



Town of Frederick
Board of Trustee Agenda
Tuesday, May 19, 2020

**Frederick Board of Trustees
Work Session
Virtual Zoom Meeting**

1. Budget 101 – Jason Leslie, Finance Director
2. Upcoming Events – Angela Wilson, Communications and Engagement Manager
3. Land Use Options – Rick Samson, Town Attorney
4. Mayor and Trustee Reports

Join Zoom Meeting

<https://zoom.us/j/91022818292?pwd=YIB4MndJWHo4RGdaK2g4QkRJeWhVUT09>

Meeting ID: 910 2281 8292

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TOWN OF FREDERICK

Board of Trustees

Information Memorandum

Tracie Crites, Mayor

Rusty O'Neal, Trustee
Mark Lamach, Trustee
Adam Mahan, Trustee

Dan March, Trustee
Kevin Brown, Trustee
Vacant, Trustee

Budget 101 and First Quarter 2020 Financial Discussion

Agenda Date: Town Board Meeting Work Session - May 19, 2020

Attachments: a. Presentation Slides

Submitted by: Jason Leslie
Finance Director

Approved for Presentation: 
Town Manager

Detail of Issue/Request:

This is a discussion item to present the foundation for the Town's budget, First Quarter 2020 financials, and the financial models for the 2020 budget impact due to COVID-19.

Legal Comments:

Not applicable.

Alternatives/Options:

Not applicable.

Financial Considerations:

Not applicable.

Staff Recommendation:

Not applicable.

Built on What Matters.



Budget 101

TOWN OF FREDERICK
BOARD OF TRUSTEES WORK SESSION
MAY 19, 2020



What is a Fund?

Funds are defined as a self-balancing set of accounts, wherein each fund represents the amount of money that has been set aside to achieve a specific goal within an organization.



Street & Alley Fund



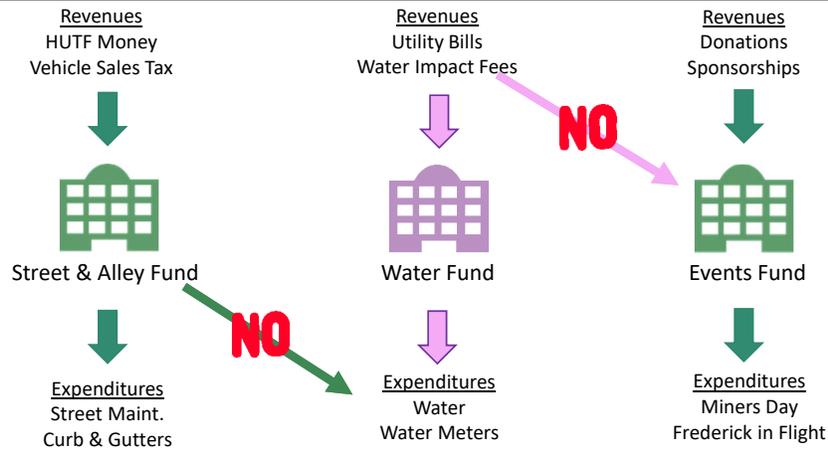
Water Fund



Events Fund



How do Funds work?



Governmental Funds



Enterprise Funds



Water Fund



Storm Water Fund



Golf Fund

- Enterprise funds are used to account for funds that are financed and operated in a manner similar to a private business enterprise.
- Goods or services are provided to the general public on a continuing basis and the costs are recovered primarily through user charges.
- These funds **do not** receive any revenue from taxes.



Fiduciary Funds



Oil Royalty Trust Fund

- This fund functions as a trust fund with approved expenditures being limited.
- Revenues in this fund come from royalties from oil production.
- This fund **does not** receive any revenue from taxes.



Let's Talk Budget

- Purpose of a budget
- What drives the budget?
 - Town Board of Trustees
 - Citizen input
 - Service needs of the community
 - Board adopted long-range plans
 - State requirements
 - Board adopted goals and policies of the Town
 - Strategic Foundation
 - Financial Policies



Basic Budget Guidance

- Budget must be adopted annually and the mill levy certified on or before December 15th (State)
- Fiscal Year Budget – January 1 to December 31
- Balanced Budget - recurring revenues equal or exceed recurring expenditures (TOF)
- Balanced Budget – existing fund balance plus revenues exceed expenditures (State)
- Resource Sharing – share staff, training and equipment/supplies
- Identify Funding for new services or service levels – new services will need to secure funding
- Overhead Allocations – Funds will share in the costs for overhead allocations
- Fund Reserves – 180 days for the General Fund
- Fund Level – The Board adopts the budget at the fund level



Let's Talk About What We Do!

PROGRAMS = WHAT WE DO

A program budget shows exactly what the government does and how much it costs



Why use Program Based Budgeting?

- **TRANSPARENCY**
 - Shows exactly what the government does and how much it costs in a way that is meaningful to citizens
- **TRADE-OFFS**
 - Provides language for meaningful discussions about making budget trade-offs among services
- **SOURCING**
 - Allows more meaningful comparisons to other service providers when considering outsourcing or shared services
- **WORKFORCE PLANNING**
 - Shows how the workforce is associated with programs, allowing for better succession planning
- **PERFORMANCE**
 - Clarifies the context of programs better than broader categories like departments and divisions by using performance and measures



Questions?



2020 Financial Update: First Quarter

TOWN OF FREDERICK
BOARD OF TRUSTEES WORK SESSION
MAY 19, 2020



General Fund



General Fund 2020 Financials – Q1



GENERAL FUND					
	2019 Actual*	2020 Actual*	2020 Budget	Variance	Percent of Budget
Revenues	1,932,506	2,065,740	10,569,800	8,504,060	19.54%
Expenditures					
Town Manager's Office	57,750	98,950	672,208	573,258	14.72%
Town Clerk's Office	33,336	43,360	164,405	121,045	26.37%
Communications	66,646	63,479	313,539	250,060	20.25%
Human Resources	44,477	55,827	177,009	121,182	31.54%
Information Technology	44,865	111,323	490,266	378,943	22.71%
Finance	37,256	34,718	229,468	194,750	15.13%
Court	31,226	39,310	146,005	106,695	26.92%
Board	76,403	59,696	444,702	385,006	13.42%



General Fund

2020 Financials – Q1



GENERAL FUND					
	2019 Actual*	2020 Actual*	2020 Budget	Variance	Percent of Budget
Engineering	76,658	123,715	471,623	347,908	26.23%
Planning	74,164	102,062	396,326	294,264	25.75%
Police	872,353	1,084,952	3,960,355	2,875,403	27.40%
Public Works	83,599	81,772	358,431	276,659	22.81%
Building	73,082	30,817	2,745,463	2,714,646	1.12%
Total Expenditures	1,571,815	1,929,981	10,569,800	8,639,819	18.26%
Net Income (Loss)	360,691	135,759	0	(135,759)	

*Data through 3/31



General Fund

Equity



- 12/31/2019 Ending Fund Balance: \$8,205,888
- 180 Day Board Reserve: \$4,039,925



Street and Alley Fund



Street and Alley Fund 2020 Financials – Q1

STREET AND ALLEY FUND					
	2019 Actual*	2020 Actual*	2020 Budget	Variance	Percent of Budget
Revenues	690,986	1,290,691	3,277,335	1,986,644	0.00%
Expenditures	294,529	352,662	3,277,335	2,924,673	0.00%
Net Income (Loss)	396,457	938,029	0	(938,029)	

*Data through 3/31



Governmental Fund – Special Revenue

Street and Alley Fund - Equity

- 12/31/2019 Ending Fund Balance: \$2,808,840
- 180 Day Board Reserve: \$1,616,220



Public Safety Fund



Public Safety Fund

2020 Financials – Q1

PUBLIC SAFETY FUND					
	2019 Actual*	2020 Actual*	2020 Budget	Variance	Percent of Budget
Revenues	0	40,178	0	(40,178)	0.00%
Expenditures	0	0	0	0	0.00%
Net Income (Loss)	0	40,178	0	(40,178)	

*Data through 3/31



Governmental Fund – Special Revenue

Public Safety Fund - Equity

- 12/31/2019 Ending Fund Balance: \$0
- 180 Day Board Reserve: \$0



Conservation Trust Fund



Conservation Trust Fund 2020 Financials – Q1

CONSERVATION TRUST FUND					
	2019 Actual*	2020 Actual*	2020 Budget	Variance	Percent of Budget
Revenues	23,667	16,513	90,250	73,737	18.30%
Expenditures	0	0	90,250	90,250	0.00%
Net Income (Loss)	23,667	16,513	0	(16,513)	

*Data through 3/31



Governmental Fund – Special Revenue

Conservation Trust Fund - Equity

- 12/31/2019 Ending Fund Balance: \$82,254
- 180 Day Board Reserve: \$44,507



Park Improvement Fund



Park Improvement Fund

2020 Financials – Q1

PARK IMPROVEMENT FUND					
	2019 Actual*	2020 Actual*	2020 Budget	Variance	Percent of Budget
Revenues	117,580	249,705	1,207,163	957,458	20.69%
Expenditures	155,130	221,265	1,207,163	985,898	18.33%
Net Income (Loss)	(37,550)	28,440	0	(28,440)	

*Data through 3/31



Governmental Fund – Special Revenue

Park Improvement Fund - Equity

- 12/31/2019 Ending Fund Balance: \$2,675,413
- 180 Day Board Reserve: \$595,313



Open Space Fund



Open Space Fund 2020 Financials – Q1

OPEN SPACE FUND					
	2019 Actual*	2020 Actual*	2020 Budget	Variance	Percent of Budget
Revenues	200,981	152,944	1,092,772	939,828	14.00%
Expenditures	76,488	72,947	1,092,772	1,019,825	6.68%
Net Income (Loss)	124,493	79,997	0	(79,997)	

*Data through 3/31



Governmental Fund – Special Revenue

Open Space Fund - Equity

- 12/31/2019 Ending Fund Balance: \$2,263,577
- 180 Day Board Reserve: \$538,901



Capital Facilities Fund



Capital Facilities Fund

2020 Financials – Q1

CAPITAL FACILITIES FUND					
	2019 Actual*	2020 Actual*	2020 Budget	Variance	Percent of Budget
Revenues	70,500	115,425	170,800	55,375	67.58%
Expenditures	84,820	84,820	170,800	85,980	49.66%
Net Income (Loss)	(14,320)	30,605	0	(30,605)	

*Data through 3/31



Governmental Fund – Special Revenue

Capital Facilities Fund - Equity

- 12/31/2019 Ending Fund Balance: \$3,603,462
- 180 Day Board Reserve: \$84,230



Events Fund



Events Fund 2020 Financials – Q1

EVENTS FUND					
	2019 Actual*	2020 Actual*	2020 Budget	Variance	Percent of Budget
Revenues	32,405	41,860	186,000	144,140	22.51%
Expenditures	23,988	12,805	186,000	173,195	6.88%
Net Income (Loss)	8,417	29,055	0	(29,055)	

*Data through 3/31



Governmental Fund – Special Revenue

Events Fund - Equity

- 12/31/2019 Ending Fund Balance: \$90,710
- 180 Day Board Reserve: \$91,726



Art in Public Places Fund



Art in Public Places Fund

2020 Financials – Q1

ARTS IN PUBLIC PLACES FUND					
	2019 Actual*	2020 Actual*	2020 Budget	Variance	Percent of Budget
Revenues	0	710	24,000	23,290	2.96%
Expenditures	0	0	24,000	24,000	0.00%
Net Income (Loss)	0	710	0	(710)	

*Data through 3/31



Governmental Fund – Special Revenue

Art in Public Places Fund - Equity

- 12/31/2019 Ending Fund Balance: \$143,384
- 180 Day Board Reserve: \$11,836



Historic Preservation Fund



Historic Preservation Fund 2020 Financials – Q1

HISTORIC PRESERVATION FUND					
	2019 Actual*	2020 Actual*	2020 Budget	Variance	Percent of Budget
Revenues	10	0	1,050	1,050	0.00%
Expenditures	0	0	1,050	1,050	0.00%
Net Income (Loss)	10	0	0	0	

*Data through 3/31



Governmental Fund – Special Revenue

Historic Preservation Fund - Equity

- 12/31/2019 Ending Fund Balance: \$2,387
- 180 Day Board Reserve: \$518



Water Fund



Water Fund

2020 Financials – Q1

WATER FUND					
	2019 Actual*	2020 Actual*	2020 Budget	Variance	Percent of Budget
Revenues	10,286,131	1,031,842	8,643,468	7,611,626	11.94%
Expenditures	995,393	2,401,160	8,643,468	6,242,308	27.78%
Net Income (Loss)	9,290,738	(1,369,318)	0	1,369,318	

*Data through 3/31



Enterprise Fund

Water Fund - Equity

- 12/31/2019 Ending Fund Balance: \$36,464,139
- 180 Day Board Reserve: \$4,262,532



Stormwater Fund



Stormwater Fund 2020 Financials – Q1

STORMWATER FUND					
	2019 Actual*	2020 Actual*	2020 Budget	Variance	Percent of Budget
Revenues	241,951	300,011	1,121,000	820,989	26.76%
Expenditures	80,778	92,255	1,121,000	1,028,745	8.23%
Net Income (Loss)	161,173	207,756	0	(207,756)	

*Data through 3/31



Enterprise Fund

Stormwater Fund - Equity

- 12/31/2019 Ending Fund Balance: \$5,469,396
- 180 Day Board Reserve: \$552,822



Golf Fund



Golf Fund

2020 Financials – Q1

GOLF COURSE FUND					
	2019 Actual*	2020 Actual*	2020 Budget	Variance	Percent of Budget
Revenues					
Golf Course	48,964	24,976	624,228	599,252	4.00%
Restaurant	0	25,500	354,797	329,297	7.19%
Total Revenues	48,964	50,476	979,025	928,549	5.16%
Expenditures					
Golf Course	116,468	188,317	616,637	428,320	30.54%
Restaurant	0	51,830	362,388	310,558	14.30%
Total Expenditures	116,468	240,147	979,025	738,878	24.53%
Net Income (Loss)	(67,504)	(189,671)	0	189,671	

*Data through 3/31



Enterprise Fund

Golf Fund - Equity

- 12/31/2019 Ending Fund Balance: \$29,178
- 180 Day Board Reserve: \$482,807



Oil Royalty Fund



Oil Royalty Fund 2020 Financials – Q1

OIL ROYALTY FUND					
	2019 Actual*	2020 Actual*	2020 Budget	Variance	Percent of Budget
Revenues	40,570	9,142	53,500	44,358	17.09%
Expenditures	13,044	3,561	53,500	49,939	6.66%
Net Income (Loss)	27,526	5,581	0	(5,581)	

*Data through 3/31



Fiduciary Fund

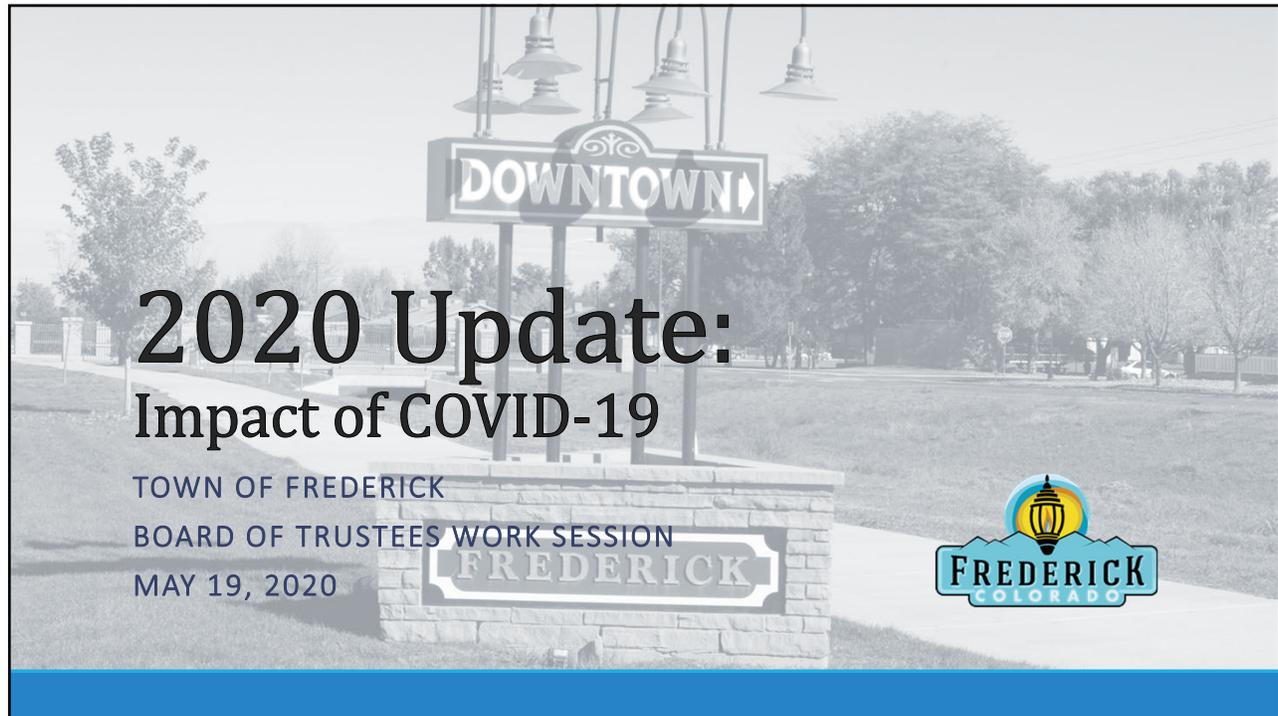
Oil Royalty Fund - Equity

- 12/31/2019 Ending Fund Balance: \$2,494,335
- 180 Day Board Reserve: \$26,374



Questions?





2020 Update Impact of COVID-19

- Impact - March 2020 to Current
- Tracking of data
 - Revenues
(Sales Taxes, Property Taxes, Building Permits, Impact Fees)
 - Expenditures
(COVID-19 related costs per FEMA/DOLA reimbursement requirements)
- Financial Model developed



2020 Update

Financial Model - Scenarios

- Scenarios A – G
 - Scenario A: 25% reduction in sales tax Feb to June
 - Scenario B: 50% reduction in sales tax Feb to June
 - Scenario C: 75% reduction in sales tax Feb to June
 - Scenario D: 75% reduction in Feb - May and 50% reduction in June – August
 - Scenario E: 75% reduction in Feb - May, 50% reduction in June - July, and 25% reduction in Aug - Oct
 - Scenario F: 75% reduction in Feb - May, 50% reduction in June - July, and 25% reduction in Aug - Oct, 10% Reduction Nov – Dec
 - Scenario G: 75% reduction in Feb - July, 50% reduction in Aug- Oct, and 25% reduction in Nov - Dec
 - Data updated monthly to reflect actuals



Town currently modeling SCENARIO G



2020 Update

Financial Model – Scenario G

- Scenario G:
 - 75% reduction in Feb – July
 - 50% reduction in Aug- Oct
 - 25% reduction in Nov – Dec
- Budget Impact:
 - No expenditure reductions to departments – including capital projects
 - Transfer from General Fund to Capital Facilities Fund on hold (\$2,357,470)
 - Utilize Unrestricted Fund Balance, if needed to balance 2020 Budget
 - Potential Financial Impact to General Fund (\$832,370) as of 3/31/2020



Questions?





TOWN OF FREDERICK

Board of Trustees

Information Memorandum

Tracie Crites, Mayor

Rusty O'Neal, Trustee
Mark Lamach, Trustee
Adam Mahan, Trustee

Dan March, Trustee
Kevin Brown, Trustee
Vacant, Trustee

2020 Upcoming Events

Agenda Date: Town Board Meeting Work Session - May 19, 2020

Attachments: a. Memo regarding Frederick in Flight date May 6, 2020

Submitted by: Angela Wilson
Communications and Engagement Manager

Approved for Presentation: 
Town Manager

Detail of Issue/Request:

In response to the COVID-19 pandemic, 2020 summer events will require cancellation or significant modifications.

Legal Comments:

Not applicable.

Alternatives/Options:

Community Tour & Talk

Community Tour & Talk neighborhood gatherings with catering are events with more than the allowed groups of ten people. The average attendance is 100 people with upwards of 300 people. Below are options and modifications for Community Tour & Talk:

1. Cancel
2. Reschedule May 20, June 3 and June 17 for end of summer/early fall. Wait for guidelines for group gatherings from the State to proceed with later dates and reschedule dates.
3. Schedule and promote Zoom virtual gatherings for canceled neighborhoods.
 - a. Introduce new Mayor and Board

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- b. Promote and provide email or an online form to submit questions, comments or topics of discussion prior to virtual gathering.

Finale Friday & Farmers Market

Many farmers markets are opening up across the state with modifications and are seeing successful sales and event participant turn out, despite the concerns around COVID-19. Vendors are eager to participate in markets this season. Below are options and modifications for Finale Friday & Farmers Market:

1. Cancel
 - a. Cancel event dates, or the entire event.
2. Drive Through Market
 - a. We secure our local food vendors.
 - b. Set up in Centennial parking lot, as to prevent a traffic jam around Crist Park.
 - c. Drive-in, drive-thru, drive out. No one gets out of their car.
 - d. Each vendor hands out a bagged product to-go, wearing their mask and gloves, of course.
 - e. We spend our allotted event budget (\$3,000) on buying the product from the vendors, and they hand it out. Estimate support is \$600 per vendor.
 - i. Supports the vendors
 - ii. Gives back to the residents
 - f. Allows for flexibility of additional sales for vendors – residents can drive up, receive a menu and vendors can have items ready to go.
 - g. Option for BOT to join
 - i. The Board secures gift cards from Downtown Frederick restaurants - Bash's, Georgia Boys, Peel, Butcher & the Blonde, Lorilee's and Mountain Cowboy.
 - ii. The BOT (mask and gloves on) can greet residents in their car and say "Have a taste of Frederick on us!" or "Use one of these to grab something on your way home."
 - iii. Surprise residents and stimulate our economy
3. Modified Traditional Market
 - a. Limit vendors to food vendors only – growers and producers
 - b. No beer garden, no bands and no family activities
 - c. Vendor booths placed 10 feet apart
 - d. Vendors arranged in a single row to encourage a traffic flow
 - e. Use our beer garden fencing to create one entrance and one exit to create a foot traffic flow
 - f. Limit the number of people allowed within the fenced vendor area
 - g. No food sampling will be allowed - any food should be to-go items only
 - h. Vendors must have two tables (creating a minimum of 6 feet) in-between themselves and customers
 - i. All products must be kept at a minimum of 3 feet away from the customer – the customer shouldn't be touching any product unless they have purchased it and are leaving with it
 - j. Encourage vendors to only accept credit card transactions – minimize cash handling
 - k. Hand wash station positioned at the entrance
 - l. All staff, volunteers and vendors will be asked to wear a mask
 - m. All staff, volunteers and vendors will be asked to wear gloves
 - n. Vendors should have hand sanitizer at their booths
4. Regular Traditional Market
 - a. Slowly remove the requirements from Option 2 to phase into a regular Finale Friday & Farmers Market throughout the season. This option is dependent on Public Health Orders.

Frederick in Flight – June 26, 27 & 28

Please see the attached memo.

Chainsaws & Chuckwagons – July 15, 16, 17 & 18.

Other Carving Events	Location	Dates	Status
Loggerodeo	Sedro-Woolley, WA	July 1 - 4	Canceled
Chainsaw & Arts Festival	Blue River, OR	July 21 – 23	Proceeding
The Woodsmen Show	Galeton, PA	July 31 – August 2	Proceeding
Carve Wars	Durango, CO	August 7 – 9	Proceeding
NYS Woodsmen's Field Days	Boonville, NY	August 21 – 23	Proceeding

Carvers are still eager to participate in the event. Below are options and modifications for the event:

1. Cancel
 - a. Cancel the entire event.
2. Most Restrictions
 - a. Carvers still come and do masterpiece carving, while maintaining social distancing
 - b. Carvers cannot sell their items they bring
 - c. Remove Friday and Saturday festivities like bounce houses, bands, food trucks and beer garden
 - d. Remove the live auction – take this opportunity to try an online auction
 - e. Voting for masterpiece carvings can be done through social media or an online platform
3. Fewer Restrictions
 - a. Carvers still come and do masterpiece carving, while maintaining social distancing
 - b. Carvers can still sell their small carvings they bring
 - i. Each carver will have hand sanitizer or hand-wash station
 - ii. Create distance with tables between carvers and event patrons
 - iii. Use the beer garden fence to create a flow of traffic
 - iv. Mark out 6 feet of space between event patrons looking to purchase a carving
 - c. Remove Friday and Saturday festivities like bounce houses, bands and beer garden
 - d. Remove the live auction – take this opportunity to try an online auction
 - e. Voting for masterpiece carvings can be done through social media or an online platform
 - f. Food trucks available for to-go orders, if Weld County Health Department is processing temporary event applications
4. Regular Event
 - a. No restrictions on event, but is dependent on Public Health Orders.
5. Postpone Decision
 - a. Continue monitoring the situation around COVID-19 and finalize the decision before Friday, June 15, 2020.

Miners Day – September 19

Currently moving forward with typical planning of Miners Day and are hoping for few modifications.

Financial Considerations:

Should the Board of Trustees choose to participate in the Drive-Through Market option, they may choose to purchase gift cards from local businesses to give to residents.

Staff Recommendation:

Finale Friday & Farmers Market

- May 29 – Canceled
- June 12 – Drive Through Market
- June 26 – Modified Traditional Market
- July 17 – Modified Traditional Market
- July 31 – Modified Traditional Market
- August 14 – Regular Traditional Market
- August 28 – Regular Traditional Market
- September 25 – Regular Traditional Market

Frederick in Flight

Please see the attached memo.

Chainsaws & Chuckwagons

Continue monitoring the situation around COVID-19 and finalize the decision before Friday, June 15, 2020.

Miners Day

Continue monitoring the situation around COVID-19 and finalize the decision before Friday, August 14, 2020.



TOWN OF FREDERICK

MEMORANDUM

TO: Bryan Ostler, Town Manager
Kristyn Jovanovich, Deputy Town Manager

FROM: Angela Wilson, Communications & Engagement Manager
Jessica Hill, Communications & Engagement Specialist

DATE: May 6, 2020

SUBJECT: Frederick in Flight Recommendation

As one of Frederick's premier events, Frederick in Flight attracts crowds as big as 5,000 attendees. We start planning Frederick in Flight in November and meticulously look over every detail of the event and explore new ways to connect and engage the community. Unfortunately, no one could have predicted the global pandemic that is COVID-19. In March, we began evaluating different options for the event, and at this time, we recommend canceling the 2020 Frederick in Flight event. Sponsors are leery of committing money to events because of the economic impact of COVID-19. Sponsorship benefits include a hot air balloon ride, which we cannot offer with the current social distancing rules. Weld County Health Department is not looking at temporary event applications until after June 1.

Very simply, the Frederick in Flight event the community is expecting is not the event we can provide within the current situation, even if public health orders allow for it in June. While this is disappointing, we aren't giving up hope. We are working with our balloonmeister on a smaller balloon lift-off with local pilots to occur the morning of Miners Day, September 19.

A final decision needs to be made by no later than Friday, May 19, so we can notify our event partners, vendors and sponsors. Please find below statements from state and local officials involved with the event.

Michael Gianetti – Balloonmeister

- Pilot applications have been slow, with some pilots canceling their participation (currently have 16 pilots, when we look for 40)
- Several pilots are nervous about attending due to spectators not wearing masks and ignoring distancing guidelines
- All pilots have stated they are unable to carry passengers (sponsors)

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- Safety officers have canceled their involvement with the event, which is essential for any ballooning activity

4/16/2020 - "I am recommending we cancel the Frederick In Flight event this year and let our sponsors recover economically, allow time to this pandemic to settle down with a more specific timeline of containment with possibly having a vaccine developed, and allow the comfort level of pilots, crew, sponsors and spectators come back to a more normal feeling. I don't feel rescheduling for a later time is feasible due to other things on the schedule for myself and the pilots and the fact we do not have a specific timeline as to when this pandemic will settle down. We can plan for a 10th annual event for next year."

5/4/2020 – "More summer events are canceling and right now, Frederick In Flight is the only major balloon event in June that has not canceled. Events scheduled around the country for July and August are canceling, including the Greeley Stampede. A huge balloon event in Indianola, IA scheduled for the end of July has canceled, see attached article as to their reasoning: https://www.indianola-ia.com/covid-19/covid-19-grounds-the-national-balloon-classic-but-organizers-say-balloons-will-always-be-part/article_bf6a5166-8b29-11ea-a1a2-8f9bf233923d.html"

5/5/2020 - "Frederick In Flight event organizers have decided it is best to postpone the 2020 10th Anniversary Frederick In Flight event and hold our 10th Anniversary flight celebration June 25, 26 & 27, 2021.

We are concerned for the health and safety of our pilots, crews, sponsors, volunteers and spectators given all of unknowns surrounding the ongoing Covid19 pandemic. Restrictions mandated by the state health department would create a scaled-back event creating a much less enjoyable experience for all attendees. We know that many people will have concerns about attending and we want people to be able to come out, have a great time and be able to interact with the balloonists. Ballooning is an activity not conducive to social distancing.

We hope as the curve flattens and restrictions ease, we will be able to enjoy future events. If that is the case by September, we would like to invite pilots to join us in Frederick for an informal fun fly the morning of the Miners Day event scheduled for September 19th.

We look forward to the future when this epidemic is contained and invite you to join us for a very meaningful 10th Anniversary Frederick In Flight 2021! Meanwhile, please be healthy and happy!"

Candace Urlik - Weld County Environmental Health Specialist (4/30/2020)

"We are currently not processing applications for these events due to the current Executive Order regarding limitations on any large gatherings. It is still too early to know if and when events of such a size will be permitted again."

Adam Zarrin – Policy Advisor for Governor Jared Polis (5/4/2020)

- The Governor's Executive Order [2020-044](#) in II.H.3 directs CDPHE to create [Public Health Order 20-28](#) and prohibit public gatherings of ten (10) persons or more in both public spaces and private commercial venues.
- EO 2020-044 and PHO 20-28 are the law of the land for now unless a county has received a county variance.
- Verbally, Adam confirmed restrictions on group sizes will grow slowly to 100-300 people by mid-June with precise guidelines

Merrie Garner – Carbon Valley Emergency Operations Manager (4/30/2020)

“I’ve reviewed the current Colorado “Safer-At-Home” (Phase 2) guidance, as well as the anticipated next “Protect Our Neighbors (Phase 3)” talking points. As you are aware, under the current guidance gatherings of more than 10 people are not allowed, and the specifics of the next phase with regard to the size of gatherings allowed or conditions on physical distancing are not known at this time. As far as I know Governor Polis has not indicated a clear timeline for moving to the next phase. In addition, there is some concern that we may see a surge or second wave of cases of COVID-19 in late May in to mid-June as we begin to open things up again.

My recommendation is to be as consistent with County and State guidance as possible, and I think it would be appropriate to consider canceling Frederick in Flight for 2020, especially in light of the May 19 deadline.”