



# TOWN OF ERIE

645 Holbrook Street  
Erie, CO 80516

## Meeting Agenda

### Town Council

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Tuesday, July 15, 2025

6:00 PM

Council Chambers

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#### Special Meeting

[Link to Watch or Comment Virtually: https://bit.ly/TC-Special-3rdTuesday](https://bit.ly/TC-Special-3rdTuesday)

#### I. Call Meeting to Order and Pledge of Allegiance

6:00 p.m.

#### II. Roll Call

#### III. Approval of the Agenda

#### IV. Public Comment On Non-Agenda and Consent Items only.

6:00-6:10 p.m.

*(This agenda item provides the public an opportunity to discuss items that are not on the agenda or consent agenda items only. The Town Council is not prepared to decide on matters brought up at this time, but if warranted, will place them on a future agenda.)*

#### V. General Business

[25-277](#)

Transportation System Update

**Attachments:**

[Council Special Session Transportation Presentation Slide Deck](#)

6:10-7:10 p.m.

*Presenter(s): John Firouzi, Transportation & Mobility Manager  
Isaac Lopez, Streets Superintendent  
Miguel Aguilar, Sr. Transportation Planner  
Nick Wagner, Transportation Engineer*

[25-423](#)

Discussion on Debt Options

**Attachments:**

[Presentation](#)

7:10-8:10 p.m.

*Presenter(s): Sara Hancock, Finance Director  
Jason Simmons, Senior Managing Director, Hilltop Securities*

[25-421](#)

2026 Grants to Communities Process and Evaluation Criteria

**Attachments:**[Presentation](#)[Grant Policy & Procedures](#)[2024 Year End Report Samples](#)[2022-2025 Recipients](#)

8:10-8:40 p.m.

*Presenter(s): Meredyth Muth, Director of Administrative Services and Operations***VI. Adjournment**

8:40 p.m.

*(The Town Council's Goal is that all meetings be adjourned by 10:30pm. An agenda check will be conducted at or about 10:00 p.m., and no later than at the end of the first item finished after 10:00 p.m. Items not completed prior to adjournment will generally be taken up at the next regular meeting.)*



# TOWN OF ERIE

645 Holbrook Street  
Erie, CO 80516

## Town Council

**Board Meeting Date: 7/15/2025**

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**File #:** 25-277, **Version:** 1

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**SUBJECT:**

Transportation System Update

**DEPARTMENT:** Public Works

**PRESENTER(S):** John Firouzi, Transportation & Mobility Manager  
Isaac Lopez, Streets Superintendent  
Miguel Aguilar, Sr. Transportation Planner  
Nick Wagner, Transportation Engineer

**TIME ESTIMATE:** 90 minutes

*For time estimate: please put 0 for Consent items.*

**FISCAL SUMMARY:**

NA

**POLICY ISSUES:**

Informational-

This will be an update on the Transportation System with a focus on the TMP and O&M practices:

1. Taking Lasting Care (TLC) Maintenance Philosophy
2. Fiscally Constrained Project Prioritization
3. Vision Zero Safety Policy
4. Continuous Improvement

**STAFF RECOMMENDATION:**

Informational- Staff will present on the current planning, maintenance, and resource management practices related to current and future transportation demand.

**SUMMARY/KEY POINTS**

- **Multimodal Transportation Plan** - Traffic is a focal point of community interests as it relates to quality of life, safety, access and mobility. *The TMP creates a Vision based on a "multimodal" approach to provide mobility options and address environmental impacts.*
- **Fiscally Constrained Approach** - The Transportation Division takes a customer centric and

data-driven approach to transportation realities. *Regional investments, developer requirements, and Town projects are prioritized to establish a budget-based approach.*

- **Performance Tracking** - The Transportation Planning, Engineering, Operations, and Maintenance teams use a variety of tools to assess existing and future conditions to ensure a well-maintained and functioning transportation system. *The performance metrics and tracking tools will be demonstrated as part of the status update.*
- **Strategic Topics** - Staff will help facilitate a strategic discussion on transportation interests. *The team will share transportation recommendations that support community resiliency, population growth, and financial risk management.*

**BACKGROUND OF SUBJECT MATTER:**

The Town of Erie, along with the region, has experienced significant population growth at a rapid rate in recent years that has triggered concerns related to traffic congestion, safety, and sustainability. To guide private development and public investment projects, the Transportation Division updated the Transportation Mobility Plan (TMP) in 2024 in alignment with other planning documents to support the buildout of a balanced transportation system over a 25-year outlook.

The presentation will report on the state of the current Transportation System by demonstrating the software and methodologies used to support Planning, Operations, Safety, and Maintenance. The technical team will share details on the data and customer feedback tools that are part of the analysis process while identifying the existing parameters (dials) available to adjust when trends or demands change.

Ultimately, the presentation is informational and will provide an opportunity for Council to ask questions, share thoughts, and discuss perspectives with the transportation system. Key staff members from the Transportation Division will be available to provide context, present trade-offs, and support the discussion.

**TOWN COUNCIL PRIORITY(S) ADDRESSED:**

- Attractive Community Amenities
- Engaged and Diverse Community
- Prosperous Economy
- Well-Maintained Transportation Infrastructure
- Small Town Feel
- Safe and Healthy Community
- Effective Governance
- Environmentally Sustainable
- Fiscally Responsible

**ATTACHMENT(S):**

1. Presentation



# Transportation System Update

## Council Study Session

June 17, 2025

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### Presenters

John Firouzi – Transportation & Mobility Manager

Isaac Lopez – Streets Superintendent

Miguel Aguilar – Pr. Transportation Planner

Nick Wagner – Transportation Engineer



# Agenda

## 1. Transportation System

- *Planning*
- *Operations*
- *Safety*
- *Maintenance*

## 2. Status Report

## 3. Strategic Initiatives

## 4. Budget

## 5. Discussion

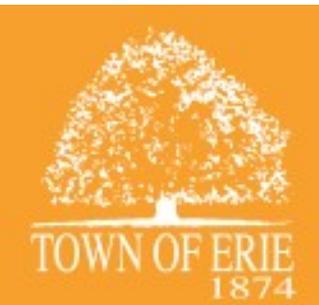




# Transportation System & Status Report

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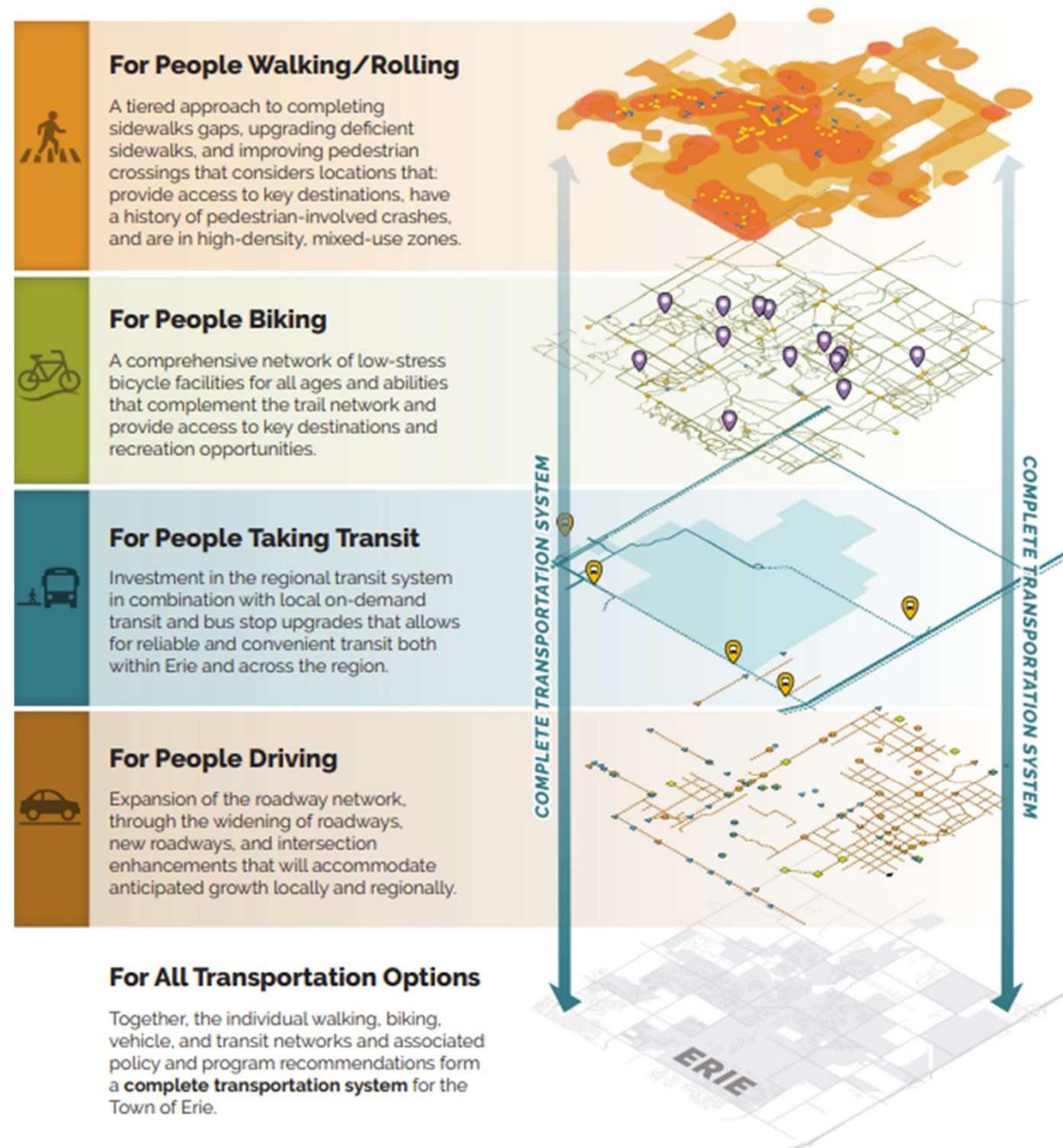
## Part I



- Socioeconomic Trends, Vision
- State / MPO / Regional Trends
- Town of Erie TMP (2050)
- Unfunded CIPs (5-10 Years)
- Funded CIPs (Annual-5 Years)
- Site Development TIAs
- System Enhancements



## How will Erie Achieve its Vision for Transportation?





- Public Engagement Events
- Planning Documentation / Public Hearings
- ErieSubmit
- TaskForce / HOA Input
- Neighborhood Surveys



## In-Person Engagement

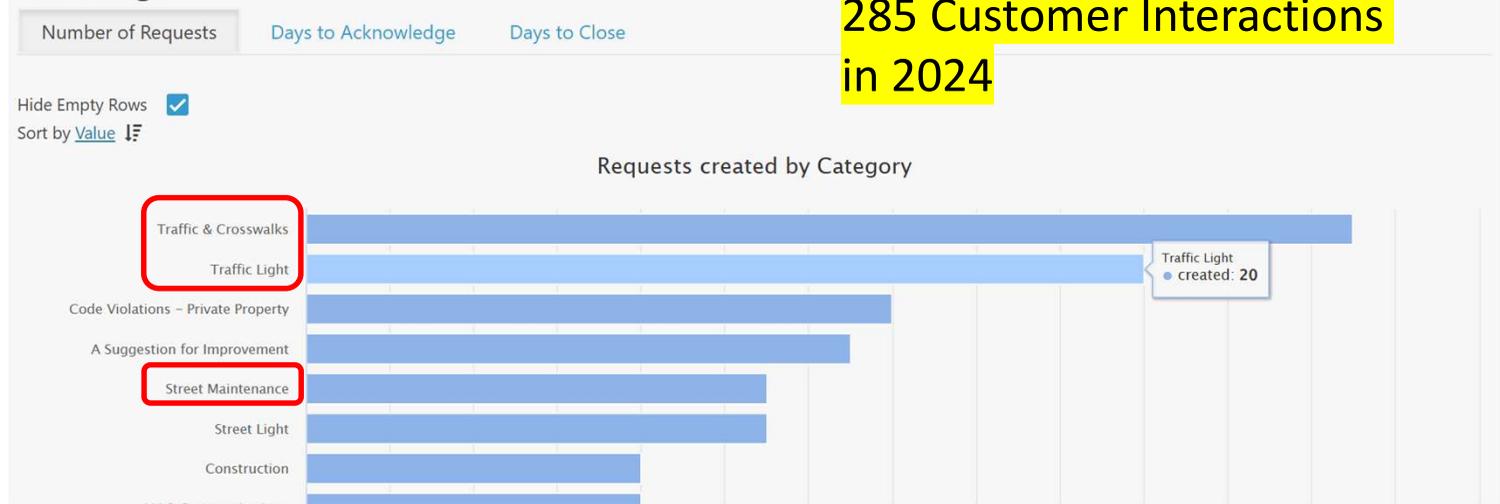
The project team was present at several in-person events throughout Erie during the life of the project. Cumulatively, these events reached over 1,000 people. Events consisted of the list below:

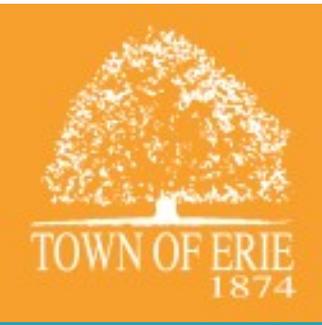
- Arbor Day Celebration Event, April 29, 2023
- Strider Derby Event, April 29, 2023
- Erie Town Fair Event, May 13, 2023
- Community Pop-Up Events, multiple dates
- Fox Dog Coffee, April 7, 2023
- Erie Social Club, April 12, 2023
- Erie Community Center, April 20, 2023
- Bring your child to work day, April 27, 2023
- Erie Community Center pop-up, April 10, 2024
- Active Adults Lunch, April 11, 2024
- Arbor Day, April 27, 2024
- Town Fair, May 18, 2024
- Erie Community Center Pop-Up Event, July 24, 2024
- Fox Dog Coffee Pop-Up Event, July 30, 2024

- Erie Community Center Pop-Up Event, July 31, 2024
- Fox Dog Coffee Pop-Up Event, August 7, 2024
- Erie Farmers Market Pop-Up Event, August 8, 2024



### Showing Results from 3/1/2025 to 4/1/2025

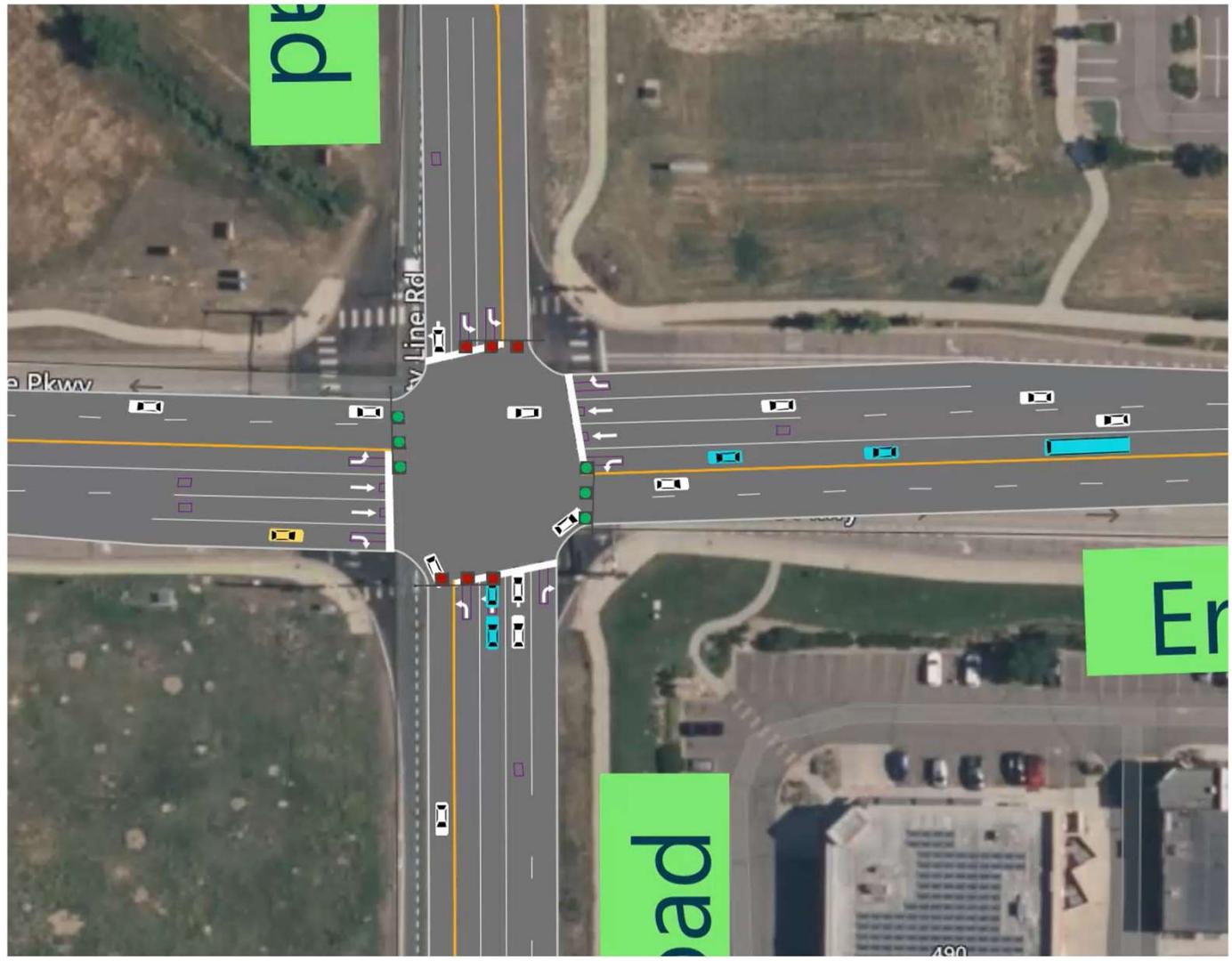




- HCM, CMAQ Programs
- Federal MUTCD
- State Model Traffic Code
- TOE Muni Code
- TMP Road Classifications
- Traffic Engineering (CS Design)
- Traffic Enforcement

Operations

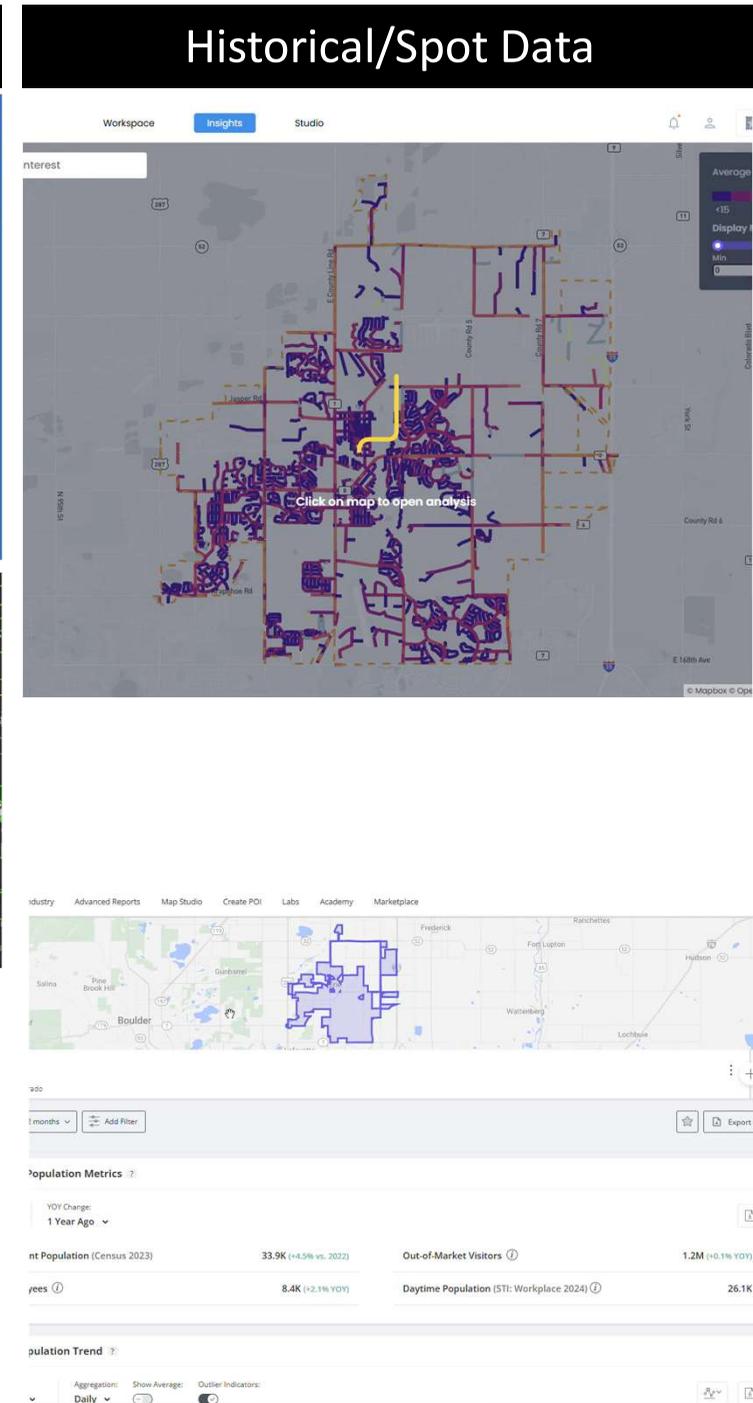
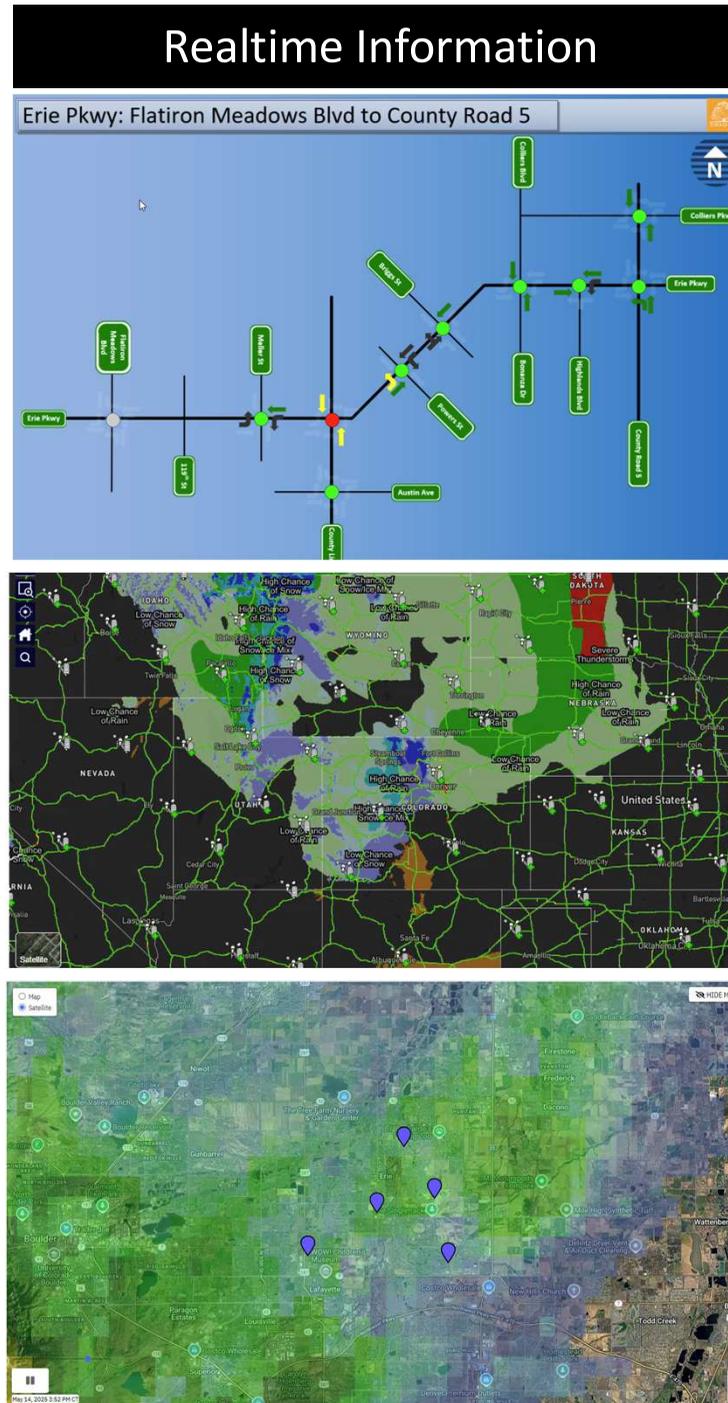
Synchro Transportation Model – Existing Conditions





- Corridor Signal Coordination
- Intersection Scenario Planning
- Monitoring Speeds/Weather
- Traffic Enforcement
- Resource Management

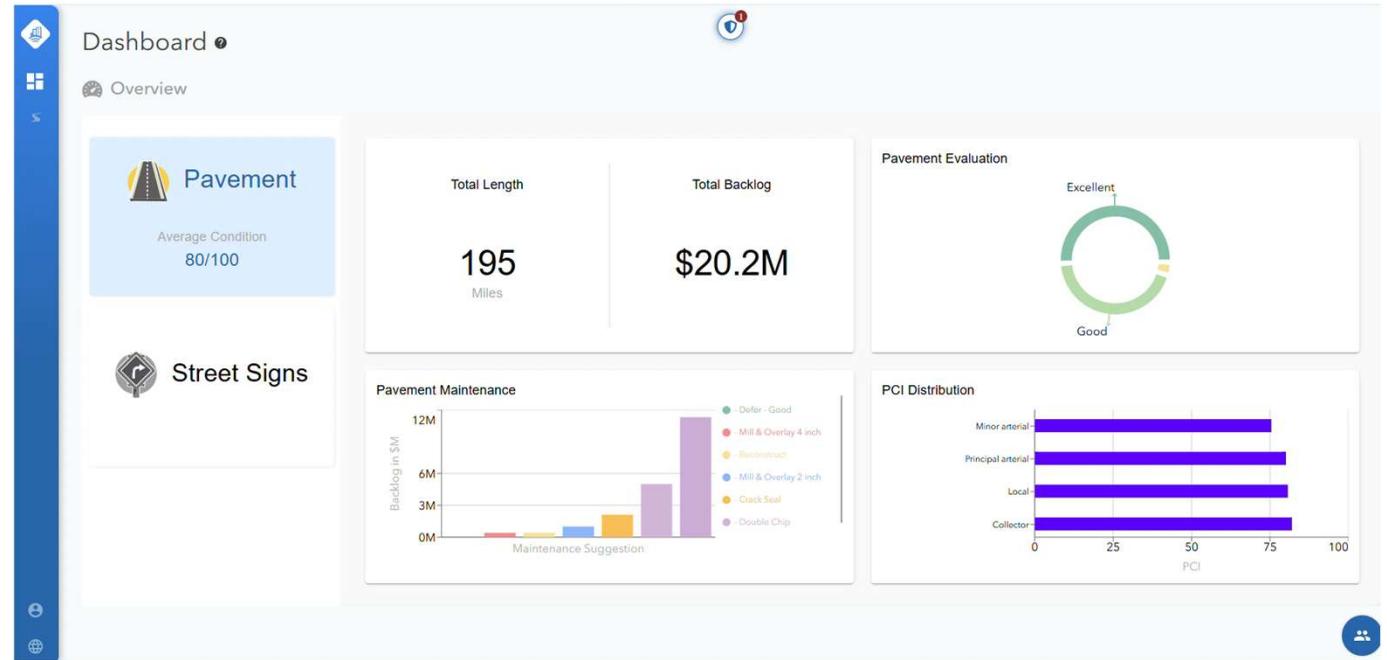
# Operations

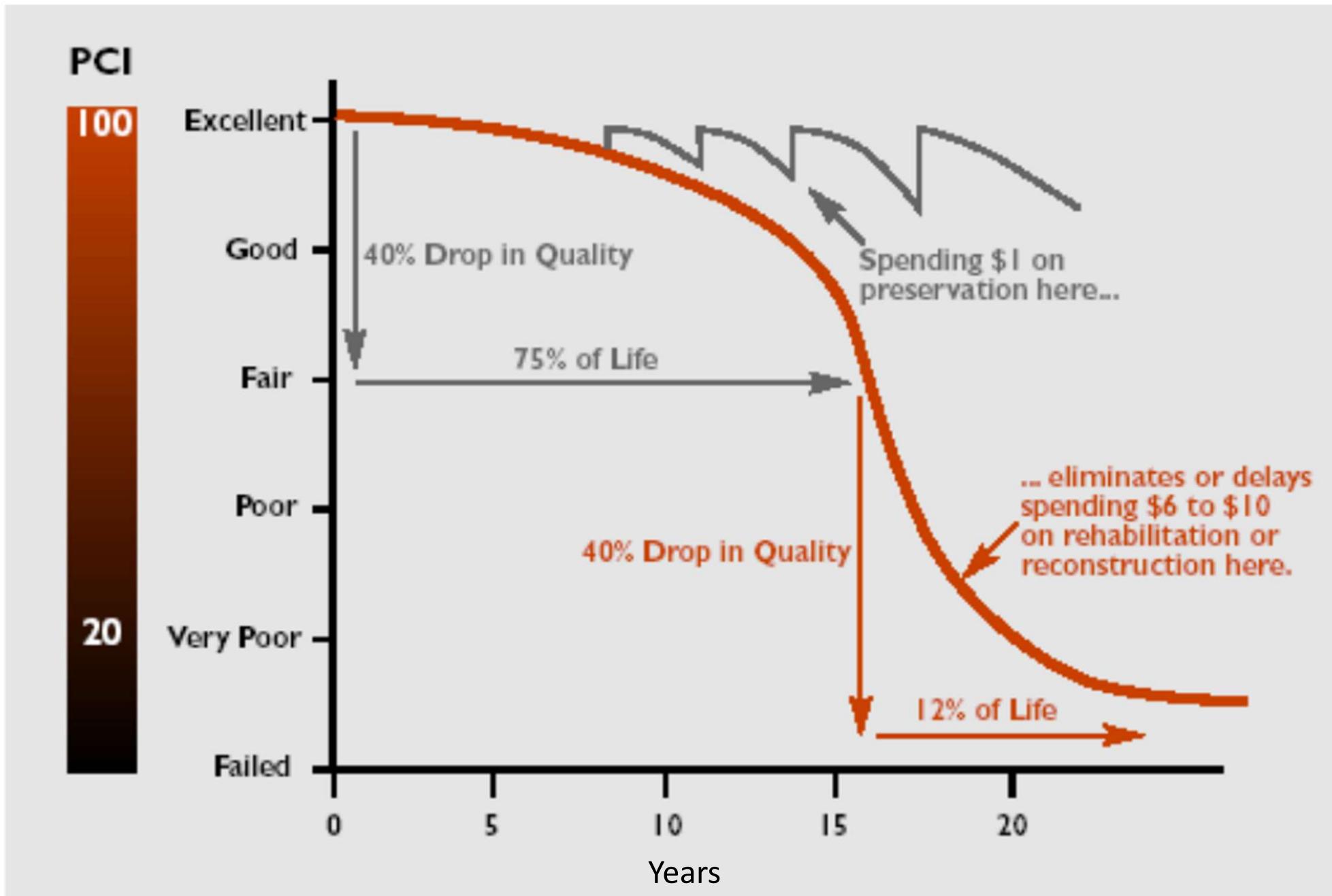




- “TLC” Philosophy
- Asset Management
- Ice/Snow Program
- Paving Program
- Concrete Program
- Signal Maint. Program
- Streetlight Program

Maint.



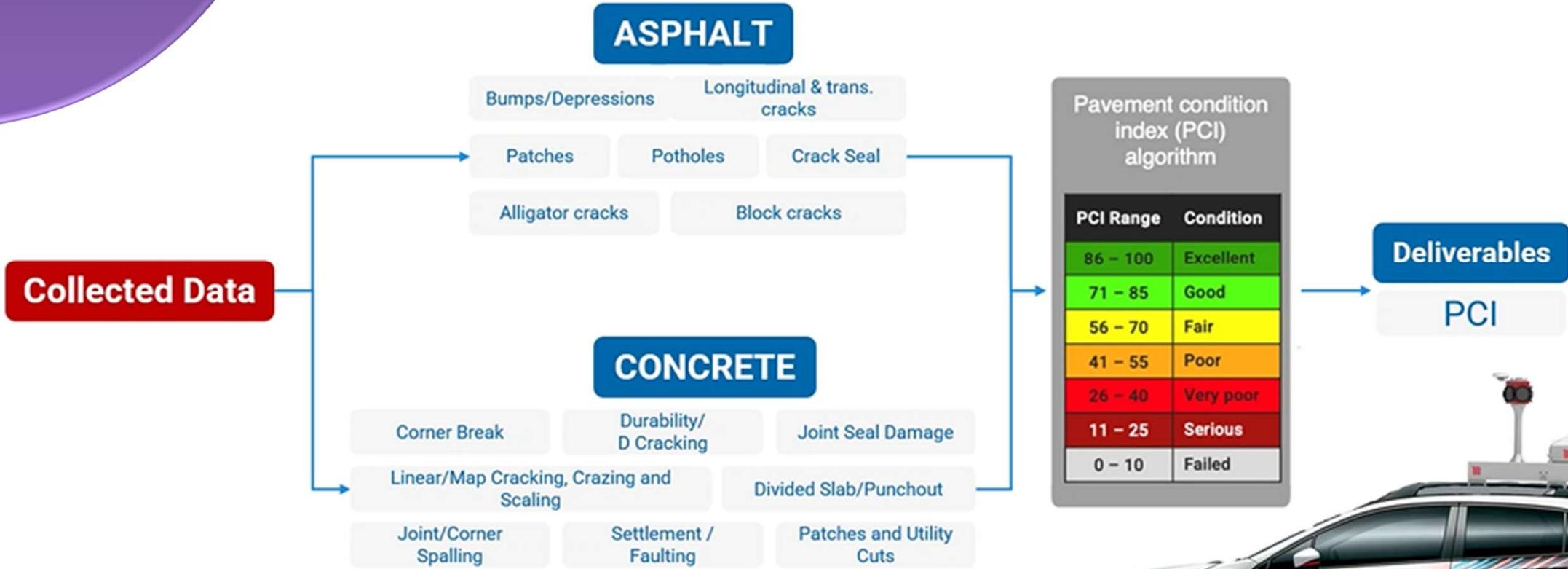


Pavement Option Curve (Example). (PCI=Pavement Condition Index.)



Maint.

# Pavement Condition Index

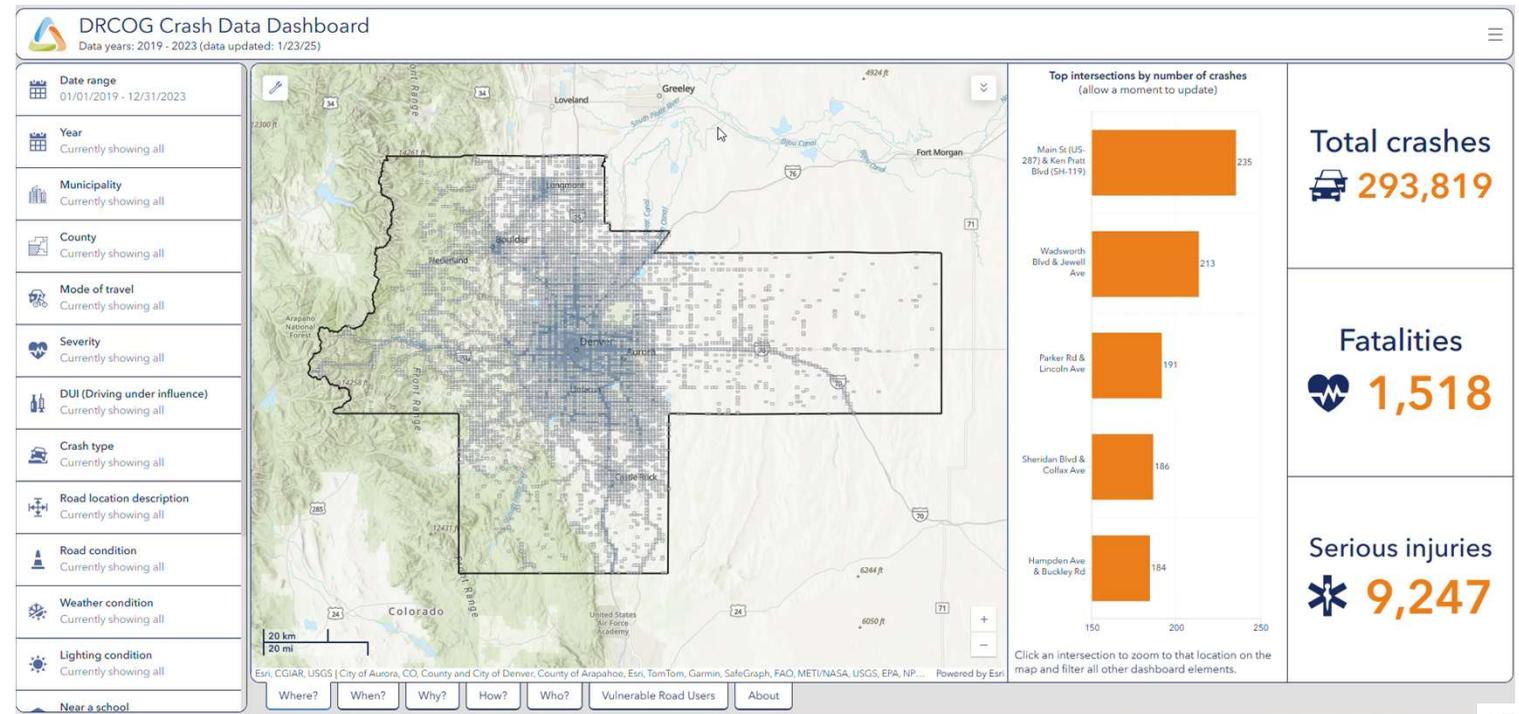
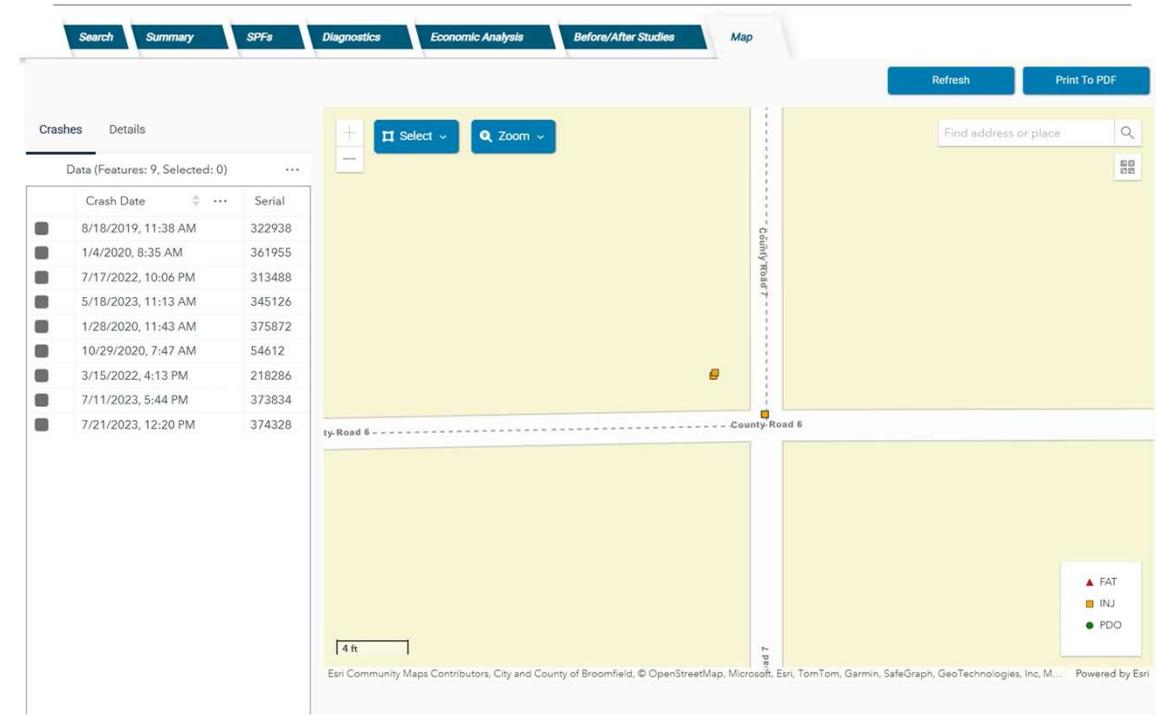


StreetScan | streetlogix  
POWERED BY citylogix





- Vision Zero Policy
- Safe System Design
- Vulnerable Roadway Users (VRUs)
- Historical Trends – Benchmarking
- Statistical Analysis / Forecasting
- Partnerships – 5Es





# Strategic Initiatives

## Digital Twin

Technical Environment (Sandbox) for Testing Changes; *Decision Making Tools*.

## Regional Investments

Taxpayer ROI, Keeping Regional Traffic on Regional Roads; *Political Leadership*.

## Vulnerable Users

Emergency Evac. Planning, Safe Routes to School; *Resilient Community*.

## Advanced Traffic Technologies

Innovative Solutions, Monitoring, Data-Driven Decisions; *Resource Management*.





# Transportation Budget & Funding Mechanisms

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## Part II



The ASCE (American Society of Civil Engineers) utilizes a cost estimate classification system with five classes, ranging from **Class 5 (least accurate) to Class 1 (most accurate)**. These classes are based on the level of project definition and the expected accuracy of the estimate. [🔗](#)

Here's a breakdown of the ASCE cost estimate classes:

**Class 5 (Order of Magnitude):**

A very high-level estimate, used for feasibility studies and conceptual design. Accuracy is typically within -50% to +100%.

**Class 4 (Study or Feasibility):**

Used for preliminary budget approval and has an accuracy range of -30% to +50%.

**Class 3 (Budget Authorization):**

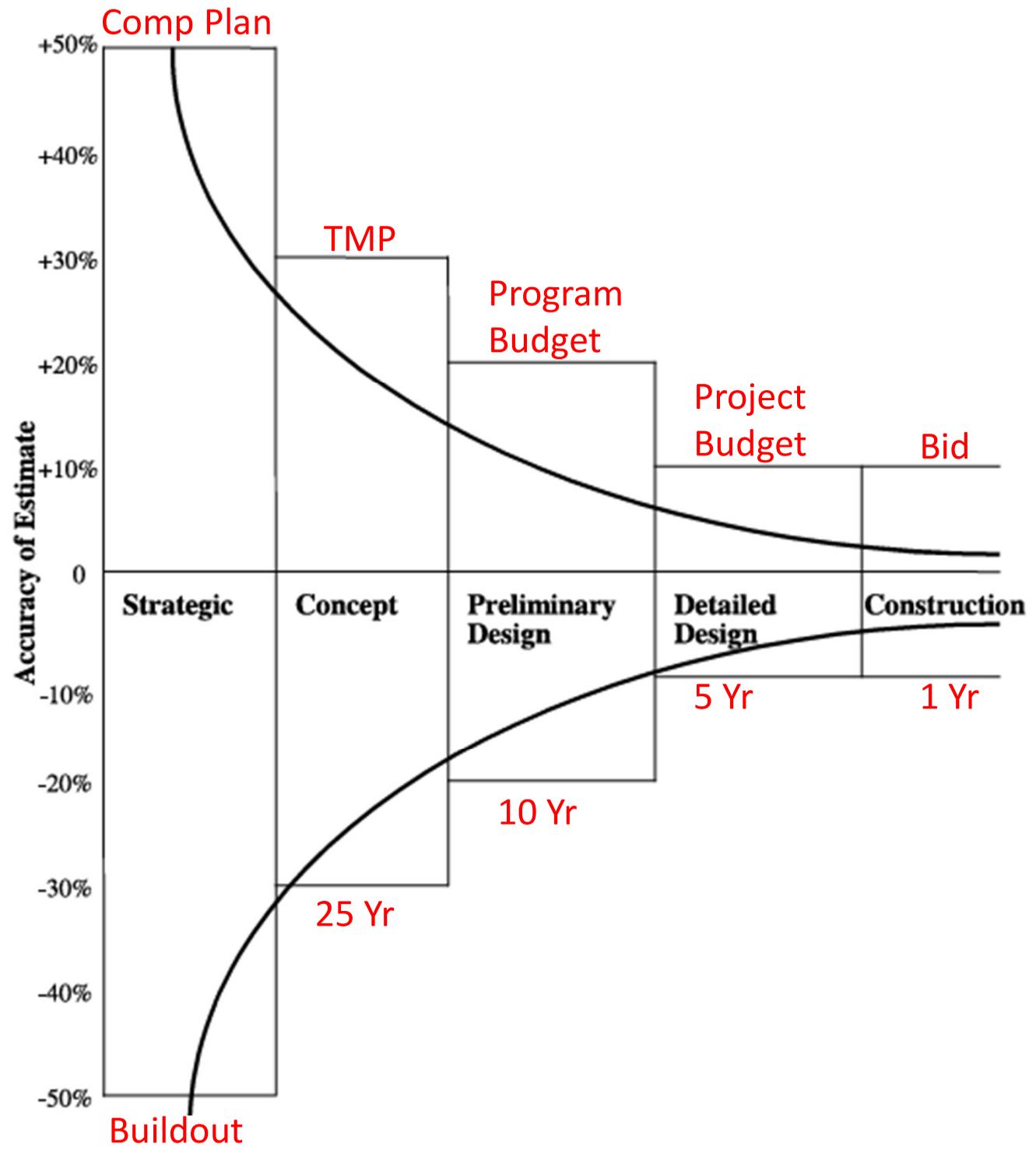
Used for detailed design and funding approval, with an expected accuracy range of -20% to +30%.

**Class 2 (Control or Bid):**

Used for construction planning and control budgets, with an accuracy range of -15% to +20%.

**Class 1 (Definitive):**

Used for procurement, construction, and control, with the highest accuracy of -10% to +15%. [🔗](#)



# CAPA SURVEY RESULTS



Local Agency	Paved Lane Miles	Year	Annual Asphalt Program		PCI	Public Works CIP
			Mill/Overlay + Preventive + Crack Seal	\$ / lane mile		
Adams County	1553	2023	\$10,000,000	\$6,439	69	\$15,000,000
Alamosa	118	2023	\$50,000	\$424	60	\$1,864,959
Alamosa County	350	2025	\$1,000,000	\$2,857		
Arapahoe County	1216	2025	\$8,799,229	\$7,236	64	
Arvada	1515	2025	\$10,000,000	\$6,601	44	
Aspen	72	2019	\$820,000	\$11,389		
Aurora	4868	2025	\$23,000,000	\$4,725	73	\$31,000,000
Avon	63	2023	\$4,357,000	\$69,159	83	\$3,900,000
Basalt	43	2023	\$199,829	\$4,647	86	\$90,000
Boulder County	1049	2025	\$1483,700	\$1,414	64	\$26,590,000
Boulder	628	2023	\$4,000,000	\$6,369	77	
Broomfield	750	2022	\$4,600,000	\$6,133	75	\$14,000,000
Breckenridge	120	2017	\$750,000	\$6,250	78	
Cañon City	194	2025	\$550,000	\$2,835	39	\$6,550,000
Castle Pines	110	2024	\$1,750,000	\$15,909	81	\$6,500,000
Castle Rock	766	2025	\$11,200,000	\$14,621	82	\$4,100,000
Centennial	1050	2025	\$8,350,000	\$7,952	69	\$3,500,000
Cherry Hills Village	90	2025	\$1,750,000	\$19,444	78	
Clear Creek County	150	2025	\$1,075,000	\$7,167	94	\$2,700,000
Colorado Springs	6417	2024	\$42,500,000	\$6,623	60	\$28,000,000
Commerce City	606	2024	\$3,050,000	\$5,033	77	\$7,091,000
Cortez	109	2020	\$825,000	\$7,569		\$1,005,000
Dacapo	65	2025	\$10,200,000	\$156,923		
Delta	137	2024				\$100,000
Delta County	781	2020	\$735,000	\$941	73	\$760,000
DEN Airport		2019				\$22,000,000
Denver	5897	2025	\$23,700,000	\$4,019	76	
Douglas County	2951	2025	\$13,000,000	\$4,405	78	\$61,743,400
Durango	164	2020	\$1,350,000	\$8,232	63	\$2,700,000
Eaton	63	2025	\$700,000	\$11,111		
Eagle	77	2019	\$575,000	\$7,468		
Eagle County	286	2025	\$2,000,000	\$6,993	71	
Eaton	63	2023	\$500,000	\$7,937	60	
El Paso County	2368	2024	\$22,000,000	\$9,291	68	\$8,500,000
Englewood	328	2024	\$7,000,000	\$20,646	54	
Erie	321	2024	\$3,742,900	\$11,660	80	\$5,519,000
Estes Park	114	2025	\$1,530,000	\$13,421	81	
Evans	191	2024	\$600,000	\$3,141	68	\$5,800,000
Federal Heights	39	2024	\$1,650,000	\$42,308	75	\$2,929,250
Fort Morgan	104	2020	\$3,200,000	\$30,769	60	\$1,000,000
Fountain	226	2024	\$800,000	\$3,540	31	
Frederick	223	2025	\$1,000,000	\$4,484	80	
Fruita	129	2022	\$250,000	\$1,938	70	\$4,100,000
Ft. Collins	1994	2025	\$13,700,000	\$6,871	73	
Garfield County	716	2019	\$3,644,270	\$5,090		\$1,128,000
Glenwood Springs	88	2023	\$805,000	\$9,148	35	\$2,900,000
Golden	159	2020	\$1,800,000	\$11,321	84	
Grand County	160	2023	\$1,540,000	\$9,625		
Grand Junction	1068	2025	\$7,890,000	\$7,388	74	\$20,000,000
Greeley	855	2025	\$14,300,000	\$16,725	69	
Greenwood Village	207	2024	\$3,999,350	\$19,321	83	
Gunnison	130	2019	\$200,000	\$1,538	67	\$400,000
Gunnison County	293	2024	\$480,000	\$1,638		\$500,000



**Funding**

75th Percentile = \$10.879 lane mile  
 Weighted Average = \$6,756 lane mile  
 25th Percentile = \$3,866 lane mile

**Pavement Condition**

75th Percentile = PCI 78  
 Weighted Average = PCI 70  
 25th Percentile = PCI 64

**Trends for 2025**

- Approx. **66,650 lane miles** managed by Local Agencies captured in this survey.
- Representing **99%** of Local Agency asphalt paved roads statewide.
- **Over \$434M** budgeted for Annual Street Improvement Programs.
- **Over \$437M** budgeted for Capital Improvement Programs.
- Mill & Overlay program funding is flat vs. 2024.
- Funding \$ / lane mile decreased **-4%** from \$7,082 in 2024.

107 Agencies included in 2025 summary

Local Agency	Paved Lane Miles	Year	Annual Asphalt Program		PCI	Public Works CIP
			Mill/Overlay + Preventive + Crack Seal	\$ / lane mile		
Gypsum	92	2023	\$115,000	\$1,250		\$970,386
Hayden	30	2025	\$150,000	\$5,000		\$660,000
Jefferson County	2976	2025	\$18,000,000	\$6,048	69	\$11,000,000
La Plata County	222	2023	\$8,919,857	\$40,180	66	\$5,000,000
Lafayette	236	2021	\$1,600,000	\$6,780		
Lake County	180	2023	\$282,000	\$1,567		
Lakewood	1323	2025	\$7,638,144	\$5,773	76	\$10,000,000
Larimer County	894	2025	\$7,300,000	\$8,166	88	
Lamar	112	2017	\$440,000	\$3,929	55	\$45,000
Littleton	351	2023	\$330,000	\$940	54	\$6,500,000
Lochbuie	70	2024	\$200,000	\$2,857		
Lone Tree	167	2025	\$1,000,000	\$5,988	79	
Longmont	1189	2024	\$5,900,000	\$4,962	67	\$13,000,000
Louisville	263	2025	\$2,800,000	\$10,646	72	
Loveland	1190	2022	\$12,400,000	\$10,420	74	\$9,600,000
Manitou Springs	53	2016		\$0	56	\$298,000
Mead	95	2025	\$5,000,000	\$52,632	67	
Mesa County	1737	2025	\$5,150,000	\$2,965	71	\$15,325,000
Montezuma County	539	2020		\$9,276		\$5,000,000
Montrose	303	2025	\$5,700,000	\$18,812	68	\$4,200,000
Montrose County	596	2022	\$7,000,000	\$11,745	65	\$2,500,000
Monument	105	2024	\$450,000	\$4,286		
Morgan County	1056	2016				\$5,000,000
Mountain Village	42	2025	\$500,000	\$11,905		
Northglenn	230	2024	\$875,000	\$3,804	65	\$950,000
Pagosa Springs	43	2022	\$950,000	\$22,093	55	\$400,000
Palisade	25	2019	\$155,000	\$6,200	67	\$65,000
Park County	320	2023	\$329,914	\$1,031	48	\$217,330
Parker	550	2022	\$4,900,000	\$8,909	76	\$2,000,000
Pitkin County	241	2022	\$3,220,000	\$13,361	76	
Pueblo	1072	2024	\$8,000,000	\$7,463	62	\$10,000,000
Pueblo County	1234	2022	\$3,100,000	\$2,512		
Pueblo West	416	2022	\$350,000	\$841		
Rifle	45	2021	\$700,000	\$15,556	61	\$2,200,000
Rio Blanco County	419	2020	\$2,000,000	\$4,773		
Routt County	336	2023	\$2,490,000	\$7,411	79	
Salida	74	2020	\$350,000	\$4,730	60	\$800,000
Severance	112	2021				\$1,000,000
Sheridan	45	2019	\$325,000	\$7,222	97	\$100,000
Silt	36	2021	\$90,000	\$2,500	50	\$400,000
Snowmass Village	70	2017	\$206,000	\$2,943	72	\$2,000,000
Steamboat Springs	160	2025	\$85,000	\$531	80	\$6,000,000
Summit County	219	2025	\$617,000	\$2,817	69	\$9,500,000
Superior	87	2022	\$1,150,000	\$13,218	86	
Timnath	159	2025	\$850,000	\$5,346	70	\$9,200,000
Thornton	1316	2025	\$6,483,786	\$4,927	73	\$0
Weld County	1562	2025	\$4,500,000	\$2,881	61	
Wellington	102	2025	\$500,000	\$4,902		
Vail	64	2021	\$60,000	\$938	80	\$5,500,000
Westminster	1136	2025	\$9,562,322	\$8,418	54	\$2,500,000
Wheat Ridge	283	2019	\$4,210,000	\$14,876	78	\$2,000,000
Windsor	282	2025	\$4,030,000	\$14,291	79	
Winter Park	30	2025	\$300,000	\$10,000	86	
Woodland Park	120	2020	\$333,000	\$2,775	56	\$1,800,000



Table 21. Funding Distribution Across Modes and Time Horizons

Plan Component	Percent of Distribution	Funding		
		2027-2031	2032-2040	2041-2050
Pedestrian corridor improvements	13%	\$15,845,482	\$37,841,459	\$104,721,811
Bicycle corridor improvements	13%	\$15,845,482	\$37,841,459	\$104,721,811
Transit improvements	5%	\$6,094,416	\$14,554,407	\$40,277,620
Roadway corridor improvements	58%	\$70,695,226	\$168,831,126	\$467,220,387
Multimodal intersection improvements	10%	\$12,188,832	\$29,108,815	\$80,555,239
Program analysis	1%	\$1,218,883	\$2,910,881	\$8,055,524
<b>Total</b>	<b>100%</b>	<b>\$121,888,322</b>	<b>\$291,088,147</b>	<b>\$805,552,391</b>

Table 22. Maintenance Costs for New or Expanded Facilities Across Modes and Time Horizons

Plan Component	Added Maintenance Costs		
	2027-2031	2032-2040	2041-2050
Bicycle corridor improvements	\$ 756,000	\$1,959,000	\$3,386,500
Roadway corridor improvements	\$1,274,900	\$3,648,450	\$382,200
Multimodal intersection improvements	\$57,500	\$88,000	\$203,500
<b>Total</b>	<b>\$2,088,400</b>	<b>\$5,695,450</b>	<b>\$3,972,200</b>



# Strategic Initiatives, ROI

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## Part III



## Risks

**Emergency Preparedness** – Requires Connected Network (TMP)

**ADA Non-Compliance** – Liability, Unfunded Mandates

**Regional (DRCOG, CDOT, RTD)** – “Disinvestment” when Erie taxpayer investments go to other parts of the system, and Erie roads impacted.

## Opportunities

**Streetlights** – ITS devices, Safety, Quality of Life (Smart Cities Solutions)

**Taking Lasting Care (TLC)** – project bundling, “adjacencies”

**Customer Service** – Communication, Proactive Measures, Managing Expectations



# Recommendations

## TMP/Transportation Model Based Budgeting

- *Maintain the Course: \$6M/yr CIP, Developer \$, +10% Escalator*
- *Maintain the Grant Pipeline: Offset Unfunded Mandates*

## Continued Leadership at Regional Coalitions

- *“Regional Traffic on Regional Roads, Local Traffic on Local Streets”*

## Taking Lasting Care (TLC)

- *Maintain the Course: \$4.5M/yr Operations, TMP Escalator*
- *Manage Expectations: More Roads = More Maintenance Costs*



# Questions & Discussion

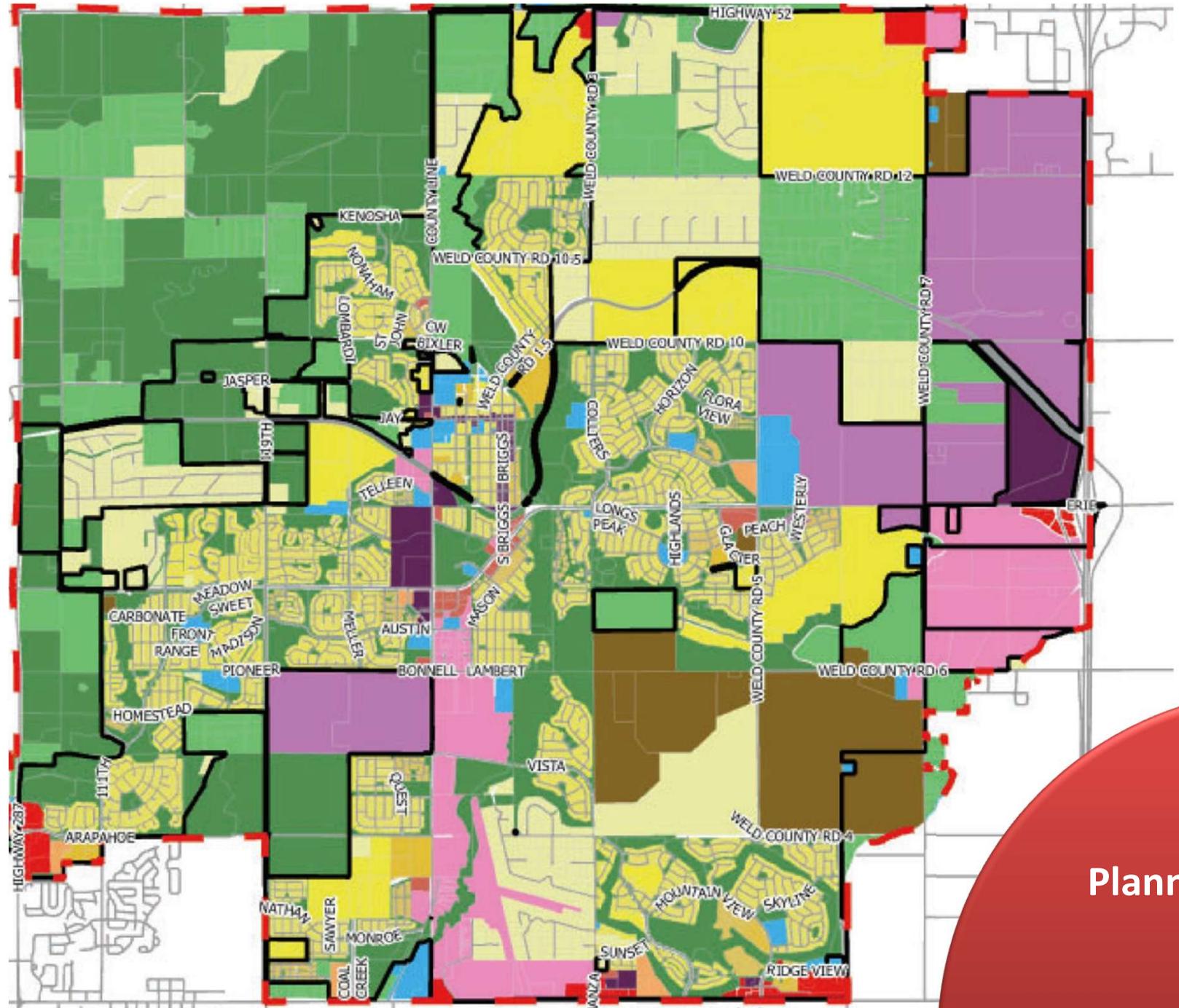


# Supplemental Slides



# Land-Use / Trip Generation

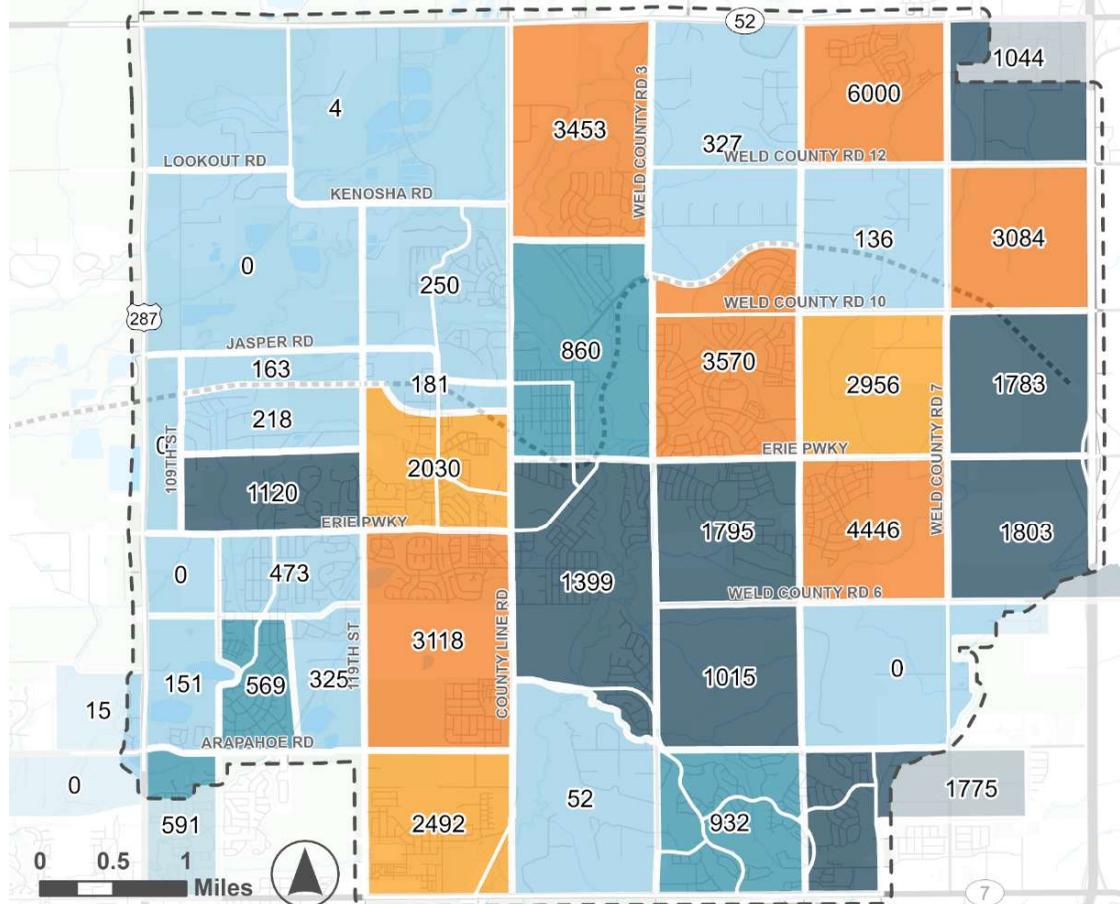
- Planning Area Boundary
- Town Boundary
- Residential - Rural
- Residential - Low
- Residential - Medium
- Residential - High
- Corridor Commercial
- Neighborhood Commercial
- Mixed Use Neighborhood
- Mixed Use Village
- Employment
- Heavy Industrial
- Public / Quasi-Public
- Parks, Open Space, and Protected Land
- Agriculture
- RTD Right of Way





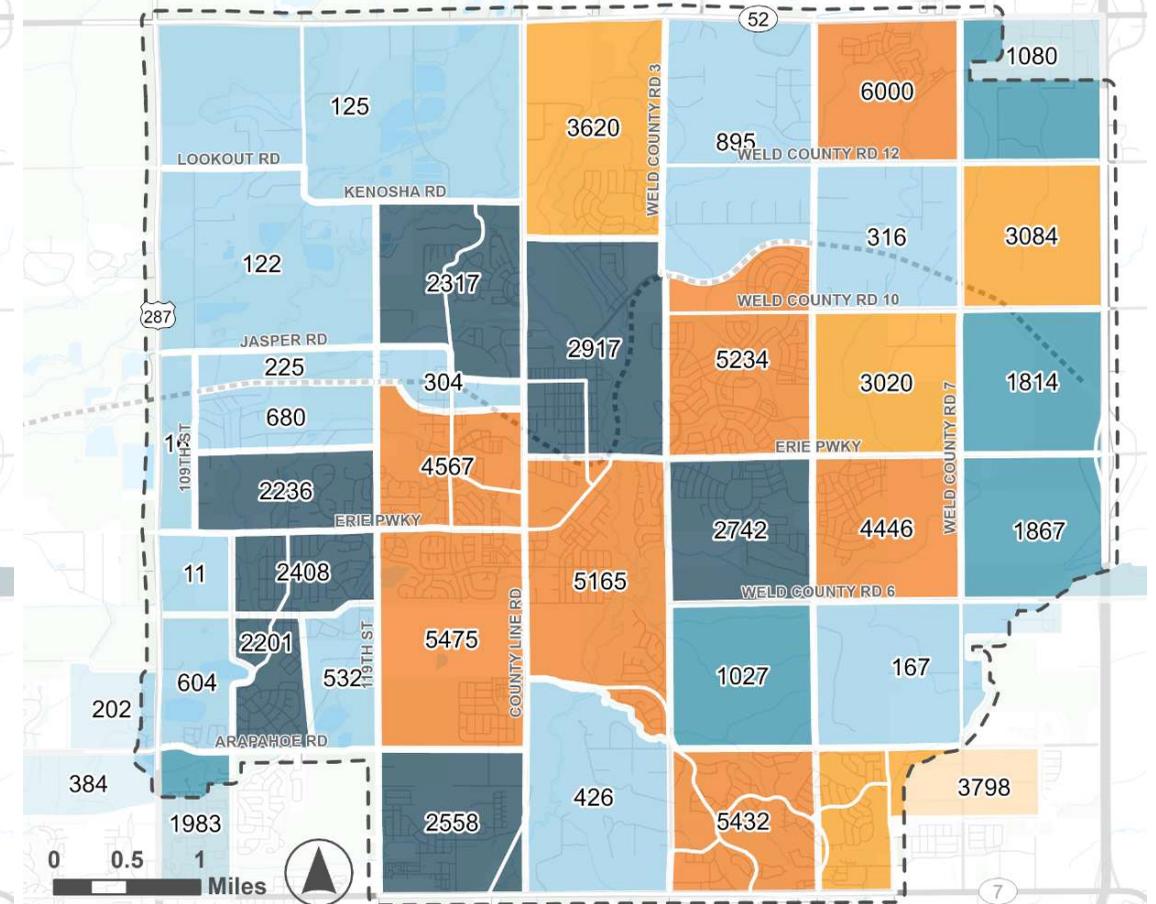
# Travel Analysis Zones (TAZs)

## POPULATION



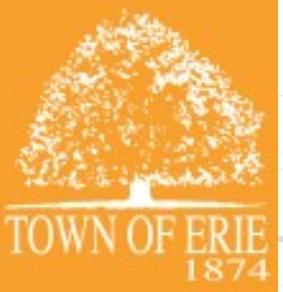
- Railroad
- Open Space
- Water
- Town of Erie
- Planning Area
- Below 500
- 500 - 1,000
- 1,000 - 2,000
- 2,000 - 3,000
- Above 3,000

Anticipated Growth #s



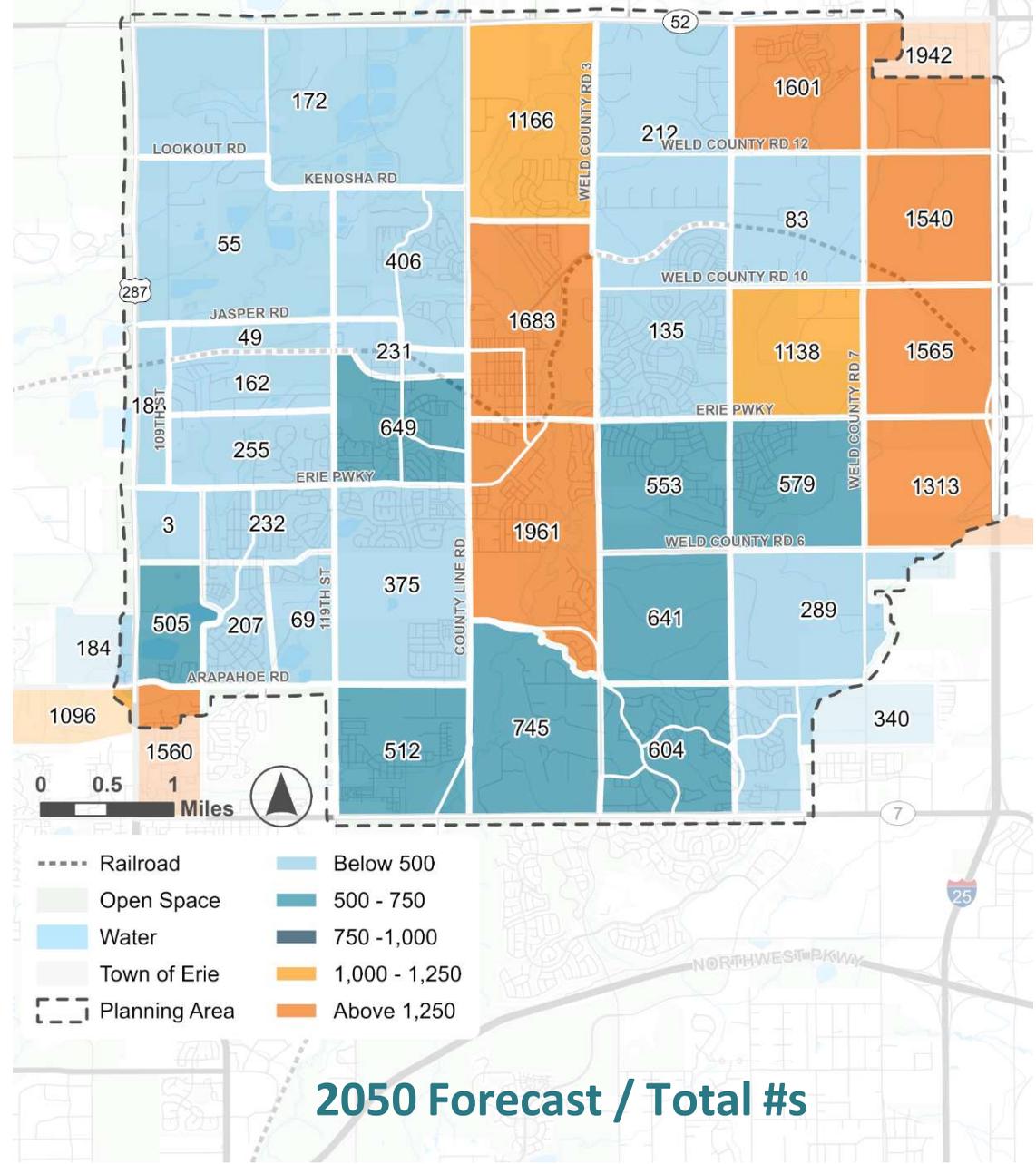
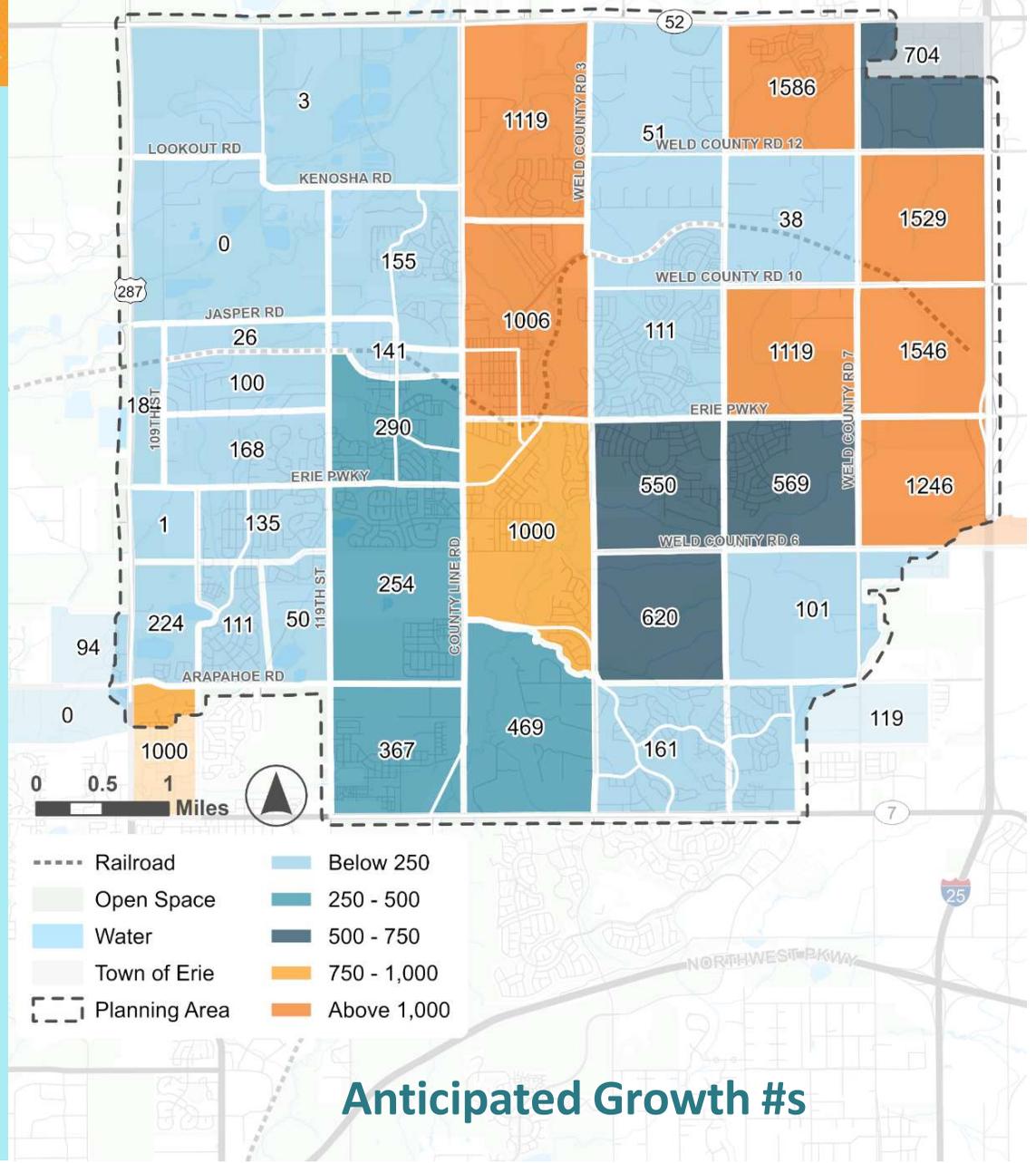
- Railroad
- Open Space
- Water
- Town of Erie
- Planning Area
- Below 1,000
- 1,000 - 2,000
- 2,000 - 3,000
- 3,000 - 4,000
- Above 4,000

2050 Forecast / Total #s

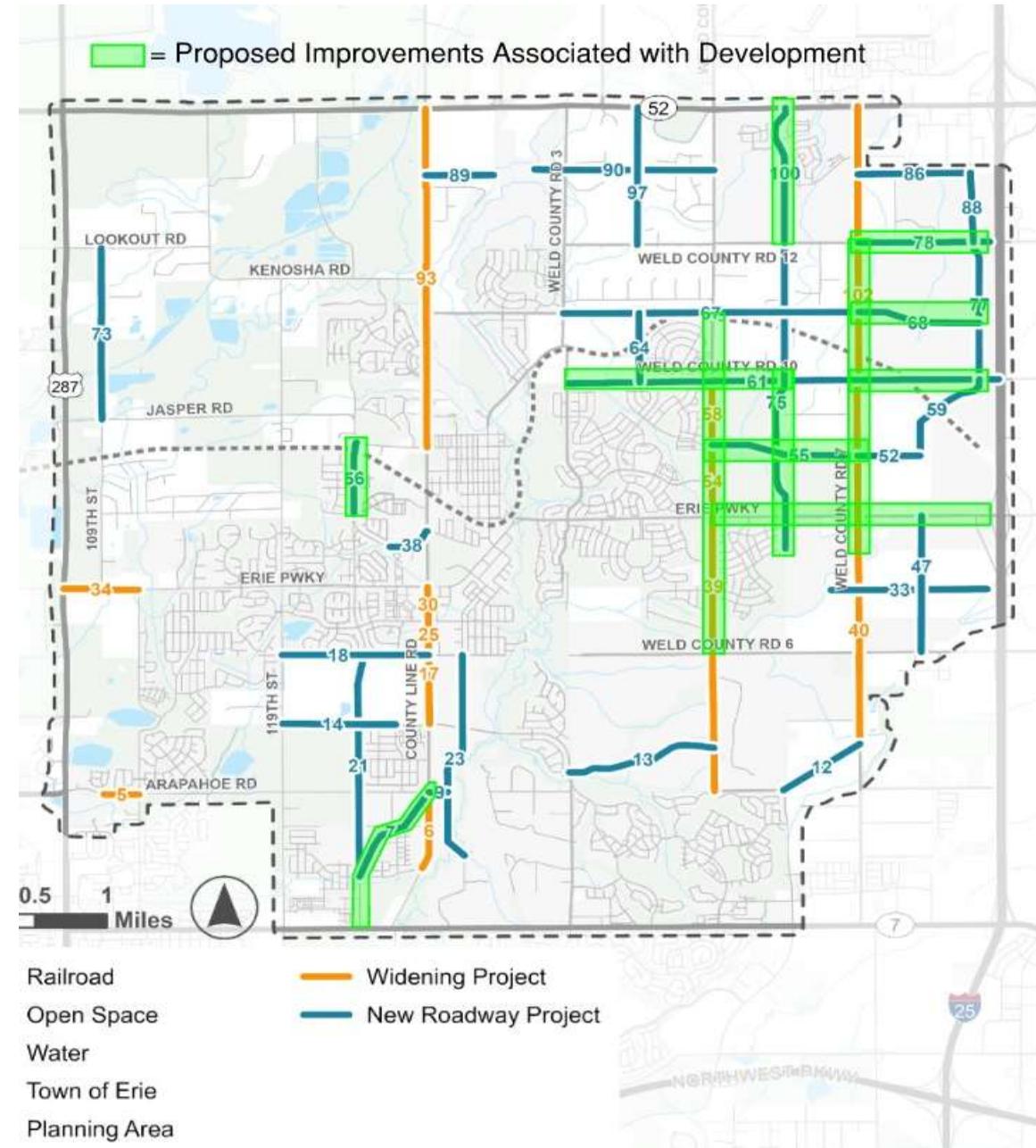
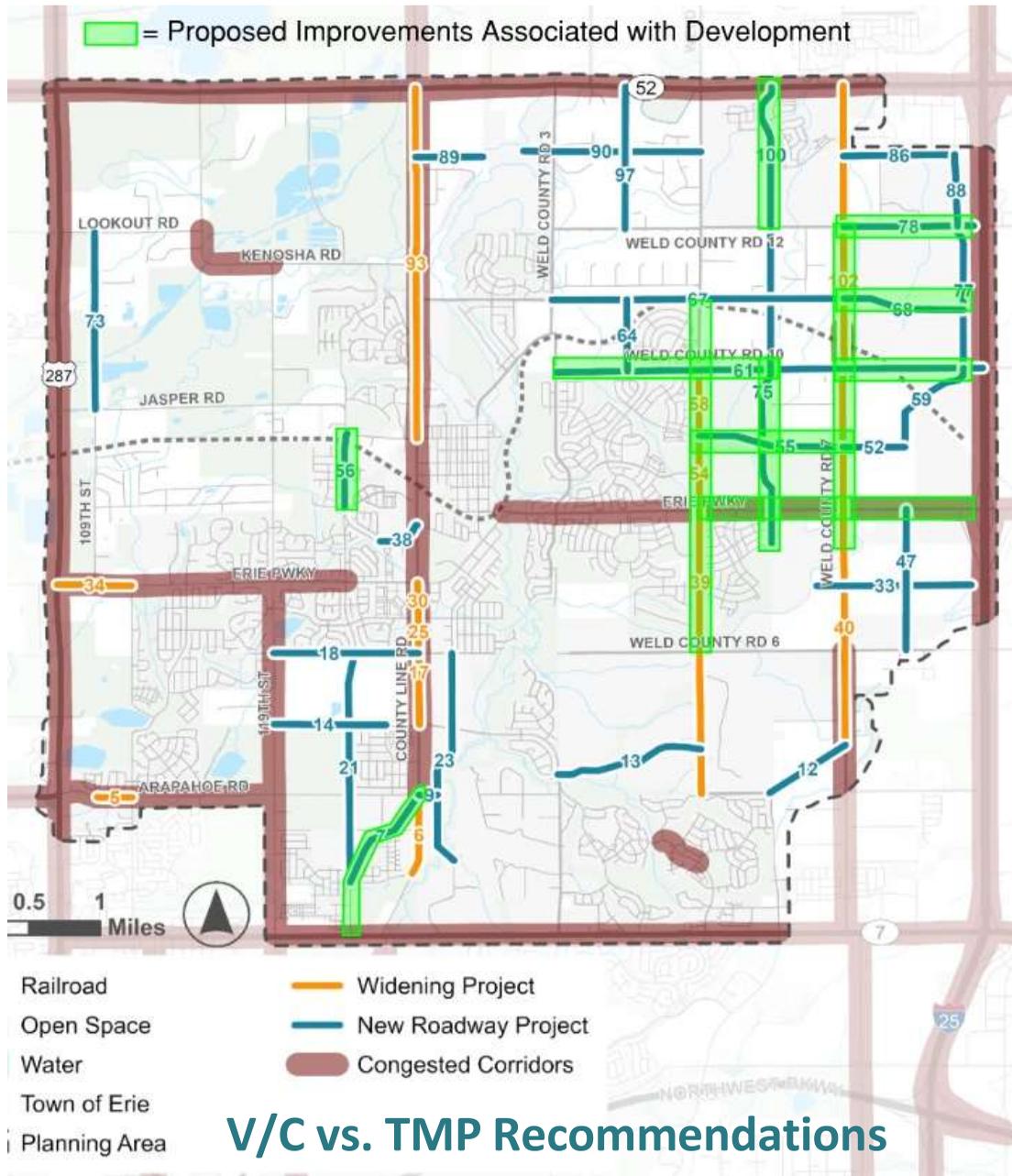


# Travel Analysis Zones (TAZs)

## EMPLOYMENT



# Volume/Capacity Ratio (+Identified Projects)



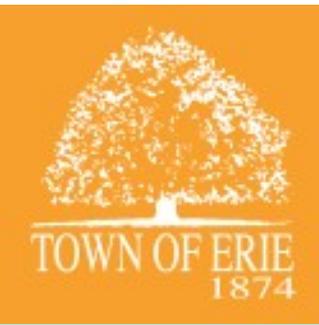


# TRANSPORTATION MODEL

**Excel Spreadsheet:** Realtime Updates & Cost Adjustments

**TMP 5-10 Year Updates:** Demographic, Economic, and Census Data  
Updates with Comp Plan

**Synchro Model:** Operational Analysis & Fact Checking Developer TIAs



# Crash Analysis

## Legend

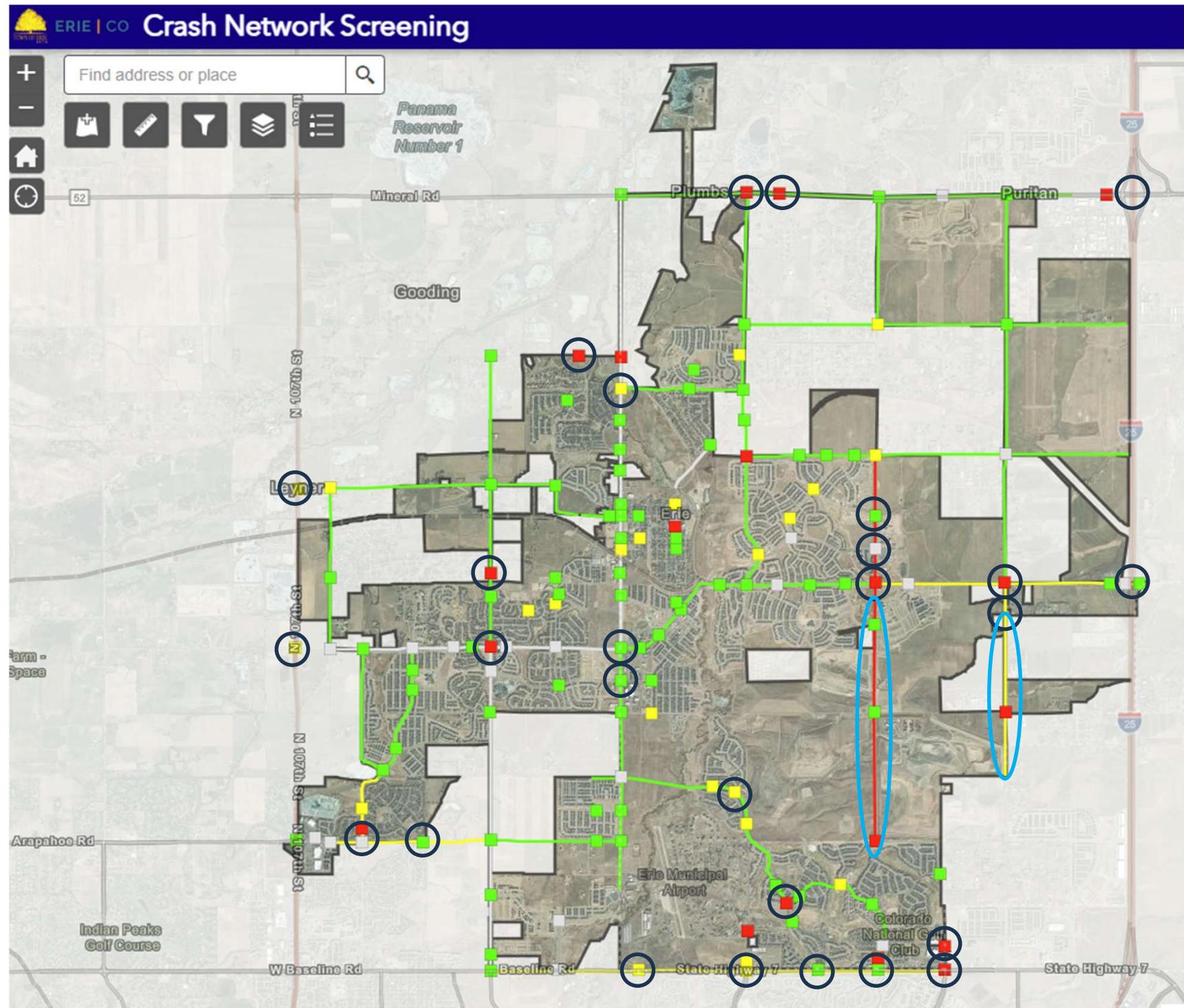
### Erie Network Screening - Intersections (Total Crashes)

- LOSS 4
- LOSS 3
- LOSS 2
- LOSS 1

### Erie Network Screening - Segments (Total Crashes)

- LOSS 4
- LOSS 3
- LOSS 2
- LOSS 1

- Active Transportation Safety Project
- Planned Transportation Safety Project





# 2050 Buildout Budget (ASCE 5)

## Fiscally Constrained TMP –

- 25 Yrs @ \$6M/yr Inv. Pattern, +3% Escalator, +Added Maint. (CIP Budget)
- \$4.5M/yr in Maint. Costs (General Fund Budget)
- Projects Totals = \$1.2B in 25 Years
- 3 Staging Years with Prioritized Projects (**ASCE Level 5 Cost Est.**)

# Program Budget (ASCE 3-4)

**Transportation Operations Model** – Scenarios w/Operational Analysis (LOS)

**StreetLogix** – 3 Year Scans, 5-Year Pavement and Concrete Program

**Signs, Streetlights, Bridges, Other** – Erie Asset Management (EAM) Reports

# Annual Budget (ASCE 1-2)

**Project Budget** – Projects, aligned with Staffing Resources, Presented to Council

# TMP – 5 Year Priorities

## Short-term: 2027-2031

### Bicycle Projects

Table 23. Short-term (2027-2031) Bicycle Projects

Project ID	Corridor	From	To	Facility Type	Length (Miles)	Cost Per Mile	Total Cost
8	E County Line Rd	N/O SH 52	E Baseline Rd	Buffered Bike Lane	7.5	\$110,000	\$828,720
7	County Line Rd	SH 52	Arapahoe Rd	Multi-use Path	6.5	\$2,100,000	\$13,582,754
3	US 287	N/O SH 52	Arapahoe Rd	Buffered Bike Lane	6.7	\$110,000	\$731,733
5	Unnamed	County Road 16 1/2	Telleen Ave	Bike Lane	4.3	\$100,000	\$ 431,628
71	Unnamed	Erie Pkwy	County Road 3	Buffered Bike Lane	1.7	\$110,000	\$188,746
103	Unnamed	Briggs St	Coal Creek	Bike Lane	0.2	\$100,000	\$ 18,202
178	Unnamed	E County Line Rd	Lasnik St	Buffered Bike Lane	0.5	\$110,000	\$58,618
<b>Total Estimated Cost</b>							<b>\$15,840,400.85</b>

# TMP – 5 Year Priorities

## Roadway Projects

Table 24. Short-term (2027-2031) Roadway Projects

Project ID	Roadway	Segment	Project Type	Cost per Mile	Total Cost
93	E County Line Road	Mineral Rd to Jay Rd	Widening	\$2,000,000	\$4,942,644
1	State Highway 7	N 119th St to I-25	Reconstruction	\$2,000,000	\$9,947,830
10	Arapahoe Rd	111th St to 119th St			
48	County Line Rd	Erie Pkwy to Telleen Ave			
53	County Line Rd	Telleen Ave to N 119th St			
5	Arapahoe Rd	Beasley Dr to 111th St			
30	County Line Rd	Austin to Erie Pkwy			
34	Erie Pkwy	US 287 to 111th St			
94	N 109th St	Mineral Rd to I-25			
22	WCR 6	WCR 5 to WCR 7			
32	Erie Pkwy	Meadowview to I-25			
92	115th St	SH52 to Lookout Rd			
6	E County Line Rd	Arapahoe Rd to I-25			
11	N 119th St	Arapahoe Rd to I-25			
25	County Line Rd	Bonnell Ave to I-25			
39	WCR 5	WCR 10 to WCR 7			
54	County Road 5	New Roadway			
56	Jasper Rd Extension	Telleen Ave to I-25			
Project ID	Roadway	Segment	Project Type	Cost per Mile	Total Cost
7	New Roadway	Coal Creek Blvd to E County Line Rd	New Roadway	\$3,000,000	\$2,417,966
17	County Line Rd	Erie Pkwy to Bonnell Ave to Arapahoe Rd	Widening	\$2,000,000	\$2,011,675
23	Mason St	Bonnell Ave to County Line Rd & Arapahoe Rd Intersection	New Roadway	\$3,000,000	\$5,534,738
41	Erie Pkwy	WCR 5 1/2 to WCR 7	Reconstruction	\$2,000,000	\$1,011,194
58	County Road 5	County Road 10 to New Roadway	Widening	\$2,000,000	\$923,930
73	109th St	Lookout Rd to Jasper	New Roadway	\$3,000,000	\$3,819,949
102	WCR 7	SH 52 to Erie Pkwy	Widening	\$2,000,000	\$6,023,869
8	New Roadway	Arapahoe Rd to unnamed	New Roadway	\$3,000,000	\$752,817
18	New Roadway	N 119th St to E County Line Rd	New Roadway	\$3,000,000	\$3,053,392
21	New Roadway	Westin Dr to Monroe St	New Roadway	\$3,000,000	\$4,922,246
38	Jasper Rd	Stewart Way to County Line Rd	New Roadway	\$3,000,000	\$906,749
40	WCR 7	Erie Pkwy to Sheridan Blvd	Widening	\$2,000,000	\$3,320,253
42	Erie Pkwy	WCR 5 to WCR 5 1/2	Reconstruction	\$2,000,000	\$1,006,463
45	Erie Pkwy	WCR 7 1/2 to I-25 SB ramps	Reconstruction	\$2,000,000	\$839,869
46	Erie Pkwy	WCR 7 to (new) WCR 7 1/2	Reconstruction	\$2,000,000	\$1,007,380
79	New Roadway	New Roadway to County Road 3	New Roadway	\$3,000,000	\$551,057
<b>Total Estimated Cost</b>					<b>\$70,568,000</b>

# TMP – 5 Year Priorities

## Pedestrian Projects

The pedestrian program has **\$15,845,482** dedicated to it in the short-term. At \$1,700,000/mile for new sidewalk, Erie should implement 9.3 miles of new sidewalk in the short-term. Per **Chapter 5**, sidewalk gaps should be completed before existing sidewalks are upgraded.

## Multimodal Intersection Projects

Table 25. Short-term (2027-2031) Multimodal Intersection Projects

Project ID	Category	Intersection	Description	Cost Estimate		
17	Enhanced Crossing	WCR 3 & WCR 1 1/2	Enhanced Ped Crossing	\$16,000		
29	Enhanced Crossing	WCR 5 & WCR 6	Grade Separated Crossing	\$8,000,000		
41	Intersection Project	Erie Pkwy & County Line Rd	Safety Improvements	\$19,500		
33	Enhanced Crossir					
42	Intersection Proje					
52	Intersection Proje					
11	Enhanced Crossir					
20	Intersection Proje					
36	Intersection Proje					
38	Intersection Proje					
39	Intersection Proje					
23	Enhanced Crossir					
		<b>Project ID</b>	<b>Category</b>	<b>Intersection</b>	<b>Description</b>	<b>Cost Estimate</b>
		57	Intersection Project	Mtn View Blvd to Parkdale S Cir	Roundabout Improvements	\$150,000
		64	Intersection Project	Arapahoe Rd & 119th St	Intersection Improvements	\$195,000
		3	Intersection Project	Highway 52 and County Road 5	Intersection Improvements	\$195,000
		43	Intersection Project	E County Line Rd & Bonnell Ave	Intersection Improvements	\$195,000
		49	Intersection Project	Mtn View Blvd to Parkdale S Cir	Roundabout Improvements	\$150,000
		12	Intersection Project	County Road 3 & County Road 10 1/2	Roundabout	\$1,000,000
		63	Intersection Project	Erie Pkwy & County Road 5	Intersection Improvements	\$195,000
		20	Enhanced Crossing	Mountain View Blvd & Skyline Dr	Enhanced Ped Crossing	\$16,000
		5	Intersection Project	Highway 52 & County Road 7	Intersection Improvements	\$195,000
<b>Total Estimated Cost</b>						<b>\$12,129,000</b>



# TOWN OF ERIE

645 Holbrook Street  
Erie, CO 80516

## Town Council

**Board Meeting Date: 7/15/2025**

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**File #:** 25-423, **Version:** 1

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**SUBJECT:**

Discussion on Debt Options

**DEPARTMENT:** Finance

**PRESENTER(S):** Sara Hancock, Finance Director  
Jason Simmons, Senior Managing Director, Hilltop Securities

**TIME ESTIMATE:** 60 minutes  
*For time estimate: please put 0 for Consent items.*

**FISCAL SUMMARY:**  
Cost as Recommended: N/A

**POLICY ISSUES:**  
Education and consideration of debt issues available to the Town of Erie.

**SUMMARY/KEY POINTS:**

- Council requested information on debt issuance, debt and bond issues, as well as election considerations.
- The Town contracts with Hilltop Securities for advice and guidance through debt issuance. They are in attendance today to discuss options and answer questions from Council.
- This session will provide broad information on future debt issues and possible ballot options.

**TOWN COUNCIL PRIORITY(S) ADDRESSED:**

- Attractive Community Amenities
- Engaged and Diverse Community
- Prosperous Economy
- Well-Maintained Transportation Infrastructure
- Small Town Feel
- Safe and Healthy Community
- Effective Governance
- Environmentally Sustainable
- Fiscally Responsible

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**File #:** 25-423, **Version:** 1

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**ATTACHMENT(S):**

1. Presentation

# OVERVIEW OF FINANCING OPTIONS

## TOWN OF ERIE

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JULY 15, 2025

# INTRODUCTION AND AGENDA

## Agenda Topics

- Funding Options for Capital Projects
- What is a COP?
  - Legal Structure
  - Other Considerations
- Election Considerations
  - Timeline
  - Ballot Structure

## Hilltop Contacts

### Colorado Municipal Advisory Team

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Alexa.Sanchez@hilltopsecurities.com

# FUNDING OPTIONS FOR CAPITAL PROJECTS

## HOW DO YOU PAY FOR CAPITAL PROJECTS?

### Capital Project Needs

```
graph TD; A[Capital Project Needs] --> B[Pay-As-You-Go]; A --> C[Multi-Year Financing Tools];
```

#### Pay-As-You-Go

- Annual Cash Flow Revenues
- Available Fund Balance

#### Multi-Year Financing Tools

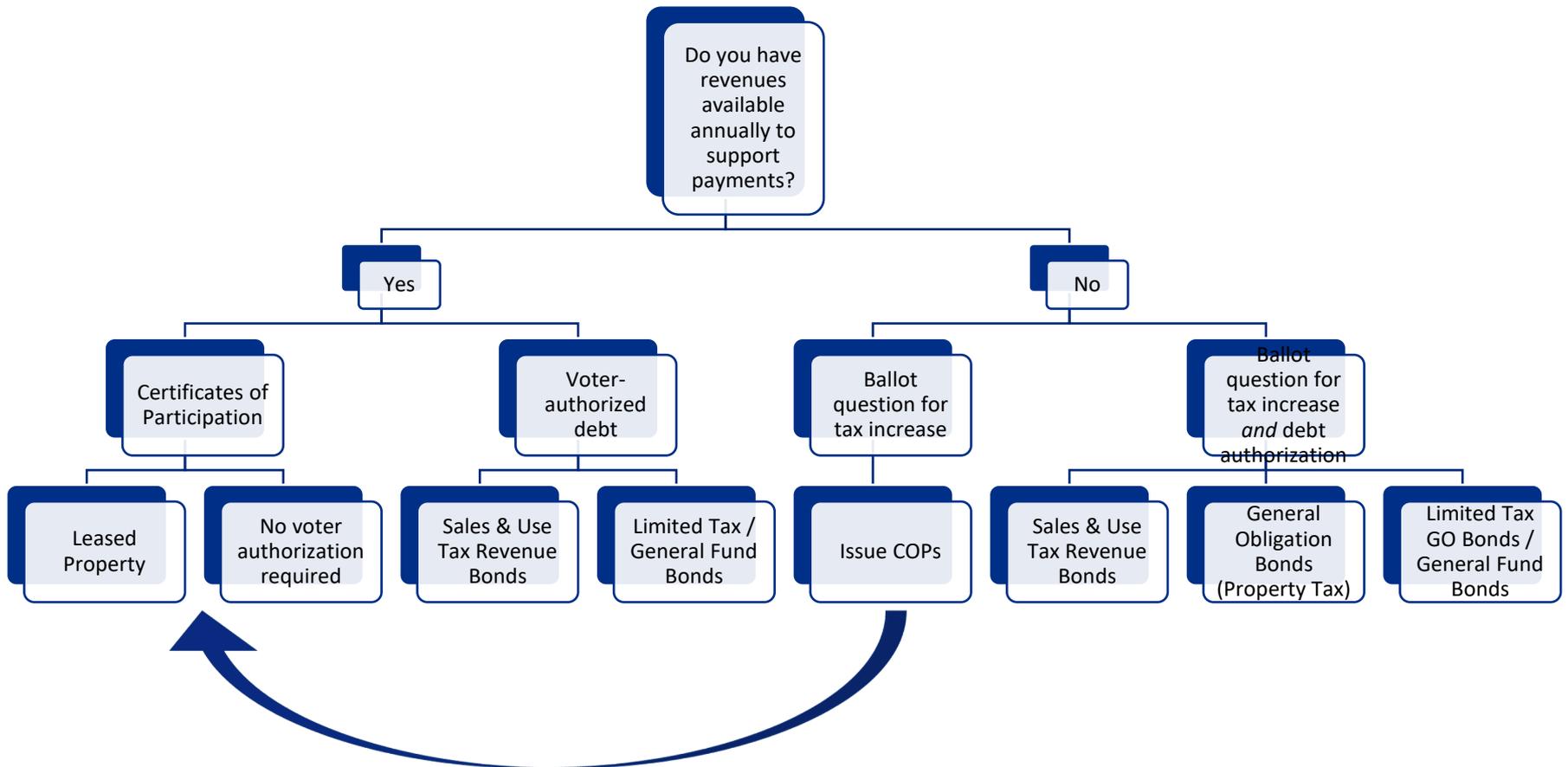
- General Obligation Bonds
- Sales Tax Revenue Bonds
- Utility Revenue Bonds
- Certificates of Participation / Leases

#### Funding Concepts for Long-Term Obligations:

1. **Equity:** Those that benefit from the financed item should pay for it.
2. **Effectiveness:** Completed project accomplishes it's intended goal and identified revenue source for repayment is adequate to cover debt service.
3. **Efficiency:** The relative cost of financing is better than competing alternatives.

# FINANCING OF CAPITAL PROJECTS

## FOR COLORADO LOCAL GOVERNMENTS – GENERAL GOVERNMENT PURPOSES



# AVAILABLE MULTI-YEAR FINANCING TOOLS

## TYPES OF OBLIGATIONS AVAILABLE TO COLORADO LOCAL GOVERNMENTS

Financing Mechanism	Description	Revenue Repayment Source	Voter Approval
<b>General Obligation (GO) Bonds</b>	Secured by the full faith and credit of the issuer Issued for general governmental projects	Typically repaid from property tax revenues from a dedicated mill levy	Requires voter approval for debt and tax increase (one question)
<b>Revenue Bonds – General Government</b> • Sales Tax Revenue Bonds • General Fund / Limited Tax Bonds • Excise Tax Revenue Bonds	Issued for general governmental projects	New or renewed special taxes or fees (could be broad (i.e., general sales tax) or specific (i.e., lodger’s tax))	Requires voter approval for debt authorization Could have voter approval to implement new tax, extend existing tax, or increase existing tax rate
<b>Revenue Bonds – Enterprise/Utility</b> • Water / Wastewater / Stormwater Revenue Bonds • Electric / Power Revenue Bonds	Issued for projects supported by the revenue stream for repayment	Fees and charges of the Enterprise system	Does not require voter approval so long as it meets TABOR requirements and is not required in Charter
<b>Certificates of Participation (COPs) &amp; Leases</b>	Lease purchase agreement with issuer-owned asset used as collateral; subject to annual appropriation	Generally available revenues of the issuer There is no direct revenue pledge but may internally allocate specific funds	Does not require voter approval as it is not considered a multi-year fiscal obligation

# TYPICAL FUNDING OPTIONS FOR GENERAL CITY PROJECTS (NON-ENTERPRISE)

Credit	Option 1 Certificates of Participation	Option 2 General Fund Revenue Bond	Option 3 Sales and Use Tax Bond (Broad Pledge)	Option 4 Sales and Use Tax Bond (Narrow Pledge)	Option 5 Unlimited Tax General Obligation Bond
Pledged Revenues	No directly pledged revenues; payments are subject to annual appropriation from generally available revenues	All generally available revenues that do not have a restricted use	All sales and use tax revenues including revenues from an increase to current sales and use tax rate (if asked)	Revenues from a newly approved sales and use tax (could be restricted in use/purpose)	Property tax revenues from a new, dedicated mill levy
New Revenue Source?	No	Not Required Could seek voter approval for revenue increase	Not Required Could seek voter approval for sales tax increase	Yes	Yes
Pros	<ul style="list-style-type: none"> <li>- No tax increase</li> <li>- Not considered a multi-fiscal year obligation under TABOR so does not require a vote</li> </ul>	<ul style="list-style-type: none"> <li>- Broader revenue pledge</li> <li>- Specific source(s) for repayment may be identified</li> <li>- If accompanied by tax increase, could minimize impact on budget</li> </ul>	<ul style="list-style-type: none"> <li>- Relatively broad revenue pledge</li> <li>- If accompanied by tax increase, could provide budget flexibility</li> </ul>	<ul style="list-style-type: none"> <li>- New tax provides dedicated source of revenues for repayment of bonds</li> <li>- Does not impact use of existing revenues</li> </ul>	<ul style="list-style-type: none"> <li>- Creates a dedicated revenue stream for repayment from property tax revenues</li> <li>- Does not impact use of existing revenues</li> </ul>
Cons	<ul style="list-style-type: none"> <li>- Constrains current revenues for repayment</li> <li>- Limits ability to utilize COPs for other projects</li> </ul>	<ul style="list-style-type: none"> <li>- If no corresponding tax increase, revenues to be used for debt service are currently used for operations</li> </ul>	<ul style="list-style-type: none"> <li>- If no corresponding tax increase, revenues to be used for debt service are currently used for operations</li> </ul>	<ul style="list-style-type: none"> <li>- Limited revenue stream / more narrow pledge</li> </ul>	<ul style="list-style-type: none"> <li>- Property tax increase; legally required to levy mill to pay debt service</li> </ul>
Rating Notes	Ratings for COPs are one 'notch' below general obligation bond rating	Likely to be one notch below general obligation bond rating; could be instances where it is rated the same as a GO Bond	Rating is based on revenues and anticipated debt service coverage; higher rating than narrow pledge bonds	Anticipated rating outcome would depend on anticipated coverage from the new tax pledged for repayment	General obligation bonds have the highest credit rating

# WHAT IS A COP?

# CERTIFICATES OF PARTICIPATION

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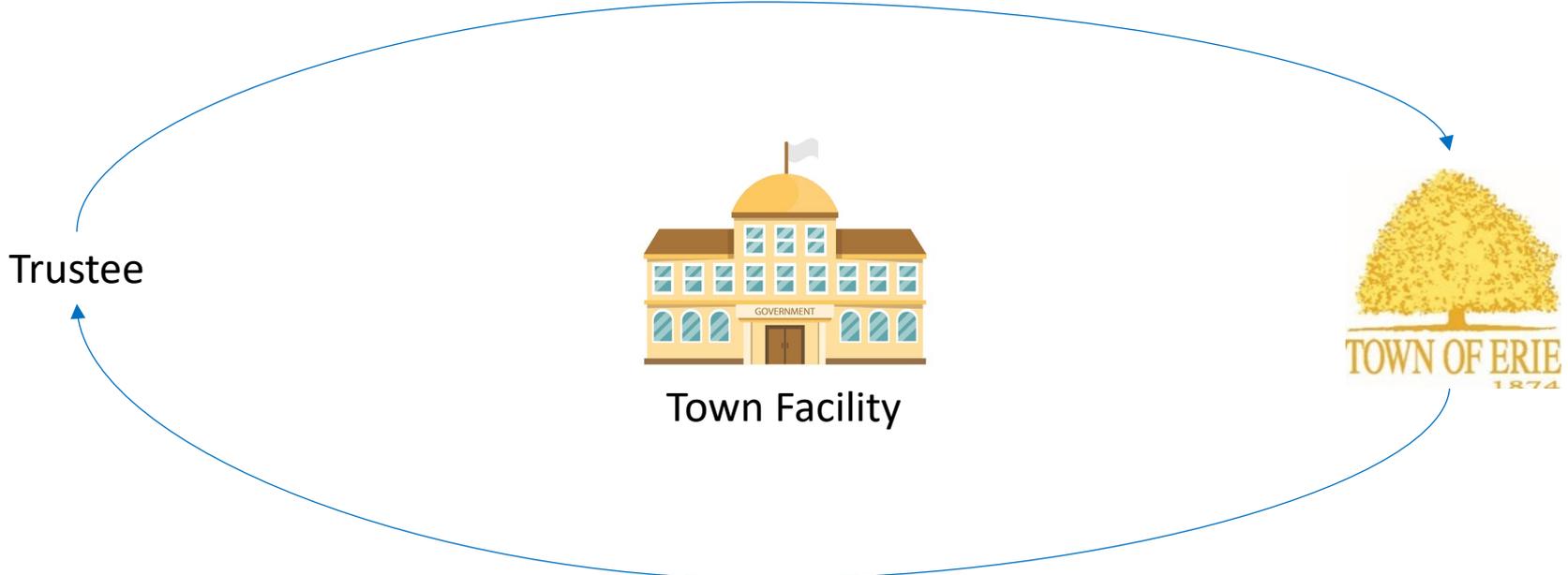
## LEGAL STRUCTURE

- Certificates of Participation (COPs) are a form of lease-purchase financing and are one of the most common financing methods used by Colorado local governments to construct capital improvements.
- In a COP transaction, the issuer leases the identified property to a trustee pursuant to a site lease and then leases the property back from the trustee pursuant to a lease purchase agreement (lease). Lease payments are subject to annual appropriation by the governing board of the issuer from any legally available funds and such payments are used to pay debt service on the COPs.
- The issuer renews the lease annually by appropriating sufficient funds to make the next year's lease payments as part of its annual budget process. If payment is not appropriated for the coming year, the issuer loses its right to occupy and utilize the leased facility until the end of the site lease; however, the issuer would continue to own the leased property.
- When the lease is paid off, the issuer has purchased the trustee's leasehold interest in the leased property, which is no longer encumbered by the lease.
- COPs and other annually-appropriated lease financings are not considered to be multi-year financial obligations under Colorado law.

# LEGAL STRUCTURE DIAGRAM

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**Lease Purchase Agreement between Town & Trustee**  
Trustee (Lessor) leases building to the Town (Lessee)  
Town makes base rental payments to the Trustee, subject to annual appropriation



**Site Lease between Town & Trustee**  
Town (Lessor) leases building that they own to the Trustee (Lessee)  
Trustee prepays rent to the Town in a lump sum amount (project fund used to construct the building)

## CREDIT DETAIL

### Leased Property

- The leased property can be the project being financed or it can be a property already owned by the issuer but not related to the project.
  - If it is not the project being constructed, we typically try to identify an asset that has an insured value approximately equal to the amount being financed.
  - This used to be common for new construction as investors used to be more concerned with construction risk. This has become less of an issue over the last several years.

### Credit Rating

- COPs typically have a rating one or two notches below the assumed general obligation bond rating or issuer credit rating.
  - This notching is a result of the annual appropriation nature of the credit.
  - A two-notch difference is due to an asset that is deemed less essential by the rating agency (Moody's only).

## WHAT IS THE SOURCE OF REPAYMENT?

- There are no pledged revenues in a COP issuance.
  - The issuer may utilize any generally available revenues for repayment, subject to annual appropriation.
- Most Colorado issuers utilize General Fund or Capital Fund revenues for repayment of their COPs, however there are a couple of notable exceptions.
  - If a COP is being issued to build a facility that will be utilized by multiple departments, then the issuer may 'charge' a portion of the annual payment to those funds. This is most commonly seen in public works facilities that are also being used by utility personnel.
  - Some issuers may utilize COPs for economic development projects within their urban renewal or downtown development authority areas. The issuer sells COPs for the project and then utilizes the tax increment revenue from these areas for repayment via an Intergovernmental Agreement.
- Regardless of the internal funds identified by an issuer for repayment, the COPs are marketed to investors as payable from generally available revenues of the issuer.

# ELECTION CONSIDERATIONS

When developing a potential ballot question, there are a number of factors that issuers should consider or explore in their diligence process including the following.

1. **Type of Tax:** Is there a preference for property tax or sales tax
2. **Existing Taxes:** Is this a new tax or an extension or repurposing of an existing tax that is expiring or currently being allocated for another purpose
  - **Note:** Mill levy (property tax) revenues from prior unlimited tax general obligation bond issuances cannot be extended
3. **Use of Tax Revenues:** Is there a desire for revenue to pay debt service only or is there also a need for other uses of the tax revenue such as operations and maintenance
4. **Debt Authorization:** Will there be a debt question in addition to a new tax or renewal of a tax
  - **Note:** In some instances for sales tax questions, the debt question and tax increase or extension can be combined into one question
5. **Term:** Will there be a sunset on the tax or will it be levied in perpetuity

## ELECTION TIMELINE

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- Prior to voters considering a ballot question in November, there are several important steps that need to take place.
- Required steps include:
  - July – Intergovernmental Agreement with County
  - August – Authorizing Ordinance or Resolution approving ballot question passed by elected officials
  - September – TABOR Notice finalized for publication
  - October – Financial information posted on website
  - November – Election Day
- Entities considering an election often start engaging with the community and conducting formal polling months before the ‘official’ election calendar begins.
  - This due diligence process could take months to years depending on the options being considered and baseline understanding of community support for projects.

# GENERAL OVERVIEW OF BALLOT QUESTION OPTIONS

## Sales Tax

- The use of revenues from the sales tax increase can be broad (i.e. Town capital projects) or specific to a project or purpose (i.e. Town open space projects).
- Revenues from the tax increase can be used to support operations and/or debt.
  - The request for tax increase and debt authorization can typically be asked in one question.
- If requesting debt authorization and a tax increase that will sunset, the debt will need to be repaid within the authorized period for collections.

## Property Tax

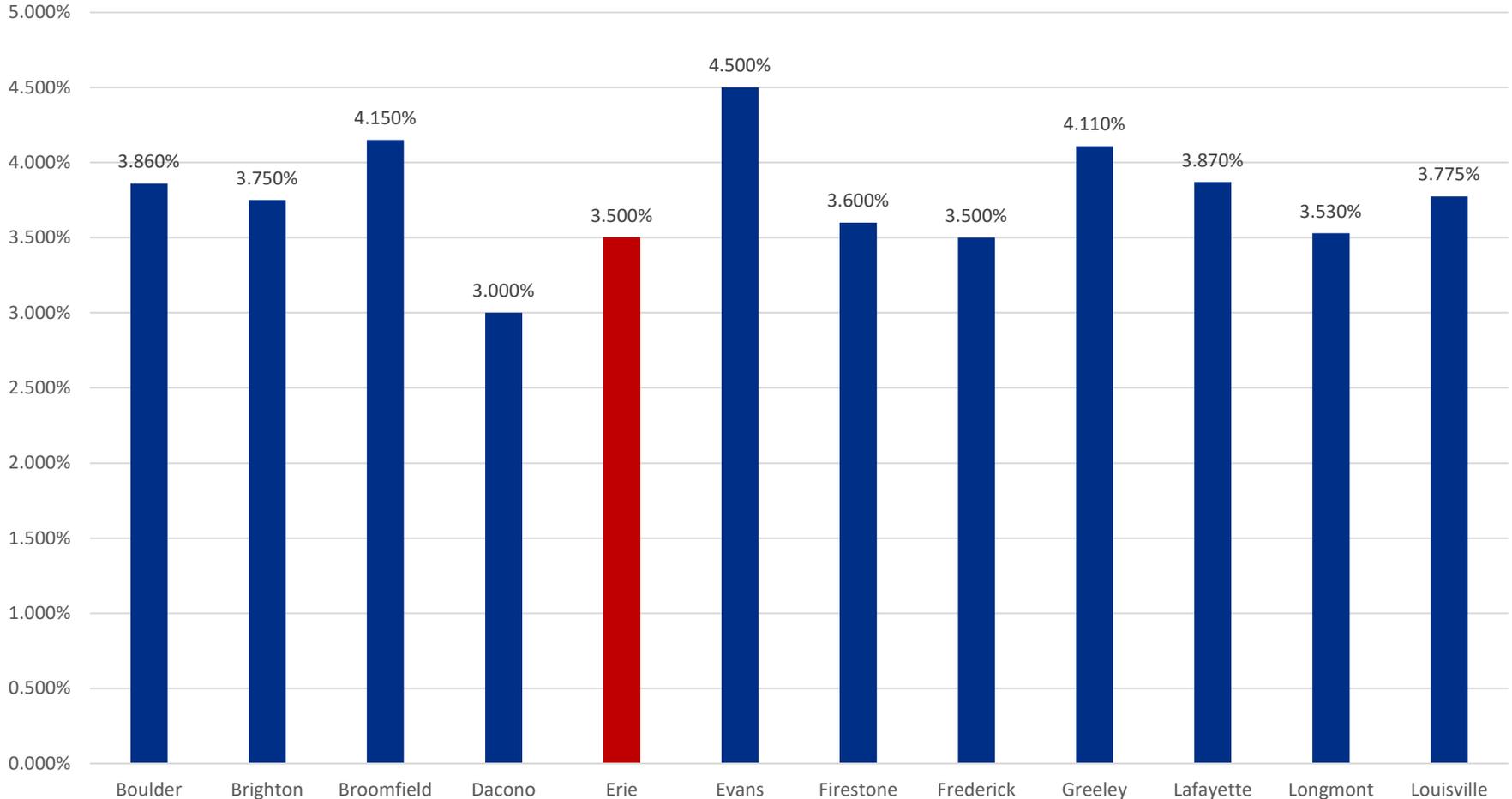
- The Town could request an increase in its current mill levy to generate additional property tax revenues.
- These revenues could be used to support operations of the Town or support COP payments for a project.
- If the Town wanted to ask for debt authorization supported by property tax revenues, this would need to be a ballot question for general obligation debt.
  - This format of question cannot include a mill increase for operations or be combined with any other tax increase.

## Ballot Language Overview

- The form of ballot question and requirements for what needs to be included is dependent on what the question is asking for.
  - In general, ballot question language and format is relatively prescribed based on requirements from TABOR.
- If requesting a tax increase, the ballot question will need to state if the tax increase will be in place in perpetuity or if it will sunset/expire.
  - If the tax will expire, the question will need to state how long the tax will be in place for.
- Different tax increases may be able to be combined into one question depending on the type of tax and purpose, subject to bond counsel review.
  - Bond counsel will also need to weigh in on what uses of those funds could be combined into one question versus needing to consider multiple questions.

# COMPARABLE SALES TAX RATES

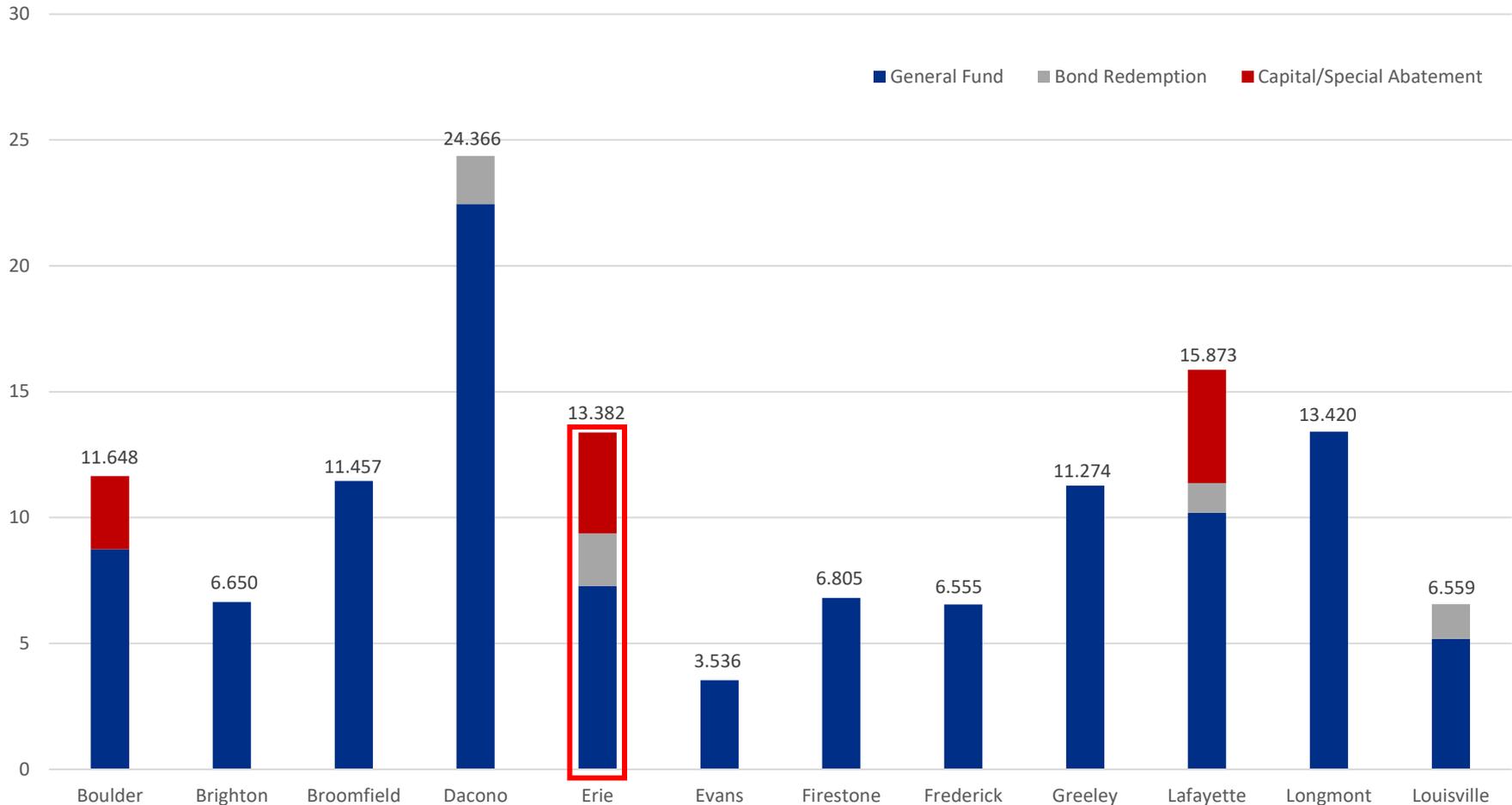
Current Sales Tax Rates



Source: [Colorado Sales Tax Lookup](#)

# COMPARABLE PROPERTY TAX RATES

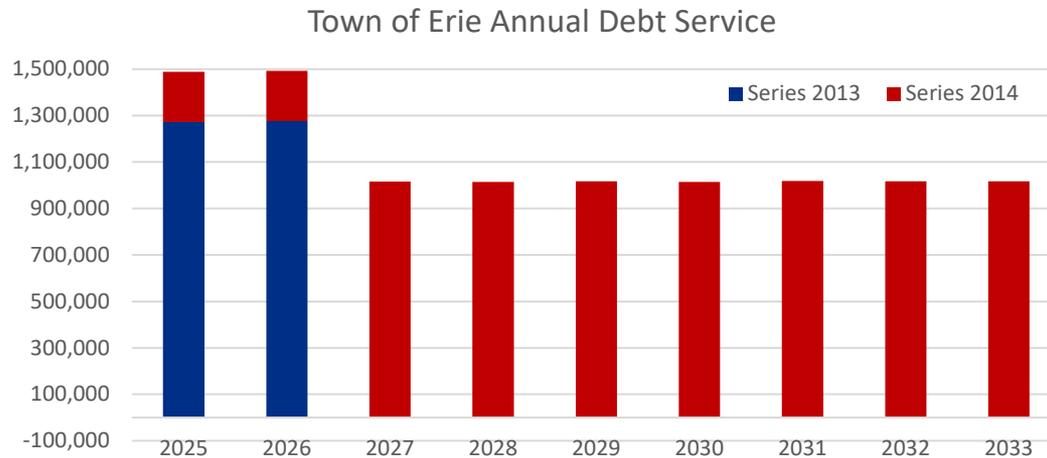
Total 2024 Certified Mill Levies (2025 Collections)



Source: [2024 Fifty-Fourth Annual Report to the Governor and the General Assembly](#)

# TOWN OF ERIE OUTSTANDING OBLIGATIONS

- The Town has two series of general obligation bonds currently outstanding – the Series 2013 and 2014 Bonds.
  - The Series 2013 Bonds mature in 2026 and the Series 2014 Bonds mature in 2033.



- There is a slight step down in debt service after the Series 2013 Bonds mature. The City could ‘fill in’ this step down with a no tax increase if it pursued a ballot question in November 2026.
  - This would result in approximately \$9.5 million of borrowing capacity.

**QUESTIONS?**

## DISCLOSURE

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The general market commentary herein is intended for educational and informational purposes only and does not constitute legal or investment advice, nor is it an offer or a solicitation of an offer to buy or sell any investment or other specific product. Information provided in this market commentary was obtained from sources that are believed to be reliable; however, it is not guaranteed to be correct, complete, or current, and is not intended to imply or establish standards of care applicable to any attorney or advisor in any particular circumstances. This market commentary represents historical information only and is not an indication of future performance. This market commentary may not be shared with anyone other than the intended recipient without the explicit written consent of HilltopSecurities.

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# TOWN OF ERIE

645 Holbrook Street  
Erie, CO 80516

## Town Council

**Board Meeting Date: 7/15/2025**

**File #:** 25-421, **Version:** 1

**SUBJECT:**

2026 Grants to Communities Process and Evaluation Criteria

**DEPARTMENT:** Administrative Operations

**PRESENTER(S):** Meredyth Muth, Director of Administrative Services and Operations

**TIME ESTIMATE:** 30 minutes

*For time estimate: please put 0 for Consent items.*

**FISCAL SUMMARY:**

Cost as Recommended:	\$80,000
Balance Available:	\$80,000
Fund	General Fund
Line Item Number:	100-10-110-57540-000000
New Appropriation Required:	No

**POLICY ISSUES:**

Following the approval of the 2025 Grants to Communities, the Town Council requested an opportunity to discuss the program and the application evaluation criteria prior to the 2026 process which opens September 1. Council should review and discuss the process and give staff direction if the Council would like changes for 2026.

**STAFF RECOMMENDATION:**

Discussion of the process and review criteria along with any desired changes.

**SUMMARY/KEY POINTS**

- The evaluation process and criteria used for the program are detailed in the presentation.

**BACKGROUND OF SUBJECT MATTER:**

In 2013, the program was formalized by resolution and adopted with specific procedures. Those procedures and the evaluation criteria were updated in 2022 and in 2024.

Eligibility is restricted to applicants recognized as community service organizations, organized and federally designated for tax purposes as non-profit corporations, and/or chartered chapters of state

or national lodges or service organizations that engage in charitable or community service activities, and public schools located in Erie (both in BVSD and SVVSD).

The Program has two categories of grants funded on an annual basis: Events and Health and Human Services Programs. The level of funding authorized by the Board will determine the number of overall grants funded for that fiscal year. For 2025, the budget for the program was \$80,000 and staff requested the same amount for 2026.

**TOWN COUNCIL PRIORITY(S) ADDRESSED:**

- Attractive Community Amenities
- Engaged and Diverse Community
- Prosperous Economy
- Well-Maintained Transportation Infrastructure
- Small Town Feel
- Safe and Healthy Community
- Effective Governance
- Environmentally Sustainable
- Fiscally Responsible

**ATTACHMENT(S):**

1. Presentation
2. Existing Grants to Community Organizations Policy & Procedures
3. Sample of 2024 Grantee End of Year Reports
4. List of 2022 - 2025 Grantees and amount awarded



# 2026 Grants to Communities Process and Evaluation Criteria

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Erie Town Council  
July 15, 2025

Meredyth Muth, Director of Administrative Services



# Agenda

1. Program History
2. Application Review Process and Calendar
3. Possible Changes for 2026
4. Criteria Changes for 2026
5. Discussion/Direction



## Program History

- 2013 - The program was formalized by resolution and adopted with specific procedures.
- 2022 and 2024 - Those procedures and the evaluation criteria were updated.

Eligibility is restricted to applicants recognized as community service organizations, organized and federally designated for tax purposes as non-profit corporations, and/or chartered chapters of state or national lodges or service organizations that engage in charitable or community service activities, and public schools located in Erie (both in BVSD and SVVSD).

Goal is the supplement an organization's funding, but not to be any organization's primary source of funding.



## Application Review Criteria & Process

- Applications are open Sept. 1 – Nov. 30.
- A staff committee comprised of the Administrative Services Director, three senior leadership members, and the Community Events Coordinator is created to review and score the applications. They consider the established criteria as well as:
  - Past performance
  - Impact on community of the event/service
  - History of event
- Committee makes recommendation to Council.
- Council reviews and approves grantees at a January meeting.
- Grant recipients notified of award and the reporting requirements by Jan. 30.
- Payments made to organizations in February.
- Annual expense report due to the Town by Oct. 30. Failure to submit report will make organization ineligible to apply the following year.



## Possible Process Changes for 2026

- Require balance sheets to verify financial status.
- No organization may apply for more than one grant.
- Establish specific grant levels based on that year's funding, rather than allowing the applicants to request different funding levels. Assuming \$80,000 for next year, it could be something like:
  - Two \$10,000 grants
  - Two \$7,500 grants
  - Four \$5,000 grants
  - Four \$3,000 grants
  - Four \$2,000 grants
  - Five \$1,000 grants
- Revise year-end report questions.



## Criteria Changes for 2026

Each application will be reviewed based on how well the proposal will benefit the Town's residents in relation to any or all the following general criteria:

- Promotion of commerce, industry, and ~~social equity~~ **cultural heritage**
  - Celebration of the Town's culture, history, or heritage.
  - Observance of local, regional, or national historic dates or events.
  - Contribution to the public good in areas of education, safety, health, welfare.



## Criteria Changes for 2026

### Recreational activities

- Expected number of people who will participate or benefit from the program, event, or activity
- Consistency of the applicant's goals with the Town's character, values, and service priorities
- The applicant's historical participation and association with community projects, events, and continued willingness to participate
- The operating and maintenance costs associated with the proposed project
- Anticipated public perception of the association of the Town and the proposed project
- ~~The applicant's regard for and demonstrated success in environmental stewardship, sustainability, accessibility, cultural responsiveness, and diversity, equity, and inclusion (DEI)~~ **How does the event/service reinforce respect for and demonstrated success in environmental stewardship, sustainability, accessibility, and fairness to all individuals?**



# Questions & Discussion



# Town of Erie

## Grants to Community Organizations Policy & Procedures

Effective Date: <b>April 9, 2013</b>	Revision Date: <b>August 12, 2022</b>	Prepared By: Amy Teetzel Director of Administrative Services & Operations
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**Policy Purpose:** The purpose of this policy is to set a uniform process by which community organizations may apply to the Town for financial support of projects, programs, and events. This policy assumes an annual cycle to allow for appropriate budgeting and planning.

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### Definitions:

- **Town Event** – A Town Event is funded, organized, hosted, and produced by the Town of Erie. All Town Events will be advertised and promoted through all the Town’s promotional channels to the extent practicable.
- **Town Sponsored Event** – A Town-Sponsored Event is produced in Erie for the benefit of Erie residents and visitors to Erie and is funded in whole or in part by the Town of Erie. Funding for Town-Sponsored Events appears in the adopted Town budget. For all Town-Sponsored Events, the Town is clearly represented as a sponsor of the event in all marketing collateral produced by the event organizer. The event organizer will be afforded In-Kind Promotional Opportunities to the extent practicable in addition to any authorized funding.
- **Town Endorsed Event** – A Town-Endorsed Event is produced in Erie for the benefit of Erie residents and visitors and is not funded by the Town but is recognized by the Board of Trustees as meeting the Award Criteria for Grants to Community Organizations and is therefore eligible for In-Kind Promotional Opportunities.

### Limitations and Special Provisions:

The Town Council has certain statutory and fiscal limitations on the aggregate amount of municipal funds it can set aside for donations to community projects. The aggregate amount of Grant Awards available to disseminate on behalf of all applicants is dictated by the amount appropriated by the Board during the annual budget preparation process. This amount may vary from budget year to budget year according to priorities and available revenues.

The Town is precluded from donating funds or In-Kind Promotional Opportunities to any religious organization.

Depending upon the characteristics of the project or event, the Town's participation may necessitate appropriate insurance coverage be provided by the applicant. The Town of Erie Partnership and Sponsorship Guidelines (Resolution 21-095) governs the policies and guidelines relating to Sponsorship Agreements.

### Eligibility:

Eligibility is restricted to applicants that are recognized community service organizations, organized and federally designated for tax purposes as non-profit corporations, and/or chartered chapters of state or national lodges or service organizations that engage in charitable or community service activities, and public schools located in Erie.

The Town will *not* sponsor, endorse, or provide In-Kind Promotional Opportunities for activities or events produced and/or promoted by:

- Religious or political organizations
- Commercial enterprises whose business is substantially derived from the sale or manufacture of tobacco products
- Individuals or commercial enterprises having past, present, or pending business agreements or associations with the Town, if a sponsorship, endorsement, or in-kind promotional support would have an appearance of impropriety
- Businesses that are subject to regulation or monitoring by local, state, or federal law enforcement agencies, including the Erie Police Department, for regulatory compliance (e.g., sex shops, pornography, massage facilities, gun shops, manufacturers or sellers of firearms or weapons, gambling and/or sports betting)

**Type of Grants:**

The Grants to Community Organization Program has two categories of grants that are funded on an annual basis: Events and Health and Human Services Programs. The level of funding authorized by the Board will determine the number of overall grants funded for that fiscal year.

**Applications:**

Grant requests must be completed via an on-line application that is available **September 1 through November 30** each year. All requests will be processed and reviewed by the Grants to Communities Committee, which will submit a recommendation to the Town Council for final approval.

Grant recipients will be notified by January 30 of their award and any reporting requirements.

**Award Criteria:**

All applications for Grant Awards and In-Kind Promotional Opportunities will be reviewed based on how well the application demonstrates the proposal will benefit the Town's residents in relation to any or all of the following general criteria:

- Promotion of commerce, industry, and social equity
  - Celebration of the Town's culture, history, or heritage
  - Observance of local, regional, or national historic dates or events
  - Contribution to the public good in areas of education, safety, health, welfare
- Recreational activities
  - Expected number of people who will participate or benefit from the program, event, or activity
  - Consistency of the applicant's goals with the Town's character, values, and service priorities
  - The applicant's historical participation and association with community projects, events, and continued willingness to participate
  - The operating and maintenance costs associated with the proposed project
  - Anticipated public perception of the association of the Town and the proposed project
  - The applicant's regard for and demonstrated success in environmental stewardship, sustainability, accessibility, cultural responsiveness, and diversity, equity, and inclusion (DEI)

This policy is hereby approved and adopted on this 1<sup>st</sup> day of March, 2024.

DocuSigned by:  
  
E38217B772C044A...  
Malcolm Fleming, Town Manager

**Revision History**

<b>Date of Change</b>	<b>Responsible Party</b>	<b>Summary of Change(s)</b>
July 2022	Amy Teetzel	<ul style="list-style-type: none"> <li>- Updated reference to Sponsorship Marketing Policy (Res. 21-095)</li> <li>- Added reference to two types of grants</li> <li>- Updated application process to reflect defined dates and annual funding</li> <li>- Removed reference to any out-of-cycle requests</li> <li>- Removed reference to private for-profit organizations seeking financial or in-kind support being considered on a case by case basis by the Board of Trustees</li> <li>- Added reference to DEI as part of award criteria review</li> </ul>
March 2024	Amy Teetzel	<ul style="list-style-type: none"> <li>- Updated "Town Administrator" to "Town Manager" and "Board of Trustees" to Town Council" required by adoption of Home Rule Charter</li> </ul>

# Grants to Communities - Final Expense Report

10/19/2024 5:41 PM (MDT)

## Grants to Communities - Final Expense Report

Final grant expense reports must be submitted no later than November 15 of the year grant funds were received. Information provided will be used to complete a final funding report for Town Council and to determine eligibility for future funding.

**Organization Name** Being Better Neighbors  
**Contact Person** Kelly Wagner-Grull  
**Contact Email** kwagnergrull@beingbetterneighbors.org

**Did you have an event or a service funded?** Event

**Name of Event or Service** Erie Colorado Juneteenth Celebration

**Dates of your event(s) or services(s)**

i. **Date of event/service**

06/22/2024

**Number of attendees or persons impacted by your event/service** 1500

**Amount of Grant Funding Originally Requested** 7500

**Amount of Grant Funding Received** 7500

## Report Grant Expenses

Please use the Grant Expense Template to report your event/services expenses following the steps below:

1. Download the [Grant Expense Template](#), once opened, you should be able to download the spreadsheet into Excel or save a copy in Google Sheets.
2. Complete the spreadsheet by entering all your expenses and the portion of them that was covered by the grant. You can update the names of the columns and add additional rows as needed. The total expenses section at the top of the spreadsheet will auto populate as you complete the lower portion.
3. Save to the expense spreadsheet to your computer.
4. Upload below

You must provide receipts/invoices for any expenses listed that were paid with grant funding. You will upload them in the next step.

**Upload Grant Expense Sheet**



BBN Grants To Community Juneteenth.24 Expense TrackingFinal.xlsx

**Upload receipts or invoices for expenses**



Western. Juneteenth.pdf

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**Any additional information you would like to provide to the Town?**

We have our receipts stored on a Google Drive available here:  
[https://drive.google.com/drive/folders/1-rN464KUD\\_zV68g5uHn9sOAdoCX6FOps?usp=sharing](https://drive.google.com/drive/folders/1-rN464KUD_zV68g5uHn9sOAdoCX6FOps?usp=sharing)  
We have granted access to Amy Teetzel (ateetzel@erieco.gov)

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**Signature**

A handwritten signature in black ink, appearing to be 'A. Teetzel', written in a cursive style.

<b>TOTAL EXPENSES</b>			<b>Total Grant Funded</b>	
			\$11,959.35	\$7,500.00
<b>Location</b>	<b>Total</b>	<b>Grant Funded</b>		
Fencing	\$2,250.00	\$0.00		
SES Security	\$746.00	\$746.00		
<b>Total</b>	<b>\$2,996.00</b>	<b>\$746.00</b>		
<b>Signage</b>	<b>Total</b>	<b>Grant Funded</b>		
MWPG Stage	\$5,024.35	\$3,619.00		
Tape & Twine (Banenrs)	\$369.00	\$369.00		
<b>Total</b>	<b>\$5,393.35</b>	<b>\$3,988.00</b>		
<b>Total</b>	<b>\$0.00</b>	<b>\$0.00</b>		
<b>Miscellaneous</b>	<b>Total</b>	<b>Grant Funded</b>		
Port-a-Lets	\$920.00	\$500.00		
Sustainability Disoposal	\$335.00	\$166.00		
<b>Total</b>	<b>\$1,255.00</b>	<b>\$666.00</b>		

<b>Food/Drinks</b>		<b>Total Grant Funded</b>	
Outworld	\$215.00	\$215.00	
<b>Total</b>	<b>\$215.00</b>	<b>\$0.00</b>	
<b>Staffing</b>	<b>Total</b>	<b>Grant Funded</b>	
Hot Lunch Band	\$1,600	\$1,600	
Mokomba Ensemble	\$500	\$500	
<b>Total</b>	<b>\$2,100.00</b>	<b>\$2,100.00</b>	
<b>Total</b>	<b>\$0.00</b>	<b>\$0.00</b>	

# Grants to Communities - Final Expense Report

10/19/2024 5:38 PM (MDT)

## Grants to Communities - Final Expense Report

Final grant expense reports must be submitted no later than November 15 of the year grant funds were received. Information provided will be used to complete a final funding report for Town Council and to determine eligibility for future funding.

**Organization Name** Being Better Neighbors  
**Contact Person** Kelly Wagner-Grull  
**Contact Email** kwagnergrull@beingbetterneighbors.org

**Did you have an event or a service funded?**

Event

**Name of Event or Service** Erie Colorado Pride Celebration

**Dates of your event(s) or services(s)**

i. **Date of event/service**

06/23/2024

**Number of attendees or persons impacted by your event/service** 3000

**Amount of Grant Funding Originally Requested** 7500

**Amount of Grant Funding Received** 7500

## Report Grant Expenses

Please use the Grant Expense Template to report your event/services expenses following the steps below:

1. Download the [Grant Expense Template](#), once opened, you should be able to download the spreadsheet into Excel or save a copy in Google Sheets.
2. Complete the spreadsheet by entering all your expenses and the portion of them that was covered by the grant. You can update the names of the columns and add additional rows as needed. The total expenses section at the top of the spreadsheet will auto populate as you complete the lower portion.
3. Save to the expense spreadsheet to your computer.
4. Upload below

You must provide receipts/invoices for any expenses listed that were paid with grant funding. You will upload them in the next step.

**Upload Grant Expense Sheet**



BBN Grants To Community PRIDE.24 Expense Tracking Final.xlsx

Upload receipts or invoices for expenses



DUE 09/22/2024  
**\$1,150.00**  
[Review and pay](#)  
Powered by QuickBooks

Dear Being Better Neighbors,

Thank you for including me in the fun!  
Please find your invoice details here.  
Feel free to contact me if you have any questions.

Have a great day!  
DJ Drake Entertainment

**Any additional information you would like to provide to the Town?**

We have our receipts stored on a Google Drive available here:  
<https://drive.google.com/drive/folders/1-prvSnRwLILn6ATkG5wm8pxWV5kgc60k?usp=sharing>  
We have granted access to Amy Teetzel (ateetzel@erieco.gov)

**Signature**



**TOTAL EXPENSES**

**Total Grant Funded**  
\$14,813.85    \$7,500.00

Location	Total	Grant Funded
Fencing	\$2,250.00	\$0.00
SES Security	\$802.50	\$0.00
<b>Total</b>	<b>\$3,052.50</b>	<b>\$0.00</b>

Food/Drinks	Total	Grant Funded
Outworld	\$980.00	
<b>Total</b>	<b>\$980.00</b>	<b>\$0.00</b>

Signage	Total	Grant Funded
MWPG Stage Banners	\$4,524.35	\$2,562.00
Tape & Twine	\$369.00	369
<b>Total</b>	<b>\$4,893.35</b>	<b>\$2,931.00</b>

Staffing	Total	Grant Funded
Performers- DJ Drake	\$650	\$650
Story Performer	\$600	\$600
Freedom Band	\$500	\$500
Drag Show	\$1,750	\$1,750
Face Painting for Kids	\$414	\$414
<b>Total</b>	<b>\$3,914.00</b>	<b>\$3,500.00</b>

Marketing	Total	Grant Funded
<b>Total</b>	<b>\$0.00</b>	<b>\$0.00</b>

Giveaways	Total	Grant Funded
Bags	\$569.00	\$569.00
<b>Total</b>	<b>\$569.00</b>	<b>\$569.00</b>

Miscellaneous	Total	Grant Funded
Port-a-Lets	\$920.00	\$500.00
Sustainability Disoposal	\$485.00	\$0.00
<b>Total</b>	<b>\$1,405.00</b>	<b>\$500.00</b>

# Grants to Communities - Final Expense Report

03/19/2024 9:54 AM (MDT)

## Grants to Communities - Final Expense Report

Final grant expense reports must be submitted no later than November 15 of the year grant funds were received. Information provided will be used to complete a final funding report for Town Council and to determine eligibility for future funding.

**Organization Name** Coal Creek Meals on Wheels

**Contact Person** Brittany Vital

**Contact Email** bvital@coalcreekmow.org

**Did you have an event or a service funded?**

Event

**Name of Event or Service** Meals on Heels: A Shoe Fashion Show

**Dates of your event(s) or services(s)**

i. **Date of event/service**

03/12/2024

**Number of attendees or persons impacted by your event/service** 120

**Amount of Grant Funding Originally Requested** 2500

**Amount of Grant Funding Received** 2500

## Report Grant Expenses

Please use the Grant Expense Template to report your event/services expenses following the steps below:

1. Download the [Grant Expense Template](#), once opened, you should be able to download the spreadsheet into Excel or save a copy in Google Sheets.
2. Complete the spreadsheet by entering all your expenses and the portion of them that was covered by the grant. You can update the names of the columns and add additional rows as needed. The total expenses section at the top of the spreadsheet will auto populate as you complete the lower portion.
3. Save to the expense spreadsheet to your computer.
4. Upload below

You must provide receipts/invoices for any expenses listed that were paid with grant funding. You will upload them in the next step.

**Upload Grant Expense Sheet**



Grants To Community Expense Tracking 2024.xlsx

**Upload receipts or invoices for expenses**



Banquet Event Order - ACR Fundraiser Meals on Wheels - Acreage by Stem Ciders \_original (

**Any additional information you would like to provide to the Town?**

We exceed our fundraising goal, raising over \$41,000! Thank you for your support!

**Signature**

*Brittany Vital*

<b>TOTAL EXPENSES</b>	<b>Total</b>	<b>Grant Funded</b>
	\$9,628.02	\$2,500.00

Location	Total	Grant Funded
Venue	\$0.00	0
<b>Total</b>	<b>\$0.00</b>	<b>\$0.00</b>

Food/Drinks	Total	Grant Funded
Food	6336.54	2500
<b>Total</b>	<b>\$6,336.54</b>	<b>\$2,500.00</b>

Signage	Total	Grant Funded
Printing	\$0.00	\$0.00
<b>Total</b>	<b>\$0.00</b>	<b>\$0.00</b>

Staffing	Total	Grant Funded
Band	\$2,000	\$0
<b>Total</b>	<b>\$2,000.00</b>	<b>\$0.00</b>

Marketing	Total	Grant Funded
Social media ads	49.28	0
<b>Total</b>	<b>\$49.28</b>	<b>\$0.00</b>

Giveaways	Total	Grant Funded
<b>Total</b>	<b>\$0.00</b>	<b>\$0.00</b>

Miscellaneous	Total	Grant Funded
Silent auction	747	\$0.00
software		0
Silent auction	495.2	
supplemental items		
<b>Total</b>	<b>\$1,242.20</b>	<b>\$0.00</b>

# Grants to Communities - Final Expense Report

09/06/2024 1:34 PM (MDT)

## Grants to Communities - Final Expense Report

Final grant expense reports must be submitted no later than November 15 of the year grant funds were received. Information provided will be used to complete a final funding report for Town Council and to determine eligibility for future funding.

**Organization Name** Erie Historical Society

**Contact Person** Matt Flood

**Contact Email** matt@eriehistoricalsociety.org

**Did you have an event or a service funded?**

Event

**Name of Event or Service** Erie Biscuit Day (Cancelled due to Briggs Street improvements)

**Dates of your event(s) or services(s)**

i. **Date of event/service**

09/21/2024

**Number of attendees or persons impacted by your event/service** 1

**Amount of Grant Funding Originally Requested** 4000

**Amount of Grant Funding Received** 4000

## Report Grant Expenses

Please use the Grant Expense Template to report your event/services expenses following the steps below:

1. Download the [Grant Expense Template](#), once opened, you should be able to download the spreadsheet into Excel or save a copy in Google Sheets.
2. Complete the spreadsheet by entering all your expenses and the portion of them that was covered by the grant. You can update the names of the columns and add additional rows as needed. The total expenses section at the top of the spreadsheet will auto populate as you complete the lower portion.
3. Save to the expense spreadsheet to your computer.
4. Upload below

You must provide receipts/invoices for any expenses listed that were paid with grant funding. You will upload them in the next step.

**Upload Grant Expense Sheet**



EHS 2024 Grants To Community Expense Tracking - Expenses.pdf

**Upload receipts or invoices for expenses**



360 PAINTING OF ARVADA Secure Payment Page.pdf

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**Any additional information you would like to provide to the Town?**

Thank you for allowing the grant to be valid this year. Biscuit Day is our primary fundraiser for the year, and being unable to have it this year greatly reduces our income. We have been doing several projects at the Wise Homestead Museum. We have been performing lots of maintenance with a new north door and entryway, painting of the homestead museum and general cleanup. Plus, we are starting our latest project to stabilize the old Blacksmith Shop.

The museum is open through the end of September on Saturdays 10-2. We welcome you to come out and view the Homestead and the museum.  
<https://www.eriehistoricalsociety.org/erie-wise-homestead-museum/>

Also, we will be holding our annual A Homestead Christmas event on Saturday, December 14.

Thank you.

---

**Signature**

A handwritten signature in black ink, appearing to read "M. C. Jones", written in a cursive style.



# Grants to Communities - Final Expense Report

11/01/2024 12:00 PM (MDT)

## Grants to Communities - Final Expense Report

Final grant expense reports must be submitted no later than November 15 of the year grant funds were received. Information provided will be used to complete a final funding report for Town Council and to determine eligibility for future funding.

**Organization Name** Erie Optimists  
**Contact Person** Matt Flood  
**Contact Email** matt@thefloodfamily.com

**Did you have an event or a service funded?**

Event

**Name of Event or Service** Erie Easter Egg Hunt

**Dates of your event(s) or services(s)**

- i. **Date of event/service**  
03/24/2024

**Number of attendees or persons impacted by your event/service** 1000

**Amount of Grant Funding Originally Requested** 1000

**Amount of Grant Funding Received** 1000

## Report Grant Expenses

Please use the Grant Expense Template to report your event/services expenses following the steps below:

1. Download the [Grant Expense Template](#), once opened, you should be able to download the spreadsheet into Excel or save a copy in Google Sheets.
2. Complete the spreadsheet by entering all your expenses and the portion of them that was covered by the grant. You can update the names of the columns and add additional rows as needed. The total expenses section at the top of the spreadsheet will auto populate as you complete the lower portion.
3. Save to the expense spreadsheet to your computer.
4. Upload below

You must provide receipts/invoices for any expenses listed that were paid with grant funding. You will upload them in the next step.

**Upload Grant Expense Sheet**



Easter Egg Hunt 2024 \_ Erie Optimists - Town of Erie - Expense tracking - - Expenses (1).xlsx

**Upload receipts or invoices for expenses**



Easter Egg Hunt 2024 \_ Erie Optimists - Town of Erie - Expense tracking - - Expenses (1).xlsx

**Any additional information you would like to provide to the Town?**

In 2024, we partnered with Mountain View Fire. They did a lot of the heavy lifting for us during preparation and absorbed the costs in addition to the supplies we had on hand. It is unclear at this time if they will be able to participate again next year, and we are expecting an increase in expenses next year with the purchase of new eggs on top of usual expenses.

The event was well attended again this year, and the weather was wonderful. We have been having it at Clayton Park in Erie Highlands since Coal Creek has been under construction, but we are looking forward to bringing it back downtown.

<https://erieoptimists.org/programs-and-activities/erie-easter-egg-hunt/>

Signature

A handwritten signature in black ink, appearing to read 'M. J. ...', located in the top right corner of the page.

# Event Expenses

TOTAL EXPENSES			Total	Grant Funded	
			\$50.00	\$50.00	
Location	Total	Grant Funded	Food/Drinks	Total	Grant Funded
<b>Total</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>Total</b>	<b>\$0.00</b>	<b>\$0.00</b>
Signage	Total	Grant Funded	Staffing	Total	Grant Funded
<b>Total</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>Total</b>	<b>\$0.00</b>	<b>\$0.00</b>
Marketing	Total	Grant Funded	Giveaways	Total	Grant Funded
<b>Total</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>Total</b>	<b>\$0.00</b>	<b>\$0.00</b>
Miscellaneous	Total	Grant Funded			
Town permit	50	\$50.00			
<b>Total</b>	<b>\$50.00</b>	<b>\$50.00</b>			

# Grants to Communities - Final Expense Report

10/28/2024 9:43 AM (MDT)

## Grants to Communities - Final Expense Report

Final grant expense reports must be submitted no later than November 15 of the year grant funds were received. Information provided will be used to complete a final funding report for Town Council and to determine eligibility for future funding.

**Organization Name** Erie Optimists

**Contact Person** Matt Flood

**Contact Email** matt@thefloodfamily.com

**Did you have an event or a service funded?**

Event

**Name of Event or Service** Eerie Erie

**Dates of your event(s) or services(s)**

i. **Date of event/service**

10/26/2024

**Number of attendees or persons impacted by your event/service** 1000

**Amount of Grant Funding Originally Requested** 2000

**Amount of Grant Funding Received** 2000

## Report Grant Expenses

Please use the Grant Expense Template to report your event/services expenses following the steps below:

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2. Complete the spreadsheet by entering all your expenses and the portion of them that was covered by the grant. You can update the names of the columns and add additional rows as needed. The total expenses section at the top of the spreadsheet will auto populate as you complete the lower portion.
3. Save to the expense spreadsheet to your computer.
4. Upload below

You must provide receipts/invoices for any expenses listed that were paid with grant funding. You will upload them in the next step.

**Upload Grant Expense Sheet**



Eerie Erie 2024 \_ Erie Optimists - Town of Erie - Expense tracking - - Expenses.pdf

**Upload receipts or invoices for expenses**



2024timing-eerieerie.pdf

**Any additional information you would like to provide to the Town?**

42nd annual Eerie Erie 5k/10k  
Grant supports Erie Optimists with their mission.

---

Signature

*Mark JW*

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# Event Expenses

<b>TOTAL EXPENSES</b>			<b>Total</b>	<b>Grant Funded</b>	
			\$2,693.01	\$2,000.00	
<b>Location</b>	<b>Total</b>	<b>Grant Funded</b>	<b>Food/Drinks</b>	<b>Total</b>	<b>Grant Funded</b>
<b>Total</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>Total</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Signage</b>	<b>Total</b>	<b>Grant Funded</b>	<b>Staffing</b>	<b>Total</b>	<b>Grant Funded</b>
<b>Total</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>Total</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Marketing</b>	<b>Total</b>	<b>Grant Funded</b>	<b>Giveaways</b>	<b>Total</b>	<b>Grant Funded</b>
<b>Total</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>Total</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Miscellaneous</b>	<b>Total</b>	<b>Grant Funded</b>			
Timing	2693.01	\$2,000.00			
<b>Total</b>	<b>\$2,693.01</b>	<b>\$2,000.00</b>			

# Grants to Communities - Final Expense Report

03/18/2024 3:46 PM (MDT)

## Grants to Communities - Final Expense Report

Final grant expense reports must be submitted no later than November 15 of the year grant funds were received. Information provided will be used to complete a final funding report for Town Council and to determine eligibility for future funding.

**Organization Name** T2 Dance Company

**Contact Person** Erin Tunbridge

**Contact Email** info@t2dance.org

**Did you have an event or a service funded?**

Event

**Name of Event or Service** The Color Wheel Project

**Dates of your event(s) or services(s)**

i. **Date of event/service**

10/10/2023

ii. **Date of event/service**

10/17/2023

iii. **Date of event/service**

03/17/2024

**Number of attendees or persons impacted by your event/service** 245

**Amount of Grant Funding Originally Requested** 3000

**Amount of Grant Funding Received** 2000

# Report Grant Expenses

Please use the Grant Expense Template to report your event/services expenses following the steps below:

1. Download the [Grant Expense Template](#), once opened, you should be able to download the spreadsheet into Excel or save a copy in Google Sheets.
2. Complete the spreadsheet by entering all your expenses and the portion of them that was covered by the grant. You can update the names of the columns and add additional rows as needed. The total expenses section at the top of the spreadsheet will auto populate as you complete the lower portion.
3. Save to the expense spreadsheet to your computer.
4. Upload below

You must provide receipts/invoices for any expenses listed that were paid with grant funding. You will upload them in the next step.

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## Upload Grant Expense Sheet

 Grants To Community Expense Tracking (1).xlsx

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## Upload receipts or invoices for expenses

 Dancer-Teacher paychecks.pdf

 Admin paychecks.pdf

 INV44847.pdf

 Insurance FY24.pdf

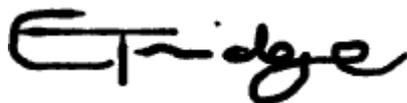
 AC PA - 017 Color Wheel 2024 (1).pdf

 VistaPrint Order Details.pdf

 Dairy Arts Center\_CWP 2024 (1).pdf

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## Signature



# Event Expenses

TOTAL EXPENSES			Total	Grant Funded	
			\$11,726.55	\$2,000.00	
Location	Total	Grant Funded	Food/Drinks	Total	Grant Funded
Studio rental Elite	\$536.64	75			
Studio rental HKDC	847	120			
Theater rental (3)	1015.75	145			
<b>Total</b>	<b>\$2,399.39</b>	<b>\$340.00</b>	<b>Total</b>	<b>\$0.00</b>	<b>\$0.00</b>
Signage	Total	Grant Funded	Staffing	Total	Grant Funded
VistaPrint banner (4)	\$130.85	\$20.00	T2 Dancers (11)	\$5,244	\$1,070
			Administration (portion of salary: E. Tunbridge) (12)	\$2,500.00	\$360.00
<b>Total</b>	<b>\$130.85</b>	<b>\$20.00</b>	<b>Total</b>	<b>\$7,743.75</b>	<b>\$1,430.00</b>
Marketing	Total	Grant Funded	Giveaways	Total	Grant Funded
Postage	103.3	15			
Printing (6)	\$177.50	25			
<b>Total</b>	<b>\$280.80</b>	<b>\$40.00</b>	<b>Total</b>	<b>\$0.00</b>	<b>\$0.00</b>
Miscellaneous	Total	Grant Funded			
Videography (7)	445.76	\$65.00			
Photography	\$125.00	20			
Costumes/props	183	25			
Insurance	418	60			
<b>Total</b>	<b>\$1,171.76</b>	<b>\$170.00</b>			

# Grants to Communities - Final Expense Report

10/28/2024 11:35 AM (MDT)

## Grants to Communities - Final Expense Report

Final grant expense reports must be submitted no later than November 15 of the year grant funds were received. Information provided will be used to complete a final funding report for Town Council and to determine eligibility for future funding.

**Organization Name** Sister Carmen Community Center

**Contact Person** Kristen Bohanon

**Contact Email** kristen@sistercarmen.org

**Did you have an event or a service funded?**

Service

**Name of Event or Service** Direct Financial Assistance for Erie Residents

**Dates of your event(s) or services(s)**

i. **Date of event/service**

01/01/2024

**Number of attendees or persons impacted by your event/service** 186

**Amount of Grant Funding Originally Requested** 15000

**Amount of Grant Funding Received** 10000

## Report Grant Expenses

Please use the Grant Expense Template to report your event/services expenses following the steps below:

1. Download the [Grant Expense Template](#), once opened, you should be able to download the spreadsheet into Excel or save a copy in Google Sheets.
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3. Save to the expense spreadsheet to your computer.
4. Upload below

You must provide receipts/invoices for any expenses listed that were paid with grant funding. You will upload them in the next step.

**Upload Grant Expense Sheet**



Grants To Community Expense Tracking Report - 2024.xlsx

**Upload receipts or invoices for expenses**



SCCC P and L 1.1.24 - 6.30.24.pdf

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**Any additional information you would like to provide to the Town?**

From January 1st through October 21, 2024, SCCC has distributed direct financial assistance to a total of 66 Erie households for a total of \$63,732.87. Attached is a snapshot of our January - June, 2024 Profit and Loss statement from QuickBooks, which shows the total amount of financial assistance we've spent across the entire agency and includes multiple cities for housing, utilities, water, etc. We don't track DFA by city in QB, so we're only able to show the larger total. We got pulled the number of households and \$ amount of financial assistance from our program database, which can be tracked by city, however those reports show private participant names/data that'd we'd have to manually remove, so we didn't include that here. Please let us know if this is enough information and is acceptable or if need anything else. Thank you!

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**Signature**



# Service Expenses

<b>TOTAL EXPENSES</b>			<b>Total</b>	<b>Grant Funded</b>
			\$63,732.87	\$10,000.00
<b>Direct Financial Assistance for Town of Erie residents 1/1/24 - 10/18/24</b>				
	<b>Total</b>	<b>Grant Funded</b>		
Housing (rent/mortgage)	\$ 28,500.00	\$ 5,000.00	29 households; 72 individuals	
Water Assistance	\$ 7,648.56	\$ 2,500.00	15 households; 49 individuals	
Xcel Assistance	\$ 20,653.02	\$ -	28 households; 81 individuals	
Misc. (i.e. gas cards, glasses, prescription)	\$ 5,198.29	\$ 2,500.00	21 households	
Thrift Store Vouchers	\$ 1,733.00	\$ -		
<b>Total</b>	<b>\$63,732.87</b>	<b>\$10,000.00</b>	66 households, 186 individuals (some received multiple types of assistance)	

# Grants to Communities - Final Expense Report

10/17/2024 2:21 PM (MDT)

## Grants to Communities - Final Expense Report

Final grant expense reports must be submitted no later than November 15 of the year grant funds were received. Information provided will be used to complete a final funding report for Town Council and to determine eligibility for future funding.

**Organization Name** Hello Nurze

**Contact Person** Kathryn Knight

**Contact Email** kathryn@hellonurze.com

**Did you have an event or a service funded?** Service

**Name of Event or Service** Hello Nurze Family Brochures

**Dates of your event(s) or services(s)**

i. **Date of event/service**  
06/03/2024

**Number of attendees or persons impacted by your event/service** 1150

**Amount of Grant Funding Originally Requested** 2500

**Amount of Grant Funding Received** 1500

## Report Grant Expenses

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You must provide receipts/invoices for any expenses listed that were paid with grant funding. You will upload them in the next step.

**Upload Grant Expense Sheet**

 Town of Erie - Grants To Community Expense Tracking.xlsx

**Upload receipts or invoices for expenses**

 invoice-04280-2609281.pdf

 invoice-04170-52361055.pdf

 Invoice\_9204\_from\_BFC\_Forms\_Service\_Inc.pdf

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**Any additional information you would like to provide to the Town?**

Notes on data shared above:

- Since the family brochures were distributed continuously through the year, we selected the first brochure order date where required above
- The estimated the "persons impacted" figure shown above is the approximate total brochure count distributed to Colorado area hospitals and care locations
- With the incredible generosity of the Erie Community Grant we were able to expand our nonprofit support from 1 Colorado Children's Hospital location (Children's Hospital Colorado - Aurora, CO) to 5 Hospital and Care locations! (1. Children's Hospital Colorado - Aurora, CO, 2. Children's Hospital Colorado - Colorado Springs, CO, 3. Rocky Mountain Hospital for Children - Denver, CO, 4. Children's Hospital Colorado Outpatient Care at Briargate - Colorado Springs, CO, 5. Children's Hospital Colorado Telstar Therapy Care - Colorado Springs, CO) and we are in the process of having conversations with 11 additional hospital and care facilities throughout the state working to secure approval to share our nonprofit resource and brochures with their patient populations.

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**Signature**



<b>TOTAL EXPENSES</b>			<b>Total Grant Funded</b>	
			\$1,528.00	\$1,500.00
<b>Location</b>	<b>Total Grant Funded</b>		<b>Food/Drinks</b>	<b>Total Grant Funded</b>
<b>Total</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>Total</b>	<b>\$0.00 \$0.00</b>
<b>Signage</b>	<b>Total Grant Funded</b>		<b>Staffing</b>	<b>Total Grant Funded</b>
<b>Total</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>Total</b>	<b>\$0.00 \$0.00</b>
<b>Marketing</b>	<b>Total Grant Funded</b>		<b>Giveaways</b>	<b>Total Grant Funded</b>
Family Brochures	\$1,528	\$1,500		
<b>Total</b>	<b>\$1,528.00</b>	<b>\$1,500.00</b>	<b>Total</b>	<b>\$0.00 \$0.00</b>
<b>Miscellaneous</b>	<b>Total Grant Funded</b>			
<b>Total</b>	<b>\$0.00</b>	<b>\$0.00</b>		

# Grants to Communities - Final Expense Report

10/16/2024 1:39 PM (MDT)

## Grants to Communities - Final Expense Report

Final grant expense reports must be submitted no later than November 15 of the year grant funds were received. Information provided will be used to complete a final funding report for Town Council and to determine eligibility for future funding.

**Organization Name** Erie Elementary

**Contact Person** Jenna Bullard

**Contact Email** bullard\_jennifer@svvsd.org

**Did you have an event or a service funded?**

Service

**Name of Event or Service** Erie Elementary School Book Walk

**Dates of your event(s) or services(s)**

i. **Date of event/service**

07/01/2024

**Number of attendees or persons impacted by your event/service** 500

**Amount of Grant Funding Originally Requested** 2000.00

**Amount of Grant Funding Received** 1500.00

## Report Grant Expenses

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**Upload Grant Expense Sheet**



EES\_Grants To Community Expense Tracking - Expenses.pdf

**Upload receipts or invoices for expenses**



StoryWalk Invoice .pdf

Any additional information you would like to provide to the Town?

Thank you for helping us to make our book walk a reality!

Signature



# Book Walk Expenses

TOTAL EXPENSES			Total	Grant Funded	
			\$7,495.76	\$1,500.00	
Book Walk	Total	Grant Funded	Food/Drinks	Total	Grant Funded
(20) Posts	\$6,115.76	1500			
Install	1380	0			
<b>Total</b>	<b>\$7,495.76</b>	<b>\$1,500.00</b>	<b>Total</b>	<b>\$0.00</b>	<b>\$0.00</b>
Signage	Total	Grant Funded	Staffing	Total	Grant Funded
					\$0.00
<b>Total</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>Total</b>	<b>\$0.00</b>	<b>\$0.00</b>
Marketing	Total	Grant Funded	Giveaways	Total	Grant Funded

				<b>Total</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Total</b>	<b>\$0.00</b>	<b>\$0.00</b>				
<b>Miscellaneous</b>	<b>Total</b>	<b>Grant Funded</b>				
<b>Total</b>	<b>\$0.00</b>	<b>\$0.00</b>				

Request Type	Organization	Event/Service	2022	2023	2024	2025
Event	Being Better Neighbors	Juneteenth Festival	\$7,500	\$7,500	\$7,500	\$5,250
Event	Being Better Neighbors	PRIDE	\$7,500	\$7,500	\$7,500	\$5,250
Event	Coal Creek Meals on Wheels	Fundraising event	\$3,000	\$2,500	\$2,500	
Event	Erie Booster Club	After Prom	\$2,500	\$3,000	\$3,000	
Event	Erie Historical Society	Biscuit Day	\$4,000	\$4,000	\$4,000	\$4,000
Event	Erie Optimists	Homecoming Parade	\$1,000	\$1,000	\$1,000	\$1,000
Event	Erie Optimists	Easter Egg Hunt	\$1,000	\$1,000	\$1,000	
Event	Erie Optimists	Eerie Erie	\$2,000	\$2,000	\$2,000	\$2,000
Event	Soaring Heights PTO	Hope and Gratitude	\$450	\$800	\$1,000	
Event	T2 Dance Company	Color Wheel Project	\$2,000	\$2,000	\$2,000	\$3,000
Event	Motus Theater	Plays to support community conversations of critical issues				\$5,700

Event	Voices for Children	Fundraising Event				\$2,500
Event	Voyager Foundation	Voyage of Dreams: A Dance for Shining Stars				\$1,000
Event	Coal Creek Meals on Wheels	Meal Programs				\$10,000
Service	Collegiate Crossings	Post-secondary educational plan counselling	-----	\$2000	\$3,000	\$5,000
Service	Erie Community Food Bank	Food Bank				\$5,000
Service	Erie High School Education Foundation, Inc.	Annual scholarships	-----	\$2,000	\$3,000	\$6,000
Service	Erie Elementary Library	Library Book Walk	-----	-----	\$1,500	
Service	Erie Rotary	Erie Loan Closet - rental fees	\$720	\$720	\$720	\$720

Service	Erie UpLink	Tiger Packs Food-Assistance Program	\$7,500	\$10,000	\$9,000	\$9,000
Service	Hello Nurze	Website to connect families with home health care	-----	-----	\$1,500	\$2,500
Service	Sister Carmen Community Center	Direct Financial Assistance for Erie Residents	-----	\$10,000	\$10,000	\$12,000
Service	Via Mobility	Transportation	\$10,400	-----	-----	
		<b>Total Funded</b>	<b>\$49,570</b>	<b>\$60,020</b>	<b>\$60,220</b>	<b>\$79,920</b>