



Town of Frederick
Board of Trustees Agenda

Frederick Town Hall
Board Chambers
401 Locust Street
Tuesday, July 23, 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

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
720-382-5500

Or

Emily Nitcher, Deputy Town Clerk
enitcher@frederickco.gov
720-382-5500

Built on What Matters.



Built On What Matters

Town of Frederick Board of Trustees Agenda

Frederick Town Hall
Board Chambers
401 Locust Street
Tuesday, July 23, 2024

5:00 PM

Work Session 5:00 PM

Agenda

Regular Meeting 7:00 PM

Work Session 5:00 PM

- A. Raw Water Master Plan Update
- B. Combined Board of Trustees and PROST Commission Meeting
- C. Parks, Trails, Open Space, and Golf Funding Discussion

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

- D. 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.

- E. Approval of Minutes
- F. Board, Commission, and Committee Appointments -
Emily Nitcher, Deputy Town Clerk
- G. Carbon Valley Help Center Community Grant Funding Request -
Emily Nitcher, Deputy Town Clerk

Discussion Item

- H. Bella Rosa Construction Project Action Plan Discussion -
Bryan Ostler, Town Manager

Mayor and Trustee Reports

Executive Session

- I. For a conference with the Town Attorney for the purpose of receiving legal advice on specific legal questions under C.R.S. Section 24-6-402(4)(b) regarding Water Resume Discussion
- J. For a conference with the Town Attorney for the purpose of receiving legal advice on specific legal questions under C.R.S. Section 24-6-402(4)(b) regarding Lower Boulder Change Case Update

Adjournment



Town of Frederick Admin Report 7.23.24

Upcoming Board of Trustees Work Sessions:

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

- July 23, 2024 – Regular Meeting
- July 30, 2024 – Work Session (Cancelled)
- August 6, 2024 – Regular Meeting



Effective, Efficient & Strategic Government Operations

- The PROST Commission met on July 10th to discuss updates to park planning initiatives, open space management, and non-Town owned park and open space management. Staff presented updates to the final draft concepts at Crist Park, first drafts of Frederick Regional Park and Open Space, and near final drafts of Frederick Recreation Area.
- Town Clerk Tricia David and Deputy Town Clerk Emily Nitcher attended the International Institute of Municipal Clerks (IIMC) in Fort Collins from July 15-19. This year marks Tricia's first year and Emily's second year as full members of the IIMC.
- Communications Training:
 - Ongoing I.T. training
 - Leadership training through Leadership Academy Regroup
 - Completion of PMP boot camp



Community and Economic Vitality

- Water quality improvements continue at Milavec Reservoir and the Town's three storage ponds. Along with the ultrasonic systems installed in late May, new aeration and fountains have been installed at the golf course ponds. Additional pumps and fountains will be going in at Centennial Pond later this summer. All these solutions are meant to improve water quality for aesthetics, irrigation quality and recreational use.
- Upcoming events include Couples Night Out on July 19th, Glow Ball Tournament on July 20th.

Built on What Matters.

- Junior golf is in full swing at Bella Rosa. The 2nd beginner session for juniors runs from July 15th through July 18th.
- The first meeting for the October 5th Santa Cops Golf Tournament will be held on July 23rd at 9:00 a.m.
- Communications staff attended a New Downtown Banner logistics meeting.
- The following is 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.

<i>Project Name (Date of Application)</i>	<i>General Location</i>	<i>Brief Description</i>	<i>Project Type</i>
Bear Industrial Business Park, Replat 4, Lot 12A (1/2/24)	4109 Bruin Boulevard	Proposed warehouse and office building with an outdoor storage component.	Site Plan
Brunemeier Annexation (4/4/22)	Southwest Corner of County Road 16 and County Road 17	Proposed "Wheatlands" subdivision. Single-family attached and detached residential development.	Preliminary Plat; Preliminary Development Plan
Clearview Villages (10/31/23)	Southwest corner of Godding Hollow and Silver Birch	Water demand analysis for the subdivision.	Water Demand Analysis
CWCWD 30" Waterline Easement (9/29/22)	Between Tipple Parkway and Highway 52 from Colorado Boulevard to Wheatland Boulevard.	30" waterline easement proposed.	
Dreamers Ridge Phase 1 (6/18/24)	8223 County Road 5	Proposed amendments to an approved well pad site to add two pump jacks, electrical equipment and fencing.	Site Plan Amendment
Dreamers Ridge Phase 1 (7/3/23)	8223 County Road 5	Proposed new tracts B, C and a new Lot 1. Lot 1 proposed as a 70-acre residential estate lot.	Minor Subdivision
Eagle Business Park Filing 4B, Lot 1 (4/29/24)	4881 Eagle Boulevard	Proposed industrial building with office and warehouse space.	Site Plan
Frederick Town Amendment B, Lot 1 (5/28/24)	501 Walnut St	Proposed mixed occupancy co-working office building.	Site Plan Amendment
Frederick West Business Center, Filing 2., Block 2, Lot 6 (1/2/24)	7701 Miller Drive	Proposed building addition to the west side of the existing building.	Site Plan Amendment
Indian Peaks Filing 10, Block 5, Lot 2 (4/15/24)	8426 Kosmerl Place	Proposed addition of six parking spaces.	Site Plan Amendment
Indian Peaks, Filing 12, Lot 1 (7/17/23)	8123 Indian Peaks Avenue	Proposed replacement of aboveground extended detention basin with an underground detention facility and the modification of right-of-way landscaping with a waterwise design.	Site Plan Amendment

Johnson Farms / Spindle Hill Energy Minor (8/9/23)	Northwest Corner of Highway 52 and Wheatland Boulevard	Proposed "Columbine Heights" subdivision. Single-family detached residential community.	Preliminary Development Plan; Preliminary Plat
Meadowlark Business Park, Block 1, Lot 1 (4/22/24)	5964 Iris Parkway	Proposed 10,000 sf expansion to the existing building.	Site Plan Amendment
Miners Park Town Centre (7/5/24)	Northeast Corner of Colorado Boulevard and Highway 52.	Proposed mixed-use residential and commercial development.	Final Plat; Construction Documents
Miner's Village, Filing 1 (1/18/2022)	Southwest Corner of Tipple Parkway and William Bailey Avenue	Proposed "Silverstone Filing 7" subdivision. Single-family residential development.	Preliminary Plat, Preliminary Development Plan
No Name Creek Estates, Filing 1, Replat C, Block 14, Lot 1-3 (11/27/23)	Eastern part of No Name Creek	Water demand analysis for the three lots listed.	Water Demand Analysis
Park n Ride Annexation (12/26/23)	Northwest corner of I-25 and Highway 52	Proposed QuikTrip gas station.	MOAPI Amendment; Site Plan; Variance
Prosperity (12/8/23)	Southeast of Tipple Parkway and Ridgeway Boulevard	Water demand analysis for the subdivision	Water Demand Analysis
Raspberry Hill Business Park Lot 15 (12/15/23)	8360 Raspberry Way	Proposed industrial building with office and warehouse space.	Site Plan
Savannah, Outlot A and B (5/13/24)	Southwest corner of Ridgeway Boulevard and Highway 52.	Proposed "Penrose Place" single-family attached and single-family detached housing development and metropolitan district.	Preliminary Plat; Preliminary Development Plan; Metropolitan District
The Shores on Plum Creek (6/20/22)	Northwest of County Road 5 and Highway 52.	Proposed mixed-use development with commercial and residential uses.	Minor Subdivision; Preliminary Plat; Preliminary Development Plan; Rezone
Silverstone Commons (9/29/23)	Northwest of William Bailey Avenue and Highway 52.	Proposed commercial and retail development. "Silverstone Commons"	Final Development Plan
Silverstone Filing 4 (6/10/24)	Southwest of William Bailey Avenue and Tipple Parkway.	Water demand analysis for the filing.	Water Demand Analysis
Silverstone Marketplace, Lot 5 (6/10/24)	5980 Silverstone Drive	Proposed Chase Bank.	Site Plan
Wildflower Filing 1, Amendment 1, Block 27, Lot 2 (1/2/24)	3833 Tipple Parkway	Proposed United Power battery energy storage system.	Site Plan
Wyndham Hill Filing 10 (11/16/20)	6855 Aggregate Boulevard	Proposed single-family detached residential development.	Final Development Plan; Final Plat



Dynamic, Inclusive & Connected Community

- Monthly Newsletter electronic and mailer
- Weekly Flash features four articles weekly
- Social Media platforms daily postings
- Communication and Campaign Planners
- FRED Culture
 - Wellness walks 1 on 1 interaction
- ADA HB 21-1110 Compliance
 - Image and PDF clean-up on website
 - ADA Accessibility Plan added to website
- Bella Rosa Drainage Project
 - Process communications for neighborhood meeting
 - Letter, mailer, slow-down yard signs.
- Process media requests
- Town Event Preparation
 - Sponsors commitments for 2024 totaling: \$76,650
 - 17 chainsaw carver applications (carver spots are full –accepting applications for waitlist. 2024 carvers announced on website
 - 57 food vendor applications food vendor spots are full, still accepting applications for the waitlist.
 - 121 market vendor applications – spots are full for Chainsaws & Chuckwagons and Miners Day.
 - Planning of Community Tour & Talk on Wednesday, July 17
 - Coordination with HOA’s to distribute information about the event, catering, internal departments.
- Preparation of Chainsaws & Chuckwagons on July 17 – 20
 - Recruitment of sponsors and volunteers.
 - Carver, food truck, market vendor, entertainment, permits coordination.
 - New Kids Carving Competition planning
 - Planning meeting with Parks and PW.
 - Meeting with Town Clerk’s office and Arts Committee discussing carving process.
- Preparation of Miners Day on September 21
 - Recruitment of sponsors, volunteers, parade entries, burro race participants, community performances.
- Dog Walker Watch
 - Meeting coordination
- National Night Out Coordination
 - Eight neighborhoods participating
- Community Partnerships
 - Process media requests
 - Collaboration with FFD on Fireworks communication
- Website Updates
 - Roadwork/Detour/Project updates
 - FPD Recruitment web page updates

- Water Rate Study web page
- Town App
 - Submit-A-Report activity
 - 2nd Quarter App analytics
- Interdepartmental Collaboration
 - Roadwork updates
 - Water conservations campaign
 - FPD My90 Campaign
 - Water Quality report updates
 - All-Employee meeting participation
 - PW building campaign and Facility planning
 - Facilities meeting (X2) with Design team
 - Develop Q & A for Design team
 - Update Facilities Master Plan webpage
 - Water Rate Study results campaign
 - Water Rate Study meeting with Engineering
- Board Meetings:
 - Comms attendance at Board meetings to ensure Town communications align with Board's vision and work in progress
 - Closed captioning on Board meeting recordings



Strategic, Reliable and Sustainable Infrastructure

- Golf maintenance staff have been working through irrigation installations related to their capital central control project, repairs to fairways, greens and tees, as well as coordination with the Bella Rosa stormwater improvement project. The second fairway was recently completed and sodded under that stormwater project.
- The Parks maintenance team has been busy with summer maintenance and improvement projects, along with summer events. Cooler temperatures in early July helped provide a reprieve and catchup on irrigation related issues throughout the system.
- Work began the week of July 8th on the Colorado Boulevard median improvements. Grubbing should begin the week of July 15th. The project has a completion date, in no case to exceed August 15th.
- The Trails Maintenance Program projects are substantially complete for 2024. Parks staff replaced sections of trail at Eagle Valley Park, Centennial Park, Countryside by Frederick High School and FRA. Staff are working to identify minor improvements for the program in 2025.
- Public Works Updates:
 - Fleet Services has been busy keeping up with a variety of service calls. The tandem dump and plow truck had a major breakdown and was towed to Transwest for a differential rebuild.
 - One of the street sweepers had a malfunction with the emissions control system and had to be towed back to the shop to be checked out. However, it is now back up and running.
 - The third round of drainage and open space mowing has been completed.
 - Road grading has been completed on County Roads 14, 16 and 17.

- Crews have completed pavement markings along Bella Rosa Parkway.
- Pothole repairs are taking place on arterial roads.
- Crews dug a trickle channel along all three Prairie Greens retention ponds to allow for optimal drainage.
- Tree trimming and cutbacks took place in different areas of Town-owned properties.
- Street Sweeping operations are continuing throughout Town.
- 54 residents participated in the monthly tree limb drop-off program.
- Public Works crews are currently preparing for the Chainsaws and Chuckwagons event.
- Mosquito spraying has been completed for the week.
- Public Works teams had a safety meeting regarding chemical and eye injury safety.



Safe and Secure

- The Police Department currently has six officer vacancies and an additional opening for a Community Services Officer. Hiring and recruiting efforts are in full swing with the department attending various hiring events and exploring various ideas and options to move Frederick to the top of the list as the place to work for future candidates. Additionally, the potential exists to fill two academy spots for the fall semester for those promising candidates that are not yet POST certified.
- Communications & Engagement:
 - Review updated PD policies in Lexipol
 - PD recruitment web page updates
 - PD recruitment video script, footage
 - PD recruitment trifold updated
 - FSMP project story



Fiscally Responsible Governance

- The Finance Department recently concluded the FY2023 Annual Comprehensive Financial Report, which was a tremendous amount of work. Thank you to our Finance staff for all your hard work and dedication!



Town of Frederick Board of Trustees

Meeting Minutes

June 25, 2024

Call to Order – Roll Call

Pledge of Allegiance

Approval of Agenda

NO Changes

Special Presentations

No special presentations

Public Comment

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Abigail - Carbon Valley Parks & Recreation board - July 2024 Park and Recreation Month

David - Dacono - Intersection at Hawthorne and Morrison (Dip in road) - damaged vehicle

Staff Reports

Bryan has a couple additional items to update.

Jessica and the Communications team on a successful Frederick in Flight event. PW, Parks, PD, and all the staff that worked to make it a great event.

Fireworks plan was just sent out for the upcoming 4th of July. PD preferred to utilized non-emergency number of 720-652-4222.

Update from Tricia (Town Clerk) - Shared news about the Deputy Town Clerk promotion to Emily Nitcher.

Meeting on July 9th - Study Session time for a No Name Creek listening tour (5:30-6:30) before regular meeting at 7PM

Meeting on July 23rd - Oil & Gas update, as well as a PROST combined meeting

Meeting on July 30th - 5th Tuesday - 1 Hour mini retreat update and comprehensive plan update

Let Bryan know if the board has any scheduling conflicts with these changes.

Colby provided clarification on Mendoza Open Space concept design that is currently on the website. Can PROST look at renaming of open space for more community

focus.

- A. Administrative Report -
Bryan Ostler, Town Manager

Consent Agenda

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- B. Resolution 24-R-39 Easements and Maintenance Agreements -
Kevin Ash, Engineering Director
- C. Resolution 24-R-40 Meadowlark Business Park ROW Dedication -
Kevin Ash, Engineering Director
- D. Resolution 24-R-41 Consideration of the First Amendment to the Clearview Villages Memorandum of Agreement for Public Improvements -
Jason Berg, Engineer

Action Agenda

- E. Board, Commission, and Committee Appointments -
Emily Nitcher, Deputy Town Clerk

Staff Emily Nitcher provided a presentation on the current vacancies for boards and commissions.

Interviews were held for applicants interested in participating for boards and commissions

PROST Commission - Erin Fosdick, Kristen Davis
Planning Commission - Kristy Conroy
Arts Commission - Richard Maxwell, Jim Jacobs, Jodee Wild
Historic - Pamela Smith, Jodie Simek, Krista Barnhardt
Youth Commission - Eli Robins, Mackenzie Carroll, Brayden Spotts

Recommend motion to approve forward with these appointments.

- F. Resolution 24-R-42 Go Outdoors Frederick 2050 Contract Approval -
Colby Johnson, Parks and Open Space Director

Staff member Colby Johnson presented the Go Outdoor Frederick 2050 project and contract approval with Confluence for an amount of \$335,590 but not to exceed \$500,000, authorizing the Town Manager to sign.

- G. Resolution 24-R-43 Colorado Water Plan Grant -
Sarah Watson, Engineer

Staff member Sarah Watson presented the Colorado Water Plan grant with a 25% minimum match fund requirement. The total estimated cost of the project (Water Storage and Supply) is \$360,000. Recommending 50% match fund.

- H. Resolution 24-R-37 WCR13 and WCR20 Intersection Operation Improvement Project - Contract for Design Services - Jason Berg, Engineer

Staff member Jason Berg presented the Colorado Blvd and Bella Rosa parkway intersection improvement project contract for design services to J-U-B Engineers for the amount of \$380,000.

Mayor and Trustee Reports

Mayor Pro Tem Brown - Having capital projects looking at projects from a full perspective, so we don't have a blind spot like the current Bella Rosa Parkway and Colorado Blvd project. Take a look at the impact of Tipple at Silver Birch and Colorado as it currently backs up and if the project at Hwy 52 and Colorado goes into the school year, how do we get in front of the traffic challenges? Improve the presentation slides to standardize the motion language for the board to approve.

Trustee Padia - Applied for the lawn replacement program. Recommended temporary lights at Tipple and Silver Birch when school starts up in August to minimize the traffic issues with the Colorado Blvd and Hwy 52 closure going into September.

Trustee Mahan - Discussed the judge interviews that he and Trustee Lamach sat on with staff. Finalists will come in July to the BOT per Town Attorney Jason Meyers.

Executive Session

- I. For the purpose of determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and/or instructing negotiators under C.R.S. Section 24-6-402(4)(e)(1) regarding Metro District Agreements.

Adjournment

Approved by the Board of Trustees:

ATTEST:

Tracie Crites, Mayor



Town of Frederick Board of Trustees

Meeting Minutes

July 9, 2024

Work Session

- A. No Name Creek Neighborhood Meeting - 5:30 pm - 6:30 pm
- Location: Bella Rosa Golf Course (5830 Bella Rosa Parkway)

Call to Order – Roll Call

Pledge of Allegiance

Approval of Agenda

Special Presentations

Public Comment

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Carbon Valley Help Center presented tonight with the board providing action during consent agenda at the 7/23/2024 board meeting.

Ann Schmitz, Executive Director presenting - Grant request submitted to Town.

Frank Bashonie? - Wyndham Hill resident for 10 years. Board of Directors (Treasurer) on the HOA. Non-potable water is currently not available in Wyndham Hill.

Staff Reports

- B. Administrative Report -
Bryan Ostler, Town Manager

Bryan added a couple of items. The 7/23 meeting will have a quick-high-level overview of the new set-up of CivicClerk.

7/23 meeting will also have a joint meeting with PROST committee
7/30 meeting (5th Tuesday) will be a mini retreat follow up and comp plan overview - Mayor would like a memo in advance on the mini-retreat update to prepare the board for discussion topics.

Next week is Chainsaws and Chuckwagons event.

Town Manager and Engineering department will meet to discuss and provide a follow-up to the No Name Creek neighborhood meeting at the 7/23 board meeting.

Consent Agenda

- C. List of Bills -
Kurtis Adams, Finance Director
- D. Approval of June 11, 2024, Meeting Minutes
- E. Resolution 24-R-44 Weld County Jail Services IGA Update -
Emily Nitcher, Deputy Town Clerk

Action Agenda

- F. Resolution 24-R-45 CWCWD 30" Water Line Easement -
Sarah Watson, Engineer

Staff Engineer, Sarah Watson presented on the CWCWD 30" Water Line Easement project.

- G. Resolution 24-R-47 Consideration of the Third Amendment to the Carriage Hills Filing 1 MOAPI -
Jason Berg, Engineer

Kevin Ash, Engineering Director presented on behalf of staff engineer, Jason Berg on the 3rd Amendment to the Carriage Hills Filing 1 MOAPI.

- H. Resolution 24-R-48 First Amendment to the Public Finance Agreement for Silverstone Marketplace -
Sarah Watson, Engineer

Staff Engineer, Sarah Watson presented the 1st Amendment to the Public Finance Agreement for Silverstone Marketplace.

Mayor and Trustee Reports

Mayor Pro Tem Brown - Road along with Officer Woods on 7/3 to get a glimpse of fireworks and other activities. On 4th of July a lot of town residents were around FRA but skate park lights were still shining during Fireworks. Is the Speed Management program available on the App?

Trustee Lamach - Resident called on the Centennial Park development and where the water will flow. Expressed concern about the poor service at the post office.

Mayor Crites - Hwy 52 and Colorado Blvd, Communication Plan with closure heading into September and school starting in August.

Adjournment

Approved by the Board of Trustees:

ATTEST:

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

Board, Commission, and Committee Appointments

Agenda Date: 07/23/2024 BOT Meeting

Attachments: None

Reviewed By: Jason Leslie, Deputy Town Manager

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:



DYNAMIC, INCLUSIVE & CONNECTED COMMUNITY– Frederick is represented by diverse nonprofit, cultural, business, and geographic participation. Residents actively engage in activities and initiatives; they are encouraged and supported to address important community needs and issues.
- This request aligns with the Town's Strategic Plan by actively engaging with Frederick residents to provide the Town's Boards, Commissions and Committees with diverse and well-rounded representation.

Summary Statement:

Staff is submitting candidates for appointment to the Town of Frederick Boards, Commissions and Committees.

Detail of Issue/Request:

On June 26th, various members of staff participated on an interview pannel for vacancies on the Frederick Youth Commission and the Frederick Historic Preservation Committee.

Following the interviews, it is the recommendation of the panel to make two appointments to the Town Boards, Commissions and Committees.

The Frederick Youth Commission has 12 vacancies. The panel is recommending the appointment of Melina Joy to fill one of those vacancies.

The Frederick Historic Preservation Committee has 3 vacancies. The panel is recommending the appointment of Brian Grubb to fill one of those vacancies.

Legal Comments:

Not Applicable

Alternatives/Options

The Board may choose to appoint the candidates or request staff to continue to advertise the vacancies.

Financial Considerations

Not Applicable

Staff Recommendation

Staff proposes the following motion if the Board moves forward with the appointments.

I move to appoint Melina Joy to the Town of Frederick Youth Commission and Brian Grubb to the Town of Frederick Historic Preservation Committee.

Community Grant Application

Town of Frederick Community Grant

Organization Name	Carbon Valley Help Center
Address1	150 Buchanan Ave
Address2	<i>Field not completed.</i>
City	Firestone
State	CO
Zip	80520
Contact First Name	Ann
Contact Last Name	Schmitz
Contact Phone Number	3038336626
Contact Email Address	schmitzac@carbonvalleyhelpcenter.org
Federal/State Tax ID	453722048
Please describe your project and the reason for your request.	We have a yearly fundraiser and would love if the town could contribute so that we can continue to supply food, grants for rent and grants for utilities to those in our community who are in need.
Amount Requested	\$3000
Number of Frederick residents and/or visitors will participate and/or benefit from the program/project:	300
In what way will this program enhance the Town of Frederick's positive image, provide	This event allows the Carbon Valley Help Center to help families in Frederick who need assistance with food, rent or utilities. Our goal is to prevent homelessness by being a resource to those in need. In 2023, we help approximately 300 families in Frederick with food, rent or utilities. We strive to continue to have a positive

opportunity for informal education, community building and/or family entertainment?

impact in the community by being a resource for families who fall on hard times and need assistance.

Have you requested support from other sources? Please provide a list of organizations that you have solicited or will be soliciting:

We have solicited nearly 200 businesses in the Carbon Valley area to make a donation to our fundraiser.

Has your organization applied for a grant from the Town of Frederick before?

Yes

If you were awarding funding in the past, how much did you receive?

2500

If you received funding in the past, how did you use the funds?

100% of the funds went towards client grants and or to purchase food for the pantry.

If you received funding in the past, were there funds leftover? If so, how were the funds utilized?

None was left

(Section Break)

Program/Project Budget

Program/Project Name Empty Bowls Fundraiser

Total Project Budget:

Please provide a complete project budget list including personnel, promotion, supplies, services etc. The budget can be itemized below.

Item/Amount 2400.00 Bowls

Item/Amount T-shirts 1000.00

Item/Amount 645.00 Printing

Item/Amount	<i>Field not completed.</i>
Item/Amount	1176.00 facility rental
Item/Amount	<i>Field not completed.</i>
Item/Amount	960.00 Food
Item/Amount	<i>Field not completed.</i>
Item/Amount	Bank Charges 100.00
Item/Amount	<i>Field not completed.</i>
Total Project/Program Budget:	6281
Please List Any Sources of Funding Secured	Stapp Toyota \$5000 paid, UME \$150 paid, United Power \$3000 paid, Zadel Realty \$1000 paid, Ryan Connors State Farm \$250 pledged
Request for Additional Funding	We are requesting more than \$500 because \$500 does not go very far when it comes to helping with rent, utilities and food. We continue to see a rise in the number of clients we serve every month which means our cost to operate increases as well.
Please including the following attachments for inclusion in your application.	
Board of Directors and Key Staff noting any paid staff.	Board of Directors and Key Staff.pdf
IRS Determination Letter indicating Tax-Exempt Status of the Organization	Tax Exempt Form.pdf
By signing below, I certify that all information is true and correct to the best of my knowledge.	Ann Schmitz
Date	7/2/2024

DR 0160 (02/16/11)
COLORADO DEPARTMENT OF REVENUE
DENVER CO 80261-0013

CERTIFICATE OF EXEMPTION FOR STATE SALES/USE TAX ONLY

**THIS LICENSE IS
NOT TRANSFERABLE**

USE ACCOUNT NUMBER for all references	LIABILITY INFORMATION	ISSUE DATE
	A 090111	
98004152		Feb 26 2013



CARBON VALLEY HELP CENTER
PO BOX 508
FIRESTONE CO 80520-0508

A handwritten signature in black ink, appearing to read "Barbara J. Bruke".

Executive Director
Department of Revenue

Board of Directors

Carly Everitt (President)
Jack Frost (Vice President)
Robin Wyrick (Secretary)
Rob Wyrick (Treasurer)
Franki Bertram (Member-at-large)
Paul Sorenson (Member-at-large)
Sue Pilon (Member-at-large)

Key Staff (paid positions)

Ann Schmitz, Executive Director
Claudia Rivera, Resource Specialist