



## **Town of Frederick Board of Trustees Agenda**

Frederick Town Hall  
Board Chambers  
401 Locust Street  
Tuesday, December 10, 2024

### **7:00 PM**

Livestreaming of the Board of Trustees regular meetings have been transitioned to the Town of Frederick website. Work Sessions are not livestreamed. The livestream for the regular meeting can be accessed at [www.frederickco.gov/civicmedia](http://www.frederickco.gov/civicmedia)

Public Comment will only be taken in person unless an accommodation is requested through the Town Clerk's Office. If you require an accommodation or have questions about making public comment please contact the Town Clerk's Office:

Tricia David, Town Clerk  
[Tdavid@frederickco.gov](mailto:Tdavid@frederickco.gov)  
720-382-5500

Or

Emily Nitcher, Deputy Town Clerk  
[enitcher@frederickco.gov](mailto:enitcher@frederickco.gov)  
720-382-5500



## **Town of Frederick Board of Trustees Agenda**

Frederick Town Hall  
Board Chambers  
401 Locust Street  
Tuesday, December 10, 2024

**Frederick Urban Renewal Authority Meeting 5:30 pm**

**Frederick Metropolitan District Meeting 5:45 pm**

**Work Session 6:00 pm**

**Regular Meeting 7:00 PM**

\*Times are given estimates only, meetings will begin at the conclusion of previous meeting.\*

### **Agenda**

#### **Frederick Urban Renewal Authority Meeting**

#### **Frederick Metropolitan District Meeting**

#### **Work Session**

- A. Water Treatment Feasibility Study Update -  
Kylie Couch, Engineer
- B. Legislative Update

#### **Regular Board of Trustees Meeting**

#### **Call to Order – Roll Call**

#### **Pledge of Allegiance**

#### **Approval of Agenda**

#### **Special Presentations**

#### **Public Comment**

This portion of the agenda is provided to allow members of the audience to provide comments to the Board of Trustees. Please sign in and you will be called. If your comments or concerns require an action, that item(s) will need to be placed on a later Agenda. Please limit the time of your comments to three (3) minutes.

#### **Staff Reports**

- C. Administrative Report -  
Bryan Ostler, Town Manager

### **Consent Agenda**

Consent Agenda items are considered to be routine and will be enacted by one motion and vote. There will be no separate discussion of Consent Agenda Items unless a Board member so requests, in which case the item may be removed from the Consent Agenda and considered at the end of the Consent Agenda.

- A. Approval of Minutes
- B. Resolution 24-R-59 Boards, Committees, and Commission Appointments -  
Tricia David, Town Clerk
- C. Resolution 24-R-67 A Resolution of the Town of Frederick, Colorado  
Accepting a Public Access Easement for Lot 1, Eagle Business Park Filing No.  
4B -  
Audem Gonzales, Senior Planner

### **Action Agenda**

- D. **Public Hearing** – 2<sup>nd</sup> Public Hearing for fiscal year 2025 Proposed Budget.

- Opening Comments – Mayor Crites
- Legal Notice
- Presentation of the Proposed Budget – Kurtis Adams
- Public Comments
- Comments written/ oral
- Comments by the Board
- Motion to Close the Public Hearing

**Board Action** – Action by Resolution - Resolution 24-R-69 Approval of the  
2025 Budget - Kurtis Adams, Finance Director

- E. Resolution 24-R-68 Acknowledgment of 2025 Preliminary Budget - Kurtis  
Adams, Finance Director
- F. Resolution 24-R-70 Fee Schedule - Kurtis Adams, Finance Director
- G. Resolution 24-R-71 Town Mill Levy - Kurtis Adams, Finance Director
- H. Resolution 24-R-46 Consideration of the First Amendment to the Silverstone  
Marketplace Memorandum of Agreement for Public Improvements -  
Jason Leslie, Deputy Town Manager

- I. Resolution 24-R-73 Amending the 2024 Budget -  
Jason Leslie, Deputy Town Manager
- J. Resolution 24-R-74 Amending the Contract for Architecture work on the PW  
Facility -  
Jason Leslie, Deputy Town Manager

### **Mayor and Trustee Reports**

### **Executive Session**

- K. Executive Session Negotiations: Silverstone Marketplace
- L. Executive Session Negotiations: Potential Property Acquisition

### **Adjournment**



# Town of Frederick

## Admin Report 12.10.24

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### **Upcoming Board of Trustees Work Sessions:**

The following is the schedule for upcoming meetings, though topics are subject to be changed or rescheduled:

- December 10, 2024 – Regular Meeting
  - December 17, 2024 – Work Session (Canceled)
  - December 24, 2024 – Regular Meeting (Canceled: Christmas Eve)
  - December 31, 2024 – Work Session
- 



### **Effective, Efficient & Strategic Government Operations**

- Communications & Engagement training:
  - Ongoing I.T. training
  - Accessibility training
- The online payment portal for Municipal Court has been turned on, with a link to the portal included on the Town website. This will allow for payment of Early Pay tickets online, instead of having to call or visit Town Hall in person.
- The Parks, Recreation, Open Space and Trails Commission met on November 13<sup>th</sup> at Bella Rosa Golf Course. The Frederick Recreation Area Master Plan, Parks and Open Space 2025 CIP, and Go Outdoors Frederick 2050 were all discussed. In December, PROST will consider adoption of the FRA Plan and will discuss LUC revisions, the future regional park and open space final concepts and cost estimate and Go Outdoors Frederick 2050.
- Parks welcomed our new Golf Course Superintendent, Rob Fitzgerald, to the Town on November 18<sup>th</sup>. Rob brings a wealth of experience in turf management and will be a considerable asset to the Town and Bella Rosa moving forward.



### **Community and Economic Vitality**

- The bond for the new high school in Frederick has passed. The school district is working with Engineering staff on processing an early grading permit, with work planned to pipe

**Built on What Matters.**

the existing ditch through the property, along with some over-lot grading. According to the permit application, work is anticipated to begin in early 2025.

- Economic Development updates:
  - Economic Development is set to welcome a new staff member on December 16<sup>th</sup>, pending a background check and drug test.
  - Staff is looking into re-launching the DBA in the downtown.
  - There is potential for a third user in the MECO Coffee building. The second user, Zilla's Pizza & Subs, is aiming to open in tandem with the Festival of Lights. MECO Coffee obtained a special event permit to serve liquor beginning at the Festival of Lights and organized a small indoor vendor market in hopes of generating buzz with their grand opening. Stop in and say hello if you have the chance!
  - Staff is working with the owner of Frederick Laundry to get Unit B fit to hold a second business.
- Deck the Downtown is currently underway, which is a holiday window decorating contest between the downtown businesses.
- For a list of all active development applications currently under review by the Town's Planning Department, Engineering Department, Legal Counsel, Frederick-Firestone Fire Protection District, and external review agencies, please follow these links to our ["What's Developing"](#) map and webpage, ["Development Applications Under Review."](#)



### **Dynamic, Inclusive & Connected Community**

- Economic Development held the 2<sup>nd</sup> Annual Business Awards event recently. In case you missed it, you can view the event videos here: <https://vimeopro.com/twelvel1films/salt-collective/>
- Communications and Economic Development are partnering together for a Deck the Downtown competition in tandem with Festival of Lights.
- Staff recently held initial stakeholder meetings for the Town's wayfinding project.
- Communications Monthly Newsletter:
  - Electronic and mailer
- Frederick Flash, featuring four articles weekly
- Daily postings on social media platforms
- Communication and Campaign Planners
- FRED Culture
  - Wellness walks: 1-on-1 interactions
  - Administrative Services listening tour
- The 2025 Town Calendar has been finalized
- ADA HB 21-1110 Compliance
  - Communications staff hosted an ADA compliance training for Town staff
  - Updated users for software
  - Download all Town PDFs
- Town Event Preparation
  - Sponsor commitments for 2024 totaling \$89,000
  - Updates for 2025 sponsor packages
  - 10 Festival of Lights parade applications

- 169 market vendor applications
- Thanksgiving Dinner In a Box
  - Coordination with external agencies
  - 140 families were provided a Thanksgiving dinner, which were distributed on November 25<sup>th</sup>
  - Donations to the Administrative Services building continued even after the distribution date, with the count updated weekly on the Town's website
- Festival of Lights Preparation
  - Recruitment of sponsors and volunteers
  - Parade application live on website
  - Coordination with property owner and vendor for fireworks show
  - Coordination with Parks for Santa's set decorations
- A volunteer appreciation event was held on November 9<sup>th</sup>, where we celebrated volunteers with a day at Sunflower Farm to explore and celebrate the impact our volunteers have made.
- Staff is collaborating with the Town's fiber vendor regarding information dissemination on the expansion of Frederick's fiber network.
- Board Meetings
  - Closed captioning for meeting recordings
  - New Mayoral Town Hall office hours



### **Strategic, Reliable and Sustainable Infrastructure**

- Parks maintenance staff have completed the winterization of all irrigation systems and facilities. They also started installing holiday lighting during the last week of October, which takes between 4-6 weeks to complete. Finally, they have begun working on winter landscape bed cleanup, leaf cleanup, and tree pruning.
- Golf maintenance staff have been working to prepare the course for winter, including topdressing, aeration, and snow mold control. The course has stayed busy during the nicer weather days, keeping both maintenance and operations staff busy to close out the year.
- The Fleet Division has been busy with a variety of projects, including preparing old PD vehicles to be taken to auction by removing some of the equipment for use on new units.
- With leaf season upon us, street sweeping efforts continue throughout Town.
- Road grading continues on County Roads 5 and 20.5. Regular maintenance has also been completed on other county gravel roads.
- Public Works crews are performing weekly checks and clean-ups for roadside dumping, which has been an ongoing issue lately.
- Facilities staff recently attended a conference in Nevada, and they have begun training for the Facilities Management module of our OpenGov software.
- The new "Your Voice at Work" signs have been installed for the new King Soopers Marketplace along Highway 52.



### **Safe and Secure**

- Communications & Engagement:
  - PD reports: Archiving and weekly updates to subscribers
  - Design of the Police ride along form
  - Participation in meeting planning for the Neighborhood Watch program

- Santa Cops planning



### **Fiscally Responsible Governance**

- Finance recently submitted the 2025 Proposed Budget documents for Public Hearing No. 1.



# Town of Frederick Board of Trustees

Meeting Minutes  
November 12, 2024

## **Work Session**

- A. FRA Master Plan -  
Colby Johnson, Parks and Open Space Director
- B. Water Rate Study
- C. Ethics Workshop -

## **Call to Order – Roll Call**

## **Pledge of Allegiance**

## **Approval of Agenda**

## **Special Presentations**

## **Public Comment**

This portion of the agenda is provided to allow members of the audience to provide comments to the Board of Trustees. Please sign in and you will be called. If your comments or concerns require an action, that item(s) will need to be placed on a later Agenda. Please limit the time of your comments to three (3) minutes.

Merle - Is it necessary to lock up the restrooms during the winter months? - Colby will get back to the resident.

## **Staff Reports**

- D. Administrative Report -

Reminder of Frederick Business Awards tomorrow morning  
Kudos to the Parks department on the plaque for the prior trustee that passed away  
First round of interviews for the People and Culture position  
Departments have been challenged with how they can contribute to the downtown initiative.

## **Consent Agenda**

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- E. Approval of October 22, 2024 Minutes
- F. Resolution No. 62 to Certify Tax Liens -

Kurtis Adams, Finance Director

G. List of Bills -

**Action Agenda**

- H. Continued Public Hearing for Ordinance No. 1400 for Land Use Code Amendments to Article 9, Regarding Oil and Gas Drilling and Production and rescinds Ordinance No. 1392 which created a Temporary Moratorium for Oil and Gas Development. -  
Ali van Deutekom, Planning Manager  
Matt Sura

**Public Comment \*Use sign up sheet for spelling and last names\***

- 1) Brady Thornton - Life Fellowship Church - Addressing the impact of regulations on their church property
- 2) Steve Gerber - Member of Life Fellowship Church - Addressing abandoned wells on their church property
- 3) Heather Thornton - Yielding from speaking supports statements from Brady
- 4) Marsha Gerber - Yielding from speaking supports statements from Steve
- 5) Matthew - Member of Life Fellowship Church
- 6) Katrina - Member of Life Fellowship Church and Frederick resident
- 7) William - Member of Life Fellowship Church

The mayor suggested that the item be tabled and brought back to the 11/12/2024 Board Meeting to take suggestions and impact and any concessions or waivers that might need to be addressed.

Public Comment on 11/12/24

- 1) Steve Gerber - Representing Life Fellowship Church -

- I. Public Hearing on the Fiscal Year 2025 Proposed Budget -  
Kurtis Adams, Finance Director

No Public Comment.

The public Hearing closed and continued to 12/10/24 BOT meeting.

- J. Resolution No. 63 Non-Potable Water Infrastructure Master Plan Adoption -  
Sarah Watson, Engineer

- K. Resolution No. 64 Granting a Master License Agreement for Fiber Network -  
Teena Estrada, Paralegal

**Discussion Agenda**

None tonight

**Mayor and Trustee Reports**

None tonight

## **Executive Session**

L. Executive Session for Negotiations

At 8:57pm the Executive Session

The audio has a script and a list of members in the Executive Session.

The Executive Session ended at 9:33PM

## **Adjournment**

Approved by the Board of Trustees:

ATTEST:

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Tracie Crites, Mayor

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Tricia David, Town Clerk

**TOWN OF FREDERICK, COLORADO  
RESOLUTION NO. 24-R-67**

**A RESOLUTION OF THE TOWN OF FREDERICK, COLORADO ACCEPTING A PUBLIC  
ACCESS EASEMENT FOR LOT 1, EAGLE BUSINESS PARK FILING NO. 4B**

**WHEREAS**, 4881 Eagle Place, LLC (“Grantor”) is the owner of certain real property that must be dedicated with a public access easement to the Town as part of the development of Lot 1, Eagle Business Park Filing No. 4B, and which the Town wishes to accept, which is described as:

A parcel of land, being the South 5.00 feet of Lot 1, Eagle Business Park Filing No. 4B, as recorded November 30, 2018 as Reception No. 4450405 of the Records of the Weld County Clerk and Recorder, situate in the Southeast Quarter (SE 1/4) of Section Twenty-six (26), Township Two North (T.2N.), Range Sixty-eight West (R.68W.) of the Sixth Principal Meridian (6th P.M.), Town of Frederick, County of Weld, State of Colorado and being more particularly described as follows:

BEGINNING at the Southwest corner of said Lot 1, and assuming the South line of Lot 1 as bearing South 89°36'07" West, as platted, a distance of 312.48 feet and with all other bearings contained herein relative thereto;

THENCE North 00°23'53" West, along the West line of Lot 1, a distance of 5.00 feet; THENCE North 89°36'07" East a distance of 312.48 feet to a Point of Curvature (PC); THENCE along the arc of a curve concave to the Northwest a distance of 10.17 feet, having a

Radius of 20.00 feet, a Delta of 29°07'29" and is subtended by a Chord that bears North 75°02'23" East a distance of 10.06 feet to a Point of Reverse Curvature (PRC);

THENCE along the arc of a curve concave to the Southeast a distance of 5.44 feet, having a Radius of 67.00 feet, a Delta of 04°39'00" and is subtended by a Chord that bears North 62°48'09" East a distance of 5.44 feet to the East line of Lot 1;

Thence along the East and South lines of Lot 1 the following four courses:

THENCE along the arc of a curve concave to the Northeast a distance of 5.15 feet, having a Radius of 150.00 feet, a Delta of 01°05'57" and is subtended by a Chord that bears South 38°01'49" East a distance of 5.15 feet;

THENCE along the arc of a curve concave to the Southeast a distance of 6.20 feet, having a Radius of 62.00 feet, a Delta of 05°43'58" and is subtended by a Chord that bears South 63°20'38" West a distance of 6.20 feet to a PRC;

THENCE along the arc of a curve concave to the Northwest a distance of 12.71 feet, having a Radius of 25.00 feet, a Delta of 29°07'29" and is subtended by a Chord that bears South 75°02'23" West a distance of 12.57 feet to a Point of Tangency (PT);

THENCE South 89°36'07" West a distance of 312.48 feet to the POINT OF BEGINNING.

Said described parcel of land contains 1,649 Square Feet, more or less (±).

**BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF FREDERICK, COLORADO, AS FOLLOWS:**

**Section 1. Acceptance of Public Access Easement.**

a. The Board of Trustees approves and accepts the Public Access Easement dedicating public access, generally located as set forth above and more particularly described in Exhibit A.

b. The Board of Trustees authorizes the execution of the Perpetual Non-exclusive Public Access Agreement by the Mayor on behalf of the Town of Frederick.

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

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

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

**INTRODUCED, READ, PASSED, AND ADOPTED THIS 10<sup>th</sup> DAY OF DECEMBER 2024.**

**ATTEST:**

**TOWN OF FREDERICK**

By \_\_\_\_\_  
Tricia David, Town Clerk

By \_\_\_\_\_  
Tracie Crites, Mayor

## PERPETUAL NON-EXCLUSIVE PUBLIC ACCESS EASEMENT AGREEMENT

THIS PERPETUAL NON-EXCLUSIVE PUBLIC ACCESS EASEMENT AGREEMENT ("Agreement"), is made by and between 4881 Eagle Place LLC, a Limited Liability Company whose address is 8667 Monte Vista Ave, Longmont, Colorado, 80503 ("Grantor"), and the Town of Frederick, Colorado, a Colorado statutory town, whose address is 401 Locust Street, Frederick, CO 80530 ("Town"). Town and Grantor may be individually referred to as a "Party" and collectively referred to herein as "Parties."

### RECITALS

WHEREAS, Grantor is the owner of all that certain real property located in the Town of Frederick, County of Weld, State of Colorado, described in **Exhibit A** attached hereto and made a part hereof (the "Parcel"); and

WHEREAS, as a condition to granting approval for development of the Parcel, the Town of Frederick has required, and Grantor has agreed, that an easement will be granted to the public over certain portions of the Parcel for pedestrian ingress and egress, subject to the conditions and limitations hereof.

NOW THEREFORE, in consideration of the facts above recited and of the mutual covenants, terms, conditions and restrictions herein contained and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties agree as follows:

### AGREEMENT

**1. Grant of Public Access Easement to Town.** Grantor hereby grants, sells, and conveys to the Town, its successors, and assigns a Perpetual Non-Exclusive Public Access Easement ("Easement") over the portions of the Parcel shown on **Exhibit B** hereto as pedestrian walking paths within the area labeled as "Public Access Easement" (the "Easement Area") for pedestrian ingress and egress by members of the public to adjoining lands.

**2. Use of Easement Area.** The use of the Easement Area pursuant to the rights granted under this Agreement shall be non-exclusive. Grantor shall have the right to use the Easement Area for any purpose that does not interfere with the public access granted in this easement. Grantor shall not erect any structures or improvements on the Easement Area without the Town's prior written consent.

**3. Restrictions.** The Grantor reserves the right to impose reasonable restrictions on the use of the Easement Area to enable Grantor to repair and maintain the Parcel and improvements thereon provided that such restrictions do not substantially impair or diminish the rights of the Town or public provided herein.

**4. Operation and Maintenance.** The operation and maintenance of the Easement Area shall be the responsibility of the Grantor, provided, however, that the Grantee shall have the right to access and maintain the Easement Area on the Parcel if given permission by the Grantor. The Grantor shall provide permission for reasonable requests by the Grantee.

**5. Covenants Running with the Land.** The Parties agree that the covenants and agreements set forth herein shall be binding upon and inure to the benefit of their respective successors, assigns, tenants, employees, licensees, and invitees, and shall run with the land. This Agreement shall be recorded in the real property records of Weld County, Colorado, and shall serve as notice to and shall be binding upon and inure to the benefit of the Parties and upon the successive owners of Grantor's property.

**6. Notice.** Any notice, request, or demand under this Easement shall be in writing and shall be deemed given, received, and served (a) upon personal delivery or upon transmission by telecopier or similar facsimile transmission device, or (b) on the third business day after mailing, postage prepaid, by registered or certified mail, return receipt requested, in each case addressed as follows:

If to Grantor:  
4881 Eagle Place LLC  
8667 Monte Vista Ave  
Niwot, CO 80503

If to Town:

Town of Frederick  
Town Attorney  
PO Box 435  
Frederick, CO 80530

Town of Frederick  
Town Manager  
PO Box 435  
Frederick, CO 80530

**7. Warranty of Title.** Grantor represents and warrants that Grantor has the full right and lawful authority to make the grant contained in this Agreement. Grantor shall defend the Town in the exercise of the Town's rights under this Agreement against any defect in Grantor's title to the land involved, or Grantor's right to make the grant contained in this Agreement.

**8. Governing Law.** The terms and provisions of this Easement shall be construed and enforced in accordance with the laws of the State of Colorado. Venue for any dispute arising from the Easement shall be deemed proper in Weld County, Colorado.

**9. No Multi-Year Fiscal Commitment.** Any financial obligation of the Town is contingent upon funds for that purpose being appropriated, budgeted, and otherwise made available. The Town does not warrant that funds will be available to fund this Agreement beyond the fiscal year in which it is executed.

**10. Colorado Governmental Immunity Act.** No term or condition of this Agreement shall be construed or interpreted as a waiver, express or implied, by Town of any of the immunities, rights, benefits, protections, or other provisions, of the Colorado Governmental Immunity Act, C.R.S. §§ 24-10-101, *et seq.*, as applicable now or hereafter amended ("CGIA").

**11. Severability and Reformation.** If any term or condition of this Agreement shall be held to be invalid, illegal, or unenforceable, if allowed by law, in lieu of such invalid, illegal, or unenforceable provision, there shall automatically be added as part of this Agreement a provision similar in terms to such illegal, invalid, or unenforceable provision so that the resulting reformed provision is legal, valid, and enforceable. If such reformation is not possible, this Agreement shall be construed and enforced without such provision, to the extent that this Agreement is then capable of execution within the original intent of the Parties.

**12. Entire Agreement.** The Parties hereto agree that neither has made or authorized any agreement with respect to the subject matter of this instrument other than expressly set forth herein, and no oral representation, promise, or consideration different from the terms herein contained shall be binding on either Party, its agents, or employees.

**13. Successors and Assigns.** The covenants herein contained shall be binding upon and inure to the benefit of the Parties hereto, their respective heirs, personal representatives, successors, and assignees.

**14. Headings.** Section and subsection titles or captions contained in this Agreement are inserted only as a matter of convenience and for reference. Such titles and captions in no way define, limit, extend, or describe the scope of this Agreement nor the intent of any text following the title or caption.

**15. Counterparts.** This Agreement may be executed in any number of counterparts, each of which shall be deemed to be an original, and all such counterparts taken together shall be deemed to constitute one and the same instrument.

**16. Recording.** The Parties agree that this Perpetual Easement shall be recorded, at the Town's sole cost, in the office of the Weld County Clerk and Recorder's Office.

4881 Eagle Place LLC:



By Jeffrey L. Nading, Manager

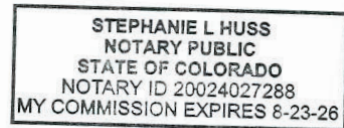
STATE OF COLORADO )  
 )ss.  
COUNTY OF Jefferson )

Subscribed and acknowledged before me this 14 day of October, 2024, by  
Jeffery L. Nading

WITNESS my hand and official seal.

My commission expires: 8-23-26

Stephanie L. Huss  
Notary Public



**EXHIBIT A**  
**GRANTOR'S PARCEL**

## EXHIBIT A

### PARCEL DESCRIPTION

A parcel of land, being the South 5.00 feet of Lot 1, Eagle Business Park Filing No. 4B, as recorded November 30, 2018 as Reception No. 4450405 of the Records of the Weld County Clerk and Recorder, situate in the Southeast Quarter (SE1/4) of Section Twenty-six (26), Township Two North (T.2N.), Range Sixty-eight West (R.68W.) of the Sixth Principal Meridian (6th P.M.), Town of Frederick, County of Weld, State of Colorado and being more particularly described as follows:

BEGINNING at the Southwest corner of said Lot 1, and assuming the South line of Lot 1 as bearing South 89°36'07" West, as platted, a distance of 312.48 feet and with all other bearings contained herein relative thereto;

THENCE North 00°23'53" West, along the West line of Lot 1, a distance of 5.00 feet;

THENCE North 89°36'07" East a distance of 312.48 feet to a Point of Curvature (PC);

THENCE along the arc of a curve concave to the Northwest a distance of 10.17 feet, having a Radius of 20.00 feet, a Delta of 29°07'29" and is subtended by a Chord that bears North 75°02'23" East a distance of 10.06 feet to a Point of Reverse Curvature (PRC);

THENCE along the arc of a curve concave to the Southeast a distance of 5.44 feet, having a Radius of 67.00 feet, a Delta of 04°39'00" and is subtended by a Chord that bears North 62°48'09" East a distance of 5.44 feet to the East line of Lot 1;

Thence along the East and South lines of Lot 1 the following four courses:

THENCE along the arc of a curve concave to the Northeast a distance of 5.15 feet, having a Radius of 150.00 feet, a Delta of 01°57'57" and is subtended by a Chord that bears South 38°01'49" East a distance of 5.15 feet;

THENCE along the arc of a curve concave to the Southeast a distance of 6.20 feet, having a Radius of 62.00 feet, a Delta of 05°43'58" and is subtended by a Chord that bears South 63°20'38" West a distance of 6.20 feet to a PRC;

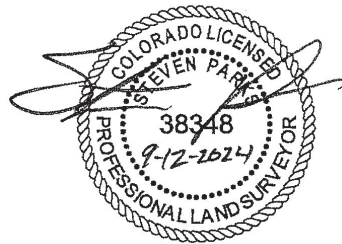
THENCE along the arc of a curve concave to the Northwest a distance of 12.71 feet, having a Radius of 25.00 feet, a Delta of 29°07'29" and is subtended by a Chord that bears South 75°02'23" West a distance of 12.57 feet to a Point of Tangency (PT);

THENCE South 89°36'07" West a distance of 312.48 feet to the POINT OF BEGINNING.

Said described parcel of land contains 1,649 Square Feet, more or less (±).

### SURVEYORS STATEMENT

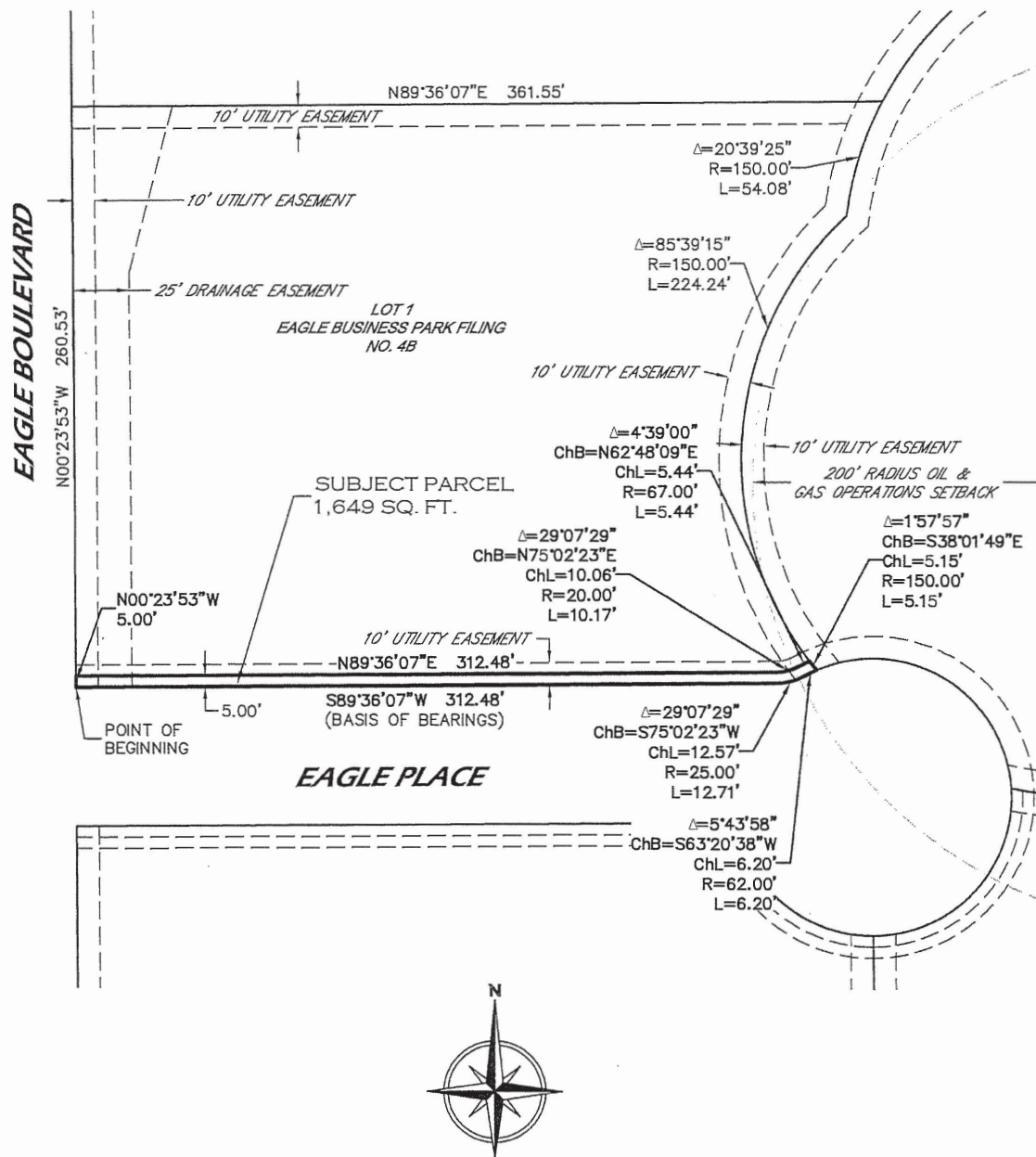
I, Steven Parks, a Colorado Licensed Professional Land Surveyor do hereby state that this Parcel Description was prepared under my personal supervision and checking, and that it is true and correct to the best of my knowledge and belief.



Steven Parks - on behalf of Majestic Surveying, LLC  
Colorado Licensed Professional Land Surveyor #38348

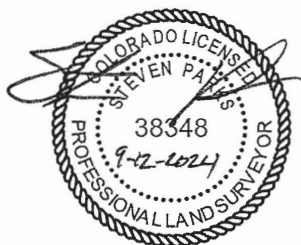


## EXHIBIT A



Note: This drawing does not represent a monumented land survey. Its sole purpose is a graphic representation of the accompanying written description.

Notice: According to Colorado law you must commence any legal action based upon any defect in this survey within three years after you first discover such defect. In no event may any action based upon any defect in this survey be commenced more than ten years from the date of the certification shown hereon. (CRS 13-80-105)



Steven Parks, PLS 38348  
On behalf of Majestic Surveying, LLC

PROJECT NO: 2021339  
DATE: 9-12-2024

CLIENT: Olsen  
SCALE: 1"=60'

## EXHIBIT B

## EASEMENT AREA

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Built On What Matters

# TOWN OF FREDERICK

## Board of Trustees

### Staff Report

Tracie Crites, Mayor

Kevin Brown, Mayor Pro Tem  
Dan March, Trustee  
Mark Lamach, Trustee

Adam Mahan, Trustee  
Windi Padia, Trustee  
Chad teVelde, Trustee

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#### Public Hearing: Resolution 24-R-69 Approval of the 2025 Budget

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**Agenda Date:** 12/10/2024 BOT Meeting

**Attachments:**

1. Fund Exhibits - 2025 Budget
2. Resolution

**Reviewed By:** Jason Leslie, Deputy Town Manager

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#### **Action Type**

1) Legislative: Actions that relate to subjects of a long term and general applicability; such as the passing of ordinances/resolutions/policies/etc.

#### **Strategic Plan Alignment:**

Fiscally Responsible Governance – The Town of Frederick plans for, identifies, leverages, and utilizes resources that reflect exemplary stewardship for those who live in Frederick and those who will seek out Frederick in the future.

#### **Summary Statement:**

Adoption of the attached resolution allows for the execution of the 2025 Budget as presented.

#### **Detail of Issue/Request:**

The attached 2025 Budget for the Town of Frederick, Colorado includes a number of important features and objectives to be achieved. As the budget was developed, the initial focus was to continue to provide the core services expected and delivered by the

Town of Frederick. Those core services to be provided by Frederick include police services, planning services, water and storm water utility services, parks maintenance by public works, transportation networks and associated infrastructure, building and construction oversight, and various administrative duties including finance, human resources and administration.

As part of the budget development, the priorities and core functions of the Town were to ensure services and delivery of those services where either maintained or an enhancement of the existing services were provided to the community. Some of this may include regular evaluation of the procedures and processes in place while others require capital outlays and improvement. As a result, we do not anticipate any reduction or elimination of any of the high quality services or programs provided to the Community. A number of capital items are being addressed in the budget that will produce significant outcomes for the community. These improvements are a result of implementation of the various plans that have been developed in concert with the Board, Staff and most importantly, the Community. Some of the more notable items that have been included in the budget include:

- **Fund-wide (All Funds)**

1. 2% across the board wage increase to all full-time Town personnel – Effective January 2025
2. Up to 3% merit increase – Effective late January or early February 2025, in conjunction w/Performance Evaluations
3. Group insurance to incur no increase(s) to Town-incurred medical premiums, maintaining same employer/employee contribution share
4. Continued (up to) 10% retirement match for Town personnel
5. 5 (five) additional FTEs to support Town Strategic Plan:
  - Community Engagement Specialist I
  - Police Department – Recruits (2)
  - Parks & Open Space – Technician & Specialist

- **General Fund**

1. Revenues
  - Approximately (\$1,176,263) decrease in Property Tax revenue from final Weld County net assessed property valuation
  - Approximately \$2,484,520 increase in combined General, Public Safety, and Building Sales Tax revenue projections
  - Impact Fee Study to conclude end of 2024, to address reduction in non-recurring revenue streams
2. Internal Services
  - Internal Services Department will continue to house all Town costs associated with Unemployment Tax, Workers' Compensation, Group Insurance, Bank & Merchant Fees, Property/Casualty Insurance, and Audit
3. Capital Improvement Projects: \$1,134,500
  - IT Infrastructure Replacement - \$100,000

- IT Strategic Plan Implementation-Phase 1 - \$50,000
- Silverstone Marketplace Overage - \$174,000
- PD Axon Core+ Plan - \$208,500
- Community Engagement-Downtown Street Banners - \$33,000
- Community Engagement-Event Tents - \$19,000
- Parks & Open Space Facility Design - \$400,000
- Capital Equipment Program (share) - \$50,000
- Go Outdoors Frederick 2050 (share) - \$50,000
- Golf Course Bella Rosa Clubhouse Repair - \$50,000
- 4. Police
  - Two Police Recruit FTE additions
  - Overall budget increase of \$618,885 related to wage & fringe, equipment and supplies, and fleet vehicle lease program
- 5. Information Technology
  - Overall budget decrease of (\$546,320) related to reduced outsourcing of professional services
- 6. Public Works
  - Snow & Ice Control Plan – Plowing Efficiency Improvements
  - Equipment Inventory acquisition late 2025:
    - Plow Hook Truck(s) (Single Axle & Tandem)
- 7. Golf Course
  - Effective January 1, 2025, Bella Rosa Golf Course will no longer be classified as a proprietary fund and will be merged into the General Fund (per auditor guidance)
- 8. Community Engagement
  - One FTE addition of Community Engagement Specialist I
- 9. Transfers In | Transfers Out
  - Transfers In: Public Safety Impact Fees for Police Vehicle Program
  - Transfers Out: Silverstone Marketplace Overage and Events Fund Subsidy

• **Street and Alley Fund**

- 1. Capital Improvement Projects: \$3,194,000
  - Pavement Maintenance Program - \$950,000
  - Colorado Blvd Infrastructure (Silverstone Overage) - \$1,388,000
  - CR13/CR20 Intersection Improvement - \$82,000
  - Traffic Signal Upgrade - \$30,000
  - Silver Birch & Bella Rosa Pkwy Intersection Improvement - \$73,000
  - Concrete Repair (\$200K for Downtown)- \$250,000
  - Plow Hook Truck (Single Axle) - \$250,000
  - Plow Hook Truck (Tandem) - \$300,000
  - Plow Hook Truck Upfitting - \$60,000
  - Air Compressor - \$11,000

- **Water Fund**

1. Capital Improvement Projects: \$4,825,000
  - Milavec Delivery Improvement - \$75,000
  - Return Flow Delivery Improvement - \$100,000
  - Central Weld Water Line 30" Obligation - \$2,000,000
  - CBT Unit Purchase(s) - \$2,100,000
  - Raw Water Park Conversion Design - \$200,000
  - Potable Water Main Improvement Design - \$250,000
  - Go Outdoors Frederick 2050 - \$100,000 share

- **Storm Water Fund**

1. Capital Improvement Projects: \$280,000
  - Drainage Improvement OSP – C16 (Design) - \$44,000
  - Drainage Improvement OSP – C28 (Design) - \$236,000

- **Public Safety Fund**

1. 2A revenues dedicated to operations of Police Department and Public Safety activities
2. Impact Fee collections are budgeted Transfers In to General Fund to assist in acquisition of Police Department capital and patrol fleet vehicle leases; budgeted Transfer In of \$350,000
3. 1% of Town Sales Tax (3.5%) revenue assigned to Public Safety activities
4. Expected \$633,800 increase in Public Safety Sales Tax from 2024

- **Parks & Open Space Fund**

1. Park Improvement Fund is merging into Open Space Fund, effective January 1, 2025
2. One-half percent (.5%) Sales Tax revenue with prior restriction to Open Space Fund, to now support/include Parks operational activities, also effective January 1, 2025
3. Two additional FTEs: POST Technician & Specialist
4. Capital Improvement Projects: \$875,000
  - Skate Park Lighting Replacement - \$125,000
  - Bella Rosa Trail Extension Design - \$250,000
  - Capital Equipment Program - \$215,000
  - Go Outdoors Frederick 2050 - \$350,000
  - Youth Conservation Corp Program - \$145,000
  - Park Restroom Renovations - \$50,000
  - Tree Program - \$80,000
  - Trails Maintenance Program - \$75,000

- **Facilities Fund**

1. 4th year of fund existence; created to operate, maintain, and renovate Town buildings and sites; establish standards and best practices for managing buildings and support systems, equipment, and furniture
2. Fund meets operational expenses by monthly fund revenue transfers based upon departmental usage of building square footage
3. Capital Improvement Projects:
  - PD Office Additions (2) - \$15,000
  - PD Alarm System Upgrade - \$40,000

- **Fleet Fund**

1. 4th year of fund existence, created to maintain municipal vehicles and heavy equipment
2. Services include fleet management, vehicle repair, preventative maintenance, quality control inspections, procurement, and administering service and parts contracts with vendors
3. Fund meets operational expenses by monthly fund revenue transfers based upon departmental usage of vehicles
4. Roughly 50% of budgeted expenses related to vehicle lease program

- **Events Fund**

1. Town Event expenditures are afforded by 50% in Sponsorship revenue and 50% General Fund subsidy
2. Total Transfer In revenues include a \$40,000 commitment from the Board and \$117,600 from the General Fund

- **Art in Public Places Fund**

1. 1% of total construction costs are transferred annually from the Street & Alley Fund in order to maintain existing infrastructure and acquire additional art and wood carving purchases

- **Oil Royalty Fund**

1. Annual disbursements are not to exceed 4.5% of fund balance, with \$73,000 budgeted for community donations, scholarships, and continuing education

As a result of the consistent delivery of services and a number of capital improvements planned, we would expect revenues and expenditures to increase when measured across all funds. In the same instance though, these expenditures could change if revenues do not come in as projected. As always, we will monitor these on a monthly

basis for any abnormalities.

The Town of Frederick's budgetary basis of accounting method is a modified accrual basis, which combines accrual-basis accounting with cash-basis accounting. Modified accrual accounting recognizes revenues when they become available and measurable and with a few exceptions, recognizes expenditures when they are incurred. This system divides available funds into separate entities within the organization to ensure that the money is being spent where it was intended. The figures presented in the attached resolution represent the estimated cash balances for the budget year 2025. The figures in Exhibit A reflect the total value of all assets and liabilities in each fund.

Presented for consideration is the 2025 Fiscal Year Budget. The proposed 2025 budget was presented to the Board in October, 2024. Any applicable Board changes are presented to the Board in either late October or November, 2024. No further details of any changes in funds have occurred since October 2024.

**General Fund** – There has been an overall increase in the 2024 projected ending fund balance of \$3,169,180. The increase is the net effect of the following transactions:

| <b>Description</b>                                                | <b>Impact</b> |
|-------------------------------------------------------------------|---------------|
| Projected tax and fee revenues were 13% higher than budget        | 2,037,104     |
| Projected license and permit revenues were 32% higher than budget | 278,115       |
| Administration Department(s) expenses less than budget            | (965,031)     |
| Community & Economic Development expenses were less than budget   | (1,195,433)   |
| Police Department expenses were less than budget                  | (514,334)     |
| Public Works Department expenses were less than budget            | (104,537)     |

### **Legal Comments:**

State law requires the Town to adopt a budget and set the mill levy, to be certified and sent to Weld County, by December 15<sup>th</sup> of each year. Failing to adopt the 2025 budget could result in a loss of 10% of the revenue from the State and County.

### **Alternatives/Options**

If the 2025 budget is not passed, an emergency meeting must be held in December to ensure that the mill levy certification can be sent to Weld County by 5:00 pm of the statutory deadline.

### **Financial Considerations**

The budget document refers to the financial condition of the Town including the revenues, expenditures, activities, purposes and goals. The budget document will be the basis by which we operate and strive to achieve greatness for the Community while operating within the parameters set by the budget document.

### **Staff Recommendation**

Staff recommends passing the resolution to adopt the 2025 budget.

**Community Impact**

Not applicable.

## Town of Frederick, Colorado

| <b>General Fund</b>                                                            | 2023<br>Actuals   | 2024<br>Actuals<br>Jan - Oct | 2024<br>Adopted<br>Budget | 2024<br>Year-End<br>Estimates | 2025<br>Proposed<br>Budget |
|--------------------------------------------------------------------------------|-------------------|------------------------------|---------------------------|-------------------------------|----------------------------|
| Beginning Fund Balance                                                         | 11,344,435        | 14,008,802                   | 14,008,802                | 14,008,802                    | 17,177,983                 |
| <b><u>Revenues:</u></b>                                                        |                   |                              |                           |                               |                            |
| Taxes & Fees                                                                   | 15,381,358        | 14,835,920                   | 15,766,000                | 17,803,104                    | 16,996,970                 |
| Licenses & Permits                                                             | 2,079,840         | 948,845                      | 860,500                   | 1,138,615                     | 864,000                    |
| Charges for Services                                                           | -                 | -                            | -                         | -                             | 638,250                    |
| Fines & Forfeitures                                                            | 133,260           | 119,292                      | 121,000                   | 143,150                       | 117,000                    |
| Earnings on Investment                                                         | 724,826           | 585,988                      | 586,000                   | 703,185                       | 850,000                    |
| Miscellaneous Revenue                                                          | 2,614,877         | 451,175                      | 355,000                   | 541,410                       | 525,000                    |
| Grants & Contributions                                                         | 260,546           | 210,229                      | 1,089,000                 | 210,229                       | 639,000                    |
| <i>Transfer In</i>                                                             | -                 | 300,000                      | 300,000                   | 300,000                       | 350,000                    |
| Total Operating Revenues                                                       | 21,194,707        | 17,451,449                   | 19,077,500                | 20,839,693                    | 20,980,220                 |
| <b><u>Expenditures:</u></b>                                                    |                   |                              |                           |                               |                            |
| Administration                                                                 | 4,756,799         | 2,487,024                    | 3,949,460                 | 2,984,429                     | 3,551,315                  |
| Internal Services                                                              | 2,874,895         | 2,910,562                    | 3,106,000                 | 3,492,675                     | 4,335,445                  |
| Comm & Econ Dev                                                                | 1,072,860         | 789,336                      | 1,562,650                 | 947,203                       | 2,049,775                  |
| Town Attorney                                                                  | 285,818           | 249,513                      | 364,100                   | 299,416                       | 399,335                    |
| Finance                                                                        | 187,254           | 176,569                      | 277,500                   | 211,883                       | 284,985                    |
| Courts                                                                         | 94,000            | 87,710                       | 121,700                   | 105,251                       | 129,705                    |
| Legislative                                                                    | 243,925           | 300,461                      | 311,100                   | 360,553                       | 318,400                    |
| Engineering                                                                    | 76,162            | 77,892                       | 146,500                   | 93,470                        | 292,100                    |
| Planning                                                                       | 562,580           | 438,566                      | 1,106,265                 | 526,279                       | 919,600                    |
| Police                                                                         | 6,990,294         | 6,296,492                    | 8,070,125                 | 7,555,791                     | 8,689,010                  |
| Public Works                                                                   | 351,626           | 200,677                      | 345,350                   | 240,813                       | 340,250                    |
| Golf Course                                                                    | -                 | -                            | -                         | -                             | 1,975,150                  |
| <i>Transfer Out</i>                                                            | 1,034,126         | 852,750                      | 852,750                   | 852,750                       | 2,331,600                  |
| Total Expenditures                                                             | 18,530,340        | 14,867,552                   | 20,213,500                | 17,670,513                    | 25,616,670                 |
| <b>Excess (Deficiency) of Revenues and<br/>Other Sources over Expenditures</b> | <b>2,664,367</b>  | <b>2,583,897</b>             | <b>(1,136,000)</b>        | <b>3,169,180</b>              | <b>(4,636,450)</b>         |
| <b>Ending Fund Balance</b>                                                     | <b>14,008,802</b> | <b>16,592,699</b>            | <b>12,872,802</b>         | <b>17,177,983</b>             | <b>12,541,533</b>          |

## Town of Frederick, Colorado

| <b>Street &amp; Alley Fund</b>                               | 2023<br>Actuals  | 2024<br>Actuals<br>Jan - Oct | 2024<br>Adopted<br>Budget | 2024<br>Year-End<br>Estimates | 2025<br>Proposed<br>Budget |
|--------------------------------------------------------------|------------------|------------------------------|---------------------------|-------------------------------|----------------------------|
| Beginning Fund Balance                                       | 3,568,469        | 3,432,431                    | 3,432,431                 | 3,432,431                     | 5,063,911                  |
| <b><u>Revenues:</u></b>                                      |                  |                              |                           |                               |                            |
| Taxes & Fees                                                 | 3,705,823        | 3,055,735                    | 3,300,000                 | 3,666,882                     | 3,954,300                  |
| Charges for Services                                         | 918,839          | 814,336                      | 933,000                   | 977,203                       | 960,500                    |
| Earnings on Investment                                       | 230,148          | -                            | -                         | 235,000                       | 250,000                    |
| Miscellaneous Revenue                                        | 12,610           | 24,169                       | 10,000                    | 29,002                        | 10,000                     |
| ARPA Revenue                                                 | -                | -                            | 1,334,563                 | 1,334,563                     | 1,214,000                  |
| Interfund Loan (Water Fund)                                  | -                | -                            | 1,545,437                 | -                             | -                          |
| Grants & Contributions                                       | -                | -                            | -                         | -                             | 104,000                    |
| <i>Transfer In</i>                                           | -                | -                            | -                         | -                             | 174,000                    |
| Total Operating Revenues                                     | 4,867,420        | 3,894,240                    | 7,123,000                 | 6,242,651                     | 6,666,800                  |
| <b><u>Expenditures:</u></b>                                  |                  |                              |                           |                               |                            |
| Operations & Maintenance                                     | 3,333,558        | 2,321,047                    | 3,412,550                 | 2,785,256                     | 3,485,355                  |
| Capital Outlay                                               | 1,243,826        | 1,180,929                    | 4,314,000                 | 1,417,114                     | 2,877,000                  |
| Debt Service                                                 | 414,200          | 28,000                       | 408,800                   | 408,800                       | 533,620                    |
| <i>Transfer Out</i>                                          | 11,874           | -                            | -                         | -                             | -                          |
| Total Expenditures                                           | 5,003,458        | 3,529,976                    | 8,135,350                 | 4,611,171                     | 6,895,975                  |
| <b>Excess (Deficiency) of Revenues<br/>Over Expenditures</b> | <b>(136,038)</b> | <b>364,264</b>               | <b>(1,012,350)</b>        | <b>1,631,480</b>              | <b>(229,175)</b>           |
| <b>Ending Fund Balance</b>                                   | <b>3,432,431</b> | <b>3,796,695</b>             | <b>2,420,081</b>          | <b>5,063,911</b>              | <b>4,834,736</b>           |

## Town of Frederick, Colorado

| <b>Conservation Trust Fund</b>                                                 | 2023<br>Actuals | 2024<br>Actuals<br>Jan - Oct | 2024<br>Adopted<br>Budget | 2024<br>Year-End<br>Estimates | 2025<br>Proposed<br>Budget |
|--------------------------------------------------------------------------------|-----------------|------------------------------|---------------------------|-------------------------------|----------------------------|
| Beginning Fund Balance                                                         | 226,254         | 335,093                      | 335,093                   | 335,093                       | 406,088                    |
| <b><u>Revenues:</u></b>                                                        |                 |                              |                           |                               |                            |
| Intergovernmental                                                              | 108,839         | 76,661                       | 114,000                   | 91,994                        | 110,000                    |
| Earnings on Investment                                                         | -               | -                            | -                         | -                             | -                          |
| <i>Transfer In</i>                                                             | -               | -                            | -                         | -                             | -                          |
| Total Operating Revenues                                                       | 108,839         | 76,661                       | 114,000                   | 91,994                        | 110,000                    |
| <b><u>Expenditures:</u></b>                                                    |                 |                              |                           |                               |                            |
| Other                                                                          | -               | 17,499                       | 20,000                    | 20,999                        | -                          |
| Capital Outlay                                                                 | -               | -                            | -                         | -                             | -                          |
| <i>Transfer Out</i>                                                            | -               | -                            | -                         | -                             | -                          |
| Total Expenditures                                                             | -               | 17,499                       | 20,000                    | 20,999                        | -                          |
| <b>Excess (Deficiency) of Revenues and<br/>Other Sources over Expenditures</b> | <b>108,839</b>  | <b>59,162</b>                | <b>94,000</b>             | <b>70,995</b>                 | <b>110,000</b>             |
| <b>Ending Fund Balance</b>                                                     | <b>335,093</b>  | <b>394,255</b>               | <b>429,093</b>            | <b>406,088</b>                | <b>516,088</b>             |

## Town of Frederick, Colorado

| <b>Storm Water Fund</b>                                                    | 2023<br>Actuals  | 2024<br>Actuals<br>Jan - Oct | 2024<br>Adopted<br>Budget | 2024<br>Year-End<br>Estimates | 2025<br>Proposed<br>Budget |
|----------------------------------------------------------------------------|------------------|------------------------------|---------------------------|-------------------------------|----------------------------|
| Beginning Fund Balance                                                     | 8,033,369        | 7,835,084                    | 7,835,084                 | 7,835,084                     | 6,151,995                  |
| <b><u>Revenues:</u></b>                                                    |                  |                              |                           |                               |                            |
| Charges for Services                                                       | 1,452,652        | 683,837                      | 850,000                   | 820,605                       | 820,000                    |
| Miscellaneous Revenue                                                      | 8,861            | 7,408                        | 10,000                    | 8,889                         | 10,000                     |
| Total Operating Revenues                                                   | 1,461,513        | 691,245                      | 860,000                   | 829,494                       | 830,000                    |
| <b><u>Expenses:</u></b>                                                    |                  |                              |                           |                               |                            |
| Operations & Maintenance                                                   | 1,704,952        | 1,253,105                    | 1,526,850                 | 1,503,726                     | 2,101,360                  |
| Capital Outlay                                                             | -                | -                            | 1,680,000                 | 1,680,000                     | 446,000                    |
| Depreciation                                                               | 166,467          | -                            | 130,000                   | 130,000                       | 165,000                    |
| Transfer Out                                                               | -                | -                            | -                         | -                             | -                          |
| Total Operating Expenses                                                   | 1,871,419        | 1,253,105                    | 3,336,850                 | 3,313,726                     | 2,712,360                  |
| Operating Income (Loss)                                                    | (409,906)        | (561,861)                    | (2,476,850)               | (2,484,233)                   | (1,882,360)                |
| <b><u>Non-Operating Revenues (Expenses):</u></b>                           |                  |                              |                           |                               |                            |
| Capital Revenues                                                           | -                | 488,453                      | 601,000                   | 586,144                       | 480,000                    |
| Miscellaneous Revenue                                                      | -                | -                            | 50,000                    | -                             | 50,000                     |
| Interest Income                                                            | 211,621          | -                            | -                         | 215,000                       | 225,000                    |
| Transfer In                                                                | -                | -                            | -                         | -                             | -                          |
| Total Non-Operating Revenues (Expenses)                                    | 211,621          | 488,453                      | 651,000                   | 801,144                       | 755,000                    |
| <b>Excess (Deficiency) of Revenues and<br/>Other Sources over Expenses</b> | <b>(198,285)</b> | <b>(73,407)</b>              | <b>(1,825,850)</b>        | <b>(1,683,089)</b>            | <b>(1,127,360)</b>         |
| <b>Ending Fund Balance</b>                                                 | <b>7,835,084</b> | <b>7,761,677</b>             | <b>6,009,234</b>          | <b>6,151,995</b>              | <b>5,024,635</b>           |

## Town of Frederick, Colorado

| <b>Water Fund</b>                                                          | 2023<br>Actuals    | 2024<br>Actuals<br>Jan - Oct | 2024<br>Adopted<br>Budget | 2024<br>Year-End<br>Estimates | 2025<br>Proposed<br>Budget |
|----------------------------------------------------------------------------|--------------------|------------------------------|---------------------------|-------------------------------|----------------------------|
| Beginning Fund Balance                                                     | 126,984,802        | 133,677,506                  | 133,677,506               | 133,677,506                   | 129,398,517                |
| <b><u>Revenues:</u></b>                                                    |                    |                              |                           |                               |                            |
| Charges for Services                                                       | 3,554,402          | 3,988,171                    | 3,735,500                 | 4,785,805                     | 4,501,700                  |
| Miscellaneous Revenue                                                      | 53,441             | 39,132                       | 95,000                    | 46,958                        | 95,000                     |
| <b>Total Operating Revenues</b>                                            | <b>3,607,843</b>   | <b>4,027,302</b>             | <b>3,830,500</b>          | <b>4,832,763</b>              | <b>4,596,700</b>           |
| <b><u>Expenses:</u></b>                                                    |                    |                              |                           |                               |                            |
| Operations & Maintenance                                                   | 4,790,989          | 7,730,093                    | 9,289,875                 | 9,276,112                     | 11,435,610                 |
| Capital Outlay                                                             | -                  | -                            | 3,910,000                 | 3,910,000                     | 4,716,000                  |
| Depreciation                                                               | 414,877            | -                            | 458,000                   | 458,000                       | 415,000                    |
| Debt Service                                                               | -                  | -                            | -                         | -                             | -                          |
| <i>Transfer Out</i>                                                        | -                  | -                            | -                         | -                             | -                          |
| <b>Total Operating Expenses</b>                                            | <b>5,205,866</b>   | <b>7,730,093</b>             | <b>13,657,875</b>         | <b>13,644,112</b>             | <b>16,566,610</b>          |
| <b>Operating Income (Loss)</b>                                             | <b>(1,598,023)</b> | <b>(3,702,791)</b>           | <b>(9,827,375)</b>        | <b>(8,811,349)</b>            | <b>(11,969,910)</b>        |
| <b><u>Non-Operating Revenues (Expenses):</u></b>                           |                    |                              |                           |                               |                            |
| Tap Fees                                                                   | -                  | 41,131                       | 120,000                   | 49,357                        | 44,300                     |
| Capital Investment Fees                                                    | 6,887,160          | 2,565,003                    | 5,918,000                 | 3,078,003                     | 3,113,600                  |
| Interest Expense                                                           | 1,403,567          | -                            | -                         | 1,405,000                     | 1,500,000                  |
| Grants & Contributions                                                     | -                  | -                            | -                         | -                             | 973,280                    |
| <i>Transfer In</i>                                                         | -                  | -                            | -                         | -                             | -                          |
| <b>Total Non-Operating Revenues (Expenses)</b>                             | <b>8,290,727</b>   | <b>2,606,134</b>             | <b>6,038,000</b>          | <b>4,532,360</b>              | <b>5,631,180</b>           |
| <b>Excess (Deficiency) of Revenues and<br/>Other Sources over Expenses</b> | <b>6,692,704</b>   | <b>(1,096,657)</b>           | <b>(3,789,375)</b>        | <b>(4,278,989)</b>            | <b>(6,338,730)</b>         |
| <b>Ending Fund Balance</b>                                                 | <b>133,677,506</b> | <b>132,580,849</b>           | <b>129,888,131</b>        | <b>129,398,517</b>            | <b>123,059,787</b>         |

## Town of Frederick, Colorado

| <b>Parks &amp; Open Space Fund</b>                                             | 2023<br>Actuals  | 2024<br>Actuals<br>Jan - Oct | 2024<br>Adopted<br>Budget | 2024<br>Year-End<br>Estimates | 2025<br>Proposed<br>Budget |
|--------------------------------------------------------------------------------|------------------|------------------------------|---------------------------|-------------------------------|----------------------------|
| Beginning Fund Balance                                                         | 5,263,232        | 6,542,658                    | 6,542,658                 | 6,542,658                     | 6,157,179                  |
| <b><u>Revenues:</u></b>                                                        |                  |                              |                           |                               |                            |
| Taxes and Fees                                                                 | 2,609,666        | 1,954,193                    | 2,575,000                 | 2,345,031                     | 2,899,500                  |
| Charges for Services                                                           | 5,310            | -                            | -                         | -                             | -                          |
| Earnings on Investment                                                         | 239,728          | -                            | -                         | 240,000                       | 254,000                    |
| Miscellaneous Revenue                                                          | 3,775            | -                            | 7,000                     | -                             | -                          |
| Grants & Contributions                                                         | -                | -                            | -                         | -                             | 140,000                    |
| <i>Transfer In</i>                                                             | 654,000          | -                            | 324,000                   | 550,000                       | -                          |
| Total Operating Revenues                                                       | 3,512,479        | 1,954,193                    | 2,906,000                 | 3,135,031                     | 3,293,500                  |
| <b><u>Expenditures:</u></b>                                                    |                  |                              |                           |                               |                            |
| Operations & Maintenance                                                       | 2,041,189        | 1,975,425                    | 2,278,750                 | 2,370,510                     | 3,471,725                  |
| Capital Lease                                                                  | -                | -                            | -                         | -                             | -                          |
| Capital Outlay                                                                 | 191,864          | 431,610                      | 600,000                   | 600,000                       | 690,000                    |
| <i>Transfer Out</i>                                                            | -                | -                            | 324,000                   | 550,000                       | -                          |
| Total Expenditures                                                             | 2,233,053        | 2,407,035                    | 3,202,750                 | 3,520,510                     | 4,161,725                  |
| <b>Excess (Deficiency) of Revenues and<br/>Other Sources over Expenditures</b> | <b>1,279,426</b> | <b>(452,842)</b>             | <b>(296,750)</b>          | <b>(385,479)</b>              | <b>(868,225)</b>           |
| <b>Ending Fund Balance</b>                                                     | <b>6,542,658</b> | <b>6,089,816</b>             | <b>6,245,908</b>          | <b>6,157,179</b>              | <b>5,288,954</b>           |

## Town of Frederick, Colorado

| <b>Public Safety Fund</b>                                                      | 2023<br>Actuals | 2024<br>Actuals<br>Jan - Oct | 2024<br>Adopted<br>Budget | 2024<br>Year-End<br>Estimates | 2025<br>Proposed<br>Budget |
|--------------------------------------------------------------------------------|-----------------|------------------------------|---------------------------|-------------------------------|----------------------------|
| Beginning Fund Balance                                                         | 487,163         | 453,554                      | 453,554                   | 453,554                       | 272,041                    |
| <b><u>Revenues:</u></b>                                                        |                 |                              |                           |                               |                            |
| Permits & Fees                                                                 | 197,527         | 82,072                       | 300,000                   | 98,487                        | 100,000                    |
| Earnings on Investment                                                         | 18,864          |                              |                           | 20,000                        | 20,000                     |
| Miscellaneous Revenue                                                          | -               | -                            | -                         | -                             | -                          |
| <i>Transfer In</i>                                                             | -               | -                            | -                         | -                             | -                          |
| Total Operating Revenues                                                       | 216,391         | 82,072                       | 300,000                   | 118,487                       | 120,000                    |
| <b><u>Expenditures:</u></b>                                                    |                 |                              |                           |                               |                            |
| Capital Outlay                                                                 | -               | -                            | -                         | -                             | -                          |
| <i>Transfer Out</i>                                                            | 250,000         | -                            | 300,000                   | 300,000                       | 350,000                    |
| Total Expenditures                                                             | 250,000         | -                            | 300,000                   | 300,000                       | 350,000                    |
| <b>Excess (Deficiency) of Revenues and<br/>Other Sources over Expenditures</b> | <b>(33,609)</b> | <b>82,072</b>                | <b>-</b>                  | <b>(181,513)</b>              | <b>(230,000)</b>           |
| <b>Ending Fund Balance</b>                                                     | <b>453,554</b>  | <b>535,627</b>               | <b>453,554</b>            | <b>272,041</b>                | <b>42,041</b>              |

## Town of Frederick, Colorado

| <b>Capital Facilities Fund</b>                                                 | 2023<br>Actuals    | 2024<br>Actuals<br>Jan - Oct | 2024<br>Adopted<br>Budget | 2024<br>Year-End<br>Estimates | 2025<br>Proposed<br>Budget |
|--------------------------------------------------------------------------------|--------------------|------------------------------|---------------------------|-------------------------------|----------------------------|
| Beginning Fund Balance                                                         | 6,124,527          | 4,842,574                    | 4,842,574                 | 4,842,574                     | 2,494,127                  |
| <b><u>Revenues:</u></b>                                                        |                    |                              |                           |                               |                            |
| Taxes and Fees                                                                 | 144,150            | 112,285                      | 234,000                   | 134,742                       | 234,000                    |
| Intergovernmental                                                              | 663                | -                            | -                         | -                             | -                          |
| Earnings on Investment                                                         | 220,587            | -                            | -                         | 225,000                       | 234,000                    |
| Miscellaneous Revenue                                                          | 33,395             | 10,475                       | -                         | 12,570                        | -                          |
| <i>Transfer In</i>                                                             | -                  | -                            | -                         | -                             | 2,000,000                  |
| Total Operating Revenues                                                       | 398,795            | 122,761                      | 234,000                   | 372,313                       | 2,468,000                  |
| <b><u>Expenditures:</u></b>                                                    |                    |                              |                           |                               |                            |
| Operations & Maintenance                                                       | 172,018            | 1,010,025                    | -                         | 1,212,030                     | 838,000                    |
| Capital Outlay                                                                 | -                  | -                            | 218,000                   | -                             | 2,230,000                  |
| Debt Service                                                                   | 1,508,730          | -                            | -                         | 1,508,730                     | -                          |
| <i>Transfer Out</i>                                                            | -                  | -                            | -                         | -                             | -                          |
| Total Expenditures                                                             | 1,680,748          | 1,010,025                    | 218,000                   | 2,720,760                     | 3,068,000                  |
| <b>Excess (Deficiency) of Revenues and<br/>Other Sources over Expenditures</b> | <b>(1,281,953)</b> | <b>(887,265)</b>             | <b>16,000</b>             | <b>(2,348,447)</b>            | <b>(600,000)</b>           |
| <b>Ending Fund Balance</b>                                                     | <b>4,842,574</b>   | <b>3,955,309</b>             | <b>4,858,574</b>          | <b>2,494,127</b>              | <b>1,894,127</b>           |

## Town of Frederick, Colorado

|                                                                                | 2023<br>Actuals | 2024<br>Actuals<br>Jan - Oct | 2024<br>Adopted<br>Budget | 2024<br>Year-End<br>Estimates | 2025<br>Proposed<br>Budget |
|--------------------------------------------------------------------------------|-----------------|------------------------------|---------------------------|-------------------------------|----------------------------|
| <b>Facilities Fund</b>                                                         |                 |                              |                           |                               |                            |
| Beginning Fund Balance                                                         | (6,667)         | 248,233                      | 248,233                   | 248,233                       | 328,759                    |
| <b><u>Revenues:</u></b>                                                        |                 |                              |                           |                               |                            |
| Department Allocation                                                          | 630,000         | 560,024                      | 681,500                   | 681,500                       | 712,385                    |
| Earnings on Investment                                                         | 6,143           | -                            | -                         | 6,200                         | 6,500                      |
| Miscellaneous Revenue                                                          | 160,756         | -                            | -                         | -                             | -                          |
| <i>Transfer In</i>                                                             | -               | -                            | -                         | -                             | -                          |
| Total Operating Revenues                                                       | 796,899         | 560,024                      | 681,500                   | 687,700                       | 718,885                    |
| <b><u>Expenditures:</u></b>                                                    |                 |                              |                           |                               |                            |
| Operations & Maintenance                                                       | 531,806         | 430,576                      | 681,500                   | 516,691                       | 621,200                    |
| Capital Outlay                                                                 | 10,193          | 75,403                       | -                         | 90,483                        | 157,000                    |
| Debt Service                                                                   | -               | -                            | -                         | -                             | -                          |
| <i>Transfer Out</i>                                                            | -               | -                            | -                         | -                             | -                          |
| Total Expenditures                                                             | 541,999         | 505,978                      | 681,500                   | 607,174                       | 778,200                    |
| <b>Excess (Deficiency) of Revenues and<br/>Other Sources over Expenditures</b> | <b>254,900</b>  | <b>54,045</b>                | <b>-</b>                  | <b>80,526</b>                 | <b>(59,315)</b>            |
| <b>Ending Fund Balance</b>                                                     | <b>248,233</b>  | <b>302,279</b>               | <b>248,233</b>            | <b>328,759</b>                | <b>269,444</b>             |

## Town of Frederick, Colorado

| <b>Fleet Fund</b>                                                              | 2023<br>Actuals | 2024<br>Actuals<br>Jan - Oct | 2024<br>Adopted<br>Budget | 2024<br>Year-End<br>Estimates | 2025<br>Proposed<br>Budget |
|--------------------------------------------------------------------------------|-----------------|------------------------------|---------------------------|-------------------------------|----------------------------|
| Beginning Fund Balance                                                         | (51,093)        | 158,693                      | 158,693                   | 158,693                       | 13,525                     |
| <b><u>Revenues:</u></b>                                                        |                 |                              |                           |                               |                            |
| Department Allocation                                                          | 1,130,500       | 1,011,667                    | 1,214,000                 | 1,214,000                     | 1,578,300                  |
| Earnings on Investment                                                         | 4,850           | -                            | -                         | 4,900                         | 5,000                      |
| Miscellaneous Revenue                                                          | 247,099         | 49,029                       | 64,000                    | 50,000                        | -                          |
| <i>Transfer In</i>                                                             | -               | -                            | -                         | -                             | -                          |
| Total Operating Revenues                                                       | 1,382,449       | 1,060,696                    | 1,278,000                 | 1,268,900                     | 1,583,300                  |
| <b><u>Expenditures:</u></b>                                                    |                 |                              |                           |                               |                            |
| Operations & Maintenance                                                       | 1,152,718       | 1,185,474                    | 1,199,000                 | 1,397,568                     | 1,583,300                  |
| Capital Outlay                                                                 | 19,945          | 16,474                       | 15,000                    | 16,500                        | -                          |
| Debt Service                                                                   | -               | -                            | -                         | -                             | -                          |
| <i>Transfer Out</i>                                                            | -               | -                            | -                         | -                             | -                          |
| Total Expenditures                                                             | 1,172,663       | 1,201,948                    | 1,214,000                 | 1,414,068                     | 1,583,300                  |
| <b>Excess (Deficiency) of Revenues and<br/>Other Sources over Expenditures</b> | <b>209,786</b>  | <b>(141,252)</b>             | <b>64,000</b>             | <b>(145,168)</b>              | <b>-</b>                   |
| <b>Ending Fund Balance</b>                                                     | <b>158,693</b>  | <b>17,441</b>                | <b>222,693</b>            | <b>13,525</b>                 | <b>13,525</b>              |

## Town of Frederick, Colorado

| <b>Oil Royalty Trust Fund</b>                                                  | 2023<br>Actuals  | 2024<br>Actuals<br>Jan - Oct | 2024<br>Adopted<br>Budget | 2024<br>Year-End<br>Estimates | 2025<br>Proposed<br>Budget |
|--------------------------------------------------------------------------------|------------------|------------------------------|---------------------------|-------------------------------|----------------------------|
| Beginning Fund Balance                                                         | 1,672,516        | 1,757,555                    | 1,757,555                 | 1,757,555                     | 1,773,578                  |
| <b><u>Revenues:</u></b>                                                        |                  |                              |                           |                               |                            |
| Intergovernmental                                                              | 89,215           | 62,853                       | 115,000                   | 75,423                        | 60,000                     |
| Earnings on Investment                                                         | 30,024           | -                            | -                         | -                             | 32,000                     |
| <i>Transfer In</i>                                                             | -                | -                            | -                         | -                             | -                          |
| Total Operating Revenues                                                       | 119,239          | 62,853                       | 115,000                   | 75,423                        | 92,000                     |
| <b><u>Expenditures:</u></b>                                                    |                  |                              |                           |                               |                            |
| Operations & Maintenance                                                       | -                | -                            | -                         | -                             | -                          |
| Donation & Scholarship                                                         | 34,200           | 49,500                       | 65,000                    | 59,400                        | 73,000                     |
| <i>Transfer Out</i>                                                            | -                | -                            | -                         | -                             | -                          |
| Total Expenditures                                                             | 34,200           | 49,500                       | 65,000                    | 59,400                        | 73,000                     |
| <b>Excess (Deficiency) of Revenues and<br/>Other Sources over Expenditures</b> | <b>85,039</b>    | <b>13,353</b>                | <b>50,000</b>             | <b>16,023</b>                 | <b>19,000</b>              |
| <b>Ending Fund Balance</b>                                                     | <b>1,757,555</b> | <b>1,770,908</b>             | <b>1,807,555</b>          | <b>1,773,578</b>              | <b>1,792,578</b>           |

## Town of Frederick, Colorado

| <b>Art in Public Places Fund</b>                                               | 2023<br>Actuals | 2024<br>Actuals<br>Jan - Oct | 2024<br>Adopted<br>Budget | 2024<br>Year-End<br>Estimates | 2025<br>Proposed<br>Budget |
|--------------------------------------------------------------------------------|-----------------|------------------------------|---------------------------|-------------------------------|----------------------------|
| Beginning Fund Balance                                                         | 61,941          | 70,566                       | 70,566                    | 70,566                        | 102,346                    |
| <b><u>Revenues:</u></b>                                                        |                 |                              |                           |                               |                            |
| Grants & Contributions                                                         | -               | 160                          | 1,000                     | 500                           | 1,000                      |
| Earnings on Investment                                                         | 2,651           | -                            | -                         | -                             | 2,800                      |
| <i>Transfer In</i>                                                             | 11,874          | -                            | 40,000                    | 40,000                        | 15,000                     |
| Total Operating Revenues                                                       | 14,525          | 160                          | 41,000                    | 40,500                        | 18,800                     |
| <b><u>Expenditures:</u></b>                                                    |                 |                              |                           |                               |                            |
| Operations & Maintenance                                                       | 5,900           | 2,506                        | 10,000                    | 3,008                         | 10,000                     |
| Capital Outlay                                                                 | -               | 4,760                        | 20,000                    | 5,712                         | 20,000                     |
| <i>Transfer Out</i>                                                            | -               | -                            | -                         | -                             | -                          |
| Total Expenditures                                                             | 5,900           | 7,266                        | 30,000                    | 8,720                         | 30,000                     |
| <b>Excess (Deficiency) of Revenues and<br/>Other Sources over Expenditures</b> | <b>8,625</b>    | <b>(7,106)</b>               | <b>11,000</b>             | <b>31,780</b>                 | <b>(11,200)</b>            |
| <b>Ending Fund Balance</b>                                                     | <b>70,566</b>   | <b>63,460</b>                | <b>81,566</b>             | <b>102,346</b>                | <b>91,146</b>              |

## Town of Frederick, Colorado

| <b>Events Fund</b>                                                             | 2023<br>Actuals | 2024<br>Actuals<br>Jan - Oct | 2024<br>Adopted<br>Budget | 2024<br>Year-End<br>Estimates | 2025<br>Proposed<br>Budget |
|--------------------------------------------------------------------------------|-----------------|------------------------------|---------------------------|-------------------------------|----------------------------|
| Beginning Fund Balance                                                         | 137,008         | 226,779                      | 226,779                   | 226,779                       | 277,686                    |
| <b><u>Revenues:</u></b>                                                        |                 |                              |                           |                               |                            |
| Grants & Contributions                                                         | 119,380         | 145,966                      | 90,275                    | 145,966                       | 108,975                    |
| Miscellaneous Revenue                                                          | 7,192           | -                            | -                         | -                             | -                          |
| Earnings on Investment                                                         | -               | -                            | -                         | -                             | 7,500                      |
| <i>Transfer In (from GF &amp; Board)</i>                                       | 183,250         | -                            | 185,300                   | 185,300                       | 157,600                    |
| Total Operating Revenues                                                       | 309,822         | 145,966                      | 275,575                   | 331,266                       | 274,075                    |
| <b><u>Expenditures:</u></b>                                                    |                 |                              |                           |                               |                            |
| Operations                                                                     | 220,051         | 233,634                      | 273,075                   | 280,360                       | 269,075                    |
| Capital Outlay                                                                 | -               | -                            | 2,500                     | -                             | 5,000                      |
| <i>Transfer Out</i>                                                            | -               | -                            | -                         | -                             | -                          |
| Total Expenditures                                                             | 220,051         | 233,634                      | 275,575                   | 280,360                       | 274,075                    |
| <b>Excess (Deficiency) of Revenues and<br/>Other Sources over Expenditures</b> | <b>89,772</b>   | <b>(87,667)</b>              | <b>-</b>                  | <b>50,906</b>                 | <b>-</b>                   |
| <b>Ending Fund Balance</b>                                                     | <b>226,779</b>  | <b>139,112</b>               | <b>226,779</b>            | <b>277,686</b>                | <b>277,686</b>             |

**TOWN OF FREDERICK, COLORADO  
RESOLUTION 24-R-69**

**A RESOLUTION OF FREDERICK, COLORADO, SUMMARIZING  
EXPENDITURES AND REVENUES FOR EACH FUND AND ADOPTING A  
BUDGET FOR THE CALENDAR YEAR 2025.**

WHEREAS, on November 12, 2024 the Town Board of the Town of Frederick has received from Town staff a proposed 2025 budget for its consideration, and;

WHEREAS, upon due and proper notice, published and posted in accordance with the law, said proposed budget was open for inspection by the public at a designated place, public hearings were held on November 12, 2024, and December 10, 2024, and interested taxpayers were given the opportunity to file or register any objections to said budget, and;

WHEREAS, the Town Board has modified the proposed budget and now wishes to appropriate revenues and expenditures for the 2025 budget ensuring that the budget remains in balance, as required by law, and;

WHEREAS, the Board of Trustees considered all objections of the electors and other relevant factors concerning the budget, and;

WHEREAS, the Board of Trustees is required by state law to adopt an annual budget prior to December 15, 2024;

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

Section 1. That the budget as submitted, amended, and hereinabove summarized by fund, hereby is approved, adopted, as the budget of the Town of Frederick for the year stated above.

Section 2. That the budget hereby approved and adopted shall be signed by the Mayor and Town Clerk and made a part of the Public Records of the Town of Frederick.

Section 3. The following sums are hereby appropriated from the revenue and fund balance of each fund, to each fund, for the purposes stated in the budget document.

| <b><u>Fund</u></b>   | <b><u>Beginning<br/>Cash Est.</u></b> | <b><u>Revenues</u></b> | <b><u>Transfers<br/>In</u></b> | <b><u>Expenditures</u></b> | <b><u>Transfers<br/>Out</u></b> | <b><u>Ending<br/>Est. Cash</u></b> |
|----------------------|---------------------------------------|------------------------|--------------------------------|----------------------------|---------------------------------|------------------------------------|
| General              | 17,177,983                            | 20,630,220             | 350,000                        | 23,285,070                 | 2,331,600                       | 12,541,533                         |
| Street & Alley       | 5,063,911                             | 6,492,800              | 174,000                        | 6,895,975                  | 0                               | 4,834,736                          |
| Conservation Trust   | 406,088                               | 110,000                | 0                              | 0                          | 0                               | 516,088                            |
| Water                | 129,398,517                           | 10,227,880             | 0                              | 16,566,610                 | 0                               | 123,059,787                        |
| Storm Water          | 6,151,995                             | 1,585,000              | 0                              | 2,712,360                  | 0                               | 5,024,635                          |
| Parks & Open Space   | 6,157,179                             | 3,293,500              | 0                              | 4,161,725                  | 0                               | 5,288,954                          |
| Public Safety        | 272,041                               | 120,000                | 0                              | 0                          | 350,000                         | 42,041                             |
| Oil Royalty          | 1,773,578                             | 92,000                 | 0                              | 73,000                     | 0                               | 1,792,578                          |
| Capital Facilities   | 2,494,127                             | 468,000                | 2,000,000                      | 3,068,000                  | 0                               | 1,894,127                          |
| Facilities           | 328,759                               | 718,885                | 0                              | 778,200                    | 0                               | 269,444                            |
| Fleet                | 13,525                                | 1,583,300              | 0                              | 1,583,300                  | 0                               | 13,525                             |
| Art in Public Places | 102,346                               | 18,800                 | 0                              | 30,000                     | 0                               | 91,146                             |
| Events               | 277,686                               | 116,475                | 157,600                        | 274,075                    | 0                               | 277,686                            |

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

**Section 5.** Repealer. All resolutions, or parts thereof, in conflict with this resolution are hereby repealed, provided that such repealer shall not repeal the repealer clauses of such resolution nor revive any resolution thereby.

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

**INTRODUCED, READ, PASSED AND ADOPTED THIS 10th DAY OF DECEMBER, 2024.**

**TOWN OF FREDERICK:**

By \_\_\_\_\_  
Tracie Crites, Mayor

**ATTEST:**

By \_\_\_\_\_  
Tricia David, Town Clerk



Built On What Matters

# TOWN OF FREDERICK

## Board of Trustees

### Staff Report

Tracie Crites, Mayor

Kevin Brown, Mayor Pro Tem  
Dan March, Trustee  
Mark Lamach, Trustee

Adam Mahan, Trustee  
Windi Padia, Trustee  
Chad teVelde, Trustee

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#### Resolution 24-R-68 Acknowledgment of 2025 Preliminary Budget

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**Agenda Date:** 12/10/2024 BOT Meeting

**Attachments:** 1. Resolution

**Reviewed By:** Jason Leslie, Deputy Town Manager

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#### **Action Type**

1) Legislative: Actions that relate to subjects of a long term and general applicability; such as the passing of ordinances/resolutions/policies/etc.

#### **Strategic Plan Alignment:**



**FISCALLY RESPONSIBLE GOVERNANCE**– The Town of Frederick plans for, identifies, leverages, and utilizes resources that reflect exemplary stewardship for those who live in Frederick and those who will seek out Frederick in the future.

#### **Summary Statement:**

The resolution provided verifies that the Town of Frederick Board received a preliminary budget in compliance with State Statute.

#### **Detail of Issue/Request:**

To be in compliance with CRS 29-1-105, the Town of Frederick Board must receive a preliminary budget for the upcoming fiscal year no later than October 15 of each year. The resolution provided verifies that the board received the preliminary budget on October 8, 2024, and has met this statutory requirement.

**Legal Comments:**

The resolution was reviewed by the Town Attorney.

**Alternatives/Options**

Not applicable.

**Financial Considerations**

Not applicable.

**Staff Recommendation**

Staff recommends approval of the resolution as presented.

**Community Impact**

Not applicable.

**TOWN OF FREDERICK, COLORADO  
RESOLUTION NO. 24-R-68**

**A RESOLUTION OF FREDERICK, COLORADO  
RECEIPT OF THE FY 2025 PRELIMINARY BUDGET**

**WHEREAS**, the preliminary budget for fiscal year (FY) 2025 was presented to the Board on October 8th, 2024.

**NOW THEREFORE, BE IT RESOLVED BY THE TOWN BOARD OF THE TOWN OF FREDERICK:**

Section 1.       That the preliminary budget for 2025 was presented to the Town board on October 8th, 2024.

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

Section 3.       **Repealer.** All resolutions, or parts thereof, in conflict with this resolution are hereby repealed, provided that such repealer shall not repeal the repealer clauses of such resolution nor revive any resolution thereby.

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

**INTRODUCED, READ, PASSED, AND ADOPTED THIS 10TH DAY OF DECEMBER, 2024.**

**ATTEST:**

**TOWN OF FREDERICK:**

By \_\_\_\_\_  
Tricia David, Town Clerk

By \_\_\_\_\_  
Tracie Crites, Chair



Built On What Matters

# TOWN OF FREDERICK

## Board of Trustees

### Staff Report

Tracie Crites, Mayor

Kevin Brown, Mayor Pro Tem  
Dan March, Trustee  
Mark Lamach, Trustee

Adam Mahan, Trustee  
Windi Padia, Trustee  
Chad teVelde, Trustee

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#### Resolution 24-R-70 Fee Schedule

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**Agenda Date:** 12/10/2024 BOT Meeting

**Attachments:**

1. Fee Schedule Changes-Exhibit A 2025
2. Resolution

**Reviewed By:** Jason Leslie, Deputy Town Manager

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#### **Action Type**

2) Administrative: Actions of routine nature that implement policies/directions or effectuate the functioning of government; such as contract approvals/granting of licenses and permits/etc.

#### **Strategic Plan Alignment:**

Fiscally Responsible Governance – The Town of Frederick plans for, identifies, leverages, and utilizes resources that reflect exemplary stewardship for those who live in Frederick and those who will seek out Frederick in the future.

#### **Summary Statement:**

Described below are a number of fees for various services that staff are requesting to be updated or removed from the fee schedule. The fee schedule is reviewed regularly and is amended solely based on need and to ensure that the services delivered to individuals are not being paid for by all taxpayers.

#### **Detail of Issue/Request:**

## **Chapter 2 - Administration**

### **Section 2-78 Administrative Fees Schedule**

#### *Open Records Request Hourly Rate Update:*

As a result of the town-wide fee study, we are adjusting the open records research and retrieval hourly service rate from \$33.58 to \$41.37 per hour.

#### *Town Event Fee Update:*

A “No Show” fee is being added for market vendors who commit to Town events, but fail to attend without notice to event staff.

## **Chapter 4 – Revenues and Finance**

### **Section 4-60 Golf Course Fund**

The Golf Fee structure has been simplified with a focus on “Not to Exceed” amounts for each category.

#### **Land Use Code-Article 1**

##### **1.11 Fees**

#### *Land Use Code Amendments:*

The Planning Department has processed several land use code amendments in 2024. Due to changes in terminology and in an effort to clarify existing fees, we are proposing several amendments. There is one new fee proposed, the Planned Unit Development Zoning Document. This fee is a result of the one-step process staff created for new PUD's. Staff surveyed other nearby communities to determine the appropriate fee for this type of review.

#### **Legal Comments:**

The resolution was drafted by the Town Attorney.

#### **Alternatives/Options**

The Board could choose not to adopt the fee schedule changes as presented or handle them individually and adopt them in a series of items if desired.

#### **Financial Considerations**

A number of these changes help to insure the sustainability and accuracy of the town funds.

#### **Staff Recommendation**

Staff recommends approval of the resolution as presented.

#### **Community Impact**

Not applicable.

# EXHIBIT A

## Detail of Issue/Request:

### Chapter 2 - Administration

#### Section 2-78 Administrative Fees Schedule

##### *Open Records Request Hourly Rate Update:*

As a result of the town-wide fee study, we are adjusting the open records research and retrieval hourly service rate from \$33.58 to \$41.37 per hour.

|                                                                                                                          |  |  |             |
|--------------------------------------------------------------------------------------------------------------------------|--|--|-------------|
| <u>Open Records Request:</u>                                                                                             |  |  |             |
| Certified copies (additional per document)                                                                               |  |  | \$1.00      |
| Black & White (per page) (up to 11x17 on paper copied on Town's machine)                                                 |  |  | \$0.25      |
| Color (per page) (up to 11x17 on paper copied on Town's machine)                                                         |  |  | \$1.00      |
| Large Format Copies                                                                                                      |  |  | Actual Cost |
| Electronic Large Format Copies                                                                                           |  |  | Actual Cost |
| Black and White Maps                                                                                                     |  |  | Actual Cost |
| Mylars                                                                                                                   |  |  | Actual Cost |
| Photographic Reproductions                                                                                               |  |  | Actual Cost |
| Audio Tapes                                                                                                              |  |  | Actual Cost |
| Diskettes                                                                                                                |  |  | Actual Cost |
| Research/Retrieval Service First Hour Free, <del>\$33.58</del> \$41.37/hour thereafter, prorated in 15 minute increments |  |  |             |

##### *Town Event Fee Update:*

A “No Show” fee is being added for market vendors who commit to Town events, but fail to attend without notice to event staff.

|                         |  |  |         |
|-------------------------|--|--|---------|
| <u>Town Event Fees:</u> |  |  |         |
| Contest Entry Fee       |  |  | \$10.00 |
| Market Vendor:          |  |  |         |
| 12x12 space             |  |  | \$25.00 |
| No Show                 |  |  | \$50.00 |

### Chapter 4 – Revenues and Finance

#### Section 4-60 Golf Course Fund

The Golf Fee structure has been simplified with a focus on “Not to Exceed” amounts for each category.

|                                        |                |                  |  |
|----------------------------------------|----------------|------------------|--|
| <b>Section 4-60 Golf Course Fund</b>   |                |                  |  |
| <u>Golf Daily Fees (Not To Exceed)</u> |                |                  |  |
|                                        | <b>9 holes</b> | <b>18 holes</b>  |  |
| Daily Greens Fees                      | \$24           | \$36             |  |
| Cart Rental                            | \$15           | \$20             |  |
| Pull Cart Rental                       | \$5            | \$8              |  |
| Golf Club Rental                       | \$20           | \$30             |  |
| Driving Range Balls                    |                | \$12             |  |
| <u>Annual Passes</u>                   |                |                  |  |
| <b>Pass Type</b>                       | <b>No Cart</b> | <b>With Cart</b> |  |
| Adult (7 days)                         | \$550          | \$840            |  |
| Adult (M-F - no holidays)              | \$400          | \$610            |  |
| Senior (7 days)                        | \$475          | \$715            |  |
| Senior (M-F - no holidays)             | \$340          | \$515            |  |
| Junior (7 days)                        | \$235          | N/A              |  |
| Junior (M-F - no holidays)             | \$160          | N/A              |  |
| <b>Pass Type</b>                       | <b>10</b>      | <b>25</b>        |  |
| Range Pass                             | \$100          | \$200            |  |

## Land Use Code-Article 1

### 1.11 Fees

#### *Land Use Code Amendments:*

The Planning Department has processed several land use code amendments in 2024. Due to changes in terminology and in an effort to clarify existing fees, we are proposing several amendments. There is one new fee proposed, the Planned Unit Development Zoning Document. This fee is a result of the one-step process staff created for new PUD's. Staff surveyed other nearby communities to determine the appropriate fee for this type of review.

| Land Use Code - Article 1 |                                                            |  |  |  |                                                                                                                                            |
|---------------------------|------------------------------------------------------------|--|--|--|--------------------------------------------------------------------------------------------------------------------------------------------|
| 1.11 Fees                 |                                                            |  |  |  | Fee                                                                                                                                        |
|                           | Annexation, <del>Zoning and Concept Plan:</del>            |  |  |  | \$1,000.00                                                                                                                                 |
|                           |                                                            |  |  |  | plus \$10.00 per acre                                                                                                                      |
|                           | <u>Annexation Agreement Amendment:</u>                     |  |  |  |                                                                                                                                            |
|                           | 1 section of the agreement                                 |  |  |  | \$500.00                                                                                                                                   |
|                           | Each additional section of the agreement                   |  |  |  | \$100.00                                                                                                                                   |
|                           | Appeal of Administrative Decision                          |  |  |  | \$500.00                                                                                                                                   |
|                           | Code Text Amendment                                        |  |  |  | \$1,500.00                                                                                                                                 |
|                           | Concept Plan                                               |  |  |  | \$1,000.00 plus \$10.00 per acre                                                                                                           |
|                           | Comprehensive Plan/Planning Area Amendment                 |  |  |  | \$3,000.00                                                                                                                                 |
|                           | Limited Use                                                |  |  |  | \$500.00 (change in use in an existing building with no outdoor activity or storage, where no site improvements are proposed or required)  |
|                           |                                                            |  |  |  | \$500.00 plus site plan fee for all other limited uses                                                                                     |
|                           | Conditional Use                                            |  |  |  | \$1000.00 (change in use in an existing building with no outdoor activity or storage, where no site improvements are proposed or required) |
|                           |                                                            |  |  |  | \$1000.00 plus site plan fee for all other conditional uses                                                                                |
|                           | Conditional Use Oil and Gas Drilling & Production per well |  |  |  | \$5,000.00                                                                                                                                 |
|                           | Construction Plan Review only                              |  |  |  | \$1,000.00                                                                                                                                 |
|                           | Final Development Plan (including amendments):             |  |  |  | \$2500.00 plus \$5.00 per lot                                                                                                              |
|                           | Final Plat (including replats):                            |  |  |  | \$2500.00 plus \$5.00 per lot                                                                                                              |

|                                                                   |  |                                |
|-------------------------------------------------------------------|--|--------------------------------|
| <u>Memorandum of Agreement for Public Improvements Amendment:</u> |  |                                |
| 1 section of the agreement                                        |  | \$500.00                       |
| Each additional section of the agreement                          |  | \$100.00                       |
| Metropolitan District                                             |  | \$5,500.00                     |
| Minor Modification                                                |  | \$350.00                       |
| Minor Subdivision                                                 |  | \$1,500.00                     |
| Oil and Gas Well Inspection                                       |  | \$400.00 per well, per year    |
| Planned Unit Development Zoning Document                          |  | \$2,500 plus \$10.00 per acre  |
| Preliminary Plat (including amendments):                          |  | \$2500.00 plus \$10.00 per lot |
| Preliminary Development Plan (including amendments):              |  | \$2500.00 plus \$10.00 per lot |
| Sketch Plan                                                       |  | \$2,000.00                     |
| <u>Vacation of Right-of-Way or Easement:</u>                      |  |                                |
| One easement or right-of-way request                              |  | \$500.00                       |
| Each additional request                                           |  | \$100.00                       |
| <u>Variance:</u>                                                  |  |                                |
| Residential                                                       |  | \$750.00                       |
| Non-residential                                                   |  | \$1,500.00                     |
| <u>Waiver:</u>                                                    |  |                                |
| Residential                                                       |  | \$1,000.00                     |
| Non-residential                                                   |  | \$1,500.00                     |
| <u>Zoning:</u>                                                    |  |                                |
| One zoning district change                                        |  | \$2,500.00                     |
| Each additional zoning district change                            |  | \$500.00                       |
| Special Use Oil and Gas Drilling and Production per well          |  | \$5,000.00                     |
| <u>Site Plan/Limited Use:</u>                                     |  |                                |
| Up to 25,000 sq. ft.                                              |  | \$2,000.00                     |
| More than 25,000 sq. ft.                                          |  | \$2,500.00                     |
| <u>Site Plan/Limited Use Amendments:</u>                          |  |                                |
| Up to 1,000 sq. ft.                                               |  | \$500.00                       |
| More than 1,000 sq. ft.                                           |  | \$750.00                       |
| Sign Design Program Alternative                                   |  | \$500.00                       |
| Street Name Change                                                |  | \$750.00                       |
| Subdivision Amendment                                             |  | \$1,000.00                     |

### Legal Comments:

The resolution was drafted by the Town Attorney.

### Alternatives/Options:

The Board could choose not to adopt the fee schedule changes as presented or handle them individually and adopt them in a series of items if desired.

### Financial Considerations:

A number of these changes help to insure the sustainability and accuracy of the town funds.

### Staff Recommendation:

Staff recommends approval of the resolution as presented.

**TOWN OF FREDERICK  
RESOLUTION NO. 24-R-70**

**A RESOLUTION OF THE TOWN OF FREDERICK, COLORADO,  
AMENDING FEES FOR MUNICIPAL SERVICES**

**WHEREAS,** The Town of Frederick has adopted Ordinance No. 1161 which established a process for establishing certain municipal fees; and

**WHEREAS,** Ordinance No. 1161 directed the Town Clerk to prepare and publish by posting a listing of all such fees; and

**WHEREAS,** pursuant to the Ordinance No. 1161, the fee schedule is reviewed and updated periodically by resolution; and

**NOW, THEREFORE BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE  
TOWN OF FREDERICK, WELD COUNTY, COLORADO THAT:**

Section 1.       The Board of Trustees hereby amends the Fee Schedule with the changes noted on the attached Exhibit A.

Section 2.       **Effective Date.** This resolution and attached Exhibit A shall become effective immediately upon adoption.

Section 3.       **Repealer.** All resolutions, or parts thereof, in conflict with this resolution are hereby repealed, provided that such repealer shall not repeal the repealer clauses of such resolution nor revive any resolution thereby.

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

**INTRODUCED, READ, PASSED, AND ADOPTED ON THIS 10TH DAY OF DECEMBER, 2024.**

**ATTEST:**

**TOWN OF FREDERICK:**

\_\_\_\_\_  
Tricia David, Town Clerk

By \_\_\_\_\_  
Tracie Crites, Mayor



Built On What Matters

# TOWN OF FREDERICK

## Board of Trustees

### Staff Report

Tracie Crites, Mayor

Kevin Brown, Mayor Pro Tem  
Dan March, Trustee  
Mark Lamach, Trustee

Adam Mahan, Trustee  
Windi Padia, Trustee  
Chad teVelde, Trustee

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#### Resolution 24-R-71 Town Mill Levy

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**Agenda Date:** 12/10/2024 BOT Meeting

**Attachments:**

1. Town WC Prelim Assessed Value Cert FY25 (for reference)
2. Town WC Final Assessed Value Cert FY25
3. Resolution

**Reviewed By:** Jason Leslie, Deputy Town Manager

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#### **Action Type**

1) Legislative: Actions that relate to subjects of a long term and general applicability; such as the passing of ordinances/resolutions/policies/etc.

#### **Strategic Plan Alignment:**

Fiscally Responsible Governance – The Town of Frederick plans for, identifies, leverages, and utilizes resources that reflect exemplary stewardship for those who live in Frederick and those who will seek out Frederick in the future.

#### **Summary Statement:**

The purpose of the attached resolution is to set the mill levy for General Fund operations. The mill levy must be certified to Weld County by December 15th of each year.

#### **Detail of Issue/Request:**

In recent years the Town has maintained the mill levy at 6.555 to preserve the opportunity to collect property tax revenue for operations in the General Fund. For the upcoming 2025 budget year, a decrease in assessed valuations will result in a decrease of \$1,176,061 of property tax revenues compared to the amount collected in 2024. Total net taxable assessed valuations from the Weld County Assessor decreased from \$691,132,033 for the 2024 budget year to \$511,717,635 for the 2025 budget year.

**Legal Comments:**

Resolution was reviewed by legal counsel.

**Alternatives/Options**

Approve the mill levy at the calculated rate, or approve a reduced mill levy rate.

**Financial Considerations**

The property tax revenues that are reflected in the 2025 budget are based on assessed property values of \$511,717,635 with a mill levy of 6.555 mills.

**Staff Recommendation**

Set the General Fund mill levy at 6.555 mills.

**Community Impact**

Not applicable.

**TOWN OF FREDERICK, COLORADO  
RESOLUTION 24-R-71**

**A RESOLUTION OF FREDERICK, COLORADO, LEVYING GENERAL  
PROPERTY TAXES FOR THE YEAR 2024, TO HELP DEFRAY THE COST OF  
GOVERNMENT FOR THE TOWN OF FREDERICK, COLORADO, FOR THE  
2025 BUDGET YEAR.**

**WHEREAS**, the Board of Trustees of the Town of Frederick, Colorado has adopted the annual budget in accordance with the Local Government Budget Law, on December 10, 2024, and;

**WHEREAS**, the amount of money necessary to balance the budget for the general operating purposes is \$3,354,309 and;

**WHEREAS**, the amount of money necessary to balance the budget for the bonds and interest is \$0 and;

**WHEREAS**, the 2024 net valuation for assessment for the Town of Frederick as certified, by the County Assessor is \$511,717,635;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF FREDERICK, COLORADO;

Section 1. That for the purpose of meeting all general operating expenses of the Town of Frederick during the 2025 budget year, there is hereby levied a mill levy of 6.555 mills, upon each dollar of the total valuation of assessment of all taxable property within the Town for the year 2024.

Section 2. That the Finance Director is hereby authorized and directed to immediately certify to the County Commissioners of Weld County, Colorado, the mill levies for the Town of Frederick as hereinabove determined and set.

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

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

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

**INTRODUCED, READ, PASSED, AND ADOPTED THIS 10<sup>th</sup> DAY OF  
DECEMBER, 2024.**

**TOWN OF FREDERICK:**

By \_\_\_\_\_  
Tracie Crites, Mayor

**ATTEST:**

By \_\_\_\_\_  
Tricia David, Town Clerk



Built On What Matters

# TOWN OF FREDERICK

## Board of Trustees

### Staff Report

Tracie Crites, Mayor

Kevin Brown, Mayor Pro Tem  
Dan March, Trustee  
Mark Lamach, Trustee

Adam Mahan, Trustee  
Windi Padia, Trustee  
Chad teVelde, Trustee

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#### Resolution 24-R-46 Consideration of the First Amendment to the Silverstone Marketplace Memorandum of Agreement for Public Improvements

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**Agenda Date:** 12/10/2024 BOT Meeting

**Attachments:**

1. Exhibit B to MOAPI 2024.07.10\_ToF
2. Cost Allocation Summary
3. Resolution

**Reviewed By:** Jason Leslie, Deputy Town Manager

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#### **Action Type**

1) Legislative: Actions that relate to subjects of a long term and general applicability; such as the passing of ordinances/resolutions/policies/etc.

#### **Strategic Plan Alignment:**



**EFFECTIVE, EFFICIENT & STRATEGIC GOVERNMENT OPERATIONS** - As an employer of choice, the Town of Frederick will lead the region in a culture of efficiency, innovation, and strategic partnerships in all municipal services to far exceed the community's expectations and exemplify the fact that Frederick is Built on What Matters, its people.



**STRATEGIC, RELIABLE & SUSTAINABLE INFRASTRUCTURE**– Frederick is dedicated to investing in existing and future transportation, water, storm water, and technology while planning for sustainable growth and development.

4.1 Complete work on a short-term and long-term Facilities Master Plan taking into account the growth needs of the Town.

4.2 Study the economic impacts of municipal services in the Downtown relative to future growth needs of the community and the organization.



**FISCALLY RESPONSIBLE GOVERNANCE**– The Town of Frederick plans for, identifies, leverages, and utilizes resources that reflect exemplary stewardship for those who live in Frederick and those who will seek out Frederick in the future.

### **Summary Statement:**

This request updates Exhibit B of the Silverstone Marketplace MOAPI from Engineer's Costs Estimates to actual contractor bid amounts for the project. This update will ensure that proper funds are appropriated for the Shared and Additional Town Improvements as identified in the MOAPI.

### **Detail of Issue/Request:**

Pursuant to the Silverstone Marketplace MOAPI, dated August 14<sup>th</sup>, 2023, Exhibit F, Section 13.1.c and Section 14.1.a the Town obligations for the Shared Improvements and Additional Improvements are contingent upon funds for that purpose being appropriated, budgeted, and otherwise made available in due course by the Board of Trustees. The purpose of updating Exhibit B is to replace the Engineer's Estimate of Probable Cost with actual contractor bid prices.

Town Shared Improvement costs, related to HW52 and Colorado Boulevard roadway improvements, increased from \$2,879,328.09 to \$4,266,793.13. Town Additional Improvement costs, related to the 2022 Colorado Boulevard Mill & Overlay Project deferred so as to be included and completed at the same time as the greater Colorado Boulevard roadway improvements associated with Silverstone Marketplace development, decreased from \$849,931.50 to \$748,562.60. Overall cost increase to the Town is \$1,286,096.14 which includes a 10% contingency based on Hard Costs that were not included in the original MOAPI.

The Town Shared Improvement costs are further broken down between improvements to HW52 which are eligible for ARPA funding and Colorado Boulevard improvements coming from the Town's General Fund. Both improvement areas are eligible for future reimbursement to the Town by the areas adjacent to those improvements being complete now with the Silverstone Marketplace development. The HW52 roadway improvement costs total increased from \$1,334,563.59 to \$2,548,373.17 a difference of \$1,213,809.58 and Colorado Boulevard roadway improvements increased from \$1,544,764.50 to \$1,718,419.96 a difference of \$173,655.46.

**Legal Comments:**

This item is required by the MOAPI pertaining to updates to Exhibit B and TABOR. The First Amendment to the MOAPI has been reviewed by the Town Attorney's Office and a resolution has been drafted.

**Alternatives/Options**

The Board may choose to negotiate with the developer.

**Financial Considerations**

With the increase in actual construction bid costs from the initial engineer's estimate, additional funds will need to be appropriated.

**Staff Recommendation**

Staff recommends approval of the MOAPI First Amendment updates and Resolution 24-R-46.

**Community Impact**

Public improvement related to Silverstone Marketplace development will be funded meeting Town obligations.

**PART 1: PUBLIC IMPROVEMENTS**

| 1  | ON-SITE IMPROVEMENTS                               | Quantity | Unit | Unit Cost    | Total                 |
|----|----------------------------------------------------|----------|------|--------------|-----------------------|
| 2  | <b>Water Improvements</b>                          |          |      |              |                       |
| 3  | Tie-In To Existing Stub - Onsite                   | 1        | EA   | \$10,109.54  | \$10,109.54           |
| 4  | 12" PVC C900 Water Line - Onsite                   | 1050     | LF   | \$121.57     | \$127,648.50          |
| 5  | 12" Half Lowering - Onsite                         | 1        | EA   | \$5,658.90   | \$5,658.90            |
| 6  | 12" Lowering - Onsite                              | 3        | EA   | \$11,317.79  | \$33,953.37           |
| 7  | 8" PVC C900 Water Line - Onsite                    | 2700     | LF   | \$72.90      | \$196,830.00          |
| 8  | 8" Lowering - Onsite                               | 8        | EA   | \$9,012.83   | \$72,102.64           |
| 9  | Fire Hydrant Assembly - Onsite                     | 10       | EA   | \$12,191.11  | \$121,911.10          |
| 10 |                                                    |          |      |              |                       |
| 11 | <b>Valves</b>                                      |          |      |              |                       |
| 12 | 12" Gate Valve - Onsite                            | 13       | EA   | \$4,790.62   | \$62,278.06           |
| 13 | 8" Gate Valve - Onsite                             | 26       | EA   | \$2,671.60   | \$69,461.60           |
| 14 |                                                    |          |      |              |                       |
| 15 | <b>Thrust Blocks</b>                               |          |      |              |                       |
| 16 | Thrust Blocks - Onsite                             | 116      | EA   | \$450.40     | \$52,246.40           |
| 17 |                                                    |          |      |              |                       |
| 18 | <b>SUB-TOTAL</b>                                   |          |      |              | <b>\$752,200.11</b>   |
| 19 |                                                    |          |      |              |                       |
| 20 | <b>13th Street Improvements (West of Colorado)</b> |          |      |              |                       |
| 21 | <b>Allowance</b>                                   |          |      |              |                       |
| 22 | Allowance                                          | 1        | LS   | \$10,000.00  | \$10,000.00           |
| 23 |                                                    |          |      |              |                       |
| 24 | <b>Survey</b>                                      |          |      |              |                       |
| 25 | Staking                                            | 1        | LS   | \$25,840.00  | \$25,840.00           |
| 26 |                                                    |          |      |              |                       |
| 27 | <b>Traffic Control</b>                             |          |      |              |                       |
| 28 | Traffic Control                                    | 1        | LS   | \$22,500.00  | \$22,500.00           |
| 29 |                                                    |          |      |              |                       |
| 30 | <b>Joint Sealant</b>                               |          |      |              |                       |
| 31 | Concrete Sidewalk Joints                           | 1        | LS   | \$1,580.00   | \$1,580.00            |
| 32 |                                                    |          |      |              |                       |
| 33 | <b>Electrical</b>                                  |          |      |              |                       |
| 34 | 4" Conduits                                        | 1440     | LF   | \$17.81      | \$25,642.00           |
| 35 |                                                    |          |      |              |                       |
| 36 | <b>Earthwork</b>                                   |          |      |              |                       |
| 37 | Clearing & Grading                                 | 1        | LS   | \$168,034.40 | \$168,034.40          |
| 38 |                                                    |          |      |              |                       |
| 39 | <b>Asphalt</b>                                     |          |      |              |                       |
| 40 | Paving                                             | 9961     | SY   | \$49.40      | \$492,073.40          |
| 41 | Mobilization                                       | 1        | LS   | \$12,349.60  | \$12,349.60           |
| 42 |                                                    |          |      |              |                       |
| 43 | <b>Concrete</b>                                    |          |      |              |                       |
| 44 | 6" Vertical Curb with 2' Pan                       | 4010     | LF   | \$25.00      | \$100,250.00          |
| 45 | Sidewalk 6" Thick                                  | 20750    | SF   | \$6.60       | \$136,950.00          |
| 46 | Crosspan 10" Thick                                 | 2320     | SF   | \$15.80      | \$36,656.00           |
| 47 | Handicap Ramp with Truncated Domes                 | 1332     | SF   | \$22.00      | \$29,304.00           |
| 48 | Concrete Wash out                                  | 1        | LS   | \$13,500.00  | \$13,500.00           |
| 49 | Mobilization                                       | 1        | LS   | \$3,000.00   | \$3,000.00            |
| 50 |                                                    |          |      |              |                       |
| 51 | <b>Striping &amp; Signage</b>                      |          |      |              |                       |
| 52 | Striping & Signage                                 | 1        | LS   | \$33,610.00  | \$33,610.00           |
| 53 |                                                    |          |      |              |                       |
| 54 | <b>Landscaping &amp; Irrigation</b>                |          |      |              |                       |
| 55 | Landscaping & Irrigation                           | 1        | LS   | \$95,361.64  | \$95,361.64           |
| 56 |                                                    |          |      |              |                       |
| 57 | <b>Utilities</b>                                   |          |      |              |                       |
| 58 | 48" RCP Storm Line                                 | 950      | LF   | \$274.18     | \$260,471.00          |
| 59 | 42" RCP Storm Line                                 | 60       | LF   | \$246.97     | \$14,818.20           |
| 60 | 18" RCP Storm Line                                 | 32       | LF   | \$169.49     | \$5,423.68            |
| 61 | 42" Flared End Section                             | 1        | EA   | \$5,254.90   | \$5,254.90            |
| 62 | 36" Flared End Section                             | 1        | EA   | \$5,028.52   | \$5,028.52            |
| 63 | 7' Storm Manhole                                   | 1        | EA   | \$9,071.97   | \$9,071.97            |
| 64 | 5' Storm Manhole                                   | 1        | EA   | \$5,269.54   | \$5,269.54            |
| 65 | 5' Type R Inlet                                    | 4        | EA   | \$6,837.93   | \$27,351.72           |
| 66 | Tie-In W/Cross                                     | 1        | EA   | \$11,778.15  | \$11,778.15           |
| 67 | 12" PVC Water Line                                 | 2160     | LF   | \$117.01     | \$252,741.60          |
| 68 | 12" Gate Valve                                     | 8        | EA   | \$4,790.62   | \$38,324.96           |
| 69 | 12" Loweing                                        | 3        | EA   | \$11,317.79  | \$33,953.37           |
| 70 | 12" 1/2 Lowering                                   | 1        | EA   | \$9,041.60   | \$9,041.60            |
| 71 | Thrust Block                                       | 18       | EA   | \$450.40     | \$8,107.20            |
| 72 | 12" Water Stub                                     | 1        | EA   | \$19,517.47  | \$19,517.47           |
| 73 | Tie-In to Existing Manhole                         | 1        | EA   | \$6,843.81   | \$6,843.81            |
| 74 | 8" SDR35 PVC Sewer Line                            | 920      | LF   | \$66.71      | \$61,373.20           |
| 75 | 4' Sanitary Sewer Manhole                          | 3        | EA   | \$5,293.77   | \$15,881.31           |
| 76 |                                                    |          |      |              |                       |
| 77 | <b>SUB-TOTAL</b>                                   |          |      |              | <b>\$1,996,903.24</b> |
| 78 | <b>United Power</b>                                |          |      |              |                       |
| 79 | ROW electrical                                     | 1        | LS   | \$360,753.43 | \$360,753.43          |
| 80 |                                                    |          |      |              |                       |
| 81 | <b>SUB-TOTAL</b>                                   |          |      |              | <b>\$2,357,656.67</b> |
| 82 |                                                    |          |      |              |                       |

|     |                                                                  |                 |             |                  |                     |
|-----|------------------------------------------------------------------|-----------------|-------------|------------------|---------------------|
| 83  | <b>Colorado Boulevard (West Side, North of 13th)</b>             | <b>Quantity</b> | <b>Unit</b> | <b>Unit Cost</b> | <b>Total</b>        |
| 84  | <b>Allowance</b>                                                 |                 |             |                  |                     |
| 85  | Allowance                                                        | 1               | LS          | \$1,000.00       | \$1,000.00          |
| 86  |                                                                  |                 |             |                  |                     |
| 87  | <b>Survey</b>                                                    |                 |             |                  |                     |
| 88  | Staking                                                          | 1               | LS          | \$1,429.46       | \$1,429.46          |
| 89  |                                                                  |                 |             |                  |                     |
| 90  | <b>Traffic Control</b>                                           |                 |             |                  |                     |
| 91  | Traffic Control                                                  | 1               | LS          | \$10,959.06      | \$10,959.06         |
| 92  |                                                                  |                 |             |                  |                     |
| 93  | <b>Earthwork</b>                                                 |                 |             |                  |                     |
| 94  | Clearing & Grading                                               | 1               | LS          | \$10,517.08      | \$10,517.08         |
| 95  |                                                                  |                 |             |                  |                     |
| 96  | <b>Asphalt</b>                                                   |                 |             |                  |                     |
| 97  | Paving                                                           | 524             | SY          | \$110.24         | \$57,768.28         |
| 98  | Mill & Overlay                                                   | 977             | SY          | \$12.34          | \$12,060.89         |
| 99  |                                                                  |                 |             |                  |                     |
| 100 | <b>Concrete</b>                                                  |                 |             |                  |                     |
| 101 | Median Curb                                                      | 264             | LF          | \$70.00          | \$18,480.00         |
| 102 | Stamped Concrete                                                 | 1292            | SF          | \$12.20          | \$15,762.40         |
| 103 |                                                                  |                 |             |                  |                     |
| 104 | <b>Striping &amp; Signage</b>                                    |                 |             |                  |                     |
| 105 | Striping & Signage                                               | 1               | LS          | \$3,864.75       | \$3,864.75          |
| 106 |                                                                  |                 |             |                  |                     |
| 107 | <b>SUB-TOTAL</b>                                                 |                 |             |                  | <b>\$131,841.92</b> |
| 108 | <b>United Power</b>                                              |                 |             |                  |                     |
| 109 | ROW electrical                                                   | 1               | LS          | \$82,422.62      | \$82,422.62         |
| 110 |                                                                  |                 |             |                  |                     |
| 111 | <b>SUB-TOTAL</b>                                                 |                 |             |                  | <b>\$214,264.54</b> |
| 112 |                                                                  |                 |             |                  |                     |
| 113 | <b>Colorado Boulevard (West Side, Between 13th &amp; Hwy 52)</b> | <b>Quantity</b> | <b>Unit</b> | <b>Unit Cost</b> | <b>Total</b>        |
| 114 | <b>Allowance</b>                                                 |                 |             |                  |                     |
| 115 | Allowance                                                        | 1               | LS          | \$3,000.00       | \$3,000.00          |
| 116 |                                                                  |                 |             |                  |                     |
| 117 | <b>Survey</b>                                                    |                 |             |                  |                     |
| 118 | Staking                                                          | 1               | LS          | \$7,253.20       | \$7,253.20          |
| 119 |                                                                  |                 |             |                  |                     |
| 120 | <b>Traffic Control</b>                                           |                 |             |                  |                     |
| 121 | Traffic Control                                                  | 1               | LS          | \$36,471.66      | \$36,471.66         |
| 122 |                                                                  |                 |             |                  |                     |
| 123 | <b>Joint Sealant</b>                                             |                 |             |                  |                     |
| 124 | Concrete Sidewalk Joints                                         | 1               | LS          | \$725.00         | \$725.00            |
| 125 |                                                                  |                 |             |                  |                     |
| 126 | <b>Earthwork</b>                                                 |                 |             |                  |                     |
| 127 | Clearing & Grading                                               | 1               | LS          | \$36,136.57      | \$36,136.57         |
| 128 |                                                                  |                 |             |                  |                     |
| 129 | <b>Asphalt</b>                                                   |                 |             |                  |                     |
| 130 | Paving                                                           | 1801            | SY          | \$110.20         | \$198,491.20        |
| 131 | Mill & Overlay                                                   | 2747            | SY          | \$12.34          | \$33,899.66         |
| 132 |                                                                  |                 |             |                  |                     |
| 133 | <b>Concrete</b>                                                  |                 |             |                  |                     |
| 134 | Curb & Gutter                                                    | 843             | LF          | \$24.75          | \$20,864.25         |
| 135 | Median Curb                                                      | 348             | LF          | \$70.00          | \$24,360.00         |
| 136 | Stamped Concrete                                                 | 1566            | SF          | \$12.20          | \$19,105.20         |
| 137 | Sidewalk                                                         | 7922            | SF          | \$6.60           | \$52,285.20         |
| 138 | Crossspan                                                        | 795             | SF          | \$15.80          | \$12,561.00         |
| 139 | Ramps                                                            | 180             | SF          | \$22.00          | \$3,960.00          |
| 140 |                                                                  |                 |             |                  |                     |
| 141 | <b>Striping &amp; Signage</b>                                    |                 |             |                  |                     |
| 142 | Striping & Signage                                               | 1               | LS          | \$12,861.84      | \$12,861.84         |
| 143 |                                                                  |                 |             |                  |                     |
| 144 | <b>Landscaping &amp; Irrigation</b>                              |                 |             |                  |                     |
| 145 | Landscaping & Irrigation                                         | 1               | LS          | \$68,852.00      | \$68,852.00         |
| 146 |                                                                  |                 |             |                  |                     |
| 147 | <b>Utilities</b>                                                 |                 |             |                  |                     |
| 148 | 24" RCP                                                          | 1011            | LF          | \$116.09         | \$117,366.99        |
| 149 | Inlets                                                           | 2               | EA          | \$6,837.93       | \$13,675.86         |
| 150 | 5' Manhole                                                       | 1               | EA          | \$5,031.24       | \$5,031.24          |
| 151 |                                                                  |                 |             |                  |                     |
| 152 | <b>SUB-TOTAL</b>                                                 |                 |             |                  | <b>\$666,900.87</b> |
| 153 | <b>United Power</b>                                              |                 |             |                  |                     |
| 154 | ROW electrical                                                   | 1               | LS          | \$164,845.24     | \$164,845.24        |
| 155 |                                                                  |                 |             |                  |                     |
| 156 | <b>SUB-TOTAL</b>                                                 |                 |             |                  | <b>\$831,746.11</b> |
| 157 |                                                                  |                 |             |                  |                     |

|     |                                                  |                 |             |                  |                     |
|-----|--------------------------------------------------|-----------------|-------------|------------------|---------------------|
| 158 | <b>Highway 52 (North Side, West of Colorado)</b> | <b>Quantity</b> | <b>Unit</b> | <b>Unit Cost</b> | <b>Total</b>        |
| 159 | <b>Allowance</b>                                 |                 |             |                  |                     |
| 160 | Allowance                                        | 1               | LS          | \$5,000.00       | \$5,000.00          |
| 161 |                                                  |                 |             |                  |                     |
| 162 | <b>Survey</b>                                    |                 |             |                  |                     |
| 163 | Staking                                          | 1               | LS          | \$3,552.60       | \$3,552.60          |
| 164 |                                                  |                 |             |                  |                     |
| 165 | <b>Traffic Control</b>                           |                 |             |                  |                     |
| 166 | Traffic Control                                  | 1               | LS          | \$55,124.13      | \$55,124.13         |
| 167 |                                                  |                 |             |                  |                     |
| 168 | <b>Earthwork</b>                                 |                 |             |                  |                     |
| 169 | Clearing & Grading                               | 1               | LS          | \$25,331.61      | \$25,331.61         |
| 170 |                                                  |                 |             |                  |                     |
| 171 | <b>Asphalt</b>                                   |                 |             |                  |                     |
| 172 | Paving                                           | 2731            | SY          | \$68.37          | \$186,723.95        |
| 173 |                                                  |                 |             |                  |                     |
| 174 | <b>Concrete</b>                                  |                 |             |                  |                     |
| 175 | Curb & Gutter                                    | 910             | LF          | \$24.75          | \$22,522.50         |
| 176 | Crosspans                                        | 840             | SF          | \$15.80          | \$13,272.00         |
| 177 | HC Ramp                                          | 630             | SF          | \$22.00          | \$13,860.00         |
| 178 | Washout                                          | 1               | LS          | \$963.00         | \$963.00            |
| 179 |                                                  |                 |             |                  |                     |
| 180 | <b>Striping &amp; Signage</b>                    |                 |             |                  |                     |
| 181 | Striping & Signage                               | 1               | LS          | \$55,080.75      | \$55,080.75         |
| 182 |                                                  |                 |             |                  |                     |
| 183 | <b>Landscaping &amp; Irrigation</b>              |                 |             |                  |                     |
| 184 | Landscaping & Irrigation                         | 1               | LS          | \$108,214.00     | \$108,214.00        |
| 185 |                                                  |                 |             |                  |                     |
| 186 | <b>Utilities</b>                                 |                 |             |                  |                     |
| 187 | 24" RCP                                          | 114             | LF          | \$116.09         | \$13,234.26         |
| 188 | 24" FES                                          | 1               | EA          | \$3,664.26       | \$3,664.26          |
| 189 | 36" RCP                                          | 58              | LF          | \$189.70         | \$11,002.60         |
| 190 | 36" FES                                          | 2               | EA          | \$5,028.52       | \$10,057.04         |
| 191 | 6' Manhole                                       | 1               | EA          | \$6,115.50       | \$6,115.50          |
| 192 |                                                  |                 |             |                  |                     |
| 193 | <b>SUB-TOTAL</b>                                 |                 |             |                  | <b>\$533,718.20</b> |

|                                           |       |                       |
|-------------------------------------------|-------|-----------------------|
| <b>SUB-TOTAL HARD PUBLIC IMPROVEMENTS</b> |       | <b>\$4,081,564.34</b> |
| General Conditions                        | 5.25% | \$214,122.27          |
| Overhead & Mobilization                   | 4.97% | \$202,876.22          |
| United Power (ROW electrical)             |       | \$608,021.29          |
| <b>TOTAL HARD PUBLIC IMPROVEMENTS</b>     |       | <b>\$5,106,584.12</b> |
| <b>TOTAL SOFT PUBLIC IMPROVEMENTS</b>     | 10%   | <b>\$449,856.28</b>   |
| <b>HARD AND SOFT PUBLIC IMPROVEMENTS</b>  |       | <b>\$5,556,440.41</b> |

**PART 2: SHARED IMPROVEMENTS**

|    |                                                      |                 |             |                  |                     |
|----|------------------------------------------------------|-----------------|-------------|------------------|---------------------|
| 1  | <b>Hwy 52 and William Bailey Ave Intersection</b>    | <b>Quantity</b> | <b>Unit</b> | <b>Unit Cost</b> | <b>Total</b>        |
| 2  | <b>Allowance</b>                                     |                 |             |                  |                     |
| 3  | Allowance                                            | 1               | LS          | \$2,500.00       | \$2,500.00          |
| 4  |                                                      |                 |             |                  |                     |
| 5  | <b>Survey</b>                                        |                 |             |                  |                     |
| 6  | Staking                                              | 1               | LS          | \$4,174.84       | \$4,174.84          |
| 7  |                                                      |                 |             |                  |                     |
| 8  | <b>Traffic Control</b>                               |                 |             |                  |                     |
| 9  | Traffic Control                                      | 1               | LS          | \$82,471.97      | \$82,471.97         |
| 10 |                                                      |                 |             |                  |                     |
| 11 | <b>Traffic Signals</b>                               |                 |             |                  |                     |
| 12 | Signalized Intersection                              | 1               | LS          | \$475,805.00     | \$475,805.00        |
| 13 |                                                      |                 |             |                  |                     |
| 14 | <b>Earthwork</b>                                     |                 |             |                  |                     |
| 15 | Clearing & Grading                                   | 1               | LS          | \$5,225.85       | \$5,225.85          |
| 16 |                                                      |                 |             |                  |                     |
| 17 | <b>Asphalt</b>                                       |                 |             |                  |                     |
| 18 | Paving                                               | 563             | SY          | \$68.37          | \$38,520.69         |
| 19 |                                                      |                 |             |                  |                     |
| 20 | <b>Concrete</b>                                      |                 |             |                  |                     |
| 21 | Curb & Gutter                                        | 152             | LF          | \$24.75          | \$3,762.00          |
| 22 |                                                      |                 |             |                  |                     |
| 23 | <b>Striping &amp; Signage</b>                        |                 |             |                  |                     |
| 24 | Striping & Signage                                   | 1               | LS          | \$11,363.02      | \$11,363.02         |
| 25 |                                                      |                 |             |                  |                     |
| 26 | <b>SUB-TOTAL</b>                                     |                 |             |                  | <b>\$623,823.37</b> |
| 27 | <b>Shared Improvement - Town Contribution</b>        | <b>50%</b>      |             |                  | <b>\$311,911.69</b> |
| 28 |                                                      |                 |             |                  |                     |
| 29 | <b>Colorado Boulevard and 13th Street Roundabout</b> | <b>Quantity</b> | <b>Unit</b> | <b>Unit Cost</b> | <b>Total</b>        |
| 30 | <b>Allowance</b>                                     |                 |             |                  |                     |
| 31 | Allowance                                            | 1               | LS          | \$7,500.00       | \$7,500.00          |
| 32 |                                                      |                 |             |                  |                     |
| 33 | <b>Survey</b>                                        |                 |             |                  |                     |
| 34 | Staking                                              | 1               | LS          | \$10,703.29      | \$10,703.29         |
| 35 |                                                      |                 |             |                  |                     |
| 36 | <b>Traffic Control</b>                               |                 |             |                  |                     |
| 37 | Traffic Control                                      | 1               | LS          | \$56,323.11      | \$56,323.11         |
| 38 |                                                      |                 |             |                  |                     |
| 39 | <b>Electrical</b>                                    |                 |             |                  |                     |
| 40 | 4" Conduits                                          | 960             | LF          | \$17.64          | \$16,938.00         |
| 41 |                                                      |                 |             |                  |                     |
| 42 | <b>Earthwork</b>                                     |                 |             |                  |                     |
| 43 | Clearing & Grading                                   | 1               | LS          | \$65,155.50      | \$65,155.50         |
| 44 |                                                      |                 |             |                  |                     |
| 45 | <b>Asphalt</b>                                       |                 |             |                  |                     |
| 46 | Paving                                               | 3248            | SY          | \$110.19         | \$357,886.60        |
| 47 | Mill & Overlay                                       | 81              | SY          | \$12.27          | \$994.10            |
| 48 |                                                      |                 |             |                  |                     |
| 49 | <b>Concrete</b>                                      |                 |             |                  |                     |
| 50 | Curb & Gutter                                        | 1975            | LF          | \$24.75          | \$48,881.25         |
| 51 | Median Curb                                          | 153             | LF          | \$70.00          | \$10,710.00         |
| 52 | Stamped Concrete                                     | 9772            | SF          | \$12.20          | \$119,218.40        |
| 53 | Sidewalk                                             | 9478            | SF          | \$6.60           | \$62,554.80         |
| 54 | Crossspan                                            | 4650            | SF          | \$10.80          | \$50,220.00         |
| 55 | HC Ramps                                             | 1805            | SF          | \$22.00          | \$39,710.00         |
| 56 | Mobilization                                         | 1               | LS          | \$10,000.00      | \$10,000.00         |
| 57 | Concrete Wash Out                                    | 1               | LS          | \$19,800.00      | \$19,800.00         |
| 58 | Misc.                                                | 1               | LS          | \$11,041.40      | \$11,041.40         |
| 59 |                                                      |                 |             |                  |                     |
| 60 | <b>Striping &amp; Signage</b>                        |                 |             |                  |                     |
| 61 | Striping & Signage                                   | 1               | LS          | \$19,862.52      | \$19,862.52         |
| 62 |                                                      |                 |             |                  |                     |
| 63 | <b>Utilities</b>                                     |                 |             |                  |                     |
| 64 | 24" RCP                                              | 240             | LF          | \$116.09         | \$27,861.60         |
| 65 | 12" Water                                            | 400             | LF          | \$117.01         | \$46,804.00         |
| 66 | 5' Manhole                                           | 1               | EA          | \$5,031.24       | \$5,031.24          |
| 67 |                                                      |                 |             |                  |                     |
| 68 | <b>SUB-TOTAL</b>                                     |                 |             |                  | <b>\$987,195.81</b> |
| 69 | <b>Shared Improvement - Town Contribution</b>        | <b>50%</b>      |             |                  | <b>\$493,597.91</b> |
| 70 |                                                      |                 |             |                  |                     |

|     |                                                        |                 |             |                  |                       |
|-----|--------------------------------------------------------|-----------------|-------------|------------------|-----------------------|
| 71  | <b>Hwy 52 and Colorado Boulevard Intersection</b>      | <b>Quantity</b> | <b>Unit</b> | <b>Unit Cost</b> | <b>Total</b>          |
| 72  | <b>Allowance</b>                                       |                 |             |                  |                       |
| 73  | Allowance                                              | 1               | LS          | \$2,500.00       | \$2,500.00            |
| 74  |                                                        |                 |             |                  |                       |
| 75  | <b>Survey</b>                                          |                 |             |                  |                       |
| 76  | Staking                                                | 1               | LS          | \$7,062.05       | \$7,062.05            |
| 77  |                                                        |                 |             |                  |                       |
| 78  | <b>Traffic Control</b>                                 |                 |             |                  |                       |
| 79  | Traffic Control                                        | 1               | LS          | \$118,614.90     | \$118,614.90          |
| 80  |                                                        |                 |             |                  |                       |
| 81  | <b>Traffic Signals</b>                                 |                 |             |                  |                       |
| 82  | Signalized Intersection                                | 1               | LS          | \$475,805.00     | \$475,805.00          |
| 83  |                                                        |                 |             |                  |                       |
| 84  | <b>Earthwork</b>                                       |                 |             |                  |                       |
| 85  | Clearing & Grading                                     | 1               | LS          | \$20,335.57      | \$20,335.57           |
| 86  |                                                        |                 |             |                  |                       |
| 87  | <b>Asphalt</b>                                         |                 |             |                  |                       |
| 88  | Paving                                                 | 2193            | SY          | \$68.37          | \$149,897.22          |
| 89  | Mill & Overlay                                         | 896             | SY          | \$12.34          | \$11,051.70           |
| 90  |                                                        |                 |             |                  |                       |
| 91  | <b>Concrete</b>                                        |                 |             |                  |                       |
| 92  | Curb & Gutter                                          | 2904            | LF          | \$24.75          | \$71,874.00           |
| 93  | Sidewalk                                               | 14110           | SF          | \$6.60           | \$93,126.00           |
| 94  | HC Ramps                                               | 2180            | SF          | \$22.00          | \$47,960.00           |
| 95  | Misc.                                                  | 1               | LS          | \$7,809.50       | \$7,809.50            |
| 96  |                                                        |                 |             |                  |                       |
| 97  | <b>Striping &amp; Signage</b>                          |                 |             |                  |                       |
| 98  | Striping & Signage                                     | 1               | LS          | \$47,477.51      | \$47,477.51           |
| 99  |                                                        |                 |             |                  |                       |
| 100 | <b>SUB-TOTAL</b>                                       |                 |             |                  | <b>\$1,053,513.45</b> |
| 101 | <b>Shared Improvement - Town Contribution</b>          | <b>75%</b>      |             |                  | <b>\$790,135.09</b>   |
| 102 |                                                        |                 |             |                  |                       |
| 103 | <b>Colorado Boulevard (East Side, North of Hwy 52)</b> | <b>Quantity</b> | <b>Unit</b> | <b>Unit Cost</b> | <b>Total</b>          |
| 104 | <b>Allowance</b>                                       |                 |             |                  |                       |
| 105 | Allowance                                              | 1               | LS          | \$4,000.00       | \$4,000.00            |
| 106 |                                                        |                 |             |                  |                       |
| 107 | <b>Survey</b>                                          |                 |             |                  |                       |
| 108 | Staking                                                | 1               | LS          | \$4,762.81       | \$4,762.81            |
| 109 |                                                        |                 |             |                  |                       |
| 110 | <b>Traffic Control</b>                                 |                 |             |                  |                       |
| 111 | Traffic Control                                        | 1               | LS          | \$38,171.90      | \$38,171.90           |
| 112 |                                                        |                 |             |                  |                       |
| 113 | <b>Joint Sealant</b>                                   |                 |             |                  |                       |
| 114 | Concrete Sidewalk Joints                               | 1               | LS          | \$725.00         | \$725.00              |
| 115 |                                                        |                 |             |                  |                       |
| 116 | <b>Earthwork</b>                                       |                 |             |                  |                       |
| 117 | Clearing & Grading                                     | 1               | LS          | \$36,265.86      | \$36,265.86           |
| 118 |                                                        |                 |             |                  |                       |
| 119 | <b>Asphalt</b>                                         |                 |             |                  |                       |
| 120 | Paving                                                 | 1808            | SY          | \$110.20         | \$199,201.40          |
| 121 | Mill & Overlay                                         | 3567            | SY          | \$12.34          | \$44,023.08           |
| 122 |                                                        |                 |             |                  |                       |
| 123 | <b>Concrete</b>                                        |                 |             |                  |                       |
| 124 | Curb & Gutter                                          | 874             | LF          | \$24.75          | \$21,631.50           |
| 125 | Median Curb                                            | 612             | LF          | \$70.00          | \$42,840.00           |
| 126 | Stamped Concrete                                       | 2858            | SF          | \$12.20          | \$34,867.60           |
| 127 |                                                        |                 |             |                  |                       |
| 128 | <b>Striping &amp; Signage</b>                          |                 |             |                  |                       |
| 129 | Striping & Signage                                     | 1               | LS          | \$13,461.44      | \$13,461.44           |
| 130 |                                                        |                 |             |                  |                       |
| 131 | <b>United Power</b>                                    |                 |             |                  |                       |
| 132 | ROW electrical                                         | 1               | LS          | \$247,267.86     | \$247,267.86          |
| 133 |                                                        |                 |             |                  |                       |
| 134 | <b>SUB-TOTAL</b>                                       |                 |             |                  | <b>\$439,950.59</b>   |
| 135 | <b>United Power</b>                                    |                 |             |                  |                       |
| 136 | ROW electrical                                         | 1               | LS          | \$247,267.86     | \$247,267.86          |
| 137 |                                                        |                 |             |                  |                       |
| 138 | <b>SUB-TOTAL</b>                                       |                 |             |                  | <b>\$687,218.45</b>   |
| 139 | <b>Shared Improvement - Town Contribution</b>          | <b>100%</b>     |             |                  | <b>\$687,218.45</b>   |
| 140 |                                                        |                 |             |                  |                       |

|     |                                               |                 |             |                  |                     |
|-----|-----------------------------------------------|-----------------|-------------|------------------|---------------------|
| 141 | <b>Colorado Boulevard (South of Hwy 52)</b>   | <b>Quantity</b> | <b>Unit</b> | <b>Unit Cost</b> | <b>Total</b>        |
| 142 | <b>Allowance</b>                              |                 |             |                  |                     |
| 143 | Allowance                                     | 1               | LS          | \$2,000.00       | \$2,000.00          |
| 144 |                                               |                 |             |                  |                     |
| 145 | <b>Survey</b>                                 |                 |             |                  |                     |
| 146 | Staking                                       | 1               | LS          | \$1,931.23       | \$1,931.23          |
| 147 |                                               |                 |             |                  |                     |
| 148 | <b>Traffic Control</b>                        |                 |             |                  |                     |
| 149 | Traffic Control                               | 1               | LS          | \$19,774.27      | \$19,774.27         |
| 150 |                                               |                 |             |                  |                     |
| 151 | <b>Earthwork</b>                              |                 |             |                  |                     |
| 152 | Clearing & Grading                            | 1               | LS          | \$22,092.99      | \$22,092.99         |
| 153 |                                               |                 |             |                  |                     |
| 154 | <b>Asphalt</b>                                |                 |             |                  |                     |
| 155 | Paving                                        | 1101            | SY          | \$110.20         | \$121,352.56        |
| 156 | Mill & Overlay                                | 376             | SY          | \$12.34          | \$4,645.56          |
| 157 |                                               |                 |             |                  |                     |
| 158 | <b>Striping &amp; Signage</b>                 |                 |             |                  |                     |
| 159 | Striping & Signage                            | 1               | LS          | \$6,973.46       | \$6,973.46          |
| 160 |                                               |                 |             |                  |                     |
| 161 | <b>SUB-TOTAL</b>                              |                 |             |                  | <b>\$178,770.07</b> |
| 162 | <b>Shared Improvement - Town Contribution</b> | <b>100%</b>     |             |                  | <b>\$178,770.07</b> |
| 163 |                                               |                 |             |                  |                     |
| 164 | <b>Hwy 52 (North Side, East of Colorado)</b>  | <b>Quantity</b> | <b>Unit</b> | <b>Unit Cost</b> | <b>Total</b>        |
| 165 | <b>Allowance</b>                              |                 |             |                  |                     |
| 166 | Allowance                                     | 1               | LS          | \$2,500.00       | \$2,500.00          |
| 167 |                                               |                 |             |                  |                     |
| 168 | <b>Survey</b>                                 |                 |             |                  |                     |
| 169 | Staking                                       | 1               | LS          | \$641.03         | \$641.03            |
| 170 |                                               |                 |             |                  |                     |
| 171 | <b>Traffic Control</b>                        |                 |             |                  |                     |
| 172 | Traffic Control                               | 1               | LS          | \$16,209.15      | \$16,209.15         |
| 173 |                                               |                 |             |                  |                     |
| 174 | <b>Earthwork</b>                              |                 |             |                  |                     |
| 175 | Clearing & Grading                            | 1               | LS          | \$7,448.72       | \$7,448.72          |
| 176 |                                               |                 |             |                  |                     |
| 177 | <b>Asphalt</b>                                |                 |             |                  |                     |
| 178 | Paving                                        | 803.111         | SY          | \$68.37          | \$54,905.85         |
| 179 |                                               |                 |             |                  |                     |
| 180 | <b>Striping &amp; Signage</b>                 |                 |             |                  |                     |
| 181 | Striping & Signage                            | 1               | LS          | \$16,196.40      | \$16,196.40         |
| 182 |                                               |                 |             |                  |                     |
| 183 | <b>SUB-TOTAL</b>                              |                 |             |                  | <b>\$97,901.15</b>  |
| 184 | <b>Shared Improvement - Town Contribution</b> | <b>100%</b>     |             |                  | <b>\$97,901.15</b>  |
| 185 |                                               |                 |             |                  |                     |
| 186 | <b>Hwy 52 (South Side)</b>                    | <b>Quantity</b> | <b>Unit</b> | <b>Unit Cost</b> | <b>Total</b>        |
| 187 | <b>Allowance</b>                              |                 |             |                  |                     |
| 188 | Allowance                                     | 1               | LS          | \$5,000.00       | \$5,000.00          |
| 189 |                                               |                 |             |                  |                     |
| 190 | <b>Survey</b>                                 |                 |             |                  |                     |
| 191 | Staking                                       | 1               | LS          | \$4,709.48       | \$4,709.48          |
| 192 |                                               |                 |             |                  |                     |
| 193 | <b>Traffic Control</b>                        |                 |             |                  |                     |
| 194 | Traffic Control                               | 1               | LS          | \$117,594.85     | \$117,594.85        |
| 195 |                                               |                 |             |                  |                     |
| 196 | <b>Earthwork</b>                              |                 |             |                  |                     |
| 197 | Clearing & Grading                            | 1               | LS          | \$54,039.26      | \$54,039.26         |
| 198 |                                               |                 |             |                  |                     |
| 199 | <b>Asphalt</b>                                |                 |             |                  |                     |
| 200 | Paving                                        | 5826            | SY          | \$68.37          | \$398,333.28        |
| 201 |                                               |                 |             |                  |                     |
| 202 | <b>Concrete</b>                               |                 |             |                  |                     |
| 203 | Curb & Gutter                                 | 352             | LF          | \$24.75          | \$8,712.00          |
| 204 |                                               |                 |             |                  |                     |
| 205 | <b>Striping &amp; Signage</b>                 |                 |             |                  |                     |
| 206 | Striping & Signage                            | 1               | LS          | \$117,502.32     | \$117,502.32        |
| 207 |                                               |                 |             |                  |                     |
| 208 | <b>Landscaping</b>                            |                 |             |                  |                     |
| 209 | Hydra Seed/fert/rotatill to stabilize buffer  | 5400            | SF          | \$3.88           | \$20,952.00         |
| 210 |                                               |                 |             |                  |                     |
| 211 | <b>SUB-TOTAL</b>                              |                 |             |                  | <b>\$726,843.19</b> |
| 212 | <b>Shared Improvement - Town Contribution</b> | <b>100%</b>     |             |                  | <b>\$726,843.19</b> |

|                                                                   |       |                       |
|-------------------------------------------------------------------|-------|-----------------------|
| <b>SUB-TOTAL HARD SHARED IMPROVEMENTS</b>                         |       | <b>\$4,107,997.63</b> |
| General Conditions                                                | 5.25% | \$215,508.99          |
| Overhead & Mobilization                                           | 4.97% | \$204,190.10          |
| United Power (ROW electrical)                                     |       | \$247,267.86          |
| <b>TOTAL HARD SHARED IMPROVEMENTS</b>                             |       | <b>\$4,774,964.58</b> |
| <b>TOTAL SOFT SHARED IMPROVEMENTS</b>                             | 10%   | <b>\$452,769.67</b>   |
| <b>HARD AND SOFT PUBLIC IMPROVEMENTS</b>                          |       | <b>\$5,227,734.25</b> |
| <b>SUB-TOTAL TOWN SHARE OF SHARED IMPROVEMENTS ("HARD COSTS")</b> |       | <b>\$3,039,109.68</b> |
| General Conditions                                                | 5.25% | \$159,434.23          |
| Overhead & Mobilization                                           | 4.97% | \$151,060.49          |
| United Power (ROW electrical)                                     |       | \$247,267.86          |
| <b>TOTAL TOWN SHARE OF SHARED IMPROVEMENTS ("HARD COSTS")</b>     |       | <b>\$3,596,872.25</b> |
| <b>TOTAL TOWN SHARE OF SHARED IMPROVEMENTS ("SOFT COSTS")</b>     | 10%   | <b>\$334,960.44</b>   |
| Contingency                                                       | 10%   | \$334,960.44          |
| <b>TOWN SHARE, HARD AND SOFT COSTS</b>                            |       | <b>\$4,266,793.13</b> |

### PART 3: ADDITIONAL IMPROVEMENTS

| 1  | Colorado Blvd Add. Improvements (13th to Tipple Pkwy) | Quantity | Unit | Unit Cost   | Total               |
|----|-------------------------------------------------------|----------|------|-------------|---------------------|
| 2  | <b>Survey</b>                                         |          |      |             |                     |
| 3  | Staking                                               | 1        | LS   | \$7,340.00  | \$7,340.00          |
| 4  |                                                       |          |      |             |                     |
| 5  | <b>Traffic Control</b>                                |          |      |             |                     |
| 6  | Traffic Control                                       | 1        | LS   | \$62,500.00 | \$62,500.00         |
| 7  |                                                       |          |      |             |                     |
| 8  | <b>Earthwork</b>                                      |          |      |             |                     |
| 9  | Clearing & Grading                                    | 1        | LS   | \$17,476.00 | \$17,476.00         |
| 10 |                                                       |          |      |             |                     |
| 11 | <b>Asphalt</b>                                        |          |      |             |                     |
| 12 | Mobilization                                          | 1        | LS   | \$30,000.00 | \$30,000.00         |
| 13 | Patching                                              | 500      | TN   | \$175.00    | \$87,500.00         |
| 14 | Mill & Overlay                                        | 19300    | SY   | \$12.80     | \$247,040.00        |
| 15 | Paving                                                | 400      | SY   | \$160.00    | \$64,000.00         |
| 16 | Manhole Adjustments                                   | 4        | EA   | \$650.00    | \$2,600.00          |
| 17 |                                                       |          |      |             |                     |
| 18 | <b>Striping &amp; Signage</b>                         |          |      |             |                     |
| 19 | Striping & Signage                                    | 1        | LS   | \$41,658.00 | \$41,658.00         |
| 20 |                                                       |          |      |             |                     |
| 21 | <b>Landscaping &amp; Irrigation</b>                   |          |      |             |                     |
| 22 | Landscaping & Irrigation                              | 1        | LS   | \$5,000.00  | \$5,000.00          |
| 23 |                                                       |          |      |             |                     |
| 24 | <b>SUB-TOTAL</b>                                      |          |      |             | <b>\$565,114.00</b> |

|                                                                       |     |                     |
|-----------------------------------------------------------------------|-----|---------------------|
| <b>SUB-TOTAL TOWN SHARE OF ADDITIONAL IMPROVEMENTS ("HARD COSTS")</b> |     | <b>\$565,114.00</b> |
| General Conditions                                                    |     | \$56,455.00         |
| Overhead & Mobilization                                               |     | \$29,355.00         |
| <b>TOTAL TOWN SHARE OF ADDITIONAL IMPROVEMENTS ("HARD COSTS")</b>     |     | <b>\$650,924.00</b> |
| <b>TOWN SHARE OF ADDITIONAL IMPROVEMENTS ("SOFT COSTS")</b>           | 5%  | <b>\$32,546.20</b>  |
| Contingency                                                           | 10% | \$65,092.40         |
| <b>TOWN SHARE, HARD AND SOFT COSTS</b>                                |     | <b>\$748,562.60</b> |

### PART 4: SUMMARY OF IMPROVEMENTS / TOTALS

|                                                                                        |                        |
|----------------------------------------------------------------------------------------|------------------------|
| <b>GRAND TOTAL (ALL IMPROVEMENTS) =</b>                                                | <b>\$11,867,697.70</b> |
| <b>TOTAL COST PUBLIC IMPROVEMENTS (PART 1)* =</b>                                      | <b>\$5,556,440.41</b>  |
| <b>TOTAL SHARED HARD PUBLIC IMPROVEMENTS (PART 2) =</b>                                | <b>\$4,774,964.58</b>  |
| TOWN SHARE OF HARD COSTS =                                                             | \$3,596,872.25         |
| DEVELOPER SHARE OF HARD COSTS* =                                                       | \$1,178,092.32         |
| <b>TOTAL (HARD, SOFT AND CONTINGENCY COSTS): TOWN SHARED IMPROVEMENTS (PART 2) =</b>   | <b>\$4,266,793.13</b>  |
| <b>TOTAL ADDITIONAL HARD IMPROVEMENTS (PART 3) =</b>                                   | <b>\$650,924.00</b>    |
| TOWN SHARE OF HARD COSTS =                                                             | \$650,924.00           |
| DEVELOPER SHARE OF HARD COSTS =                                                        | \$0.00                 |
| <b>TOTAL (HARD, SOFT, AND CONTINGENCY COSTS): ADDITIONAL IMPROVEMENTS (PART 3)** =</b> | <b>\$748,562.60</b>    |

\* DEVELOPER SHARE OF HARD COSTS MUST BE SECURED PER MOAPI; DEVELOPER SOFT COSTS NOT DOCUMENTED FOR PURPOSE OF MOAPI.

\*\* THESE COSTS ARE PER THE CONSTRUCTION CONTRACT FOR THE REQUIRED SCOPE AND ARE SUBJECT TO REVISION AS SET OUT IN MOAPI.

**Cost Allocation Summary**

| Item                                                      | Hard Costs              | Soft Costs           | 10% Contingency      | Total                   |
|-----------------------------------------------------------|-------------------------|----------------------|----------------------|-------------------------|
| <b>Public Improvements</b>                                |                         |                      |                      |                         |
| Metro District                                            | \$6,284,676.45          | \$ 567,665.52        | \$ -                 | \$ 6,852,341.96         |
| <b>Shared Improvements (Fronted by Town of Frederick)</b> |                         |                      |                      |                         |
| Miners Park Town Centre                                   | \$ 1,674,383.71         | \$ 142,711.58        | \$ 142,711.58        | \$ 1,959,806.88         |
| City of Dacono                                            | \$ 1,922,488.55         | \$ 192,248.85        | \$ 192,248.85        | \$ 2,306,986.26         |
| Total                                                     | \$ 3,596,872.25         | \$ 334,960.44        | \$ 334,960.44        | \$ 4,266,793.13         |
| <b>Additional Improvements</b>                            |                         |                      |                      |                         |
| Town of Frederick                                         | \$ 650,924.00           | \$32,546.20          | \$65,092.40          | \$ 748,562.60           |
| <b>Total</b>                                              | <b>\$ 10,532,472.70</b> | <b>\$ 935,172.16</b> | <b>\$ 400,052.84</b> | <b>\$ 11,867,697.70</b> |

| Shared Improvements<br>(Fronted by Town of Frederick) | ARPA            |               |                 |                 | Streets and Alley |                 |                 |               | Total           |                 |                 |                 |
|-------------------------------------------------------|-----------------|---------------|-----------------|-----------------|-------------------|-----------------|-----------------|---------------|-----------------|-----------------|-----------------|-----------------|
|                                                       | HW52            |               |                 |                 | Colorado Blvd     |                 |                 |               |                 |                 |                 |                 |
|                                                       | Hard Costs      | Soft Costs    | 10% Contingency | Hard Costs      | Soft Costs        | 10% Contingency | Hard Costs      | Soft Costs    | 10% Contingency | Hard Costs      | Soft Costs      | w/ Contingency  |
| Miners Park Town Centre                               | \$ 398,190.12   | \$ 39,819.01  | \$ 39,819.01    | \$ 1,276,193.59 | \$ 102,892.57     | \$ 102,892.57   | \$ 1,674,383.71 | \$ 102,892.57 | \$ 102,892.57   | \$ 1,674,383.71 | \$ 1,817,095.29 | \$ 1,959,806.88 |
| City of Dacono                                        | \$ 1,725,454.19 | \$ 172,545.42 | \$ 172,545.42   | \$ 197,034.35   | \$ 19,703.44      | \$ 19,703.44    | \$ 1,922,488.55 | \$ 19,703.44  | \$ 19,703.44    | \$ 1,922,488.55 | \$ 2,114,737.40 | \$ 2,306,986.26 |
| Total                                                 | \$ 2,123,644.31 | \$ 212,364.43 | \$ 212,364.43   | \$ 1,473,227.94 | \$ 122,596.01     | \$ 122,596.01   | \$ 3,596,872.25 | \$ 122,596.01 | \$ 122,596.01   | \$ 3,596,872.25 | \$ 3,931,832.69 | \$ 4,266,793.13 |

**TOWN OF FREDERICK, COLORADO  
RESOLUTION NO. 24-R-46**

**A RESOLUTION OF THE TOWN OF FREDERICK, COLORADO, APPROVING AN  
UPDATED MEMORANDUM OF AGREEMENT FOR PUBLIC IMPROVEMENTS FOR  
SILVERSTONE MARKETPLACE**

WHEREAS, the Town of Frederick entered into the Memorandum of Agreement for Public Improvements ("MOAPI") for Silverstone Marketplace effective August 14, 2023; and

WHEREAS, Sections 13.2.b. and 14.2., of Exhibit F of the MOAPI require setting forth and allocation of costs for improvements; and,

WHEREAS, the parties bound by and responsible for implementation of the terms of the MOAPI wish to update costs of public improvements as identified in Exhibit B of the MOAPI and subject to the provisions of Sections 13.2.b. and 14.2., Exhibit F, of the MOAPI; and,

WHEREAS, these amendments require an amendment to the MOAPI to which the parties have agreed ("First Amendment").

BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF  
FREDERICK, COLORADO, AS FOLLOWS:

Section 1. The First Amendment to the Memorandum of Agreement for Public Improvements for Silverstone Marketplace attached hereto as Exhibit A is approved. The mayor is hereby authorized to execute the agreement.

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

Section 3. Repealer. All resolutions, or parts thereof, in conflict with this resolution are hereby repealed, provided that such repealer shall not repeal the repealer clauses of such resolution nor revive any resolution thereby.

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

INTRODUCED, READ, PASSED, AND SIGNED 10<sup>th</sup> DAY OF DECEMBER  
2024.

ATTEST:

TOWN OF FREDERICK

By \_\_\_\_\_  
\_\_\_\_\_  
Tricia David, Town Clerk

By \_\_\_\_\_  
\_\_\_\_\_  
Tracie Crites, Mayor



Built On What Matters

# TOWN OF FREDERICK

## Board of Trustees

### Staff Report

Tracie Crites, Mayor

Kevin Brown, Mayor Pro Tem  
Dan March, Trustee  
Mark Lamach, Trustee

Adam Mahan, Trustee  
Windi Padia, Trustee  
Chad teVelde, Trustee

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#### Resolution 24-R-73 Amending the 2024 Budget

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**Agenda Date:** 12/10/2024 BOT Meeting

**Attachments:** 1. Resolution

**Reviewed By:** Jason Leslie, Deputy Town Manager

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#### **Action Type**

1) Legislative: Actions that relate to subjects of a long term and general applicability; such as the passing of ordinances/resolutions/policies/etc.

#### **Strategic Plan Alignment:**



**FISCALLY RESPONSIBLE GOVERNANCE**– The Town of Frederick plans for, identifies, leverages, and utilizes resources that reflect exemplary stewardship for those who live in Frederick and those who will seek out Frederick in the future.

#### **Summary Statement:**

Some programs were not anticipated or identified at the time of the 2024 budget adoption. These program changes require a budget amendment to account for the additional expenditures within the Capital Facilities and Park Improvement Funds.

#### **Detail of Issue/Request:**

At the time of the adoption of the 2024 budget, the programming needs for design work for the new Public Works Facility, which included hiring an Owner's Representative and an Architect and Design firm, were not far enough along to be included in the expenditure costs. These contracts were brought forward to the Board of Trustees during 2024 for approval and now a budget amendment is needed to account for the additional expenditures within the Capital Facilities Fund. Additionally, the growing staffing needs of the Parks Department also warrant a budget amendment to fund the additional expenditures within the Parks Improvement Fund for fiscal year 2024. The Town board is asked to modify appropriated expenditures for the 2024 budget to maintain a balanced budget per the colorado revised statute.

### **Legal Comments:**

The budget amendment resolution has been reviewed by the Town Attorney's office.

### **Alternatives/Options**

The Board may chose to approve or deny this request.

### **Financial Considerations**

The Capital Facilities Fund will utilize \$1,015,000 of the fund balance to appropriate the additional expenditures. The Park Improvement Fund will utilize \$350,000 of the fund balance to appropriate the additional expenditures for the current 2024 fiscal year.

### **Staff Recommendation**

Staff recommends approval of the resolution as drafted.

### **Community Impact**

The benefits of the new public works facility, along with growing the parks department, will level up many program service levels for the community.

**TOWN OF FREDERICK, COLORADO  
RESOLUTION NO. 24-R-73**

**A RESOLUTION OF THE TOWN OF FREDERICK, COLORADO,  
AMENDING THE ADOPTED 2024 BUDGET FOR THE TOWN OF  
FREDERICK AND MAKING SUPPLEMENTAL APPROPRIATIONS OF  
MONEY TO PROVIDE FOR ADDITIONAL EXPENDITURES IN THE  
CAPITAL FACILITIES AND PARK IMPROVEMENT FUNDS**

**WHEREAS**, in the 2024 budget, the Town Board of Trustees authorized the appropriation and expenditures of funds from the Capital Facilities Fund and Park Improvement Fund; and

**WHEREAS**, the funds budgeted did not allocate the costs in the Capital Facilities Fund needed for initial project design work prior to construction of the new public works facility and said additional expenditures could not be anticipated by the Board of Trustees at the time of the adoption of the 2024 Budget; and

**WHEREAS**, the funds budgeted did not allocate the costs in the Park Improvement Fund needed for market adjustments and additional staffing and said additional expenditures could not be anticipated by the Board of Trustees at the time of the adoption of the 2024 Budget; and

**WHEREAS**, the Town Board agrees to modify appropriated expenditures for the 2024 budget, ensuring the budget will be in balance and that authorized budgeted expenditures are amended, pursuant to CRS 29-1-109.

**NOW, THEREFORE BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF FREDERICK, WELD COUNTY, COLORADO THAT:**

**Section 1. Capital Facilities Fund:** Whereas, during 2024 the Town of Frederick determined that the Capital Facilities Fund did not allocate funds for the future Public Works Facility project related to design and, the Board of Trustees hereby determines the new appropriation expense will be \$1,015,000.

**Section 2. Park Improvement Fund:** Whereas, during 2024 the Town of Frederick determined that the Park Improvement Fund did not allocate the costs needed for market adjustments and additional operational and maintenance costs and, the Board of Trustees hereby determines the new appropriation expense will be \$350,000.

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

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

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

INTRODUCED, READ AND ADOPTED ON THIS 10<sup>th</sup> DAY OF DECEMBER 2024.

**ATTEST:**

**TOWN OF FREDERICK:**

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Tricia David, Town Clerk

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Tracie Crites, Mayor



Built On What Matters

# TOWN OF FREDERICK

## Board of Trustees

### Staff Report

Tracie Crites, Mayor

Kevin Brown, Mayor Pro Tem  
Dan March, Trustee  
Mark Lamach, Trustee

Adam Mahan, Trustee  
Windi Padia, Trustee  
Chad teVelde, Trustee

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#### Resolution 24-R-74 Amending the Contract for Architecture work on the PW Facility

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**Agenda Date:** 12/10/2024 BOT Meeting

**Attachments:**

1. Project Amendment Scope
2. Contract Amendment
3. 2024 RB+B Architecture Contract Amendment Resolution 24-R-74

**Reviewed By:** Jason Leslie, Deputy Town Manager

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#### **Action Type**

1) Legislative: Actions that relate to subjects of a long term and general applicability; such as the passing of ordinances/resolutions/policies/etc.

#### **Strategic Plan Alignment:**



**STRATEGIC, RELIABLE & SUSTAINABLE INFRASTRUCTURE**– Frederick is dedicated to investing in existing and future transportation, water, storm water, and technology while planning for sustainable growth and development.

- 4.1 Complete work on a short-term and long-term Facilities Master Plan taking into account the growth needs of the Town.
- 4.2 Study the economic impacts of municipal services in the Downtown relative to future growth needs of the community and the organization.



**FISCALLY RESPONSIBLE GOVERNANCE**– The Town of Frederick plans for, identifies, leverages, and utilizes resources that reflect exemplary stewardship for those who live in Frederick and those who will seek out Frederick in the future.

### **Summary Statement:**

An amendment to the contract for architecture work on the new public works facility is needed based on a change of scope from the original contract to include design of public water lines to provide water utility for the proposed new public works buildings located at 7400 Eagle Boulevard. The Town of Frederick requires new water lines due to the locations of the new buildings on the site and the lack of public water mains in the vicinity to connect to.

### **Detail of Issue/Request:**

An amendment to the contract for architecture work on the new public works facility is needed based on a change of scope from the original contract to include design of public water lines to provide water utility for the proposed new public works buildings located at 7400 Eagle Boulevard. This covers the investigation, design/engineering, and permitting for the new water line required by the town to support the project. The construction cost will be included in the GMP contract with FCI, so there won't be a separate-added service for the execution of the design.

### **Legal Comments:**

The original contract and the amended resolution have been reviewed by the Town Attorney's office.

### **Alternatives/Options**

The board could request a separate architecture and design firm be selected for this part of the project and have staff conduct a formal proposal process.

### **Financial Considerations**

The additional cost for this scope of work on the project is \$112,790 with the following breakdown.

#### **Architecture:**

- Project Management: \$7,400

#### **Civil Engineer:**

- Project Management: \$5,120

- Subsurface Utility Engineering (SUE) (Qual B): \$10,770
- Subsurface Utility Engineering (SUE) (Qual A): \$24,860 (time and materials, not to exceed)
- Professional Surveying: \$27,740
- Professional Civil Engineering Services (8" and 12" public water lines): \$36,900

### **Staff Recommendation**

Staff recommends approval of the amendment to this contract and of the resolution as drafted.

### **Community Impact**

Completing the new PW facility will help level up core service levels for the residents and businesses that call Frederick home.

Architecture

Planning

Interior Design



Jeannie Maybe, Owner's Representative  
Dunakilly  
1979 W. Littleton Blvd.  
Littleton, CO 80120

October 24, 2024

RE: Frederick Public Works Amendment 01

Dear Jeannie,

Thank you for the opportunity to present this Amendment Request for surveying and engineering services for the public water line for the Public Works Project in Frederick. I've included the summary of our contract below with new value for Amendment 01 and I've attached the proposal from Farnsworth.

| Town of Frederick Public Works |             |
|--------------------------------|-------------|
| Program Verification           | \$86,934    |
| Public Outreach                | \$15,916    |
| Schematic                      | \$326,925   |
| Design Development             | \$487,971   |
| Construction Documents         | \$665,346   |
| Construction Admin East        | \$435,413   |
| Construction Admin West        | \$81,495    |
| Original Total                 | \$2,100,000 |

| Amendment 01 Water Line |                    |
|-------------------------|--------------------|
| Architectural           | \$7,400            |
| Civil                   | \$105,390          |
| Total Amendment 01      | <b>\$112,790</b>   |
| New Total               | <b>\$2,212,790</b> |

We would like to make an adjustment in the amount of the overall contract. Amendment 01 is an addition of \$112,790 for a new total of \$2,212,790. Please let me know if you're in agreement with this summary and I'll generate an AIA Amendment for signatures.

Sincerely,

Rebecca E Spears, AIA, LEED AP, Principal  
RB+B Architects, Inc.  
970-488-3854  
[rspears@rbbarchitects.com](mailto:rspears@rbbarchitects.com)

**CHANGE ORDER NO. 1**

**UNDER THE PROJECT SERVICES AGREEMENT NAME & DATE:** AIA Document C401 – 2017 Town of Frederick Public Works Facility, Dated April 30<sup>th</sup>, 2024.

**FGI PROJECT NO.:** 0240718.00

This Change Order (“Change Order”) is effective this 24th day of October in the year 2024, between Farnsworth Group, Inc. (“**Farnsworth Group**”), and RB+B Architects, (“**Client**”), under the Project Services Agreement (“**Agreement**”) referenced above between Farnsworth Group and Client.

All provisions of the Project Services Agreement are incorporated into and made a part of this Change Order. No other provisions or conditions, oral or written, shall apply unless explicitly included, approved, and accepted by both parties in writing. Any implied or stated terms and conditions which may be included in or attached to a subconsultant/subcontractor’s proposal are expressly rejected and are null and void.

By signing this Change Order, Client agrees to the changes in connection with “Town of Frederick Public Works Facility,” hereinafter referred to as PROJECT.

The change to the scope of Farnsworth Group’s services on this Change Order is as follows:

Design of public water lines to provide water utility to the proposed new public works buildings located at 7400 Eagle Boulevard, Frederick Colorado. The Town of Frederick require the new water lines due to the locations of the new buildings on the site and the lack of public water mains in the vicinity to connect too. It is understood that the Town of Frederick will have a contractor hired to perform the construction. Refer to the project limits section below for details of the proposed location of the new water lines.

**Project Limits:**

The project area identified for the work is Carbide St. and Tipple Pkwy. from Eagle Blvd. to Silver Birch Blvd. including the intersections and Silver Birch Blvd. from Carbide St. to Tipple Pkwy. including the intersections in Frederick, CO. The approximate area as shown on the following figures:



Figure 1: General Project Area Location

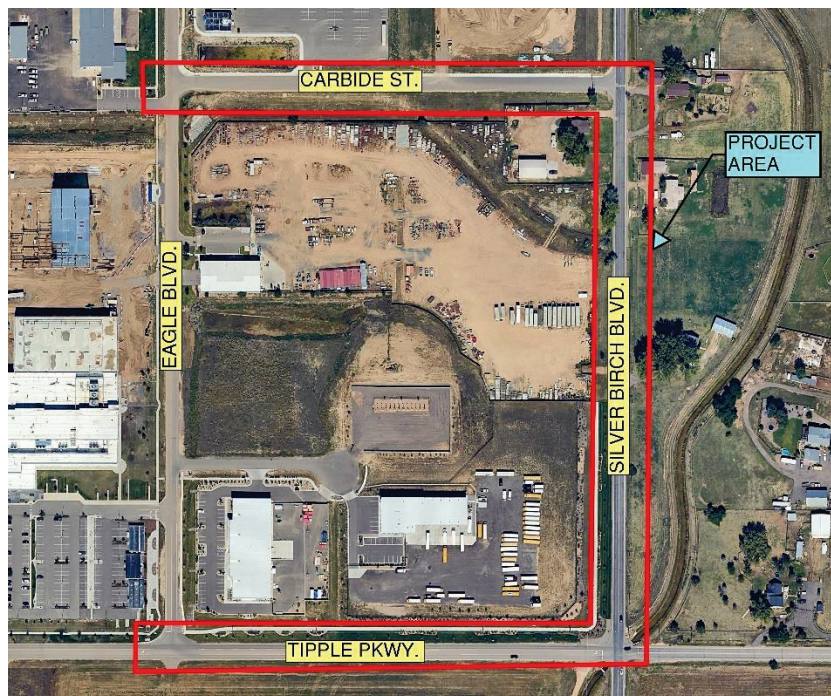


Figure 2: Detailed Project Areas

The full scope of work will include the following Phases:

- Project Management
- Subsurface Utility Engineering (SUE)
- Professional Surveying
- Professional Civil Engineering Services (8" and 12" public water lines)

**Project Management** scope of work includes the following:

Coordination and management of all phases listed in this scope of work between Farnsworth Group, sub-consultants, client (RB+B Architects) and the owner (Town of Frederick). The following meetings are included.

- Design team, owner, and contractor meetings, three (3) total.
- Comment review meetings with the Town of Frederick after submittals, three (3) total.
- Design coordination meetings with sub-consultants, two (2) total.

**Subsurface Utility Engineering (SUE)** scope of work includes the following:

General:

SUE services are required by law for public projects of this nature. The Town of Frederick also confirmed this. A utility investigation will be executed in accordance with American Society of Civil Engineers Construction Institute Standard 38 (ASCE/CI 38) and Colorado State Statute 9-1.5. Farnsworth Subconsultant, Kinetic Industry will perform the utility locating and test hole excavation efforts.

Farnsworth Group will review and certify the utility information collected by Kinetic Industries.

Kinetic Industries is a detail oriented, full-service utility locating and test hole excavating company. They pride themselves on providing superior underground utility locating, utility mapping, and hydro-vacuum excavation/utility test hole services. The Work to be performed includes the following activities, under Task 1 and 2.

Task 1 Two-Dimensional (2D) Quality Level B Data Acquisition

- Electromagnetic (EM), acoustic, and other geophysical technologies will be used in the characterization, and depiction of existing utility infrastructure data to develop a reliably qualified base map and data set from which to develop and support future design, coordination, and construction decisions.
- Populating utility data with hydraulic information (pipe data, invert measurements/elevations and images) from the field investigation.
- Although, Task 1 utility designating of buried infrastructure will have a goal of Quality Level B, some facilities such as non-conductive water, storm drainage and sanitary sewer pipes are pragmatically designated to a mixture of Quality Level C (based on surveyed surface features and record data), B, and A (exposed survey grade observations, such as possible at manholes) during Task 1.
- As part of this proposal, we have NOT included time of alternative specialized geophysical exploratory methods, ground penetrating radar (GPR).

- Task 1 Work Plan:
  - a. Preparation, Management, Meetings, Miscellaneous Coordination:
    - i. Project preparation and on-going project management
    - ii. Field and office personnel meetings, field meeting(s) with utility representatives and field crews
    - iii. Submittal of progress reports (if necessary)
    - iv. Prepare field books, log sheets, and crew schedule for initial field effort.
    - v. Identify contacts, protocols, etc.
    - vi. Develop traffic control plan.
  - b. Utility Records Review:
    - i. Coordination with Owner to receive record information.
    - ii. Coordination with 811 and entities that have utilities in the project area.
    - iii. Review of record information
  - c. Mobilization and Field Designating:
    - i. Mobilization of field crews for the horizontal location of the existing utilities
    - ii. Field work required to conduct designating of existing utilities within the project corridor in accordance with ASCE/CI 38-22 (to a goal of achieving Quality Level B depictions as is practical and pragmatic during the Task 1 effort)
  - d. Engineering/Location Survey:
    - i. Check project control points to ensure that our survey is on the same coordinate system.
    - ii. Survey the located utilities in the provided project control coordinates.
    - iii. Review survey data collected.
  - e. CAD Development (Task 1 Data):
    - i. Process survey files.
    - ii. Develop CAD utility reference file.
  - f. Utility Data:
    - i. Process field notes, sketches, and log sheet information.
  - g. Quality Assurance and Quality Control
    - i. Quality review of the Task 1 investigation
    - ii. Compare field notes and sketches to utility record information provided by Owner and/or affected entities.
    - iii. Verify utility reference file matches field notes and sketches.
  - h. Final Submittal Preparation
    - i. This includes the final submittal upon completion of the SUE Task 1 field work and Quality Level B data acquisition.
    - ii. Preparation of Task 1 final report
    - iii. Submittal of summary report, existing utility CAD file and 2D existing utility model

#### Task 2 Three-Dimensional (3D) Quality Level A

- Data acquisition using vacuum excavation methods (a.k.a. Test Holes) to identify pothole information relative to the project for determination of the presence of, and the verifiable horizontal and vertical location of, existing utilities. This information provides us with a clear understanding of potential conflicts in the project.
- We assume Twelve (12) Test Holes for utility conflict points.
  - a. Six (6) test holes in paved areas
  - b. Six (6) test holes in non-paved areas

- Test hole locations will be coordinated between Farnsworth Group, Kinetic Industries and Owner based on identified utility conflicts and areas where more detailed data, including 3D coordinates, are required to complete designs and mitigate/accommodate conflicts.
- These excavation locations will also need to be coordinated based on areas where 2D Quality Level B mapping has been completed.
- Written logs for all test holes are used, derived elevations are transcribed onto CAD reference files, and points are mapped (surveyed) to Quality Level A on the plans.
- Task 2 Work Plan:
  - a. Work Plan, Traffic:
    - i. Create Task 2 work plan.
    - ii. Develop traffic control plan.
  - b. Mobilization and Test Hole Staking:
    - i. Mobilization of field crew
    - ii. Kinetic Industries will assist the Surveyor in setting/marking the test hole target locations.
  - c. 3D Quality Level A Locating:
    - i. Field work required to complete the vacuum excavations.
  - d. Engineering Survey:
    - i. Review survey data provided to Kinetic Industries and Farnsworth Group
  - e. CAD Development:
    - i. Update CAD file with results of the Task 2 investigation.
    - ii. Process field data and files.
  - f. Update Utility Information
  - g. Quality Assurance and Quality Control
    - i. Quality assurance review of the Task 2 investigation
    - ii. Research and review of record information.
    - iii. Compare field notes and sketches to record information.
  - h. Submittal Preparation:
    - i. Preparation of the Task 2 final report
    - ii. Submittal of CAD file, report, and utility information

#### SUE Project Deliverables:

SUE deliverables include digital and hard copy submittals of the following:

- CAD utility reference file based on Task 1 and Task 2 findings.
- Data summary report for both sanitary sewer and storm drain installations (invert measure downs and elevations)
- A P.E. sealed submittal report summarizing this investigation with highlights of unusual findings.
- A final drawing providing a summary of this investigation, again with highlights of unusual findings.
- We will also provide ongoing interpretive support to assist with subsequent findings and ensure submitted data is properly understood and utilized.

#### SUE Project Assumptions:

- The Owner will provide all right-of-entries, access agreements to allow field crews to work in areas outside the ROW, including all private property.

- All survey work will be coordinated by the Farnsworth Group, and Kinetic Industry for this project. The surveyor will coordinate schedules with Kinetic Industry to ensure that utility marks are surveyed in a timely manner.
- Surveyor will survey in the inverts of the sanitary and storm sewer manholes, vaults, inlets, culvert inverts, and test hole exposed utilities.
- Confined space entry will not be required for this project.
- The Town of Frederick will perform any Railroad coordination, if any.
- Farnsworth Group will perform all coordination with the utility companies.
- The Town of Frederick in coordination with Farnsworth Group will perform all activities associated with any utility relocations.

**Professional Surveying** scope will include the following:

#### Topographic Design Survey

Farnsworth Group, Inc, will conduct a control survey using GPS techniques to tie the project to the existing datum used by Martin & Martin on the 7400 Eagle Boulevard project. The survey control will be georeferenced to ensure compatibility with GIS data and many other sources of mapping information. We will set at least three semi-permanent survey monuments that will to be suitable for use during the design and construction phases of the project.

Farnsworth Group will conduct a surface topographic design survey of the rights-of-way for the purpose of providing mapping for civil design. Refer to the Project limits section for area of the survey limits. The survey will include topographic data to the level of detail and accuracy customary for detailed civil design. Hard surface vertical accuracy of 0.06' +/- can be achieved using GPS survey methods. The elevation data will be sufficient to produce 1-foot contours. The survey will be completed under the direction of a professional land surveyor. Traffic control will be provided by a third-party consultant for survey work within the public ROW.

#### Right-of-Way Depiction

Because Right-of-way or easement acquisition is not anticipated a depiction of the right-of-way will be compiled based on recorded subdivision plats, record deeds, and assessor mapping data. Any easements that are shown on the assessor mapping or subdivision plats will be included in the survey. This R.O.W. depiction will not constitute a boundary survey and is subject to any inaccuracies that a subsequent boundary survey may disclose. Based on similar previous projects we believe this method should depict the right-of-way lines within 1.0' +/- of actual location.

#### Subsurface Utility Engineering QL-B – Survey Support

Farnsworth Group will obtain and review the Quality Level D utility data provided by the utility providers. This data will be verified to the extent possible with site surface features. Any observed discrepancies or unknown facilities will be noted for future resolution, if required. Utility information will be added to the topographic survey for inclusion in the SUE Plan / Report. During the QL-B work, surveyor will also survey in the inverts of all accessible sanitary and storm sewer manholes, vaults, inlets, and culvert inverts.

## Subsurface Utility Engineering QL-A – Survey Support

Following the completion of the QL-B investigation, Farnsworth Group and Owner will identify the conflict points between any proposed improvements and existing utilities. Twelve (12) QL-A Test holes will be excavated at each conflict point to acquire precise vertical and horizontal positions to further define the existing utilities in relation to the proposed design. Field survey personnel will record depth and location information for all utilities exposed by excavation. This information will be added to the topographic survey and SUE Report.

## Right of Way (ROW) Dedication

Based on discussions with the Town of Frederick we are anticipating providing a legal description and exhibit in support of dedicating additional ROW acquired from the private landowner property located at 7201 CR11. Actual acquisition of the ROW will be done by the Town of Frederick. We will prepare the legal and exhibit for the agreement and this will be reviewed and approved by the Town of Frederick and the landowner.

## Survey Notes and Assumptions.

- The project area is entirely within Town/County rights-of-way and no access to private property will be required. If such a need arises during the project, the Town will arrange for access permission for FGI's survey crews.
- FGI is not responsible to delays due to weather or the inability to access the site.
- There are no additional survey requirements beyond those noted in this proposal.
- The client and Town understand that the utility locating subcontractor will place paint markings on concrete, asphalt, and landscaped surfaces throughout the project site. Neither Farnsworth Group or the utility locating subcontractor will make any effort to remove these paint markings.
- This scope of services does not include boundary resolution in case any substantial discrepancy, ambiguity, gap, overlap or conflict with lines of possession is discovered during the boundary survey. If any such issues arise, Farnsworth Group will advise the client and negotiate additional fees.
- Adequate Public Land Survey System Section Corner and property corner monuments needed for the Right-of-Way depiction must be recovered at ground level and within acceptable positional tolerance. If any such monument cannot be recovered or seems to be out-of-tolerance, Farnsworth will negotiate with client for additional scope and fee.
- No Public Land Survey System Section Corner monument will need to be re-established or upgraded.
- Confined space entry will not be required for this project.
- Farnsworth Group will not open any manhole or inlet that appears to be locked or otherwise secured.
- The survey will not locate lawn irrigation systems facilities such as vacuum breakers and valve boxes. Sprinkler heads and underground piping will not be shown.

**Professional Civil Engineering Services** scope of work will include the following:

The size of the public water lines will follow the recommendations provided in the Town master plan. Based on the current master plan, the water main in Tipple Parkway is planned to be a 12" diameter pipe and the remaining water mains in Silver Birch and Carbide Street Right-of Ways will be 8" diameter. This scope of work does not include sizing of the water mains. Farnsworth Group will rely on the Town of Frederick for water main sizing based on their analysis of their water distribution system. The building design team for the Public Works Building project will need to provide the domestic, irrigation and fire protection water demands for the building and site development for coordination with the Town's water model and planning efforts. Construction details will be based on Town of Frederick standards. If the design requires other construction details not provided by the Town, those details will be approved by the Town through the review process.

Preliminary alignments for the proposed water lines will be provided for Town review. These alignments will be based on coordination with the Survey and SUE phases of the project. A meeting will be held to review the preliminary alignments with the Town, contractor, and design team to discuss viability and gain approval of the Town.

Once preliminary design is approved final construction drawings will be prepared. The following drawings will be provided:

- Existing Conditions
- Water Line Plan and Profile drawings
- Construction Details

Specifications will be provided on the drawings rather than provided as separate stand-alone documents. Construction notes based on Town standards will be included for work requirements. Included in these requirements will be materials to be used and restoration of existing conditions once work is complete. Restoration is anticipated to include, backfilling, pavement patching and landscape repairs.

The final drawings will be submitted to the Town of Frederick for review and approval. This scope of work assumes up to two (2) revisions of the plans based on Town comments. Once the construction documents are approved by the Town they will be made part of the overall site construction contract for the new public works facilities by the Town.

The Town of Frederick requires record drawings. Farnsworth Group will prepare the record drawings based on clear and legible redlines provided by the contractor once construction is complete.

Civil Engineering Deliverables:

- Preliminary drawings in PDF and CAD format for review
- Final Construction Plans, stamped and signed by P.E.
- Record Drawings in CAD and PDF format.

**Fees** for scope of work per phase are as follows:

Client agrees to compensate Farnsworth Group for providing the above services and expenses on this Change Order as follows:

Fixed Fee, lump sum amount includes:

Project Management

|                              |                |
|------------------------------|----------------|
| ○ Meetings                   | \$2,000        |
| ○ <u>Design Coordination</u> | <u>\$3,120</u> |
| <b>Subtotal</b>              | <b>\$5,120</b> |

SUE Quality Level B

|          |                 |
|----------|-----------------|
| ○ Task 1 | <b>\$10,770</b> |
|----------|-----------------|

Surveying

|                          |                 |
|--------------------------|-----------------|
| ○ Topographic Survey     | \$11,500        |
| ○ Right of Way Depiction | \$4,500         |
| ○ SUE QL-B Support       | \$5,200         |
| ○ Traffic Control        | \$2,840         |
| ○ <u>ROW Dedication</u>  | <u>\$3,700</u>  |
| <b>Subtotal</b>          | <b>\$27,740</b> |

Professional Civil Engineering

|                          |                 |
|--------------------------|-----------------|
| ○ Preliminary Design     | \$7,300         |
| ○ Final Design           | \$28,100        |
| ○ <u>Record Drawings</u> | <u>\$1,500</u>  |
| <b>Subtotal</b>          | <b>\$36,900</b> |

**Total** **\$80,530**

\*Time and Materials, Not to Exceed fee amounts include:

SUE Quality Level A

|          |                 |
|----------|-----------------|
| ○ Task 2 | <b>\$18,960</b> |
|----------|-----------------|

Surveying

SUE QL-A Support **\$ 5,900**

**Total** **\$24,860**

\*Fees billed only for services provided for tasks listed. SUE Quality level A services and survey support are based on the assumption that there is a maximum need for 12 potholes for the project.

**Timing of work** to complete each phase is as follows:

Timeframes for completion of phases for the change order from NTP (Notice to Proceed) are estimated as follows:

|                                    |                                        |
|------------------------------------|----------------------------------------|
| Project Management                 | Ongoing and concurrent with all phases |
| SUE Services                       | 4 weeks                                |
| Topographic Design Services        | 4 weeks                                |
| ROW Dedication                     | 4 weeks                                |
| Civil Engineering Services         | 4 weeks                                |
| City review of design (per review) | 3 weeks                                |

Some phases can be done concurrently, and it is estimated that the change order survey, SUE, and design work could be completed approximately 5 months from NTP.



**AIA**<sup>®</sup>

# Document G802<sup>®</sup> – 2017

## Amendment to the Professional Services Agreement

**PROJECT:** *(name and address)*  
Town of Frederick Public Works  
Facility  
7400 Eagle Blvd.  
Frederick, Colorado

**AGREEMENT INFORMATION:**  
Date: April 30, 2024

**AMENDMENT INFORMATION:**  
Amendment Number: 01  
  
Date: October 29, 2024

**OWNER:** *(name and address)*  
Town of Frederick  
401 Locust Street  
P.O. Box 435  
Frederick, CO 80530

**ARCHITECT:** *(name and address)*  
RB+B Architects, Inc.  
315 E. Mountain Ave., Suite 100  
Fort Collins, CO 80524

The Owner and Architect amend the Agreement as follows:  
Add scope for Public Water Line and ROW

The Architect's compensation and schedule shall be adjusted as follows:

Compensation Adjustment:  
Amendment 01:       \$112,790.00

New Contract Total:   \$2,212,790.00

Schedule Adjustment:  
None

### SIGNATURES:

RB+B Architects, Inc.

**ARCHITECT** *(Firm name)*

-See attached signatures page-

**SIGNATURE**

Rebecca Spears, AIA, LEED AP  
Principal

**PRINTED NAME AND TITLE**

**DATE**

Town of Frederick

**OWNER** *(Firm name)*

-See attached signatures page-

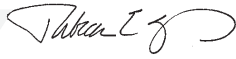
**SIGNATURE**

Tracie Crites  
Mayor of Town of Frederick

**PRINTED NAME AND TITLE**

**DATE**

# Signatures Page



Rebecca Spears  
President  
RB+B Architects, Inc.  
2024.10.30  
08:57:14-06'00'



**TOWN OF FREDERICK, COLORADO  
RESOLUTION NO. 24-R-74**

**A RESOLUTION OF THE TOWN OF FREDERICK, COLORADO  
APPROVING AN AMENDMENT TO THE CONTRACT FOR DESIGN  
SERVICES FOR FREDERICK PUBLIC WORKS FACILITY WITH RB+B  
ARCHITECTS, INC. TO INCLUDE DESIGN OF PUBLIC WATER LINES**

**WHEREAS**, on May 14, 2024, the Town of Frederick Board of Trustees approved Resolution Number 24-R-32, accepting RB+B Architects, Inc.'s bid for design services for the proposed Frederick Public Works Facility, giving the Town Manager the authority to sign a contract memorializing the agreement for such design services ("Contract"); and

**WHEREAS**, the Town has identified that an amendment to the scope of work memorialized in the Contract is needed in order to provide for design of public water lines to provide water utilities to the Public Works Facility, which includes the investigation, design, engineering, and permitting for such water lines; and

**WHEREAS**, the additional cost for this amended scope of work is \$112,790.00.

**NOW THEREFORE, BE IT RESOLVED** by the Board of Trustees of the Town of Frederick, Colorado, that:

Section 1. The attached Amendment to the Services Agreement Between the Town of Frederick and RB+B Architects, Inc. is approved in an amount not to exceed \$112,790.00, and the Mayor is authorized to execute it.

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

Section 3. Repealer. All resolutions, or parts thereof, in conflict with this resolution are hereby repealed, provided that such repealer shall not repeal the repealer clauses of such resolution nor revive any resolution thereby.

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

**INTRODUCED, READ, PASSED, AND ADOPTED THIS 10TH DAY OF  
DECEMBER, 2024.**

**ATTEST:**

**TOWN OF FREDERICK**

By \_\_\_\_\_  
Tricia David, Town Clerk

By \_\_\_\_\_  
Tracie Crites, Mayor