will be able to participate in governance of the District. Additionally, the Board wishes to confirm that taxes imposed by a District on future residents of the District are reasonable and not used as a means to generate excessive profits for developers of property in the District. To help achieve these goals, this policy ("Policy") establishes criteria, guidelines and processes to be followed for applications requesting approval by the Board of service plans for the organization of special districts or amendments to service plans for existing special districts, as provided in the Colorado Special District Act, Article 1, Title 32, C.R.S. (the "Act"). The Act provides that a special district is a quasi-municipal corporation and political subdivision that can be organized within the boundaries of a municipality provided the municipality's governing body approves by resolution the proposed service plan for the District.

Under the Act, the service plan constitutes the document that delineates the specific powers and functions the District can exercise, including the facilities and services it can provide, the taxes it can impose and its permitted financial arrangements (the "Service Plan"). The Act requires each District to conform to its Service Plan.

**II. Policy Statements and Objectives**

A. It is the Town's Policy to approve a District service plan or an amendment to an existing service plan only when:

1. The service plan includes clear notice requirements such that all prospective buyers of property within the District will have sufficient time, information on District taxes they will be subject to, and information on the District governance structure and how they can participate, to make an informed decision on buying property within the District;

2. The service plan satisfies the criteria for approval of a service plan set forth in the Act;

3. The applicant demonstrates it is not possible to finance the public infrastructure proposed to be constructed within the District without imposing the proposed taxes in the District;

4. The District and development within the District reflect the Town's existing long-term strategic planning documents, such as the Capital Improvement Plan; Economic Development Strategic Plan; Main Street Design Concept Final Plan; Main Street Infrastructure Improvements; Weld County 2021 Multi-Jurisdictional Hazard Mitigation Plan; Platteville Storm Drainage Criteria Manual, Platteville Street Criteria Manual; Platteville Water and Sewage Criteria Manual and applicable Sub-Area Plans. To determine whether a proposed District or service plan

amendment reflects the Town's strategic priorities, the Town may consider: ways in which the proposed improvements exceed the Town's minimum requirements and standards; ways in which the existence of the District facilitates the strategic priorities; and any other factors the Town deems relevant under the circumstances. The Town will rely on the Town's development review process and associated requirements to confirm the proposed development reflects the Town's Strategic Priorities.

B. The approval of a service plan, or amendment of an existing service plan, is at the sole discretion of the Board of Trustees. The Board of Trustees may reject, approve, or conditionally approve service plans and amendments on a case-by-case basis. Nothing in this Policy is intended, nor shall it be construed, to limit this discretion of the Board, which retains full authority regarding the approval, terms, conditions and limitations of all service plans.

### III. Evaluation Criteria

To provide the Board of Trustees with information and an assessment consistent with this Policy, staff will review and report on District service plan proposals in the following areas:

1. Adequate Notice and District Governance: The Town will review the proposed service plan or service plan amendment to evaluate the applicant's materials to confirm the service plan includes clear notice requirements such that all prospective buyers of property within the District will have sufficient time, information on District taxes they will be subject to, and information on the District governance structure and how new residents can participate, to make an informed decision on buying property within the District.

2. Financial Assessment: All proposed service plans shall include a Financial Plan, including full sources and uses of funds. If specifically requested by the applicant, the Town will maintain sources and uses of funds information as "Proprietary and Confidential Business Information, Not for Public Disclosure" to the extent permitted by law. Using the Financial Plan, and other supporting information which may be necessary, the Town Manager or designee will evaluate the District's debt capacity, servicing ability, and other factors to confirm:

- a. It is not possible to finance the public infrastructure proposed to be constructed within the District without imposing the proposed taxes in the District;
- b. The service plan identifies adequate resources, including appropriate coverage ratios and reserves to cover the District's costs of financing the public infrastructure; and
- c. The project cash flows.

3. Evaluation Report: Town staff will evaluate all service plans for compliance with this Policy and prepare a report and recommendations for consideration by the Board of Trustees during a public hearing at a regularly scheduled Board meeting.

### IV. Process

A. Letter of Interest: Applicant must first provide Town with a Letter of Interest containing the following, at a minimum:

1. Proposed notice requirements to ensure that all prospective buyers of property within the District will have sufficient time prior to closing a purchase, information on District

taxes they will be subject to, and information on the District governance structure and how they can participate, to make an informed decision on buying property within the District;

2. Summary of the District's proposed governance structure, including composition of the District's Board of Directors (the "District Board") and other details to ensure statutory compliance;

3. General description of the proposed powers and services of the District;

4. General description of the public improvements and services to be provided by the District, estimated costs, estimated construction timeline and build-out schedule;

5. Proposed timeline for organization of the District; and

6. Clear justification for why a District is needed, including a full sources and uses of funds ("SUF"). If the applicant would like the SUF to remain confidential, the applicant shall mark the SUF file as "Proprietary and Confidential Business Information, Not for Public Disclosure," provided that the Town cannot guarantee the confidentiality of the SUF.

B. Staff Response: Staff will provide a written response to a Letter of Interest within 30 days of receipt.

C. Application: After considering the staff response, the applicant may submit an application, which shall include the Service Plan and a narrative in which the applicant highlights any provisions that deviate from this Policy. The application and application fees must be received by the Town no later than the third Tuesday of December in the preceding year for a spring election (May) or the third Tuesday of May for a fall election (November). The Town cannot commit to timely processing of applications submitted after these dates.

D. Town Review: The Town will review the application along with any follow-up documentation that is requested to assess the application according to this Policy and applicable law.

E. Study Session (optional): Based on the magnitude and complexity of the District proposal, staff may recommend a Study Session with the Board of Trustees.

F. Public Hearing: The Board of Trustees will conduct the public hearing at a regular or special Board meeting to consider a resolution approving the Service Plan. The applicant must notice the public hearing in compliance with the Act.

## V. Service Plans

A. Purpose: Each Service Plan should memorialize the understandings and agreements between the District and the Town, as well as the considerations that compelled the Town to authorize the formation of the District.

B. Requirements: In addition to all other information required in a Service Plan by the Act, each Service Plan must include the following:

1. *Financial Plan*: The Service Plan must include the District's debt and operating financial projections prepared by an investment banking firm or financial advisor qualified to make such projections, in the Town's sole discretion. The Financial Plan must include debt



issuance and service schedules and calculations establishing the District's projected maximum debt capacity (the "Total Debt Limitation") based on assumptions of: (i) Projected Interest Rate on the debt to be issued; (ii) Projected Assessed Valuation of the property within the District; and (iii) Projected Rate of Absorption of the assessed valuation within the District. These assumptions must use market-based, market comparable valuation and absorption data and may use an annual inflation rate of 3% or the Consumer Price Index for the preceding 12-month period for the Denver-Boulder-Greeley statistical region as prepared by the U.S. Department of Labor Statistics, whichever is lesser.

2. *Total Debt Limitation:* The total debt authorized in the Service Plan must not exceed 100% of the projected maximum debt capacity as shown in the Financial Plan.

3. *Costs:* The Service Plan must include foreseeable administrative, operational and maintenance costs, as well as a summary of public improvements to be constructed or installed by the district (the "Public Improvements"). The description of these Public Improvements must include, at a minimum: a map and construction drawings; a written narrative and description of the Public Improvements; a general description of the District's proposed role with regard to the same; and a list of those Public Improvements that the District commits to maintain, which shall be consistent with all other planning and land use documents related to the development for which the District is created, including without limitation development agreements, maintenance agreements, plats, and site plans.

4. *Intergovernmental Agreement:* The proposed intergovernmental agreement between the Town and the District must be included.

## **VI. Fees**

A. The following fees shall apply, and shall be nonrefundable:

1. *New District Application Fee:* \$5,000 per District.
2. *Existing District Annual Fee:* \$500 per District.
3. *Service Plan Amendment:* \$1,500 per District.

B. If the fees above are not sufficient to cover all the Town's other expenses, the applicant shall reimburse the Town for all reasonable consultant, legal, and other fees and expenses incurred by the Town in the process of its review.

Town of Platteville, Colorado  
400 Grand Avenue, 80651



## Agenda Item Cover Sheet

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MEETING DATE: February 18, 2025  
AGENDA ITEM: Resolution 2025-02 & Northern Water Section 131 Contract  
DEPARTMENT: Legislative  
PRESENTED BY: Troy Renken

### SUMMARY

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This past year the Town purchased 10 CBT Units during two separate auctions and those shares have been included in the Town's water portfolio with Northern Water through Temporary Use Permits (TUPs). This is a standard process to allow Northern Water to verify the CBT rights and ensure the transfer documents are completed. The TUPs are now being cancelled and the 10 CBT Units are converted to what's called a Section 131 Contract that is permanent and continuously renewed annually.

### FINANCIAL CONSIDERATIONS

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The 10 CBT Units were purchased for \$562,218 (average \$56,221 per unit) in 2024 and that valuation is added to the Town's overall water portfolio and assets.

### RECOMMENDED ACTION

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Move to approved Resolution 2025-02, A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF PLATTEVILLE TO APPLY FOR AN ANNUALLY RENEWABLE PERPETUAL WATER CONTRACT FOR THE RIGHT TO USE COLORADO - BIG THOMPSON PROJECT WATER AND FOR CANCELLATION OF TEMPORARY USE PERMITS.

### ATTACHMENTS

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Resolution 2025-02  
Northern Water Letter  
Section 131 Contract Application  
Temporary Use Permit Cancellation Application

**TOWN OF PLATTEVILLE  
BOARD OF TRUSTEES  
RESOLUTION NO. 2025-02**

**A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF  
PLATTEVILLE TO APPLY FOR AN ANNUALLY RENEWABLE  
PERPETUAL WATER CONTRACT FOR THE RIGHT TO USE  
COLORADO - BIG THOMPSON PROJECT WATER AND FOR  
CANCELLATION OF TEMPORARY USE PERMITS**

**WHEREAS**, the Town of Platteville relies upon water from the Colorado-Big Thompson ("CBT") Project to provide water within the Town; and

**WHEREAS**, the Northern Colorado Water Conservancy District operates pursuant to a procedure whereby municipalities are granted Temporary Use Permits when CBT Units are first acquired. At the beginning of each calendar year, municipalities are required to convert those Temporary Use Permits to Annually Renewable Perpetual Water Contracts by applying to cancel the Temporary Use Permits and entering into a Perpetual Contract; and

**WHEREAS**, this procedure is required for ten (10) CBT Units that the Town acquired during 2024.

**NOW THEREFORE BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF PLATTEVILLE, COLORADO AS FOLLOWS:**

**Section 1.** The Board of Trustees for the Town of Platteville ("Board") hereby authorizes the Mayor and the Town Clerk to execute an Application to the Northern Colorado Water Conservancy District for an Annually Renewable Perpetual Water Contract for the Right to Use Colorado-Big Thompson Project Water under C.R.S. § 37-45-131.

**Section 2.** The Board hereby authorizes the Mayor and the Town Clerk to execute an Application to the Northern Colorado Water Conservancy District for cancellation of Temporary Use Permits for a total of ten (10) acre-feet.

**Section 3.** The Board hereby authorizes the Mayor and the Town Clerk to also execute any other necessary documentation prescribed by the Northern Colorado Water Conservancy District to complete the process described herein.

**ADOPTED this 18<sup>th</sup> day of February 2025.**

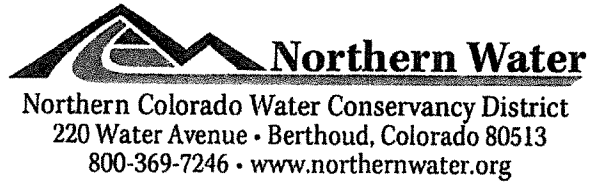
**TOWN OF PLATTEVILLE:**

\_\_\_\_\_  
Mike Cowper, Mayor

**ATTEST:**

\_\_\_\_\_  
Tessa Yaste, Finance Clerk





December 31, 2024

Mr. Troy Renken  
Town Manager  
Town of Platteville  
400 Grand Avenue  
Platteville, Colorado 80651-7503

Dear Troy:

On January 10, 2003, the Board of Directors of the Northern Colorado Water Conservancy District (Northern Water) approved a policy regarding the conversion of Temporary Use Permits. This policy no longer allows the renewal of the Temporary Use Permits. Therefore, all current Temporary Use Permits must be converted to the permanent Section 131 Contract by March 1, 2025, which is also the date of expiration of the Town of Platteville's Temporary Use Permits.

Enclosed are the applications needed to convert the Town of Platteville's ten acre-foot units of Colorado-Big Thompson Project water from the Temporary Use Permits to the Section 131 Annually Renewable Water Contract. The Section 131 Contract is essentially a continuously renewed 1-year contract. Section 131 Contracts do not require that the municipality approve the contract by ordinance, but instead by whatever means the municipality believes is legally necessary to make the contract binding on the municipality (typically determined by the municipal attorney). Northern Water will accept either an ordinance or a resolution, depending on the municipal attorney's opinion as to which action is required to make the contract binding on the municipality.

The executed applications must be in our office no later than March 1, 2025. If you have any questions, or need assistance in completing the applications, please feel free to give me a call at (970) 622-2217.

Sincerely,

Sherri Rasmussen  
Contracts Department Manager

sr

Enclosures

**APPLICATION TO  
NORTHERN COLORADO WATER CONSERVANCY DISTRICT  
FOR CANCELLATION OF TEMPORARY USE PERMITS**

The Town of Platteville hereby applies for the cancellation of the following Temporary Use Permits:

<u>Permits Dated</u>	<u>Acre-Feet</u>
April 11, 2024	5
May 9, 2024	5
<b>Total Quantity to be Released</b>	<b>10</b>

Dated at Platteville, Colorado this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

TOWN OF PLATTEVILLE

ATTEST:

By \_\_\_\_\_

\_\_\_\_\_  
(SEAL)

**ORDER ON APPLICATION**

Application having been made by the Town of Platteville for the cancellation of the above Temporary Use Permits, and Hearing having been held by the Board of Directors of Northern Colorado Water Conservancy District, it is hereby ORDERED that the above Temporary Use Permits be canceled.

Dated the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

NORTHERN COLORADO WATER  
CONSERVANCY DISTRICT

ATTEST:

\_\_\_\_\_  
President

\_\_\_\_\_  
Secretary

APPLICATION TO  
NORTHERN COLORADO WATER CONSERVANCY DISTRICT  
FOR ANNUALLY RENEWABLE  
PERPETUAL WATER CONTRACT FOR RIGHT TO USE  
COLORADO-BIG THOMPSON PROJECT WATER  
UNDER C.R.S. 37-45-131

Applicant, Town of Platteville, a Colorado municipal corporation acting in its governmental capacity or a water activity enterprise (circle capacity in which applicant is acting), hereby applies to Northern Water, a political subdivision of the State of Colorado, organized and existing by virtue of Title 37, Article 45, Colorado Revised Statutes, for a contract for the right to beneficially use Colorado-Big Thompson Project water under the following terms and conditions:

1. The quantity of water herein requested by Applicant for annual application to beneficial use is **ten acre-feet** to be used so long as the Applicant fully complies with all of the terms, conditions, and obligations hereinafter set forth.
2. It is understood and agreed by the Applicant that any water provided for use under this contract by the Board of Directors of Northern Water shall be primarily for municipal, domestic, irrigation, or industrial use within or through facilities or upon lands owned or served by said Applicant, provided however, that all lands, facilities, and serviced areas which receive benefit from the use of water (whether water service is provided by direct delivery, by exchange, or otherwise) shall be situated within the boundaries of Northern Water.
3. Applicant agrees that an acre-foot of water as referred to herein is defined as being one-three-hundred-ten-thousandth (1/310,000) of the quantity of water annually declared by the Board of Directors of Northern Water to be available for delivery from the water supplies of Northern Water. Applicant agrees that such water shall be delivered from the works of Northern Water at such existing Northern Water delivery point or points as may be specified by the Applicant and that the water delivery obligation of Northern Water shall terminate upon release of water from said works. Further, the Applicant agrees that on November 1 of each year, any water undelivered from the annual quantity made available to the Applicant shall revert to the water supplies of Northern Water.
4. Applicant agrees to pay annually in advance for the amount of water herein provided for use under this contract by the Board of Directors of Northern Water at a price per acre-foot to be fixed annually by said Board; and, further, agrees that the initial annual payment shall be made, in full, within fifteen (15) days after the date of notice from Northern Water that the initial payment is due hereunder. Said notice will advise the Applicant, among other things, of the water year to which the initial payment shall apply and the price per acre-foot which is applicable to that year. Annual payments for each water year thereafter shall be made in advance by the Applicant on or before each October 1, 31 days prior to the start of the water year, at the rate per acre-foot

established by the Board for municipal water use in that water year. For the purpose of this water contract, the water year is defined to be from November 1 to October 31 of the following year.

If an annual payment as herein provided is not made by due date, written notice thereof, by certified mail, will be given by Northern Water to the Applicant at the following address: 400 Grand Avenue, Platteville, Colorado 80651.

Water deliveries shall be suspended as of November 1 of the new water year until payment of the delinquency is made. If payment is not made within ninety (90) days after the date of mailing of said written notice, Applicant shall have no further right, title, or interest under this contract; and the right of use of water as herein made, shall be disposed of at the discretion of the Board of Directors of Northern Water. Any proceeds from any sale of the right of use to another allottee shall be paid to Applicant over and above Northern Water's actual expense in terminating and disposing of the contract right of use.

5. This right of use shall be perpetual on an annually renewable basis. If the annual payment is made as provided in this application, the right of use shall be automatically renewed another water year without any further notice of Northern Water; if the annual payment is not timely made, as provided above, the right of use shall terminate.
6. Applicant agrees that the water allocation shall be beneficially used for the purposes and in the manner specified herein, and that this right of use is made for the exclusive benefit of the Applicant and shall not inure to the benefit of any successors or assigns of said Applicant without prior specific approval of the Board of Directors of Northern Water.
7. Applicant agrees to be bound by the provisions of the Water Conservancy Act of Colorado; the rules, regulations and policies of the Board of Directors of Northern Water as they now exist or as they exist in the future; and by the Repayment Contract of July 5, 1938, between Northern Water and the United States and all amendments thereof and supplements thereto.
8. Applicant agrees, as a condition of this contract, to enter into an "Operating Agreement" with Northern Water if and when the Board of Northern Water finds and determines that such an agreement is required by reason of additional or special services requested by the Applicant and provided by Northern Water. Said agreement may contain, but not be limited to, provision for water delivery at times or by means not provided within the terms of standard contracts of Northern Water; additional annual monetary consideration for extension of Northern Water delivery services and for additional administration, operation and maintenance costs; or for other costs to Northern Water which may arise through provision of services to the Applicant.



9. Acquisition of this annually renewable perpetual right of use water contract for the Colorado-Big Thompson Project water from Northern Water and the right to the beneficial use of water thereunder by the Applicant is necessary; the continued acquisition and use of this water supply is essential for the well-being of the community and for the preservation of the public peace, health, and safety; and the adequate protection of the health of the inhabitants of the community.
10. The governing body of Applicant has duly approved this Application in accordance with all legally required procedures.

Signed this \_\_\_\_\_ day of \_\_\_\_\_, A.D., 20\_\_\_\_\_.

TOWN OF PLATTEVILLE

By \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
(SEAL)

ORDER ON APPLICATION

Application having been made by or on behalf of all parties interested in this allocation of the right to use Colorado-Big Thompson Project water and after a Hearing by the Board, it is hereby ORDERED that the above application be granted and an allotment contract for **ten acre-feet** of water is hereby made to the Town of Platteville, a Colorado municipal corporation, for the beneficial uses set forth in said application upon the terms, conditions, and manner of payment as therein specified.

NORTHERN COLORADO WATER  
CONSERVANCY DISTRICT

By \_\_\_\_\_  
President

I hereby certify that the above Order was entered by the Directors of Northern Colorado Water Conservancy District on the \_\_\_\_\_ day of \_\_\_\_\_, A.D., 20\_\_\_\_\_.

ATTEST: \_\_\_\_\_  
Secretary

**APPLICATION TO  
NORTHERN COLORADO WATER CONSERVANCY DISTRICT  
FOR CANCELLATION OF TEMPORARY USE PERMITS**

The Town of Platteville hereby applies for the cancellation of the following Temporary Use Permits:

<u>Permits Dated</u>	<u>Acre-Feet</u>
April 11, 2024	5
May 9, 2024	5
<b>Total Quantity to be Released</b>	<b>10</b>

Dated at Platteville, Colorado this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

TOWN OF PLATTEVILLE

ATTEST:

By \_\_\_\_\_

\_\_\_\_\_  
(SEAL)

**ORDER ON APPLICATION**

Application having been made by the Town of Platteville for the cancellation of the above Temporary Use Permits, and Hearing having been held by the Board of Directors of Northern Colorado Water Conservancy District, it is hereby ORDERED that the above Temporary Use Permits be canceled.

Dated the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

NORTHERN COLORADO WATER  
CONSERVANCY DISTRICT

ATTEST:

\_\_\_\_\_  
President

\_\_\_\_\_  
Secretary

APPLICATION TO  
NORTHERN COLORADO WATER CONSERVANCY DISTRICT  
FOR ANNUALLY RENEWABLE  
PERPETUAL WATER CONTRACT FOR RIGHT TO USE  
COLORADO-BIG THOMPSON PROJECT WATER  
UNDER C.R.S. 37-45-131

Applicant, Town of Platteville, a Colorado municipal corporation acting in its governmental capacity or a water activity enterprise (circle capacity in which applicant is acting), hereby applies to Northern Water, a political subdivision of the State of Colorado, organized and existing by virtue of Title 37, Article 45, Colorado Revised Statutes, for a contract for the right to beneficially use Colorado-Big Thompson Project water under the following terms and conditions:

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2. It is understood and agreed by the Applicant that any water provided for use under this contract by the Board of Directors of Northern Water shall be primarily for municipal, domestic, irrigation, or industrial use within or through facilities or upon lands owned or served by said Applicant, provided however, that all lands, facilities, and serviced areas which receive benefit from the use of water (whether water service is provided by direct delivery, by exchange, or otherwise) shall be situated within the boundaries of Northern Water.
3. Applicant agrees that an acre-foot of water as referred to herein is defined as being one-three-hundred-ten-thousandth ( $1/310,000$ ) of the quantity of water annually declared by the Board of Directors of Northern Water to be available for delivery from the water supplies of Northern Water. Applicant agrees that such water shall be delivered from the works of Northern Water at such existing Northern Water delivery point or points as may be specified by the Applicant and that the water delivery obligation of Northern Water shall terminate upon release of water from said works. Further, the Applicant agrees that on November 1 of each year, any water undelivered from the annual quantity made available to the Applicant shall revert to the water supplies of Northern Water.
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established by the Board for municipal water use in that water year. For the purpose of this water contract, the water year is defined to be from November 1 to October 31 of the following year.

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9. Acquisition of this annually renewable perpetual right of use water contract for the Colorado-Big Thompson Project water from Northern Water and the right to the beneficial use of water thereunder by the Applicant is necessary; the continued acquisition and use of this water supply is essential for the well-being of the community and for the preservation of the public peace, health, and safety; and the adequate protection of the health of the inhabitants of the community.
10. The governing body of Applicant has duly approved this Application in accordance with all legally required procedures.

Signed this \_\_\_\_\_ day of \_\_\_\_\_, A.D., 20\_\_\_\_\_.

TOWN OF PLATTEVILLE

By \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
(SEAL)



## Agenda Item Cover Sheet

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MEETING DATE: February 18, 2025  
AGENDA ITEM: Main Street Sidewalk Bids (United Methodist Church)  
DEPARTMENT: Public Works  
PRESENTED BY: David Brand, Public Works Director

### SUMMARY

This new sidewalk will complete the public access between Grand Ave and Elizabeth Ave. The portion of sidewalk to be installed will connect the ADA access at Elizabeth Ave. then proceed north to ADA access at the alley, between Grand Ave. and Elizabeth Ave.

The Town had some basic plans and job specifics for prepared for this project. The Town has secured the ROW permit from CDOT for the work.

The RFP for this project was emailed to 16 concrete contractors and four responded to the request.

All the proposals met the requirements and bid specifics, including:

- CDOT approved Traffic Control Plans and on-site traffic control.
- Construction of new sidewalk and repair of curb & gutter.
- Relocation of existing signs and landscaping.
- Performance Bond and two-year Warranty Bond.

### FINANCIAL CONSIDERATIONS

The money for this project will come from the Sidewalk Maintenance Fund. Please see the attached spreadsheet with the comparison of the four proposals.

### RECOMMENDED ACTION

Authorize the Town Public Works Director to enter into a Town attorney approved agreement with Sons of Concrete LLC in the amount not to exceed \$21,800.00 to complete this sidewalk installation.

### ATTACHMENTS

Contractor Comparison Spreadsheet for 2025 Sidewalk Installation - Main Street at United Methodist Church

<b>2025 Sidewalk Installation - Main Street at the United Methodist Church</b>			
<u>Contractor</u>	<u>Date Received</u>	<u>Total Estimate</u>	
Sons of Concrete	2/11/2025	\$21,800.00	
GLH Construction	2/12/2025	\$28,602.59	
A-1 Chipseal / RM Pavement	2/12/2025	\$31,877.00	
Mountain Constructors	2/12/2025	\$28,339.00	





## Agenda Item Cover Sheet

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MEETING DATE: February 18, 2025  
AGENDA ITEM: Police Department Design  
DEPARTMENT: Legislative  
PRESENTED BY: Troy Renken, Town Manager

### SUMMARY

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A Request for Proposals (RFP) was advertised on December 10<sup>th</sup> with a response deadline of January 10<sup>th</sup> for the new Police Station Design and nine (9) construction or architectural firms responded with proposals. David, Carl and I reviewed the proposals during the week of January 13-17 and conducted interviews on January 22<sup>nd</sup> & 23<sup>rd</sup> with five of the nine firms. All the firms provided very impressive proposals and any of them could satisfy all of the requirements of the design project.

Based upon the interview process, we decided on two finalists which were Fransen Pittman & Infusion Architects (team partners) and COLLAB Architecture (both firms located in the Windsor area). During the afternoon of January 28<sup>th</sup> we visited the Timnath Police Department (designed by COLLAB and completed in 2023) followed by the Severance Police Department (designed by Infusion & built by Fransen Pittman in 2024). Both facilities were very impressive as Timnath PD is approximately 20,000sf and Severance PD is 4,500sf so significantly different in size and use.

Once the facility tours were completed David, Carl and I agreed that the Severance Police Station design, footprint and overall quality of construction was the most practical facility and that Fransen Pittman & Infusion Architects was the best fit for this project. They also worked on the Kersey PD, Hudson Town Hall & PD and multiple other government facilities in smaller communities and have a very good reputation.

### FINANCIAL CONSIDERATIONS

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The proposal cost of \$69,300 to complete the design with 30% construction documents is within budget as there's \$50,000 in the General Fund (Buildings & Grounds and LE Fund) and we received a \$25,000 DOLA administrative planning grant to complete this project.

### RECOMMENDED ACTION

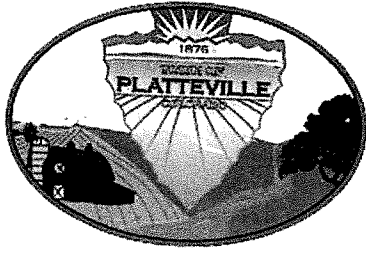
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Move to approve the Agreement for Professional Services with Franzen Pittman & Infusion Architects in the amount of \$69,300 to complete the Police Station Design.

### ATTACHMENTS

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Agreement for Professional Services (Franzen Pittman & Infusion Architects)  
Proposal Summary Sheet  
Fransen Pittman & Infusion Architects Proposal



# TOWN OF PLATTEVILLE

*Troy Renken*

Town Manager

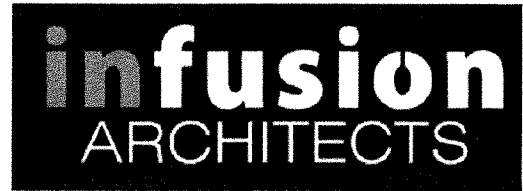
400 Grand Avenue, Platteville, Colorado 80651

970.785.2245 - 970.785.2476 (f)

(trenken@plattevillegov.org)

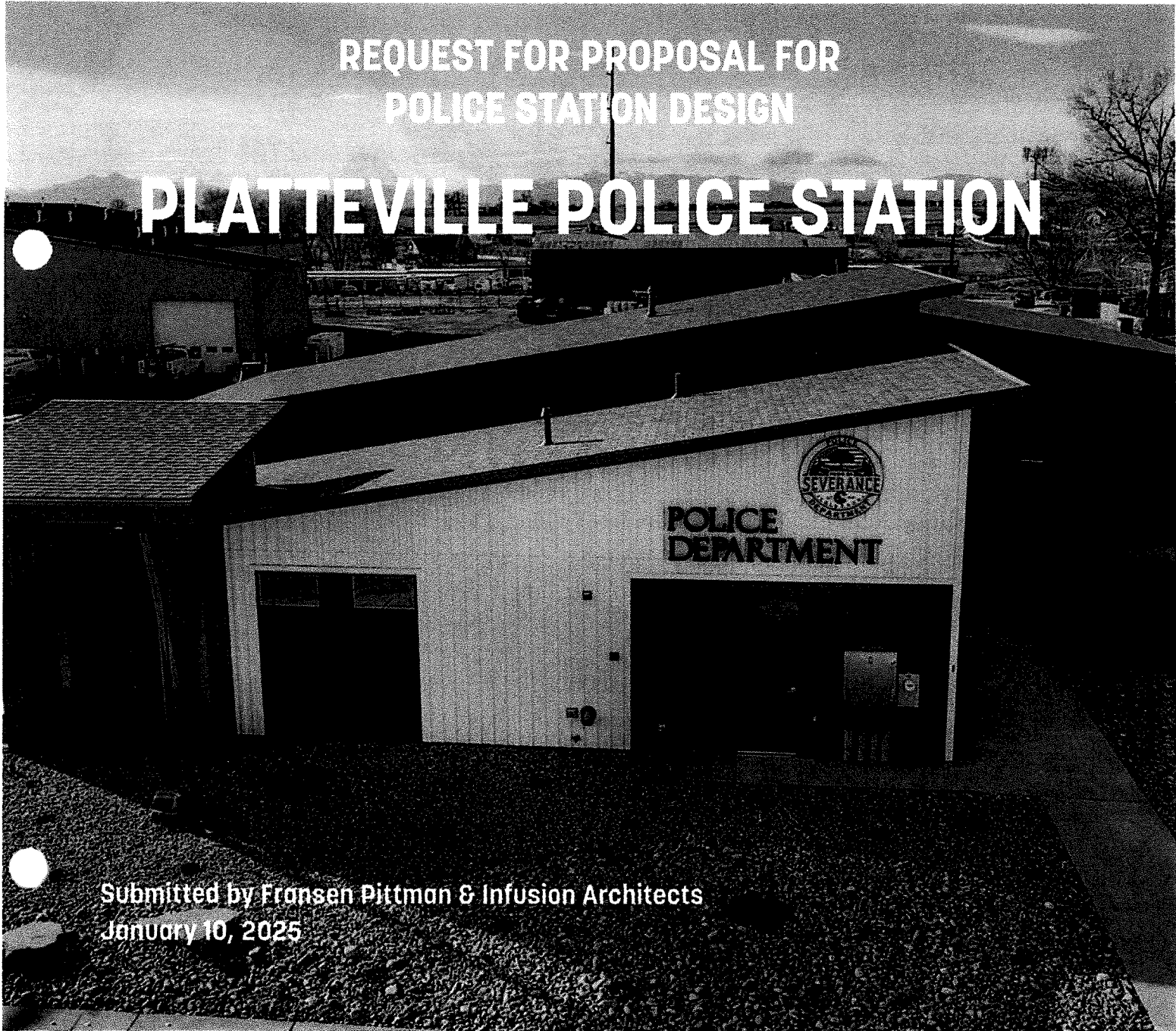
## Police Station Design Proposal Cost Comparison Sheet

Firm - Contractor	Total Cost Proposal	Design & Construction	Headquarters
D2C Architects	\$63,075	*Design Only	Denver
Baker Construction	\$63,250	D \$24,750 C \$38,500	Longmont
Fransen Pittman & Infusion Architects	\$69,300	D \$32,000 C \$37,300	Windsor
GSG Architects	\$72,165	D \$25,795 C \$46,370	Greeley
COLLAB Architecture	\$82,690	D \$29,880 C \$52,810	Windsor
Alm2s Architects	\$110,700	D \$40,900 C \$69,800	Fort Collins
Reily Johnson Architecture	\$123,200	D \$37,300 C \$85,900	Denver
Roth Sheppard	\$159,979	D \$51,379 C \$88,730	Denver
Belford Group Architects	\$45,500 + 2.8% Final Est	*Design Only	Fort Collins



REQUEST FOR PROPOSAL FOR  
POLICE STATION DESIGN

# PLATTEVILLE POLICE STATION



Submitted by Fransen Pittman & Infusion Architects  
January 10, 2025

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QUALIFICATIONS OF THE TEAM.....PAGE 4

SIMILAR PROJECT EXPERIENCE.....PAGE 13

PROJECT APPROACH.....PAGE 29



# COVER LETTER



January 10, 2025

Dear Troy Renken and Members of the Selection Committee:

What an exciting opportunity it is for the chance to partner with the Town of Platteville on your new Police Station! Our firms have strategically partnered because we believe the success of this project hinges on the success of the team. Together, our firms bring the technical knowledge necessary, along with a collaborative spirit, to build your project. Fransen Pittman + Infusion Architects are local firms with current police experience that will elevate your preconstruction and construction experience. From constructing/ designing new builds, renovations, and expansions of police stations in Severance, Ault, Timnath, Windsor, Erie, Lochbuie, Hudson, Denver and more and our combined experience holds a wealth of knowledge and know how for achieving project success. **In fact, The FP+Infusion team recently opened the doors to the new Severance Police Department in December and are currently collaborating on the Ault Police Department Master Planning effort.** These recent experiences will offer a precise and cost effective station for the Town of Platteville that meet quality standards and owner satisfaction.

**How do we do it?**

### **Strong Belief in the Benefits of our Design/Build Partnership**

The partnership of Fransen Pittman & Infusion Architects is built upon a true belief in the benefits of Design/Build. We see ourselves as one team, not two separate firms and as such offer a streamlined process, thoughtful collaboration, and creative problem solving spirit. Invaluable benefits derive from this philosophy. As one, we provide field verification, comprehensive constructability input, early procurement, alignment between scope and budget, and faster delivery.

### **Success with Similar Projects**

Our resume is robust with similar police station projects. We understand the intricacies of working on police station sites and the detail and care required for these projects. We are passionate about police stations and providing modern, environments that support all emergency-service staff. Our experience found throughout the proposal ensures that we will approach Platteville Police with technical precision and care.

### **Eager and Ready to Begin**

Simply put, our entire proposed team is eager to work with the Town of Platteville to deliver this project. We provide predictable building solutions to ensure that your project will be on time, on budget, and high quality. We focus on creating long-term, dependable value by minimizing life-cycle costs, reducing maintenance and ensuring the durability and sustainability of the building. We will be active participants in maximizing results for Platteville, all while keeping the outcome at the forefront of our decision-making process during design and construction.

*Fransen Pittman and Infusion Architects have no conflict of interest in regard to any other work performed by either firm for the Town of Platteville.*

With Fransen Pittman + Infusion Architects, we know that you will gain a partner with both the precision and capabilities necessary, and the personal commitment and passion to ensure success.

Thank you for the opportunity!

A handwritten signature in black ink, appearing to read 'Josh Davis'.

Josh Davis, Project Executive, VP Northern Colorado  
c. (720) 935-0415 | jdavis@fransenpittman.com  
522 Main Street  
Windsor, CO 80550

A handwritten signature in black ink, appearing to read 'Randell Johnson'.

Randell Johnson, AIA, LEED AP, Principal, Infusion Architects  
c. (303) 710-1892 | randell.johnson@infusionarchitects.com  
4487 Highland Meadows Parkway, Unit B 2nd Floor  
Windsor, CO 80550



## We believe we can change the world through the built environment.

It's what guides us. It keeps us focused and it's what keeps us looking for challenges. Most of all, this belief keeps us committed to you and the success of your project.

From the first spark of an idea to the final drawings and inspections, Fransen Pittman works alongside you to ensure that your finished space lives up to your vision. More than simply meeting budgets and timelines, we gauge our success by how well your project comes to life upon completion. Because we understand that at its most basic, a building's purpose is to provide protection from unpredictable elements. It's bigger purpose however, is to provide people a space to live, learn, create, grow, and excel.

Each day in and out FP lives by our commitment to safety, environment, and social responsibility. This commitment is concrete and guides our work.

### SERVICES & SAFETY:




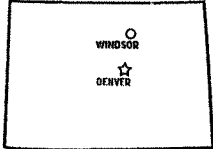
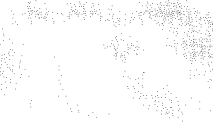
Preconstruction Cost Estimating and Cost Modeling via MET™, Constructability Reviews, BIM Modeling, Permitting, Material Procurement, Scheduling, Subcontractor Bidding and Buyout, Construction, Closeout, and Warranty Services. Our team also features an in-house MEP Engineer, Civil Systems Coordinator, and Survey Management team.

With an EMR of .62, we are regarded as the safest in the business. FP was recently awarded the National AGC Safety Award-Highest Honors for having zero loss time injuries. Our team's expertise with projects like yours means we have what it takes to make the new Platteville Police Station a long-standing success.



## We bring experience with every facet of your Platteville Police Station project.

The foundation of Fransen Pittman Construction is built on collaboration, commitment, and dedication to precision. Our team's experience with police stations, emergency-service projects, constructing in Northern Colorado and collaborating with multiple stakeholders elevates your construction experience. Our team has layers of experience to build your new police station vision.

<b>MUNICIPAL/ COMMUNITY/ CULTURE</b>	<b>REPEAT CLIENTS</b>		<b>COLORADO BUILDER</b>
			
<b>500+</b>	<b>100+</b>		<b>30 YEARS</b>

# FIRM INFORMATION

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The proposed project team for the Project will be as follows:

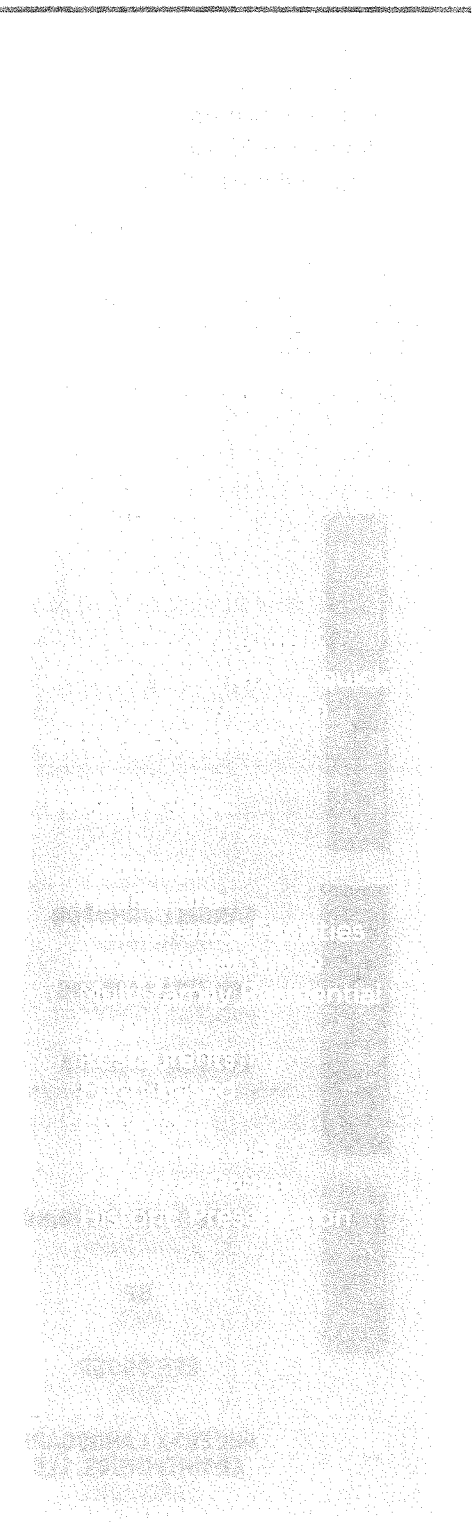
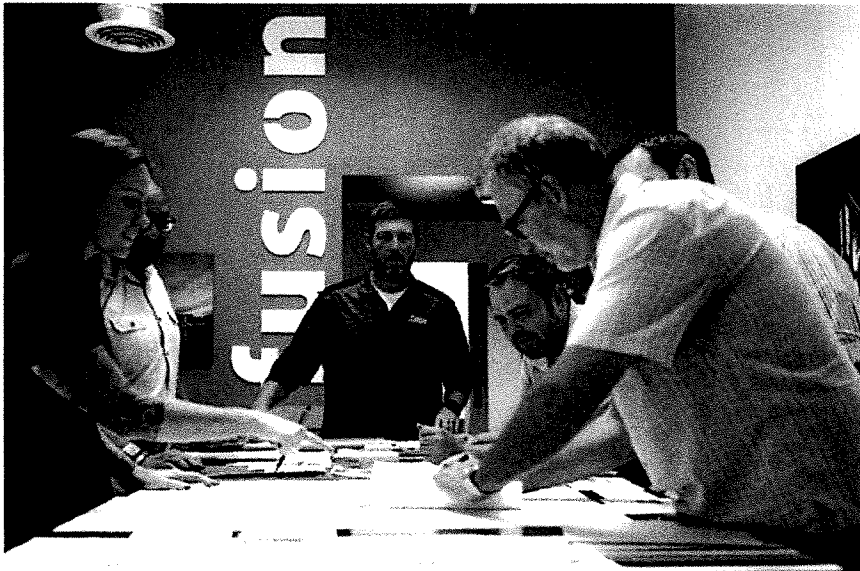
## ARCHITECT - INFUSION ARCHITECTS, LLC

- Project Team Leader & Principal: Randell Johnson, AIA
- Project Architect: Melissa Lanning, AIA
- Interior Designer: Lyndsay Sabaka

## ENGINEERING AND DESIGN CONSULTANTS

- Structural Engineer: Corbel Engineering
- Mechanical/Electrical Engineer:: G2
- Technology Design: To be added at 30%
- Civil Engineering: Phoeyx LA
- Landscape Design and Planning: Phoeyx LA
- Specifications Writer: Infusion Architects

Infusion Architects was founded in June 2014 by principals Randell Johnson and Lee Hardies. Associate principals Roger Wedderburn and Chad Arthur joined shortly after. Our office is located at 4487 Highland Meadows Parkway in Windsor, Colorado. All of the staff assigned to this project will be located at the Windsor office. As a Northern Colorado firm, our speciality is focusing on what our neighboring communities need to help sustain the growth they are experiencing.



# TEAM ORGANIZATION

A project of this importance deserves a team of experts who excel in their respective disciplines and clear lines of communication. The Town of Platteville will have one main point of contact — **Tyler Kaul**. Our experience in delivering similar police stations ensures each person understands their role, responsibility, and their appropriate lines of coordination/management both within the team, as well as with The Town of Platteville. You'll experience the synchronization of our team's efforts and find we will take care of you each step of the way through the project.



Town of  
**Platteville**  
COLORADO

EXECUTIVE  
OVERSIGHT

**JOSH DAVIS**  
VP OF NOCO OPERATIONS

PROJECT  
MANAGEMENT

**TYLER KAUL**  
SENIOR PROJECT MANAGER

DESIGN

**RANDELL JOHNSON**  
PRINCIPAL  
  
**MELISSA LANNING**  
PROJECT ARCHITECT  
  
**LYNDSAY SABAKA**  
HEAD OF INTERIOR DESIGN

PRECONSTRUCTION

**DEREK LEPORE**  
PRECONSTRUCTION MANAGER  
  
**COLTON DILLAVOU**  
PROJECT ESTIMATOR

CONSTRUCTION

**JEREMY ZIRBEL**  
SUPERINTENDENT

FIELD ENGINEER  
SUBCONTRACTORS  
FIELD FORCES

CONSULTANTS

**CORBEL ENGINEERING**  
STRUCTURAL  
  
**G2**  
MEP  
  
**EPS GROUP**  
CIVIL  
  
**PHOENIX LANDSCAPE  
ARCHITECTURE, LLC**  
LANDSCAPE



# SENIOR PROJECT MANAGER

## TYLER KAUL



### EDUCATION

Bachelor of Science Construction Management, Colorado State University  
Fort Collins, CO

### CREDENTIALS

LEED Green Associate  
Certified Quality Assurance Technician (CQAT Certified)  
Storm Water Basic and Advanced Training  
OSHA 10HR  
CPR Certified

### WHY TYLER?

- Relevant emergency service/municipal experience
- Conceptual thinker, always has a bigger picture in mind

### 15 YEARS IN CONSTRUCTION, 10 YEARS WITH FP

Tyler's work will begin with developing the project budget, providing value analysis and consulting on constructability issues. Tyler will have direct responsibility for the daily construction operations including contract administration and coordination of subcontractors and supplies. He will maintain cost and quality controls.

#### SEVERANCE POLICE FACILITY

**Severance, Colorado.** Fransen Pittman is currently in the updated Severance Police Facility includes the construction and renovation of an existing facility. Severance Police Department will house new office spaces, workstations, a secure records room, secure public access lobby, weight room and training facility, locker rooms, an interrogation room, two holding cells, and a new sally port with vehicle access.

#### TIMNATH POLICE SERVICES

**Timnath, Colorado.** Fransen Pittman built a two story Police Services office for the Town of Timnath and includes sally ports, evidence, processing, community and operational spaces. The 22,000 SF building will expand Timnath's police capabilities and house up to 20 officers.

#### LOCHBUIE POLICE SERVICES AND TOWN HALL

**Lochbuie, Colorado.** This free-standing facility is the new home for The Town's administration and police services. The structure is a concrete slab-on-grade with a wood framed shell and metal panels, glass partition walls, stucco, and stone veneer. Interior trim includes native beetle-kill pine and voltaic panels line the roof. The project was funded through DOLA and is LEED Gold certified.

#### MOUNTAIN VIEW FIRE RESCUE—STATION 15

**Erie, Colorado.** MVFR's Station 15 (Meadow Sweet Fire Station) focuses on providing a modern firehouse whilst meeting the needs of a rapidly expanding residential area.

#### MOUNTAIN VIEW FIRE WEST MEAD STATION

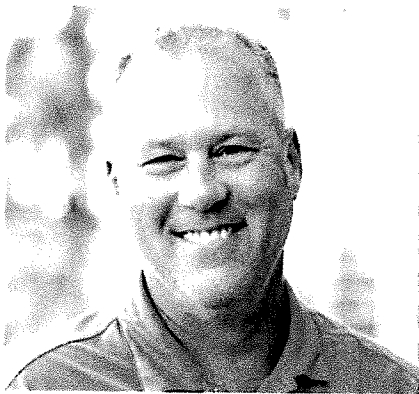
**Mead, Colorado.** This new, ground-up facility, with four apparatus bays, nine-person bunk rooms, kitchenette, dayroom, fitness room, training space, decontamination zone, and a mezzanine.

#### ERIE TOWN HALL

**Erie, Colorado.** Fransen Pittman completed an interior and exterior refresh to this 1880s former schoolhouse. Currently being used by community members and public servants, the Town Hall remodel brightened interior spaces and created a better traffic flow for visitors and staff. Now, FP has once again partnered with the Town of Erie to complete a complex facility addition and renovation to previously untouched spaces.

# SUPERINTENDENT

## JEREMY ZIRBEL



### CREDENTIALS

Certified Quality Assurance Technician (CQAT)  
OSHA 10HR and 30HR  
CPR/AED Certified  
NFPA-70E Electrical Standards Certification

### WHY JEREMY?

- Recently completed Severance PD
- Excellence in time management and schedule control
- Dedication to quality

### 28 YEARS IN CONSTRUCTION, 7 YEARS WITH FP

Jeremy will direct all field operations for the project. He will be responsible for the day-to-day control and coordination of all field forces and will manage/monitor the project schedule; working closely with the project manager to stay ahead of all material procurement and subcontracts. The overall quality of the project is his primary responsibility.

#### SEVERANCE POLICE FACILITY

**Severance, Colorado.** *Along with Invision Architects*, the updated Severance Police Facility includes the construction and renovation of an existing facility. Severance Police Department will house new office spaces, workstations, a secure records room, secure public access lobby, weight room and training facility, locker rooms, an interrogation room, two holding cells, and a new sally port with vehicle access.

#### FORT COLLINS EAST PARK DISTRICT MAINTENANCE FACILITY

**Fort Collins, Colorado.** After a new residential subdivision and park were built on the east side of Fort Collins, The Town teamed with FP on the construction of a new park maintenance facility. The 6,000 SF building features office space, shop space, and storage yard for field crews. The project achieved LEED Gold certification and incorporated solar PV on the roof to offset the building's energy use.

#### COLORADO SCHOOL OF MINES OPERATIONS BUILDINGS

**Golden, Colorado.** The Operations Division of the Colorado School of Mines was looking for a General Contractor to construct two new facilities buildings, complete additions on two pre-existing campus buildings, and work on related site improvements. Project components included: New pre-engineered metal shop building and related site improvements, new greenhouse and site improvements, new garages and fleet parking, building additions for the Moly Building and Coolbaugh Hall (office spaces and conference room), 19th Street improvements, and 2 new parking lots.

#### CLEARVIEW LIBRARY DISTRICT—SEVERANCE LIBRARY

**Severance, Colorado.** 10,000 square foot construction of a new library branch in the Town of Severance. Clearview's new library in Severance offers access to state-of-the-art facilities, resources, and additional programming opportunities to all community members.

#### SILOS WELLNESS CENTER

**Lafayette, Colorado.** Silos is a wellness center focused on supporting health and vitality. The 8,500 SF, two-story building houses massage and acupuncture functions as well as personal training space. The upper level features Pilates and yoga studios with an outdoor patio.

# PRECONSTRUCTION MANAGER

## DEREK LEPORE



### 10 YEARS IN CONSTRUCTION, 10 YEARS WITH FP

During the preconstruction phase, Derek will guide the strategy for keeping the project in budget. He oversees the project estimators and works collaboratively with all project stakeholders.

#### SEVERANCE POLICE FACILITY

**Severance, Colorado.** Fransen Pittman Architects is the updated Severance Police Facility includes the construction and renovation of an existing facility. Severance Police Department will house new office spaces, workstations, a secure records room, secure public access lobby, weight room and training facility, locker rooms, an interrogation room, two holding cells, and a new sally port with vehicle access.

#### TIMNATH POLICE SERVICES

**Timnath, Colorado.** Fransen Pittman built a two story Police Services office for the Town of Timnath and includes sally ports, evidence, processing, community and operational spaces. The 22,000 SF building will expand Timnath's police capabilities and house up to 20 officers.

#### ERIE POLICE DEPARTMENT AND MUNICIPAL COURT

**Erie, Colorado.** This new single story facility for The Town of Erie will house both the municipal court and police operations. The police operations include administration, training, four holding cells, evidence storage, and a sally port for secure entry.

#### WINDSOR TOWN HALL

**Windsor, Colorado.** The Town Hall building serves four floors and consists of approximately 29,700 SF. FP+ completed an interior renovation to upgrade the safety, security and workflow. Demolition and renovation provided a new breakroom in the basements, FF&E upgrades, and room additions throughout the building.

#### MOUNTAIN VIEW FIRE STATION 15

**Erie, Colorado.** MVFR is in need of a new, ground-up facility on their 1.5 acre site in Erie. The new fire station will be approx. 11,000 SF and includes 3 apparatus bays, bunk rooms, kitchenette and dayroom space, parking, fitness room, training space, and a decontamination zone.

#### MOUNTAIN VIEW FIRE WEST MEAD STATION

**Mead, Colorado.** This new, ground-up facility, with four apparatus bays, nine-person bunk rooms, kitchenette, dayroom, fitness room, training space, decontamination zone, and a mezzanine.

#### MOUNTAIN VIEW FIRE STATION 8

**Erie, Colorado.** Station 8 was forced to shut down due to major foundation issues. The building and site had experienced water migration and soil swelling, causing significant damage to the truck bay area, operational spaces, MEP systems, site utilities and surrounding landscape. The project called for a full site redevelopment with partial building demolition and reconstruction.

#### EDUCATION

BBA, Management Harding University  
BBA, Marketing, Harding University

#### CREDENTIALS

LEED Green Associate  
CQAT

#### WHY DEREK?

- Derek is a quiet, focused individual who prefers research-based strategies
- Derek has had a hand in our most recent emergency-service projects

# COLTON DILLAVOU



## 15 YEARS IN CONSTRUCTION, 7 YEARS WITH FP

During the preconstruction phase, Colton will work with the project manager to generate accurate cost estimates. He will complete quantity takeoffs, define the scope of work with the subcontractors and analyze different building systems for value engineering.

### SEVERANCE POLICE FACILITY

**Severance, Colorado.** Along with Infusion Architects, the updated Severance Police Facility includes the construction and renovation of an existing facility. Severance Police Department will house new office spaces, workstations, a secure records room, secure public access lobby, weight room and training facility, locker rooms, an interrogation room, two holding cells, and a new sally port with vehicle access.

### MOUNTAIN VIEW FIRE STATION 15

**Erie, Colorado.** Mountain View Fire is in need of a new, ground-up facility on their 1.5 acre site in Erie. The new fire station will be approx. 11,000 SF and includes 3 apparatus bays, bunk rooms, kitchenette and dayroom space, parking, fitness room, training space, and a decontamination zone.

### MOUNTAIN VIEW FIRE WEST MEAD STATION

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### CLEARVIEW LIBRARY DISTRICT—SEVERANCE LIBRARY

**Severance, Colorado.** 10,000 square foot construction of a new library branch in the Town of Severance. Clearview's new library in Severance offers access to state-of-the-art facilities, resources, and additional programming opportunities to all community members.

### KNOWLEDGE QUEST ACADEMY

**Milliken, Colorado.** After experiencing an increase in its student population, KQA partnered with FP to construct an addition. Project scope included six (6) 900 SF classrooms connected to the existing building, a new restroom group and storage/office space. The interior of the existing building was also renovated to make way for a new tech/STEM classroom, art classroom, admin offices, and additional storage space.

### EDUCATION

Bachelor of Finance, Colorado State University, Fort Collins, Colorado

### CREDENTIALS

CPR/First Aid Certified

### WHY COLTON?

- Colton will create a logical plan to accomplish his goals
- He is focused and dedicated and will seek consensus on decisions

# VICE PRESIDENT OF NORTHERN CO OPERATIONS

## JOSH DAVIS



### 23 YEARS IN CONSTRUCTION, 23 YEARS WITH FP

Josh brings his extensive municipal experience to achieve the success of your project. He will ensure that the purpose and goals of your project are clearly identified and that each team member is effectively supported and efficiently working toward success.

#### SEVERANCE POLICE FACILITY

**Severance, Colorado.** Along with Infusion Architects, the updated Severance Police Facility includes the construction and renovation of an existing facility. Severance Police Department will house new office spaces, workstations, a secure records room, secure public access lobby, weight room and training facility, locker rooms, an interrogation room, two holding cells, and a new sally port with vehicle access.

#### TIMNATH POLICE SERVICES

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**Erie, Colorado.** Mountain View Fire is in need of a new, ground-up facility on their 1.5 acre site in Erie. The new fire station will be approx. 11,000 SF and includes 3 apparatus bays, bunk rooms, kitchenette and dayroom space, parking, fitness room, training space, and a decontamination zone.

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**Erie, Colorado.** Fransen Pittman completed an interior and exterior refresh to this 1880s former schoolhouse. Currently being used by community members and public servants, the Town Hall remodel brightened interior spaces and created a better traffic flow for visitors and staff. Now, FP has once again partnered with the Town of Erie to complete a complex facility addition and renovation to previously untouched spaces.

#### CLEARVIEW LIBRARY DISTRICT SEVERANCE LIBRARY

**Severance, Colorado.** \$5M new 10,000 square foot construction of a new library branch in the Town of Severance. Clearview's new library in Severance will offer access to state-of-the-art facilities, resources, and additional programming opportunities to all community members. untouched spaces.

#### EDUCATION

Bachelor of Science Construction Management, Colorado State University, Fort Collins, CO

#### PROFESSIONAL AFFILIATIONS

AGC Subcontractor Relations Committee

**WHY JOSH?**

- Unmatched experience
- Focuses on client relationships
- Creative problem-solver



**Summit Bodyworks**

With over **30 years** in the design, development, and construction industry, Randell specializes in understanding the **client's business needs** first, and then creates a **beautiful solution** that enhances their operations. Believing in the practicality of design, Randell ensures projects are both aesthetically pleasing and **constructible**. His **collaborative** approach guarantees a **seamless journey** from concept to completion.

**EDUCATION**

Bachelor of Architecture,  
Montana State University

**REGISTRATIONS**

Colorado

**AREAS OF FOCUS**

Healthcare, Municipal,  
Multi-family, Commercial  
Office, Senior Care

**RELEVANT PROJECTS**

- Windsor Police Department**
- Severance Police Department**
- Wellington Town Hall**
- Mead Town Hall**
- Kersey Town Hall and PD**
- Loveland Ford Pro Elite Service Center**
- Windsor Public Works (PEMB)**
- Fort Collins Nissan (PEMB)**
- Greeley Volkswagon**
- Fort Collins Kia (PEMB)**
- Loveland Ford Bronco**
- Meyer Natural Foods Corporate Office**
- Coloscapes Office Building (PEMB)**

- Windsor, CO
- Severance, CO
- Wellington, CO
- Mead, CO
- Kersey, CO
- Loveland, CO
- Windsor, CO
- Fort Collins, CO
- Greeley, CO
- Fort Collins, CO
- Loveland, CO
- Loveland, CO
- Loveland, CO

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Windsor Police Department

With over a **decade** of experience, Melissa has a wide array of project experience and universally believes **collaboration** with clients is key to the design process and the success of the project. She keeps clients informed and involved while **working closely** with the engineering teams resulting in the delivery of **beautiful and functional works** of architecture. She also has a strong **passion for inclusivity** and creating designs that are accessible for all.

**EDUCATION**

Bachelor of Architecture,  
Philadelphia University

**REGISTRATION**

Colorado

**AREAS of FOCUS**

Municipal, Adaptive Reuse,  
Multi-family, Recreation,  
Commerical

**RELEVANT PROJECTS**

- Windsor Police Department
- Severance Police Department
- Mead Town Hall Remodel
- Agfinity Corporate Office
- Mountainview Fire Adminastration Corporate Office Remodel
- LETA 911 Coporate Office Tenant Finish
- Colorado Kidney Care Clinic Remodel
- Agfinty Brighton Retail Remodel
- Ault Town Hall and Police Station
- Adams County Fleet Maintinance Facility\* (PEMB)
- Mead Community Center\* (PEMB)

\*Previous Firm

- Windsor, CO
- Severance, CO
- Mead, CO
- Eaton, CO
- Niwot, CO
- Johnstown, CO
- Denver, CO
- Brighton, CO
- Ault, CO
- Thronton, CO
- Mead, CO

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ARCHITECTS





Windsor Police Department

With 20 years of project expertise, Lyndsay has led the interior design of a diverse portfolio of award-winning projects, spanning hospitality, commercial, civic, aviation, multi-family, and residential spaces across Colorado and nationwide. As a Licensed Interior Designer, she excels in managing **complex, multi-phased projects** with fast-track schedules and varied **budgetary needs**. Lyndsay champions the **holistic integration** of Interior and Architectural Design, fostering collaboration with clients, contractors, and consultants to **craft dynamic and functional environments**. Her passion for building strong client & team relationships fuels her drive to create **singular and innovative design solutions**.

## RELEVANT PROJECTS

**Windsor Police Department**  
**Severance Police Department**  
**Mead Town Hall**  
**Windsor Development Center**  
**Windsor Town Hall Remodel**  
**Berthoud Fire Station #6**  
**The Solomon Foundation**  
**The Counseling Center Expansion**  
**Agfinity Headquarters**  
**Southeast Christian Church**

## EDUCATION

Bachelor of Science in Interior Architecture & Design, University of Nevada, Las Vegas

## REGISTRATION

Colorado

## AREAS of FOCUS

Municipal, Hospitality, Commercial, Mixed-Use, Multi-Family Residential, Custom Single-Family Residential, Aviation, Civic, and T.I. Projects

Windsor, CO  
 Severance, CO  
 Mead, CO  
 Windsor, CO  
 Windsor, CO  
 Berthoud, CO  
 Parker, CO  
 Parker, CO  
 Eaton, CO  
 Parker, CO

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ARCHITECTS



# FRANSEN PITTMAN + INFUSION ARCHITECTS

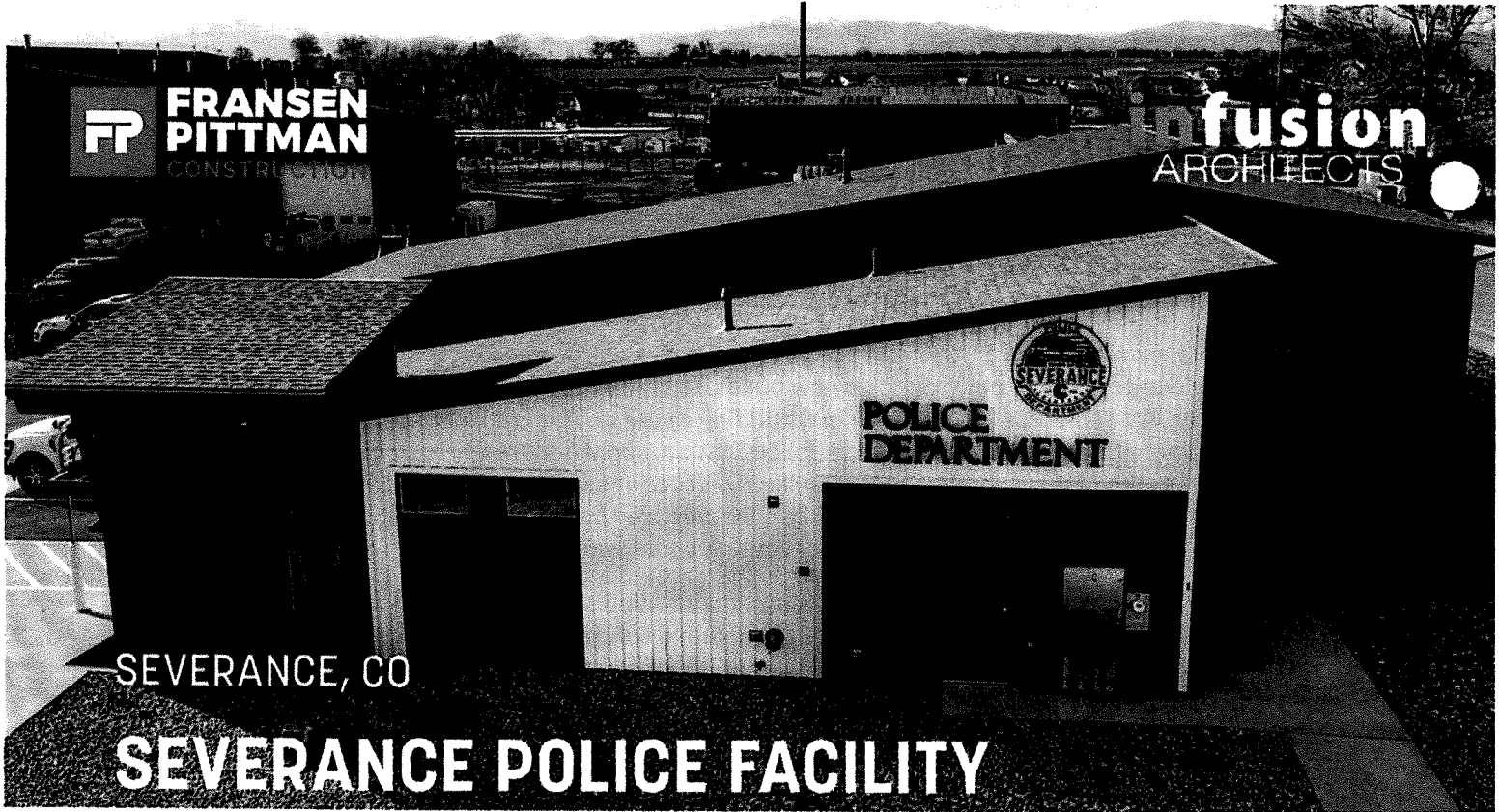
Fransen Pittman + Infusion Architects is the **right partner** for your new police facility. We are a local Colorado firm, and we will run all of our operations out of our **office in Windsor, Colorado**.

We are a team with over 500+ municipal projects under our belt and recent Northern Colorado police services projects. From ground up new builds, to complete interior renovations and everything in between, we see ourselves as **municipal building experts**. The Fransen Pittman+Infusion team recently opened the doors of Severance Police Station, and we are ready to begin another project dedicated to the first responders of Platteville. This recent experience will elevate your Platteville Police Station in terms of quality, schedule, and matching vision to budget.

There's no learning curve with us.

We understand what it means to overcome problems and find solutions. As your partner we pledge to navigate challenges while always seeking out innovative **solutions**. Together, we know our team can **elevate quality** based on our first hand knowledge and make your new facility a succesSFul reality.



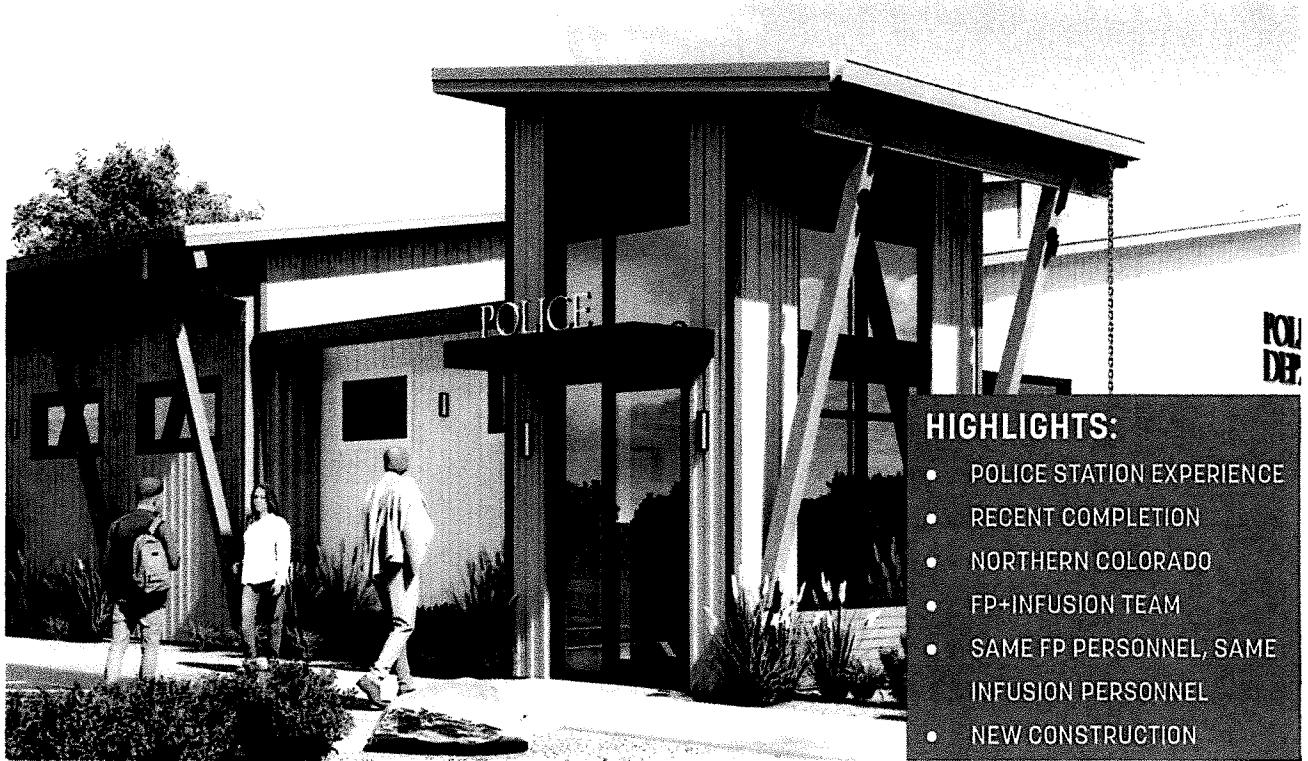


### PROJECT DESCRIPTION:

The Town of Severance new Police Station and master planning for future expansion was completed December 2024. While working within the Town's construction budget, Infusion has developed a plan that will better serve the department for the next 5-10 years and can be easily expanded as the Town continues to grow. The building's orientation on the site was chosen to facilitate greater levels of officer safety and ease of public access.

The new Severance Police Facility houses new office spaces, workstations, a secure records room, secure public access lobby, a fitness center for all town employees, locker rooms, an interrogation room, two holding cells, and a new sally port with vehicle access. The exterior design of the building is striving to set design standards for the rest of the downtown redevelopment.





- HIGHLIGHTS:**
- POLICE STATION EXPERIENCE
  - RECENT COMPLETION
  - NORTHERN COLORADO
  - FP+INFUSION TEAM
  - SAME FP PERSONNEL, SAME INFUSION PERSONNEL
  - NEW CONSTRUCTION



**TYPE OF PROJECT**  
New Construction

**PROJECT SIZE**  
4,000 SF | \$3.3M

**CONSTRUCTION TIMELINE**  
04/2024-12/2024

**SERVICE DELIVERY**  
CM/GC

**CLIENT CONTACT**  
Ken Chavez, Chief of Police  
970.686.1218  
kchavez@townofseverance.org

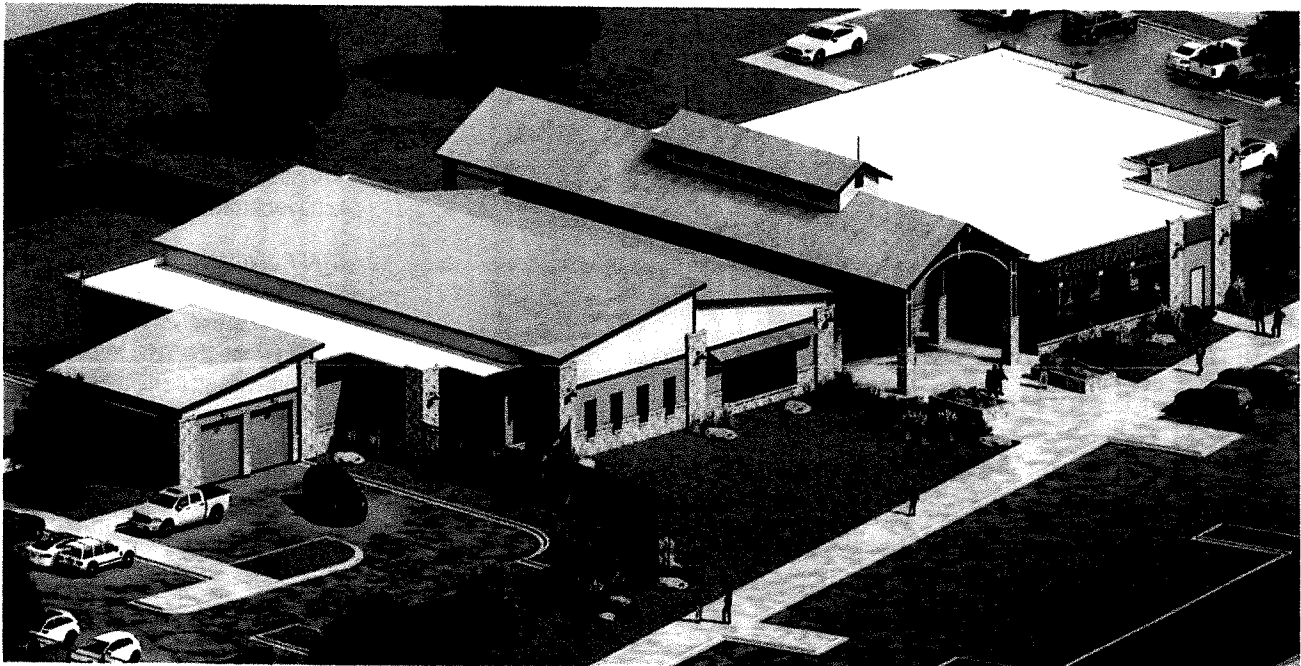


**STAFF INVOLVED**  
Fransen Pittman Team:  
Project Executive: Josh Davis  
Project Manager: Tyler Kaul  
Superintendent: Jeremy Zirbel  
Preconstruction: Derek LaPore  
Estimator: Colton Dillavou  
infusion Team:  
Principal: Randell Johnson  
Project Manager: Melissa Lanning  
Interior Design: Lyndsay Sabaka



**PROJECT DESCRIPTION:**

The Town of Ault hired Infusion Architects to create a Feasibility Study and Site Evaluation for their new Police Department and Town Hall facilities. We evaluated four separate sites for access, security, neighborhood influence and ability to grow in the future. On each site, we study various floor plans which aligned with a program developed to show number of employees at 5 and 10 years milestones. We are currently working with Fransen Pittman to identify the risks and create the appropriate budgets for the project. We anticipated working towards schematic design documentation for budgeting in Q1 of 2025.







**TYPE OF PROJECT**  
New Construction

**CLIENT CONTACT**  
Dakota Germer, Lieutenant  
970.834.1336  
dgermer@aultcolorado.gov

**STAFF INVOLVED**  
Fransen Pittman Team:  
**Project Executive: Josh Davis**  
**Project Manager: Tyler Kaul**  
**Preconstruction: Derek LePore**  
Infusion Team:  
**Principal: Randell Johnson**  
**Project Manager: Melissa Lanning**

**HIGHLIGHTS:**

- POLICE STATION EXPERIENCE
- NORTHERN COLORADO
- CURRENT FP+INFUSION COLLABORATION
- SAME FP PERSONNEL, SAME INFUSION PERSONNEL



WINDSOR, CO

# WINDSOR TOWN HALL REMODEL

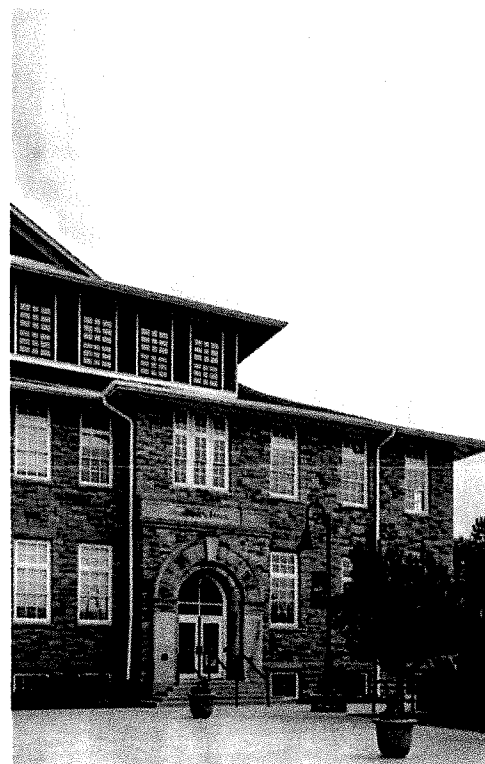
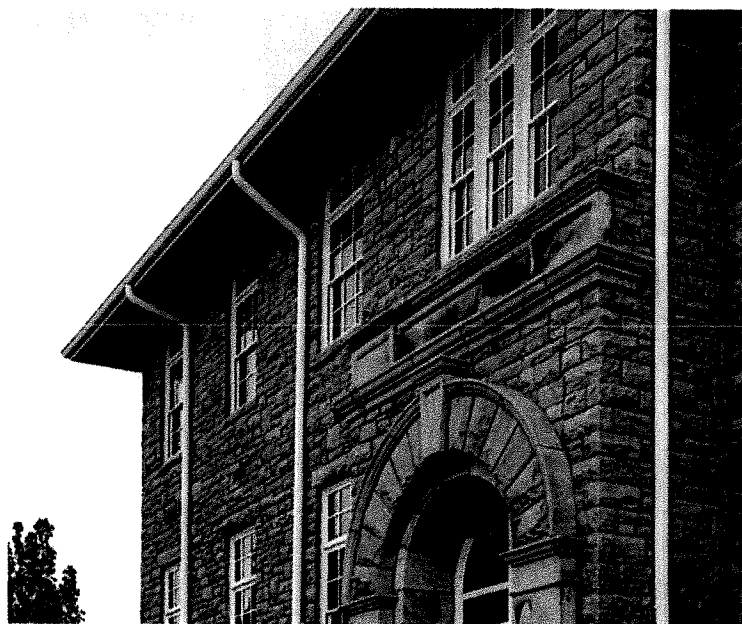
## PROJECT DESCRIPTION:

The Town Hall building, originally constructed in 1910, serves four floors, including the basement, and consists of approximately 29,700 square feet. The Town of Windsor planned interior renovations of their existing space to upgrade and improve the safety and security and workflow of the building.

Demolition and renovation provided a new breakroom in the basements, FF&E upgrades, and room additions throughout the building.

## HIGHLIGHTS:

- MUNICIPAL PROJECT
- NORTHERN COLORADO
- FP + INFUSION TEAM





**TYPE OF PROJECT**  
Renovation

**PROJECT SIZE**  
4,200 SF | \$805K

**CONSTRUCTION TIMELINE**  
06/2021-09/2021

**SERVICE DELIVERY**  
CM/GC

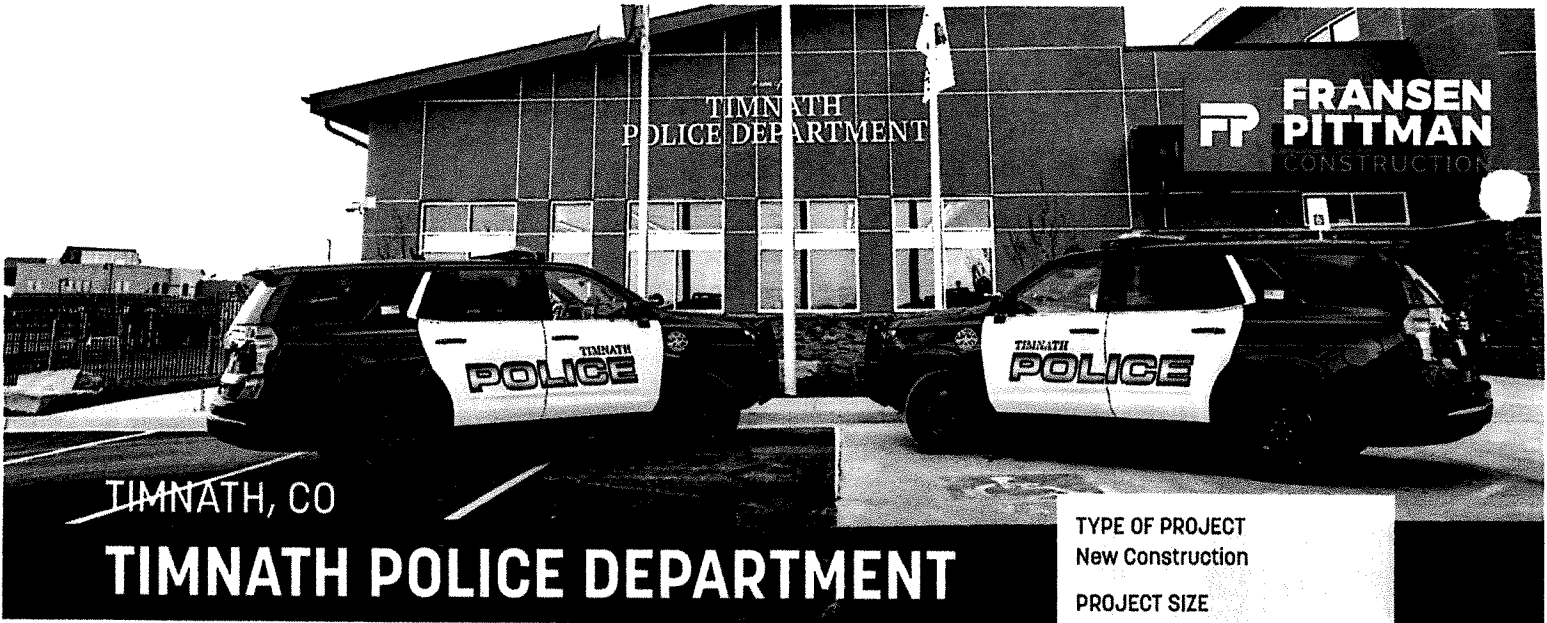
**CLIENT CONTACT**  
Shane Hale, Town of Windsor  
shale@windsorgov.com  
970.674.2400

**Owner's Rep: Artaic Group**  
Adam Williams  
970.471.5354  
adam.williams@artaicgroup.com

**STAFF INVOLVED**  
Fransen Pittman Team:  
Project Manager: Justin Clark  
Superintendent: Mark Davis  
Preconstruction: Derek LePore

**Infusion Team:**  
Principal: Randell Johnson





TIMNATH, CO

# TIMNATH POLICE DEPARTMENT

**TYPE OF PROJECT**  
New Construction

**PROJECT SIZE**  
22,000 SF | \$11.3M

**CONSTRUCTION TIMELINE**  
09/2021-12/2022

**SERVICE DELIVERY**  
CM/GC

**CLIENT CONTACT**  
Owner's Rep:  
Jensen LaPlante,  
Jeff Jensen  
jeff@jensenlaplante.com  
970.227.0762

**Owner:** Terry Jones, Chief of Police  
970.224.3211

**ARCHITECT**  
Alm2s  
Shaun Moscrip / Kala Bailor  
smoscrip@alm2s.com  
970.223.1820

**STAFF INVOLVED**  
**Project Executive:** Josh Davis  
**Project Manager:** Tyler Kaul  
**Superintendent:** Ryan Tedford  
**Precon Team:** Derek LePore

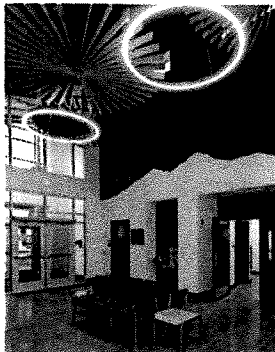
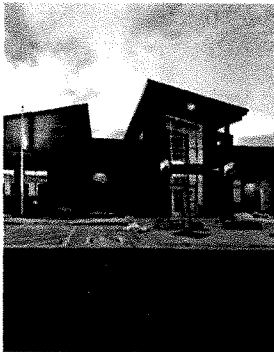
## HIGHLIGHTS:

- POLICE STATION EXPERIENCE
- RECENT COMPLETION
- NORTHERN COLORADO
- JOSH, TYLER, DEREK AS A TEAM
- NEW CONSTRUCTION

## PROJECT DESCRIPTION:

Fransen Pittman's partnership with the Town of Timnath and Timnath Police began with site selection. After ample collaboration, the team determined the ideal location for the Town's new Police Services was east of the existing Timnath Town Hall.

The new, two-story building marks a permanent home for the growing department. By the time the facility opened, Timnath Police employed 20 full-time officers. Motivated by a focus on safety and community, the new facility will feature a processing and short-term holding area including Sally Port, secure evidence storage space, a patrol briefing area and community safe zone.





# PROJECT EXAMPLES

## Windsor Police Department Windsor, CO

The Town of Windsor Police Department, like many Northern Colorado Departments, has been growing. Their current facility could no longer keep up with the demand of the growth. The new modern Police Station was completed in August of 2024 boosting 35,000 SF. The facility will house the Investigations, Patrol, Forensics, and Evidence Departments and will include a sally port, processing area and the Department Administration.

### Owner Reference:

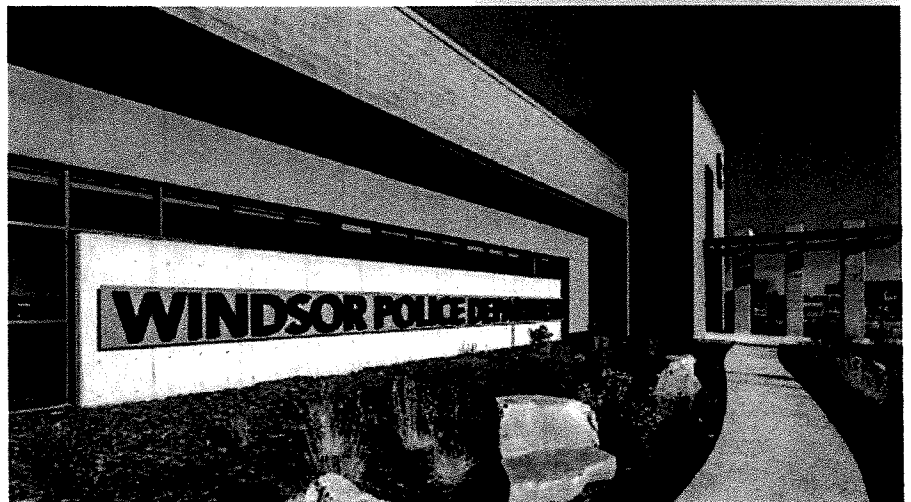
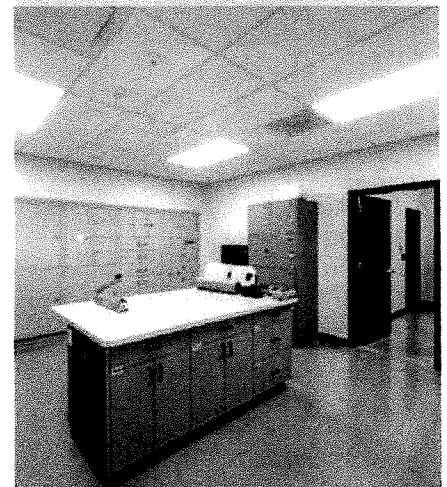
Aaron Lopez, Acting Chief of Police, Town of Windsor  
200 N 11th St  
Windsor, CO 80550  
office: 970.674.6400  
alopez@windsorgov.com

### Owner Representative Reference:

Dan Spykstra, Wember, Inc  
2580 E Harmony Rd, Suite 301-12  
Fort Collins, CO 80528  
office: 303.378.4130 | cell: 720.382.3795  
dspykstra@wemberinc.com

### Contractor Reference:

Justin Clark, FCI Constructors, Inc  
4015 Coriolis Way  
Frederick, CO 80504  
office: 970.535.4725 | cell: 303.903.3271  
jclark@fciol.com



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ERIE, CO

# ERIE POLICE & MUNICIPAL COURT

## PROJECT DESCRIPTION:

This new facility for the Town of Erie houses both the municipal court and police operations. The police operations include administration, training, four holding cells, evidence storage, and a Sally Port for secure entry. The foundation is a soil stabilization system with geo-piers to avoid a 28 foot over-excavation structural requirement. Finishes include painted tilt-up panels, trex siding, metal panels, and storefront glazing.

**TYPE OF PROJECT**  
New Construction

**PROJECT SIZE**  
17,734 SF | \$6.3M

**CONSTRUCTION TIMELINE**  
9/8/2021-12/2022

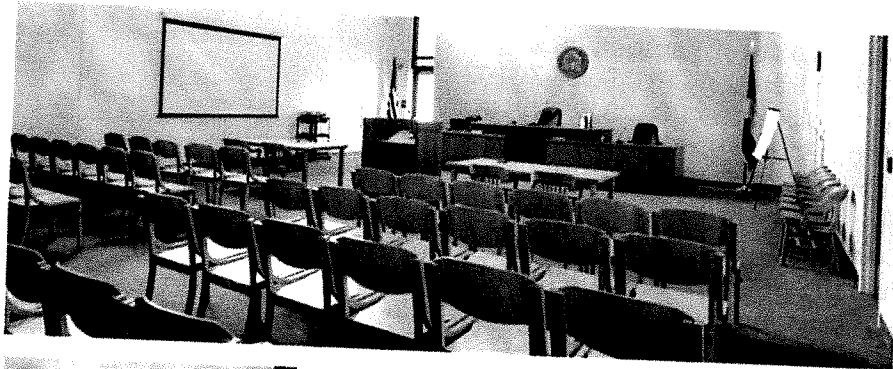
**SERVICE DELIVERY**  
CM/GC

**CLIENT CONTACT**  
Raelynn Ferrera\*,  
Assistant to the Town Manager  
rferrera@firestoneco.gov  
303.960.8706

**ARCHITECT**  
Roth Sheppard, Herb Roth  
hroth@rothsheppard.com  
303.534.7007

\*Now with Town of Firestone

**STAFF INVOLVED**  
Project Manager: Tyler Kaul  
Superintendent: Ryan Tedford  
Precon Team: Derek LePore



## HIGHLIGHTS:

- POLICE STATION EXPERIENCE
- NORTHERN COLORADO
- TYLER AND DEREK AS A TEAM
- NEW CONSTRUCTION

# PROJECT EXAMPLE

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## Kersey Town Hall Kersey, CO

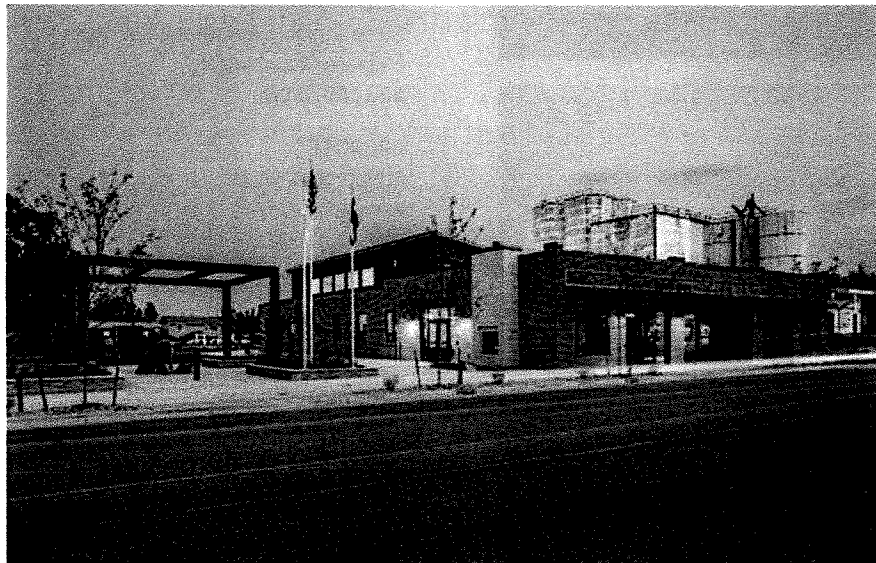
Built on history, Kersey Town Hall has a remarkable transformation. The project restored and expanded a historic 1920s brick building, a former storage warehouse, creating a vibrant 9,400-square-foot space. Completed in 2020, the Town Hall will house a council chamber, administrative offices, and the police department, becoming the heart of the community. We utilized the bones of the old structure, and turned it into a modern, safe, sustainable facility that will serve the community for years to come.

### Reference:

Christian Morgan, Town Manager  
Town of Kersey  
332 3rd St | PO Box 657  
Kersey, CO 80644  
970.535.1681  
cmorgan@kerseygov.com

### Contractor Reference:

Rob Rensink, Director of Preconstruction  
Hall-Irwin Corporation  
5586 19th St, Suite 2000  
Greeley, CO 80634  
970.587.7200  
rrensink@hall-irwin.com



**infusion**  
ARCHITECTS



**FRANSEN  
PITTMAN  
CONSTRUCTION**



LOCHBUIE, CO

# LOCHBUIE POLICE SERVICES & TOWN HALL

## PROJECT DESCRIPTION:

This free standing facility is the newest home for the town's administration, police services with a fully enclosed Sally Port, medication take-back kiosk, utility billing, and community room. The structure is a concrete slab-on-grade with a wood framed shell and metal panels, Nana Wall, stucco, and stone veneer. Interior trim includes native beetle-kill pine and photovoltaic panels line the roof. The project was funded through DOLA and is LEED Gold certified.



**TYPE OF PROJECT**  
New Construction

**PROJECT SIZE**  
9,120 SF | \$3.15M

**CONSTRUCTION TIMELINE**  
04/2016-12/2016

**SERVICE DELIVERY**  
CM/GC

**CLIENT CONTACT**  
Steve Stamey, Town Administrator,  
sstamey@lochbuie.org  
303.655.9308

**ARCHITECT**  
Architecture West,  
Steve Steinbicker,  
steve@architecturewestllc.com  
970.207.0424

**STAFF INVOLVED**  
Superintendent: Will Langhorne  
Precon Manager: Jed Risser

## HIGHLIGHTS:

- POLICE SERVICES EXPERIENCE
- NORTHERN COLORADO
- NEW CONSTRUCTION



# PROJECT EXAMPLES

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## Windsor Public Works Windsor, CO

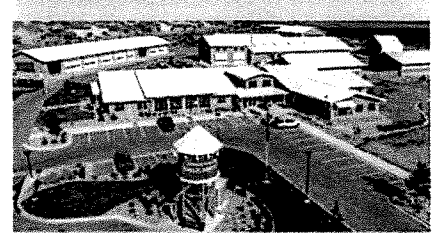
This project was completed in two separate phases. The first phase included 7 buildings consisting of an office/administration building, maintenance building and storage buildings for vehicles and materials. The second phase included another storage building with an addition onto the office building. The design goal for the project was to create architecture that allowed for an industrial use next to a residential neighborhood on its south border.

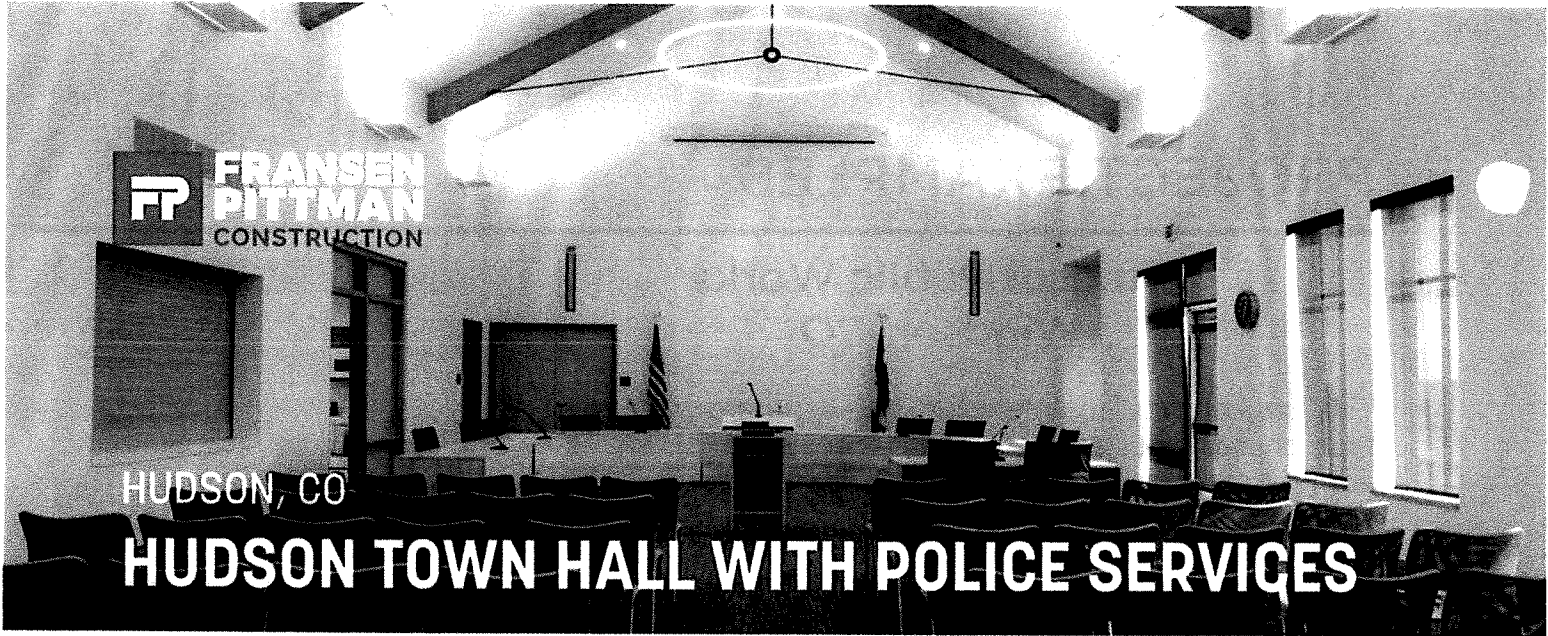
**Reference:**

Eric Lucas , Town of Windsor  
cell: 970.674.3523  
elucas@windsorgov.com

**Contractor Reference:**

Tom Boucha, FCI Constructors, Inc  
4015 Coriolis Way  
Frederick, CO 80504  
office: 970.535.4725 | cell: 303.710.5358  
tboucha@fciol.com





HUDSON, CO

# HUDSON TOWN HALL WITH POLICE SERVICES

**TYPE OF PROJECT**  
Renovation

**PROJECT SIZE**  
10,100 SF | \$4M

**CONSTRUCTION COMPLETION**  
08/2016-03/2017

**SERVICE DELIVERY**  
CM/GC

**CLIENT CONTACT**  
Joe Racine, Town Manager,  
manager@hudsoncolorado.org

**ARCHITECT**  
Humphries Polli Architects  
(now RATIO), Ryan Wallace,  
303.607.0040

**STAFF INVOLVED**  
Project Manager: Beau LaCouture  
Superintendent: Chris Hughes  
Estimator: Jeff Pittman

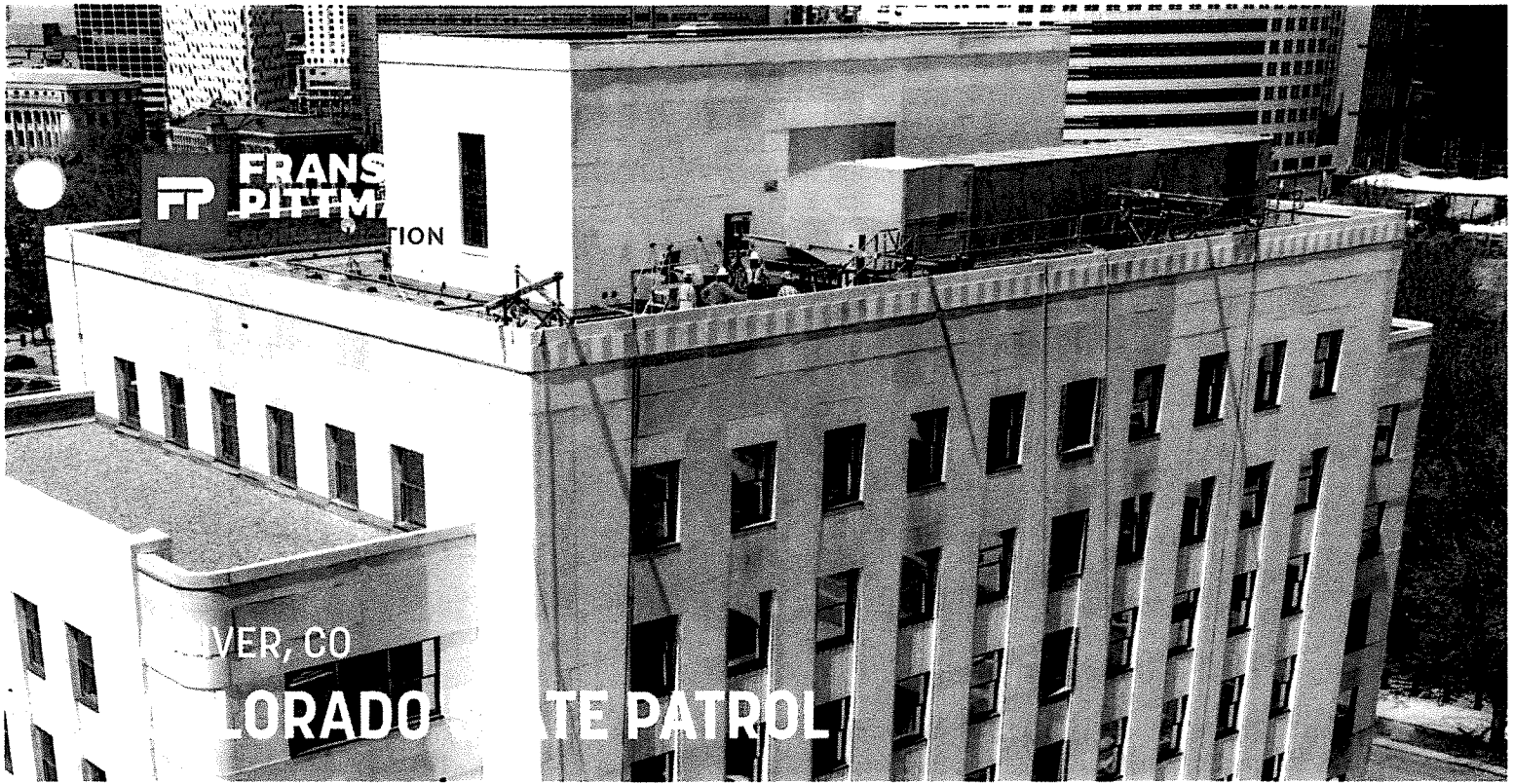
## PROJECT DESCRIPTION:

This Town Hall is located directly north of the new Hudson Library, that FP has also constructed, with a shared parking lot. The facility houses the city records, police services, council room, and administration offices. It is a single story, wood-frame structure and is seeking LEED Gold certification. Early collaboration in the CM/GC method allowed for continuous communication in order to adhere to the 12 owner -initiated change orders.



## HIGHLIGHTS:

- POLICE SERVICES EXPERIENCE
- NORTHERN COLORADO
- NEW CONSTRUCTION



**PROJECT DESCRIPTION:**

Sitting adjacent to the Colorado State Capitol and Civic Center Park, the Colorado State Patrol building in downtown Denver is undergoing an extensive tenant improvement/renovation. Referred to as the “Annex,” CSP and CO State Capitol staff will soon have improved functionality of workspace, a new common area, upgraded data center, new locker rooms and restrooms.

**TYPE OF PROJECT**  
Renovation

**PROJECT SIZE**  
20,000 SF | \$5M

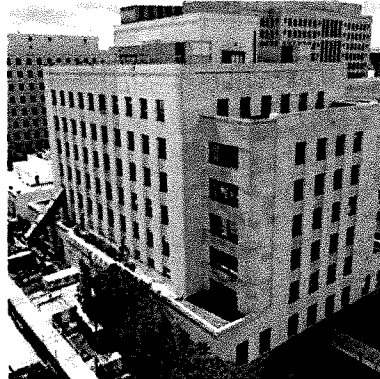
**CONSTRUCTION TIMELINE**  
10/2023-06/2024

**SERVICE DELIVERY**  
CM/GC

**CLIENT CONTACT**  
Randy Giseburt, AIA  
State of Colorado  
randy.giseburt@state.co.us

**ARCHITECT**  
RATIO Design,  
Jennifer Song-Koeppel  
jsongkoeppel@ratiodesign.com  
303.607.0040

**STAFF INVOLVED**  
Project Executive: Jeff Pittman  
Project Manager: Travis Smith  
Preconstruction: Alan Anderson



**HIGHLIGHTS:**

- POLICE STATION EXPERIENCE
- RECENT COMPLETION





CONSTRUCTION



DENVER, CO

# DENVER POLICE DEPARTMENT

## HIGHLIGHTS:

- POLICE STATION EXPERIENCE
- CURRENT FOOTPRINT IN THE MARKET
- NEW CONSTRUCTION

### PROJECT DESCRIPTION:

Denver Police Department (DPD) District 6 is one of the most active police stations in Denver, serving neighborhoods in Capitol Hill, North Capitol Hill, City Park West, Cheesman Park, Five Points, Golden Triangle, Civic Center and Downtown.

This project is a remodel/retrofit at 1566 North Washington Street and the construction of a new annex type facility to house a modern police substation. The building has been occupied as a police station since 1995, however the building was originally constructed as a medical building, estimated to be 40 to 50 years old. For the past 22 years, the staff have been housed in a facility that is not sufficient for efficient use as a police station.

Abatement will be required as part of the demolition scope. Some structural improvements are anticipated to meet current building codes as well as to accommodate a further expansion. The project will require a complete renovation including new interior construction, finishes, mechanical, electrical, and plumbing (MEP) systems, data security & technology upgrades. The facility scope for both the renovation and annex includes, but not limited to police staff open and private offices, conference rooms, fitness & locker room areas, a breakroom, a secure detention area, a public and/or community space, and other police support functions. All improvements will meet current code requirements (including current Americans with Disabilities Act regulations) as well as LEED Gold.

#### TYPE OF PROJECT

Renovation /Addition of Existing and Ground-up Parking Garage

#### PROJECT SIZE

75,000 SF | \$42.5M

#### CONSTRUCTION TIMELINE

1/05/26-12/31/27

#### SERVICE DELIVERY

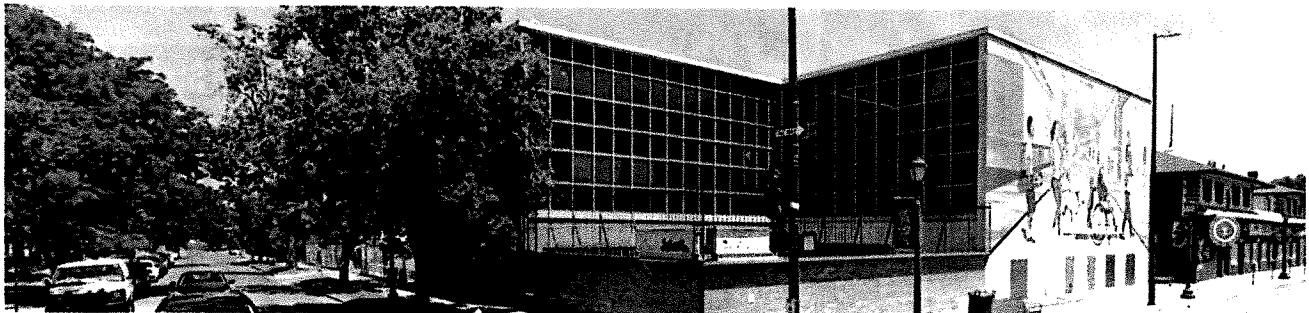
CM/GC

#### ARCHITECT

Roth Sheppard

#### STAFF INVOLVED

Project Executive: Jeff Pittman  
 Project Manager: Travis Smith  
 Superintendent: Ryan Tedford  
 Preconstruction: Alan Anderson  
 Project Estimator: Dave Eddy





# EXECUTIVE SUMMARY

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## UNDERSTANDING OF THE PROJECT

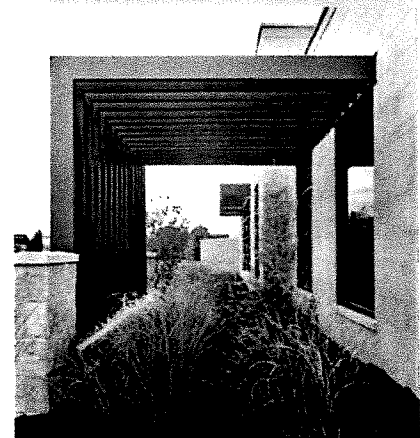
- The project will begin with programming and conceptual design for option as outlined by the Town.
- The services are to include the refining and advancement of the completed programming/conceptual design efforts and complete the design and engineering efforts through 30% construction documents.
- The project will follow the Design Build process for construction.
- The design must meet all required building codes and the Town of Platteville's Municipal Code.
- The design must investigate the feasibility and cost of construction the facility and include a cost estimate by Fransen Pittman
- 30% Construction Documents to include:
  - Space Programming and a Concept Design
  - Schematic Design drawings from all members of the design team
  - Cost estimating from Fransen Pittman on the conceptual designs and 30% CD set

## ABILITY TO PERFORM

- Infusion Architects certifies we and our team have the ability to perform all aspects of the project. We have recently completed another police department facility of similar size and scope ahead of schedule and below budget.

## EXPERIENCE WITH SIMILAR SIZED MUNICIPALITIES

- Infusion Architects is a Northern Colorado Firm that has had the privilege to work with several similar sized municipalities on their Town projects. These municipalities include:
  - Severance
  - Ault
  - Kersey
  - Mead
  - Windsor
  - Wellington
  - Berthoud



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# DESIGN APPROACH

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Our approach to all projects is from the perspective of a team member. We lead the design effort in a way that allows for all voices to be heard. We believe good ideas can come from anyone, and we need to listen to hear them. The flow of our process typically follows a similar path.

## COLLABORATION

Collaboration is first, and it is a constant throughout our projects. We want to work together as a team from start to finish.

## CREATION

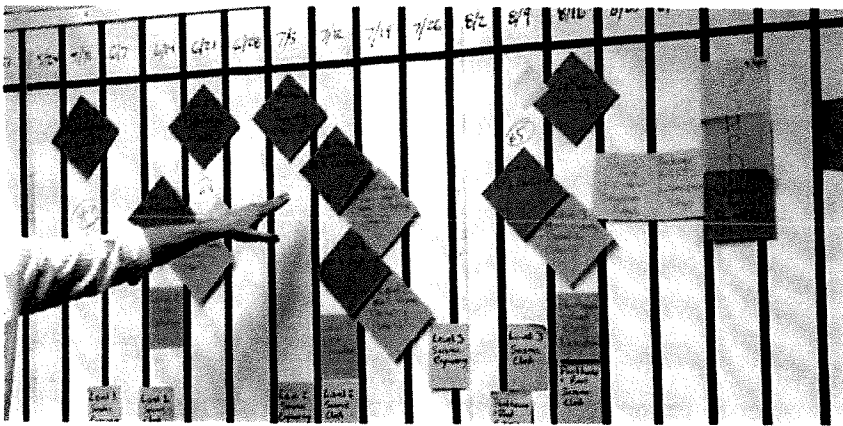
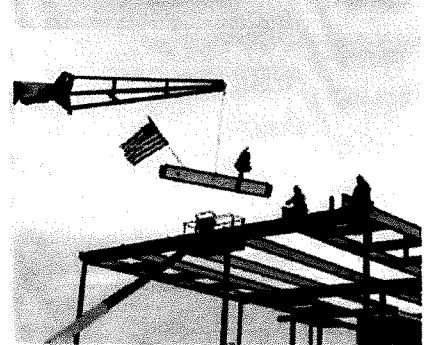
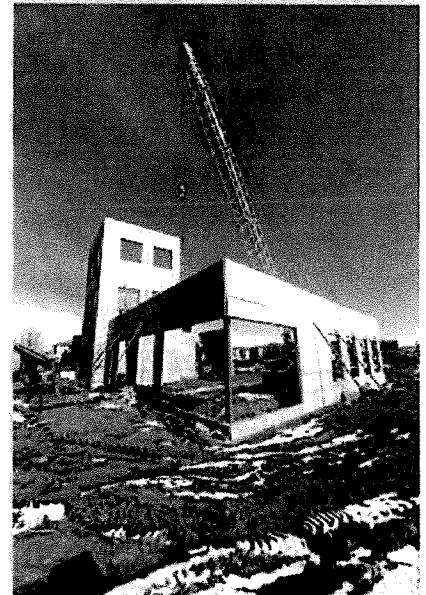
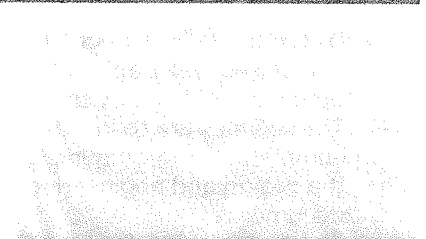
Once we have listened, then we draw. We want to understand the need and the budget before we get too far. Rework is not good for anyone.

## COORDINATION

Team coordination is the most effective way to get everyone on the same page. It reduces the time frame from Creation to Construction.

## CONSTRUCTION

During construction, the field becomes the client. We understand the meter turns quickly during construction. We have to react quickly and keep things moving in the field.



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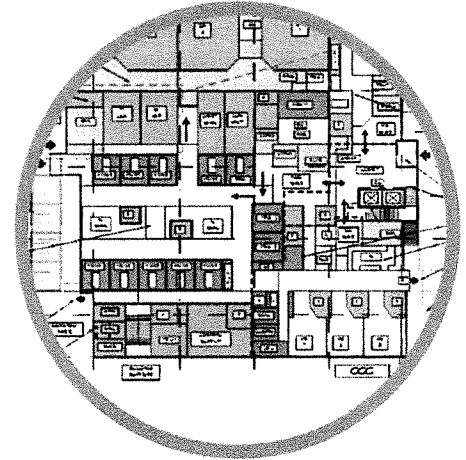
# DESIGN APPROACH

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## 01

### ESTABLISHING AND MAINTAINING BUDGETS

Our design team comes from the Design/Build world. Designing to a budget is in our DNA. Without a budget, we are flying blind in terms of design. We like to get enough design done to establish a vetted budget, then move forward if our design assumptions and the concept budget is aligned.



Preconstruction Service Fee
Contractors Fee
<b>TOTAL INDIRECT COST</b>
<b>TOTAL COST</b>
<b>ALTERNATES (ADDS OR DEDUCTS TO TOTAL)</b>
01 DEDUCT 250-kw Natural Gas Generator
02 DEDUCT 45 kva Step Down Transformers
03 ADD 1200A 3-Phase Electrical Service
04 ADD One (1) EA Level 2 EV Charger
05 ADD One (1) EA Level 3 EV Charger
06 DEDUCT Narcotics & Vented Storage E
DEDUCT Training Three (3) EA Cap
DEDUCT Drop In, Education & C
Fixed Duis Miller

## 02

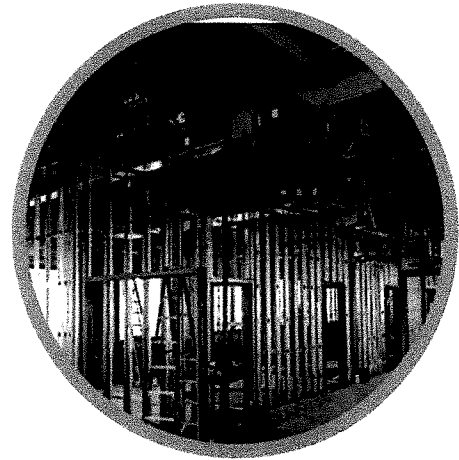
### COORDINATING VALUE ENGINEERING ACTIVITIES

Many VE ideas come from the initial budget exercise. If we can as a team identify any gaps in the scope and cover them through allowances or contingency, we can manage them as the project continues in design. We can also manage the trend logs better if we feel we have many of the unknowns covered in the budget. As the design progresses, we can make good VE decisions.

## 03

### COMMITMENT TO CONSTRUCTION & CLOSEOUT

We understand that our biggest risk is in construction. Working with the GC to ensure the project goes smoothly from Ground Break through Punch List is in everyone's benefit. Timely RFI and Submittal reviews keep the machine moving and eliminates delay risk. We get it, and we act like we get it.



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# PRECONSTRUCTION: MET™

## BUILDING AN EARLY GMP THROUGH INFORMED COLLABORATION

After comprehensive goal definition, stakeholder engagement, and team building with Platteville PD, we hold a Cost Modeling Workshop. This one day workshop is an intensive gathering of the design/build team members, key sub-consultants, subcontractor trade representatives, and Platteville.

### 1. Model

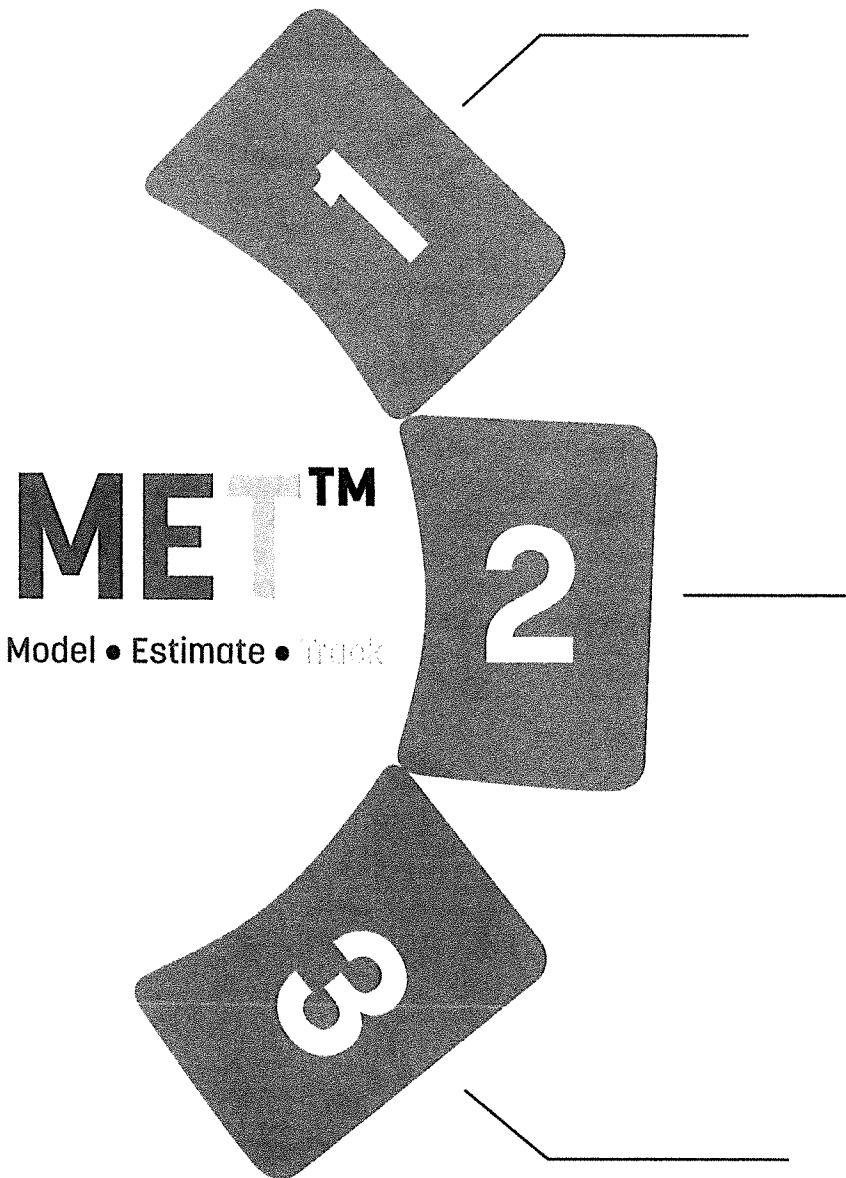
The Cost Modeling Workshop gathers Infusion, Fransen Pittman, the Town of Platteville, project stakeholders, and key subcontractors for a day-long workshop to map out and assess the details of the project. During this session, various options will be presented to the team, while FP offers expert insight regarding your options.

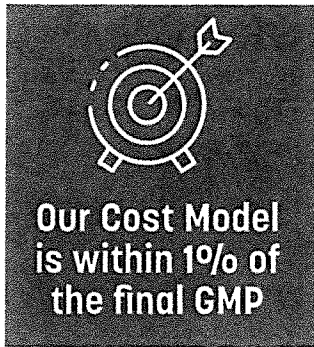
### 2. Estimate

At each design milestone during the preconstruction process, Fransen Pittman will provide an estimate backed by live subcontractor prices and confirms the team is sticking with the decisions made during the Cost Modeling Workshop. This process ensures we are maintaining your priorities and vision.

### 3. Track

As the design evolves, we track every development from the Cost Model and analyze each change from a cost, schedule, and quality perspective. These changes will be accepted or rejected by Platteville then recorded in a tracking log. The log permits project costs to be adjusted from one milestone to the next and allows changes to be revisited at each development.





# PRECONSTRUCTION BENEFITS

Our preconstruction process is different, it puts you, the Owner, in the driver's seat. Our MET™ process allows your team to personalize your project while maintaining the schedule and budget boundaries. With the expert guidance from our team, we will provoke discussion for design solutions and promote project success without steering from the set budget.

## We have highlighted 3 unique benefits to our preconstruction process:

### SIGNIFICANCE:

Our Cost Model is historically within 1% of our final GMP, meaning that it sets an accurate roadmap early in design.

### SIGNIFICANCE:

As the project progresses, this process ensures that we are maintaining the Town's priorities.

### SIGNIFICANCE:

Our tracking log allows our team to revisit design decisions and re-evaluate in terms of scope, budget, and schedule.

### 1. Team Collaboration Throughout

Our unique MET™ process establishes our transparent communication and partnership and carries throughout construction and beyond. It ensures our work is open and explicit. The MET™ process unifies Town of Platteville, Infusion, and FP as a collaborative unit, generating the best value solution for your building.

### 2. Real-Time Cost Savings

During Cost Modeling, the FP team will present each individual component of your project and how they affect timing and schedule. Different design elements can be illustrated while evaluating the cost for each design.

### 3. Bullseye Accuracy

We believe preconstruction should have no surprises, which is why we like to get it right the first time. Our MET™ process has a great track record of accuracy, historically within 1% of our final GMP. Our team does not 'value engineer' because a project has gotten off track, disappointing stakeholders across the project. We match the design fit your budget from day one so there are no surprises.

# PRECONSTRUCTION CONSTRUCTION

Ultimately, construction is the execution of a successful preconstruction phase; it's where our team's hard work becomes reality. Our thorough MET™ process ensures that you'll have a high level of confidence during the building phase. Because **we involve our entire project team from the start, the transition from design to construction is seamless and effective.** Our team has been providing constructability expertise, schedule advice, and value analysis. They've built the budget and schedule with the most informed and accurate information to deliver your project with precision.

With the hard work of planning and preparation behind us, we turn our focus to safety, quality, and efficiency. The building phase is where things get exciting and our commitment to precision really begins to take shape.

Jeremy will be on site 100% of the time managing all FP resources required to complete your project in the most cost effective and timely manner possible. He will also be managing the subcontractor crews, ensuring that they are meeting scheduled durations and quality expectations.



## MAINTAINING BUDGET, SCHEDULE, & QUALITY CONTROL

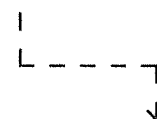
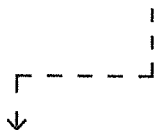
We understand a primary focus of any project is budget, schedule, and quality control. Your proposed Senior Project Manager, Tyler Kaul, will be your main point of contact throughout the duration of the project. He will be responsible for monitoring cost and schedule, with Jeremy Zirbel, Superintendent, focused on the quality of your project. Tyler will report to the Town of Platteville project stakeholders as well as key FP personnel through each phase of the project. Maintaining budget, schedule, and quality throughout construction begins at project kickoff.



### BUDGET CONTROL



### SCHEDULE CONTROL



#### Cost Modeling Workshop

Budget control begins in preconstruction with detailed planning through Cost Modeling, continuous cost estimating and presentation to the Owner, leveraging expert trade partners to review for constructability, schedule/manpower requirements, and reducing redundancies, providing detailed bid forms and scopes of work to our subcontractors, and securing subcontractors and suppliers into contracts before any potential escalation risks.

#### Success is Built from Planning

The key to delivering your project on-time is to work collaboratively to ensure that all milestone dates are established early for the project. Our projects are delivered on time because we employ several proactive scheduling measures.

#### Precision Plan

Our team employs a comprehensive Precision Plan that kicks off your quality control. This plan outlines our expectations and objectives, creates a specific quality control plan for your project, and provides tools and resources to enforce quality.



# BUDGET MANAGEMENT

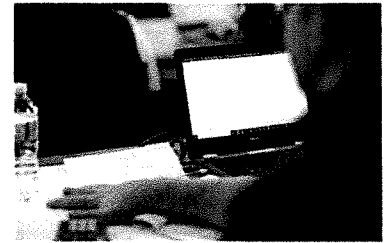
## COST TRANSPARENCY

Budget Management begins with unfaltering and consistent cost transparency. Fransen Pittman operates in a true open book manner, ensuring that we create a culture of transparency. The open-book nature of our process provides visibility into all project costs, not just some. Early and accurate knowledge of project costs allows for informed decision-making and forecasting, which is paramount in ensuring success.

During preconstruction and construction, you as the Owner always know where your dollars are being spent. We build the budget together during our Cost Modeling process, review subcontractor quotes during GMP bidding, and analyze pay applications during our monthly billings. Through our collaborative process we establish a culture of transparency and trust.

## PROJECT TRACKING

FP utilizes the construction software *ProjectSight* to track and report on budget, quality, and efficiency on a daily basis. **What is ProjectSight?** A construction software to support teams in managing construction projects from a single-source. *ProjectSight* enables constant collaboration amongst project team members, ensuring everyone is updated on critical information and keeps the focus on the task at hand- delivering the project.



**24/7 PROJECT UPDATES**  
ProjectSight is available 24/7 to the Owner and Architect-reports are shared with project team members during weekly Owner/Architect/Contractor meetings and users can access project details/updates anytime with a simple login

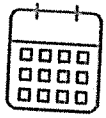
Providing:

- Budget and Cost Management
- Document Control from SD Drawings to Close-Out
- Field Management

The Platteville team and project architects are provided access to these digital tools at all times, and reports are shared and discussed during our weekly Owner/Architect/Contractor meetings.

## MONITORING SUBCONTRACTORS

We manage our subcontractors and their adherence to budget by scrutinizing their pay apps when they are submitted. During construction, we also present these monthly pay apps during every OAC meeting so that the Owner is aware of the current budget and has full transparency of cost.



# SCHEDULE ADHERENCE

## PROCUREMENT

We know that procurement is key to schedule control. Because of this, we keep a material matrix that is updated weekly based on sub/supplier input. Our project team will utilize this material matrix during preconstruction to develop a procurement strategy. In addition, we hold weekly meetings with the design team to coordinate submittals, RFIs, and procurement outside of weekly O/A/C meetings.

## MONITOR AND COMMUNICATE SCHEDULE PROGRESS

To ensure that all of our projects stay on track, we incorporate the following communication tools into our project process:

Clear and consistent communication with the Owner utilizing frequent face to face meetings as needed to keep the project moving efficiently—while at the same time respecting the busy schedules of the Town of Platteville's project team.

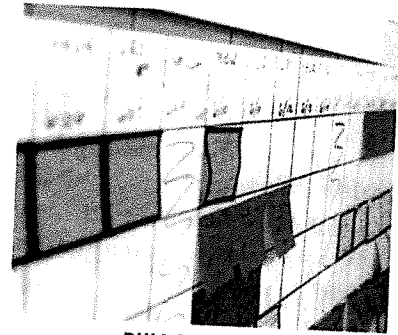
Using different schedule scopes like a Master Schedule (CPM Schedule), Short Term Schedule, 3-Week Look Ahead Schedules, Weekly Snapshot Schedules, 1/3 and 2/3 Schedule Reviews, our team maintains schedule control and isolates incidents that could affect schedule and immediately pivot and make adjustments if necessary.

Weekly snap shot schedules identify important milestones and dates when key decisions are needed from the Owner's team. This also identifies points in time throughout the project that specific stakeholders should be involved. This ensures that everyone knows when their involvement is needed.

## HOLDING SUBCONTRACTORS TO DURATIONS

When we select subcontractors, we include the master schedule and trade-specific detailed schedules within their contract so project expectations and timelines are clearly communicated and binding. When the project begins, our well-planned procurement process ensures that long lead materials are ready for subcontractors when their work is needed.

During construction, our Superintendent (Jeremy) breaks the overall schedule into five-week intervals that are used to control the daily flow of the project. Jeremy will depict the past week, present week, and three weeks into the future. This short interval schedule is a key point of discussion in the weekly meetings with subcontractors and keeps the project on time.



### PULL PLANNING

Pull Planning is a collaborative approach to project scheduling that takes a reverse approach to sequencing

### PROCUREMENT MATERIAL MATRIX

Procurement material Matrix helps our team to set decision dates and make recommendations to the Owner and the Architect on procurement of long-lead delivery items





# QUALITY STARTS AT PROJECT AWARD

## BEGIN WITH A PRECISION PLAN

A custom Precision Plan is distributed to all project stakeholders upon project kickoff. This plan outlines our expectations and objectives, creates a specific quality control plan for your project, and provides tools and resources to enforce quality. Construction quality depends on effective planning, coordination, communication, supervision and testing.

1.	INTRODUCTION	1
2.	PPV Project Excellence Mission Statement	2
3.	Quality Planning Process	3
4.	Plan to Succeed	4
5.	3.0.1. Material & Methods	5
6.	3.0.2. Construction Methods and Quality Plan	6
7.	3.0.3. Construction Control Plan	7
8.	3.0.4. Safety and Health	8
9.	3.0.5. Environmental	9
10.	3.0.6. Construction	10
11.	3.0.7. Project Close Out	11
12.	3.0.8. Construction	12
13.	3.0.9. Construction	13
14.	3.0.10. Construction	14
15.	3.0.11. Construction	15
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100.	3.0.96. Construction	100

## EARLY AND CONSISTENT CONSTRUCTABILITY REVIEW

We know that a comprehensive constructability review is vital to the success of any project and will make or break a schedule. Throughout design, our entire team provides constructability reviews as the drawings and specifications are being prepared. We review the project from the bottom up and review the interface of various systems. We recommend alternate solutions whenever details affect budget, schedule, constructability, and consistency with local and traditional trade practice.

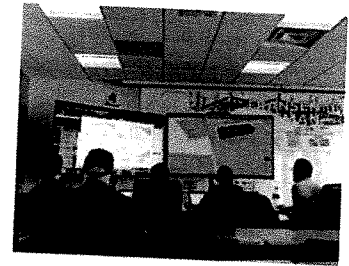
**PRECISION PLAN**  
A Precision Plan is reviewed with all subcontractor partners prior to construction to regulate quality & material installation

## 3D MODELING

Utilizing 3D technology like Revizto aids in constructability by uncovering risks before construction.

### BENEFITS OF REVIZTO:

- Helps identify issues before construction takes places
- Dramatically reduces the amount of hours spent in the field coordinating mechanical system clashes
- 3D building and details can be viewed from an iPad in the field
- Better helps you understand complex areas of the building by viewing the actual products that will be installed and modeled with accurate dimensions
- Helps with building schedules to better sequence different trades
- Clearances are modeled on equipment so that they are easily accessible for maintenance in the future
- Isolation valves can be placed in convenient locations. Owners and the design team have time to look at the model and provide feedback on where valves are places
- Mechanical equipment can be strategically placed to mitigate the need for access panels
- Trades can come in and install their piping, ductwork, and equipment exactly as the model shows, avoiding weeks worth of rerouting pipe and ductwork by trial and error



**CONSTRUCTABILITY REVIEWS**  
Team Constructability Review to ensure quality and system coordination



**REVIZTO**  
Revizto is critical to resolve clashes early in design and coordinate successful MEP systems installation to avoid errors in construction

# SAFETY TRAINING

Fransen Pittman's Safety Program is **the best in the business.**

Our efforts to work safely have given us the Gold Standard Pinnacle Circle of Safety Award for the past 5 years in a row. All of the policies laid out below are requirements across all Fransen Pittman jobsites.

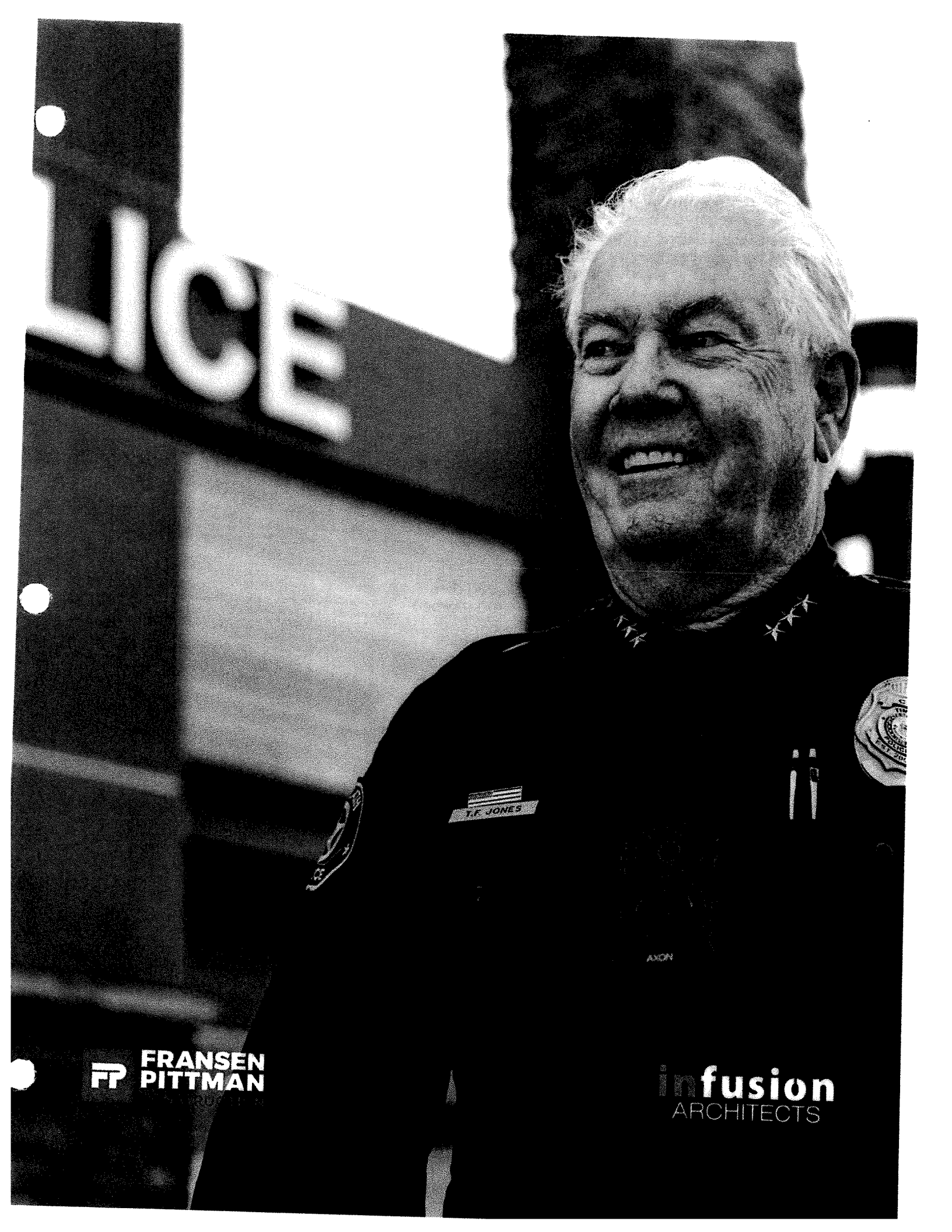
- It starts with **thorough training** of all personnel onsite, which includes: OSHA 300, First Aid, AED and CPR training.
- Our Safety Director, Tim Taylor, is constantly looking for methods to improve on safety whether it be **tracking the latest technology, communicating common hazards** to look for, or noticing overlooked hazards. Tim joins all projects in our Site Safety Audit program visiting and **auditing all jobsites regularly**, procuring and providing necessary safety supplies, and using technologies such as drone fly overs and our iAuditor app to give us **multiple perspectives of how the project can be made even safer.**
- Superintendents and Foreman also perform **regular safety audits** on the project and **weekly site wide Safety Huddles**, planning ahead for

upcoming activities and ensuring the safety of staff and our personnel at all times.

We use multiple forms of documentation to communicate and track safety concerns. They include but are not limited to the following:

- **Method of Procedure** documents for utility shut downs. This document thoroughly assesses any and all possible impacts on day-to-day operations due to necessary utility shut downs. It also allows for communication and collaboration between owners, subcontractors and any other necessary parties like security and communication experts.
- We utilize **Plan of the Day & Weekly Look Ahead** documents to coordinate where personnel are working and what they are doing on any given day. This prevents too many people from occupying the same areas, thus providing safer working conditions.
- **Job Hazard Analysis** documents are used any time there are elevated hazards associated with the work we are doing. They include a description of the task, the hazards associated with the task, and what sort of measures we are taking protect people.





POLICE

T.F. JONES

**FP** FRANSEN  
PITTMAN

**in**fusion  
ARCHITECTS

# DESIGN FEE PROPOSAL

We have assembled a team that is highly experienced in all aspects of this project. The team has a very strong sense of creativity, but also understands the economic constraints of doing a project like this. We can create amazing designs, but the key is to get them built on time and on budget. Our recent experience designing and building a facility very similar to yours ahead of schedule and under budget is an example of this. G2, Corbel, and Infusion have teamed on Severance PD and Ault PD and Townhall.

## PROPOSED FEES

### PHASE 1:

**Infusion Architects Fee for this project is \$32,000**

- Includes 3 conceptual design
- Includes exterior renderings
- Includes 2-3 staff meetings
- Includes 1 public meeting
- Includes construction cost estimate

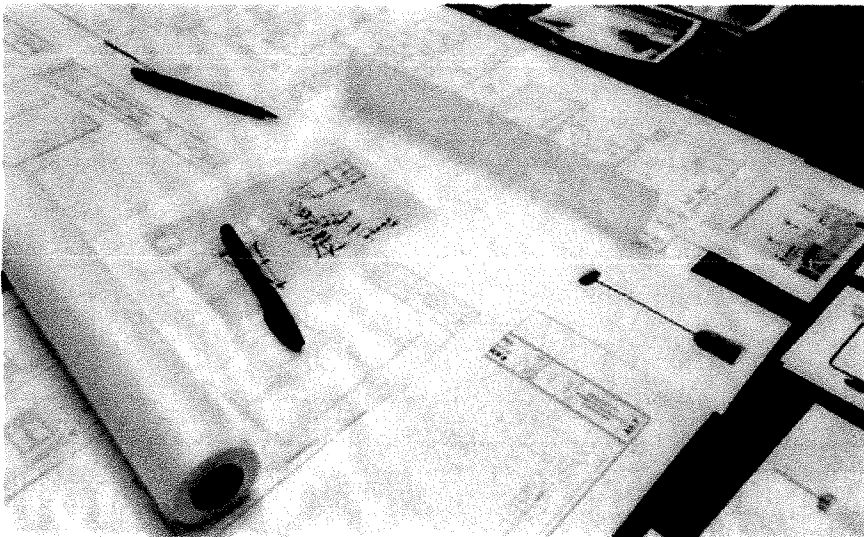
### PHASE 2:

**Fee Estimate for 30% CD**

- |  |                      |
|--|----------------------|
| - Architecture and Interior Design       | \$ 16,000 (Infusion) |
| - Structural Engineering                 | \$ 6,100 (Corbel)    |
| - Mechanical Engineering                 | \$ 6,200 (G2)        |
| - Electrical Engineering                 | \$ 6,200 (G2)        |
| - Landscape Design, Planning, Irrigation | \$ 2,800 (Phoenix)   |

**TOTAL \$ 37,300**

\*\* Upon selection of conceptual plan, fee can be evaluated and aligned with project scope. The above fee is only an estimate based on knowledge of the scope



**infusion**  
ARCHITECTS

**AGREEMENT FOR PROFESSIONAL SERVICES**

THIS AGREEMENT FOR PROFESSIONAL SERVICES (the "Agreement") is made and entered into this \_\_\_\_ day of \_\_\_\_\_, 2025 (the "Effective Date"), by and between the Town of Platteville, a Colorado municipality with an address of 400 Grand Avenue, Platteville, CO 80651 (the "Town"), and Infusion Architects, LLC an independent contractor with a principal place of business at 4487 Highland Meadows Parkway, 2<sup>nd</sup> Floor, Windsor, CO 80550 ("Contractor") (each a "Party" and collectively the "Parties").

WHEREAS, the Town requires professional services; and

WHEREAS, Contractor has held itself out to the Town as having the requisite expertise and experience to perform the required professional services.

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. 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.

B. A change in the Scope of Services shall not be effective unless authorized as an amendment to this Agreement. 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, no agent, employee, or representative of the Town is authorized to modify any term of this Agreement, either directly or implied by a course of action.

**II. TERM AND TERMINATION**

A. This Agreement shall commence on the date first written above, and shall continue until Contractor completes the Scope of Services to the satisfaction of the Town, or until terminated as provided herein.

B. Either Party may terminate this Agreement upon 30 days advance written notice. The Town shall pay Contractor for all work previously authorized and completed prior to the date of termination. If, however, Contractor has substantially or materially breached this Agreement, the Town shall have any remedy or right of set-off available at law and equity.

**III. COMPENSATION**

In consideration for the completion of the Scope of Services by Contractor, the Town shall pay Contractor \$69,300, which amount shall be paid in two phases: the first payment of \$32,000 shall be made upon completion of Phase 1, as described **Exhibit A**; and the second payment of \$37,300 shall be made upon completion of Phase 2, as described in **Exhibit A**. These amounts

shall include all fees, costs and expenses incurred by Contractor, and no additional amounts shall be paid by the Town for such fees, costs and expenses. Contractor shall not be paid until the Scope of Services is completed to the satisfaction of the Town.

#### **IV. PROFESSIONAL RESPONSIBILITY**

A. 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. 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.

B. 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.

C. Contractor may employ Fransen-Pittman Construction Co., Inc. as a subcontractor to perform work under this Agreement as provided for in **Exhibit A**. Contractor agrees not to employ any other subcontractors, except as expressly set forth in the Scope of Services.

D. Contractor shall at all times comply with all applicable law, including all federal, state and local statutes, regulations, ordinances, decrees and rules relating to the emission, discharge, release or threatened release of a hazardous material into the air, surface water, groundwater or land, the manufacturing, processing, use, generation, treatment, storage, disposal, transportation, handling, removal, remediation or investigation of a hazardous material, and the protection of human health and safety, including without limitation the following, as amended: the Comprehensive Environmental Response, Compensation and Liability Act; the Hazardous Materials Transportation Act; the Resource Conservation and Recovery Act; the Toxic Substances Control Act; the Clean Water Act; the Clean Air Act; the Occupational Safety and Health Act; the Solid Waste Disposal Act; the Davis Bacon Act; the Copeland Act; the Contract Work Hours and Safety Standards Act; the Byrd Anti-Lobbying Amendment; the Housing and Community Development Act; and the Energy Policy and Conservation Act.

#### **V. OWNERSHIP**

Any materials, items, and work specified in the Scope of Services, and any and all related documentation and materials provided or developed by Contractor shall be exclusively owned by the Town. Contractor expressly acknowledges and agrees that all work performed under the Scope of Services constitutes a "work made for hire." To the extent, if at all, that it does not constitute a "work made for hire," Contractor hereby transfers, sells, and assigns to the Town all of its right, title, and interest in such work. The Town may, with respect to all or any portion of such work, use, publish, display, reproduce, distribute, destroy, alter, retouch, modify, adapt, translate, or change the Work Product without providing notice to or receiving consent from Contractor; provided that Contractor shall have no liability for any work that has been modified by the Town.



## **VI. INDEPENDENT CONTRACTOR**

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, including any subcontractors authorized under 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.

## **VII. INSURANCE**

A. Contractor agrees to procure and maintain, at its own cost, a policy or policies of insurance sufficient to insure against all liability, claims, demands, and other obligations assumed by Contractor pursuant to this Agreement. At a minimum, Contractor shall procure and maintain, and shall cause any subcontractor to procure and maintain, the insurance coverages listed below, with forms and insurers acceptable to the Town.

1. Worker's Compensation insurance as required by law.
2. Commercial General Liability insurance with minimum combined single limits of \$1,000,000 each occurrence and \$2,000,000 general aggregate. The policy shall be applicable to all premises and operations, and shall include coverage for bodily injury, broad form property damage, personal injury (including coverage for contractual and employee acts), blanket contractual, products, and completed operations. The policy shall contain a severability of interests provision, and shall include the Town and the Town's officers, employees, and contractors as additional insureds. No additional insured endorsement shall contain any exclusion for bodily injury or property damage arising from completed operations.
3. Professional liability insurance with minimum limits of \$1,000,000 each claim and \$2,000,000 general aggregate.

B. 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 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. Contractor shall provide to the Town a certificate of insurance as evidence that the required policies are in full force and effect. The certificate shall identify this Agreement.

## **VIII. INDEMNIFICATION**

Contractor agrees to indemnify and hold harmless the Town and its officers, insurers, volunteers, representative, agents, employees, heirs and assigns from and against all claims, liability, damages, losses, expenses and demands, including reasonable 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 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; provided that 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.

## **IX. 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 obligation of this Agreement.

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

D. *Third Parties.* There are no intended third-party beneficiaries to this Agreement.

E. *Notice.* Any notice under this Agreement shall be in writing, and shall be deemed sufficient when directly presented or sent pre-paid, first class United States Mail to the party at the address set forth on the first page of this Agreement.

F. *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.

G. *Modification.* This Agreement may only be modified upon written agreement of the Parties.

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

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

K. *Subject to 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, shall extend only to monies currently appropriated, and shall not constitute a mandatory charge, requirement, debt or liability beyond the current fiscal year.

IN WITNESS WHEREOF, this Agreement has been executed by the Parties as of the Effective Date.

**TOWN OF PLATTEVILLE, COLORADO**

\_\_\_\_\_  
 Mike Cowper, Mayor

ATTEST:

\_\_\_\_\_  
 Danette Schlegel, Town Clerk

**INFUSION ARCHITECTS, LLC**

By: \_\_\_\_\_

STATE OF COLORADO )  
 ) ss.  
 COUNTY OF \_\_\_\_\_ )

The foregoing instrument was subscribed, sworn to and acknowledged before me this \_\_\_ day of \_\_\_\_\_, 2025, by \_\_\_\_\_, as \_\_\_\_\_ of Infusion Architects, LLC.

My commission expires:

( S E A L )

\_\_\_\_\_  
 Notary Public

## **EXHIBIT A SCOPE OF SERVICES**

### **Phase 1: Conceptual Designs, Site Plan & Cost Estimate**

Contractor shall prepare three conceptual designs and floorplans that include an approximately 7,000 square foot single level building, an approximate 5,000 square foot building with a partial basement for storage, and an approximate 3,500 square foot building with a full basement to be used for storage as well as a temporary storm shelter. The conceptual designs shall be presented as 3-dimensional colored renderings to show all sides of the exterior along with interior views of the primary rooms in the facility

Because the new Police Station will be located directly west of Town Hall, Contractor shall provide a basic site plan layout of the Town's property at 400 Grand Avenue to show the new Police Station with the existing facilities of Town Hall and the Public Works Shop including parking and storage areas. The Town's contract engineering firm has provided several basic site plan layouts to show the Town's property boundaries and the general area in which the new Police Station will be located directly west of Town Hall. Based upon the final selection of the conceptual design and the general size or dimensions of the Police Station, Contractor shall complete a final site plan showing all Town facilities, parking areas and storage yard.

### **Phase 2: Construction Documents (30%)**

Once the Board of Trustees selects the final conceptual design and footprint, Contractor shall complete the initial construction documents or progress drawings to approximately 30% of the total documents needed to bid the project. The Town will use these documents to hire a qualified contractor to finalize the construction documents through a construction manager at risk (CMAR) process.



## Agenda Item Cover Sheet

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MEETING DATE: February 18, 2025

AGENDA ITEM: Platteville Irrigating and Milling Company (PIMC) Seasonal Lease Agreement with Sarchet

DEPARTMENT: Water Fund

PRESENTED BY: David Brand, Public Works Director

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### SUMMARY

The Sarchet family has leased a portion of the Town owned shares of the PIMC ditch for many seasons. This agreement formalizes and documents the lease for the 2025 season.

This lease allows the Town to show consumptive use of the entire PIMC share for the season. This consumptive use will allow the Town to retain the most value for the share if in the future a change of use or sale of the share is considered.

### FINANCIAL CONSIDERATIONS

The proposed fee for the annual lease is \$3800. This fee will cover all the Town's annual costs associated with dues and special assessment for our portion in the PIMC ditch.

The Town's invoice for the 13/24 share for 2025 was \$3,737.50 (\$2,383.33 Regular Assessment, \$1,354.17 for the special assessment)

### RECOMMENDED ACTION

Approve the proposed lease agreement with the Sarchet family to lease 12/24 of a share of the PIMC water for the 2025 season.

### ATTACHMENTS

Lease Agreement with Sarchet for the 2025 irrigation season.

**PLATTEVILLE MILLING AND IRRIGATION COMPNAY WATER LEASE AGREEMENT**

THIS AGREEMENT is made and entered into this \_\_\_\_ day of \_\_\_\_\_, 2025 by and between, the Town of Platteville, hereinafter referred to as Lessor, and Scott Sarchet hereinafter referred to as Lessee.

WITNESSETH:

WHEREAS: Lessor is the owner of Platteville Irrigating and Milling Company Ditch (PIMC) 13/24 shares; and

WHEREAS, Lessor desires to lease to Lessee the credits and Lessee desires to lease the same,

NOW THEREFORE, in consideration of the mutual covenants and promises of the parties hereto, it is agreed as follows:

1. Lessor shall lease credits with the right to use the same to irrigate Lessee's agricultural property.
2. The ditch yield shall be based on the pro rata share deliverable and is dependent on river conditions and associated priority of the shares.
3. Lessee shall pay to Lessor the sum of \$3,800.00 for 12/24 of PIMC acre foot credit delivered.
4. This Lease is void if payment in full of \$3,800.00 is not received by April 1, 2025
5. The term of this lease shall be from the date of adoption until December 31, 2025.
6. Lessee may not sublease the credits leased herein.
7. This Agreement represents the complete agreement of the parties and no oral modification shall be recognized. Any amendment or additions to the Agreement shall be made in writing and shall be signed by the parties hereto.
8. This Agreement is binding upon the parties, their successors and assigns.

IN WITNESS HEREOF, Lessor and Lessee have caused this Water Lease Agreement to be executed.

TOWN OF PLATTEVILLE

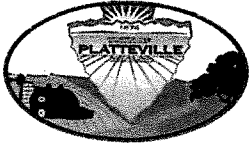
\_\_\_\_\_  
Town of Platteville Representative

ATTEST

\_\_\_\_\_  
Town Clerk

\_\_\_\_\_  
Lessee Representative

\_\_\_\_\_  
Title



## Agenda Item Cover Sheet

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MEETING DATE: February 18, 2025

AGENDA ITEM: Red Cross Facility Use Agreement – Community Center

DEPARTMENT: Legislative

PRESENTED BY: Troy Renken, Town Manager

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### SUMMARY

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The Community Center has for many years been considered a facility that can be used as a temporary emergency shelter for various situations. Over the years it has been remodeled and has a transfer switch that would allow emergency backup power via a portable generator. Last month I met with the Red Cross and discussed the possibility of having the Red Cross assist in emergency shelter situations that lead to a site visit and the development of the proposed Facility Use Agreement (FUA).

The FUA with supporting documentation consisting of pre and post on-site shelter surveys, pet addendum and memorandum of insurance is included for review. I will discuss this proposal in further detail during the meeting.

### FINANCIAL CONSIDERATIONS

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The Facility Use Agreement does not have any direct financial obligations, but other financial expenses will likely occur if the Community Center is used as an emergency shelter based upon the length of time being used, staffing needs, and other factors. Starting in 2026 a small reserve budget will be proposed that can be used for emergency situations.

### RECOMMENDED ACTION

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Move to approve the Facility Use Agreement with the Red Cross to use the Community Center as an emergency shelter during severe weather and other disaster situations.

### ATTACHMENTS

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Red Cross Facility Use Agreement and supporting documentation



# Facility Use Agreement

The American National Red Cross (“Red Cross”), a non-profit corporation chartered by the United States Congress, provides services to individuals, families, and communities when disasters strike. The disaster relief activities of the Red Cross are made possible by the American public, who support the Red Cross with generous donations. The Red Cross’s disaster services are also supported by facility owners who permit the Red Cross to use their buildings as shelters and other service delivery sites for disaster victims. This agreement is between the Red Cross and a facility owner (“Owner”) so the Red Cross can use the facility to provide services during a disaster. This agreement only applies when Red Cross requests use of the facility and is managing the activity at the facility.

## Parties and Facility

### Owner:

Full Name of Owner	Town of Platteville Community Center
Address	400 Grand Ave, Platteville, CO 80651
24-Hour Point of Contact Name and Title Work Phone Cell	Troy Renken Town Manager 970-397-7733
Address for Official Notices (only if different from above)	

### Red Cross:

Chapter Name	American Red Cross Northern Colorado Chapter
Chapter Address	1808 N Boise Ave, Loveland, CO 80538
24-Hour Point of Contact Name and Title Work Phone Cell	Benton Roesler Community Disaster Program Manager 970-571-5707
Address for Official Notices	American Red Cross, Disaster Cycle Services Logistics, 8550 Arlington Blvd., Fairfax, VA 22031

### Facility:

Insert name and complete street address of building or, if multiple buildings, write “See attached facility list,” and attach facility list, including complete street address of each building that is part of this agreement. If the Red Cross will use only a portion of a building, then describe the portion of the building that the Red Cross will use.

## Terms and Conditions

1. **Use of Facility:** Upon request and if feasible, Owner will permit the Red Cross to use and occupy the Facility on a temporary basis to conduct emergency, disaster-related activities. The Facility may be used for the following purposes (both parties must initial all that apply):

Facility Purpose	Owner Initials	Red Cross Initials
Service Center (Operations, Client Services, or Volunteer Intake)		BR
Storage of supplies		BR
Parking of vehicles		BR
Disaster Shelter		BR.

2. **Facility Management:** The Red Cross will designate a Red Cross official to manage the activities at the Facility ("Red Cross Manager"). The Owner will designate a Facility Coordinator to coordinate with the Red Cross Manager regarding the use of the Facility by the Red Cross.
3. **Condition of Facility:** The Facility Coordinator and Red Cross Manager (or designee) will jointly conduct a survey of the Facility before it is turned over to the Red Cross. They will use the first page of the Red Cross's **Facility/Shelter Opening/Closing Form** to record any existing damage or conditions. The Facility Coordinator will identify and secure all equipment in the Facility that the Red Cross should not use. The Red Cross will exercise reasonable care while using the Facility and will not modify the Facility without the Owner's express written approval.
4. **Food Services** (*This paragraph applies only when the Facility is used as a shelter or service center.*): Upon request by the Red Cross, and if such resources are available, the Owner will make the food service resources of the Facility, including food, supplies, equipment and food service workers, available to feed the shelter occupants. The Facility Coordinator will designate a Food Service Manager to coordinate meals at the direction of and in cooperation with the Red Cross Manager. The Food Service Manager will establish a feeding schedule and supervise meal planning and preparation. The Food Service Manager and Red Cross Manager will jointly conduct a pre-occupancy inventory of the food and food service supplies before the Facility is turned over to the Red Cross. When the Red Cross vacates the Facility, the Red Cross Manager and Facility Coordinator or Food Service Manager will conduct a post-occupancy inventory of the food and supplies used during the Red Cross's activities at the Facility.
5. **Custodial Services** (*This paragraph applies only when the Facility is used as a shelter or service center.*): Upon request of the Red Cross and if such resources are available, the Owner will make its custodial resources, including supplies and workers, available to provide cleaning and sanitation services at the Facility. The Facility Coordinator will designate a Facility Custodian to coordinate these services at the direction of and in cooperation with the Red Cross Manager.
6. **Security/Safety:** In coordination with the Facility Coordinator, the Red Cross Manager, as he or she deems necessary and appropriate, will coordinate with law enforcement regarding any security and safety issues at the Facility.
7. **Signage and Publicity:** The Red Cross may post signs identifying the Facility as a site of Red Cross operations in locations approved by the Facility Coordinator. The Red Cross will remove such signs when the Red Cross concludes its activities at the Facility. The Owner will not issue press releases or other publicity concerning the Red Cross's activities at the Facility without the

written consent of the Red Cross Manager. The Owner will refer all media questions about the Red Cross activities to the Red Cross Manager.

8. **Closing the Facility:** The Red Cross will notify the Owner or Facility Coordinator of the date when the Red Cross will vacate the Facility. Before the Red Cross vacates the Facility, the Red Cross Manager and Facility Coordinator will jointly conduct a post-occupancy inspection, using the second page of the *Shelter/Facility Opening/Closing Form*, to record any damage or conditions.
9. **Fee** (*This paragraph does not apply when the Facility is used as a shelter. The Red Cross does not pay fees to use facilities as shelters.*): Both parties must initial one of the two statements below:
  - a. Owner will not charge a fee for the use of the Facility.  
Owner Initials \_\_\_\_\_ Red Cross Initials BR
  - b. The Red Cross will pay \$\_\_\_ per: \_\_\_\_\_ for the right to use and occupy the Facility  
Owner Initials \_\_\_\_\_ Red Cross Initials \_\_\_\_\_

10. **Reimbursement:** Subject to the conditions in paragraph 10(e) below, the Red Cross will reimburse the Owner for the following:

- a. *Damage to the Facility or other property of Owner*, reasonable wear and tear excepted, resulting from the operations of the Red Cross. Reimbursement for facility damage will be based on replacement at actual cash value. The Red Cross, in consultation with the Owner, will select from bids from at least three reputable contractors. The Red Cross is not responsible for storm damage or other damage caused by the disaster.
- b. *Reasonable costs associated with custodial and food service personnel and supplies* which would not have been incurred but for the Red Cross's use of the Facility. The Red Cross will reimburse at per-hour, straight-time rate for wages actually incurred but will not reimburse for (i) overtime or (ii) costs of salaried staff.
- c. *Reasonable, actual, out-of-pocket costs for the utilities indicated below*, to the extent that such costs would not have been incurred but for the Red Cross's use of the Facility. (Both parties must initial all utilities that may be reimbursed by the Red Cross):

	Owner Initials	Red Cross Initials
Water		BR
Gas		BR
Electricity		BR
Waste Disposal		BR

- d. The Owner will submit any request for reimbursement to the Red Cross within 60 days after the occupancy of the Red Cross ends. Any request for reimbursement must be accompanied by supporting invoices. Any request for reimbursement for personnel costs must be accompanied by a list of the personnel with the dates and hours worked.
- e. If the disaster is a Federally declared disaster and Owner is a municipal, county, parish, or state government entity, then the Owner will work with appropriate emergency management agencies to seek cost reimbursement through the Federal Emergency Management Agency's program for administering Public Assistance Category B under the Robert T. Stafford Act. The Red Cross is not obligated to



reimburse the Owner for costs covered by Public Assistance Category B.

11. Insurance: The Red Cross shall carry insurance coverage in the amounts of at least \$1,000,000 per occurrence for Commercial General Liability and Automobile Liability. The Red Cross shall also carry Workers'
  - a. Compensation coverage with statutory limits for the jurisdiction within which the facility is located and \$1,000,000 in Employers' Liability.
12. Indemnification: The Red Cross shall defend, hold harmless, and indemnify Owner against any legal liability, including reasonable attorney fees, in respect to claims for bodily injury, death, and property damage arising from the negligence of the Red Cross during the use of the Facility.
13. Term: The term of this agreement begins on the date of the last signature below and ends 30 days after written notice by either party.

Digital Signature: Each party agrees that either part's execution of this agreement by DIGITAL signature (whether ELECTRONIC or encrypted) is expressly intended to authenticate this AGREEMENT and to have the same force and effect as manual signatures. The term DIGITAL signature means any electronic sound, symbol, or process attached to or logically associated with a record and executed and adopted by a party with the intent to sign such record, including facsimile or email electronic signatures. The use of digital signatures is intended to facilitate more efficient execution and delivery of signed documents.

Town of Platteville Community Center  
\_\_\_\_\_  
Owner (Legal Name)  
  
\_\_\_\_\_  
By (Signature)  
Michael Cowper  
\_\_\_\_\_  
Name (Printed)  
Mayor  
\_\_\_\_\_  
Title  
  
\_\_\_\_\_  
Date

The American National Red Cross  
\_\_\_\_\_  
(Legal Name)  
*J Benton Roesler*  
\_\_\_\_\_  
By (Signature)  
J. Benton Roesler  
\_\_\_\_\_  
Name (Printed)  
Community Disaster Program Manager  
\_\_\_\_\_  
Title  
February 5, 2025  
\_\_\_\_\_  
Date



# Red Cross On-Site Shelter Survey Form

The Red Cross surveyor records the information on this form. (Instructions and definitions below form.)

Site Name: <b>Platteville Community Center</b>	Address: 508 Reynolds Ave, Platteville, CO 80651
Red Cross representative: Lorraine Janson Pam Stultz	Red Cross contact info: 303-549-8977, 970-219-9956
Person completing form: <b>Lorraine Janson</b>	Date completed: <b>February 5, 2025</b>
<b>Check and describe all modifications that may be required to use this site as a shelter. Refer to the last page for definitions.</b>	
<input checked="" type="checkbox"/> Accessible Parking <sup>1</sup> <input checked="" type="checkbox"/> Accessible Sidewalk or Walkway <sup>2</sup> <input checked="" type="checkbox"/> Accessible Entrance <sup>3</sup> <input checked="" type="checkbox"/> Accessible Route to Service Areas <sup>4</sup> <input checked="" type="checkbox"/> Accessible Toilets <sup>5</sup> <input type="checkbox"/> Distraction Reduced Area <sup>6</sup> <input checked="" type="checkbox"/> Accessible Sinks <sup>7</sup> <input type="checkbox"/> Accessible Shower Facilities <sup>8</sup> <input type="checkbox"/> Power Supply Access <sup>9</sup> Working on acquiring <input checked="" type="checkbox"/> Refrigeration <sup>10</sup> Full commercial kitchen Other Needs and Details:	
<small>Senior center 13 clients if only that room is used, community center 17 clients if only that room is used. both rooms approx 36 if community room is the dormitory</small>	
<b>AREA INFORMATION:</b>	
<i>Most facilities have multiple, separate spaces available that can be used. Record details about each area.</i>	
Area Name <sup>11</sup> : <b>Senior Center</b>	Length: <b>40</b> Width: <b>40</b> Sq Ft of Area: <b>1600</b>
Intended Uses: <input checked="" type="checkbox"/> Dormitory <input checked="" type="checkbox"/> Feeding <input type="checkbox"/> Safest Refuge <sup>12</sup> <input type="checkbox"/> Reception <input type="checkbox"/> Client Meeting Areas <input type="checkbox"/> Pet Shelter	
<input type="checkbox"/> Administration/Storage <input type="checkbox"/> Client Isolation Area	
Windows in the Area: <input checked="" type="checkbox"/> Y <input type="checkbox"/> N	Long or Open Roof Spans in Dormitory: <input type="checkbox"/> Y <input checked="" type="checkbox"/> N
<b>If any of the items below are accessible to multiple areas, please split them up amongst the areas.</b>	
Total Number of toilets: <b>6</b>	Number of Accessible toilets: <b>2</b>
Total Number of showers: <b>0</b>	Number of Accessible showers: <b>0</b>
Total Number of bathroom sinks: <b>4</b>	Number of Accessible bathroom sinks: <b>2</b>

**To Be Used by Red Cross Surveyor**

**AREA INFORMATION:**

*Most facilities have multiple, separate spaces available that can be used. Record details about each area.*

Area Name: Community Room Length: 47 Width: 45 Sq Ft of Area: 2115

Intended Uses:  Dormitory  Feeding  Safest Refuge  Reception  Client Meeting Areas  Pet Shelter  
 Administration/Storage  Client Isolation Area

Windows in the Area:  Y  N Long or Open Roof Spans in Dormitory:  Y  N

***If any of the items below are accessible to multiple areas, please split them up amongst the areas.***

Total Number of toilets: same as above Number of Accessible toilets:

Total Number of showers: Number of Accessible showers:

Total Number of bathroom sinks: Number of Accessible bathroom sinks:

**AREA INFORMATION:**

*Most facilities have multiple, separate spaces available that can be used. Record details about each area.*

Area Name: Length: Width: Sq Ft of Area:

Intended Uses:  Dormitory  Feeding  Safest Refuge  Reception  Client Meeting Areas  Pet Shelter  
 Administration/Storage  Client Isolation Area

Windows in the Area:  Y  N Long or Open Roof Spans in Dormitory:  Y  N

***If any of the items below are accessible to multiple areas, please split them up amongst the areas.***

Total Number of toilets: Number of Accessible toilets:

Total Number of showers: Number of Accessible showers:

Total Number of bathroom sinks: Number of Accessible bathroom sinks:

*Please print additional pages for each area being surveyed.*

**To Be Used by Red Cross Surveyor**

**AREA INFORMATION:**

*Most facilities have multiple, separate spaces available that can be used. Record details about each area.*

Area Name: \_\_\_\_\_ Length: \_\_\_\_\_ Width: \_\_\_\_\_ Sq Ft of Area: \_\_\_\_\_  
Intended Uses:  Dormitory  Feeding  Safest Refuge  Reception  Client Meeting Areas  Pet Shelter  
 Administration/Storage  Client Isolation Area  
Windows in the Area:  Y  N Long or Open Roof Spans in Dormitory:  Y  N

***If any of the items below are accessible to multiple areas, please split them up amongst the areas.***

Total Number of toilets: \_\_\_\_\_ Number of Accessible toilets: \_\_\_\_\_  
Total Number of showers: \_\_\_\_\_ Number of Accessible showers: \_\_\_\_\_  
Total Number of bathroom sinks: \_\_\_\_\_ Number of Accessible bathroom sinks: \_\_\_\_\_

**AREA INFORMATION:**

*Most facilities have multiple, separate spaces available that can be used. Record details about each area.*

Area Name: \_\_\_\_\_ Length: \_\_\_\_\_ Width: \_\_\_\_\_ Sq Ft of Area: \_\_\_\_\_  
Intended Uses:  Dormitory  Feeding  Safest Refuge  Reception  Client Meeting Areas  Pet Shelter  
 Administration/Storage  Client Isolation Area  
Windows in the Area:  Y  N Long or Open Roof Spans in Dormitory:  Y  N

***If any of the items below are accessible to multiple areas, please split them up amongst the areas.***

Total Number of toilets: \_\_\_\_\_ Number of Accessible toilets: \_\_\_\_\_  
Total Number of showers: \_\_\_\_\_ Number of Accessible showers: \_\_\_\_\_  
Total Number of bathroom sinks: \_\_\_\_\_ Number of Accessible bathroom sinks: \_\_\_\_\_

*Please print additional pages for each area being surveyed.*

**To Be Used by Red Cross Surveyor**

**AREA INFORMATION:**

*Most facilities have multiple, separate spaces available that can be used. Record details about each area.*

Area Name: \_\_\_\_\_ Length: \_\_\_\_\_ Width: \_\_\_\_\_ Sq Ft of Area: \_\_\_\_\_  
Intended Uses:  Dormitory  Feeding  Safest Refuge  Reception  Client Meeting Areas  Pet Shelter  
 Administration/Storage  Client Isolation Area  
Windows in the Area:  Y  N Long or Open Roof Spans in Dormitory:  Y  N

***If any of the items below are accessible to multiple areas, please split them up amongst the areas.***

Total Number of toilets: \_\_\_\_\_ Number of Accessible toilets: \_\_\_\_\_  
Total Number of showers: \_\_\_\_\_ Number of Accessible showers: \_\_\_\_\_  
Total Number of bathroom sinks: \_\_\_\_\_ Number of Accessible bathroom sinks: \_\_\_\_\_

**AREA INFORMATION:**

*Most facilities have multiple, separate spaces available that can be used. Record details about each area.*

Area Name: \_\_\_\_\_ Length: \_\_\_\_\_ Width: \_\_\_\_\_ Sq Ft of Area: \_\_\_\_\_  
Intended Uses:  Dormitory  Feeding  Safest Refuge  Reception  Client Meeting Areas  Pet Shelter  
 Administration/Storage  Client Isolation Area  
Windows in the Area:  Y  N Long or Open Roof Spans in Dormitory:  Y  N

***If any of the items below are accessible to multiple areas, please split them up amongst the areas.***

Total Number of toilets: \_\_\_\_\_ Number of Accessible toilets: \_\_\_\_\_  
Total Number of showers: \_\_\_\_\_ Number of Accessible showers: \_\_\_\_\_  
Total Number of bathroom sinks: \_\_\_\_\_ Number of Accessible bathroom sinks: \_\_\_\_\_

*Please print additional pages for each area being surveyed.*

**To Be Used by Red Cross Surveyor**

# INSTRUCTIONS

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This PDF form provides a paper-based method for the Red Cross to capture necessary shelter survey information when not making direct electronic entry into the National Shelter System (NSS). Once information is recorded on this worksheet, a qualified Red Cross worker enters it into the National Shelter System.

Use this form in conjunction with the Shelter Facility Owner Pre-Survey Form, completed by the facility owner or their representative prior to Red Cross scheduling the survey.

The identified Red Cross relationship manager may send the *Shelter Facility Owner Pre-Survey Form* to the facility owner or their representative by email with the below language:

*Subject: Red Cross shelter survey*

*Body: <Greetings>*

*Thank you for agreeing to have your site identified as a potential disaster shelter. Included with this email is a fillable PDF that Red Cross would like for you to fill out. Once completed, please email it back to <insert name and email address of Red Cross POC>. Our team will review the information and then schedule a time for Red Cross to visit in-person and collect additional information and photographs. Either myself or one of my colleagues will be contacting you to schedule a time for us to complete the survey. All of these details will then be recorded in the National Shelter System which disaster managers use when considering potential shelters and their suitability for particular emergencies. When a disaster occurs and your ownership is supportive of the Red Cross using your facility, we will work with your representative to complete a facility use agreement and opening inspection form.*

**<Insert the language in this paragraph when the facility may serve as a hurricane evacuation shelter or delete this section if the site will never be considered during a hurricane evacuation.>** As the facility may be opened to serve clients during hurricane evacuations, we would like for you to advise if the site has hurricane safe windows and if the facility has a wind load certification. You can include those details in the email when you return the completed PDF.>

*I look forward to answering any questions you have or that arise as you complete this form.*

*Thank you,*

*<Name>*

*<Signature Line>*

When completing the shelter survey and site visit, photographs, diagrams and floor plans of various entrances and areas of the shelter may be captured and uploaded into the NSS.

Refer to the final page for definitions and explanation associated with the survey form.

Contact [sheltering@redcross.org](mailto:sheltering@redcross.org) with any questions.

**To Be Used by Red Cross Surveyor**

# DEFINITIONS

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- <sup>1</sup> Accessible Parking - The parking space surface appears level and is marked with an accessibility symbol. It is adjacent to an accessible walkway, is at least 96-inches wide and there is at least 98-inches of overhead clearance.
- <sup>2</sup> Accessible Sidewalk or Walkway - At least 36-inches wide, level surface without hazards on the route or overhead that does not require any steps or curb to the walkway.
- <sup>3</sup> Accessible Entrance - Entrance connected to an accessible route with a 32-inch-wide passage when the door is open. Door hardware is usable with one hand (lever, pull).
- <sup>4</sup> Accessible Route to Service Areas - Hallways and corridors at least 36-inches wide with level surface, and no hazards on the route or overhead to all service areas. Elevator access is available when above and below ground.
- <sup>5</sup> Accessible Toilets - Accessible entrance to the toilet area. The stall must be at least 60-inch wide and 59-inch deep with a door that swings out from the stall, grab bars, and toilet seat 17 to 19 inches above the floor.
- <sup>6</sup> Distraction Reduced Area - Separate area from main sleeping and service areas with space for physical distancing and low lighting.
- <sup>7</sup> Accessible Sinks - Sinks and countertops no more than 34-inches above the floor, with mirrors no more than 40 inches above the floor. There must be an open space below the sink for knee clearance at least 27-inches high and 8-inches deep
- <sup>8</sup> Accessible Shower Facilities - Entrance to shower allows roll-in, is at least 30-inches wide and 60-inches deep, with grab bars and a seat.
- <sup>9</sup> Power Supply Access Area - Backup source of power is available for clients with life-saving equipment.
- <sup>10</sup> Refrigeration - Facility has refrigerator available to store life-saving medication for clients.
- <sup>11</sup> Area Name – The surveyor should record the name used by the facility (i.e.: East Gymnasium, Cafeteria Hall, Conference Room 3, etc.)
- <sup>12</sup> Safest Refuge Area – The designated safest area for the population to take temporary refuge during external threats such as gale force winds or tornado. Identify an interior, enclosed hallway or room which does not have windows or a wide roof span.

*To Be Used by Red Cross Surveyor*



# Shelter Facility Owner Pre-Survey Form

This form must be completed by the facility owner/operator. It records basic details about the site and contact information. Once completed, send it to the Red Cross representative.

Red Cross Representative: Lorraine Janson, Pam Stultz	Red Cross Contact Info: 303-549-8977. 970-219-9956
Date Completed: January 28, 2025	Contact Info: Person Completing Form: Troy Renken
Site Name: Platteville Community Center Address: 508 Reynolds Avenue City: Platteville State: CO County: Weld Zip: 80651	
<b>Site Information</b>	
Year Built: 1988	Site Meets Current Occupancy Codes: <input checked="" type="checkbox"/> Y <input type="checkbox"/> N
Functional Fire Suppression System (fire alarms, sprinkler system, fire department direct alert): <input checked="" type="checkbox"/> Y <input type="checkbox"/> N	
Smoke Alarms: <input checked="" type="checkbox"/> Y <input type="checkbox"/> N	Fire Extinguishers: <input checked="" type="checkbox"/> Y <input type="checkbox"/> N
Functioning Emergency Exits: <input checked="" type="checkbox"/> Y <input type="checkbox"/> N	AEDs: <input checked="" type="checkbox"/> Y <input type="checkbox"/> N
Water Source: <input checked="" type="checkbox"/> Municipal <input type="checkbox"/> Well <input type="checkbox"/> Trapped Water Other:	
Plumbing Source: <input checked="" type="checkbox"/> Municipal <input type="checkbox"/> Septic Tank <input type="checkbox"/> Water-less Other:	
Emergency Generator: <input checked="" type="checkbox"/> Y <input type="checkbox"/> N What is powered by generator? Backup generator being installed this spring	
Cooling System: <input checked="" type="checkbox"/> Electric <input type="checkbox"/> Natural Gas <input type="checkbox"/> Propane <input type="checkbox"/> No AC Other:	
Heating System: <input checked="" type="checkbox"/> Electric <input type="checkbox"/> Natural Gas <input type="checkbox"/> Propane <input type="checkbox"/> No Heat Other:	
Wireless Internet: <input checked="" type="checkbox"/> Y <input type="checkbox"/> N	Pets Allowed: <input type="checkbox"/> Y <input checked="" type="checkbox"/> N
Are there outside areas for pet relief? There's a dog park located on the west end of the Community Complex	
Facility Accessibility: <input type="checkbox"/> 1984 UFAS <input type="checkbox"/> 1991 ADA Standards <input type="checkbox"/> 2004 ADAAG <input checked="" type="checkbox"/> 2010 ADA Standards chose all that apply <input type="checkbox"/> Unknown <input checked="" type="checkbox"/> Other <small>In 2018 the Community &amp; Senior Centers were inspected for ADA compliance standards</small>	
<b>Contact Information</b>	
<i>The Red Cross needs to know who to contact for additional information during disaster readiness and all potential points of contact during disaster. The "Primary" contact is the individual who serves as the main point of contact to the Red Cross during disaster readiness. It is helpful to provide alternate points of contact who may be actively involved when opening the shelter and who can be reached after-hours. Contacts can be updated with the Red Cross as necessary.</i>	
<b>SITE CONTACT INFORMATION:</b> First Name: Janet Torres Agency: Town of Platteville Recreation Phone #: 303.229.0856 Email Address: jtorres@plattevillegov.org	<b>CONTACT TYPE: Primary</b> Last Name: Troy Renken Title: Town Manager Alternative Phone #: 970.397.7733

To Be Used by Facility Owner/Operator



<b>SITE CONTACT INFORMATION:</b>	<b>CONTACT TYPE:</b> Alternative
First Name: David Brand	Last Name:
Agency: Town of Platteville Public Works	Title:
Phone #: 970.539.3001	Alternative Phone #:
Email Address: dbrand@plattevillegov.org	

<b>SITE CONTACT INFORMATION:</b>	<b>CONTACT TYPE:</b> Alternative
First Name: Shane Quintana	Last Name:
Agency: Town of Platteville Public Works	Title:
Phone #: 970.539.3074	Alternative Phone #:
Email Address: squintana@plattevillegov.org	

<b>SITE CONTACT INFORMATION:</b>	<b>CONTACT TYPE:</b> Alternative
First Name:	Last Name:
Agency:	Title:
Phone #:	Alternative Phone #:
Email Address:	

<b>SITE CONTACT INFORMATION:</b>	<b>CONTACT TYPE:</b> Alternative
First Name:	Last Name:
Agency:	Title:
Phone #:	Alternative Phone #:
Email Address:	

<b>SITE CONTACT INFORMATION:</b>	<b>CONTACT TYPE:</b> Alternative
First Name:	Last Name:
Agency:	Title:
Phone #:	Alternative Phone #:
Email Address:	

<b>SITE CONTACT INFORMATION:</b>	<b>CONTACT TYPE:</b> Alternative
First Name:	Last Name:
Agency:	Title:
Phone #:	Alternative Phone #:
Email Address:	

*Print additional pages to share additional contact information if needed.*

**To Be Used by Facility Owner/Operator**

## PET ADDENDUM TO FACILITY USE AGREEMENT

This Pet Addendum to Facility Use Agreement ("Addendum") is hereby annexed to and made a part of the Facility Use Agreement ("Agreement") having an effective date of \_\_\_\_\_, 20\_\_\_\_, and entered into between \_\_\_\_\_ ("Owner") and The American National Red Cross, a nonprofit corporation, a Federally chartered instrumentality of the United States, and a body corporate under the laws of the United State (36 U.S.C. §§ 300101-300111 (2007) ("Red Cross"). Owner and Red Cross are each sometimes referred to herein as a "Party" and collectively, as "Parties", as the context requires. Capitalized terms used, but not defined herein have the meanings set forth in the "Agreement".

Owner hereby grants permission to the Red Cross to permit its clients while occupying a portion of the Premises ("Client") to keep only those pet(s) described below upon the terms and conditions in this Addendum. All pets are subject to the following general policies:

1. Clients' household pets, including assistance/therapy animals (each as defined by applicable law) are permitted to be kept on and in the area of the Facility designated on Exhibit A of this Addendum ("Pet Area"), or other areas (designated by Owner) in the building.
2. Clients' service and/or guide animals (as defined by applicable law) are permitted to be kept in the same area of the Facility as the Client.
3. At all times when a client's pet is outside the Pet Area, the pet must be secured by either a leash, or in a carrier or other container and restrained in such a way so as not to cause any damage to people or the Facility. Except for service and/or guide animals, no pet is permitted in any part of the Facility, other than the Pet Area, or other areas designated and approved by Owner.
4. Owner's personnel shall avoid physical contact with any pet and shall enter the Pet Area only accompanied by the Red Cross Representative (identified in the Agreement) or Animal Welfare Organization (AWO) providing care and/or support of the pet.
5. Red Cross agrees that it, acting through the AWO, shall be responsible for sheltering, feeding, maintaining, and overseeing the welfare of the pets in compliance with all applicable laws and regulations, including but not limited to all state law and local ordinances regarding pet ownership and liability.
6. The Parties may execute and deliver this Addendum in counterparts.
7. Except as otherwise set forth in this Addendum, the terms of the Agreement remain in effect.
8. The term of this Addendum shall be coterminous with the term of the Agreement.

The Parties have executed and delivered this Addendum as of the Effective Date.

[Signatures follow on next page]

IN WITNESS WHEREOF, the Parties, acting through their duly authorized officers, have executed this Contract, which shall come into force as of the latest date of the signatures below.

<b>OWNER</b> Town Platteville Community Center	<b>RED CROSS</b>
Name: <u>Michael Cowder</u>	The American National Red Cross
By: _____ Signature	By: <u><i>J Benton Roesler</i></u> Signature
Print Name: <u>Michael Cowder</u>	Print Name: <u>J Benton Roesler</u>
Title: <u>Mayor</u>	Title: <u>Community Disaster Program Manager</u>

Exhibit A

Diagram of Pet Area (include location of pet waste disposal bins/areas)

**MEMORANDUM OF INSURANCE**

**DATE**  
27-Jul-2024

This Memorandum is issued as a matter of information only to authorized viewers for their internal use only and confers no rights upon any viewer of this Memorandum. This Memorandum does not amend, extend or alter the coverage described below. This Memorandum may only be copied, printed and distributed within an authorized viewer and may only be used and viewed by an authorized viewer for its internal use. Any other use, duplication or distribution of this Memorandum without the consent of Marsh is prohibited. "Authorized viewer" shall mean an entity or person which is authorized by the insured named herein to access this Memorandum via <https://marshdigital.marsh.com/marshconnect/viewMOI.action?clientId=168915280>. The information contained herein is as of the date referred to above. Marsh shall be under no obligation to update such information.

<b>PRODUCER</b> Marsh USA LLC ("Marsh")	<b>COMPANIES AFFORDING COVERAGE</b>
<b>INSURED</b> American National Red Cross 431 18th Street N.W. Washington District of Columbia 20006 United States	Co. A Old Republic Insurance Company
	Co. B Factory Mutual Insurance Company
	Co. C
	Co. D
	Co. E
	Co. F

**COVERAGES**

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

CO LTR	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE	POLICY EXPIRATION DATE	LIMITS	
					LIMITS IN USD UNLESS OTHERWISE INDICATED	
A	GENERAL LIABILITY Commercial General Liability Claims made	MWZZ313806-24	01-Jul-2024	01-Jul-2025	GENERAL AGGREGATE	USD 5,000,000
					PRODUCTS - COMP/OP AGG	Included
					PERSONAL AND ADV INJURY	USD 5,000,000
					EACH OCCURRENCE	USD 5,000,000
					FIRE DAMAGE (ANY ONE FIRE)	See Additional Information
					MED EXP (ANY ONE PERSON)	USD 10,000
A	AUTOMOBILE LIABILITY	MWTB313807-24	01-Jul-2024	01-Jul-2025	COMBINED SINGLE LIMIT	USD 5,000,000
A	Any Auto	MWZX313810-24	01-Jul-2024	01-Jul-2025	BODILY INJURY (PER PERSON)	
					BODILY INJURY (PER ACCIDENT)	
					PROPERTY DAMAGE	
	EXCESS LIABILITY				EACH OCCURENCE	
					AGGREGATE	

A	WORKERS COMPENSATION / EMPLOYERS LIABILITY THE PROPRIETOR / PARTNERS / EXECUTIVE OFFICERS ARE Included	MWC313809-24	01-Jul-2024	01-Jul-2025	WORKERS COMP LIMITS EL EACH ACCIDENT EL DISEASE - POLICY LIMIT EL DISEASE - EACH EMPLOYEE	Statutory  USD 1,000,000 USD 1,000,000 USD 1,000,000
A		MWXS313805-24	01-Jul-2024	01-Jul-2025		
A		MWFEX313804-24	01-Jul-2024	01-Jul-2025		
A		MWXS316279-24	01-Jul-2024	01-Jul-2025		
A	Auto Physical Damage	MWTB313807-24	01-Jul-2024	01-Jul-2025	Actual Cash Value Basis	Comp. Ded. USD 1,000 Coll. Ded. USD 1,000
B	Property	1131604	01-Jul-2024	01-Jul-2025	All risks of physical loss or damage, subject to policy exclusions. Deductibles are as scheduled on the policy.	USD 150,000,000

The Memorandum of Insurance serves solely to list insurance policies, limits and dates of coverage. Any modifications here to are not authorized.

<b>MEMORANDUM OF INSURANCE</b>		<b>DATE</b> 27-Jul-2024
<p>This Memorandum is issued as a matter of information only to authorized viewers for their internal use only and confers no rights upon any viewer of this Memorandum. This Memorandum does not amend, extend or alter the coverage described below. This Memorandum may only be copied, printed and distributed within an authorized viewer and may only be used and viewed by an authorized viewer for its internal use. Any other use, duplication or distribution of this Memorandum without the consent of Marsh is prohibited. "Authorized viewer" shall mean an entity or person which is authorized by the insured named herein to access this Memorandum via <a href="https://marshdigital.marsh.com/marshconnect/viewMOI.action?clientId=168915280">https://marshdigital.marsh.com/marshconnect/viewMOI.action?clientId=168915280</a>. The information contained herein is as of the date referred to above. Marsh shall be under no obligation to update such information.</p>		
<b>PRODUCER</b> Marsh USA LLC ("Marsh")	<b>INSURED</b> American National Red Cross 431 18th Street N.W. Washington District of Columbia 20006 United States	
<b>ADDITIONAL INFORMATION</b> Workers Compensation Policy #MWC313809-24 - Includes Employers Liability for monopolistic states of North Dakota, Washington, Wyoming, Puerto Rico, and U.S. Virgin Islands. Specific Excess Workers Compensation Policy #MWXS313805-24 - American National Red Cross is self-insured for Workers Compensation in the following states: Alabama, Georgia, Massachusetts, Michigan, Missouri, Ohio, Pennsylvania, Tennessee, and Virginia. The Excess Liability limits are subject to state approved Self-Insured Retentions. Specific Excess Workers Compensation Policy #MWFEX313804-24 - American National Red Cross is self-insured for Workers Compensation in the following state: Florida. The Excess Liability limit is subject to a state approved Self-Insured Retention.		

**Specific Excess Workers Compensation Policy #MWXS316279-24-**

**American National Red Cross is self-insured for Workers Compensation in the following state: California. The Excess Liability limit is subject to a state approved Self-Insured Retention.**

**As respects to Commercial General Liability Policy #MWZZ313806-24:  
\$100,000 SIR applies to the Commercial General Liability Policy**

**Damage To Premises Rented To You Limit - USD 5,000,000 Any One Premises. This limit replaces the Fire Damage limit on page 1.**

**Additional Insured - Designated Person or Organization**

**Who is an Insured (Section II) is amended to include as an insured all persons or organizations where required by contract or agreement, but only with respect to liability arising out of the insureds operations or premises owned by or rented to the insured.**

**As respects to Commercial Automobile Policy #MWTB313807-24:**

**Additional Insured - Where Required Under Contract or Agreement (U917 8/89) -**

**It is agreed that this insurance is extended to include the interest of others for whom the Named Insured has agreed under contract to provide auto liability insurance. However, the insurance so provided shall not exceed the scope of coverage and/or limits of the policy. Notwithstanding the foregoing sentence, in no event shall the insurance provided exceed the scope of coverage and/or limits required by said contract or agreement.**

**Lessor - Additional Insured and Loss Payee (CA 2001 10/01) -**

**A. Coverage**

- 1. Any "leased auto" on file with the carrier will be considered a covered "auto" you own and not a "covered" auto you hire or borrow. For a covered "auto" that is a "leased auto", Who Is An Insured is changed to include as an "insured" the lessor as per on file with the carrier.**
- 2. The coverages provided under this endorsement apply to any "leased auto" on file with the carrier until the expiration date, or when the lessor or his or her agent takes possession of the "leased auto", whichever occurs first.**

**B. Loss Payable Clause**

- 1. We will pay, as interest may appear, you and the lessor on file with the carrier for "loss" to a "leased auto".**
- 2. The insurance covers the interest of the lessor unless the "loss" results from fraudulent acts or omissions on your part.**
- 3. If we make any payment to the lessor, we will obtain his or her rights against any other party.**

**C. Cancellation**

**Should any of the above described policies be cancelled before the expiration date thereof, notice will be delivered in accordance with the policy provisions.**

**D. The lessor is not liable for payment of your premiums.**

**E. Additional Definition**

**As used in this endorsement:**

**"Leased auto" means an "auto" leased or rented to you, including any substitute, replacement or extra "auto" needed to meet seasonal or other needs, under a leasing or rental agreement that requires you to provide direct primary insurance for the lessor.**

**The Memorandum of Insurance serves solely to list insurance policies, limits and dates of coverage. Any modifications hereto are not authorized.**



## Agenda Item Cover Sheet

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MEETING DATE: February 18, 2025  
AGENDA ITEM: Recreation/Seniors Director Report  
DEPARTMENT: Recreation/Seniors  
PRESENTED BY: Janet Torres, Director

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### SUMMARY

Ms. Torres has submitted a written report and will be available during the meeting to address any questions the Board may have.

### ATTACHMENTS

Recreation / Senior Director Report



# Town of Platteville

Janet Torres

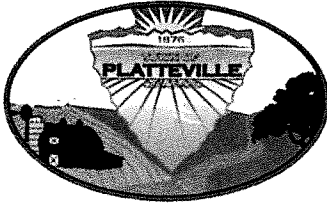
Recreation/Senior Director

508 Reynolds Ave

Platteville, CO 80651

720-815-8136

[jtorres@Plattevillegov.org](mailto:jtorres@Plattevillegov.org)



## Recreation/Senior Memo February 2025

### Seniors:

- Friendly Fork Lunches remain consistent at 23-25 on Mondays and Fridays.
- Field Trips for February include Horse Palace at Swan Lake Casino Trip, Copper Rail Bar and Grill Lunch Bunch, Bubble Planet. We are taking registration for a Mystery Theater trip to the Adams Mystery Theater to see Murder at an Irish Wake in March.
- Valentine's Dinner and a Show 2/13/2025. Doors open at 5:00, Dinner at 5:30 and Musical guest Craig Hauenstein will perform from 6:00-7:00pm.
- Senior Activity Pass Renewal for 2025 is currently going on.
- Working on extended stay trips for the Seniors for the early summer and fall.

### Adult Programing:

- Sunday Adult Open gym has been a big success. We are having between 8-12 people attend each week. We have also had people requesting gym space for volleyball.
- Registration will be starting for Adult Coed Volleyball Traveling league in March.

### Youth Programing:

- NVAA 3<sup>rd</sup>-6<sup>th</sup> grade basketball games have started. We have hosted basketball games at SVMS on 2/1, 2/8 and will have two more weeks of games on 2/15 and 2/22.
- We will be participating in the Eaton U14 soccer league this spring so that our middle schoolers will have opportunities to play. Since our numbers have been very low, we will join La Salle, and Kersey for this team.
- Registration has closed for NVAA Spring Soccer and Volleyball as well as for the Tri Valley Little Ballers Soccer season. We will be accepting late registration where space is available for more players through 2/21.
- Registration for Girls Fast Pitch Softball has opened, registration will open for Boys Baseball, Tee Ball and Coach Pitch at the end of February.
- Working on lining up summer field trips and activities for elementary and middle school students.

### Recreation Advisory Committee:

- Touchdown Tailgate Tasting Competition on Sunday 1/26/2025. This event was canceled due to lack of interest in the event.
- Next event will be Adult Easter Egg Hunt and possibly a St. Patrick's Day event.

### Community Center Complex Work:

- Cleaning the Community Center, Senior Center and Fitness Center.
- Cleaned and reorganized storage closets.
- Working on backstops on ball fields when the weather permitting.
- Getting estimates for the concrete work needed for new batting cages to be installed.



## Agenda Item Cover Sheet

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MEETING DATE: February 18, 2025  
AGENDA ITEM: Police Chief Report  
DEPARTMENT: Police Department  
PRESENTED BY: Carl Dwyer, Police Chief

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### SUMMARY

Chief Dwyer has submitted a written report and will be available during the meeting to answer any questions the Board may have.

### ATTACHMENTS

Police Chief Report



# PLATTEVILLE POLICE DEPARTMENT CHIEF OF POLICE

400 Grand Avenue  
Platteville, Colorado 80651  
970.785.2215 (p) • 970.785.6113 (f)

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## Platteville Police Department Board Report

Mayor Michael Cowper, Board of Trustees and staff,

We had our two new police vehicles transported to Ameri-Tech Equipment in Evansville Wyoming (outside of Casper) for outfitting at the beginning of the month. If you recall, wait times were ridiculously long in state so we had to go north a bit. The outfitting process will take a few weeks to complete. Once outfitted, the cars will go to Fast Signs in Greeley for sticker installation.

Brandon Rodriguez has been released from his field training program. He's completed his training satisfactorily and is currently working a day shift. We'll schedule his swearing-in at an upcoming Board meeting!

We had an increased number of traffic accidents during the month of January (16.) Numbers usually increase this time of year due to adverse weather conditions. We definitely do what we can to minimize these numbers by slowing people down particularly on our Highways and reporting slick areas promptly to CDOT.

We have a couple of good trainings coming up in March including Crisis Intervention Training for Youth and School Resource Officer certification hosted by NASRO, National Association of School Resource Officers. This month we had scenario-based training on February 5<sup>th</sup> and district attorney procedure, operations and warrant writing refresher in January.

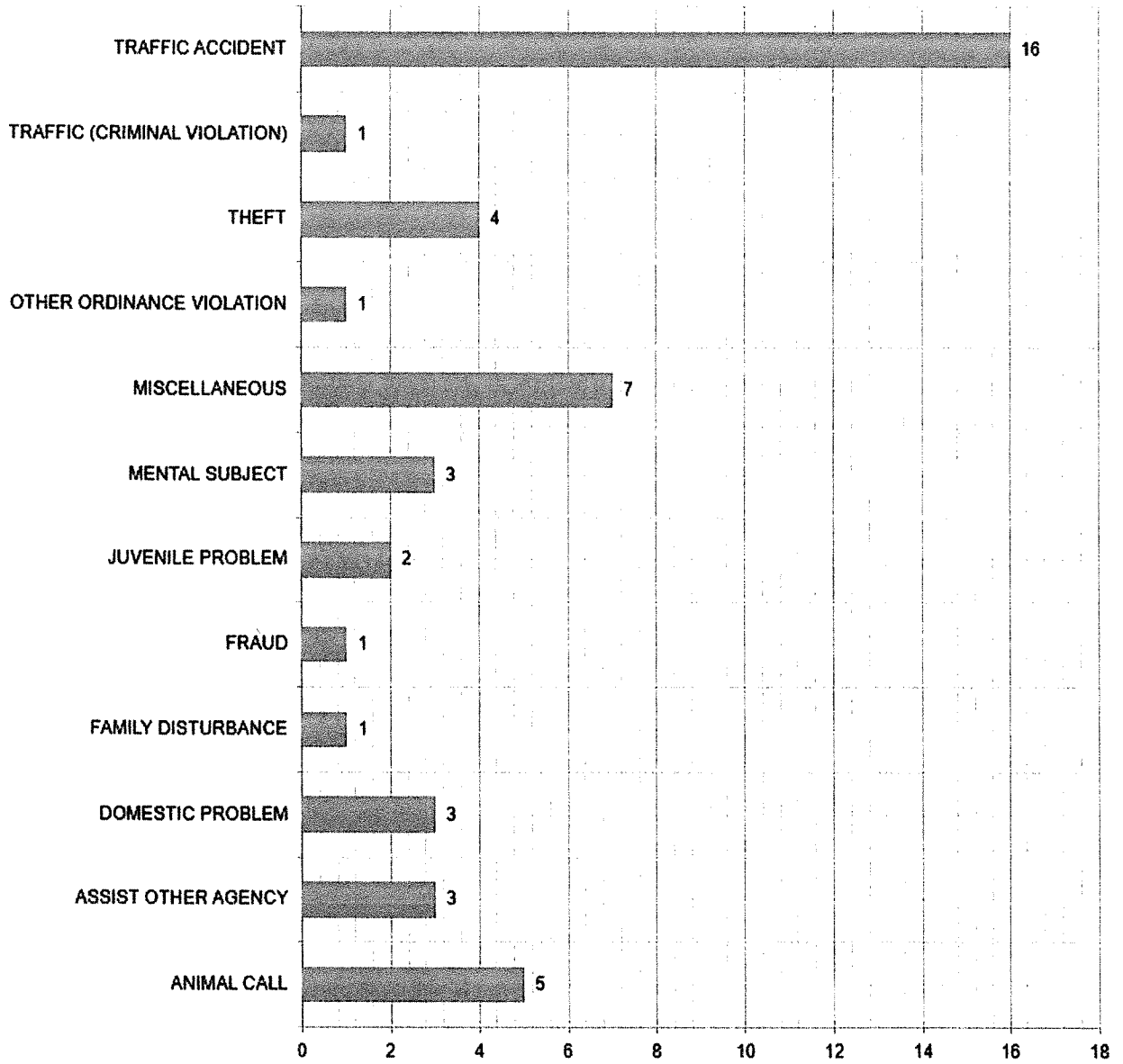
Finally, Platteville PD was recently awarded a \$40,000 DOLA grant for Peace Officer Behavioral Health and Community Partnerships. Ideas of how to use these funds will be explored further in the weeks ahead but examples include peer support programs for police officers, training and education related to mental health and trauma, and counseling services to peace officers and their families. A good opportunity that I felt very strongly about.

Monthly statistic sheets have been created and added to this report. I'm happy to answer any questions you may have.

Kind regards,  
Chief Carl Dwyer

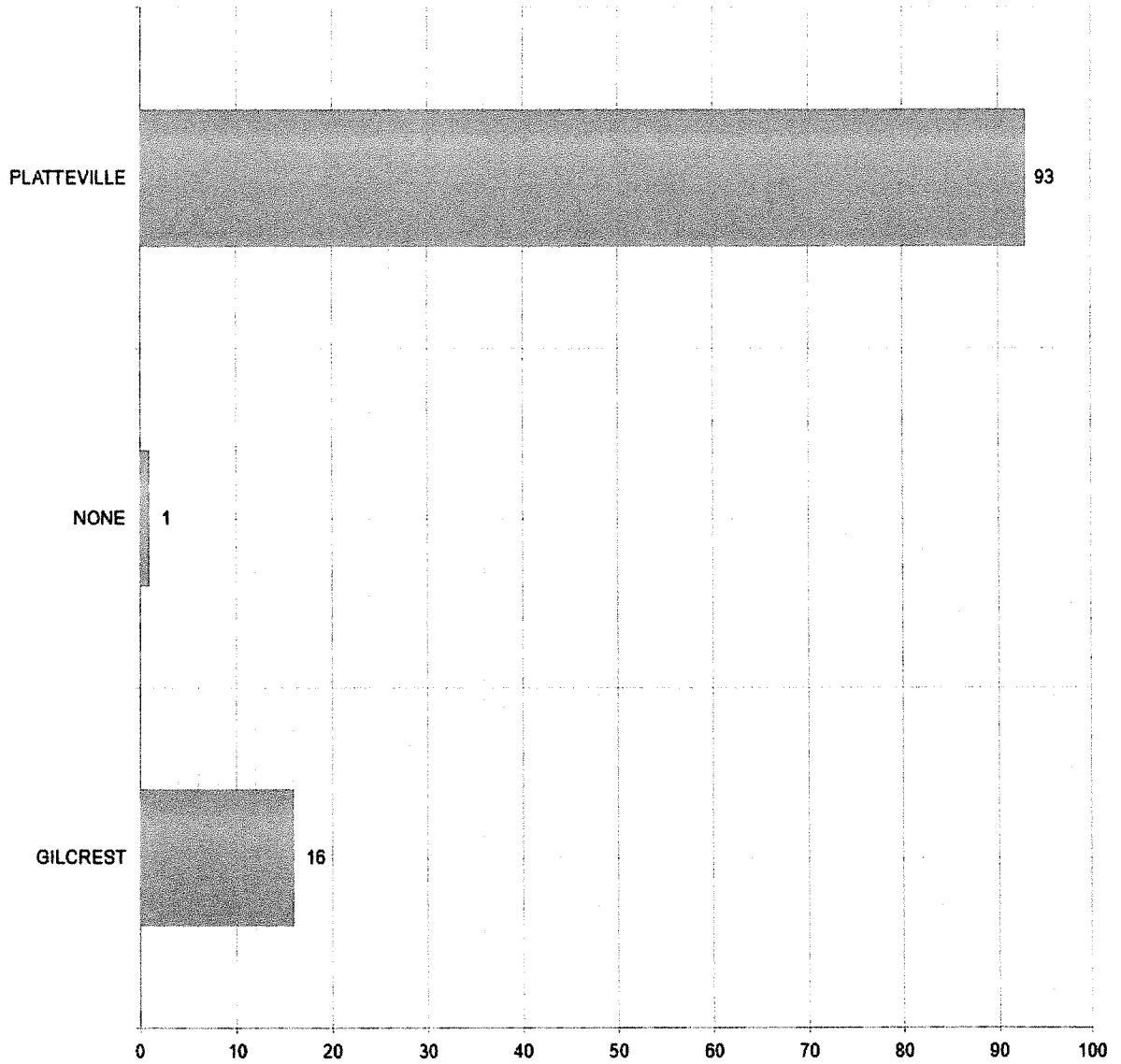
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### JANUARY REPORT STATS



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### JANUARY CITATION STATS





## Agenda Item Cover Sheet

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MEETING DATE                      February 18, 2025

AGENDA ITEM:                      Public Works Report

DEPARTMENT:                      Public Works

PRESENTED BY:                      David Brand, Director

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### SUMMARY

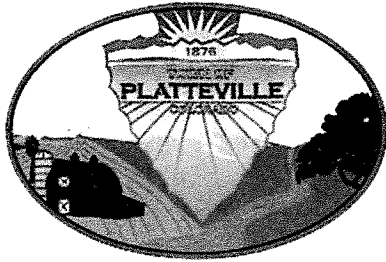
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Mr. Brand has submitted a written report and will be available during the meeting to answer any questions the Board may have.

### ATTACHMENTS

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Public Works Directors Report



## TOWN OF PLATTEVILLE

**David Brand**

Public Works Director

400 Grand Avenue

Platteville, Colorado 80651

970.785.2245 - 970.785.2476 (fax)

[dbrand@plattevillegov.org](mailto:dbrand@plattevillegov.org)

### Public Works Memo

February 2025

#### ***Wastewater System:***

- Crews have been working to find the source of an issue at Goodrich lift station.
  - Both pumps are functioning, however there is an issue with the automatic alternation. The relay has been replaced and still is not alternating. The pumps are being manually alternated until this can be resolved.
- Dealing with the motor on the headworks screw filter.
  - Josh is in contact with the manufacturer rep to get some guidance on the best solution for the issue.
- Josh and David had a meeting with JVA exploring options for an “emergency storage” basin for the WWTF.
  - JVA has preliminary information regarding two potential options. These options will be outlined for the Board at a later date.

#### ***Water System:***

- Town systems are functioning as designed.
- All current CDPHE testing requirements are being complied with.
- The Town is coordinating communications between OXY, TFP and CWCWD regarding potential new master meter and lines in Front Street to meet some new demands.

#### ***Streets & Sidewalks:***

- The RFP for the new sidewalk section installation by the United Methodist Church along Main Street was sent out and four proposals were returned by the February 12, 2025, deadline.
  - The proposals and recommendations are included in this packet for consideration during the meeting.
- There have been some snow events over the past few weeks. Most of the events have not been too significant, so main routes have been plowed and had deicer applied.
  - The Town manager had the snow removal policy and plow routes posted in a more prominent location on the website for the community to access.
- The CDBG grant for ADA access and additional sidewalks project is being prepped for bidding and is scheduled to be advertised later this month.
  - The Town has applied for the CDOT ROW permits for this work.

**Parks:**

- The PW team have been ensuring the sidewalks are cleared around the parks and other town facilities during snow events.
- Crews are removing trash and keeping an eye on the doggie stations during the months when the landscape contractor is not maintaining those items.

**Buildings and Grounds:**

- Working on some various projects both inside and outside the Town facilities.
  - New baby changing stations have been installed in the restrooms at Town Hall and at the Community Center.
- The leaking gas lines at the library have been replaced and the HVAC units are functioning properly again.
  - The library director, Naomi Nguyen, did an awesome job of coordinating the project and seeing it successfully completed.
- Crews have been using the colder weather as an opportunity to continue organizing storage areas in the Town shop.

**Cemetery:**

- There have been two burials since the last report and there are two more scheduled next week.
  - The depth of the frost does create a challenge during the excavation of a gravesite.
- Brightview, the contractor for the cemetery expansion and irrigation system has been busy getting project submittals reviewed and coordinating plans to have things scheduled to work in the next few weeks.
  - At this time, Brightview is anticipating being able to complete the majority of the work prior to May, 2025.

**General & Miscellaneous Information:**

- Four of the six PW team members were able to participate in the CIRSA sponsored ice-driving class on Georgetown Lake.
  - The last two classes were cancelled due to some concerns with cracking in the ice on the lake. This is a class that is typically offered annually provided the weather is cold enough.
- If you have any questions or comments, please do not hesitate to contact me.





## Agenda Item Cover Sheet

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MEETING DATE: February 18,2025  
AGENDA ITEM: Town Attorney  
DEPARTMENT: Legal  
PRESENTED BY: Katie Vera, Town Attorney

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### SUMMARY

Town Attorney Katie Vera will provide an update on projects she's been working on during the meeting.

### ATTACHMENTS

None



## Agenda Item Cover Sheet

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MEETING DATE: February 18, 2025  
AGENDA ITEM: Town Manager Report  
DEPARTMENT: Administration  
PRESENTED BY: Troy Renken, Town Manager

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### SUMMARY

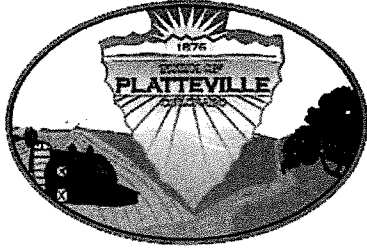
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Manager Renken has submitted a written report and will be available during the meeting to address additional questions the Board may have.

### ATTACHMENTS

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Manager Report



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# TOWN OF PLATTEVILLE

*Troy Renken*

Town Manager

400 Grand Avenue, Platteville, Colorado 80651

970.785.2245 - 970.785.2476 (f)

(trenken@plattevillegov.org)

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February 14, 2025

## Manager's Board Report

Mayor & Board of Trustees,

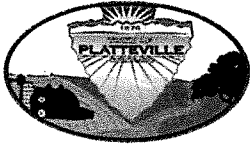
Since our last meeting on January 21<sup>st</sup> I've been spending much of my time on the current agenda items, especially the Police Station Design process, working out the details to the new Special Districts Policy, and meeting with David and Shane to get various Public Works projects scheduled for the spring and summer months. A number of other items or projects I've been working during the past few weeks include the following:

- Citizen Committee & Civic Group Meeting
  - Last winter I coordinated an evening meeting with all our citizen advisory committees at the Senior Center to provide an opportunity for everyone to meet and discuss the various projects and events the committees were working on. I've scheduled another meeting for next Wednesday at the Community Center from 11:30am – 1:00pm and this time invited all committees and civic groups in the community including the four Town committees along with the Veterans Memorial and Senior Advisory Committees, the Rotary and Lions Clubs, Historical Society, Chamber of Commerce and the volunteers from the Welcome Center at Fort Vasquez. Basically, all the groups in which area residents volunteer to get involved in the community to provide a service or make a positive difference. The Board is also invited to the meeting if you're available and the meeting is open to the public and I'll provide a light lunch for everyone in attendance.
  
- CDBG Park Restroom Grant
  - The Community Development Block Grant we received last year for the new handicap playground ramps and sidewalk extensions in all four parks will be pursued this spring. I've also submitted a second CDBG grant in December to install new restrooms at Lincoln & Riverview Parks which has an estimate of approximately \$536,000. The grant application was accepted for consideration by the CDBG Advisory Committee, but I now have to complete a survey around both parks to obtain family and income statistics required by the CDBG program. Kyra and Roni in the front office have volunteered (I'll pay them OT) to go door to door this next week after hours to complete the survey which is required by February next Friday.
  
- Weld County Safety Task Force
  - Weld County has started a new county-wide task force that involves all towns and cities in Weld County for the purpose of improving traffic congestion, plan for roadway improvements, and reducing accidents and fatalities. The first meeting was on February 11<sup>th</sup> with monthly meetings scheduled throughout the year. I will represent the Town and provide reports to the Board as the task force develops.

- Veterans Memorial Expansion Concept
  - Jim Doyle, designer with the TB Group, has completed the final draft of the Veterans Memorial Expansion and I met with the committee on Wednesday to review the details. The committee has recommended a few changes so once those have been implemented the committee will present the expansion design to the Board during an upcoming meeting.
  
- Rotary Club Historical Signs
  - I'm working with Penny Salazar and Becky Miller with the Rotary Club on a project to install five signs at historical locations in the community that will briefly summarize why those locations have historical significance in Platteville. Once the signs get final approval from the Rotary Club members, I've asked Penny & Becky to present the signs to the Board so you can see how they will look and at what locations. I told them that Public Works would assist in the installation of the signs as some will be on standing posts/platforms while others will be located on concrete bases.
  
- School District Impacts
  - Due to the Weld RE-1 Board of Directors considering the closure of SVMS and other options due to the need of balancing the districts budget, I've met with Chief Dwyer and our two SRO's this week on possible impacts to the SRO Program and their positions. If SMVS is closed, I don't anticipate the School Board will want to pay for a full-time SRO just for PES. The School Board is scheduled to make a decision on this next Wednesday during their regular meeting which will be located at VHS, Room 131, at 6:30pm. I'll update the Board on this issue during the March 4<sup>th</sup> meeting as closing SVMS will have lasting impacts in our community.
  
- Fort St. Vrain Museum
  - Bill and Glenna have made a proposal to me regarding the possibility of completing another agreement with Xcel Energy, similar to what we have with History Colorado at Fort Vasquez, to operate the Fort St. Vrain Folks Museum. This museum is located on CR 19 ½ directly west of the St. Vrain Power Plant and have been closed for many years and Bill & Glenna thought it could be another historical museum the Town could manage on a part-time basis. I agree with preserving as much history in and around Platteville that we can so I've reached out to Hans Rodvik, Xcel Area Manager, to meet on February 26<sup>th</sup> to discuss if this is a possibility. Bill & Glenna would like to open the FSV Folks Museum one day per week and offer school tours on which students can visit both museums to learn about our history.
  
- March 4<sup>th</sup> Meeting Preview
  - So far, the draft agenda for the next Board of Trustees meeting includes the annexation petition for Centennial Estates located on CR38, bids for the CDBG Park improvements (ADA ramps & sidewalks) and the final Business Enhancement Grant Program application for consideration. I'm trying to schedule most of the March items that need consideration or approval on the next meeting agenda as I will be on vacation during the week of March 17<sup>th</sup> – 21<sup>st</sup> and will miss the March 18<sup>th</sup> Board meeting.

I'll have several other items to discuss with the Board during my verbal report and please contact me over the weekend as needed if you have any questions prior to the meeting. Just a reminder that Town facilities will be closed on Monday in observance of Presidents Day.

Town of Platteville, Colorado  
400 Grand Avenue, 80651



## Agenda Item Cover Sheet

MEETING DATE: February 18, 2025  
AGENDA ITEM: Mayor Report  
DEPARTMENT: Executive / Legislative  
PRESENTED BY: Mike Cowper, Mayor

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### SUMMARY

Mayor Cowper will update the Board with any & all pertinent information currently at his disposal and will seek comments, questions, and concerns of the Board Members.

### ATTACHMENTS

None