City of Littleton

Littleton Center
2255 West Berry Avenue
Littleton, CO 80120

Meeting Agenda - Final

City Council

Tuesday, October 20, 2026 | **6:30 PM** | **Council Chamber**

Regular Meeting

1. Roll Call

2. Pledge of Allegiance

3. Approval of Agenda

4. Scheduled Appearances and Presentations - None

5. Proclamations

a) ID# 26-213 Mayoral Proclamations

Attachments: 1. 2026_National Community Planning Month
2. 2026_National Code Compliance Month

6. Public Comment

If you wish to address city council under Public Comment, please sign-in on the public speaker form before the call to order for this meeting. Public Comment is an opportunity to express opinions regarding issues that are not part of public hearings on tonight's agenda; a separate opportunity will be provided for comment for any public hearing. Each speaker is limited to three (3) minutes. We expect comments to be civil. Disrespectful or disruptive behavior will not be tolerated. The city council is not authorized under the Colorado Open Meetings Law to discuss, comment, or take action at this meeting on any issue raised by public comment that is not part of tonight's agenda. The Mayor may refer the matter to the city manager and/or city attorney for immediate comment after Public Comment, or to staff to obtain additional information and report back to council as appropriate.

7. Comments / Reports

a) Council Members

b) Mayor

c) City Manager

d) City Attorney

8. Consent Agenda Items

Consent agenda items can be adopted by a simple motion. All ordinances must be read by title prior to a vote on the motion. Any consent agenda item may be removed at the request of a council member.

a) Ordinance 19-2026

Ordinance 19-2026: An ordinance on first reading amending Title 3, Chapter 25, of the Littleton City Code business regulations regarding solid waste and recycling hauler licenses

Attachments:
1. Ordinance No. 19-2026
2. South Metro Waste Diversion Plan 2025
3. Environmental Stewardship Action Plan 2024

b) Resolution 70-2026

Resolution 70-2026: Approving the 2027 Operating Plan and Budget for Aspen Grove Business Improvement District

Attachments:
1. Resolution No. 70-2026
2. 2027 Aspen Grove BID Operating Plan and Budget
3. 2027 Aspen Grove BID Petition for Approval

c) Resolution 71-2026

Resolution 71-2026: Approving the 2027 Operating Plan and Budget for Mineral Business Improvement District

Attachments:
1. Resolution No. 71-2026
2. 2027 Mineral BID Operating Plan and Budget

d) Resolution 78-2026

Resolution 78-2026: Approving a Professional Services Agreement (PSA) for the Transportation Master Plan (TMP) Update

Attachments:
1. Resolution No. 78-2026
2. PSA for TMP Update

e) Resolution 77-2026

Resolution 77-2026: Approving the Intergovernmental Agreement with Urban Drainage and Flood Control District D/B/A Mile High Flood District regarding development of a district-wide flood risk assessment

Attachments:
1. Resolution No. 77-2026
2. MHFD IGA Flood Risk Assessment

f) Resolution 73-2026

Resolution 73:2026: Approving the renewal of property/casualty liability insurance coverage through Colorado Intergovernmental Risk Sharing Agency (CIRSA)

Attachments:
1. Resolution No. 73-2026
2. 2027 Property Casualty Renewal
3, CIRSA Original Agreement

g) Ordinance 22-2026

Ordinance 22-2026: An ordinance on first reading establishing a Temporary Moratorium on the acceptance, processing, and approval of applications for Data Centers and directing staff to study and recommend land use regulations for data centers

Attachments: 1. Ordinance No. 22-2026

h) ID# 26-204 Motion to approve minutes for the September 29, 2026, special meeting of Littleton City Council

Attachments: 1. 09-29-2026 CC Special Meeting_DRAFT

i) ID# 26-214 Motion to approve minutes for the October 6, 2026, special meeting of Littleton City Council

Attachments: 1. 10-06-2026 CC Special Meeting_DRAFT

j) ID# 26-215 Motion to approve minutes for the October 6, 2026, regular meeting of Littleton City Council

Attachments: 1. 10-20-2026 CC Minutes_DRAFT

9. General Business

a) ID# 26-211 2027 Proposed Budget Follow-Up / Summary

Attachments: 1. 2027 Proposed Budget
2. Presentation_Budget Follow-Up

b) ID# 26-210 Ketring Lake Water Management Strategies and Recommended Planning Direction

Attachments: 1. Wright Water Engineers Memo_Preliminary Well Summary
2. Littleton Integrated Water Resources Plan Summary Report
3. Presentation_Ketring Lake

c) Resolution 74-2026 Resolution 74-2026: A Resolution of the Littleton City Council opposing Amendment 81, which would amend the Colorado Constitution to require Law Enforcement to notify federal immigration authorities when certain individuals are charged with crimes, and urges its citizens to vote No on Amendment 81

Attachments: 1. Resolution No. 74-2026
2. Presentation_Amendment 81

d) Resolution 75-2026 Resolution 75-2026: A Resolution of the Littleton City Council opposing Amendment 84 which would require additional mail ballot information and urging its citizens to vote No on Amendment 84

Attachments: 1. Resolution No. 75-2026
2. Presentation_Amendment 84

e) ID# 26-206 Motion to approve an amendment to the city attorney's employment agreement

Attachments: 1. City Attorney Employment Agreement_7th Amendment

f) ID# 26-207 Motion to approve an amendment to the city manager's employment

agreement

Attachments: 1. City Manager Employment Agreement_5th Amendment

10. Ordinances on Second Reading and Public Hearings

Speakers wishing to address council as part of a public hearing will be limited to three (3) minutes and will be called upon when the mayor opens the public comment portion of the hearing.

a) Ordinance 18-2026 — Ordinance 18-2026: An ordinance on second reading, repealing and reenacting Title 3, Chapter 11, of the Littleton City Code regarding massage establishments to comply with recent state legislation governing massage facility licensure and fingerprint-based criminal history record checks

Attachments: 1. Ordinance No. 18-2026

2. Presentation_Ord. 18-2026

11. Adjournment

The public is invited to attend all regular meetings or study sessions of the city council or any city board, commission, or committee. Please call 303-795-3780 at least 48 hours prior to the meeting if you believe you will need special assistance or any reasonable accommodation in order to attend, or participate in, any such meeting. For any additional information concerning city meetings, please call the city clerk's office at the above referenced number.

PUBLIC COMMENT

Public Comment is an opportunity to express opinions on any topic, whether or not it appears on the agenda, with the exception of those items listed as a public hearing. There will be a separate opportunity to speak on those issues as part of the public hearing. We expect comments to be civil. Disrespectful or disruptive behavior will not be tolerated

Each speaker is limited to 3 minutes

Tuesday, October 20, 2026

PRINT NAME	DISTRICT	ADDRESS	EMAIL	SUBJECT
1. Pam Chadbourne	[redacted]			Budget / Urban Planning needed
2. Amy Reichardt				Ketring Lake
3. Daniel CURRAN				Ketring Lake
4. Jennifer Mrachek				Ketring Lake item 9b
5. Brooke Wilson				Ketring lake
6.				
7. David Taussig				Ketring Lake
8. Carol McKinley				Ketring
9. Candice Jane Rutledge				
10. Sterling Oldemeyer				Ketring
11. Andrew Kloreky ??				Data Centers
12. Miriam Dunnan				Staying in Centennial
13.				
14.				
15.				

Council Meeting
Agenda Item Comment

Littleton Center
2255 W. Berry Avenue
Littleton, CO 80120

Date Submitted:

October 18, 2026 03:08 PM

Council meeting date:
10/20/2026

Council agenda item number:
9B

Name **Chuck Roosevelt**

Email address [redacted]

Neighborhood **Ketring Park**

Position **General comment**

Comments:

Please save Ketring Lake. Water is calming and having that lake in the neighborhood is very special. It is enjoyed by many many people, walking, fishing, bird watching, photography.
It is a jewel in Littleton. Open space is important as well as open water. It attracts migratory birds as well as a host of wildlife. Keep it the same size, relibe the bottom and keep this wonderful space alive.
Thank you
Chuck Roosevelt

Council Meeting
Agenda Item Comment

Littleton Center
2255 W. Berry Avenue
Littleton, CO 80120

Date Submitted:

October 18, 2026 04:41 PM

Council meeting date:	Council agenda item number:
10/15/2026	**9(b)**

Name	**Devon Uttley**
Email address	[redacted]
Neighborhood	**Ketring Park**
Position	**General comment**

Comments:

Great that this site lets us leave comments, but very bad user experience. I got a flyer about Ketring Lake. The QR code to the recommendations doesn't take people to the issue. I think that a lot of people are going to get confused and give up leaving comments.

That being said, I've lived here since 2018. I love the neighborhood and community, and more importantly, walking around the lake.

I guess it all depends on the city's budget and availability to refill the lake and how to do so. I would be fine halving the lake in order to keep water levels reasonably high. This would keep the migratory birds happy and at least we'd have something. I don't know what else to say.

Council Meeting
Agenda Item Comment

Littleton Center
2255 W. Berry Avenue
Littleton, CO 80120
Date Submitted:

October 19, 2026 07:10 PM

Council meeting date:	Council agenda item number:
10/20/2026	**ID#26-210**

Name	**Ben Dreessen**
Email address	[redacted]
Neighborhood	**Ketring Park**
Position	**General comment**

Comments:

Ketring lake keeps drying up an has lost half the water since the last meeting without any sort of progress towards a solution. The lake definitely needs to be resized and be much deeper to prevent as much evaporation as possible. Relining it will also help keep what little water we have left. Digging another well seems risky and very costly especially if the water needs to be treated before being used in the lake.

Council Meeting
Agenda Item Comment

Littleton Center
2255 W. Berry Avenue
Littleton, CO 80120
Date Submitted:

October 20, 2026 10:21 AM

Council meeting date:	Council agenda item number:
10/20/2026	**26-210**

Name	**Gretchen Occhionero**
Email address	[redacted]
Neighborhood	**Ketring Park**
Position	**I support the issue**

Comments:

I support prioritizing wetland conversion, lake resizing, or a hybrid plan to save Ketring Lake. This beautiful area benefits the entire Littleton community and provides a vital refuge for countless birds and wildlife. I've been fortunate to observe eagles, pelicans, cormorants, sandpipers, owls, ducks, geese, hummingbirds, foxes, coyotes, deer, and many other species.

Ketring Lake attracts visitors from across the area who come to birdwatch, fish, photograph wildlife, walk their dogs, picnic, bike, and enjoy nature. The popular Ketring Park Craft Fair and Littleton Historic Museum help draw people to this special place. Its scenic lake, surrounded by cottonwoods, willows, and other trees, also makes it a favorite location for wedding, prom, homecoming, and family portraits. It is a gathering place for the entire community.

I discovered the area in the 1990s while visiting the Historic Museum with my young daughter. In 2003, while attending the Craft Fair, I found my home in Aberdeen Village. I witnessed the lake's reconstruction that year, followed by repeated efforts to replenish its water through the canal during spring and summer. After canal water was no longer available, a well was drilled in the adjacent field to help maintain water levels.

It is heartbreaking to see the lake's decline and its impact on wildlife. Poorly maintained landscaping and dying trees create fire hazards and dangers for pedestrians. Years of neglect have allowed trees to take root around the shrinking lake, when early intervention could have prevented these problems from escalating. Compared with the care given to Stern Park, Ketring Lake feels like a neglected afterthought in Colorado's park system.

I believe it's important to look at the most sustainable option to preserve the lake for the benefit of wildlife and the community. Regular maintenance, proactive planning, and timely action should be fundamental to park management, not overlooked or underfunded. Removing unwanted growth while it is small and installing appropriate xeriscape landscaping around the dock and parking areas would improve the appearance and reduce maintenance needs.

Ketring Lake deserves thoughtful investment and long-term care. I urge the city to prioritize a sustainable plan to preserve this cherished space for residents, visitors, and future generations.

Council Meeting
Agenda Item Comment

Littleton Center
2255 W. Berry Avenue
Littleton, CO 80120

Date Submitted:

October 20, 2026 12:13 PM

Council meeting date:

10/20/2026

Council agenda item number:

Ketring P

Name **Kurtiss Wolf**

Email address [redacted]

Neighborhood **Ketring Park**

Position **General comment**

Comments:

Could we please try compelling Denver Water to convey Water to Ketring Lake via the agreement that moved Littleton to Denver Water and refill the lake annually through the high line canal. Could we please try this first before we re-size the lake, convert to wetlands, etc.

Council Meeting
Agenda Item Comment

Littleton Center
2255 W. Berry Avenue
Littleton, CO 80120
Date Submitted:

October 20, 2026 12:14 PM

Council meeting date:	Council agenda item number:
10/20/2026	**9B**

Name	**Maggie Palmer**
Email address	[redacted]
Neighborhood	**Ketring Park**
Position	**I support the issue**

Comments:

Ketring lake is a unique place. It is not overly manicured and home to a variety of species. It is the perfect location to see a sunset, go for a walk, teach children how to fish and gain a general appreciation for the outdoors. I see so many families on a daily basis utilize and appreciate Ketring Lake. Please keep this lake thriving for our community

Council Meeting
Agenda Item Comment

Littleton Center
2255 W. Berry Avenue
Littleton, CO 80120

Date Submitted:

October 20, 2026 01:38 PM

Council meeting date:	Council agenda item number:
10/20/2026	**26-210**

Name	**Robert Whitfield**
Email address	[redacted]
Neighborhood	**Ketring Park**
Position	**I support the issue**

Comments:

As a Ketring Park neighborhood resident, I urge City Council to make preserving Ketring Lake as an open-water lake its first priority. The lake was one of the reasons our family chose this neighborhood, and it continues to be an important part of what makes living here special.

For our young son, it has been a wonderful place to fish, explore and meet friends. For our family, it offers a peaceful place to walk, enjoy nature and spend time together close to home.

I recognize that maintaining the lake requires a reliable water supply and addressing water loss. My first preference is to preserve the lake at its current size through a sustainable, long-term solution. If that proves impractical, I would support a smaller open-water lake as a second choice.

While I appreciate the ecological value of wetlands, the adjacent marshland offers a different experience. I strongly prefer retaining the open water, views and peaceful setting that make the lake such a valued neighborhood destination.

Thank you for considering the families who treasure this lake and hope to enjoy it for years to come.

Council Meeting
Agenda Item Comment

Littleton Center
2255 W. Berry Avenue
Littleton, CO 80120
Date Submitted:

October 20, 2026 03:50 PM

Council meeting date:	Council agenda item number:
10/20/2026	**9 (b)**

Name	**Amy Reichardt**
Email address	[redacted]
Neighborhood	**Ketring Park**
Position	**I support the issue**

Comments:

I am a longtime Littleton resident - who moved here from Denver because of the Ketring Park/Bemis Library/Farm park complex. The lake gives the area a feeling of peace and restoration that isn't available in other locations. I believe it would be a true loss if the Littleton community didn't have this space. I see people celebrating, grieving, resting and taking a breath - and I advocate to keep this opportunity. The Peace of Wild Things by Wendell Berry says it better than I can.

When despair for the world grows in me
and I wake in the night at the least sound
in fear of what my life and my children's lives may be,
I go and lie down where the wood drake
rests in his beauty on the water, and the great heron feeds.
I come into the peace of wild things
who do not tax their lives with forethought
of grief. I come into the presence of still water.
And I feel above me the day-blind stars
waiting with their light. For a time
I rest in the grace of the world, and am free.

Staff Communication

File #: ID# 26-213, **Version:** 1

Agenda Date: 10/06/2026

Subject:
Mayoral Proclamations

Prepared By:	Colleen L. Norton, City Clerk

PURPOSE:
Mayor Schlachter will introduce two (2) Mayoral Proclamations:

a) National Community Planning Month
b) National Code Compliance Month

PRESENTATIONS:

Staff Presenter(s): Kyle Schlachter, Mayor
Additional Presenter(s): N/A

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Council Meeting
Agenda Item Comment

Littleton Center
2255 W. Berry Avenue
Littleton, CO 80120
Date Submitted:

October 20, 2026 06:43 PM

Council meeting date:	Council agenda item number:
10/20/2026	**9(b)**

Name	**Charlotte Reichardt**
Email address	[redacted]
Neighborhood	**Ketring Park**
Position	**General comment**

Comments:

The Kettering lake is a very important part of my Littleton experience. I have so meany memories of walks with my family, photo shoots with my friends as a teenager, and catching crawdads on the rocks. It's one of my favorite things to show friends out of state when they come and visit to explain how the farm, filtration pool, and fishermen add so much to the community. My favorite time of year is when high school students take pictures for prom with the lake in the back and I hope we have meany years of it to come

Littleton

PROCLAMATION
City of Littleton, Colorado
Recognizing October 2026
"National Community Planning Month"
in the City of Littleton

***WHEREAS**, change is constant and affects all cities, towns, suburbs, counties, boroughs, townships, rural areas, and other places; and*

***WHEREAS**, City of Littleton planners can help navigate this change with data-driven insights and expertise that provide better choices for how people work and live; and,*

***WHEREAS**, community planning provides an opportunity for all residents to be meaningfully involved in making choices that determine the future of their community; and*

***WHEREAS**, the full benefits of planning require City of Littleton planning professionals and public elected and appointed officials who understand, support, and demand excellence in planning and plan implementation; and*

***WHEREAS**, the month of October is designated as the State of Colorado Community Planning Month and National Community Planning Month throughout the United States of America and its territories, and*

***WHEREAS**, the City of Littleton endorses the State of Colorado Community Planning Month and National Community Planning Month as an opportunity to highlight how planning is essential to every community, and how planners are uniquely positioned to identify solutions to communities' most difficult housing, transportation, and land use questions, and*

***WHEREAS**, we recognize the many valuable contributions made by the professional community and planners of the City of Littleton and extend our heartfelt thanks for the continued commitment to public service by these professionals.*

***NOW, THEREFORE**, I, Kyle Schlachter, Mayor of the City of Littleton, and all members of City Council do hereby proclaim the month of October 2026 as "National Community Planning Month" in the City of Littleton, urging citizens to share in this opportunity to recognize the participation and dedication of the City's Community Development Planning Division and appointed Planning Commission members who have contributed their time and expertise to the improvement of the City of Littleton.*

***IN WITNESS WHEREOF**, I have hereunto set my hand and caused the official seal of the City of Littleton to be affixed this October 20, 2026.*

CITY OF LITTLETON, COLORADO SEAL INCORPORATED 1890

Kyle Schlachter, Mayor

Colleen L. Norton, City Clerk

Littleton

PROCLAMATION
City of Littleton, Colorado
Recognizing October 2026
"National Code Compliance Month"
in the City of Littleton

***WHEREAS**, City of Littleton code compliance officers are dedicated, well trained and highly responsible individuals who are committed to improving neighborhoods in the course of their daily duties; and*

***WHEREAS**, City of Littleton code compliance officers are dedicated to provide for the safety, health, and welfare of our citizens through the enforcement of codes and ordinances in the areas of building, zoning and housing, among others; and*

***WHEREAS**, the City of Littleton Community Development Code Compliance Division is dedicated to working closely with the city to serve the people of Littleton; and*

***WHEREAS**, code compliance officers work together to improve the quality of life in the community of Littleton; and*

***WHEREAS**, the City of Littleton endorses National Code Compliance Month as an opportunity to highlight how code compliance is essential to every community, and how code compliance officers are uniquely positioned to identify solutions to communities' most difficult housing, transportation, and land use questions, and*

***WHEREAS**, we recognize the many valuable contributions made by the professional community and code compliance officers of the City of Littleton and extend our heartfelt thanks for the continued commitment to public service by these professionals.*

***NOW, THEREFORE**, I, Kyle Schlachter, Mayor of the City of Littleton, and all members of City Council do hereby proclaim the month of October 2026 as "National Code Compliance Month" in the City of Littleton.*

***IN WITNESS WHEREOF**, I have hereunto set my hand and caused the official seal of the City of Littleton to be affixed this October 20, 2026.*

CITY OF LITTLETON, COLORADO
SEAL
INCORPORATED
1890

Kyle Schlachter, Mayor

Colleen L. Norton, City Clerk

Staff Communication

File #: Ordinance 19-2026, **Version:** 1

Agenda Date: 10/20/2026

Subject:
Ordinance 19-2026: An ordinance on first reading amending Title 3, Chapter 25, of the Littleton City Code business regulations regarding solid waste and recycling hauler licenses

From:	James L. Becklenberg, City Manager
Prepared by:	Brent Soderlin, Director of Public Works & Utilities
	Laura Rosenbaum, Sustainability Coordinator
Presentations:	N/A

PURPOSE:
Council has consistently prioritized public safety, sustainability, and overall public health matters in the City of Littleton ("City"). This Ordinance is intended to: i) Ensure safe, reliable, and consistent collection of solid waste; ii) Increase access to recycling and other diversion services; iii) Provide the City with accurate information regarding waste generation and diversion; iv) Reduce environmental impacts associated with waste collection; v) Support long term waste reduction and sustainability goals adopted by the City; vi) Establish equitable access to waste diversion services across all customer types; and vii) Support data-driven decision-making and future policy development.

LONG-TERM OUTCOME(S) SERVED:
Sustainable Community with Natural Beauty; Safe Community

DISCUSSION:
The City of Littleton ("City") is a home-rule municipality in Colorado that possesses full authority to regulate matters of local and municipal concern, including the collection, transportation, and disposal of solid waste, recyclable, and organic materials within the City. The collection and hauling of solid waste, recyclable, and organic materials within the City is a matter directly impacting the public health, safety, and welfare of Littleton residents and businesses. A Waste Hauler Licensing Ordinance Program will allow the City to help to reduce landfill waste, increase access to recycling services, and ensure a higher level of collection customer service.

BACKGROUND:
The South Metro Waste Diversion Plan is a culmination of regional and city-specific strategies based on months of research, including a baseline assessment of waste and recycling, a waste composition study, and an action plan of strategic initiatives to improve individual cities' and the region's waste diversion rates. The South Metro Waste Division plan was adopted by resolution in October 2025.

Following the adoption of the South Metro Waste Diversion, Littleton, in conjunction with the City of Centennial, went back through the state technical assistance program called "STEPS" or "Strategic Technical Expertise for the Public Sector." Through the Colorado Department of Public Health and the Environment

(CDPHE)'s Colorado Circular Communities Enterprise (C3), the cities worked with an external consultant on hauler outreach and engagement as the program is co-implemented and developed.
Today's draft hauler licensing ordinance reflects feedback from City Council; however, there are some notable sections.

When staff first brought this ordinance forward, the goal was to guarantee free curbside recycling for all residential customers, using funding from Colorado's Extended Producer Responsibility program (HB 22-1355). Under that program, companies that sell packaging and paper products in Colorado pay into a statewide organization, Circular Action Alliance (CAA), which reimburses haulers for providing recycling service.

During legal review and staff's discussion with other municipalities, the City Attorney's Office advised that the City can require licensed haulers to offer recycling but cannot require them to provide it at no charge without a guaranteed funding source. The funding under the Producer Responsibility Program is **not** guaranteed for every hauler. Participation in the state program is voluntary, reimbursement is available only to haulers that have signed a service agreement with CAA, and CAA is not obligated to contract with every hauler that applies.

The revised ordinance addresses this with three requirements:

1. A hauler that has a service agreement with CAA may not charge residential customers for recycling.
2. Haulers under a service contract with the CAA may not both charge customers for recycling and collect reimbursement from CAA for the same service.
3. A hauler without a CAA agreement must still offer recycling and may charge a reasonable fee, but that fee is capped, must be disclosed to customers in writing, and must end once the hauler signs an agreement with the CAA. The ordinance also requires every licensed hauler to apply to CAA and to maintain its participation if accepted.

Because the state program is designed to cover haulers' recycling costs, staff expects most haulers to participate. The practical result should be free recycling for the large majority of Littleton residents, with the paid option serving only as a temporary fallback.

Furthermore, the ordinance also takes into account how licensed waste haulers will have to cover free recycling as it becomes available to customer classes outside of residential or multifamily customers, such as commercial entities. As of 2026, the program does not extend to commercial entities. However, in the state legislation, it is outlined that the program will eventually cover commercial entities. The ordinance reflects this distinction as the Producer Responsibility Organization (PRO) phases commercial entities into the program.

Prior Actions or Discussions
April 23, 2024, council study session, ESB presented their finalized Environmental Stewardship Action Plan.

June 4, 2024, council study session, council supported and endorsed the Horizon 2027 Strategic Plan, which includes implementing ESB's Environmental Stewardship Action Plan. A key milestone identified in the plan was for the city to complete a baseline greenhouse gas inventory, which is now completed. Section 3.0 of the Environmental Stewardship Action Plan focuses on "Consumption and Waste Diversion." The Environmental Stewardship Action Plan is attached for reference.

July 22, 2025, council study session, council heard a presentation on the South Metro Waste Diversion preliminary draft final plan.

October 21, 2025, council meeting, council adopted the South Metro Waste Diversion Plan by resolution, and

in doing so, allowed staff to explore an equal space ordinance, hauler licensing, and outreach and education efforts moving into 2026. The South Metro Waste Diversion Plan is attached for reference.

April 14, 2026, council meeting, council heard a comprehensive sustainability update, including progress on a hauler licensing ordinance.

August 18, 2026, council meeting, council heard a presentation on the details of the waste hauler licensing ordinance and provided input for this draft ordinance.

FISCAL IMPACTS:
Program cost recovery for the City from hauler licensing fees. The exact amount will depend on the number of waste haulers participating in the program and the fee set by council, which will live outside of this ordinance in the fee schedule.

STAFF RECOMMENDATION:
Staff recommends approval on first reading.

ALTERNATIVES:
1. Council may amend the ordinance prior to second reading.
2. Council may decline to adopt the ordinance. This alternative is not recommended: the city would continue to operate as an open market community for waste haulers to operate and regulate themselves at their discretion.

PROPOSED MOTION:
I move to approve Ordinance 19-2026 on first reading amending Title 3, Chapter 25, of the Littleton City Code business regulations regarding solid waste and recycling hauler licenses, and to set the second reading and public hearing on November 3, 2026.

CITY OF LITTLETON, COLORADO

ORDINANCE NO. 19

Series, 2026

AN ORDINANCE OF THE CITY OF LITTLETON, COLORADO, AMENDING TITLE 3, BUSINESS REGULATIONS REGARDING SOLID WASTE AND RECYCLING HAULER LICENSES

WHEREAS, the City of Littleton ("City") is a home-rule municipality in Colorado that possesses full authority to regulate matters of local and municipal concern, including the collection, transportation, and disposal of solid waste, recyclable, and organic materials within the City pursuant to Colo. Const. Art. XX and C.R.S. § 31-15-401; and

WHEREAS, the collection and hauling of solid waste and recyclable materials within the City is a matter directly impacting the public health, safety, and welfare of Littleton residents and businesses; and

WHEREAS, the City Council finds that a hauler licensing program may reduce landfill waste, increase access to recycling services, and ensure a higher level of collection customer service; and

WHEREAS, the City Council further finds that establishing consistent licensing and reporting requirements will support the City's ability to track diversion rates, promote recycling and waste reduction, and work toward local and state solid waste diversion and sustainability goals; and

WHEREAS, a hauler licensing program will also allow the City to maintain accurate records of haulers operating within its jurisdiction, facilitate enforcement of applicable local, state, and federal regulations, and provide residents with a reliable means of identifying authorized haulers; and

WHEREAS, the City Council has determined that it is in the best interest of the City and its residents to adopt a new chapter of the Littleton Municipal Code within Title 3 and to establish a hauler licensing program applicable to all persons and entities engaged in the business of collecting, transporting, or hauling solid waste and/or recyclable materials within the City; and

WHEREAS, the City reviewed the proposed ordinance on October 20, 2026and finds that its adoption is necessary and appropriate to protect the public health, safety, and welfare, and to promote orderly and efficient collection and disposal of solid waste and recyclable materials within the City.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LITTLETON, COLORADO, THAT:

Section 1: Title 3, *Business Regulations*, is hereby amended to add the following:

Chapter 25 Solid Waste and Recycling Hauler Licenses

3-25-1 TITLE AND PURPOSE
3-25-2 DEFINITIONS
3-25-3 LICENSE REQUIRED
3-25-4 LICENSE APPLICATION AND ADMINISTRATION
3-25-5 DETERMINATION
3-25-6 BONDS AND INSURANCE
3-25-7 LICENSE FEES
3-25-8 LICENSE TERMS AND RENEWAL
3-25-9 LICENSE DENIAL, CANCELLATION, SUSPENSION, REVOCATION
3-25-10 VEHICLE REQUIREMENTS
3-25-11 LABELING REQUIREMENTS
3-25-12 RECYCLING COLLECTION SERVICES REQUIREMENTS
3-25-13 DESIGNATION OF RECYCLABLE MATERIALS
3-25-14 PAY-AS-YOU THROW (VOLUME BASED) RATE STRUCTURE
3-25-15 DISPOSAL OF SOLID WASTE, RECYCLABLE MATERIALS AND ORGANIC MATERIALS
3-25-16 ELECTRONIC DEVICES
3-25-17 HOURS OF OPERATION
3-25-18 RECORDS AND REPORTS
3-25-19 ENFORCEMENT AND PENALTIES
3-25-20 CONTINUITY OF SERVICE
3-25-21 EFFECTIVE DATE AND TRANSITION

3-25-1 TITLE AND PURPOSE

This ordinance shall be known as the "Waste Hauler Licensing Ordinance." Its purpose is to promote the public health, safety, and welfare of the residents of the City of Littleton by establishing a uniform system for the licensing and regulation of waste haulers operating within the City. This Ordinance is intended to: i) Ensure safe, reliable, and consistent collection of solid waste; ii) Increase access to recycling and other diversion services; iii) Provide the City with accurate information regarding waste generation and diversion; iv) Reduce environmental impacts associated with waste collection; v) Support long term waste reduction and sustainability goals adopted by the City; vi) Establish equitable access to waste diversion services across all customer types; and vii) Support data-driven decision-making and future policy development.

3-25-2 DEFINITIONS

Except as otherwise indicated by context, the following words, terms, and phrases shall have the

following meanings for the purposes of this Chapter:

"Association" means a unit owners' association, homeowners' association, common interest community association, or similar entity under a covenant-controlled community containing two (2) or more residential property owners, which has a lawfully constituted and operational board or other similar body empowered to enforce the community's recorded covenants and to impose assessments.

"*City*" means the City of Littleton, Colorado.

"*Collection Vehicle*" means any truck, trailer, or other vehicle used for the collection or transportation of solid waste, recyclables, organics, or yard waste.

"*Commercial Customer"* refers to services performed at or for any premises where a commercial, industrial, or institutional enterprise is carried on, including, but not limited to, retail establishments, restaurants, hospitals, schools, Multifamily Customers, as defined herein, office buildings, nursing homes, clubs, and churches.

"*Contamination*" means non-acceptable materials in recycling or organics.

"*Diversion*" means reduction of waste sent to landfill.

"*Electronic Device"* as defined within C.R.S. § 25-17-302, as amended, including any electronic device specified by the rule of the Colorado Solid and Hazardous Waste Commission, and includes any component of an Electronic Device.

"Generator-Transporter" means the entity that produced (generated) the waste is also the one moving (transporting) it.

"*Group Account*" means a customer account for collection services that provides for the collection of Solid Waste, Recyclable Materials, or Organic Materials from multiple Residential Customers, regardless of the method by which such services are contracted for or arranged. An account for service arranged by a single property owner for collection, whether at one location or multiple locations owned by that property owner does not constitute a Group Account.

"Hauler" means any person or entity that, for a fee or not, provides collection, transportation, or disposal services for Solid Waste, Recyclable Materials, or Organic Materials.

"Landfill Materials" means discarded materials from household, community, commercial, and industrial sources, excluding Recyclable Materials and Organic Materials, that are collected separately for the purpose of such materials being landfilled. Landfill Materials are a subset of Solid Waste and consist of the residual material remaining after Source Separation.

"*Micro-Hauler*" means a Hauler that collects only Organic Materials or Compostable Materials, and uses no more than two Collection Vehicles within the City.

"*Minimum Recyclables List*" refers to the minimum grouping of material required to be collected as part of the recycling collection service.

"*Multifamily Customer*" refers to services performed at and for residential premises with dwellings of five (5) or more units. Multifamily Customers are considered Commercial Customers and are serviced differently than Residential Customers.

"*Organics*" or "*Compostable Materials*" means organic material that has been separated from non-organic material at the point of generation, such as food scraps, yard waste, and biosolids, for the purpose of composting or processing such materials into soil amendment, fertilizer, mulch, sludge, biogas, fuel, or electricity.

"Private Waste Transporter" means a non-commercial entity carrying their own waste.

"Producer Responsibility Organization" or "PRO" means the nonprofit organization designated by the Colorado Department of Public Health and Environment to implement the Producer Responsibility Program for the Statewide Recycling Act, and any other successor organization designated.

"*Producer Responsibility Program"* means the statewide recycling program established under Colorado House Bill 22-1355, the Producer Responsibility Program for Statewide Recycling Act, as amended.

"Recyclable Materials" means discarded materials from household, community, commercial, and industrial sources that are collected separately for the purpose of such materials being reused, remanufactured, reclaimed, or repurposed into new or different products or packaging materials, provided that such materials have been designated as recyclable under the Minimum Recyclables List.

"Residential Customers" refers to services performed at and for residential premises, which include single-family dwelling units of four (4) or fewer dwelling units. Each individual dwelling unit is a separate Residential Customer for purposes of this Chapter, regardless of whether collection service for that unit is arranged for, contracted for, or paid for by an Association or under a Group Account.

"Self-Hauler" means a person or entity that transports their own solid waste to a disposal facility or landfill.

"Service Agreement" means a written reimbursement, funding, or service agreement executed between the Hauler and the Producer Responsibility Organization, under which the Hauler is

eligible to receive reimbursement for Recyclable Materials collection services provided within the City.

"Solid Waste" means any abandoned or discarded object or semi-solid, liquid, or contained gaseous material generated from residential, community, commercial, and industrial sources, excluding the following:

i. Any solid or dissolved material in domestic sewage;
ii. Hazardous wastes;
iii. Biosolids, agricultural waste;
iv. Solid or dissolved materials in irrigation return flows;
v. Industrial process waste, which are point sources subject to permits under the Colorado Water Quality Control Act, Article 8 of Title 25, C.R.S.;
vi. Material handled at facilities licensed pursuant to provisions on radiation control in Article 11 of Title 25, C.R.S.;
vii. Excluded scrap metal that is being recycled.

Solid Waste is the broadest category of material regulated by this Chapter and includes Landfill Materials, Recyclable Materials, and Organic Materials. Where a provision of this Chapter is intended to apply only to material destined for landfill disposal, the term "Landfill Materials" is used.

Source Separation means to separate Recyclable Materials or Organic Materials from Solid Waste at the source of waste generation.

3-25-3 LICENSE REQUIRED

a. No person or entity, unless subject to an exemption listed in subsection (b) below, shall operate any Solid Waste, Recyclable Materials or Organic Materials collections within the City without first securing a valid license for such operations.
b. Exemptions. The following person(s) or entity(ies) are exempt from obtaining a Hauler license:

i. Private Waste Transporter; Self-Hauler; or Generator-Transporter.
ii. Micro-Haulers (Compost only or organics only)
iii. On-Demand/Non-Recurring Junk Removal Services (Haulers that provide on-demand, nonrecurring, by request collection services, and that do not provide regularly scheduled curbside collection routes within the City.)
iv. A civic, community, benevolent, or charitable organization that collects, transports, and markets materials for resource recovery solely for the purpose of raising funds for a charitable, benevolent, or civic activity.
v. A property owner or representative thereof, who transports Solid Waste left by a tenant on such owner's property, provided that such person or entity does not regularly provide Solid Waste collection services for compensation.

vi. Government agencies operating collection services, with their own employees, solely in connection with governmental functions.

vii. A contractor or landscaper who transports Solid Waste or Organic Materials in the course of such work, where the Solid Waste produced is incidental to the contracted work being performed by such person or entity.

viii. An Association that arranges for, contracts for, or administers collection services on behalf of the owners or occupants of dwelling units within the Association, provided that the Association does not, itself, collect or transport Solid Waste, Recyclable Materials, or Organic Materials.

3-25-4 LICENSE APPLICATION AND ADMINISTRATION

a. Applications for a license shall be submitted to the Director of Public Works, or the assigned designee, and shall include, at a minimum:

i. Business name, address, ownership, and contact information;

ii. Proof of commercial general liability insurance and automobile liability insurance in amounts established by the City in Section 3-25-6 herein;

iii. A complete list of Collection Vehicles to be used within the City;

iv. A description of services offered, including trash, recycling, organics, and yard waste;

v. A schedule of rates and fees;

vi. Any previous license violations, Occupational Safety and Health Administration (OSHA) violations, civil convictions or criminal convictions.

vii. A certification of the Hauler's status with respect to the Producer Responsibility Program, stating whether the Hauler is a party to a Service Agreement and if so, the customer classes and service areas covered; or if not, the date on which the Hauler applied, the current status of that application, and whether the Producer Responsibility Organization has declined to enter into an agreement and the stated reason.

viii. A list of Group Accounts under which a Hauler provides or proposes to provide collection services within the City, identifying the Association, if any, and the approximate number of dwelling units served under each account. For each Group Account, a description in sufficient detail to allow the City to determine the means by which volume-based rates are applied to the individual Residential Customers served under that account, including the formula used to set volume-based rates and the methods used to offer and account for volume-based charges.

b. Renewal applications must be submitted in accordance with Section 3-25-8.

c. Change in Ownership or Relocation. The licensee shall report any relocation or change in ownership to the City within thirty (30) days of the change.

d. Public List of Licensed Haulers. The City shall maintain and publish on its website a current list of all Haulers licensed under this Chapter, updated at least annually.

e. Change in Producer Responsibility Program Status. A licensee shall notify the Director of Public Works, or the Director's designee, in writing within thirty (30) days of any execution, amendment, expiration, termination, or denial of a Service Agreement impacting service within the City.

3-25-5 DETERMINATION

In determining whether to grant or deny a Hauler license, the Director of Public Works, or assigned designee, shall consider the following:

a. Any previous license violations, Occupational Safety and Health Administration (OSHA) violations, civil convictions, or criminal convictions.
b. If the applicant has previously done business in the City, the number of complaints received from residents of the City regarding the applicant's operations.
c. If the applicant has falsified information on the application, lapsed insurance, has unpaid fees, failed to report, and previous violations of this Article.

The Director of Public Works, or the Director's designee, upon making a determination of whether a Hauler license shall be issued, shall provide written notice to the applicant of the decision, including the reasons for any denial, within thirty (30) days after the date the application is deemed complete.

3-25-6 INSURANCE

a. Before a license may be issued, the Hauler shall file with the City evidence of the following insurance coverage, listing the City as an additional insured, as follows:

i. Commercial general liability, including coverage for bodily injury, wrongful death, and property damage in a minimum amount of $1,000,000 per occurrence and $2,000,000 per aggregate.
ii. Automobile liability, for bodily injury, property damage, and wrongful death in a minimum amount of $1,000,000 per occurrence and $2,000,000 per aggregate.
iii. Workers' compensation as specified by the State of Colorado.
iv. Pollution liability, including coverage for third-party bodily injury, property damage, and clean-up/remediation costs arising from the discharge, dispersal, release, or escape of pollutants during collection, transportation, loading, or unloading of waste in a minimum amount of $1,000,000 per occurrence and $2,000,000 per aggregate. For haulers collecting hazardous waste, waste oil, or industrial byproducts, minimum coverage shall be $5,000,000 per occurrence.

No Hauler license shall be issued without proof of insurance in the types and amounts set forth in the application. No application shall be deemed complete without the required certificates of insurance listing the City of Littleton, CO as an additional insured.

3-25-7 LICENSE FEES

Waste hauler license fees shall be established and from time to time revised by resolution of the city council.

3-25-8 LICENSE TERMS AND RENEWAL

a. All hauler licenses issued shall expire on December 31 each year following issuance, unless cancelled or revoked, and may be renewed upon submission of a completed application for renewal and payment of the required license fee.
b. All applications for renewal of a Hauler license shall be submitted no later than December 15 in advance of the upcoming license year, or as otherwise permitted by the Director of Public Works or assigned designee.
c. Licenses issued under this Chapter are non-transferable.
d. The renewal application shall be reviewed by the Director of Public Works or the Director's designee, who shall have the power to grant or deny such Hauler license renewal.

3-25-9 LICENSE DENIAL, CANCELLATION, SUSPENSION, REVOCATION

a. A violation of the provisions of this Article may result in a Hauler license being denied, cancelled, non-renewed, suspended, or revoked by the City for failing to properly comply with provisions in this Chapter, or on the grounds that the health, safety, or welfare of the community may be endangered by the continued operation of the licensee, after receipt of a citation for the violation and an opportunity to be heard in municipal court.
b. For purposes of this Section, a Hauler's failure to apply for or maintain a Service Agreement as required by Section 3-25-12(b) is a violation of this Chapter. The refusal of the Producer Responsibility Organization to enter into or renew a Service Agreement with a Hauler that has complied with Section 3-25-12(b) is not, by itself, grounds for denial, cancellation, suspension, revocation, or non-renewal of a license under this Chapter.

3-25-10 VEHICLE REQUIREMENTS

a. Haulers shall use vehicles that are watertight, leak-proof, equipped with tight-fitting covers so as to prevent offensive odors from escaping or refuse from escaping from the vehicle; and that is compliant with all local, state, and federal safety and inspection regulations.
b. Haulers shall maintain proof that each vehicle required to be identified has been registered with the U.S. Department of Transportation.
c. No Hauler shall operate any vehicle in such a manner as to litter on any public or private property. Any littering shall constitute a nuisance and shall be governed by the nuisance procedures set forth in Title 7 of the Code. Pursuant to Title 7, if a violation presents an imminent threat to the public health, safety or welfare, a motion for an ex parte order authorizing immediate abatement of the nuisance may be made to the municipal court, along with a citation for the violation issued to the Hauler or Hauler's driver, setting the matter in for hearing at the municipal court date.
d. A Hauler license sticker shall be clearly displayed on both the driver and passenger side windows on the exterior of each vehicle while operating in the City of Littleton.

3-25-11 LABELING REQUIREMENTS

Any vehicle or container transporting Solid Waste by the Hauler shall have a label containing the company name and phone number of the Hauler printed visibly, in letters or numbers that are clearly legible.

3-25-12 RECYCLING COLLECTION SERVICES REQUIREMENTS

a. All Haulers providing regular curbside collection services of Landfill Materials to Residential and Multifamily Customers shall offer curbside Recyclable Materials collection services to all such customers. Haulers providing only junk removal or large collection bin services to customers for short-term projects, such as roll-off dumpsters for construction and demolition activities, may, but are not required to, offer recycling services to these customers. Any roll-off dumpsters placed in the public right of way require a separate right of way permit.

b. Participation in the Producer Responsibility Program.

i. Every Hauler licensed under this Chapter that provides Recyclable Materials collection services to Residential or Multifamily Customers, or any other customer class for which the Producer Responsibility Program provides reimbursement, shall submit a complete application to enter into a Service Agreement with the Producer Responsibility Organization, and shall pursue that application in good faith.

ii. A Hauler that has executed a Service Agreement shall maintain that agreement in good standing for so long as the Hauler is licensed under this Chapter and the Producer Responsibility Organization continues to offer it.

iii. A Hauler shall not withdraw from or decline to renewal of a Service Agreement without providing written notice to the Director of Public Works, or the Director's designee, at least thirty (30) days in advance, stating the reason(s) and including Hauler's notice of withdrawal or non-renewal to the Producer Responsibility Organization. If the Producer Responsibility Organization terminates, suspends, or declines to renew a Hauler's Service Agreement, the Hauler shall notify the Director in writing within ten (10) days after receiving notice of that action, accompanied by a copy of the Producer Responsibility Organization's notice or other documentation sufficient to show the action taken and its effective date. A Hauler may redact pricing and other confidential commercial terms from documentation submitted under this paragraph, and such documentation shall be treated as confidential to the extent permitted by the Colorado Open Records Act.

iv. Nothing in this subsection requires a Hauler to obtain a Service Agreement, and a Hauler that has applied in good faith and been declined, or whose application remains pending, is in compliance with this subsection.

c. Charges for Recyclable Materials Collection Services.

i. No Hauler that is a party to an active Service Agreement with the Producer Responsibility Organization shall impose a separate, surcharged, or additional fee, rate or charge on any customer, or any Association or Group Account on behalf of such customers, for Recyclable Materials collection services required by this Section with respect to customer class or service area for which the Service Agreement provides reimbursement. No Hauler shall impose both a charge for Recyclable Materials collection services and

seek or accept reimbursement from the Producer Responsibility Organization for those same services.

ii. A Hauler that is not a party to a Service Agreement remains obligated to offer Recyclable Materials collection services as required by this section and may impose a reasonable charge for those services, provided that:

1. The charge shall not exceed, on a per-gallon-of subscribed-capacity basis, the rate charged by that Hauler for Landfill Materials collection service;
2. The Hauler shall disclose to each impacted customer, in writing at the time service is initiated and annually thereafter, that: A) Recyclable Materials collection is separately charged because the Hauler does not hold a Service Agreement with the Producer Responsibility Organization; B) the charge is set and collected by the Hauler, is not a fee imposed by the City; and C) the charge will cease if an agreement is executed that covers the customer's service; and
3. The charge will cease no later than the first full billing cycle following the effective date of a Service Agreement covering that customer class and service area.

d. All licensed Haulers of Recyclable Materials operating within the City shall have the following duties and rights:

i. The Hauler shall provide notification of available Recyclable Materials collection services and rates to new customers at the time of Landfill Materials collection service is initiated.

ii. Recyclable Materials collection services shall include curbside collection, at a minimum, of the materials designated in the Minimum Recyclables List, on a regular and recurring schedule.

iii. The Hauler shall provide clear written instructions to Recyclable Materials collection service customers on how to properly Source Separate and prepare Recyclable Materials at the time such service is initiated and annually, thereafter, at a minimum.

e. Curbside Recyclable Materials collection services shall be provided to Residential and Multifamily customers on at least a biweekly basis.

f. Haulers providing collection services to Commercial customers shall provide services for the collection of Recyclable Materials from such customers who desire such service on such frequency as is necessary to prevent overflow of the recycling containers.

g. Haulers may meet the requirements for Recyclable Materials collection services by employing a subcontractor to perform such services.

h. Where collection services are provided under a Group Account, the Hauler shall deliver the notices, rates, and written source separation instructions required by this section to each dwelling unit served or shall deliver them to the Association or account holder, together with a written direction that they distribute notices to each dwelling unit. Delivery to the Association or account holder does not satisfy this Section unless the Hauler obtains written confirmation of distribution.

3-25-13 DESIGNATION OF RECYCLABLE MATERIALS

a. The Director of Public Works, or the Director's designee, shall maintain a Minimum Recyclables List of materials identified as recyclable by qualified recycling facilities.
b. The Minimum Recyclables List will be updated on an annual basis and made available to licensed Haulers, and shall include, at a minimum, all covered materials on the Minimum Recyclables List, as defined by Colorado's selected Producer Responsibility Organization under Colorado House Bill 22-1355. Any change to Minimum Recyclables List shall take effect no less than ninety (90) days after written notice to licensed Haulers, unless a shorter period is required by state law.
c. All Haulers shall be responsible for notifying their customers of the items designated for recycling.

3-25-14 PAY AS YOU THROW (VOLUME-BASED) RATE STRUCTURE

a. Applicability. This Section establishes a pay-as-you-throw, volume-based rate structure for the collection of Landfill Materials in order to provide customers a direct financial incentive to reduce the quantity of material sent to landfill and to increase participation in Recyclable Materials and Organic Materials collection services. Except as otherwise provided herein, this Section applies to every licensed Hauler that provides regular, recurring or periodic collection of Landfill Materials to Residential Customers within the City.
b. Volume-Based Rates for Residential Customers.
   i. Residential Customers shall be afforded the opportunity to subscribe to service limited to typical volumes for a container (e.g. 32, 64, 96 gallons). No hauler may sell only one volume of service. Each hauler shall charge an incremental standardized price for each base volume unit of Landfill Materials subscribed to or placed by the customer, whichever is more, regardless of the number of containers placed by the customer for collection.
   ii. The periodic rate charged to a Residential Customer for Landfill Materials collection service shall vary directly with the capacity of the container to which the customer subscribes, as follows:
      a) The rate for each container size offered shall exceed the rate for each smaller container size offered.
      b) The effective rate per gallon of subscribed capacity shall not decrease as container size increases. No Hauler shall offer a volume discount, bundled rate, or other pricing that results in a customer subscribing to a larger container paying less per gallon of subscribed capacity than a customer subscribing to a smaller container.
      c) Special pickups for bulky items are permitted at an additional fee.
   iii. The provisions of this section shall not be construed to prohibit any Hauler from also establishing rules and regulations regarding the safe maximum weight of containers of Landfill Materials and/or Recyclable Materials or Organic Materials. A Hauler may refuse to collect any container which is overloaded or which contains a volume greater than the rated or specified volume of such container or shall account for and bill the customer for the collection of such excess.

c. Volume-Based Rates for Multifamily and Commercial Customers.
   i. Haulers that provide collection services to Multifamily or Commercial Customers shall charge these customers for service on the basis of the volume of containers subscribed by the customer for collection by the Hauler.
   ii. Haulers may refuse to collect containers which are overloaded or which contain a volume of materials greater than the service subscribed to or specified volume of such container or shall account for and bill the customer for the collection of such excess.

d. Flat Monthly Fee for Operational Costs.
   i. In addition to the volume-based rates, Haulers may establish a flat monthly fee that may be charged to Residential Customers regardless of whether Landfill Materials, Recyclables, or Organic Materials are placed by the customer for collection during the service month. The flat monthly fee may be charged for the purpose of covering the combined fixed operational costs for collection Landfill Materials, Recyclable Materials and Organic Materials.
   ii. The flat monthly fee shall not exceed the monthly volume-based rate charged, assuming the collection of one standard container for Landfill Materials per week. All bills for services provided by the Hauler to the customer shall clearly identify any flat monthly fees, along with any volume-based fees charged for collection.
   iii. Nothing herein shall prevent or prohibit such Hauler from charging additional fees for providing services in addition to the collection of Landfill, Recyclable, or Organic Materials.

e. Group Accounts and Association Exemptions. Except as provided in this subsection, the requirements of Section 3-25-14(b) apply to each Residential Customer served under Group Account, and a Hauler shall apply volume-based rates to each Residential Customer.
   i. An Association may apply to the Director of Public Works, or the Director's designee, for an exemption from subsection Section 3-25-14(b) as to Residential Customers served under its Group Accounts. The application shall be in writing, signed by an officer of the Association, and shall state the number of dwelling units served, the term and expiration date of the current collection contract, the container capacity provided to each dwelling unit, and the basis for the request.
   ii. The Director may grant an exemption upon finding that the Association's recorded covenants or the terms of its current collection contract preclude the application of volume-based rates to individual dwelling units, and that the Association has disclosed the request to its members. An exemption shall be valid for a term not to exceed three (3) years and may be renewed upon application. The Director may revoke an exemption upon a finding that the circumstances supporting it no longer exist, after providing the Association with written notice of the proposed revocation and not less than fifteen (15) days in which to respond in writing. The Director shall issue a written decision on each application for an exemption or renewal and on each proposed revocation, stating the reasons for any denial or revocation and advising the Association of its right to appeal under this subsection.

iii. An Association whose application for an exemption or renewal is denied, or whose exemption is revoked, may appeal the decision by filing a written notice of appeal with the City Manager within fifteen (15) days after the date of the Director's written decision. The notice shall state the grounds for the appeal and may include supporting documentation. The City Manager may request additional information from the Association or the Director and may, but is not required to, hold an informal hearing.

iv. A Hauler shall not be required to provide the volume-based rates and services set forth in Section 3-25-14(b) to a Group Account held by an Association that holds a valid exemption under this subsection, and shall not be found in violation of this Section by reason of serving such an account in accordance with the exemption. The City Manager may affirm, reverse, or modify the Director's decision and shall issue a written decision within thirty (30) days after receipt of the notice of appeal. A revocation shall not take effect while the timely appeal is pending. A Hauler that continues to serve the Association in accordance with the exemption during that period shall not be found in violation of this Section.

v. The City shall maintain a current list of Associations holding valid exemptions under this subsection and shall make that list available to licensed Haulers and publish it on the City's website.

vi. Notwithstanding any exemption granted under this subsection, no Hauler shall offer a Group Account a rate in which the effective rate per gallon of subscribed capacity decreases as container size increases

3-25-15 DISPOSAL OF SOLID WASTE, RECYCLABLE MATERIALS AND ORGANIC MATERIALS

a. All Haulers that collect source-separated Recyclable Materials shall deliver all such materials to a legally permitted recycling facility and maintain weight tickets and/or receipts from the receiving facility for not less than three (3) years. Recyclable Materials that have been properly prepared by the customer shall not be delivered to a facility for landfill disposal.

b. All Haulers that collect Solid Waste, Recyclable Materials, and/or Organic Materials operating within the City of Littleton shall have the following duties and rights:

i. Each Hauler shall disclose to each Residential Customer, Multifamily Customer, and Commercial Customer, at the time service is initiated and annual thereafter, all container sizes offered and the corresponding rate for each size. Each Hauler shall provide reasonable written notice to any impacted customers before any increase in rates take effect. Where a Hauler offers Organic Materials collection service to Residential Customers, the rate for such service shall be separately disclosed and shall not exceed, on a per-gallon-of-subscribed-capacity basis, the rate charged by that Hauler for Landfill Materials collection service.

ii. Each Hauler shall offer Residential Customers a method by which Landfill Materials in excess of subscribed container capacity may be set out and collected on an occasional basis, such as prepaid tags, stickers, or bags sold by volume. Charges for excess volume

shall be reasonably proportional to the rate charged under for Landfill Materials collection services. A Hauler may decline to collect excess material that is not accompanied by the required prepaid tag, sticker, or bag.

iii. A Residential Customer may change container size not less than once during each twelve (12) month period without payment of any exchange, delivery, or administrative fee. A Hauler shall complete a requested container exchange within fourteen (14) days after the request is received. Where service is provided under a Group Account held by an Association that holds a valid exemption under 3-25-14(e), this subsection applies to the Association rather than to the individual Residential Customer.

iv. Except for materials which customers have not properly prepared for collection, Haulers shall not dispose of Source Separated Recyclable Materials or Organic Materials set out by customers by any means that result in the materials not being recycled or properly processed.

v. Haulers shall establish such policies and procedures as are necessary to provide for the orderly collection of Recyclable Materials and/or Organic Materials, including requirements regarding the preparation of materials for collection and requirements for Source Separation.

vi. If a Hauler elects to perform collection of Solid Waste through subcontractors or agents, such agency relationship shall not relieve the Hauler of responsibility for compliance with the provisions of the City Code.

vii. All materials placed for collection shall remain the property of and be the responsibility of the customer until the materials are collected by the Hauler. The material then shall become the property and the responsibility of the Hauler.

3-25-16 ELECTRONIC DEVICES

a. No Hauler shall knowingly: i) collect Electronic Device as Landfill Materials or Recyclable Materials; ii) deliver an Electronic Device to a landfill, or to a transfer station or other facility for the purpose of landfill disposal; or iii) otherwise dispose of an Electronic Device in a manner prohibited by C.R.S., Title 17, Article 25, Part 3, or by the rules of the Colorado Solid and Hazardous Waste Commission.

b. Devices Observed at Collection. If a Hauler's employee observes an Electronic Device in, on, or beside a Landfill Materials or Recyclable Materials container at the time of service, the Hauler shall not collect the Electronic Device as part of that service.

c. Separate Collection for Recycling. Nothing in this Section prohibits a Hauler from offering separate collection of Electronic Devices for recycling or processing for reuse, as those terms are defined in C.R.S. § 25-17-302. A Hauler that collects Electronic Devices for that purpose shall deliver them only to an electronics recycler or collection facility that recycles or processes Electronic Devices for reuse in compliance with applicable state and federal law, and shall retain, for not less than three (3) years, records of each delivery.

d. Signage. Each Hauler shall post and maintain, in a conspicuous location at each business office and facility from which it serves customers within the City, a sign stating that Electronic Devices are prohibited from disposal in landfills.

e. Customer Notification. Each Hauler shall notify its customers in writing, at the time service is initiated and at least annually thereafter, that Electronic Devices may not be placed in Landfill Materials or Recyclable Materials containers, and shall provide information about Electronic Device recycling options, including any separate collection service the Hauler offers and the rates for that service. This notice may be combined with the notices required by Sections 3-25-12 and 3-25-15.

f. Relationship to State Law. This Section supplements C.R.S. Title 25, Article 17, Part 3, and the rules adopted under it, and shall be interpreted consistently with them. Nothing in this Section authorizes any disposal of an Electronic Device that state law prohibits.

3-25-17 HOURS OF OPERATION

No Hauler shall operate any vehicle for the purpose of collecting Solid Waste on any street within the City of Littleton except during the permitted hours of operation in accordance with Littleton Municipal Code Section 7-3-5(E).

3-25-18 RECORDS AND REPORTS

a. Annual Report.
All Haulers shall submit an annual report for the previous year to the City, evidencing compliance with the provisions set forth herein. These reports shall be submitted by January 31st of each year.

b. Each Hauler shall accurately and completely report to the City the following information:
   i. Weight in tons collected of the following waste streams:
      1. Landfill Materials
      2. Recyclable Materials
      3. Organic Materials
      4. Other information deemed necessary as waste diversion reports are further developed
   ii. Total number of service accounts by customer type subscribed to Landfill Materials collection, Recyclable Material collection, and Organic Material collection.
   iii. Education and outreach activities, such as flyers, brochures, events, and other resources and efforts made by the Hauler to educate customers on proper sorting.
   iv. Weight in tons delivered to facilities for each collected waste stream, identifying for each waste stream the facility to which such materials were delivered and the weight in tons for each facility. For Recyclable Materials, the Hauler shall state whether the receiving facility is a legally permitted recycling facility. Where materials are transferred to a transfer station, consolidation site, or intermediate facility before final disposition, the Hauler shall identify both the intermediate facility and, to the extent known to the Hauler, the final receiving facility.
   v. The Hauler's Producer Responsibility Program status during the reporting period, including whether the Hauler held a Service Agreement, the

customer classes for which reimbursement was received, and whether any charge was imposed on Residential or Multifamily Customers for Recyclable Materials collection services under Section 3-25-12(c).

vi. The number of Group Accounts served and the number of dwelling units under them, reported separately from other Residential Customers accounts, identifying which are held by an Association holding a valid exemption under Section 3-25-14(e).

vii. If the Hauler offers separate collection of Electronic Devices under Section 3-25-16(d), the weight or number of Electronic Devices collected within the City during the reporting period, and the name and address of each facility to which they were delivered.

c. Records Retention and Inspection. Each Hauler shall retain the records underlying the reports required by this Section for not less than three (3) years and shall make such records, its Collection Vehicles, available to the City for inspection upon reasonable notice for the purpose of verifying compliance with this Chapter.

d. Confidentiality. Reports submitted under this Section that contain customer counts, rates, or other confidential commercial information shall be treated by the City as confidential, to the extent permitted by the Colorado Open Records Act, and the City may publish such data only in aggregated form that does not identify an individual Hauler.

3-25-19 ENFORCEMENT AND PENALTIES

a. The licensee under this article shall have the sole burden and responsibility of disposing of Solid Waste collected and shall defend, indemnify, and hold the City of Littleton, its officers, employees and agents, harmless, including from reasonable attorney fees and costs, should any claim be made regarding the collection or disposal thereof.

b. In addition to the suspension, revocation or refusal to renew any license issued hereunder, any licensee who violates any provision of this Chapter may be punished by a fine or imprisonment or both, in accordance with 1-4-1 of the Littleton City Code. Additionally, the City may take any other legal action available to address violations of the provisions of this Chapter.

3-25-20 CONTINUITY OF SERVICE

a. Voluntary Cessation or Reduction of Service(s). A licensee that intends to cease providing collection services within the City, to discontinue service to any class or geographic area of customers, or to transfer its customer accounts to another Hauler, shall provide written notice to the Director of Public Works, or assigned designee, and to each impacted customer no later than sixty (60) days prior to the last date of service. The notice to customers shall state the last date of service, instructions for the return of any Hauler-owned containers, procedure for obtaining any refund of prepaid amounts, and a statement directing the customer to the City's list of licensed Hauler's maintained under Section 3-25-4.

b. Involuntary Cessation. Where a license is revoked, suspended, cancelled, or not renewed, the licensee shall, within thirty (30) days of the effective date of that action, provide written

notice to each impacted customer(s) containing the information requested by subsection (a) herein. Notwithstanding a suspension or revocation, the Director of Public Works may authorize a former licensee to continue collection operations for a period not to exceed sixty (60) days solely for the purpose of orderly transition of customers and public health and safety, provided that the former licensee maintains the insurance required by Section 3-25-6 throughout that period and complies with all other provisions of this Chapter.

3-25-21 EFFECTIVE DATE AND TRANSITION

a. All applications for the year 2027 are due by December 1, 2026. Enforcement of this Ordinance shall be effective January 1, 2027. All subsequent renewal applications are subject to the requirements herein.

b. Transition Period of Existing Haulers. Any person or entity that was lawfully providing collection services within the City on the date of adoption of this Chapter (an "Existing Hauler") shall comply as follows:

i. Licensing, insurance and vehicle requirements. An Existing Hauler shall submit a complete license application by the date set forth in Subsection (a) herein, and shall satisfy requirements under Sections 3-25-6, *Bonds and Insurance,* 3-25-10, *Vehicle Requirements*, and 3-25-11, *Labeling Requirements*, in full as of January 1, 2027.

ii. Rate structure. Section 3-25-14 shall apply to all new customer accounts initiated on or after January 1, 2027. With respect to a customer account in existence on December 31, 2026 and governed by a written service agreement, an Existing Hauler shall bring the account into compliance with Section 3-25-14 upon the earlier of:

1. Expiration or renewal of the existing service agreement; or
2. Any change in the rate charged to that customer other than an adjustment made under a price escalation provision contained in the service agreement as of December 31, 2026.

iii. Recycling service. An Existing Hauler shall offer the services required by Section 3-25-12, *Recycling Collection Services Requirements,* to all Residential and Multifamily Customers no later than July 1, 2027, and shall provide written notice of the availability and rates of such services to all then-current customers not less than thirty (30) days prior to that date. An Existing Hauler shall submit the application required by Section 3-25-12(b) no later than January 1, 2027.

iv. **Administrative extensioin**. The Director of Public Works, or the Director's designee, may grant an Existing Hauler a written extension of the deadline in subsection (iii), not to exceed one hundred eighty (180) days and renewable once for good cause, upon a showing that the Hauler timely submitted the application required by Section 3-25-12(b), has diligently pursued execution of a Service Agreement, and that the delay is attributable to circumstances outside the Hauler's reasonable control. An extension under this subsection does not relieve the Hauler

of any other requirement of this Chapter, including the licensing requirement of Section 3-25-3.

v. **Existing Group Accounts**. With respect to any Group Account in effect on December 31, 2026, an Existing Hauler shall bring the account into compliance with Section 3-25-14 upon the earlier of expiration or renewal of that contract, or any change in the rate charged under it, other than an adjustment made under a price escalation provision contained in that contract as of December 31, 2026. An Association served under such account may apply for an exemption under Section 3-25-14(e) at any time.

vi. Reporting. The first annual report required by Section 3-25-17 shall be the report covering calendar year 2027, due in 2028. No report shall be required for periods preceding January 1, 2027.

vii. No extension. Nothing in this subsection extends the deadline to obtain a license. An Existing Hauler that has not obtained a license by January 1, 2027 shall cease operations within the City until licensed and shall notify existing customers as soon as reasonable.

viii. **Conformance with state law**. The provisions of this Chapter that reference the Producer Responsibility Program shall be administered consistently with the Producer Responsibility Program for Statewide Recycling Act and implementing regulations as amended. In the event that Act is repealed, materially amended, enjoined, or its implementation suspended or delayed, the Director of Public Works shall administer the impacted provisions in a manner consistent with the purposes of this Chapter and may suspend enforcement of any provision rendered inoperable, pending City Council action.

Section 2: Severability. If any part, section, subsection, sentence, clause or phrase of this ordinance is for any reason held to be invalid, such invalidity shall not affect the validity of the remaining sections of this ordinance. The City Council hereby declares that it would have passed this ordinance, including each part, section, subsection, sentence, clause or phrase hereof, irrespective of the fact that one or more parts, sections, subsections, sentences, clauses or phrases may be declared invalid.

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

INTRODUCED AS A BILL at a regularly scheduled meeting of the City Council of the City of Littleton on the 20th day of October, 2026, passed on first reading by a vote of ___

FOR and ___ AGAINST; and ordered published by posting at Littleton Center, Bemis Library, the Municipal Courthouse and on the City of Littleton Website.

PUBLIC HEARING on the Ordinance to take place on the 3rd day of November, 2026, in the Council Chamber, Littleton Center, 2255 West Berry Avenue, Littleton, Colorado, at the hour of 6:30 p.m., or as soon thereafter as it may be heard.

PASSED on second and final reading, following public hearing, by a vote of ___ FOR and ___ AGAINST on the ___ day of _____, 202 and ordered published by posting at Littleton Center, Bemis Library, the Municipal Courthouse and on the City of Littleton Website.

ATTEST:

_____
Colleen L. Norton
CITY CLERK

_____
Kyle Schlachter
MAYOR

APPROVED AS TO FORM:

_____
Reid Betzing
CITY ATTORNEY

COLORADO CIRCULAR COMMUNITIES

South Metro Waste Diversion Plan

Final Plan

June 30, 2025

STEPS
Strategic Technical Expertise
For the Public Sector

Centennial COLORADO

CITY OF Englewood

Littleton Colorado

CITY OF Sheridan













About

The Colorado Circular Communities (C3) Enterprise is a statewide program dedicated to supporting Colorado's communities, businesses, nonprofits, schools, institutions of higher learning, and tribes to advance the state's transition to a circular economy. The Enterprise provides financial and technical assistance to enhance circularity across the state, and helps organizations achieve their waste aversion and diversion goals. The Strategic Technical Expertise for the Public Sector (STEPS) program is the primary mechanism for communities in Colorado to access C3-funded technical assistance for circularity planning. STEPS assists local governments, tribes, and public K-12 school districts with efforts to enhance circularity, including averting and diverting waste, by implementing sustainable, long-term solutions that meet the unique needs of each community. The STEPS program offers a range of support from resources and workshops to multi-month direct consulting support. Technical assistance provided to communities across Colorado is aligned with the C3 Enterprise's mission of supporting Colorado's path to circularity. Technical support is provided by the C3 Outreach and Technical Assistance staff and a team of contracted subject matter experts led by Resource Recycling Systems (RRS). The STEPS program has replaced the Front Range Waste Diversion (FRWD) Technical Assistance Service Provider (TASP) program.







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Acknowledgements

The South Metro Waste Diversion Plan was made possible through the valuable contributions of residents, city agency representatives, industry stakeholders across the value chain, local businesses, trusted community organizations and committees, and a wide range of external partners.

Public participation was gathered through the resident survey, waste champion training, and virtual comments.

Industry participation was provided by haulers, recyclers and composters, and landfill/transfer station operators.

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Colorado Department of Public Health and Environment (CDPHE)

Strategic Technical Assistance for the Public Sector (STEPS) Project Team

Acronyms and Abbreviations

C&D – Construction and Demolition (Debris)
CAA – Circular Action Alliance
CDPHE – Colorado Department of Public Health and Environment
CEDC – Colorado Circular Economy Development Center
C3 – Colorado Circular Communities
EPR – Extended Producer Responsibility
EPA – Environmental Protection Agency
E-Waste – Electronic Waste
FTE – Full-Time Employee
HHW – Household Hazardous Waste
HOA – Homeowners Association
HTR – Hard-to-Recycle
MRF – Materials Recovery Facility
MSW – Municipal Solid Waste
PAYT – Pay-As-You-Throw
RTD – Regional Transportation District
SEMSWA – Southeast Metro Stormwater Authority
SMWDP – South Metro Waste Diversion Plan
STS South – STS South Denver transfer station
STEPS – Strategic Technical Expertise for the Public Sector



Executive Summary

The South Metro Region, including the cities of Centennial, Englewood, Littleton, and Sheridan of Colorado, has set an ambitious goal of **progressing to a system favoring equitable waste reduction and waste diversion strategies driven by data and best practices**.







It is estimated that by 2035, the South Metro region will generate approximately 260,000 tons of waste. Maintaining the status quo of all policies, programs, and strategies, South Metro is projected to send 221,000 tons to landfills for disposal by 2035. This underscores the need for a comprehensive waste diversion and reduction plan to mitigate future landfill dependency.

Through a first-of-its-kind regional collaboration, these cities have come together to develop the **South Metro Waste Diversion Plan**, a ten-year data-driven roadmap to transform how waste is managed across the region. This project serves businesses, residents, and local governments in the South Metro region by developing a clear set of actionable strategies to reduce the amount of waste sent to landfills.

Serving more than 190,000 residents and local businesses, this initiative aims to create a fair, inclusive, and effective system of waste reduction and diversion tailored to the distinct needs of each community. This plan was developed by the **Strategic Technical Expertise for the Public Sector (STEPS)** project team and is funded by the **Colorado Circular Communities (C3) Enterprise.**[1] The plan is grounded in best practices and a comprehensive understanding of current conditions. It includes a regional assessment of existing waste services, policies, infrastructure, and the types of materials being disposed.

Key components of the plan include:

- A baseline analysis of the regional and city-specific solid waste system
- Stakeholder and public engagement

[1] This project was initiated under the Font Range Waste Diversion (FRWD) Technical Assistance Service Provider (TASP) program, which STEPS has replaced.

- A two-season waste composition study and projected waste generation through 2035
- A robust analysis of gaps and opportunities
- Three high-impact regional actionable strategies
- Seven high-impact actionable strategies for each participating city
- Implementation timeline
- Infrastructure evaluations to identify future opportunities for Colorado Circular Communities (C3) Enterprise investment

Community engagement has been central to this effort, with over 43,500 community interactions across stakeholder meetings, resident surveys, social media engagements, focus groups, and a waste summit. This extensive outreach ensured that diverse voices shaped the plan's direction, including those from multi-family housing, businesses, and historically underserved populations.

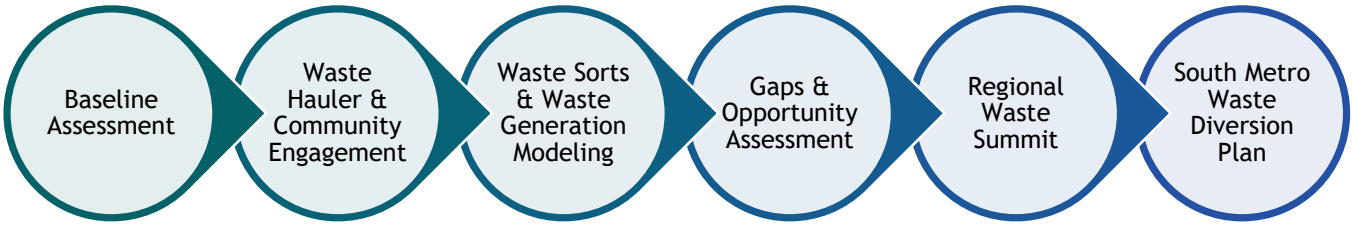


Figure 1: South Metro Waste Diversion Plan Development Process

The South Metro Waste Diversion Plan is more than just a policy document—it is a call to action. It reflects the region's commitment to sustainability, collaboration, and a circular economy that values resources, reduces waste, and uplifts communities. Together, these cities are setting a powerful example of how local governments can collaboratively lead with purpose and unity to create a plan that supports a sustainable future.



1.0 South Metro Baseline and Background

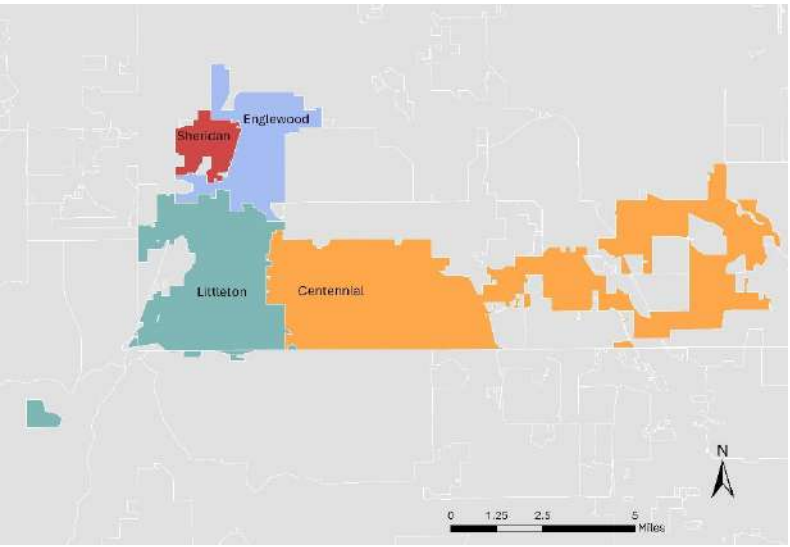


Figure 2: Map of South Metro

The Cities of Centennial, Englewood, Sheridan, and Littleton are situated in the Southern Denver metropolitan area beside the E-470 beltway. Together, these South Metro cities are home to approximately 190,000 residents and are known for their rich history and diverse character.

Of the four cities, Centennial is the largest by both area and population, representing 54% of the combined area and 56% of the overall population.

The makeup of single-family and multi-family housing varies significantly across the cities. Sheridan has the highest proportion of residents living in multi-family units[2] with five or more dwellings at 54%, while Centennial has the lowest at 13%. Despite these differences, the multi-family housing population is growing steadily in all four cities. Sheridan also has the highest share of Hispanic or Latinx residents and individuals who speak a language other than English at home, at 41.7% and 31.7%, respectively. Additional key demographic characteristics for each individual city are provided in Table 1.

Table 1: South Metro Demographics

Description	Centennial	Englewood	Littleton	Sheridan
Area (square miles)	26.9	6.7	13.8	2.3
Population	105,865	33,642	44,755	5,970
Households	40,952	15,686	20,484	2,442
Median Household Income	$124,617	$79,375	$90,273	$53,707
Persons Below Poverty Level	3.1%	8.3%	7.6%	11.9%
Bachelor's Degree or Higher	61.3%	44.3%	56.0%	19.0%
Language other than English spoken at Home	12.4%	12.2%	9.7%	31.7%
Hispanic or Latinx (of any race)	9.0%	18.5%	12.2%	41.7%
Multi-family Units*[2]	16.8%	36.6%	38.4%	40.1%
Total Employer Firms (2017)	3,633	1,475	1,825	423

Source: US Census V2022, 2020 5-year ACS and Root Policy Research, American Community Survey 2018-2022 Estimates, CP04 Comparative Housing Characteristics

[2] There are variations in the definition of 'multi-family' across jurisdictions within city codes, reports and/or contracts. For the purposes of this plan, 'multi-family' is defined as housing structures with five or more units, based on the 2018-2022 Estimate of the American Community Survey from the U.S Census Bureau. Mobile Homes, or Boats, RV, van, etc. are included in this definition. 'Single-Family' is defined as one-unit detached or attached and four or fewer housing units.

1.1 Plan Development Process

The development of the South Metro Waste Diversion Plan involved a comprehensive evaluation of the current waste management system. This included a waste characterization study to identify the types of waste generated in the region and waste modeling to project future tonnage. A robust stakeholder engagement process was also implemented to gather critical feedback on diversion strategies. This included focus groups, a residential survey completed by more than 1,300 residents, and interviews with waste haulers serving the region. These baseline findings helped identify initial gaps and opportunities to improve waste diversion. Representatives from each city also provided input on these elements during a Regional Waste Summit. Together, these efforts informed the recommended strategies and formed the foundation of the final plan. The plan development process is presented in Figure 3.

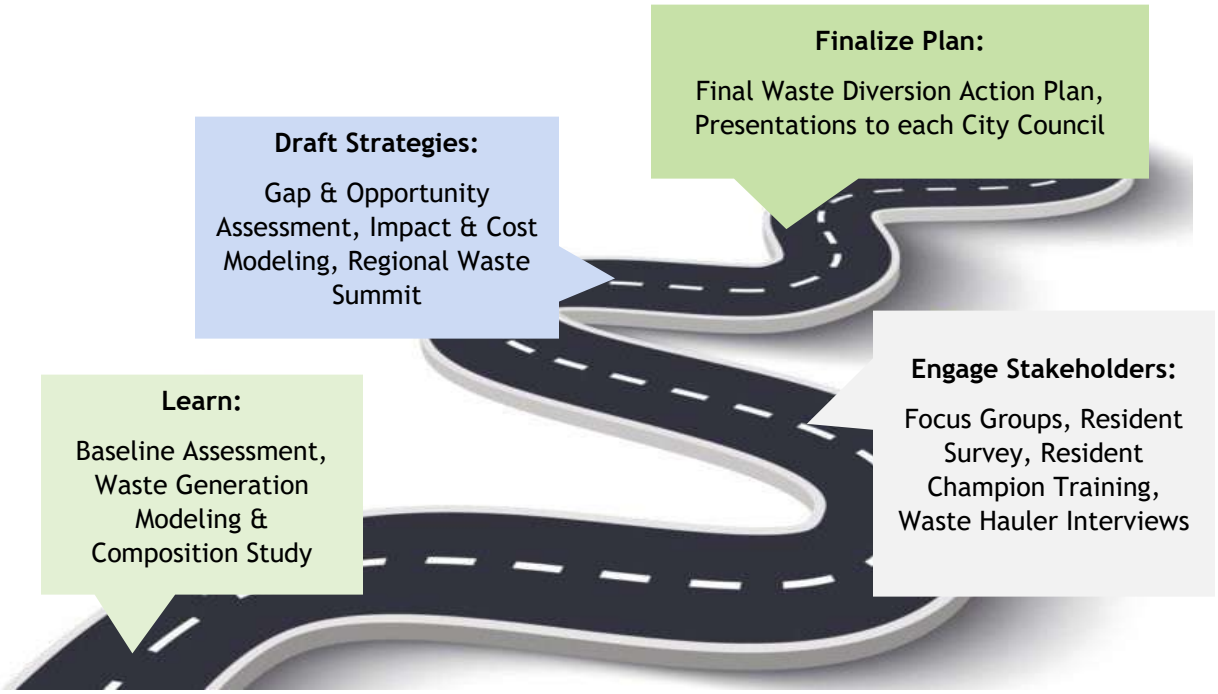


Figure 3: Plan Development Roadmap

1.2 Baseline Assessment

A baseline assessment was conducted to develop an inventory of South Metro's regional solid waste system and determine if the current systems are supportive of their future goals. The assessment included an analysis of waste collection options, material processing infrastructure, existing policies, and past studies, as well as community engagement activities and interviews with staff at each community.

Table 2 summarizes key findings from South Metro's baseline assessment for the mentioned sections. For more information, please reference the South Metro Waste Diversion Activity 3 Baseline Assessment report.

Table 2: South Metro Baseline Highlights

Description	Centennial	Englewood	Littleton	Sheridan
Area (square miles)	26.9	6.7	13.8	2.3
Population	105,865	33,642	44,755	5,970
Population % of South Metro	56%	18%	24%	3%
Multi-Family Units*	16.8%	36.6%	38.4%	40.1%
Collections Structure	Open Market	Open Market	Open Market	City Contract for Residential Collection
Opt-in or Universal Curbside Recycling	Opt-In	Opt-In	Opt-In	Universal
Pay Structure for Curbside Collections	Open-Market	Open-Market	Open-Market	Pay-As-You-Throw (PAYT)
Hauler Licensing	No	Yes	No	Yes
Universal Recycling**	No	Yes, Opt-In	No	Yes, Opt-In
Sustainability Plans	No	Yes	Yes	Yes
City Waste Goals	No	Yes	Yes	Yes
Recycling Website	Yes	Yes	Yes	Yes
Citizen Action Groups	Yes	Yes	Yes	Yes

*Multi-Family Units: Housing structures with five or more units, including mobile homes or boat, RV, van, etc. 2018-2022 American Community Survey, U.S. Census Bureau

**Universal recycling refers to a policy or system where all residents and/or businesses within a jurisdiction are required to have access to recycling services, typically alongside trash service. The goal is to make recycling as standard, consistent, and widely available as trash collection.



1.2.1 Collections

All collections in the South Metro region are provided by the private sector. Approximately 97% of residents in the Cities of Centennial, Englewood, and Littleton receive trash and recycling curbside services through the open market by subscribing directly with private haulers. Residents in these cities must opt in for recycling curbside services, generally for an additional fee. The City of Sheridan, which accounts for the remaining 3% of residents in the South Metro Region, contracts with Republic Services for single-family households with a pay-as-you-throw (PAYT) system for trash services, where residents pay based on cart size and the amount of waste generated. Sheridan residents receiving the city's contracted service also have recycling collections included as part of the program.

Trash and recycling collections for commercial and multi-family properties in the four cities are served through the open market, where property managers and owners subscribe directly with private haulers for services. None of the cities in the region provide or require recycling services for multi-family or commercial customers.

1.2.2 Infrastructure

South Metro is supported by various solid waste infrastructure in the region including Materials Recovery Facilities (MRFs) that handle single-stream recycling, recycling drop-offs, organics processing facilities and drop-offs, municipal solid waste (MSW) infrastructure composed of landfills and transfer stations, and miscellaneous recycling infrastructure. The following section provides an overview of the disposal infrastructure systems in the South Metro region.

Similar to collections, all materials processing and disposal facilities are fully owned and operated by the private sector. None of the cities in the region own, manage, or operate processing infrastructure. Below are illustrative examples of recovery infrastructure, including a MRF, an organics processing facility, and a MSW landfill.







1.2.2.1 Recyclable Material Processing Infrastructure

The South Metro region is served by two privately owned and operated MRFs that process single-stream recycling (Republic Services and Waste Management), shown on the map below. There are no public recycling drop-off centers in the South Metro boundary. The two closest recycling drop-off centers are located in Arvada and Aurora and owned and operated by private facilities (SustainAbility and Recycling Convenience Center at the Denver Arapahoe Disposal Site Landfill operated by Waste Management).

Waste Management is currently building a new $100M recycling facility in Denver East, estimated to be completed by mid-2026. AMP and Waste Connections, an artificial intelligence-powered recycling facility, is expected to be built and operated in Commerce City and is projected to open in early 2026.

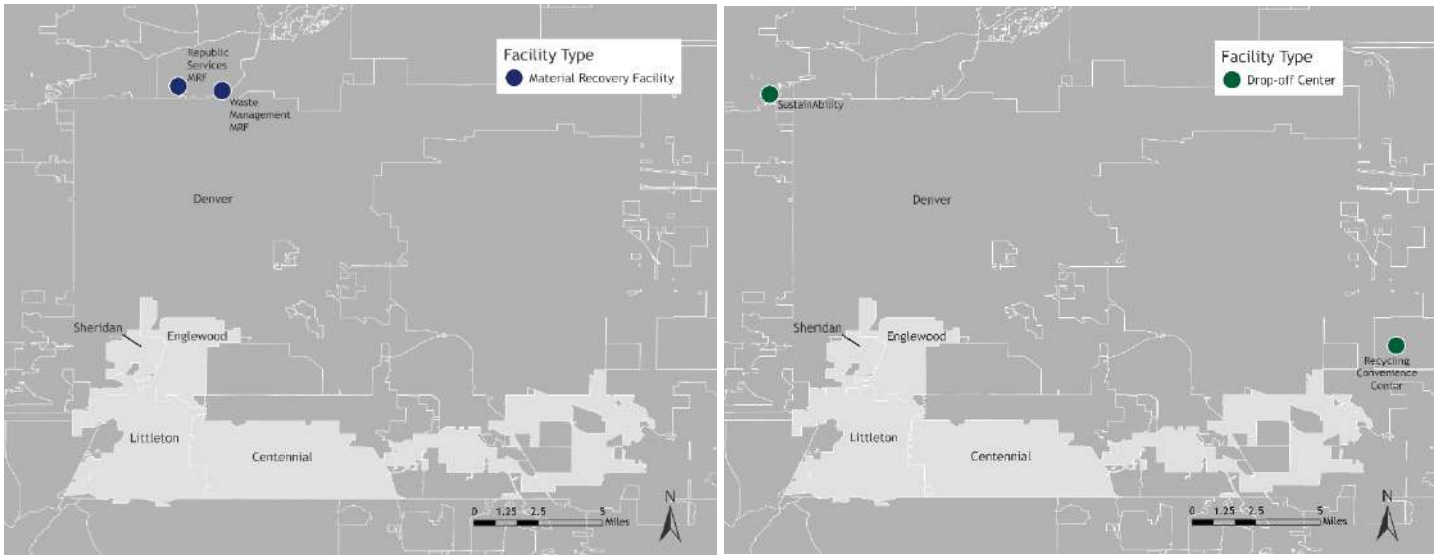


Figure 4: Maps of MRF and Drop-Off Infrastructure Surrounding South Metro

Table 3: Details of MRFs and Drop-Off Infrastructure Surrounding South Metro Region

Facility Name & Link	Infrastructure Type	Materials Accepted	Physical Address
Republic MRF	Materials Recovery Facility	Single-Stream Recycling	645 W 53rd Pl, Denver, CO 80216
Waste Management MRF	Materials Recovery Facility	Single-Stream Recycling	5395 Franklin St, Denver, CO 80216
SustainAbility	Drop-off Center	Hard-to-Recycle Items	6240 W. 54th Ave, Arvada, CO 80002
Recycling Convenience Center at DADS Landfill	Drop-off Center	Municipal Solid Waste	3500 South Gun Club Rd, Aurora, CO 80018

1.2.2.1 Organics Processing Infrastructure

A1 Organics in Sheridan does limited processing of yard debris (i.e., mulching and grinding) and accepts food scraps to be transferred to A1 Organics in Eaton or Keenesburg for composting. There are 11 organics drop-off sites accessible to residents that are operated by either SustainAbility, Compost Colorado, Scraps, or Wompost through subscription.

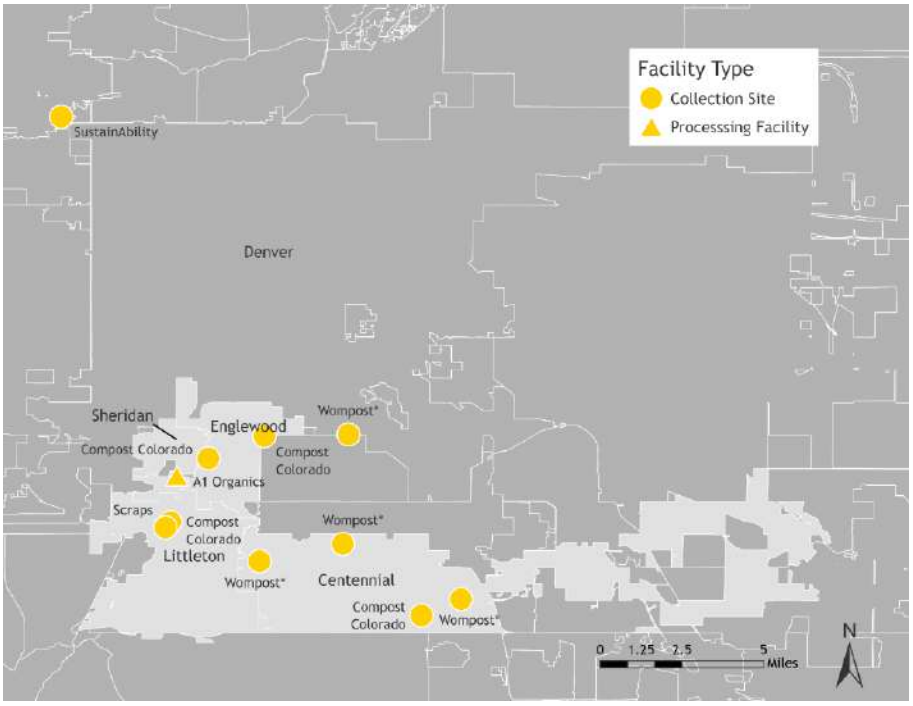


Figure 5: Map of Organics Infrastructure in South Metro

Table 4: Organics Infrastructure in South Metro

Facility Name & Link	Materials Accepted	Operating Hours	Physical Address
A1 Organics	Yard debris	Mon - Fri: 7:00am - 4:00pm Sat: Spring only	2300 W Radcliff Ave, Sheridan, CO 80110
Compost Colorado	Food scraps and Other Compostables	24hrs for subscribers only	1155 W Oxford Ave, Englewood CO 80110
Compost Colorado	Food scraps and Other Compostables	24hrs for subscribers only	900 E Hampden Ave, Englewood, CO 80113
Compost Colorado	Food scraps and Other Compostables	24hrs for subscribers only	5610 S Curtice St, Littleton, CO 80120
Compost Colorado	Food scraps and Other Compostables	24hrs for subscribers only	7070 E Mineral Ave, Englewood, CO 80112
Scraps	Food scraps and Other Compostables	24hrs for subscribers only	5767 S Rapp St, Littleton, CO 80120
Wompost	Food scraps and Other Compostables	24hrs for subscribers only	Precise location available upon subscription Denver, CO 80222
Wompost	Food scraps and Other Compostables	24hrs for subscribers only	Precise location available upon subscription Centennial, CO 80121
Wompost	Food scraps and Other Compostables	24hrs for subscribers only	Precise location available upon subscription Centennial, CO 80121
Wompost	Food scraps and Other Compostables	24hrs for subscribers only	Precise location available upon subscription Centennial, CO 80112
SustainAbility	Food scraps and Other Compostables	Mon - Thurs: 9:00am - 4:00pm Fri - Sat: 9:00am - 3:00pm	6240 W. 54th Ave, Arvada, CO 80002

1.2.2.3 Municipal Solid Waste Infrastructure

Three privately operated landfills (owned by Waste Management and Republic Services) along with four transfer stations (owned by Waste Connections, Waste Management, and Republic Services) manage the municipal solid waste (MSW) generated in the region.

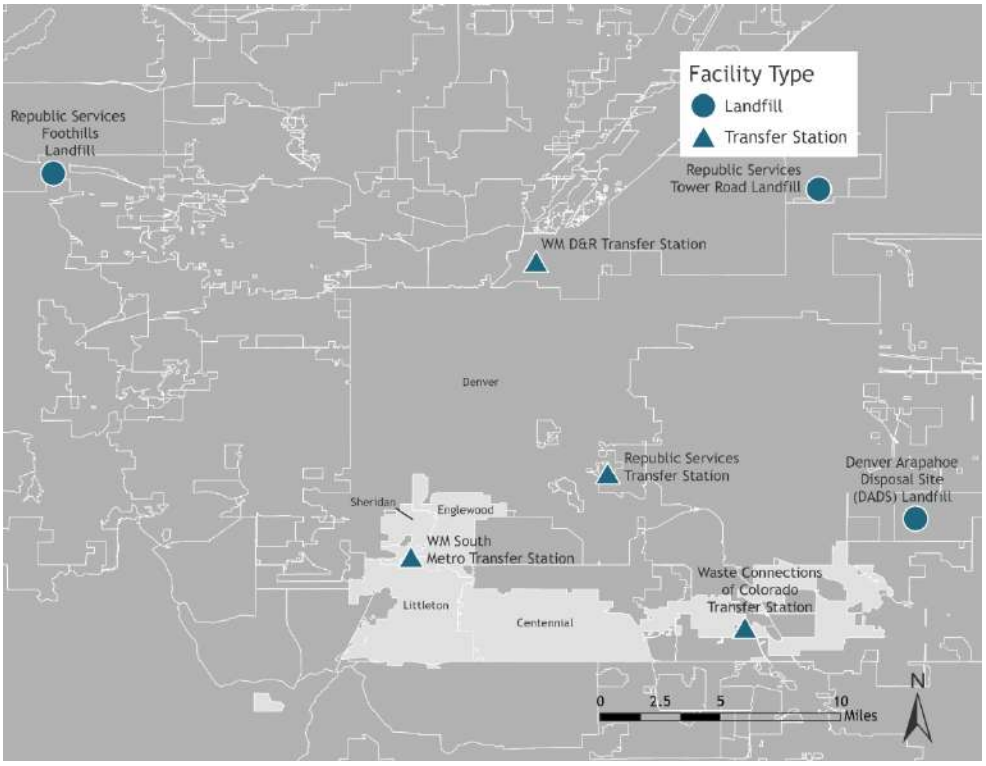


Figure 6: Landfills and Transfer Stations Surrounding South Metro

Table 5: Municipal Solid Waste Landfills and Transfer Stations in South Metro

Facility Name & Link	Infrastructure Type	Materials Accepted	Physical Address
Denver Arapahoe Disposal Site (DADS) Landfill	MSW - Landfill	Municipal Solid Waste	3500 South Gun Club Rd, Aurora, CO 80018
Republic Services Tower Road Landfill	MSW - Landfill	Municipal Solid Waste	8480 Tower Rd, Commerce City, CO 80022
Republic Services Foothills Landfill	MSW - Landfill	Municipal Solid Waste	8900 CO-93, Golden, CO 80403
Waste Connections of Colorado Transfer Station	MSW - Transfer Station	Municipal Solid Waste	7120 S. Jordan Rd, Centennial, CO 80112
Waste Management South Metro Transfer Station	MSW - Transfer Station	Municipal Solid Waste	2400 W Union Ave, Englewood CO 80110
Republic Services Transfer Station	MSW - Transfer Station	Municipal Solid Waste	7750 Cherry Creek S Dr, Denver, CO 80231
Waste Management D&R Transfer Station	MSW - Transfer Station	Municipal Solid Waste	6091 Brighton Blvd, Commerce City, CO 80022

1.2.2.4 Miscellaneous Infrastructure

Residents may divert electronics, construction & demolition (C&D) debris, and scrap metal through various permanent, designated drop-off sites in the South Metro region. These sites are complementary to several municipal events, private drop-off locations, and specialized pick-up services (e.g., Ridwell and Terracycle) that exist to increase material recovery. The locations of the miscellaneous recycling infrastructure in South Metro are shown in Figure 7.

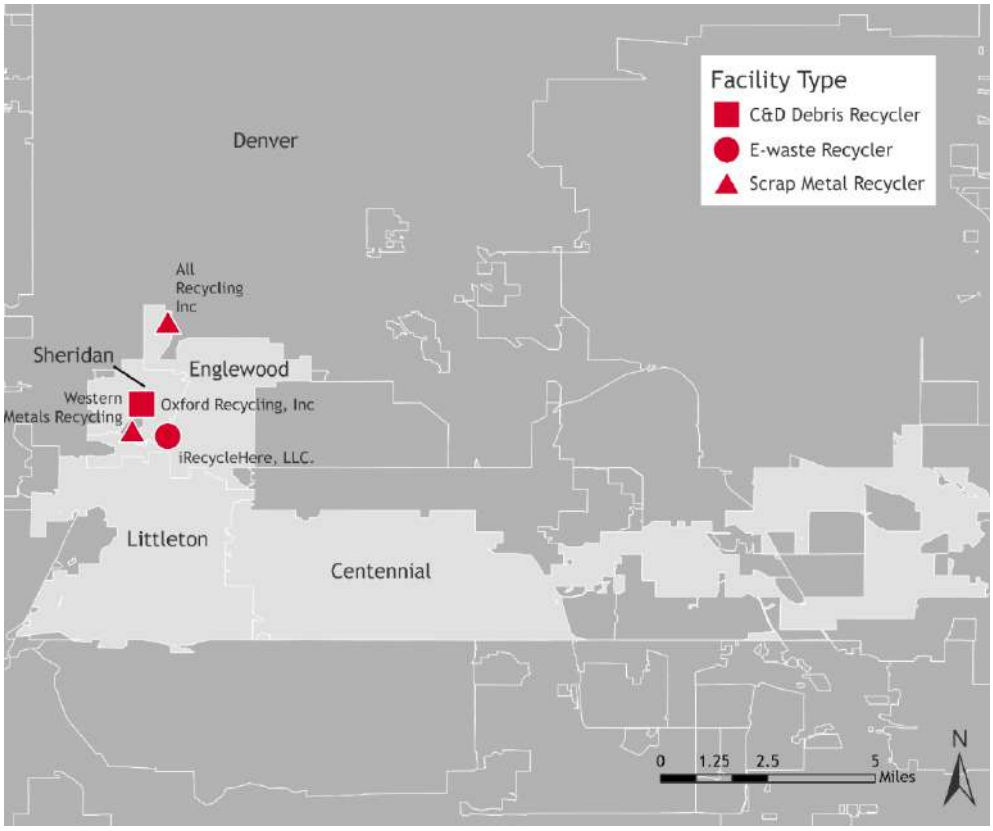


Figure 7: Map of Miscellaneous Recycling Infrastructure

Table 6: Miscellaneous Recycling Infrastructure

Facility Name & Link	Infrastructure Type	Materials Accepted	Physical Address
iRecycleHere, LLC.	Misc. Recycling	Electronic Waste	1865 W Union Ave Ste Q, Sheridan, CO 80110
Oxford Recycling, Inc	Misc. Recycling	C&D Debris	2400 W Oxford Ave, Sheridan, CO 80110 (Located in Unincorporated Arapahoe County)
All Recycling Inc	Misc. Recycling	Scrap Metal	1775 W Wesley Ave, Englewood, CO 80110
Western Metals Recycling	Misc. Recycling	Scrap Metal	2100 W Oxford Ave, Sheridan, CO 80110

1.2.3 Policy

In general, the cities in the region have taken a hands-off approach to managing materials. None of the cities require recycling or composting for residential or commercial properties. Additionally, ordinances and regulations that drive recycling related behaviors (such as equal space for recycling, C&D requirements, or pay-as-you-throw ordinances) are not present in the region.

Englewood and Sheridan, representing 20% of the total population of South Metro, are the only cities that require licensed waste haulers. Both cities require licensed waste haulers to offer recycling services to residents, as specified in their respective city codes. There is an opportunity to strengthen hauler licensing ordinances in both cities by requiring haulers to report tonnages and bundle recycling services with trash service, rather than simply offering them as an optional add-on to customers.

Unlike the other South Metro communities, the City of Sheridan adopted a single-hauler system in 2014 through a contract with Republic Services that includes pay-as-you-throw pricing. Through the contract, Sheridan offers resident-funded trash and recycling collection to single-family homes and buildings with seven or fewer units. Although recycling collection is free, it is not automatically bundled with trash collection services, requiring residents to actively sign up for it. The contracted service includes a volume-based pricing structure for trash collection. While Sheridan has a hauler licensing ordinance, it does not require haulers to report data beyond what is outlined in the residential collection contract.

While Englewood and Sheridan have limited recycling-specific policies to date, both cities have incorporated waste-related goals within their respective sustainability plans. Additionally, the City of Littleton's Environmental Stewardship Board has prepared an Environmental Stewardship Action Plan that includes targeted goals for waste reduction and recycling.

1.2.4 Community Engagement

All four South Metro cities maintain dedicated webpages for trash and recycling services. Translation services are available on the websites for the Cities of Centennial, Littleton, and Sheridan, enhancing accessibility for non-English speaking residents.

Each city also hosts a variety of impactful recycling events, addressing materials such as Christmas trees, electronics, fall leaves, cooking oil, and household hazardous waste (HHW). Citizen action groups are active in all four cities, reflecting a range of perspectives on waste management practices. Through these action groups and recycling events, cities have reported growing interest in composting, reflecting a stronger desire among residents for more sustainable waste disposal options.



Figure 8: Earth Day Celebration 2025 in the City of Englewood

1.3 Waste Hauler Engagement

To better understand the existing waste management services including the barriers and opportunities for increasing waste diversion in the South Metro region, the STEPS project team conducted in-depth interviews with eight haulers operating in the region. These haulers included solid waste, recycling, and organic waste haulers that provide services to single-family households, multi-family households, and commercial properties. High-level findings and a summary of interviews are presented in Figure 9.

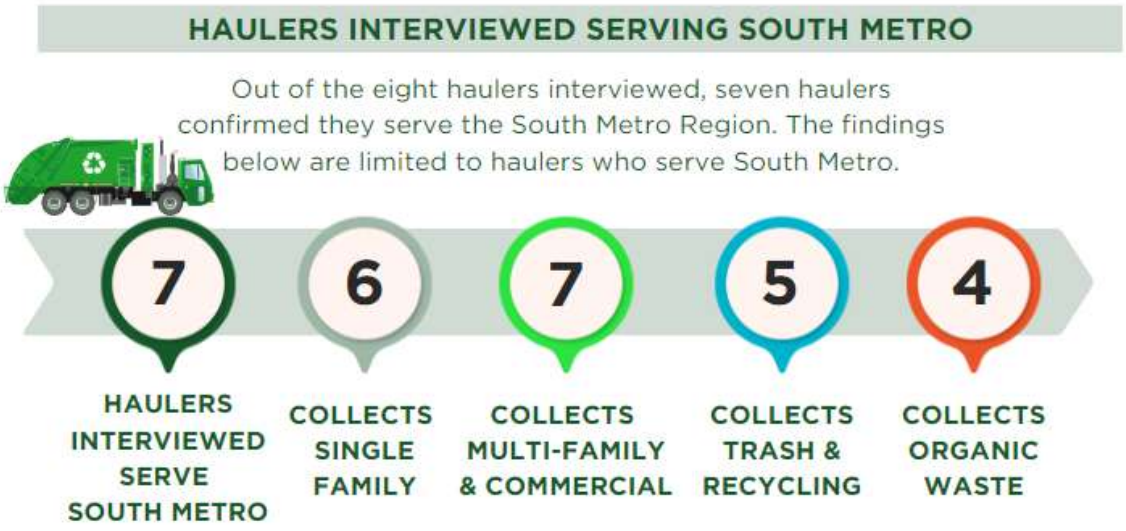


Figure 9: Summary of Hauler Services in South Metro

1.3.1 Perceived Barriers for Recycling & Composting

The top reasons cited by haulers for why they believe individuals opt out of recycling or composting include cost constraints, education and awareness, lack of convenience (for commercial and multi-family), and a lack of trust that recyclables are truly processed and recycled as claimed.

WHAT SHOULD SOUTH METRO DO TO SUPPORT RECYCLING?

"Improve education around recycling - this could be done with haulers in the area."

"Diversion will increase if there are more contracts in place. Contracts help establish clarity for customers about who and how their materials are being collected."

"Combat the distrust of the recycling industry."

"Would love to partner with municipalities."

1.3.2 City-Led Initiatives to Improve Residential Recycling & Composting

Haulers providing organic waste collection services frequently noted that expanding free, public access to drop-off sites throughout the region, along with free or subsidized services, would increase residential and commercial composting participation. This recommendation is supported by communities who have transitioned to providing subsidized or free organics services across the state and country.

Multiple haulers emphasized the need to expand educational programs to increase recycling and composting participation. A significant portion of the public lacks awareness of proper recycling and composting practices, questions the effectiveness of these efforts, or does not see value in these services, particularly when they involve additional costs.

It is important to note that, beginning in 2026, Colorado's Extended Producer Responsibility (EPR) legislation will require producers of packaging and paper products to fund a statewide system to recycle covered materials, resulting in 'no-cost' recycling services for covered generators.

1.3.3 Contamination

Haulers reported that some homeowners associations (HOAs) and multi-family communities opt out of recycling services due to contamination fees, which are often incurred when residents do not recycle properly. Haulers charge contamination fees to cover the costs of managing and disposing of contaminants in the recycling stream. Many multi-family communities and HOAs have decided that they would prefer to suspend recycling services instead of providing education to residents.

Service providers specializing solely in compost collection have robust educational and feedback programs in place that help reduce contamination. They either provide proactive education by training residents and commercial building staff on best practices, or reactive feedback by providing real-time guidance on contaminants found in individual bins. While many of these organic waste haulers operate on a relatively small scale, they believe these methods could be effective on a large scale to maintain clean organic waste streams.

1.4 Community Engagement

Community engagement is an integral process of the South Metro Waste Diversion Plan. Engaging the community ensures that the plan is not only aligned with the needs and priorities of stakeholders, but also fosters a sense of ownership, trust, and collaboration. Therefore, community engagement is embedded throughout many of the project activities. To ensure community needs and desires were thoughtfully captured and integrated into South Metro's future actions, a robust community engagement strategy was implemented including a website, survey, engagement collateral, focus groups, and Resident Champion training.

1.4.1 Website Development

The cities expressed a desire to create a website to communicate progress on the South Metro Waste Diversion Plan with both the public and elected officials. In response, the South Metro Waste Diversion website was developed. During the stakeholder engagement phase, it served as a landing page for the South Metro Residential Survey and hosted the registration for focus groups.

Today, the website continues to serve as a central hub for information about the waste diversion plan. It provides access to reports and memorandums created from this project and offers opportunities for stakeholders to provide feedback that informs plan development. The website also includes the Resident Champion Training videos and toolkit, developed as part of the broader stakeholder engagement strategy discussed later in this section.

Since the launch of the South Metro Waste Diversion website, there have been approximately 3,300 unique visitors as of June 2024. The majority of the website visitors have accessed the site directly, either by scanning the QR code from the survey mailer or by entering the SouthMetroWasteDiversion.com website directly into their browser.

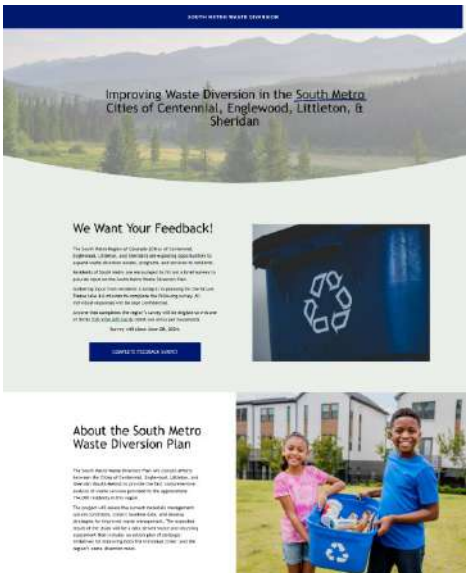


Figure 10: South Metro Waste Diversion Website Screenshot

1.4.2 Survey

To better understand the factors that motivate or hinder residential participation in South Metro's solid waste management systems, an online survey was developed in English and Spanish to gather input directly from residents. Questions were tailored to gather data on municipal solid waste disposal methods, current and potential waste diversion practices, and residents' perspectives on implementation of various waste diversion methods. The survey was conducted with a random sample of residents in June 2024 and yielded results with a ±5% margin of error at a 99% confidence level.

Survey results revealed that at least 87% of residents in Centennial, Englewood, and Littleton reported that their trash hauler offers recycling. In Sheridan, 18.2% of respondents reported that their trash hauler does not offer recycling services. This lack of service was most commonly reported among residents of trailers/mobile homes, duplexes & multiplexes, and apartment buildings. Recycling habits were found to be prevalent, with 85% of South Metro residents having a recycling bin and actively recycling, while 13% reported lacking a recycling bin and not recycling at all (Figure 11).

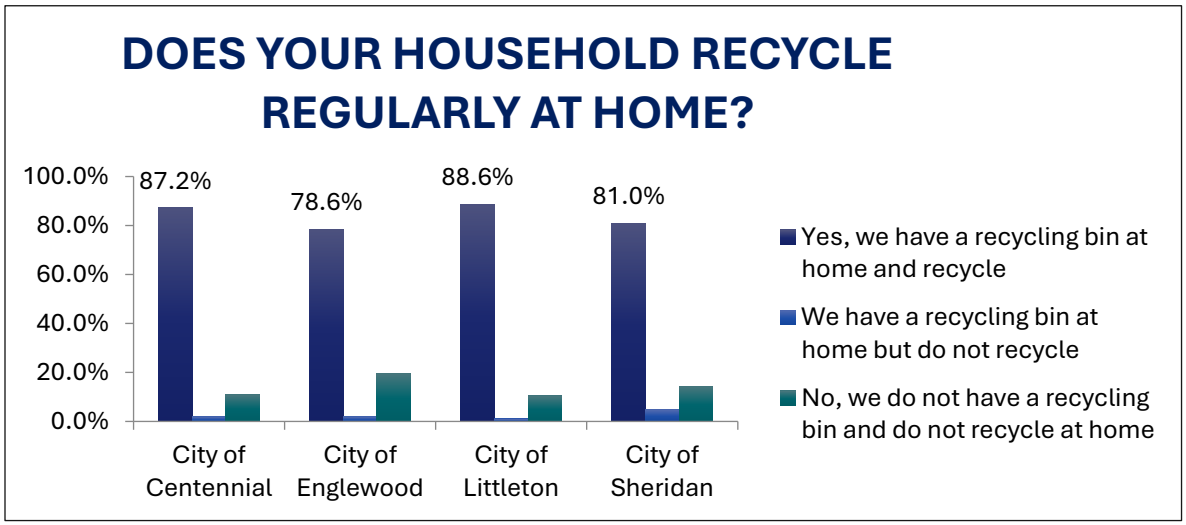


Figure 11: Survey Results on Whether Households Recycle Regularly at Home

Across the South Metro region, respondents strongly agreed that they support efforts to increase access to composting and recycling in their communities and that recycling helps to conserve natural resources to preserve the environment for the future. Additionally, 58% of respondents shared they would be willing to compost both yard and food scraps, and over 50% of the respondents somewhat agreed or strongly agreed that households in their communities have access to convenient recycling services and believe that most of their neighbors recycle today.

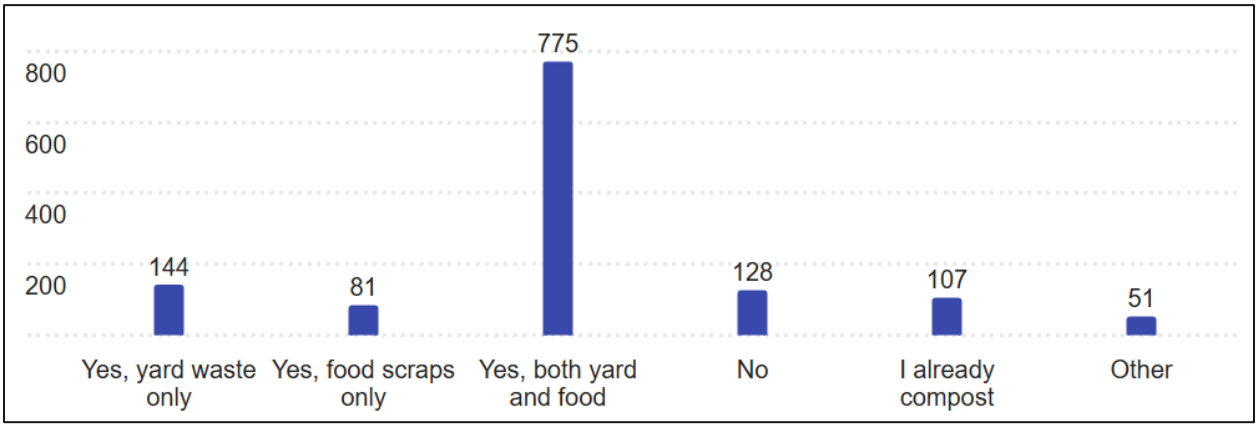


Figure 12: South Metro Willingness to Compost Food or Yard Debris

Despite general enthusiasm for expanded recycling and composting services, challenges remain. Residents in Centennial, Englewood, and Littleton identified low trust as the greatest barrier, while Sheridan residents cited confusion about what can be recycled as their primary challenge. Furthermore, respondents identified the need for additional recycling drop-off locations.

With regards to costs, 17% of the survey respondents were unsure how much they pay per month for trash services, with 20% reporting they pay between $21-$30/month. Residents in the City of Sheridan, the only city in South Metro that has organized hauling services through Republic Services, most reported paying in the $11-$20 a month range, while other cities most reported paying in the $21-$30 a month range.

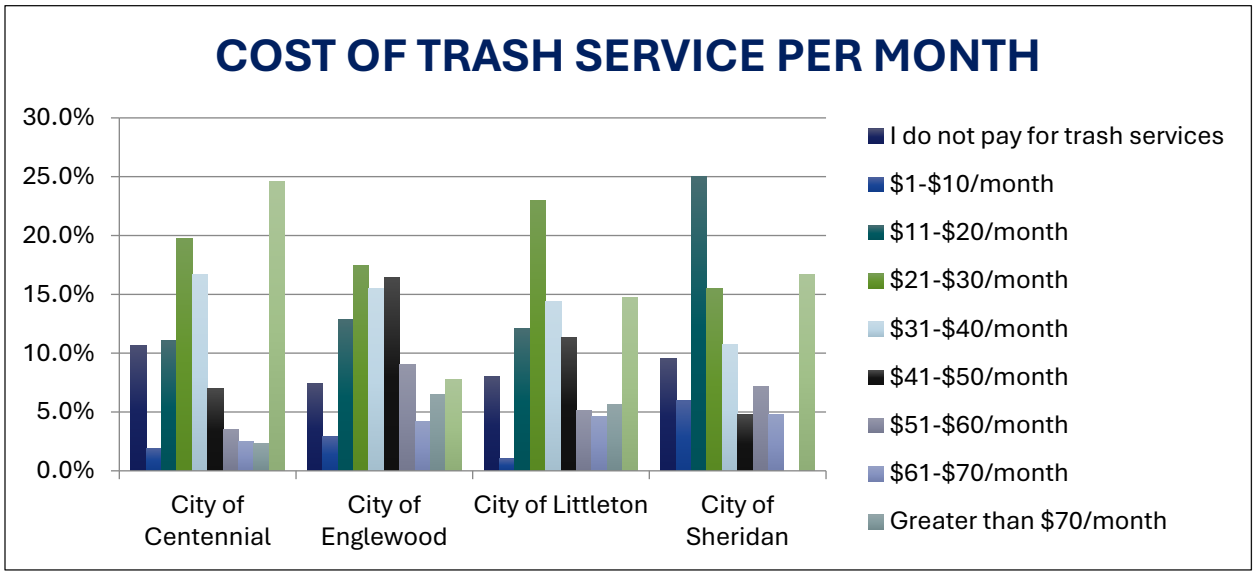


Figure 13: Cost of Trash Service per Month

1.4.3 Mailer

To facilitate broader survey participation, a bilingual mailer was developed with information on accessing the South Metro survey and to inform residents of the South Metro Waste Diversion project. A 5"x7" postcard mailer was designed and made available in English and Spanish given that Spanish is the second most spoken language in the region. The mailer utilized the font and color family consistent with the branding of the website. Each of the respective city logos were utilized to communicate that this was a regional project. The mailer provided a QR code that directed residents to the South Metro Waste Diversion website. A visual of the mailer is shown in Figure 14.



Figure 14: Mailer Screenshot

The mailers were sent to a sample of 14,875 randomly selected households in the region, consisting of a representative proportion of both single-family and multi-family homes across all four cities. The QR code on the mailer was accessed 1,891 times from the time of receipt until the end of the survey response period.



Figure 15: Social Media Graphic Promoting Focus Groups

1.4.4 Focus Groups

Three virtual focus groups were conducted to gather insights from stakeholders on existing waste management patterns, barriers, and opportunities. The three groups identified and formed were multi-family residents, businesses, and disadvantaged communities.

Participants were engaged through various community-facing channels and sources, including trusted community groups, committees, chambers, and social media. Focus group participants were recruited from all four cities to ensure diverse and representative input across the three target groups. Following established best practices for qualitative research, the first ten eligible respondents were invited to participate in each session. Participants received a $50 Visa online gift card in recognition of their time and contributions. The focus groups were conducted virtually and held separately, beginning with an overview of the project and review of ground rules, followed by a facilitated conversation guided by a set of pre-developed questions.

All focus group participants reported having access to trash services, however, fewer than half had curbside recycling, and only one business had contracted composting services. Several common barriers to recycling were identified, including lack of access, insufficient space and dumpster capacity in multi-family complexes, limited involvement in waste management decisions for businesses, and the high cost of services for disadvantaged communities. Participants also cited a lack of reliable educational resources and recycling services. Across all three focus groups, concerns were raised about the high number of waste haulers operating in the community, with specific worries about child safety, property damage, and road deterioration. Additionally, there was a shared desire to expand access to services for hard-to-recycle materials as well as recycling drop-off centers.

1.4.5 Resident Champion Training

A virtual Resident Champion training session was conducted for South Metro residents, focused on the benefits and logistics of recycling and waste diversion, as well as strategies for effectively sharing this information within their communities. As the cities move toward exploring and implementing specific policy measures, Resident Champions are expected to play a vital role in providing informed community input, supporting public engagement, and assisting with on-the-ground implementation. Although the primary goal of the training was to raise awareness of the South Metro Waste Diversion Plan, no specific waste-related policies were discussed.

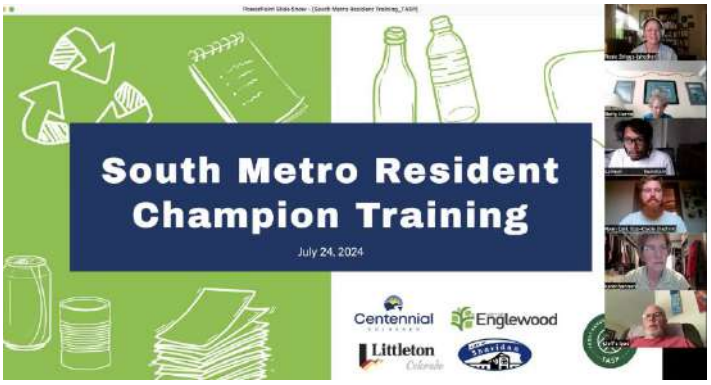


Figure 16: Screenshot of Virtual Training of the Resident Champion Training

All attendees received a copy of the training recording, slide deck, and a Resident Champion toolkit, which includes guidance on recyclable materials, common contaminants, frequently asked questions, and the broader benefits of recycling. All materials in the toolkit were also made available in Spanish to enhance accessibility. A screenshot of the virtual training format is shown in Figure 16.

1.5 Regional Waste Summit

A Waste Summit was held to present findings to elected officials from the four South Metro cities. The presentation covered information collected to date, including the baseline infrastructure evaluation, hauler interviews, public engagement findings, the waste characterization study, and the initial gaps and opportunities analysis. At the meeting, input from elected officials was gathered to identify potential gaps in the waste system and was incorporated into further research and the development of recommended policies and strategies.

The Summit was a zero-waste event, with all materials reused, composted, recycled, or otherwise diverted. This served as both a conversation piece to explore waste reduction practices and as a way to highlight Colorado's strong end markets for metals and glass recycling.



Figure 17: South Metro Waste Summit Day 1 and Zero Waste Stations at the Event

Throughout the event, strategies were presented and discussed through both verbal dialogue and the virtual polling platform, PollEv. Elected officials were asked to identify priorities they wished to explore further, focusing on those they viewed as feasible and/or as offering a positive strategy for advancing waste diversion in the South Metro region and their individual cities.

What are the top priorities we should further explore regionally?

Regionally, yard debris and food scraps collections were the top priority identified to explore further. Organic waste comprises 48% of residential trash, which elected officials cited as being a key factor in their interest in exploring organics collection. By a slight margin, there was a preference for yard debris collection over food scraps collections. There were discussions about the various pathways to capturing yard and food scraps, with officials citing they partake in backyard composting or burying their food scraps at home. Strategies were also discussed at large, such as capturing landscaping yard debris via mulching or composting, increasing access to food scraps drop-off sites, and supporting commercial entities in using compostable service ware. Concerns were also brought up regarding odors and the possibility of attracting pests to curbside bins.

The secondary priority identified was increased commercial and multi-family unit recycling access, citing limited access in many multi-family complexes. Elected officials expressed interest in exploring ways to support this gap. Speakers discussed various options that can improve access for commercial and multi-family units including education, outreach, and technical assistance to property owners and/or tenants.

2.0 South Metro Waste Composition and Generation

The South Metro Waste Diversion Plan included a waste composition study and waste generation modeling analysis to identify current waste trends and project future waste tonnage production for the region and each individual city. These data points were critical for identifying gaps and opportunities and for guiding the development of effective waste reduction strategies, as they highlighted specific concerns around contamination, diversion rates, and total waste generation. Waste generation models were applied to estimate current and projected tonnages through 2035. These estimates include the total material generated, landfilled, and diverted, broken down by generating sector for each city within the South Metro region.

Findings from these tasks confirmed that a significant portion of the region's waste continues to be landfilled, with comparatively lower rates of diversion through recycling and composting. Projections indicate that by 2035, the South Metro region will generate approximately 260,000 tons of waste. If all strategies, policies, operations, and engagement stay the same, the South Metro region will be diverting roughly 15.2% of its waste, or approximately 39,000 tons of waste through recycling or composting.



Figure 18: Waste Characterization Study

2.1 Waste Composition

The South Metro Waste Diversion Project included a two-season waste characterization study (also known as a 'waste audit' or 'waste sort'). The aim of the waste characterization study was to sort samples of trash and recycling to assess the overall composition of the region's waste streams. Approximately 10,200 pounds of trash and recycling from both residential and commercial/multi-family sectors were sorted into 32 categories. Samples from all four cities in South Metro were represented in the study.

2.1.1 Municipal Solid Waste (MSW)

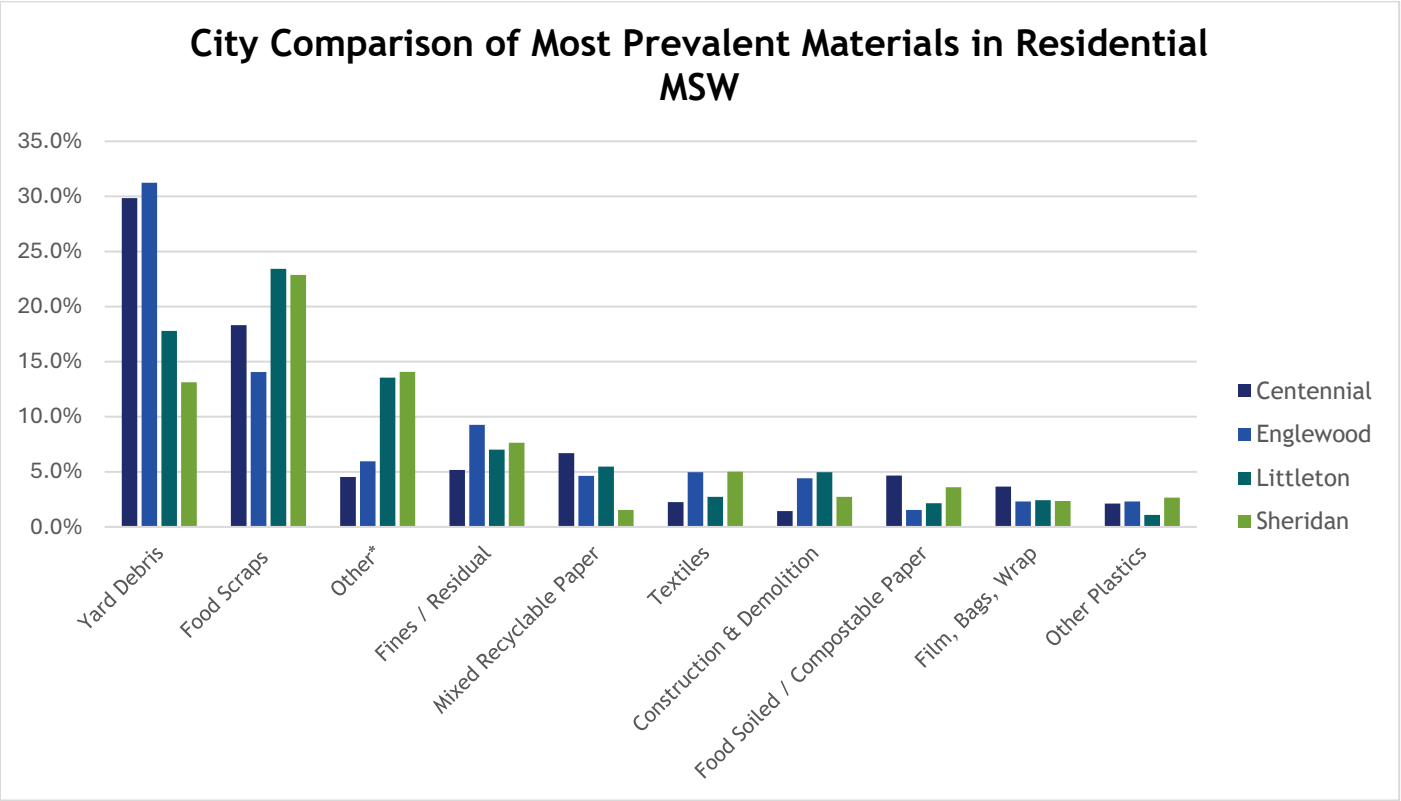
The most prevalent materials in combined residential and commercial MSW were food scraps (18.6%), followed by yard debris (17.1%), and Other[3] (9.2%).

Although seasonal variability influenced food scraps, yard debris, and construction and demolition (C&D) material categories most significantly, food scraps and yard debris emerged as the most prevalent materials in the waste stream across both sorting seasons, indicating their significance and diversion potential.

In the residential MSW, yard debris was the most prevalent material landfilled (24.0%), followed by food scraps (19.4%). Together, these materials make up 43.4% of residential MSW, representing a significant opportunity for diversion from

[3] *Other* includes materials that do not belong in any other defined category, such as rubber, tires, bulky furniture, diapers, sanitary products, pet waste, and wipes.*

South Metro's residential trash stream. This was consistent across individual cities additionally, with both food scraps and yard debris in the top three material categories for all cities. Figure 19 show the top 10 most prevalent materials in South Metro's Residential MSW.



Other includes materials that do not belong in any other defined category, such as rubber, tires, bulky furniture, diapers, sanitary products, pet waste, and wipes.*

Figure 19: City Comparison of Most Prevalent Materials in Residential MSW

2.1.2 Recyclables

A total of 27 samples of recycling were collected and sorted, including 18 residential and 9 commercial samples. Corrugated cardboard (37.0%) was the most prevalent material in combined residential and commercial recycling streams, alongside mixed recyclable paper (20.4%) and glass bottles and jars (11.3%).

For residential streams, the most prevalent materials in recycling are corrugated cardboard (27.8%), followed by mixed recyclable paper (24.8%), and glass bottles and jars (14.1%). This was consistent across individual cities, with both corrugated cardboard and mixed recyclable paper in the top two material categories for all cities. Figure 20 shows the top 10 most prevalent materials in South Metro's residential recycling stream.

Contamination in the residential recyclables stream represented 20.6% of the recyclables stream, which is above the national average contamination rate for inbound recycling at 17%. Contamination is defined as the improper disposal of materials into a waste stream, such as food scraps in the recycling stream. Individually, Centennial had a contamination rate of 13.0%, Englewood had 13.2%, Littleton had 18.8%, and Sheridan had 34.5%.

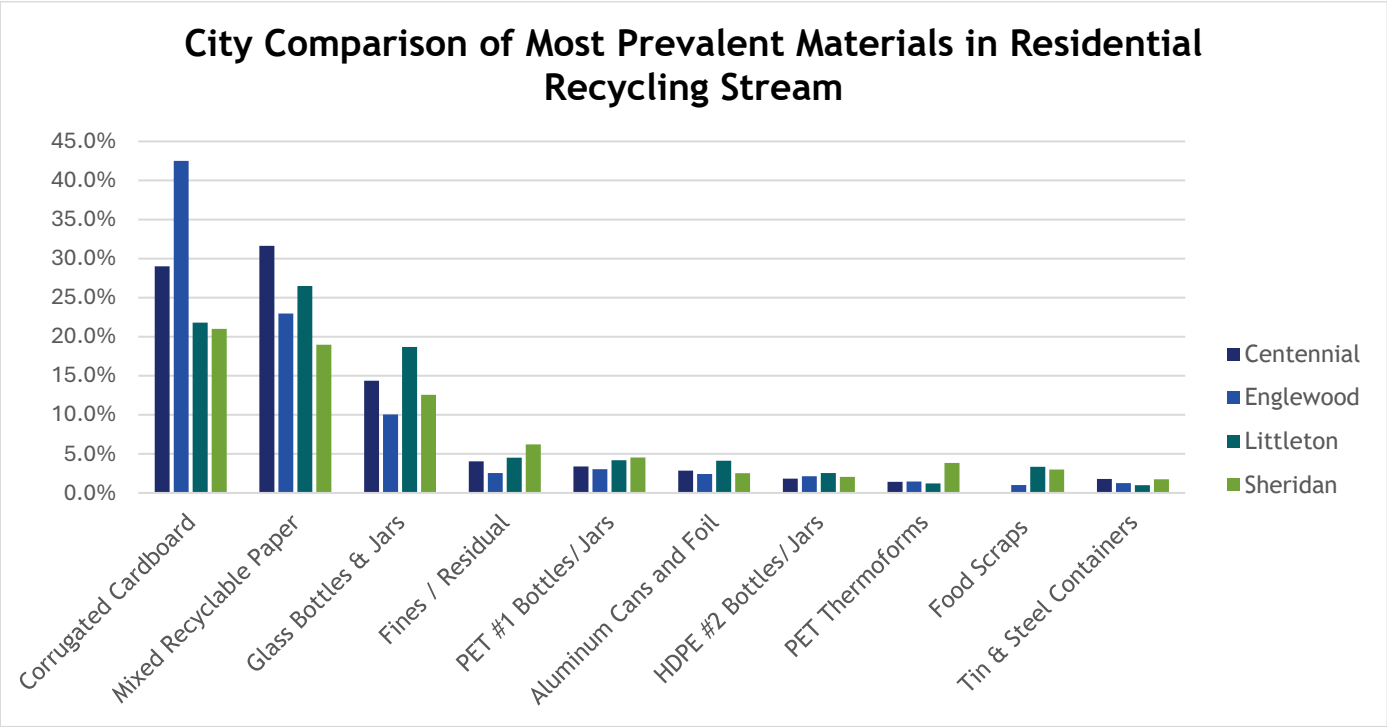
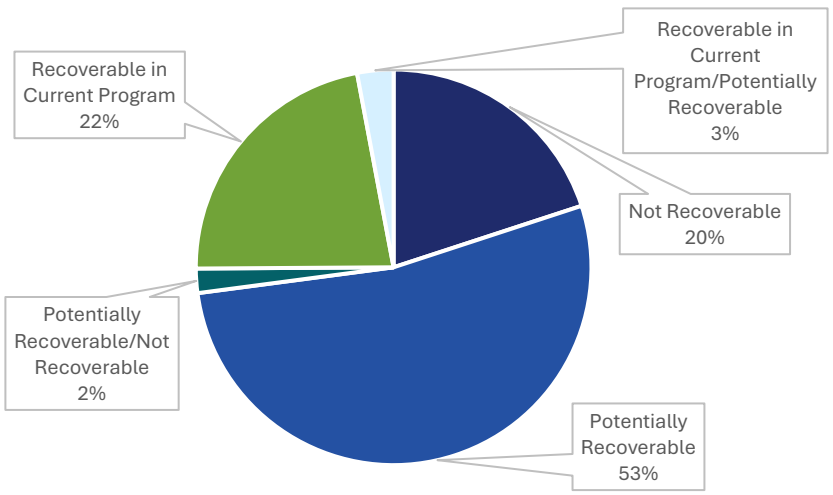


Figure 20: City Comparison of Most Prevalent Materials in Residential Recycling Stream

2.1.3 Recoverability

Up to 78% of what is disposed of in the trash across all sectors (residential, commercial, and multi-family) can either be recovered in existing programs or potentially be recovered if hard-to-recycle or other divertible materials were properly separated. Based on current programs and existing local infrastructure, 22% of materials in MSW can be recovered through existing programs. Figure 21 shows comparisons of material compositions based on recoverability for combined residential, commercial, and multi-family MSW.



Approximately

78%

of South Metro's waste is recoverable through recycling, composting, or special collections.

Figure 21: Recoverable Tons in MSW Across All Sectors

2.2 Waste Generation

Waste tonnages were modeled and projected for both the city and the South Metro Region from 2023 to 2035. Estimates include total material generated, landfilled, and diverted, and are broken down by generating sector. Of all generated waste, it is estimated that South Metro is diverting approximately 15.2% of materials from the landfill.



Findings from these tasks confirmed that a significant portion of the region's waste continues to be landfilled, with comparatively lower rates of diversion through recycling and composting. It is estimated that the South Metro region will generate approximately 255k tons of waste by 2033 and 260k tons of waste by 2035.

If all current strategies, policies, operations, and engagement stay the same, the South Metro region will be disposing 85% of its waste or sending approximately 221k tons of MSW to landfills. Population growth for South Metro from 2023 to 2035 is presented in Table 7. Total tonnage projections in South Metro from 2023 to 2035, broken down by total tons of materials generated, landfilled, diverted, and by generating sector, are presented in Table 8.

Table 7: South Metro Population Projections (2023-2035)

Year	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035
Centennial	106,883	107,909	108,946	110,115	111,277	112,438	113,558	114,674	115,899	117,108	118,309	119,500	120,681
Englewood	34,275	34,604	34,937	35,312	35,684	36,056	36,415	36,773	37,166	37,554	37,939	38,321	38,700
Littleton	44,451	44,867	45,285	45,755	46,227	46,698	47,153	47,605	48,100	48,588	49,072	49,551	50,025
Sheridan	5,908	5,965	6,022	6,087	6,151	6,215	6,277	6,339	6,406	6,473	6,540	6,605	6,671
South Metro	191,517	193,344	195,190	197,268	199,338	201,407	203,402	205,391	207,572	209,724	211,860	213,977	216,077

Table 8: South Metro Region Tonnage Projections (2023-2035)

Year	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035
Single-Family													
Disposal	57,877	58,430	58,988	59,617	60,243	60,869	61,473	62,074	62,734	63,385	64,031	64,672	65,307
Diversion	10,335	10,434	10,534	10,646	10,758	10,869	10,977	11,085	11,202	11,319	11,434	11,549	11,662
Total Generation	68,212	68,864	69,522	70,263	71,001	71,738	72,450	73,159	73,936	74,704	75,465	76,221	76,969
Multi-Family													
Disposal	20,415	20,609	20,806	21,026	21,246	21,466	21,678	21,890	22,122	22,350	22,577	22,802	23,025
Diversion	3,646	3,680	3,715	3,755	3,794	3,833	3,871	3,909	3,950	3,991	4,032	4,072	4,112
Total Generation	24,061	24,290	24,521	24,781	25,040	25,300	25,550	25,799	26,072	26,341	26,609	26,874	27,137
Commercial													
Disposal	117,438	118,559	119,691	120,965	122,234	123,503	124,726	125,946	127,283	128,602	129,912	131,211	132,498
Diversion	20,971	21,171	21,373	21,601	21,828	22,054	22,273	22,490	22,729	22,965	23,199	23,431	23,660
Total Generation	138,409	139,730	141,064	142,566	144,062	145,557	146,999	148,436	150,012	151,567	153,111	154,641	156,158
All Sectors													
Disposal	195,730	197,598	199,484	201,608	203,724	205,838	207,877	209,910	212,139	214,337	216,520	218,685	220,830
Diversion	34,952	35,285	35,622	36,001	36,379	36,757	37,121	37,484	37,882	38,275	38,664	39,051	39,434
Total Generation	230,682	232,883	235,107	237,610	240,103	242,595	244,998	247,394	250,021	252,612	255,185	257,736	260,264

3.0 Gaps & Opportunities

Following the baseline assessment of waste generation, policies, and infrastructure in the South Metro region, a comprehensive gap analysis was conducted to identify opportunities for system improvement. This analysis aimed to pinpoint areas where existing programs could be optimized, new initiatives could be introduced, or innovative investments could be made to support the region's waste diversion goals.

Figure 22: Best Management Practices Chart



The initial gap analysis drew on baseline findings, components of the current materials management system, community engagement insights, waste generation modeling, and a comparison of South Metro's system with national best management practices. The analysis revealed specific areas for improvement that support the region's ambitious goals to improve equitable access to services, increase recovery and reuse, reduce waste, support recycling market development, and build strategic partnerships.

To structure the analysis, the project team used five best management practice areas: Collection & Access, Infrastructure, End Markets, Outreach & Education, and Supportive Policy. Effective materials management requires these components to work in concert. For example, even the most advanced recycling facilities are limited in impact without robust education and outreach or reliable end markets for recovered materials to maintain clean material streams and sustained demand for processed materials.

Each key area has several components or categories of best practices that have been identified by the project team's expertise of nearly four decades in the industry. Within each practice area, the evaluated system components are listed alphabetically. Their order is not an indication of priority. The project team utilized grades to represent relative uptake scores for each of the best practices (ranging from best (A) to worst (F) on the region's relative uptake). Additional details about each category and grades can be found in the Activity 8: Gaps and Opportunities memo.

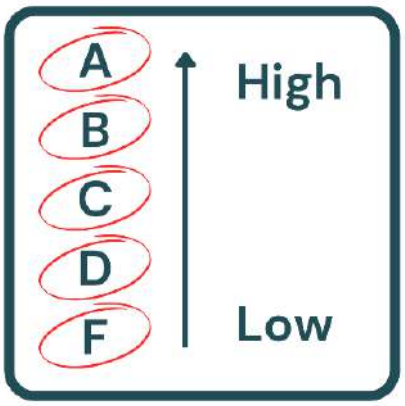


Figure 23: Relative Uptake of Best Management Practices

3.1 Collection and Access

For recycling programs to be effective, every household and business in a community must have convenient access. This can be through curbside collection, drop-offs, a reuse and sharing economy, or a combination of these options. As a first step in resource recovery, material diversion and recovery need to be as convenient as waste disposal.



Figure 24: At-Your-Door Collection Service Flyer

South Metro's waste collection system demonstrates several strengths, including universal access to recycling for single-family, multi-family, and commercial sectors. The Cities of Englewood, Centennial, and Littleton also provide special collections through "At-Your-Door" services for hazardous waste and electronics. Additionally, organics diversion is available, though participation depends on residents and businesses subscribing to market-driven services.

Opportunities to increase diversion for the region remain. Approximately 17.1% of landfilled waste consists of yard debris that could be diverted through dedicated curbside or drop-off services. Furthermore, approximately 18.6% of landfilled waste is food scraps that could be diverted by piloting food scraps drop-off sites or curbside collection. Multi-family residents face challenges accessing recycling and hazardous waste disposal, often due to insufficient infrastructure and lack of property management engagement. Additionally, gaps in drop-off locations, lack of organized single-hauler systems, and barriers to participation for commercial entities hinder optimal waste diversion. Addressing these issues through expanded services, regional recycling centers, and targeted ordinances could improve efficiency, reduce waste, and foster greater community participation in recycling and composting programs.

Table 9: South Metro Gap Analysis Grades: Waste Collection

Collection and Access		
Overall Grade	Category	Grade
C-	Carts and Dumpsters	B
	Collection Schedules	C
	Commercial Access	D
	Food Scraps	D
	Hard-to-Recycle Items	C
	Multi-Family Access	D
	Recycling Drop-Off Locations	D
	Single-family Access	B
	Yard Debris	D



3.2 Infrastructure

It is crucial for the region to have processing facilities conveniently located, technologically advanced, and with enough capacity to handle the population's current and future material streams.

As discussed in Section 1.2.2 of this Plan, there are two Materials Recovery Facilities (MRFs), three landfills, and four transfer stations that service the Denver Metro area, including South Metro. Two additional MRFs in the Denver metro-region are planned to be built by 2026. South Metro also has one organics processing facility for yard debris and clean lumber in Sheridan, along with several other organics collection sites and haulers. The infrastructure to support municipal solid waste (MSW) and single-stream recycling is strong in the region. However, infrastructure for food scraps processing is overall inadequate, and there is a lack of adequate infrastructure for processing hard-to-recycle materials.

Insufficient infrastructure can be addressed through public-private partnerships by developing an organics processing site, funding or supporting the development of a hard-to-recycle materials center, and supporting the development of a C&D recycling facility or the expansion of materials accepted at existing recycling centers. A C&D recycling ordinance could also further recycling for these materials.

Table 10: South Metro Gap Analysis Grades: Infrastructure

Infrastructure		
Overall Grade	Category	Grade
B-	Compost Facility within 30 miles	D
	Food Scraps Sites	C
	Hard-to-Recycle Items & Drop-Offs	F
	Landfill Capacity	A
	MRF/Recycling Transfer within 30 miles	A
	MRFs Process Additional Materials	B
	MRF Technology	A
	Multiple MRFs Available	A
	Tip Fees Encourage Recycling	C

3.3 Supportive Policy

Policy should be crafted to ensure responsible material recovery is the standard practice across the community, not merely a best practice. Local policy can be adopted to support all of the practice areas.

To support the development of robust recycling systems and establish regulatory consistency across their cities, South Metro communities should coordinate to adopt similar, introductory recycling policies. While some recycling policies, such as organized hauler (single-hauler) contracts, commercial recycling ordinances, and pay-as-you-throw (PAYT) ordinances (requiring residential haulers to offer



Figure 25: Volume-Based Pricing, PAYT

volume-based pricing for trash bins) have proven to boost waste diversion rates, it is more strategic to first establish and then build upon a strong base of introductory policies, such as hauler licensing and equal space ordinances.

Table 11: South Metro Gap Analysis Grades: Supportive Policy

Policy		
Overall Grade	Category	Grade
D	City Waste Goals / Sustainability Plans	C
	Commercial Recycling Ordinance	F
	C&D Recycling	F
	Equal Space Ordinance	F
	Hauler Licensing	C
	Organized Hauler (Single Hauler)	D
	Pay-As-You-Throw	D
	Universal Residential Recycling	C

3.4 End Markets



End markets for collected recyclables and finished compost leads to the success of a sustainable circular economy that ultimately allows material to be diverted from landfills. This also includes reuse and refurbishment. By increasing demand, the region creates a 'pull' for additional materials that, in turn, drives supply.

The South Metro region of Denver has several strengths in its waste diversion infrastructure, including yard debris processing through A1 Organics, sufficient single-stream recycling capacity with multiple MRFs, and access to scrap metal recycling facilities. Additionally, the region has strong local end markets for glass recycling, with outlets such as Glass to Glass and Rocky Mountain Bottling Company ensuring high-value recovery of this material. These strengths provide a solid foundation for regional waste diversion efforts.

However, opportunities remain to improve and expand end markets. Compostable products are not widely accepted due to contamination concerns, underscoring the need for statewide compostable product labeling requirements and public education. Furthermore, utilizing finished compost for government use and development projects could boost organics end markets. Leveraging existing resources like the pulverizer at the STS South Denver transfer station and exploring partnerships with innovative companies like Tereform could advance recycling for hard-to-recycle materials.

Local/in-state end market development remains limited for aluminum, paper, post-consumer plastics, and steel, suggesting that investment in infrastructure, outreach, and incentive programs could strengthen the region's recycling ecosystem. The Colorado Circular Economy Development Center's (CEDC) End Market Opportunity Assessment identified waste tires, textiles, clean wood, and colored high-density polyethylene (HDPE) as opportunity areas for end market development in Colorado.

Actions to improve end markets include fostering partnerships for emerging technologies, proactively implementing Extended Producer Responsibility (EPR) requirements, and investing in public education to drive participation and reduce contamination. Furthermore, there are opportunities to increase reuse systems by piloting reuse programs to reduce the need for single-use disposable materials and encourage the recovery of textiles.

Table 12: South Metro Gap Analysis Grades: End Markets

End Markets		
Overall Grade	Category	Grade
C+	C&D	D
	Glass	A
	Hard to Recycle Materials	C
	Local End Market Development	D
	Organics	C
	Plastics	B
	Reuse Markets	D
	Scrap Metal	A
	Textiles	D

3.5 Outreach & Education

All residents and businesses will need to know how to handle and sort materials in their homes, at work, and away. Systems continue to evolve as material composition changes and technologies change. Thus, information must be regularly communicated to residents in various ways to supply MRFs, composters, and end markets with high-quality material, while continuing to decrease the amount of waste sent to landfills. Two-way communication should also be established to provide opportunities for program participants and community members to ask questions, give feedback, and self-identify as Resident Champions.

South Metro's waste outreach and education system is built on a foundation of accessible resources and community engagement. Each city maintains webpages with recycling and waste disposal information, supported by a new regional website designed to centralize updates. Consistent language and multilingual accessibility in recycling guidelines enhance clarity and inclusivity. The system also engages community groups and trained Resident Champions to advocate proper waste management through peer-to-peer outreach, fostering a culture of sustainability. Recycling collection events offer additional opportunities for engagement while addressing hard-to-recycle materials.

Despite these strengths, there are several areas for improvement. Staffing constraints have limited consistent public engagement efforts, reducing opportunities to build trust and maintain participation. Recycling guidelines, while accessible, could be enhanced with clearer visuals, multilingual labels, and broader public availability. Training municipal staff in recycling practices would enable them to better assist residents with waste diversion. Furthermore, the lack of interactive tools and focused outreach to multi-family and commercial sectors leaves significant gaps in participation. Addressing these issues through targeted outreach, enhanced resources, and regular communication could greatly enhance South Metro’s waste education and outreach impact.

Table 13: South Metro Gap Analysis Grades: Outreach and Education

Outreach & Education		
Overall Grade	Category	Grade
C-	Community Groups / Resident Champions	C
	Consistent and Translated Recycling Language	C
	Dedicated Recycling Webpage	B
	Guidelines Publicly Provided	F
	Multi-family and Commercial engagement	D
	Ongoing General Public Engagement	C
	Public Interactive Tools	D
	Recycling Collection Events	B
	Training Municipal Staff	D

4.0 Waste Diversion Actions

90%

South Metro residents agree or strongly agree with efforts to increase recycling and composting.

Approximately 90% of South Metro residents shared that they agree or strongly agree with efforts to increase access to recycling and composting in their communities, and believe recycling helps conserve natural resources to preserve the environment for the future.

The South Metro Diversion Plan proposes actions to be implemented over the next 10 years that increase the recovery of recyclables and organics, address hard-to-recycle materials, reduce consumption, and support the circular economy.

The South Metro Project Team evaluated a total of 50 strategies in the categories of Collections, Infrastructure, End-Markets, Policies & Governance, and Education & Outreach. High impact strategies were introduced and discussed with elected officials and staff representatives from each city during the Regional Waste Summit. The draft strategies were shared with city staff and leadership for a more detailed review. Each city was then asked to identify and prioritize seven high-impact strategies for local implementation and three strategies for potential regional collaboration.

Each strategy was evaluated and presented with associated attributes, including an estimated diversion impact (categorized from ♺ to ♺♺♺♺), a cost impact range (categorized from $ to $$$), an anticipated implementation timeline, and a list of affected stakeholder groups (single-family households, multi-family households, or the broader community) as shown in Table 14.

4.1 Impact Modeling

To evaluate the potential diversion and climate impacts of the priority strategies, the project team applied a scenario-based planning model tailored to the South Metro region. This model integrates projected waste generation, disposal, and diversion tonnages, population and household data from the U.S. Census, findings from the two-season waste composition study conducted in 2024, and benchmarks from high-performing waste diversion programs across Colorado and other leading U.S. jurisdictions.

Diversion impact was evaluated based on the estimated increase in diversion rate that each strategy contributed, either for the region as a whole or for each city.

The model operates under the assumption that all recommended strategies are implemented to their full intended effect and accounts for inter-dependencies among actions, recognizing that the success of one may hinge on the implementation of another. Estimated outcomes are cumulative and reflect these relationships. Detailed model outputs, including impact estimates for each strategy, are provided at the end of each city's waste diversion goals and actions section.

Table 14: Diversion and Fiscal Impact Rating Scale

Diversion Impact	
Diversion Impact on Tons Diverted	Estimated Additional Diversion Rate %
♺	< 1.5%
♺♺	1.5% – < 3.5%
♺♺♺	3.5% – < 5.5%
♺♺♺♺	≥ 5.5%

Fiscal Impact	
Fiscal Impact on Tons Diverted	Estimated Fiscal Range
$	< $10,000
$$	$10,000 – < $100,000
$$$	≥ $100,000

5.0 Regional Waste Diversion Goals and Actions

Building on the identified gaps and opportunities, as well as strategy development and collaborative discussions held during the Regional Waste Summit, the cities identified strategies they believed would best be pursued for regional implementation. While each city maintains its own solid waste management program and is at a different stage in its waste diversion efforts, they share common goals and challenges that are well-suited to be addressed through a coordinated, regional approach.

Table 15: Regional Strategies Summary

ID	Action	Fiscal Impact	Diversion Impact	Implementation Timeline		
				FY26-30	FY30-35	FY35-40
5.1	Support and/or develop a regional recycling drop-off center within South Metro	$$$	♺	X	X	
5.2	Work together regionally towards improving organic diversion access and supporting a large-scale organics processing infrastructure that accepts food scraps and other compostables	$$$	♺♺♺♺		X	X
5.3	Support efforts to increase multi-family and commercial access to recycling / compost services	$$	♺♺	X	X	X

5.1 Regional Recycling Drop-Off Centers ♺

Drop-off centers can serve as a critical infrastructure asset to manage recyclables. In the Colorado Needs Assessment, it was identified that 80% of the Front Range population had access to both recycling curbside and drop-off options. South Metro is among the 20% of communities that do not have access to recycling through drop-off centers. The closest recycling drop-off centers are located in Aurora and Arvada.

The lack of a recycling drop-off center in the South Metro region was also one of the core recommendations that emerged from stakeholder engagement through focus groups and surveys.

A recycling drop-off center provides additional capacity and convenient access to handle surges in recyclable material, particularly during spring cleaning or move-in

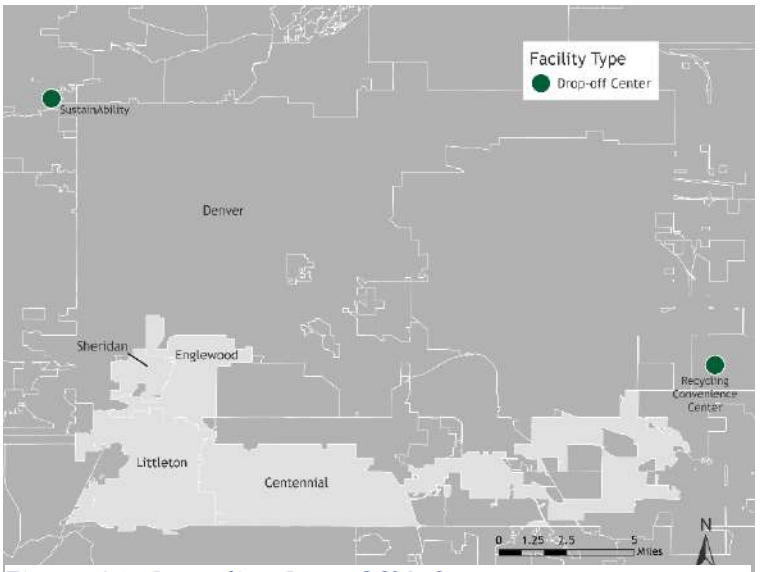


Figure 26: Recycling Drop-Off Infrastructure

and move-out periods. Drop-off centers provide an overflow option that helps prevent overfilled containers and litter. For multi-family residents where property management does not provide adequate recycling access, convenient drop-off centers can offer a place for residents to drop off materials. It is generally best practice for urban environments with populations over 100,000 to establish one drop-off center per 50,000 residents. It is recommended for South Metro to explore establishing up to four regional recycling drop-off centers, conveniently located between the four communities.

While the overall diversion impact may be lower compared to other strategies, due to its reliance on voluntary resident participation, this approach is critical from an equity standpoint, as it significantly improves recycling access for communities that currently lack convenient options.



Implementation Steps

- Identify and secure funding through municipal budgets, statewide funding, or grants.
    - Apply for Colorado Circular Communities (C3) Enterprise funding for infrastructure support or request reimbursements from Circular Action Alliance through Colorado's Extended Producer Responsibility (EPR) Law
- Site and design
- Permit as necessary
- Site development (e.g., utilities, parking, fencing, lighting, roads, pads, etc.)
- Equipment selection & procurement
- Haulers startup & training
- Education and outreach campaign to promote launch of centers
- Launch program and maintain operations

5.2 Regional Organics Facility



The cities of South Metro seek to work together regionally towards improving organic diversion access and supporting a large-scale organics processing infrastructure that accepts food scraps and other compostables.

Organic materials, including food scraps and yard debris, make up 43.4% of South Metro's residential municipal solid waste (MSW). With just under half of the residential waste stream comprised of organic materials, this presents a significant opportunity to increase diversion if capacity is expanded through the development of an organics processing facility.

Implementation Steps and Timeline

- Conduct a feasibility study to determine the capacity needed at a facility, anticipated capital and operating costs, and key considerations.
- Secure funding through municipal budgets, statewide funding, or grants.
- Secure and establish partnerships, which can include regional partnerships and a public-private partnership. This will require a Request for Proposal (RFP).
- Site, design, and permit
- Site development (e.g., aerated static piles (ASP) system, utilities, roads, pads, etc.)
- Equipment selection & procurement
- Secure organic waste feedstock through policy, contracts for collection, and increasing access.

5.3 Support Efforts to Increase Multi-Family and Commercial Access to Recycling / Compost Services



Access to recycling and compost services for multi-family and commercial buildings remains limited across the South Metro region. The four cities of South Metro are committed to supporting efforts to increase multi-family and commercial access to recycling and compost services. The four cities have selected city-specific strategies to support this effort, such as passing an equal space ordinance and leveraging the state's Extended Producer Responsibility (EPR) law, which covers support for multi-family properties.

There are various strategies the region can take to increase recycling and composting access. Below are some example actions that have been successfully employed in communities leading waste diversion programs across the country. Implementation steps, fiscal impacts, and diversion impacts may vary based on the actions South Metro adopts, and its effectiveness will depend on the cumulative impacts of other diversion strategies for multi-family and commercial properties.

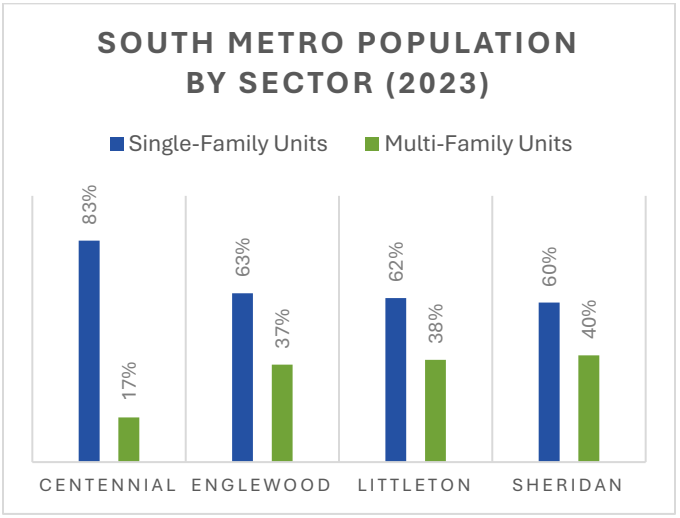


Figure 27: South Metro Population by Sector (2023)

Implementation Steps

- Encourage or require by ordinance commercial and multi-family property owners and/or managers to submit a recycling implementation plan
- Leverage or expand existing green business programs
- Offer technical assistance for property managers including:
  - Resources (e.g., Resident Champion Training toolkit) and information on the South Metro Waste Diversion website
  - Information on how multi-family properties can benefit and request reimbursement from Colorado's EPR Law
  - Downloadable recycling, composting, and trash signs in English/Spanish
  - Sample emails and letter templates to engage tenants and residents in recycling and/or composting information
  - Training and attendance logs for housekeeping or property maintenance staff
  - Flyers or booklets for move-in
  - List of licensed haulers for recycling, composting, and trash services
  - Guidance on creating a green team
  - Public recognition and spotlights of businesses and multi-family properties leading the path on waste diversion

6.0 City of Centennial Diversion Goals and Actions

The City of Centennial, located in Arapahoe County, is home to approximately 106,000 residents. The city is guided by a vision of being a connected community, where neighborhoods matter, education is embraced, businesses are valued, and innovation absolute. Centennial is one of the more densely populated areas in the region, with an average of 3,648 residents per square mile. According to the 2022 US Census, the city had 40,952 households, with an average of 2.59 residents per household. Housing in Centennial is predominantly composed of single-family homes, which account for 83% of all residential units, while multi-family units comprise the remaining 17%.

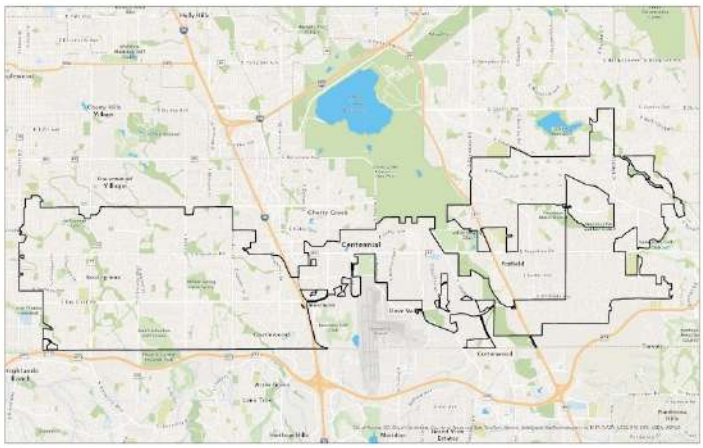


Figure 28: City of Centennial Boundary

Centennial operates under an open market (also referred to as open subscription) solid waste collection system. Under this system, residents and businesses independently contract private haulers for trash and recycling services. The city does not require hauler reporting or licensing. Although some homeowner associations (HOAs) maintain contracts with a single provider, there is limited data on the extent of such agreements within the city. Furthermore, there is insufficient information regarding recycling and composting services or participation rates for multi-family properties and commercial businesses.

The city does not have mandatory recycling requirements, and curbside recycling pricing structures are determined by individual haulers. Composting services are available on a voluntary, opt-in basis, with subscription fees determined by the private market. Residents may choose to divert food and organic waste by subscribing directly to these composting services.

Currently, the city does not have an adopted sustainability plan or defined waste diversion goals. However, city staff have expressed interest in collecting baseline data on waste collection and diversion as a foundation for potential future policy development. While there are no permit requirements for waste haulers, the city does regulate solid waste infrastructure. Furthermore, Chapter 7 Article 5 of Centennial's City Code includes regulations prohibiting dumpsters on residential and public property, with some exemptions.

Centennial provides a "Neighborhood Trash Collection Toolkit" on its city website to encourage neighborhoods (both HOA and non-HOA) to coordinate single-day trash collection. The webpage includes survey forms, tips for proposal setup, and a form for consideration of potential vendors.



In collaboration with the Southeast Metro Stormwater Authority (SEMSWA), the city offers a specialized home collection program through a partnership with Waste Management. The "At Your Door Special Collection Service" allows residents to schedule a collection appointment for household hazardous waste, including automotive products, batteries, garden and household chemicals, paint, electronics, mercury-containing items, and pool chemicals. A $20 co-pay is required per event, and bilingual promotional materials (English and Spanish) are available on SEMSWA's website.



Figure 29: Electronics Recycling in the City of Centennial

Additionally, the city organizes one-day electronics recycling events. In 2024, the city hosted a collection event in April at the Centennial Civic Center, sponsored by Jacobs, the city's contractor for Public Works, Code Compliance and Facilities, and Park and Fleet Maintenance Services.

Centennial also collaborates with the Arapahoe Park and Recreation District and the South Suburban Parks and Recreation District to offer seasonal drop-off events for tree limbs and woody plant materials. These materials are chipped and mulched, and free mulch is made available to residents at designated city locations. A similar service is offered during the winter months to recycle Christmas trees, including the collection of holiday lights at no cost.

Table 16: City of Centennial Strategies Summary

ID	Action	Fiscal Impact	Diversion Impact	Implementation Timeline		
				FY26-30	FY30-35	FY35-40
6.1	Require hauler licensing, including the requirement for haulers to track and report tonnage data	$	♺	X		
6.2	Leverage Colorado's Extended Producer Responsibility (EPR) for recycling programs	$	♺♺	X	X	X
6.3	Explore the transition to organized residential collection (single hauler)	$$	♺♺	X	X	
6.4	Pass an equal space ordinance to ensure commercial recycling access	$	♺♺♺♺	X		
6.5	Promote yard debris curbside services for composting for single-family residents	$	♺♺	X	X	X
6.6	Support the growth of community-scale composting sites for single-family residents	$$	♺	X	X	X
6.7	Support the development of a hard-to-recycle center	$$$	♺		X	
6.8	Ongoing community group engagement with universal and accessible guidelines	$$	♺♺	X	X	X

6.1 Require Hauler Licensing, Including the Requirement for Haulers to Track and Report Tonnage Data ♺

A hauler licensing ordinance is a policy that requires both residential and commercial sector waste haulers to obtain a license through the local governing body to operate within the government's jurisdiction. Licenses can include requirements such as providing proof of insurance, setting prices based on volume of trash containers (pay-as-you-throw), safety requirements, minimum service standards, enforcement mechanisms, or operating only on certain days and during a set timeframe to reduce traffic and noise.



It is considered best practice for hauler licensing policies to also require haulers to regularly report how many tons of trash, recyclables, and organic waste have been collected in their community. This helps establish baseline data for local governments to understand their waste streams and track progress.

Implementation Steps:

- Coordinate regionally with neighboring jurisdictions aiming to implement a similar requirement
- Conduct outreach to stakeholders (haulers and/or residents) to gather insights into potential barriers
- Document feedback on challenges, service gaps, and potential ordinance impacts
- Draft and adopt a hauler licensing ordinance
- Communicate with haulers on new requirements
- Develop a reporting mechanism to receive hauler data annually

6.2 Leverage Colorado's Extended Producer Responsibility (EPR) for Recycling Programs ♺♺

Colorado's Producer Responsibility for Recycling Packaging Program (EPR) requires covered producers to join a Producer Responsibility Organization, and through it, fund and manage the end of life for packaging and paper, including collection, processing, and recycling or composting.

This EPR program will cover 100% of the net recycling service costs for all Colorado single-family and multi-family homes starting in 2026. The state's Producer Responsibility Organization, Circular Action Alliance (CAA), has indicated that it will start by covering recycling costs in communities with organized (non-open market) systems.

Communities that do not currently offer recycling for residents or that have open-market recycling collection systems pose a bigger challenge, and it will take longer to coordinate payments for recycling haulers that choose to participate.

Steps that Centennial can take to fully access the benefits of Colorado's Producer Responsibility program include adopting an equal space ordinance; implementing a hauler licensing ordinance with a requirement for providing recycling bundled into all services; introducing pay-as-you-throw pricing; and/or establishing a municipally coordinated hauling contract or contracts for residential collections.

Implementation Steps:

- Coordinate regionally with neighboring jurisdictions aiming to implement a similar requirement
- Conduct outreach to stakeholders to share information about EPR and gather insights on potential barriers related to ordinance impacts
- Draft and adopt ordinances
- Draft and implement a communications plan to roll out new requirements
- Apply and receive reimbursements provided through Colorado's EPR law for collections

6.3 Explore the Transition to Organized Residential Collection (Single Hauler)

♺♺

Organized Residential Collection refers to a system in which a municipality manages curbside trash and recycling services on behalf of residents through a contract with one or more licensed haulers. Under this model, residents may have the option to opt out of the municipal service for a fee. Municipal contracts can mandate that recycling is included for all households and may incorporate a pay-as-you-throw (PAYT) pricing structure, where fees are based on the size of the trash cart and the volume of waste generated.

This approach can result in lower and more stable service costs for residents, expanded access to recycling, and the expansion of services such as compost collection or bulky item pickup. It also reduces the number of collection trucks on neighborhood streets, thereby minimizing traffic, emissions, and road wear. Organized collection typically covers single-family homes and smaller multi-family buildings (fewer than seven units), with optional participation or phased inclusion available for homeowners associations (HOAs).

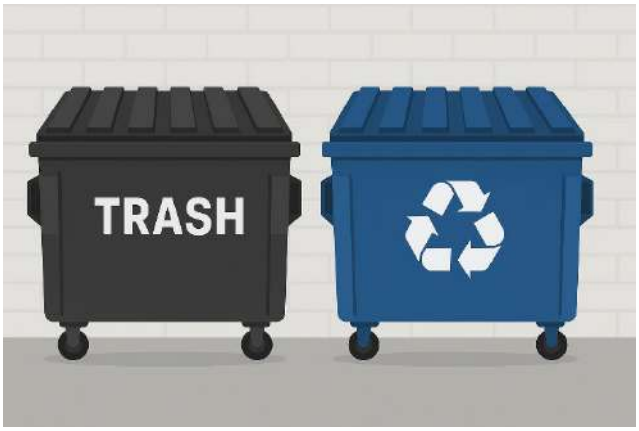
During the stakeholder engagement process for this South Metro Waste Diversion Plan, which included surveys and focus groups, residents throughout the South Metro region consistently raised concerns about the high number of waste haulers operating within the same neighborhoods. Key issues cited included child safety risks, wear and tear of roads, and increased air and noise pollution. Residents also emphasized a lack of accountability under the current open hauling system, expressing a desire for more structured oversight and coordination.

Implementation Steps:

- Engage stakeholders to communicate benefits and gather feedback on potential barriers and service needs
- Conduct a legal review to ensure compliance with state single-hauler regulations
- Coordinate regionally with neighboring jurisdictions aiming to also implement
- Outline implementation steps and timeline

6.4 Pass an Equal Space Ordinance to Ensure Commercial Recycling Access

♺♺♺♺



An **Equal Space Ordinance** requires that all newly constructed commercial buildings allocate the same amount of space for recycling collection infrastructure (such as enclosures, receptacles, chutes, staging areas, and collection rooms) as is allocated for trash.

Insufficient space for recycling is a common barrier for commercial entities. By integrating this requirement into building codes, municipalities can ensure future developments support recycling access without retrofitting existing structures.

In Centennial, approximately 17% of housing consists of multi-family units, and there are 3,633 employer firms, highlighting the importance of planning for equitable recycling infrastructure in both residential and commercial development.

Implementation Steps:

- Conduct outreach to stakeholders to gather insights on potential barriers
- Draft and adopt an equal space ordinance
- Roll out communications plan and consider providing technical support for commercial property managers
- Coordinate with the Community Development Department to align on communicating requirements for new developments and significant site redevelopments

6.5 Promote Yard Debris Curbside Services for Composting for Single-family Residents♺♺



The South Metro Waste Characterization study found that yard debris comprises 20% of the City of Centennial's single-family waste stream, yet less than 1% of the yard debris is being diverted. Promoting curbside yard debris collection for single-family residents could significantly increase the city's waste diversion rate, depending on the level of participation.

Like curbside recycling collection service, adding a third collection point for diverting organic material (yard debris and sometimes food scraps) creates an opportunity to reduce the amount of waste sent to landfills and contribute to the environmental benefits of composting. Local governments can promote the benefits of curbside yard debris collection programs and encourage residents to subscribe.

Implementation Steps:

- Develop outreach materials (e.g., webpage, mailer, social media posts, etc.) to explain the benefits of yard debris composting
- Provide information to residents on how to reach out to haulers for yard debris composting services
- Promote the benefits of composting and diverting yard debris from landfills

6.6 Support Growth of Community-Scale Composting Sites for Single-family Residents♺

Community-scale compost processing sites are much smaller than commercial composting sites and therefore require much less regulation and operational support.

South Metro has a strong network of composting sites available for subscription drop-off services for food scraps. Community compost bins are available to residents for a monthly fee.

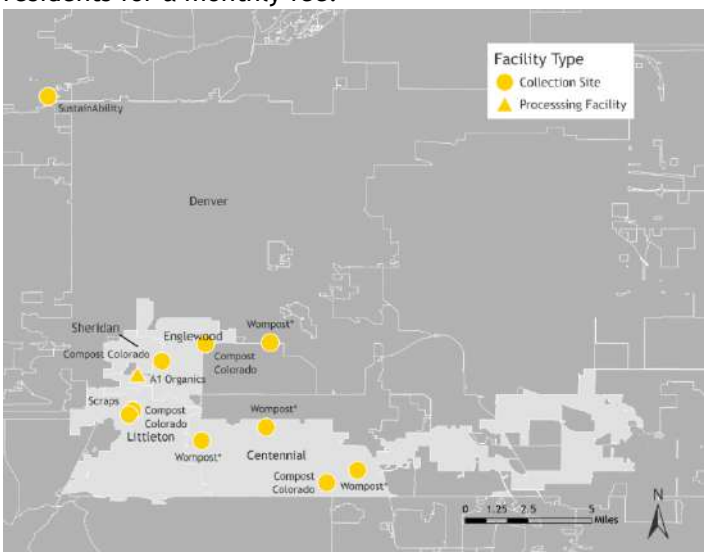


Figure 30: Composting Drop-Offs in South Metro

Additionally, communities can support the growth of local composting sites through partnerships with community garden programs. Communities can also support the growth of local composting by sharing educational resources, including hands-on workshops on how to compost.

Implementation Steps:

- Evaluate market pricing conditions of existing community composting programs in South Metro
- Consider the feasibility of a subsidized community composting program
- Promote existing community-scale composting programs in the region

6.7 Support the Development of a Hard-to-Recycle Drop-Off Center for Textiles, Foam Polystyrene, Plastic Film, etc.



Approximately 13% of the current municipal waste stream is hard-to-recycle (HTR) materials that cannot be diverted through traditional recycling programs. These materials include textiles, electronics, batteries, household hazardous waste, plastic film, other plastics.

Developing a drop-off center can support the collection of these hard-to-recycle materials and incorporate spaces to manage materials that can be reused or otherwise diverted.

Implementation Steps:

- Identify and establish a funding mechanism (e.g., Colorado Circular Communities (C3) Enterprise funding) to support the hard-to-recycle center
- Assess available end markets to consider what would be accepted for collection
- Consider joint procurement with regional cities and/or county.
- Ongoing education to encourage usage of HTR drop-off-center

6.8 Ongoing Community Group Outreach and Engagement

Community outreach and engagement includes public education, feedback collection, community collection events, and direct interaction with residents and organizations on recycling and waste issues. While the City of Centennial implements various recycling-related communication strategies, outreach must be continuous to ensure both current and new residents receive up-to-date information on how to recycle and compost effectively.

Leveraging community groups and peer networks is a powerful strategy to expand awareness and increase participation in waste diversion efforts. One proven approach is to train **Recycling Champions** (local advocates or community ambassadors) within existing groups to share recycling and composting information through their networks.

Training should emphasize local recycling guidelines, using clear and consistent wording and visuals to show what is accepted in the curbside program. To improve accessibility and understanding, materials should be available in multiple languages.

Implementation Steps:

- In partnership with haulers, develop and maintain list of recyclable materials
- Reach out to existing community groups to speak at meetings or events about waste diversion
- Host trainings for interested residents to become Recycling Champions and share knowledge with their networks
- Share information about waste diversion by tabling at public events, meetings, or community centers
- Engage Resident Champions over time with ongoing community efforts (e.g., events, webinars, new resources)
- Continue utilizing the South Metro Waste Diversion website to promote efforts and events

6.9 Tonnage Projections

Table 17: City of Centennial Tonnage Projections (2023-2035)

Year	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035
Single-Family													
MSW Disposal (Landfill)	36,353	36,702	37,055	37,453	37,848	38,243	38,623	39,003	39,420	39,831	40,240	40,645	41,046
Diversion	6,492	6,554	6,617	6,688	6,759	6,829	6,897	6,965	7,039	7,113	7,186	7,258	7,330
Total Generation	42,845	43,256	43,672	44,141	44,606	45,072	45,520	45,968	46,459	46,944	47,425	47,903	48,376
Multi-Family													
MSW Disposal (Landfill)	7,341	7,411	7,482	7,563	7,642	7,722	7,799	7,876	7,960	8,043	8,125	8,207	8,288
Diversion	1,311	1,323	1,336	1,350	1,365	1,379	1,393	1,406	1,421	1,436	1,451	1,466	1,480
Total Generation	8,651	8,734	8,818	8,913	9,007	9,101	9,192	9,282	9,381	9,479	9,576	9,673	9,768
Commercial													
MSW Disposal (Landfill)	65,541	66,170	66,806	67,523	68,235	68,947	69,633	70,318	71,069	71,811	72,547	73,278	74,002
Diversion	11,704	11,816	11,930	12,058	12,185	12,312	12,435	12,557	12,691	12,823	12,955	13,085	13,215
Total Generation	77,244	77,986	78,735	79,580	80,420	81,259	82,068	82,875	83,760	84,634	85,502	86,363	87,216
All Sectors													
MSW Disposal (Landfill)	109,234	110,283	111,343	112,538	113,725	114,911	116,056	117,197	118,449	119,685	120,912	122,129	123,336
Diversion	19,506	19,693	19,883	20,096	20,308	20,520	20,724	20,928	21,152	21,372	21,591	21,809	22,024
Total Generation	128,741	129,976	131,226	132,634	134,033	135,431	136,780	138,125	139,601	141,057	142,503	143,938	145,360

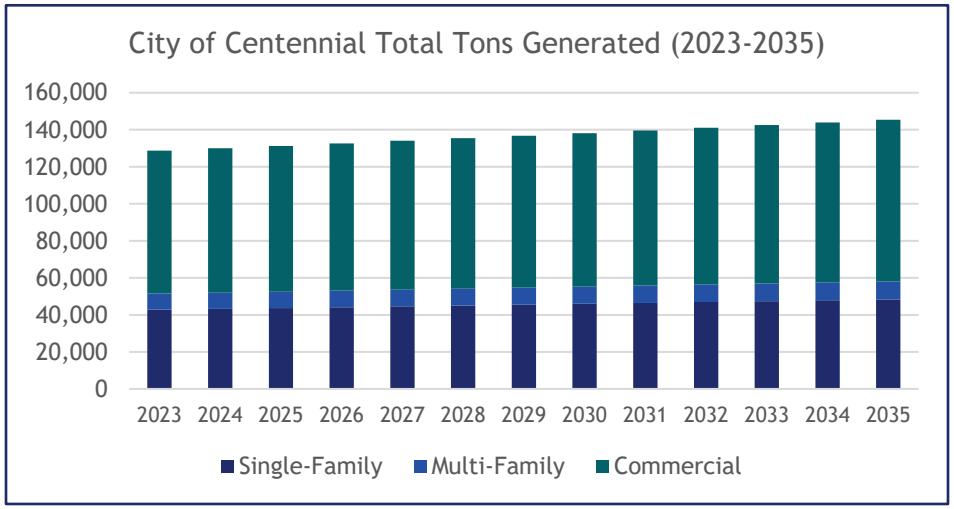


Table 18: City of Centennial Community Profile

Description	2022
Single-Family Units	83.2%
Multi-Family Units	16.8%
Total Number of Households	40,952
Household Size*	2.59
Single-Family Households	34,072
Multi-Family Households	6,880
Single-Family Population	88,927
Multi-Family Population	17,956
Total Population	106,883
Total Employer Firms	3,633

City of Centennial Demographic Snapshot, US Census Bureau 2022

Figure 31: City of Centennial Total Tons Generated (2023-2035)

6.10 Impact Analysis Results

Table 19: City of Centennial Impact Analysis Results

Aim	ID	Strategy	Additional Diversion %	Tons Low	Tons High	GHG Emissions Reduced	Fiscal Impact
Centennial	6.1	Require hauler licensing, including the requirement for haulers to track and report tonnage data	0.6%	800	800	2,368	$
Centennial	6.2	Leverage Colorado's Producer Responsibility (EPR) for recycling programs	3.2%	4,500	4,900	13,421	$
Centennial	6.3	Explore the transition to organized residential collection (single hauler)	2.1%	2,900	3,300	5,289	$$
Centennial	6.4	Pass equal space ordinances to ensure commercial recycling access	5.0%	6,600	8,000	20,847	$
Centennial	6.5	Promote yard waste curbside services for composting for single-family residents	1.4%	1,800	2,200	572	$
Centennial	6.6	Support growth of community-scale composting sites for single-family residents	1.2%	1,500	1,900	498	$$
Centennial	6.7	Develop a hard-to-recycle center for textiles, foam polystyrene, plastic film, etc.	0.6%	900	900	776	$$$
Centennial	6.8	Ongoing community group engagement (such as resident champion training) with universal and accessible guidelines	1.5%	2,100	2,300	2,709	$$
			15.6%	**21,100**	**24,300**	**46,479**	

Fiscal Impact	
Fiscal Impact on Tons Diverted	Estimated Fiscal Range
$	< $10,000
$$	$10,000 – < $100,000
$$$	≥ $100,000

7.0 City of Englewood Waste Diversion Goals and Actions

Located in the heart of the Denver metropolitan region, the City of Englewood is home to approximately 34,000 residents. The 7-square-mile city is an independent full-service community with the third highest concentration of millennials in Colorado. Englewood is connected by two light rail stops on the Denver regional passenger rail system and is accessible from US Highway 285, US Highway 85, and bus services provided by the Regional Transportation District (RTD). The Englewood Trolley is a free-fare bus option that connects Englewood light rail station to downtown Englewood, the medical district, and the civic center. Housing in Englewood is predominantly composed of single-family homes, which account for 63% of all residential units, while multi-family units comprise the remaining 37%.



Figure 32: Englewood Downtown Map

The City of Englewood operates in an open market structure for both residents and businesses. Although haulers must obtain a license through the city to operate, they are not required to report their tonnages to the city. Residents must opt in to recycling services through private haulers at open market rates.

Residents are required to store trash in containers to prevent scattering by animals or weather and to reduce offensive odors. Englewood restricts when containers can be set out in front of a property to no more than 24 hours before collections. Containers must be stored at the rear of the property and positioned so they do not obstruct alley rights-of-way. Finally, all households and businesses are required to have trash removal service at least once a week.

Private haulers performing trash hauling in the city must first obtain a license pursuant to City Code §5-26. Collections are limited to Mondays and Wednesdays, and haulers are prohibited from



Figure 33: Englewood Sustainability Staff Tabling on Earth Day

collecting between the hours of 10:00 p.m. and 7:00 a.m. Under the city's trash hauler licensing requirements, haulers must offer recycling services to Englewood residents. The list of licensed city trash haulers is posted annually on the city's code-enforcement website, with approximately six haulers licensed in 2024.

In 2021, Englewood estimated tonnage data for the city using data received from two large haulers to inform its greenhouse gas inventory. City staff estimated that approximately 9,000 tons of waste were generated by businesses and 73,000 tons of waste were generated by households in 2021.

The City of Englewood's 2022-2025 Strategic Plan includes a waste and recycling subsection as one of their eight sustainability goals listed under the sustainability priority area. The listed waste and recycling-related projects include construction and demolition waste, green building codes, hazardous and electronic collection, public education and outreach, and implementing a compost program at all city facilities. Additionally, the city's webpage lists several waste-related programs that are in various stages of completion, including goals to track tonnage, fully implement the new At-Your-Door hazardous waste pickup program, increase public outreach and education, prepare for the state's 2026 Extended Producer Responsibility program, and expand construction & demolition (C&D) debris recycling options. These stated projects help Englewood's elected officials, city staff, and residents envision improved waste systems.



Figure 34: City of Englewood's Sustainability Plan

The City of Englewood hosted multiple special collection events throughout each year for materials such as household hazardous waste, medicine, and electronic waste until 2024. In response to growing resident demand for a year-round disposal option, Englewood implemented the "At Your Door" service in 2024 through a partnership with Waste Management to collect household hazardous waste and electronics.



Table 20: City of Englewood Strategies Summary

ID	Action	Fiscal Impact	Diversion Impact	Implementation Timeline		
				FY26-30	FY30-35	FY35-40
7.1	Work with internal city departments (such as Parks, Recreation, Library, and Golf (PRLG) and/or the Public Works Department) to utilize finished compost in municipal projects and the Community Development Department to connect developers with the finished compost	$$	♺	X	X	
7.2	Establish a construction & demolition (C&D) recycling ordinance	$	♺♺♺♺	X		
7.3	Implement food scraps curbside services for composting for single-family residents	$$$	♺♺	X	X	
7.4	Leverage Colorado's Extended Producer Responsibility (EPR) for recycling programs	$	♺♺♺	X	X	X
7.5	Pass an equal space ordinance to ensure multi-family and commercial recycling access	$	♺♺♺♺	X	X	
7.6	Support the transition to organized residential collection across the city (single hauler) especially when financially and accessibility conducive for majority of residents	$$	♺♺	X	X	
7.7	Ongoing community group engagement (such as Resident Champion training) with universal recycling and accessible guidelines	$$	♺♺	X	X	X
7.8	Explore business waste diversion grants	$$	♺	X		
7.9	Repair/reuse events such as fix-it clinics	$	♺	X		

7.1 Utilize Finished Compost in Municipal Projects and Connect Developers with the Finished Compost♺

An effective strategy to improve soil health and support local composting businesses is for local governments to purchase and apply locally produced compost and mulch in public works projects.

Local governments can play a significant role in ensuring that locally manufactured compost and mulch are integrated into open space, landscaping, and public works projects.



Closing the loop on organics recycling by buying and using local compost and mulch is critical to a sustainable organics program. Communities that incorporate finished compost often see great benefits, such as improved soil health, reduced erosion, and support for local composting infrastructure. People and entities using these products, or "end markets," are essential to creating a circular economy for organic materials.

Implementation Steps:

- Identify areas where finished compost can be used for local public works, parks, or development projects
- Partner, source, and utilize local finished compost for Englewood public works, parks or development projects

7.2 Establish a Construction and Demolition (C&D) Recycling Ordinance ♺♺♺♺

Construction and Demolition (C&D) Recycling Ordinances require contractors to sort and recycle recoverable materials, such as untreated wood, metals, cardboard, and aggregates, most of which are generated during demolition activities.

These ordinances often include square footage thresholds, exempting smaller projects from compliance. Effective implementation depends on the availability of sorting infrastructure, access to end markets, and strong coordination with contractors. One common compliance mechanism is a deposit system, where contractors submit a financial deposit based on project size. The deposit is refunded upon proof of compliance with recycling requirements.

A complementary strategy is **deconstruction**, a process that involves systematically dismantling buildings to preserve materials for reuse. This approach can reduce the need for recycling infrastructure by diverting materials directly into reuse pathways.

C&D recycling ordinances are currently enforced in the cities of Lakewood, Fort Collins, and Boulder. The City and County of Denver are also in the process of developing and implementing similar policies.

Implementation Steps:

- Conduct a detailed C&D end market and recovery infrastructure assessment.
- Coordinate regionally with neighboring jurisdictions aiming to implement a similar requirement
- Conduct outreach to stakeholders (e.g., developers, haulers, residents) to gather insights into potential barriers
- Document feedback on challenges, service gaps, and potential ordinance impacts
- Draft and adopt a C&D recycling ordinance
- Communicate new requirements
- Coordinate with Planning & Zoning to engage with development and re-development projects

7.3 Implement Food Scraps Curbside Services for Composting for Single-family Residents ♺♺



It is estimated that by 2035, the City of Englewood's single-family sector will generate roughly 2,300 tons of food scraps and other compostables per year, or roughly 29% of its total waste generated.

A dedicated curbside service for food scraps can significantly divert the amount of landfill-bound material and contribute to the environmental benefits of composting. Local governments can promote the benefits of curbside food scraps collection programs.

Implementation Steps:

- Coordinate regionally with neighboring jurisdictions aiming to implement a similar program
- Define program goals and scope
- Design service model
- Establish a wait list to understand residential demand
- Procure equipment or contract out services; consider a joint purchasing agreement with regional partners to achieve economies of scale
- Develop an outreach and education campaign
- Launch program
- Monitor and evaluate performance

7.4 Leverage Colorado's Extended Producer Responsibility (EPR) for Recycling Programs ♺♺♺

Colorado's Producer Responsibility (EPR) for Recycling Packaging Program requires covered producers to join a Producer Responsibility Organization (PRO), and through it, fund and manage the end of life for packaging and paper, including collection, processing, and recycling or composting.

This EPR program will cover 100% of the net recycling service costs for all Colorado single-family and multi-family homes starting in 2026. The state's PRO, Circular Action Alliance (CAA), has indicated that they will start by covering recycling costs in communities with organized (non-open market) systems.

Communities that do not currently have recycling for residents or that have open market recycling collection systems pose a bigger challenge, and it will take longer to coordinate payments for recycling haulers that choose to participate.

To fully access the benefits of Colorado's Producer Responsibility program, it is recommended that the city considers adopting an equal space ordinance; implement a hauler licensing ordinance with a requirement for providing recycling bundled into all services; introduce pay-as-you-throw pricing; and establish a municipally coordinated hauling contract or contracts for residential collections.

Implementation Steps:

- Coordinate regionally with neighboring jurisdictions aiming to implement a similar requirement
- Conduct outreach to stakeholders to share information about EPR and gather insights on potential barriers related to ordinance impacts
- Draft and adopt ordinances
- Draft and implement a communications plan to roll out new requirements
- Apply and receive reimbursements provided through Colorado's EPR law for collections

7.5 Pass an Equal Space Ordinance to Ensure Commercial and Multi-Family Recycling Access ♺♺♺♺



An **Equal Space Ordinance** requires that all newly constructed commercial buildings allocate the same amount of space for recycling collection infrastructure (such as enclosures, receptacles, chutes, staging areas, and collection rooms) as is allocated for trash.

Insufficient space for recycling is a common barrier for commercial entities, particularly in dense urban areas. By integrating this requirement into building codes, municipalities can ensure future developments support recycling access without retrofitting existing structures.

In Englewood, approximately 37% of housing consists of multi-family units, and there are 1,475 employer firms, highlighting the importance of planning for equitable recycling infrastructure in both residential and commercial development.

Implementation Steps:

- Conduct outreach to stakeholders to gather insights on potential barriers
- Draft and adopt an equal space ordinance
- Roll out a communications plan and consider providing technical support for commercial property managers
- Coordinate with the Planning & Zoning Department to align on communicating new requirements for new developments and significant site redevelopments

7.6 Support the Transition to Organized Residential Collection Across the City (Single Hauler) ♺♺

Organized Residential Collection refers to a system in which a municipality manages curbside trash and recycling services on behalf of residents through a contract with one or more licensed haulers. Under this model, residents may have the option to opt out of the municipal service for a fee. Municipal contracts can mandate that recycling is included for all households and may incorporate a pay-as-you-throw (PAYT) pricing structure, where fees are based on the size of the trash cart and the volume of waste generated.

This approach can result in lower and more stable service costs for residents, expanded access to recycling, and the expansion of services such as compost collection or bulky item pickup. It also reduces the number of collection trucks on neighborhood streets, thereby minimizing traffic, emissions, and road wear. Organized collection typically covers single-family homes and smaller multi-family buildings (fewer than seven units), with optional participation or phased inclusion available for homeowners associations (HOAs).

In 2019, the Englewood City Council began collecting public feedback to explore the concept of franchising and having a single hauler carry out collections for the city. This was paired with a robust campaign, “Talk n’ Trash,” which included a community-wide survey and in-person meetings at the Englewood City Center. In response to public feedback, the city issued a request for proposals in 2021 for waste haulers to provide collection to all residential properties and received two submissions. After an extensive engagement period, results showed that people were concerned about cost, reliability of service, and yard debris collection, along with interest in composting at an additional cost. In the spring of 2022, the City Council discussed at length the idea of converting to a single hauler organized collection system for garbage and recycling but the proposal was ultimately tabled. Survey results at this time showed that residents were divided on the issue.

Since the initial evaluation, additional survey and focus groups conducted in 2024 for this South Metro Waste

Diversion Plan revealed that residents consistently raised concerns about the high number of waste haulers operating within the same neighborhoods. Key issues cited included child safety risks, wear and tear of roads, and increased air and noise pollution. Residents also emphasized a lack of accountability under the current open hauling system, expressing a desire for more structured oversight and coordination.

Furthermore, with the state's Extended Producer Responsibility law set to take effect in 2026, which will cover net recycling service costs for all single-family and multi-family homes, and with CAA indicating they will begin supporting communities with organized collection systems, this is an opportune time for Englewood to revisit its approach. With recycling costs covered by EPR, the overall financial benefit to residents could — and likely will — be drastically increased compared to the 2022 hauler bid.

As such, the City of Englewood seeks to support the transition to organized residential collections across the city if it is **financially and accessibly conducive for a majority of the residents**.

Implementation Steps:

- Preliminary assessment, including a cost-benefit analysis to determine whether a single hauler will be more financially conducive and accessible for the majority of residents, especially considering that recycling costs will be covered under EPR
- Coordinate regionally with neighboring jurisdictions aiming to also implement a single-hauler system
- Engage stakeholders to communicate benefits and gather feedback on potential barriers and service needs
- Conduct a legal review to ensure compliance with state single-hauler regulations
- State law requires the city to give written notice to any existing service providers within six months of charging a fee for residential solid waste services. The notice must also be posted in a local newspaper of general circulation and include the impacted area, the start date of the fee, and an explanation of the option to request a chance to bid on the residential services.
- Work with the city attorney's office to ensure compliance with state law
- Outline implementation steps and timeline

7.7 Ongoing Community Group Outreach and Engagement

♺♺

Community outreach and engagement includes public education, feedback collection, community collection events, and direct interaction with residents and organizations on recycling and waste issues. While the City of Englewood implements various recycling-related communication strategies, outreach must be continuous to ensure both current and new residents receive up-to-date information on how to recycle and compost effectively.

Leveraging community groups and peer networks is a powerful strategy to expand awareness and increase participation in waste diversion efforts. One proven approach is to train **Recycling Champions** (local advocates or community ambassadors) within existing groups to share recycling and composting information through their networks.

Training should emphasize local recycling guidelines, using clear and consistent wording and visuals to show what is accepted in the curbside program. To improve accessibility and understanding, materials should be available in multiple languages.

Implementation Steps:

- Reach out to existing community groups to speak at meetings or events about waste diversion
- Host trainings for interested residents to become Recycling Champions and share knowledge with their networks
- Share information about waste diversion by tabling at public events, meetings, or community centers
- Engage Resident Champions over time with ongoing community efforts (e.g., events, webinars, new resources)
- Continue utilizing the South Metro Waste Diversion website to promote efforts and events

7.7 Explore Business Waste Diversion Grants ♺

Businesses, especially restaurants that generate large volumes of food scraps, may be interested in subscribing to an organics collection service, but the cost of service can be a barrier. Local governments can create a financial incentive or grant program to encourage the private sector to sign up for organic collection services.



Businesses can be reimbursed for infrastructure, hauling, compostable food service ware, education, training, and signage. Financial incentives can also build support for a future commercial composting ordinance, as it creates local case studies of successful organics diversion programs.

Implementation Steps:

- Identify funding source for grants
- Design grant program framework
  - Define eligible applicants
  - Establish match requirements, if any
  - Outline funding amounts and funding categories
  - Develop an application, review, and selection process
- Launch and promote the grant program through a communications plan
- Award and administer grant agreements

7.8 Repair/Reuse Infrastructure such as Fix-It Clinics ♺

Repair and reuse opportunities help reduce unnecessary waste and strengthen communities by empowering individuals to fix or repurpose items instead of sending them to landfills.



Repair and Reuse Fix-It Clinics are community-driven events designed to reduce waste by helping residents repair broken items instead of discarding them. These clinics empower individuals to extend the life of everyday products, such as small appliances, electronics, bicycles, clothing, and furniture, through hands-on guidance from volunteer fixers. They promote a culture of reuse, encourage skill-building, and foster environmental stewardship by keeping valuable materials out of landfills.

Fix-it clinics also offer educational opportunities, raising awareness about product longevity and the environmental impact of a throwaway culture.

To implement a fix-it clinic, a city or organization typically partners with a local library, community center, or nonprofit to host the event. Planning includes recruiting skilled volunteers (e.g., tinkerers, mechanics, tailors), advertising the clinic to the community, and

coordinating logistics such as tools, tables, signage, and registration. Some cities also provide liability waivers and ask participants to stay and assist in the repair process to promote learning. A successful fix-it clinic relies on community engagement, accessible locations, and ongoing support to build momentum for future events and grow a local reuse movement.

Additionally, cities can promote additional reuse opportunities such as thrift stores, resale stores, repurposed buildings, local 'buy-nothing' groups, and more. Communities can support these initiatives by funding repair/fix-it clinics, creating a reuse directory, or funding the development of infrastructure to host repair clinics and reuse.

Implementation Steps:

- Identify partners such as libraries to host fix-it events
- Identify volunteers or champions to support the events
- Promote through the city and South Metro websites and social media channels
- Develop a reuse directory for community members to search for local reuse opportunities

7.9 City of Englewood Tonnage Projections

Table 21: City of Englewood Tonnage Projections (2023-2035)

Year	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035
Single-Family													
MSW Disposal (Landfill)	8,883	8,969	9,055	9,152	9,249	9,345	9,438	9,531	9,633	9,733	9,833	9,932	10,030
Diversion	1,586	1,602	1,617	1,634	1,652	1,669	1,685	1,702	1,720	1,738	1,756	1,774	1,791
Total Generation	10,469	10,571	10,672	10,786	10,901	11,014	11,123	11,233	11,353	11,471	11,589	11,706	11,821
Multi-Family													
MSW Disposal (Landfill)	5,128	5,177	5,227	5,283	5,339	5,395	5,448	5,502	5,561	5,619	5,676	5,734	5,790
Diversion	916	925	933	943	953	963	973	983	993	1,003	1,014	1,024	1,034
Total Generation	6,044	6,102	6,160	6,226	6,292	6,358	6,421	6,485	6,554	6,622	6,690	6,758	6,824
Commercial													
MSW Disposal (Landfill)	21,017	21,219	21,423	21,653	21,881	22,110	22,330	22,549	22,790	23,028	23,264	23,499	23,731
Diversion	3,753	3,789	3,826	3,867	3,907	3,948	3,987	4,027	4,070	4,112	4,154	4,196	4,238
Total Generation	24,770	25,008	25,249	25,520	25,788	26,058	26,317	26,576	26,860	27,140	27,419	27,695	27,969
All Sectors													
MSW Disposal (Landfill)	35,029	35,365	35,705	36,088	36,469	36,850	37,217	37,582	37,984	38,380	38,774	39,164	39,551
Diversion	6,255	6,315	6,376	6,444	6,512	6,580	6,646	6,711	6,783	6,854	6,924	6,994	7,063
Total Generation	41,284	41,680	42,081	42,532	42,981	43,430	43,863	44,293	44,767	45,234	45,698	46,158	46,614

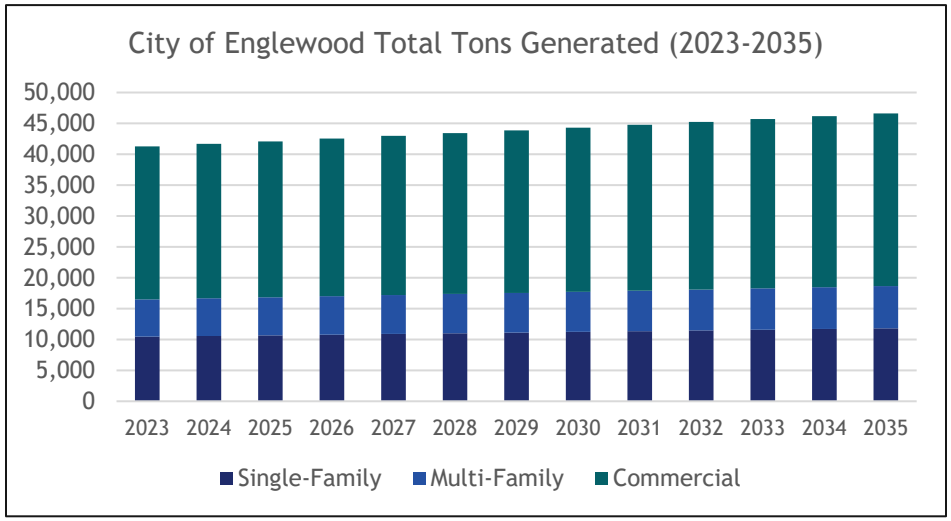


Figure 35: City of Englewood Total Tons Generated (2023-2035)

Table 22: City of Englewood Community Profile

Description	2022
Single-Family Units	63.4%
Multi-Family Units	36.6%
Total Number of Households	15,686
Household Size*	2.11
Single-Family Households	9,945
Multi-Family Households	5,741
Single-Family Population	21,730
Multi-Family Population	12,545
Total Population	34,275
Total Employer Firms	1,475

City of Englewood Demographic Snapshot, US Census Bureau 2022

7.10 Impact Analysis Results

Table 23: City of Englewood Impact Analysis Results

Aim	ID	Strategy	Additional Diversion %	Tons Low	Tons High	GHG Emissions Reduced	Fiscal Impact
Englewood	7.1	Work with parks departments to utilize finished compost in municipal projects and connect developers with the finished compost	0.0%	n/a	n/a	n/a	$$
Englewood	7.2	Establish a C&D recycling ordinance	6.2%	2,800	3,050	1,112	$
Englewood	7.3	Implement food waste curbside services for composting for single-family residents	1.9%	900	950	265	$$$
Englewood	7.4	Leverage Colorado's Extended Producer Responsibility (EPR) for recycling programs	3.9%	1,700	1,890	5,063	$
Englewood	7.5	Pass an equal space ordinance to ensure multi-family and commercial recycling access	5.6%	2,500	2,730	7,332	$
Englewood	7.6	Support the transition to organized residential collection across the city (single hauler) especially when financially and accessibility is conducive for majority of residents	1.7%	800	840	1,418	$$
Englewood	7.7	Ongoing community group engagement (such as resident champion training) with universal and accessible guidelines	2.4%	1,000	1,160	1,014	$$
Englewood	7.8	Explore business organics grants	1.1%	500	530	140	$$
Englewood	7.9	Repair/reuse infrastructure such as fix-it clinics	0.2%	100	110	37	$
			23.0%	**10,300**	**11,260**	**16,381**	

Fiscal Impact	
Fiscal Impact on Tons Diverted	Estimated Fiscal Range
$	< $10,000
$$	$10,000 - < $100,000
$$$	≥ $100,000

8.0 City of Littleton Waste Diversion Goals and Actions

The City of Littleton is a municipality spanning across three counties: Arapahoe, Douglas, and Jefferson. The 13-square-mile city is home to approximately 45,000 people and 2,000 diverse businesses and organizations. Littleton has more than 59 parks and open spaces with access to two light rail stations that provide convenient service to Downtown Denver. Littleton has experienced growth and development over the years, evolving into a dynamic urban center within the greater Denver region. According to the latest census available, 62% of Littleton's housing type consists of single-family homes and 38% are multi-family homes. The city anticipates growth in the multi-family housing pipeline over the next 5-10 years, with an additional 2,732 multi-family properties vs. 420 single-family homes.

Waste collections are carried out through an open market structure where residents and businesses subscribe directly with haulers for collection of trash and recycling services. Littleton currently does not have a hauler licensing program, resulting in limited data on which haulers operate in the city, how many tons of trash and recyclables are collected, and where those materials are processed. On the city's website, Littleton encourages residents to coordinate services for their street, block, or neighborhood. Approximately 14-17 haulers of varying services (organics, bulk, trash and recycling, medical and hazardous waste) serve the City of Littleton.

Littleton's City Code includes regulations on waste transportation, minimum services provided, dumping restrictions, waste incineration, and container requirements. The City of Littleton does not license or permit private haulers. For noise control, City Code §7-3-5 restricts garbage, trash, or compactor hauling operations between 10:00 p.m. and 7:00 a.m. within 800 feet of residential areas or within 300 feet of any hotel or motel.



The City of Littleton has contracted with a waste hauler to provide At-Your-Door pickup services for household hazardous waste and electronics. The city also hosts special events for cooking oil and prescription drugs through the Littleton Police Department's Drug Take-Back Day. The city offers a Christmas tree recycling program that turns trees into mulch for the community, as well as a leaf recycling program in the fall.



Figure 36: Christmas Tree Recycling in Littleton

The City of Littleton is committed to the environment and is making progress towards its environmental programs and initiatives. In December 2022, Littleton City Council unanimously voted to create the Environmental Stewardship Board and tasked the appointed group of residents with drafting an environmental stewardship action plan that includes recommendations to enhance the city's sustainability efforts. The draft plan included 89 recommended actions spanning categories of air quality/emissions, built environment, consumption and waste diversion, natural environment, water, and community. Two significant recommendations include the exploration of a single hauler and providing every building with recycling and composting options.

Table 24: City of Littleton Strategies Summary

ID	Action	Fiscal Impact	Diversion Impact	Implementation Timeline		
				FY26-30	FY30-35	FY35-40
8.1	Implement yard debris curbside services for composting for single-family residents	$$$	♺♺♺	X		
8.2	Implement food scraps curbside services for composting for single-family residents	$$$	♺♺	X	X	
8.3	Leverage Colorado's Extended Producer Responsibility (EPR) for recycling programs	$	♺♺♺	X	X	X
8.4	Require hauler licensing, including the requirement for haulers to track and report tonnage data	$	♺	X		
8.5	Pass an equal space ordinance to ensure commercial recycling access	$	♺♺♺	X	X	
8.6	Support the transition to organized collection (single hauler)	$$	♺♺	X	X	
8.7	Ongoing community group outreach and engagement Update websites with guidelines, events, and sorting tool	$$	♺♺♺	X	X	X
8.8	Explore adopting a universal recycling ordinance	$	♺♺		X	
8.9	Establish a construction & demolition (C&D) recycling ordinance	$	♺♺♺♺	X		

8.1 Implement Yard Debris Curbside Services for Composting for Single-family Residents

♺♺♺



The South Metro Waste Characterization study found that yard debris comprises 20% of the City of Littleton's single-family waste stream, yet less than 1% of the yard debris is being diverted. Promoting curbside yard debris collection for single-family residents could significantly increase the city's waste diversion rate, depending on the level of participation.

Like curbside recycling collection service, adding a third collection point for diverting organic material (yard debris and sometimes food scraps) creates an opportunity to reduce the amount of waste sent to landfills and contribute to the environmental benefits of composting. Local governments can promote the benefits of curbside yard debris collection programs and encourage residents to subscribe.

Implementation Steps:

- Define program goals and scope
- Design service model
- Procure equipment or contract out services; consider a joint purchasing agreement with regional partners to achieve economies of scale
- Develop an outreach and education campaign
- Launch program
- Monitor and evaluate performance

8.2 Implement Food Scraps Curbside Services for Composting for Single-family Residents

♺♺



It is estimated that by 2035, the City of Littleton's single-family sector will generate roughly 2,900 tons of food scraps and other compostables per year, or roughly 20% of its total generated waste.

A dedicated curbside service for food scraps can significantly divert the amount of landfill-bound material and contribute to the environmental benefits of composting. Local governments can promote the benefits of curbside food scraps collection programs.

Implementation Steps:

- Coordinate regionally with neighboring jurisdictions aiming to implement a similar program
- Define program goals and scope
- Design service model
- Establish a wait list to understand residential demand
- Procure equipment and services; consider a joint purchasing agreement with regional partners to achieve economies of scale
- Develop an outreach and education campaign
- Launch program
- Monitor and evaluate performance

8.3 Leverage Colorado's Extended Producer Responsibility (EPR) for Recycling Programs ♺♺♺

Colorado's Producer Responsibility (EPR) for Recycling Packaging Program requires covered producers to join a Producer Responsibility Organization (PRO), and through it, fund and manage the end of life for packaging and paper, including collection, processing, and recycling or composting.

This EPR program will cover 100% of the net recycling service costs for all Colorado single-family and multi-family homes starting in 2026. The state's PRO, Circular Action Alliance (CAA), has indicated it will start by covering recycling costs in communities with organized (non-open market) systems.

Communities that do not currently offer recycling for residents or that have open market recycling collection systems pose a bigger challenge, and it will take longer to coordinate payments for recycling haulers that choose to participate.

To fully access the benefits of Colorado's Producer Responsibility program, it is recommended that the city considers adopting an equal space ordinance, a hauler licensing ordinance with a requirement for providing recycling bundled into all services, incorporate pay-as-you-throw pricing, and establish a municipally coordinated hauling contract or contracts for residential collections.

Implementation Steps:

- Coordinate regionally with neighboring jurisdictions aiming to implement a similar requirement
- Conduct outreach to stakeholders to share information about EPR and gather insights on potential barriers related to ordinance impacts
- Draft and adopt ordinances
- Draft and implement a communications plan to roll out new requirements
- Apply and receive reimbursements provided through Colorado's EPR law for collections

8.4 Require Hauler Licensing, Including the Requirement for Haulers to Track and Report Tonnage Data ♺

A hauler licensing ordinance is a policy that requires both residential and commercial sector waste haulers to obtain a license through the local governing body to operate within the government's jurisdiction. Licenses can include requirements such as providing proof of insurance, setting prices based on volume of trash containers (pay-as-you-throw), safety requirements, minimum service standards, enforcement mechanisms, or operating only on certain days and during a set timeframe to reduce traffic and noise.



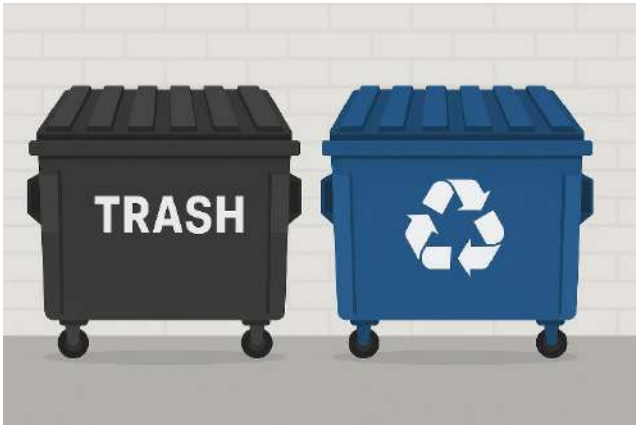
It is considered best practice for hauler licensing policies to also require haulers to regularly report how many tons of trash, recyclables, and organic waste have been collected in their community. This helps establish baseline data for local governments to understand their waste streams and track progress. This tonnage data could also provide data necessary for the greenhouse gas inventory.

Implementation Steps:

- Coordinate regionally with neighboring jurisdictions aiming to implement a similar requirement
- Conduct outreach to stakeholders (haulers and/or residents) to gather insights into potential barriers
- Document feedback on challenges, service gaps, and potential ordinance impacts
- Draft and adopt a hauler licensing ordinance
- Communicate with haulers on new requirements
- Develop a reporting mechanism to receive hauler data annually

8.5 Pass an Equal Space Ordinance to Ensure Commercial and Multi-Family Recycling Access

♺♺♺



An **Equal Space Ordinance** requires that all newly constructed commercial buildings allocate the same amount of space for recycling collection infrastructure (such as enclosures, receptacles, chutes, staging areas, and collection rooms) as is allocated for trash.

Insufficient space for recycling is a common barrier for commercial entities, particularly in dense urban areas. By integrating this requirement into building codes, municipalities can ensure future developments support recycling access without retrofitting existing structures.

In Littleton, approximately 38% of housing consists of multi-family units, and there are 1,825 employer firms, highlighting the importance of planning for equitable recycling infrastructure in both residential and commercial development.

Implementation Steps:

- Conduct outreach to stakeholders to gather insights on potential barriers
- Draft and adopt an equal space ordinance
- Roll out a communications plan and consider providing technical support for commercial property managers
- Coordinate with the Planning & Zoning Department to align on communicating new requirements for new developments and significant site redevelopments

8.6 Support the Transition to Organized Residential Collection (Single Hauler)

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Organized Residential Collection refers to a system in which a municipality manages curbside trash and recycling services on behalf of residents through a contract with one or more licensed haulers. Under this model, residents may have the option to opt out of the municipal service for a fee. Municipal contracts can mandate that recycling is included for all households and may incorporate a pay-as-you-throw (PAYT) pricing structure, where fees are based on the size of the trash cart and the volume of waste generated.

This approach can result in lower and more stable service costs for residents, expanded access to recycling, and the addition of services such as compost collection or bulky item pickup. It also reduces the number of collection trucks on neighborhood streets, thereby minimizing traffic, emissions, safety concerns, and road wear. Organized collection typically covers single-family homes and smaller multi-family buildings (fewer than seven units), with optional participation or phased inclusion available for homeowners associations (HOAs).

During the stakeholder engagement process for this South Metro Waste Diversion Plan, which included surveys and focus groups, residents throughout the South Metro region consistently raised concerns about the high number of waste haulers operating within the same neighborhoods. Key issues cited included child safety risks, wear and tear of roads, and increased air and noise pollution. Residents also emphasized a lack of accountability under the current open hauling system, expressing a desire for more structured oversight and coordination.

Implementation Steps:

- Engage stakeholders to communicate benefits and gather feedback on potential barriers and service needs
- Conduct a legal review to ensure compliance with state single-hauler regulations
- Coordinate regionally with neighboring jurisdictions aiming to also implement
- Outline implementation steps and timeline

8.7 Ongoing Community Group Outreach and Engagement

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Community outreach and engagement includes public education, feedback collection, community collection events, and direct interaction with residents and organizations on recycling and waste issues. While the City of Littleton implements various recycling-related communication strategies, outreach must be continuous to ensure both current and new residents receive up-to-date information on how to recycle and compost effectively.

Leveraging community groups and peer networks is a powerful strategy to expand awareness and increase participation in waste diversion efforts. One proven approach is to train **Recycling Champions** (local advocates or community ambassadors) within existing groups to share recycling and composting information through their networks.

Training should emphasize local recycling guidelines, using clear and consistent wording and visuals to show what is accepted in the curbside program. To improve accessibility and understanding, materials should be available in multiple languages.

Implementation Steps:

- Reach out to existing community groups to speak at meetings or events about waste diversion
- Host trainings for interested residents to become Recycling Champions and share knowledge with their networks
- Share information about waste diversion by tabling at public events, meetings, or community centers
- Engage Resident Champions over time with ongoing community efforts (events, webinars, new resources)
- Continue utilizing the South Metro Waste Diversion website to promote efforts and events

8.7.1 Update Websites with Guidelines, Events and Sorting Tool

The recommended best practice is to have a comprehensive city webpage dedicated to recycling/waste diversion to give residents a central location to find accurate, up-to-date information and recycling guidelines.

A sorting tool is an interactive web component for residents to practice sorting items and materials on a website or app. With this option, a city can choose key items to feature in the virtual game to help inform residents.

Implementation Steps:

- Create recycling guidelines and post on website
- Contract with a web developer to create an interactive web component for residents to practice sorting items into recycling or trash
- Keep website updated with events and program changes
- Create and widely distribute graphic and bilingual guidelines and train municipal staffers on waste guidelines

8.7.2 Create and Widely Distribute Graphic and Bilingual Guidelines and Train Municipal Staff on Waste Guidelines

Guidelines for what can and cannot be recycled, (or composted, if available in the community), should be clear and specific, with images of materials/items alongside descriptive text in both English and Spanish.

Every time a material is referenced, it should be accompanied by an image that is shown consistently across media. Photos are preferred over drawings to ensure people recognize the objects depicted. Trainings for municipal staff should include reviewing guidelines and answering frequently asked questions about waste to dispel myths. Color coding outreach materials and containers can also support reinforcing correct sorting behaviors.

Implementation Steps:

- Create recycling guidelines that are clear and specific with images and text in English and Spanish
- Host training sessions for municipal staff on the guidelines and frequently asked questions about waste

- Table at community events and recycling events to distribute guidelines & resources and answer questions

8.7.3 Table at Community and Recycling Events to Distribute Resources and Answer Questions

Ongoing community engagement, visibility, and access to recycling resources are important to increase buy-in and participation in recycling programs. These methods can build relationships with community members, fostering trust and creating connections.

Tabling at community events (e.g., Earth Day celebrations, farmer's markets, and other events) can provide valuable resources about recycling, including recycling guidelines, FAQ handouts, local resources for hard-to-recycle materials, yard debris, and hazardous waste. These events can also feature reusables giveaways (e.g., water bottles, metal straws, bamboo utensils), as well as a physical sorting game or examples of recyclable materials and common contaminants. Tables should be staffed by trained municipal staff and/or community volunteers.

Implementation Steps:

- Schedule staff to table at upcoming community events (e.g., Earth Day, farmer's markets)
- Create a tabling kit of resources about recycling (guidelines, frequently asked questions, hard-to-recycle resources), reusable giveaways (straws or utensils), and props (sorting game or examples of common recyclables)
- Ongoing community group engagement (such as Resident Champion training) with universal and accessible guidelines

8.8 Explore Adopting a Universal Recycling Ordinance (URO)♺♺

Universal Recycling Ordinances require commercial buildings (including multi-family housing and businesses) to provide access to recycling services. Commercial recycling ordinances are typically adopted after residential recycling programs are well-established. Best practices for commercial recycling ordinances include extensive outreach to the business community, the multi-family housing sector, and waste haulers. Pilot projects and technical assistance for businesses build community buy-in and help with the transition to policy compliance.

Implementation Steps:

- Coordinate regionally with neighboring jurisdictions aiming to implement a similar requirement
- Conduct outreach to stakeholders (haulers and/or residents) to gather insights into potential barriers
- Document feedback on challenges, service gaps, and potential ordinance impacts
- Draft and adopt a universal recycling ordinance
- Communicate with haulers on new requirements
- Develop a reporting mechanism to receive hauler data annually

8.9 Establish a Construction and Demolition (C&D) Recycling Ordinance ♺♺♺♺♺



Construction and Demolition (C&D) Recycling Ordinances require contractors to sort and recycle recoverable materials, such as untreated wood, metals, cardboard, and aggregates, most of which are generated during demolition activities.

These ordinances often include square footage thresholds, exempting smaller projects from compliance. Effective implementation depends on the availability of sorting infrastructure, access to end markets, and strong coordination with contractors. One common compliance mechanism is a deposit system, where contractors submit a financial deposit based on project size. The deposit is refunded upon proof of compliance with recycling requirements.

A complementary strategy is **deconstruction**, a process that involves systematically dismantling buildings to preserve materials for reuse. This approach can reduce the need for recycling infrastructure by diverting materials directly into reuse pathways.

C&D recycling ordinances are currently enforced in the cities of Boulder, Fort Collins, and Lakewood. The City and County of Denver are also in the process of developing and implementing similar policies.

Implementation Steps:

- Conduct a detailed C&D end market and recovery infrastructure assessment.
- Coordinate regionally with neighboring jurisdictions aiming to implement a similar requirement
- Conduct outreach to stakeholders (e.g., developers, haulers, residents) to gather insights into potential barriers
- Document feedback on challenges, service gaps, and potential ordinance impacts
- Draft and adopt a C&D recycling ordinance
- Communicate new requirements
  Coordinate with Planning & Zoning to communicate with development and re-development projects

8.10 Tonnage Projections

Table 25: City of Littleton Tonnage Projections (2023-2035)

Year	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035
Single-Family													
MSW Disposal (Landfill)	11,194	11,298	11,404	11,522	11,641	11,760	11,874	11,988	12,113	12,235	12,357	12,478	12,597
Diversion	1,999	2,018	2,036	2,058	2,079	2,100	2,120	2,141	2,163	2,185	2,207	2,228	2,250
Total Generation	13,193	13,316	13,440	13,580	13,720	13,859	13,994	14,129	14,276	14,420	14,564	14,706	14,847
Multi-Family													
MSW Disposal (Landfill)	6,978	7,043	7,109	7,183	7,257	7,331	7,402	7,473	7,551	7,627	7,703	7,778	7,853
Diversion	1,246	1,258	1,269	1,283	1,296	1,309	1,322	1,334	1,348	1,362	1,376	1,389	1,402
Total Generation	8,224	8,301	8,378	8,465	8,552	8,640	8,724	8,808	8,899	8,989	9,079	9,167	9,255
Commercial													
MSW Disposal (Landfill)	27,257	27,512	27,769	28,057	28,346	28,635	28,914	29,192	29,495	29,794	30,091	30,384	30,675
Diversion	4,867	4,913	4,959	5,010	5,062	5,113	5,163	5,213	5,267	5,320	5,373	5,426	5,478
Total Generation	32,125	32,425	32,728	33,067	33,408	33,749	34,077	34,404	34,762	35,114	35,464	35,810	36,153
All Sectors													
MSW Disposal (Landfill)	45,429	45,854	46,282	46,762	47,244	47,725	48,190	48,653	49,158	49,657	50,151	50,641	51,125
Diversion	8,112	8,188	8,265	8,350	8,436	8,522	8,605	8,688	8,778	8,867	8,956	9,043	9,130
Total Generation	53,541	54,042	54,546	55,112	55,680	56,248	56,795	57,341	57,937	58,524	59,107	59,684	60,255

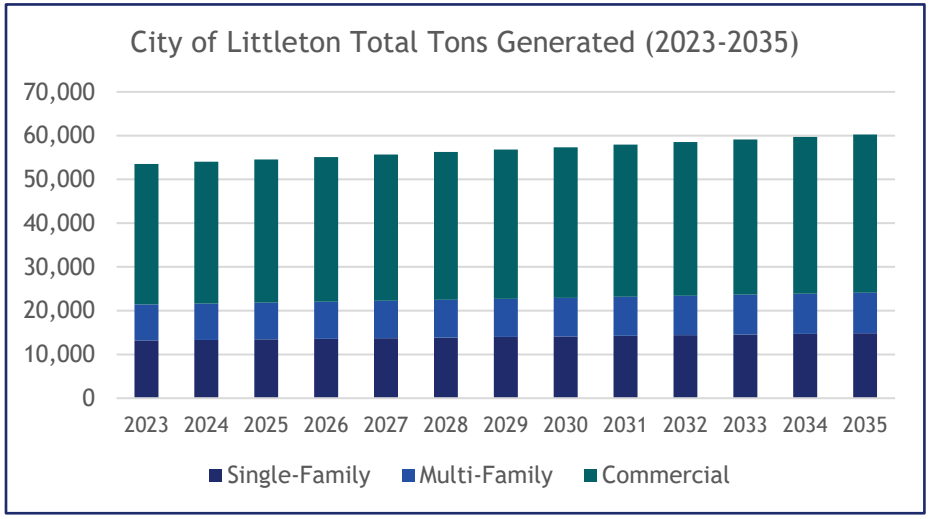


Figure 37: City of Littleton Total Tons Generated (2023-2035)

Table 26: City of Littleton Community Profile

Description	2022
Single-Family Units	61.6%
Multi-Family Units	38.4%
Total Number of Households	20,484
Household Size*	2.19
Single-Family Households	12,618
Multi-Family Households	7,866
Single-Family Population	27,382
Multi-Family Population	17,069
Total Population	44,451
Total Employer Firms	1,825

City of Littleton Demographic Snapshot, US Census Bureau 2022

8.11 Impact Analysis Results

Table 27: City of Littleton Impact Analysis Results

Aim	ID	Strategy	Additional Diversion %	Tons Low	Tons High	GHG Emissions Reduced	Fiscal Impact
Littleton	**8.1**	Implement yard waste curbside services for composting for single-family residents	3.8%	2,200	2,400	659	**$$$**
Littleton	**8.2**	Implement food waste curbside services for composting for single-family residents	1.8%	1,000	1,200	333	**$$$**
Littleton	**8.3**	Leverage Colorado's Extended Producer Responsibility for recycling programs	3.3%	1,900	2,100	1,959	**$**
Littleton	**8.4**	Require hauler licensing, including the requirement for haulers to track and report tonnage data	0.5%	300	300	982	**$**
Littleton	**8.5**	Pass an equal space ordinance to ensure commercial and multi-family recycling access	4.8%	2,800	3,000	8,360	**$**
Littleton	**8.6**	Support the transition to organized collection (single hauler)	1.7%	1,000	1,100	1,726	**$$**
Littleton	**8.7**	Ongoing community group engagement	4.5%	2,500	2,900	2,125	**$$**
Littleton	**8.8**	Adopt a universal recycling ordinance	2.7%	1,500	1,700	4,528	**$**
Littleton	**8.9**	Establish a construction & demolition recycling ordinance	3.3%	1,900	2,100	5,604	**$**
			24.6%	**14,100**	**15,600**	**26,181**	

Fiscal Impact	
Fiscal Impact on Tons Diverted	Estimated Fiscal Range
$	< $10,000
$$	$10,000 – < $100,000
$$$	≥ $100,000

9.0 City of Sheridan Waste Diversion Goals and Actions

Originally incorporated as a town in 1890 and transitioned to a statutory city in 1959, the City of Sheridan has a rich history defined by its cultural and demographic diversity. Located in Arapahoe County and bordering the cities of Denver and Englewood, Sheridan has an estimated population of approximately 5,970 residents.

The community reflects a wide range of ethnic, cultural, and socioeconomic backgrounds. According to US Census data, 31.7% of residents speak a language other than English at home, and 41.7% identify as Hispanic or Latinx. The city's median household income is just over half the state average, underscoring the need for creative funding strategies and regional partnerships to advance sustainability goals outlined in Sheridan's first Sustainability Plan, adopted in 2023.

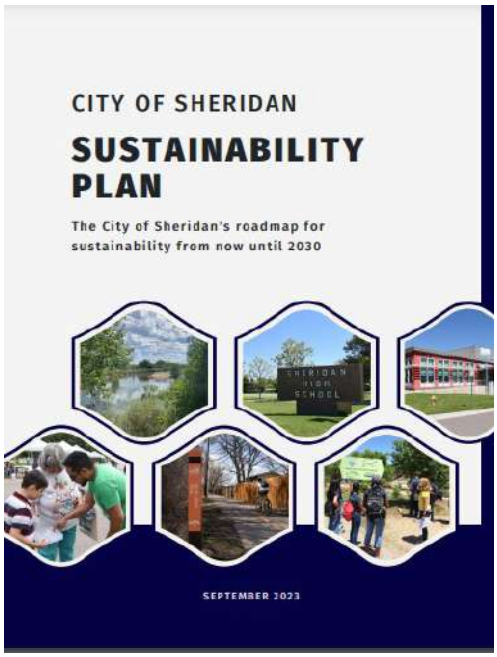


Figure 38: Sheridan Sustainability Plan

Sheridan is recognized as a Justice 40 Community by the federal government, a disproportionately impacted community by the Colorado Department of Public Health and Environment (CDPHE), and a Higher Emissions Community by Xcel Energy. Within the South Metro region, Sheridan has the highest proportion of multi-family housing, representing 40% of the overall housing structures. Similar to the other cities, little is known about the multi-family and commercial recycling and composting participation rates in Sheridan.

Unlike the other three South Metro cities, Sheridan operates under a contract-based residential waste collection model. In 2014, the city adopted a single-hauler system through a contract with Republic Services, covering all single-family homes and multi-unit residences up to seven units. Under this model, Republic Services provides weekly trash collection and biweekly recycling services. The contract follows a pay-as-you-throw (PAYT) structure, which incentivizes waste reduction and recycling by charging residents based on their selected trash cart size (32, 64, or 96 gallons). Recycling services are automatically included in the fee structure, with recyclables collected in 96-gallon containers and no separate sign-up required.

The service contract includes provisions to support service equity. For residents with physical impairments, carry-out cart service is available at no additional cost. Additionally, the contract offers an optional, twice-yearly yard debris pickup in the spring and fall, allowing each household to dispose of up to 20 bags or bundled items such as leaves, shrubs, and tree limbs. Currently, however, that yard debris is sent to the landfill and is not being composted.



In 2024, Sheridan partnered with A1 Organics and the cities of Littleton and Englewood to host a regional leaf drop-off event in November. The Republic Services contract also includes a provision for annual holiday tree collection at no cost to residents, with the option for trees to be chipped or sent to a compost facility. Although included in the agreement, this service has not yet been exercised by the city.

City Code (§22-173–214) requires private haulers operating in Sheridan to obtain a license and submit a plan detailing their recycling and collection services. However, there is no current requirement for data reporting beyond services provided through the residential contract.

Sheridan's City Council has indicated support for waste diversion strategies and targeted policy actions that will help the city achieve its goals. In January 2023, the City of Sheridan hired a part-time sustainability program manager and adopted the city's first ever sustainability plan in September 2023. Sheridan's City Code includes requirements concerning waste container enclosures and placement. On its waste and recycling webpage, the City of Sheridan lists several waste-related goals and project status updates, including increasing community outreach and education, exploring curbside and drop-off composting options, conducting a waste characterization study, partnering with A1 Organics on a leaf collection program, promoting hazardous and electronic waste drop-off events, utilizing Plastic Pollution Reduction Act (HB21-1162) bag fee funds, and exploring multi-family recycling options. Sheridan also lists internal city goals, such as increasing water bottle fill stations, updating recycling signage, reducing paper usage, and ensuring recycling access at city-owned buildings.

Table 28: City of Sheridan Strategies Summary

ID	Action	Fiscal Impact	Diversion Impact	Implementation Timeline		
				FY26-30	FY30-35	FY35-40
9.1	Implement At-Your Door collections program for household hazardous waste and electronics	$$	♺	X		
9.2	Leverage Colorado's Extended Producer Responsibility (EPR) for recycling programs	$	♺♺♺♺	X	X	X
9.3	Implement food scraps curbside services for composting for single-family residents	$$	♺♺	X	X	
9.4	Work with the city's hauler to transition yard debris curbside services for single-family residents so the material is composted instead of landfilled	$$	♺♺♺	X		
9.5	Pass an equal space ordinance to ensure commercial recycling access	$	♺♺♺	X	X	
9.6	Ongoing community group engagement (such as Resident Champion training)	$$	♺♺	X	X	X
9.7	Explore business organics grants	$$	♺	X		

9.1 Implement At-Your Door Collections for Household Hazardous Waste and Electronics ♺



The "At Your Door Special Collection" service, offered by the Southeast Metro Stormwater Authority (SEMSWA) in partnership with Waste Management, provides residents of unincorporated Arapahoe County participating cities with a convenient home collection program for household hazardous waste. All cities in South Metro except the City of Sheridan offer this service.

For a small co-pay, residents can schedule a pickup of items such as automotive products (e.g., motor oil, antifreeze), batteries, garden chemicals, paints, household cleaners, electronics, mercury-containing items, and swimming pool chemicals. To participate, residents schedule a collection through the program's website or by calling the designated phone number.

It is recommended that the City of Sheridan offer this convenient service to residents to support the safe and responsible disposal of hazardous materials, thereby protecting the environment and public health.

Implementation Steps:

- Identify funding sources (e.g., stormwater utility fees)
- Procure and partner with a provider and establish a service agreement
- Develop an outreach and education campaign to notify residents of the new service
- Launch the program

9.2 Leverage Colorado's Extended Producer Responsibility (EPR) for Recycling Programs ♺♺♺♺

Colorado's Producer Responsibility (EPR) for Recycling Packaging Program requires covered producers to join a Producer Responsibility Organization (PRO), and through it, fund and manage the end of life for packaging and paper, including collection, processing, and recycling or composting.

This EPR program will cover 100% of the net recycling service costs for all Colorado single-family and multi-family homes starting in 2026. The state's PRO, Circular Action Alliance (CAA), has indicated that they will start by covering recycling costs in communities with organized (non-open market) systems. As such, the City of Sheridan is well positioned to take early advantage of EPR funding for residents currently receiving service through the City's designated hauler.

However, the City can still further leverage the benefits of Colorado's EPR law. There are opportunities to expand recycling access and collection services for multi-family properties in Sheridan. In addition, the EPR program is slated to expand to non-residential properties including schools, state/local government buildings, public spaces, hospitality venues, and small businesses beginning 2028.

CAA has also indicated its intent to collaborate with local governments, collection service providers, and community-based organizations for enhanced education and outreach efforts.

Implementation Steps:

- Conduct outreach to stakeholders to share information about EPR
- Apply and receive reimbursements provided through Colorado's EPR law for single-family collections
- Explore additional reimbursement and collaboration opportunities provided through Colorado's EPR law

9.3 Implement Food Scraps Curbside Services for Composting for Single-Family Residents ♺♺



It is estimated that by 2035, the City of Sheridan's single-family sector will generate roughly 380 tons of food scraps and other compostables per year, or roughly 20% of its total generated waste.

A dedicated curbside service for food scraps can significantly divert the amount of landfill-bound material and contribute to the environmental benefits of composting. Local governments can promote the benefits of curbside food scraps collection programs.

With EPR covering recycling costs, the City of Sheridan will be well positioned to explore the addition of curbside composting. The city's current hauler, Republic Services, currently offers curbside composting to other Colorado communities, such as Lafayette, CO.

Implementation Steps:

- Coordinate regionally with neighboring jurisdictions aiming to implement a similar program
- Define program goals and scope
- Design service model
- Establish a wait list to understand residential demand
- Procure equipment or contract out services; consider a joint purchasing agreement with regional partners to achieve economies of scale
- Develop an outreach and education campaign
- Launch program
- Monitor and evaluate performance

9.4 Ensure Yard Debris Curbside Services for Single-family Residents is Composted instead of Sent to Landfills

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The South Metro Waste Characterization study found that yard debris comprises 20% of the City of Sheridan's single-family waste stream, yet less than 1% of the yard debris is being diverted.

Currently, yard debris is hauled to the landfill and is not composted. The Sheridan City Council, who attended the South Metro Waste Summit, indicated that the city should prioritize sending yard debris to composting facilities, rather than to landfills. Ensuring curbside yard debris for single-family residents is composted could significantly increase a community's waste diversion rate, depending on the level of participation.

Like curbside recycling collection service, adding a third collection point for diverting organic material (yard debris and sometimes food scraps) creates an opportunity to reduce the amount of waste sent to landfills and contribute to the environmental benefits of composting. Local governments can promote the benefits of curbside yard debris collection programs and encourage residents to subscribe.

Implementation Steps:

- Define program goals and scope
- Design service model
- Procure equipment or contract out services; consider a joint purchasing agreement with regional partners to achieve economies of scale.
- Develop an outreach and education campaign
- Launch program
- Monitor and evaluate performance

9.5 Pass an Equal Space Ordinance to Ensure Commercial and Multi-Family Recycling Access ♺♺♺



An **Equal Space Ordinance** requires that all newly constructed commercial buildings allocate the same amount of space for recycling collection infrastructure (such as enclosures, receptacles, chutes, staging areas, and collection rooms) as is allocated for trash.

Insufficient space for recycling is a common barrier for commercial entities, particularly in dense urban areas. By integrating this requirement into building codes, municipalities can ensure future developments support recycling access without retrofitting existing structures.

In Sheridan, approximately 40.1% of housing consists of multi-family units, and there are 423 employer firms, highlighting the importance of planning for equitable recycling infrastructure in both residential and commercial development.

Implementation Steps:

- Conduct outreach to stakeholders to gather insights on potential barriers
- Draft and adopt an equal space ordinance
- Roll out a communications plan and consider providing technical support for commercial property managers
- Coordinate with the Planning & Zoning Department to align on communicating new requirements for new developments and significant site redevelopments

9.6 Ongoing Community Group Engagement with Universal and Accessible Guidelines ♺♺

Community outreach and engagement includes public education, feedback collection, community collection events, and direct interaction with residents and organizations on recycling and waste issues. While the City of Sheridan implements various recycling-related communication strategies, outreach must be continuous to ensure both current and new residents receive up-to-date information on how to recycle and compost effectively.

Leveraging community groups and peer networks is a powerful strategy to expand awareness and increase participation in waste diversion efforts. One proven approach is to train **Recycling Champions** (local advocates or community ambassadors) within existing groups to share recycling and composting information through their networks. This is especially important for the City of Sheridan as the community is diverse in culture as well as languages.

Training should emphasize local recycling guidelines, using clear and consistent wording and visuals to show what is accepted in the curbside program. To improve accessibility and understanding, materials should be available in multiple languages.

Implementation Steps:

- Reach out to existing community groups to speak at meetings or events about waste diversion
- Host trainings for interested residents to become Recycling Champions and share knowledge with their networks
- Share information about waste diversion by tabling at public events, meetings, or community centers
- Engage Resident Champions over time with ongoing community efforts (events, webinars, new resources)
- Continue utilizing the South Metro Waste Diversion website to promote efforts and events

9.7 Explore Business Waste Diversion Grants ♺

Businesses, especially restaurants that generate large volumes of food scraps, may be interested in subscribing to an organics collection service, but the cost of service can be a barrier. Local governments can create a financial incentive or grant program to encourage the private sector to sign up for organic collection services.



Businesses can be reimbursed for infrastructure, hauling, compostable food service ware, education, training, and signage. Financial incentives can also build support for a future commercial composting ordinance, as it creates local case studies of successful organics diversion programs.

Implementation Steps:

- Identify funding source for grants
- Design grant program framework
  - Define eligible applicants
  - Establish match requirements, if any
  - Outline funding amounts and funding categories
  - Develop an application, review, and selection process
- Launch and promote the grant program through a communications plan
- Award and administer grant agreements

9.9 Tonnage Projections

Table 29: City of Sheridan Tonnage Projections (2023-2035)

Year	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035
Single-Family													
MSW Disposal (Landfill)	1,447	1,461	1,475	1,490	1,506	1,522	1,537	1,552	1,569	1,585	1,601	1,617	1,633
Diversion	258	261	263	266	269	272	274	277	280	283	286	289	292
Total Generation	1,705	1,721	1,738	1,757	1,775	1,794	1,812	1,829	1,849	1,868	1,887	1,906	1,925
Multi-Family													
MSW Disposal (Landfill)	968	978	987	998	1,008	1,019	1,029	1,039	1,050	1,061	1,072	1,083	1,094
Diversion	173	175	176	178	180	182	184	186	188	189	191	193	195
Total Generation	1,141	1,152	1,163	1,176	1,188	1,201	1,213	1,225	1,238	1,251	1,263	1,276	1,289
Commercial													
MSW Disposal (Landfill)	3,623	3,658	3,693	3,732	3,772	3,811	3,849	3,887	3,928	3,969	4,010	4,050	4,090
Diversion	647	653	659	666	674	681	687	694	701	709	716	723	730
Total Generation	4,270	4,311	4,352	4,399	4,445	4,492	4,536	4,581	4,630	4,678	4,726	4,774	4,821
All Sectors													
MSW Disposal (Landfill)	6,038	6,096	6,155	6,221	6,286	6,352	6,415	6,478	6,547	6,616	6,683	6,751	6,817
Diversion	1,078	1,089	1,099	1,111	1,123	1,134	1,146	1,157	1,169	1,181	1,193	1,205	1,217
Total Generation	7,116	7,184	7,254	7,331	7,409	7,486	7,561	7,635	7,716	7,797	7,877	7,956	8,035

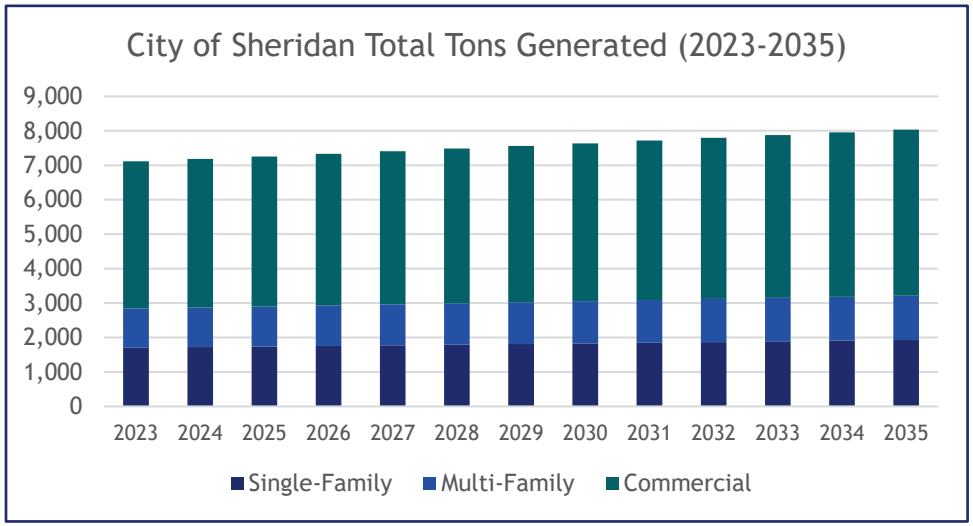


Figure 39: City of Sheridan Total Tons Generated (2023-2025)

Table 30: City of Sheridan Community Profile

Description	2022
Single-Family Units	59.9%
Multi-Family Units	40.1%
Total Number of Households	2,442
Household Size*	2.48
Single-Family Households	1,463
Multi-Family Households	979
Single-Family Population	3,539
Multi-Family Population	2,369
Total Population	5,908
Total Employer Firms	423

City of Sheridan Demographic Snapshot, US Census Bureau 2022

9.10 Impact Analysis Results

Table 31: City of Sheridan Impact Analysis Results

Aim	ID	Strategy	Additional Diversion %	Tons Low	Tons High	GHG Emissions Reduced	Fiscal Impact
Sheridan	**9.1**	Implement At-Your Door collections program for household hazardous waste and electronics	0.2%	19	21	n/a	$$
Sheridan	**9.2**	Leverage Colorado's Extended Producer Responsibility for recycling programs	6.2%	500	530	1,025	$
Sheridan	**9.3**	Implement food waste curbside services for composting for single-family residents	2.5%	200	210	65	$$
Sheridan	**9.4**	Work with hauler to ensure yard waste curbside services for single-family residents is composted instead of sent to landfill	3.7%	300	320	85	$$
Sheridan	**9.5**	Pass equal space ordinances to ensure commercial and multi-family recycling access	5.0%	400	420	1,263	$
Sheridan	**9.6**	Ongoing community group engagement	2.5%	200	210	131	$$
Sheridan	**9.7**	Explore business organics grants	1.2%	100	110	24	$$
			21%	**1,700**	**1,800**	**2,593**	

Fiscal Impact	
Fiscal Impact on Tons Diverted	Estimated Fiscal Range
$	< $10,000
$$	$10,000 - < $100,000
$$$	≥ $100,000

Appendix A – South Metro Waste Diversion Reports and Memorandums

Table 32: South Metro Waste Diversion Reports and Memorandums

Report Title	Description
Project Website	www.SouthMetroWasteDiversion.com
Baseline Assessment	The Cities of Centennial, Englewood, Sheridan, and Littleton (collectively known as South Metro) seek to transition to a system that favors equitable waste reduction and waste diversion strategies driven by data and best practices. As part of this effort, the STEPS project team interviewed cities, researched, and assessed the baseline for waste and recycling in the region.
Hauler Engagement	Waste haulers servicing the region were engaged through one-on-one interviews. A summary of these interviews was provided to the South Metro Project Team.
Residential Survey	A residential survey was conducted to collect data and analyze the South Metro region and each participating city. The results of this survey will be used to better understand the common motivating factors and barriers to residential participation in South Metro's solid waste management systems.
Focus Groups	Three focus groups were held virtually to engage multi-family residents, businesses, and disadvantaged communities. The results of the research will be used to better understand the common motivating factors and barriers to residential participation in South Metro's solid waste management systems.
Community Engagement	A community engagement strategy for the South Metro Waste Diversion Plan was developed to include a website, engagement collateral, and a Resident Champion training.
Waste Generation	Current waste tonnages were modeled by using tons generated, tons diverted, tons landfilled, tons by generating sector, tons by individual city, and tons for the South Metro region. Projections were also developed for annual tonnages through 2033, including scenarios that assumed full implementation of all recommended waste diversion strategies.
Gaps & Opportunities	Following the baseline assessment of the South Metro region's waste generation, policies, and infrastructure, the STEPS project team completed an analysis of potential gaps in the system. The gaps highlight opportunities to expand programs, optimize existing system aspects, or pursue new initiatives and investments to support the region's waste diversion goals.
Regional Waste Summit	A Waste Summit was held to present findings to elected officials from the four cities. The presentation covered information collected to date, including a baseline infrastructure evaluation, interviews with hauling companies, public engagement findings, a waste characterization study, and the initial gaps and opportunities analysis. At the meeting, input from elected officials was gathered to identify potential gaps in the waste system.
Waste Characterization Study	A two-season waste characterization study (also referred to as a 'waste audit' or 'waste sort') was conducted in 2024. The study sorted samples of trash and recycling to assess the overall composition of the region's waste streams. Samples were collected from the four South Metro cities: Centennial, Englewood, Littleton, and Sheridan.

Appendix B – Infrastructure Fiscal Impact Analysis

For the two regional infrastructure strategies identified in this plan, a fiscal analysis was conducted to estimate the capital and operational costs.

Regional Recycling Drop-Off Center

A recycling drop-off center provides additional capacity and convenient access to handle surges in recyclable material, particularly during spring cleaning or move-in and move-out periods. Drop-off centers provide an overflow option, preventing overfilled containers and litter. For multi-family residents where property management does not provide adequate recycling access, convenient drop-off centers can offer a place for residents to drop off materials. It is generally best practice for urban environments with populations over 100,000 to establish one drop-off center per 50,000 residents. It is recommended for South Metro to explore establishing up to four regional recycling drop-off centers, conveniently located between the four communities.

Table 33: Recycling Drop-Off Center Assumptions

Description	Qty
Paved Recycling Drop-Off Center Dimensions per Center	120 ft x 75 ft
Area per Center	9,000 square feet (sq ft)
Perimeter per Center	390 linear feet (lin ft)
Residents Served per Center	50,000
Number of Centers	4

Based on the available budget, South Metro may consider as a long-term goal, expanding the drop-off center to accept additional streams of materials, such as yard debris, food scraps, plastic film, textiles, household hazardous waste (HHW), electronic waste, and/or other materials in Circular Action Alliance (CAA) Colorado's "Additional Materials List (AML)."

Each center should be located in an area that is most convenient to potential users, whether it is centrally located, along a commonly traveled highway, or near popular areas of interest (e.g., parks, shopping malls, and recreation areas).

Each site should allocate, at a minimum, approximately 0.25 to 1 acre of operational space for material handling and storage, as well as traffic and parking for residential vehicles and haulers providing the collection service. Recycling drop-off centers may be set up either through larger roll-off containers (e.g., 30 or 40 yd) or through front-load dumpsters (e.g., 8 yd). Site constraints, budget, operational efficiency, and density of area may determine whether the region considers setting up the drop-off centers through roll-off or front load containers.

The design of the drop-off centers should prioritize adaptability to accommodate shifting market demands and the emergence of new material streams. This flexibility can be achieved, in part, by selecting sites with more space than is initially required. Furthermore, strategies for mitigating illegal dumping should be incorporated into the planning and operational framework.

Site preparation (leveling, grading, and paving) costs may be required based on the location identified. It is recommended that drop-off centers are fenced and/or gated, along with installation of Closed-Circuit Television (CCTV) cameras for monitoring and deterring illegal dumping. Lighting fixtures are critical, as well-lit areas can deter vandalism and illegal dumping, especially after hours. It can also provide a safer environment for residents and staff when daylight is limited.

Please note that the following table is for illustrative purposes, as the region may identify existing developed and paved sites for service provision. Fencing may also be optional based on the site. The estimated capital costs below also assume the use of front-end dumpsters vs. roll-off containers. The cost of land is also not factored into this analysis, as suitable sites may already be owned by the municipality or may be secured through a Memorandum of Understanding (MOU). Additionally, land acquisition costs can vary significantly depending on location and market conditions.

Table 34: Estimated Capital Costs

Description	Qty	Estimated Unit Cost	Extended Cost
Site leveling and grading	9,000 (sq ft)	$2/sq ft	$18,000.00
Paving (asphalt)	9,000 (sq ft)	$4/sq ft	$36,000.00
Galvanized or vinyl-coated chain link fence	390 (lin ft)	$30/lin ft	$11,700.00
Lighting fixtures	2	$3,000/ea.	$6,000.00
Striping directional arrows / parking lines	1	$1,000	$1,000.00
8 yd Front end (FE) side door dumpster	8	$1,500	$12,000.00
Signage and banners	20	$200.00	$4,000.00
		Per recycling drop-off center	$96,200.00
		(4) Recycling drop-off centers	$384,800.00

It is recommended that collections are contracted through a private hauler providing front-load dumpster service for cost efficiencies. Below are estimated operational cost for 8 yd recycling dumpsters using an “on call” recycling dumpster price rate. This is a high-level estimate; a formal solicitation could yield a more competitive rate through a scheduled, bulk-rate service.

Table 35: Estimated Annual Operational Costs

Description	Estimated Unit Cost	Frequency	Annual Cost
8 yd Recycling dumpsters	$16/yard	3x/week	$19,968
		Per recycling drop-off center per year (8 containers)	$159,744.00
		(4) Recycling drop-off centers per year	$638,976.00

Colorado’s Extended Producer Responsibility law (HB 22-1355) sets up a Producer Responsibility program (EPR) that requires companies that sell products in packaging and paper products to fund a statewide recycling system to recycle

those materials. The companies coordinate to support, fund, and manage the statewide recycling system. Colorado's EPR law, which is expected to start implementation in 2026, also sets the framework of reimbursing service providers 100% of the eligible net costs associated with recycling covered materials.

The Colorado Plan Proposal, published in February 2025 by CAA, states that "reimbursement of drop-off and curbside collection costs will cover costs such as a capital costs, base-level education and outreach, operational costs, reasonable profit margin, and eligible administrative expenses." While this draft plan proposal is currently under review, South Metro should continue to monitor and stay engaged for funding opportunities for regional recycling drop-off centers.

Regional Organics Facility

The South Metro region is projected to generate approximately 74,500 tons of organic waste in 2035 (including food scraps, food soiled / compostable paper, compostable foodservice products, yard debris, wood, and other organics). This represents nearly 29% of the total waste generated in the region. If the region does not take any additional action to support the diversion of organics, 72,700 tons of organic waste is estimated to be disposed of in the landfill in 2035 (97% of the generated organic waste).

The Colorado Statewide Organics Management Plan: A Framework for Regional Organics Opportunities published in 2022, showed that Colorado's compost facilities have the capacity to manage 127,000 to 157,000 additional tons of organic materials without significant investments or facility expansions.

In addition to the capacity that the state's Organics Management Plan modeled, there is additional yard debris and lumber organics processing capacity available through the A1 Organics Facility in Sheridan, Colorado. This facility went through an expansion with five additional acres in 2024. Given this site's proximity to South Metro, the region may consider a potential public-private-partnership to support the goal of **establishing large-scale organics processing infrastructure that accepts food scraps and other compostables.**

If existing facilities are unable to process the necessary composting capacity, developing a regional compost facility would require an evaluation of upfront capital costs, operating costs, and projected. Capital costs encompass total expenses for site procurement and development, systems, and equipment. Operating costs include ongoing labor, maintenance, and equipment maintenance expenses. Revenues are calculated based on tipping fees and the sale of finished compost.

With 75,000 tons of organic waste projected to be generated in the South Metro region by 2035, the region should consider a phased approach to diverting significant organic waste and be strategic in community engagement and buy-in. Participation will increase over time with strategic policy implementation, contracts, and capacity ramp-up. Table 36 below details the high-level financial implications and potential revenue for developing a compost facility with either a 25,000 or 50,000 tons per year processing capacity. These figures are not based specifically on data from the South Metro region. A feasibility study with cost modeling is necessary to determine the capital and operating costs, as well as potential revenue associated with developing a compost facility designed to process organic materials from South Metro.

An aerated static pile (ASP) composting facility was analyzed and is recommended as the preferred method for a regional-scale processing facility. ASP composting is a highly efficient and scalable method for processing large volumes of food scraps. It can process compostable products, such as compostable service ware and bags, and is particularly well-suited for combined municipal yard debris and food scraps collection programs. In this system, organic material is placed over perforated pipes, air ducts, or an aeration pad. Airflow, either pushed (positive aeration) or pulled (negative aeration) with fans, maintains optimal oxygen and temperature levels to accelerate decomposition. The piles are covered either with a synthetic cover or a biolayer, such as finished compost or woodchips, to retain heat and moisture while controlling odors.



Figure 40: Engineered Compost Systems (ECS) example of a 20,000 TPY ASP Curbside Food Scrap and Yard Trimming Facility

Table 36: Estimated Costs & Revenue for ASP Facilities

ASP Facility Cost & Revenue Factors	25k TPY Facility	50k TPY Facility
Feedstock Throughput (TPY)	**25,000**	**50,000**
Capital Costs		
Aerated Static Pile System ($)	$2.2 M	$4.4 M
Equipment Capital ($)	$3.2 M	$4.8 M
Site Development and Building Capital ($)	$10.9 M	$14.9 M
Total Capital Cost ($)	$16.4 M	$24.1 M
Total Annualized Capital Cost ($)	$1.5 M	$2.3 M
Total Annualized Capital Cost ($/ton)	$61.21	$45.10
Operating Costs		
Total Annual Operating Cost ($)	$1.2 M	$2.2 M
Total Operating Cost ($/ton)	$48.56	$43.24
Revenues		
Tipping Fee ($/ton)	$37	$37
Compost Sales ($/CY)	$23	$23
Total Annual Revenue ($)	$1.4 M	$2.9 M
Total Revenue ($/ton)	$57.84	$57.84
Profitability		
Total Annual Income ($/ton) *	$9.28	$14.60
Total Annual Profit ($/ton) **	($51.93)	($30.50)
Total Annual Profit ($) **	($1.3 M)	($1.5 M)

*Total Annual Income = Total Revenue – Total Operating Costs
**Total Annual Profit = Total Revenue – Total Operating Costs – Annualized Capital Costs

Note: Negative values are represented using parentheses ()

The annual profit of a 25,000 ton per year (TPY) facility is ($1.3 M), and the annual profit of a 50,000 TPY facility is ($1.5 M). With an overall estimated capital cost of $16.4 M for a 25,000 TPY facility and $24.1 M for a 50,000 TPY facility, the annual income of the facilities after tip fees and compost sales would be ($51.93) per ton of incoming material for a 25,000 TPY facility and ($30.50) per ton for a 50,000 TPY facility. It will take approximately 71 years for the 25,000 TPY facility and 33 years for the 50,000 TPY facility to reach the break-even point, calculated as capital costs divided by annual revenue minus annual operating costs. However, this timeline assumes no grant funding, upfront capital expenses, and all new equipment. Excluding capital costs, the annual income of the facility is $9.28 and $14.60 per ton processed for a 25,000 TPY and 50,000 TPY facility, respectively. Significant capital expenses may be offset by securing additional funding or identifying other cost-saving opportunities.

Appendix C - Funding Opportunities and Other Resources

1. The **Colorado Circular Communities (C3) Enterprise** has ongoing applications available for Mini Grants, Impact Grants, and Capacity Building Grants. These funding opportunities support projects that contribute to the advancement of a circular economy in Colorado. https://coloradocircularcommunities.org/

2. **Colorado's Extended Producer Responsibility law (HB 22-1355)** sets up a Producer Responsibility (EPR) program that requires companies that sell products in packaging and paper products to fund a statewide recycling system to recycle those materials. The companies coordinate, fund, and manage this statewide recycling system. Colorado's EPR law, which is expected to begin implementation in 2026, sets the framework of reimbursing service providers **100% of the eligible net costs associated with recycling covered materials.**

   The Colorado Plan Proposal, published in February 2025 by the Circular Action Alliance (CAA), states that **"reimbursement of drop-off and curbside collection costs will cover costs such as a capital costs, base-level education and outreach, operational costs, reasonable profit margin, and eligible administrative expenses."** While this draft plan proposal is currently under review, South Metro should continue to monitor and stay engaged for funding opportunities for regional recycling drop-off centers. https://cdphe.colorado.gov/hm/epr-program

3. The **Municipal Blueprint for Composting Report** by Closed Loop Partners and Eco-Cycle provides guidance to municipal leaders in zero waste, solid waste and sustainability on establishing and scaling composting infrastructure and organics management programs nationwide. The blueprint offers a clear and actionable framework, including policy and program expansion for diverting food scraps, setting up programs and infrastructure, and communication with program participants. https://www.closedlooppartners.com/research/municipal-blueprint-report/

4. The **Colorado Construction, Demolition and Deconstruction Policy Toolkit** from Recycle Colorado was developed by members of Recycle Colorado's C&D Council, a group of industry stakeholders including public, private, and nonprofit sector entities working to support construction, demolition and deconstruction (C&D) materials recovery in Colorado. The toolkit can assist local government staff and policymakers in developing diversion programs for the built environment which significantly contributes to climate and zero-waste planning efforts. The toolkit provides a step-by-step process to develop policies to manage C&D materials, from research through policy development, program implementation and ongoing management. https://www.recyclecolorado.org/c-d-policy-toolkit

5. The **Local Implementation, Mitigation, and Policy Action (Local IMPACT) Accelerator** is a grant program available to local and tribal governments. It supports the adoption of policies in the areas of buildings, land use, transportation, and waste. Funds are available for both policy advancement and project implementation. Round 2 applications for 2025 will be accepted from January 16 to February 18, 2026, with the Letter of Intent (LOI) due between October 1 and November 17, 2025. https://energyoffice.colorado.gov/local-impact-accelerator

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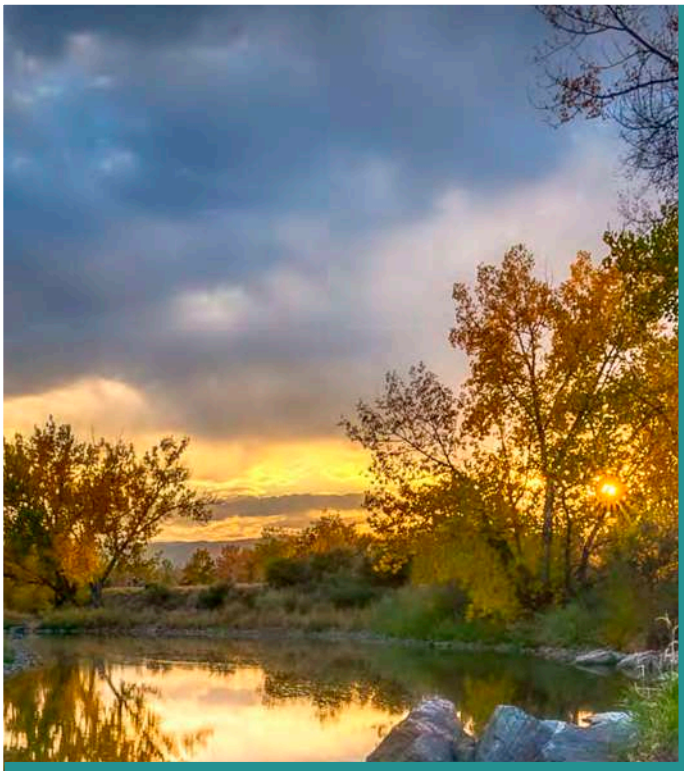
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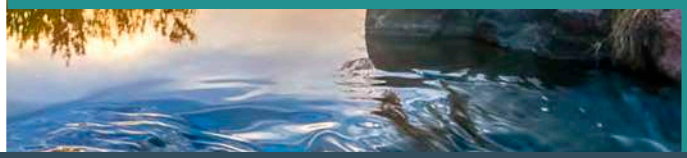
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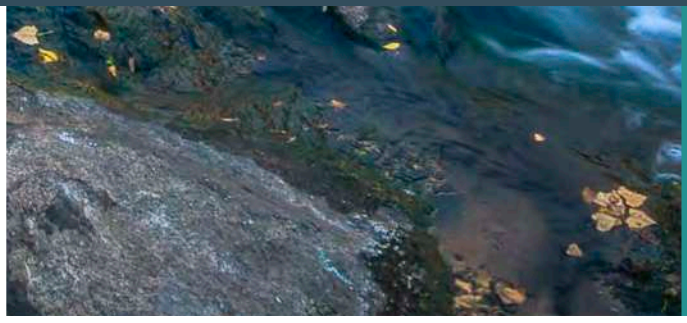
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ESB

ENVIRONMENTAL STEWARDSHIP BOARD

ENVIRONMENTAL STEWARDSHIP ACTION PLAN

CITY OF LITTLETON

Environmental Stewardship Action Plan

APRIL 2024

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Introduction and Core Values

On December 20, 2022, Littleton City Council, by unanimous resolution, created the Littleton Environmental Stewardship Board and tasked it with creating this Environmental Stewardship Action Plan. In compiling this Plan, the ESB has considered a number of existing city initiatives. The impact and effort meters for each item reflect the collective intuition of the ESB. For now, budgetary considerations have been left out, but the ESB plans to return to that in detail in the future. The Plan's recommendations are divided into existing initiatives, quick wins, and long-term/other.

The Littleton Environmental Stewardship Board (ESB) believes in addressing climate change and other threats to the ecology consistent with the following core values:

- **Thoughtful Urgency:** Reversing climate change must happen now, and not at the expense of high-quality decision making
- **Equity:** Defined as fair access and lack of race, gender, age, ability, and other hierarchies in all stewardship efforts
- **Good Governance:** Including measurable outcomes, transparency, and robust public input
- **Uniqueness:** Littleton is a unique community with a strong history and set of values around creative stewardship (e.g., creating South Platte Park). Stewardship will continue to be creative and tailored to our unique, remarkable community
- **Collaboration:** City departments must continue communicating with one another, and Littleton must leverage local, regional, state, national, and global partnerships
- **Re-Wilding:** Conservation is not enough; built and managed environments must enhance, not frustrate, natural processes; and wild places must be set aside and enlarged (no matter how small they are today)
- **Thoughtful Consumption:** Stewardship requires avoiding unnecessary resource use and diverting waste
- **Generational Fairness:** We will leave Littleton's environment better than we found it
- **Optimism:** In the face of significant challenges, we embrace solutions and maintain faith in a better future
- **Sacredness:** Nature is sacred, and close community with healthy, intact ecology is necessary for human thriving

Guided by these values, the ESB recommends that City Council take the actions listed below. Our highest priorities are for the city to:

- Complete a GHG inventory and create a climate action plan
- Hire a sustainability coordinator
- Allow the ESB to act as an accountability body for the city's relationship with South Suburban Parks and Recreation Department
- Educate and inform the public about environmental efforts
- Get people out of cars
- Electrify the built environment, transportation, and lawn and garden equipment
- Incentivize water conservation
- Provide every building with recycling and composting options
- Implement community-supported agriculture (e.g. at the Littleton Museum)

Acronyms

ACC . . . . . Arapahoe Community College

CO2 . . . . . Carbon Dioxide

CO2e . . . . . Carbon Dioxide Equivalent

CSU . . . . . Colorado State University

DDA . . . . . Downtown Development Authority

EPA . . . . . Environmental Protection Agency

EV . . . . . Electric Vehicle

GHG . . . . . Greenhouse Gas

GPDP . . . . . General Planned Development Plan

HDLM . . . Historic Downtown Littleton Merchants

LBC . . . . . Littleton Business Chamber

LEDS . . . . . Littleton Engineering Design Standards

LPS . . . . . Littleton Public Schools

MEETS . . . . . The Metered Energy Efficiency Transaction Structure

SPLASH . . . . . Stormwater Permittees for Local Awareness of Stream Health

SSPRD . . . . . .South Suburban Parks and Recreation Department

ULUC . . . . . Unified Land Use Code

UFMP . . . . . Urban Forestry Management Plan

Guide for Interpreting the Impact and Effort Meters

Impact Meter	
	High Impact
	Medium Impact
	Low Impact
Effort Meter	
	Low Effort
	Medium Effort
	High Effort

FOR EXAMPLE: An action item that is considered high impact and low effort will appear with two green gauges.

Impact



Effort



1.0 Air Quality/Emissions



Given that 91% of net U.S. greenhouse gas (GHG) emissions are energy-related, our biggest opportunities for decreasing emissions lie in reducing the use of fossil fuels which drive the energy, transportation, industrial, commercial, and residential sectors. Electrification is the largest opportunity for both emissions and air pollution reductions. Despite this, electrification faces friction as fossil fuels have been set up as the default option. The city has numerous avenues it can take to decrease the costs of electrification and support it as the default choice to sustain a more stable climate and reduce health costs related to air pollution.

This section also addresses outdoor and indoor air pollution beyond GHG emissions such as ozone, nitrous oxide, carbon monoxide, and more. Like GHG emissions, most air pollutants come from burning fossil fuels. Therefore, eliminating burning fossil fuels through electrification addresses indoor and outdoor air quality issues which affect community health.

1.1 Existing Initiatives

ITEM	ACTION	RECOMMENDATIONS	IMPACT	EFFORT
1.1.1	Arapahoe County EV Action Plan	Continue partnering with Arapahoe County on implementing the EV Action Plan.		
1.1.2	The Spring Tree Program and Urban Forestry Master Plan	Trees absorb both CO2 and air pollutants. Maintaining our tree canopy is also a meaningful adaptation measure to climate change as it reduces ambient air temperatures in warm summer months.		
1.1.3	Colorado Plastic Pollution Reduction Act (CPPRA)	Plastics generate GHG emissions at every stage of their lifecycle. Support compliance with CPPRA.		
1.1.4	Transportation Master Plan	Transportation emits more GHGs than other sectors. The multi-modal transportation opportunities in the Transportation Master Plan represent low or no-carbon alternatives to fossil-fueled transportation. Additionally, the Transportation Master Plan should be updated to consider EV charging infrastructure.		
1.1.5	Solar-ready building codes	Continue implementation of the already-adopted solar-ready provisions of the 2021 International Energy Conservation Code.		

1.2 Quick Wins

ITEM	ACTION	RECOMMENDATIONS	IMPACT	EFFORT
1.2.1	Greenhouse Gas Inventory	Conduct an audit of sources of GHG emissions. We expect the majority of emissions will come from residential and commercial sources, but it should also measure additional categories outside of energy-related emissions, including biomass burning, non-energy related agriculture emissions, waste emissions, and non-energy related industrial emissions.		
1.2.2	Air Quality Monitoring and Assessment Program	Add air quality monitors within the city to assess baseline pollution levels and sources.		
1.2.3	Climate and Air Quality Action Plan	Building upon the results of the GHG Inventory and air quality monitoring programs, establish a Littleton-specific climate action plan for incrementally reducing, and eventually eliminating, climate emissions and air pollutants. Rewiring America's Pace of Progress tool[1] may help identify interim goals prior to undertaking a climate action plan.		
1.2.4	Electrification Education Program	Train electrification volunteers (e.g. Go Electric Colorado) to educate the public on opportunities and challenges of electrification. Encourage homeowners and landlords to get energy audits and develop electrification plans.		
1.2.5	Xcel Partners in Energy Update	Update the existing Partners in Energy Plan and leverage resources from Xcel to identify opportunities for energy efficiency and electrification.		
1.2.6	Solar Group Buys	Facilitate the purchase and install of solar equipment via combined contracts which reduce costs of equipment and installation through organizations such as Solar United Neighbors.		
1.2.7	City-Sponsored Composting	Bio waste in landfills emits methane. Composting this waste reduces GHG emissions.		
1.2.8	Electrification permitting fast tracking	Reduce time to permit for electrification projects to incentivize use.		
1.2.9	Air sealing and insulation standards for city buildings	Improving air sealing and insulation in existing buildings reduces operating costs in the short-term and reduces the cost of electrification retrofits in the future due to reduced heating/cooling load requirements.		
1.2.10	Electrification trade programs in Littleton Public Schools	Prepare our younger generations for the future with heat pump, solar, electrical, and other training programs which will lead to stable, well-paying careers. See also 2.2.3.		

[1] https://pop.rewiringamerica.org/?id=0845255

1.2.11	Remove subsidies for natural gas hookups	The cost of hooking up new homes to natural gas pipelines are subsidized by all users, causing increases to everyone's bills. Remove these subsidies to balance the upfront costs of electric and fossil-fueled building construction projects.		
1.2.12	Adopt the Electric Ready codes by the Colorado Energy Code Board	Enable new home buyers' choice between gas and electric by adopting Electric Ready Building Codes[2] which give the option to easily opt-in to electric. Supporting electric-ready is far cheaper than retrofitting later.		
1.2.13	Lawn and Garden Equipment Emissions Standards	Establish emissions standards for all equipment sold in Littleton. In 2020, lawn and garden equipment in the U.S. emitted more than 21,800 tons of fine particulates – an equivalent amount to the pollution from 234 million typical cars. Most electric lawn and garden equipment is already cost competitive and more reliable than gasoline equipment.		
1.2.14	All-electric city landscaping equipment	Transition all city lawn and garden equipment to electric.		

1.3 Long-Term/Other

ITEM	ACTION	RECOMMENDATIONS	IMPACT	EFFORT
1.3.1	Consider adopting Colorado Model Low Energy and Carbon code	Consider adopting the model low energy and carbon code which will be developed by a board created by the Colorado Energy Office. This code is expected to be created no later than July 1, 2025.		
1.3.2	Expedite all-electric new building permitting	Faster, easier, and less costly permitting for electric appliances, EV charging, rooftop solar, and all-electric new home builds (which is conducive to the lower impact they have on the community than fossil-fuel equivalents).		
1.3.3	Electrification Appliance Rebate Program	Provide rebates for the installation of electric appliances (e.g. heat pumps, heat pump water heaters). Similar to Denver, this could be funded by a small sales tax increase.		
1.3.4	Multi-modal infrastructure	Transportation is the largest sector of GHG emissions in the country. While EVs can reduce emissions in this sector, it is far more cost effective to support a community which does not require car ownership to participate in daily life. Support multi-modal infrastructure, mixed-use zoning, and a walkable community which has a lower environmental footprint and creates strong communities and sales tax bases. Keep this in mind during the 2025 Transportation Master Plan update.		
1.3.5	Electric School Buses	Upgrade school buses to electric. School buses represent a unique opportunity for fleet electrification as they can be a significant stabilizer to electrical grids during off hours.		

[2] https://www.energycodes.gov/sites/default/files/2021-10/Residential_Electrification.pdf

1.3.6	Decommission aging gas infrastructure with electric appliances	Target aging natural gas infrastructure for decommissioning rather than replacement as replacement costs are passed to all customers causing natural gas bills to increase. Support homeowners with financing, group purchasing contracts, and incentives to transition to electric homes. This keeps energy bills stable for customers who remain on natural gas and allows for a paced transition to electric over time. Households may choose to remain on gas when natural gas infrastructure is decommissioned, but they would need to purchase a propane system and fuel to do so.		
1.3.7	The Metered Energy Efficiency Transaction Structure (MEETS)	Energy efficiency is often not prioritized in commercial buildings because long-term gains cannot be realized in a market where ownership changes often. Model a program after MEETS, which incentivizes all parties towards energy efficiency. Additional provisions could be added to support electrification.		
1.3.8	All-electric city fleet	Electric vehicles cost more upfront but have a lower total cost of ownership than their fossil-fueled equivalents. The city can save money by replacing aging city vehicles with electric equivalents.		
1.3.9	All-electric city buildings	Retrofit existing buildings to be all-electric.		
1.3.10	Public EV charging infrastructure	Create more public EV charging infrastructure in the city. Most homeowners will charge their vehicles at home, but many individuals in multi-family units do not have access to home charging. A robust public charging infrastructure allows all to benefit from the electric vehicle transition.		



2.0 Built Environment



The built environment (BE) includes buildings, distribution systems, and transportation infrastructure. In addition to the built structures and systems, the BE also includes land uses and land use planning. One of the main controls any municipality has over its future is through its land use decisions.

2.1 Existing Initiatives

ITEM	ACTION	RECOMMENDATIONS	IMPACT	EFFORT
2.1.1	Follow through with existing planning	Littleton has done extensive past planning that, if carried out, would benefit local environmental sustainability. For example: Comprehensive Plan Sections ENV 4 regarding expanding recycling and composting and ENV 8 regarding stormwater management.		
2.1.2	Enforce Building Codes	Increase enforcement of current and future environmentally friendly building codes.		
2.1.3	Transportation Planning	Continue to implement the Transportation Master Plan with an emphasis on multi-modal forms of transportation.		
2.1.4	Infrastructure Upgrades	Continue upgrades to infrastructure such as stormwater sewers, especially where their failure impacts transportation.		
2.1.5	Land Use Planning	Ensure compliance with stated environmental guidelines within the ULUC. This is particularly important regarding parcels currently undergoing a review process. As the ULUC is revisited, make environmental stewardship a more explicit value of the plan.		

2.2 Quick Wins

ITEM	ACTION	RECOMMENDATIONS	IMPACT	EFFORT
2.2.1	Building Code Review	Adopt environmentally friendly building codes including Electric Ready and Colorado Model Low Energy and Carbon Code (see Section 1 - Air Quality and Emissions). Example: Reduce required roof setback for solar panels to encourage implementation of solar installations.		
2.2.2	Pedestrian and Bicycle infrastructure around schools	Plan and implement transportation safety initiatives around schools and other high-pedestrian areas.		
2.2.3	Expand workforce and trades for	Work with educational institutions such as LPS and ACC to train a workforce knowledgeable in environmental		

	renewable energy and electrification	stewardship programs (e.g. linespeople, HVAC installers, electricians, etc.).		
2.2.4	Improve stormwater infrastructure upgrades	Upgrading stormwater infrastructure provides opportunities for expanding green infrastructure. Examples exist at Eco Park in Centennial and 39th Avenue Greenway in Denver.		
2.2.5	Sustainability Coordinator	Hire one. Include representatives from the ESC on interview panels. Empower them with resources and strategic partnerships to take action and make measurable impacts. Part of this position will be to directly connect residents and businesses to sustainability resources.		
2.2.6	Adopt Dark Skies Initiative	Adopt Dark Skies standards in city codes to meet needs to see at night, conserve energy, avoid harmful effects on wildlife, and protect views of the night sky. Ensure city models Dark Skies best practices by updating city-controlled lighting infrastructure.		

2.3 Long-Term/Other

ITEM	ACTION	RECOMMENDATIONS	IMPACT	EFFORT
2.3.1	Get people out of cars and support multi-modal transportation	Land use decisions should encourage walkability, density, and community character.		
2.3.2	Electrify transportation infrastructure	Ensure adequate charging stations and provide resources to assist homeowners in upgrading residential electrical systems to accommodate EV charging. Support implementation of Arapahoe County EV action plan. Refer to item 1.3.10.		
2.3.3	Storm sewer	Complete location maps. Use Denver's green infrastructure guidelines as appropriate.		
2.3.4	Develop programs and resources to retrofit houses	Invest in the city's housing stock to ensure equity in the transition to greener options. Identify grants and strategic partnerships.		
2.3.5	Wildlife Corridors	Work with CDOT to incorporate wildlife corridors on Santa Fe and other highway upgrades.		



3.0 Consumption and Waste Diversion

Colorado's waste diversion rates (recycling and composting) rank significantly below those of other states. The city should measure its existing waste diversion rates and make significant efforts to increase those rates to reduce waste bound for landfills. A significant component of that process should include efforts to reduce consumption of items on the front end that typically end up in landfills. All residents should have access to affordable recycling and composting services.



3.1 Existing Initiatives

ITEM	ACTION	RECOMMENDATIONS	IMPACT	EFFORT
3.1.1	Leaf recycling services	Continue seasonal drop off for leaf recycling for several weeks in the fall.		
3.1.2	Christmas tree recycling	Continue free seasonal drop-off for Christmas trees to be turned to mulch.		
3.1.3	Front Range Waste Diversion Grant Program	Follow recommendations in the upcoming waste characterization study.		
3.1.4	Colorado Plastic Pollution Reduction Act (CPPRA)	Support compliance with CPPRA. See also 1.1.3.		
3.1.5	Producer Responsibility Program for Statewide Recycling (PRPSR)	Support compliance with PRPSR.		
3.1.6	Household HazMat Roundup and Electronics Recycling Event	Continue existing program and increase frequency of events. Expand program to include other hard-to-recycle items. Consider public/private partnership (e.g. Ridwell) or incorporating into city services.		

3.2 Quick Wins

ITEM	ACTION	RECOMMENDATIONS	IMPACT	EFFORT
3.2.1	Study baseline waste, recycling, and composting rates	Determine existing landfill, recycling, and composting rates to set ambitious waste reduction and diversion targets. See also 3.1.3.		
3.2.2	Promote and educate on at-home composting	Partner with organizations (e.g. Colorado State University (CSU) Extension or Eco-Cycle) on seminars and resources to promote and increase the rate of at-home composting for yard waste and food waste.		
3.2.3	Leaf recycling program	Educate community on benefits of mulching in place over disposal and the importance of proper disposal.		

3.3 Long-Term/Other

ITEM	ACTION	RECOMMENDATIONS	IMPACT	EFFORT
3.3.1	Offer a curbside appliance and mattress recycling program	Work with haulers and the city to implement a curbside appliance, mattress, and other large-item recycling program.		
3.3.2	Study and evaluate potential for "Pay as You Throw" waste program	Evaluate "Pay as You Throw" waste fees to encourage residents to generate less waste.		
3.3.3	Offer an opt-in compost pickup service	Contract with existing waste haulers or compost services (e.g. Compost Colorado) for compost pickups at favorable rates. Fold leaf recycling program into composting program.		
3.3.4	Study, evaluate, and gather bids from waste haulers for a contracted consolidated waste hauling system	Engage a working group to evaluate the feasibility of a consolidated waste hauling program contracted by the city. Ensure inclusion of landfill, recycling, and compost. Potentially partner with Englewood and/or Sheridan to offer regional consolidated contracted hauling options and economies of scale, similar to Denver.		
3.3.5	Require residents and businesses to recycle	Amend the city code to require recycling in addition to waste hauling. Carefully consider the equities associated with the change.		

4.0 Natural Environment

Littleton is largely a built-out community, but also has significant amounts of open and natural spaces. Maximizing these areas for habitat, carbon sequestration, natural air filtration, natural water storage and filtration, aesthetic enjoyment, and recreation is necessary for a sustainable Littleton.

4.1 Existing Initiatives

ITEM	ACTION	RECOMMENDATIONS	IMPACT	EFFORT
4.1.1	Urban Forestry Management Plan	Implement and follow the Urban Forestry Master Plan (UFMP).		
4.1.2	Arborist Licensing	Require all tree companies to be licensed and insured to work within the city. Increases safety and standards.		
4.1.3	Emerald Ash Borer Outreach	Treat and/or replace city-maintained trees. Increase community outreach and education. Partnering with neighboring municipalities and Colorado State University (CSU) extension.		

4.2 Quick Wins

ITEM	ACTION	RECOMMENDATIONS	IMPACT	EFFORT
4.2.1	Re-wilding	Leave certain places alone, including leaving dead plant matter such as tree branches (honor the life cycle of the environment/forest). Be creative on limited city-managed open spaces.		
4.2.2	Regionally sustainable plantings in city medians	Design, fund, and landscape, considering the changing climate to allow for long-term vitality.		
4.2.3	Fees and fines to be allocated to “Tree Fund” for equity programs	Target areas, work with finance, training Forestry staff to enforce/receive safe payments. This money comes from the “save the tree/pay for the tree” program.		
4.2.4	Implement turf conversion program for homeowners	Allocate funding and partner with other organizations to offer reduced-cost turf conversion.		

4.3 Long-Term/Other

ITEM	ACTION	RECOMMENDATIONS	IMPACT	EFFORT
4.3.1	Expand the Ketring Park Natural Area	Reduce turf, increase tree canopy, and improve the health of existing open space.		
4.3.2	Train and establish Tree Ambassadors	Establish trust and relationships with target neighborhoods and partner with existing successful training/apprentice programs. Dedicate staff support and funding.		
4.3.3	Tree Equity Subsidy Program	Provide funding and community education. With all things tree, recognize the importance of public/private partnership. Funding to come from pre-existing fees and fines.		
4.3.4	Urban tree canopy assessment goals	The city's Existing Conditions Survey is complete. Recommendations include training tree ambassadors, funding, sourcing, and planting regional species, obtaining contractor support, and providing community education. Equitable canopy distribution to be met in partnership with the Tree Subsidy Program.		
4.3.5	Add development processes (save the tree/pay for the tree) to the Unified Land Use Code (ULUC)	Adopt policy including an appropriate payment-in-lieu alternative.		
4.3.6	Tree survey in (re)development process	Implement tree surveys early in the (re)development process.		
4.3.7	Relationship with South Suburban Parks and Recreation Department (SSPRD)	Insist on equity and environmental sustainability in all SSPRD activities in the city. Allow the Environmental Stewardship Board to act as an accountability body for the city's relationship with SSPRD.		



5.0 Water

Littleton is semi-arid, there will be less water in the future, and it is becoming more expensive to keep water clean. Denver Water controls all of Littleton's potable water. The city controls its stormwater, wastewater, and groundwater systems.



5.1 Existing Initiatives

ITEM	ACTION	RECOMMENDATIONS	IMPACT	EFFORT
5.1.1	Support city stormwater activities	Maintain the city's stormwater permit and expand the city's stormwater efforts, including: • Provide compostable pet waste bags • Offer year-round leaf composting • Mark storm drains to note that "water drains to stream" • Offer year-round motor oil recycling • Expand and record street sweeps (miles swept) • Collaborate with Stormwater Permittees for Local Awareness of Stream Health (SPLASH) • Ensure that city staff inspects construction sites to protect stormwater quality • All city-initiated construction should model appropriate stormwater quality protection • SSPRD does not have a stormwater permit. The city should inspect all construction activities on SSPRD-managed areas. • Petition Colorado Department of Public Health and Environment (CDPHE) to require that SSPRD obtain a stormwater permit.		
5.1.2	Conduct and/or re-conduct water audit of city practices	The 2009 Environmental Action Plan noted several ways the city could reduce water use. Follow up and evaluate those activities.		
5.1.3	Incorporate water considerations into the renovations at Ketring and Gallup Parks	The city plans to renovate Ketring and Gallup Parks. Ketring Lake doesn't have enough water. Its only water source is pumping groundwater. The city should halt all groundwater pumping as soon as possible. Cisterns built under the parking lots could store rainwater for the lake. Consider reducing the size of the lake and increasing the wetlands.		
5.1.4	Green roofs on city buildings	This is an action item from the 2009 Environmental Action Plan. Evaluate the practicality of installing green roofs on city buildings.		

5.2 Quick Wins

ITEM	ACTION	RECOMMENDATIONS	IMPACT	EFFORT
5.2.1	Explore potential of 'water credit'	Pursue the option of earning 'water credits' with Denver Water by measuring water saved.		
5.2.2	Increase permit compliance to ensure clean stormwater	ACC and LPS have stormwater permits that are often out of compliance. The city should partner with them to ensure stormwater permit compliance. Again, and unbelievably, SSPRD does not have a stormwater permit. They should be required to obtain a stormwater permit as part of our contract.		
5.2.3	Pursue a permit to treat Ketring and other city lakes with aluminum sulfate (alum)	Water quality in virtually all city lakes is poor due to high concentrations of phosphorus and nitrogen. Alum removes phosphorus, sealing it in the sediments. South Platte Renew should be able to assist.		
5.2.4	Get estimates for cistern construction	Cisterns store rainwater and could address flooding and stormwater quality issues. Get estimates for building cisterns on city property.		
5.2.5	Metro Basin Roundtable Updates	The Metro Basin Roundtable is part of a statewide effort to manage water resources. Get South Platte Renew to provide annual updates to city council and the ESC on the Metro Basin Roundtable.		

5.3 Long-Term/Other

ITEM	ACTION	RECOMMENDATIONS	IMPACT	EFFORT
5.3.1	Encourage residents to save water	Denver Water has programs to encourage water conservation. If Littleton aggressively expands those programs measures the water savings, a 'water credit' may be created. The programs could include: • Garden in a Box – encourage Denver Water to provide a discount like other water providers do • Rain barrels • Subsidized sales of xeric plants • Irrigation audits • Subsidized tree evaluations for proper maintenance		
5.3.2	Enhance city stormwater activities	Expand street sweeping which improves water and air quality. Expand composting to make it year-round and accept all garden waste and motor oil. Engage LPS students to help mark storm drains.		

5.3.3	Expand outreach and education around water and stormwater issues	Consider collaborating with SSPRD, South Platte Renew, and the City of Englewood to conduct bike tours along the South Platte River and other local waterways, noting water quality, environmental, and recreational activities.		
5.3.4	Enhance collaboration with South Platte Renew	Increase council briefings on upcoming regulations South Platte Renew is expecting. Participate in the legislative process, where appropriate, to help establish 'how clean is clean' and what we can afford. Collaborate with South Platte Renew's outreach and education program as appropriate. See bike tours.		
5.3.5	Use state-of-the-art green stormwater infrastructure	Maximize the opportunity to control stormwater and minimize flooding impacts while realizing additional benefits of habitat protection. Use this opportunity of our aging stormwater infrastructure and the need to rehabilitate it by maximizing the use of green stormwater infrastructure.		
5.3.6	Stop pumping groundwater and close all wells.	Adopt a city policy of protecting and preserving groundwater under the city. Close all groundwater wells and try to ensure that the city's groundwater rights are protected by conservation easements, if possible. Substitute stormwater collected in cisterns to replace groundwater. Consider deeding the groundwater rights to a conservation group.		
5.3.7	Address issues in the Integrated Water Resources Plan	The integrated water resources plan identified issues with the sustainability of several lakes in the city. For Ketring Lake, consider reducing the size of the lake, expanding the wetlands, and constructing a second filter under the wetlands. For Ridgeview and Geneva Lakes, there is an excellent opportunity to create a stormwater feature at the sites using examples from places like the Eco Park along Cherry Creek and the 39th Avenue Greenway in Denver. At Geneva Lake, there may be an opportunity to construct a cistern under Town Hall's parking lot and use that water to maintain the lake. A cistern may provide some flood control as well.		



6.0 Community

An informed, involved, and knowledgeable community is a critical component of the successful implementation of environmental initiatives. Education, outreach, and the promotion of a strong sense of community will help the city advance and secure its goals of creating a greener, more sustainable, and climate-resilient Littleton.



6.1 Existing Initiatives

ITEM	ACTION	RECOMMENDATIONS	IMPACT	EFFORT
6.1.1	Community building with downtown partners	Maximize partnership with the Littleton Downtown Development Authority (LDDA), Historic Downtown Littleton Merchants (HDLM), Littleton Business Chamber (LBC), and others to foster a greater sense of community and environmental awareness in the downtown area.		
6.1.2	Community building through downtown redevelopment	Ensure that the redevelopment vision for downtown fosters community building, environmental awareness, and a sense of belonging for all.		

6.2 Quick Wins

ITEM	ACTION	RECOMMENDATIONS	IMPACT	EFFORT
6.2.1	Community cleanups	Engage with SSPRD and other partners to establish neighborhood cleanups of residential neighborhoods, trails, waterways, public lands, etc.		
6.2.2	Board meeting recordings	Ensure public has access to live and recorded broadcasts from Environmental Stewardship Board meetings so people feel more informed and more comfortable attending/contributing to meetings.		
6.2.3	Public engagement regarding the potential for a contracted consolidated waste hauling system	Ensure the public has access to information regarding waste disposal and hauling impacts and options.		
6.2.4	Re-wilding education	Educate the public about the importance of re-wilding so that they understand its value to the community.		
6.2.5	Environmental stewardship newsletter/insert	Develop a newsletter or insert from the Environmental Stewardship Board. This could go out to all residents via the Littleton Report. This could be a vehicle to inform the public about what the city is doing, why the city is doing it, why it's important, and what they can do to help/contribute.		

6.2.6	Resource clearinghouse	Create a page on the city website with links to available grants, solar energy resources, composting, Environmental Stewardship Board agendas and meetings, electrification resources, etc.		
6.2.7	Support and promote existing community initiatives related to sustainability	E.g. Littleton Social Cycle, Littleton Community Retreat, etc.		

6.3 Long-Term/Other

ITEM	ACTION	RECOMMENDATIONS	IMPACT	EFFORT
6.3.1	Create lip sync challenge	Explore the possibility of creating a lip sync challenge[3] with an environmental theme, to encourage an enhanced sense of community in the city.		
6.3.2	Community meal	Community meal with foraged food, community supported agriculture (CSA), and local businesses to foster an enhanced sense of community.		
6.3.3	Littleton Museum CSA	There is an opportunity at the Littleton Museum to expand community engagement through the development of a CSA. This could use the current irrigation system and involve the expansion of existing programs at the museum. This would invite a new constituency that the museum needs.		
6.3.4	Food, regional native, and low-water gardens	Work with Denver Water, Denver Botanic Gardens, and other partners to make affordable and easy pre-planned gardens widely available.		
6.3.5	Tree Equity Subsidy Program	Establish a Tree Equity Subsidy Program. Engage volunteers to be trained as tree ambassadors. See also 4.5.3.		
6.3.6	Promotion of year-round recycling and composting	Promote and advertise year-round location and facility for recycling of organics, electronics, hard-to-recycle items, etc. See also 3.1.1.		
6.3.7	Environmentally focused public art fund	Establish a fund for environmentally focused public art in partnership with the Littleton Arts and Culture Board.		
6.3.8	Environmentally friendly investment options for city employees	Ensure city employees have access to environmentally friendly investment options for their retirement funds.		

[3] Example: https://www.youtube.com/watch?v=ZPjjZCO67WI)

Staff Communication

File #: Resolution 70-2026, **Version:** 1

Agenda Date: 10/20/2026

Subject:
Resolution 70-2026: Approving the 2027 Operating Plan and Budget for Aspen Grove Business Improvement District

From:	James L. Becklenberg, City Manager
Prepared by:	Lucy Lucero, Executive Assistant
Presentations:	N/A

PURPOSE:
The Business Improvement District Act, Section 31-25-1201, *et seq*, C.R.S. requires that the Aspen Grove Business Improvement District submit an annual Operating Plan and Budget for the coming year for city council approval.

LONG-TERM OUTCOME(S) SERVED:
High-Quality Governance

DISCUSSION:
The Business Improvement District Act ("Act") requires that the District submit an annual operating plan and budget for the next fiscal year by September 30 of each year for approval by city council. The Aspen Grove Business Improvement District ("BID") did not construct or acquire improvements during 2026. The BID's activities in 2026 consisted of paying the debt service on the BID's Limited Tax General Obligation Refunding Bond, Series 2018 ("2018 Bond"). The BID also oversaw the maintenance of the BID's public improvements. No additional improvements are planned for 2027. In 2027, the BID's focus will be to pay the debt service on the BID's outstanding 2018 Bond and to maintain the public improvements the BID currently owns.

Aspen Grove GRF2 LLC, the owner of the Lifestyle Center, obtained approval of a Master Development Plan for the Lifestyle Center from the Littleton Planning Commission on July 25, 2022, pursuant to Title 10, Chapter 9, Section 10-9-5.7 of the Littleton City Code. The Master Development Plan provides for mixed use development of commercial and residential uses, consisting of up to four hundred and eighty-one (481) residential units with a maximum of sixty (60) dwelling units per acre. Because the BID cannot have any property classified for real property tax purposes as residential within its boundaries, it is anticipated that the owner or owners of any such property zoned residential will petition the City Council for exclusion of such parcel from the BID's boundaries. It is not known, however, when the anticipated zoning change will occur.

BACKGROUND:
The Aspen Grove Business Improvement District ("BID") was formed with City of Littleton Ordinance No. 24, Series 2000, adopted on August 15, 2000, pursuant to Section 31-25-1201, *et seq,* C.R.S. for the purpose of financing the public improvements and services needed for the Aspen Grove Lifestyle Center. The initial

operating plan for the BID was provided for the BID to construct, install, and/or acquire street improvements, including bicycle paths, curbs, gutters, traffic safety control devices, sidewalks, pedestrian malls, streetlights, drainage facilities, water and sewer facilities, and landscaping of common areas. The Aspen Grove BID requires the BID to submit an annual operating plan and budget for the coming year for approval by city council. The BID budget and operating plan are separate from the City's budget as per statute.

Prior Actions or Discussions

- October 21, 2025, the 2026 Operating Plan and Budget was approved by Resolution 97-2025
- October 15, 2024, the 2025 Operating Plan and Budget was approved by Resolution 109-2024
- October 17, 2023, the 2024 Operating Plan and Budget was approved by Resolution 109-2023
- October 18, 2022, the 2023 Operating Plan and Budget was approved by Resolution 63-2022
- October 19, 2021, the 2022 Operating Plan and Budget was approved by Resolution 45-2021
- October 20, 2020, the 2021 Operating Plan and Budget was approved by Resolution 70-2020
- October 15, 2019, the 2020 Operating Plan and Budget was approved by Resolution 54-2019

FISCAL IMPACTS:
N/A

STAFF RECOMMENDATION:
Staff recommends approval of the resolution.

ALTERNATIVES:
N/A

PROPOSED MOTION:
I move to approve Resolution 70-2026 approving the 2027 Operating Plan and Budget for the Aspen Grove Business Improvement District.

CITY OF LITTLETON, COLORADO

Resolution No. 70

Series, 2026

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LITTLETON, COLORADO, ADOPTING THE 2027 OPERATING PLAN AND BUDGET FOR THE ASPEN GROVE BUSINESS IMPROVEMENT DISTRICT

WHEREAS, the city council established the Aspen Grove Business Improvement District by Ordinance No. 24, Series 2000; and

WHEREAS, the Aspen Grove Business Improvement District has submitted an Operating Plan and Budget for the year 2027 for adoption by city council as required by Section 31-25-1211, C.R.S.; and

WHEREAS, the Business Improvement District Act requires the District to file an operating plan and budget for the next fiscal year with the clerk of the municipality no later than September 30 of each year.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LITTLETON, COLORADO, THAT:

The Operating Plan and Budget for the Aspen Grove Business Improvement District for 2027 is adopted**.**

INTRODUCED, READ AND ADOPTED at a regularly scheduled meeting of the City Council of the City of Littleton, Colorado, on the 20th day of October 2026, at 6:30 p.m. at the Littleton Center, 2255 West Berry Avenue, Littleton, Colorado.

ATTEST:

_____
Colleen L. Norton
CITY CLERK

_____
Kyle Schlachter
MAYOR

APPROVED AS TO FORM:

_____
Reid Betzing
CITY ATTORNEY



2027

Operating Plan and Budget

for

Aspen Grove Business Improvement District

In the City of Littleton, Arapahoe County, Colorado

September 2026

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2027 OPERATING PLAN AND BUDGET

FOR

ASPEN GROVE BUSINESS IMPROVEMENT DISTRICT

ARTICLE I.
BACKGROUND

The Aspen Grove Business Improvement District ("BID") was formed by Littleton City Ordinance No. 24 adopted on August 15, 2000, for the purpose of financing the public improvements and services necessary for the development and continued operation of the Aspen Grove Lifestyle Center ("Lifestyle Center"), and in connection therewith, to acquire, construct, install and in certain instances, own, operate and maintain various public improvements. Aspen Grove GRF2, LLC, a Delaware limited liability company, has owned the Aspen Grove Lifestyle Center since October 16, 2016.

Aspen Grove GRF2, LLC is in the process of selling the Lifestyle Center in its entirety. While ownership of the property will change, the management structure will remain in place. It is not anticipated that there will be any significant changes in the BID's Board of Directors, either.

Pursuant to Section 31-25-1211, C.R.S., by September 30 of each calendar year, the BID is to submit an annual Operating Plan and Budget for the next calendar year to the City Council for review and approval on or before December 5th of the calendar year, but in no event later than thirty (30) days after final Operating Plan and Budget submittals have been received by the City. This Operating Plan and Budget for 2027 ("2027 Operating Plan") may be amended in the future, but any substantial amendments will only be made with the approval of the City Council.

ARTICLE II.
2026 BID ACTIVITIES

The BID did not construct or acquire improvements during 2026. The BID's activities in 2026 consisted of paying the debt service on the BID's Limited Tax General Obligation Refunding Bond, Series 2018 ("2018 Bond"). The BID also oversaw the maintenance of the BID's public improvements.

ARTICLE III.
2027 SERVICES

The BID has no plans to construct any improvements during 2026.

In 2027, the BID's focus will be to pay the debt service on the 2018 Bond and to maintain the public improvements the BID currently owns. The BID has sufficient funds

to make its next debt service payment due December 1, 2026, in the amount of $496,917.50. Further, based on the BID's contemplated 2027 Budget, the BID will have sufficient funds to make all scheduled 2027 debt service payments.

Aspen Grove GRF2 LLC, the owner of the Lifestyle Center obtained approval of a Master Development Plan for the Lifestyle Center from the Littleton Planning Commission on July 25, 2022, pursuant to Title 10, Chapter 9, Section 10-9-5.7 of the Littleton City Code. The Master Development Plan provides for mixed use development of commercial and residential uses, consisting of up to four hundred and eighty-one (481) residential units with a maximum of sixty (60) dwelling units per acre. Because the BID cannot have property classified for real property tax purposes as residential within its boundaries, it is anticipated that the owner or owners of any such property zoned residential will petition the City Council for exclusion of such parcel(s) from the BID's boundaries. It is not known, however, when the anticipated zoning change will occur.

ARTICLE IV.
2027 BUDGET

The BID's 2027 Budget is based upon the preliminary 2026 assessed valuations received from the Arapahoe County Assessor. The preliminary assessed valuation for the BID for tax year 2026 is $25,437,097. During calendar year 2027 the principal and interest on the BID's 2018 Bond is $538,137.50. For purposes of meeting the BID's 2027 debt service payment, the BID will certify a debt service property tax mill levy of 10.5 mills to generate $267,000 in revenue. These funds combined with the BID's beginning fund balance will enable the BID to meet all 2027 debt service payment obligations and related expenditures.

The 2027 Budget for the BID, prepared in accordance with the Local Government Budget Law, Section 29-1-101, *et seq.*, C.R.S., is attached hereto as **Exhibit 1** (consisting of three pages). The 2027 Budget was prepared by the BID's Budget officer, Roberta Stake, of Morgan Stake Consulting. The BID's 2027 Budget as finally adopted, is expected to be substantially in accordance with the proposed 2027 Budget as attached hereto, subject to whatever changes may be necessary as a result of the final certification of assessed valuation received from the Arapahoe County Assessor's Office in December 2026.

ARTICLE V.
CONCLUSION

The BID would like to take this opportunity to thank the City Council and the City staff for their continued assistance with the ongoing operations of the BID. To enable the BID to comply with the provisions of Section 31-25-1211, C.R.S., the BID respectfully requests that City Council adopt a Resolution or appropriate Motion approving the BID's 2027 Operating Plan and Budget as submitted.

EXHIBIT 1

ASPEN GROVE BUSINESS IMPROVEMENT DISTRICT

CITY OF LITTLETON

COUNTY OF ARAPAHOE

COLORADO

PROPOSED 2027 BUDGET

2027 BUDGET MESSAGE

The modified accrual basis of accounting for governmental funds was used in the preparation of the 2027 Budget. Revenue is recorded when susceptible to accrual and expenditures are recorded when the liability is incurred.

The Aspen Grove Business Improvement District ("BID") was formed pursuant to City of Littleton Ordinance No. 24, Series 2000, adopted on August 15, 2000, pursuant to Section 31-25-1201, et seq., C.R.S. for the purpose of financing the public improvements and services needed for the Aspen Grove Lifestyle Center, a commercial business area located within Arapahoe County, and entirely within the City of Littleton, Colorado. By way of explanation and not limitation, the initial approved Operating Plan for the BID provided for the BID to construct, install and/or acquire street improvements, including bicycle paths, curbs, gutters, traffic safety control devices, sidewalks, pedestrian malls, streetlights, drainage facilities, water and sewer facilities, and landscaping of common areas.

In 2018, the BID refunded its Limited Tax General Obligation Refunding Bonds, Series 2007 through the issuance of Limited Tax General Obligation Refunding Bonds, Series 2018 in the principal amount of $5,500,000. The primary function of the BID during 2026 will be to service the debt on the BID's Limited Tax General Obligation Refunding Bonds, Series 2018.

The BID has not entered into, nor does it contemplate entering into any lease purchase contracts during 2027. Accordingly, no lease purchase contract transactions are contemplated in the proposed 2027 Budget.

ASPEN GROVE BUSINESS IMPROVEMENT
DISTRICT
Proposed Budget
General Fund
2027

	2025 Actual	2026 Estimated	2027 Proposed
BEGINNING FUNDS AVAILABLE	1,301,485	1,398,386	1,460,286
REVENUE			
Specific ownership taxes	0	0	17,000
Interest income	117,969	85,000	70,000
Total revenue	117,969	85,000	87,000
Total funds available	1,419,454	1,483,386	1,547,286
EXPENDITURES			
Accounting	3,575	5,000	4,500
Audit	4,500	4,500	5,000
Legal	12,953	13,000	17,000
Maintenance	0	0	0
Miscellaneous	40	600	1,000
Emergency reserves and contingency		0	56,500
Total expenditures	21,068	23,100	84,000
ENDING FUNDS AVAILABLE	1,398,386	1,460,286	1,463,286

ASPEN GROVE BUSINESS IMPROVEMENT
DISTRICT
Proposed Budget
Debt Service Fund
2027

	2025 Actual	2026 Estimated	2027 Proposed
BEGINNING FUNDS AVAILABLE	1,470,397	930,982	391,147
REVENUE			
Property taxes	0	0	267,090
Specific ownership taxes	0	0	0
Interest	0	0	0
Total revenue	0	0	267,090
Total funds available	1,470,397	930,982	658,237
EXPENDITURES			
Bond interest	99,015	83,835	68,138
Bond principal	440,000	455,000	470,000
Trustee/Paying agent fees	400	1,000	5,000
Treasurer's fee	0	0	4,100
Legal	0	0	1,500
Arbitrage consultant	0	0	0
Contingency	0	0	5,000
Total expenditures	539,415	539,835	553,738
ENDING FUNDS AVAILABLE	930,982	391,147	104,499

ASPEN GROVE BUSINESS IMPROVEMENT
DISTRICT
Property tax summary
2026

	2025 Actual	2026 Estimated	2027 Proposed
Assessed valuation - Arapahoe County	27,368,169	20,627,789	25,437,097
Mill levy	0.000	0.000	10.500
Property tax revenue	0	0	267,090

TO: THE CITY COUNCIL OF THE CITY OF LITTLETON, COLORADO

PETITION FOR APPROVAL OF 2027 OPERATING PLAN AND BUDGET

IN RE THE MATTER OF THE ASPEN GROVE BUSINESS IMPROVEMENT DISTRICT, LITTLETON, COLORADO

COMES NOW the Aspen Grove Business Improvement District ("BID"), by and through its undersigned attorney, and pursuant to §31-25-1211, C.R.S., hereby petitions the City Council to approve by appropriate motion or resolution the BID's Operating Plan and Budget for 2027.

AS GROUNDS THEREFORE, Petitioner states as follows:

1. The BID was established by City of Littleton, Colorado, Ordinance No. 24 Series 2000 as finally passed on the 15th day of August 2000.

2. Pursuant to §31-25-1211, C.R.S., the BID annually is to file a proposed Operating Plan and Budget for the next fiscal year with the Clerk of the City no later than September 30th of each year. The same is to be approved by City Council no later than December 5th of each year.

3. Attached hereto is the proposed Operating Plan and Budget for the BID for calendar year 2027.

WHEREFORE, Petitioner respectfully requests that the City Council hear this Petition at a duly called public meeting and that an appropriate Resolution or Motion approving the BID's 2027 Operating Plan and Budget be duly adopted by City Council.

Respectfully submitted this 28th day of September 2026.

Timothy J. Flynn
Ireland Stapleton Pryor & Pascoe, PC
Attorney for Aspen Grove Business Improvement District
1660 Lincoln Street, Suite 3000
Denver, Colorado 80264
303.628.3664

Staff Communication

File #: Resolution 71-2026, **Version:** 1

Agenda Date: 10/20/2026

Subject:
Resolution 71-2026: Approving the 2027 Operating Plan and Budget for Mineral Business Improvement District

From:	James L. Becklenberg, City Manager
Prepared by:	Lucy Lucero, Executive Assistant
Presentations:	N/A

PURPOSE:
The Business Improvement District Act, Section 31-25-1201, *et seq*, C.R.S. requires that Mineral Business Improvement District submit an annual Operating Plan and Budget for the coming year for city council approval.

LONG-TERM OUTCOME(S) SERVED:
High-Quality Governance

DISCUSSION:
The Business Improvement District Act ("Act") requires that the District submit an annual operating plan and budget for the next fiscal year by September 30 of each year for approval by city council. The District will be primarily concerned with the provision of the significant amount of public improvements and services required within the boundaries of the District consistent with the approved development and land use plans for the property within the District. However, there may be instances where the District will provide public improvements or services outside of the boundaries of the District as may be required for development of the project. The District shall have the authority to provide these improvements and services, but the revenue-raising power of the District to recoup the costs of extraterritorial improvements and services shall be as limited by state law.

The public improvements that the District anticipates it will construct, install or cause to be constructed and installed, include those public improvements the costs of which may, in accordance with the Act, Section 31-25 -1201, *et seq*., C.R.S., lawfully be paid for by the District, including, without limitation, water improvements, safety protection devices, sanitation improvements, marketing, streetscape improvements, street improvements, curbs, gutters, culverts, drainage facilities, sidewalks, parking facilities, paving, lighting, grading, security, landscaping, irrigation canal, and storm and wastewater management facilities and associated land acquisition and remediation. The District also anticipates providing services as authorized pursuant to Section 31-25-1212 (1)(f), C.R.S.

- On November 7, 2024, the District issued its $24,040,000 Limited Tax General Obligation and Special Revenue Bonds, Series 2024A, and its $1,565,000 Subordinate Limited Tax General Obligations and

Special Revenue Bonds, Series 2024B (together, the "2024 Bonds").
- The District does not anticipate the issuance of additional debt in 2027.
- It is anticipated that the District will continue with development activity in 2027.
- It is anticipated that the District will continue to construct public improvements in 2027.

BACKGROUND:
On September 19, 2023, City Council approved the Mineral Business Improvement District ("District") through the adoption of Ordinance No. 19, Series 2023. The District was established for the primary purpose of assisting in financing the costs of public improvements necessary to redevelop the property as part of the overall development.

Prior Actions or Discussions
- Resolution 98-2025 was approved by city council on October 21, 2025, approving the 2026 Operating Plan and Budget.
- Resolution 113-2024 was approved by city council on October 15, 2024, approving the 2025 Operating Plan and Budget.
- Ordinance 19-2023 was approved by city council on September 19, 2023, approving the organization of the Mineral Business Improvement District, providing for an election of the Board of Directors, and approving the 2023-2024 Operating Plan and Budget for the District.

FISCAL IMPACTS:
N/A

STAFF RECOMMENDATION:
Staff recommends approval of the resolution.

ALTERNATIVES:
N/A

PROPOSED MOTION:
I move to approve Resolution 71-2026 approving the 2027 Operating Plan and Budget for the Mineral Business Improvement District.

CITY OF LITTLETON, COLORADO

Resolution No. 71

Series, 2026

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LITTLETON, COLORADO, ADOPTING THE 2027 OPERATING PLAN AND BUDGET FOR THE MINERAL BUSINESS IMPROVEMENT DISTRICT

WHEREAS, the city council established the Mineral Business Improvement District by Ordinance No. 19, Series 2023; and

WHEREAS, the Mineral Business Improvement District has submitted an Operating Plan and Budget for the year 2027 for adoption by city council as required by Section 31-25-1211, C.R.S.; and

WHEREAS, the Mineral Business Improvement District Act requires the District to file an operating plan and budget for the next fiscal year with the clerk of the municipality no later than September 30 of each year.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LITTLETON, COLORADO, THAT:

The Operating Plan and Budget for the Mineral Business Improvement District for 2027 is adopted**.**

INTRODUCED, READ AND ADOPTED at a regularly scheduled meeting of the City Council of the City of Littleton, Colorado, on the 20th day of October 2026, at 6:30 p.m. at the Littleton Center, 2255 West Berry Avenue, Littleton, Colorado.

ATTEST:

_____
Colleen L. Norton
CITY CLERK

_____
Kyle Schlachter
MAYOR

APPROVED AS TO FORM:

_____
Reid Betzing
CITY ATTORNEY



2027 OPERATING PLAN AND BUDGET

MINERAL BUSINESS IMPROVEMENT DISTRICT

City of Littleton, Arapahoe County, Colorado

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EXHIBIT A – Director and Other Contact Information
EXHIBIT B – Legal Description of District Boundaries
EXHIBIT C – Boundary Map
EXHIBIT D –2027 Budget

2027
OPERATING PLAN AND BUDGET FOR THE
MINERAL BUSINESS IMPROVEMENT DISTRICT

1. PURPOSE AND SCOPE OF THIS DISTRICT

A. Requirement for this Operating Plan and Budget. The Business Improvement District Act, specifically Section 31-25-1211, Colorado Revised Statutes (C.R.S.), requires that the Mineral Business Improvement District (the "District") file an operating plan and budget with the City Clerk no later than September 30 of each year.

Under the Business Improvement District Act, the City is to approve the operating plan and budget within 30 days of the submittal of all required information.

The District operates under the authorities and powers allowed under the Business Improvement District Act, Section 31-25-1201, *et seq.*, C.R.S., as amended (the "Act"), as further described and limited by this Operating Plan.

B. What Must Be Included in the Operating Plan? Pursuant to the provisions of the Act, this Operating Plan specifically identifies: (1) the composition of the Board of Directors; (2) the services and improvements to be provided by the District; (3) the taxes, fees, and assessments to be imposed by the District; (4) the estimated principal amount of the bonds to be issued by the District; and (5) such other information as the City may require.

The District's original 2023-2024 Operating Plan and any subsequent Operating Plans that the City approves will be incorporated herein by reference and shall remain in full force and effect except as specifically or necessarily modified hereby in future Operating Plans approved by the City.

C. Purposes. The ongoing and/or contemplated purposes of this District include financing, acquisition, construction, completion, installation, replacement and/or operation and maintenance of all of the services and public improvements allowed under Colorado law for business improvement districts.

D. Ownership of Property or Major Assets. The District will own public improvements as constructed if such improvements are not otherwise dedicated to and accepted by other public entities for operation and maintenance. It is anticipated that some of the public improvements may be dedicated to the City as required and agreed to by the City.

E. Contracts and Agreements. It is anticipated that the District will enter into various agreements as required to facilitate the funding, construction, operation, and maintenance of public improvements.

The District and RIG Mineral, LLC entered into a Reimbursement Agreement (Operations) on January 18, 2024, whereby the Developer agreed to provide funding to the District for the purposes of assisting with the provision of general administrative and operating functions of the District and the District agreed to reimburse the Developer for such advances.

The District and RIG Mineral LLC entered into a Facilities Funding and Acquisition Agreement dated January 18, 2024 ("FFAA") to provide for the financing and construction of certain public improvements within the District.

The District, the City, and RIG Mineral LLC entered into a Subdivision Improvement Agreement for Mineral Place on December 12, 2024 pertaining to the completion of public improvements as defined therein.

The District and the City of Littleton entered into an Agreement Pertaining to Step-In Rights on December 12, 2024, which sets forth the understanding of the parties as to step-in rights of the City pertaining to the Subdivision Improvement Agreement.

2. ORGANIZATION AND COMPOSITION OF THE BOARD OF DIRECTORS

A. Organization. The Mineral Business Improvement District was organized by the City of Littleton, Colorado by Ordinance No. 19, Series 2023.

B. Governance. The Board of Directors consists of up to five members who shall each be an elector of the District. The District is governed by an elected Board of Directors.

C. Current Board. The persons who currently serve on the Board of Directors are:

1) Grant Nelson
2) Kien Arnold
3) Michael Gunter
4) Andy Buettner
5) Wes Stites

Director and other pertinent contact information is provided in Exhibit A.

D. Term Limits. The District held a special election on November 7, 2023, at which time a ballot question was presented to eliminate term limits pursuant to Article 18, Section 11 of the Colorado Constitution. The ballot question passed eliminating term limits.

E. Advisory Board. The board of directors may appoint one or more advisory boards to assist the board of directors on such matters as the board of directors desires assistance. The board of directors shall, upon the appointment of an advisory board, set forth its duties, duration, and membership. The board of directors may provide rules of procedure for the advisory board or may delegate to the advisory board the authority to provide such rules. No advisory boards have yet been appointed.

3. BOUNDARIES, INCLUSIONS AND EXCLUSIONS

The District's boundaries initially consist of approximately 45.6 acres. A legal description of the District's boundaries is attached as Exhibit B and a map of the District's boundaries is attached as Exhibit C. Future inclusions or exclusions shall be considered by the City Council in accordance with the Act.

4. PUBLIC IMPROVEMENTS

The District will be primarily concerned with the provision of the significant amount of public improvements and services required within the boundaries of the District consistent with the approved development and land use plans for the property within the District; however, there may be instances where the District will provide public improvements or services outside of the boundaries of the District as may be required for development of the project. The District shall have the authority to provide these improvements and services, but the revenue-raising powers of the District to recoup the costs of extraterritorial improvements and services shall be as limited by state law.

The public improvements that the District anticipates it will construct, install or cause to be constructed and installed, include those public improvements the costs of which may, in accordance with the Act, Section 31-25-1201, *et seq*., C.R.S., lawfully be paid for by the District, including, without limitation, water improvements, safety protection devices, sanitation improvements, marketing, streetscape improvements, street improvements, curbs, gutters, culverts, drainage facilities, sidewalks, parking facilities, paving, lighting, grading, security, landscaping, irrigation canal, and storm and wastewater management facilities and associated land acquisition and remediation. The District also anticipates providing services as authorized pursuant to Section 31-25-1212(1)(f), C.R.S.

5. ADMINISTRATION, OPERATIONS, SERVICES, AND MAINTENANCE

The District shall provide services and provide for ownership, operation, and maintenance of District facilities as activities of the District itself or by contract with other units of government or the private sector.

6. FINANCIAL PLAN AND BUDGET

A. 2027 Budget. The proposed 2027 Budget for the District is attached as Exhibit D.

B. Authorized Indebtedness. The District held an election on November 7, 2023 for the purpose of electing directors, authorizing debt, taxes, revenue limits, spending limits, special assessments, and such other matters as may be necessary or convenient for the implementation of Art. X., Sec. 20 of the Colorado Constitution, and the Operating Plan. The initial maximum debt authorization for the District shall be $30,000,000, provided that debt which has been refunded shall be excluded from this limitation.

C. Property Tax and Mill Levy Caps. The District taxing ability shall not exceed an aggregate of 50 mills for debt service, general operations, and administrative purposes. The mill levy cap set forth in this paragraph may be subject to upward or downward adjustments addressing any abatement or statutory, legislative, or constitutional changes that adjust or impact the assessed or actual valuation of property or the assessment ratio pursuant to which taxes are calculated occurring after January 1, 2023. Such upward or downward adjustments are to be determined by the Board of Directors in good faith (such determination to be binding and final) so that to the extent possible, the actual revenue generated by the mill levy, as adjusted for changes occurring after January 1, 2023, are neither diminished nor enhanced as a result of such changes.

D. District Revenues. The District anticipates developer funding for initial revenue sources and thereafter revenues derived from property taxes. The District shall also have the power to fix, and from time to time increase and decrease, rates, tolls, and charges for any services or improvements the District furnishes, as provided in Section 31-25-1212(1)(k), C.R.S. The District will also utilize revenue from public improvement fees as well as revenue collected pursuant to a Declaration of Covenants Concerning Payment In Lieu of Taxes to support public improvement construction.

E. Existing Debt Obligations. On November 7, 2024, the District issued its $24,040,000.00 Limited Tax General Obligation and Special Revenue Bonds, Series 2024A, and its $1,565,000.00 Subordinate Limited Tax General Obligation and Special Revenue Bonds, Series 2024B.

F. Future Debt Obligations. The District does not anticipate the issuance of additional debt in 2027.

G. Financial Obligations. The District may enter into agreements including reimbursement or similar agreements and leases as well as agreements for ongoing services such as legal, administration, compliance, budget, audit, etc.

H. Non-Default Provisions. Limited tax general obligation bonds the District issues shall be structured and/or credit enhancements provided such that the bonds cannot default as long as the District is imposing the required maximum allowed mill levy.

I. Debt of the District. The debt of the District will not constitute a debt or obligation of the City in any manner. The faith and credit of the City will not be pledged for the repayment of the debt of the District. This will be clearly stated on all offering circulars, prospectus, or disclosure statements associated with any debt issued by the District.

7. 2027 ACTIVITIES, PROJECTS AND CHANGES

A. Activities. It is anticipated that the District will continue with development activity in 2027.

B. Projects and Public Improvements. It is anticipated that the District will continue to construct public improvements in 2027.

C. Elections. The District's eligible electors approved the waiver of the 5.25% property tax limit as set forth in C.R.S. § 29-1-1702 at an election held on May 6, 2025. The next regular election is scheduled for May 4, 2027.

D. Mill Levy Changes. In 2026 the mill levy imposed for operations and maintenance expenses was 10.500, and the debt service mill levy was 25.833 mills. In 2027, the District anticipates imposing a mill levy of 10.500 mills for operations and maintenance expenses and a debt service mill levy of 26.826 mills.

8. DISSOLUTION

The District is anticipated to have ongoing operations and maintenance obligations that will necessitate perpetual existence. If the District no longer has such obligations, the District will seek to dissolve pursuant to Section 31-25-1225, C.R.S.

9. CONCLUSION

It is submitted that this Operating Plan and Budget for the District meets the requirements of the Act and further meets applicable requirements of the Colorado Constitution and other law. It is further submitted that the types of services and improvements to be provided by the District are those services and improvements which satisfy the purposes of the Act.

EXHIBIT A
Director and Other Contact Information

BOARD OF DIRECTORS:

NAME & ADDRESS	POSITION	TERM	E-MAIL
Grant Nelson 731 Norwich Court Castle Pines, CO 80108	President	2023-2027	gnelson@republicig.com
Kien Arnold 170 South Locust Street Denver, CO 80224	Secretary	2023-2027	kienarnold@gmail.com
Michael Gunter 2990 Open Sky Way Castle Rock, CO 80109	Treasurer	2023-2027	mlgunter@gmail.com
Andy Buettner 7 Sunset Lane Greenwood Village, CO 80121	Assistant Secretary	2025-2029	ABuettner@SullivanHayes.com
Wes Stites 10796 Mountshire Circle Highlands Ranch, CO 80126	Assistant Secretary	2025-2029	wes@precisionretail.net

DISTRICT CONTACT:

Nicole Peykov
Spencer Fane LLP
1700 Lincoln Street, Suite 2000
Denver, CO 80203
303-839-3800
npeykov@spencerfane.com

EXHIBIT B
Legal Description of District Boundaries

EXHIBIT "A"

LEGAL DESCRIPTION

PROPERTY DESCRIPTION:

A PARCEL OF LAND BEING A PORTION OF THAT PROPERTY DESCRIBED IN WARRANTY DEED RECORDED AT RECEPTION NO. 092823 (BOOK 7604, PAGE 270) OF THE ARAPAHOE COUNTY CLERK AND RECORDER OFFICE AND SITUATED IN THE SOUTHWEST QUARTER OF SECTION 34 AND SOUTHEAST QUARTER OF SECTION 33, TOWNSHIP 5 SOUTH, RANGE 68 WEST OF THE 6TH PRINCIPAL MERIDIAN, CITY OF LITTLETON, ARAPAHOE COUNTY, COLORADO, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BASIS OF BEARINGS: ALL BEARINGS ARE GRID BEARINGS OF THE COLORADO STATE PLANE COORDINATE SYSTEM, CENTRAL ZONE, NORTH AMERICAN DATUM 1983. BEING THE EAST LINE OF THE SOUTHEAST QUARTER OF SECTION 33, TOWNSHIP 5 SOUTH, RANGE 68 WEST, MONUMENTED ON THE SOUTH END OF THE LINE BY A FOUND 3-1/4" ALUMINUM CAP IN A RANGE BOX, STAMPED "SC, T5S, R68W, S33 + S34, LS 17666" BEING THE SOUTHWEST CORNER OF SECTION 34, AND ON THE NORTH END OF THE LINE BY A FOUND NO. 5 REBAR WITH 1-1/4" YELLOW PLASTIC CAP STAMPED "BURDICK PELS 9010", BEING A POINT 18.00 SOUTH OF THE NORTHEAST CORNER OF THE SOUTHEAST QUARTER OF SECTION 33, AND IS CONSIDERED TO BEAR N 00°01'24" E.

COMMENCING AT THE MOST SOUTHERLY SOUTHWEST CORNER OF SAID WARRANTY DEED RECORDED AT RECEPTION NO. 092823;

THENCE WITH THE WESTERLY LINE OF SAID WARRANTY DEED, N 00°07'41" W, A DISTANCE OF 332.26 FEET TO THE **POINT OF BEGINNING** OF THE HEREIN DESCRIBED PARCEL;

THENCE CONTINUING WITH THE WESTERLY LINES OF SAID WARRANTY DEED THE FOLLOWING SEVEN COURSES;

1) N 00°07'41" W, A DISTANCE OF 146.10 FEET;
2) S 89°52'12" W, A DISTANCE OF 273.45 FEET;
3) N 02°32'42" W, A DISTANCE OF 112.45 FEET;
4) N 89°41'37" E, A DISTANCE OF 29.44 FEET;
5) N 00°24'48" W, A DISTANCE OF 12.00 FEET;
6) S 89°41'37" W, A DISTANCE OF 185.94 FEET TO THE MOST WESTERLY SOUTHWEST CORNER OF SAID WARRANTY DEED;
7) N 00°06'34" W, A DISTANCE OF 858.36 FEET;

THENCE DEPARTING SAID WESTERLY LINE, N 89°50'39" E, A DISTANCE OF 84.73 FEET;

THENCE S 45°09'21" E, A DISTANCE OF 11.99 FEET;

THENCE N 89°50'39" E, A DISTANCE OF 75.35 FEET;

THENCE N 44°47'39" E, A DISTANCE OF 14.10 FEET;

THENCE N 89°50’39” E, A DISTANCE OF 775.76 FEET;

THENCE S 45°06’39” E, A DISTANCE OF 11.48 FEET;

THENCE N 89°53’21” E, A DISTANCE OF 68.28 FEET;

THENCE S 00°06’39” E, A DISTANCE OF 7.59 FEET;

THENCE N 89°53’21” E, A DISTANCE OF 25.08 FEET;

THENCE N 00°06’39” W, A DISTANCE OF 15.71 FEET;

THENCE N 89°53’21” E, A DISTANCE OF 948.18 FEET;

THENCE S 00°05’50” E, A DISTANCE OF 12.17 FEET;

THENCE S 20°05’50” E, A DISTANCE OF 19.39 FEET;

THENCE S 00°06’34” E, A DISTANCE OF 847.53 FEET;

THENCE N 90°00’00” W, A DISTANCE OF 259.54 FEET TO A POINT OF CURVATURE;

THENCE 51.48 FEET ALONG THE ARC OF A CURVE TO THE LEFT, HAVING A CENTRAL ANGLE OF 10°20’55”, RADIUS OF 285.00 FEET, AND A CHORD BEARING AND DISTANCE OF S 84°49’32” W, 51.41 FEET TO A POINT OF TANGENCY;

THENCE S 79°39’05” W, A DISTANCE OF 134.01 FEET TO A POINT OF CURVATURE;

THENCE 56.89 FEET ALONG THE ARC OF A CURVE TO THE RIGHT, HAVING A CENTRAL ANGLE OF 10°20’55”, A RADIUS OF 315.00 FEET, AND A CHORD BEARING AND DISTANCE OF S 84°49’32” W, 56.82 FEET TO A POINT OF TANGENCY;

THENCE N 90°00’00” W, A DISTANCE OF 516.83 FEET;

THENCE S 00°00’00” E, A DISTANCE OF 221.70 FEET;

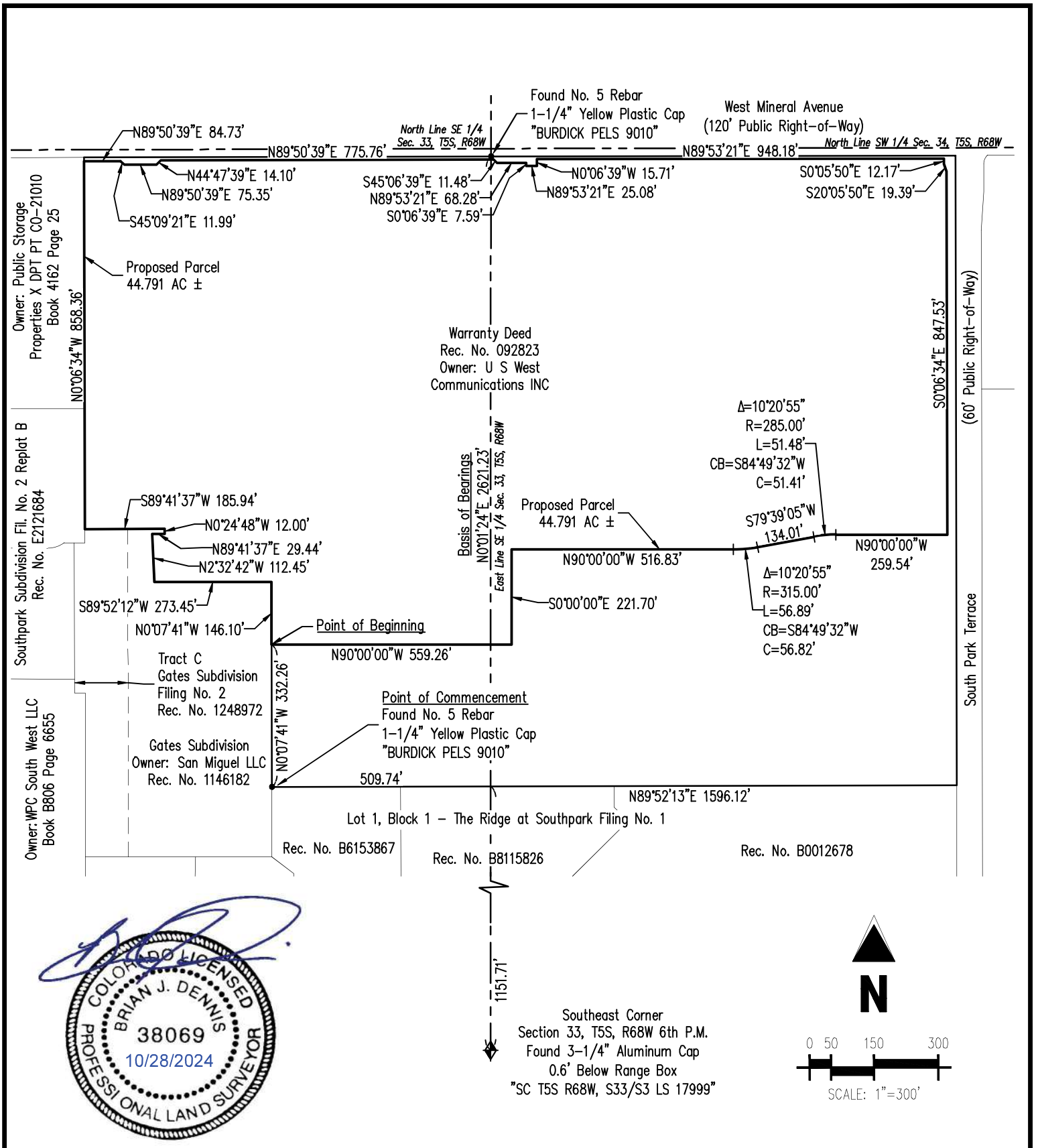
THENCE N 90°00’00” W, A DISTANCE OF 559.26 FEET TO THE **POINT OF BEGINNING.**

THE ABOVE DESCRIPTION CONTAINS 1,951,081 SQUARE FEET (44.791) ACRES, MORE OR LESS.

ALL LINEAL DISTANCES ARE REPRESENTED IN U.S. SURVEY FEET.



BRIAN J. DENNIS, PLS 38069
PROJECT NO. RIG00008.10
PREPARED FOR AND ON BEHALF OF GALLOWAY & COMPANY, INC
1155 KELLY JOHNSON BLVD, SUITE #305
COLORADO SPRINGS, COLORADO 80920



COLORADO LICENSED
BRIAN J. DENNIS
38069
10/28/2024
PROFESSIONAL LAND SURVEYOR

NOTE:
THIS DOES NOT REPRESENT A MONUMENTED LAND SURVEY. IT IS INTENDED ONLY TO DEPICT THE ATTACHED LEGAL DESCRIPTION.

EXHIBIT 'A'

Proposed Parcel - 44.791 AC ±

PORTION OF REC. 092823 - SE1/4 SEC 33, SW 1/4 SEC 34, T5S, R68W
CITY OF LITTLETON, COUNTY OF ARAPAHOE, STATE OF COLORADO

Project No:	RIG000008.10
Drawn By:	MNB
Checked By:	BJD
Date:	October 23, 2024

Galloway
1155 Kelly Johnson Blvd., Suite 305
Colorado Springs, CO 80920
719.900.7220 • GallowayUS.com

EXHIBIT C
Boundary Map



Mineral Developement - Site Vicinity Map

North

May 24th, 2023

EXHIBIT D
2027 BID Budget

MINERAL BUSINESS IMPROVEMENT DISTRICT
ANNUAL BUDGET
FOR THE YEAR ENDING DECEMBER 31, 2027

MINERAL BUSINESS IMPROVEMENT DISTRICT
SUMMARY
2027 BUDGET
WITH 2025 ACTUAL AND 2026 ESTIMATED
For the Years Ended and Ending December 31,

9/26/26

	ACTUAL 2025	BUDGET 2026	ACTUAL 6/30/2026	ESTIMATED 2026	BUDGET 2027
BEGINNING FUND BALANCES	$ 24,659,645	$ 8,749,032	$ 6,117,683	$ 6,117,683	$ 3,929,885
REVENUES					
Property Taxes	35,928	242,315	237,589	242,315	150,412
Specific Ownership Taxes	1,952	13,328	5,737	11,474	7,521
Interest Income	688,017	435,364	90,802	165,500	100,300
Developer Advance	134,374	-	429,596	2,148,673	603,207
Other Revenue	1	21,722	-	-	25,943
PIF Revenue	-	285,985	-	-	150,000
Total revenues	860,272	998,714	763,724	2,567,962	1,037,383
TRANSFERS IN	-	-	14,584	-	-
Total funds available	25,519,917	9,747,746	6,895,991	8,685,645	4,967,268
EXPENDITURES					
General Fund	78,227	85,000	41,026	74,376	130,000
Debt Service Fund	1,389,749	1,400,000	693,684	1,389,884	1,415,000
Capital Projects Fund	17,934,258	4,000,000	2,610,672	3,291,500	525,000
Total expenditures	19,402,234	5,485,000	3,345,382	4,755,760	2,070,000
TRANSFERS OUT	-	-	14,584	-	-
Total expenditures and transfers out requiring appropriation	19,402,234	5,485,000	3,359,966	4,755,760	2,070,000
ENDING FUND BALANCES	$ 6,117,683	$ 4,262,746	$ 3,536,025	$ 3,929,885	$ 2,897,268
EMERGENCY RESERVE	$ 200	$ 2,700	$ 2,200	$ 2,300	$ 1,600
AVAILABLE FOR OPERATIONS	2,137	1,830	15,019	-	-
SURPLUS FUND (MAX $4,808,000)	2,141,681	2,968,069	2,342,281	2,418,925	2,716,505
CAPITALIZED INTEREST	2,818,634	1,290,147	2,199,810	1,508,660	179,163
TOTAL RESERVE	$ 4,962,652	$ 4,262,746	$ 4,559,310	$ 3,929,885	$ 2,897,268

No assurance is provided. See summary of significant assumptions.

Draft - Subject to Revision

MINERAL BUSINESS IMPROVEMENT DISTRICT
PROPERTY TAX SUMMARY INFORMATION
2027 BUDGET
WITH 2025 ACTUAL AND 2026 ESTIMATED
For the Years Ended and Ending December 31,

9/26/26

	ACTUAL 2025	BUDGET 2026	ACTUAL 6/30/2026	ESTIMATED 2026	BUDGET 2027
ASSESSED VALUATION					
State assessed	$ -	$ 160	$ 160	$ 160	$ 230
Vacant land	-	6,628,087	6,628,087	6,628,087	3,977,602
Personal property	1,152,215	41,032	41,032	41,032	51,844
Certified Assessed Value	$ 1,152,215	$ 6,669,279	$ 6,669,279	$ 6,669,279	$ 4,029,676
MILL LEVY					
General	5.197	10.500	10.500	10.500	10.500
Debt Service	25.985	25.833	25.833	25.833	26.826
Total mill levy	31.182	36.333	36.333	36.333	37.326
PROPERTY TAXES					
General	$ 5,988	$ 70,028	$ 70,028	$ 70,028	$ 42,312
Debt Service	29,940	172,287	172,287	172,287	108,100
Adjustments to actual/rounding	-	-	(4,726)	-	-
Budgeted property taxes	$ 35,928	$ 242,315	$ 237,589	$ 242,315	$ 150,412
BUDGETED PROPERTY TAXES					
General	**$ 5,988**	**$ 70,028**	**$ 68,662**	**$ 70,028**	**$ 42,312**
Debt Service	**29,940**	**172,287**	**168,927**	**172,287**	**108,100**
	$ 35,928	**$ 242,315**	**$ 237,589**	**$ 242,315**	**$ 150,412**

No assurance is provided. See summary of significant assumptions.

Draft - Subject to Revision

MINERAL BUSINESS IMPROVEMENT DISTRICT
GENERAL FUND
2027 BUDGET
WITH 2025 ACTUAL AND 2026 ESTIMATED
For the Years Ended and Ending December 31,

9/26/26

	ACTUAL 2025	BUDGET 2026	ACTUAL 6/30/2026	ESTIMATED 2026	BUDGET 2027
BEGINNING FUND BALANCES	$ (60,124)	$ 200	$ 2,337	$ 2,337	$ 2,300
REVENUES					
Property Taxes	5,988	70,028	68,662	70,028	42,312
Specific Ownership Taxes	325	3,852	1,658	3,316	2,116
Interest Income	-	1,000	172	500	300
Developer Advance	134,374	-	-	495	78,207
Other Revenue	1	14,450	-	-	6,365
Total revenues	140,688	89,330	70,492	74,339	129,300
Total funds available	80,564	89,530	72,829	76,676	131,600
EXPENDITURES					
General and administrative					
Accounting	44,232	30,000	16,884	34,000	36,000
Auditing	6,000	6,500	6,200	6,200	6,500
County Treasurer's Fee	90	1,050	1,030	1,050	635
Dues and Membership	309	500	333	333	500
Insurance	695	2,500	2,793	2,793	5,000
Legal	22,559	30,000	13,786	30,000	32,500
Miscellaneous	-	-	-	-	6,365
Election	4,342	-	-	-	5,000
Contingency	-	14,450	-	-	-
Landscaping	-	-	-	-	15,000
Detention Pond Maintenance	-	-	-	-	1,000
Snow Removal	-	-	-	-	20,000
Utilities	-	-	-	-	1,500
Total expenditures	78,227	85,000	41,026	74,376	130,000
TRANSFERS OUT					
Transfers to other fund	-	-	14,584	-	-
Total expenditures and transfers out requiring appropriation	78,227	85,000	55,610	74,376	130,000
ENDING FUND BALANCES	$ 2,337	$ 4,530	$ 17,219	$ 2,300	$ 1,600
EMERGENCY RESERVE	$ 200	$ 2,700	$ 2,200	$ 2,300	$ 1,600
AVAILABLE FOR OPERATIONS	2,137	1,830	15,019	-	-
TOTAL RESERVE	$ 2,337	$ 4,530	$ 17,219	$ 2,300	$ 1,600

No assurance is provided. See summary of significant assumptions.

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MINERAL BUSINESS IMPROVEMENT DISTRICT
DEBT SERVICE FUND
2027 BUDGET
WITH 2025 ACTUAL AND 2026 ESTIMATED
For the Years Ended and Ending December 31,

9/26/26

	ACTUAL 2025	BUDGET 2026	ACTUAL 6/30/2026	ESTIMATED 2026	BUDGET 2027
BEGINNING FUND BALANCES	$ 6,131,083	$ 5,002,988	$ 4,987,024	$ 4,987,024	$ 3,927,585
REVENUES					
Property Taxes	29,940	172,287	168,927	172,287	108,100
Specific Ownership Taxes	1,627	9,476	4,079	8,158	5,405
PIF Revenue	-	285,985	-	-	150,000
Interest Income	214,123	184,364	75,745	150,000	100,000
Other Revenue	-	3,116	-	-	19,578
Total revenues	245,690	655,228	248,751	330,445	383,083
Total funds available	6,376,773	5,658,216	5,235,775	5,317,469	4,310,668
EXPENDITURES					
General and administrative					
County Treasurer's Fee	449	2,584	2,534	2,584	1,622
PIF Collection Fees	-	5,000	-	-	6,500
Paying Agent Fees	7,000	7,000	-	5,000	5,000
Contingency	-	3,116	-	-	19,578
Debt Service					
Bond Interest	1,382,300	1,382,300	691,150	1,382,300	1,382,300
Total expenditures	1,389,749	1,400,000	693,684	1,389,884	1,415,000
Total expenditures and transfers out requiring appropriation	1,389,749	1,400,000	693,684	1,389,884	1,415,000
ENDING FUND BALANCES	$ 4,987,024	$ 4,258,216	$ 4,542,091	$ 3,927,585	$ 2,895,668
SURPLUS FUND (MAX $4,808,000)	$ 2,141,681	$ 2,968,069	$ 2,342,281	$ 2,418,925	$ 2,716,505
CAPITALIZED INTEREST	2,818,634	1,290,147	2,199,810	1,508,660	179,163
TOTAL RESERVE	$ 4,960,315	$ 4,258,216	$ 4,542,091	$ 3,927,585	$ 2,895,668

No assurance is provided. See summary of significant assumptions.

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MINERAL BUSINESS IMPROVEMENT DISTRICT
CAPITAL PROJECTS FUND
2027 BUDGET
WITH 2025 ACTUAL AND 2026 ESTIMATED
For the Years Ended and Ending December 31,

9/26/26

	ACTUAL 2025	BUDGET 2026	ACTUAL 6/30/2026	ESTIMATED 2026	BUDGET 2027
BEGINNING FUND BALANCES	$ 18,588,686	$ 3,745,844	$ 1,128,322	$ 1,128,322	$ -
REVENUES					
Interest Income	473,894	250,000	14,885	15,000	-
Developer Advance	-	-	429,596	2,148,178	525,000
Other Revenue	-	4,156	-	-	-
Total revenues	473,894	254,156	444,481	2,163,178	525,000
TRANSFERS IN					
Transfers from other funds	-	-	14,584	-	-
Total funds available	19,062,580	4,000,000	1,587,387	3,291,500	525,000
EXPENDITURES					
General and Administrative					
Accounting	1,934	5,000	1,302	3,000	5,000
Legal	1,188	1,000	1,830	3,500	5,000
Contingency	-	4,156	-	-	-
Capital Projects					
Engineering	44,147	35,000	18,849	35,000	15,000
Capital Outlay	17,876,989	3,954,844	2,588,691	3,250,000	500,000
Bond Issue Costs	10,000	-	-	-	-
Total expenditures	17,934,258	4,000,000	2,610,672	3,291,500	525,000
Total expenditures and transfers out requiring appropriation	17,934,258	4,000,000	2,610,672	3,291,500	525,000
ENDING FUND BALANCES	$ 1,128,322	$ -	$ (1,023,285)	$ -	$ -

No assurance is provided. See summary of significant assumptions.

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MINERAL BUSINESS IMPROVEMENT DISTRICT
2027 BUDGET
SUMMARY OF SIGNIFICANT ASSUMPTIONS

Services Provided

Mineral Business Improvement District (the District), was organized to provide the financing, acquisition, construction, completion, installation, replacement and/or operation and maintenance of all of the services and public improvements allowed under Colorado law for business improvement districts. Specific improvements and services provided by the District may include water services, traffic and safety protection, sanitation services, street improvements, parks and recreation, transportation, television relay and translation, mosquito control, security, fire protection and emergency medical. The District's service area is located entirely within the City of Littleton, Arapahoe County, Colorado.

The District was organized by Ordinance of the City of Littleton (the City) in 2023.

At an election held on November 7, 2023, the voters approved general indebtedness of $30,000,000 at a maximum interest rate of 12% for each of the following improvements and services: in-district special assessment debt, water, sanitation, streets, traffic and safety, parks and recreation, transportation, fire protection, security, business recruitment, operations and maintenance, refunding, and reimbursement agreements. The voters also approved an annual increase in taxes at a mill levy rate without limitation or with such limitations as may be determined by the board for the purpose of the District's operations, maintenance, and other expenses and an annual increase in taxes at a mill levy rate without limitation or with such limitations as may be determined by the board for the purpose of the District's capital expenditures. The election also allows the District to retain all revenues without regard to the limitations contained in Article X, Section 20 of the Colorado Constitution.

Pursuant to the District's Operating Plan filed annually with the City, the aggregate maximum mill levy is 50.000 mills, adjusted. The initial maximum debt authorization for the District is $30,000,000.

The District has no employees and all administrative functions are contracted.

The District prepares its budget on the modified accrual basis of accounting, in accordance with requirements of Colorado Revised Statutes C.R.S. 29-1-105 using its best estimates as of the date of the budget hearing. These estimates are based on expected conditions and its expected course of actions. The assumptions disclosed herein are those that the District believes are significant to the budget. There will usually be differences between the budget and actual results, because events and circumstances frequently do not occur as expected, and those differences may be material.

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MINERAL BUSINESS IMPROVEMENT DISTRICT
2027 BUDGET
SUMMARY OF SIGNIFICANT ASSUMPTIONS

Revenues

Property Taxes

Property taxes are levied by the District's Board of Directors. The levy is based on assessed valuations determined by the County Assessor generally as of January 1 of each year. The levy is normally set by December 15 by certification to the County Commissioners to put the tax lien on the individual properties as of January 1 of the following year. The County Treasurer collects the determined taxes during the ensuing calendar year. The taxes are payable by April or, if in equal installments, at the taxpayer's election, in February and June. Delinquent taxpayers are notified in August and generally sales of the tax liens on delinquent properties are held in November or December. The County Treasurer remits the taxes collected monthly to the District.

For property tax collection year 2027, HB24B-1001 set the assessment rates as follows:

Category	Rate
Single-Family Residential	6.80%
Multi-Family Residential	6.80%
Commercial	25.00%
Industrial	26.00%
Lodging	26.00%
Agricultural Land	25.00%

Category	Rate
Renewable Energy Land	26.00%
Vacant Land	26.00%
Personal Property	26.00%
State Assessed	26.00%
Oil & Gas Production	87.50%
Oil & Gas Pipelines	26.00%

Actual Value Reduction	Amount
Single-Family Residential	10% capped at $70,000

The calculation of the taxes levied is displayed on the Property Tax Summary Information page of the budget using the adopted mill levy imposed by the District.

Specific Ownership Taxes

Specific ownership taxes are set by the State and collected by the County Treasurer, primarily on vehicle licensing within the County as a whole. The specific ownership taxes are allocated by the County Treasurer to all taxing entities within the County. The forecast assumes that the District's share will be equal to approximately 5.00% of the property taxes collected.

Public Improvement Fees

The District anticipates to collect a Public Improvement Fee (PIF), a fee that is imposed under private contract and not through the exercise of any governmental taxing authority. The PIF is applied to the sale of goods and services at a certain percentage in addition to all sales and use taxes that may be imposed and is collected by the retailers in the District and remitted to the District within 20 days after month end.

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Revenues (Continued)

Developer Advance

The District is in the development stage. As such, the operating and administrative expenditures will be mainly funded by the Developer. A major portion of the capital expenditures are also expected to be funded by the Developer. Developer advances are recorded as revenue for budget purposes with an obligation for future repayment when the District is financially able to reimburse the Developer from bond proceeds and other legally available revenue.

Interest Income

Interest earned on the District's available funds has been estimated based on an average interest rate of approximately 3.50%.

Expenditures

County Treasurer's Fees

County Treasurer's fees have been computed at 1.50% of property tax collections.

Administrative Expenditures

Administrative expenditures have been provided based on estimates of the District's Board of Directors and consultants and include the services necessary to maintain the District's administrative viability such as legal, accounting, managerial, insurance, and other administrative expenses.

Debt Service

Principal and interest payments are provided based on the anticipated debt amortization schedule the Series 2024A Bonds (discussed under Debt and Leases).

Capital Outlay

The District anticipates infrastructure improvements as noted in the Capital Projects fund.

Debt and Leases

On November 7, 2024, the District issued $24,040,000.00 in Limited Tax General Obligation and Special Revenue Bonds, Series 2024A (the "2024A Bonds") and $1,565,000.00 in Subordinate Limited Tax General Obligation and Special Revenue Bonds, Series 2024B (the "2024B Bonds" and, collectively, with the 2024A Bonds, the "Bonds"). The proceeds of such debt were used to (i) fund and pay infrastructure costs, (ii) pay bond issue costs, (iii) fund capitalized interest, and (iv) fund debt service reserves. The 2024A Bonds and 2024B Bonds, which are term bonds, bear an interest rate of 5.750% and 8.500%, respectively, and are due on December 1, 2054 and December 15, 2054, respectively. Interest is payable semiannually on June 1 and December 1 for the 2024A Bonds, and June 15 and December 15 for the 2024B Bonds. All of the Bonds are subject to redemption prior to maturity at the option of the District on December 1, 2029 and on any date thereafter without call premium.

Debt and Leases (Continued)

The District has no operating or capital leases.

The District has outstanding Developer Advances and activity as follows:

	Balance as of December 31, 2025	*Additions	*Reductions	*Balance as of December 31, 2026
Developer Advances:				
Operations	$ 134,374	$ 495	$ -	$ 134,869
Capital	-	2,148,178	-	2,148,178
Accrued Interest on:				
Operations	4,541	16,145	-	20,686
Capital	-	85,927	-	85,927
Total	$ 138,915	$ 2,250,745	$ -	$ 2,389,660

	Balance as of December 31, 2026	*Additions	*Reductions	*Balance as of December 31, 2027
Developer Advances:				
Operations	$ 134,869	$ 78,207	$ -	$ 213,076
Capital	2,148,178	525,000	-	2,673,178
Accrued Interest on:				
Operations	20,686	19,313	-	39,999
Capital	85,927	278,781	-	364,708
Total	$ 2,389,660	$ 901,301	$ -	$ 3,290,961

*Estimates

Reserves

Surplus Fund

The District is funding a Surplus Fund up to a maximum amount of $4,808,000, as required with the issuance of the Series 2024A Bonds.

Emergency Reserve

The District has provided for an Emergency Reserve fund equal to at least 3.00% of fiscal year spending for 2027, as defined under TABOR.

This information is an integral part of the accompanying budget.

MINERAL BUSINESS IMPROVEMENT DISTRICT
2027 BUDGET
SCHEDULE OF DEBT SERVICE REQUIREMENTS TO MATURITY

$24,040,000
Series 2024A
Limited Tax G.O. and Special Revenue Bonds
Dated November 7, 2024
Interest Rate 5.75%
Payable June 1 and December 1
Principal Due December 1

Year Ending December 31,	Principal	Interest	Total
2027	$ -	$ 1,382,300	$ 1,382,300
2028	-	1,382,300	1,382,300
2029	30,000	1,382,300	1,412,300
2030	165,000	1,380,575	1,545,575
2031	285,000	1,371,088	1,656,088
2032	320,000	1,354,700	1,674,700
2033	350,000	1,336,300	1,686,300
2034	390,000	1,316,175	1,706,175
2035	425,000	1,293,750	1,718,750
2036	475,000	1,269,313	1,744,313
2037	515,000	1,242,000	1,757,000
2038	565,000	1,212,388	1,777,388
2039	615,000	1,179,900	1,794,900
2040	670,000	1,144,538	1,814,538
2041	725,000	1,106,013	1,831,013
2042	785,000	1,064,325	1,849,325
2043	845,000	1,019,188	1,864,188
2044	920,000	970,600	1,890,600
2045	985,000	917,700	1,902,700
2046	1,065,000	861,063	1,926,063
2047	1,145,000	799,825	1,944,825
2048	1,230,000	733,988	1,963,988
2049	1,320,000	663,263	1,983,263
2050	1,420,000	587,363	2,007,363
2051	1,515,000	505,713	2,020,713
2052	1,625,000	418,600	2,043,600
2053	1,735,000	325,163	2,060,163
2054	3,920,000	225,400	4,145,400
Total	$ 24,040,000	$ 28,445,831	$ 52,485,831

No assurance is provided. See summary of significant assumptions.

Draft - Subject to Revision

Staff Communication

File #: Resolution 78-2026, **Version:** 1

Agenda Date: 10/20/2026

Subject:
Resolution 78-2026: Approving a Professional Services Agreement (PSA) for the Transportation Master Plan (TMP) Update

From:	James L. Becklenberg, City Manager
Prepared by:	Brent Soderlin, Director of Public Works & Utilities
Presentations:	Kenna Davis, Senior Transportation Planner
	Shane Roberts, Senior Transportation Planner

PURPOSE:
Approving a Professional Services Contract with Olsson for the Transportation Master Plan Update, City Project No. 26-33.

LONG-TERM OUTCOME(S) SERVED:
Safe Community; Sustainable Community with Natural Beauty; Robust and Resilient Economy; Vibrant Community with Rich Culture; High-Quality Governance

DISCUSSION:
On March 30, 2026 the City of Littleton advertised a Request for Proposals to procure contractor services for the Transportation Master Plan Update, City Project No. 26-33. Four proposals were received by the May 12, 2026 deadline. Staff reviewed the proposals based on team structure, qualifications, and past team experience, project understanding, approach, and schedule, stakeholder and public engagement approach, QA/QC approach, value-add services, and task fee schedule. Staff selected Olsson's proposal and interview as reasonable and the most qualified to successfully complete the project.

Approval of this resolution would authorize a contract with Olsson for completion of the Transportation Master Plan Update, City Project No. 26-33. The project is anticipated to begin in November 2026 with anticipated completion in Q1 2028.

BACKGROUND:
The first ever Transportation Master Plan (TMP) in the City of Littleton's history was developed and adopted by City Council in 2019. The intent of the TMP was to address the challenges of facilitating mobility and access in a strategic manner, within the reasonable fiscal constraints of the City's budget and limited state and federal funding opportunities, and in a way that is responsive to anticipated demographic and technological changes.

The TMP resulted from an 18-month planning and community engagement process. With influence from the City of Littleton's Comprehensive Plan and other guiding documents, the TMP established the City's ultimate

transportation system vision, the policies to support that system, and capital projects that are prioritized with consideration of funding constraints. The document provides a long-term transportation vision (20+ years) for the City of Littleton and serves as a guiding document for improvements to roadways and multimodal transportation networks.

While the TMP update will not constitute a complete overhaul of the current plan, it will be significantly more than a perfunctory update. The existing TMP is increasingly misaligned with the City's evolving priorities, including growing political support for high-comfort bicycle and pedestrian infrastructure, heightened expectations for safety, and the need for more integrated planning frameworks.

An updated TMP is essential to ensure that the vision, goals, and objectives of one of the City's core guiding documents accurately reflect current policies and strategic direction. It will also formalize coordination across divisions within Public Works, support transparency with residents, enhance the credibility of transportation investments, and further the City's commitment to a connected, safe, and inclusive transportation system.

While the TMP continues to provide this vision for transportation in Littleton, industry best practice is to regularly update TMPs every five years. The original planned update in 2024 was postponed due to the creation and implementation of the Safer Streets Littleton (SSL) program. While delaying in order to focus more on bicycle and pedestrian safety was needed at the time, delaying further will ultimately hurt the overall transportation program, grant opportunities, and trust with the public. This memorandum outlines how the TMP is currently working well, what areas are most in need to be updated, and the staffing and financial resources needed to accomplish a successful plan.

Prior Actions or Discussions

- **2019:** Council adopts the TMP.
- **2022:** The first Report on Progress for the TMP is published.
- **2024:** The original planned update is postponed due to the creation and implementation of the Safer Streets Littleton (SSL) program.
- March-June 2025: Staff works with the Transportation & Mobility Board (TMB) to identify six priority focus areas for the TMP update.
- **March 2026:** The second Report on Progress is published.
- March 3, 2026: Staff presents to City Council to provide an overview of the TMP update scope of work and seek approval to release the Request for Proposals. City Council approves the scope of work and publication of the solicitation.
- **March 30, 2026:** Request for Proposals (RFP) is published.
- **May 12, 2026:** Proposals from four consultants are submitted.
- **June 2026:** Staff reviews proposals.
- **July 2026:** Consultant interviews are conducted with all four consultants.
- **July 2026:** Olsson is selected as the consultant, and Intent to Award is issued.
- **August 2026:** Olsson submits an updated Scope of Work.
- **September 2026:** Staff works with Olsson for contract modifications.

FISCAL IMPACTS:
City budget has allocated $1,500,000 for this project. The proposed contract with Olsson for Part A and Part B is not to exceed $1,296,248.25, leaving approximately $203,751.75 of the allocated budget remaining.

STAFF RECOMMENDATION:
Staff recommends approval of the Professional Services Agreement for the Transportation Master Plan update which is scheduled to come before City Council on October 20, 2026.

ALTERNATIVES:
If City Council does not approve this contract, staff will need to renegotiate the scope of work with Olsson, rebid this project through a formal solicitation, or perform the work using only staff resources. These will delay the overall project schedule.

PROPOSED MOTION:
I move to approve Resolution 78-2026 approving a Professional Services Agreement (PSA) for the Transportation Master Plan (TMP) Update, City Project No. 26-33.

CITY OF LITTLETON, COLORADO

Resolution No. 78
Series, 2026

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LITTLETON, COLORADO, APPROVING A PROFESSIONAL SERVICES AGREEMENT BETWEEN THE CITY OF LITTLETON AND OLSSON, INC. FOR THE TRANSPORTATION MASTER PLAN UPDATE – CITY PROJECT NO. 26-33

WHEREAS pursuant to Section 1-15-62 of the Littleton Municipal Code, City Council approval is a condition precedent to the approval of an Agreement in which the total value of the Agreement is over five hundred thousand dollars and 00/100 cents ($500,000.00); and

WHEREAS City Council adopted the city's first Transportation Master Plan in 2019, which provides a long-term transportation vision for the city and serves as a guiding document for improvements to roadways and multimodal transportation networks; and

WHEREAS industry best practice is to update transportation master plans every five years, the originally planned 2024 update was postponed due to the creation and implementation of the Safer Streets Littleton program, and an updated plan is needed to ensure that its vision, goals, and objectives reflect the city's current policies and strategic direction; and

WHEREAS on March 3, 2026, City Council approved the scope of work for the Transportation Master Plan Update and the publication of a Request for Proposals; and

WHEREAS on March 30, 2026, the city issued a Request for Proposals soliciting proposals for the Transportation Master Plan Update – City Project No. 26-33, and four proposals were received by the May 12, 2026 deadline; and

WHEREAS the contractor, Olsson, Inc., submitted a response to perform the project, and the city, after examination of the contractor's submittal and interviews with all four proposers, has determined that the contractor has the requisite background, pricing, and expertise to provide the requested services; and

WHEREAS the Agreement provides for the Transportation Master Plan Update to be performed in three parts; and

WHEREAS Part A: Core Tasks, consists of project management, public and stakeholder engagement, strategic framework and baselining, benchmarking and gap identification, and project recommendations; and

WHEREAS Part B: Implementation Tasks, consists of an implementation and funding strategy and the draft and final plan, which, if authorized at the city's sole discretion following substantial completion of Part A, Olsson, Inc. and the city may negotiate final scope and

fees for Part B, which will be incorporated via a contract amendment; and

WHEREAS Part C: Reporting Tasks, may be authorized only following City Council approval and execution of a formal contract amendment; and

WHEREAS the total not-to-exceed amount payable under the Agreement for Part A and Part B is one million two hundred ninety-six thousand two hundred forty-eight dollars and 25/100 cents ($1,296,248.25), consisting of $1,091,929.50 for Part A and $204,318.75 for Part B, and the services for Part A and Part B shall be completed by December 31, 2028; and

WHEREAS the city budget has allocated one million five hundred thousand dollars and 00/100 cents ($1,500,000.00) for the project (fund: 3500, CC: 302, Spending Category: 74210 , and budget years: 2026 ($500,000) 2027 ($750,000) 2028 ($250,000), and payment obligations of the city in future fiscal years are subject to annual appropriation; and

WHEREAS city staff recommends acceptance of the contractor's proposal for work in accordance with the issued Request for Proposals; and

WHEREAS, the city and Olsson, Inc. desire to enter into an Agreement, in which Olsson, Inc. will perform work in accordance with the terms and conditions outlined in the agreement, in substantially the same form attached hereto as Exhibit "A".

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LITTLETON, COLORADO, THAT:

Section 1. The Littleton City Council hereby approves the Agreement for Professional Services by and between the City of Littleton and Olsson, Inc., for the Transportation Master Plan Update – City Project No. 26-33, in a not-to-exceed amount of $1,296,248.25 for Part A and Part B, in substantially the same form attached hereto as Exhibit "A," and authorizes the Mayor to execute the same on behalf of the City of Littleton.

Section 2. The City Manager, or designee, is authorized to issue a Notice to Proceed for Part A: Core Tasks in accordance with the Agreement, and to issue a Notice to Proceed for Part B: Implementation Tasks only after city staff has reviewed and approved the final scope and fee for Part B, and to execute the contract amendment incorporating the approved Part B scope and fee, provided that the total amount payable for Part A and Part B shall not exceed one million two hundred ninety-six thousand two hundred forty-eight dollars and 25/100 cents ($1,296,248.25). Any Notice to Proceed for Part C: Reporting Tasks shall require separate approval by the Littleton City Council and execution of a formal contract amendment.

Section 3. The Resolution shall take effect upon its approval by the Littleton City Council.

INTRODUCED, READ AND ADOPTED at a regularly scheduled meeting of the City Council of the City of Littleton, Colorado, on the 20th day of October 2026, at 6:30 p.m. at the Littleton Center, 2255 West Berry Avenue, Littleton, Colorado.

ATTEST:

_____
Colleen L. Norton
CITY CLERK

_____
Kyle Schlachter
MAYOR

APPROVED AS TO FORM:

_____
Reid Betzing
CITY ATTORNEY

CITY OF LITTLETON
AGREEMENT FOR PROFESSIONAL SERVICES

THIS PROFESSIONAL SERVICES AGREEMENT ("Agreement") is entered into by and between **OLSSON, INC.** whose business address is 1525 N Raleigh St, Suite 400, Denver, Colorado 80204 ("Contractor") and the **CITY OF LITTLETON, COLORADO** ("City"), a Home Rule municipality of the State of Colorado. City and Contractor are referred to as a "Party" or collectively as the "Parties."

RECITALS AND REPRESENTATIONS

WHEREAS, City needs certain services to be performed as described in this Agreement and Contractor represents that it has the skill, ability, and expertise to perform the services described in this Agreement; and

WHEREAS, Parties desire to enter into this Agreement.

NOW, THEREFORE, in consideration of the benefits and obligations of this Agreement, Parties mutually agree as follows:

1.0 SERVICES AND PHASE AUTHORIZATION

The "Project" as used herein shall mean the update of the City of Littleton's Transportation Master Plan. The Project shall consist of three (3) parts, more thoroughly outlined in **Exhibit A, Scope of Services** (the "Services"), incorporated herein in its entirety. Any changes must be mutually agreed upon between City and Contractor in writing, and upon execution by both Parties, shall become an amendment to this Agreement.

1.1. *Part A: Core Tasks.* Shortly after execution of the Agreement, the City shall issue a Notice to Proceed for *Part A: Core Tasks* only. Any work done prior to the Notice to Proceed date must be approved in writing by the City.

1.2. *Part B: Implementation Tasks.* Following Substantial Completion of Part A, the City may, at its sole discretion, issue a Notice to Proceed for Part B. Substantial Completion, as determined by the City Project Manager, shall occur when the project or a specified part thereof is sufficiently completed, in accordance with the outcomes and deliverables defined in Exhibit A, so that the project or a specified part can be utilized for the purposes for which it is intended. Fees and final scope for *Part B: Implementation Tasks* shall be negotiated prior to the Notice to Proceed and incorporated via a contract amendment, mutually agreed upon and executed by both Parties. Work for *Part B: Implementation Tasks* shall not commence without a written Notice to Proceed authorization from the City and any unauthorized work for *Part B* shall not be compensated by the City. The Contractor shall have no claim for lost profits, opportunity costs, or consequential damages if the City elects not to proceed to *Part B: Implementation Tasks.*

1.3. *Part C: Reporting Tasks.* The City, at its sole discretion, may issue a Notice to Proceed to the Contractor for *Part C: Reporting Tasks*. Work for *Part C: Reporting Tasks* shall not commence without a written Notice to Proceed authorization from the City and any unauthorized work for *Part C* shall not be compensated by the City. The Contractor shall have no claim for lost profits, opportunity costs, or consequential damages if the City elects not to proceed to *Part C: Reporting Tasks.*

A Notice to Proceed for ***Part C: Reporting Tasks*** shall only be issued at the City's sole discretion following:

1) Satisfactory completion and acceptance of *Part A* and *Part B*;
2) Negotiation of *Part C* fees and associated scope; and
3) City Council authorization and approval to proceed with *Part C;* and
4) Execution of a formal contract amendment.

Contractor further acknowledges and agrees that an Amendment for *Part C* is contingent upon approval by City Council. The City shall not incur any liability whatsoever if an Amendment for *Part C* is not approved by City Council.

1.4. Cancellation of Project Prior to Subsequent Phases. In the event that the City cancels the Project prior to the start of *Part B: Implementation Tasks* or *Part C: Reporting Tasks*, the City agrees to pay the Contractor for Services completed at the time of cancellation.

2.0 INDEPENDENT CONTRACTOR

Contractor shall perform the Services as an independent contractor and shall not be deemed by virtue of this Agreement to have entered into any partnership, joint venture, employer/employee or other relationship with City other than as a contracting party and independent contractor. City shall not be obligated to secure, and shall not provide, any insurance coverage or employment benefits of any kind or type to or for Contractor or Contractor's employees, sub-consultants, contractors, agents, or representatives, including coverage or benefits related but not limited to: local, state, or federal income or other tax contributions; insurance contributions (e.g., FICA); workers' compensation; disability, injury, or health; professional liability insurance, errors and omissions insurance; or retirement account contributions.

3.0 STANDARD OF PERFORMANCE

In performing the Services, Contractor shall use that degree of care, skill, and professionalism ordinarily exercised under similar circumstances by members of the same profession practicing in the State of Colorado. Contractor represents to City that Contractor is, and its employees performing such Services are, properly licensed and/or registered within the State of Colorado for the performance of the Services (if licensure and/or registration is required by applicable law) and that Contractor and employees possess the skills, knowledge, and abilities to competently, timely, and professionally perform the Services in accordance with this Agreement.

3.1 Contractor shall become fully acquainted with the available information related to the Services. Contractor is obligated to affirmatively request from City such information that Contractor, based on Contractor's professional experience, should reasonably expect is available and which would be relevant to the performance of the Services.

3.2 Contractor shall promptly inform City concerning ambiguities and uncertainties related to Contractor's performance that are not addressed by the Agreement.

3.3 Contractor shall provide all of the Services required in the Agreement in a timely and professional manner.

3.4 Contractor shall promptly comply with any written request for City or any of its duly authorized representatives to reasonably access, review and audit any books, documents, papers, and records of Contractor that are pertinent to Contractor's performance under this Agreement for the purpose of City performing any review of the Services.

3.5 Contractor shall comply with all applicable federal, state, and local laws, ordinances, regulations, and resolutions.

3.6 Contractor shall be responsible at Contractor's expense for obtaining, and maintaining in a valid and effective status, all licenses and permits necessary to perform the Services unless specifically stated otherwise in this Agreement.

3.7 Prior to designating an outside professional to perform sub-consultant or subcontractor work, Contractor shall submit the name of such sub-consultant or subcontractor, a resume demonstrating their experience in work of like character and magnitude of the services being contemplated, and rates to City and receive prior approval in writing from City.

4.0 COMPENSATION

4.1 **Maximum Contract Amount for *Part A: Core Tasks* and *Part B: Implementation Tasks*.** The Services for *Part A* and *Part B* shall consist of all work and services set forth in Exhibit A. For planning purposes, the City has set a Not-to-Exceed maximum amount payable of **$1,091,929.50** for *Part A* and **$204,318.75** for *Part B*. The total maximum amount payable for all work contemplated for *Part A* and *Part B* shall not exceed **$1,296,248.25** (One Million Two Hundred Ninety-Six Thousand Two Hundred Forty-Eight and 25/100 Dollars).

Prior to the issuance of a Notice to Proceed for *Part C: Reporting Tasks*, the Parties shall negotiate a final scope and lump sum or other agreed upon compensation basis using the Contractor's submitted labor rate schedule.

It is expressly understood and agreed by the Contractor that the Contractor is undertaking the Services for *Part A* and *Part* B for a "not-to-exceed," maximum fee. With respect to such performance and funding, the Contractor understands and agrees that the provision of any services which would cause the total amount payable to Contractor to exceed the amount of previously encumbered funds, is strictly prohibited. If the continuation of Services for *Part A* and *Part B* would cause the amount payable to the Contractor to exceed the Not-to-Exceed herein, the Contractor agrees to give the City at least thirty (30) days' written notice of the exhaustion of available funds. In the event additional funds are not made available within such thirty (30) day period, the Contractor agrees to stop providing services until such time as additional funds are made available and encumbered for the purposes of this Agreement. It shall be the responsibility of the Contractor to verify that the amounts already encumbered are sufficient to cover the entire cost of such work. Work or services performed in excess of the amount encumbered or outside the scope of authorized work or services is undertaken or performed in violation of the terms of this Agreement and, as such, at the Contractor's own risk and sole cost and expense.

4.2 Following execution of this Agreement, City shall compensate Contractor in accordance with Exhibit A. Any increases or modification of compensation shall be subject to the approval of City. Any changes that are mutually agreed upon between City and Contractor shall be made in writing and upon execution by both Parties shall become an amendment to this Agreement.

4.3 Contractor shall submit to City a detailed invoice of the services performed, and if City is satisfied with Contractor's performance, City shall pay the invoice within forty-five (45) days.

4.4 Unless otherwise directed or accepted by City, all invoices shall contain sufficient information to account for all Contractor time (or other appropriate measure(s) of work effort) and all authorized reimbursable expenses for Services during the stated period of the invoice. City may dispute any Contractor time, reimbursable expense, and/or compensation requested by Contractor described in any invoice and may request additional information from Contractor substantiating all compensation sought by Contractor before accepting the invoice. When additional information is requested by City, City shall advise Contractor in writing, identifying the specific item(s) that are in dispute and giving specific reasons for any request for information. If City disputes an item or invoice and additional information is requested, City shall pay Contractor within thirty (30) days of acceptance of the item or invoice by City following receipt of the information requested and resolution of the dispute. To the extent possible, undisputed charges within the same invoice as disputed charges shall be timely paid in accordance with this Agreement.

4.5 **Taxes**. The City of Littleton is not subject to taxation. The Contractor shall not invoice the City for any state, federal or local taxes whatsoever. Upon written

notification by the City, the Contractor shall reimburse the City in a timely manner for any taxes erroneously paid by the City.

5.0 TERM AND TERMINATION

5.1 **Term.** Performance of Services for *Part A* and *Part B* shall be completed by **December 31, 2028**, unless terminated earlier pursuant to this Agreement. The completion date for performance of Services for *Part C* shall be negotiated and included within a formal contract amendment. Contractor acknowledges and agrees that this Agreement's execution may be contingent upon approval by City Council, in compliance with all applicable provisions of City Charter and City Code. City shall not incur any liability whatsoever if this Agreement is not approved by City Council.

5.2 **Unilateral Termination.** This Agreement may be terminated by either Party for any or no reason upon written notice delivered to the other at least ninety (90) days prior to termination. In the event of the exercise of the right of unilateral termination as provided by this subsection, Contractor shall continue to provide Services under this Agreement until the ninety (90) day notice period has passed, unless otherwise provided in any notice of termination delivered by City; and all finished or unfinished documents, data, studies and reports prepared by Contractor pursuant to this Agreement shall be delivered to City and shall become the property of City.

5.3 **Termination for Non-Performance.** Should a Party to this Agreement fail to materially perform in accordance with the terms and conditions of this Agreement, this Agreement may be terminated by the performing Party if the performing Party first provides written notice to the non-performing Party which notice shall specify the non-performance, provide both a demand to cure the non-performance and reasonable time to cure the non-performance, and state a date upon which the Agreement shall be terminated if there is a failure to timely cure the non-performance. For purposes of this subsection, "reasonable time" shall be not less than five (5) business days. Provided that notice of non-performance is provided in accordance with this subsection, nothing in this subsection shall prevent, preclude, or limit any claim or action for default or breach of contract resulting from non-performance by a Party.

5.4 **Mutual Termination.** City and Contractor may agree in writing to mutually terminate this Agreement.

5.5 **City Unilateral Suspension of Services.** City may suspend Contractor's performance of the Services at City's discretion and for any reason by delivery of written notice of suspension to Contractor which notice shall state a specific date of suspension. Upon receipt of such notice of suspension, Contractor shall immediately cease performance of Services on the date of suspension except: (1) as may be specifically authorized by the notice of suspension (e.g., to secure the work area from damage due to weather or to complete a specific report or

study); or (2) for the submission of an invoice for Services performed prior to the date of suspension in accordance with this Agreement.

5.6 **Reinstatement of Services Following City's Unilateral Suspension.** City may at its discretion direct Contractor to continue performance of the Services following suspension. If such direction by City is made within thirty (30) days of the date of suspension, Contractor shall recommence performance of the Services in accordance with this Agreement. If such direction to recommence suspended Services is made more than thirty-one (31) days following the date of suspension, Contractor may elect to: (1) provide written notice to City that the suspension is considered a unilateral termination of this Agreement; (2) recommence performance in accordance with this Agreement; or (3) if suspension exceeded sixty (60) consecutive days, request from City an equitable adjustment in compensation or a reasonable re-start fee and, if such request is rejected by City, to provide written notice to City that such suspension and rejection of additional compensation is considered a unilateral termination of this Agreement. Nothing in this Agreement shall preclude the Parties from executing a written amendment or agreement to suspend the Services upon terms and conditions mutually acceptable to the Parties for any period of time.

5.7 **Delivery of Notice of Termination.** Any notice of termination permitted by this Section shall be addressed to the person signing this Agreement on behalf of Contractor or to City at the address shown in subsection 11.13, or such other address as either Party may notify the other of.

6. INSURANCE

6.1 **Required Insurance.** Contractor shall obtain and shall continuously maintain during the term of this Agreement insurance of the kind and in the minimum amounts specified ("Required Insurance").

City's acceptance of a certificate of insurance or other proof of insurance that does not comply with all insurance requirements set forth in this Agreement shall not act as a waiver of Contractor's breach of Agreement or of any of City's rights or remedies under this Agreement.

A. Workers' Compensation and Employers' Liability insurance with minimum limits as required by state law. The policy shall cover obligations imposed by the Workers' Compensation Act of Colorado and any other applicable laws for any employee engaged in the performance of Work.

B. Commercial General Liability insurance with minimum combined single limit for each occurrence of one million dollars ($1,000,000.00) and of two million dollars ($2,000,000.00) aggregate. The policy shall be applicable to all premises and all operations of Contractor. The policy shall include coverage for bodily injury, broad form property damage (including completed operations), personal injury (including

coverage for contractual and employee acts), blanket contractual, independent contractors, products, and completed operations. The policy shall contain a severability of interests provision. Coverage shall be provided on an "occurrence" basis as opposed to a "claims made" basis. The policy shall name City of Littleton as additional insured.

C. Comprehensive Automobile Liability insurance with a minimum combined single limit for bodily injury and property damage of one million dollars ($1,000,000.00) with respect to each of Contractor's owned, hired and/or non-owned vehicles assigned to or used in performance of the Work. The policy shall contain a severability of interests provision. The policy shall name City of Littleton as additional insured.

D. Professional Liability (Errors and Omissions) insurance with a minimum limit of one million dollars ($1,000,000.00) per claim and two million dollars ($2,000,000.00) aggregate. Such policy of insurance shall be obtained and maintained for one (1) year following completion of all Services under this Agreement.

The Required Insurance shall be procured and maintained with insurers with a financial standing of at least an A- rating, as reflected in Best's insurance ratings or by a similar rating system recognized within the insurance industry at the time the policy is issued. All Required Insurance shall be continuously maintained to cover all liability, claims, demands, and other obligations assumed by Contractor.

6.2 **Additional Requirements for Insurance.** In addition to specific requirements imposed on insurance by this Section and its subsections, insurance shall conform to the following:

A. All policies of insurance shall be primary insurance, and any insurance carried by City, its officers, or its employees shall be excess and not contributory insurance to that provided by Contractor; provided, however, that City shall not be obligated to obtain or maintain any insurance whatsoever for any claim, damage, or purpose arising from or related to this Agreement and the Services provided by Contractor. Contractor shall not be an insured party for any City-obtained insurance policy or coverage.

B. Contractor shall be solely responsible for any deductible losses.

C. For Required Insurance, no policy of insurance shall contain any exclusion for bodily injury or property damage.

D. Contractor shall provide City with notice no less than thirty (30) days prior to any cancellation, termination, or a material change in such policy.

6.3 **Failure to Obtain or Maintain Insurance.** Contractor's failure to obtain and continuously maintain policies of insurance in accordance with this Section and its subsections shall not limit, prevent, preclude, excuse, or modify any liability, claims, demands, or other obligations of Contractor arising from performance or non-performance of this Agreement. Failure on the part of Contractor to obtain and to continuously maintain policies providing the required coverage, conditions, restrictions, notices, and minimum limits shall constitute a material breach of this Agreement upon which City may immediately terminate this Agreement, or, at its discretion, City may procure or renew any such policy or any extended reporting period thereto and may pay any and all premiums in connection therewith, and all monies so paid by City shall be repaid by Contractor to City immediately upon demand, or at City's sole discretion, City may offset the cost of the premiums against any monies due to Contractor from City pursuant to this Agreement.

6.4 **Insurance Certificates.** Prior to commencement of any Services under this Agreement, Contractor shall submit to City certificates of insurance for all Required Insurance. Insurance limits, term of insurance, insured parties, and other information sufficient to demonstrate conformance with this Section and its subsections shall be indicated on each certificate of insurance. City may request, under necessary circumstances, a copy of Contractor's insurance policies; such policies shall be made available for review but may be redacted to protect any confidential or proprietary information. Contractor shall provide access to said policies within three (3) business days of such request. City may, at its election, withhold payment for Services until the requested insurance policies are received and found to be in accordance with the Agreement.

6.5 **Sub-consultants or Subcontractors.** Contractor shall confirm and document that all sub-consultants and subcontractors (including independent contractors, suppliers, or other entities providing goods or services required by this Agreement) procure and maintain coverage as approved by Contractor and appropriate to their respective primary business risks considering the nature and scope of services provided.

7.0 OWNERSHIP OF DOCUMENTS

Any work product, materials, and documents produced by Contractor pursuant to this Agreement shall become property of City upon delivery and shall not be made subject to any copyright unless authorized by City. Other materials, methodology and proprietary work used or provided by Contractor to City not specifically created and delivered pursuant to the Services outlined in this Agreement may be protected by a copyright held by Contractor and Contractor reserves all rights granted to it by any copyright. City shall not reproduce, sell, or otherwise make copies of any copyrighted material, subject to the following exceptions: (1) for exclusive use internally by City staff and/or employees; or (2) pursuant to a request under the Colorado Open Records Act, Colorado Revised Statutes ("C.R.S.") § 24-72-203, to the extent that such statute applies; or (3) pursuant to law, regulation, or court order. Contractor waives any right to prevent its name from being used in connection with the Services.

Contractor understands and agrees that, in performance of this Agreement, the Contractor may have access to private or confidential information that may be owned or controlled by the City and that such information may contain proprietary or confidential details, the disclosure of which to third parties may be damaging to the City. The Contractor agrees that all information disclosed by the City to the Contractor shall be held in confidence and used only in performance of the Agreement. The Contractor shall exercise the same standard of care to protect such information as a reasonably prudent Contractor would to protect its own proprietary data.

8.0 COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT AND OTHER LAWS CONCERNING ACCESSIBILITY

Contractor covenants that all designs, plans and drawings produced or utilized under this Agreement will address and comply with all federal, state and local laws and regulations regarding accessibility standards for persons with disabilities or environmentally limited persons including the following: the Americans with Disabilities Act of 1990, 42 U.S.C. § 12101 *et seq.* and the Americans with Disabilities Act Accessibility Guidelines for Buildings and Facilities ("ADAAG"); the Architectural Barriers Act, Pub. L. 90-480 (1968), and the Uniform Federal Accessibility standards ("UFAS"). If the above standards are inconsistent, Contractor must assure that its designs, plans, and drawings comply with the standard providing the greatest accessibility. If Contractor fails to comply with the foregoing standards, City may, without limiting any of its remedies set forth in Section 10 or otherwise available at law, in equity or by statute, require Contractor to perform again, at no expense to City, all Services required to be reperformed as a direct or indirect result of such failure.

9.0 CONFLICT OF INTEREST

Contractor shall refrain from providing any services to other persons, firms, or entities that would create a conflict of interest for Contractor with regard to providing the Services pursuant to this Agreement. Contractor shall not offer or provide anything of benefit to any City official or employee that would place the official or employee in a position of violating the public trust as provided by C.R.S. § 24-18-109, as amended, or any City–adopted Code of Conduct or ethical principles.

10.0 REMEDIES

In addition to any other remedies provided for in this Agreement, and without limiting its remedies available at law, City may exercise the following remedial actions if Contractor substantially fails to perform the duties and obligations of this Agreement. Substantial failure to perform the duties and obligations of this Agreement shall mean a significant, insufficient, incorrect, or improper performance, activities or inactions by Contractor. The remedial actions include:

A. Suspend Contractor’s performance pending necessary corrective actions as specified by City; and/or

B. Withhold payment to Contractor until the necessary Services or corrections in performance are satisfactorily completed; and/or

C. Deny payment for Services which have not been satisfactorily performed, and which, due to circumstances caused by Contractor, cannot be performed, or if performed would be of no value to City; and/or

D. Recover actual and/or consequential damages; and/or

E. Terminate this Agreement.

The foregoing remedies are cumulative and City, at its sole discretion, may exercise any or all of the remedies individually or simultaneously.

11.0 MISCELLANEOUS PROVISIONS

11.1 **No Waiver of Rights.** A waiver by any Party to this Agreement of the breach of any term or provision of this Agreement shall not operate or be construed as a waiver of any subsequent breach by either Party. City's approval or acceptance of, or payment for, Services shall not be construed to operate as a waiver of any rights or benefits to be provided under this Agreement. No covenant or term of this Agreement shall be deemed to be waived by City except in writing signed and any written waiver of a right shall not be construed to be a waiver of any other right or to be a continuing waiver unless specifically stated.

11.2 **No Waiver of Governmental Immunity.** Nothing in this Agreement shall be construed to waive, limit, or otherwise modify any governmental immunity that may be available by law to City, its elected and appointed officials, employees, contractors, or agents, or any other person acting on behalf of City and, in particular, governmental immunity afforded or available pursuant to the Colorado Governmental Immunity Act, Title 24, Article 10, Part 1 of the Colorado Revised Statutes.

11.3 **Non-Discrimination.** Contractor will not discriminate against any employee or applicant for employment because of race, color, religion, national origin, ethnicity, citizenship, immigration status, sex, gender, age, sexual orientation, gender identity or gender expression, marital status, protective hairstyle, genetic information, pregnancy, disability, or any other status protected by applicable law. Contractor will take affirmative action to ensure applicants are employed, and employees are treated during employment, without regard to their race, color, religion, national origin, ethnicity, citizenship, immigrations status, sex, gender, age, sexual orientation, gender identity or gender expression, marital status, protective hairstyle, genetic information, pregnancy, disability, or any other status protected by applicable law. Such action shall include, but not be limited to the following: employment, upgrading, demotion or transfer; recruitment or recruitment

advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.

11.4 **Binding Effect.** The Parties agree that this Agreement, by its terms, shall be binding upon the successors, heirs, legal representatives, and assignees; provided that this Section shall not authorize assignment.

11.5 **No Third Party Beneficiaries.** Nothing contained in this Agreement is intended to or shall create a contractual relationship with, cause of action in favor of, or claim for relief for, any third party, including any agent, subconsultant or subcontractor of Contractor. Absolutely no third-party beneficiaries are intended by this Agreement. Any third-party receiving a benefit from this Agreement is an incidental and unintended beneficiary only.

11.6 **Article X, Section 20/TABOR.** The Parties understand and acknowledge that City is subject to Article X, § 20 of the Colorado Constitution ("TABOR"). The Parties do not intend to violate the terms and requirements of TABOR by the execution of this Agreement. It is understood and agreed that this Agreement does not create a multi-fiscal year direct or indirect debt or obligation within the meaning of TABOR and, therefore, notwithstanding anything in this Agreement to the contrary, all payment obligations of City are expressly dependent and conditioned upon the continuing availability of funds beyond the term of City's current fiscal period ending upon the next succeeding December 31. Financial obligations of City payable after the current fiscal year are contingent upon funds for that purpose being appropriated, budgeted, and otherwise made available in accordance with the rules, regulations, and resolutions of City, and other applicable law. Upon the failure to appropriate such funds, this Agreement shall be terminated.

11.7 **Governing Law, Venue, and Enforcement.** This Agreement shall be governed by and interpreted according to the laws of the State of Colorado. Venue for any action arising under this Agreement shall be in the appropriate court for Arapahoe County, Colorado. To reduce the cost of dispute resolution and to expedite the resolution of disputes under this Agreement, **the Parties hereby waive any and all right either may have to request a jury trial in any civil action relating primarily to the enforcement of this Agreement.** The Parties agree that the rule that ambiguities in a contract are to be construed against the drafting Party shall not apply to the interpretation of this Agreement.

11.8 **Survival of Terms and Conditions.** The Parties understand and agree that all terms and conditions of the Agreement that require continued performance, compliance, or effect beyond the termination date of the Agreement shall survive such termination date and shall be enforceable in the event of a failure to perform or comply.

11.9 **Assignment and Release.** All or part of the rights, duties, obligations, responsibilities, or benefits set forth in this Agreement shall not be assigned by

Contractor without the express written consent of City. Any written assignment shall expressly refer to this Agreement, specify the particular rights, duties, obligations, responsibilities, or benefits so assigned. No assignment shall release Contractor from performance of any duty, obligation, or responsibility unless such release is clearly expressed in such written document of assignment.

11.10 **Headings.** The captions in this Agreement are for the convenience and reference of the Parties and are not intended in any way to define, limit or describe the scope or intent of this Agreement.

11.11 **Integration and Amendment.** This Agreement represents the entire and integrated agreement between City and Contractor and supersedes all prior negotiations, representations, or agreements, either written or oral. Any amendments to this Agreement must be in writing and be signed by both City and Contractor.

11.12 **Severability.** Invalidation of any of the provisions of this Agreement or any paragraph, sentence, clause, phrase, or word herein or the application thereof in any given circumstance shall not affect the validity of any other provision of this Agreement.

11.13 **Notices.** Any notice required or permitted by this Agreement shall be in writing and addressed to the Party to whom such notice is to be given at the address set forth below or at such other address as has been previously furnished in writing, to the other Party. Such notice shall be deemed given upon delivery if personally delivered, or forty-eight (48) business hours after deposited in the United States Mail properly addressed to the intended recipient, postage prepaid, registered or certified mail, with return receipt requested.

If to City:	**If to Contractor**:
City Manager City of Littleton 2255 W. Berry Avenue Littleton, Colorado 80120	OLSSON, INC. 1525 N Raleigh St Suite 400 Denver, Colorado 80204
With copy to: City Attorney City of Littleton 2255 W. Berry Avenue Littleton, Colorado 80120	

12.0 INDEMNIFICATION AND HOLD HARMLESS

Contractor expressly agrees to, and shall, indemnify and hold harmless City and any of its elected and appointed officials, officers, agents, or employees from any and all claims, damages,

liability, or court awards, including costs and reasonable attorney fees that are or may be awarded as a result of any loss, injury or damage sustained or claimed to have been sustained by anyone, including but not limited to, any person, firm, partnership, or corporation, to the extent caused by the negligent acts, errors or omissions of Contractor or any of its employees, agents, partners, subcontractors, consultants, or others working on behalf of Contractor in performance of the Services under this Agreement. Nothing in this Section shall constitute an agreement by Contractor to indemnify or hold City harmless for any omission or action by City or any of its elected and appointed officials, officers, agents, or employees. By demanding this right to indemnification, City in no way waives or limits its rights under the Colorado Governmental Immunity Act, C.R.S. § 24-20-101, *et. Seq.*

13.0 AUTHORITY

The individuals executing this Agreement represent that they are expressly authorized to enter into this Agreement on behalf of City and Contractor and bind their respective entities.

14.0 ELECTRONIC SIGNATURES AND ELECTRONIC RECORDS

Contractor consents to the use of electronic signatures by City. The Agreement and any other documents requiring a signature hereunder may be signed electronically by City in the manner specified by City. The Parties agree not to deny the legal effect or enforceability of this Agreement solely because it is in electronic form or because an electronic record was used in its formation. The Parties agree not to object to the admissibility of the Agreement in the form of an electronic record, or a paper copy of an electronic document, or a paper copy of a document bearing an electronic signature, on the ground that it is an electronic record or electronic signature or that it is not in its original form or is not an original.

[signature page to follow]

CITY OF LITTLETON, COLORADO

_____
Kyle Schlachter
MAYOR

APPROVED AS TO FORM:

_____
Reid Betzing
CITY ATTORNEY

ATTEST

_____
Colleen Norton
CITY CLERK

CONTRACTOR

_____
Jessica Burch
WESTERN GEOGRAPHY LEADER

_____
Date

Exhibit A:
Littleton Transportation Master Plan Update
Scope of Work, Schedule, and Fee

PROJECT UNDERSTANDING

City of Littleton (City) faces pressing mobility, safety, and fiscal challenges as it updates its 2019 Transportation Master Plan (TMP). The City's evolving values, recent policy direction, and community expectations drive the need for a comprehensive update that strengthens multimodal access, supports fiscal stewardship, and creates actionable, inclusive outcomes.

This TMP is expected to become a catalyst for a connected, safe, and equitable transportation system designed to serve all users now and in the future. This update should be data-informed, community-driven, safety-centered, and delivery-focused. The TMP should be able withstand scrutiny through a strategic decision-making framework that enables Littleton's mobility program to remain responsive, adaptable, and resilient to the inevitable change Littleton will face in the years to come.

The City has retained Olsson ("Contractor") to update the TMP. This effort will include updating the current plan and augmenting areas crucial to improving project delivery efficiency and providing detailed implementation guidance to move projects forward over the next five years and beyond. The plan is expected to use thoughtful and equitable community engagement and incorporate innovative approaches to planning and project and policy delivery—specifically to help "rebalance" travel modes so all roadway users have access to a safe, comfortable, reliable, and efficient transportation system.

PROJECT APPROACH

The project approach integrates collaborative engagement, technical analysis, and a value-based decision-making process aligned with the City's expected three-phases of the study.

- **Phase 1 - Baselining** - The first phase will set the project's foundation by assessing Littleton's transportation networks, programs, and delivery capacity; defining performance measures and desired outcomes; and calibrating them with community expectations to establish a strategic, values-based, decision-making framework.
- **Phase 2 - Benchmarking** – This phase will refine the information gathered in Phase 1 by assessing identified gaps, researching best practices, identifying mode-specific projects, screening them for readiness, and conducting scenario planning to test the resilience of the strategic framework.
- **Phase 3 - Bullseyeing** – The third phase will test and synthesize solutions through the decision-making process and deliver a coordinated package of policies, programs, and mode-specific projects aligned with community expectations. Recommendations will be organized by delivery responsibility and funding opportunities and validated for advancement risk to improve predictability in timelines and costs. Suggested delivery

mechanism modifications will be identified to create a more durable framework for ongoing implementation and assessment.

A coordinated engagement and community-wide outreach effort will inform all phases of the Plan's development and mobility program advancement. Outreach materials will be focused, consistently branded by phase, and organized around the key questions needed to support decisions, create an implementable plan that reflects community values and vision, achieve strategic goals and objectives, and provide staff with a practical implementation framework.

SCOPE OF WORK

The work plan divides seven primary tasks within two parts as detailed below:

- PART A - Core Tasks ("Part A")
- PART B - Implementation Tasks ("Part B")

PART A - CORE TASKS

TASK 1: Project Management

In addition to the specific services detailed below, the Contractor will coordinate with City staff to complete the documented work plan outlined herein. In this task, Contractor is expected to:

- Develop and maintain structured project management documents to guide scope, schedule, budget, risk, and quality control.
- Establish and maintain project scope, schedule, and budget with the ability to identify potential changes well in advance.
- Plan, manage, and document project team and project management meetings.
- Identify, plan for, and mitigate potential risks to the project in a well-documented manner.
- Establish and maintain project governance and decision-making protocols for use throughout the planning process.

Deliverable(s):

- *Project Coordination Meetings, Materials and Documentation* — Agendas, presentation materials, and meeting minutes for bi-weekly Core Team meetings (up to 44),Project Management Team ("PMT") meetings (up to 12 – every six weeks), monthly Transportation Technical Working Group (TTWG) meetings (up to 22), and Executive Resolution Committee meetings or Special Coordination Meetings (up to 4) on an "as needed" basis when issues arise, .
- *Project Management Plan (PMP)* — Comprehensive plan outlining scope control, schedule management, communication protocols, and reporting procedures. The PMP will include:
  - Detailed Project Schedule — Integrated schedule including task milestones, engagement activities, review cycles, and decision gates.
  - Quality Assurance / Quality Control ("QA/QC") Plan — Documentation of internal review processes to in an effort to provide accuracy, consistency, and completeness of

all TMP products.
    - Risk Management Plan — Identification, tracking, and mitigation strategy for potential project risks, updated throughout the project lifecycle.
- *Communications Plan* — Structured communication protocol for internal coordination and Council updates.
- *Monthly Progress Reports and Invoices* — Summary of progress, budget status, and upcoming milestones.
- *Project Governance and Decision-Making Framework* — Documentation of roles, responsibilities, escalation procedures, and documentation protocols for use throughout the planning process.

Assumptions:

- All project coordination meetings, except PMT and Executive Resolution Committee meetings, will be virtual.
- Littleton's Core Team members include a representative from communications.
- The first draft of each deliverable in this task will be developed and formatted in an editable format (Microsoft Word or Excel, etc.) and the second draft will be delivered in Portable Document Format (PDF).
- Each deliverable will have two reviews by the City before being finalized.
- The City will provide the Contractor with a consolidated set of comments for each draft.
- All deliverables that will be incorporated into the SS4A Comprehensive Safety Action Plan will be done so strategically so that the creation of this appendix takes minimal additional effort.
- All public facing deliverables will meet State of Colorado Accessibility Guidelines.

TASK 2: Public and Stakeholder Engagement

Public and stakeholder engagement will be central to the success of the TMP Update. The goals of the engagement process are to inform and educate the public when needed, build trust with the City and residents, enable transparency, and elevate the voices of a diverse cross-section of the Littleton community and build consensus across a wide range of opinions and stakeholders. In this task the Contractor is expected to:

- Develop and implement a comprehensive Public and Stakeholder Engagement Plan with defined goals, benchmarks, and documentation protocols.
- Design an engagement approach that allows flexibility in format and feedback methods while maintaining consistency with project goals.
- Seek equitable participation across demographic, geographic, and socioeconomic groups
- Work with staff to review and finalize stakeholder groups and structure.
- Plan, manage, and document dozens of public and stakeholder engagement events.
- Seek equitable participation across demographic, geographic, and socioeconomic groups and make intentional supports and accommodations available to support that participation.
- Achieve informed consensus from internal and external stakeholders and the broader

public for the plan.

- Provide equitable engagement opportunities to the public and stakeholders.

Deliverable(s):

- *Public and Stakeholder Engagement Plan (PEP)* — Comprehensive engagement strategy outlining goals, benchmarks, engagement tiers, documentation protocols, statistically valid survey approach, and alignment with project decision gates. The PEP will include:
    - Integrated Engagement Schedule — Detailed engagement calendar aligned with overall project milestones and analytical phases (Strategic Framework and Baselining, Benchmarking and Gap Identification, and Project Recommendations and Bullseyeing).
- Engagement & Communications Coordination will be incorporated into existing project management meeting cadence.
- *TAC Meetings, Materials and Summaries*— Agendas, presentations, minutes, and summary documentation.
    - Internal TAC Meetings (6 total – 2 per phase)
    - **External (Combined Local Agency and Regional) TAC Meetings (3 total – 1 per phase)**
- *Stakeholder Working Group (SWG) Meeting Materials and Summaries (up to 5 Total)* — Agendas, presentations, minutes, and summary documentation.
- *Subject Matter Experts (SME) Interview Panels and Summary Memos (4 Total)* — Summary documentation for each of four SME panels, with final topics refined during Phase 1 engagement. These meetings can be hybrid or virtual.
- Fiscal Responsibility Workshops – interactive series to help community understanding TMP alternatives (3 total – 1 per phase)
- *Focus Group meeting and Summary Memos (Approximately 6 Total)* — Summary documentation for Phase 1 focus groups, with final topics refined during early engagement (hybrid or virtual).
- *City Council and Transportation and Mobility Board ("TMB") Meeting Materials and Summaries (Up to 18 Total)* — Agendas, presentations, and summary documentation prepared in coordination with City staff.
- *Public Meetings, Materials and Summaries (18 Total)*
    - Open Houses — (3 total – 1 per phase)
    - Online Public Meetings (3 total – 1 per phase)
    - Pop-Up Events (12 total – distributed equally among the districts)
- ***Statistically Valid Survey Instrument and Methodology (1)*** — Survey instrument, sampling methodology, weighting approach, and summary findings for statistically valid engagement conducted during phase 1 of the effort to identify challenges and values for shaping the key performance indicators of the strategic framework
- ***Walk and Roll Audit and Evening Workshop*** **- The contractor will perform one walk &**

roll audit and evening public workshop with selected members of the public and other stakeholder groups to raise awareness of the challenges of walking & rolling in Littleton. This audit will be illustratively summarized for public consumption.

- *Contact and Comment Tracking Database* — Organized and exportable database documenting participant input, comment themes, demographic participation metrics (as appropriate), and response tracking.
- *Branding and Communications Toolkit* — Project branding package including logo, color palette, font families, messaging guidelines, templates for graphics and public-facing materials, and digital content for project website and EngagementHQ.
- *Phase Engagement Summary Memos (3 Total)* — One summary memo per analytical phase documenting engagement activities conducted, key themes heard, statistically valid findings (Phase 1), and demonstrated influence on project decisions.
- *Final Public Engagement Summary Appendix* — Comprehensive appendix for inclusion in the Final TMP documenting methodology, participation metrics, major themes, and how engagement shaped the Strategic Framework, gap analysis and scenario planning, and recommendations.
- *Future Transportation Engagement Standards Manual* — Tiered framework defining engagement thresholds, documentation expectations, and public participation standards for future transportation projects.

Assumptions:

- Each deliverable will have two reviews by the City before being finalized.
- The City will provide the Contractor with a single set of consolidated review comments for each draft.
- Littleton staff will attempt to concentrate the Focus Group meetings in phase 1.
- Littleton's Core Team members include a representative from communications.
- The public and stakeholder engagement plan will be rooted in IAP2 standards and clearly outline the level of engagement for each activity.
- The first draft of each deliverable in this task will be developed and formatted in an editable format (Microsoft Word or Excel, etc.) and the second draft will be delivered in Portable Document Format (PDF).
- Each final draft of public-facing deliverables in this task will be developed and formatted using Adobe InDesign and delivered in Portable Document Format (PDF).
- The City's Communication Team will manage digital content created by the Contractor for use on the City's website.
- All deliverables that will be incorporated into the SS4A Comprehensive Safety Action Plan will be done so strategically so that the creation of this appendix takes minimal additional effort.
- All public facing deliverables will meet State of Colorado Accessibility Guidelines.
- The City will create packet reports for TMB/City Council meetings.

TASK 3: Strategic Framework and Baselining

Task 3 will establish the project baseline by working with the community to develop a shared understanding of Littleton, the current state of its transportation system, and the system's role in supporting city operations, livability, and economic vitality. This task will also refresh the City's Strategic Framework for decision-making to guide subsequent work. In this task, the Contractor is expected to:

- Facilitate public and City Council engagement to confirm the Strategic Framework (as detailed in the *Public and Stakeholder Engagement Plan* created in Task 2).
- Evaluate of 2019 TMP, using both public engagement and project team review, to determine what content is to be removed, revised, or updated.
- Analyze baseline data across mobility categories, including review of existing plans and programs.
- Review and evaluate the City's existing Key Performance Indicators (KPIs) and determine new success measures and metrics, if appropriate moving forward.
- For each of the topic-areas, create a Topic-Area Profile that summarizes the desired future state for each.
- Develop a printable report, GIS maps, and associated geospatial layers
- Create a report template for future biennial Reports on Progress (ROPs).

Deliverable(s):

- *Strategic Framework Report* — Documentation of the Vision, Values, Mission, Goals, and Objectives of the 2026 TMP, including engagement summary and confirmation with City Council. The Strategic Framework will include:
    - Preliminary set of KPIs and Draft ROP Template — Initial recalibration and update of KPIs aligned with the updated Strategic Framework and draft biennial reporting template.
    - Topic-Area Profiles — High-level articulation of the aspirational future state for each topic-area, applying the Strategic Framework without identifying specific projects or targets.
- *Baselining (Existing Conditions) Report* that summarizes the following topic areas:
    - Existing Plans and Documents— consolidation of transportation-related plans, programs, and studies since 2019, including identification of overlap, redundancy, and misalignment.
    - Baseline Transportation Conditions — comprehensive documentation of existing transportation conditions.
    - Fiscal Health Audit **–** an analysis/memorandum of current tax outlook and funding of existing mobility and infrastructure investments.

- Baselining Land Use and Demographic Conditions – the state of land use development patterns and their relationship to future transportation goals of the project.
- Sidewalk Prioritization Analysis – review city's database for sidewalk segments and cap and develop a prioritization approach for retrofitting substandard sidewalks and building new sidewalk segments and eliminating gaps.
- Citywide Speed Study – an analysis utilizing available speed studies, citywide databases, inventory of speed limit signage, crash data, publicly available novel speed data (such as CDOT's INRIX data) informed by the frameworks and designations from the 2019 TMP and other existing speed related initiatives. Will use street-types as identified in the 2019 TMP as baseline and will develop subsequent speed reduction zone overlays where advanced speed mitigation is necessary. Outcome is to provide prioritized phasing for possible speed limit changes and policy documentation. *Note that this will identify places to consider speed limit changes. Modifications to any speed limit must be made after a specific engineering analysis and upon approval of the City Traffic Engineer*.

- *GIS Data Package and Dashboard Integration Assets* – These geospatial datasets and maps developed will include the existing conditions and support the baseline conditions analysis. These GIS assets will establish the foundational data framework for the final interactive GIS Dashboard Application delivered under Task 7.

Assumptions:

- All existing data will be provided to the Contractor or acquired through publicly available sources. No field data collection beyond cursory site visits will be performed as part of this evaluation.
- The Contractor is dependent on the accuracy of the City's existing data sources. If a gap is identified in the review of available data sources the City and the Contractor shall identify a work around that works with the project budget or create a new task order to obtain the missing information.
- City will provide the Contractor access to the City's GIS data sets and the necessary permissions to create and manage layers within the City's ArcGIS Online environment.
- Each deliverable will have two reviews by the City before being finalized.
- The City will provide the Contractor with a single set of consolidated review comments for each draft.
- All first drafts of deliverables and final draft of non-public facing deliverables in this task will be developed and formatted in Microsoft Word and delivered in a Portable Document Format (PDF).
- Each final draft of public facing deliverables in this task will be developed and formatted using Adobe InDesign and delivered in a Portable Document Format (PDF).
- The City will create packet reports for TMB/City Council meetings.

- All deliverables that will be incorporated into the SS4A Comprehensive Safety Action Plan will be done so strategically so that the creation of this appendix takes minimal additional effort.
- All public facing deliverables will meet State of Colorado Accessibility Guidelines.

TASK 4: Benchmarking and Gap Identification

Task 4 builds on the effort of Task 3 and integrates community feedback to benchmark Littleton's transportation system deficiencies and agreed to regional and national peer best practices to identify performance gaps, and screens possibilities for practicality and readiness so that future identified projects fit with community's expectations and the City's delivery mechanisms. This task will conclude with scenario planning to test the resiliency of the Strategic Framework developed in Task 3. This KPI-driven benchmarking analysis will employ both trusted and transparent quantitative and qualitative analysis methods, GIS-based mobility tools, and walk-and-roll audit outcomes to frame potential policy changes and clarify gaps in Littleton's mobility system. In this task, the Contractor is expected to:

- Identify peer cities, along with several model cities, which will be used to evaluate current and future progress.
- Update the City's HIN by integrating safe systems methodology and using the most recent five years of crash data and forthcoming Road Safety Report.
- Conduct a GIS-based connectivity gap analysis for high-comfort pedestrian and bicycle networks.
- Compare Littleton to peer and model cities to benchmark performance and identify areas for improvement; identify lessons learned from these peer and model cities.
- Perform a policy gap analysis focused specifically on transportation and Public Works–related policies, standards, and protocols, including the TMP, ULUC transportation elements, LEDS, Complete Streets policies, and safety procedures. This task shall not extend into broader interdepartmental governance structures, which will be addressed in Task 6.
- Conduct scenario planning to stress-test the Strategic Framework under plausible future conditions, including identification of key indicators or triggers and their implications for priorities, targets, and implementation sequencing.

Deliverables:

- *Benchmarking Report* — Quantitative comparison of Littleton's performance metrics to approved peer and model cities using consistent and defensible methodologies. The Benchmarking Report will include:
  - Policy Gap Analysis Report — Identification of gaps in transportation and Public Works–related policies, standards, and protocols relative to peer and model cities.
  - Infrastructure and Safety Gap Analysis Report — Documentation of HIN findings and GIS-based high-comfort multimodal connectivity gaps, including identified network discontinuities.

- *HIN Update Memo and GIS Layer* — Data-driven update of the City's High Injury Network and using the most recent five years of crash data and forthcoming Road Safety Report, including documented methodology and updated mapping.
- *KPI Confirmation and Refinement Memo* — Final confirmation and adjustment of KPIs informed by Benchmarking, gap analysis, and public and stakeholder engagement.
- *ROP Template* — Confirmed biennial reporting framework aligned with finalized KPIs.
- ***Project Identification & Screening Memorandum* – This is a preparatory effort and initial implementation checkpoint documenting process for the identification of pools of projects and selection for transparent ranking efforts aligned with the City's mobility goals and success measures, supported by political and community priorities, and free of fatal flaws.**
- *GIS Data Package and Dashboard Integration Assets* – These geospatial datasets, maps, benchmarking comparison outputs, gap analysis layers, and High Injury Network (HIN) updates to add to the foundation for the final interactive GIS Dashboard Application delivered under Task 7.
- *Scenario Planning Memo* **–** Summary of the scenario planning exercise, including potential outcomes for the transportation system, modal priorities, financing, and community input. This memo should also clearly outline indicators or triggers for each scenario and how it might impact the City's transportation priorities and direction. The Scenario Planning Exercise and memo will cover at least two scenarios with the final number agreed upon by the Core Team.

Assumptions:

- All existing data will be provided to the Contractor or acquired through publicly available sources. No field data collection beyond cursory site visits will be performed as part of this evaluation.
- The Contractor is dependent on the accuracy of the City's existing data sources. If a gap is identified in the review of available data sources the City and the Contractor shall identify a work around that works with the project budget or create a new task order to obtain the missing information.
- City will provide the Contractor access to the City's GIS data sets and the necessary permissions to create and manage layers within the City's ArcGIS Online environment.
- Each deliverable will have two reviews by the City before being finalized.
- The City will provide the Contractor with a single set of consolidated review comments for each draft.
- All first draft of deliverables and final draft of non-public facing deliverables in this task will be developed and formatted in Microsoft Word and delivered in a Portable Document Format (PDF).
- Each final draft of public facing deliverables in this task will be developed and formatted using Adobe InDesign and delivered in a Portable Document Format (PDF).

- All deliverables that will be incorporated into the SS4A Comprehensive Safety Action Plan will be done so strategically so that the creation of this appendix takes minimal additional effort.
- The City will create Council and Board Memos for TMB/City Council meetings.
- All public facing deliverables will meet State of Colorado Accessibility Guidelines.

TASK 5: Bullseyeing and Project Recommendations

Using all data, analysis, and engagement conducted at this point in the project, in this task the Contractor will work with the City and the community to identify the specific projects, policies, programs, and partnerships required to achieve the ideal future state articulated in the Strategic Framework. All recommendations will be checked for constructability and risk, then categorized by potential funding, timeline, and priority according to their significance in meeting Strategic Framework goals.

Recommendations will cover capital improvements and policy suggestions; each aligned with Strategic Framework KPIs. The final outcomes will provide a clear vision for the desired transportation system, structured by coordinated projects, policies, programs, and partnerships—grounded in data, community input, and the adopted framework. In this task, the Contractor is expected to:

- Develop a comprehensive list of recommended projects, policies, programs, and partnerships aligned with the confirmed Strategic Framework.
- Define the actions necessary to achieve the ideal future state articulated in the Topic-Area Profiles of the Strategic Framework.
- Establish high-level prioritization of topic-areas and recommended initiatives based on strategic importance.
- Connect recommendations to identified gaps, including safety findings from the HIN update, connectivity gap analysis, Benchmarking findings, scenario planning results, and community engagement.
- Document how recommended actions support achievement of confirmed KPIs.

Deliverable(s):

- *Project and Program Recommendations Report* — Comprehensive documentation of recommended capital projects, policy updates, programmatic initiatives, partnerships, and system-level framework updates—such as street typology revisions and multimodal network refinements—organized by topic area and clearly linked to the Strategic Framework. The Project and Program Recommendations Report will include:
  - Project Validation Memorandum – technical document discussing project validation process and outcomes.
  - Project Categorization Memorandum – report outlining categorization process and outcomes.

    - Strategic Prioritization Memorandum — High-level prioritization of recommended initiatives and topic-areas based on their relative importance in achieving the adopted Strategic Framework.
- *GIS Data Package and Dashboard Integration Assets* – Geospatial datasets and maps developed for this task will include spatial representations of recommended projects and initiatives to support decision-making, prioritization, and communication of key recommendations. These GIS assets will provide the foundation for the final interactive GIS Dashboard Application delivered under Task 7.
- *Policy Recommendations Compendium* — Consolidated, formatted documentation of recommended policy and program updates for reference by staff and residents

Assumptions:

- Each deliverable will have two reviews by the City before being finalized.
- The City will provide the Contractor with a single set of consolidated review comments for each draft.
- All first draft of deliverables and final draft of non-public facing deliverables in this task will be developed and formatted in Microsoft Word and delivered in a Portable Document Format (PDF).
- Each final draft of public facing deliverables in this task will be developed and formatted using Adobe InDesign and delivered in a Portable Document Format (PDF).
- City will create packet reports for TMB/City Council meetings.
- All deliverables that will be incorporated into the SS4A Comprehensive Safety Action Plan will be done so strategically so that the creation of this appendix takes minimal additional effort.
- All public facing deliverables will meet State of Colorado Accessibility Guidelines.

PART B - IMPLEMENTATION TASKS

If the City proceeds with the selected Contractor to complete these tasks, the Contractor will have the opportunity to submit a separate scope and fee.

TASK 6: Implementation and Funding Strategy

This task advances the recommendations, policies, programs, and projects validated and prioritized in Task 5, refining them into an implementation roadmap matched to Littleton's delivery capacity. Recommendations will be evaluated against anticipated funding, staffing, and coordination constraints to establish a practical delivery schedule. Our team will organize each project category identified in Task 5 and assign implementation schedule tiers of (0–5, 6–10, 11–15, and 16–20 years), creating a strategic path toward the vision set in the TMP's Strategic Framework.

To support implementation scheduling, Olsson will develop descriptive project cut sheets and a dynamic cost estimation tool that provides estimated costs for every recommended policy, program, and project—including phasing from planning through construction. This tool will be designed for City use to facilitate future planning and budgeting. The project summary sheets

provided will facilitate Littleton submitting specific projects through DRCOG for regional and state funding opportunities.

A comprehensive funding strategy will outline how projects in each category can be financed across implementation timeframes, with particular focus on the next five years. Debt financing options for major transportation projects will be evaluated and, if appropriate, integrated into public engagement and scenario planning analysis.

This effort will align the document with future funding efforts (such as SS4A) but will not constrain the outcomes based on future funding sources which may evolve or not exist in the future.

Lastly the Olsson team will collaborate with city staff to estimate internal workload by project category, phase, and scale—including projected staff hours, team size, and departmental coordination needs—enabling the City to anticipate resource requirements. Finally, the team will finalize a structured values-based decision-making framework to support consistent transportation decisions beyond the initial implementation phases. In this task, the Contractor is expected to:

- Translate recommended projects, programs, and policy actions into sequenced, resource-informed implementation tiers (0–5, 6–10, 11–15, and 16–20 years).
- Develop a dynamic cost estimation tool with editable inputs to support ongoing financial planning and scenario adjustments.
- Estimate internal staffing capacity and workload requirements by project type and scale.
- Identify projected funding capacity within each implementation tier based on reasonable revenue and grant assumptions.
- Identify coordination opportunities (“targets of opportunity”) between Transportation and other City work groups, including CIP, Water Resources, Grounds, and Community Development.
- Establish implementation protocols, procedures, and performance management practices necessary to maintain success in high-performing areas and advance improvement in others.
- Develop a structured decision-making framework aligned with the Strategic Framework and confirmed KPIs to guide post-adoption implementation decisions.

Deliverable(s):

- *Dynamic Cost Estimation Tool* — Editable financial model developed in Microsoft Excel providing planning, design, and construction cost estimates for all recommended projects and programs, including adjustable unit cost, inflation, and staffing assumptions.
- *Internal Resourcing and Workload Matrix* — Documentation of projected staff hours, team structure, and departmental coordination requirements by project type and scale.
- *Funding and Financing Strategy Memo* — Analysis of projected funding capacity across implementation tiers, including CIP alignment, grant strategy, and evaluation of potential debt financing where appropriate.

- *Implementation Timeline (0–5, 6–10, 11–15, 16–20 Years)* — Sequenced roadmap assigning prioritized recommendations to defined implementation tiers based on fiscal and operational constraints.
- *Interdepartmental Coordination and Implementation Protocols Report* — Documentation of recommended coordination strategies, sequencing triggers, and adoption pathways for updates to street typologies, LEDS standards, ULUC transportation provisions, and related policy instruments.
- *Decision-Making Framework for Implementation* — Structured evaluation matrix and governance protocol for emergent projects, scope modifications, engagement scaling, and non-TMP project proposals. Tool will be delivered in an editable database format that the City can update for future programming.
- *GIS Data Package and Dashboard Integration Assets* – These geospatial layers will support decision-making, prioritization, and communication of implementation strategies while providing the foundation for the final interactive GIS Dashboard Application delivered under Task 7.

Assumptions:

- City will provide the Contractor access to the City's GIS data sets and the necessary permissions to create and manage layers within the City's ArcGIS Online environment.
- Each deliverable will have two reviews by the City before being finalized.
- The City will provide the Contractor with a single set of consolidated review comments for each draft.
- All deliverables in this task will be developed and formatted in Microsoft Word or Excel and delivered with Portable Document Format (PDF) documents.
- The City will create packet reports for TMB/City Council meetings.
- All deliverables that will be incorporated into the SS4A Comprehensive Safety Action Plan will be done so strategically so that the creation of this appendix takes minimal additional effort.
- All public facing deliverables will meet State of Colorado Accessibility Guidelines.

TASK 7: Draft and Final Plan Refinement

The final phase synthesizes and packages material developed in each of the three phases into a single, cohesive concise and graphically interesting TMP which clearly documents the Strategic Framework, confirmed KPIs, benchmarking and gap findings, recommended policies, programs, and projects, implementation validation and categorization process, scheduling tiers, governance and decision-making framework.

The document will be designed for both print publication and as an interactive, GIS-based web platform accessible through the City's website. The interactive platform will integrate baseline data, recommended actions and implementation validation categorization, and scheduling tiers in a format that is transparent, searchable, and publicly accessible.

Three drafts will be developed through a structured internal review, an initial draft, 30-day public draft, and formal presentation to City Council prior to adoption. In this task, the Contractor is expected to:

- Synthesize all prior analyses and recommendations into a cohesive, adoption-ready TMP document.
- Provide consistency, traceability, and alignment between the Strategic Framework, KPIs, recommendations, and implementation strategy.
- Conduct structured internal and public review cycles, incorporating feedback into the final document.
- Deliver all content in both final and editable formats suitable for long-term City use.
- Provide all geospatial content in georeferenced and editable format for future application.

Deliverables:

- *Public Draft TMP* — Draft document incorporating all required content for public and Council review. (digital copy, 30-day review period)
- *Final Adopted TMP* — Finalized plan including executive summary, appendices, and integrated implementation framework in both editable and publication-ready formats.
- *SS4A Comprehensive Safety Action Plan Appendix* – compiling sections of the TMP that were strategically written to eventually be a stand-alone appendix that meets requirements of an SS4A Comprehensive Safety Action Plan.
- *Final Interactive GIS Dashboard Application* — Final dashboard that allows staff to visualize, filter, and explore Transportation Master Plan recommendations, project priorities, implementation timelines, costs, and supporting transportation data to support ongoing planning, decision-making, and implementation tracking. The interactive dashboard and all supporting ArcGIS Online resources, including web maps and feature layers, will reside within the City's ArcGIS Online organization to support long-term management and maintenance.
- *GIS Data Package and Methodology Documentation* — Complete set of geospatial data layers, geodatabases, and associated metadata developed during the project.
- *Graphics and Map Files (Native Format)* — All maps, charts, diagrams, and graphics provided in native, editable format.

Assumptions:

- City will provide the Contractor with access to the City's GIS data sets and the necessary permissions to create and manage layers within the City's ArcGIS Online environment.
- Each deliverable will have two reviews by the City before being finalized.
- The City will provide the Contractor with a single set of consolidated review comments for each draft.

- All first draft deliverables and final draft of non-public facing deliverables in this task will be developed and formatted in Microsoft Word and delivered in a Portable Document Format (PDF).
- Each final draft or public facing deliverables in this task will be developed and formatted using Adobe InDesign and delivered in a Portable Document Format (PDF).
- The City will create packet reports for TMB/City Council meetings.
- All public facing deliverables will meet State of Colorado Accessibility Guidelines.

PROJECT SCHEDULE

While the final project schedule will be developed in collaboration with the City during the creation of the Project Management and Public and Stakeholder Engagement Plans, it is anticipated the scope of work presented above will be completed in approximately 20-months.

- Tasks 1 & 2 - Project launch: 2 months
- Task 3 – Strategic Plan and Baselining: 6 months
- Task 4 – Benchmarking and Gap Identification: 5 months
- Task 5 – Project and Policy Recommendations: 3 months (Concurrent with Task 6)
- Task 6 – Implementation and Funding Strategy: 3 months (Concurrent with Task 5)
- Task 7 – Draft and Final Plan Refinement: 4 months

TOTAL COSTS BY TASK

Task	Parts	Total Cost
Task 1: Project Management	A	$173,338.75
Task 2: Public and Stakeholder Engagement	A	$395,365.00
Task 3: Strategic Framework and Baselining	A	$179,058.75
Task 4: Benchmarking and Gap Identification	A	$142,787.75
Task 5: Bullseyeing and Project Recommendations	A	$201,379.25
Task 6: Implementation and Funding Strategy	B	$106,625.00
Task 7: Draft and Final Plan Refinement	B	$97,693.75
Task 8: Biennial Reports	C	$-
Grand Total		**$1,296,248.25**

Labor Rate Schedule

List ALL potential Labor Categories that may be utilized for Parts A (Tasks 1-5)

Labor Category	Description	Hourly Rate ($)	Notes
Senior Team Leader	Leadership team/QAQC	$300.00	Olsson Labor Category/Rate
Technical Expert	Leadership team/QAQC	$320.00	Olsson Labor Category/Rate
Group Leader	Leadership team/QAQC	$285.00	Olsson Labor Category/Rate
Senior Planner	Leadership team/QAQC	$195.00	Olsson Labor Category/Rate
Planner	Design and Planning Support	$150.00	Olsson Labor Category/Rate
Lead Engineer	Design and Planning Support	$295.00	Olsson Labor Category/Rate
Associate Project Manager	Design and Planning Support	$245.00	Olsson Labor Category/Rate
Engineer	Design and Planning Support	$175.00	Olsson Labor Category/Rate
Associate Engineer	CADD/GIS	$160.00	Olsson Labor Category/Rate
Assistant Engineer	CADD/GIS	$145.00	Olsson Labor Category/Rate
Senior Technician	CADD/GIS	$127.00	Olsson Labor Category/Rate
Admin	Admin	$90.00	Olsson Labor Category/Rate
CEO	Leadership team/QAQC	$420.00	GBSM Labor Category/Rate
Senior Associate	Leadership team/QAQC	$270.00	GBSM Labor Category/Rate
Associate	Design and Planning Support	$205.00	GBSM Labor Category/Rate
Coordinator	Admin	$100.00	GBSM Labor Category/Rate
Principal Advisor	Leadership team/QAQC	$415.00	Infrastructure Strategies Labor Category/Rate
Senior Advisor	Leadership team/QAQC	$375.00	Infrastructure Strategies Labor Category/Rate
Project Coordinator	Design and Planning Support	$170.00	Infrastructure Strategies Labor Category/Rate
Principal	Leadership team/QAQC	$203.00	Cascadia Labor Category/Rate
Principal	Leadership team/QAQC	$250.00	Blue Zones Labor Category/Rate
Principal	Leadership team/QAQC	$175.00	Narrative Design Labor Category/Rate

Staff Communication

File #: Resolution 77-2026, **Version:** 1

Agenda Date: 10/20/2026

Subject:
Resolution 77-2026: Approving the Intergovernmental Agreement with Urban Drainage and Flood Control District D/B/A Mile High Flood District regarding development of a district-wide flood risk assessment

From:	James L. Becklenberg, City Manager
Prepared by:	Brent Soderlin, Director of Public Works & Utilities
	Sarah White, Water Resources Manager
Presentations:	N/A

PURPOSE:
Approval of an Intergovernmental Agreement (IGA) between the City of Littleton and Urban Drainage and Flood Control District D/B/A with Mile High Flood District (MHFD) to develop a district-wide flood risk assessment.

LONG-TERM OUTCOME(S) SERVED:
Safe Community; High-Quality Governance; Sustainable Community with Natural Beauty

DISCUSSION:
Floodplain management promotes public health, safety, and welfare by permitting the movement of water during storm events, minimizing flood loss and damage. Watershed planning is an important way to help protect people and property against flooding, erosion, and stormwater quality problems. These plans contain a strategy and work plan to identify flood risk management projects, guide new land development projects and identify high risk areas. The City of Littleton has adopted 13 major drainageway master plans and a flood management program to provide regulation for their implementation.

Floodplain regulations are currently established with a binary description “in or out” of the special flood hazard area (SFHA aka 1% annual chance flood or “100-year floodplain”). Properties within the SFHA are required to comply with certain floodplain regulations as established by FEMA and the Colorado Water Conservation Board and further adopted by the City of Littleton Municipal Code. However, flood risk is not that simple, making it difficult to communicate risk and prioritize flood mitigation projects. While prioritization can already be challenging within a single watershed, it becomes even more difficult across watersheds and city boundaries, where projects are compared without a consistent framework and prioritization is often based on anecdotal evidence.

MHFD in collaboration with the City of Littleton and other local jurisdictions are proposing the participation in the MHFD Flood Risk Program Foundational Data project. This project’s goal is to supplement the existing “in or out of the floodplain” regulations, by creating additional models to show the graduated flood risk using reliable, repeatable methods. The Program is not intended to modify regulatory floodplains or create new

regulatory designations. Instead, it will build the foundational modeling tools and data that could support future mapping or revisions to local regulations. While there are many applications for high-resolution flood information, the program implementation focuses on the following aspects:

- Creating a shared, district wide flood data system. The data building process will be thoroughly reviewed by MHFD and all partner jurisdictions.
- Improving how flood mitigation projects are prioritized. The new data will help compare projects more fairly and improve transparency in spending decisions.

Phase 1 of the project (District-wide modeling + risk assessment) will occur over the next three years. Work begins in late 2026 and is expected to finish in 2029. Phase 1 is estimated to cost $4.9 million. MHFD will cover 50% of the project costs and is seeking a 50% match from each local government partner. Costs are prorated based on watershed characteristics, including size, development, hydraulic structures, stream length, storm drains, and calibration gauges.

The total matching funds request for Littleton is $30,900, a 1.2% cost share. The fund request will be split into 2 billing years, $10,000 in 2026 and $20,900 in 2027.

BACKGROUND:
City-wide flood models, such as the City and County of Denver's Flo-2D modeling have been explored previously and have been implemented to great success. Denver has utilized this data to create their Urban Flood Risk Area map, which is intended to supplement existing floodplain maps by also showing expected flood depths along the areas that were studied, allowing residents, developers, and other users better understand the potential flood risk with certain areas of the city, beyond the "in or out of the floodplain" designation.

Older models often only consider major waterways and ignore local stormwater flooding resulting in significant gaps within the data. In addition, the framework used to create these older models may also vary from one watershed to another, making it impossible to combine existing models into one consistent city-wide picture. Stormwater doesn't follow city boundaries, therefore coordination with other jurisdictions is critical to ensure the results of these models are both accurate and up to date with any recent developments that may impact the floodplain. This can make consistency in recordkeeping difficult when many jurisdictions are only concerned with keeping their own information up to date, rather than considering the greater watershed and looking at any upstream or downstream impacts.

MHFD plans to address these challenges by enacting a portfolio-management approach of the collected data, which considers the full District and/or local government jurisdictions, rather than individual watersheds, which includes local storm flooding. In addition, MHFD has developed a programmatic framework to ensure consistency across all flood models that will be used for data collection as a part of this effort. This framework marks a shift in watershed modeling methodologies from the historical models that are currently used by MHFD for regulatory purposes.

A smaller pilot project was completed in Goldsmith Gulch between 2024 and 2025. Per MHFD's results from the pilot, the new modeling framework more closely matched observed flooding conditions while old methodologies consistently overestimated peak flows and produced earlier, sharper peaks. While the conservative assumptions associated with older methodologies can support regulatory compliance, they frequently lead to overdesign and inflated mitigation costs.

With promising results observed within the Goldsmith Gulch Pilot Study and lots of applications for high

resolution flood data, MHFD is promoting this study district wide.

Major drainageway plans will continue to be produced to help the city follow FEMA and State floodplain regulations. Flood Insurance Rate Maps produced by FEMA denote areas associated with the mandatory purchase requirement and additional regulations. This flood risk assessment model will supplement mapped SFHA to include flood risk across the entirety of the City of Littleton. Hazard information (depth, velocity, and flood force) will be intersected with people-proxy receptor datasets (population, buildings, roads, trails, and critical facilities) to develop graduated risk information across the city. The city will be able to use these hazard and risk metrics to identify mitigation projects across the city not just within the SFHA.

Prior Actions or Discussions
N/A

FISCAL IMPACTS:
Approval of this IGA authorizes the City of Littleton to contribute 1.2% cost share of $30,900.00. The fund request will be split into 2 billing years, $10,000 in 2026 and $20,900 in 2027.

Funding Source	**Funding Amount**
City of Littleton Account 4200-313-74210	$30,900
MHFD CIP Match Funding	$2,481,017
Other participation jurisdictions	$2,450,100
Total	$4,962,017

STAFF RECOMMENDATION:
Staff recommends approval of the IGA.

ALTERNATIVES:
If not approved, the city would not be able to contribute to a district-wide flood risk model.

PROPOSED MOTION:
I move to approve Resolution 77-2026 approving the Intergovernmental Agreement with Urban Drainage and Flood Control District D/B/A Mile High Flood District regarding development of a district-wide flood risk assessment.

CITY OF LITTLETON, COLORADO

Resolution No. 77

Series, 2026

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LITTLETON, COLORADO, AUTHORIZING AN INTERGOVERNMENTAL AGREEMENT BETWEEN THE CITY OF LITTLETON AND URBAN DRAINAGE FLOOD CONTROL DISTRICT D/B/A MILE HIGH FLOOD DISTRICT FOR THE DEVELOPMENT OF A DISTRICT-WIDE FLOOD RISK ASSESSMENT

WHEREAS, the Council may, by resolution, enter into contracts with other government bodies to furnish or receive governmental services, to make or pay for charges for such services and to enter into cooperative or joint activities with other government bodies; and

WHEREAS, the City of Littleton desires to proceed with the development and establishment of a District-wide Flood Risk Assessment with Urban Drainage and Flood Control District D/B/A Mile High Flood District (MHFD); and

WHEREAS, a flood risk assessment model will supplement mapped regulatory floodplains to include flood risk across the entirety of the City of Littleton; and

WHEREAS, MHFD will contribute no less than a 50% cost share to this project; and

WHEREAS, the City of Littleton's cost share set forth in the agreement is $30,900; with $10,000 provided in 2026 and the remaining balance of $20,900 provided in 2027.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LITTLETON, COLORADO, THAT:

Section 1. The Littleton City Council hereby approves the Intergovernmental Agreement between the City of Littleton and Urban Drainage and Flood Control District D/B/A Mile High Flood District regarding development of a district-wide flood risk assessment and the Mayor is hereby authorized to execute the intergovernmental agreement.

INTRODUCED, READ AND ADOPTED at a regularly scheduled meeting of the City Council of the City of Littleton, Colorado, on the 20th day of October 2026, at 6:30 p.m. at the Littleton Center, 2255 West Berry Avenue, Littleton, Colorado.

ATTEST:

_____
Colleen L. Norton
CITY CLERK

_____
Kyle Schlachter
MAYOR

APPROVED AS TO FORM:

_____
Reid Betzing
CITY ATTORNEY

AGREEMENT REGARDING FUNDING OF
MHFD FLOOD RISK PROGRAM

Agreement No. 26-04.22
Project No. 110355

THIS AGREEMENT, by and between URBAN DRAINAGE AND FLOOD CONTROL DISTRICT D/B/A MILE HIGH FLOOD DISTRICT (hereinafter called "DISTRICT") and CITY OF LITTLETON (hereinafter called "PROJECT SPONSOR") and collectively known as "PARTIES";

WITNESSETH:

WHEREAS, PARTIES desire to proceed with development of a District-wide Flood Risk Assessment (hereinafter called "PROJECT"); and

WHEREAS, DISTRICT's Board of Directors reviewed and authorized expenditures for the 2026 Work Program (Resolution No. 86, Series of 2025) which includes research and development; and

WHEREAS, the governing board (officials) of PROJECT SPONSOR and the Board of Directors of DISTRICT have authorized, by appropriation or resolution, all of PROJECT costs of the respective PARTIES.

NOW, THEREFORE, in consideration of the mutual promises contained herein, PARTIES hereto agree as follows:

Part 1

1.01 SCOPE OF AGREEMENT

This Agreement defines the responsibilities and financial commitments of PARTIES with respect to PROJECT.

1.02 SCOPE OF PROJECT

The purpose of the PROJECT is to develop a District-wide flood risk assessment program to help identify and prioritize flood risk reduction efforts across the region. The program overview, data development, core assumptions, outcomes and purpose are summarized in Exhibit A.

1.03 PUBLIC NECESSITY

PARTIES agree that the work performed pursuant to this Agreement is necessary for the health, safety, comfort, convenience, and welfare of all the people of the State, and is of particular benefit to the inhabitants of PARTIES and to their property therein.

1.04 PROJECT COSTS AND ALLOCATION OF COSTS

A. PARTIES agree that for the purposes of this Agreement project costs shall consist of, and be limited to, services in support of Paragraph 1.02. SCOPE OF PROJECT and related services and contingencies mutually agreeable to PARTIES.

B. The PROJECT SPONSOR shall contribute Thirty Thousand Nine Hundred Dollars ($30,900.00) toward the PROJECT. Ten Thousand Dollars ($10,000) will be provided in 2026 and the balance of $20,900 will be provided in 2027. The DISTRICT shall contribute an amount not less than the PROJECT SPONSOR's contribution.

1.05 MANAGEMENT OF FINANCES

As set forth in DISTRICT policy (Resolution No. 11, Series of 1973, Resolution No. 49, Series of 1977, and Resolution No. 37, Series of 2009), the funding of a PROJECT SPONSOR's share may come from its own revenue sources or from funds received from state, federal or other sources of funding without limitation and without prior DISTRICT approval.

Payment of each party's full share shall be made to DISTRICT subsequent to execution of this Agreement and within 30 days of request for payment by DISTRICT. The payments by PARTIES shall be held by DISTRICT in a special fund to pay for increments of PROJECT as authorized by PARTIES, and as defined herein. DISTRICT shall provide accounting of PROJECT funds as well as a notification to PROJECT SPONSOR of any unpaid obligations upon request. Any interest earned by the monies contributed by PARTIES shall be accrued to the special fund established by DISTRICT for PROJECT and such interest shall be used only for PROJECT upon approval by the contracting officers (Paragraph 2.03).

Following completion of PROJECT if there are monies including interest earned, which are not committed, obligated, or disbursed, each party shall receive a share of such monies, which shares shall be computed as were the original shares; or, at PROJECT SPONSOR request, PROJECT SPONSOR share of remaining monies shall be transferred to another special fund held by DISTRICT.

1.06 PUBLISHED REPORTS AND PROJECT DATA

DISTRICT will provide to each SPONSOR a copy of any report that DISTRICT receives from its consultant(s) or contractor(s), or that DISTRICT collects or develops under this Agreement. DISTRICT will provide to each SPONSOR a copy of data deliverables on request.

1.09 RESPONSIBILITIES OF PARTIES

DISTRICT shall be responsible for coordinating with PROJECT SPONSOR the information developed by the various consultants hired by DISTRICT and for obtaining all concurrences from PROJECT SPONSOR needed to complete PROJECT in a timely manner. PROJECT SPONSOR agrees to review all draft and final products; and to provide comments within 21 calendar days after the drafts have been provided by DISTRICT to PROJECT SPONSOR.

1.10 PUBLIC RELATIONS

It shall be at PROJECT SPONSOR's sole discretion to initiate and to carry out any public relations program to inform the residents in PROJECT area as to the purpose of PROJECT and what impact it

may have on them. Technical information shall be presented to the public by the selected engineer, if requested by PROJECT SPONSOR. In any event DISTRICT shall have no responsibility for a public relations program but shall assist PROJECT SPONSOR as needed and appropriate.

1.11 EXECUTION IN COUNTERPARTS – ELECTRONIC SIGNATURES

Electronic signatures shall be permitted to bind the PARTIES to this Agreement, and all subsequent documents requiring the signatures of the PARTIES to this Agreement. Documents requiring notarization may also be notarized by electronic signatures. All use of electronic signatures shall be governed by the Uniform Electronic Transactions Act, CRS §§ 24-71.3-101 to 121. However, the PARTIES agree that only electronic signatures created by electronic signature software including but not limited to DocuSign shall be permitted.

Part 2

2.01 TERM OF AGREEMENT

The term of this Agreement shall commence upon execution and shall terminate three (3) years after the final payment is made and the final accounting of funds on deposit at DISTRICT is provided to all PARTIES pursuant to Paragraph 1.05 herein.

2.02 LIABILITY

Each party hereto shall be responsible for any suits, demands, costs or actions at law resulting from its own negligent or wrongful acts or omissions and may insure against such liabilities as appropriate.

2.03 CONTRACTING OFFICERS

A. The contracting officer for PROJECT SPONSOR shall be the Public Works Director, 2255 West Berry Ave, Littleton, CO, 80112.

B. The contracting officer for DISTRICT shall be the Executive Director, 12575 W. Bayaud Avenue, Lakewood, Colorado 80228.

C. The contracting officers for PARTIES each agree to designate and assign a PROJECT representative to act on the behalf of said PARTIES in all matters related to PROJECT undertaken pursuant to this Agreement. Each representative shall coordinate all PROJECT related issues between PARTIES, shall attend all progress meetings, and shall be responsible for providing all available PROJECT-related file information to the engineer upon request by DISTRICT or PROJECT SPONSOR. Said representatives shall have the authority for all approvals, authorizations, notices or concurrences required under this Agreement. In the case of amendments to this Agreement, contracting officers shall determine which PARTIES are impacted by the amendment and ensure that such PARTIES provide their approval in writing. Unaffected PARTIES shall only be required to acknowledge the amendment in

writing, and their acknowledgement shall be sufficient to meet the requirements of this Agreement.

2.04 AMENDMENTS

This Agreement contains all of the terms agreed upon by and among PARTIES. Any amendments to this Agreement shall be in writing. Amendments affecting only specific PARTIES, whether through changes in scope or additional funding contributions, shall require the written approval of the impacted PARTIES. All other PARTIES unaffected by the amendment shall acknowledge the amendment in writing, and their acknowledgement shall be sufficient to meet the requirements of this Agreement.

2.05 SEVERABILITY

If any clause or provision herein contained shall be adjudged to be invalid or unenforceable by a court of competent jurisdiction or by operation of any applicable law, such invalid or unenforceable clause or provision shall not affect the validity of the Agreement as a whole and all other clauses or provisions shall be given full force and effect.

2.06 APPLICABLE LAWS

This Agreement shall be governed by and construed in accordance with the laws of the State of Colorado. Jurisdiction for any and all legal actions regarding this Agreement shall be in the State of Colorado and venue for the same shall lie in the county where PROJECT is located.

2.07 ASSIGNABILITY

No party to this Agreement shall assign or transfer any of its rights or obligations hereunder without the prior written consent of the other party or parties to this Agreement.

2.08 BINDING EFFECT

The provisions of this Agreement shall bind and shall inure to the benefit of PARTIES hereto and to their respective successors and permitted assigns.

2.09 ENFORCEABILITY

PARTIES hereto agree and acknowledge that this Agreement may be enforced in law or in equity, by decree of specific performance or damages, or such other legal or equitable relief as may be available subject to the provisions of the laws of the State of Colorado.

2.10 TERMINATION OF AGREEMENT

This Agreement may be terminated upon thirty (30) days' written notice by any party to this Agreement, but only if there are no contingent, outstanding contracts. If there are contingent, outstanding contracts, this Agreement may only be terminated upon the cancellation of all contingent, outstanding contracts. All costs associated with the cancellation of the contingent contracts shall be shared between PARTIES in the same ratio(s) as were their contributions.

2.11 NO DISCRIMINATION IN EMPLOYMENT

In connection with the performance of work under this Agreement, PARTIES agree not to refuse to hire, discharge, promote or demote, or to discriminate in matters of compensation against any person otherwise qualified because of race, color, ancestry, creed, religion, national origin, gender, age, military status, sexual orientation, gender identity, marital status, or physical or mental disability and further agree to insert the foregoing provision in all subcontracts hereunder.

2.12 APPROPRIATIONS

Notwithstanding any other term, condition, or provision herein, each and every obligation of the PARTIES stated in this Agreement is subject to the requirement of a prior appropriation of funds therefore by the appropriate governing body of the respective PARTIES .

2.13 NO THIRD PARTY BENEFICIARIES

It is expressly understood and agreed that enforcement of the terms and conditions of this Agreement, and all rights of action relating to such enforcement, shall be strictly reserved to PARTIES, and nothing contained in this Agreement shall give or allow any such claim or right of action by any other or third person on such Agreement. It is the express intention of PARTIES that any person or party other than PARTIES receiving services or benefits under this Agreement shall be deemed to be an incidental beneficiary only.

2.14 GOVERNMENTAL IMMUNITIES

PARTIES hereto intend that nothing herein shall be deemed or construed as a waiver by any party of any rights, limitations, or protections afforded to them under the Colorado Governmental Immunity Act (§ 24-10-101, *et seq*., C.R.S.) as now or hereafter amended or otherwise available at law or equity.

2.15 INTENT OF AGREEMENT

Except as otherwise stated herein, this Agreement is intended to describe the rights and responsibilities of and between PARTIES and is not intended to and shall not be deemed to confer rights upon any person or entities not named as PARTIES, nor to limit in any way the powers and responsibilities of PROJECT SPONSOR, DISTRICT or any other entity not a party hereto.

WHEREFORE, PARTIES hereto have caused this instrument to be executed by properly authorized signatories as of the date and year first above written.

URBAN DRAINAGE AND FLOOD CONTROL DISTRICT
D/B/A
MILE HIGH FLOOD DISTRICT

By_____

Name Laura A. Kroeger

Title Executive Director

Date_____

_____
Checked By

PROJECT SPONSOR

APPROVED AS TO FORM:

By_____

Name Kyle Schlachter

_____
Reid Betzing
City Attorney

Title City of Littleton Mayor

Date_____

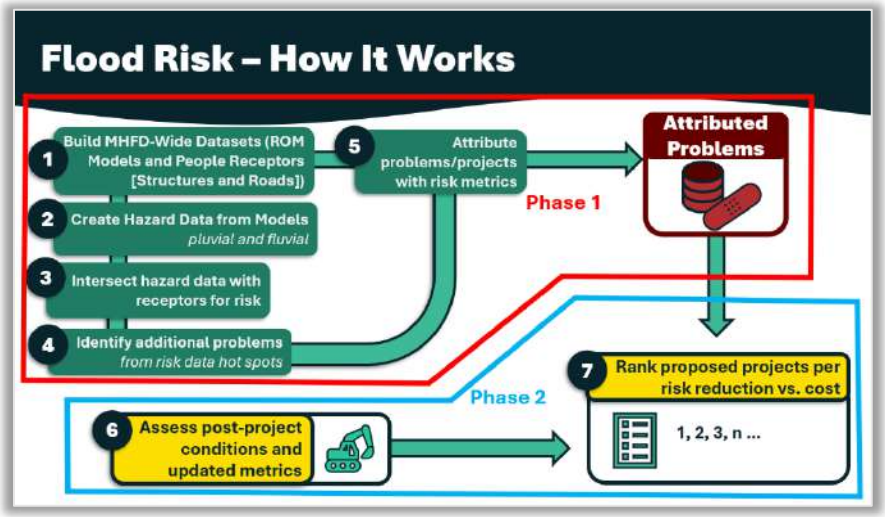
1. Program Overview and Intent

The MHFD Flood Risk Program establishes a district-wide, technically consistent methodology for quantifying flood hazards and translating them into measurable flood risk to people and infrastructure. The Program supports Capital Improvement Program (CIP) prioritization, increases transparency in investment decisions, and improves communication of flood risk across jurisdictions. The Program does not modify FEMA regulatory floodplains or create new regulatory designations. However, the Program develops foundational riverine models that may support future FEMA regulatory mapping or local regulatory adoption.

Guiding Policies	Primary Objectives
• Clarity, accessibility, and transparency • Integration of flood risk into broader decision-making • Consistent, defensible technical standards • Defined governance with flexibility to support regulatory needs • Achievable lifecycle management and sustainability	• Communicate flood risk clearly beyond binary mapping Quantify flood hazards using consistent modeling • Translate hazard into risk using defined receptors • Provide defensible risk metrics to evaluate CIP impacts • Strengthen alignment of MHFD and Local Government CIP prioritization processes

2. Data Development Workflow

The steps on the right will be completed by watershed, in batches across multiple geographies, to develop **district-wide existing hazard and risk information by 2029** (Phase 1 Production). Additional steps will occur in future efforts at the request of local governments (Phase 2 Planning).



The process begins with **foundational datasets** (Step 1), which are used to build **hydrologic and hydraulic (H&H) models** (Step 2). These models produce pluvial and fluvial flood hazard maps. The hazard maps are then combined with **people receptor datasets** from Step 1 to develop **flood risk information** (Step 3).

The existing hazard and risk results are used to **identify flooding problem areas and hotspots** (Step 4) and then **flood risk is aggregated into problem areas** to establish **baseline risk values** (Step 5).

Phase 2 builds on the Phase 1 models by updating them to represent **future or post-project conditions** (Step 6) and recalculating hazard and risk (repeating Steps 2 and 3). The difference between existing and post-project risk is then aggregated across problem areas (Step 5) and used to **calculate cost-based risk-reduction ratios** (Step 7). These ratios support **CIP project selection based on cost-effectiveness**, focusing on projects that reduce the most risk for the least cost.

3. Core Assumptions in Modeling Hazard

Flood Risk will create two-dimensional (2D) Rain-on-Mesh (RoM) models calibrated to historic events, primarily via HEC-RAS v7, with flexibility to use InfoWorks ICM based on local government preference. Models will be constructed with a detailed mesh, typically 50-foot in developed areas that are further refined to 25 feet along features or 100-foot in undeveloped areas. Model details will be based on readily available data (e.g. MHFD FHADs/MDPs, local government partner data, Denver Regional Council of Governments (DRCOG) data, etc.) and often require assumptions based on engineering judgement where data and attributes are missing, which is common for sewer datasets and occasionally for structures in the channel. Assumptions made to address data gaps will be documented and may be addressed in a future effort. The storm sewer systems will generally be represented for pipes 2 feet and

larger in diameter (and their contributing inlets) with flexibility to include smaller pipes based on data quality. Hazards will be simulated based on the most recent terrain and existing land cover collections (typically 2020), with the application of 13 design storms spanning from the 1- to 1000-year recurrence interval. Additional technical assumptions, methodologies, and scoring approaches are documented in MHFD Flood Risk technical guidance documents, which may evolve over time as the Program matures.

4. Phase 1 Products and Expected Outcomes

This Program will provide the following products and information for each modeled basin.

HAZARD (the physical flooding condition)	RISK (impact on receptors)	SUPPLEMENTAL (documentation, models, files)
• Event-based hazard rasters for maximum depth, velocity, and depth×velocity (flood force) • Event-based floodplains (polygons) for both pluvial and fluvial hazards • Composite annual exceedance probability (AEP) map representing the frequency of flooding	• People-proxy receptor dataset of buildings (residential, commercial, government, etc.), roads, and trails, with attributes and impact factors • Flood Risk Scores by receptor, aggregated by tiles (polygon data and summary figures), and basin summary tables/figures • Threat AEP map indicating how dangerously it floods (highest of depth, velocity, or depth×velocity) and when	• Calibrated (depending on data availability) or validated model with simulated plans for calibration events and design storms • Model metadata that spatially documents key attributes, source data, and assumptions • Memorandum documenting methodology, unique conditions, results, and notable assumptions

These products are intended to result in:

- Watershed-scale quantification of existing flood risk for improved transparency and CIP decisions.
- Identification of flood risk inside and outside of FEMA-mapped floodplains.
- Foundational data for consistent approach to compare risk-reduction benefits across projects in Phase 2.

5. Fit-for-Use Applications

MHFD Flood Risk is primarily designed for screening-level planning and CIP prioritization, with additional applications shown below. Care should be taken when using these models for design or regulatory purposes. Models developed for Flood Risk are foundational and may be adapted for those purposes as appropriate.

Intended Planning Applications	
• Identify flood risk hot spots and problem areas • Inform CIP prioritization using risk reduction per dollar invested • Provide justification of flood mitigation investments to elected officials	• Guide master planning and future study needs • Local government officials assess flood risk within and outside of regulatory floodplains • Evaluate conceptual mitigation alternatives • Support grant applications
Applications with Caution	
• Communicate flood risk within and outside of regulatory floodplains to the public (homeowners) • Assessing storm sewer capacity (does not reflect every pipe or inlet detail)	• Support emergency planning exercises and response • Informed location selection for site development • Local adoption of fluvial (riverine) flooding • Project design and site-specific grading
Not Suitable for	
• Detailed hydraulic studies required for development permitting • Modification to regulatory floodplains or ordinances • Direct local adoption of pluvial (overland) flooding without additional study, policy consideration, and ordinance development	• Storm sewer system sizing and design • Estimating insurance requirements and pricing. • Quantifying people in an area for other purposes • Site-specific engineering certifications or property valuations

Staff Communication

File #: Resolution 73-2026, **Version:** 1

Agenda Date: 10/20/2026

Subject:
Resolution 73:2026: Approving the renewal of property/casualty liability insurance coverage through Colorado Intergovernmental Risk Sharing Agency (CIRSA)

From:	James L. Becklenberg, City Manager
Prepared by:	Tracy Hooker, HR Director
Presentations:	N/A

PURPOSE:
To approve the renewal of property/casual liability insurance with CIRSA.

LONG-TERM OUTCOME(S) SERVED:
High-Quality Governance; Safe Community

DISCUSSION:
The City of Littleton partners with CIRSA for its insurance coverage, management of claims for covered losses, legal representation of certain claims, training and education, risk assessments, risk management, loss control services, and related support. The 2027 renewal reflects an increase from $808,288 in 2026 to $909,340 in 2027 based on auto liability, auto physical damage, public officials' errors and omissions, and law enforcement liability. The CIRSA contract is competitively priced and consistent with current industry standards.

BACKGROUND:
CIRSA is a member-owned self-insurance pool that is dedicated to providing Colorado municipalities and public entities with property/casual liability coverage including risk management and risk assessment for its members. CIRSA was originally formed by municipalities for the purposes of helping manage costs and liability collectively. The City of Littleton has been a member of CIRSA since 1984. There are currently over 293 municipalities and public entities that are members of CIRSA. By being able to pool resources, members can help manage costs and risks. Annually, in part based on previous years' claims and costs for services, CIRSA provides new rates or premiums for services. The item before you tonight renews coverage for the 2027 calendar year.

Prior Actions or Discussions
N/A

FISCAL IMPACTS:
The 2027 renewal is in the amount of $909,339.83.

STAFF RECOMMENDATION:

It is recommended to continue our membership with CIRSA to provide insurance coverage and risk management services to the city.

ALTERNATIVES:
Find an alternative vendor or go towards complete self-insurance. However, this will potentially result in a higher cost or liability exposure to the city.

PROPOSED MOTION:
I move to approve Resolution 73-2026 approving the renewal of property/casualty liability insurance coverage through Colorado Intergovernmental Risk Sharing Agency (CIRSA).

CITY OF LITTLETON, COLORADO

Resolution No. 73

Series, 2026

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LITTLETON, COLORADO, APPROVING THE RENEWAL OF PROPERTY/CASUALTY LIABILITY COVERAGE THROUGH COLORADO INTER-GOVERNMENTAL RISK SHARING AGENCY (CIRSA)

WHEREAS, pursuant to Section 1-15-62(a) of the Littleton Municipal Code, City Council approval is a condition precedent to the approval of an Agreement in which the total value of the Agreement is over five hundred thousand dollars and 00/100 cents $500,00.00); and

WHEREAS, the City of Littleton contracts with an outside vendor to provide property/casualty liability coverage and related services to manage risk for the City; and

WHEREAS, the Colorado Intergovernmental Risk Sharing Agency ("CIRSA") is a municipal self-insurance pool that was formed by Colorado municipalities to provide insurance coverage, including risk management and risk assessment for its members to collectively manage costs and liability; and

WHEREAS, the City of Littleton has been a member of CIRSA since 1984: and

WHEREAS, CIRSA has over 290 members including other municipalities and public entities; and

WHEREAS, Littleton as a member organization wishes to renew coverage for the 2026 calendar year with CIRSA.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LITTLETON, COLORADO, THAT:

Section 1. The Littleton City Council hereby approves the renewal of property/casualty liability coverage through Colorado Intergovernmental Risk Sharing Agency and authorizes the Mayor, to execute the same on behalf of the City of Littleton.

Section 2. The Resolution shall take effect upon its approval by the Littleton City Council.

INTRODUCED, READ AND ADOPTED at a regularly scheduled meeting of the City Council of the City of Littleton, Colorado, on the 20th day of October 2026, at 6:30 p.m. at

the Littleton Center, 2255 West Berry Avenue, Littleton, Colorado.

ATTEST:

_____
Colleen L. Norton
CITY CLERK

_____
Kyle Schlachter
MAYOR

APPROVED AS TO FORM:

_____
Reid Betzing
CITY ATTORNEY

August 31, 2026

Lina Berkowitz, Leave and Compliance Specialist
City of Littleton
2255 West Berry Avenue
Littleton, CO 80120

RE: 2027 Property/Casualty Preliminary Contribution Quotation

Dear Lina:

Enclosed is the preliminary quotation for your 2027 contribution to the CIRSA Property/Casualty Pool.

We are pleased to report that the overall average change in Property/Casualty contribution for 2027 is a slight increase. Your entity's quote(s) may reflect a greater or lesser increase, or overall decrease, depending on your entity's operations and exposures, and a variety of underwriting factors, including loss experience, changes in exposures, changes in total operating expenditures, selected deductibles and limits, and other factors.

The enclosed quotation(s) are preliminary. Final invoices, which are expected to be emailed on December 18, 2026, will be adjusted based on any changes to your 2027 renewal application. Please note that the quoted contributions may also change if there are significant changes to CIRSA membership for 2027 or if the actual excess insurance premiums are not sufficiently funded by the budget established within your rate.

For your convenience, the quote(s) include a breakdown of contribution by line of coverage, the amount of any Loss Control Credits available to your entity, and optional payment plans. If you requested alternative quote options reflecting different liability limits or various deductible options for 2027, these quotes are also included.

If you would like to explore additional liability limits or deductible options, CIRSA's Finance Team is available to assist you with this assessment. Keep in mind that selecting a higher deductible means your entity will assume more of the cost in the event of a claim. Therefore, it's crucial to evaluate your entity's ability to handle a higher deductible. Please contact Linda Black, Assistant Director/Chief Financial Officer, at (720) 605-5440 or lindab@cirsa.org.

If your entity is a member of both the workers' compensation pool and the property/casualty pool, each quote reflects a 1.5% multi-pool discount. If your entity withdraws from either pool effective January 1, your entity is no longer eligible for the multi-pool discount, and a new quote for the pool you are remaining in will need to be generated and accepted.

Also included in this packet is a general description of the types and monetary limits of the proposed coverages to be provided to 2027 CIRSA Property/Casualty members.

If you requested a quote for one or more of the CIRSA self-funded optional coverage programs, Excess Cyber (Data Privacy and Network Security), No-Fault Water Line Rupture and/or Sewer Back-Up coverage, or Property Damage Caused by Member's Operation of Mobile Equipment coverage, the quotes and plan information are included in this renewal quote packet.

If you have requested quotations for any of the optional coverage programs including Equipment Breakdown, Excess Crime, Community Service Workers' Accident Medical Plan, Sports Accident Medical Plan, Occupational Accidental Death and Dismemberment Plan, Volunteer Accident Medical Plan, or Detainee Medical coverage, those quotations are not included in this mailing. Most carriers providing these coverages are unable to provide quotes until later this year. We anticipate that quotations for these optional coverages will be emailed to members in October.

The 2027 renewal acceptance forms must be completed and returned to CIRSA ***on or before Thursday, October 1, 2026.*** When completing your Property/Casualty form, please make sure to:

- Initial the desired quote option you wish to accept for 2027.
- Enter the amount of any available Loss Control Credits you wish to use in the appropriate section of the *Loss Control Credits* table on the quotation sheet.
- Indicate your preferred payment option for 2027 on the quotation sheet.
- Indicate if you will be participating in the optional Uninsured/Underinsured Motorist coverage, Excess Cyber coverage, No-Fault Water Line Rupture and/or Sewer Back-Up coverage, or Property Damage Caused by Member's Operation of Mobile Equipment coverage program(s).
- Return the signature page signed by an authorized signer.

When completing your optional coverage forms, please make sure to:

- Indicate if you wish to accept or decline coverage.
- Return the signature page signed by an authorized signer.

We thank you for your continued membership with CIRSA, and for your commitment to public entity pooling. Our CIRSA Services Brochure is also attached. If you would like further information, or a virtual or face-to-face meeting, please reach out to Shannon Pursley, Communications & Engagement Manager, at (303) 594-6249 or shannonp@cirsa.org. We are also available to give presentations to your governing body upon request.

Thank you for the opportunity to serve you. We look forward to continuing our relationship with you in 2027.

Sincerely,

Tami A. Tanoue
Executive Director

Enc.

CIRSA Property/Casualty Pool
Preliminary 2027 Contribution Quotation
LT2027PC

City of Littleton
2255 West Berry Avenue
Littleton, CO 80120

All Risk Property Deductible: Standard – 1% of individual damage building values or .1% of total building values.	$5,000
Auto Liability Deductible:	$100,000
Auto Physical Damage Deductible:	$5,000
General Liability Deductible:	$100,000
Public Officials Errors & Omissions Liability Deductible:	$100,000
Law Enforcement Liability Deductible:	$100,000
Auto Liability Limit:	$5,000,000
Liability Limit:	$10,000,000

Description	Amount
Total 2027 Preliminary Quotation before Credits	**$909,339.83**
Multi-Pool Discount Applied?	No

*If your entity is a member of both pools (PC & WC), each quote reflects a 1.5% multi-pool discount. If your entity withdraws from either pool effective January 1, your entity is no longer eligible for the multi-pool discount. A new quote for the pool you are remaining in will need to be generated and accepted

Loss Control Credits (Please indicate the amount that you wish to use. Amount may be split between available options.)

Description	Amount	Credit Options		
		Credit Contribution	Deposit/Leave in Account	Send Check
2026 Loss Control Audit Credit	($2,609.00)			
Balance Remaining from Prior Years' LC Credits	($0.00)			
Total Preliminary Quotation with all Available Credits	**$906,730.83**			

Billing Options (Please indicate which option you choose)

- ☐ **Annual Billing on January 1, 2027**
- ☒ **Quarterly Billing January 1, April 1, July 1, and October 1, 2027**

To Renew with Quoted Option Initial Here: _____

	Exposure	Contribution
PROPERTY COVERAGE		
All Risk Property Building Values	$91,813,748.35	$147,901.06
All Risk Property Contents Values	$18,678,319.70	$30,088.55
OTHER PROPERTY		
Business Income	$124,604.00	$200.72
Loss of Rents	$103,412.00	$166.58
Extra Expense	$2,221,099.00	$3,577.93
Valuable Papers	$3,165,315.00	$5,098.95
Electronic Data Processing	$5,990,021.00	$9,649.21
Accounts Receivable	$302,437.00	$487.19
Fencing	$212,922.00	$342.99
Mobile Equipment	$2,250,000.00	$3,624.48
Employee-Owned Tools	$300,000.00	$483.26
Law Enforcement Animals	$43,697.00	$70.39
Overhead Transmission Lines or Distribution Lines & Poles	$0.00	$0.00
Park Equipment	$0.00	$0.00
Athletic Equipment	$0.00	$0.00
Outdoor Lighting	$517,676.00	$833.91
Transformers	$0.00	$0.00
Signage	$615,000.00	$990.69
Swimming Pool Items	$0.00	$0.00
General Outdoor Items	$426,000.00	$686.24
Other Miscellaneous Property	$19,196,000.00	$30,922.48
Fine Arts	$14,321,910.00	$23,070.90
Golf Courses	$0.00	$0.00
Watercraft	$0.00	$0.00
Drones	$75,000.00	$120.82
AUTO LIABILITY COVERAGE		
All Trucks	81	$14,027.58
Ambulances	0	$0.00
Cars/Truck-Emergency Response	84	$22,968.96
Cars-Passenger	15	$1,367.25
Fire Trucks	0	$0.00
Motorcycles	1	$91.15
School Buses	0	$0.00
Street Sweepers	4	$692.72
Trailers	26	$0.00
Transportation Buses	2	$1,321.64
AUTO PHYSICAL DAMAGE COVERAGE		
All Trucks Values	$4,566,946.70	$28,324.55
Ambulances Values	$0.00	$0.00
Cars/Truck-Emergency Response Values	$4,709,049.43	$29,205.80
Cars-Passenger Values	$416,900.88	$2,585.65
Fire Trucks Values	$0.00	$0.00
Motorcycles Values	$9,300.00	$57.68
School Buses Values	$0.00	$0.00
Street Sweepers Values	$1,594,998.59	$9,892.30
Trailers Values	$325,272.48	$2,017.38
Transportation Buses Values	$65,400.00	$405.62
GENERAL LIABILITY COVERAGE		
Total Operating Expenditures **(less airport expenditures)**	$161,280,758.00	$42,674.14
SEPARATELY-RATED EXPOSURES		
Electric Distribution Payroll	0.00	$0.00
Electric Generation Payroll	0.00	$0.00
Gas Payroll	0.00	$0.00
Residential Property Square Footage	0.00	$0.00
Jail/Holding Facilities Area	966.00	$4.38

Recreational Facilities Area	0.00	$0.00
Swimming Pools (Total Number)	0.00	$0.00
Water/Sewer Payroll	2,283,865.00	$3,288.71
PUBLIC OFFICIALS ERRORS & OMMISSIONS COVERAGE		
Total Operating Expenditures **(less airport expenditures)**	$161,280,758.00	$92,307.87
Employment Practices Liability	$161,280,758.00	$4,957.39
Employment Benefit Liability	$161,280,758.00	$2,008.06
LAW ENFORCEMENT LIABILITY		
Police Department Full Time Officers	89.00	$392,824.65
Police Department Reserve/Part Time Officers	0.00	$0.00
Optional Coverages		
Property Damage from Mobile Equipment		$0.00
No-Fault Water Line Rupture and/or Sewer Backup	Option	$0.00
Total Contribution		**$909,339.83**

Littleton Property Schedule - LT2027PC

Cirsa I D	Use	Address	Postal	Remove Building	Remove Date	Property Excluded	Building Value	Contents Value	Deductible	Final Property Contribution	Final Contents Contribution	Contribution	Member
22000094	Animal Care Shelter	6028 South Gallup Street	80120	No		No	$47,300.00	$0.00	$5,000	$76.19	$0.00	$76.19	Littleton
22000041	Apartment Complex - 2 Unit/Geneva Village	5444 South Prince Street	80120	No		No	$399,600.00	$0.00	$5,000	$643.71	$0.00	$643.71	Littleton
22000039	Apartment Complex - 3 Unit/Geneva Village	5444 South Prince Street	80120	No		No	$314,900.00	$0.00	$5,000	$507.27	$0.00	$507.27	Littleton
22000040	Apartment Complex - 3 Unit/Geneva Village	5444 South Prince Street	80120	No		No	$426,900.00	$0.00	$5,000	$687.69	$0.00	$687.69	Littleton
22000037	Apartment Complex - Connecticut/Geneva Village	5444 South Prince Street	80120	No		No	$573,700.00	$0.00	$5,000	$924.16	$0.00	$924.16	Littleton
22000034	Apartment Complex - Maine/ Geneva Village	5444 South Prince Street	80120	No		No	$508,000.00	$0.00	$5,000	$818.33	$0.00	$818.33	Littleton
22000038	Apartment Complex - Massachusets/Geneva Village	5444 South Prince Street	80120	No		No	$426,900.00	$0.00	$5,000	$687.69	$0.00	$687.69	Littleton
22000035	Apartment Complex - New Hampshire/Geneva Village	5444 South Prince Street	80120	No		No	$704,800.00	$0.00	$5,000	$1,135.35	$0.00	$1,135.35	Littleton
22000036	Apartment Complex - Vermont/Geneva Village	5444 South Prince Street	80120	No		No	$375,600.00	$0.00	$5,000	$605.05	$0.00	$605.05	Littleton
22000071	Arts Collection Center (Gray Elephant)	6017 South Gallup Street	80120	No		No	$2,559,500.00	$454,230.00	$5,000	$4,123.05	$731.71	$4,854.76	Littleton
22000043	Bemis House	5890 South Bemis Street	80120	No		No	$407,800.00	$0.00	$5,000	$656.92	$0.00	$656.92	Littleton
22000114	Bemis House - Garage	5890 South Bemis	80120	No		No	$43,500.00	$0.00	$5,000	$70.07	$0.00	$70.07	Littleton
22000119	City Center Pedestrian Bridge	Rio Grande St. & Crestline Ave.	80120	No		No	$343,900.00	$0.00	$5,000	$553.98	$0.00	$553.98	Littleton
22000074	City Center/Police Administration	2255 West Berry Ave	80120	No		No	$24,506,700.00	$3,743,928.30	$5,000	$39,477.39	$6,031.02	$45,508.41	Littleton
22000085	Courthouse	2069 West Littleton Blvd	80120	No		No	$7,367,800.00	$1,161,535.20	$5,000	$11,868.65	$1,871.10	$13,739.75	Littleton
22000104	Den Shed	6028 South Gallup Street	80120	No		No	$6,662.25	$37,594.20	$5,000	$10.73	$60.56	$71.29	Littleton
22000072	Depot Arts Center	2069 West Powers Ave	80120	No		No	$287,500.00	$27,611.85	$5,000	$463.13	$44.48	$507.61	Littleton
22000021	Depot Arts Center - Outhouse	2069 West Powers Ave	80120	No		No	$14,100.00	$3,050.25	$5,000	$22.71	$4.91	$27.62	Littleton
22000075	Fire Station #11	2255 West Berry Ave	80120	No		No	$2,815,000.00	$0.00	$5,000	$4,534.63	$0.00	$4,534.63	Littleton
22000100	Fire Station #12	6529 South Broadway	80120	No		No	$0.00	$56,778.75	$5,000	$0.00	$91.46	$91.46	Littleton
22000099	Fleet Storage Shed	1800 West Belleview Ave	80120	No		No	$28,300.00	$22,556.10	$5,000	$45.59	$36.34	$81.93	Littleton
22000042	Geneva Lodge - PW Littleton	2305 West Berry Ave	80120	No		No	$1,833,000.00	$170,336.00	$5,000	$2,952.75	$274.39	$3,227.14	Littleton
22000124	Geneva Village - Irrigation Pump Vault	Prince Street & Berry Ave	80120	No		No	$264,100.00	$0.00	$5,000	$425.43	$0.00	$425.43	Littleton
22000105	Greenhouse	6028 South Gallup Street	80120	No		No	$11,200.00	$1,880.55	$5,000	$18.04	$3.03	$21.07	Littleton
22000107	Historical Museum	6028 South Gallup Street	80120	No		No	$10,175,900.00	$469,933.80	$5,000	$16,392.17	$757.01	$17,149.18	Littleton
22000118	Horse Barn	4189 West Bowles Ave	80120	No		No	$430,000.00	$0.00	$5,000	$692.68	$0.00	$692.68	Littleton
22000064	Interperators Den - Museum	6028 South Gallup Street	80120	No		No	$351,800.00	$133,545.30	$5,000	$566.71	$215.13	$781.84	Littleton
22000110	Jamison Entrance Structure	Jamison Ave & Jamison Circle	80120	No		No	$341,100.00	$0.00	$5,000	$549.47	$0.00	$549.47	Littleton
22000112	Julian Lift Station	5796 South Julian St.	80120	No		No	$182,900.00	$0.00	$5,000	$294.63	$0.00	$294.63	Littleton
22000123	Leased to Stanton Dodge	4189 West Bowles Ave	80120	No		No	$58,200.00	$0.00	$5,000	$93.75	$0.00	$93.75	Littleton
22000044	Library	6014 South Datura Street	80120	No		No	$9,289,800.00	$6,781,542.60	$5,000	$14,964.77	$10,924.26	$25,889.03	Littleton
22000080	Literature Storage	6028 South Gallup Street	80120	No		No	$19,100.00	$9,398.55	$5,000	$30.77	$15.14	$45.91	Littleton
22000019	Museum - 1860's Corncrib	6028 South Gallup Street	80120	No		No	$21,600.00	$0.00	$5,000	$34.80	$0.00	$34.80	Littleton
22000007	Museum - 1860's Log Bridge	6028 South Gallup Street	80120	No		No	$31,300.00	$0.00	$5,000	$50.42	$0.00	$50.42	Littleton
22000013	Museum - 1890's Corncrib	6028 South Gallup Street	80120	No		No	$7,900.00	$0.00	$5,000	$12.73	$0.00	$12.73	Littleton
22000017	Museum - 1960's Pig Sty	6028 South Gallup Street	80120	No		No	$44,700.00	$0.00	$5,000	$72.01	$0.00	$72.01	Littleton
22000067	Museum - Barn	6028 South Gallup Street	80120	No		No	$198,000.00	$0.00	$5,000	$318.95	$0.00	$318.95	Littleton
22000065	Museum - Beemis House	6028 South Gallup Street	80120	No		No	$204,100.00	$26,573.40	$5,000	$328.78	$42.81	$371.59	Littleton
22000004	Museum - Blacksmith House	6028 South Gallup Street	80120	No		No	$108,700.00	$12,201.00	$5,000	$175.10	$19.65	$194.75	Littleton
22000082	Museum - Chicken Coop/Equipment 1860's	6028 South Gallup Street	80120	No		No	$58,400.00	$0.00	$5,000	$94.08	$0.00	$94.08	Littleton
22000022	Museum - Chicken House 1890's	6028 South Gallup Street	80120	No		No	$23,400.00	$0.00	$5,000	$37.69	$0.00	$37.69	Littleton
22000002	Museum - Exhibition Bridge	6028 South Gallup Street	80120	No		No	$73,000.00	$0.00	$5,000	$117.59	$0.00	$117.59	Littleton
22000069	Museum - Farm Barn	6028 South Gallup Street	80120	No		No	$108,700.00	$0.00	$5,000	$175.10	$0.00	$175.10	Littleton
22000030	Museum - Gazebo	6028 South Gallup Street	80120	No		No	$51,500.00	$0.00	$5,000	$82.96	$0.00	$82.96	Littleton
22000089	Museum - Greenhorn Grove Fishing Dock	6028 South Gallup Street	80120	No		No	$118,700.00	$0.00	$5,000	$191.21	$0.00	$191.21	Littleton
22000024	Museum - Horse Shed	6028 South Gallup Street	80120	No		No	$25,200.00	$0.00	$5,000	$40.59	$0.00	$40.59	Littleton
22000005	Museum - Icehouse/Barn	6028 South Gallup Street	80120	No		No	$91,800.00	$0.00	$5,000	$147.88	$0.00	$147.88	Littleton
22000068	Museum - McBroom Loghouse	6028 South Gallup Street	80120	No		No	$113,300.00	$5,080.95	$5,000	$182.51	$8.18	$190.69	Littleton
22000003	Museum - School House	6028 South Gallup Street	80120	No		No	$49,700.00	$5,188.05	$5,000	$80.06	$8.36	$88.42	Littleton
22000070	Museum - Sheep House	6028 South Gallup Street	80120	No		No	$75,100.00	$0.00	$5,000	$120.98	$0.00	$120.98	Littleton
22000066	Museum - Tool Shed	6028 South Gallup Street	80120	No		No	$31,300.00	$0.00	$5,000	$50.42	$0.00	$50.42	Littleton
22000006	Museum - Windmill	6028 South Gallup Street	80120	No		No	$7,900.00	$0.00	$5,000	$12.73	$0.00	$12.73	Littleton
22000098	Museum -Caretaker House-Storage	6028 South Gallup Street	80120	No		No	$441,300.00	$41,010.00	$5,000	$710.88	$66.06	$776.94	Littleton
22000018	Museum/1860 Outhouse	6028 South Gallup Street	80120	No		No	$7,746.90	$0.00	$5,000	$12.48	$0.00	$12.48	Littleton
22000023	Museum/1890 Outhouse	6028 South Gallup Street	80120	No		No	$12,485.55	$0.00	$5,000	$20.11	$0.00	$20.11	Littleton
22000045	Nature Center - Carson House	3000 West Carson Ave	80120	No		No	$747,700.00	$102,554.55	$5,000	$1,204.46	$165.20	$1,369.66	Littleton
22000053	Nature Center - South Platte Classroom	3000 West Carson Drive	80120	No		No	$457,900.00	$21,591.15	$5,000	$737.62	$34.78	$772.40	Littleton
22000090	Nature Center -South Platte Maintenance Shop	3000 West Carson Drive	80120	No		No	$109,800.00	$4,228.35	$5,000	$176.87	$6.81	$183.68	Littleton
22000092	Pedestrian Bridge	5100 South Hickory Street	80120	No		No	$71,500.00	$0.00	$5,000	$115.18	$0.00	$115.18	Littleton
22000111	Peninsula Sewer Lift Station	7930 South Peninsula Dr	80120	No		No	$420,300.00	$0.00	$5,000	$677.05	$0.00	$677.05	Littleton
22000121	Police Administration/Operations	2255 West Berry Ave	80120	No		No	$5,973,300.00	$1,081,876.95	$5,000	$9,622.28	$1,742.78	$11,365.06	Littleton
22000058	Public Service Center - Building #2	1800 West Belleview Ave	80120	No		No	$2,060,700.00	$1,424,772.30	$5,000	$3,319.54	$2,295.14	$5,614.68	Littleton
22000001	Pump House - Exhibition	6028 South Gallup Street	80120	No		No	$3,969.00	$0.00	$5,000	$6.39	$0.00	$6.39	Littleton
22000020	Railroad Car/Caboose	2069 West Powers Ave	80120	No		No	$53,700.00	$0.00	$5,000	$86.50	$0.00	$86.50	Littleton
22000073	Rio Gande Depot	5790 South Prince Street	80120	No		No	$444,200.00	$0.00	$5,000	$715.55	$0.00	$715.55	Littleton
22000093	Schoolhouse Outhouse	6028 South Gallup Street	80120	No		No	$2,059.05	$0.00	$5,000	$3.32	$0.00	$3.32	Littleton
22000060	Service Center - Building & Grounds Building #3	1800 West Belleview Ave	80120	No		No	$1,041,700.00	$350,226.45	$5,000	$1,678.06	$564.17	$2,242.23	Littleton
22000091	Service Center - Covered Loading Dock/Canopy - East Side	1800 West Belleview Ave	80120	No		No	$171,800.00	$6,100.50	$5,000	$276.75	$9.83	$286.58	Littleton
22000106	Service Center - Fleet Maintenance Shop Bldg 5	1800 West Belleview Ave	80120	No		No	$3,388,800.00	$1,174,836.60	$5,000	$5,458.96	$1,892.52	$7,351.48	Littleton
22000096	Service Center - Fueling Station	1800 West Belleview Ave	80120	No		No	$197,800.00	$75,728.10	$5,000	$318.63	$121.99	$440.62	Littleton
22000055	Service Center - Offices Building #1	1800 West Belleview Ave	80120	No		No	$3,021,000.00	$884,386.65	$5,000	$4,866.47	$1,424.64	$6,291.11	Littleton
22000056	Service Center - Open/Closed Storage West Side	1800 West Belleview Ave	80120	No		No	$345,200.00	$22,711.50	$5,000	$556.08	$36.59	$592.67	Littleton
22000095	Service Center - Salt and Sand Storage	1800 West Belleview Ave	80120	No		No	$384,000.00	$24,395.70	$5,000	$618.58	$39.30	$657.88	Littleton
22000108	Service Center - Storage Canopy/Vehicle Storage	1800 West Belleview Ave	80120	No		No	$397,900.00	$0.00	$5,000	$640.97	$0.00	$640.97	Littleton
22000059	Service Center Armored car, command vehicle & police MC storage Building #4	1800 West Belleview Ave	80120	No		No	$288,700.00	$8,773.80	$5,000	$465.06	$14.13	$479.19	Littleton
22000008	Storage/Motorcycles	1800 West Belleview	80120	No		No	$9,525.60	$0.00	$5,000	$15.34	$0.00	$15.34	Littleton
22000054	Town Hall Arts Center - Theater	2450 West Main Street	80120	No		No	$4,993,400.00	$332,162.25	$5,000	$8,043.78	$535.07	$8,578.85	Littleton
22000097	World War II Memorial	6000 South Gallup Street	80120	No		No	$207,400.00	$0.00	$5,000	$334.10	$0.00	$334.10	Littleton
							$91,813,748.35	$18,678,319.70		$147,901.06	$30,088.55	$177,989.61	

Littleton Vehicle Schedule - LT2027PC

CIRSA ID	Member Vehicle Number	Year	Make And Model	Number of Vehicles	Vehicle Type	Location	V I N	Final APD Value	Auto Physical Damage Deductible	Final Annual AL Contribution	Final Annual APD Contribution	Total AL & APD Contribution	Member
22000424	0920	2026	Ford		All Trucks	Public Works	1FDF5HN6TDA06769	$207,971.00		$173.18	$1,289.85	$1,463.03	Littleton
22000420	1202	2025	Chevrolet		All Trucks	Public Works	1GB4KNE75SF151712	$89,962.55		$173.18	$557.95	$731.13	Littleton
22000419	1106	2025	Ford		All Trucks	Public Works	1FDSW5HN4SED24803	$112,418.22		$173.18	$697.23	$870.41	Littleton
22000418	1014	2025	Chevrolet		All Trucks	Public Works	1GCRKAED0SZ227402	$52,836.76		$173.18	$327.70	$500.88	Littleton
22000415	0912	2025	Chevrolet		All Trucks	Public Works	1GC3KLE72SF330057	$76,918.17		$173.18	$477.05	$650.23	Littleton
22000386	0899	2025	International		All Trucks	Streets Department	3HAEUTAN9SL473578	$216,391.00		$173.18	$1,342.07	$1,515.25	Littleton
22000380	1012	2024	Chevrolet		All Trucks	Engineering Inspector	1DC10UED0RU205928	$89,100.00		$173.18	$552.60	$725.78	Littleton
22000378	1011	2024	Chevrolet		All Trucks	Engineering Inspector	1GC10UED2RU205929	$99,100.00		$173.18	$614.63	$787.81	Littleton
22000365	1008	2023	Chevrolet		All Trucks	Engineering Department	3GCUDDED0PG323379	$70,000.00		$173.18	$434.15	$607.33	Littleton
22000364	1007	2023	Chevrolet		All Trucks	Engineering Department	3GCUDDED8PG323470	$70,000.00		$173.18	$434.15	$607.33	Littleton
22000358	0824	2023	International		All Trucks	Public Works	3HTPCAPT2PN226444	$310,000.00		$173.18	$1,922.64	$2,095.82	Littleton
22000357	2008	2021	Ford		All Trucks	Littleton	1FTEX1EB4MKE06911	$39,950.00		$173.18	$247.77	$420.95	Littleton
22000356	1006	2022	Ford		All Trucks	Public Works	1FTFW1E56NKE28380	$56,300.00		$173.18	$349.18	$522.36	Littleton
22000352	0206	2023	Chevrolet		All Trucks	Littleton Police	1GCUDAED4PZ180242	$53,734.00		$173.18	$333.26	$506.44	Littleton
22000351	0002	2021	FORD		All Trucks	BEMIS LIBRARY	1FTBW3X82MKA37176	$203,575.00		$173.18	$1,262.59	$1,435.77	Littleton
22000345	1107	2022	Chevrolet		All Trucks	Public Works	2GC4YME78N1245521	$49,200.00		$173.18	$305.14	$478.32	Littleton
22000334	1103	2023	Chevrolet		All Trucks	Public Works	1GC4YME77PF107741	$51,900.00		$173.18	$321.89	$495.07	Littleton
22000324	0902	2021	Ford		All Trucks	Public Works	1FTBF2B69MED53186	$45,200.00		$173.18	$280.33	$453.51	Littleton
22000320	1120	2021	International		All Trucks	Public Works	3HTESTZTXMN472060	$366,200.00		$173.18	$2,271.20	$2,444.38	Littleton
22000319	1105	2020	Ford		All Trucks	Public Works	1FDUF4GN8LED96691	$64,900.00		$173.18	$402.51	$575.69	Littleton
22000318	1102	2020	Chevrolet		All Trucks	Public Works	1GC5YLE73LF273389	$45,700.00		$173.18	$283.43	$456.61	Littleton
22000317	1104	2019	Ford		All Trucks	Public Works	1FDXE4FS9KDC65085	$161,820.00		$173.18	$1,003.62	$1,176.80	Littleton
22000309	0831	2020	IHC		All Trucks	Public Works	3HAEDTAR6LL859881	$168,300.00		$173.18	$1,043.81	$1,216.99	Littleton
22000308	0904	2019	Ford		All Trucks	Public Works	1FTBF2B6XKEF56360	$33,100.00		$173.18	$205.29	$378.47	Littleton
22000298	0908	2019	Ford		All Trucks	Public Works	1FTMF1EB1KKD17177	$30,500.00		$173.18	$189.16	$362.34	Littleton
22000297	0819	2019	IHC		All Trucks	Public Works	3HAWDTAR4KL198452	$133,100.00		$173.18	$825.50	$998.68	Littleton
22000296	1004	2018	Ford		All Trucks	Public Works	1FTEX1EB5JKD95252	$29,800.00		$173.18	$184.82	$358.00	Littleton
22000295	0910	2015	Ford		All Trucks	Public Works	1FTBF2B65FED44360	$24,800.00		$173.18	$153.81	$326.99	Littleton
22000292	0827	2019	IHC		All Trucks	Public Works	3HTDTAPT6KN563260	$140,700.00		$173.18	$872.63	$1,045.81	Littleton
22000288		1914	Federal		All Trucks	Parades	N/A	$15,000.00		$173.18	$93.03	$266.21	Littleton
22000284	0802	2019	Ford		All Trucks	Public Works	1FT7X2B69KEC34988	$35,900.00		$173.18	$222.65	$395.83	Littleton
22000271	1903	2018	Chevrolet		All Trucks	Public Works	1GCVKNEC7JZ255306	$30,600.00		$173.18	$189.78	$362.96	Littleton
22000270	1900	2018	Chevrolet		All Trucks	Public Works	1GCVKNEC2JZ252166	$30,625.00		$173.18	$189.94	$363.12	Littleton
22000265	1121	2018	Int 74000 Vactor		All Trucks	Public Works	3HAWCTAR7JL436991	$124,000.00		$173.18	$769.06	$942.24	Littleton
22000264	0828	2018	International		All Trucks	Public Works	3HAWDTAR1JL578265	$97,600.00		$173.18	$605.32	$778.50	Littleton
22000263	0826	2018	International		All Trucks	Public Works	3HAWDTARXJL578264	$97,600.00		$173.18	$605.32	$778.50	Littleton
22000250	1223	2017	Ford		All Trucks	Public Works	1FD0X5GY1HEB62802	$66,200.00		$173.18	$410.58	$583.76	Littleton
22000249	1924	2017	Ford		All Trucks	Public Works	1FTYE2CM9HKB22032	$18,500.00		$173.18	$114.74	$287.92	Littleton
22000237	2011	2016	Ford		All Trucks	Codes	1FTEX1E83GKE64162	$24,625.00		$173.18	$152.73	$325.91	Littleton
22000236	2010	2016	Ford		All Trucks	Codes	1FTEX1E85GKE64163	$24,625.00		$173.18	$152.73	$325.91	Littleton
22000235	2009	2016	Ford		All Trucks	Codes	1FTEX1E81GKE64161	$24,625.00		$173.18	$152.73	$325.91	Littleton
22000234	1908	2016	Ford		All Trucks	Public Works	1FTYE2CM6GKB15277	$17,100.00		$173.18	$106.06	$279.24	Littleton
22000233	1902	2016	Ford		All Trucks	Public Works	1FTEX1E85GFB30076	$24,600.00		$173.18	$152.57	$325.75	Littleton
22000232	0905	2016	Ford		All Trucks	Public Works	1FDRF3G62GEC86413	$27,500.00		$173.18	$170.56	$343.74	Littleton
22000231	1101	2016	Ford		All Trucks	Public Works	1FT7X2B65GEC74170	$28,125.00		$173.18	$174.43	$347.61	Littleton
22000230	0915	2016	Ford		All Trucks	Public Works	1FTBF2B61GEC74163	$27,700.00		$173.18	$171.80	$344.98	Littleton
22000229	0914	2016	Ford		All Trucks	Public Works	1FTBF2B63GEC74164	$27,700.00		$173.18	$171.80	$344.98	Littleton
22000207	0918	2015	Ford		All Trucks	Public Works	1FTBF2A62FEA13785	$23,400.00		$173.18	$145.13	$318.31	Littleton
22000206	0917	2015	Ford		All Trucks	Public Works	1FTBF2A61FEC99256	$23,400.00		$173.18	$145.13	$318.31	Littleton
22000205	0907	2015	Ford		All Trucks	Public Works	1FTBF2B65FED18583	$24,800.00		$173.18	$153.81	$326.99	Littleton
22000204	0906	2015	Ford		All Trucks	Littleton	1FTBF2B6XFEA13919	$24,800.00		$173.18	$153.81	$326.99	Littleton
22000202	0820	2015	IHC		All Trucks	Public Works	3HSNUAPT5FN530326	$94,680.00		$173.18	$587.21	$760.39	Littleton
22000201	0814	2015	Ford		All Trucks	Public Works	1FDRF3H64FEC72543	$25,600.00		$173.18	$158.77	$331.95	Littleton
22000188	1801	2015	Ford		All Trucks	Littleton	1FMJU1GT9FEF27007	$17,775.00		$173.18	$110.24	$283.42	Littleton
22000183	2003	2014	Ford		All Trucks	Codes	1FTEX1EM7EKD94627	$18,275.00		$173.18	$113.34	$286.52	Littleton
22000168	1901	2014	Ford		All Trucks	Littleton	1FM5K8AR4EGB74627	$9,825.00		$173.18	$60.94	$234.12	Littleton
22000158	0903	2013	Chevrolet		All Trucks	Littleton	1GB0KVCG8DZ302089	$21,950.00		$173.18	$136.14	$309.32	Littleton
22000157	0815	2013	Ford		All Trucks	Littleton	1FDRF3G6XDEB14240	$19,900.00		$173.18	$123.42	$296.60	Littleton
22000156	0809	2013	Ford		All Trucks	Littleton	1FDRF3G60DEB20208	$19,900.00		$173.18	$123.42	$296.60	Littleton
22000155	0801	2013	Ford		All Trucks	Littleton	1FTEX1EM8DFB76963	$16,600.00		$173.18	$102.95	$276.13	Littleton
22000141	1201	2012	Ford		All Trucks	Littleton	1FDRF3G66CEC22739	$17,300.00		$173.18	$107.30	$280.48	Littleton
22000140	1005	2012	Ford		All Trucks	Littleton	1FTEX1CM2CFB57388	$13,800.00		$173.18	$85.59	$258.77	Littleton
22000139	1002	2012	Ford		All Trucks	Littleton	1FTEX1CMOCFB57387	$13,800.00		$173.18	$85.59	$258.77	Littleton
22000138	0822	2012	IHC		All Trucks	Littleton	1HTGRSJTXDJ195942	$75,900.00		$173.18	$470.74	$643.92	Littleton
22000136	0821	2012	IHC		All Trucks	Littleton	1HTGRSJT8DJ300736	$75,900.00		$173.18	$470.74	$643.92	Littleton
22000133	1907	2011	Ford		All Trucks	Littleton	1FDBX3G63BEA15930	$16,400.00		$173.18	$101.71	$274.89	Littleton
22000132	1906	2011	Chevrolet		All Trucks	Littleton	1GNSK2E00BR268236	$11,300.00		$173.18	$70.08	$243.26	Littleton
22000131	0926	2011	Ford		All Trucks	Littleton	1FDRF3H6XBEA15929	$12,550.00		$173.18	$77.84	$251.02	Littleton
22000120	0603	2010	Ford		All Trucks	Littleton	1FDRF3G62BEA13142	$9,850.00		$173.18	$61.09	$234.27	Littleton
22000088	0823	2007	IHC		All Trucks	Littleton	3HTWYAHT87N488173	$33,900.00		$173.18	$210.25	$383.43	Littleton
22000084	1270	2006	Chevrolet		All Trucks	Littleton	J8BE5B16067301073	$45,200.00		$173.18	$280.33	$453.51	Littleton
22000082	0919	2006	Ford		All Trucks	Littleton	1FDXF46Y47EA26210	$7,400.00		$173.18	$45.90	$219.08	Littleton
22000080	0810	2006	Ford		All Trucks	Littleton	1FDXF46Y17EA03144	$7,700.00		$173.18	$47.76	$220.94	Littleton
22000079	0806	2006	Chevrolet		All Trucks	Littleton	1GCHC24U96E251002	$6,660.00		$173.18	$41.31	$214.49	Littleton
22000069	0922	2005	Ford		All Trucks	Littleton	1FDXF46Y35EB65337	$6,600.00		$173.18	$40.93	$214.11	Littleton
22000053	1222	2003	Ford		All Trucks	Littleton	1FDAF56P13ED28485	$14,000.00		$173.18	$86.83	$260.01	Littleton
22000052	1003	2003	Ford		All Trucks	Littleton	5FTNX20L93MB36829	$4,500.00		$173.18	$27.91	$201.09	Littleton
22000048	0803	2003	Ford		All Trucks	Littleton	1FTNX21L33EB32957	$5,400.00		$173.18	$33.49	$206.67	Littleton
22000047	0716	2003	Ford		All Trucks	Littleton	2FTPX18L23CA82454	$3,500.00		$173.18	$21.71	$194.89	Littleton
22000040	2000	2002	Chevrolet		All Trucks	Littleton	1GBJC34U02F140418	$5,400.00		$173.18	$33.49	$206.67	Littleton
22000010	0709	1996	Chevrolet		All Trucks	Littleton	1GBJK34R5TE174487	$2,880.00		$173.18	$17.86	$191.04	Littleton
22000417	1013	2025	Chevrolet		Cars - Passenger	Public Works	3GNKDGRJ0SS184246	$50,705.38		$91.15	$314.48	$405.63	Littleton
22000411	0267	2025	Chevrolet		Cars - Passenger	Police Department	3GNKDGRJ8SS184253	$52,300.50		$91.15	$324.37	$415.52	Littleton
22000405	1904	2016	Ford		Cars - Passenger	Facilities	1FM5K8ARXGGA12777	$18,600.00		$91.15	$115.36	$206.51	Littleton
22000402	0003	2024	Club Car		Cars - Passenger	Public Works	MA2431-573427	$15,000.00		$91.15	$93.03	$184.18	Littleton
22000171	0248	2014	Polaris		Cars - Passenger	Littleton	4XATH76A9E2307152	$19,690.00		$91.15	$122.12	$213.27	Littleton
22000372	1010	2024	Chevrolet		Cars - Passenger	Engineering Administration	3GNKDBRJ8RS242701	$60,185.00		$91.15	$373.27	$464.42	Littleton
22000371	1009	2024	Chevrolet		Cars - Passenger	Engineering Administration	3GNKDBRJ4RS242694	$60,185.00		$91.15	$373.27	$464.42	Littleton
22000346	0277	2022	Ford		Cars - Passenger	Police Department	1FTFW1P86NKE41119	$55,565.00		$91.15	$344.62	$435.77	Littleton
22000323	0601	2013	Dodge		Cars - Passenger	Museum	2C4RDGBG4DR700145	$7,525.00		$91.15	$46.67	$137.82	Littleton
22000322	1001	2021	Chevrolet		Cars - Passenger	Public Works	1G1FY6S03M4104850	$26,700.00		$91.15	$165.60	$256.75	Littleton
22000321	0401	2021	Chevrolet		Cars - Passenger	Public Works	1G1FY6S03M4104827	$25,400.00		$91.15	$157.53	$248.68	Littleton
22000287	0001	2016	Club Car		Cars - Passenger	Public Works	MA1629-659308	$4,445.00		$91.15	$27.57	$118.72	Littleton

Littleton Vehicle Schedule - LT2027PC

CIRSA ID	Member Vehicle Number	Year	Make And Model	Number of Vehicles	Vehicle Type	Location	V I N	Final APD Value	Auto Physical Damage Deductible	Final Annual AL Contribution	Final Annual APD Contribution	Total AL & APD Contribution	Member
22000184	2004	2014	Ford		Cars - Passenger	Littleton	1FMCU9GX2EUC69573	$10,225.00		$91.15	$63.42	$154.57	Littleton
22000135	0713	2012	Chevrolet		Cars - Passenger	Littleton	1GNKVGED5CJ107081	$6,800.00		$91.15	$42.17	$133.32	Littleton
22000096	0403	2008	Chevrolet		Cars - Passenger	Littleton	1GNDV23178D164408	$3,575.00		$91.15	$22.17	$113.32	Littleton
22000409	0234	2025	Chevrolet		Cars/Trucks - Emergency Response	Police Department	3GNAXTEG2SL237822	$46,498.45		$273.44	$288.39	$561.83	Littleton
22000408	0233	2025	Chevrolet		Cars/Trucks - Emergency Response	Police Department	3GNKBJRS9SS251521	$56,361.86		$273.44	$349.56	$623.00	Littleton
22000407	0232	2025	Chevrolet		Cars/Trucks - Emergency Response	Police Department	1GCPTEEK9S1135343	$59,973.53		$273.44	$371.96	$645.40	Littleton
22000406	0208	2025	Chevrolet		Cars/Trucks - Emergency Response	Police Department	1GNS6LED1SR205174	$70,968.39		$273.44	$440.15	$713.59	Littleton
22000388	0390	2002	Freightliner		Cars/Trucks - Emergency Response	Police Department	4UZAASBV62CK94099	$302,566.00		$273.44	$1,876.54	$2,149.98	Littleton
22000384	0318	2024	Chevrolet		Cars/Trucks - Emergency Response	Police Department	1GNSKLEDRR326394	$95,254.00		$273.44	$590.77	$864.21	Littleton
22000383	0804	2024	Chevrolet		Cars/Trucks - Emergency Response	Police Department	1GC4YSE77RF417993	$83,518.00		$273.44	$517.98	$791.42	Littleton
22000382	0807	2024	Chevrolet		Cars/Trucks - Emergency Response	Police Department	1GC4YSE78RF402824	$78,318.00		$273.44	$485.73	$759.17	Littleton
22000381	0317	2024	Chevrolet		Cars/Trucks - Emergency Response	Police Department	1GNSKLED9RR325956	$95,254.00		$273.44	$590.77	$864.21	Littleton
22000379	0240	2024	Chevrolet		Cars/Trucks - Emergency Response	Police Department	1GNSKLED2RR301868	$82,223.00		$273.44	$509.95	$783.39	Littleton
22000377	0316	2024	Chevrolet		Cars/Trucks - Emergency Response	Police Department	1GNSKLED1RR213443	$80,254.00		$273.44	$497.74	$771.18	Littleton
22000376	0315	2024	Chevrolet		Cars/Trucks - Emergency Response	Police Department	1GNSKLED4RR214389	$80,254.00		$273.44	$497.74	$771.18	Littleton
22000375	0313	2024	Chevrolet		Cars/Trucks - Emergency Response	Police Department	1GNSKLED8RR213441	$80,254.00		$273.44	$497.74	$771.18	Littleton
22000374	0314	2024	Chevrolet		Cars/Trucks - Emergency Response	Police Department	1GNSKLED8RR213469	$80,254.00		$273.44	$497.74	$771.18	Littleton
22000373	0312	2024	Chevrolet		Cars/Trucks - Emergency Response	Police Department	1GNSKLED6RR213440	$80,254.00		$273.44	$497.74	$771.18	Littleton
22000368	0282	2024	Dodge		Cars/Trucks - Emergency Response	Police Department	1C4SDJFT5RC182973	$74,177.00		$273.44	$460.05	$733.49	Littleton
22000367	0311	2024	Chevrolet		Cars/Trucks - Emergency Response	Police Department	1GNSKLEDXRR213442	$80,745.00		$273.44	$500.79	$774.23	Littleton
22000366	0350	2023	Freightliner		Cars/Trucks - Emergency Response	Police Department	1FVHCYFE1PHUE5189	$220,000.00		$273.44	$1,364.46	$1,637.90	Littleton
22000363	0292	2024	Chevrolet		Cars/Trucks - Emergency Response	Police Department	3GCUDAED6RG200882	$71,197.00		$273.44	$441.57	$715.01	Littleton
22000362	0239	2024	Chevrolet		Cars/Trucks - Emergency Response	Police Department	3GNKBKRSXPS177846	$60,620.00		$273.44	$375.97	$649.41	Littleton
22000361	0200	2024	Chevrolet		Cars/Trucks - Emergency Response	Police Department	1GNSKNKD7PR562345	$82,687.00		$273.44	$512.83	$786.27	Littleton
22000219	0260	2016	Ford		Cars/Trucks - Emergency Response	Police Department	1FM5K8AT1GGC61707	$18,600.00		$273.44	$115.36	$388.80	Littleton
22000216	0237	2016	Ford		Cars/Trucks - Emergency Response	Police Department - Detective	2FMPK4G97GBB27787	$14,125.00		$273.44	$87.60	$361.04	Littleton
22000215	0236	2016	Ford		Cars/Trucks - Emergency Response	Police Department - Detective	2FMPK4G99GBB27788	$14,125.00		$273.44	$87.60	$361.04	Littleton
22000213	0217	2016	Ford		Cars/Trucks - Emergency Response	Police Department	1FMJU1GT9GEF32533	$20,150.00		$273.44	$124.97	$398.41	Littleton
22000192	0272	2015	Ford		Cars/Trucks - Emergency Response	Police Department	1FAHP2MK3FG151930	$9,950.00		$273.44	$61.71	$335.15	Littleton
22000191	0235	2015	Ford		Cars/Trucks - Emergency Response	Police Department	1FAHP2MK5FG149516	$9,950.00		$273.44	$61.71	$335.15	Littleton
22000187	0209	2015	Jeep		Cars/Trucks - Emergency Response	Police Department - Detective	1C4RJFAG1FC204820	$15,325.00		$273.44	$95.05	$368.49	Littleton
22000186	0202	2015	Ford		Cars/Trucks - Emergency Response	Police Department	1FM5K8ARXFGC08135	$15,525.00		$273.44	$96.29	$369.73	Littleton
22000143	0205	2013	Ford		Cars/Trucks - Emergency Response	Littleton	1FTFX1E0DKE57538	$16,700.00		$273.44	$103.57	$377.01	Littleton
22000360	1402	2023	Ford		Cars/Trucks - Emergency Response	Animal Control	1FT7X2BA9PED11502	$80,000.00		$273.44	$496.17	$769.61	Littleton
22000354	0310	2023	Chevrolet		Cars/Trucks - Emergency Response	Littleton Police	1GNSKLED1PR136408	$57,030.00		$273.44	$353.70	$627.14	Littleton
22000353	0224	2023	Chevrolet		Cars/Trucks - Emergency Response	Littleton Police	3GNKBJRSXP200195	$55,667.00		$273.44	$345.25	$618.69	Littleton
22000350	0226	2023	Chevrolet		Cars/Trucks - Emergency Response	Police Department	3GNKBJRS4PS205621	$55,667.00		$273.44	$345.25	$618.69	Littleton
22000349	0262	2023	Chevrolet		Cars/Trucks - Emergency Response	Police Department	1GNSKLED5PR140820	$55,600.00		$273.44	$344.84	$618.28	Littleton
22000342	0307	2023	Chevrolet		Cars/Trucks - Emergency Response	Police Department	1GNSKLED0PR136352	$57,030.00		$273.44	$353.70	$627.14	Littleton
22000341	0306	2023	Chevrolet		Cars/Trucks - Emergency Response	Police Department	1GNSKLED5PR136718	$57,030.00		$273.44	$353.70	$627.14	Littleton
22000340	0305	2023	Chevrolet		Cars/Trucks - Emergency Response	Police Department	1GNSKLED1PR136828	$57,030.00		$273.44	$353.70	$627.14	Littleton
22000339	0304	2023	Chevrolet		Cars/Trucks - Emergency Response	Police Department	1GNSKLED4PR136340	$57,030.00		$273.44	$353.70	$627.14	Littleton
22000338	0303	2023	Chevrolet		Cars/Trucks - Emergency Response	Police Department	1GNSKLED2PR136515	$57,030.00		$273.44	$353.70	$627.14	Littleton
22000337	0302	2023	Chevrolet		Cars/Trucks - Emergency Response	Police Department	1GNSKLED2PR136708	$57,030.00		$273.44	$353.70	$627.14	Littleton
22000336	0301	2023	Chevrolet		Cars/Trucks - Emergency Response	Police Department	1GNSKLED7PR136428	$57,030.00		$273.44	$353.70	$627.14	Littleton
22000335	0300	2023	Chevrolet		Cars/Trucks - Emergency Response	Police Department	1GNSKLED4PR137178	$57,030.00		$273.44	$353.70	$627.14	Littleton
22000333	0280	2023	Chevrolet		Cars/Trucks - Emergency Response	Police Department	1GNSKLED0PR136335	$57,030.00		$273.44	$353.70	$627.14	Littleton
22000332	0210	2022	Ford		Cars/Trucks - Emergency Response	Police Department	1FMJU1GT1NEA38244	$52,950.00		$273.44	$328.40	$601.84	Littleton
22000331	0246	2022	Chevrolet		Cars/Trucks - Emergency Response	Police Department	1GNSKLED6NR281750	$54,100.00		$273.44	$335.53	$608.97	Littleton
22000330	0247	2022	Chevrolet		Cars/Trucks - Emergency Response	Police Department	1GNSKLED4NR282802	$54,100.00		$273.44	$335.53	$608.97	Littleton
22000329	0245	2022	Chevrolet		Cars/Trucks - Emergency Response	Police Department	1GNSKLED6NR281764	$54,100.00		$273.44	$335.53	$608.97	Littleton
22000328	0244	2022	Chevrolet		Cars/Trucks - Emergency Response	Police Department	1GNSKLED8NR281801	$54,100.00		$273.44	$335.53	$608.97	Littleton
22000327	0243	2022	Chevrolet		Cars/Trucks - Emergency Response	Police Department	1GNSKLED8NR281457	$54,100.00		$273.44	$335.53	$608.97	Littleton
22000326	0203	2022	Chevrolet		Cars/Trucks - Emergency Response	Police Department	1GNSKLED6NR218163	$50,150.00		$273.44	$311.03	$584.47	Littleton
22000315	0242	2020	Chevrolet		Cars/Trucks - Emergency Response	Police Department	1GNSKDEC7LR280567	$41,550.00		$273.44	$257.70	$531.14	Littleton
22000314	0221	2020	Chevrolet		Cars/Trucks - Emergency Response	Police Department	1GNSKDEC2LR280556	$41,550.00		$273.44	$257.70	$531.14	Littleton
22000305	0222	2019	Chevrolet		Cars/Trucks - Emergency Response	Police Department	1GNSKDEC1KR337246	$37,300.00		$273.44	$231.34	$504.78	Littleton
22000304	0220	2019	Chevrolet		Cars/Trucks - Emergency Response	Police Department	1GNSKDECXKR340825	$37,300.00		$273.44	$231.34	$504.78	Littleton
22000303	0218	2019	Chevrolet		Cars/Trucks - Emergency Response	Police Department	1GNSKDEC3KR339001	$37,300.00		$273.44	$231.34	$504.78	Littleton
22000302	0213	2019	Chevrolet		Cars/Trucks - Emergency Response	Police Department	1GNSKDEC5KR337587	$37,300.00		$273.44	$231.34	$504.78	Littleton
22000301	0270	2021	Ford		Cars/Trucks - Emergency Response	Police Department	1FDAF5HT5KEC36210	$274,500.00		$273.44	$1,702.47	$1,975.91	Littleton
22000300	0257	2019	Chevrolet		Cars/Trucks - Emergency Response	Police Department	1GNSKDEC1KR339174	$37,300.00		$273.44	$231.34	$504.78	Littleton
22000299	0223	2019	Chevrolet		Cars/Trucks - Emergency Response	Police Department	1GNSKDEC2KR337904	$37,300.00		$273.44	$231.34	$504.78	Littleton
22000294	0259	2017	Ford		Cars/Trucks - Emergency Response	Littleton Police	1FM5K8AT7HGC56819	$22,950.00		$273.44	$142.34	$415.78	Littleton
22000291	0207	2019	Chevrolet		Cars/Trucks - Emergency Response	Police Department	1GNSKFKC2KR334615	$33,750.00		$273.44	$209.32	$482.76	Littleton
22000290	0201	2018	Chevrolet		Cars/Trucks - Emergency Response	Police Department	1GNSKFKC4JR247300	$33,750.00		$273.44	$209.32	$482.76	Littleton
22000283	0256	2018	Chevrolet		Cars/Trucks - Emergency Response	Police Department	1GNSKDEC5JR362911	$30,400.00		$273.44	$188.54	$461.98	Littleton
22000282	0255	2018	Chevrolet		Cars/Trucks - Emergency Response	Police Department	1GNSKDEC2JR336671	$30,400.00		$273.44	$188.54	$461.98	Littleton
22000281	0254	2018	Chevrolet		Cars/Trucks - Emergency Response	Police Department	1GNSKDEC7JR336892	$30,400.00		$273.44	$188.54	$461.98	Littleton
22000280	0291	2018	Chevrolet		Cars/Trucks - Emergency Response	Police Department	1GNSKFKC8JR330955	$30,400.00		$273.44	$188.54	$461.98	Littleton
22000275	0252	2018	Chevrolet		Cars/Trucks - Emergency Response	Police Department	1GNSKDEC5JR273923	$30,400.00		$273.44	$188.54	$461.98	Littleton
22000274	0253	2018	Chevrolet		Cars/Trucks - Emergency Response	Police Department	1GNSKDEC9JR273990	$30,400.00		$273.44	$188.54	$461.98	Littleton
22000273	0251	2018	Chevrolet		Cars/Trucks - Emergency Response	Police Department	1GNSKDEC5JR277468	$30,400.00		$273.44	$188.54	$461.98	Littleton
22000272	0219	2018	Chevrolet		Cars/Trucks - Emergency Response	Police Department	1GNSKDEC5JR275221	$30,400.00		$273.44	$188.54	$461.98	Littleton
22000225	0284	2016	Ford		Cars/Trucks - Emergency Response	Police Department	1FM5K8ATXGGC61706	$18,600.00		$273.44	$115.36	$388.80	Littleton
22000223	0276	2016	Dodge		Cars/Trucks - Emergency Response	Police Department	2C3CDXKT2GH134780	$18,450.00		$273.44	$114.43	$387.87	Littleton
22000222	0263	2016	Ford		Cars/Trucks - Emergency Response	Police Department	1FM5K8AT1GGC61710	$18,600.00		$273.44	$115.36	$388.80	Littleton
22000103	0273	2009	Chevrolet		Cars/Trucks - Emergency Response	Littleton	1GNFK03049R226316	$7,200.00		$273.44	$44.65	$318.09	Littleton
22000093	0295	2008	Ford		Cars/Trucks - Emergency Response	Littleton	1FTNC24W98DA97438	$6,900.00		$273.44	$42.79	$316.23	Littleton
22000254	0230	2017	Ford		Cars/Trucks - Emergency Response	Police Department - Detective	2FMPK4G96HBB58756	$15,325.00		$273.44	$95.05	$368.49	Littleton
22000425	0204	2025	Chevrolet		Cars/Trucks - Emergency Response	Police Department	1GNS6LED7SR204806	$71,379.03		$273.44	$442.70	$716.14	Littleton
22000423	0322	2026	Chevrolet		Cars/Trucks - Emergency Response	Police Department	1GNS6UED5TR293198	$56,696.00		$273.44	$351.63	$625.07	Littleton
22000422	0278	2024	Chevrolet		Cars/Trucks - Emergency Response	Police Department	3GCUD4ED8RG409185	$72,681.71		$273.44	$450.78	$724.22	Littleton
22000414	0321	2025	Chevrolet		Cars/Trucks - Emergency Response	Police Department	1GNS6UED6SR289305	$54,984.00		$273.44	$341.01	$614.45	Littleton
22000413	0320	2025	Chevrolet		Cars/Trucks - Emergency Response	Police Department	1GNS6UED4SR289223	$82,543.13		$273.44	$511.94	$785.38	Littleton
22000412	0319	2025	Chevrolet		Cars/Trucks - Emergency Response	Police Department	1GNS6UED2SR289074	$32,596.94		$273.44	$202.17	$475.61	Littleton
22000410	0238	2025	Chevrolet		Cars/Trucks - Emergency Response	Police Department	3GNKBJRS5SS255985	$51,128.39		$273.44	$317.10	$590.54	Littleton
22000355	0602	2023	CLUB CAR		Motorcycles	Littleton Museum	ME2023-081686	$9,300.00		$91.15	$57.68	$148.83	Littleton
22000130	0868	2011	Elgin	0	Street Sweepers	Littleton	NP2203D	$275,000.00		$173.18	$1,705.57	$1,878.75	Littleton
22000311	0864	2019	TYMCO	0	Street Sweepers	Public Works	1HTMMMMN1KH580434	$448,677.59		$173.18	$2,782.73	$2,955.91	Littleton
22000312	0865	2019	TYMCO	0	Street Sweepers	Public Works	1HTMMMMN1KH634573	$448,619.00		$173.18	$2,782.37	$2,955.55	Littleton
22000389	0863	2018	Navistar		Street Sweepers	Streets Department	1HTMMMMN6JH725336	$422,702.00		$173.18	$2,621.63	$2,794.81	Littleton
22000014	0298	1999	Classic		Trailers	Littleton	10WPAEE11XW028468	$500.00		$0.00	$3.10	$3.10	Littleton

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CIRSA ID	Member Vehicle Number	Year	Make And Model	Number of Vehicles	Vehicle Type	Location	V I N	Final APD Value	Auto Physical Damage Deductible	Final Annual AL Contribution	Final Annual APD Contribution	Total AL & APD Contribution	Member
22000051	0981	2003	Superior		Trailers	Littleton	1SPTP16203C244250	$1,170.00		$0.00	$7.26	$7.26	Littleton
22000056	1911	2003	Jackson		Trailers	Littleton	1J9FS082841033214	$800.00		$0.00	$4.96	$4.96	Littleton
22000401	0888	2023	Wanco		Trailers	Streets Department	5F12S1213P1009213	$23,125.00		$0.00	$143.42	$143.42	Littleton
22000400	1204	2005	RU2 Systems		Trailers	Streets Department	1R9BR08175A482023	$6,000.00		$0.00	$37.21	$37.21	Littleton
22000399	1915	2023	H&H		Trailers	Facilities Department	5JWTC1828PN584073	$15,770.00		$0.00	$97.81	$97.81	Littleton
22000398	1110	2022	PJ		Trailers	Utility Department	3CV1U1624N2634267	$9,300.00		$0.00	$57.68	$57.68	Littleton
22000397	0983	2023	Big Tex		Trailers	Grounds Department	16V2D2029P5267195	$14,685.00		$0.00	$91.08	$91.08	Littleton
22000396	944B	2018	Echo		Trailers	Grounds Department	5PSBW1819J1046302	$1,722.00		$0.00	$10.68	$10.68	Littleton
22000395	943B	2006	Buck		Trailers	Grounds Department	4DHUS101065017498	$1,663.00		$0.00	$10.31	$10.31	Littleton
22000394	0891	2024	Wanco		Trailers	Streets Department	5F12S1216R1001352	$24,125.00		$0.00	$149.63	$149.63	Littleton
22000393	0890	2024	Wanco		Trailers	Streets Department	5F12S1214R1001351	$24,125.00		$0.00	$149.63	$149.63	Littleton
22000392	0889	2023	Wanco		Trailers	Streets Department	5F12S1213P1009214	$24,125.00		$0.00	$149.63	$149.63	Littleton
22000391	0886	2012	Parker		Trailers	Streets Department	13ZSA1415C1005444	$5,420.00		$0.00	$33.62	$33.62	Littleton
22000390	0880	2021	Wanco		Trailers	Streets Department	5F12S1212M1002698	$16,929.00		$0.00	$104.99	$104.99	Littleton
22000387	1916	2024	Celltech Cargo		Trailers	Facilities Department	7XXE12526RW000082	$20,548.25		$0.00	$127.44	$127.44	Littleton
22000385	0294	2016	Wells Cargo		Trailers	Police Department	575200L26GT320275	$18,500.00		$0.00	$114.74	$114.74	Littleton
22000359	0887	2023	Big-Tex		Trailers	Littleton	16V1C2728R2301250	$15,405.00		$0.00	$95.54	$95.54	Littleton
22000210	0985	2015	Silver Fox		Trailers	Public Works	159TF1824FC378876	$2,750.00		$0.00	$17.06	$17.06	Littleton
22000209	0984	2015	Silver Fox		Trailers	Public Works	159TF1826FC378877	$2,750.00		$0.00	$17.06	$17.06	Littleton
22000203	0881	2015	Silver Fox		Trailers	Public Works	1ST9TF1226FC378919	$1,800.00		$0.00	$11.16	$11.16	Littleton
22000193	0293	2015	Pace		Trailers	Police Department	53BPTES15FT009635	$1,800.00		$0.00	$11.16	$11.16	Littleton
22000099	0882	2008	Felling		Trailers	Littleton	5FTDE252191032381	$4,600.00		$0.00	$28.53	$28.53	Littleton
22000067	0945	2004	US Cargo		Trailers	Littleton	5NHUUS6234W018843	$1,620.00		$0.00	$10.05	$10.05	Littleton
22000059	0299	2004	Haulmark		Trailers	Littleton	16HCB10124U034761	$600.00		$0.00	$3.72	$3.72	Littleton
22000416	0946	2026	Bandit		Trailers	Public Works	4FMUS181XSR535261	$85,440.23		$0.00	$529.91	$529.91	Littleton
22000252	1502	2017	StarTrans		Transportation Buses	Littleton	1FDEE3FS3HDC13879	$32,700.00		$660.82	$202.81	$863.63	Littleton
22000251	1501	2017	StarTrans		Transportation Buses	Littleton	1FDEE3FS1HDC13878	$32,700.00		$660.82	$202.81	$863.63	Littleton
								$11,687,868.08		$40,469.30	$72,488.98	$112,958.28	

This preliminary quotation includes all exposures reported on your entity's 2027 Property/Casualty Renewal Application and any Application Amendment Requests received by CIRSA before August 1, 2026.

Please note, for the All Risk Property Deductible shown on page 1 of your quote, an additional property deductible will apply separately to each location in a National Flood Insurance Program (NFIP) Zone A if total building and contents values at that location are in excess of $1,000,000. The deductible will be the maximum limit of coverage which could have been purchased through NFIP, whether it is purchased or not.

The City of Littleton participated in the 2026 Uninsured/Underinsured Motorist coverage. Please indicate if the City of Littleton will:

☒ Accept 2027 Uninsured/Underinsured Motorist coverage
☐ Decline 2027 Uninsured/Underinsured Motorist coverage

The undersigned is authorized to accept this preliminary quotation on behalf of the City of Littleton.

We accept this preliminary quotation for January 1, 2027 to January 1, 2028. We understand our final invoice may increase or decrease depending upon the number of CIRSA Property/Casualty members for 2027, actual excess insurance premiums, and any changes made to our 2027 renewal application.

Signature:_____ Date:_____

Title: Kyle Schlachter, Mayor

Signature must be that of the Mayor, Manager, Clerk or equivalent (such as President of a Special District.)

This page, along with all pages of the applicable attached quote, must be returned on or before Thursday, October 1, 2026. A mailed, faxed or e-mailed copy is acceptable. Please return to:

Monique Ferguson, Underwriting Coordinator
3665 Cherry Creek North Drive
Denver, CO 80209
E-Mail: MoniqueF@cirsa.org
Fax: (303) 757-8950 or (800) 850-8950

PROPOSED 2027 PROPERTY/CASUALTY COVERAGES

The types and monetary limits of the proposed coverages to be provided to CIRSA Property/Casualty members for the coverage period of January 1, 2027 to January 1, 2028 are generally described below. The scope, terms, conditions, and limitations of the coverages are governed by the applicable CIRSA coverage form, excess and/or reinsurance policies, the CIRSA Bylaws and Intergovernmental Agreement, and other applicable documents.

I. TYPES OF COVERAGES (subject to the limit on CIRSA's liability as described in Section II below):

A. Property coverage (including auto physical damage and cyber first party, public relations expense and privacy breach expense)
B. Liability coverage:
    1. General liability
    2. Automobile liability
    3. Law enforcement liability
    4. Public officials errors and omissions liability
    5. Cyber (third party, security and privacy breach liability)
C. Crime coverage (including employee dishonesty and theft of money and securities)

II. CIRSA RETENTIONS, LOSS FUNDS, AGGREGATE LIMITS, AND MEMBER DEDUCTIBLES:

For the coverages described in Section I, CIRSA is liable only for payment of the applicable self-insured retentions and only to a total annual aggregate amount for CIRSA members as a whole of the amount of the applicable CIRSA loss fund for the coverage period. There is no aggregate excess coverage over any loss fund.

Coverages in excess of CIRSA's self-insured retentions are provided only by the applicable excess insurers and/or reinsurers in applicable excess and/or reinsurance policies, and shall be payable only by those excess insurers and/or reinsurers. The limits of coverage provided by the excess insurers and/or reinsurers for the coverage period shall be described in the coverage documents issued to the members. Aggregate and other limits shall apply as provided in said documents.

A. CIRSA PROPOSED SELF-INSURED RETENTIONS FOR THE COVERAGE PERIOD:

1. $1,000,000 per claim/occurrence property*
2. $100,000 per claim/annual aggregate cyber first party (public relations expense and privacy breach expense)
3. $1,000,000 per claim/occurrence liability
4. $1,000,000 each and every claim public officials liability
5. $1,500,000 each and every claim law enforcement liability
6. $500,000 per claim/annual aggregate cyber third party (security and privacy breach liability)
7. $150,000 per claim/occurrence crime

*Subject further to CIRSA retention of first $5,000,000 each and every hail/wind loss and/or occurrence.

B. CIRSA LOSS FUND AMOUNTS FOR THE COVERAGE PERIOD:

Loss fund amounts are as adopted or amended from time to time by the CIRSA Board of Directors based on the members in the Property/Casualty Pool for the year and investment earnings on those amounts. Information on the current loss fund amounts is available from CIRSA's Finance Department.

C. PROPOSED EXCESS INSURANCE LIMITS FOR THE COVERAGE PERIOD:

1.	Excess property:	to $500 million each claim/occurrence
2.	Excess liability:	to $2 million each claim/occurrence; $5 million each claim/occurrence or $10 million each claim/occurrence; $2 million or $5 million excess auto liability; $2 million, $5 million or $10 million annual aggregate for public officials errors and omission liability. The maximum liability and auto liability limits will be determined based on each member's selection.
3.	Excess crime (optional):	to $5 million per claim/occurrence

D. MEMBER DEDUCTIBLES:

A member-selected deductible shall apply to each of the member's claims/occurrences. Payment of the deductible reduces the amount otherwise payable under the applicable CIRSA retention. Allocated loss adjustment expenses are included in the member deductible.

EXPLANATION OF CREDITS AVAILABLE AND ACCEPTANCE OR WITHDRAW PROCEDURES

LOSS CONTROL AUDIT SCORE CREDIT

CIRSA members who received a Loss Control Audit Score of 90 or higher in 2026 and renew their membership in 2027, are eligible for a Loss Control Audit Score Credit. This credit is offered to all members that take an active role in preventing or reducing their losses by complying with the CIRSA Loss Control Standards.

If you did not receive a credit for 2027 and would like to receive one in future years, please contact your Risk Control Representative.

LOSS CONTROL CREDIT ACCOUNT

The CIRSA Board of Directors has approved your use of any balance in the Loss Control Credit Account, except any Special Credit monies, to pay 2027 contributions. Your entity's balance in this account, if any, is shown on the quote letter.

ACCEPTANCE PROCEDURES

Please complete the enclosed acceptance form indicating your decision for 2027 and return it to the CIRSA office ***on or before Thursday, October 1, 2026.*** **Failure to return the form in time may result in the imposition of penalties under CIRSA Bylaw Article XIV upon withdrawal**.

WITHDRAWAL PROCEDURES (*if applicable)*

The enclosed Article XIV of the CIRSA Bylaws describes withdrawal procedures from CIRSA. **Written notice of withdrawal must be received by CIRSA *no later than Thursday, October 1, 2026*, for a withdrawal without penalty effective January 1, 2027.** No withdrawing member shall be eligible for the above-described credits.

Article XIV should be read in its entirety for any penalties which would otherwise apply. Withdrawing members who subsequently apply to rejoin CIRSA may be subject to such terms and conditions as established by the CIRSA Board of Directors.

WITHDRAWAL NOTICE

MUST BE RECEIVED AT THE CIRSA OFFICE
ON OR BEFORE THURSDAY, OCTOBER 1, 2026

Sign and return this form if your entity has decided to **withdraw** from CIRSA effective January 1, 2027. Under CIRSA Bylaws, this form must be received by CIRSA ***no later than Thursday, October 1, 2026,*** for withdrawal without penalty effective January 1, 2027.

****

NOTICE OF WITHDRAWAL FROM CIRSA

This is to notify the CIRSA Board of Directors that the City of Littleton is withdrawing from CIRSA for purposes of Property/Casualty coverage effective January 1, 2027. We understand the City of Littleton remains obligated and will be billed for any amounts due CIRSA pursuant to the Bylaws and the policies established by CIRSA.

The undersigned is authorized to provide this notice of withdrawal on behalf of the City of Littleton.

Signature must be that of the Mayor, Manager, Clerk, or equivalent (such as President of a Special District.)

Signature: _____

Title: Kyle Schlachter, Mayor

Date: _____

CIRSA BYLAWS
ARTICLE XIV

Withdrawal from Membership

(1) Any member may withdraw from CIRSA by giving prior notice in writing to the Board of Directors of the prospective effective date of its withdrawal.

(2) If the effective date of a member's withdrawal is a date other than January 1, the withdrawing member shall not be entitled to receive any refund of contributions made for administrative costs for the claim year of withdrawal. The withdrawing member shall be entitled to receive within forty-five (45) days after the effective date of withdrawal, a proportionate return of its contribution to any loss fund.

(3) If the effective date of a member's withdrawal is January 1 but the member's written notice of withdrawal is received by CIRSA more than thirty (30) days after the date on which CIRSA mailed a preliminary quotation of the contribution to be assessed the member for the year beginning on that January 1, the withdrawing member shall be obligated to pay its share of CIRSA's administrative costs for the year beginning on that January 1. However, if the preliminary quotation is mailed by CIRSA prior to September 1, members shall not be obligated for future claim year administrative costs if the member's written notice of withdrawal is received by CIRSA on or before the October 1 preceding the January 1 renewal date.

(4) The members may, by a two-thirds (2/3) vote of the members present at a meeting, adopt or amend a policy establishing additional conditions applicable to members which withdraw.

EXHIBIT A

BYLAWS AND INTERGOVERNMENTAL AGREEMENT

COLORADO INTERGOVERNMENTAL

RISK SHARING AGENCY

BYLAWS AND INTERGOVERNMENTAL AGREEMENT
COLORADO INTERGOVERNMENTAL RISK SHARING AGENCY

ARTICLE I. Definitions. As used in this agreement, the following terms shall have the meaning hereinafter set out:

(1) AGGREGATE STOP LOSS INSURANCE - Insurance purchased by ~~the AGENCY~~ CIRSA from an insurance company approved by the Insurance Commissioner to underwrite such coverage in Colorado providing certain coverage up to a contracted amount for otherwise uninsured losses to be borne by the joint risk ~~Sharing~~ MANAGEMENT pool, which in any one year aggregate to a pre-set maximum amount of coverage.

(2) BOARD - BOARD OF DIRECTORS OF CIRSA.

(3) CATASTROPHE EXCESS INSURANCE - Insurance purchased by ~~the AGENCY~~ CIRSA from an insurance company approved by the Insurance Commissioner of the State of Colorado to underwrite such coverage in Colorado providing certain coverage for losses over a prudent amount up to a pre-set maximum amount of coverage.

(4) CIRSA - The Colorado Intergovernmental Risk Sharing Agency established pursuant to the Constitution and the statutes of this state by this intergovernmental agreement.

(5) EXECUTIVE DIRECTOR - EXECUTIVE DIRECTOR OF CIRSA.

(6) FISCAL YEAR - January 1 to December 31.

(7) JOINT RISK MANAGEMENT POOL - A fund of public monies established by ~~the Colorado Intergovernmental Risk Sharing Agency~~ CIRSA to self-insure certain risks jointly within a defined scope and to purchase catastrophe, excess and/or aggregate stop loss insurance when deemed prudent.

(8) JOINT SELF INSURANCE - A self-insurance program in which ~~units of local government~~ MUNICIPALITIES agree to contribute annual and where required supplementary payments to support a risk management program and a joint risk management pool.

(9) MEMBERS - The municipalities which enter into this intergovernmental agreement.

(10) POLICY YEAR - January 1 to December 31.

(11) RISK MANAGEMENT - A program of identification of exposures to accidental loss, reduction or limitation of losses to municipal properties and from injuries to persons or property caused by the operations of municipalities, and prudent funding of these risks. Where claims arise, ~~employees and officers of the AGENCY~~ CIRSA will process such claims, investigate their validity, settle or defend against such claims within the financial limits of the JOINT risk management ~~agreement~~ POOL, tabulate such claims, costs and losses and carry out other assigned duties.

(12) SELF-INSURANCE - The decision by a ~~unit of municipal government~~ MUNICIPALITY not to purchase insurance coverage for risks below certain limits; to seek all immunities provided by ~~Colorado~~ law for ~~a non-insured unit of~~ ANY local government AND THE OFFICERS AND EMPLOYEES THEREOF; to rely upon its financial capabilities to pay any losses which occur for which it is liable; and to purchase some insurance to protect against catastrophic or aggregate losses.

ARTICLE II. Creation of ~~Agency~~ CIRSA. The Colorado Intergovernmental Risk Sharing Agency, a separate and independent governmental ~~organization~~ AND LEGAL ENTITY, is hereby formed by intergovernmental agreement by member municipalities pursuant to the provisions of ~~C.R.S. 1973,~~ 24-10-115.5, C.R.S. (1982 REPL. VOL.), as amended, ~~and C.R.S. 1973,~~ 29-1-201 et seq., C.R.S. (1977 REPL. VOL.), as amended, 29-13-102, C.R.S. (1977 REPL. VOL.), AS AMENDED, AND COLORADO CONSTITUTION, ARTICLE XIV, SECTION 18(2).

ARTICLE III. Purposes. (1) The purposes of ~~the AGENCY~~ CIRSA are to provide a joint ~~self insurance~~ RISK MANAGEMENT pool and to assist members to prevent and reduce losses and injuries to municipal property and to persons or property which might result in claims being made against members of ~~this AGENCY~~ CIRSA, or their employees or officers.

(2) It is the intent of the members of ~~this AGENCY~~ CIRSA to create an entity in perpetuity which will administer a joint risk management pool and use funds contributed by the members to defend and indemnify, in accordance with these Bylaws, any member of ~~the AGENCY~~ CIRSA against stated liability or loss, to the limit of the financial resources of ~~the AGENCY~~ CIRSA. It is also the intent of the members to have ~~the AGENCY~~ CIRSA ~~insure~~ PROVIDE continuing stability and availability of needed coverages at reasonable costs. All income and assets of ~~the AGENCY~~ CIRSA shall be at all times dedicated to the exclusive benefit of its members. These Bylaws shall constitute the substance of the intergovernmental contract among the members.

ARTICLE IV. Non-Waiver of Governmental or Other Immunity. All funds contained within the JOINT risk management pool are funds plus earned interest derived from its members which are ~~municipal governments~~ MUNICIPALITIES within the state of Colorado. It is the intent of the members ~~in~~ THAT, BY entering into this agreement, ~~that~~ they do not WAIVE and are not waiving any immunity provided to the members or their ~~public~~ employees by ~~the Colorado Governmental Immunity Act, C.R.S. 1973, 24-10-101 et seq., as amended, or by other law~~ ANY LAW.

ARTICLE V. ~~Agency~~ CIRSA Powers and Duties. (1) The powers of ~~the AGENCY~~ CIRSA to perform and accomplish the purposes set forth above shall, within the budgetary limits and procedures set forth in these Bylaws, be the following:

(a) To employ agents, employees and independent contractors.

(b) To purchase, sell, encumber and lease real property and to purchase, sell, or lease equipment, machinery, and personal property.

(c) To invest funds as allowed by Colorado Statutes.

(d) To carry out educational and other programs relating to risk management.

(e) To create, collect funds for, and administer a JOINT risk management pool.

(f) To purchase excess insurance, and/or stop loss insurance to supplement the JOINT risk management pool.

(g) To establish reasonable and necessary loss reduction and prevention procedures to be followed by the members.

(h) To provide risk management and claim adjustment OR TO CONTRACT FOR SUCH SERVICES, including the defense and settlement of claims.

(i) To carry out such other activities as are necessarily implied or required to carry out the purposes of ~~the AGENCY~~ CIRSA specified in Article III or the specific powers enumerated in this Article.

(j) To sue and be sued.

(k) To enter into contracts.

(l) To reimburse directors for reasonable and approved expenses, including expenses incurred in attending Board meetings.

(m) To purchase fidelity bonds for all officers, directors, and employees of ~~the AGENCY~~ CIRSA.

ARTICLE VI. Participation. The membership of ~~the AGENCY~~ CIRSA shall be limited to ~~those municipal governments~~ MUNICIPALITIES ~~who~~ WHICH are members of the Colorado Municipal League ~~who~~ AND WHICH properly enter into and adopt this intergovernmental agreement and bylaws. New members shall be admitted only by a two-thirds (2/3) vote of the members present at a meeting, subject to the payment of such sums and under such conditions as the members shall in each case or from time-to-time establish. ANY MEMBER ADMITTED ON OR AFTER JANUARY 1, 1984, UNLESS EXPELLED PURSUANT TO ARTICLE XV, SHALL REMAIN A MEMBER OF CIRSA FOR A PERIOD OF AT LEAST ONE YEAR.

~~ARTICLE VII. Commencement of AGENCY and Term:~~

~~All initial MEMBERS of the AGENCY and any new MEMBERS admitted thereafter unless expelled pursuant to the expulsion provision of Article XVIII, shall remain MEMBERS of the AGENCY for a period of at least one (1) year. In the event that by December 18, 1981, there has been deposited within or committed~~

to the Risk Management Pool as a first year's payment the sum of at least $==========, the AGENCY shall begin its operations on January 1, 1982. If $========== has not been received or committed by December 18, 1981, then the AGENCY shall begin its operations thirty (30) days after the date when at least that amount has been deposited or committed for provided that the initial rate or rates are as aforesaid. A municipality which has not deposited or committed funds by the date of the initial commencement may join the AGENCY during the first sixty (60) days of operation.

ARTICLE VII. Members Powers and Meetings. (1) The members at a meeting thereof shall have the power to:

(a) Elect a Board of Directors by a majority vote of the members present at the annual meeting.

(b) Amend the bylaws by a 2/3 majority vote of the members present at a meeting, BUT NO AMENDMENT SHALL TAKE EFFECT SOONER THAN SIXTEEN (16) DAYS AFTER ADOPTION OF THE AMENDMENT.

(c) Admit and expel members by a 2/3 majority VOTE of the members present at a meeting.

(d) ADOPT AND adjust the coverages TYPES OF LOSSES COVERED, LIMITS OF LIABILITY ON EXCESS INSURANCE POLICIES, AND THE TYPES OF DEDUCTIBLES which the AGENCY CIRSA provides by a 2/3 majority vote of the members present at a meeting. (The initial coverages are included as Attachment B.)

(e) Remove a director of the Board of Directors by a 2/3 majority vote of the members present at a meeting.

(2) Meetings of the members shall be held as follows:

(a) Members shall meet quarterly AT LEAST ONCE ANNUALLY at a time and place to be set by the Board of Directors, with notice mailed to each member at least 15 days in advance.

(b) Special meetings may be called by the directors or by a petition of 1/3 of the members. Notice of special meetings shall be mailed to each member at least 15 days in advance.

(c) The Chairman of the Board of Directors will preside at the meetings.

(d) Fifty percent of the members shall constitute a quorum to do business.

(e) No absentee or proxy voting shall be allowed.

(f) Each member shall be entitled to one vote on all issues EACH ISSUE.

ARTICLE VIII. Obligation of Members. (1) The obligations of members of ~~the agency~~ CIRSA shall be as follows:

(a) To pay promptly all annual and supplementary contributions or other payments to ~~the AGENCY~~ CIRSA at such times and in such amounts as shall be established by the Board of Directors ~~and MEMBERS~~ pursuant to these Bylaws. Any delinquent payments shall be paid with interest which shall be equivalent to the prime interest rate ON THE DATE OF DELINQUENCY of the ~~Central Bank of Denver~~ BANK WHICH INVESTS THE MAJORITY OF THE CIRSA FUNDS ~~on the date of delinquency~~. Payments will be considered delinquent forty-five (45) days following the due date.

(b) To designate a voting representative and alternate for the members meetings. A member's voting representative must be an employee or officer of the member municipality, but may be changed from time to time.

(c) To allow ~~the AGENCY~~ CIRSA AND ITS AGENTS, OFFICERS AND EMPLOYEES reasonable access to all facilities of the member and all MEMBER records, including but not limited to financial records, as required for the administration of ~~the Agency~~ CIRSA.

(d) To allow attorneys designated by ~~the AGENCY~~ CIRSA to represent the member in the investigation, settlement and litigation of any claim made against the member within the scope of loss protection furnished by ~~the AGENCY~~ CIRSA.

(e) To cooperate fully with ~~the AGENCY'S~~ CIRSA's attorneys, claims adjusters and any other agent, employee, or officer of ~~the Agency~~ CIRSA in activities relating to the purposes and powers of ~~the AGENCY~~ CIRSA.

(f) To follow the loss reduction and prevention procedures established by ~~the AGENCY~~ CIRSA.

(g) To report to ~~the AGENCY~~ CIRSA as promptly as possible all incidents or occurrences which could reasonably be expected to result in ~~the AGENCY~~ CIRSA being required to consider a claim against the municipality, its agents, officers, or employees, or for casualty losses to municipal property within the scope of coverages undertaken by ~~the AGENCY~~ CIRSA.

(h) To adopt a risk management statement APPROVED BY THE BOARD.

(i) To maintain an active safety committee or ~~administrator~~ SAFETY COORDINATOR.

(j) To report to ~~the AGENCY~~ CIRSA as soon as reasonably possible, the addition of new programs and facilities or the significant reduction or expansion of existing programs and facilities or other acts which will cause material changes in the members accidental loss.

(k) To provide ~~the AGENCY~~ CIRSA periodically, as requested, with information on the value of buildings and contents and other real and personal properties.

(l) To participate in coverage of losses and to pay contributions AS ESTABLISHED AND in the manner set forth by the ~~members~~ Board.

ARTICLE IX. Contributions. It is the intention of ~~the pool~~ CIRSA to levy contributions to the members as established by the ~~pool~~ Board ~~of Directors. Further, after sufficient data and experience,~~ The Board may ~~adjust~~ INCREASE contributions charged to ANY members to reflect increased risk resulting from a refusal to participate IN or willful violation of safety or loss prevention programs OR FOR OTHER REASONS ESTABLISHED BY THE BOARD. Conversely, THE BOARD MAY REDUCE contributions ~~may be reduced,~~ for ANY members that faithfully participates in loss prevention and safety programs OR FOR OTHER REASONS ESTABLISHED BY THE BOARD.

ARTICLE X. Board of Directors. (1) The Board of Directors will be composed of five (5) directors. Directors will be elected from among the members representatives. There will be:

(a) One director from a member under 20,000 population.

(b) One director from a member of 20,000 to 40,000 population.

(c) Two directors, ~~from members~~ EACH FROM A DIFFERENT MEMBER above 40,000 population. ~~(These Directors will be from different members.)~~

(d) One director at large.

(2) Every two years population will be determined by the census figures reported by the U.S. Bureau of Census.

~~ARTICLE XII. Election of Directors.~~

(3) The election of directors will be made by the members ~~as a whole by a simple majority vote~~ at the annual meeting to be scheduled in December of each year.

~~ARTICLE XIII. Terms of Directors.~~

(4) Terms of the directors will be two year staggered terms. ~~with the "at large" director and one of the "over 40,000" directors elected for an initial two year term. The remaining directors shall be elected for an initial one year term, with two year staggered terms thereafter.~~

ARTICLE XI. Powers and Duties of the Board of Directors. THE BOARD SHALL HAVE THE FOLLOWING POWERS AND DUTIES:

(1) To elect DURING THE FIRST BOARD MEETING FOLLOWING EACH ANNUAL MEETING, a chairman, vice-chairman, secretary/treasurer, and other officers as appropriate. EACH OFFICER SHALL SERVE UNTIL HIS OR HER SUCCESSOR IS ELECTED, BUT THERE SHALL BE NO LIMIT ON THE NUMBER OF TERMS SERVED BY ANY PERSON.

(2) To recommend criteria for new members.

(3) To establish contributions by the members.

(4) To recommend ~~coverages~~ to the members THE TYPES OF LOSSES TO BE COVERED, LIMITS OF LIABILITY ON EXCESS INSURANCE POLICIES, AND THE TYPES OF DEDUCTIONS WHICH CIRSA PROVIDES.

(5) To select ~~insurance brokers~~ ALL SERVICE PROVIDERS NECESSARY FOR THE ADMINISTRATION OF CIRSA.

(6) To set the dates, places and provide an agenda for Board ~~of Director's~~ and member's meetings.

(7) To fill vacancies in the Board by majority vote of the remaining directors for the unexpired term.

(8) To exercise all powers of ~~the AGENCY~~ CIRSA except powers reserved to the members.

(9) To prepare, adopt and report ~~the agency~~ CIRSA's budget to the members.

(10) To hire and discharge personnel OR TO DELEGATE SUCH AUTHORITY TO THE EXECUTIVE DIRECTOR.

(11) To make reports to the members at the quarterly meetings.

(12) To provide for claims and loss control procedures, TO ESTABLISH CONDITIONS WHICH MUST BE MET PRIOR TO THE PAYMENT OR DEFENSE OF A CLAIM, AND TO DENY A CLAIM OR THE DEFENSE OF A CLAIM IF THE CONDITIONS ARE NOT MET.

(13) To provide for the investment and disbursement of funds.

(14) To establish rules governing its own conduct and procedure AND THE POWERS AND DUTIES OF ITS OFFICERS, not inconsistent with these Bylaws.

(15) To provide to members annually:

(a) An audit of the financial affairs of ~~the AGENCY~~ CIRSA to be made by a certified public accountant at the end of each fiscal year in accordance with generally accepted auditing principles and state law; and

(b) An annual report of operations.

(16) To form committees ~~(i.e. claims committee)~~ and provide other services as needed by ~~the~~ AGENCY CIRSA. THE BOARD SHALL DETERMINE THE METHOD OF APPOINTMENT AND TERMS OF COMMITTEE MEMBERS.

(17) To do all acts necessary and proper for the operation of ~~the~~ AGENCY CIRSA and implementation of these Bylaws subject to the limits of the Bylaws AND NOT IN CONFLICT WITH THESE BYLAWS.

(18) Dissolve ~~the~~ AGENCY CIRSA and disburse its assets by a 2/3 vote of the entire membership provided that a notice of intent to dissolve ~~the~~ AGENCY CIRSA shall be given to the Insurance Commissioner AT LEAST ninety (90) days prior to the effective date. No such plan to dissolve ~~the~~ AGENCY CIRSA shall be effective until approved by the Insurance Commissioner.

ARTICLE XII. Meetings of the Board of Directors. (1) The Board may set a time and place for regular meetings which may be held without further notice, AND SHALL ESTABLISH PROCEDURES FOR NOTICE OF SPECIAL MEETINGS.

~~(2) Special meetings may be called by the chairman or three directors by mailing written notice at least 10 days in advance to all directors or by unanimously executed waiver of notice.~~

~~(3)~~ (2) Three (3) directors shall constitute a quorum to do business. All acts of the Board shall require a majority vote of the directors present.

ARTICLE XIII. Liability of Board of Directors or Officers. The ~~MEMBERS of the Board of Directors or officers of the~~ AGENCY DIRECTORS AND OFFICERS OF CIRSA should use ordinary care and reasonable diligence in the exercise of their power, and in the performance of their duties hereunder; they shall not be liable for any mistake of judgment or other action made, taken or omitted by them in good faith; nor for any action taken or omitted by any agent, employee or independent contractor selected with reasonable care. No director shall be liable for any action taken or omitted by any other director. ~~No Director shall be required to give a bond or other security to guarantee the faithful performance of his duties hereunder although the AGENCY shall provide such bonds~~ CIRSA SHALL OBTAIN A BOND OR OTHER SECURITY TO GUARANTEE THE FAITHFUL PERFORMANCE OF EACH DIRECTOR'S, OFFICER'S, AND THE EXECUTIVE DIRECTOR'S DUTIES HEREUNDER. The JOINT risk management pool shall be used to defend and indemnify any director, or officer, OR EMPLOYEE for actions taken by ~~the Board or performed by the Director~~ EACH SUCH PERSON in good faith within the scope of his OR HER authority for ~~the~~ AGENCY CIRSA. ~~The~~ AGENCY CIRSA may purchase insurance providing similar coverage for such directors, or officers, AND EMPLOYEES.

ARTICLE XIV. Withdrawal from Membership. Any member may withdraw from ~~the~~ AGENCY CIRSA after the member's initial one (1) year term at the end of any policy year by giving at least ninety (90) days notice in writing to the Board of its desire to withdraw. ANY MEMBER MAY WITHDRAW FROM CIRSA WITHIN FIFTEEN (15) DAYS AFTER THE ADOPTION OF AN AMENDMENT TO THESE BYLAWS BY GIVING

NOTICE IN WRITING TO THE BOARD OF ITS INTENT TO WITHDRAW. The WITHDRAWN member shall not be entitled to any reimbursement of contributions~~, dividends or credits~~ that are to be paid or that shall become payable in the future, and shall continue to be obligated to make any payment for which such obligation arose prior to such withdrawal.

ARTICLE XV. Expulsion of Members. (1) By a two-thirds (2/3) ~~majority~~ vote of the members present at a meeting, any member may be expelled. Such expulsion, which shall take effect sixty (60) days after such meeting, may be carried out for one or more of the following reasons:

(a) Failure to make any payments due to ~~the AGENCY~~ CIRSA.

(b) Failure to undertake or continue loss reduction and prevention procedures adopted by ~~the AGENCY~~ CIRSA.

(c) Failure to allow ~~the AGENCY~~ CIRSA reasonable access to all facilities and records of the member necessary for proper administration of ~~the agency~~ CIRSA.

(d) Failure to fully cooperate with ~~the AGENCY's~~ CIRSA's attorneys, claims adjusters or other agent, employee, or officer of ~~the~~ AGENCY CIRSA.

(e) Failure to carry out any obligation of a member which impairs the ability of ~~the~~ AGENCY CIRSA to carry out its purpose or powers.

(2) No member may be expelled except after notice from the Board ~~of Directors~~ of the alleged failure along with the reasonable opportunity of not less than thirty (30) days to cure the alleged failure. The member may request a hearing before the members before any final decision, which shall be held within fifteen (15) days after the expiration of the time to cure has passed. The Board shall present the case for expulsion to the members. The member affected may present its case. A decision by the membership to expel a member after notice and hearing and failure to cure the alleged defect shall be final and take effect sixty (60) days after the decision to expel is approved by the members. After expulsion, the former member shall be liable for any unpaid contributions or other charges pro rata to the effective date of expulsion, AND SHALL NOT BE ENTITLED TO REIMBURSEMENT OF CONTRIBUTIONS THAT ARE TO BE PAID OR THAT SHALL BECOME PAYABLE IN THE FUTURE.

ARTICLE XVI. Contractual Obligation. This document shall constitute an intergovernmental contract among those units of local government which becomes members of ~~the~~ AGENCY CIRSA. The terms of this contract may be enforced in court by ~~the~~ AGENCY CIRSA itself or by any of its members. The consideration for the duties herewith imposed upon the members to take certain actions and to refrain from certain other actions shall be based upon the mutual promises and agreements of the members set forth herein. These Bylaws when properly approved by the proper authority of

the member shall be the intergovernmental contract. A certified copy of the ordinance, resolution or other document of approval for each member accompanied by an attorney's certification of proper authority and adoption, shall be attached to the original Bylaws on file with ~~the AGENCY~~ CIRSA. Provided, however, that except to the extent of the limited financial contributions to ~~the AGENCY~~ CIRSA agreed to herein or such additional obligations as may come about through amendments to these Bylaws, no member agrees or contracts herein to be held responsible for any claims in tort or contract made against any other member. The contracting parties intend in the creation of ~~the AGENCY~~ CIRSA to establish an organization for joint risk management only within the scope herein set out and have not herein created as between member and member any relationship of surety, indemnification or responsibility for the debts of or claims against any other member.

ARTICLE XVII. Severability. In the event that any article, provision, clause or other part of these Bylaws should be held invalid or unenforceable by a court of competent jurisdiction, such invalidity or unenforceability shall not affect the validity or enforceability with respect to other articles, provisions, clauses, applications or occurrences, and these Bylaws are expressly declared to be severable.

Staff Communication

File #: Ordinance 22-2026, **Version:** 1

Agenda Date: 10/20/2026

Subject:
Ordinance 22-2026: An ordinance on first reading establishing a Temporary Moratorium on the acceptance, processing, and approval of applications for Data Centers and directing staff to study and recommend land use regulations for data centers

From:	James L. Becklenberg, City Manager
Prepared by:	Reid Betzing, City Attorney
Presentations:	N/A

PURPOSE:
To request that City Council consider on first reading Ordinance 22-2026, which would establish a temporary moratorium on the acceptance, processing, and approval of land use and development applications for data centers within the City while staff study the impacts of these facilities and prepare recommended amendments to the Unified Land Use Code.

LONG-TERM OUTCOME(S) SERVED:
Robust and Resilient Economy

DISCUSSION:
The proposed ordinance would pause new data center development in Littleton for a limited period so the City can determine whether, where, and under what standards these facilities should be allowed. For purposes of the ordinance, a “data center” is a building or portion of a building whose primary use is to house servers, data storage, and related networking, power, and cooling equipment serving off-site users, including colocation facilities, cloud computing facilities, and cryptocurrency mining operations. Server rooms and IT equipment that are accessory to and primarily serve another use on the same property, such as an office building or hospital, are not data centers under the ordinance and are not affected.

During the moratorium, the City would not accept, process, or approve rezonings, site development plans, subdivisions, use approvals, building permits, or other development approvals for the establishment, construction, or expansion of a data center. The moratorium would not apply to applications the City determined to be complete before the ordinance was introduced on first reading, to projects with vested property rights under C.R.S. § 24-68-101 et seq., or to ordinary repair and maintenance of an existing data center that does not increase its floor area, electrical capacity, or water demand.

The moratorium would remain in effect for six (6) months or until City Council adopts amendments to the Unified Land Use Code regulating data centers, whichever occurs first, and Council may extend or end it early by ordinance. The ordinance directs the City Manager and the Community Development Department to study the land use, energy, water, noise, air quality, infrastructure, and fiscal impacts of data centers, to coordinate

with applicable utility providers, and to bring proposed code amendments to the Planning Commission and City Council before the moratorium expires. It also establishes a process for a property owner or applicant to request relief from City Council if the moratorium would cause an undue hardship.

Because an ordinance requires two readings, applications could be filed between first reading and the ordinance's effective date in an effort to avoid the moratorium. To address this, the exception for pending applications applies only to applications the City determined to be complete before the ordinance was introduced on first reading. The ordinance will take effect as provided in the City Charter following second reading and publication.

BACKGROUND:
Demand for data centers has grown rapidly across the country and in the Denver metropolitan area, driven largely by cloud computing and artificial intelligence. These facilities can differ significantly from typical commercial or industrial uses. They may require large and continuous amounts of electricity, which can necessitate new transmission and distribution infrastructure and affect grid reliability and utility costs; many rely on water-intensive cooling systems; and they can produce continuous noise from cooling equipment and emissions from diesel backup generators. Data centers also tend to occupy large buildings with relatively few employees, which may not align with the City's goals for its commercial and employment areas.

The City's Unified Land Use Code does not currently define data centers as a distinct land use or include standards tailored to their impacts. As a result, a data center could potentially be established in certain zone districts under broader use categories without review of these impacts.

Colorado law recognizes temporary moratoria as a legitimate land use tool. In Droste v. Board of County Commissioners of Pitkin County, 159 P.3d 601 (Colo. 2007), the Colorado Supreme Court upheld a local government's authority to adopt a temporary moratorium to preserve the status quo while it studies and adopts new regulations. A moratorium prevents applications from being submitted and vesting under existing rules while the City's review is underway. To withstand legal challenge, a moratorium should be reasonable in scope and duration and tied to a genuine planning effort, which is why the ordinance includes a defined time limit, exceptions for pending and vested projects, direction to staff to complete the study, and a hardship relief process.

Prior Actions or Discussions

- Council discussed data centers at a joint study session with Planning Commission on October 13, 2026

FISCAL IMPACTS:
Adopting the ordinance requires no direct City funding. The study and code amendments directed by the ordinance would be completed primarily with existing Community Development and City Attorney's Office staff resources.

STAFF RECOMMENDATION:
Staff acknowledge that a moratorium temporarily limits a type of development and may delay potential new investment and tax revenue. However, data centers present impacts on energy, water, noise, air quality, and land use that the City's current code was not designed to address, and once a project vests under existing rules, the City's ability to address those impacts is limited. A short, clearly defined moratorium will give staff, the Planning Commission, City Council, and the public time to develop thoughtful regulations, while protecting pending and vested projects and providing a path for hardship relief. Staff recommend that City Council

approve the ordinance on first reading and schedule a public hearing on second reading.

ALTERNATIVES:

- City Council may choose not to adopt a moratorium. Data center applications would continue to be accepted and reviewed under the existing Unified Land Use Code, and staff could still be directed to prepare code amendments.
- City Council may modify the duration of the moratorium, such as shortening or lengthening the six-month period.
- City Council may narrow the scope of the moratorium, for example by excluding cryptocurrency mining operations or applying the moratorium only in certain zone districts.
- City Council may consider adopting the moratorium as an emergency ordinance under the City Charter, which would allow it to take effect sooner but requires the findings and vote specified in the Charter.

PROPOSED MOTION:

I move to approve Ordinance 22-2026 on first reading establishing a Temporary Moratorium on the acceptance, processing, and approval of applications for Data Centers and directing staff to study and recommend land use regulations for data centers, and to set the second reading and public hearing on November 3, 2026.

CITY OF LITTLETON, COLORADO

ORDINANCE NO. 22

Series, 2026

AN ORDINANCE OF THE CITY OF LITTLETON, COLORADO, ESTABLISHING A TEMPORARY MORATORIUM ON THE ACCEPTANCE, PROCESSING, AND APPROVAL OF APPLICATIONS FOR DATA CENTERS AND DIRECTING STAFF TO STUDY AND RECOMMEND LAND USE REGULATIONS FOR DATA CENTERS

WHEREAS, the City of Littleton is a home rule municipality organized and existing pursuant to Article XX of the Colorado Constitution and the Charter of the City of Littleton, and has broad authority to regulate the use of land within its boundaries to protect the public health, safety, and welfare; and

WHEREAS, the Local Government Land Use Control Enabling Act, C.R.S. § 29-20-101 *et seq.*, and C.R.S. § 31-23-301 *et seq.*, further authorize the City to plan for and regulate the use of land, and the Colorado Supreme Court has recognized that a temporary moratorium is a legitimate tool for preserving the status quo while a local government studies and adopts appropriate land use regulations, *Droste v. Board of County Commissioners of Pitkin County*, 159 P.3d 601 (Colo. 2007); and

WHEREAS, data centers are facilities used primarily to house computer servers, data storage, networking equipment, and the power and cooling infrastructure that supports them, and demand for such facilities has grown rapidly nationwide and in the Denver metropolitan area, driven in large part by cloud computing and artificial intelligence; and

WHEREAS, data centers can require large and continuous amounts of electricity, which may necessitate new generation, transmission, and distribution infrastructure and may affect grid reliability and utility costs for Littleton residents and businesses; and

WHEREAS, many data centers use water-intensive cooling systems, and the City must evaluate how such demand could affect local and regional water supplies, particularly in light of Colorado's semi-arid climate and recurring drought conditions; and

WHEREAS, data centers may also generate continuous noise from cooling equipment, air emissions from on-site backup generators, and large building footprints with relatively few employees and little pedestrian activity, all of which may be incompatible with nearby residential neighborhoods and with the goals of the City's Comprehensive Plan; and

WHEREAS, the City's Unified Land Use Code does not currently define data centers as a distinct land use or contain standards tailored to address their unique impacts, and such facilities could potentially be established in certain zone districts under broader use categories; and

WHEREAS, if applications for data centers are submitted and approved under existing regulations before the City has studied these impacts and adopted appropriate standards, the City's ability to plan for and mitigate those impacts could be undermined, and applications submitted while this ordinance is under consideration could defeat its purpose; and

WHEREAS, a temporary moratorium of reasonable duration will allow City staff to study the impacts of data centers, allow the Planning Commission and City Council to consider appropriate amendments to the Unified Land Use Code, and allow the public to participate in that process; and

WHEREAS, the City Council finds that the moratorium established by this ordinance is reasonable in scope and duration, is necessary for the preservation of the public health, safety, and welfare, and is not intended to permanently prohibit data centers within the City.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LITTLETON, COLORADO, AS FOLLOWS:

Section 1: Findings. The City Council hereby adopts and incorporates the foregoing recitals as findings of the City Council.

Section 2: Definition. For purposes of this ordinance, "data center" means a building, group of buildings, or portion of a building whose primary use is to house computer servers, data storage, and related networking, power, and cooling equipment that store, process, or transmit data for off-site users, including without limitation colocation facilities, cloud computing facilities, and cryptocurrency mining operations. The term does not include server rooms, information technology closets, or similar equipment that is accessory to and primarily serves a principal use located on the same property.

Section 3: Moratorium Established. A temporary moratorium is hereby established on the establishment, construction, and expansion of data centers within the City of Littleton. During the moratorium, the City shall not accept, process, or approve any application for rezoning, site development plan, subdivision, use approval, building permit, or any other land use or development approval for the establishment, construction, or expansion of a data center.

Section 4: Exceptions. The moratorium shall not apply to:

(a) Accessory server rooms or equipment that do not meet the definition of a data center in Section 2;

(b) Any application for a land use or development approval that the City determined to be complete prior to the date this ordinance was introduced on first reading;

(c) Any site-specific development plan for which vested property rights have been established pursuant to C.R.S. § 24-68-101 *et seq.*; or

(d) The ordinary repair or maintenance of an existing data center that does not increase its floor area, electrical capacity, or water demand.

Section 5: Duration. The moratorium shall remain in effect for six (6) months from the effective date of this ordinance, or until the effective date of an ordinance amending the Unified Land Use Code to regulate data centers, whichever occurs first, unless extended or terminated earlier by ordinance of the City Council.

Section 6: Direction to Staff. The City Council directs the City Manager and the Community Development Department to study the land use, energy, water, noise, air quality, infrastructure, fiscal, and economic impacts of data centers; to coordinate as appropriate with applicable electric and water utility providers; and to prepare proposed amendments to the Unified Land Use Code addressing the definition, permitted locations, and development standards for data centers for consideration by the Planning Commission and City Council prior to the expiration of the moratorium.

Section 7: Relief from Undue Hardship. Any property owner or applicant who believes that the moratorium imposes an undue hardship or deprives the owner of all reasonable use of their property may submit a written request for relief to the City Manager, who shall forward the request to City Council for consideration at a public meeting. In deciding the request, City Council may grant, grant with conditions, or deny relief based on the purposes of this ordinance and the evidence presented.

Section 8: Severability. If any part, section, subsection, sentence, clause or phrase of this ordinance is for any reason held to be invalid, such invalidity shall not affect the validity of the remaining sections of this ordinance. The City Council hereby declares that it would have passed this ordinance, including each part, section, subsection, sentence, clause or phrase hereof, irrespective of the fact that one or more parts, sections, subsections, sentences, clauses or phrases may be declared invalid.

Section 9: Repealer. All ordinances or resolutions, or parts thereof, in conflict with this ordinance are hereby repealed, provided that this repealer shall not repeal the repealer clauses of such ordinance nor revive any ordinance thereby.

Section 10: Effective Date. This ordinance shall take effect as provided in the Charter of the City of Littleton.

INTRODUCED AS A BILL at a regularly scheduled meeting of the City Council of the City of Littleton on the 20th day of October, 2026, passed on first reading by a vote of ___ FOR and ___ AGAINST; and ordered published by posting at Littleton Center, Bemis Library, the Municipal Courthouse and on the City of Littleton Website.

PUBLIC HEARING on the Ordinance to take place on the 3rd day of November, 2026, in the Council Chamber, Littleton Center, 2255 West Berry Avenue, Littleton, Colorado, at the hour of 6:30 p.m., or as soon thereafter as it may be heard.

PASSED on second and final reading, following public hearing, by a vote of ___ FOR and ___ AGAINST on the ___ day of _____, 2026 and ordered published by posting at Littleton Center, Bemis Library, the Municipal Courthouse and on the City of Littleton Website.

ATTEST:

_____
Colleen L. Norton
CITY CLERK

_____
Kyle Schlachter
MAYOR

APPROVED AS TO FORM:

_____
Reid Betzing
CITY ATTORNEY

Littleton Center
2255 West Berry Avenue
Littleton, CO 80120

City of Littleton

Staff Communication

File #: ID# 26-204, **Version:** 1

Agenda Date: 10/20/2026

Subject:
Motion to approve minutes for the September 29, 2026, special meeting of Littleton City Council

Prepared by:	Wendy J. Shea-Tamag, Deputy City Clerk

RECORDING SECRETARY'S CERTIFICATION:
I hereby certify that the attached minutes are an accurate representation of motions made, and action taken at the September 29, 2026, special meeting of City Council. I have also reviewed the video recording for the September 29, 2026, special meeting of the Littleton City Council and certify that the video recording is a full, complete, and accurate record of the proceedings and there were no malfunctions in the video.

PROPOSED MOTION:
I move to approve the minutes for the September 29, 2026, special meeting of City Council.

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City of Littleton

Littleton Center
2255 West Berry Avenue
Littleton, CO 80120

Meeting Minutes - Draft

City Council

Tuesday, September 29, 2026 | **6:30 PM** | **Council Chamber**

Special Meeting & Executive Session

**** This special meeting is convened for the sole purpose of adjournment to an executive session ****

1. Roll Call

*Present: Mayor Schlachter, Mayor Pro Tem Peters, Council Member Grove, Council Member Henderson, Council Member Reichardt, Council Member Stillwell/Absent: *Council Member Zink. *The absent member was in attendance at the executive session.*

2. Motion to Adjourn to an Executive Session

Mayor Schlachter moved and Council Member Stillwell seconded to go into executive session pursuant to C.R.S. § 24-6-402(4)(f)(I), and Article III, Section 27 of the City Charter for purpose of discussing performance evaluations for the city manager and city attorney. The vote is 6-0. The motion carries.

3. Adjournment

Mayor Schlachter adjourned the meeting at 8:07p.m.

Staff Communication

File #: ID# 26-214, **Version:** 1

Agenda Date: 10/06/2026

Subject:
Motion to approve minutes for the October 6, 2026, special meeting of Littleton City Council

Prepared by:	Wendy J. Shea-Tamag, Deputy City Clerk

RECORDING SECRETARY'S CERTIFICATION:
I hereby certify that the attached minutes are an accurate representation of motions made, and action taken at the October 6, 2026, special meeting of City Council. I have also reviewed the video recording for the October 6, 2026, special meeting of the Littleton City Council and certify that the video recording is a full, complete, and accurate record of the proceedings and there were no malfunctions in the video.

PROPOSED MOTION:
I move to approve the minutes for the October 6, 2026, special meeting of City Council.

City of Littleton

Littleton Center
2255 West Berry Avenue
Littleton, CO 80120

Meeting Minutes - Draft

City Council

Tuesday, October 6, 2026 | **5:00 PM** | **Council Chamber**

Special Meeting & Executive Session

*** This special meeting is convened for the sole purpose of adjournment to an executive session ***

1. Roll Call

** Mayor Pro Tem Peters arrived after adjournment to Executive Session and did participate in that meeting. Council Member Stillwell is absent. **

Present: 5 - Mayor Schlachter, Council Member Grove, Council Member Henderson, Council Member Reichardt and Council Member Zink

Absent: 2 - Mayor Pro-Tem Peters and Council Member Stillwell

2. Motion to Adjourn to an Executive Session

Mayor Schlachter moved and Council Member Reichardt seconded to go into Executive Session pursuant to C.R.S. § 24-6-402(4)(f)(I), and Article III, Section 27 of the City Charter for purpose of discussing performance evaluations for the city manager and city attorney. The vote is 5-0. The motion carries.

Aye: 5 - Mayor Schlachter, Council Member Grove, Council Member Henderson, Council Member Reichardt and Council Member Zink

Absent: 2 - Mayor Pro-Tem Peters and Council Member Stillwell

3. Adjournment

Mayor Schlachter adjourned the meeting at 6:28p.m.

Staff Communication

File #: ID# 26-215, **Version:** 1

Agenda Date: 10/20/2026

Subject:
Motion to approve minutes for the October 6, 2026, regular meeting of Littleton City Council

Prepared by:	Wendy J. Shea-Tamag, Deputy City Clerk

RECORDING SECRETARY'S CERTIFICATION:
I hereby certify that the attached minutes are an accurate representation of motions made, and action taken at the October 6, 2026, regular meeting of City Council. I have also reviewed the video recording for the October 6, 2026, regular meeting of the Littleton City Council and certify that the video recording is a full, complete, and accurate record of the proceedings and there were no malfunctions in the video.

PROPOSED MOTION:
I move to approve the minutes for the October 6, 2026, regular meeting of City Council.

City of Littleton

Littleton Center
2255 West Berry Avenue
Littleton, CO 80120

Meeting Minutes - Draft

City Council

Tuesday, October 6, 2026 | **6:30 PM** | **Council Chamber**

Regular Meeting (Start time is approximate - follows Executive Session)

1. Roll Call

Present: 6 - Mayor Schlachter, Mayor Pro-Tem Peters, Council Member Grove, Council Member Henderson, Council Member Reichardt and Council Member Zink

Absent: 1 - Council Member Stillwell

2. Pledge of Allegiance

3. Approval of Agenda

4. Scheduled Appearances and Presentations

a) Maureen Shannon, North Littleton Promise (2026 Local Partnership Funding grant recipient)

5. Proclamations

a) ID# 26-194 Mayoral Proclamations

6. Public Comment

Nate Bloom, JeffCo – Flock Cameras

Jamie Martin, Dist. II – Food Security Coalition

Amy Clark, Dist. II – Resolution 67, Ballot Issue 4A

Sheila Miyamoto, Littleton – Bemis Library Elevator

Teresa Tucker, Dist. III – Traffic Enforcement

Greg Sullivan, Dist. IV – Mineral Place, 32 gas pumps

Candice Rutledge, Littleton – Miscellaneous issues

Pam Chadbourne, Dist. I – City priorities/budget meeting/zoning/comp plan

Miriam Dunnan, Centennial – Pluses and minuses of Littleton

7. Comments / Reports

a) Council Members

Council Member Zink - Referencing the LGBTQ+ History Month proclamation, is proud to be part of a community that recognizes and celebrates inclusion, and thanked the mayor for issuing it.

Council Member Henderson - Echoed what Council Member Zink said. Reminder that the Environmental Stewardship Board meets tomorrow at 6:30p.m. Events this weekend in Littleton include Big Pride in Downtown Littleton on Saturday, and the Harvest Festival at the Littleton Museum on Saturday as well. There will be no office hours at Bemis Public Library this Friday as Council will be meeting to discuss the budget.

Council Member Reichardt - Thanked the Transportation & Mobility Board and staff for their time on Sunday to conduct a tour of current and future transportation projects in the City, with a goal of looking at safety. Highlighted projects included construction at Euclid Middle School, Windermere St. safety improvements with buffered bikeways, speed humps on Irving St., and the southwest corner of Santa Fe & Mineral with a cycle track.

Council Member Grove - Attended a coordinated tour of a recycling center, along with other members of Council and the Environmental Stewardship Board; realized recycling isn't as easy as one might think! Also attended the last Meet, Greet & Eat for this year, as well as the Dine on the Canal Event to support the Highline Canal Conservancy.

Mayor Pro Tem Peters - No report

b) Mayor

Will attend the Metro Mayors Caucus tomorrow and also two upcoming legislative webinars, as well as the Mile High Flood District board meeting next week. Thursday will be attending an Olympic torch relay meeting regarding the torch coming through Littleton for the Los Angeles Olympics in 2028. Littleton High School performing arts will be putting on a play called Rhinoceros. The Daughters of the American Revolution will be holding a 150/250 ceremony at Littleton Cemetery. Encouraged motorists to stay in designated traffic lanes on Windermere vs driving into the bike lines, as has been witnessed on multiple occasions. Recommended a book called "Paved Paradise: How Parking Explains the World".

c) City Manager

Provided an update on the library elevator; the mop closet adjacent to the elevator had a water leak causing damage to components of the elevator. The leak has been repaired and the elevator company should be coming to finish their end of repairs soon. The budget retreat is this Friday, October 9, 2026 at South Platte Renew. Blueprint Boulevard is busy holding meetings with community partners. The next community open house is less than a week away at the Epic Campus on October 12, 2026 at 4:00p.m.

d) City Attorney

No report

8. Consent Agenda Items

a) **Ordinance 18-2026** Ordinance 18-2026: An ordinance on second reading, repealing and reenacting Title 3, Chapter 11, of the Littleton City Code regarding massage establishments to comply with recent state legislation governing massage facility licensure and fingerprint-based criminal history record checks

approved on first reading

b) ID# 26-185 Motion to approve an amendment increasing the cost of the Plante Moran Engagement for the 2025 Fiscal Year Audit

approved

c) Resolution 69-2026 Resolution 69-2026: Approving an Intergovernmental Agreement between with the High Line Canal Conservancy for the 2024 grant award for High Line Canal stewardship projects regarding Phase 2 of the High Line Canal Irrigated Tree Planting Pilot Project

approved

d) ID# 26-199 Motion to approve minutes for the September 15, 2026, special meeting of Littleton City Council

approved

e) ID# 26-200 Motion to approve minutes for the September 15, 2026, regular meeting of Littleton City Council

approved

Approval of the Consent Agenda

Mayor Pro Tem Peters moved and Council Member Grove seconded to approve the consent agenda, items a through e. The vote is 6-0. The motion carries.

Aye: 6 - Mayor Schlachter, Mayor Pro-Tem Peters, Council Member Grove, Council Member Henderson, Council Member Reichardt and Council Member Zink

Absent: 1 - Council Member Stillwell

9. General Business

a) ID# 26-197 Utility Rate Study Final Report Discussion

b) Resolution 67-2026 Resolution 67-2026: A Resolution of the Littleton City Council Supporting a Yes vote on Ballot Issue 4A which seeks voter approval of a $10 Million Mill Levy override for Littleton Public Schools

Mayor Pro Tem Peters moved and Council Member Reichardt seconded to approve Resolution 67-2026 Supporting a Yes vote on Ballot Issue 4A which seeks

voter approval of a $10 Million Mill Levy override for Littleton Public Schools. The vote is 6-0. The motion carries.

Aye: 6 - Mayor Schlachter, Mayor Pro-Tem Peters, Council Member Grove, Council Member Henderson, Council Member Reichardt and Council Member Zink

Absent: 1 - Council Member Stillwell

c) Resolution 68-2026 — Resolution 68-2026: A Resolution of the Littleton City Council supporting a Yes vote on Ballot Issue 7A which seeks voter approval of a Front Range Passenger Rail District Sales and Use Tax of 0.333% to fund Colorado Connector (CoCo) Passenger Rail Service

Mayor Pro Tem Peters moved and Council Member Henderson seconded to approve Resolution 68-2026 supporting a Yes vote on Ballot Issue 7A which seeks voter approval of a Front Range Passenger Rail District Sales and Use Tax of 0.333% to fund Colorado Connector (CoCo) Passenger Rail Service. The vote is 6-0. The motion carries.

Aye: 6 - Mayor Schlachter, Mayor Pro-Tem Peters, Council Member Grove, Council Member Henderson, Council Member Reichardt and Council Member Zink

Absent: 1 - Council Member Stillwell

d) ID# 26-203 — Overview of additional ballot questions

10. Ordinances on Second Reading and Public Hearings - None

11. Adjournment

Mayor Schlachter adjourned the meeting at 9:44p.m.

Staff Communication

File #: ID# 26-211, **Version:** 1

Agenda Date: 10/20/2026

Subject:
2027 Proposed Budget Follow-Up / Summary

From:	James L. Becklenberg, City Manager
Prepared by:	Kevin Orton, Budget Manager
Presentations:	Kevin Orton, Budget Manager

PURPOSE:
Provide a summary of the 2027 Proposed Budget as reviewed by City Council during the budget meeting held on October 9, 2026, discussion on follow-up items, and overview of next steps in the 2027 budget process

LONG-TERM OUTCOME(S) SERVED:
High-Quality Governance

DISCUSSION:
The 2027 Proposed Budget was presented to City Council during the City Council Budget Workshop on October 9, 2026 at the South Platte Renew Administration Building. This presentation will provide a summary of topics and policy issues that City Council agreed to at that session, and present options to adjust the City Council General Fund budget as requested. This presentation will also provide an opportunity of City Council to ask follow-up questions or request additional information prior to budget adoption.

BACKGROUND:
The Charter of the City of Littleton Article X, Part I, Sec. 70-72 requires the City Manager to present a Proposed Operating and Capital Budget not later than September 15th for the subsequent fiscal year.

The 2026 Proposed Budget was presented to City Council on October 9, 2026 at the City Council Budget Workshop held at South Platte Renew. The 2027 fiscal year is from January 1, 2027 through December 31, 2027 and the total city budget, inclusive of interfund transfers, is $159.0 million and of that amount the total General Fund 2027 proposed budget is $65.1 million. The 2027 Proposed Budget includes funding for 349 full-time positions and 44 part time positions.

The budget is balanced, maintains healthy reserves, and preserves existing service levels while adding resources in alignment with City Council policy direction and the Horizon 2027 strategic plan's strategic outcomes: Vibrant Community with Rich Culture, Sustainable Community with Natural Beauty, Robust and Resilient Economy, Safe Community, and High-Quality Governance.

The following table details the total 2027 proposed budget, inclusive of interfund transfers:

City Funds	2027 Proposed Budget
General Fund	$65,094,769
Special Revenue Funds	17,533,701
Capital Funds	27,041,967
Sewer and Storm Utility Enterprise Funds	31,894,897
Internal Service Funds	17,480,728
Total 2027 Proposed Budget	**$159,046,062**
Full Time Positions	**349**
Part Time Positions	**44**

General Fund
The General Fund is the primary fund used for daily operations such as police, street maintenance and other general governmental services. These revenues are mainly derived from sales and use taxes, property taxes, fees for services, and intergovernmental agreements.

General Fund Revenue
Revenues are largely comprised of local taxes including retail sales, general use, property, and motor vehicle taxes. Additional funding sources are fines and forfeitures, franchise fees, licenses and permits, miscellaneous revenues and interfund transfers. The total estimated 2027 general fund revenue is $65,344,248.

The following table summarizes 2027 General Fund revenue.

Revenue Category	2027 Proposed Budget
Sales and Use Taxes	$50,508,938
Property Taxes	2,555,220
Specific Ownership Taxes	130,314
Cigarette Taxes	104,740
Franchise Fees	2,432,172
Charges for Services	3,802,548
Licenses and Permits	2,837,502
Fines and Forfeitures	234,814
Intergovernmental	611,068
Miscellaneous Revenue	1,681,258
Investment Income	445,674
Total 2027 Revenue	**$65,344,248**

General Fund Expenditures
Expenditures in the General Fund include costs related to services typically associated with local governments

such as police, communications, community development, economic development, library and museum, city council, city attorney, city manager, human resources, information technology, finance, procurement, public works, and city clerk.

2026 to 2027 Budget
Sales and use tax revenue has continued to lag amid broader economic uncertainty, and the city has used reserves for the past two years to bridge the gap while waiting on delayed revenue from Mineral Place development. Even with those revenues included, the five-year plan projected a structural deficit of $2.2 million in 2027 and annual reserve use of up to $3.5 million, which would deplete General Fund reserves by 2031.

To close that gap without layoffs or significant service cuts, every department identified 15 percent reductions in non-personnel spending, drawn mostly from historically unspent budget and operational efficiencies. Realigning budgets to actual activity reduced the General Fund by about $1.5 million, and shifting eligible expenses such as large software contracts and Special Enforcement Team costs to restricted funds moved another $1.6 million. These changes balance the 2027 budget, keep reserves between 18 and 25 percent through 2029, and still fund priorities like $1.9 million for employee compensation and healthcare to retain staff and sustain current service levels.

General Fund Policy Questions
During the October 9th Budget Workshop, City Council approved $212,197 of policy questions and confirmed reducing one city-produced large-scale event to focus on maintaining a strong calendar of community events while reducing the demand on city resources, strengthening Visit Littleton's marketing efforts, and shifting the City's role from producing events to strategically attracting and supporting events ($106,469). Additional details about each policy questions is included in the attached Proposed Budget Document.

	Amount	**City Council Support**
Budget Additions		
Littleton Leadership Academy Funding	$25,000	Yes
Municipal Court Level of Service Assessment	$75,000	Yes
Strategic Plan Update	$75,000	No
Additional Planner in Community Development	$142,197	Yes
Budget Reductions		
Open Rewards One-Year Funding Reduction	($30,000)	Yes
Community Grant Program Reduction	($34,710)	No
Reduce One Major Event (already included in proposed budget as a General Fund efficiency)	($106,469)	Yes
Omnibus Transportation Service Sunset	($175,000)	No

2027 Revenues vs Expenditures
Overall, after looking at estimated General Fund Revenue less the 2027 General Fund budget, the total net balance of revenues vs expenditures transfers is a favorable balance of $249,479.

2026 Adopted Budget	**$66.1 million**
Historical Expense Alignment	$(429,000)
General Fund Efficiencies	$(1.1 million)
Shift Expenses to Restricted Funds	$(1.6 million)
Retain Staff and Sustain Current Service Levels	$1.9 million
Policy Questions	$200,000
2027 Proposed Budget	**$65.1 Million**
2027 Projected Revenue	**$65.3 Million**
Net Balance (Revenues vs Expenditures)	**$250,000**

City Council Budget
During the budget workshop, City Council reviewed the proposed 2027 City Council general fund budget that included a reduction of $16,000 for travel, business meetings, and council outreach. Of this reduction, $11,823 was for travel and business meetings.

City Council requested additional options to reduce the travel budget more than what was included in the proposed budget. During this presentation, three additional options will be presented as well as historic travel expense information.

Option	2026 Budget	Adj.	2027 Proposed	Per Elected Official
Proposed Budget Adjustment	**$43,500**	**(11,823)**	**$31,677**	**$4,525**
Option A (50% reduction)	$43,500	(21,750)	$21,750	$3,107
Option B (Align with historical average)	$43,500	(18,050)	$25,450	$3,635
Option C (3 in-state conferences per year. No out of state conferences)	$43,500	(26,700)	$16,800	$2,400

Other Funds
During the 2027 City Council Budget Workshop, City Council also reviewed the city's restricted funds. The table below details the 2027 Proposed Budget for all other funds, inclusive of interfund transfers.

Restricted Fund	2027 Proposed Budget
Affordable Housing Fund	$500,000
Conservation Trust Fund	375,352
Consolidated Special Revenue Fund	759,368
Grants Fund	7,536,710
Open Space Fund	2,945,099

Impact Fees Fund	4,543,640
Lodgers Tax Fund	873,532
Capital Projects Fund	10,442,495
Capital Improvement Sales Tax Fund	16,599,472
Sewer Utility Enterprise Fund	27,126,710
Storm Drainage Utility Enterprise Fund	4,768,187
Employee Insurance Fund	11,102,702
Fleet Maintenance Fund	3,283,026
Information Technology/Equipment Fund	1,620,000
Property & Liability Fund	1,475,000
Total 2027 Restricted Funds	**$93,951,293**

Capital Improvement Plan
The Capital Improvement Plan 2026-2031 (CIP) is used as a planning tool by providing a long-range look at meeting the infrastructure needs of the community and allowing flexibility to meet council priorities, while taking into consideration funding availability and partnership opportunities such as the millions of dollars leveraged through grant awards that are directly related to a project included in the CIP Plan.

The city continues to invest in a project management system to manage project planning, implementation, and alignment with available staff capacity. The CIP is also undergoing a revision to align with these improvements.

The CIP includes capital projects funded by the Capital Projects Fund, Capital Improvement Sales Tax Fund, Impact Fees, Grants, Open Space, Storm and Sewer Funds. The first year of the capital improvement plan is the 2027 budget. The total 2027 budget is $70.3 million appropriated throughout the funding sources. The 2026-2031 total funding plan is $229.28 million.

2026 Estimate
As part of the 2027 proposed budget, the 2026 estimates are provided to develop the estimated available funds for the 2027 budget. The following funds will need to revise their 2026 budgets since the estimate is higher than appropriations. All estimates were included in the 2027 proposed budget document.

Fund	**2026 Budget**	**Adj.**	**2026 Revised Budget**
Open Space	$3,759,743	$305,000	$4,064,743
Capital Improvement Sales Tax	$29,873,230	$31,686,894	$61,560,124
Geneva Village	$61,055	$11,303	$72,358
Employee Insurance	$10,053,589	$313,216	$10,366,805

Prior Actions or Discussions

- A preliminary 2027 budget planning forecast was presented at the June 16, 2026 City Council Meeting
- The 2027 Proposed Budget was discussed at the October 9, 2026 budget workshop.

FISCAL IMPACTS:
This study session will review the 2027 Proposed budget as presented to City Council on October 9th with approved policy questions included in the proposed budget. The total 2027 budget inclusive of transfers is $159 million.

STAFF RECOMMENDATION:
Staff recommends council proceed with adopting the necessary budget ordinances as presented during the October 20th briefing at the scheduled first and second readings (November 3, 2026 and November 17, 2026 respectively). The following ordinances will be presented:

- 2027 Budget Ordinances appropriating necessary funds and setting necessary budgets
    - Includes adjusting 2026 budget with additional appropriations as included in the 2027 budget
- Setting the property tax levy of 2.0 mills for Littleton Municipal Government
- Setting the property tax levy of 3.0 mills for the Littleton Downtown Development Authority

ALTERNATIVES:
City Council may choose to adjust the proposed budget or reschedule 1st and 2nd reading. However, the City Charter requires the budget be adopted 30 days prior to the start of the fiscal year (November 30th). And the State of Colorado requires the budget adopted, and mill levy be certified, by December 15th. If the budget is not adopted by certification deadline, then 90 percent of the amounts appropriated in the current year for operations and maintenance expenses shall be deemed re-appropriated for the purposes specified in such last appropriation (CRS 29-1-108(2) and (3)).

2027 Proposed Budget

CITY OF LITTLETON, COLORADO



Photo by Kristal Hoeh

Littleton
Colorado

2027 Proposed Budget

DOCUMENT PREPARED BY

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WITH LEADERSHIP SUPPORT FROM LAURIE MATTA, FINANCE DIRECTOR; KATHLEEN OSHER, DEPUTY CITY MANAGER; MIKE GENT, DEPUTY CITY MANAGER; AND ADRIENNE BURTON, DIRECTOR OF MAJOR PROJECTS AND FACILITIES

Original Submission: September 15, 2026
Revised: October 1, 2026

2027 Proposed Budget
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September 15, 2026

To the Honorable Mayor and City Council:

In accordance with Article X, Part I, Sec. 70-72 of the Charter of the City of Littleton, I am pleased to submit the Proposed Operating and Capital Budget for fiscal year 2027. The 2027 fiscal year is from January 1, 2027 through December 31, 2027 and the total city budget, inclusive of interfund transfers, is $158.8 million and of that amount the total General Fund 2027 proposed budget is $64.9 million.

The 2027 budget is balanced, maintains healthy reserves, and preserves services to the community without personnel layoffs, while continuing to advance City Council policy direction and the Horizon 2027 strategic plan's strategic outcomes: Vibrant Community with Rich Culture, Sustainable Community with Natural Beauty, Robust and Resilient Economy, Safe Community, and High-Quality Governance.

In June 2026, City Council received a briefing on the budget challenges facing the city going into the 2027 budget planning process. Sales and use tax revenue continues to lag amid broader economic uncertainty, a trend shared by communities across Colorado. For the past two years, the city has used reserves to bridge the gap while awaiting new revenue from development at Mineral Place, but that development has taken longer than anticipated. Even with those revenues included, a structural deficit remains. The General Fund five-year plan projected expenditures to exceed revenues by $2.2 million in 2027 and an annual use of reserves of up to $3.5 million, depleting General Fund reserves by 2031.

During this update, we shared with City Council the planning goals that would guide development of the 2027 budget: operating expenditures that do not exceed revenues; reserves equal to 18 to 25 percent of operating expenses; no personnel layoffs; a reduction in budget line items with historically unspent budget; and identification of eligible restricted fund capacity for expenditures currently supported by the General Fund. Throughout this process, our priority has been to limit service level reductions so that the city can continue to deliver on the commitments already made to the community.

The General Fund 2027 proposed budget accomplishes these goals, and the five-year plan now maintains reserves between 18 and 25 percent through 2030. The 2027 General Fund budget was built by realigning 2027 budgets based on current and historic activity, identifying efficiencies in the General Fund, and shifting expenses to restricted funds, while also continuing to fund strategic plan initiatives.

This budget was built with an all-hands-on-deck mentality that included input from every city department. Each department submitted 15 percent reduction targets of non-personnel expenditures and was challenged to examine unspent budget as well as efficiencies. I am proud to say that each department was able to fulfill this request, and we were able to review each submission to ensure that any reductions carrying a service level impact were fully vetted and that the majority of reductions came from historic unspent budget or operational efficiencies. Any reductions resulting in a service level impact are being presented to City Council as policy questions.

Realigning the 2027 budget to current and historic activity, together with the efficiencies identified by departments, reduced the General Fund budget by approximately $1.4 million. These efficiencies include leveraging in-house staff in Community Development, realigning Municipal Court hours based on patron activity, performing a portion of economic incentive analysis with existing Economic Development staff, and managing vacancy savings through annual savings targets, ongoing tracking, and the creation of a Talent and Staffing Committee to review each personnel change against city-wide policy and available financial resources.

The budget also shifts approximately $1.6 million in eligible expenditures from the General Fund to restricted revenues. Large software contracts are redirected to Building Use Tax in the Capital Projects Fund, which City Council may appropriate for this purpose and has used for software in the past. Special Enforcement Team personnel expenses and eligible police overtime are redirected to the new Marijuana Sales Tax Fund.

Even while closing the gap, the 2027 budget continues to fund the multi-year initiatives that deliver Horizon 2027. Most significantly, it includes $1.9 million for employee compensation and healthcare costs, which is essential to remaining competitive in the regional labor market, reducing turnover, increasing our talent pool when seeking new employees, and retaining the high-quality staff who deliver city services.

City Council was previously briefed on the plan to shift the City's role from producing events to strategically attracting and supporting them, with the elimination of one city-produced large-scale event included in the proposed budget. Other policy questions have not been assumed to be included in the proposed budget, and I look forward to discussing them with City Council on October 9. These include one new planner position to help support development review, the city’s contribution to the Littleton Leadership Academy at Arapahoe Community College, sunsetting the Omnibus program based on demand, one-time funding for a Municipal Court level of service assessment, a reduction in the annual Open Rewards contribution, a 15 percent reduction in direct community and grant programs including the Town Hall Arts Center, and an update to the Horizon 2027 strategic plan.

The city also continues to enhance its capital planning and to align the capital budget with Council priorities. As part of that effort, the 2027 budget adds two project manager positions funded by the Capital Improvement Sales Tax Fund, one dedicated to vertical projects and one to horizontal projects, to support delivery of the Capital Improvement Program.

In 2026, the city also conducted a utility rate study. The study recommended the addition of two positions in water resources, an engineer and a project manager, which are included in the 2027 proposed budget and supported by utility rates rather than the General Fund. The budget includes the proposed rate increases presented in the 2026 rate study.

In conclusion, the 2027 proposed budget responds directly to the challenges we presented in June. It brings ongoing expenditures back in line with ongoing revenues, preserves healthy reserves, and does so without personnel layoffs, while continuing to invest in our employees and in the priorities City Council established in the Horizon 2027 strategic plan.

None of this work would be made possible without our dedicated city employees who continue to provide valuable service to the community. I want to thank the Mayor and City Council for their continued leadership and policy guidance, and I look forward to continuing this conversation with you in the next few weeks as we work together toward budget adoption.

Sincerely,



James L. Becklenberg
City Manager

2027 Budget Council Policy Questions

2027 Marketing and Events

Communications and Marketing Budget Reduction ($106,469)

Does Council support the elimination of one city-produced large-scale event to focus on maintaining a strong calendar of community events while reducing the demand on city resources, strengthening Visit Littleton's marketing efforts, and shifting the City's role from producing events to strategically attracting and supporting them?

This adjustment would reduce the Communications and Marketing budget by $106,469 and the impact across the many other city departments required to support it. This change would create citywide benefits, with specific reductions in workload for Police, Public Works, Legal, Finance, and Community Development. The new approach would sustain existing community events including Meet, Greet, and Eats (four events), Little Jams, and the Candlelight Walk while also creating opportunities for Visit Littleton to leverage outside events that bring visitors and economic activity to the community without requiring the same level of city investment and staff capacity.

Staff Recommendation: Staff recommend maintaining a strong calendar of community events while reducing the demand on city resources and shifting the city’s role from producing events to strategically attracting and supporting them.

Littleton Leadership Academy Funding

Communications and Marketing Budget Increase $25,000

Would Council consider providing recurring support of $25,000 to the Littleton Leadership Academy, organized by Arapahoe Community College, to strengthen general operations and expand the alumni network in alignment with the city’s community engagement goals?

This policy question would increase the Communications and Marketing budget by $25,000. The Littleton Leadership Academy equips emerging and established community leaders with local knowledge, professional connections, and personal development tools. The program meets for 10 full-day sessions from January through October each year and covers topics including city governance, education, infrastructure, nonprofit leadership, and economic development. Participants must live or work in Littleton and demonstrate interest in leadership, community involvement, and civic engagement. Tuition is currently subsidized, and city support would contribute to the program’s overall operations and help enhance alumni engagement. The alumni network would serve as a key resource for advancing the city’s community engagement strategies as new programs and approaches are developed.

Staff Recommendation: Staff recommend recurring support for the Littleton Leadership Academy to strengthen general operations and expand the alumni network in alignment with the city’s community engagement goals.

Municipal Court Level of Service Assessment

Municipal Court Budget Increase $75,000

Would Council like to pursue one-time funding of $75,000 to support an assessment of the Municipal Court's level of service?

This policy question would increase the Municipal Court budget by $75,000. Recent changes in Colorado law—including HB26-1134 and the *People v. Camp* Supreme Court ruling—have narrowed municipal court jurisdiction and limited the types of cases cities can adjudicate and the penalties that can be imposed. As a result, many municipal courts across the state are experiencing natural declines in complex criminal caseloads. At the same time, procedural requirements for the remaining cases have increased, such as mandatory livestreaming and recording. The proposed assessment would examine the key areas of community needs and public perception; resource needs; operations; risk management; and compliance.

Staff Recommendation: Staff recommend one-time funding to support an assessment of the Municipal Court's level of service.

Omnibus Transportation Service Sunset

General Operations Budget Reduction (175,000)

Would Council support the sunset of the Omnibus transportation service with the goal of working towards a pilot microtransit program as part of the ArapaGo Transit Connections Plan?

This policy question would reduce the General Operations budget by $175,000. The Omnibus is an appointment-based transportation program that supports Littleton's senior and disabled residents. Over the past 12 months, approximately 40 unique riders have used the service, with monthly ridership ranging from 27 to 31 individuals and averaging 234 total trips per month (2,818 trips over the past year). Riders do not pay a fare for the service. The program costs the city approximately $175,000 annually. This equates to an average trip cost of more than $60 and an annual cost of more than $4,000 per rider, or roughly $470 per rider per month based on recent usage. Alternative transportation options are available for some riders. Eligible individuals may use Access-a-Ride, RTD's ADA complementary paratransit service, which provides shared-ride trips for any purpose at a one-way fare of $4.50. Multiple private transportation providers also serve residents. Microtransit will be a clear priority in the Transportation Master Plan, and the city's active participation in the ArapaGO: Transit Connections Plan. The plan's primary goal is to develop a Countywide plan and implementation framework for transit and micromobility and it is expected to support the launch of a pilot program in 2027–2028. Staff will also incorporate the Transportation Mobility Board's recommendation for a circulator bus into the TMP process slated for 2027-2028.

Staff Recommendation: Staff recommends sunsetting the Omnibus transportation service and prioritizing continued participation in the ArapaGo Transit Connections Plan as well as developing other alternatives through the Transportation Master Plan.

Open Rewards One-Year Funding Reduction

Economic Development Budget Reduction ($30,000)

Would Council like to pursue a one-year reduction in the annual contribution to Open Rewards as part of the broader reduction in community and grant programs?

A one-year reduction in Open Rewards funding would reduce the Economic Development budget by $30,000. Open Rewards has been a highly effective, low-barrier tool for stimulating small-business activity, strengthening community loyalty, and reinvesting city dollars back into the local economy. Since 2023, the program has delivered notable economic and civic benefits, supporting business resilience, job retention, and local economic circulation. While pausing the program reduces immediate costs, it may also create long-term negative impacts, including decreased customer retention, reduced data insights, and diminished overall revenue generation.

Staff Recommendation: Staff does NOT recommend the one-year reduction in funding for the Open Rewards program.

Community and Grant Programs

Fifteen Percent (15%) Budget Reductions of Community Development, City Council, and Public Works ($34,710)

Would Council like to pursue one-year of overall fifteen percent (15%) reduction in community and grant programs?

This would reduce the community improvement grants, local partnership funding, neighborhood grants, the tree program, and Town Hall Arts Center support by fifteen percent (15%) for a total of $34,710 across the Community Development, City Council, and Public Works budgets. These various grants are offered by the city to encourage capital improvements, neighborhood improvements, and community engagement.

Staff Recommendation: Staff recommend a one-year reduction of fifteen percent to the identified community and grant programs.

Strategic Plan Update

Budget Increase $75,000

Would Council like to update Horizon 2027, the city's strategic plan, or delay the update until the 2028 budget?

Updating the plan this year would increase the budget by $75,000. Horizon 2027 was initiated in February 2023 at the annual Council retreat and provides a comprehensive roadmap for achieving long-term outcomes aligned with the 2040 Envision Littleton Comprehensive Plan. The city committed to updating the plan every three years to ensure it remains responsive to changing community needs, shifts in political leadership, and evolving public resources. An update in 2027 would incorporate priorities identified during the annual Council retreat, realign goals with current fiscal conditions, capital improvement funding, demonstrate transparency by reporting progress from years 1–3, and identify any emerging high-priority community issues.

Staff Recommendation: Staff recommend updating Horizon 2027, the city's strategic plan in 2027.

Additional Planner in Community Development

Community Development Personnel Budget Increase $142,197

Would Council consider adding a FTE in Community Development to support anticipated development review and long-range planning needs over the next several years?

The pace and scale of upcoming retail development—and the redevelopment it may spur—will significantly increase demands on development review, applicant coordination, and planning staff. At the same time, substantial long-range planning work is expected as the city prepares its next strategic plan. While staff has managed both development activity and strategic initiatives, doing so increasingly requires choosing between immediate operational needs and long-term priorities. An added FTE would provide flexible capacity to meet accelerated development demands and support broader planning efforts. The position would not be tied to a single project and would help sustain improvements in development review processes, including ongoing Design the Future work.

Staff Recommendation: Staff recommend the addition of one new FTE in Community Development to increase capacity for balancing redevelopment demands, long-range planning, and Design the Future efforts.

Policy Issues Summary		
2027 General Fund Revenues	$	65,344,248
2027 General Fund Expenditures & Transfers	$	64,983,657
Reduce Major Event (included in proposed budget)	$	(106,469)
Total Change in Fund Balance within Proposed Budget	**$**	**467,060**
Total Change w/o Reducing Major Event	**$**	**360,591**
Policy Issues Not Included in the Proposed Budget		
Budget Additions		
Littleton Leadership Acadamy Funding	$	25,000
Muncipal Court Level of Service Assessment	$	75,000
Strategic Plan Update	$	75,000
Additional Planner in Community Development	$	142,197
Total Budget Additions	**$**	**317,197**
Budget Reductions		
Omnibus Transportation Service Sunset	$	(175,000)
Open Rewards One-Year Funding Reduction	$	(30,000)
Community Grant Program Reduction	$	(34,710)
Total Budget Reductions	**$**	**(239,710)**
Total Budget Additions and Reductions	**$**	**77,487**

2027 All Funds Appropriations

	General Fund	Special Revenue Funds	Capital Projects Funds	Enterprise & Utility Funds	Internal Service Funds	Total
BEGINNING BALANCE	**$ 16,119,475**	**$ 13,473,636**	**$ 13,573,072**	**$ 5,702,824**	**$ 3,558,339**	**$ 52,427,346**
Revenues						
Taxes	$ 55,731,384	$ 1,383,822	$ 19,591,636	$ -	$ -	**$ 76,706,842**
Charges for Services	3,802,548	5,413,102	-	29,210,188	1,039,796	**39,465,634**
Intergovernmental	611,068	10,299,983	1,687,821	-	-	**12,598,872**
Benefit Contributions	-	45,000	-	-	11,080,891	**11,125,891**
Miscellaneous Revenue	1,681,258	621,976	25,000	274,250	1,226,829	**3,829,313**
Licenses and Permits	2,837,502	-	-	-	-	**2,837,502**
Investment Income	445,674	275,062	363,862	155,594	82,695	**1,322,887**
Fines and Forfeitures	234,814	42,900	-	-	-	**277,714**
Rental Payments	-	9,581	-	-	-	**9,581**
Capital Contributions	-	-	-	4,172,336	-	**4,172,336**
Sale of Capital Assets	-	-	-	-	108,061	**108,061**
Revenue Subtotal	**$ 65,344,248**	**$ 18,091,426**	**$ 21,668,319**	**$ 33,812,368**	**$ 13,538,272**	**$ 152,454,633**
Transfer from Other Funds	**$ -**	**$ -**	**$ 1,889,309**	**$ -**	**$ 2,625,000**	**$ 4,514,309**
Total Revenues	**$ 65,344,248**	**$ 18,091,426**	**$ 23,557,628**	**$ 33,812,368**	**$ 16,163,272**	**$ 156,968,942**
Expenditures & Transfers Out						
Operating Expenditures						
Personnel Services	$ 48,026,573	$ 816,134	$ 2,601,061	$ 2,507,967	$ 1,293,531	**$ 55,245,266**
Professional Services	3,974,807	1,503,466	850,000	11,411,300	472,522	**18,212,095**
Supplies	1,448,002	226,800	-	92,875	209,300	**1,976,977**
PC Hardware & Software	2,631,642	-	1,370,076	302,730	1,120,000	**5,424,448**
Dues and Subscriptions	636,166	-	-	13,676	1,750	**651,592**
Maintenance & Repairs	328,120	-	-	1,815,000	20,000	**2,163,120**
Rents & Utilities	3,096,724	70,352	-	54,800	2,650	**3,224,526**
Other Operating Expenditures	1,215,485	1,066,599	-	715,090	219,000	**3,216,174**
Insurance & OEB	487,350	45,000	-	238,695	11,881,071	**12,652,116**
Inventories Expenditures	30,500	-	-	-	660,904	**691,404**
Internal Service Charges	1,112,510	-	-	46,714	-	**1,159,224**
Debt Service	-	-	2,451,667	225,000	-	**2,676,667**
Capital Outlay	-	13,805,350	17,119,163	14,471,050	1,600,000	**46,995,563**
Expenditures Subtotal	**$ 62,987,879**	**$ 17,533,701**	**$ 24,391,967**	**$ 31,894,897**	**$ 17,480,728**	**$ 154,289,172**
Transfer to Other Funds	**$ 1,889,309**	**$ -**	**$ 2,650,000**	**$ -**	**$ -**	**$ 4,539,309**
Total Appropriations	**64,877,188**	**17,533,701**	**27,041,967**	**31,894,897**	**17,480,728**	**158,828,481**
Reserves			**$ 4,223,637**	**$ 3,828,915**		**$ 8,052,552**
NET ENDING BALANCE	**$ 16,586,535**	**$ 14,031,361**	**$ 5,865,095**	**$ 3,791,380**	**$ 2,240,883**	**$ 42,515,255**

Personnel Schedule & Adjustments

The proposed 2027 budget includes moving nine (9) full-time positions from the Public Works Department to the Major Projects & Facilities Department, moving one (1) position from the City Manager's Office to the Major Projects & Facilities Department, reducing two (2) custodian positions, and adding one (1) position in the Major Projects & Facilities Department and three (3) positions in Public Works Department. During 2026, 1 full time position was converted into 2 part time positions in Human Resources

	2026		Adjustments[2]		2027	
Department	**Full Time**	**Part Time**	**Full Time**	**Part Time**	**Full Time**	**Part Time**
City Council	0	7	0	0	0	7
City Attorney	6	0	0	0	6	0
City Manager	6	0	-1	0	5	0
Communication & Marketing	9	1	0	0	9	1
Economic Development	3	0	0	0	3	0
Major Projects & Facilities	0	0	10	0	10	0
Finance	18	0	0	0	18	0
Information Technology	17	0	0	0	17	0
City Clerk	3	0	0	0	3	0
Municipal Court	6	1	0	0	6	1
Human Resources	11	0	-1	2	10	2
Police[1]	123	0	0	0	123	0
Public Works	82	1	-7	0	75	1
Community Development	27	2	0	0	27	2
Library	21	21	0	0	21	21
Museum	15	9	0	0	15	9
Total Authorized Positions	**347**	**42**	**1**	**2**	**348**	**44**

[1]Includes 88 sworn positions

Part-Time employees are displayed as 1.0 per position to account for scheduling changes due to funding availability.

CITY COUNCIL BUDGET SUMMARY

Horizon 2028, the City of Littleton's Strategic Plan, outlines a comprehensive roadmap for achieving long-term outcomes aimed at fostering a vibrant, sustainable, and resilient community. Informed by resident aspirations outlined in 2019's Envision Littleton Comprehensive Plan, City Council, and city staff, Horizon 2028 prioritizes initiatives to be delivered over the next 2-3 years, setting a clear direction for the next evolution of the city.

Core services highlights include: Policy Creation, Learning and Education, Audit, Collaborative Relationships.

Outcomes



Vibrant Community with Rich Culture



Sustainable Community with Natural Beauty



Robust and Resilient Economy



Safe Community



High-Quality Governance

2 - 3 Year Initiatives

1. Integrate Downtown Mobility & Streetscape Improvement Plan results into long term capital planning and funding for construction downtown.

2. Develop Arts & Culture Master Plan to establish the long-term vision for promoting arts, fostering inclusivity, and enhancing quality of life through various cultural initiatives and experiences.

3. Implement diversity, equity, and inclusion (DEI) plan across the city, pertaining to city employees and the larger Littleton community.

4 Establish a cultural campus with enhanced connectivity and amenity zones at Littleton's Library, Museum, Ketring Park, and Gallup Park.

5 Develop Arts & Cultural facilities master plan to identify capital and future improvements.

6 Improve the overall condition of our drainage infrastructure.

7 Implement strategic goals of forestry master plan, including tree canopy health and community equity.

8 Replace irrigation systems to monitor and control water remotely. Real time water reporting. Reduced water loss and costs.

9 Implement Environmental Stewardship Action Plan.

10 Implement Mineral Ave. median improvements featuring a mix of replacement, upgrades, reduced water native plantings, and tree canopy pruning.

11 Implement recommendations from Integrated Water Resources Plan.

12 Cultivate a favorable environment for housing development across all income levels.

13 Develop Littleton Blvd. Economic/Redevelopment Plan.

14 Increase awareness of local spending benefits for Littleton residents and attract new shoppers to Littleton..

15 Create and implement a plan to market Littleton's unique character and increase tourism, sales tax revenue, and support Littleton businesses.

16 Complete pedestrian and bicycle safety strategy and implement results.

17 Design and construct city-wide safety improvements in alignment with goals and objectives identified in the Transportation Master Plan.

18 Raise overall pavement condition by implementing a strategic pavement management program.

19 Develop strategies to proactively engage neighborhoods and citizen groups about crime prevention and strengthen PD knowledge / intelligence of safety perceptions.

20 Develop Strategies to Reduce Homelessness and Security Concerns in Downtown Areas.

21 Implement emergency management program in partnership with Arapahoe County, including plans, system, and staff to ensure continuity of operations.

22 Design and construct grant-funded projects focused on improvements to transportation infrastructure.

23 Develop the restorative justice program to reduce recidivism and promote a comprehensive approach to justice for the community.

24 Align improvements in the city's development review process with future DEI and Environmental Stewardship Board (ESB) goals and policies.

25 Renovate or replace Buildings 2 & 3 at Belleview Service Center for improved service delivery and resource efficiencies.

26 Enhance online services and resources to meet emerging standards for accessibility.

27 Complete and implement a citywide historic preservation plan to increase the level of service to historic preservation.

28 Utilize developed asset inventory to assess risk and long-term capital planning for city infrastructure.

29 Complete transition to proactive and education based code compliance.

30 Implement a records management program with increased efficiency and access for staff and residents.

City Council

2027 Proposed Budget

General Fund

Spend Category	2024 Actual	2025 Actual	2026 Adopted Budget	2026 Year-End Estimate	2027 Proposed Budget
Personnel Services	$ 105,312	$ 104,708	$ 171,386	$ 167,295	$ 168,693
Supplies	2,480	4,973	5,000	4,973	5,000
Dues and Subscriptions	86	190	650	190	650
Professional Services	159,834	141,446	309,500	207,294	227,677
Other Operating Expenditures	140,219	136,860	134,000	139,710	135,200
Total General Fund	**$ 407,931**	**$ 388,177**	**$ 620,536**	**$ 519,462**	**$ 537,220**

Other Restricted Funds

Other Funds	2024 Actual	2025 Actual	2026 Adopted Budget	2026 Year-End Estimate	2027 Proposed Budget
Grants Fund - ARPA	37,903	-	-	-	-
Total Restricted Funds	**$ 37,903**	**$ -**	**$ -**	**$ -**	**$ -**
Total Appropriations from All Funds	**$ 445,834**	**$ 388,177**	**$ 620,536**	**$ 519,462**	**$ 537,220**

2027 Personnel Position Count Summary

Assigned Fund	Full Time	Part Time	Total Positions
General Fund	-	7	7
Total Personnel Position Count	**-**	**7**	**7**

Note: For positions allocated to multiple funds, the General Fund is the assigned fund. If there is no General Fund allocation, the restricted fund with the largest allocation is the assigned fund.

CITY ATTORNEY BUDGET SUMMARY

To provide superior legal representation and service to meet the present and future needs of the City of Littleton in an efficient and cost-effective manner, while maintaining high ethical standards.

Core services highlights include: Provide legal advice and training to city council, city departments, boards, commissions, and authorities; Manage litigation on behalf of the city; Draft and amend ordinances to ensure compliance with the city charter; Provide legal advice, review, and drafting of all legal documents on behalf; Prosecute all city ordinance violations, including municipal court violations and licensing violations; Provide updates on changes in the law and pending legislation.

Outcomes



Vibrant Community with Rich Culture

Sustainable Community with Natural Beauty

Robust and Resilient Economy

Safe Community

High-Quality Governance

Major Projects / Programs

Continued collaboration and engagement with various departments including but not limited to; state, local, and regional stakeholders to ascertain and attempt to help facilitate goals and objectives that align with the best interests of the City of Littleton.

Maintain and expand on-going commitment to update City Codes and City policies to stay at the forefront of legal guidance, best practices, and risk mitigation for the city.

Increased legal capacity to implement council goals and address new citywide procedures and processes.

City Attorney

2027 Proposed Budget

General Fund

Spend Category	2024 Actual	2025 Actual	2026 Adopted Budget	2026 Year-End Estimate	2027 Proposed Budget
Personnel Services	$ 1,038,199	$ 1,048,941	$ 1,173,467	$ 1,209,384	$ 1,178,663
Supplies	1,550	983	5,500	1,439	2,500
Dues and Subscriptions	18,129	15,453	24,550	25,302	30,350
Professional Services	34,918	53,478	113,950	51,142	89,350
Rents & Utilities	45	-	-	-	-
Other Operating Expenditures	1	-	-	-	-
Total General Fund	**$ 1,092,841**	**$ 1,118,855**	**$ 1,317,467**	**$ 1,287,267**	**$ 1,300,863**

Other Restricted Funds

Other Funds	2024 Actual	2025 Actual	2026 Adopted Budget	2026 Year-End Estimate	2027 Proposed Budget
Capital Improvement Sales Tax Fund	-	37,811	107,675	96,872	100,625
Total Restricted Funds	**$ -**	**$ 37,811**	**$ 107,675**	**$ 96,872**	**$ 100,625**
Total Appropriations from All Funds	**$ 1,092,841**	**$ 1,156,666**	**$ 1,425,142**	**$ 1,384,139**	**$ 1,401,488**

2027 Personnel Position Count Summary

Assigned Fund	Full Time	Part Time	Total Positions
General Fund	6	-	6
Total Personnel Position Count	**6**	**-**	**6**

Note: For positions allocated to multiple funds, the General Fund is the assigned fund. If there is no General Fund allocation, the restricted fund with the largest allocation is the assigned fund.

CITY MANAGER BUDGET SUMMARY

The City Manager is appointed by the City Council and serves as the chief administrative officer of the organization. The City Manager's Office (CMO) is responsible for providing day-to-day operations, overseeing, and implementing organizational policies, laws, and city ordinances, providing City Council support, implementing City Council and organizational goals, appointing department directors, and the development and submission of the annual budget to City Council.

Core services highlights include: City Strategic Planning and Development, Strategic Plan Initiatives and City-Wide Projects, Leadership and Supervision, Department Support, Performance Excellence.

Outcomes



Sustainable Community with Natural Beauty

Robust and Resilient Economy

2 - 3 Year Initiatives + Major Projects / Programs

12 Cultivate a favorable environment for housing development across all income levels. (Council)

Continue to define housing strategies in coordination with related departments/work plans to advance housing diversity and affordability goals.

City Manager

2027 Proposed Budget

General Fund

Spend Category	2024 Actual	2025 Actual	2026 Adopted Budget	2026 Year-End Estimate	2027 Proposed Budget
Personnel Services	$ 1,249,118	$ 1,304,561	$ 1,380,876	$ 1,384,741	$ 1,220,348
Supplies	4,358	5,859	6,400	6,970	4,000
Dues and Subscriptions	4,593	5,738	10,250	5,738	10,250
Professional Services	132,671	260,638	144,386	204,262	122,631
Maintenance & Repairs	3,488	-	-	-	-
Other Operating Expenditures	-	-	-	653	-
Total General Fund	**$ 1,394,227**	**$ 1,576,796**	**$ 1,541,912**	**$ 1,602,364**	**$ 1,357,229**

Other Restricted Funds

Other Funds	2024 Actual	2025 Actual	2026 Adopted Budget	2026 Year-End Estimate	2027 Proposed Budget
Affordable Housing Fund	$ 400,000	$ 591,000	$ 2,400,000	$ 2,000,000	$ 500,000
Grants Fund	1,579,733	1,420,266	-	-	-
Grants Fund - ARPA	1,510,192	436,473	-	-	-
Total Restricted Funds	**$ 3,489,925**	**$ 2,447,739**	**$ 2,400,000**	**$ 2,000,000**	**$ 500,000**
Total Appropriations from All Funds	**$ 4,884,152**	**$ 4,024,535**	**$ 3,941,912**	**$ 3,602,364**	**$ 1,857,229**

2027 Personnel Position Count Summary

Assigned Fund	Full Time	Part Time	Total Positions
General Fund	5	-	5
Total Personnel Position Count	**5**	**-**	**5**

CITY CLERK BUDGET SUMMARY

The city clerk's office, being mindful of our necessary neutrality and impartiality, offers equitable services to all, emphasizing ethics and integrity while maintaining a commitment to customer service.

Core services highlights include: Records Management, Authority / Board / Commission Recruitment, Election Administration, Liquor and Marijuana Licensing, Municipal Code.

Outcomes



High-Quality Governance

2 - 3 Year Initiatives + Major Projects / Programs

30 Implement a records management program with increased efficiency and access for staff and residents.

Complete records management plan and continue records retention / digitization project.

City Clerk

2027 Proposed Budget

General Fund

Spend Category	2024 Actual	2025 Actual	2026 Adopted Budget	2026 Year-End Estimate	2027 Proposed Budget
Personnel Services	$ 329,411	$ 366,154	$ 401,435	$ 337,428	$ 433,971
Supplies	8,295	3,693	5,000	3,854	4,000
Dues and Subscriptions	707	1,720	2,060	1,720	2,030
PC Hardware & Software	-	-	1,000	-	1,000
Professional Services	36,737	16,125	52,000	47,974	44,000
Other Operating Expenditures	1,518	2,571	-	12,593	-
Total General Fund	**$ 376,668**	**$ 390,263**	**$ 461,495**	**$ 403,569**	**$ 485,001**

2027 Personnel Position Count Summary

Assigned Fund	Full Time	Part Time	Total Positions
General Fund	3	-	3
Total Personnel Position Count	**3**	**-**	**3**

Note: For positions allocated to multiple funds, the General Fund is the assigned fund. If there is no General Fund allocation, the restricted fund with the largest allocation is the assigned fund.

COMMUNITY DEVELOPMENT BUDGET SUMMARY

The Community Development Department is dedicated to building a safe and economically vibrant hometown community with a long-range vision to manage growth and enhance the community. We pride ourselves on operational excellence focused on customer service, community engagement, efficient application and permit review, preservation of our community's unique character, and an educational approach to achieving compliance with our codes through the Administration/Operations, Planning, Development Engineering, Building, and Code Compliance Divisions.

Core services highlights include: Text amendments to Unified Land Use Code, Permit Intake and Issuance, Building Plan Review, Building Inspections, Contractor Licensing, Code Compliance, Zoning Enforcement, Historic Property, Site Plan Review, and Building Designations.

Outcomes



Robust and Resilient Economy

High-Quality Governance

2 - 3 Year Initiatives + Major Projects / Programs

12 Cultivate a favorable environment for housing development across all income levels. (Council)

Support construction of affordable housing units.

13 Develop Littleton Blvd. Economic/Redevelopment Plan. (Council)

Littleton Boulevard Subarea Plan. Completed the Existing Conditions Plan.

24 Align improvements in the city's development review process with future DEI and Environmental Stewardship Board (ESB) goals and policies.

Identify and start to collect metrics, including tracking process durations.

Complete building a 3D basemap and story map of city that graphically depicts land use code and replace current online Development Activity List.

29 Implement a proactive process framework for Code Compliance to streamline and standardize processes and procedures

Developing plan for Neighborhood Resources.

Community Development

2027 Proposed Budget

General Fund

Spend Category	2024 Actual	2025 Actual	2026 Adopted Budget	2026 Year-End Estimate	2027 Proposed Budget
Personnel Services	$ 2,638,383	$ 3,168,469	$ 3,681,552	$ 3,496,903	$ 3,970,116
Supplies	8,848	10,650	16,050	9,531	16,050
Dues and Subscriptions	9,415	14,951	16,150	14,480	16,150
PC Hardware & Software	3,685	961	4,200	961	4,200
Professional Services	237,159	209,160	318,550	217,830	241,700
Rents & Utilities	(67)	-	-	-	-
Other Operating Expenditures	67,619	97,795	137,000	152,490	137,000
Total Community Development General Fund	**$ 2,965,042**	**$ 3,501,986**	**$ 4,173,502**	**$ 3,892,195**	**$ 4,385,216**

Other Restricted Funds

Other Funds	2024 Actual	2025 Actual	2026 Adopted Budget	2026 Year-End Estimate	2027 Proposed Budget
Capital Projects Fund	-	3,334	-	-	-
Grants Fund - ARPA	443,591	103,635	59,193	59,193	-
Total Restricted Funds	**$ 443,591**	**$ 106,969**	**$ 59,193**	**$ 59,193**	**$ -**
Total Appropriations from All Funds	**$ 3,408,633**	**$ 3,608,955**	**$ 4,232,695**	**$ 3,951,388**	**$ 4,385,216**

2027 Personnel Position Count Summary

Assigned Fund	Full Time	Part Time	Total Positions
General Fund	27	2	29
Total Personnel Position Count	**27**	**2**	**29**

Note: For positions allocated to multiple funds, the General Fund is the assigned fund. If there is no General Fund allocation, the restricted fund with the largest allocation is the assigned fund.

COMMUNICATIONS & MARKETING BUDGET SUMMARY

The mission of the Department of Communications is to support the goals of the City Council by creating and maintaining a comprehensive communications program that contributes to an exceptional level of understanding and trust between the City of Littleton and the numerous constituencies it serves.

Three primary strategic communications programs:

1. Deliver accurate, timely, and relevant communication between the city, citizens, businesses, civic groups, visitors, media, and other public agencies about city services and programs to ensure audiences are engaged and have the information they need to make informed decisions utilizing traditional and digital platforms
2. Market Littleton's assets to citizens and non-citizens in order to maintain and enhance Littleton's economy and reputation
3. Organize and execute special events for residents, businesses, and visitors that support Littleton's quality of life and establish Littleton as a destination, creating additional economic resiliency

Core services highlights include: Creatives services, special events, citizen engagement, video program scheduling / live meeting coverage.

Outcomes



Robust and
Resilient Economy

2 - 3 Year Initiatives + Major Projects / Programs

15 Create and implement a plan to market Littleton's unique character and increase tourism, sales tax revenue, and support Littleton businesses.

Maintain and market Visit Littleton website to increase regional and state-wide profile as a destination for business and leisure travel.

Communication & Marketing

2027 Proposed Budget

General Fund

Spend Category	2024 Actual	2025 Actual	2026 Adopted Budget	2026 Year-End Estimate	2027 Proposed Budget
Personnel Services	$ 943,832	$ 982,085	$ 1,204,933	$ 1,223,927	$ 1,317,068
Supplies	38,786	28,013	55,872	29,383	40,872
Dues and Subscriptions	5,726	4,419	6,500	5,177	6,500
PC Hardware & Software	1,452	1,536	5,450	6,699	5,450
Professional Services	146,777	189,906	360,913	176,942	360,913
Other Operating Expenditures	237,872	225,854	269,060	294,060	207,191
Capital Outlay	3,431	-	8,200	-	-
Total General Fund	**$ 1,377,876**	**$ 1,431,813**	**$ 1,910,928**	**$ 1,736,188**	**$ 1,937,994**

Other Restricted Funds

Other Funds	2024 Actual	2025 Actual	2026 Adopted Budget	2026 Year-End Estimate	2027 Proposed Budget
Capital Projects Fund	$ -	$ -	$ 156,770	$ 124,000	$ 111,586
Lodger's Tax	131,583	85,493	100,000	100,000	109,800
Consolidated Special Revenue Fund	19,146	10,081	50,000	50,000	50,000
Total Restricted Funds	**$ 150,729**	**$ 95,574**	**$ 306,770**	**$ 274,000**	**$ 271,386**
Total Appropriations from All Funds	**$ 1,528,605**	**$ 1,527,387**	**$ 2,217,698**	**$ 2,010,188**	**$ 2,209,380**

2027 Personnel Position Count Summary

Other Funds	Full Time	Part Time	Total Positions
General Fund	9	1	10
Total Personnel Position Count	**9**	**1**	**10**

Note: For positions allocated to multiple funds, the General Fund is the assigned fund. If there is no General Fund allocation, the restricted fund with the largest allocation is the assigned fund.

ECONOMIC DEVELOPMENT BUDGET SUMMARY

The Economic Development Department focuses on opportunities to enhance the city's tax base and diversify revenue sources in ways that are compatible and consistent with Littleton's unique character by attracting and retaining businesses, and drawing visitors for shopping, services, entertainment, recreation, arts and culture, and tourism; and to support the expansion of job opportunities and growth in the physical improvement of the city.

Core services highlights include: Business attraction, retention, and expansion; job creation; targeted industry growth; catalytic developments; regional position & competitiveness; tourism growth

Outcomes



Vibrant Community with Rich Culture

Robust and Resilient Economy

2 - 3 Year Initiatives + Major Projects / Programs

14 Increase awareness of local spending benefits for Littleton residents and attract new shoppers to Littleton..

Revitalization Incentive Grant administration.

Open Rewards Shop Local campaign administration.

15 Create and implement a plan to market Littleton's unique character and increase tourism, sales tax revenue, and support Littleton businesses.

"Cutting Edge Small Town Award" administration.

Annual Broker / Development event management.

Economic Partnership Incentive Policy.

Economic Development

2027 Proposed Budget

General Fund

Spend Category	2024 Actual	2025 Actual	2026 Adopted Budget	2026 Year-End Estimate	2027 Proposed Budget
Personnel Services	$ 415,216	$ 532,177	$ 555,553	$ 577,048	$ 605,408
Supplies	635	686	7,000	837	7,000
Dues and Subscriptions	10,693	12,627	10,257	12,758	10,257
PC Hardware & Software	175	-	500	-	500
Professional Services	81,822	51,646	60,635	70,210	40,635
Other Operating Expenditures	103,202	56,505	350,000	374,075	350,000
Total General Fund	**$ 611,743**	**$ 653,641**	**$ 983,945**	**$ 1,034,928**	**$ 1,013,800**

Other Restricted Funds

Other Funds	2024 Actual	2025 Actual	2026 Adopted Budget	2026 Year-End Estimate	2027 Proposed Budget
Grants Fund - ARPA	$ 360,874	$ 108,045	$ -	$ -	$ -
Total Restricted Funds	**$ 360,874**	**$ 108,045**	**$ -**	**$ -**	**$ -**
Total Appropriations from All Funds	**$ 972,617**	**$ 761,686**	**$ 983,945**	**$ 1,034,928**	**$ 1,013,800**

2027 Personnel Position Count Summary

Assigned Fund	Full Time	Part Time	Total Positions
General Fund	3	-	3
Total Personnel Position Count	**3**	**-**	**3**

Note: For positions allocated to multiple funds, the General Fund is the assigned fund. If there is no General Fund allocation, the restricted fund with the largest allocation is the assigned fund.

FINANCE BUDGET SUMMARY

The Finance Department manages the City's revenues, budgeting, and accounting functions. Sales tax is the largest revenue source, alongside revenues from other City departments. The Revenue Office also administers utility billing for stormwater and wastewater. Finance provides oversight for all City funds, upholding the highest standards of fiscal accountability and stewardship of taxpayer resources.

Core services highlights include: Exceptional customer service for internal and external customers. Core functions: senior refunds, payroll, sales tax collections, budget development and oversight, treasury management, debt management, procurement, grant administration and financial reporting.

Outcomes



Vibrant Community with Rich Culture

Sustainable Community with Natural Beauty

Robust and Resilient Economy

Safe Community

High-Quality Governance

Major Projects / Programs

- Upgrade and reconfigure software platforms to improve efficiency and optimize departmental operations
- Grant management: revise grant policies and continue support for all departments to maximize grant revenues.
- Continue to improve the budget process focusing on transparency and clarity.
- Provide city-wide support to all departments for financial management.
- Ensures collection of all revenues due the City.
- Improve cash management to invest funds for the highest earning potential with limited risk and maximum safety of taxpayers funds.
- Support departments in procuring the best and most responsive bidders for products and services to ensure we receive the best product for the best price while following purchasing laws and policies.

Finance

2027 Proposed Budget

General Fund

Spend Category	2024 Actual	2025 Actual	2026 Adopted Budget	2026 Year-End Estimate	2027 Proposed Budget
Personnel Services	$ 1,568,352	$ 1,294,735	$ 1,811,227	$ 1,887,020	$ 2,195,617
Supplies	5,869	4,570	6,480	6,480	6,480
Dues and Subscriptions	3,033	1,386	5,205	1,965	4,455
PC Hardware & Software	-	638	-	211	-
Professional Services	94,309	158,517	159,900	40,782	56,733
Rents & Utilities	-	-	-	11	-
Total General Fund	**$ 1,671,564**	**$ 1,459,846**	**$ 1,982,812**	**$ 1,936,469**	**$ 2,263,285**

Other Restricted Funds

Other Funds	2024 Actual	2025 Actual	2026 Adopted Budget	2026 Year-End Estimate	2027 Proposed Budget
Capital Projects Fund	$ 217,434	$ -	$ -	$ -	$ -
Capital Improvement Sales Tax Fund	-	-	99,781	96,254	100,416
Grants Fund - ARPA	123,076	83,468	79,689	79,689	-
Sewer Utility Enterprise Fund	3,545,758	9,672	75,926	75,926	241,896
Storm Drainage Enterprise Fund	-	-	97,552	97,552	20,610
Total Restricted Funds	**$ 3,886,268**	**$ 93,140**	**$ 352,948**	**$ 349,421**	**$ 362,922**
Total Appropriations from All Funds	**$ 5,557,832**	**$ 1,552,986**	**$ 2,335,760**	**$ 2,285,890**	**$ 2,626,207**

2027 Personnel Position Count Summary

Assigned Fund	Full Time	Part Time	Total Positions
General Fund	16	-	16
Sewer Utility Enterprise Fund	1	-	1
Storm Drainage Enterprise Fund	1	-	1
Total Personnel Position Count	**18**	**-**	**18**

Note: For positions allocated to multiple funds, the General Fund is the assigned fund. If there is no General Fund allocation, the restricted fund with the largest allocation is the assigned fund.

HUMAN RESOURCES BUDGET SUMMARY

Human Resources mission is to care for our people and our organization. We have a major focus on city-wide mission, vision and values and becoming a values-based organization. We develop and implement programs that recruit, develop, coach, and retain a high performing workforce. We mitigate risks, provide technical expertise related to employment practices, problem solving, provide learning opportunities, and foster an inclusive, healthy, safe workplace.

Core services highlights include: Employee benefits, talent acquisition (recruitment), compensation, organizational development, employee relations (investigations), employee customer service.

Outcomes



Vibrant Community with Rich Culture

High-Quality Governance

2 - 3 Year Initiatives + Major Projects / Programs

3 Implement diversity, equity, and inclusion (DEI) plan across the city, pertaining to city employees and the larger Littleton community.

Implement DEI assessment recommendations and corresponding follow-up activities across the city.

Oversight of all recruitment activities and employee committees.

26 Enhance online services and resources to meet emerging standards for accessibility.

Ownership and management of Workday HCM module to include configuration changes, release updates, reporting, integrations, and management of all HR modules.

Human Resources

2027 Proposed Budget

General Fund

Spend Category	2024 Actual	2025 Actual	2026 Adopted Budget	2026 Year-End Estimate	2027 Proposed Budget
Personnel Services	$ 1,294,292	$ 1,315,649	$ 1,436,986	$ 1,434,144	$ 1,750,642
Supplies	$ 2,947	2,002	5,000	3,046	4,000
Dues and Subscriptions	$ 16,041	1,931	25,480	2,105	20,480
Professional Services	$ 414,853	186,010	413,000	157,454	311,805
Other Operating Expenditures	$ 74,461	74,797	71,150	2,734	71,150
Insurance & OEB	$ 18,203	15,828	-	-	-
Total General Fund	**$ 1,820,798**	**$ 1,596,217**	**$ 1,951,616**	**$ 1,599,483**	**$ 2,158,077**

Other Restricted Funds

Other Funds	2024 Actual	2025 Actual	2026 Adopted Budget	2026 Year-End Estimate	2027 Proposed Budget
Grants Fund - ARPA	$ 157,312	$ 186,661	$ 198,887	$ 198,887	$ -
Sewer Utility Enterprise Fund	-	99	-	-	-
Employee Insurance Fund	8,631,322	9,909,988	10,044,989	10,366,805	11,102,702
Property and Liability Insurance Fund	946,481	1,057,195	1,429,113	1,268,915	1,475,000
Total Restricted Funds	**$ 9,735,115**	**$ 11,153,943**	**$ 11,672,989**	**$ 11,834,607**	**$ 12,577,702**
Total Appropriations from All Funds	**$ 11,555,913**	**$ 12,750,160**	**$ 13,624,605**	**$ 13,434,090**	**$ 14,735,779**

2027 Personnel Position Count Summary

Assigned Fund	Full Time	Part Time	Total Positions
General Fund	10	2	12
Total Personnel Position Count	**10**	**2**	**12**

Note: For positions allocated to multiple funds, the General Fund is the assigned fund. If there is no General Fund allocation, the restricted fund with the largest allocation is the assigned fund.

INFORMATION TECHNOLOGY BUDGET SUMMARY

The mission of our Information Technology (IT) department is to accelerate our customers' success. The IT department provides a strategic technology vision, superior customer service, and valuable enterprise solutions that enable the City of Littleton to meet its goals, deliver quality results, and continually enhance services to its citizens. The Information Technology department champions a growth mindset focused on disruptive, technology-forward leadership, IT service and capability modernization, effective partnership building, and IT team productivity and quality increases. Foundational accomplishments in recent years provide stability that allows resources to deliver the level of IT excellence the City must have to achieve its goals.

Core services highlights include: Software asset management, print management, productivity improvement, security and risk management.

Outcomes



High-Quality Governance

2 - 3 Year Initiatives + Major Projects / Programs

26 Enhance online services and resources to meet emerging standards for accessibility.

Coordinate implementation of accessibility compliant technologies, platforms, supporting materials, and historical documents throughout City of Littleton information technology enterprise.

Information Technology

2027 Proposed Budget

General Fund

Spend Category	2024 Actual	2025 Actual	2026 Adopted Budget	2026 Year-End Estimate	2027 Proposed Budget
Personnel Services	$ 2,464,280	$ 2,498,984	$ 2,640,930	$ 2,644,334	$ 2,888,287
Supplies	4,374	3,788	4,000	4,000	4,000
Dues and Subscriptions	7,487	10,573	10,000	10,600	10,000
PC Hardware & Software	160,838	154,886	166,200	166,200	142,095
Professional Services	263,850	183,022	260,500	225,445	198,500
Capital Outlay	5	-	-	-	-
Total General Fund	**$ 2,900,834**	**$ 2,851,253**	**$ 3,081,630**	**$ 3,050,579**	**$ 3,242,882**

Other Restricted Funds

Other Funds	2024 Actual	2025 Actual	2026 Adopted Budget	2026 Year-End Estimate	2027 Proposed Budget
Capital Projects Fund	$ 444,152	$ 252,597	$ -	$ 820,272	$ 1,370,076
Grants Fund - ARPA	3,075,722	22,989	113,302	113,302	-
IT/Equipment Fund	292,674	204,015	790,000	790,000	1,620,000
Total Restricted Funds	**$ 3,812,548**	**$ 479,602**	**$ 903,302**	**$ 1,723,574**	**$ 2,990,076**
Total Appropriations from All Funds	**$ 6,713,382**	**$ 3,330,855**	**$ 3,984,932**	**$ 4,774,153**	**$ 6,232,958**

2027 Personnel Position Count Summary

Assigned Fund	Full Time	Part Time	Total Positions
General Fund	17	-	17
Total Personnel Position Count	**17**	**-**	**17**

Note: For positions allocated to multiple funds, the General Fund is the assigned fund. If there is no General Fund allocation, the restricted fund with the largest allocation is the assigned fund.

LIBRARY BUDGET SUMMARY

The Bemis Public Library supports a thriving community by connecting all people to knowledge and to one another through engaging programs and activities, a diverse collection of informational and literary resources, expert staff, and a welcoming space for all

Core services highlights include: Educational programs year-round, on a variety of topics for various audience ages; early literacy skills development for children and parents; technology education and exploration; workforce skill development; fostering and curating the creative arts; robust collection of books and media; home delivery and outreach vices; expert staff assistance

Outcomes



Vibrant Community with Rich Culture

2 - 3 Year Initiatives + Major Projects / Programs

2 Develop Arts & Culture Master Plan to establish the long-term vision for promoting arts, fostering inclusivity, and enhancing quality of life through various cultural initiatives and experiences.

Revise Library's departmental strategic plan based on needs and aspirations of the Littleton community, as determined through engagement with stakeholders.

4 Establish a cultural campus with enhanced connectivity and amenity zones at Littleton's Library, Museum, Ketring Park, and Gallup Park.

In partnership with Public Works and the Library, provide support for the implementation of Ketring Gallup Park Master Plan.

Library

2027 Proposed Budget

General Fund

Spend Category	2024 Actual	2025 Actual	2026 Adopted Budget	2026 Year-End Estimate	2027 Proposed Budget
Personnel Services	$ 2,665,850	$ 834,538	$ 2,976,218	$ 2,965,979	$ 3,224,667
Supplies	80,961	56,912	105,550	61,653	67,900
Dues and Subscriptions	353,241	300,992	365,295	340,141	395,135
PC Hardware & Software	3,218	13,440	13,500	13,440	13,500
Professional Services	168,580	132,484	168,830	104,881	80,030
Maintenance & Repairs	80,071	65,251	127,300	50,762	55,020
Rents & Utilities	2,051	-	2,000	15,740	2,000
Other Operating Expenditures	40,368	225	43,000	30,377	43,400
Total General Fund	**$ 3,394,340**	**$ 1,403,842**	**$ 3,801,693**	**$ 3,582,973**	**$ 3,881,652**

Other Restricted Funds

Other Funds	2024 Actual	2025 Actual	2026 Adopted Budget	2026 Year-End Estimate	2027 Proposed Budget
Impact Fees Fund	$ -	$ -	$ -	$ -	$ 200,000
Lodger's Tax	-	21,966	105,500	105,500	123,639
Grants Fund	14,214	13,949	-	-	-
Consolidated Special Revenue Fund	1,150	-	-	-	-
Total Restricted Funds	**$ 15,364**	**$ 35,915**	**$ 105,500**	**$ 105,500**	**$ 323,639**
Total Appropriations from All Funds	**$ 3,409,704**	**$ 1,439,757**	**$ 3,907,193**	**$ 3,688,473**	**$ 4,205,291**

2027 Personnel Position Count Summary

Assigned Fund	Full Time	Part Time	Total Positions
General Fund	20	19	39
Lodger's Tax	1	2	3
Total Personnel Position Count	**21**	**21**	**42**

Note: For positions allocated to multiple funds, the General Fund is the assigned fund. If there is no General Fund allocation, the restricted fund with the largest allocation is the assigned fund.

MAJOR PROJECTS & FACILITIES BUDGET SUMMARY

The Major Projects & Facilities Department provides the City's major capital project delivery, facilities operations and management, and long-range facilities planning under a unified structure. Integrating these functions enhances coordination across the full lifecycle of City facilities — from planning and design through construction, daily operations, reinvestment, and future capital needs. This alignment supports more efficient decision-making, strengthens long-term planning, and ensures effective stewardship of the City's increasingly complex facilities portfolio and capital program.

Core services highlights include: Major Capital Project Delivery, Facilities Operations, and Long-Range Facilities Planning.



Vibrant Community with

High-Quality Governance

2 - 3 Year Initiatives + Major Projects / Programs

1 Integrate Downtown Mobility & Streetscape Improvement Plan results into long term capital planning and funding for construction downtown.

Phase 1 design services for delivering prioritized improvements identified through Project Downtown planning.

25 Renovate or replace Buildings 2 & 3 at Belleview Service Center for improved service delivery and resource efficiencies.

Bellview Service Center site re-devlopment: plan, design, and bid.

Major Projects & Facilities

2027 Proposed Budget

General Fund

Spend Category	2024 Actual	2025 Actual	2026 Adopted Budget	2026 Year-End Estimate	2027 Proposed Budget
Personnel Services	$ 825,299	$ 864,946	$ 946,342	$ 828,844	$ 1,071,555
Supplies	238,686	100,466	235,000	150,633	192,000
Dues and Subscriptions	1,680	651	3,500	323	2,000
Professional Services	242,511	279,909	340,000	447,040	465,500
Maintenance & Repairs	39,174	51,376	120,000	105,401	100,000
Rents & Utilities	24,166	27,336	22,600	36,605	62,600
Other Operating Expenditures	-	-	-	410	-
Capital Outlay	62,339	15,818	-	13,195	-
Inventories Expenditures	330	-	-	-	-
Total General Fund	**$ 1,434,185**	**$ 1,340,502**	**$ 1,667,442**	**$ 1,582,451**	**$ 1,893,655**

Other Restricted Funds

Other Funds	2024 Actual	2025 Actual	2026 Adopted Budget	2026 Year-End Estimate	2027 Proposed Budget
Capital Projects Fund	$ 202,558	$ 77,408	$ 550,000	$ 692,225	$ 450,000
Capital Improvement Sales Tax Fund	1,273,276	1,067,586	4,689,622	39,603,324	3,124,853
Impact Fees Fund	-	-	-	1,500,000	-
Grants Fund	5,751	179,610	-	-	-
Total Restricted Funds	**$ 1,481,586**	**$ 1,324,604**	**$ 5,239,622**	**$ 41,795,549**	**$ 3,574,853**
Total Appropriations from All Funds	**$ 2,915,771**	**$ 2,665,106**	**$ 6,907,064**	**$ 43,378,000**	**$ 5,468,508**

2027 Personnel Position Count Summary

Assigned Fund	Full Time	Part Time	Total Positions
General Fund	10	-	10
Capital Improvement Sales Tax Fund	1	-	1
Total Personnel Position Count	**11**	**-**	**11**

Note: For positions allocated to multiple funds, the General Fund is the assigned fund. If there is no General Fund allocation, the restricted fund with the largest allocation is the assigned fund.

Figures in this page prior to the creation of the Department of September 2026 are actuals or budget from their previous departments.

MUNICIPAL COURT BUDGET SUMMARY

The Littleton Municipal Court provides courteous, fair and impartial judicial services in a timely manner to promote public safety and protect citizens' fundamental rights.

Core services highlights include: Judicial Hearings, Judicial Services, Local Partnership, Court Security.

Outcomes



Safe Community

2 - 3 Year Initiatives + Major Projects / Programs

23 Develop the restorative justice program to reduce recidivism and promote a comprehensive approach to justice for the community.

Community Outreach with local partners to create community service options, additional resources at the courthouse, and warrant amnesty outreach at local events.

Municipal Court

2027 Proposed Budget

General Fund

Spend Category	2024 Actual	2025 Actual	2026 Adopted Budget	2026 Year-End Estimate	2027 Proposed Budget
Personnel Services	$ 828,394	$ 828,155	$ 889,705	$ 849,192	$ 993,408
Supplies	5,206	2,251	4,100	4,637	4,100
Dues and Subscriptions	1,319	819	3,100	1,944	3,100
PC Hardware & Software	-	3,638	1,000	-	1,000
Professional Services	167,132	223,179	240,902	187,682	212,702
Other Operating Expenditures	307	25	500	165	500
Total General Fund	**$ 1,002,358**	**$ 1,058,067**	**$ 1,139,307**	**$ 1,043,620**	**$ 1,214,810**

Other Restricted Funds

Other Funds	2024 Actual	2025 Actual	2026 Adopted Budget	2026 Year-End Estimate	2027 Proposed Budget
Consolidated Special Revenue Fund	$ 65	$ -	$ 36,000	$ 36,000	$ -
Total Restricted Funds	**$ 65**	**$ -**	**$ 36,000**	**$ 36,000**	**$ -**
Total Appropriations from All Funds	**$ 1,002,423**	**$ 1,058,067**	**$ 1,175,307**	**$ 1,079,620**	**$ 1,214,810**

2027 Personnel Position Count Summary

Assigned Fund	Full Time	Part Time	Total Positions
General Fund	6	1	7
Total Personnel Position Count	**6**	**1**	**7**

Note: For positions allocated to multiple funds, the General Fund is the assigned fund. If there is no General Fund allocation, the restricted fund with the largest allocation is the assigned fund.

MUSEUM BUDGET SUMMARY

The Littleton Museum is a welcoming and unique community-based cultural facility that provides an immersive experience in history, living history, and art. The Museum strives to be accessible and inclusive, and to engage, inspire, and educate the public through a variety of interactive experiences.

Core services highlights include: Museum Patron Engagement, Living History, Artifact Management & Conservation, Facility Grounds & Maintenance, Custodial.

Outcomes



Vibrant Community with Rich Culture

2 - 3 Year Initiatives + Major Projects / Programs

2 Develop Arts & Culture Master Plan to establish the long-term vision for promoting arts, fostering inclusivity, and enhancing quality of life through various cultural initiatives and experiences.

Plan will align with the City's commitment to the arts, culture, and heritage initiatives in addition to strengthening the profile of the Littleton creative community.

4 Establish a cultural campus with enhanced connectivity and amenity zones at Littleton's Library, Museum, Ketring Park, and Gallup Park.

On hold due to staff capacity.

Museum

2027 Proposed Budget

General Fund

Spend Category	2024 Actual	2025 Actual	2026 Adopted Budget	2026 Year-End Estimate	2027 Proposed Budget
Personnel Services	$ 1,851,787	$ 1,821,844	$ 1,994,125	$ 2,009,497	$ 2,283,553
Supplies	196,807	155,633	249,600	204,642	216,100
Dues and Subscriptions	10,830	11,039	12,100	11,039	11,600
PC Hardware & Software	-	-	500	-	500
Professional Services	71,727	68,100	110,100	67,093	93,100
Maintenance & Repairs	151,557	107,075	157,600	116,348	143,600
Rents & Utilities	2,718	4,215	6,000	2,794	5,000
Other Operating Expenditures	33,702	28,534	76,400	30,924	46,500
Capital Outlay	17,729	-	-	-	-
Inventories Expenditures	12,134	25,377	31,500	19,877	30,500
Total Museum General Fund	**$ 2,348,991**	**$ 2,221,817**	**$ 2,637,925**	**$ 2,462,214**	**$ 2,830,453**

Other Restricted Funds

Other Funds	2024 Actual	2025 Actual	2026 Adopted Budget	2026 Year-End Estimate	2027 Proposed Budget
Impact Fees Fund	$ -	$ -	$ -	$ 888,000	$ 200,000
Lodger's Tax	1,138,970	218,679	269,748	269,748	310,493
Grants Fund	14,663	125,338	-	-	-
Consolidated Special Revenue Fund	-	-	18,000	18,000	3,000
Total Restricted Funds	**$ 1,153,633**	**$ 344,017**	**$ 287,748**	**$ 1,175,748**	**$ 513,493**
Total Appropriations from All Funds	**$ 3,502,624**	**$ 2,565,834**	**$ 2,925,673**	**$ 3,637,962**	**$ 3,343,946**

2027 Personnel Position Count Summary

Assigned Fund	Full Time	Part Time	Total Positions
General Fund	12	9	21
Lodger's Tax	3	-	3
Total Personnel Position Count	**15**	**9**	**24**

Note: For positions allocated to multiple funds, the General Fund is the assigned fund. If there is no General Fund allocation, the restricted fund with the largest allocation is the assigned fund.

POLICE BUDGET SUMMARY

The Littleton Police Department's mission is to catch criminals, to prevent crime, to comfort victims, and to treat everyone with respect.

Core services highlights include: Patrol Teams 1 - 6, General Assignment Detectives, Communications Center.

Outcomes



Safe Community

2 - 3 Year Initiatives + Major Projects / Programs

20 Develop Strategies to Reduce Homelessness and Security Concerns in Downtown Areas. (Council)

Focus proactive resources on high visibility actions intended to reduce crime and improve public perception of safety. Downtown, parks, trails, and community-specific areas will be focused on for foot, bicycle, and other patrol operations.

Police

2027 Proposed Budget

General Fund

Spend Category	2024 Actual	2025 Actual	2026 Adopted Budget	2026 Year-End Estimate	2027 Proposed Budget
Personnel Services	$ 18,296,666	$ 19,599,749	$ 20,639,758	$ 19,949,664	$ 21,135,525
Supplies	342,601	224,905	254,000	245,650	234,000
Dues and Subscriptions	10,399	14,443	6,500	10,310	6,500
PC Hardware & Software	411	290	-	528	-
Professional Services	629,093	688,760	528,911	687,116	508,911
Maintenance & Repairs	105,246	13,415	17,500	16,294	17,500
Rents & Utilities	-	161	-	-	-
Other Operating Expenditures	200	2,512	-	-	-
Capital Outlay	107,932	(3,424)	-	-	-
Total Police General Fund	**$ 19,492,548**	**$ 20,540,811**	**$ 21,446,669**	**$ 20,909,562**	**$ 21,902,436**

Other Restricted Funds

Other Funds	2024 Actual	2025 Actual	2026 Adopted Budget	2026 Year-End Estimate	2027 Proposed Budget
Capital Projects Fund	$ 144,875	$ 149,086	$ 1,830,000	$ 2,103,415	$ 235,000
Capital Improvement Sales Tax Fund	-	5,718	182,000	182,000	74,000
Impact Fees Fund	-	-	-	795,548	-
Grants Fund	57,775	42,281	40,000	-	-
Grants Fund - ARPA	1,242,361	113	-	-	-
Consolidated Special Revenue Fund	58,666	145,799	502,814	223,026	642,468
Total Restricted Funds	**$ 1,503,676**	**$ 342,997**	**$ 2,554,814**	**$ 3,303,989**	**$ 951,468**
Total Appropriations from All Funds	**$ 20,996,224**	**$ 20,883,808**	**$ 24,001,483**	**$ 24,213,551**	**$ 22,853,904**

2027 Personnel Position Count Summary

Assigned Fund	Full Time	Part Time	Total Positions
General Fund	123	-	123
Total Personnel Position Count	**123**	**-**	**123**

Note: For positions allocated to multiple funds, the General Fund is the assigned fund. If there is no General Fund allocation, the restricted fund with the largest allocation is the assigned fund.

PUBLIC WORKS BUDGET SUMMARY

The Public Works Department provides innovative and cost-effective services with a goal of enhancing the city's current performance and planning for Littleton's future.

Core services highlights include: Street Rehabilitation, Sewer & Stormwater, Snow & Ice Management, Asset Management, Grounds Management, Transportation Master Plan, Capital Improvement Program, Facilities Management.

Outcomes



Vibrant Community with Rich Culture

Sustainable Community with Natural Beauty

Safe Community

High-Quality Governance

2 - 3 Year Initiatives + Major Projects / Programs

4 Establish a cultural campus with enhanced connectivity and amenity zones at Littleton's Library, Museum, Ketring Park, and Gallup Park.

In partnership with Public Works and the Library, provide support for the implementation of Ketring Gallup Park Master Plan.

6 Improve the overall condition of our drainage infrastructure.

Inspect, repair, clean and maintain sewer and storm infrastructure through asset management program, new technologies, and contractors.

Complete drainageway and sanitary improvements in accordance with Water Resources Master Plan.

Complete construction of major storm drainage projects.

7 Implement strategic goals of forestry master plan, including tree canopy health and community equity.

Focus on city code updates to protect long term goals. Increase plantings to help preserve existing canopy.

8 Replace irrigation systems to monitor and control water remotely. Real time water reporting. Reduced water loss and costs.

Standardize infrastructure, improve water conservation efforts, reduce maintenance

9 Implement Environmental Stewardship Action Plan.

Implement environmental stewardship program/policies from action plan to improve environmental conditions in Littleton.

10 Implement Mineral Ave. median improvements featuring a mix of replacement, upgrades, reduced water native plantings, and tree canopy pruning.

Design services for Mineral Avenue Medians. Implementation.

11 Implement recommendations from Integrated Water Resources Plan.

Convert pond to detention basis at Ridgeview Park.

16 Complete pedestrian and bicycle safety strategy and implement results.

Deliver projects / programs focused on enhanced bicycle and pedestrian safety citywide.

17 Design and construct city-wide safety improvements in alignment with goals and objectives identified in the Transportation Master Plan.

Implementation of the Safer Streets Littleton Program.

Annual Neighborhood Traffic Calming Program.

18 Raise overall pavement condition by implementing a strategic pavement management program.

Continued execution of strategic pavement management investments to improve the overall Pavement Condition Index (PCI).

22 Design and construct grant-funded projects focused on improvements to transportation infrastructure.

Implementation of grant-funded projects in alignment with values established in Transportation Master Plan.

28 Utilize developed asset inventory to assess risk and long-term capital planning for city infrastructure.

Continued digital inventory and condition assessments of all infrastructure assets in addition to progressing the development of standardized work and asset plans, regular reporting, and the completion of the Asset Management Policy and Strategic Asset Management Plan.

Public Works

2027 Proposed Budget

General Fund

Spend Category	2024 Actual	2025 Actual	2026 Adopted Budget	2026 Year-End Estimate	2027 Proposed Budget
Personnel Services	$ 4,857,288	$ 4,680,474	$ 5,329,100	$ 5,196,688	$ 5,346,131
Supplies	480,657	404,268	555,830	550,842	563,000
Dues and Subscriptions	5,436	19,577	13,850	14,126	17,570
PC Hardware & Software	9,660	3,405	10,000	4,369	4,250
Professional Services	628,446	561,570	751,200	822,750	509,400
Maintenance & Repairs	46,649	76,260	162,000	80,565	12,000
Rents & Utilities	10,414	35,658	11,600	29,360	11,350
Other Operating Expenditures	55,214	54,900	58,000	62,563	58,000
Capital Outlay	27,493	-	26,400	-	-
Inventories Expenditures	(201)	-	-	-	-
Total Public Works General Fund	**$ 6,121,056**	**$ 5,836,112**	**$ 6,917,980**	**$ 6,761,263**	**$ 6,521,701**

Other Restricted Funds

Other Funds	2024 Actual	2025 Actual	2026 Adopted Budget	2026 Year-End Estimate	2027 Proposed Budget
Capital Projects Fund	$ 4,199,048	$ 3,409,311	$ 5,003,453	$ 8,280,182	$ 7,525,833
Capital Improvement Sales Tax Fund	6,179,121	8,893,784	12,004,273	19,681,674	8,847,911
Impact Fees Fund	175	-	-	3,675,380	2,857,584
Grants Fund	1,189,709	1,947,498	14,250,078	16,571,375	7,536,710
Grants Fund - ARPA	3,940	121,841	-	-	-
Open Space Fund	4,949	-	-	-	-
Sewer Utility Enterprise Fund	20,418,522	15,834,431	26,090,747	26,708,190	26,884,814
Storm Drainage Enterprise Fund	3,107,974	5,614,627	3,074,161	3,244,315	4,522,577
Fleet Maintenance	2,055,074	3,151,891	3,454,449	3,470,213	3,283,026
Consolidated Special Revenue Fund	-	-	23,900	23,900	3,900
Total Restricted Funds	**$ 37,158,511**	**$ 38,973,383**	**$ 63,901,061**	**$ 81,655,229**	**$ 61,462,355**
Total Appropriations from All Funds	**$ 43,279,567**	**$ 44,809,495**	**$ 70,819,041**	**$ 88,416,492**	**$ 67,984,056**

2027 Personnel Position Count Summary

Assigned Fund	Full Time	Part Time	Total Positions
General Fund	47	-	47
Capital Projects Fund	4	-	4
Capital Improvement Sales Tax Fund	5	-	5
Sewer Utility Enterprise Fund	13	-	13
Fleet Maintenance Fund	6	1	7
Total Personnel Position Count	**75**	**1**	**76**

Note: For positions allocated to multiple funds, the General Fund is the assigned fund. If there is no General Fund allocation, the restricted fund with the largest allocation is the assigned fund.

General Operations and All City

2027 Proposed Budget

These expenditures are not necessarily assigned to one department, but cover general operations and all city type expenses, including transfers from the general fund to other funds. Omnibus is included in this area under Professional Services.

General Fund

Spend Category	2024 Actual	2025 Actual	2026 Adopted Budget	2026 Year-End Estimate	2027 Proposed Budget
Personnel Services	$ -	$ -	$ (353,591)	$ 454,682	$ (1,757,079)
Supplies	(6,831)	45,512	77,000	54,255	77,000
Dues and Subscriptions	113,320	75,472	89,139	13,340	89,139
PC Hardware & Software	1,622,895	2,909,524	3,140,045	3,140,045	2,459,147
Professional Services	294,179	253,647	411,220	1,501,420	411,220
Rents & Utilities	2,533,297	2,588,793	3,025,826	2,540,124	3,015,774
Other Operating Expenditures	596,846	(392,284)	150,000	461,394	166,544
Internal Service Charges	1,054,878	1,449,515	1,512,510	1,049,515	1,112,510
Insurance & OEB	388,500	456,846	487,350	462,350	487,350
Transfer to Capital Project Fund	1,797,977	1,842,926	1,883,470	1,883,470	1,889,309
Transfer to Geneva Fund	76,324	-	-	-	-
Total General Operations and All City General Fund	**$ 8,471,385**	**$ 9,229,951**	**$ 10,422,969**	**$ 11,560,595**	**$ 7,950,914**

Other Restricted Funds

Other Funds	2024 Actual	2025 Actual	2026 Adopted Budget	2026 Year-End Estimate	2027 Proposed Budget
Capital Projects Fund	$ 1,045,677	$ 2,028,652	$ 1,070,000	$ 2,725,000	$ 750,000
Capital Improvement Sales Tax Fund	1,359,257	850,000	1,900,000	1,900,000	4,351,667
Lodger's Tax Fund	19,500	401,150	315,500	315,500	329,600
Impact Fees Fund	718,456	2,992,829	7,777,531	685,375	1,286,056
Grants Fund	750,000	200,348	-	-	-
Grants Fund - ARPA	50,000	-	35,871	-	-
Open Space Fund	2,275,408	4,602,348	2,667,602	4,064,743	2,945,099
Conservation Trust Fund	120,902	123,943	495,725	881,398	375,352
Sewer Utility Enterprise Fund	2,525,258	966,547	-	-	-
Storm Drainage Enterprise Fund	(16,857)	5,807	225,000	225,000	225,000
Fleet Maintenance	610,079	-	-	-	-
Consolidated Special Revenue Fund	67,700	352,500	171,334	171,334	60,000
Total Restricted Funds	**$ 9,525,380**	**$ 12,524,124**	**$ 14,658,563**	**$ 10,968,350**	**$ 10,322,774**
Total Appropriations from All Funds	**$ 17,996,765**	**$ 21,754,075**	**$ 25,081,532**	**$ 22,528,945**	**$ 18,273,688**

General Fund

General Fund

2024-2027 Summary of Estimated Financial Sources and Uses

	2024 Actual	2025 Actual	2026 Adopted Budget	2026 Year-End Estimate	2027 Proposed Budget
BEGINNING BALANCE	**$ 21,829,779**	**$ 21,420,426**	**$ 19,165,549**	**$ 21,307,185**	**$ 16,119,475**
Revenues					
Taxes:					
Sales & Use	$ 44,284,109	$ 46,065,756	$ 48,969,520	$ 47,088,953	$ 50,508,938
Property	2,591,823	2,504,647	2,555,729	2,529,921	2,555,220
Specific Ownership	147,602	142,156	145,310	129,023	130,314
Cigarette	152,705	141,048	117,244	103,703	104,740
Taxes Subtotal	**$ 47,176,239**	**$ 48,853,607**	**$ 51,787,803**	**$ 49,851,600**	**$ 53,299,212**
Other Revenues					
Franchise Fees	$ 2,456,927	$ 2,472,734	$ 2,487,751	$ 2,408,091	$ 2,432,172
Charges for Services	2,161,656	2,805,180	2,070,185	2,558,172	3,802,548
Licenses and Permits	2,019,240	2,153,311	2,215,755	2,004,922	2,837,502
Fines and Forfeitures	209,010	304,874	318,515	232,489	234,814
Intergovernmental	560,369	546,511	604,694	605,018	611,068
Miscellaneous Revenue	1,428,120	1,514,339	1,352,917	1,664,612	1,681,258
Investment Income	464,924	850,000	432,693	432,693	445,674
SBEDA and Other Adjustments	2,655,613	466,969	-	-	-
Other Revenues Subtotal	**$ 11,955,859**	**$ 11,113,918**	**$ 9,482,510**	**$ 9,905,997**	**$ 12,045,036**
Total Revenues	**$ 59,132,098**	**$ 59,967,525**	**$ 61,270,313**	**$ 59,757,597**	**$ 65,344,248**
Expenditures					
Operating Expenditures					
Personnel Services	$ 41,371,673	$ 43,422,298	$ 46,880,002	$ 46,616,771	$ 48,026,573
Supplies	1,417,849	1,062,793	1,597,382	1,342,825	1,448,002
Inventories Expenditures	12,263	25,377	31,500	19,877	30,500
Dues and Subscriptions	572,164	499,772	604,586	471,258	636,166
PC Hardware & Software	1,802,332	3,089,895	3,342,395	3,332,453	2,631,642
Professional Services	3,702,461	3,826,730	4,744,497	5,217,317	3,974,807
Rents & Utilities	2,572,625	2,676,723	3,068,026	2,624,634	3,096,724
Maintenance & Repairs	426,183	313,976	584,400	369,370	328,120
Other Operating Expenditures	1,453,473	919,293	1,289,110	1,562,148	1,215,485
Internal Service Charges	1,054,879	1,449,515	1,512,510	1,029,638	1,112,510
Insurance & OEB	406,703	472,674	487,350	462,350	487,350
Capital Outlay	2,874,543	478,793	34,600	13,195	-
Debt Service	-	-	-	-	-
Total Expenditures	**$ 57,667,150**	**$ 58,237,840**	**$ 64,176,358**	**$ 63,061,836**	**$ 62,987,879**
Transfer Out					
Transfer to Capital Projects Fund	$ 1,797,977	$ 1,842,926	$ 1,883,470	$ 1,883,470	$ 1,889,309
Transfer to Geneva Village Fund	76,324	-	-	-	-
Total Transfers Out	1,874,301	1,842,926	1,883,470	1,883,470	1,889,309
Total Expenditures & Transfers Out	**59,541,451**	**60,080,766**	**66,059,828**	**64,945,306**	**64,877,188**
Change in Fund Balance	(409,353)	(113,241)	(4,789,515)	(5,187,709)	467,060
ENDING BALANCE	**$ 21,420,426**	**$ 21,307,185**	**$ 14,376,034**	**$ 16,119,475**	**$ 16,586,535**

Affordable Housing Fund

Description of Fund

The Affordable Housing Fund was created to receive funds for affordable housing strategies as outlined in Ordinance 2022-27. Revenues received are from developers in-lieu of providing minimum affordable units outlined in the ordinance. The use of these funds is for developing affordable housing in partnership with other organizations.

2027 Proposed Revenues - $633,813

Revenues in this fund are fee-in-lieu payments from housing developers to satisfy compliance requirements of Ordinance 2022-27.

2027 Proposed Expenditures - $500,000

Funds appropriated are for affordable housing projects either directly or via partner organizations.

2024-2027 Summary of Estimated Financial Sources and Uses

	2024 Actual	2025 Actual	2026 Adopted Budget	2026 Year-End Estimate	2027 Proposed Budget
BEGINNING BALANCE	**$ -**	**$ 1,601,967**	**$ 2,689,766**	**$ 2,689,766**	**$ 1,752,942**
Revenues					
Miscellaneous Revenue (Fee In Lieu Revenue)	$ 1,946,727	$ 1,640,408	$ 167,000	$ 1,006,735	$ 605,476
Investment Income	55,240	38,392	87,336	56,441	28,337
Total Revenues and Transfer In	**$ 2,001,967**	**$ 1,678,800**	**$ 254,336**	**$ 1,063,176**	**$ 633,813**
Expenditures					
Professional Services	$ 400,000	$ 591,000	$ 2,400,000	$ 2,000,000	$ 500,000
Transfers Out to Other Funds	-	-	-	-	-
Total Expenditures and Transfer Out	**$ 400,000**	**$ 591,000**	**$ 2,400,000**	**$ 2,000,000**	**$ 500,000**
Change in Fund Balance	1,601,967	1,087,800	(2,145,664)	(936,824)	133,813
ENDING BALANCE	**$ 1,601,967**	**$ 2,689,766**	**$ 544,102**	**$ 1,752,942**	**$ 1,886,755**

Conservation Trust Fund

Description of Fund

The Conservation Trust Fund was created to receive funds from the Colorado State Lottery. The use of those funds is limited specifically to the acquisition and development of parks, open space and recreation facilities.

2027 Proposed Revenues - $288,889

Revenues in this fund are from the State of Colorado lottery funds and interest earnings.

2027 Proposed Expenditures - $375,352

Funds appropriated are for parkland maintenance, South Platte Park operating costs, rent expenditures for trail land and museum artifact storage.

2024-2027 Summary of Estimated Financial Sources and Uses

	2024 Actual	2025 Actual	2026 Adopted Budget	2026 Year-End Estimate	2027 Proposed Budget
BEGINNING BALANCE	**$ 573,612**	**$ 760,686**	**$ 500,015**	**$ 916,205**	**$ 329,619**
Revenues					
Lottery Fund Revenue	$ 274,788	$ 267,326	$ 260,000	$ 267,326	$ 279,000
Investment Income	33,188	12,136	10,000	27,486	9,889
Total Revenues and Transfer In	**$ 307,975**	**$ 279,462**	**$ 270,000**	**$ 294,812**	**$ 288,889**
Expenditures					
Personnel Services	$ 100,000	$ 100,047	$ 100,000	$ 100,000	$ 100,000
Rents & Utilities	-	23,896	24,225	24,613	70,352
Other Operating Expenditures	20,901	-	87,500	87,500	195,000
Capital Outlay	-	-	284,000	669,285	10,000
Total Expenditures and Transfer Out	**$ 120,901**	**$ 123,943**	**$ 495,725**	**$ 881,398**	**$ 375,352**
Change in Fund Balance	187,074	155,519	(225,725)	(586,586)	(86,463)
ENDING BALANCE	**$ 760,686**	**$ 916,205**	**$ 274,290**	**$ 329,619**	**$ 243,156**

Consolidated Special Revenue Fund

Description of Fund

There are currently 15 active subfunds in the Consolidated Special Revenue Fund. Revenues are restricted to use for the specified program. Information in this schedule only reflects the active subfunds with 2027 appropriations.

2027 Proposed Revenues - $597,973

Revenues in this fund are from the State of Colorado lottery funds and interest earnings.

2027 Proposed Expenditures - $759,368

Funds appropriated are for parkland maintenance, South Platte Park operating costs, rent expenditures for trail land and museum artifact storage.

2024-2027 Summary of Estimated Financial Sources and Uses

	2024 Actual	2025 Actual	2026 Adopted Budget	2026 Year-End Estimate	2027 Adopted Budget
BEGINNING BALANCE	**$ 895,595**	**$ 898,857**	**$ 797,939**	**$ 1,335,373**	**$ 1,451,013**
Revenues					
Taxes	$ -	$ 468,169	$ 489,423	$ 438,739	$ 451,901
Charges for Services	29,395	26,326	29,000	29,000	29,000
Fines and Forfeitures	3,243	288,100	42,900	42,989	42,900
Benefit Contributions	-	-	40,000	40,000	45,000
Miscellaneous Revenue	71,960	149,933	16,500	73,500	16,500
Investment Income	45,391	12,368	14,972	13,672	12,672
Total Revenues and Transfer In	**$ 149,989**	**$ 944,896**	**$ 632,795**	**$ 637,900**	**$ 597,973**
Expenditures					
Dues and Subscriptions	$ 1,150	$ -	$ -	$ -	$ -
Insurance & OEB	-	-	43,000	43,000	45,000
Maintenance & Repairs	8,549	-	-	-	-
Personnel Services	30,481	128,834	172,033	144,452	330,261
Supplies	38,586	27,046	135,074	83,074	117,000
Other Operating Expenditures	67,960	352,500	251,734	251,734	66,900
Professional Services	-	-	200,207	-	200,207
Total Expenditures and Transfer Out	**$ 146,727**	**$ 508,380**	**$ 802,048**	**$ 522,260**	**$ 759,368**
Change in Fund Balance	3,262	436,516	(169,253)	115,640	(161,395)
ENDING BALANCE	**$ 898,857**	**$ 1,335,373**	**$ 628,686**	**$ 1,451,013**	**$ 1,289,618**

Consolidated Special Revenue Fund

2027 Subfund Appropriations

	Beginning Balance	2027 Revenue	2027 Expenditures	Reserve	Ending Balance
Defensive Driving Program	$ 19,913	$ 9,507	$ 11,708	$ -	$ 17,712
Drug Destruction	1,072	100	-	-	1,172
Littleton Fine Arts Committee	6,385	540	3,000	-	3,925
Public, Educational, and Government (PEG)	47,181	29,150	50,000	-	26,331
Shop with a Cop	5,221	15,000	15,000	-	5,221
Stadium District Funding	4,436	5,800	-	-	10,236
Littleton Victim's Assistance	18,046	38,500	25,000	-	31,546
Stern-Elder	10,009	2,150	3,900	-	8,259
Police Health Retirement Account	127,026	45,000	45,000	-	127,026
CO Tree Coalition	1,091	325	-	-	1,416
Tree Subsidy Fines	297,134	-	60,000	-	237,134
Marijuana Tax	906,908	451,901	545,760	-	813,049
2027 Proposed Budget Total	**$ 1,444,422**	**$ 597,973**	**$ 759,368**	**$ -**	**$ 1,283,027**

Grants Fund

Description of Fund

Revenues include grants from federal, state and local agencies for specific programs. This schedule includes the grants from the federal government under the American Rescue Plan Act (ARPA).

2027 Proposed Revenues - $7,536,710

Revenues in this fund are for Federal, State and local grants. The city budgets a few recurring grant funds which have not been awarded but are typically applied for and received annually.

2027 Proposed Expenditures - $7,536,710

Expenditures are directly related to the revenues received.

2024-2027 Summary of Estimated Financial Sources and Uses

	2024 Actual	2025 Actual	2026 Adopted Budget	2026 Year-End Estimate	2027 Proposed Budget
BEGINNING BALANCE	**$ 1,200,944**	**$ (1,217,634)**	**$ -**	**$ (280,072)**	**$ 0**
Revenues					
Intergovernmental	$ 6,677,973	$ 5,013,103	$ 14,777,020	$ 17,765,680	$ 7,536,710
Total Revenues	**$ 6,677,973**	**$ 5,013,103**	**$ 14,777,020**	**$ 17,765,680**	**$ 7,536,710**
Expenditures					
Personnel Services	$ 609,776	$ 395,682	$ 526,942	$ 668,721	$ 55,000
Supplies	91,384	7,115	-	-	-
Dues and Subscriptions	14,214	13,949	-	-	-
PC Hardware & Software	3,070,643	22,987	-	214,049	-
Professional Services	1,594,724	1,072,543	-	452,020	300,000
Rents & Utilities	-	-	-	-	-
Other Operating Expenditures	777,593	116,295	-	29,443	-
Capital Outlay	2,888,215	2,446,970	14,250,078	16,121,375	7,181,710
Interfund Transfer Expense	50,000	-	-	-	-
Total Expenditures and Transfer Out	**$ 9,096,551**	**$ 4,075,541**	**$ 14,777,020**	**$ 17,485,608**	**$ 7,536,710**
Change in Fund Balance	(2,418,578)	937,562	-	280,072	-
ENDING BALANCE	**$ (1,217,634)**	**$ (280,072)**	**$ -**	**$ 0**	**$ 0**

Open Space Fund

Description of Fund

The Open Space Fund was created in 2005 to account for the revenues from Jefferson County and Arapahoe County for the Open Space Tax. The Arapahoe County Open Space tax was originally approved by voters in 2003 as a sales and use tax of one quarter of one percent (0.25%). The tax was scheduled to sunset on December 31, 2023, which was a ten-year extension from the original expiration date. In Ballot Issue 1A in November 2021, County voters made the tax permanent and removed the sunset date.

The Jefferson County Open Space tax was approved by voters in 1972 as a sales and use tax of one half of one percent (0.50%). The tax does not have an expiration date. Expenditures in this fund are restricted for the purchase, development and maintenance of open space, outdoor recreation facilities and historic sites.

2027 Proposed Revenues - $2,543,000

The majority of revenues for this fund are from Arapahoe and Jefferson County Open Space taxes and Arapahoe County Open Space grants.

2027 Proposed Expenditures - $2,945,099

The city will be participating in several projects in 2027 including maintenance at South Platte Park, Powers Park and trail improvements. Additional projects may arise during the year that may be considered by the city council.

2024-2027 Summary of Estimated Financial Sources and Uses

	2024 Actual	2025 Actual	2026 Adopted Budget	2026 Year-End Estimate	2027 Proposed Budget
BEGINNING BALANCE	**$ 2,475,184**	**$ 1,960,887**	**$ 2,132,282**	**$ 524,158**	**$ 1,782,482**
Revenues					
Intergovernmental	$ 1,592,375	$ 2,504,454	$ 2,100,441	$ 4,771,020	$ 2,484,273
Rental Payments	8,768	8,768	9,302	9,302	9,581
Investment Income	164,917	33,305	15,725	15,725	49,146
Capital Contributions	-	527,020	527,020	527,020	-
Total Revenues and Transfer In	**$ 1,766,059**	**$ 3,073,546**	**$ 2,652,488**	**$ 5,323,067**	**$ 2,543,000**
Expenditures					
Other Operating Expenditures	$ 408,059	$ 604,559	$ 462,602	$ 462,602	$ 475,099
Capital Outlay	1,872,297	3,905,716	2,205,000	3,602,141	2,470,000
Total Expenditures and Transfer Out	**$ 2,280,357**	**$ 4,510,275**	**$ 2,667,602**	**$ 4,064,743**	**$ 2,945,099**
Change in Fund Balance	(514,298)	(1,436,729)	(15,114)	1,258,324	(402,099)
ENDING BALANCE	**$ 1,960,887**	**$ 524,158**	**$ 2,117,168**	**$ 1,782,482**	**$ 1,380,383**

Impact Fees Fund

Description of Fund

In August 2013 the City Council repealed the existing public facilities fee (Public Facilities Fund) and replaced it with six capital impact fees. Funds are received from developers of new growth within the City based on impact fee formulas.

The Impact Fee Funds consist of six active separate funds that are appropriated as a whole.
- Police Impact Fees
- Museum Impact Fees
- Library Impact Fees
- Facilities Impact Fees
- Transportation Impact Fees
- Multi-Modal Impact Fees

2027 Proposed Revenues - $5,522,692

Revenues for this fund are projected based on development projects currently in progress or which are anticipated.

2027 Proposed Expenditures - $4,543,640

Anticipated 2027 projects include building improvements, transportation infrastructure, and multi-modal improvements.

2024-2027 Summary of Estimated Financial Sources and Uses

	2024 Actual	2025 Actual	2026 Adopted Budget	2026 Year-End Estimate	2027 Proposed Budget
BEGINNING BALANCE	**$ 2,820,627**	**$ 6,556,196**	**$ 7,178,416**	**$ 9,617,510**	**$ 6,943,310**
Revenues					
Charges for Services (Impact Fee Collections)	$ 4,240,922	$ 5,933,432	$ 4,785,097	$ 4,677,571	$ 5,384,102
Investment Income	213,277	120,711	192,532	192,532	138,590
Total Revenues and Transfer In	**$ 4,454,199**	**$ 6,054,143**	**$ 4,977,629**	**$ 4,870,103**	**$ 5,522,692**
Expenditures					
Capital Outlay	$ -	$ 2,986,898	$ 6,877,531	$ 7,044,303	$ 4,143,640
Professional Services	718,631	5,931	900,000	500,000	400,000
Total Expenditures and Transfer Out	**$ 718,631**	**$ 2,992,829**	**$ 7,777,531**	**$ 7,544,303**	**$ 4,543,640**
Change in Fund Balance	3,735,569	3,061,314	(2,799,902)	(2,674,200)	979,052
ENDING BALANCE	**$ 6,556,196**	**$ 9,617,510**	**$ 4,378,514**	**$ 6,943,310**	**$ 7,922,362**

Impact Fees Fund Subfunds

2024-2027 Subfund Expenditures & Expenditures

	2024 Actual	2025 Actual	2026 Adopted Budget	2026 Year-End Estimate	2027 Proposed Budget
Revenues					
Police Impact Fees	$ 233,282	$ 302,332	$ 271,752	$ 271,752	$ 296,664
Museum Impact Fees	461,291	699,679	433,329	433,329	682,708
Library Impact Fees	344,215	525,663	327,518	315,039	540,170
Facilities Impact Fees	1,175,796	1,559,850	1,340,374	1,305,365	1,442,651
Transportation Impact Fees	1,668,302	2,135,083	1,907,894	1,867,142	1,978,083
Multimodal Impact Fees	571,313	831,536	696,762	677,476	582,416
Total Revenues and Transfer In	**$ 4,454,199**	**$ 6,054,143**	**$ 4,977,629**	**$ 4,870,103**	**$ 5,522,692**
Expenditures					
Police Impact Fees	$ -	$ -	$ 680,899	$ 795,548	$ -
Museum Impact Fees	-	76,625	1,773,375	1,573,375	1,486,056
Library Impact Fees	-	-	200,000	-	200,000
Facilities Impact Fees	150,317	53,399	1,500,000	1,500,000	-
Transportation Impact Fees	287,017	2,507,432	2,834,042	2,375,660	2,507,584
Multimodal Impact Fees	281,297	355,373	789,215	1,299,720	350,000
Total Expenditures and Transfer Out	**$ 718,631**	**$ 2,992,829**	**$ 7,777,531**	**$ 7,544,303**	**$ 4,543,640**

2027 Subfund Ending Balance Summary

	Beginning Balance	2027 Revenue	2027 Expenditures	Reserve	Ending Balance
Police Impact Fees	$ 78,030	$ 296,664	$ -	$ -	$ 374,694
Museum Impact Fees	812,949	682,708	1,486,056	-	9,601
Library Impact Fees	1,710,737	540,170	200,000	-	2,050,907
Facilities Impact Fees	2,850,099	1,442,651	-	-	4,292,750
Transportation Impact Fees	1,281,353	1,978,083	2,507,584	-	751,852
Multimodal Impact Fees	210,142	582,416	350,000	-	442,558
2027 Proposed Budget Total	**$ 6,943,310**	**$ 5,522,692**	**$ 4,543,640**	**$ -**	**$ 7,922,362**

Lodger's Tax Fund

Description of Fund

The Lodgers Tax Fund was created in 2022 to account for the revenues from the 5% lodgers tax on hotels, motels, and short-term rentals. This fund is for budgeting purposes and is included in the General Fund for appropriation and reporting purposes.

2027 Proposed Revenues - $968,349

Revenues from this fund come from the 5% lodgers tax and will be used to support and sustain the arts and culture, tourism, and visitor promotion in the City of Littleton.

2027 Proposed Expenditures - $873,532

Expenditures from this fund include support to Bemis Public Library, Littleton Museum, Hudson Gardens, and Town Hall Arts Center, along with grants to other arts and cultural organizations and funding for tourism, visitor promotion, historic preservation, and public art acquisition and programming.

2024-2027 Summary of Estimated Financial Sources and Uses

	2024 Actual	2025 Actual	2026 Adopted Budget	2026 Year-End Estimate	2027 Proposed Budget
BEGINNING BALANCE	**$ 947,669**	**$ 970,354**	**$ 965,249**	**$ 1,041,841**	**$ 1,214,269**
Revenues					
Taxes (Lodger Tax Revenue)	$ 895,010	$ 864,328	$ 850,000	$ 931,921	$ 931,921
Investment Income	33,466	9,493	-	31,255	36,428
Total Revenues and Transfer In	**$ 928,476**	**$ 873,821**	**$ 850,000**	**$ 963,176**	**$ 968,349**
Expenditures					
Personnel Services	$ 221,329	$ 254,404	$ 296,889	$ 296,889	$ 330,873
Supplies	131,583	85,493	100,000	100,000	109,800
Professional Services	59,878	58,900	78,359	78,359	103,259
Other Operating Expenditures	493,000	403,537	315,500	315,500	329,600
Total Expenditures and Transfer Out	**$ 905,791**	**$ 802,334**	**$ 790,748**	**$ 790,748**	**$ 873,532**
Change in Fund Balance	22,685	71,487	59,252	172,428	94,817
ENDING BALANCE	**$ 970,354**	**$ 1,041,841**	**$ 1,024,501**	**$ 1,214,269**	**$ 1,309,086**

Capital Projects Fund

Description of Fund

The city currently has one Capital Projects Fund. The Capital Projects Fund accounts for the financing, acquisition and construction of capital improvements and various special projects throughout the city. These projects include public facilities, street construction, parks and open space, information technology, public safety enhancements and cultural and recreational improvements.

2027 Proposed Revenues - $9,495,419

Revenues for this fund are comprised of city building use tax, state highway users tax, proceeds from the sale of assets, investment interest earnings and transfers in from the General Fund.

2027 Proposed Expenditures - $10,442,495

The 2027 expenditures in this fund include lease payments, information technology, transfer for replacement of fleet vehicles and equipment, facilities maintenance and improvements, pavement management projects, street maintenance, and traffic signal replacements.

2024-2027 Summary of Estimated Financial Sources and Uses

	2024 Actual	2025 Actual	2026 Adopted Budget	2026 Year-End Estimate	2027 Proposed Budget
BEGINNING BALANCE	**$ 3,673,617**	**$ 5,559,005**	**$ 5,421,591**	**$ 9,933,690**	**$ 5,391,441**
Revenues					
General Fund Street Maint. Transfer	$ 1,797,977	$ 1,842,926	$ 1,883,470	$ 1,883,470	$ 1,889,309
Highway User Tax Fund (State Gas Tax) Allocation	1,600,309	1,607,070	1,587,129	1,573,961	1,634,125
Building Use Tax	3,925,951	4,413,296	3,210,855	3,235,446	5,767,376
Intergovernmental	81,995	62,284	105,000	367,171	53,696
Capital Contributions	503,103	1,781,611	-	2,878,328	-
Investment Income	210,265	148,611	135,540	239,469	125,913
Miscellaneous Revenue	(3,091)	382,856	25,000	25,000	25,000
Sale of Capital Assets	22,624	56,420	-	-	-
Total Revenues and Transfer In	**$ 8,139,133**	**$ 10,295,074**	**$ 6,946,994**	**$ 10,202,845**	**$ 9,495,419**
Expenditures					
Personnel Services	$ 293,041	$ 450,398	$ 544,766	$ 568,375	$ 593,604
Supplies	424,442	542,664	-	74,000	-
Dues and Subscriptions	-	369	-	-	-
PC Hardware & Software	148,226	205,957	345,000	820,272	1,370,076
Professional Services	108,766	21,878	50,000	50,000	-
Rents & Utilities	6,037	-	-	-	-
Maintenance & Repairs	36,207	62,966	-	-	-
Capital Outlay	4,088,610	2,636,157	6,945,457	10,507,447	7,728,815
Debt and Lease Payments	373,416	-	-	-	-
Transfer to Fleet Fund	775,000	2,000,000	725,000	725,000	750,000
Economic Development Contribution		-	-	2,000,000	-
Total Expenditures and Transfer Out	**$ 6,253,745**	**$ 5,920,389**	**$ 8,610,223**	**$ 14,745,094**	**$ 10,442,495**
Change in Fund Balance	1,885,388	4,374,685	(1,663,229)	(4,542,249)	(947,076)
ENDING BALANCE	**$ 5,559,005**	**$ 9,933,690**	**$ 3,758,362**	**$ 5,391,441**	**$ 4,444,365**

Capital Improvement Sales Tax Fund

Description of Fund

The Capital Improvement Sales Tax Fund was created in 2022 to account for the revenues from the 0.75% sales and tax rate increase approved by voters in November 2021 to fund capital improvement projects. Expenditures from this fund are designated for capital improvement projects.

2027 Proposed Revenues - $14,062,209

Revenues for this fund come from the 0.75% sales and use tax rate increase approved by voters in November 2021 and effective on January 1, 2022.

2027 Proposed Expenditures - $16,599,472

Expenditures from this fund are designated for capital improvement projects and include, but are not limited to, costs of constructing, acquiring, enhancing, expanding, maintaining, downsizing, upgrading, or downgrading public facilities, including but not limited to the following: neighborhood street maintenance and reconstruction, street congestion and improved capacity projects, right-of-way and median maintenance and improvements, street and bridge safety improvements, sidewalk improvements, building replacement and maintenance, information technology and equipment purchases, upgrades, enhancements, improvements, and maintenance.

2024-2027 Summary of Estimated Financial Sources and Uses

	2024 Actual	2025 Actual	2026 Adopted Budget	2026 Year-End Estimate	2027 Proposed Budget
BEGINNING BALANCE	**$ 17,695,245**	**$ 21,689,054**	**$ 12,386,058**	**$ 23,692,707**	**$ 8,181,631**
Revenues					
Sales and Use Tax ($0.75 Capital)	$ 11,885,715	$ 12,507,017	$ 13,020,193	$ 12,494,576	$ 13,824,260
Miscellaneous Revenue	16,906	10,000	2,733,615	-	-
Investment Income	902,843	341,535	247,721	710,781	237,949
Certificates of Participation Proceeds	-	-	-	32,843,691	-
Total Revenues and Transfer In	**$ 12,805,464**	**$ 12,858,552**	**$ 16,001,529**	**$ 46,049,048**	**$ 14,062,209**
Expenditures					
Personnel Services	$ 1,035,679	$ 1,337,260	$ 1,571,574	$ 1,928,770	$ 2,007,457
Supplies	364,255	-	-	-	-
PC Hardware & Software	5,180	-	-	-	-
Professional Services	221,802	208,004	1,600,000	2,296,390	850,000
Capital Outlay	5,884,739	8,459,635	13,911,777	55,434,964	9,390,348
Debt Service	-	-	-	-	2,451,667
Transfer to Fleet Fund	550,000	-	1,000,000	1,000,000	1,000,000
Transfer to Information Technology Fund	750,000	850,000	900,000	900,000	900,000
Total Expenditures and Transfer Out Total	**$ 8,811,655**	**$ 10,854,899**	**$ 18,983,351**	**$ 61,560,124**	**$ 16,599,472**
Change in Fund Balance	3,993,809	2,003,653	(2,981,822)	(15,511,076)	(2,537,263)
GROSS ENDING BALANCE	**$ 21,689,054**	**$ 23,692,707**	**$ 9,404,236**	**$ 8,181,631**	**$ 5,644,368**
Reserve for Future Projects					4,223,637
NET ENDING BALANCE	**$ 21,689,054**	**$ 23,692,707**	**$ 9,404,236**	**$ 8,181,631**	**$ 1,420,731**

Geneva Village Fund

Description of Fund

The Geneva Village Fund was used for the operations and maintenance of a retirement community with 28 garden level units consisting of one and two bedroom apartments. It provided a complex exclusively for residents aged 55 or older. The fund is intended to be self-supportive, relying mainly on rental payments to finance operational costs. All funds expected to be spent by December 2026.

2027 Proposed Revenues - $0

Historically, revenues for this fund were received from rental payments paid by the residents of Geneva Village. All units are vacant as of September 2025.

2027 Proposed Expenditures - $0

Expenditures from this fund include operational costs to maintain the property as the city continues continued discussions on future plans for the site.

2024-2027 Summary of Estimated Financial Sources and Uses

	2024 Actual	2025 Actual	2026 Adopted Budget	2026 Year-End Estimate	2027 Proposed Budget
BEGINNING BALANCE	**$ 131,792**	**$ 124,380**	**$ 54,599**	**$ 72,358**	**$ -**
Revenues					
Transfer from General Fund	$ 76,324	$ -	$ -	$ -	$ -
Investment Income	3,403	1,708	-	-	-
Rental Payments	17,788	1,182	-	-	-
Total Revenues and Transfer In	**$ 97,515**	**$ 2,890**	**$ -**	**$ -**	**$ -**
Expenditures					
Professional Services	$ 16,023	$ 17,583	$ 54,599	$ 72,358	$ -
Rents & Utilities	7,897	24,107	-	-	-
Maintenance & Repairs	56,616	912	-	-	-
Insurance & OEB	11,907	12,278	-	-	-
Capital Outlay	800	-	-	-	-
Total Expenditures and Transfer Out	**$ 93,243**	**$ 54,880**	**$ 54,599**	**$ 72,358**	**$ -**
Change in Fund Balance	4,272	(51,990)	(54,599)	(72,358)	-
Adjustment to Budget Basis	(11,684)	(32)			
ENDING BALANCE	**$ 124,380**	**$ 72,358**	**$ -**	**$ -**	**$ -**

Sewer Utility Enterprise Fund

Description of Fund

The Sewer Utility Enterprise provides sewer services to city residents and several surrounding sewer districts. The cities of Littleton and Englewood jointly own the South Platte Water Renewal Partners (South Platte Renew), a treatment facility in Englewood operated by Englewood under an intergovernmental agreement. Oversight is provided by a joint supervisory committee with representatives from both cities. This fund accounts for all functions of wastewater treatment, including administration, operations, maintenance, financing, debt service, billing, and collection.

2027 Proposed Revenues - $28,548,204

Revenues in this fund are primarily derived from sewer service charges, tap fees and interest earnings. Revenues are consistent with the 2026 proposed rate study that will be presented to City Council in the fall of 2026.

2027 Proposed Expenditures - $27,126,710

Expenditures include South Platte Renew water treatment operations and improvements as well as operational expenditures for city owned infrastructure. In 2027, $18,292,288 is included for South Platte Renew of this amount $9,791,238 is budgeted for operations and $8,501,050 is included for capital projects.

2024-2027 Summary of Estimated Financial Sources and Uses

	2024 Actual	2025 Actual	2026 Adopted Budget	2026 Year-End Estimate	2027 Proposed Budget
BEGINNING BALANCE	**$ 10,992,855**	**$ 12,089,334**	**$ 6,534,450**	**$ 6,742,977**	**$ 5,794,446**
Revenues					
Charges for Services	$ 18,465,613	$ 19,754,362	$ 21,293,310	$ 21,293,310	$ 24,005,929
Capital Contributions	3,678,640	3,794,880	4,172,336	4,172,336	4,172,336
Investment Income	515,666	139,454	130,689	130,689	130,689
Miscellaneous Revenue	303,017	23,819	239,250	239,250	239,250
Total Revenues and Transfer In	**$ 22,962,936**	**$ 23,712,515**	**$ 25,835,585**	**$ 25,835,585**	**$ 28,548,204**
Expenditures					
Personnel Services	1,309,246	385,802	1,568,822	1,568,822	1,662,157
Professional Services	19,254,633	12,125,493	10,671,135	10,802,646	10,828,522
Supplies	57,511	39,968	72,750	74,894	71,525
Maintenance & Repairs	1,246,773	2,162,958	2,515,000	2,998,788	1,515,000
Other Operating Expenditures	662,708	733,521	681,940	681,940	691,690
Debt Service	3,545,758	-	-	-	-
Dues and Subscriptions	983	1,476	4,200	4,200	4,200
Rents & Utilities	31,737	71,490	41,000	41,000	41,000
Insurance & OEB	192,287	198,277	211,516	211,516	211,516
Capital Outlay	56,503	922,709	10,071,050	10,071,050	11,861,050
Internal Service Charges	35,177	52,159	35,260	35,260	37,260
PC Hardware & Software	96,222	166,894	294,000	294,000	202,790
Interfund Loan to Storm Fund	-	2,823,167	-	-	-
Total Expenditures and Transfer Out	**$ 26,489,538**	**$ 19,683,914**	**$ 26,166,673**	**$ 26,784,116**	**$ 27,126,710**
Change in Fund Balance	(3,526,602)	4,028,601	(331,088)	(948,531)	1,421,494
Adjustment to available budgeted funds	4,623,081	(9,374,959)			
GROSS ENDING BALANCE	**$ 12,089,334**	**$ 6,742,977**	**$ 6,203,362**	**$ 5,794,446**	**$ 7,215,940**
Required Reserve	3,000,000	3,000,000	3,000,000	3,000,000	3,828,915
NET ENDING BALANCE	**$ 9,089,334**	**$ 3,742,977**	**$ 3,203,362**	**$ 2,794,446**	**$ 3,387,025**

Storm Drainage Enterprise Fund

Description of Fund

The Storm Drainage Enterprise accounts for construction and maintenance of storm sewer facilities and detention ponds within the city limits. The fund is supported by service fees from landowners within the city.

2027 Proposed Revenues - $5,264,164

Revenues for this fund are received from fees charged to landowners within the city limits. Revenues are consistent with the 2026 proposed rate study that will be presented to City Council in the fall of 2026.

2027 Proposed Expenditures - $4,768,187

Expenditures from this fund include operation costs and various storm drainage capital projects. The city is assessing future infrastructure improvements as well as funding sources for those improvements.

2024-2027 Summary of Estimated Financial Sources and Uses

	2024 Actual	2025 Actual	2026 Adopted Budget	2026 Year-End Estimate	2027 Proposed Budget
BEGINNING BALANCE	**$ 847,585**	**$ 21,070**	**$ 129,232**	**$ 174,830**	**$ (91,622)**
Revenues					
Capital Contributions	$ -	$ -	$ -	$ -	$ -
Charges for Services	2,764,960	2,922,167	3,240,510	3,240,510	5,204,259
Interfund Transfer Revenue	40,265	2,823,167	-	-	-
Intergovernmental	591,873	1,090,934	-	-	-
Investment Income	531	-	24,905	24,905	24,905
Miscellaneous Revenue	-	-	35,000	35,000	35,000
Total Revenues and Transfer In	**$ 3,397,629**	**$ 6,836,268**	**$ 3,300,415**	**$ 3,300,415**	**$ 5,264,164**
Expenditures					
Personnel Services	$ 483,253	$ 633,494	$ 715,043	$ 715,043	$ 845,810
Supplies	6,755	6,373	15,400	15,400	21,350
Dues and Subscriptions	5,665	6,513	8,000	8,000	9,476
PC Hardware & Software	61,830	27,318	58,000	58,000	99,940
Professional Services	220,496	277,891	360,687	298,354	582,778
Rents & Utilities	2,517	949	13,800	13,800	13,800
Maintenance & Repairs	746,726	3,500	450,000	350,000	300,000
Other Operating Expenditures	7,058	6,957	16,400	18,400	23,400
Internal Service Charges	3,907	5,795	7,204	7,204	9,454
Insurance & OEB	24,708	25,478	27,179	27,179	27,179
Capital Outlay	1,528,202	4,625,140	1,500,000	1,830,487	2,610,000
Debt Service	-	1,027	225,000	225,000	225,000
Total Expenditures and Transfer Out	**$ 3,091,117**	**$ 5,620,435**	**$ 3,396,713**	**$ 3,566,867**	**$ 4,768,187**
Change in Fund Balance	306,511	1,215,833	(96,298)	(266,452)	495,977
Adjustment to Budget Basis	(1,133,026)	(1,062,073)			
ENDING BALANCE	**$ 21,070**	**$ 174,830**	**$ 32,934**	**$ (91,622)**	**$ 404,355**

Employee Insurance Fund

Description of Fund

The Employee Insurance Fund accounts for contributions from the city and employees to provide health, life, accidental death and dismemberment, long-term disability, short-term disability, unemployment, and workers' compensation insurance for all participating city employees.

The Employee Insurance Fund consists of three separate funds that are appropriated as a whole.

2027 Proposed Revenues - $11,322,656

Revenues for this fund are received from contributions from the city and employees. The city changed healthcare providers in 2026 and did not raise employee premiums in order to ease the transition. In 2027, the city anticipates an increase in healthcare expenses and will absorb the majority of any premium increase to limit the impact on employees.

2027 Proposed Expenditures - $11,102,702

Expenditures from this fund include operational costs. Reserves in this fund are annually reviewed to ensure that premiums cover estimated costs.

2024-2027 Summary of Estimated Financial Sources and Uses

	2024 Actual	2025 Actual	2026 Adopted Budget	2026 Year-End Estimate	2027 Proposed Budget
BEGINNING BALANCE	**$ 2,229,894**	**$ 1,906,825**	**$ 546,040**	**$ 984,408**	**$ 764,953**
Revenues					
Benefit Contributions	$ 8,295,926	$ 8,770,855	$ 9,409,780	$ 9,804,636	$ 11,080,891
Interfund Transfer Revenue	-	-	-	-	-
Investment Income	104,637	29,662	32,395	13,138	12,189
Miscellaneous Revenue	129,811	187,054	109,293	329,576	229,576
Total Revenues and Transfer In	**$ 8,530,374**	**$ 8,987,571**	**$ 9,551,468**	**$ 10,147,350**	**$ 11,322,656**
Expenditures					
Personnel Services	$ -	$ (29)	$ -	$ 403,059	$ 403,059
Supplies	-	-	-	-	-
Professional Services	538,746	716,466	392,403	506,903	454,022
Other Operating Expenditures	-	-	59,000	59,000	59,000
Insurance & OEB	8,314,697	9,193,551	9,602,186	9,397,843	10,186,621
Total Expenditures and Transfer Out	**$ 8,853,443**	**$ 9,909,988**	**$ 10,053,589**	**$ 10,366,805**	**$ 11,102,702**
Change in Fund Balance	(323,069)	(922,417)	(502,121)	(219,455)	219,954
ENDING BALANCE	**$ 1,906,825**	**$ 984,408**	**$ 43,919**	**$ 764,953**	**$ 984,907**

Fleet Maintenance Fund

Description of Fund

The Fleet Maintenance Fund was re-established in 2023. This fund is used to manage the revenues and expenditures related to the maintenance and replacement of city-wide fleet vehicles and equipment.

2027 Proposed Revenues - $2,872,857

Revenues for this fund come primarily from departments and interfund transfers.

2027 Proposed Expenditures - $3,283,026

Expenditures from this fund are for the costs related to the maintenance and replacement of fleet vehicles and equipment.

2024-2027 Summary of Estimated Financial Sources and Uses

	2024 Actual	2025 Actual	2026 Adopted Budget	2026 Year-End Estimate	2027 Proposed Budget
BEGINNING BALANCE	**$ 498,088**	**$ 244,002**	**$ 306,748**	**$ 640,527**	**$ 443,171**
Revenues					
Charges for Services	$ 1,094,699	$ 1,505,831	$ 1,039,796	$ 1,039,796	$ 1,039,796
Miscellaneous Revenue	-	-	400,000	400,000	-
Investment Income	4,751	1,738	8,466	-	-
Sale of Capital Assets	21,800	62,265	50,000	108,061	108,061
Transfer from Capital Improvement Sales Tax	550,000		1,000,000	1,000,000	1,000,000
Transfer from Capital Projects Fund	775,000	2,000,000	725,000	725,000	725,000
Total Revenues and Transfer In	**$ 2,446,250**	**$ 3,569,834**	**$ 3,223,262**	**$ 3,272,857**	**$ 2,872,857**
Expenditures					
Personnel Services	$ 712,454	$ 826,603	$ 851,895	$ 839,654	$ 890,472
Supplies	14,658	18,296	109,300	28,156	209,300
Inventories Expenditures	538,000	554,031	620,904	536,217	660,904
Dues and Subscriptions	838	1,561	1,750	2,304	1,750
Professional Services	4,725	6,878	18,500	5,194	18,500
Rents & Utilities	1,431	1,631	2,650	1,378	2,650
Maintenance & Repairs	18,207	8,676	20,000	22,418	20,000
Other Operating Expenditures	85,194	119,400	110,000	180,888	160,000
Internal Service Charges	75	-	-	-	-
Insurance & OEB	199,500	205,714	219,450	219,450	219,450
Capital Outlay	1,090,071	1,409,101	1,500,000	1,634,554	1,100,000
Total Expenditures and Transfer Out	**$ 2,665,152**	**$ 3,151,891**	**$ 3,454,449**	**$ 3,470,213**	**$ 3,283,026**
Change in Fund Balance	(218,903)	417,943	(231,187)	(197,356)	(410,169)
Adjustment to Budget Basis	(35,183)	(21,418)			
ENDING BALANCE	**$ 244,002**	**$ 640,527**	**$ 75,561**	**$ 443,171**	**$ 33,002**

Information Technology Fund

Description of Fund

The Information Technology/Equipment Fund was established in 2023. This fund is used to manage the revenues and expenditures related to the maintenance and replacement of city-wide information technology systems and equipment.

2027 Proposed Revenues - $937,736

Revenues for this fund come primarily from interfund transfers.

2027 Adopted Expenditures - $1,620,000

Expenditures from this fund include computer replacements, network servers, cyber security, and security enhancements.

2024-2027 Summary of Estimated Financial Sources and Uses

	2024 Actual	2025 Actual	2026 Adopted Budget	2026 Year-End Estimate	2027 Proposed Budget
BEGINNING BALANCE	**$ -**	**$ 462,538**	**$ 1,416,499**	**$ 1,114,439**	**$ 1,257,872**
Revenues					
Interfund Transfer Revenue	$ -	$ 850,000	$ 900,000	$ 900,000	$ 900,000
Intergovernmental	5,211	-	-	-	-
Investment Income	750,000	5,916	11,563	33,433	37,736
Total Revenues and Transfer In	**$ 755,211**	**$ 855,916**	**$ 911,563**	**$ 933,433**	**$ 937,736**
Expenditures					
PC Hardware & Software	$ 292,555	$ 204,015	$ 790,000	$ 530,000	$ 1,120,000
Rents & Utilities	118	-	-	-	-
Capital Outlay	-	-	-	260,000	500,000
Total Expenditures and Transfer Out	**$ 292,674**	**$ 204,015**	**$ 790,000**	**$ 790,000**	**$ 1,620,000**
Change in Fund Balance	462,538	651,901	121,563	143,433	(682,264)
ENDING BALANCE	**$ 462,538**	**$ 1,114,439**	**$ 1,538,062**	**$ 1,257,872**	**$ 575,608**

Property and Liability Insurance Fund

Description of Fund

The Property and Liability Insurance Fund accounts for the costs of property and liability insurance for the city.

2027 Proposed Revenues - $1,030,023

Revenues for this fund are derived from allocations to other city funds based on an allocation method to ensure adequate funding in future years.

2027 Proposed Expenditures - $1,475,000

Expenditures from this fund include primarily cost for insurance. The increase in expenditures is driven largely by increased insurance premiums.

2024-2027 Summary of Estimated Financial Sources and Uses

	2024 Actual	2025 Actual	2026 Adopted Budget	2026 Year-End Estimate	2027 Proposed Budget
BEGINNING BALANCE	**$ 1,212,257**	**$ 1,386,945**	**$ 983,872**	**$ 1,324,277**	**$ 1,092,343**
Revenues					
Miscellaneous Revenue	$ 1,076,990	$ 971,509	$ 975,351	$ 997,253	$ 997,253
Investment Income	44,179	23,018	50,689	39,728	32,770
Total Revenues and Transfer In	**$ 1,121,169**	**$ 994,527**	**$ 1,026,040**	**$ 1,036,981**	**$ 1,030,023**
Expenditures					
Professional Services	$ 2,849	$ 2,414	$ 2,414	$ -	$ -
Insurance & OEB	897,455	1,054,781	1,426,699	1,268,915	1,475,000
Capital Outlay	46,177	-	-	-	-
Total Expenditures and Transfer Out	**$ 946,481**	**$ 1,057,195**	**$ 1,429,113**	**$ 1,268,915**	**$ 1,475,000**
Change in Fund Balance	174,688	(62,668)	(403,073)	(231,934)	(444,977)
ENDING BALANCE	**$ 1,386,945**	**$ 1,324,277**	**$ 580,799**	**$ 1,092,343**	**$ 647,366**

Capital Improvement Plan

Overview

The city has a significant financial interest in streets, public facilities, parks, natural areas, and other capital improvements. In past years, the city council and the residents of Littleton, through their actions, have demonstrated a firm commitment to, and investment in, the city capital projects.

The following schedules are projections and will be updated annually during budget review. Funding is subject to annual available appropriations. Individual project detail sheets are available online within the 2027-2031 Capital Improvement Plan document at https://www.littletonco.gov/Government/Departments/Finance/Financial-Reports.

Capital Projects Fund

The Capital Projects Fund is the fund which accounts for the majority of capital projects. The largest revenue sources in this fund are highway user tax (restricted to street-related improvements) and building use tax.

The city has expenditures that are considered "core" expenditures. These projects are defined as ongoing, annual projects and generally include assets that are on a set replacement schedule. It is the intent of the City to fund "core" projects before other projects. The core projects have little or no impact on operational costs as they are general maintenance of infrastructure or replacement of assets at the end of their useful life.

Sales Tax Improvement Fund

The Sales Tax Improvement Fund accounts was created to account for the 0.75% sales and use tax increase approved by the Littleton voters in 2021 effective January 1, 2022 to be used to account for the costs of constructing, acquiring, enhancing, expanding, maintaining, downsizing, upgrading, or downgrading public facilities, including but not limited to the following: neighborhood street maintenance and reconstruction, street congestion and improved capacity projects, right-of-way and median maintenance and improvements, street and bridge safety improvements, sidewalk improvements, building replacement and maintenance, information technology and equipment purchases, upgrades, enhancements, improvements, and maintenance.

Other Funds

Other funding sources reported in separate funds for capital projects include:

- *Grants Fund* – Various grant funding sources including federal and local grants.
- *Open Space Fund* – Open Space revenues from Littleton's allocated share of Arapahoe and Jefferson Counties Open Space sales tax.
- *Impact Fee Funds* – Impact fees are legally restricted to provide for capital improvements related to new growth.
- *Sewer Utility Enterprise* and *Storm Drainage Enterprise* – Monies received from fees paid by utility customers and are restricted to capital projects for the sewer and storm drainage utilities.
- *Information Technology Fund* – Internal service fund used to purchase replacement of information technology systems and equipment

Impact of CIP on the Operating Budget

The City's Operating Budget is directly affected by the CIP. A majority of new capital improvements require ongoing expenses for routine operation, repair and maintenance upon completion or acquisition. Existing City facilities and equipment will eventually require rehabilitation, renovation or upgrades to accommodate new uses or address needed improvements. Older facilities usually involve higher maintenance and repair costs as well.

Where some capital projects may result in increased costs, other capital improvements make a positive contribution to the fiscal well-being of the City. Capital projects such as infrastructure expansion necessary to support new development helps promote economic development and growth that generates additional operating revenues. These new revenue sources provide the funding needed to maintain, improve and expand the City's infrastructure. Operating impacts are considered in deciding which projects move forward in the CIP because it is not possible for the City to fund several large-scale projects concurrently which have significant negative operating budget impacts. Therefore, large projects are staggered over time.

2026 - 2031 Capital Improvement Plan

Funding Appropriation Plan Summarized

Summarized by Project Type

Project Type	2026 Estimate	2027 Budget	2028 Plan	2029 Plan	2030 Plan	2031 Plan	2026-2031 Total
Facility Projects	$ 6,440,611	$ 9,966,056	$ 2,157,533	$ 825,000	$ 300,000	$ 50,000	$ 19,739,200
Grounds and Irrigation	755,170	1,100,000	1,000,000	1,000,000	-	-	3,855,170
Information Technology Infrastructure	-	500,000	-	-	-	-	500,000
Major Project	35,245,676	35,000,000	-	-	-	-	70,245,676
Master Plan & Studies	1,000,000	750,000	250,000	-	-	-	2,000,000
Open Space Projects	2,655,000	2,470,000	1,925,000	3,225,000	50,000	-	10,325,000
Pavement Preservation	9,448,934	8,527,392	8,777,728	7,049,644	7,015,135	7,015,135	47,833,968
Public Safety	2,320,162	-	-	-	-	-	2,320,162
Transportation Projects	31,319,493	7,448,294	8,103,750	1,000,000	1,775,724	4,494,276	54,141,537
Utility Projects	7,798,726	4,520,000	1,250,000	1,250,000	1,250,000	1,250,000	17,318,726
Total 2027-2031 CIP	**$ 96,983,772**	**$ 70,281,742**	**$ 23,464,011**	**$ 14,349,644**	**$ 10,390,859**	**$ 12,809,411**	**$ 228,279,439**

Summarized by Department

Department	2026 Estimate	2027 Budget	2028 Plan	2029 Plan	2030 Plan	2031 Plan	2026-2031 Total
Information Technology	$ -	$ 500,000	$ -	$ -	$ -	$ -	$ 500,000
Library	205,285	-	-	-	-	-	205,285
Major Projects & Facilities	40,407,627	43,680,000	1,989,000	825,000	300,000	50,000	87,251,627
Museum	1,573,375	1,286,056	168,533	-	-	-	3,027,964
Police	2,320,162	-	-	-	-	-	2,320,162
Public Works	52,477,323	24,815,686	21,306,478	13,524,644	10,090,859	12,759,411	134,974,401
Total 2027-2031 CIP	**$ 96,983,772**	**$ 70,281,742**	**$ 23,464,011**	**$ 14,349,644**	**$ 10,390,859**	**$ 12,809,411**	**$ 228,279,439**

Summarized Funding Source

Funding Source	2026 Estimate	2027 Budget	2028 Plan	2029 Plan	2030 Plan	2031 Plan	2026-2031 Total
Capital Improvement Sales Tax Fund	$ 22,570,946	$ 9,966,348	$ 8,739,000	$ 5,825,000	$ 4,770,000	$ 7,544,276	$ 59,415,570
Capital Projects Fund (Building Use Tax)	1,774,614	1,350,000	1,250,000	1,000,000	1,000,000	1,000,000	7,374,614
Capital Projects Fund (Capital Contributions)	2,878,328	-	-	-	-	-	2,878,328
Capital Projects Fund (General Fund Transfer)	2,243,866	1,212,747	1,487,595	1,509,511	1,475,000	1,475,000	9,403,719
Capital Projects Fund (HUTF)	1,587,129	1,600,297	1,540,133	1,540,133	1,540,135	1,540,135	9,347,962
Certificates of Participation	32,843,691	-	-	-	-	-	32,843,691
Conservation Trust Fund	380,285	-	-	-	-	-	380,285
Facilities Impact Fees	1,500,000	-	-	-	-	-	1,500,000
Grants Fund	17,494,110	3,768,710	4,716,000	-	-	-	25,978,820
Information Technology Fund	-	500,000	640,750	-	-	-	1,140,750
Library Impact Fees	-	200,000	-	-	-	-	200,000
Multimodal Impact Fees	1,299,720	100,000	622,000	125,000	-	-	2,146,720
Museum Impact Fees	1,573,375	1,486,056	168,533	-	-	-	3,227,964
Open Space Fund	3,017,500	2,070,000	1,800,000	3,100,000	50,000	-	10,037,500
Police Impact Fees	795,548	-	-	-	-	-	795,548
Sewer Utility Fund	2,300,000	1,910,000	-	-	-	-	4,210,000
Storm Drainage Fund	2,500,000	2,610,000	1,250,000	1,250,000	1,250,000	1,250,000	10,110,000
Tentative Debt Funding	-	41,000,000	-	-	-	-	41,000,000
Transportation Impact Fees	2,224,660	2,507,584	1,250,000	-	305,724	-	6,287,968
Total 2027-2031 CIP	**$ 96,983,772**	**$ 70,281,742**	**$ 23,464,011**	**$ 14,349,644**	**$ 10,390,859**	**$ 12,809,411**	**$ 228,279,439**
UNFUNDED	155,000	2,977,176	3,366,818	2,190,299	1,090,299	1,090,299	$ 10,869,890
Total with Unfunded Portions	**$ 97,138,772**	**$ 73,258,918**	**$ 26,830,829**	**$ 16,539,943**	**$ 11,481,158**	**$ 13,899,710**	**$ 239,149,329**

2026 - 2031 Capital Improvement Plan

Funding Appropriation Plan

Projects	2026 Estimate	2027 Budget	2028 Plan	2029 Plan	2030 Plan	2031 Plan	Total Funding
Facility Projects							
FAC 01: Courthouse: Window Replacement							
Capital Improvement Sales Tax Fund	$ -	$ 250,000	$ 250,000	$ 250,000	$ 250,000	$ -	$ 1,000,000
FAC 01: Courthouse: Window Replacement Total	**$ -**	**$ 250,000**	**$ 250,000**	**$ 250,000**	**$ 250,000**	**$ -**	**$ 1,000,000**
FAC 10: Littleton Center: Building Renovations							
Capital Improvement Sales Tax Fund	$ -	$ -	$ 214,000	$ -	$ -	$ -	$ 214,000
FAC 10: Littleton Center: Building Renovations Total	**$ -**	**$ -**	**$ 214,000**	**$ -**	**$ -**	**$ -**	**$ 214,000**
FAC 28: Courthouse: HVAC Retrofit Project							
Capital Improvement Sales Tax Fund	$ -	$ 300,000	$ 1,000,000	$ -	$ -	$ -	$ 1,300,000
FAC 28: Courthouse: HVAC Retrofit Project Total	**$ -**	**$ 300,000**	**$ 1,000,000**	**$ -**	**$ -**	**$ -**	**$ 1,300,000**
FAC 30: Courthouse: Emergency Generator							
Capital Improvement Sales Tax Fund	$ -	$ 30,000	$ 175,000	$ -	$ -	$ -	$ 205,000
FAC 30: Courthouse: Emergency Generator Total	**$ -**	**$ 30,000**	**$ 175,000**	**$ -**	**$ -**	**$ -**	**$ 205,000**
FAC 46: Building Automation Systems Upgrades							
Capital Improvement Sales Tax Fund	$ 100,000	$ 50,000	$ 50,000	$ 50,000	$ 50,000	$ 50,000	$ 350,000
FAC 46: Building Automation Systems Upgrades Total	**$ 100,000**	**$ 50,000**	**$ 50,000**	**$ 50,000**	**$ 50,000**	**$ 50,000**	**$ 350,000**
FAC 47: Courthouse: South Exterior Stairs Rehab							
Capital Improvement Sales Tax Fund	$ 750,000	$ -	$ -	$ -	$ -	$ -	$ 750,000
FAC 47: Courthouse: South Exterior Stairs Rehab Total	**$ 750,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 750,000**
FAC 66: Courthouse: West Exterior Stairs Rehab							
Capital Improvement Sales Tax Fund	$ -	$ -	$ 275,000	$ 525,000	$ -	$ -	$ 800,000
FAC 66: Courthouse: West Exterior Stairs Rehab Total	**$ -**	**$ -**	**$ 275,000**	**$ 525,000**	**$ -**	**$ -**	**$ 800,000**
FAC 71: Museum: Fire Alam Panel Replacement							
Capital Improvement Sales Tax Fund	$ 165,000	$ -	$ -	$ -	$ -	$ -	$ 165,000
FAC 71: Museum: Fire Alam Panel Replacement Total	**$ 165,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 165,000**
FAC 75: Museum: Mechanical Systems Replacement							
Capital Improvement Sales Tax Fund	$ 2,595,777	$ 350,000	$ -	$ -	$ -	$ -	$ 2,945,777
FAC 75: Museum: Mechanical Systems Replacement Total	**$ 2,595,777**	**$ 350,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 2,945,777**
FAC 93: Littleton Center: Tint Couryard Windows							
Capital Improvement Sales Tax Fund	$ 80,000	$ -	$ -	$ -	$ -	$ -	$ 80,000
FAC 93: Littleton Center: Tint Couryard Windows Total	**$ 80,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 80,000**
FAC 94: Courthouse: Replace Metal Detectors							
Capital Improvement Sales Tax Fund	$ -	$ -	$ 25,000	$ -	$ -	$ -	$ 25,000
FAC 94: Courthouse: Replace Metal Detectors Total	**$ -**	**$ -**	**$ 25,000**	**$ -**	**$ -**	**$ -**	**$ 25,000**
GEN24: Geneva Lodge Exterior Historical Restoration							
Capital Improvement Sales Tax Fund	$ 46,174	$ -	$ -	$ -	$ -	$ -	$ 46,174
GEN24: Geneva Lodge Exterior Historical Restoration Total	**$ 46,174**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 46,174**
LIB 02: Library Collection Sorter							
Conservation Trust Fund	$ 205,285	$ -	$ -	$ -	$ -	$ -	$ 205,285
LIB 02: Library Collection Sorter Total	**$ 205,285**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 205,285**
PRJ - XX-03: Permanent Exhibit Renovation							
Museum Impact Fees	$ 1,573,375	$ 1,286,056	$ 168,533	$ -	$ -	$ -	$ 3,027,964
PRJ - XX-03: Permanent Exhibit Renovation Total	**$ 1,573,375**	**$ 1,286,056**	**$ 168,533**	**$ -**	**$ -**	**$ -**	**$ 3,027,964**
PRJ - XX-27: Arts Depot ADA Improvements							
Capital Improvement Sales Tax Fund	$ -	$ 100,000	$ -	$ -	$ -	$ -	$ 100,000
Capital Projects Fund (Building Use Tax)	$ -	$ 100,000	$ -	$ -	$ -	$ -	$ 100,000
PRJ - XX-27: Arts Depot ADA Improvements Total	**$ -**	**$ 200,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 200,000**

Projects	2026 Estimate	2027 Budget	2028 Plan	2029 Plan	2030 Plan	2031 Plan	Total Funding
PRJ - XX-28: Townhall Arts Center Mechanical							
Tentative Debt Funding	$ -	$ 6,000,000	$ -	$ -	$ -	$ -	$ 6,000,000
PRJ - XX-28: Townhall Arts Center Mechanical Total	**$ -**	**$ 6,000,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 6,000,000**
PRJ - XX-43: Museum - Lighting Upgrades							
Conservation Trust Fund	$ 175,000	$ -	$ -	$ -	$ -	$ -	$ 175,000
PRJ - XX-43: Museum - Lighting Upgrades Total	**$ 175,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 175,000**
NEW-MPF-01: Geneva Village Project							
Capital Improvement Sales Tax Fund	$ -	$ 1,500,000	$ -	$ -	$ -	$ -	$ 1,500,000
NEW-MPF-01: Geneva Village Project Total	**$ -**	**$ 1,500,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 1,500,000**
NEW-MPF-02: City Workspace Expansion to Littleton Blvd and Broadway							
Capital Improvement Sales Tax Fund	750,000	-	-	-	-	-	750,000
NEW-MPF-02: City Workspace Expansion to Littleton Blvd and Broadway Total	**750,000**	**-**	**-**	**-**	**-**	**-**	**750,000**
Facility Projects Total	**$ 6,440,611**	**$ 9,966,056**	**$ 2,157,533**	**$ 825,000**	**$ 300,000**	**$ 50,000**	**$ 19,739,200**
Grounds and Irrigation							
GRND 02-21: Irrigation Central Control Installation							
Capital Improvement Sales Tax Fund	$ 255,170	$ 350,000	$ -	$ -	$ -	$ -	$ 605,170
GRND 02-21: Irrigation Central Control Installation Total	**$ 255,170**	**$ 350,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 605,170**
GRND 04-21: East Mineral Medians							
Capital Improvement Sales Tax Fund	$ 500,000	$ 500,000	$ 1,000,000	$ 1,000,000	$ -	$ -	$ 3,000,000
GRND 04-21: East Mineral Medians Total	**$ 500,000**	**$ 500,000**	**$ 1,000,000**	**$ 1,000,000**	**$ -**	**$ -**	**$ 3,000,000**
NEW-PW1: Bowels Ave Fence Replacement							
Capital Improvement Sales Tax Fund	$ -	$ 250,000	$ -	$ -	$ -	$ -	$ 250,000
NEW-PW1: Bowels Ave Fence Replacement Total	**$ -**	**$ 250,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 250,000**
Grounds and Irrigation Total	**$ 755,170**	**$ 1,100,000**	**$ 1,000,000**	**$ 1,000,000**	**$ -**	**$ -**	**$ 3,855,170**
Information Technology Infrastructure							
IT 11: Fiber Optic Installation							
Information Technology Fund	$ -	$ 500,000	$ -	$ -	$ -	$ -	$ 500,000
IT 11: Fiber Optic Installation Total	**$ -**	**$ 500,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 500,000**
Information Technology Infrastructure Total	**$ -**	**$ 500,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 500,000**
Master Plan & Studies							
PRJ - XX-37: Facilities Impact Study							
Facilities Impact Fees	$ 500,000	$ -	$ -	$ -	$ -	$ -	$ 500,000
PRJ - XX-37: Facilities Impact Study Total	**$ 500,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 500,000**
26-33: Transportation Master Plan							
Capital Improvement Sales Tax Fund	$ 500,000	$ 750,000	$ 250,000	$ -	$ -	$ -	$ 1,500,000
26-33: Transportation Master Plan Total	**$ 500,000**	**$ 750,000**	**$ 250,000**	**$ -**	**$ -**	**$ -**	**$ 1,500,000**
Master Plan & Studies Total	**$ 1,000,000**	**$ 750,000**	**$ 250,000**	**$ -**	**$ -**	**$ -**	**$ 2,000,000**
Open Space Projects							
20-30: Reynolds Landing							
Grants Fund	$ 200,000	$ -	$ -	$ -	$ -	$ -	$ 200,000
Open Space Fund	$ 1,000,000	$ 1,620,000	$ 1,200,000	$ 750,000	$ -	$ -	$ 4,570,000
20-30: Reynolds Landing Total	**$ 1,200,000**	**$ 1,620,000**	**$ 1,200,000**	**$ 750,000**	**$ -**	**$ -**	**$ 4,770,000**
25-34: Littleton Community Trail Connection							
Multimodal Impact Fees	$ -	$ -	$ -	$ 125,000	$ -	$ -	$ 125,000
Open Space Fund	$ -	$ 150,000	$ -	$ 700,000	$ -	$ -	$ 850,000
25-34: Littleton Community Trail Connection Total	**$ -**	**$ 150,000**	**$ -**	**$ 825,000**	**$ -**	**$ -**	**$ 975,000**
25-35: Santa Fe Drive Regional Trail Connection							
Multimodal Impact Fees	$ -	$ -	$ 125,000	$ -	$ -	$ -	$ 125,000
Open Space Fund	$ 150,000	$ -	$ 500,000	$ -	$ -	$ -	$ 650,000

Projects	2026 Estimate	2027 Budget	2028 Plan	2029 Plan	2030 Plan	2031 Plan	Total Funding
25-35: Santa Fe Drive Regional Trail Connection Total	**$ 150,000**	**$ -**	**$ 625,000**	**$ -**	**$ -**	**$ -**	**$ 775,000**
OS 04: South Platte Park Capital							
Open Space Fund	$ 105,000	$ 300,000	$ 100,000	$ 50,000	$ 50,000	$ -	$ 605,000
OS 04: South Platte Park Capital Total	**$ 105,000**	**$ 300,000**	**$ 100,000**	**$ 50,000**	**$ 50,000**	**$ -**	**$ 605,000**
OS 16: Jackass Hill Park							
Open Space Fund	$ 150,000	$ -	$ -	$ -	$ -	$ -	$ 150,000
OS 16: Jackass Hill Park Total	**$ 150,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 150,000**
OS 22: Ketring and Gallup Park							
Library Impact Fees	$ -	$ 200,000	$ -	$ -	$ -	$ -	$ 200,000
Museum Impact Fees	$ -	$ 200,000	$ -	$ -	$ -	$ -	$ 200,000
Open Space Fund	$ 100,000	$ -	$ -	$ 1,600,000	$ -	$ -	$ 1,700,000
OS 22: Ketring and Gallup Park Total	**$ 100,000**	**$ 400,000**	**$ -**	**$ 1,600,000**	**$ -**	**$ -**	**$ 2,100,000**
OS 24: Powers Park							
Open Space Fund	$ 800,000	$ -	$ -	$ -	$ -	$ -	$ 800,000
OS 24: Powers Park Total	**$ 800,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 800,000**
OS 25: Trailmark Park Community Recreation Enhancements							
Open Space Fund	$ 150,000	$ -	$ -	$ -	$ -	$ -	$ 150,000
OS 25: Trailmark Park Community Recreation Enhancements Total	**$ 150,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 150,000**
Open Space Projects Total	**$ 2,655,000**	**$ 2,470,000**	**$ 1,925,000**	**$ 3,225,000**	**$ 50,000**	**$ -**	**$ 10,325,000**
Pavement Preservation							
PRJ - XX-35: Pavement Preservation Program (Mill & Overlay, Street Reconstruction, Rehab., and/or Hot-In-Place Recyclying.)							
Capital Improvement Sales Tax Fund	$ 5,267,939	$ 5,464,348	$ 5,500,000	$ 4,000,000	$ 4,000,000	$ 4,000,000	$ 28,232,287
Capital Projects Fund (Building Use Tax)	$ 250,000	$ 250,000	$ 250,000	$ -	$ -	$ -	$ 750,000
Capital Projects Fund (Capital Contributions)	$ 250,000	$ -	$ -	$ -	$ -	$ -	$ 250,000
Capital Projects Fund (General Fund Transfer)	$ 2,093,866	$ 1,212,747	$ 1,487,595	$ 1,509,511	$ 1,475,000	$ 1,475,000	$ 9,253,719
Capital Projects Fund (HUTF)	$ 1,587,129	$ 1,600,297	$ 1,540,133	$ 1,540,133	$ 1,540,135	$ 1,540,135	$ 9,347,962
PRJ - XX-35: Pavement Preservation Program (Mill & Overlay, Street Reconstruction, Rehab., and/or Hot-In-Place Recyclying.) Total	**$ 9,448,934**	**$ 8,527,392**	**$ 8,777,728**	**$ 7,049,644**	**$ 7,015,135**	**$ 7,015,135**	**$ 47,833,968**
Pavement Preservation Total	**$ 9,448,934**	**$ 8,527,392**	**$ 8,777,728**	**$ 7,049,644**	**$ 7,015,135**	**$ 7,015,135**	**$ 47,833,968**
Public Safety							
PRJ - XX-01: Dispatch Remodel & Radios							
Police Impact Fees	$ 795,548	$ -	$ -	$ -	$ -	$ -	$ 795,548
PRJ - XX-01: Dispatch Remodel & Radios Total	**$ 795,548**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 795,548**
PRJ - XX-42: Police Radio Replacement							
Capital Projects Fund (Building Use Tax)	$ 1,524,614	$ -	$ -	$ -	$ -	$ -	$ 1,524,614
PRJ - XX-42: Police Radio Replacement Total	**$ 1,524,614**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 1,524,614**
Public Safety Total	**$ 2,320,162**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 2,320,162**
Transportation Projects							
18-14: Prince Street Link							
Capital Improvement Sales Tax Fund	$ 460,885	$ -	$ -	$ -	$ -	$ -	$ 460,885
Capital Projects Fund (General Fund Transfer)	$ 150,000	$ -	$ -	$ -	$ -	$ -	$ 150,000
Grants Fund	$ 615,000	$ -	$ -	$ -	$ -	$ -	$ 615,000
Multimodal Impact Fees	$ 515,808	$ -	$ -	$ -	$ -	$ -	$ 515,808
Transportation Impact Fees	$ 580,000	$ -	$ -	$ -	$ -	$ -	$ 580,000
18-14: Prince Street Link Total	**$ 2,321,693**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 2,321,693**
20-16: Platte Canyon At Bowels & at Mineral							
Transportation Impact Fees	$ 818,517	$ -	$ -	$ -	$ -	$ -	$ 818,517
20-16: Platte Canyon At Bowels & at Mineral Total	**$ 818,517**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 818,517**
20-18: Main, Alamo & Prince Fence Replacements							

Projects	2026 Estimate	2027 Budget	2028 Plan	2029 Plan	2030 Plan	2031 Plan	Total Funding
Capital Improvement Sales Tax Fund	$ 789,170	$ -	$ -	$ -	$ -	$ -	$ 789,170
20-18: Main, Alamo & Prince Fence Replacements Total	**$ 789,170**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 789,170**
20-22: Santa Fe and Mineral Intersection							
Capital Improvement Sales Tax Fund	$ 2,048,300	$ -	$ -	$ -	$ -	$ -	$ 2,048,300
Capital Projects Fund (Capital Contributions)	$ 604,071	$ -	$ -	$ -	$ -	$ -	$ 604,071
Grants Fund	$ 13,063,734	$ 850,000	$ -	$ -	$ -	$ -	$ 13,913,734
Transportation Impact Fees	$ 65,815	$ -	$ -	$ -	$ -	$ -	$ 65,815
20-22: Santa Fe and Mineral Intersection Total	**$ 15,781,920**	**$ 850,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 16,631,920**
21-37: Littleton Blvd Fiberoptic							
Transportation Impact Fees	$ 277,218	$ -	$ -	$ -	$ -	$ -	$ 277,218
21-37: Littleton Blvd Fiberoptic Total	**$ 277,218**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 277,218**
22-21: Windermere Bridge Over Highline Canal Replacement							
Capital Improvement Sales Tax Fund	$ 2,080,000	$ -	$ -	$ -	$ -	$ -	$ 2,080,000
22-21: Windermere Bridge Over Highline Canal Replacement Total	**$ 2,080,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 2,080,000**
23-03: Euclid Avenue Complete Street Project							
Capital Improvement Sales Tax Fund	$ 1,147,136	$ 72,000	$ -	$ -	$ -	$ -	$ 1,219,136
Multimodal Impact Fees	$ 292,864	$ -	$ -	$ -	$ -	$ -	$ 292,864
23-03: Euclid Avenue Complete Street Project Total	**$ 1,440,000**	**$ 72,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 1,512,000**
23-34: Broadway at Littleton Blvd & Mineral Ave Intersection Improvements							
Capital Projects Fund (Capital Contributions)	$ 1,115,900	$ -	$ -	$ -	$ -	$ -	$ 1,115,900
Grants Fund	$ 515,376	$ 1,659,786	$ -	$ -	$ -	$ -	$ 2,175,162
Transportation Impact Fees	$ 101,423	$ 1,767,515	$ 1,000,000	$ -	$ -	$ -	$ 2,868,938
23-34: Broadway at Littleton Blvd & Mineral Ave Intersection Improvements Total	**$ 1,732,699**	**$ 3,427,301**	**$ 1,000,000**	**$ -**	**$ -**	**$ -**	**$ 6,160,000**
23-36: Mineral Station Multimodal Improvements - West							
Capital Improvement Sales Tax Fund	$ 100,150	$ -	$ -	$ -	$ -	$ -	$ 100,150
Grants Fund	$ -	$ -	$ 2,153,000	$ -	$ -	$ -	$ 2,153,000
Multimodal Impact Fees	$ 199,850	$ -	$ 497,000	$ -	$ -	$ -	$ 696,850
Transportation Impact Fees	$ -	$ -	$ 250,000	$ -	$ -	$ -	$ 250,000
23-36: Mineral Station Multimodal Improvements - West Total	**$ 300,000**	**$ -**	**$ 2,900,000**	**$ -**	**$ -**	**$ -**	**$ 3,200,000**
23-37: County Line Road Shared Use Path							
Capital Projects Fund (Capital Contributions)	$ 635,700	$ -	$ -	$ -	$ -	$ -	$ 635,700
Grants Fund	$ 2,700,000	$ -	$ -	$ -	$ -	$ -	$ 2,700,000
Multimodal Impact Fees	$ 291,198	$ -	$ -	$ -	$ -	$ -	$ 291,198
Transportation Impact Fees	$ 281,687	$ -	$ -	$ -	$ -	$ -	$ 281,687
23-37: County Line Road Shared Use Path Total	**$ 3,908,585**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 3,908,585**
24-37: Santa Fe & Phillips Intersection							
Capital Projects Fund (Capital Contributions)	$ 254,645	$ -	$ -	$ -	$ -	$ -	$ 254,645
24-37: Santa Fe & Phillips Intersection Total	**$ 254,645**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 254,645**
25-21: Nevada Street Pedestrian Bridge Rehabilitation							
Capital Improvement Sales Tax Fund	$ 333,490	$ -	$ -	$ -	$ -	$ -	$ 333,490
25-21: Nevada Street Pedestrian Bridge Rehabilitation Total	**$ 333,490**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 333,490**
25-22: Gallup Street over High Line Canal Replacement							
Capital Improvement Sales Tax Fund	$ -	$ -	$ -	$ -	$ 400,000	$ 1,994,276	$ 2,394,276
Transportation Impact Fees	$ -	$ -	$ -	$ -	$ 305,724	$ -	$ 305,724
25-22: Gallup Street over High Line Canal Replacement Total	**$ -**	**$ -**	**$ -**	**$ -**	**$ 705,724**	**$ 1,994,276**	**$ 2,700,000**
25-37: Broadway Fiber Phase 2 - south							
Grants Fund	$ 400,000	$ -	$ 2,563,000	$ -	$ -	$ -	$ 2,963,000
Information Technology Fund	$ -	$ -	$ 640,750	$ -	$ -	$ -	$ 640,750
Transportation Impact Fees	$ 100,000	$ -	$ -	$ -	$ -	$ -	$ 100,000
25-37: Broadway Fiber Phase 2 - south Total	**$ 500,000**	**$ -**	**$ 3,203,750**	**$ -**	**$ -**	**$ -**	**$ 3,703,750**

Projects	2026 Estimate	2027 Budget	2028 Plan	2029 Plan	2030 Plan	2031 Plan	Total Funding
25-38: Mineral Mobility East Phase 1 & 2							
Capital Improvement Sales Tax Fund	$ 22,044	$ -	$ -	$ -	$ -	$ -	$ 22,044
Capital Projects Fund (Capital Contributions)	$ 18,012	$ -	$ -	$ -	$ -	$ -	$ 18,012
Grants Fund	$ -	$ 1,258,924	$ -	$ -	$ -	$ -	$ 1,258,924
Multimodal Impact Fees	$ -	$ 100,000	$ -	$ -	$ -	$ -	$ 100,000
Open Space Fund	$ 562,500	$ -	$ -	$ -	$ -	$ -	$ 562,500
Transportation Impact Fees	$ -	$ 740,069	$ -	$ -	$ -	$ -	$ 740,069
25-38: Mineral Mobility East Phase 1 & 2 Total	**$ 602,556**	**$ 2,098,993**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 2,701,549**
PRJ - XX-44: SaferStreets Projects							
Capital Projects Fund (Building Use Tax)	$ -	$ 1,000,000	$ 1,000,000	$ 1,000,000	$ 1,000,000	$ 1,000,000	$ 5,000,000
PRJ - XX-44: SaferStreets Projects Total	**$ -**	**$ 1,000,000**	**$ 1,000,000**	**$ 1,000,000**	**$ 1,000,000**	**$ 1,000,000**	**$ 5,000,000**
TRNS 028: High Line Canal Underpass Design at Broadway & Arapahoe							
Capital Improvement Sales Tax Fund	$ 179,000	$ -	$ -	$ -	$ -	$ -	$ 179,000
TRNS 028: High Line Canal Underpass Design at Broadway & Arapahoe Total	**$ 179,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 179,000**
22-33: Santa Fe & Prince Intersection							
Capital Improvement Sales Tax Fund	$ -	$ -	$ -	$ -	$ 70,000	$ 1,500,000	$ 1,570,000
22-33: Santa Fe & Prince Intersection Total	**$ -**	**$ -**	**$ -**	**$ -**	**$ 70,000**	**$ 1,500,000**	**$ 1,570,000**
Transportation Projects Total	**$ 31,319,493**	**$ 7,448,294**	**$ 8,103,750**	**$ 1,000,000**	**$ 1,775,724**	**$ 4,494,276**	**$ 54,141,537**
Utility Projects							
PRJ - 24-56: Sterne Park Sewer Rehab							
Sewer Utility Fund	$ -	$ 1,910,000	$ -	$ -	$ -	$ -	$ 1,910,000
PRJ - 24-56: Sterne Park Sewer Rehab Total	**$ -**	**$ 1,910,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 1,910,000**
PRJ - 25-51: Shadycroft Sewer - Construction							
Sewer Utility Fund	$ 2,000,000	$ -	$ -	$ -	$ -	$ -	$ 2,000,000
PRJ - 25-51: Shadycroft Sewer - Construction Total	**$ 2,000,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 2,000,000**
PRJ - 25-59: Front Range Road Sewer Realignment							
Sewer Utility Fund	$ 300,000	$ -	$ -	$ -	$ -	$ -	$ 300,000
PRJ - 25-59: Front Range Road Sewer Realignment Total	**$ 300,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 300,000**
PRJ - XX-38: Storm Drainage Projects							
Storm Drainage Fund	$ 1,500,000	$ 2,610,000	$ 1,250,000	$ 1,250,000	$ 1,250,000	$ 1,250,000	$ 9,110,000
PRJ - XX-38: Storm Drainage Projects Total	**$ 1,500,000**	**$ 2,610,000**	**$ 1,250,000**	**$ 1,250,000**	**$ 1,250,000**	**$ 1,250,000**	**$ 9,110,000**
24-72: Lee Gulch & Broadway Underpass & Drainage							
Capital Improvement Sales Tax Fund	$ 2,998,726	$ -	$ -	$ -	$ -	$ -	$ 2,998,726
Storm Drainage Fund	$ 1,000,000	$ -	$ -	$ -	$ -	$ -	$ 1,000,000
24-72: Lee Gulch & Broadway Underpass & Drainage Total	**$ 3,998,726**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 3,998,726**
Utility Projects Total	**$ 7,798,726**	**$ 4,520,000**	**$ 1,250,000**	**$ 1,250,000**	**$ 1,250,000**	**$ 1,250,000**	**$ 17,318,726**
Major Project							
PRJ - XX-08: Belleview Service Center Improvement							
Facilities Impact Fees	$ 1,000,000	$ -	$ -	$ -	$ -	$ -	$ 1,000,000
Tentative Debt Funding	$ -	$ 35,000,000	$ -	$ -	$ -	$ -	$ 35,000,000
PRJ - XX-08: Belleview Service Center Improvement Total	**$ 1,000,000**	**$ 35,000,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 36,000,000**
PRJ - XX-30: Main Street							
Capital Improvement Sales Tax Fund	$ 1,401,985	$ -	$ -	$ -	$ -	$ -	$ 1,401,985
Certificates of Participation	$ 32,843,691	$ -	$ -	$ -	$ -	$ -	$ 32,843,691
PRJ - XX-30: Main Street Total	**$ 34,245,676**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 34,245,676**
Major Project Total	**$ 35,245,676**	**$ 35,000,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 70,245,676**
2026 to 2027 Capital Improvement Plan	**$ 96,983,772**	**$ 70,281,742**	**$ 23,464,011**	**$ 14,349,644**	**$ 10,390,859**	**$ 12,809,411**	**$ 228,279,439**

Unfunded Projects

Projects with no identified funding source or with funding gap

	Total Funding		Type
Facility Projects			
NEW-PW4: BSC Site West Side Carport Replacement	$	225,000	Entire Project
NEW-PW6: Townhall Arts Center Elevator Replacement	$	450,000	Entire Project
PRJ - XX-03: Permanent Exhibit Renovation	$	1,142,036	Funding Gap
Facility Projects Total	**$**	**1,817,036**	
Grounds and Irrigation			
NEW-PW2: Citywide Irrigation Replacement	$	1,250,000	Entire Project
NEW-PW3: Littleton Blvd Medians	$	800,000	Entire Project
NEW-PW5: Rangeview Path, Gallup to Angeline Little Path, Centennial School Trail, and Platte Canyon Trail	$	1,900,000	Entire Project
NEW-PW7: Southbridge Neighborhood Paths	$	200,000	Entire Project
Grounds and Irrigation Total	**$**	**4,150,000**	
Master Plan & Studies			
NEW-PW8: Resilience and Adapation Plan	$	750,000	Entire Project
Master Plan & Studies Total	**$**	**750,000**	
Open Space Projects			
25-36: Slaughterhouse Gulch Trail - Phase 2	$	475,000	Entire Project
Open Space Projects Total	**$**	**475,000**	
Public Safety			
NEW-PD1: Public Safety Drone Techology	$	3,492,854	Entire Project
Public Safety Total	**$**	**3,492,854**	
Transportation Projects			
21-23: County Line Road Railroad Bridge Repairs	$	155,000	Entire Project
PRJ - XX-13: Traffic Operations Center	$	30,000	Entire Project
Transportation Projects Total	**$**	**185,000**	
Grand Total	**$**	**10,869,890**	

Long Term Financial Plan

Overview

The purpose of this financial forecast is to evaluate current and future fiscal conditions to help guide policy and programmatic decisions. An effective forecast allows for improved decision-making in maintaining fiscal discipline and delivering essential community services.

Process

The City utilized an objective forecast which seeks to estimate revenues and expenditures as accurately as possible. Staff has also employed a conservative approach to revenue forecasting for highly variable revenues such as building permits. Project fees are not included in the forecast until permits have been issued. Major revenue and expenditure categories are utilized to refine projections in more detail. These categories are similar to those used for the city's monthly reporting standards.

In gathering information, the city utilized state forecasting data as well as other publicly available resources. This analysis includes reviewing business cycles, demographics, identifying outlier data and any other important factors which impact the forecast. Finally, forecasting methods were incorporated to generate the results. Forecasting methods may be qualitative or quantitative. While complex techniques may obtain more accurate results in specific cases, Government Finance Officer's Association (GFOA) analysis shows that simpler techniques perform just as well or better on average. These specific methods include extrapolation, which is trend analysis for revenue forecasting and hybrid forecasting, which combines knowledge-based qualitative information with quantitative methods

Five-Year Projections – Moving Forward

The following conclusions are drawn from the five-year projections:

- Increased sales and use taxes from new commercial and residential development will assist future general operations.
- A recovering economy will provide opportunities for growth; however, a demand for increased services requires prioritization of needs.
- Operating expenditure growth is increasing at a higher rate than operating revenue growth. Additional revenues, reduced expenditures, or a combination will be needed to sustain the current levels of services.

On the following pages are the five-year fiscally constrained financial plans for the largest operating and capital funds:

- General Fund
- Capital Improvement Sales Tax Fund

City of Littleton
General Fund 5 Year Plan
2024-2031
($ in millions)

	2024 Actual	2025 Actuals	2026 Budget	2026 Estimate	2027 Proposed	2028 Projected	2029 Projected	2030 Projected	2031 Projected
BEGINNING FUND BALANCE	**$21.8**	**$21.4**	**$21.4**	**$21.3**	**$16.1**	**$16.6**	**$15.8**	**$14.6**	**$13.1**
REVENUES									
Taxes									
Sales and Use Taxes									
Retail Sales	$ 40.1	$ 40.9	$ 44.4	$ 42.0	$ 45.1	$ 47.4	$ 49.6	$ 51.8	$ 54.0
General Use Tax	1.1	1.4	1.2	1.4	1.4	1.4	1.4	1.4	1.4
Motor Vehicle	3.1	3.8	3.4	3.8	4.0	4.3	4.6	4.9	5.3
Sales and Use Taxes Subtotal	*$ 44.3*	*$ 46.1*	*$ 49.0*	*$ 47.1*	*$ 50.5*	*$ 53.1*	*$ 55.7*	*$ 58.1*	*$ 60.7*
Franchise Fees & Other Taxes									
Property Taxes	$ 2.6	$ 2.5	$ 2.6	$ 2.5	$ 2.6	$ 2.6	$ 2.6	$ 2.6	$ 2.6
Franchise and Other Taxes	2.8	2.8	2.8	2.6	2.7	2.7	2.7	2.7	2.7
Franchise Fees & Other Taxes Subtotal	*$ 5.3*	*$ 5.3*	*$ 5.3*	*$ 5.2*	*$ 5.2*	*$ 5.3*	*$ 5.3*	*$ 5.3*	*$ 5.3*
Total Franchise Fees & Taxes	**$ 49.6**	**$ 51.3**	**$ 54.3**	**$ 52.3**	**$ 55.7**	**$ 58.4**	**$ 61.0**	**$ 63.5**	**$ 66.0**
Other Revenues									
Licenses and Permits	$ 2.0	$ 2.2	$ 2.2	$ 2.0	$ 2.8	$ 2.2	$ 2.3	$ 2.3	$ 2.3
Intergovernmental	0.6	0.5	0.6	0.6	0.6	0.6	0.6	0.6	0.6
Charges for Services	2.2	2.8	2.1	2.6	3.8	2.9	2.9	2.9	2.9
Fines and Forfeitures	0.2	0.3	0.3	0.2	0.2	0.2	0.2	0.2	0.2
Investment Income	0.5	0.9	0.4	0.4	0.4	0.5	0.5	0.5	0.5
Miscellaneous	1.4	1.5	1.4	1.7	1.7	1.7	1.7	1.7	1.7
Information Technology Capital Adjustment	2.7								
Other Revenue Subtotal	*$ 9.5*	*$ 8.6*	*$ 7.0*	*$ 7.5*	*$ 9.6*	*$ 8.1*	*$ 8.2*	*$ 8.2*	*$ 8.2*
TOTAL REVENUES	**$ 59.1**	**$ 60.0**	**$ 61.3**	**$ 59.8**	**$ 65.3**	**$ 66.5**	**$ 69.2**	**$ 71.7**	**$ 74.3**
EXPENDITURES									
Operating Expenditures									
Personnel Expenditures									
Salaries & Wages	$ 30.8	$ 37.1	$ 40.3	$ 39.1	$ 41.7	$ 43.1	$ 44.6	$ 46.1	$ 47.7
Healthcare Insurance	6.1	6.1	7.2	7.3	8.0	8.7	9.6	10.5	11.5
Other Personnel Benefits	4.4	0.2	0.2	0.2	0.2	0.2	0.2	0.2	0.2
Planned Vacancy Savings	-	-	(0.7)	-	(1.8)	(1.8)	(1.8)	(1.8)	(1.8)
Total Personnel Expenditures	*$ 41.4*	*$ 43.4*	*$ 46.9*	*$ 46.6*	*$ 48.1*	*$ 50.2*	*$ 52.6*	*$ 55.0*	*$ 57.6*
Non-Personnel Expenditures									
Supplies	$ 1.4	$ 1.1	$ 1.6	$ 1.3	$ 1.4	$ 1.5	$ 1.5	$ 1.5	$ 1.5
Dues and Subscriptions	0.6	0.5	0.6	0.5	0.6	0.6	0.6	0.7	0.7
PC Hardware & Software	1.7	3.1	3.3	3.3	2.6	2.7	3.3	3.4	3.5
Professional Services	3.8	3.8	4.7	5.2	3.9	4.0	4.0	4.1	4.1
Rents & Utilities	2.6	2.7	3.1	2.6	3.1	3.1	3.2	3.2	3.2
Maintenance & Repairs	0.4	0.3	0.6	0.4	0.3	0.3	0.3	0.3	0.3
Internal Service Charges	1.1	1.4	1.5	1.0	1.1	1.1	1.1	1.1	1.2
Insurance & OEB	0.4	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5
Capital Outlay	3.0	0.0	0.0	0.0	-	-	-	-	-
Other Operating Expenditures	1.4	0.9	1.3	1.6	1.2	1.3	1.3	1.3	1.3
Estimated Unspent Budget	-	0.5	-	-	-	-	-	-	-
Other Revenue Subtotal	*$ 16.3*	*$ 14.8*	*$ 17.3*	*$ 16.4*	*$ 14.9*	*$ 15.1*	*$ 15.8*	*$ 16.1*	*$ 16.3*
Total Operating Expenditures	**$ 57.7**	**$ 58.2**	**$ 64.2**	**$ 63.1**	**$ 63.0**	**$ 65.4**	**$ 68.5**	**$ 71.1**	**$ 73.9**
TRANSFER OUT									
Transfer to Capital Projects Fund	$ 1.8	$ 1.8	$ 1.9	$ 1.9	$ 1.9	$ 1.9	$ 2.0	$ 2.0	$ 2.1
Transfer to Geneva Village Fund	0.1	-	-	-	-	-	-	-	-
Total Transfers Out	**$ 1.9**	**$ 1.8**	**$ 1.9**	**$ 1.9**	**$ 1.9**	**$ 1.9**	**$ 2.0**	**$ 2.0**	**$ 2.1**
TOTAL EXPENDITURES & TRANSFER OUT	**$ 59.5**	**$ 60.1**	**$ 66.1**	**$ 64.9**	**$ 64.9**	**$ 67.3**	**$ 70.4**	**$ 73.1**	**$ 76.0**
Change in Fund Balance	***$ (0.4)***	***$ (0.1)***	***$ (4.8)***	***$ (5.2)***	***$ 0.5***	***$ (0.7)***	***$ (1.2)***	***$ (1.5)***	***$ (1.7)***
Use of Previous Year Budget (Carry Forward)	$ -	$ -	$ (1.2)	$ 1.2	$ -	$ -	$ -	$ -	$ -
One-Time Expenditures Adjustment	$ -	$ -	$ 0.8	$ 0.3	$ 0.1	$ -	$ -	$ -	$ -
Change in Fund Balance Less One Times	***$ (0.4)***	***$ (0.1)***	***$ (5.2)***	***$ (3.7)***	***$ 0.6***	***$ (0.7)***	***$ (1.2)***	***$ (1.5)***	***$ (1.7)***
ENDING FUND BALANCE	**$ 21.4**	**$ 21.3**	**$ 16.6**	**$ 16.1**	**$ 16.6**	**$ 15.8**	**$ 14.6**	**$ 13.1**	**$ 11.4**
FUND BAL. AS % OF OP EXPS	**37%**	**37%**	**26%**	**26%**	**26%**	**24%**	**21%**	**18%**	**15%**

Fund Balance Reserves (18-25%)									
Next Year One Times	$ -	$ 0.81	$ 0.30	$ 0.11	$ -	$ -	$ -	$ -	$ -
TABOR Reserve (3%)	$ 1.73	$ 1.75	$ 1.90	$ 1.88	$ 1.89	$ 1.96	$ 2.05	$ 2.13	$ 2.22
Economic Opportunities (2%)	$ 1.15	$ 1.16	$ 1.27	$ 1.26	$ 1.26	$ 1.31	$ 1.37	$ 1.42	$ 1.48
Natural Diasters/Pandemic Risk (3%)	$ 1.73	$ 1.75	$ 1.90	$ 1.88	$ 1.89	$ 1.96	$ 2.05	$ 2.13	$ 2.22
Net Remaining Balance	**$ 16.81**	**$ 15.84**	**$ 11.27**	**$ 10.99**	**$ 11.56**	**$ 10.62**	**$ 9.13**	**$ 7.45**	**$ 5.48**
% of Mitigating Sales Tax Reliance (10%-18%)	**29.14%**	**27.20%**	**17.55%**	**17.42%**	**18.35%**	**16.24%**	**13.34%**	**10.47%**	**7.41%**
1% Value	$ 0.58	$ 0.58	$ 0.63	$ 0.63	$ 0.63	$ 0.65	$ 0.68	$ 0.71	$ 0.74
Additional Funds needed for compliance	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 1.92**

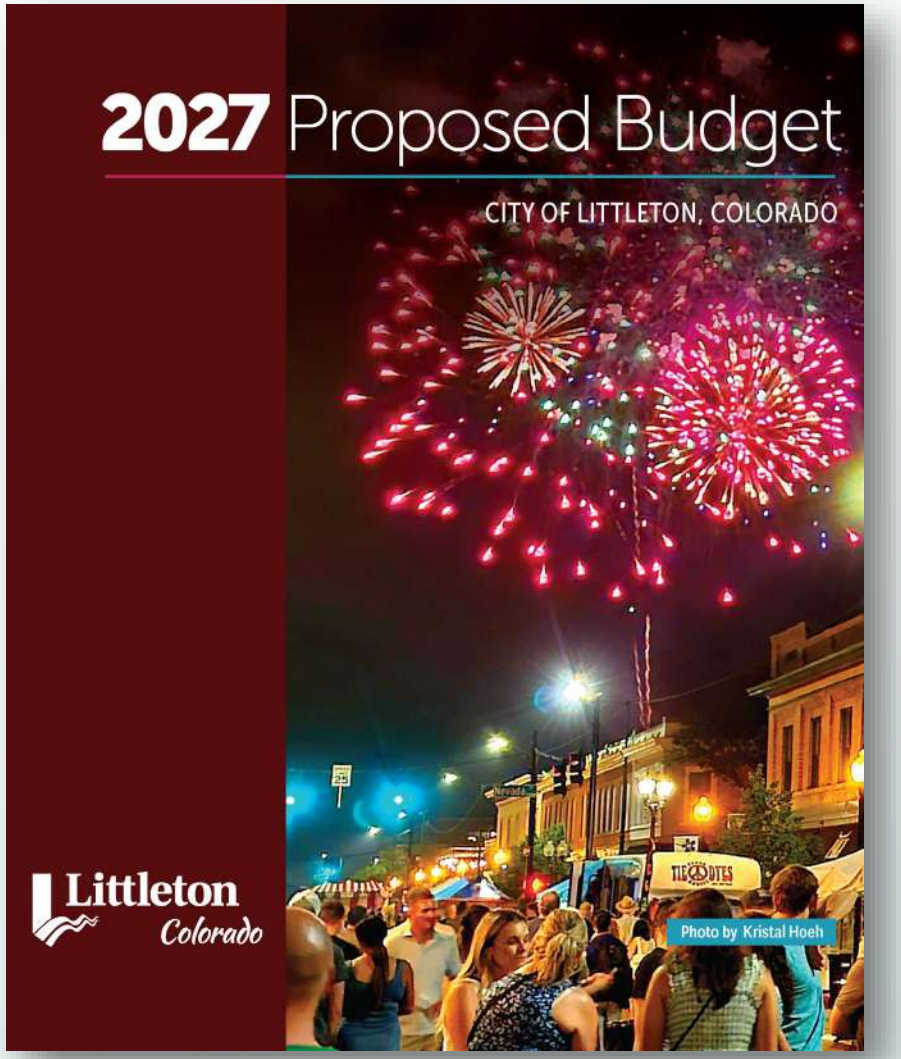
City of Littleton
Sales Tax Improvement Fund
2027-2031 Sources and Uses

	Actual 2024	Actual 2025	Estimate 2026	Budget 2027	Projected 2028	Projected 2029	Projected 2030	Projected 2031
Beginning Balance	**$ 17.7**	**$ 21.8**	**$ 23.8**	**$ 8.2**	**$ 5.5**	**$ 2.0**	**$ 1.6**	**$ 1.3**
Revenues								
Sales & Use Tax revenues	$ 11.9	$ 12.5	$ 12.5	$ 13.8	$ 14.2	$ 14.5	$ 15.2	$ 15.8
COP Proceeds	-	-	32.80	-	-	-	-	-
Other Revenues	-	-	-	-	-	-	-	-
Interest Earnings	0.9	0.3	0.7	0.2	0.2	0.1	0.1	-
Total Revenues	**$ 12.8**	**$ 12.8**	**$ 46.0**	**$ 14.0**	**$ 14.4**	**$ 14.6**	**$ 15.3**	**$ 15.8**
Funded Projects								
Capital project Management	$ 1.0	$ 1.3	$ 1.9	$ 2.0	$ 2.1	$ 1.7	$ 1.8	$ 1.9
Transportation & Bridges	0.7	6.7	10.7	0.8	0.3	0.4	2.1	1.5
Pavement Management	3.4	-	5.3	5.5	5.5	4.0	4.0	4.0
Safer Streets Littleton	0.9	0.9	1.3	-	-	-	-	-
Conservation & Grounds	0.2	-	1.0	1.1	1.0	1.0	-	-
Public Safety/Security	-	-	0.4	0.3	0.3	0.3	0.3	-
Internal Services Capital	1.3	0.9	1.9	1.9	1.9	1.9	1.9	1.5
Facilities Capital Maintenance	0.8	0.2	3.9	1.0	1.8	0.8	0.3	0.1
Building Construction/Upgrades	0.2	0.6	0.8	1.5	0.2	-	-	-
Environmental Sustainability	-	-	0.2	0.1	0.1	0.1	0.1	0.1
Project Downtown	0.2	0.2	34.2	-	-	-	-	-
Public Works Campus	-	-	-	-	-	-	-	-
Debt Service Payments	-	-	-	2.5	2.4	2.4	2.5	2.4
Total Expenditures	**$ 8.7**	**$ 10.8**	**$ 61.6**	**$ 16.7**	**$ 15.6**	**$ 12.6**	**$ 13.0**	**$ 11.5**
Reserves								
Reserve for Future Debt Service	$ -	$ -	$ -	$ -	$ 2.3	$ 2.4	$ 2.6	$ 2.8
Total Reserves	**$ -**	**$ -**	**$ -**	**$ -**	**$ 2.3**	**$ 2.4**	**$ 2.6**	**$ 2.8**
Total Expenses	**$ 8.7**	**$ 10.8**	**$ 61.6**	**$ 16.7**	**$ 17.9**	**$ 15.0**	**$ 15.6**	**$ 14.3**
Net Ending Balance	**$ 21.8**	**$ 23.8**	**$ 8.2**	**$ 5.5**	**$ 2.0**	**$ 1.6**	**$ 1.3**	**$ 2.8**
Overhead Percentage	**8.1%**	**10.4%**	**4.2%**	**14.3%**	**14.4%**	**11.9%**	**11.9%**	**11.8%**
Debt Service to Sales Tax Revenue	**0%**	**0%**	**0%**	**0%**	**16%**	**16%**	**17%**	**18%**

2027 PROPOSED BUDGET – RECAP AND FOLLOW UP

OCTOBER 20, 2026

Kevin Orton, Budget Manager



Littleton

2027 BUDGET PROCESS



“All-Hands-on-Deck” Approach

- Every department director reviewed their budget
- All restricted funds reviewed for additional capacity to take pressure off the General Fund



15% Non-Personnel Reduction Target

- Each department submitted 15% of non-personnel reductions
- Emphasis on looking for non-service level impacts
- Service level impacts analyzed and reviewed



Vacancy Management

- Vacancy targets established in General Fund
- All vacancy and personnel changes reviewed by interdepartmental committee.

COUNCIL POLICY QUESTIONS

Budget Additions	Amount	City Council Support
Littleton Leadership Academy Funding	$25,000	Yes
Municipal Court Level of Service Assessment	$75,000	Yes
~~Strategic Plan Update~~	~~$75,000~~	~~No~~
Additional Planner in Community Development	$142,197	Yes
Budget Reductions		
Open Rewards One-Year Funding Reduction	$(30,000)	Yes
~~Community Grant Program Reduction~~	~~$(34,710)~~	~~No~~
Reduce Major Event (Already included in Proposed Budget as General Fund Efficiencies)	$(106,469)	Yes
~~Omnibus Transportation Service Sunset~~	~~$(175,000)~~	~~No~~

Littleton

GENERAL FUND

($ in millions)	2026 Budget	2026 Estimate	2027 Budget
Beginning Balance	**$19.2**	**$21.3**	**$16.1**
Revenues	**$61.3**	**$59.8**	**$65.3**
Expenditures			
Personnel	$46.9	$46.6	$48.2
Operating Non-Personnel	$17.0	$14.9	$14.9
Transfer to Capital Projects	$1.9	$1.9	$1.9
Total Operating Expenditures & Transfers	**$65.8**	**$63.4**	**$65.0**
Carry Forward Expenses		**$1.2**	
One Time Expenditures	**$0.3**	**$0.3**	**$0.1**
Ending Balance	**$14.4**	**$16.1**	**$16.4**
% of Fund Balance to Op. Expenses	**23%**	**26%**	**26%**
Ongoing Revenues vs Operating Expenses and Transfers	***$(4.5)***	***$(3.6)***	***$0.3***

CITY COUNCIL TRAVEL & BUSINESS MEETINGS BUDGET

Options

Department	2026 Adopted Budget	Adj.	2027 Proposed	Per Elected Official
Proposed Budget Adjustment	$43,500	(11,823)	**$31,677**	$4,525
Option A (50%)	$43,500	(21,750)	**$21,750**	$3,107
Option B (Align with Historical Average)	$43,500	(18,050)	**$25,450**	$3,635
Option C (3 In-State Conferences Per year. No Out of State.)	$43,500	(26,700)	**$16,800**	$2,400

Additional Info.

Year	Total	Per Council Member
Budget	$43,500	$6,214
2023	$17,069	$2,438
2024	$23,710	$3,387
2025	$27,702	$3,957
2026 Est.	$33,321	$4,760
Average	**$25,450**	**$3,635**

Average Conference Cost (2025)	
In State	**$800**
Out of State	**$2,000**

Littleton

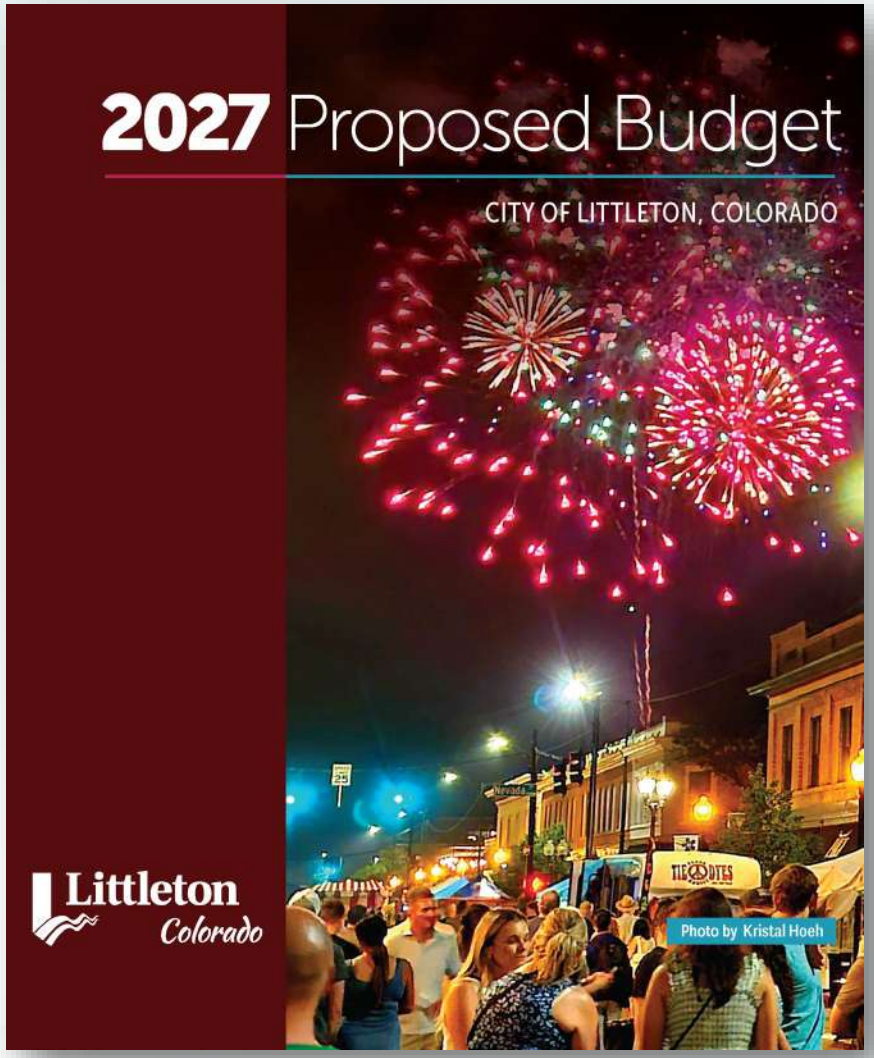
GENERAL FUND 5 YEAR MODEL

($ in millions)	2025 Actuals	2026 Estimate	2027 Budget	2028 Projection	2029 Projection	2030 Projection	2031 Projection
Beginning Balance	**$21.4**	**$21.3**	**$16.1**	**$16.4**	**$15.4**	**$13.9**	**$12.2**
Revenue	$60.0	$59.8	$65.3	$66.5	$69.2	$71.7	$74.3
Operating Expenses	$58.2	$61.5	$63.1	$65.6	$68.7	$71.3	$74.2
Operating Revenue vs Expenses	***$1.8***	***$(1.7)***	***$2.2***	***$1.0***	***$0.5***	***$0.4***	***$0.1***
One Time Expenses & Carry Forward		$1.5	$0.1				
Transfer to Capital Projects Fund	$1.8	$1.9	$1.9	$1.9	$2.0	$2.0	$2.1
Ending Balance[1]	**$21.3**	**$16.1**	**$16.4**	**$15.4**	**$13.9**	**$12.2**	**$10.3**
% of Fund Balance to Operating Expenses	**37%**	**26%**	**26%**	**23%**	**20%**	**17%**	**14%**

City Policy: 18%-25% of Fund Balance to Operating Expenditures

[1]Includes spending for 2025 Carry Forward reserve, one-time expenditures, and transfer to the Capital Projects Fund

2027 OVERALL BUDGET



City Funds	2027 Budget
General Fund	$65.1 Million
Special Revenue Funds	17.5 Million
Capital Funds	27.0 Million
Sewer and Storm Utility Enterprise Funds	31.9 Million
Internal Service Funds	17.5 Million
Total 2027 Proposed Budget	**$159.0 Million**
Full Time Positions	**349**
Part Time Positions	**44**

Other Funds Highlights

- Two new project manager positions funded from the Capital Improvement Sales Tax Fund
- Two new positions in Utility Funds consistent with presentation on Utility Rate Study

Littleton

2026-2031 CIP APPROPRIATIONS PLAN BY PROJECT TYPE

Project Categories ($ in millions)	2026	2027	2028	2029	2030	2031	2026-2031 Total
Major Projects	$35.2	$35.0	$0.0	$0.0	$0.0	$0.0	**$70.2**
Transportation	32.3	7.4	8.1	1.0	1.8	4.5	**55.1**
Pavement Preservation	9.4	8.5	8.8	7.0	7.0	7.0	**47.8**
Facility Projects	6.4	10.0	2.2	0.8	0.3	0.1	**19.7**
Utility Projects	7.8	4.5	1.3	1.3	1.3	1.3	**17.3**
Open Space Projects	2.7	2.5	1.9	3.2	0.1	0	**10.3**
Grounds and Irrigation	0.8	1.1	1.0	1.0	0	0	**3.9**
Public Safety	2.3	0.0	0.0	0.0	0.0	0.0	**2.3**
Master Plan & Studies	1.0	0.8	0.3	0.0	0.0	0.0	**2.0**
Information Technology	0	0.5	0	0	0	0	**0.5**
Total	**$98.0**	**$70.3**	**$23.5**	**$14.3**	**$10.4**	**$12.8**	**$229.3**

NEXT STEPS

- Ordinances and Resolutions – Nov. 3 and Nov. 17
  - Public Comment during 1st and 2nd Reading
  - Budget Ordinance Appropriating 2027 Budget
    - Includes Revising the 2026 Budget up to estimates shown in the 2027 Proposed Budget Document
  - Setting Property Tax Levy
  - Setting Property Tax Levy for DDA

Littleton

2027

QUESTIONS?

Littleton

Staff Communication

File #: ID# 26-210, **Version:** 1

Agenda Date: 10/20/2026

Subject:
Ketring Lake Water Management Strategies and Recommended Planning Direction

From:	James L. Becklenberg, City Manager
Prepared by:	Brent Soderlin, Director of Public Works & Utilities
Presentations:	Brent Soderlin, Director of Public Works & Utilities

PURPOSE:
The purpose of this presentation is to provide City Council with a high-level update on Ketring Lake conditions, historic context, drivers of water loss, existing water supply limitations, and key findings from Wright Water Engineers. Staff is seeking Council feedback on whether to advance wetland conversion and/or lake resizing for additional planning as the most sustainable long-term direction, while removing the option of maintaining the current lake size from further consideration unless a reliable water source is identified.

LONG-TERM OUTCOME(S) SERVED:
Sustainable Community with Natural Beauty

DISCUSSION:
Ketring Lake is experiencing a long-term imbalance between water demand and reliable available supply. The lake is approximately 11.2 acres in size and has historically served as an important community, recreational, visual, and ecological amenity within Ketring Park. However, the water sources and infrastructure that previously supported the lake are no longer sufficient to maintain the lake at its current size.

Current estimates indicate that maintaining the lake and related park uses requires approximately 76 acre-feet of water per year. The primary water loss drivers are evaporation, estimated at 29.1 acre-feet per year, and seepage through the aging lake liner, estimated at 26.7 acre-feet per year. Potential irrigation-related uses account for an additional 20.3 acre-feet per year. Together, evaporation and seepage represent the majority of the annual water demand and create a recurring deficit that existing water supplies cannot reliably replace.

Arapahoe Well #1, also referred to as the Ketring Well, is currently the only source available to support the lake. The well is permitted for up to 76 acre-feet per year with a maximum pumping rate of 200 gallons per minute; however, actual production is significantly lower than the permitted amount. For purposes of this discussion, staff is assuming the well is producing approximately 11 gallons per minute, which equates to roughly 17.7 acre-feet per year if operated continuously. This production level is well below the amount needed to maintain the existing lake and associated uses.

Wright Water Engineers reviewed available well records, testing information, borehole geophysical logs, and video inspection information for wells near Ketring Lake. Their key conclusion is that existing wells have

significant yield, condition, permit, and/or ownership limitations and should not be considered dependable sources for major lake supply. For Arapahoe Well #1 (Ketring Well), the available information indicates significant drawdown and limited sustainable production. The Museum Well is limited by permit, historical use, ownership/access considerations, and condition. The Gallup Well (Library Well), completed in the Laramie-Fox Hills aquifer and now owned by Denver Water, has age, access, and water quality concerns. These findings indicate that the city should not rely on existing wells as a major supply solution for maintaining the current lake configuration.

Other potential water supply options also have significant constraints. Historic deliveries from the High Line Canal are no longer an option. Potable water is not considered a sustainable or available long-term lake-filling source and is constrained by Denver Water operating rules and the city's service agreement. City Ditch water may be possible but would require substantial infrastructure, potential water court work, and coordination regarding legal and operational constraints. McLellan Reservoir water may provide a partial supply of up to approximately 16 acre-feet per year, but its use would require additional legal, operational, and infrastructure analysis and would not, by itself, close the supply gap.

Staff evaluated several broad options, including wetland conversion, lake resizing with a new or improved liner, construction of a new well, delivery of City Ditch water, use of McLellan Reservoir water, and maintaining the current lake size. Maintaining the existing 11.2-acre lake would require both liner replacement and a reliable additional water supply. At this time, staff has not identified a dependable and cost-effective source capable of supporting the current lake size over the long term.

Lower water demand alternatives appear to offer the strongest alignment between long-term water demand, available supply, sustainability goals, and potential grant funding opportunities. These alternatives include the wetland concept, a right-sized lake concept, or a hybrid approach that combines a smaller open water area with wetland, riparian, habitat, and shoreline restoration improvements. Each of these approaches would reduce the amount of open water requiring replacement supply, reduce long-term exposure to evaporation and seepage losses, and allow the site to be redesigned around verified sustainable water availability rather than the historic lake footprint.

A wetland concept would transition much of the existing lake area into wetland, riparian, and habitat features that require less supplemental water than the current lake. This approach would change the existing character of the lake, but it may provide the most resilient long-term condition under current water supply constraints. A wetland design could also support environmental education, wildlife habitat, water quality benefits, and potential grant opportunities tied to ecological restoration and open space values.

A right-sized lake concept would preserve a smaller permanent water feature while incorporating wetland edges, habitat areas, and shoreline restoration. This approach would maintain a recognizable lake element within Ketring Park, but at a scale that is better matched to available water supply. It would require capital investment for liner replacement or partial liner improvements, grading, shoreline stabilization, and related improvements.

A hybrid approach may ultimately provide the best balance between community expectations, visual character, ecological function, and long-term water sustainability. Under this approach, the city could evaluate a smaller lined pool or open water feature surrounded by expanded wetland and riparian areas. This would retain some of the visual and recreational benefits associated with Ketring Lake while substantially reducing annual water demand and improving habitat and shoreline conditions. The final configuration would need to be refined through additional planning, public input, engineering analysis, cost estimating, and confirmation of available

water supplies.

Staff recommends removing "maintain current lake size" from further consideration unless and until a reliable water source is identified. Continuing to plan around the existing 11.2-acre lake footprint would likely require significant capital investment while leaving the city exposed to ongoing water supply uncertainty. By contrast, advancing lower water demand alternatives would allow the city to align the future of Ketring Lake with realistic water availability, sustainability goals, and potential outside funding opportunities.

Staff is seeking Council feedback on the following policy questions:

- Does Council support advancing lower water demand alternatives for additional planning, including a wetland conversion concept, a right-size the lake concept or a hybrid approach?
- Are there concerns with removing "maintain current lake size" from further consideration unless a reliable water source is identified?
- Does Council support staff pursuing grant opportunities beginning in 2027?
- What additional information would Council like before providing final direction?

Based on Council feedback, staff would begin pursuing planning and funding opportunities in 2027. Potential funding partners include Arapahoe County Open Spaces, South Suburban Parks and Recreation District, Great Outdoors Colorado, Denver Water, the City of Littleton, and private foundations. A potential project timeline could include grant applications and preliminary design in 2027, final design in 2028-2029, and construction funding and implementation beginning in 2029 or 2030, subject to Council direction, partner participation, grant awards, and future appropriations.

BACKGROUND:

Ketring Lake is a manmade reservoir located within Ketring Park. The lake is approximately 11.2 acres in size and has a storage capacity of approximately 98 acre-feet at normal high-water level. For many years, the lake has provided visual, recreational, and ecological value and has supported adjacent wetland areas and park-related irrigation needs.

Historically, the lake was supplied by water delivered from the High Line Canal through the Arbor Ditch. These deliveries helped maintain lake levels for many years. That supply is no longer available since Denver Water is no longer using the High Line Canal to convey contracted water to users along the canal, and the canal's future through Littleton is focused on open space, conservation, stormwater, and water quality functions rather than routine water delivery. As a result, the historic source that supported Ketring Lake is no longer a reliable long-term supply.

In 2003, the city installed a PVC liner in Ketring Lake to reduce seepage. The liner has now reached or exceeded its expected useful life. Portions of the liner have been exposed along the shoreline, and recent seepage estimates indicate continued losses of approximately 26.7 acre-feet per year. This suggests that the liner is no longer effectively preventing water loss.

Following dry conditions in 2012, Denver Water provided a one-time potable water delivery to refill the lake using a temporary hydrant and hose system. Approximately 45.8 acre-feet of potable water was delivered at that time. That action addressed an immediate condition but was not intended to be a long-term operating strategy. Denver Water has since indicated that potable water cannot be used for this purpose due to operating rules, water supply conditions, and the prior one-time nature of the 2012 exception.

The city subsequently pursued groundwater as a non-potable water source for the lake. Arapahoe Well #1 was

constructed in 2016 and is permitted for up to 76 acre-feet per year for municipal and irrigation purposes. Although the permitted volume theoretically aligns with the lake's estimated annual demand, the well has not produced at that level. Staff is currently assuming a production rate of approximately 11 gallons per minute, or about 17.7 acre-feet per year. This is substantially less than the estimated 76 acre-feet per year needed to maintain the lake and related uses.

Multiple technical evaluations have been completed over time to better understand water demand, seepage, infrastructure needs, and supply options. These include prior feasibility work the Permontes Group, the 2023 Littleton Integrated Water Resources Plan, seepage evaluations, and the recent Wright Water Engineers review of well conditions and limitations.

The consistent conclusion from these efforts is that Ketring Lake's current configuration requires more water than the city can reliably provide. Evaporation, seepage, aging infrastructure, limited well production, reduced surface water delivery options, and potable water restrictions have created an unsustainable operating condition. The city now needs to determine whether to continue pursuing options to maintain a permanent water feature or transition the site toward a lower-water wetland system that better matches available supply.

Prior Actions or Discussions

Staff have previously evaluated Ketring Lake's water supply and infrastructure challenges through the Integrated Water Resources Plan (IWRP) and the Ketring/Gallup Master Plan. The IWRP was developed as part of Littleton's long-range planning for water supply, demand forecasting, conservation, and drought management. The IWRP was approved by City Council during October 17, 2023, regular council meeting.

The Ketring/Gallup Master Plan was approved by City Council during the July 16, 2024, regular council meeting. The plan included an option to reduce the size of Ketring Lake.

FISCAL IMPACTS:

We have included $400K in the 2027 budget to start a planning effort in conjunction with South Suburban Parks and Recreation District.

STAFF RECOMMENDATION:

Staff recommends prioritizing wetland conversion and/or lake resizing since it is the most sustainable long-term option, while retaining lake resizing as a secondary alternative for further evaluation.

ALTERNATIVES:

Council may direct staff to pursue one or more alternatives to the staff recommendation:

1. Conduct additional analysis of supplemental water supplies before selecting a preferred direction. Staff could further evaluate City Ditch, McLellan Reservoir, stormwater capture, shallow groundwater, or other non-potable sources. This may provide more information but would delay design and grant applications, and these sources may still prove costly, legally constrained, or unreliable.
2. Evaluate a new groundwater source. A new well could potentially support a larger lake footprint, but yield, water quality, permitting, and long-term reliability are uncertain. This option would have high capital and operating costs and would likely still require liner replacement.
3. Maintain the existing lake footprint and replace the liner. This would preserve the current lake size and reduce seepage but would not resolve the overall water supply deficit. Existing well production is not sufficient to maintain the lake at its current size. This alternative would require a supplemental water supply.

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4. Defer major capital action and continue current operations. This would avoid near-term capital costs but would not address the underlying water deficit, aging liner, or declining lake levels.
5. Conduct additional public outreach before selecting a preferred alternative. This would allow additional community and stakeholder input but may delay planning, design, and grant funding opportunities.

WRIGHT WATER ENGINEERS, INC.

October 12, 2026

Via email: *bsoderlin@littletonco.gov*

City of Littleton
Public Works and Utilities
c/o Brent Soderlin, PE, CFM
2255 W. Berry Avenue
Littleton, Colorado 80120

Re: Ketring Well No. 79582-F and Well Nos. 91970 and 11561-R

Dear Brent Soderlin,

Wright Water Engineers, Inc. (WWE) has prepared this memorandum summarizing the preliminary evaluation of two wells owned by the City of Littleton Public Works and Utilities Department (Littleton), the Ketring Well (Permit No. 79582-F) and Gallup Well (Permit No. 91970). WWE has also included a preliminary review of a third well located near Ketring Lake, the Laramie-Fox Hills (LFH) Library Well (Permit No. 11561-R), which was previously owned by the City of Littleton but is currently owned by Denver Water.

1.0 BACKGROUND

WWE was retained to perform an evaluation of your water wells related to their yield. Two wells were identified; the Ketring Lake well and the Gallup well. WWE reviewed available construction records and borehole geophysical logs to determine how screen intervals correspond to potentially productive zones. WWE reviewed data from a previous pumping test performed on the Ketring Well. The step-drawdown test provided information regarding how yield and efficiency correspond to pumping levels and pumping rates. And finally, WWE analyzed the borehole videos provided by Littleton for two wells. Figure 1 shows the location of these wells.

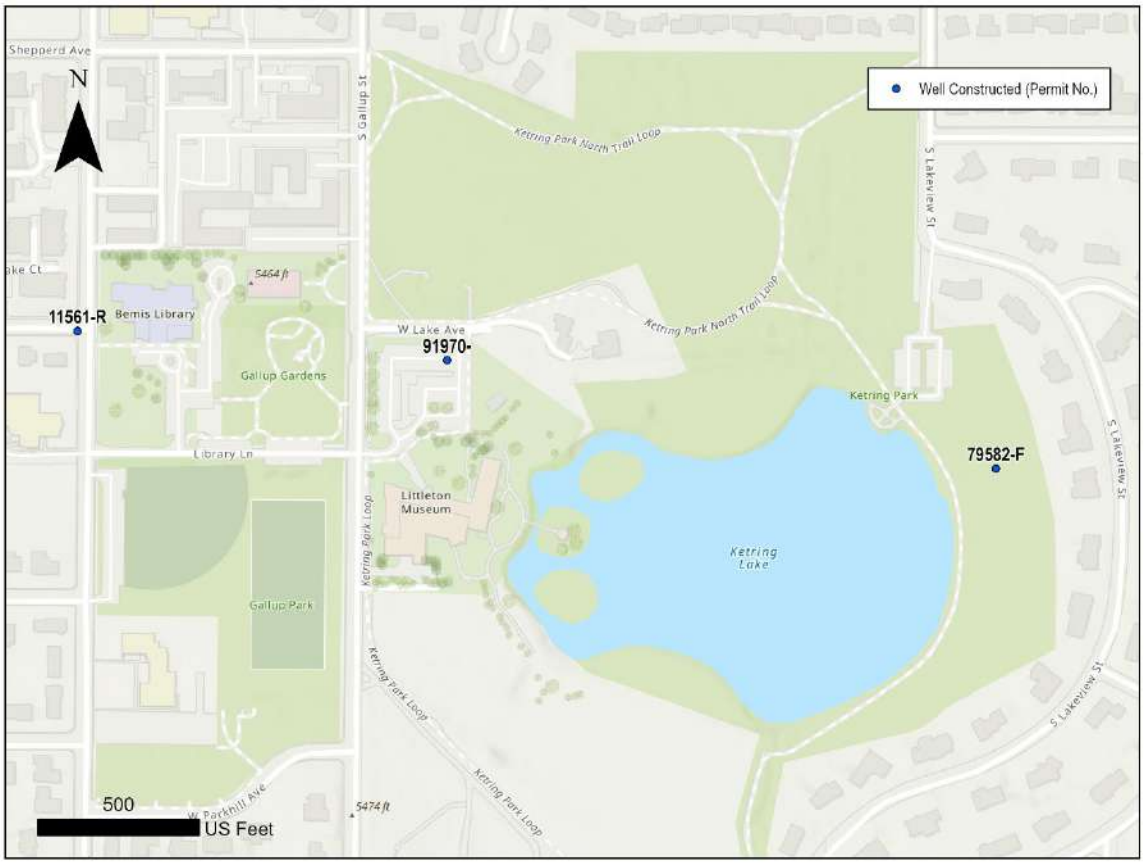


Figure 1. Well locations and Well Permit Nos.

2.0 KETRING WELL (PERMIT NO. 79582-F)

The Division of Water Resources (DWR) issued the permit for the Ketring Well (Permit No. 79582-F) in January 2016 for the construction of a well completed in the Arapahoe aquifer pursuant to the decree granted in Case No. 98CW288. The permit allows the withdrawal of up to 76 acre-feet per year for municipal and irrigation uses, with a maximum pumping rate of 200 gallons per minute (gpm). The Ketring Well was drilled and constructed in April 2016 to a total depth of 830 feet below ground surface. A downhole geophysical survey was completed following drilling prior to well construction. Following well construction and development, a 24-hour well pumping test was completed to evaluate the yield of the well.

Following a review of the 24-hour pumping test data and other available information on the Ketring Well, it is evident that the Arapahoe aquifer at this location never had the ability to provide a sustainable yield of 45 gpm and that the well efficiency might also have declined, further limiting capacity over the last ten years.

The borehole geophysical log (annotated version attached) shows that the most significant production zone (upper screened interval) is between depths of 402 to 420 feet (screen interval between depths of 400 to 425 feet). Based on the most recent video log following redevelopment, the static depth to water

is 416 feet, indicating that the upper zone is about 78 percent dewatered under current, non-pumping conditions. Six other zones screened down to 800 feet are all minor. The cloudiness of the video log supports the conclusion that there is little water moving below a depth of 420 feet. The driller's cuttings log also shows very little coarse-grained or fractured zones.

The pumping test conducted by the well driller, following well installation, reports pumping the well at 45 gpm for 24 hours. However, at 24 hours, there was 362 feet of drawdown, resulting in a specific capacity of only 0.12 gpm/ft. With a final pumping level of 772 feet, the well was essentially dewatered. Lowest screen intervals are 760 to 780 and 785 to 800 feet below grade (see attached annotated borehole geophysical log; screen intervals identified as S1 through S7, Attachment 1). The borehole geophysical log shows only about ten feet of potentially productive zones in the lower two screen intervals.

Following redevelopment, the well was pumped over a period of approximately three weeks from late October to early November of 2023. This test was performed with a fixed pumping level of approximately 700 +/- feet below top of well casing and allowing the flow rate to vary to maintain the pumping level. The static water level in the well was reported to be 414 feet from the top of well casing and the initial pumping rate was reported to be 18.2 gpm.

The set pumping level of approximately 700 feet below the top of well casing was attained within the first five minutes of pumping. After 24 hours of pumping, the reported pumping rate was 15.8 gpm and the pumping level was 711.6 feet below the top of well casing for a drawdown of 297.6 feet. The resulting 24-hour specific capacity was 0.05 gpm/ft, which was also the capacity after approximately three weeks of pumping. At the 24-hour pumping level, the upper five well screens were dewatered, and the lower two well screens remained below the pumping level (see attached annotated borehole geophysical log; screen intervals identified as S1 through S7). After three weeks of pumping, the pumping rate was reported to be approximately 14 gpm with a pumping level of approximately 700 feet below top of well casing. These results suggest that the well has lost capacity over the last ten years and that redevelopment did not result in significant recovery of capacity. However, the 14 gpm rate might be sustainable if static and pumping water levels do not decline further.

While we do not have the type of aquifer test data needed (constant-rate, time-drawdown measurements at a rate that does not substantially dewater the well screens) to calculate aquifer transmissivity, it is clear from the borehole geophysical log and both the original and recent testing that the aquifer never had the capacity for the desired well production.

3.0 MUSEUM WELL (PERMIT NO. 91970)

The DWR issued an exempt well permit (Permit No. 91970) in July 1977 for the Museum Well as the only well on a tract of 35 acres or more. The pumping rate of the Museum Well was limited to 15 gpm and the annual appropriation was limited to three (3) acre-feet per year. The permit allows water withdrawn from the Gallup Well to be used for crop irrigation and livestock watering as a part of the City of Littleton's historical farm operation at the Littleton Historical Museum.

The Museum Well was drilled and constructed in April 1978 to a total depth of 200 feet below ground surface, with a screened interval of 162 to 200 feet. A static water level of 23 feet was recorded following construction. The sustained yield of the well was reported 15 gpm on the well construction report;

however, the duration of the yield test was listed as 2 hours with a final pumping water level of 200 feet meaning that the well was dewatered during the test and that the actual sustained yield of the well is likely less than 15 gpm.

4.0 LIBRARY WELL (PERMIT NO. 11561-R)

The Library Well, also historically referred to as the Gallup Well, was permitted by DWR in 1960 (Permit No. 11561-R). The well is located in the cul-de-sac was drilled and constructed in February 1955 and was completed within the Laramie-Fox Hills aquifer to a total depth of 1,826 feet below ground surface. The Library Well was originally owned by Littleton and was permitted for municipal supply of the City of Littleton Water System at a rate of 300 gpm. Littleton entered a total service contract with Denver Water Board (Denver Water) in 1970, which transferred the permit ownership of the Library Well to Denver Water.

The 2014 WWE report titled *Ketring Well Project Feasibility Assessment* includes several discussions regarding the Library Well. The report highlights the age of the Library Well, which has now reached 70 years, and references notes from a well video survey that indicate the presence of an obstruction in the well at a relatively shallow depth. The report also discusses concerns regarding the use of water from the Laramie-Fox Hills aquifer for landscape irrigation due to its tendency to contain elevated levels of total dissolved solids (TDS). These dissolved solids can accumulate within the shallow root zone, where they may contribute to the formation of a hard layer that restricts the downward movement of irrigation water to the roots of landscape vegetation.

A well video survey of the Library Well conducted on March 12, 2024, documents a static water level of approximately 56 feet below the top of the casing, demonstrating a relatively constant static water level since the time of construction. The video also documents a current total depth of the well of approximately 143 feet below the top of the casing. This is consistent with information presented in the 2014 WWE report of the obstruction discovered at a relatively shallow depth.

5.0 CONCLUSIONS TO DATE

- Testing data suggests that the Ketring well has lost capacity over the last ten years and that redevelopment did not result in any significant recovery of capacity.
- From information provided in the Ketring well's borehole geophysical log, the original testing, and the recent testing it is likely that the aquifer did not have the capacity for the desired well production.
- Clarification regarding the well nomenclature.
- Evaluate potential future alternative supplies.
- Consider Museum well for limited future supply.

Very truly yours,

Wright Water Engineers, Inc.

Tom Dwyer, P.G.
Senior Hydrogeologist

Rachel Pittinger, P.E.
Senior Water Resources Engineer

Attachments:

Attachment 1: Geophysical Log for Permit No. 79582-F
Attachment 2: Well Permits for 79582-F, 91970, 11561-R

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810 Quail Street, Unit E
Lakewood, CO 80215
Office: (303) 279-0171
www.cology.com

Three-Arm Caliper Natural Gamma Ray Electric Log

Company	Hydro Resources
Well	A-1
Field	Ketring Lake
County	Arapahoe
State	Colorado

COMPANY	Hydro Resources				
WELL	A-1				
FIELD	Ketring Lake				
COUNTY	Arapahoe		**STATE**	Colorado	
LOCATION				**OTHER SERVICES**	
				None	
QTR	**SEC**	**TWP**	**RGE**		
				ELEVATION	NA

PERMANENT DATUM	Ground Level		
LOG MEAS. FROM	Ground Level	0.0'	**ABOVE PERMINANT DATUM**
DRILLING MEAS. FROM	Ground Level		

DATE ACQUIRED	15 March 2016	15 March 2016	15 March 2016
RUN NUMBER	One	One	Two
LOG TYPE	NGR	E-Log	Caliper
DEPTH-DRILLER	840.0'	840.0'	840.0'
DEPTH-LOGGER	844.5'	844.5'	844.5'
BTM LOG INTERVAL	839.3'	842.9'	842.3'
TOP LOG INTERVAL	2.5'	38.0'	38.0'
RECORDED BY	D. Renner	D. Renner	D. Renner
WITNESSED BY	S. Rader	S. Rader	S. Rader
PROBE TYPE, S/N	2PEA, 2428	2PEA, 2428	CLP, 2492
LOGGING SPEED	20 ft/min	20 ft/min	20 ft/min
A.S.D.E.	0.0'	0.0'	0.0'
SAMPLE INTERVAL	0.2'	0.2'	0.2'

BOREHOLE RECORD

RUN No.	BIT	FROM	TO
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CASING RECORD

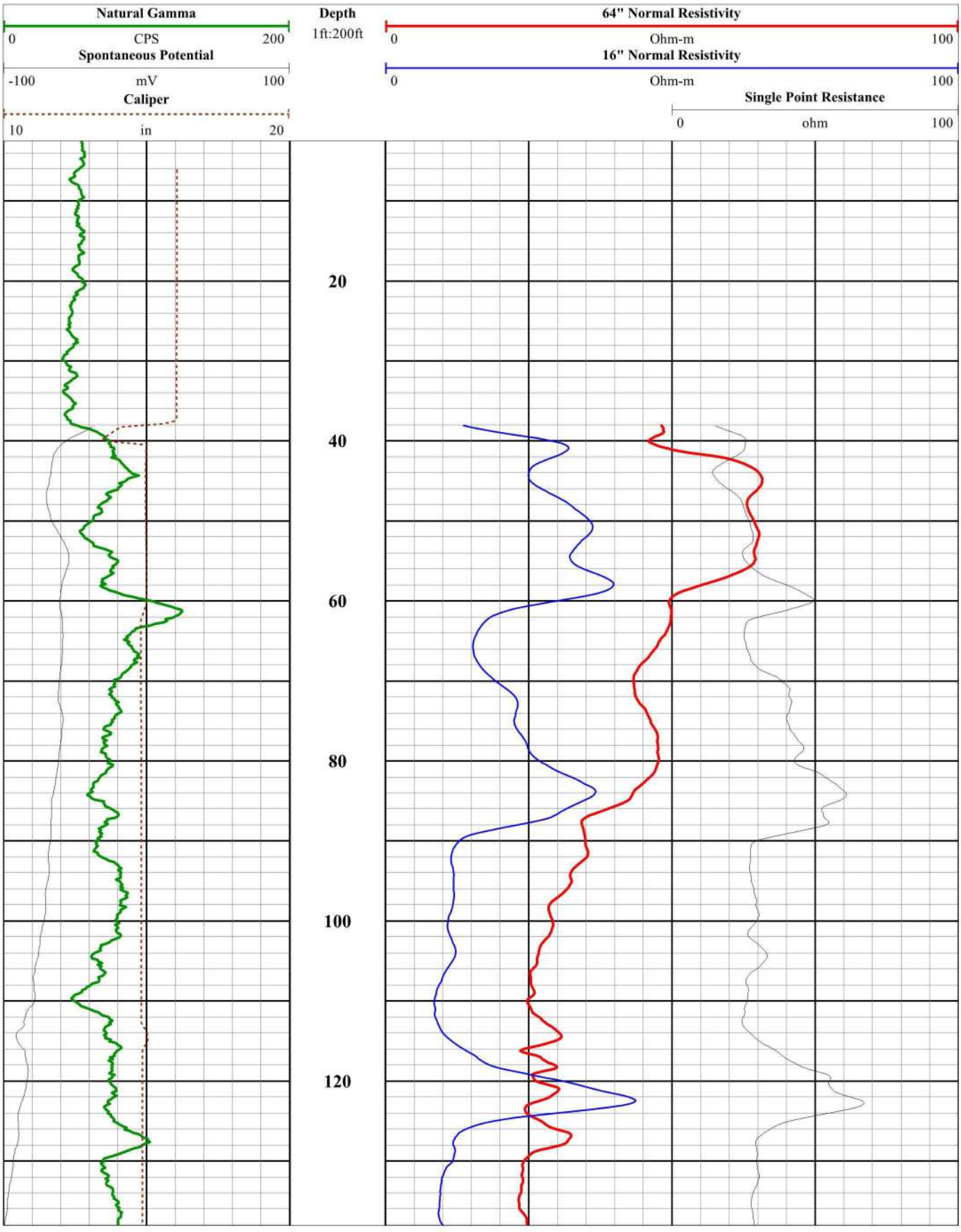
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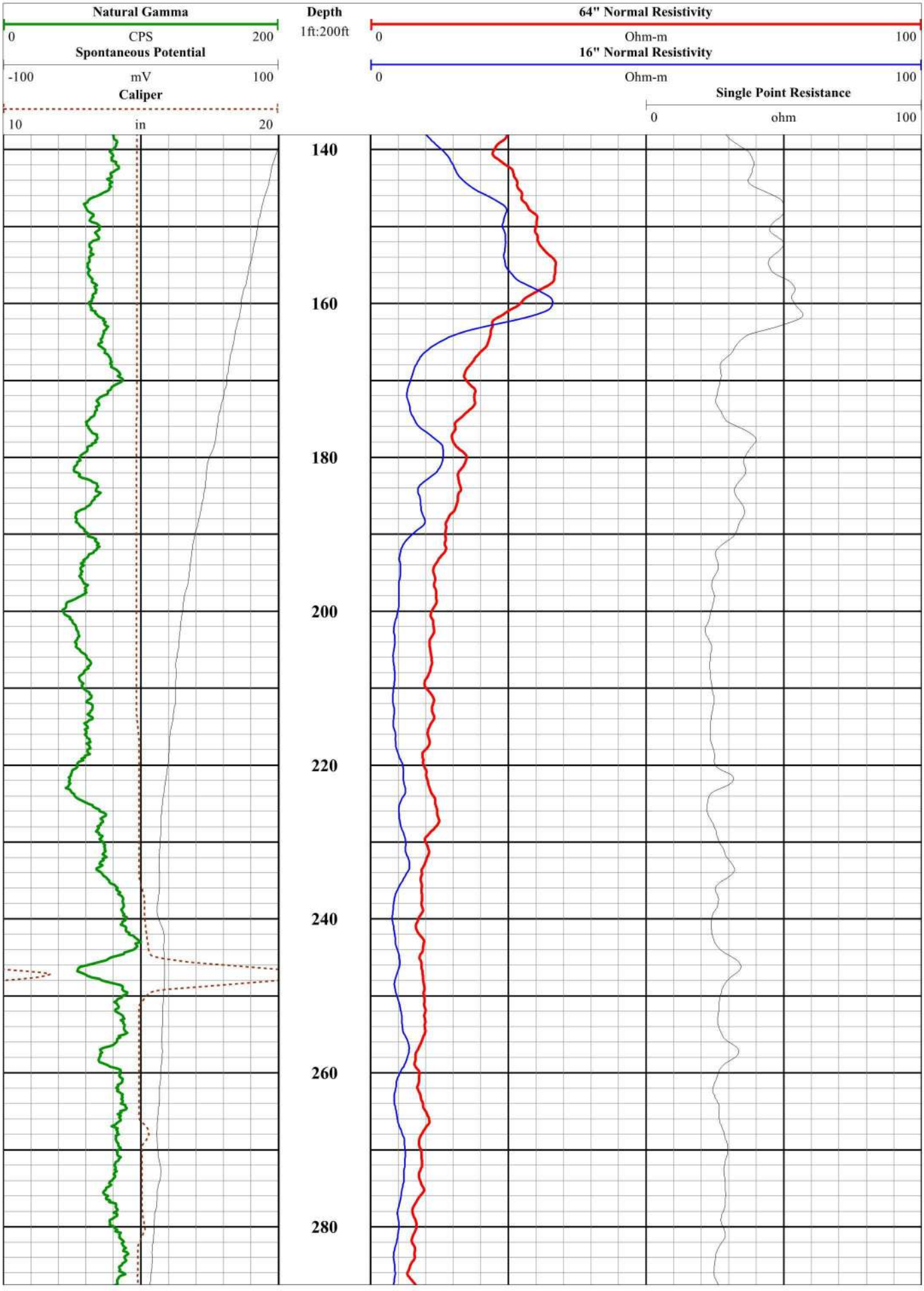
COMMENTS

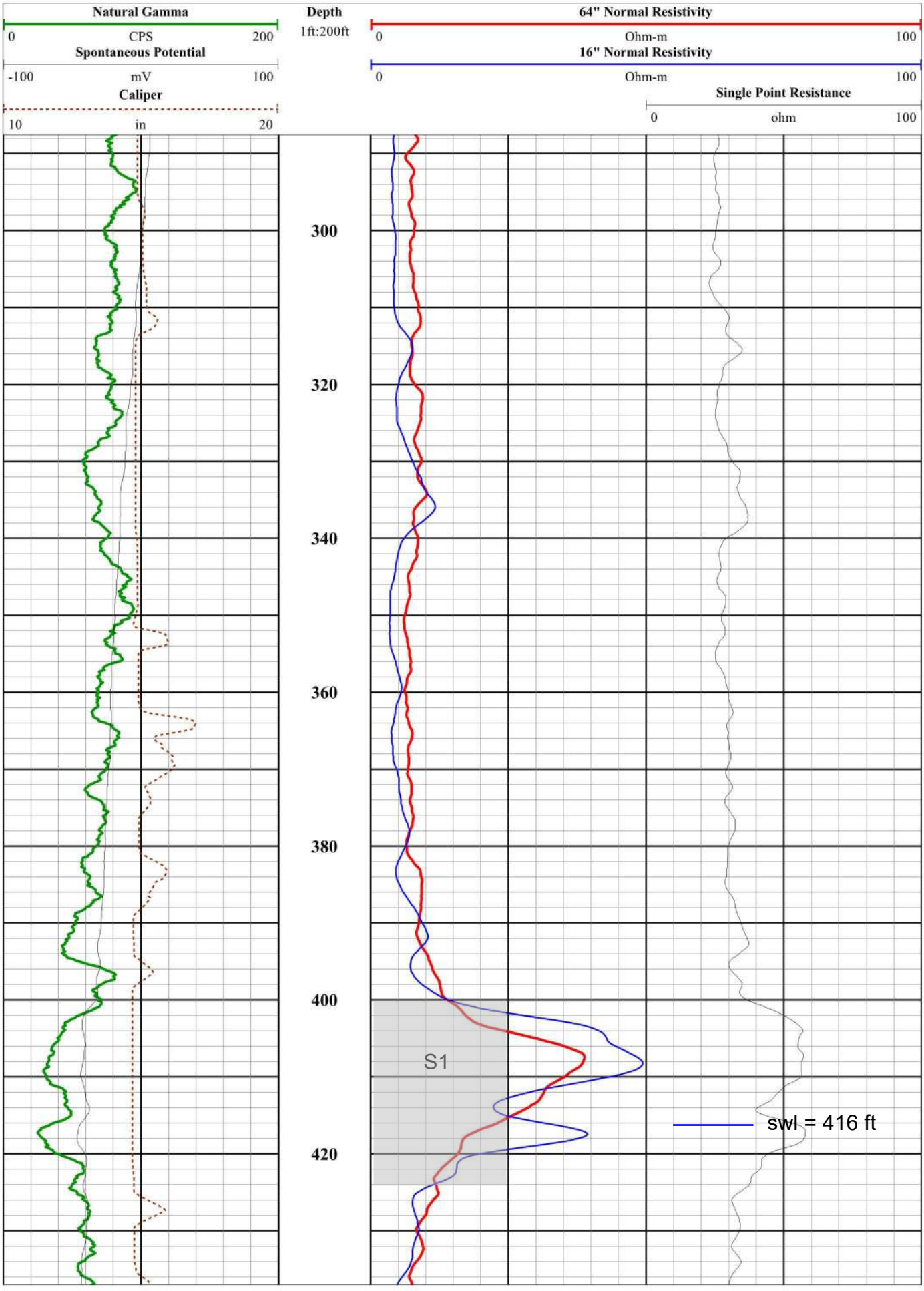
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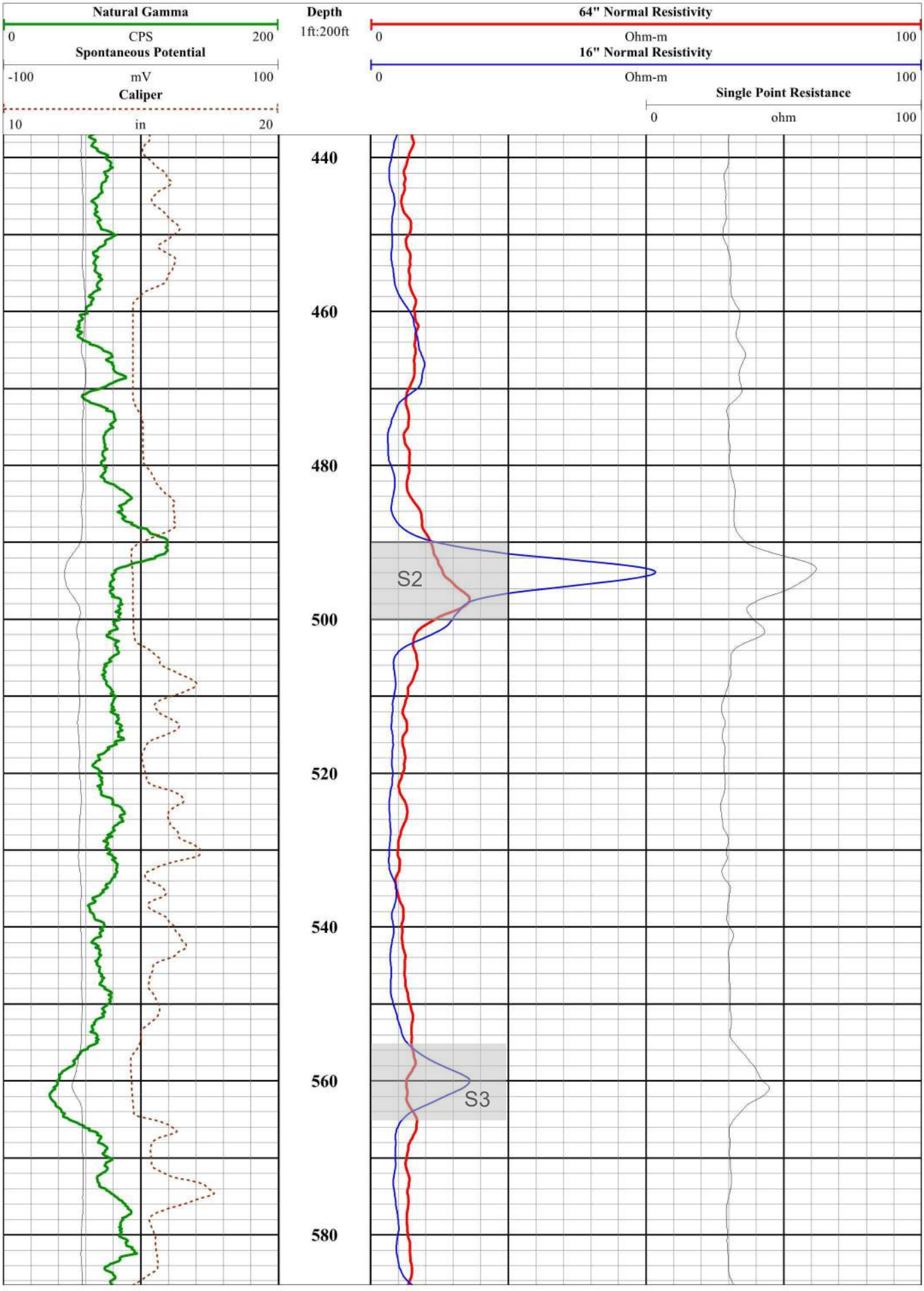
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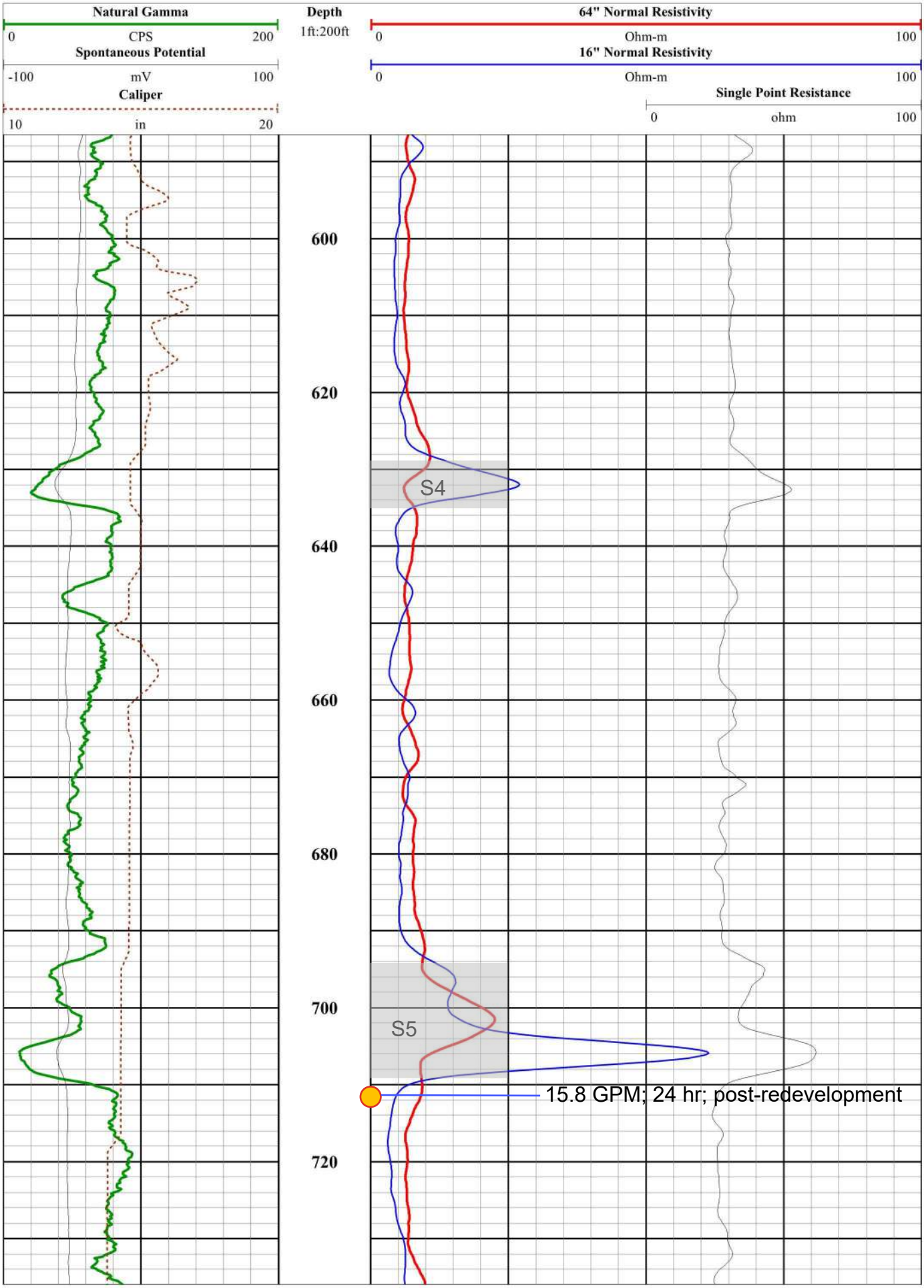
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Hydro_Ketring_A-1_CLP_UL.rd

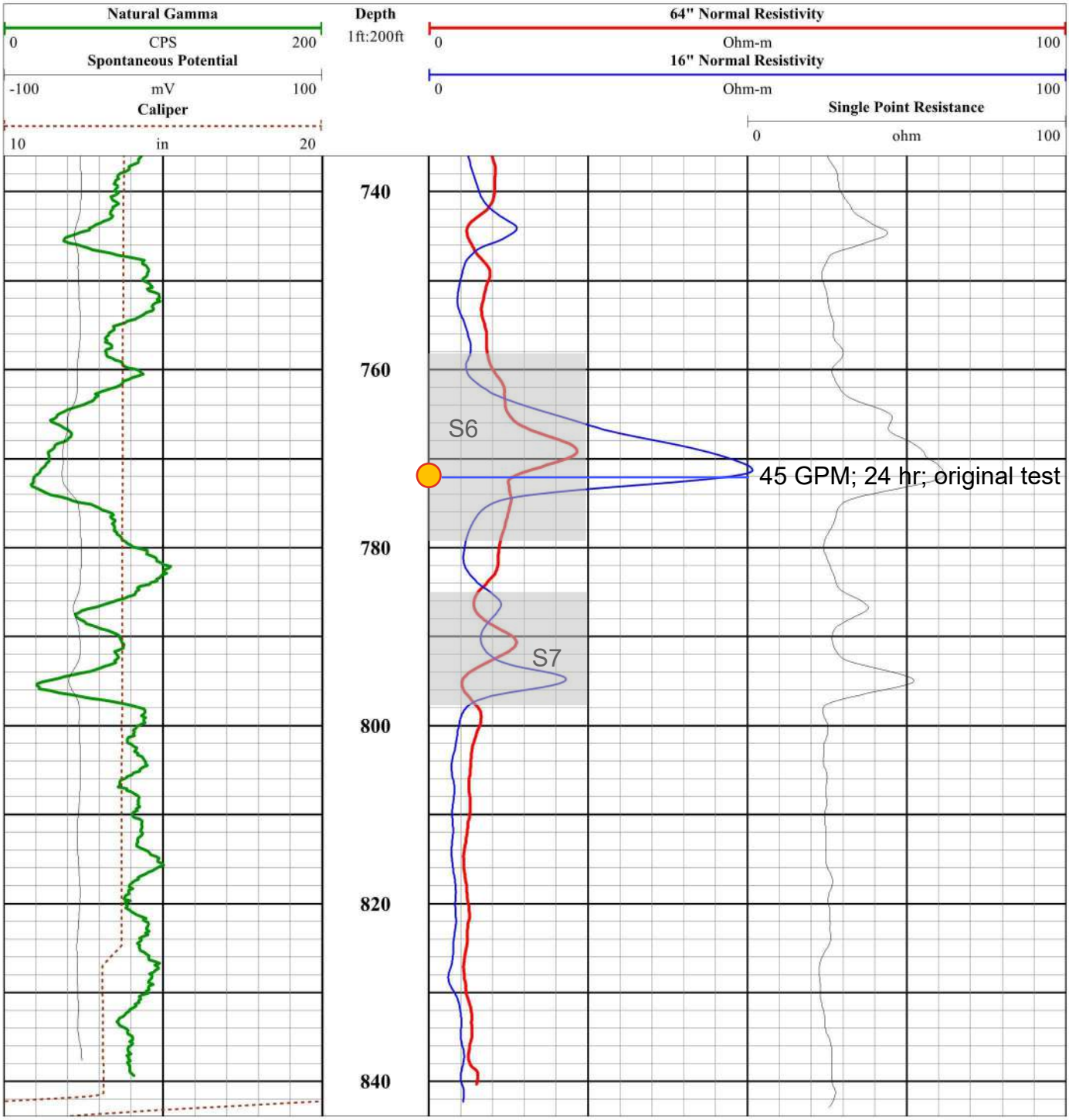

Natural Gamma
0
CPS
200
Spontaneous Potential
-100
mV
100
Caliper
10
in
20
Depth
1ft:200ft
20
40
60
80
100
120
64" Normal Resistivity
0
Ohm-m
100
16" Normal Resistivity
0
Ohm-m
100
Single Point Resistance
0
ohm
100


Natural Gamma
0
CPS
200
Spontaneous Potential
-100
mV
100
Caliper
10
in
20
Depth
1ft:200ft
140
160
180
200
220
240
260
280
64" Normal Resistivity
0
Ohm-m
100
16" Normal Resistivity
0
Ohm-m
100
Single Point Resistance
0
ohm
100


Natural Gamma
0
CPS
200
Spontaneous Potential
-100
mV
100
Caliper
10
in
20
Depth
1ft:200ft
64" Normal Resistivity
0
Ohm-m
100
16" Normal Resistivity
0
Ohm-m
100
Single Point Resistance
0
ohm
100
300
320
340
360
380
400
420
S1
swl = 416 ft


Natural Gamma
0
CPS
200
Spontaneous Potential
-100
mV
100
Caliper
10
in
20
Depth
1ft:200ft
64" Normal Resistivity
0
Ohm-m
100
16" Normal Resistivity
0
Ohm-m
100
Single Point Resistance
0
ohm
100
440
460
480
500
520
540
560
580
S2
S3


Natural Gamma
0
CPS
200
Spontaneous Potential
-100
mV
100
Caliper
10
in
20
Depth
1ft:200ft
64" Normal Resistivity
0
Ohm-m
100
16" Normal Resistivity
0
Ohm-m
100
Single Point Resistance
0
ohm
100
600
620
640
660
680
700
720
S4
S5
15.8 GPM; 24 hr; post-redevelopment


Natural Gamma
0
CPS
200
Spontaneous Potential
-100
mV
100
Caliper
10
in
20
Depth
1ft:200ft
64" Normal Resistivity
0
Ohm-m
100
16" Normal Resistivity
0
Ohm-m
100
Single Point Resistance
0
ohm
100
740
760
780
800
820
840
S6
S7
45 GPM; 24 hr; original test

Form No. GWS-25

OFFICE OF THE STATE ENGINEER
COLORADO DIVISION OF WATER RESOURCES

818 Centennial Bldg., 1313 Sherman St., Denver, Colorado 80203
(303) 866-3581

LIC

WELL PERMIT NUMBER 79582 -F -
DIV. 1 WD 8 DES. BASIN MD

Lot: 1 Block: 9 Filing: Subdiv: ABERDEEN

APPLICANT

CITY OF LITTLETON
C/O MARK RELPH
2255 W BERRY AVE
LITTLETON, CO 80120-

(303) 795-3866

APPROVED WELL LOCATION
ARAPAHOE COUNTY
NW 1/4 NW 1/4 Section 22
Township 5 S Range 68 W Sixth P.M.

DISTANCES FROM SECTION LINES
927 Ft. from North Section Line
211 Ft. from West Section Line

UTM COORDINATES (Meters,Zone:13,NAD83)
Easting: 500279 Northing: 4384125

PERMIT TO CONSTRUCT A WELL **(amended**

ISSUANCE OF THIS PERMIT DOES NOT CONFER A WATER RIGHT

CONDITIONS OF APPROVAL

1) This well shall be used in such a way as to cause no material injury to existing water rights. The issuance of this permit does not ensure that no injury will occur to another vested water right or preclude another owner of a vested water right from seeking relief in a civil court action.
2) The construction of this well shall be in compliance with the Water Well Construction Rules 2 CCR 402-2, unless approval of a variance has been granted by the State Board of Examiners of Water Well Construction and Pump Installation Contractors in accordance with Rule 18.
3) Approved pursuant to CRS 37-90-137(4) and the decree granted in case no. 1998CW288 Division 1 Water Court. The operation of this well is subject to the terms and conditions of said decree. This well shall be known as Arapahoe Well #1 (A-1).
4) The use of ground water from this well is limited to municipal and irrigation purposes, as requested.
5) The pumping rate of this well shall not exceed 200 GPM, as requested.
6) The average annual amount of ground water to be appropriated shall not exceed 76 acre-feet.
7) Production is limited to the Arapahoe aquifer which is located 355 feet below land surface and extends to a depth of ~~785~~ **890** feet. Plain casing must be installed and grouted to prevent the withdrawal of ground water from other aquifers and the movement of ground water between aquifers.
8) The entire length of the hole shall be geophysically logged as required by Rule 9 of the Statewide Nontributary Ground Water Rules prior to installing casing.
9) The owner shall mark the well in a conspicuous place with well permit number(s), name of the aquifer, and court case number(s) as appropriate. The owner shall take necessary means and precautions to preserve these markings.
10) A totalizing flow meter must be installed on this well and maintained in good working order. Permanent records of all diversions must be maintained by the well owner (recorded at least annually) and submitted to the Division Engineer annually or upon request.
11) This well shall be constructed at least 600 feet from any existing well, completed in the same aquifer, that is not owned by the applicant.
12) This well shall be constructed not more than 200 feet from the location specified on this permit.
13) Pursuant to CRS 37-90-137(9)(b) and the Denver Basin Rules, no more than 98% of the nontributary ground water withdrawn annually shall be consumed and the well owner shall demonstrate to the reasonable satisfaction of the State Engineer that no more than 98% of the water withdrawn will be consumed.
14) This well is subject to administration by the Division Engineer in accordance with applicable decrees, statutes, rules, and regulations.

NOTE: The ability of this well to withdraw its authorized amount of water from this non-renewable aquifer may be less than the 100 years upon which the amount of water in the aquifer is allocated, due to anticipated water level declines.

NOTE: To ensure a maximum productive life of this well, perforated casing should be set through the entire producing interval of the approved zone or aquifer indicated above.

NOTE: This permit will expire on the expiration date unless the well is constructed and a pump is installed by that date. A Well Construction and Test Report (GWS-31) and Pump Installation and Test Report (GWS-32) must be submitted to the Division of Water Resources to verify the well has been constructed and the pump has been installed. A one-time extension of the expiration date may be available. Contact the DWR for additional information or refer to the extension request form (GWS-64) available at: http://www.water.state.co.us

NOTICE: This permit has been approved subject to the following changes: The distances from section lines were determined from UTM coordinate values provided with the permit application. You are hereby notified that you have the right to appeal the issuance of this permit, by filing a written request with this office within sixty (60) days of the date of issuance, pursuant to the State Administrative Procedures Act. (See Section 24-4-104 through 106, C.R.S.) **Note: Condition 7 modified to adjust base Arapahoe aquifer to depth of 890 ft based on well 11561-F geophysical and geological log data, MAS 3/11/2016.**

APPROVED
KAA

Dick Wolfe by Kaelyn Armstrong
State Engineer By

Receipt No. 3672774 DATE ISSUED 01-06-2016 EXPIRATION DATE 01-06-2017

WJR-26-77

THIS FORM MUST BE SUBMITTED WITHIN 60 DAYS OF COMPLETION OF THE WORK DESCRIBED HEREON. TYPE OR PRINT IN BLACK INK.

COLORADO DIVISION OF WATER RESOURCES

1313 Sherman Street - Room 818
Denver, Colorado 80203

RECEIVED
JUN 1 '78
WATER RESOURCES
STATE ENGINEER

WELL COMPLETION AND PUMP INSTALLATION REPORT

PERMIT NUMBER 91970

WELL OWNER City of Littleton/Historical Museum NE ¼ of the NE ¼ of Sec. 21,

ADDRESS 6028 So. Gallup T. 5 S, R. 68 W, 6th P.M.

DATE COMPLETED April 24, 19 78

WELL LOG

From	To	Type and Color of Material	Water Loc.
0	14	Surface loam	
14	66	Sandy clay	
66	105	Grey shale	
105	124	Grey sandstone	
124	171	Blue shale	
171	196	Grey sandstone	
196	200	Blue shale	

TOTAL DEPTH 200

Use additional pages necessary to complete log.

HOLE DIAMETER

10 in. from 0 to 20 ft.

6 in. from 20 to 200 ft.

____ in. from ____ to ____ ft.

DRILLING METHOD _____

CASING RECORD:

Plain Casing

Size 6 5/8 & kind Steel from 0 to 23 ft.

Size 4 1/2 & kind Steel from 23 to 162 ft.

Size ____ & kind ____ from ____ to ____ ft.

Perforated Casing

Size 4 1/2 & kind Steel from 162 to 200 ft.

Size ____ & kind ____ from ____ to ____ ft.

Size ____ & kind ____ from ____ to ____ ft.

GROUTING RECORD

Material Puddled clay and cement
Cement slab 24" square at surface.

Intervals Puddled clay 20 to 23'

Placement Method Hand dumped,

GRAVEL PACK: Size ____

Interval ____

TEST DATA

Date Tested April 24, 19 78

Static Water Level Prior to Test 23 ft.

Type of Test Pump Air lift

Length of Test 2 hrs.

Sustained Yield (Metered) 15 gpm

Final Pumping Water Level bottom

PUMP INSTALLATION REPORT

Pump Make _____

Type _____

Powered by _____ HP _____

Pump Serial No. _____

Motor Serial No. _____

Date Installed _____

Pump Intake Depth _____

Remarks _____

_____

WELL TEST DATA WITH PERMANENT PUMP

Date Tested _____

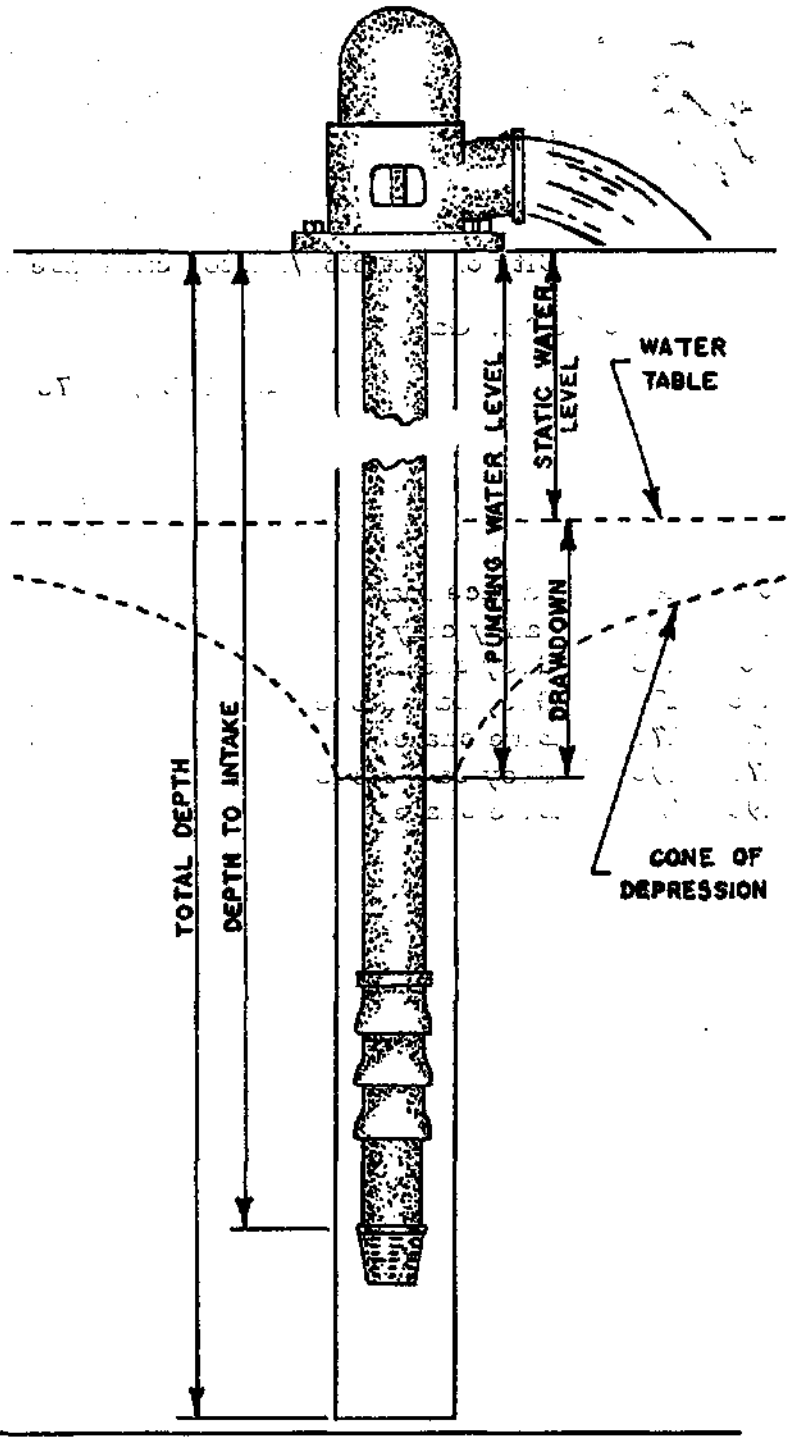
Static Water Level Prior to Test _____

Length of Test _____ Hours

Sustained yield (Metered) _____ GPM

Pumping Water Level _____

Remarks _____



CONTRACTORS STATEMENT

The undersigned, being duly sworn upon oath, deposes and says that he is the contractor of the well or pump installation described hereon; that he has read the statement made hereon; knows the content thereof, and that the same is true of his own knowledge.

Signature John J. Comacho License No. 267

State of Colorado, County of Adams SS

Subscribed and sworn to before me this 31 day of May, 19 82.

My Commission expires: 4/21, 19 82

Notary Public Patricia R. Mauska

FORM TO BE MADE OUT IN QUADRUPLICATE: WHITE FORM must be an original copy on both sides and signed. WHITE AND GREEN copies must be filed with the State Engineer. PINK COPY is for the Owner and YELLOW COPY is for the Driller.

WRJ-5-75

DIVISION OF WATER RESOURCES
1313 SHERMAN STREET - ROOM 818
DENVER, COLORADO 80203

$25.00 35P

RECEIVED
MAR 23 '77
WATER RESOURCES
STATE ENGINEER
COLO.

PERMIT APPLICATION FORM

Application must be complete where applicable. Type or print in BLACK INK. No overstrikes or erasures unless initialed.

FOR: ( ) A PERMIT TO USE GROUND WATER
(✓) A PERMIT TO CONSTRUCT A WELL
( ) A PERMIT TO INSTALL A PUMP

( ) REPLACEMENT FOR NO. _____
( ) OTHER _____
WATER COURT CASE NO. _____

(1) APPLICANT - mailing address

NAME City of Littleton / Historical Museum
STREET 6028 S. Gallup
CITY Littleton Colo. 80120
(State) (Zip)
TELEPHONE NO. 798-2557
% R.S. McQuarrie

(2) LOCATION OF PROPOSED WELL

County ARAPAHOE
NE ¼ of the NE ¼, Section 21
Twp. 5 S (N,S), Rng. 68 W (E,W), 6 P.M.

(3) WATER USE AND WELL DATA

Proposed maximum pumping rate (gpm) 200
Average annual amount of ground water to be appropriated (acre-feet): 3
Number of acres to be irrigated: ½
200 MAX
Proposed total depth (feet): WINDMILL

Aquifer ground water is to be obtained from:

Owner's well designation _____

GROUND WATER TO BE USED FOR:

( ) HOUSEHOLD USE ONLY - no irrigation (0)
( ) DOMESTIC (1)
(✓) LIVESTOCK (2)
( ) COMMERCIAL (4)
( ) INDUSTRIAL (5)
(✓) IRRIGATION (6)
( ) MUNICIPAL (8)
( ) OTHER (9) _____
DETAIL THE USE ON BACK IN (11)

(4) DRILLER Will secure proposals after permit is issued

Name LICENSED
Street _____
City _____ (State) (Zip)
Telephone No. _____ Lic. No. _____

FOR OFFICE USE ONLY: DO NOT WRITE IN THIS COLUMN

Receipt No. 79031 /
Basin _____ Dist. _____

CONDITIONS OF APPROVAL

This well shall be used in such a way as to cause no material injury to existing water rights. The issuance of the permit does not assure the applicant that no injury will occur to another vested water right or preclude another owner of a vested water right from seeking relief in a civil court action.

1) APPROVED PURSUANT TO CRS 1973, 37-92-602 (3) (b) (II) AS THE ONLY WELL ON A TRACT OF 35 ACRES OR MORE DESIGNATED AS 80 ACRES IN E½ OF NE¼, SEC. 21, T.5S, R.68W.
2) PUMPING RATE OF THIS WELL SHALL NOT EXCEED 15 GPM.
3) ANNUAL APPROPRIATION FROM THIS WELL SHALL NOT EXCEED 3 ACRE-FEET.

APPLICATION APPROVED

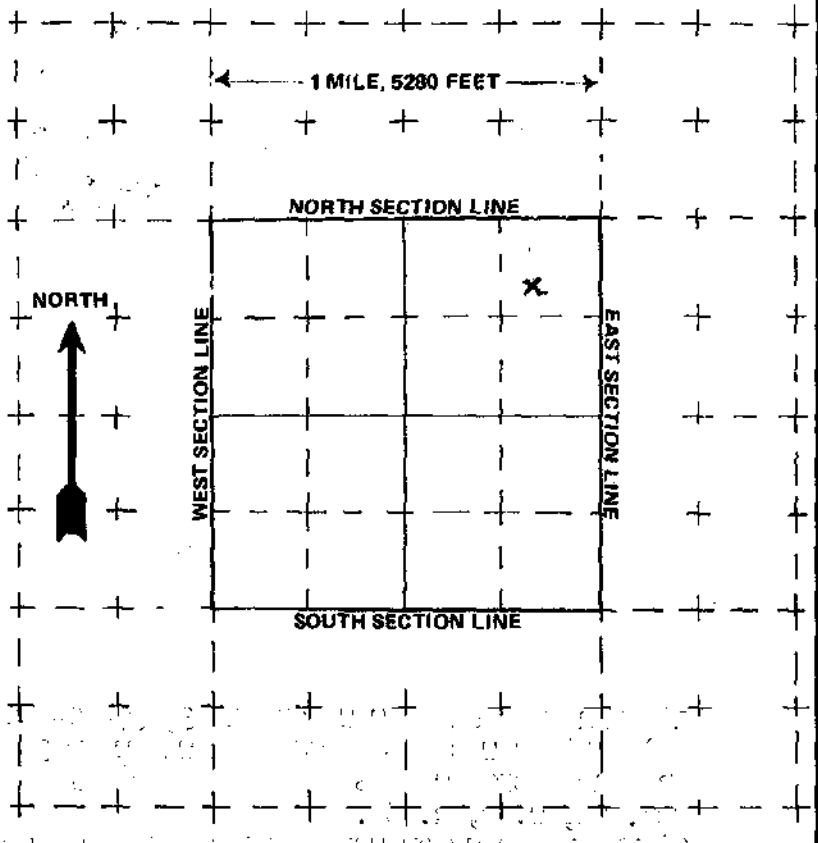
PERMIT NUMBER 91970
DATE ISSUED JUL 26 1977
EXPIRATION DATE JUL 26 1979

Bruce E. DeBruin
Dep. (STATE ENGINEER)

BY _____

I.D. 1-08 COUNTY 03

(5) THE LOCATION OF THE PROPOSED WELL and the area on which the water will be used must be indicated on the diagram below. Use the CENTER SECTION (1 section, 640 acres) for the well location.



The scale of the diagram is 2 inches = 1 mile
Each small square represents 40 acres.

WATER EQUIVALENTS TABLE (Rounded Figures)
An acre-foot covers 1 acre of land 1 foot deep.
1 cubic foot per second (cfs) . . . 449 gallons per minute (gpm)
A family of 5 will require approximately 1 acre-foot of water per year.
1 acre-foot . . . 43,560 cubic feet . . . 325,900 gallons.
1,000 gpm pumped continuously for one day produces 4.42 acre-feet.

(6) THE WELL MUST BE LOCATED BELOW by distances from section lines.

700 ft. from N (north or south) sec. line

1400 ft. from E (east or west) sec. line

LOT _____ BLOCK _____ FILING # _____

SUBDIVISION _____

(7) TRACT ON WHICH WELL WILL BE LOCATED Owner: City of Littleton

No. of acres 80 + . Will this be the only well on this tract? yes

(8) PROPOSED CASING PROGRAM

Plain Casing

_____ in. from _____ ft. to _____ ft.

_____ in. from _____ ft. to _____ ft.

Perforated casing

6 5/8" in. from _____ ft. to 100 + ft.

_____ in. from _____ ft. to _____ ft.

(9) FOR REPLACEMENT WELLS give distance and direction from old well and plans for plugging it:

(10) LAND ON WHICH GROUND WATER WILL BE USED:

Owner(s): City of Littleton / Littleton Historical Museum No. of acres: 80+

Legal description: Section 21, Township 5 S, Range 68 West, 6 pm (SEE Attachments)

(11) DETAILED DESCRIPTION of the use of ground water: Household use and domestic wells must indicate type of disposal system to be used. Water to be used for crop irrigation & livestock

(12) OTHER WATER RIGHTS used on this land, including wells. Give Registration and Water Court Case Numbers.

Type or right	Used for (purpose)	Description of land on which used

(13) THE APPLICANT(S) STATE(S) THAT THE INFORMATION SET FORTH HEREON IS TRUE TO THE BEST OF HIS KNOWLEDGE.

Robert J McQuarrie

SIGNATURE OF APPLICANT(S)

Use additional sheets of paper if more space is required.

STATE OF COLORADO

DIVISION OF WATER RESOURCES

RECEIVED
MAR 23 77
WATER RESOURCES
STATE ENGINEER
COLO.

STATE OF COLORADO)
) SS AFFIDAVIT
COUNTY OF Arapahoe)

The affiant(s) City of Littleton / Museum whose mailing address is 6028 S. Gallup (street), Littleton (city), Colorado (state), 80120 (zip code), being duly sworn upon oath deposes and says that he is the owner of the following described property situate in the _____ County of ARAPAHOE, State of Colorado: (insert legal description or attach hereto)

SEE Attachments

Further, the affiant(s) deposes and says that he has read the statements made herein; knows the contents hereof; and that the same are true of his own knowledge.

Robert J. McQuarie

Subscribed and sworn to before me this 22nd day of MARCH, 1977.

My Commission expires: 2/16/79

Janet D. Harrison
Notary Public

Accepted this _____ day of _____, 19_____.

_____
State Engineer

70

City of Littleton

Littleton Historical Museum
6028 South Gallup
Littleton, Colorado 80120
(303) 798-2557

June 28, 1977

RECEIVED
JUL 01 '77
WATER RESOURCES
STATE ENGINEER
COLO.

Mr. Marthy
Division of Water Resources
Department of Natural Resources
300 Columbine Building
1845 Sherman Street
Denver, Colorado 80203

Dear Mr. Marthy:

This letter is a follow-up to our telephone conversation of this afternoon in reference to our request for a well permit for the Littleton Historical Museum, 6028 South Gallup, Littleton, Arapahoe County, Colorado. I do request and authorize you to make the appropriate changes in our permit request allowing us to have an exempt well on the museum grounds with a limitation of 15 gallons per minute for use in the specified irrigation and watering.

I await receipt of the well permit in the exempt classification so that we may proceed at the earliest possible date with the digging of the well and reconstruction of the windmill as part of our historical farm operation.

Thank you for your assistance.

Sincerely,

Robert J. Mc Quarie

Robert J. Mc Quarie
Director

SEP 15 1960
F (Rev.)
6M

Ref to W. L. McCarty City Clerk

STATE OF COLORADO
DIVISION OF WATER RESOURCES
OFFICE OF THE STATE ENGINEER, GROUND WATER SECTION

APR 14 1960
GROUND WATER SECT.
COLORADO
STATE ENGINEER

W-5406
REGISTRATION NO. [redacted] OF WELL #11
11561

Registrant City of Littleton Date March 17, 1960

P.O. Address 137 W. Main Street, Colo.

WELL DATA 828' at 8 5/8
Depth 1826 ft. Diameter 1826' at 6 5/8 in.

Casing: 1370 ft. Plain; 456 ft. Perfor.

Static Water Level 60 ft. from top

Yield 300 (gpm) ~~(cfs)~~ from 365 ft.

Used for Municipal Supply on/at

City of Littleton Water System
(legal description of land or site)

Water conveyed by Pipe, size 5"

PUMP DATA
Type Turbine Size 5"

Driven by 40 H. P. at 1765 RPM

Well was first used February, 1955

for 16 hrs. using 300 cfs gpm

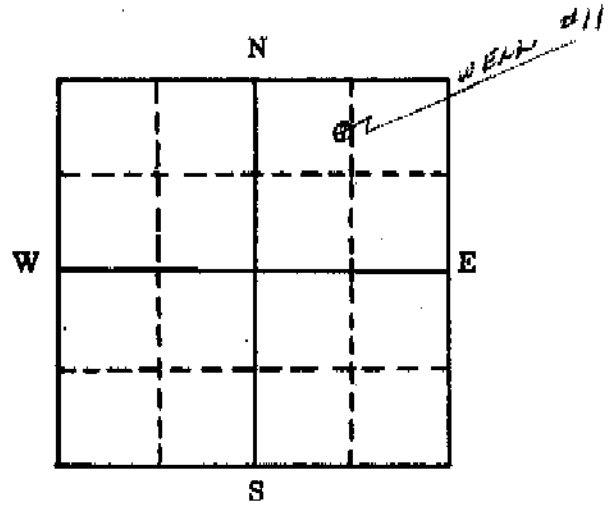
Well enlarged _____, 19__ to
deepened
_____ (gpm)(cfs)(ft)

LOG SHOULD BE GIVEN ON REVERSE SIDE IF AVAILABLE

WELL LOCATION
County Arapahoe 03

NW ¼, NE ¼ Section 21

Twp. 5 So., Rge. 68 W, 6th PM



WELL TO BE LOCATED AS ACCURATELY AS POSSIBLE WITHIN A SMALL SQUARE WHICH REPRESENTS 40 ACRES; OR IF IN A TOWN OR SUBDIVISION FILL IN THE FOLLOWING:

City of Littleton
Town or Subdivision

Gallup Ave. and Lake Street
Street address or Lot and Block

The above well ~~(has)~~ (has not) been registered in the Office of the State Engineer prior to May 1, 1957. If Registered give Filing No. _____.

If NOT Registered prior to May 1, 1957, a $5.00 filing fee accompanies this form.

The above statements are true and correct to the best of my knowledge and belief.

Subscribed and Sworn before me

this 17th day of March, 19 60

My commission expires _____

(SEAL) ATTEST: [signature] Notary Public City Clerk

City of Littleton
Registrant
[signature] President of the Council

FOR STATE ENGINEER'S USE

Located in 1-8 district, Arapahoe County for Municipal

Registration No. 135 in 1-8, on APR 14 1960, 19__.

LOG OF WELL:

From	To	
0	2	Soil
2	22	Yellow Clay
22	25	Brown Sandstone
25	51	Brown Clay
51	60	Yellow Clay
60	64	Blue Shale
64	117	Gray Shale
117	122	Blue Shale
122	128	Brown Shale
128	134	Blue Shale
134	152	Gray Shale
152	171	Gray Sandstone
171	184	Gray Shale
184	190	Brown Shale
190	194	Brown Shale
194	208	Gray Shale and Sandstone
208	237	Gray Shale
237	243	Gray Shale and Sandstone
243	299	Gray Shale
299	318	Layers Sand and Gray Shale
318	387	Gray Shale
387	390	Coal
390	448	Gray Shale
448	464	Gray Shale and Fine Sand
464	468	Gray Shale
468	469	Lime
469	477	Sand
477	500	Gray Shale
500	501	Sandy Lime
501	564	Gray Shale
564	595	Gray Sandy Shale
595	607	Fine Sand
607	620	Gray Shale
620	635	Layers Sand and Gray Shale
635	649	Gray Shale
649	664	Sand
664	682	Gray Shale
682	698	Layers Sand and Gray Shale
698	712	Gray Shale
712	731	Layers Sand and Gray Shale
731	748	Sand
748	777	Gray Shale
777	789	Layers Sand and Gray Shale
789	797	Gray Shale
797	801	Sandy Gray Shale
801	881	Gray Shale
881	887	Sand
887	1039	Gray Shale
1039	1041	Lime
1041	1158	Gray Shale and Mudstone
1158	1195	Layers Coal and Gray Shale
1195	1221	Gray Shale
1221	1229	Sandy Gray Shale
1229-	1256	Gray Shale
1256	1277	Layers Coal and Gray Shale
1277	1370	Gray Shale
1370	1464	Fine Sand
1464	1495	Coal and Gray Shale

(cont.)

From	To	
1495	1612	Fine Sand
1612	1633	Coal & Fine San
1633	1680	Gray Shale
1680	1715	Layers Sand, Shale
1715	1797	Gray Shale
1797	1808	Fine Sand, Gray Shale
1808	1826	Gray Shale
1826		Bottom

Klf top - 1400 (elev 4055)

Klf base - 1640 (3815)

per E-log

JR

From	To	
	2	Soil
2	22	Yellow Clay
22	25	Brown Sandstone
25	51	Brown Clay
51	60	Yellow Clay
60	64	Blue Shale
64	117	Gray Shale
117	122	Blue Shale
122	128	Brown Shale
128	134	Blue Shale
134	152	Gray Shale
152	171	Gray Sandstone
171	184	Gray Shale
184	190	Brown Shale
190	194	Brown Shale
194	208	Gray Shale and Sandstone
208	237	Gray Shale
237	243	Gray Shale and Sandstone
243	299	Gray Shale
299	318	Layers Sand and Gray Shale
318	387	Gray Shale
387	390	Coal
390	448	Gray Shale
448	464	Gray Shale and Fine Sand
464	468	Gray Shale
468	469	Lime
469	477	Sand
477	500	Gray Shale
500	501	Sandy Lime
501	564	Gray Shale
564	595	Gray Sandy Shale
595	607	Fine Sand
607	620	Gray Shale
620	635	Layers Sand and Gray Shale
635	649	Gray Shale
649	664	Sand
664	682	Gray Shale
682	698	Layers Sand and Gray Shale
698	712	Gray Shale
712	731	Layers Sand and Gray Shale
731	748	Sand
748	777	Gray Shale
777	789	Layers Sand and Gray Shale
789	797	Gray Shale
797	801	Sandy Gray Shale
801	881	Gray Shale
881	887	Sand
887	1039	Gray Shale
1039	1041	Lime
1041	1158	Gray Shale and Mudstone
1158	1195	Layers Coal and Gray Shale
1195	1221	Gray Shale
1221	1229	Sandy Gray Shale
1229	1256	Gray Shale
1256	1277	Layers Coal and Gray Shale
1277	1370	Gray Shale
1370	1464	Fine Sand
1464	1495	Coal and Gray Shale

(cont.)

From	To	
1495	1612	Fine Sand
1612	1633	Coal & Fine S
1633	1680	Gray Shale
1680	1715	Layers Sand, Sha
1715	1797	Gray Shale
1797	1808	Fine Sand, Gray Shal
1808	1826	Gray Shale
1826		Bottom

11561-R

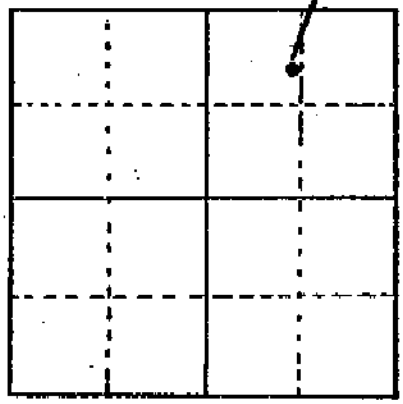
WELL SCHEDULE LF AQUIFER

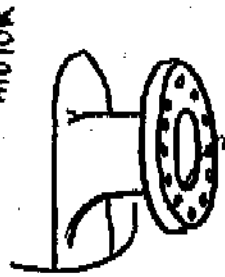
Location: SE 1/4, NW 1/4, NE 1/4, Sec. 21 . Twp. 5S Rng. 68W.6 P.M.
Well number for this survey: ; Ground Water Basin:
Use of water: Emergency domestic . Owner (land/well): Denver Water Board
Type of pump: Sub .Total depth of well: 1826 ft.
Location of measuring point: outside edge of flange (bottom), on discharge pipe
Topo of well site: hilly

Elev. ~5455

Permit R 11561 Well #11

Gallup Avenue & Lake Street
in steel shed



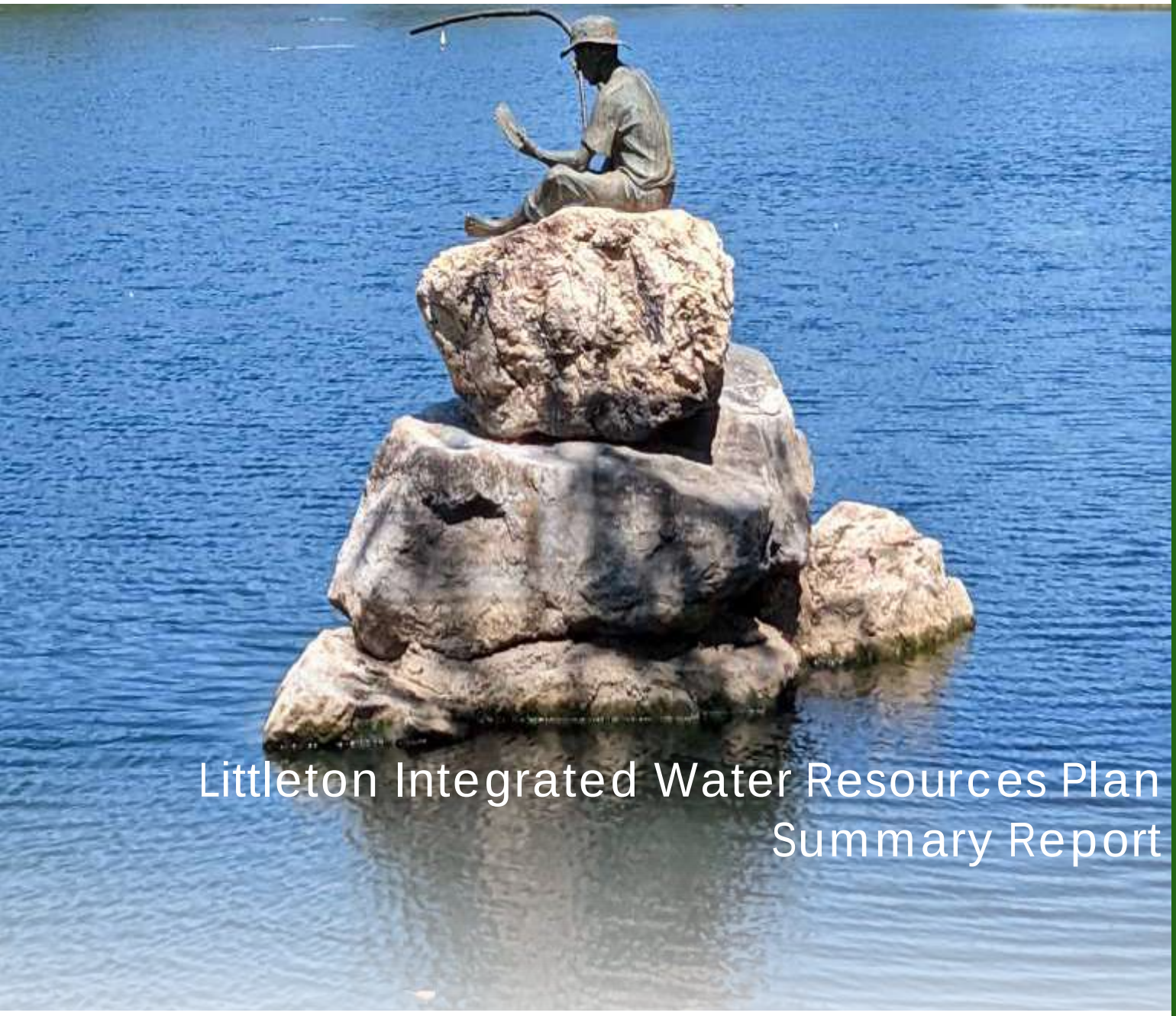


Remove flange cover to insert tape down pump column.

M.P. approx 1 ft above land sur

Denver Water Board Jerry Cannia... 232-5511 x 395

Date	Depth to Water	± last Measurement	Recorder
4/15/71	90.50		JR
5/13/72	95.2	-5	JR
/73			
5/7/74	93.1	+2	JR
4/9/76	101.1'		



Littleton Integrated Water Resources Plan Summary Report

November 8, 2023

AG File # 22-119

Littleton
Colorado

Applegate Group, Inc.
Water Resource Advisors for the West
www.applegategroup.com
303-452-6611

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INTRODUCTION AND PURPOSE

Prior to 1972, the City of Littleton (Littleton) was the primary water distributor to residents within its municipal area. However, following a substantial flood event during that time period, Littleton sold its water system to the Denver Water Department (Denver Water). As part of the 1970 Total Service Agreement with Denver Water, Littleton also transferred most of its water rights to Denver Water. Since the execution of that agreement, all potable water for the residents of Littleton has been provided by Denver Water. The Total Service Agreement was most recently updated in March 2011.

Aside from Denver Water, other water and sanitation districts serve other water demands within Littleton's boundaries. The most notable of these is the South Suburban Parks and Recreation District (SSPRD), which is responsible for the irrigation of most parks and open spaces in Littleton. SSPRD primarily utilizes potable water provided by Denver Water to accomplish this goal.

Littleton itself has comparatively few water demands it is directly responsible for meeting. The primary water demand currently met by Littleton is the irrigation and operation of Geneva Park, located adjacent to Littleton's main government office and police department headquarters. Littleton has also historically taken responsibility for the filling of Ketring Lake (aka Gallup Reservoir), located on City-owned property at Ketring Park. Lastly, due to citizen inquiries, Littleton has recently increased its involvement in the retention pond located on City-owned property at Ridgeview Park.

Given that most of its historical water rights were transferred to Denver Water in the 1970s, Littleton has a limited water rights portfolio with which to meet these water demands. The City did reserve the right to use Antero rights (aka High Line Canal rights) to supply Ketring Lake, and also reserved the right to use City Ditch to supply Geneva Park. It also acquired a water supply from the City of Englewood in the 1980s as part of negotiations related to deep Denver Basin groundwater underneath McLellen Reservoir and the need for augmentation at Cooley Lake and decreed its own deep Denver Basin groundwater in the 1990s. The geography of Littleton and the difficulty of moving water from its point of diversion to its point of use necessarily constrains the economic use of these water rights to meet certain demands and not others.

In the past, the water demands which Littleton was responsible for at Ketring Park and Ridgeview Park were largely satisfied by runoff and return flow from operation of the High Line Canal, a major man-made water conveyance that traverses south to north along the eastern portion of Littleton's boundaries. However, the High Line Canal is owned and operated by Denver Water, who has in recent years drastically reduced the diversions through the canal and has indicated an intention to cease operating it altogether in the near future. The reduction in runoff and return flow from less water in the High Line Canal has already had negative impacts to water levels at Ketring Lake and the detention pond at Ridgeview Park, with future negative impacts set to increase once use of the canal ceases entirely.

Due primarily to the reduced water availability from the High Line Canal, Littleton elected to prepare this Integrated Water Resource Plan (IWRP) to evaluate its existing water demands, investigate its existing water supplies, and determine the optimal path forward to ensure its water resources are utilized in the most effective manner to meet the needs of its citizens. This report provides a summary of those findings and recommendations for future steps.

WATER DEMANDS

Littleton has three priority parks that are the subject of this integrated water resources plan: Geneva, Ketring, and Ridgeview. The location of these parks is shown in Figure 1 (attached). In general, the water demands at these three parks will consist of irrigation demands for turfgrass, evapotranspiration demands from wetlands, and evaporation and seepage demands from ponds.

TURFGRASS IRRIGATION DEMAND RATE

Based on a StateCU analysis using climate data from the Marston Filter Plant over the period of 2001 through 2020, turfgrass in this area of Colorado has an average irrigation water requirement (IWR) of approximately 2.5 feet per year. When accounting for inefficiencies of sprinkler irrigation methods (which are generally considered to be 80% efficient), the irrigation application requirement for turfgrass is approximately 3.1 feet per year.

WETLAND EVAPOTRANSPIRATION DEMAND RATE

According to the Colorado Division of Water Resources (CDWR)[1], in this area of Colorado narrow stands of cattail-type wetlands have an average IWR of 45.67 inches (~3.8 feet) per year. This demand rate is considered representative of wetland demands at Ketring Park (the one location evaluated in the IWRP where Littleton actively cultivates wetlands for water quality purposes).

WATER SURFACE EVAPORATION DEMAND RATE

The gross water surface evaporation rate in the Littleton area is roughly 40 to 42 inches (~3.3 to 3.5 feet) per year.[2] Precipitation from rain and snow will tend to reduce the effective, or net, evaporation rate experienced by the subject water bodies. According to the CDWR[1], shallow water bodies (less than two meters deep) in this area of Colorado have a net evaporation rate of 31.50 inches (~2.6 feet) per year, which was considered representative for the locations evaluated in this IWRP.

SEEPAGE LOSS RATE

The amount of seepage loss from ponds at the priority parks is difficult to estimate with the data and measurements currently available. The rate of seepage loss depends not only on the hydraulic conductivity of the underlying soil, but also on the prevailing groundwater conditions; higher groundwater tables would reduce seepage out of the ponds and may in fact induce seepage into the ponds. Additionally, the presence of a functioning liner could reduce seepage rates to near zero.

According to the Natural Resource Conservation Services Web Soil Survey[3], the various ponds are underlain by the following soil types with the corresponding Unified Soil Classification top layer:

- Geneva Pond: 50% Edgewater loam (CL top layer) and 50% very gravelly sandy loam (GM top layer)

[1] Colorado Division of Water Resources Memorandum Re: Estimating Wetland Evapotranspiration and Shallow Water Evaporation using the ASCE Standardized ET equation, dated March 2018.
[2] NOAA Technical Report NWS 33, Evaporation Atlas for the Contiguous 48 United States (U.S. Department of Commerce).
[3] https://websoilsurvey.sc.egov.usda.gov/App/WebSoilSurvey.aspx, accessed January 11, 2022.

- Ketring Lake: 100% Nunn loam (CL top layer)
- Ridgeview Pond: 50% Adena-Colby silt loam (ML top layer) and 50% Renohill-Litle-Thedalund complex (CL top layer)

According to guidance prepared by Auburn University,[4] the predicted mean seepage rates for these types of soils are as follows:

- CL: 0.1 cm per day (~1.2 feet per year)
- ML: 0.5 cm per day (~6.0 feet per year)

Seepage rates for GM-type soils are not reported in this reference, but likely are at least 10 cm per day (~71.9 feet per year). Based on the observed soil types underlying the ponds, the following seepage rates were initially estimated for the ponds:

- Geneva Pond: 36.6 feet per year
- Ketring Lake: 1.2 feet per year
- Ridgeview Pond: 3.6 feet per year

In order to develop a more accurate estimate of the seepage rates at Ketring Lake and Ridgeview Pond, a program to collect water level data over time was implemented by Littleton starting in July 2023. Data continues to be collected, but based on readings collected through mid-October 2023 it appears that the initial seepage rates for those two ponds were drastically underestimated and the actual seepage rates are far higher, as shown below:

- Ketring Lake (based on seepage data): 2.4 feet per year
- Ridgeview Pond (based on seepage data): 23.9 feet per year

Details on the data collected and the calculation of these seepage rates are contained in Appendix A. In order to be conservative, these higher seepage rates were adopted in the evaluation of seepage demands at these two ponds.

GENEVA PARK

Geneva Park, shown in Figure 2 (attached), is located at the Littleton City Center in the SW ¼ of the NW ¼ of Section 16, Township 5 South, Range 68 West. The park consists of the one-acre Geneva Pond (shown in Picture 1) and approximately 7.3 acres of turfgrass areas irrigated with non-potable water withdrawn from Geneva Pond.

Littleton currently delivers a raw, non-potable water supply to Geneva Park using the City Ditch. These deliveries are diverted from the South Platte River, then turned out to Slaughterhouse Gulch at a headgate located near the crossing of the gulch and the ditch (shown in Picture 2). Excess deliveries overflow the Geneva Pond spillway and return to Slaughterhouse Gulch.

[4] Alabama Agricultural Experiment Station Bulletin 599, Auburn University, Seepage from Fishponds, August 1989



PICTURE 1. GENEVA LAKE

Englewood owns the City Ditch infrastructure in this area, and they are in the process of piping the remaining open ditch sections and replacing some existing piped ditch sections. Englewood is also in the process of conceptual design for new piped turnouts for existing and potential future contract delivery points for City Ditch water. These new turnouts will include Littleton's turnout for Geneva Park at Slaughterhouse Gulch. Littleton should follow Englewood's design of these turnouts closely and coordinate to ensure Littleton's future uses are accommodated. It is our understanding from discussions with Englewood that City Ditch piping will not affect deliveries to existing contract users, which includes Littleton's deliveries to Geneva Park via Slaughterhouse Gulch.



PICTURE 2. CITY DITCH HEADGATE ON SLAUGHTERHOUSE GULCH

Water demands at Geneva Park are estimated to total approximately 61.8 acre-feet per year, as summarized in Table 1. It is unknown at this time whether Geneva Pond has been lined, and as such the seepage losses shown below may be grossly overestimated. Further data collection (consisting of water stage over time, inflows, and outflows) would be required to arrive at an accurate estimate of the seepage rate.

TABLE 1. GENEVA PARK WATER DEMANDS

Demand	Area [ac]	Volume [ac-ft/yr]
Turfgrass irrigation	7.3	22.6
Evaporation	1.0	2.6
Seepage		36.6
Total	**8.3**	**61.8**

KETRING PARK

Ketring Park, shown in Figure 3 (attached), is located in the E ½ of the NE ¼ of Section 21, Township 5 South, Range 68 West. The park consists of the 11.2 acre Ketring Lake, two wetland areas adjacent to Ketring Lake totaling 1.5 acres, a large area of turfgrass that is irrigated with potable water supplied by Denver Water, and the Littleton Museum where historically up to 4.7 acres have been irrigated with water withdrawn from Ketring Lake. Turfgrass irrigation demands were assumed to be representative of the crops irrigated at the museum, which were likely pasture grass and pumpkins.



PICTURE 3. KETRING LAKE

Ketring Lake (shown in Picture 3) has a storage volume of approximately 98 ac-ft of volume at its normal high-water level.[5] The lake was lined in 2003 with 620,000 square feet of 40 mil PVC liner at a cost of roughly $716k. Minimal ballast was placed on the liner, and the liner is exposed along the edges of the lake (as shown in Picture 4). The condition of the liner within the lake itself is unknown at this time.

[5] Technical Memorandum from Permontes Group to Keith Reester (City of Littleton), November 23, 2020. Subject: Ketring Park and Ridgeview Park Water Conveyance Planning Study.



PICTURE 4. KETRING LAKE PVC LINER

Littleton has historically delivered surface water from the High Line Canal to fill Ketring Lake via a private lateral known as the Arbor Ditch, but water levels have decreased due to reduced High Line Canal deliveries and drought conditions. Following a severe dry year in 2012, Denver Water delivered approximately 45.8 ac-ft of potable water via a fire hydrant and hose to refill Ketring Lake. This was a one-time event, and recently Littleton has begun supplementing the lake with Denver Basin groundwater. Ketring Lake has no outlet.

Water demands at Ketring Park have been estimated a few times in the past. As part of the Ketring well project feasibility assessment completed in 2014, a water resources consultant estimated a total demand of approximately 85.6 acre-feet per year to meet landscape irrigation needs and evaporative losses.[6] We believe this is an overestimate because it includes turfgrass irrigation demand from the park area that is currently irrigated with water supplied by Denver Water. As part of a water conveyance planning study completed in 2020, a different consultant estimated a total demand of approximately 57.5 acre-feet per year to meet evaporative and seepage losses.[7] The technical memorandum does not offer details as to how this estimate was arrived at. In our opinion, water demands at Ketring Park total approximately 76.1 acre-feet per year, as summarized in Table 2. Our estimate utilizes the seepage rate that has been observed at Ketring Lake during the seepage study data collection period of July 2023 through October 2023.

[6] Ketring Well Project Feasibility Assessment, Wright Water Engineers, Inc., May 2014.
[7] Mickey Leyba (Permontes Group), technical memorandum Re: Ketring Park and Ridgeview Park Water Conveyance Planning Study, dated November 23, 2020.

TABLE 2. KETRING PARK WATER DEMANDS

Demand	Area [ac]	Volume [ac-ft/yr]
Museum irrigation	4.7	14.6
Wetland irrigation	1.5	5.7
Evaporation	11.2	29.1
Seepage		26.7
Total	**17.4**	**76.1**

RIDGEVIEW PARK

Ridgeview Park, shown in Figure 4 (attached), is located in the SE ¼ of the NE ¼ and the NE ¼ of the SE ¼ of Section 29, Township 5 South, Range 68 West. The park consists of the 0.7 acre Ridgeview Pond and a large area of turfgrass that is irrigated with potable water supplied by Denver Water.



PICTURE 5. RIDGEVIEW PARK LOOKING WEST

Ridgeview Pond (shown in Picture 5) is an on-channel water body located on an ephemeral stormwater drainage. The pond was enlarged in the 1970s despite having no water rights. There is reportedly a liner at the bottom of the pond (covering roughly 0.3 acres) that does not extend up the banks of the pond. However, there are limited records available to review regarding liner construction, and we were unable to visually identify the presence of a liner during our site visit. The park has historically been fed by seepage from the High Line Canal, overflow from private ponds upstream on the same drainage, and stormwater runoff. Declines in the volume of water run through the High Line Canal have decreased seepage into the pond. The inlet to the pond is shown in Picture 6.

Ridgeview Pond was designed as a detention pond; such vessels store stormwater inflow permanently until the water evaporates away or seeps into the ground. The detention mechanism occurs because the height of the outlet culvert is approximately nine feet higher than the bottom of the pond, and until water storage reaches that level no water can flow out of the pond.



PICTURE 6. INFLOW CHANNEL TO RIDGEVIEW POND

In the previously referenced water conveyance planning study completed in 2020, a consultant for Littleton estimated a total demand of approximately 5.1 acre-feet per year at Ridgeview Park to meet evaporative and seepage losses. The technical memorandum does not offer details as to how this estimate was arrived at. In our opinion, water demands at Ridgeview Park are far higher and total approximately 18.5 acre-feet per year, as summarized in Table 3. The vast majority of this demand is from estimated seepage, calculated based on the results of seepage study data collected from July 2023 through October 2023.

TABLE 3. RIDGEVIEW PARK WATER DEMANDS

Demand	Area [ac]	Volume [ac-ft/yr]
Evaporation	0.7	1.8
Seepage		16.7
Total	**0.7**	**18.5**

WATER SUPPLIES

The following water rights and supplies owned or available to Littleton were identified.

DENVER WATER

Denver Water has provided Littleton water under a distributor contract since 1970, under the Total Service distributor contract. The 1970 contract required Denver Water to provide municipal water within Littleton's service area in exchange for Littleton conveying all of its water rights at that time to Denver Water. Littleton reserved the right to use its Antero rights (aka High Line Canal Rights) to supply Ketring Lake, and its City Ditch rights, Library well, and Gallup deep wells[8] for continued irrigation.

Denver Water provides Littleton residents with treated water (i.e., potable water) that is used for residential, commercial, and industrial water supply. Potable water from Denver Water is also used to irrigate the Littleton Museum grounds and the turf at Ketring and Ridgeview Parks, and Denver Water has occasionally filled Ketring Lake with potable supply from hydrants. However, Denver Water will only fill Ketring Lake with potable water when they are not under watering restrictions, and 2013 was the last time that Denver Water topped off Ketring Lake with potable supply from hydrants.

Denver Water also historically provided non-potable water from the High Line Canal to fill both Ketring Lake and Ridgeview Pond. The non-potable water delivered to Ketring Lake was historically used to irrigate the farming fields that are part of the Littleton Museum, but this practice will not continue into the future for two reasons: 1) the State Engineer's Office has indicated that Littleton's use of High Line Canal water at Ketring Park is inconsistent with Denver Water's decree for the High Line Canal (presumably the State's objection is that the water is initially stored within Ketring Lake and is not decreed for such), and 2) Denver Water is discontinuing the use of the High Line Canal. The Littleton Museum has not had enough non-potable water supply from Ketring Lake recently to irrigate its farming fields, and they have largely switched over to irrigation using treated water from Denver Water.

The 1970 contract was replaced with a March 2011 Water Service Agreement. The 2011 Agreement includes the following highlights regarding Littleton's water supply planning:

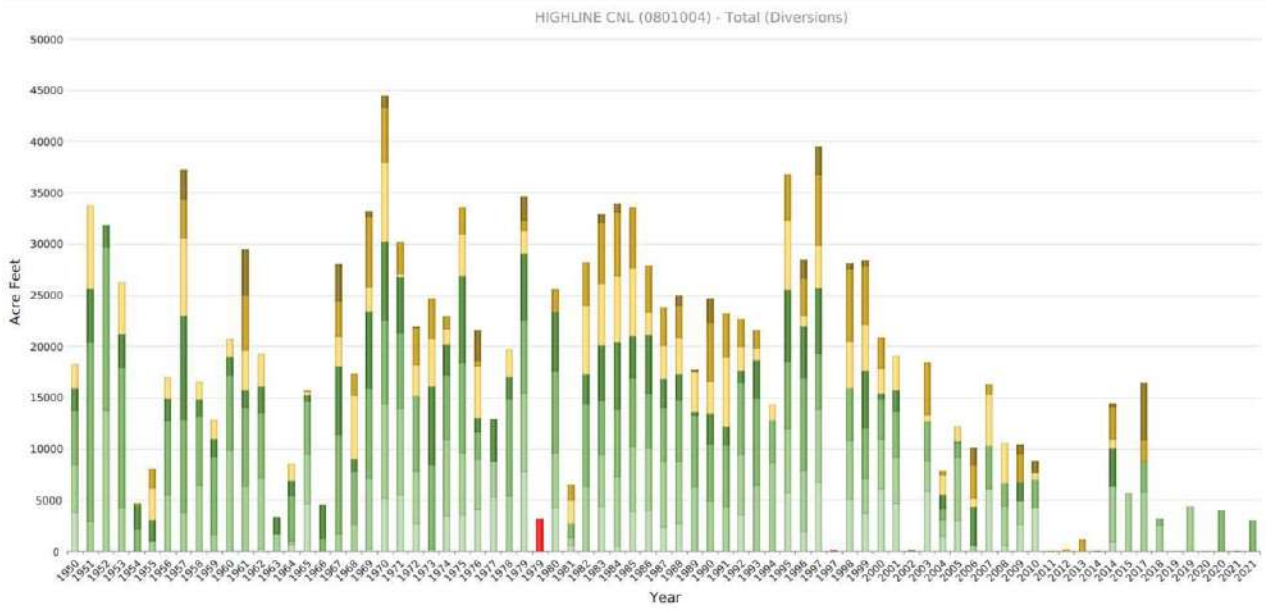
1. Denver Water will furnish all water needed for full development of land within Littleton's service area. Littleton may expand its service area as long as the expansion is not within an area already covered by another Denver Water service agreement.
2. Water provided by Denver Water will be potable water.
3. Littleton can acquire additional water rights, convey to Denver Water, and use the yield of the conveyed water rights for additional treated water or additional ¾-inch equivalent taps in Littleton's service area.
4. Littleton can only use potable water supplied by Denver Water one time, and Littleton does not have the right to make successive use of the water supply (e.g., non-potable reuse is not allowed).
5. Potable use provided by Denver Water cannot be commingled with water from another source. However, Littleton may supply water from another source using a completely separate water distribution system, e.g., Littleton could install a separate non-potable water distribution system using separate water rights.

[8] The "Gallup deep" well referenced in the 1970 agreement appears to be the Gallup Street Well No. 11561 (aka Littleton Well No. 11) that was subsequently transferred to Denver Water per the agreement and later decreed for municipal uses by Denver Water in Case No. W-5406 decreed on May 17, 1983.

6. Littleton will comply with Denver Water's current Water Conservation Plan and will encourage water conservation through low flow plumbing fixtures and landscaping.
7. Denver Water agreed to reserve 350 ac-ft of water annually for land annexed by Littleton that was outside of Littleton's service area at the time of the 2011 Agreement.
8. For a 20-year period from the March 2011 Agreement (i.e., March 2011 to March 2031), Denver Water agreed to make available up to 1,200 ac-ft of water per year available to entities outside of Littleton's service area in Arapahoe or Douglas Counties.
9. Denver Water agreed to pay the cost to convert the potable water service at Geneva Lake to non-potable water. The cost for this conversion was estimated to be $400,000 at the time of the 2011 Agreement.
10. Denver Water agreed to endeavor to continue to supply Ketring Lake from the High Line Canal and Littleton's Antero contracts.
11. Littleton can continue to pump groundwater as decreed in Case No. 98CW288, which allows Littleton to pump groundwater from portions of the Denver Aquifer, Arapahoe Aquifer, and the Laramie-Fox Hills Aquifer that underlie lands in Littleton City Limits (approximately 7,515.9 acres based on the 1985 corporate boundaries of Littleton). More detail on groundwater available from the 98CW288 is provided in a subsequent section on groundwater rights.

HIGH LINE CANAL

High Line Canal water rights include both Highline water and Antero Water rights, and Littleton has a contractual right to use water from both rights based on contract agreements with Denver Water. Pursuant to the 1970 Total Service Water Agreement with Denver Water, Littleton can use this water to supply Ketring Lake. High Line Canal is a "carrier ditch" and Denver Water owns various water rights they run through the canal, which several users have historically "rented" the water at Denver Water's discretion. Littleton historically ran its Antero water rights through the High Line Canal to Ketring Park, in addition to contracted "native" High Line Canal water from Denver Water. Diversions through the High Line Canal were historically 20,000 ac-ft to 30,000 ac-ft per year, but diversions have markedly decreased since about 2000.



PICTURE 7. HIGH LINE CANAL DIVERSIONS

Non-potable contract water has historically been delivered to Ketring Lake from the High Line Canal via the Arbor Ditch, which is a lateral from the High Line Canal which is reported to be in poor shape. Overflow of High Line Canal deliveries to an ephemeral stormwater drainage also helped maintain water levels in Ridgeview Pond in the past.

Denver Water is ceasing use of the High Line Canal, and they have indicated that they will not be continuing the historical practice of renting water to Littleton. Additionally, the Colorado State Engineer's Office issued a show cause order to Denver Water related to flows from Highline to Ketring, indicating that water delivery to Ketring was inconsistent with Colorado water law. Although not mentioned by the State Engineer, it is likely that storage of High Line Canal water in Ridgeview Pond would also be considered illegal. We assess that the High Line Canal water rights are not a feasible source of water for Littleton's needs.

Steps are being made to repurpose the High Line Canal channel as a stormwater conveyance, with maintenance obligations being turned over to the municipalities through which the canal traverses. As such, it may be feasible for Littleton to continue to use the High Line Canal alignment to physically convey other water rights and possibly stormwater to the parks by easement acquisition for portions of the canal between supply and demand locations.

CITY DITCH

The water right carried by the City Ditch (aka Platte Water Ditch) was originally decreed on 12/10/1883 with an appropriation date of 11/28/1860 for 30 cfs for irrigation and municipal uses. This water right is very senior and has never been called out by more senior rights downstream. Denver Water owns most of this water right (other than the 3.21 cfs owned by the City of Englewood), and contracts with various parties for delivery of the water to users along the City Ditch alignment. Being a direct flow water right decreed for irrigation and municipal, it can legally be used for direct irrigation without the use of storage within the service area of the City Ditch (shown in Figure 1). CDWR policy allows direct flow water rights to be stored for no more than 72 hours, after which the water must be released. A strict interpretation of this policy may be problematic for flow-through situations like at Geneva Pond but given that the water right is also decreed for municipal use this may increase the latitude that the CDWR grants for administration of the water right. If certainty is desired, Littleton may want to discuss with the CDWR whether it considers the situation at Geneva Pond a legal use of the water or not.

Contract delivery in the City Ditch is measured in inches, where one inch is equivalent to 0.026 cfs. According to Englewood's water resources consultant[9], some of the existing contracts include the following:

- Littleton Cemetery Association: a portion of 4.84 inches (0.13 cfs) is contracted City Ditch water, with the remainder of the water originating from the Nevada Ditch water right
- City of Littleton: 4.33 inches (0.11 cfs), delivered at Slaughterhouse Gulch

In the past, Denver owned the physical ditch itself and delivered water for irrigation at City Park and Washington Park. The physical ownership of the ditch channel from Chatfield Reservoir to Harvard Gulch (the drainage just north of Porter Hospital) was transferred to Englewood in 1970.

[9] Cristy Radabaugh (Martin & Wood Water Consultants), phone call with Steve Smith (Applegate Group), January 10, 2023.

Denver Water is currently seeking to change approximately 12 cfs of its 30 cfs City Ditch water right for alternative uses in Case No. 20CW3200. This leaves 18 cfs unchanged, and some of Denver Water's remaining interest in the City Ditch water right may be available to be contracted out to users on the City Ditch.

Littleton's current contract for 0.11 cfs delivers approximately 0.22 ac-ft per day during the irrigation season when the ditch is running. Assuming a 214-day irrigation season of April 1st through October 31st, this would equate to a total of approximately 46.7 ac-ft delivered during the irrigation season for the existing contract. This water is delivered down Slaughterhouse Gulch to Geneva Park, where it is temporarily stored in Geneva Pond before being pumped out for irrigation use; excess deliveries overflow the spillway and return to Slaughterhouse Gulch. Although an annual delivery volume of 46.7 ac-ft is sufficient to meet the existing irrigation and evaporation demands at Geneva Park (25.2 ac-ft per year as described above), it is not adequate to also meet the potential seepage demands of 36.6 ac-ft per year. In order to ensure an adequate supply to Geneva Park, Littleton may wish to investigate whether additional inches in the City Ditch are available from Denver Water to supplement its existing contract.

Additional City Ditch contract water could also possibly be acquired to meet needs at Ketring and Ridgeview, however there would be several obstacles to this. The underlying water right may need to be changed in Water Court to allow it to be used and stored outside of the historical ditch service area. A historical consumptive use analysis may also have to be conducted on the portion of the water right being changed, with unknown results. Additional infrastructure would be needed to physically deliver this water to Ketring and Ridgeview parks, which would include pumping City Ditch water supply to these parks. In the previously referenced water conveyance planning study completed in 2020 and a follow-up memorandum in 2021[10], the Permontes Group evaluated several options for delivering City Ditch water to Ridgeview and Ketring, with the following conclusions:

- Delivery of City Ditch water to Ridgeview Pond would have infrastructure costs of between $500k and $1.7 million depending on where the connection to City Ditch was made.
- Delivery of City Ditch water to Ketring Pond would have an infrastructure cost of $700k.

The above costs will need to be escalated to 2022 costs if Littleton pursues either of these infrastructure alternatives for bringing City Ditch water to Ridgeview Park.

MCLELLAN RESERVOIR

Littleton has a right to 35 ac-ft per year of water supply in McLellan Reservoir to be supplied by Englewood in accordance with a stipulation entered into between Littleton and Englewood in Case No. 89CW062. At present, 19 ac-ft per year is committed to a plan for augmentation for Cooley Lake, a former gravel pit that requires perpetual augmentation to replace evaporative losses from exposed groundwater. The 19 ac-ft per year is released from McLellan Reservoir to the South Platte River to offset the depletions from these evaporative losses, and operation of this augmentation plan is decreed in Case No. 93CW11. A total of 16 ac-ft per year of water from McLellan Reservoir may be available to Littleton pursuant to the terms and conditions of the stipulation in Case No. 89CW062. Any provision of additional water pursuant to this stipulation would need to be discussed with Englewood to ensure compliance with the stipulation terms.

[10] Mickey Leyba (Permontes Group), technical memorandum Re: Ridgeview Park Water Conveyance Planning Study, dated February 17, 2021.

The stipulation in Case No. 89CW062 contains the following provisions:

- Englewood pumps groundwater from the property below McLellan Reservoir, which includes property within Littleton's city limits. Littleton claimed the right to use the same groundwater based on Colorado Revised Statute §37-90-137(8) that incorporates Denver Basin groundwater underlying Littleton's municipal boundary into Littleton's service plan.
- To settle this dispute, Englewood agreed to deliver up to 35 ac-ft per year to the South Platte River for Littleton's use. This water can come from Englewood's supplies originating from McLellan Reservoir, groundwater, or other sources available to Englewood.
- Littleton can use the 35 ac-ft per year of water for augmentation purposes (e.g., augmentation of evaporation from gravel pit lakes), and for any municipal purposes.
- The 35 ac-ft per year of water will be delivered to the South Platte River below McLellan Reservoir, i.e., at the confluence with Dad Clark Gulch, or other locations selected by Englewood and agreed to by Littleton.

Although releases could physically be made to the City Ditch using existing infrastructure, the stipulation in Case No. 89CW062 identifies the place of delivery as the confluence of Dad Clark Gulch and the South Platte River. Use of City Ditch, High Line Canal, or other infrastructure to deliver water to Littleton's parks would require Englewood's designation of those structures as delivery locations under the stipulation. In order to physically deliver McLellan Reservoir water to Ketring or Ridgeview Park, new infrastructure would be needed to either pump the water directly to these parks via pipeline, or to pump the water a short distance into the High Line Canal for gravity delivery to the parks.

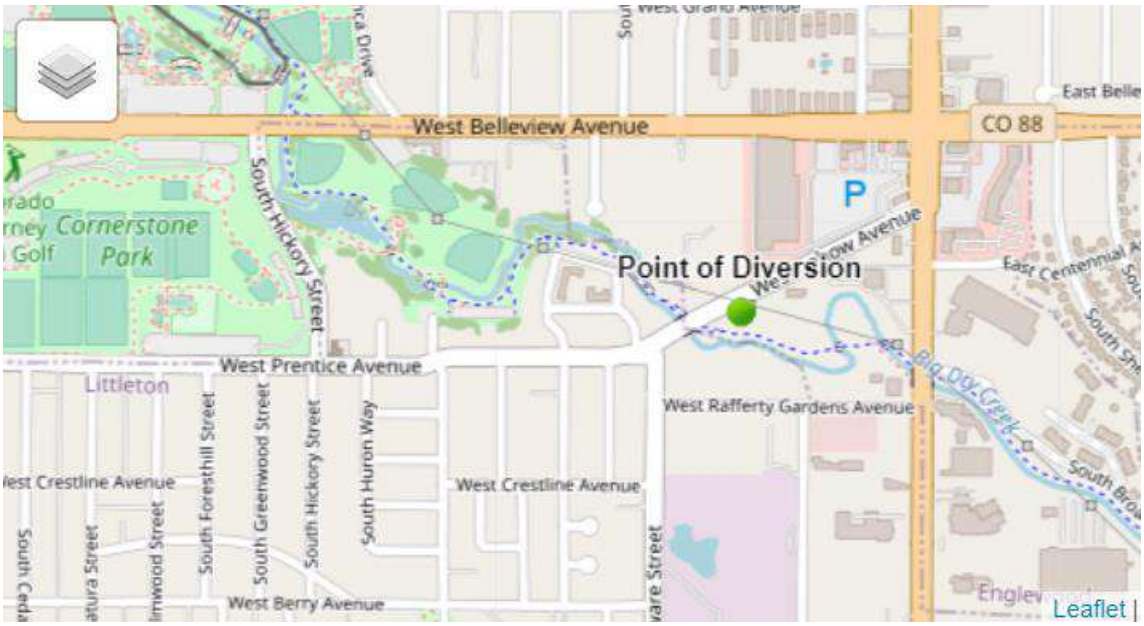
The unused portion of this water is a potential source to meet demands at the parks, particularly Ketring and Ridgeview. It could be a physical water supply if 1) future delivery locations and uses are consistent with the stipulation in Case No. 89CW062, and 2) the necessary infrastructure was built. Alternatively, it could be an augmentation supply to offset depletions from a different physical water source (such as stormwater or a shallow alluvial well) used to fill the ponds at these two parks. However, we foresee some potential barriers to this use of the McLellan Reservoir water in these ways. First, the cost of the new infrastructure may be substantial and has yet to be quantified. Second, the stipulation signed by Englewood is specific about the allowed uses; paragraph 2.3 of the stipulation states the following: "The water will be used by Littleton for municipal purposes, including to augment the flow of the South Platte River to compensate for evaporation from gravel pit lakes located within the present boundaries of Littleton." It is unclear whether the proposed uses at Ketring and Ridgeview would fall within this relatively narrow definition. We recommend that Littleton consult with its legal counsel on this question.

ANTERO RESERVOIR WATER RIGHTS

Littleton previously owned 265 acre rights of Antero Reservoir water rights and conveyed these rights to Denver Water in the 1970s. Denver Water subsequently allowed Littleton to use the water to meet demands in Ketring Park via deliveries from the High Line Canal. It is possible that Littleton could argue the City has the right to use this water in the future via a different delivery mechanism since the High Line Canal is no longer operating. The yield of this water has not been confirmed.

FIRST CHANCE DITCH

The First Chance Ditch was decreed in CA-807 in Douglas County. The decree includes a headgate on Big Dry Creek in the NW ¼ NW ¼ of Section 15, Township 5 South, Range 68 West, which is located just southwest of the intersection of Belleview and Broadway, just east of Progress Park.



PICTURE 8. DECREED DIVERSION POINT FOR FIRST CHANCE DITCH

Littleton owned the water right in 2006, when the City Council allowed SSPRD to use Littleton's water rights from the First Chance Ditch to develop Progress Park. First Chance Ditch is listed on the State's website as a historical structure that no longer exists, and there are no historical diversion records for the ditch on the State's website. The water right was recommended for abandonment as early as 1974, and it was listed on the 2020 draft abandonment list for Division 1. However, the State's website still lists a 4 cfs absolute right for the First Chance Ditch (WDID 080135).

Progress Park is currently using potable water from Englewood Water for irrigation of turf at the park. If the First Chance water right is still an active water right, and it is not being used to irrigate Progress Park, it could potentially be used at one of the subject parks. The water right could theoretically be delivered to Geneva Park by gravity, and it would need to be pumped uphill for delivery to either Ketring or Ridgeview Parks.

GROUNDWATER RIGHTS

There are two separate groundwater rights that are owned by Littleton. The first set of water rights is for Denver Basin groundwater that was decreed in Case No. 98CW288 which have only been partially developed. The second set of water rights is for tributary groundwater wells that were historically installed in what is now Geneva Park, with these wells being decreed in Case No. W-6080. These groundwater rights are described in more detail below.

NON-TRIBUTARY AND NOT NON-TRIBUTARY WATER RIGHTS – CASE NO. 98CW288

Littleton has the decreed right to pump 2,943.9 ac-ft per year of groundwater from portions of the Denver Aquifer, Arapahoe Aquifer, and Laramie-Fox Hills Aquifer that underlie approximately 7,515.9 acres within Littleton City Limits excluding the land under McLellan Reservoir (i.e., based on Littleton corporate boundaries as of 1985). This volume includes 994 ac-ft per year of non-tributary groundwater that would not require augmentation, and 1,949.9 ac-ft per year of not non-tributary groundwater that would require augmentation (see Table 4). The decree for Case No. 98CW288 also states that Littleton may consume up to 98% of the decreed annual volumes, and the remaining 2% of pumped groundwater must be returned to the stream system. Littleton has thus far constructed only one well to pump from this water supply; Arapahoe Well #1 (Permit No. 79582-F) at Ketring (further information below). The City's policy on this supply has been to reserve this water rights for protection in times of drought.

TABLE 4. DENVER BASIN GROUNDWATER RIGHTS DECREED IN CASE NO. 98CW288

Aquifer	Status	Volume (ac-ft)
Denver Aquifer	Not Non-Tributary	938
Arapahoe Aquifer	Non-Tributary	136
	Not Non-Tributary	745
Laramie-Fox Hills	Non-Tributary	858
	Not Non-Tributary	266.9
Total		2,943.9

Ketring Well (AKA Arapahoe Well #1, Permit No. 79582-F)

In 2014, due to declining water levels in Ketring Lake, Littleton commissioned a study to evaluate the feasibility of constructing a Denver Basin well at Ketring to fill the lake.[11] Based on the recommendations of this study, in late 2015 Littleton sought a non-tributary Arapahoe aquifer well permit which was granted by the Colorado Division of Water Resources under Permit No. 79582-F. This well, designated Arapahoe Well #1, cost approximately $500k to construct and was permitted to pump an average annual amount of 76 ac-ft (this being a portion of the 136 ac-ft per year of non-tributary Arapahoe aquifer water decreed to Littleton in Case No. 98CW288).

The permit authorized a pumping rate of up to 200 gpm and noted that the Arapahoe aquifer was located at a depth of 355 to 785 feet below ground level at this location. During construction of the well in 2016, the geophysical log revealed that the actual bottom of the Arapahoe aquifer in this location was 890 feet below ground level.[12] The constructed well was screened from a depth of 400 feet to a depth of 800 feet. When constructed in April 2016, the well could produce at a rate of 45 gpm using temporary pumping equipment.[13] When the permanent 10 horsepower pump was installed in February 2017, the well could produce at a rate of 36 to 44 gpm, drawing from a pumping level of between 425 feet and 437 feet below ground level through a 2-7/8" steel drop column.[14] More recently, the pumping rate of the Arapahoe Well #1 has markedly decreased. A flow measurement conducted by Applegate Group on October 23, 2022, revealed that the well was producing only 11 gpm at that time, as shown in Picture 9.

[11] Ketring Well Project Feasibility Assessment, Wright Water Engineers, Inc., May 2014.
[12] Matthew Sares (Colorado Division of Water Resources), letter to City of Littleton Re: Request for Change of Aquifer Depth, Permit No. 79582-F, March 11, 2016.
[13] Permit No. 79582-F Well Construction & Test Report, dated June 3, 2016.
[14] Permit No. 79582-F Pump Installation & Production Equipment Test Report, dated February 9, 2017.

A continuous flowrate of only 11 gpm results in an annual delivery volume of 17.7 ac-ft, which is clearly insufficient to meet the demands at Ketring Park (which are estimated to be approximately 76.1 ac-ft per year). If production could be boosted back to the 45 gpm that the well could produce when it was first constructed, it would allow an annual delivery of 72.6 ac-ft, which would be marginally sufficient to meet estimated Ketring Park demands.

Total dynamic head and friction loss calculations based on the above data indicate that the pump is producing a water horsepower of only 1.2 horsepower. Given that a 10-horsepower pump was installed, this indicates a pumping plant efficiency of only 12%, which is quite poor. A 10-horsepower pump should have no problem delivering 45 gpm to the surface, indicating that either the pump is failing or there is an issue with the well casing.



PICTURE 9. KETRING WELL DISCHARGE TO KETRING LAKE

In the summer of 2023, Littleton engaged the original well driller to investigate the causes for the poor performance of Arapahoe Well #1. The contractor conducted a pre and post-rehabilitation video inspection of the casing, removed the casing for bushing / sonar jetting / and acidization, and replaced the existing pump and motor. The well was reassembled and restarted in mid-August 2023. Thus far the performance of the rehabilitated well has been disappointing, and Littleton is continuing to work with the well driller to determine if the poor performance can be rectified.

GROUNDWATER FOR LITTLETON WELL NOS. 1-10918 AND 2-10919 (GENEVA PARK WELLS)

Groundwater rights were decreed for these two wells in Case No. W-6080, and the wells were historically located in Geneva Park as shown in Figure 2. Both wells are decreed for irrigation of 15 acres within the SW ¼ of the NW ¼ of Section 16, Township 5 South, Range 68 West. The wells were originally drilled for irrigation purposes at the "Dowling Farm" and were pumped using power generated from a windmill[15]. The

[15] Affidavit from Richard Valore dated March 16, 1976, accessed from Colorado Decision Support Systems on December 14, 2022. Also based on Hearing for Case No. W-6080 dated March 16, 1976.

well was transferred for use at the Geneva Association (a fraternal organization with retirement homes prior to development of Littleton City Hall), and the City was to use the well for irrigation of 15 acres when City Hall was constructed.

- Littleton Well 1-10918 is an alluvial well that is tributary to the South Platte River. It is decreed for 0.0778 cfs. The well has a December 31, 1906, date of appropriation.
- Littleton Well No. 2-10919 is an alluvial well that is tributary to the South Platte River. It is decreed for 0.11 cfs. The well has a December 31, 1956, date of appropriation.

The W-6080 decree includes the 1906 and 1956 dates of appropriation for Well 1 and Well 2, respectively. The decree does not mention augmentation requirements for the wells, but it is assumed that augmentation is required for depletions that accrue to the river when the administrative call is senior to the appropriation dates. It is not known whether these wells still exist, or whether they are still operational.

STORMWATER DRAINAGE

Local stormwater runoff represents an existing and potential future physical water supply to the three subject parks, but storage and use of stormwater runoff for non-potable irrigation at the parks would require a plan for augmentation in accordance with Colorado water law. This would involve use of other legally decreed water, e.g., some portion of the 16 ac-ft per year of remaining McLellan Reservoir water, to replace consumptive use of stormwater runoff, or potentially City Ditch water that is changed to include augmentation uses.

Existing stormwater runoff accrues to all three water bodies (Ketring Lake, Geneva Lake, and Ridgeview Pond), and none currently have an operable outlet by which to bypass these stormwater inflows.

A source of potential stormwater drainage is stormwater that is tributary to the High Line Canal that could be delivered either to Ridgeview Pond or Ketring Park. Denver Water is in the process of transitioning the High Line Canal from an irrigation canal to a stormwater facility. Irrigation deliveries via the High Line Canal will cease, and the canal will be sized adequately to accommodate stormflows and provide enough seepage to keep the cottonwoods alive along the ditch. Littleton will eventually have maintenance responsibilities for the High Line Canal reach from McLellan Reservoir to the Ketring Lake lateral. The lateral to Ketring Lake is piped initially and needs to be repaired. In addition to the stormwater runoff that could be delivered to Ketring Lake via the High Line Canal, stormwater originating in the Southridge Subdivision discharges to Jackass Gulch and could be reconfigured to discharge back to the High Line Canal for delivery to Ketring Lake.

INFRASTRUCTURE IMPROVEMENT ALTERNATIVES

Infrastructure-based solutions to resolve the water shortage issues at the three priority parks were developed and evaluated. Preliminary construction costs for alternatives were developed using estimated quantities derived from conceptual-level design and unit costs from similar past projects, quotes from material suppliers/distributors and other publicly available cost data (e.g., data obtained from CDOT and USBR). Costs for site preparation, including construction dewatering, were estimated based on assumed project footprint (i.e., limits of disturbance) and excavation quantities. Costs for engineering and permitting were estimated based on Applegate's past experience on similar projects as well as U.S. Fish and Wildlife Service's National Wetlands Inventory and FEMA floodplain mapping. Permitting assumptions are discussed in more detail in the following sections. A summary of estimated construction costs for each alternative is included in each section below. Note engineering costs and capital construction costs include a 20% allowance for contingency and unlisted items.

GENEVA PARK

The proposed infrastructure improvements at Geneva Park include the following:

1. Installation of a reinforced polyethylene (RPE) liner in Geneva Lake to reduce seepage losses from the reservoir,
2. Installation of flow measurement and recording equipment at the reservoir inflow from the Slaughterhouse Gulch headgate for water rights administration and accounting and
3. Installation of a sediment trap to capture debris and sediment before it enters the reservoir.

It is our understanding that the City does not have as-built construction plans or elevation-area-capacity data for Geneva Lake, so concept design was completed based on the following assumptions:

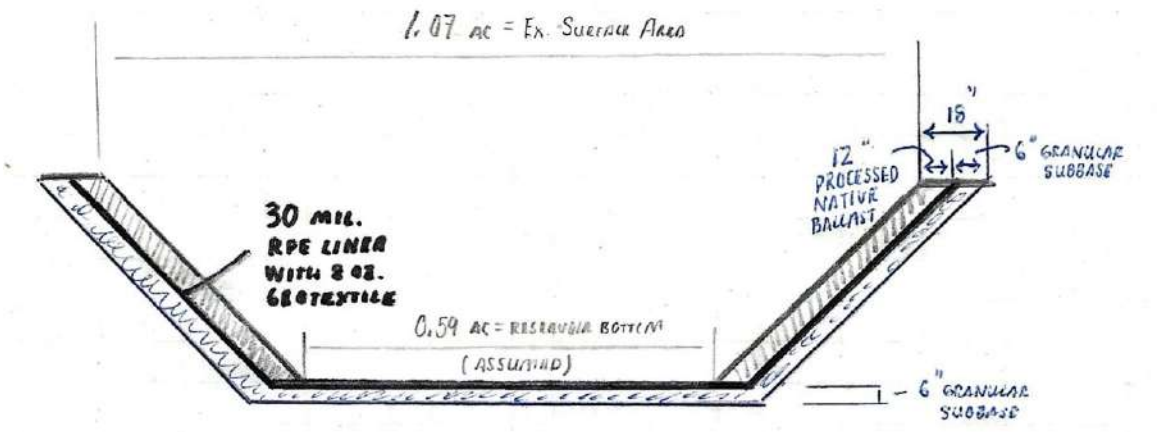
1. Average depth for Geneva Lake = 7 ft
2. Surface area at current normal pool = 1.07 acres, estimated using ArcGIS.
3. Surface area at reservoir bottom = 0.60 acres, based on average depth and assumed side slopes.
4. Surface area of side slopes estimated based on equation for a conical frustrum = 0.33 acres.
5. Estimated surface area for liner increased by 10% to account for anchor trenches.
6. Earthwork quantities assume 6-inches over-excavation for reservoir bottom and 18-inches on side slopes to account for ballast.
7. 12-inches ballast assumed to be processed native fill excavated/dredged from lake; not ballast assumed for reservoir bottom.
8. No underdrain system proposed. It is assumed that the lake will typically remain full (or at least never fully empty) and that the water pressure should provide adequate ballast against buoyancy due to potential high groundwater levels.
9. 3-inch Parshall flume assumed for flow measurement; minimum flow 0.028 cfs, maximum flow 1.86 cfs.

Picture 10 provides a vicinity map of Geneva Park showing approximate locations for the proposed improvements, Picture 11 is a typical section sketch for the proposed reservoir liner, and Pictures 12 and 13 show preliminary mapping used to estimate permitting costs.



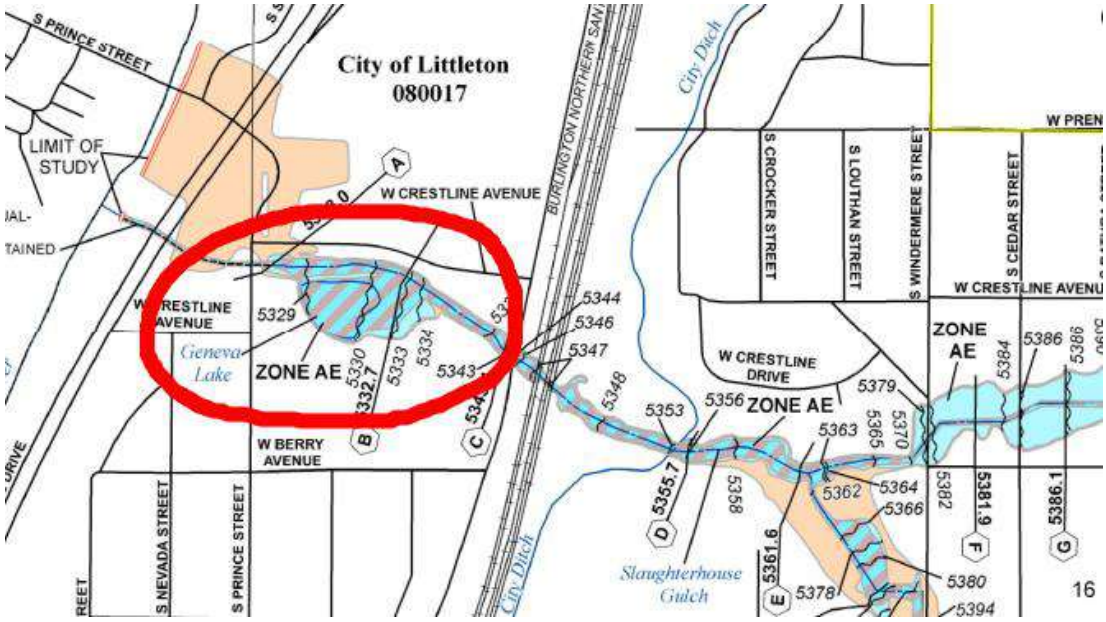
PICTURE 10. GENEVA PARK VICINITY MAP

Applegate recommends completing a bathymetric survey of the lake and topographic survey of the surrounding area to refine preliminary design and confirm budgetary costs. In addition, a geotechnical investigation should be completed to evaluate the suitability of processed native material for use as liner ballast which is an assumption of concept design. If it is determined that the native material is too granular or fine for use as backfill over the RPE liner, estimated construction costs may increase by $60,000 to $80,000 for import fill. Survey costs and geotechnical costs are included in the estimated design costs.



PICTURE 11. TYPICAL SECTION FOR PROPOSED RESERVOIR LINER

A summary of estimated design and construction costs is included in Table 5; a detailed cost estimate with quantities and assumed unit costs can be provided upon request.



PICTURE 12. FEMA FIRM FOR GENEVA PARK



PICTURE 13. USFWS NATIONAL WETLANDS INVENTORY MAPPING

TABLE 5. ESTIMATED DESIGN AND CONSTRUCTION COSTS AT GENEVA

Geneva Lake Liner and Flow Measurement

Description		Estimated Cost
Engineering and Design	$	41,000
Permitting	$	25,000
Subtotal	$	66,000
Construction		
Site Preparation	$	40,000
Reservoir Liner System	$	187,500
Sediment Trap and Flow Measurement	$	23,000
Construction Survey	$	5,000
Subtotal	$	255,500
Contingency (20%)	$	65,000
Total Estimated Project Cost	**$**	**386,500**

KETRING PARK

At Ketring Park, Littleton has elected to attempt to rehabilitate Arapahoe Well #1 to keep Ketring Lake full. The cost estimate from the well driller for this work is summarized in Table 6. The rehabilitated well was reactivated in mid-August 2023 and thus far the performance has been disappointing. Littleton is currently coordinating with the well driller to determine the reason for this poor performance and if further remediation is needed.

TABLE 6. ESTIMATED DESIGN AND CONSTRUCTION COSTS AT KETRING

Ketring Park Well Rehabilitation & Liner

Well Rehabilitation		
Contractor mobilization/demobilization	$	4,800
Well casing rehabilitation	$	60,440
Replacement pump, motor, & valves	$	10,500
Subtotal	$	75,740
Liner (OPTIONAL)		
Reservoir Liner System	$	1,750,000
Contingency (20%)	$	366,000
Total Estimated Project Cost	**$**	**2,191,740**

Upon completion of the well driller's efforts, a determination of the long-term sustainable yield from Arapahoe Well #1 should be made, at which point we recommend that Ketring Lake be sized such that the well yield is sufficient to keep the lake full with an allowance for a reasonable factor of safety. This will likely require a permanent discontinuation of irrigation at the museum with Ketring Lake water, as well as a reduction in size of the lake to reduce evaporative losses.

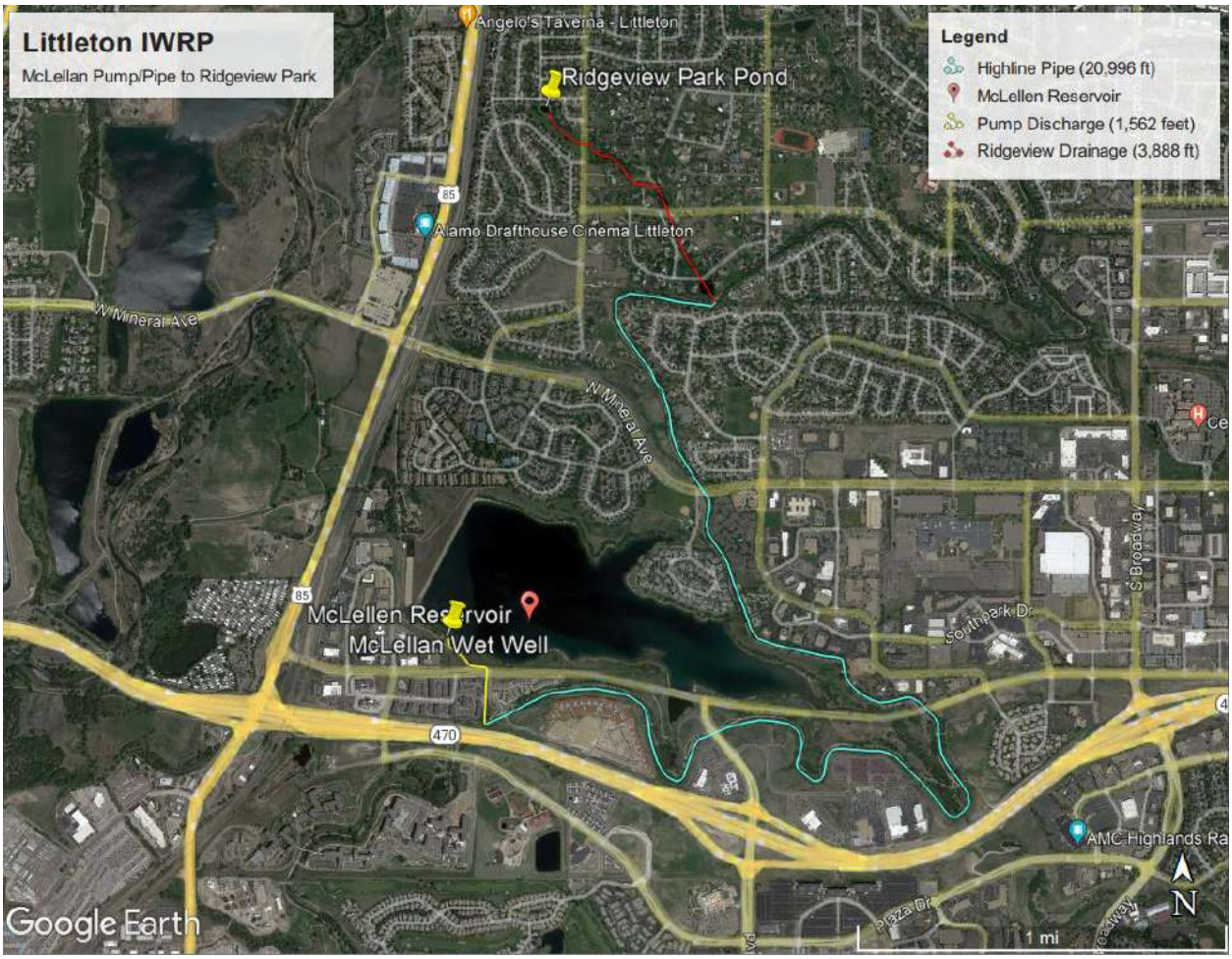
The PVC liner may also need to be replaced, given that the liner has reached the end of the typical 20-year lifespan of such liners and because the seepage loss study indicates the liner is not currently operating effectively. Table 6 includes a cost estimate for this optional liner replacement.

RIDGEVIEW PARK

At Ridgeview Park, four alternatives were evaluated.

HIGH LINE CANAL DELIVERY ALTERNATIVE

This alternative proposes to utilize the 16 acre-feet per year of McLellen Reservoir water that is yet unused by Littleton. The water would be pumped directly from McLellen Reservoir at an existing wet well into the High Line Canal and delivered into a new four mile long PVC pipeline along the High Line Canal alignment in order to prevent water losses. The pipeline would discharge at the drainage on which Ridgeview Park is located, where the water would travel down the drainage (possibly being intercepted by upstream ponds) before arriving at the detention pond at Ridgeview Park. For this alternative to work, the pond would require lining to prevent excessive seepage. A conceptual layout of this alternative is provided in Picture 14.



PICTURE 14. HIGH LINE CANAL PIPELINE ALTERNATIVE MAP

This alternative is contingent on several requirements that are outside Littleton's direct control, including:

- The City of Englewood allowing withdrawals directly from McLellen Reservoir.
- The City of Centennial allowing the use of the existing wet well which they own and operate.
- Upstream pond owners agreeing not to intercept the water destined for Ridgeview Pond.

A summary of the cost estimate for this alternative is provided in Table 7.

TABLE 7. ESTIMATED COSTS FOR HIGH LINE CANAL PIPELINE TO RIDGEVIEW

Ridgeview High Line Pipeline Alternative

Description		Estimated Cost
Engineering & Design	$	20,000
Permitting	$	10,000
Subtotal	$	30,000
Construction		
Pump (4" diameter, 5 HP, installed)	$	30,000
Control Panel (controleld remotely via telemetry)	$	12,600
Magnetic Flow Meter on Pipe Discharge	$	10,000
Pump Discharge Line (3" Class 200 PVC, installed)	$	33,430
6" PVC PIP DR 41 @ $25 per LF	$	524,900
Concrete Headwall and Gate at Ridgview Drainage	$	18,000
Telemetry for Pump	$	14,000
Pond Liner	$	131,000
Construction Subtotal	$	773,930
Contingency (20%)	$	160,800
Total Estimated Project Cost	**$**	**964,730**

Note that by keeping the pond full at all times, the stormwater detention benefit of the pond would be eliminated. This could have negative ramifications on flooding potential in the area and would need to be further evaluated.

CITY DITCH DELIVERY ALTERNATIVE

This alternative proposes to also utilize the 16 acre-feet per year of McLellen Reservoir water that is yet unused by Littleton, but rather than pump the water from McLellen Reservoir, it would be released to Dad Clark Gulch and picked up by the City Ditch downstream before the water reaches the South Platte River. The water would be carried down City Ditch through a portion of the alignment that is slated to be abandoned, at which point the water would be pumped approximately 1,600 feet from the ditch to Ridgeview Pond. For this alternative to work, the pond would require lining to prevent excessive seepage. A conceptual layout of this alternative is provided in Picture 15.

The cost for this alternative was originally evaluated by the Permontes Group in February 2021; the cost estimate that they prepared is provided in Table 8. This cost estimate does not include the cost for the pond liner, which we estimate would be an additional $131k. Including the cost for the liner would bring the total cost for this alternative to approximately $624k.



PICTURE 15. CITY DITCH PIPELINE ALTERNATIVE MAP

Note that by keeping the pond full at all times, the stormwater detention benefit of the pond would be eliminated. This could have negative ramifications on flooding potential in the area and would need to be further evaluated.

TABLE 8. ESTIMATED COSTS FOR CITY DITCH PIPELINE TO RIDGEVIEW

permontesgroup

City of Littleton - Ridgeview Park Alternative - 4
Utility Cost / Quantity Estimate

Date **February 17, 2021**

WORK ITEM	QUANTITY	UNIT	UNIT COST	ESTIMATED COST
EROSION CONTROL				
Erosion Control	1	LS	$5,000.00	$5,000.00
Subtotal				$5,000.00
ROADWAY (S. Curtice St.)				
Asphalt (2' Wide 8" Thick) Open Cut Patch	1,300	LF	$50.00	$65,000.00
Mountable Curb & Gutter	40	LF	$80.00	$3,200.00
4' Concrete sidewalk, 4" thick	20	LF	$24.00	$480.00
Traffic Control	1	LS	$5,500.00	$5,500.00
Subtotal				$74,180.00
IRRIGATION SYSTEM				
Connect to existing channel inlet structure	1	EA	$10,000.00	$10,000.00
4" PVC C-900, Class 150	1,600	LF	$38.00	$60,800.00
4" Gate Valve	4	EA	$1,500.00	$6,000.00
4" Fittings	10	EA	$585.00	$5,850.00
Pump Level Controls	1	EA	$20,000.00	$20,000.00
Booster Pump (5HP), Vault, With Equipment	1	EA	$120,000.00	$120,000.00
Electrical Service	1	EA	$50,000.00	$50,000.00
Subtotal				$272,650.00
SURVEY				
Survey and Locates	1	LS	$10,000.00	$10,000.00
Pot Holes	1	LS	$6,000.00	$6,000.00
Subtotal				$16,000.00
ENGINEERING				
Irrigation Pipe Plan and Profile Design	1	LS	$15,000.00	$15,000.00
Easement research/negotiation-excludes procurement	1	LS	$5,000.00	$5,000.00
Subtotal				$20,000.00
ADDITIONAL				
Plan Processing	1	TM	$6,000.00	$6,000.00
Const. Administration (10% of Project Cost)	1	TM	$35,183.00	$35,183.00
Subtotal				$41,183.00
SUBTOTAL CONSTRUCTION				$429,013.00
	CONTINGENCIES @ 15.0%			$64,351.95
TOTAL				**$493,364.95**

BACKFILL ALTERNATIVE

This alternative proposes to backfill the dead space in the detention pond at Ridgeview Park through the import of fill material. The bottom of the pond would be raised to the level of the existing culvert and a rock or concrete-lined trickle channel would be installed to transport nuisance flows from the inlet to the outlet. The backfilled space would be seeded to grass, converting this area into usable park space.

The cost estimate for this alternative is provided in Table 9. Note that by backfilling the dead space in the pond, the stormwater detention benefit of the pond would be eliminated. This could have negative ramifications on flooding potential in the area and would need to be further evaluated.

TABLE 9. ESTIMATED COSTS FOR BACKFILL ALTERNATIVE AT RIDGEVIEW

Ridgeview Park Backfill Alternative

Backfill pond (~6,340 cubic yards dirt)	$	76,100
Seed to bluegrass (~0.6 acres)	$	2,000
Concrete-lined trickle channel (~270 ft)	$	10,400
Subtotal	$	88,500
Contingency (20%)	$	17,700
Total Estimated Project Cost	**$**	**106,200**

RETENTION POND CONVERSION ALTERNATIVE

This alternative proposes to convert the existing detention pond at Ridgeview Park into a retention pond by installing a full-spectrum outlet at the pond. Unlike the current outlet culvert, the bottom of the new retention pond outlet would be set at the elevation of the bottom of the pond thus ensuring no dead storage occurs at the pond. Graduated outlet levels would allow the outlet to pass nuisance flows without storage, while providing temporary retentions storage during periods of greater stormwater runoff. An example retention pond outlet is shown in Picture 16.



PICTURE 16. EXAMPLE RETENTION POND OUTLET

Of all of the alternatives proposed for Ridgeview Park, this is the only one that would allow the pond to retain its stormwater and flood mitigation properties. A cost estimate for converting the detention pond to a retention pond has not been prepared. The floodplain encompassing Ridgeview Park is scheduled to be reviewed in 2024 due to the need to re-route the crossing at Reynold's Landing. Littleton anticipates completing a full drainage study of this area at that time, which will provide the necessary information to size and design the outlet structure and the interconnect with the existing stormwater system.

CONCLUSIONS AND RECOMMENDATIONS

Littleton receives much of its water from Denver Water, with many of its parks served by SSPRD (who itself receives much of its water from Denver Water). Due to conveying most of its water rights to Denver Water in the 1970s, Littleton owns few water rights at present. Table 10 provides a summary of Littleton's current water supplies.

TABLE 10. LITTLETON WATER SUPPLY

Summary of Water Supply				
Water Source	**Water Right Ownership**	**Available Water**	**Mechanism for Securing Water Right**	**Notes**
City Ditch	Denver Water*	46.7 ac-ft	Contract	DW owns the majority of the water rights and contracts with users along City Ditch. Englewood owns small water right and owns City Ditch infrastructure.
Highline Canal	Denver Water	0 ac-ft	Total Service Agreement	Denver Water is discontinuing the use of the HLC*
Antero Reservoir	Denver Water	0 ac-ft	Total Service Agreement	Previously owned 265 ac-ft and conveyed to DW. Antero water right previously used to meet water demands at Ketring.
McLellan Reservoir	Littleton	35 ac-ft	Stipulation between Littleton & Englewood Case No. 89CW062	19 ac-ft used for augmentation for Cooley Lake. A total of 16 ac-ft is available.
Groundwater	Littleton	2,943.9 ac-ft	Decree from Case No. 98CW288	Volume includes 994 ac-ft that would not require augmentation and 1,949.9 ac-ft that would require augmentation.
First Chance Ditch	Littleton	4 cfs	Decreed from CA-807	Council allowed *SSPRD to use this water right to develop Progress Park. Appears that this water right may have been abandoned.
1970 Total Service Agreement	Denver Water	All Potable Water for Littleton	Total Service Agreement	Per agreement DW will furnish all water needs for full development of Littleton.
Notes: *HLC = Highline Canal; *DW = Denver Water; *SSPRD = South Suburban Park and Recreation District				

Water demands for which Littleton is directly responsible (or is considering taking on responsibility) are primarily at three parks: Geneva Park, Ketring Park, and Ridgeview Park. Current water demands from irrigation, wetland consumption, evaporation, and seepage at the three parks are summarized in Table 11:

TABLE 11. LITTLETON WATER DEMANDS

Park	Demand [ac-ft/yr]				
	Irrigation	Wetlands	Evaporation	Seepage	**Total**
Geneva	22.6	-	2.6	36.6	**61.8**
Ketring	14.6	5.7	29.1	26.7	**76.1**
Ridgeview	-	-	1.8	16.7	**18.5**

A number of infrastructure-based solutions were proposed for these three parks in order to address issues with water supply. A summary of the infrastructure-based solutions and estimated costs are provided in Table 12.

TABLE 12. INFRASTRUCTURE-BASED SOLUTIONS SUMMARY

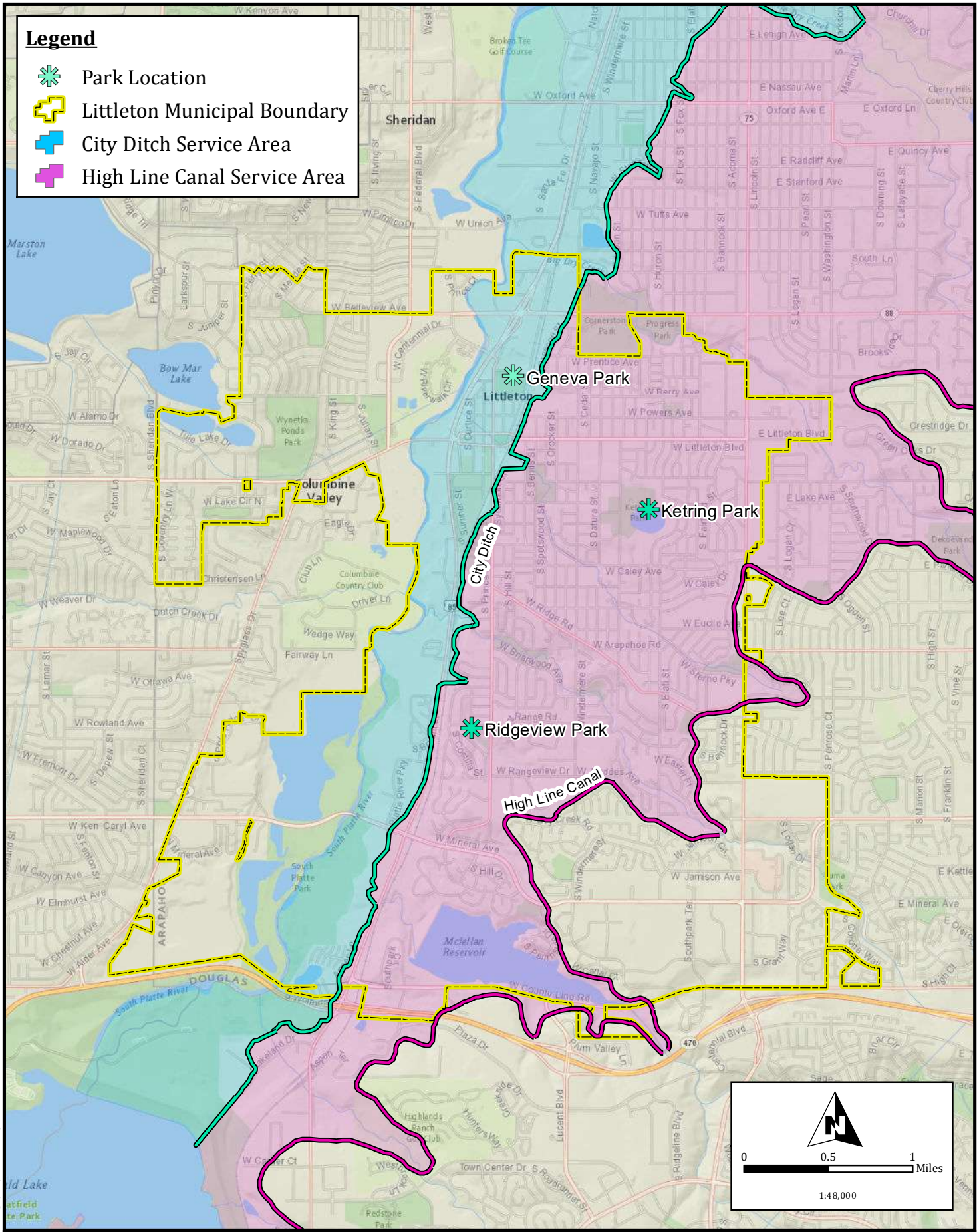
Park	Infrastructure-Based Solution	Estimated Cost
Geneva	Line pond, install flow measurement device, and install sediment trap	$386,500
Ketring	Rehabilitate well and line reservoir	$2,191,740
Ridgeview	Alt 1: Fill pond via High Line Canal pipeline	$964,730
	Alt 2: Fill pond via City Ditch pipeline	$624,000
	Alt 3: Backfill pond	$106,200
	Alt 4: Convert to retention pond	Unknown

RECOMMENDATIONS

Based on the above findings, Applegate Group, Inc. offers the following recommendations for next steps:

- Geneva Park
  - Water quality is a concern for the non-potable irrigation system at Geneva Park; the issue is primarily sediment delivered to the pond. Install sediment trap to improve water quality.
  - The existing water supply appears to be insufficient to meet existing demands. Consider acquiring additional contract water in the City Ditch from Denver Water in order to ensure an adequate supply to meet demands.
  - Alternatively, reduce demands by eliminating seepage by lining Geneva Pond.
- Ketring Park
  - Coordinate with the well driller to determine the cause for low output from Arapahoe Well #1 and remediate the issues if possible.
  - Once all feasible well repairs are completed, determine the long-term sustainable yield from Arapahoe Well # 1.
  - Reduce demands at Ketring Lake to meet the long-term sustainable yield from Arapahoe Well #1 by reducing the lake area, re-lining the lake, and prohibiting future museum non-potable irrigation use from the lake.
- Ridgeview Park
  - Ensure this drainage basin is included in the master plan floodplain review currently scheduled for 2024.
  - Convert the detention basin at Ridgeview Park into a retention basin. As part of the floodplain review, determine the size and design of the outlet structure and interconnect with the existing stormwater system.

- McLellen Reservoir Water
    - Reserve the unused McLellen Reservoir water for future use, potentially to supplement South Platte Park or to enhance stream flows and water quality in the South Platte River. The South Platte Park and the river itself have been identified through the City's Envision Plan as a critical community resource and an anchor for the city; with the progressive drying of Colorado, it is anticipated that there will be less water in the South Platte. The recent project to expand Chatfield Reservoir included participation by Littleton and several other partners in an agreement with Colorado Parks & Wildlife that identified 1,600 acre-feet of water dedicated to an Environmental Pool. That water will be used for strategic releases downstream to enhance stream flows and water quality in the South Platte River. The 16 acre-feet of unused McLellan Reservoir water could be reserved as a potential addition to the CPW pool or to offset climate impacts to the habitat, landscapes, and forests in South Platte Park, assuring the park remains a viable recreation amenity and economic driver for the City.
- High Line Canal
    - Negotiate with Denver Water to obtain compensation for the Antero Reservoir rights that were dedicated to Denver Water (in exchange for assistance in filling Ketring Lake) now that the High Line Canal will no longer be a reliable source of water to fill Ketring Lake. Such compensation could be in the form of supplemental sources to fill Ketring Lake, such as from the potable water supply system.



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LITTLETON INTEGRATED WATER RESOURCES PLAN

Overview Map

Date: 16 Oct 2023

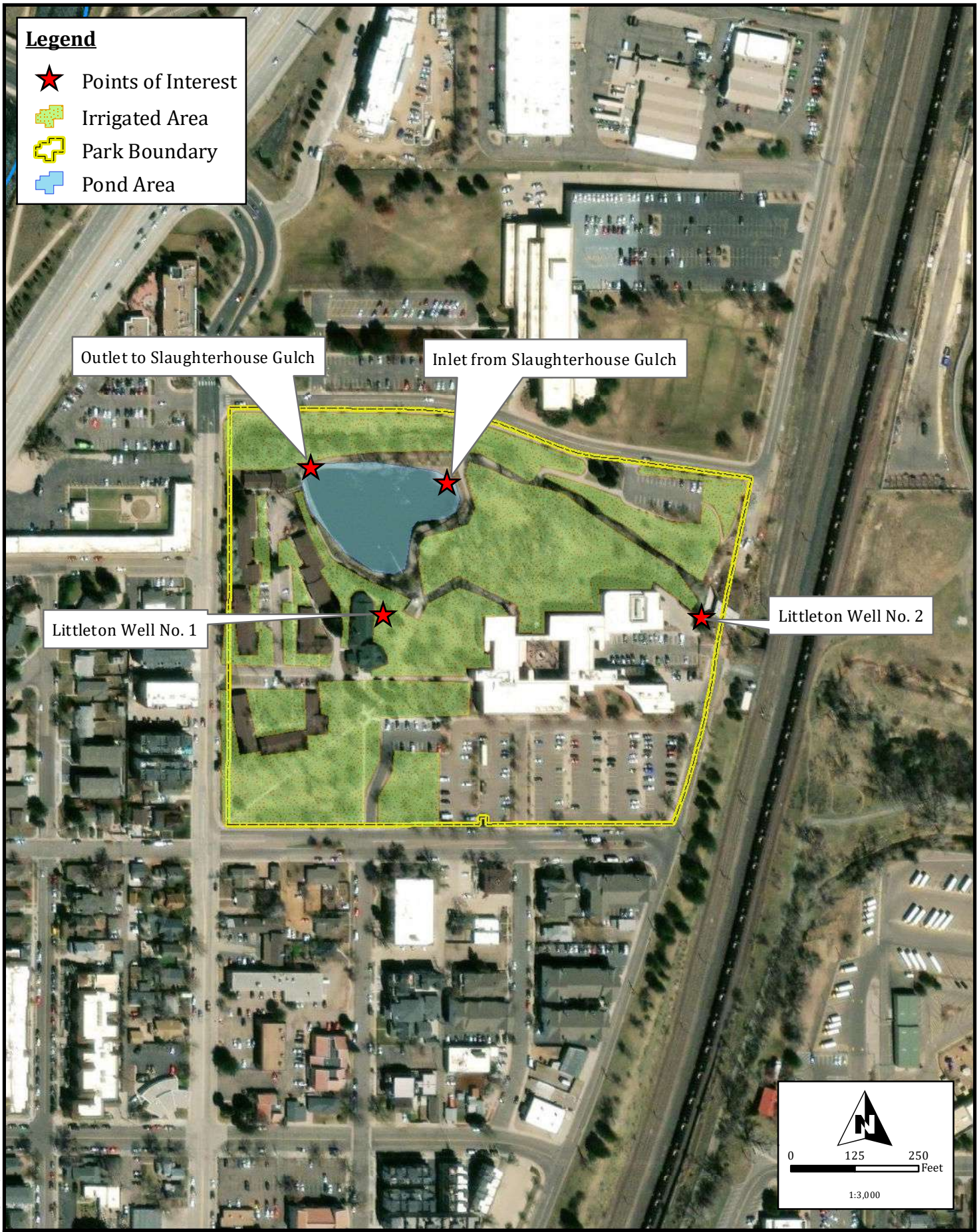
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Applegate Group, Inc.
Water Resource Advisors for the West
1490 West 121st Ave., Ste 100
Denver, CO 80234-2728
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Phone: (303) 452-6611
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LITTLETON INTEGRATED WATER RESOURCES PLAN

Geneva Park

Date: 12 Jan 2023

Job #: 22-119

Drawn By: JMD

Figure: 2

Of: 4

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LITTLETON INTEGRATED WATER RESOURCES PLAN

Ketring Park

Date: 11 Jan 2023

Job #: 22-119

Drawn By: JMD

Figure: 3

Of: 4



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LITTLETON INTEGRATED WATER RESOURCES PLAN

Ridgeview Park

Date: 11 Jan 2023

Job #: 22-119

Drawn By: JMD

Figure: 4

Of: 4

APPENDIX A

SEEPAGE STUDY CALCULATIONS

Ketring Lake Seepage Calculations

11.2 acres

	Ketring Well								Change in Elevation [ft]			MHFD Slaughterhouse	Boulder NCWCD	Storage Balance Calculations		
Date	Well Flow Rate [gpm]	Well Flow Total [gal]	Well Inflow Since Last [ft]	Drainage Inflow Since Last?	Water Level [ft]	Box Elevation [ft]	Water Elevation [ft]	Box/WL Delta [ft]	Relative to Box	Based on Survey	Based on Transducer	Rain Since Last [in]	ETo Since Last [in]	Net Rain Minus Evap Since Last [ft]	Unmeasured Inflow [ft]	Seepage Rate [ft/day]
6/29/2023	12.7	719,240	0.03	No	3.8	5,454.72	5,450.32	4.40	-0.23	-	-0.10	0	1.2596	-0.09	-0.18	-0.029
7/6/2023	0	726,130	0.00	No	3.8	5,454.73	5,450.48	4.25	0.15	0.16	0.00	0.76	1.2598	-0.02	0.17	0.025
7/13/2023	0	726,130	0.00	No	3.7	5,454.69	5,450.26	4.43	-0.18	-0.22	-0.10	0.12	1.191	-0.07	-0.10	-0.015
7/20/2023	0	726,140	0.00	No	3.6	5,454.63	5,450.06	4.57	-0.13	-0.19	-0.10	0.08	1.498	-0.10	-0.04	-0.005
7/27/2023	0	726,140	0.00	No	3.6	5,454.57	5,449.94	4.63	-0.06	-0.12	0.00	1.24	1.4519	0.00	-0.06	-0.009
8/3/2023	0	726,140	0.00	No	3.5	5,454.68	5,450.02	4.66	-0.03	0.08	-0.10	0.44	1.1999	-0.05	0.01	0.002
8/10/2023	0	726,140	0.00	No	3.4	5,454.54	5,449.65	4.89	-0.23	-0.37	-0.10	0.04	1.0323	-0.07	-0.16	-0.023
8/17/2023	26.6	813,050	0.02	No	3.3	5,454.68	5,449.59	5.09	-0.19	-0.05	-0.10	0	1.2543	-0.09	-0.13	-0.018
8/24/2023	18.6	1,025,260	0.06	No	3.2	5,454.66	5,449.46	5.20	-0.11	-0.13	-0.10	0.08	1.4772	-0.10	-0.08	-0.011
8/31/2023	17.5	1,206,020	0.05	No	3.2	5,454.71	5,449.63	5.08	0.12	0.17	0.00	0.88	0.8962	0.01	0.06	0.009
9/7/2023	15	1,370,880	0.05	No	3.2	5,454.76	5,449.49	5.27	-0.19	-0.14	0.00	0.04	1.2358	-0.08	-0.15	-0.022
9/14/2023	0	1,510,260	0.04	No	3.1	5,454.74	5,449.36	5.38	-0.11	-0.13	-0.10	0.2	0.98	-0.05	-0.09	-0.013
9/21/2023	0	1,510,260	0.00	No	3	5,454.79	5,449.38	5.41	-0.04	0.02	-0.10	0.56	0.9406	-0.02	-0.02	-0.002
9/28/2023	0	1,513,520	0.00	No	3	5,454.74	5,449.24	5.50	-0.09	-0.14	0.00	0	1.0621	-0.07	-0.02	-0.003
10/5/2023	20.7	1,594,650	0.02	No	2.9	5,454.71	5,449.13	5.58	-0.08	-0.11	-0.10	0.08	1.0054	-0.06	-0.04	-0.005
10/12/2023	27.1	1,764,120	0.05	No	2.9	5,454.68	5,449.04	5.64	-0.06	-0.09	0.00	0.08	0.7757	-0.05	-0.06	-0.008
Total	-	-	**0.29**	-	-	-	-	-	**-1.24**	**-1.28**	**-0.90**	-	-	**-0.82**	**-0.70**	-

Average Daily Seepage Rate [ft/day] =	**-0.007**
Annual Seepage Rate [ft/yr] =	**-2.4**

Ridgeview Pond Seepage Calculations 0.7 acres

					Change in Elevation [ft]		MHFD Slaughterhouse	Boulder NCWCD	Storage Balance Calculation		
Date	Drainage Inflow Since Last?	Benchmark Elevation [ft]	Water Elevation [ft]	BM/WL Delta [ft]	Relative to Benchmark	Based on Survey	Rain Since Last [in]	ETo Since Last [in]	Net Rain Minus Evap Since Last [ft]	Unmeasured Inflow [ft]	Seepage Rate [ft/day]
7/27/2023	Yes	5,422.21	5,417.64	4.58	-	-	1.24	1.4519	0.00	-	-
8/3/2023	Yes	5,422.14	5,416.96	5.18	-0.61	-0.68	0.44	1.1999	-0.05	-0.56	-0.080
8/10/2023	No	5,422.32	5,415.97	6.35	-1.17	-0.99	0.04	1.0323	-0.07	-1.10	-0.157
8/17/2023	No	5,422.16	5,415.14	7.02	-0.67	-0.83	0	1.2543	-0.09	-0.58	-0.083
8/24/2023	No	5,422.31	5,414.26	8.05	-1.03	-0.88	0.08	1.4772	-0.10	-0.93	-0.133
8/31/2023	No	5,422.16	5,414.32	7.84	0.21	0.06	0.88	0.8962	0.01	0.20	0.028
9/7/2023	No	5,422.14	5,413.61	8.52	-0.68	-0.71	0.04	1.2358	-0.08	-0.60	-0.086
9/14/2023	No	5,422.23	5,413.17	9.05	-0.53	-0.44	0.2	0.98	-0.05	-0.48	-0.068
10/5/2023	No	5,422.27	5,412.52	9.75	-0.70	-0.66	0.56	0.9406	-0.02	-0.68	-0.032
10/12/2023	No	5,422.13	5,412.00	10.13	-0.38	-0.51	0	1.0621	-0.07	-0.30	-0.044
Total	-	-	-	-	**-5.56**	**-5.64**	-	-	**-0.52**	**-5.04**	-

Average Daily Seepage Rate [ft/day] =	**-0.065**
Annual Seepage Rate [ft/yr] =	**-23.9**

KETRING LAKE UPDATE

Brent Soderlin, Director of Public Works and Utilities

OCTOBER 6, 2026



Littleton Colorado

Littleton

Purpose

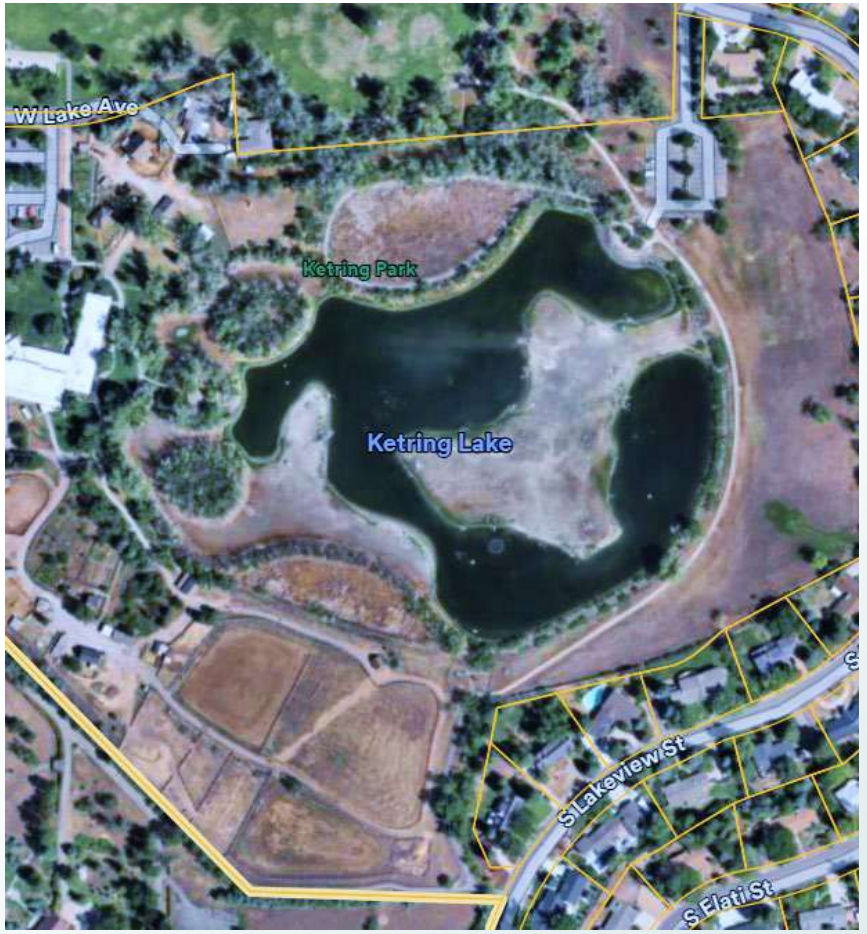
Provide City Council with a high-level overview of:

- Summarize current lake conditions and historic context
- Explain drivers of water loss
- Review existing water supply limitations
- Share key findings from Wright Water Engineers
- Recommended path forward
- Request Council input before staff proceeds

Littleton

Background & History

- Ketring Lake is an approximately 11.2-acre manmade reservoir with declining water levels.
- The lake was historically supported by deliveries from the High Line Canal.
- Aging infrastructure and reduced water supply have contributed to long-term lake level decline.
- The existing Ketring/Arapahoe Well #1 has limited sustainable production capacity.
- Goal is to identify a sustainable long-term approach that aligns water demand with available supply.

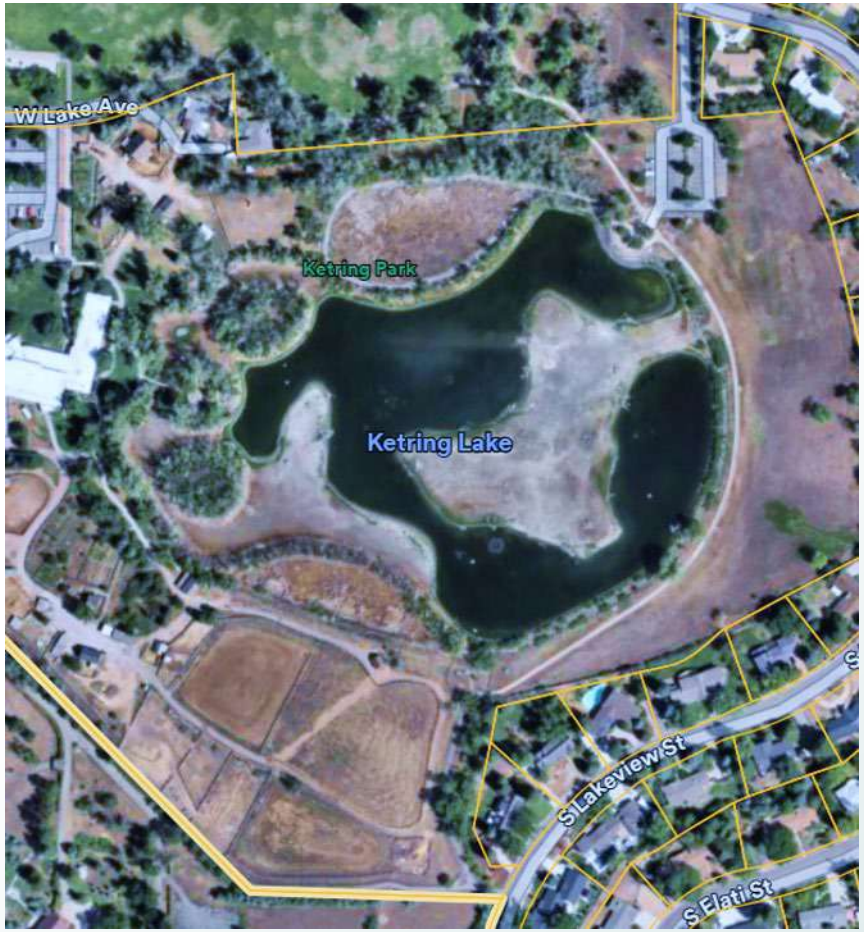


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Current Conditions

Infrastructure Challenges:

- The 2003 PVC liner is no longer effectively preventing seepage.
- Evaporation and seepage are the largest recurring water losses.
- Existing groundwater well production insufficient to maintain the lake at its current size
- Existing surface water rights inadequate, unreliable, or impractical to deliver
- Potable water prohibited for filling lake



*Current Lake demands exceeds reliable available supply.

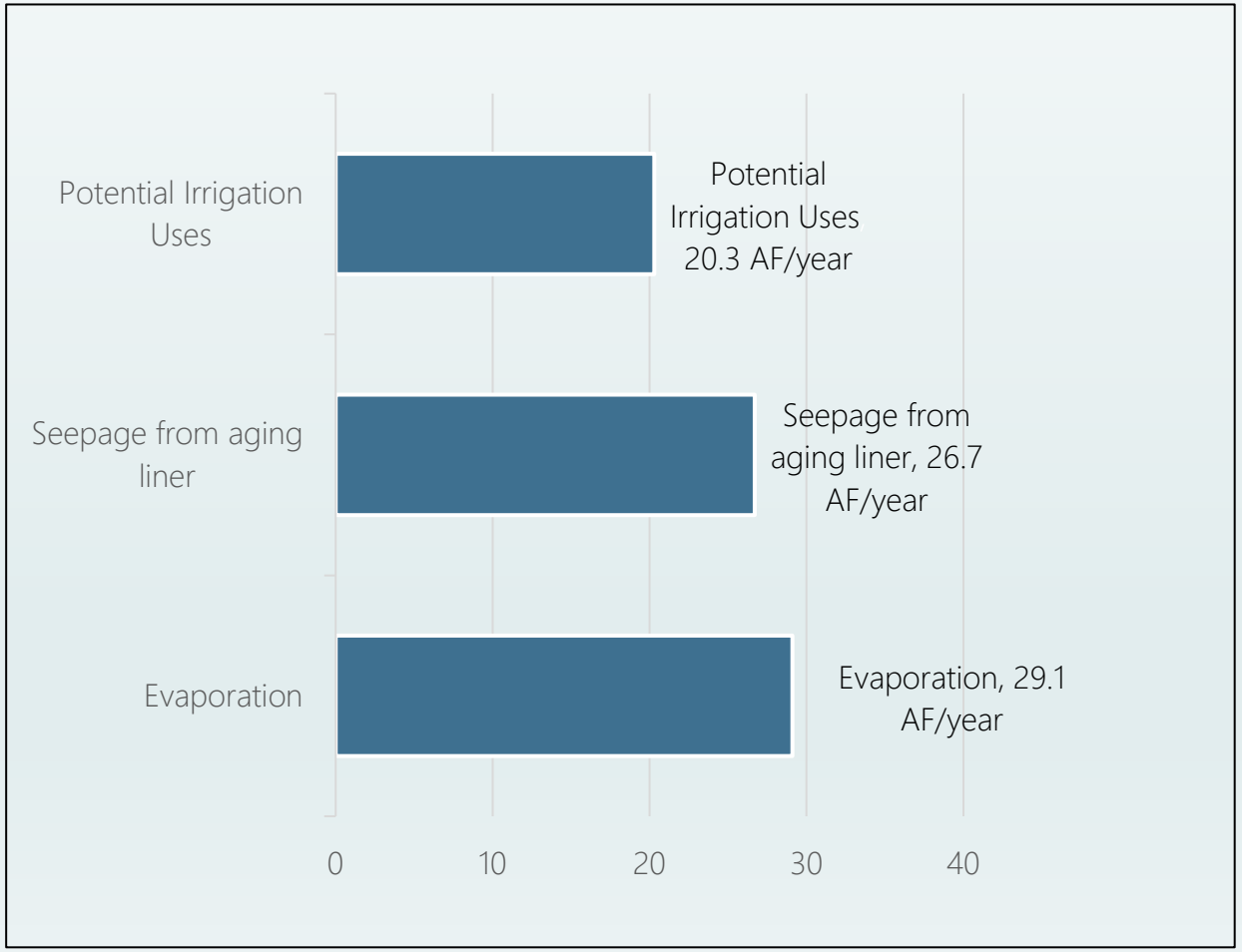
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Historic Annual Water Loss Drivers

Annual Water Loss: Approximately 76 acre-ft per year (AF/year)

- Evaporation: 29.1 AF/year
- Liner seepage: 26.7 AF/year
- Irrigation related uses: 20.3 AF/year



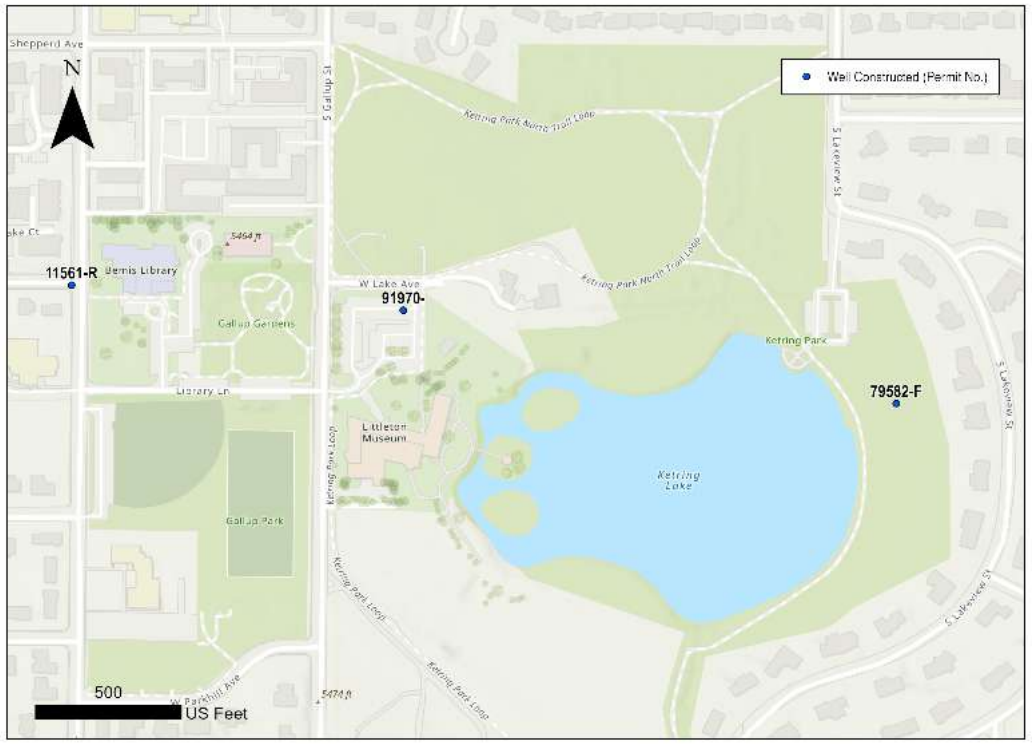


Key takeaway:
Existing well production cannot reliably replace annual lake losses.

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Well Resources: Key Finding

Well	Key Limitation	Planning Implication
Arapahoe Well #1 (Ketring Well)	Recent test showed approximately 14 gpm with major drawdown	Not reliable for significant lake supply; Production in future years remains uncertain given loss of production over the last 10 years.
Gallup Well (Library Well)	Former City well; not currently City-controlled	Well, has limited data to determine future yield. Condition is compromised
Museum Well	Not found. Permitted for limited use	Limited-use source only



Existing wells have significant yield, condition, permit, and/or ownership limitations

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Options Explored

Option	Benefits	Constraints
Wetland conversion + (Hybrid)	Potentially reduces dependence on a permanent pool; supports sustainability goals	Changes the existing lake character
Resize lake with new liner	Preserves a permanent water feature; reduces water demand	Requires continued use of Arapahoe Well #1
Supplemental water supplies	Could help offset losses	High cost, delivery constraints, long-term reliability concerns
New groundwater source	Potential additional supply	Uncertain yield, water quality, permitting, and high cost
Maintain current lake size	Preserves existing condition	Requires liner replacement and additional reliable water source

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OPTIONS WITH PRELIMINARY COSTS

Option	Planning Range ($)	Notes:
Wetland Conversion	$3–$4 million	Concept, seasonal demand, and earthwork scope not established
Resize and line a smaller permanent lake	$2–$3 million	Lake size and dependable supply require confirmation
New well and liner; maintain lake size	$3–$4 million	Well yield, quality, and fully equipped cost uncertain
City Ditch supply and liner (Supplemental Water Supply)	$3–$4 million	Contract supply, legal requirements, and conveyance costs unresolved
McLellan-related supply, supplemental source/augmentation, and liner (Supplemental Water Supply)	$2–$3 million	Delivery and supplemental-source costs not established

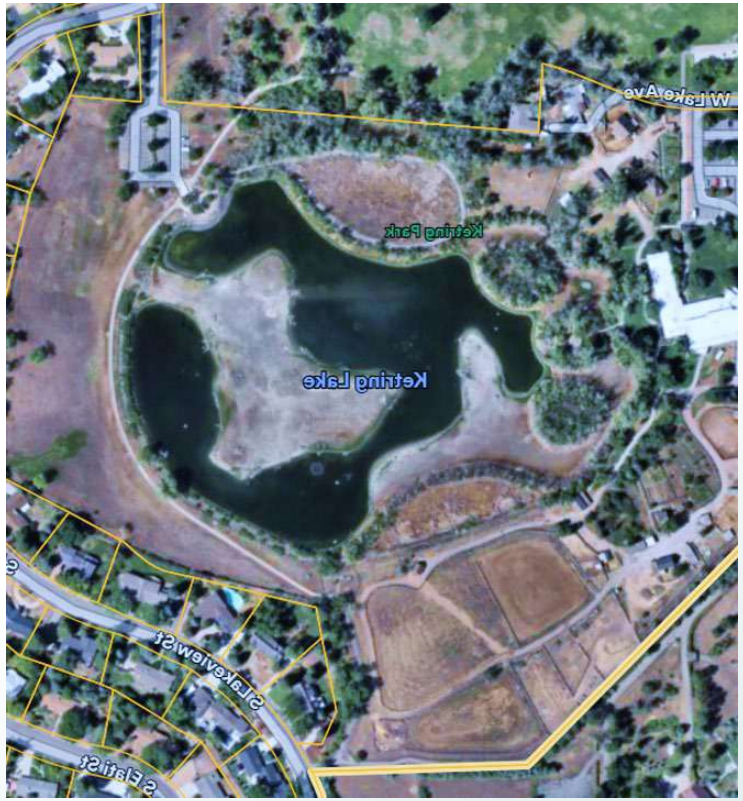
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Staff Recommended Next Steps

Staff Recommendation:
Staff recommends prioritizing **wetland conversion, lake resizing, or a hybrid version** as the most sustainable long-term option.

Rationale:

- Lowest long-term water demand
- Better alignment with available supply
- Stronger fit with sustainability and habitat goals
- Better positioned for open space and environmental grant funding

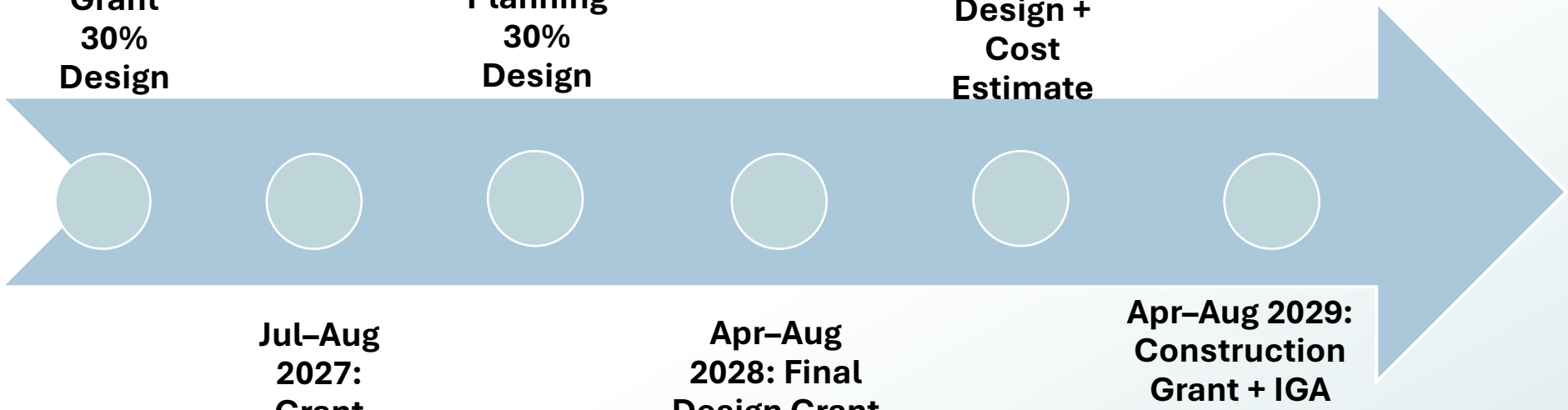


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Proposed Project Timeline (2027-2030)

Potential Funding Partners

- ACOS
- SSPRD
- Littleton
- GOCO
- Colorado Water Plan Grants
- Private Grant



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Communications

Early Outreach Focus — Early 2027

- Launch project information through project webpage
- Host an early public meeting / community open house.
- Gather input from residents, park users, and partner organizations to inform planning and grant applications

Ongoing Communications — 2027–2029

- Provide updates at key project milestones
- Share design concepts and seek input from the public
- Communicate funding status, partner roles, and Council decision points.
- Prepare the community for construction and potential park impacts



Engagement Tools

- Let's Talk Littleton
- Littleton Report
- Littleton Links
- Social Media/Videos
- Public Meeting/Open House
- Park Signage

In coordination with South Suburban, Community outreach will begin early in the process and continue as the project moves from recommendation to planning, funding, design, and implementation.

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Council Feedback Requested

- Does Council support advancing **wetland conversion, lake resizing and/or a hybrid version** for additional planning?
- Are there concerns with removing "maintain current lake size" from further consideration unless a reliable water source is identified?
- Does Council support staff pursuing grant opportunities beginning in 2027?
- What additional information would Council like before final direction?

Littleton

Questions

- We welcome council feedback on direction and next steps.

Littleton

Staff Communication

File #: Resolution 74-2026, **Version:** 1

Agenda Date: 10/20/2026

Subject:
Resolution 74-2026: A Resolution of the Littleton City Council opposing Amendment 81, which would amend the Colorado Constitution to require Law Enforcement to notify federal immigration authorities when certain individuals are charged with crimes, and urges its citizens to vote No on Amendment 81

From:	James L. Becklenberg, City Manager
Prepared by:	Reid B. Betzing, City Attorney
Presentations:	Reid B. Betzing, City Attorney

PURPOSE:
Staff have prepared information for City Council regarding Amendment 81, a citizen-initiated amendment to the Colorado Constitution concerning law enforcement communication with federal immigration authorities, that is part of the November 2026 statewide election.

LONG-TERM OUTCOME(S) SERVED:
High-Quality Governance

DISCUSSION:
Amendment 81, if approved by voters in the November 2026 election, would amend the Colorado Constitution to require certified peace officers, correctional officers, and district attorney personnel to make a reasonable effort to determine whether a person charged with a crime is lawfully present in the United States, and to notify the U.S. Department of Homeland Security (DHS) within 72 hours of filing charges if lawful presence cannot be determined. The requirement applies to anyone charged with a crime of violence, such as murder, assault, arson, kidnapping, aggravated robbery, and certain sexual and human trafficking offenses, and to anyone with a prior felony conviction, no matter how long ago, who is charged with any offense, including a traffic violation, petty offense, or misdemeanor. Notification is triggered when charges are filed, before any court has determined guilt or innocence. The measure does not define “reasonable effort” or “lawful presence.” As a constitutional amendment, it requires 55 percent of the vote to pass, and any future change would require another statewide vote.

For the City, the measure would apply directly to Littleton Police Department (LPD) officers when they file criminal charges, including by summons for lower-level offenses. Each time an officer charges a person who has a prior felony conviction, the officer would need to attempt to verify that person’s immigration status and, if it cannot be confirmed, report the person to DHS within 72 hours.

BACKGROUND:
Colorado law currently permits state and local law enforcement to cooperate in the enforcement of federal criminal law but limits their involvement in civil immigration enforcement. Among other restrictions, state and

local agencies and employees are prohibited from sharing certain nonpublic personal information with federal immigration authorities unless directed by federal law, a court order, or a judicial warrant, and employees who violate these prohibitions may be fined up to $50,000. Neither federal nor state law currently requires law enforcement to notify federal immigration authorities when a person who is not lawfully present is charged with a crime.

Unless prohibited by state law, local governments currently decide their own level of cooperation and communication with federal immigration authorities, and practices vary across the state. Amendment 81 would replace that local discretion with a single statewide constitutional mandate.

Amendment 81 was placed on the ballot by citizen petition and will appear on the November 3, 2026, coordinated election ballot. According to the State Ballot Information Booklet (Blue Book), supporters argue that the measure would improve coordination with federal authorities on individuals charged with violent crimes or who have prior felony convictions and create a uniform statewide standard. Opponents argue that it undermines due process and the presumption of innocence by requiring reports before any finding of guilt, relies on undefined terms that leave enforcement to individual officer discretion, and could erode trust between law enforcement and the communities they serve.

Prior Actions or Discussions

- Council was briefed on this issue during City Attorney comments on September 22, 2026.
- Council discussed this issue during a regular meeting on October 6, 2026.

FISCAL IMPACTS:
Amendment 81 does not specify a funding source for the costs it creates. Local law enforcement agencies, including police departments and district attorney offices, will have increased workload and potential spending to determine charged individuals' immigration status, communicate with federal authorities on affected cases, and update systems.

Adopting a resolution taking a position on Amendment 81 requires no City funding. Under the Colorado Fair Campaign Practices Act (C.R.S. § 1-45-117), the City may adopt a resolution taking a position on a ballot issue but may not otherwise spend public funds to urge voters to support or oppose it.

STAFF RECOMMENDATION:
Staff acknowledge that supporters view Amendment 81 as a way to strengthen coordination with federal authorities on individuals charged with serious crimes. However, the measure would place in the state constitution a reporting requirement triggered by an accusation rather than a conviction, rely on undefined terms that invite inconsistent enforcement, and impose an unfunded workload on local law enforcement.

Effective policing in Littleton depends on residents, victims, and witnesses being willing to report crimes and cooperate with investigations, and a measure that discourages community members from coming forward could undermine public safety rather than improve it. Placing the requirement in the constitution would also prevent the legislature and local communities from adjusting the policy as circumstances change. Staff recommend that City Council support a No vote on Amendment 81.

- If Amendment 81 passes, LPD would be required to implement new status-verification and DHS notification procedures, including staff training and possible system updates, within the timeframes set by the measure.

ALTERNATIVES:

- City Council may choose to take no position on Amendment 81.

PROPOSED MOTION:

I move to approve Resolution 74-2026 opposing Amendment 81, which would amend the Colorado Constitution to require Law Enforcement to notify federal immigration authorities when certain individuals are charged with crimes, and urges its citizens to vote No on Amendment 81.

CITY OF LITTLETON, COLORADO

Resolution No. 74
Series, 2026

A RESOLUTION OF THE LITTLETON CITY COUNCIL OPPOSING AMENDMENT 81, WHICH WOULD AMEND THE COLORADO CONSTITUTION TO REQUIRE LAW ENFORCEMENT TO NOTIFY FEDERAL IMMIGRATION AUTHORITIES WHEN CERTAIN INDIVIDUALS ARE CHARGED WITH CRIMES AND URGES ITS CITIZENS TO VOTE NO ON AMENDMENT 81

WHEREAS, in accordance with the Colorado Fair Campaign Practices Act, (C.R.S. § 1-45-117) the Littleton City Council may pass a resolution taking a position on any ballot question; and

WHEREAS, Amendment 81, "Law Enforcement Communication with Federal Immigration Authorities," is a citizen-initiated amendment to the Colorado Constitution that will appear on the November 3, 2026 statewide ballot and requires 55 percent of the vote to pass; and

WHEREAS, Amendment 81 would require certified peace officers, correctional officers, and district attorney personnel to make a reasonable effort to determine whether a person charged with a crime of violence, or a person with a prior felony conviction who is charged with any crime, is lawfully present in the United States, and to notify the U.S. Department of Homeland Security within 72 hours of filing charges if lawful presence cannot be determined; and

WHEREAS, the notification requirement is triggered when charges are filed, before any court has determined guilt or innocence, and applies to persons with a prior felony conviction regardless of when that conviction occurred, even when the new charge is a traffic violation, petty offense, or misdemeanor; and

WHEREAS, the presumption of innocence is a fundamental principle of our justice system, and individuals who are lawfully present or who are ultimately found not to have committed any crime could be reported to federal immigration authorities if they are unable to establish their status within the measure's 72-hour timeframe; and

WHEREAS, Amendment 81 does not define "reasonable effort" or "lawful presence," leaving enforcement to the discretion of individual officers and inviting inconsistent application from one case and one jurisdiction to the next; and

WHEREAS, effective policing in the City of Littleton depends on the trust of residents, crime victims, and witnesses who report crimes and cooperate with investigations, and policies that discourage community members from coming forward can undermine public safety; and

WHEREAS, under current law, local governments determine their level of cooperation and communication with federal immigration authorities unless prohibited by state law, and Amendment 81 would replace that local discretion with a statewide constitutional mandate that could be changed only by another statewide vote; and

WHEREAS, Amendment 81 does not specify a funding source for the costs it creates and would increase workload and potential costs for local law enforcement agencies, including the Littleton Police Department, and for district attorney offices; and

WHEREAS, the City Council finds that the burdens Amendment 81 would place on local law enforcement, community trust, and the presumption of innocence outweigh its intended benefits, and that such a requirement does not belong in the Colorado Constitution.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LITTLETON, COLORADO THAT THE CITY COUNCIL OF THE CITY OF LITTLETON HEREBY OPPOSES AMENDMENT 81 AND URGES ITS CITIZENS TO VOTE NO ON AMENDMENT 81.

INTRODUCED, READ AND ADOPTED at a regularly scheduled meeting of the City Council of the City of Littleton, Colorado, on the 20th day of October 2026, at 6:30 p.m. at the Littleton Center, 2255 West Berry Avenue, Littleton, Colorado.

ATTEST:

_____
Colleen L. Norton
CITY CLERK

_____
Kyle Schlachter
MAYOR

APPROVED AS TO FORM:

_____
Reid Betzing
CITY ATTORNEY

Amendment 81: Law Enforcement Communication with Federal Immigration Authorities

Resolution 74-2026 • City Council • October 20, 2026

Presented by Reid B. Betzing, City Attorney

Tonight’s decision

Staff recommendation

Adopt Resolution 74-2026 supporting a No vote on Amendment 81



Reports at charging

Notification is triggered before any court finds guilt or innocence.



Community trust

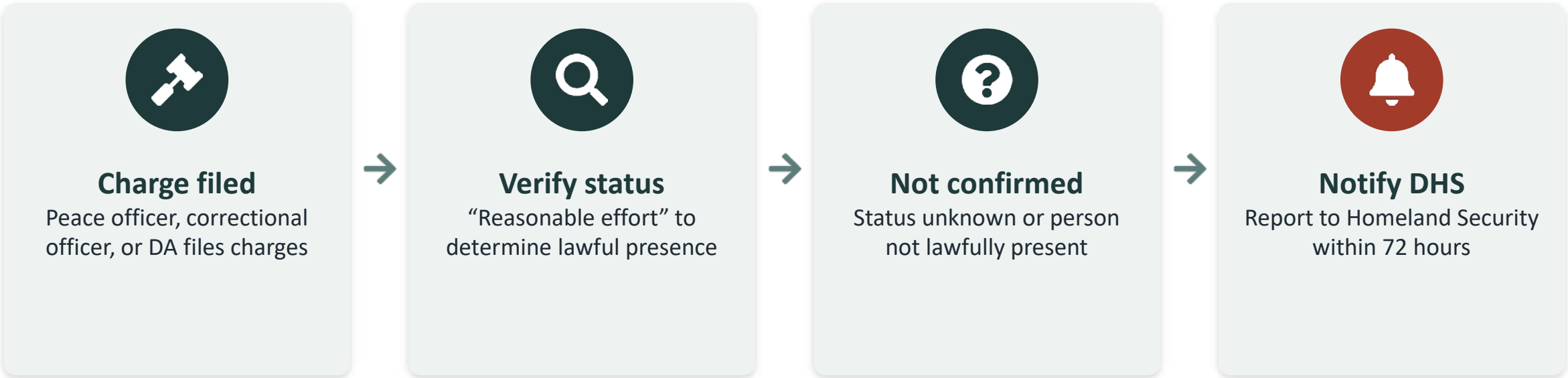
Fear of reporting could deter victims and witnesses from coming forward.



Unfunded workload

No funding source for new LPD and DA responsibilities.

What Amendment 81 would require



Who it applies to

Anyone charged with a crime of violence
e.g., murder, assault, arson, kidnapping, aggravated robbery, certain sexual and trafficking offenses

Anyone with a prior felony, charged with any offense
No matter how old the conviction, including traffic, petty, and misdemeanor charges

Amendment 81 at a glance

72

hours

to notify DHS after charges are filed

55%

of the vote

needed to pass as a constitutional amendment

0

definitions

for “reasonable effort” or “lawful presence”

Current law vs. Amendment 81

Current Colorado law

- Allows cooperation on federal criminal law; limits involvement in civil immigration enforcement
- Bars sharing certain nonpublic personal information without federal law, a court order, or a judicial warrant
- No requirement to notify immigration authorities when someone is charged
- Local governments set their own level of cooperation

If Amendment 81 passes

- Mandatory status check after qualifying charges
- DHS notification within 72 hours if status is not confirmed
- Applies statewide, replacing local discretion
- Can be changed only by another statewide vote

What it would mean for Littleton

LPD workload
Officers filing charges, including by summons, would need to verify status for anyone with a prior felony.

Community trust
Effective policing depends on residents, victims, and witnesses willing to come forward.

Local control
A statewide constitutional mandate would replace local policy choices.

Unfunded costs
New training, procedures, and possible system updates, with no state funding identified.

Arguments from the state Blue Book

Supporters say

Violent and repeat offenders who are here unlawfully should be reported for possible federal action

A uniform statewide standard would reduce variation between local policies

Opponents say

Reporting before trial undermines due process and the presumption of innocence

Undefined terms leave enforcement to officer discretion and can erode community trust

What the City can and cannot do

Colorado Fair Campaign Practices Act, C.R.S. § 1-45-117

Permitted

- City Council adopts a resolution taking a position
- Elected officials express their personal views
- Staff provide factual, balanced information

Not permitted

- Spending public funds to urge a Yes or No vote
- City newsletters, mailers, or social posts advocating a position
- Using City staff time or resources for campaign activity

Recommendation and proposed motion

Proposed motion

"I move to approve Resolution 74-2026: A Resolution of the Littleton City Council opposing Amendment 81, which would amend the Colorado Constitution to require Law Enforcement to notify federal immigration authorities when certain individuals are charged with crimes, and urges its citizens to vote No on Amendment 81
"

Alternatives

- Council may take no position on Amendment 81
- If Amendment 81 passes, LPD would need new verification and notification procedures, training, and possible system updates

File #: Resolution 75-2026, **Version:** 1

Agenda Date: 10/20/2026

Subject:
Resolution 75-2026: A Resolution of the Littleton City Council opposing Amendment 84 which would require additional mail ballot information and urging its citizens to vote No on Amendment 84

From:	James L. Becklenberg, City Manager
Prepared by:	Reid B. Betzing, City Attorney
Presentations:	Reid B. Betzing, City Attorney

PURPOSE:
Staff have prepared information for City Council regarding Amendment 84, a citizen-initiated amendment to the Colorado Constitution concerning identification requirements for mail ballots, that is part of the November 2026 statewide election.

LONG-TERM OUTCOME(S) SERVED:
High-Quality Governance

DISCUSSION:
Amendment 84, if approved by voters in the November 2026 election, would amend the Colorado Constitution to require voters in federal and statewide elections to write the last four digits of their Social Security number, or their Colorado driver's license or identification card number, on the outside of their mail ballot envelope, in addition to signing it.

Any Colorado identification used must be compliant with the federal Real ID law. If the number is missing or does not match the state voter registration database, the county election office must contact the voter, and the ballot will not be counted unless the voter corrects the problem within eight days after Election Day. Voters may cure by submitting a copy of an allowed identification, a U.S. passport, a U.S. military identification card, or a tribal photo identification card, and certain voters with disabilities and elderly voters may use a broader range of documents. The measure does not change identification requirements for voting in person.

Littleton residents, like voters across Colorado, overwhelmingly vote by mail. Statewide, 92 percent of ballots cast in 2024 were mail ballots, most of them returned to a drop box. Any Littleton voter who leaves the identification number off the envelope, writes it incorrectly, or whose number does not match state records would have to take an additional step after Election Day for their ballot to count. While this additional step would not be required for local elections or special elections it would be required for coordinated elections which is the majority of elections that the City of Littleton participates in.

BACKGROUND:
Colorado currently verifies mail ballots by signature. When a mail ballot is returned, the signature on the

envelope is compared to the voter's signature on file from election and driver's license records. If a discrepancy is found, the signature is reviewed by two bipartisan election judges, and if both agree it likely does not belong to the voter, the county must contact the voter, who then has up to eight days after Election Day to confirm their identity before the ballot is rejected.

Amendment 84 was placed on the ballot by citizen petition. According to the State Ballot Information Booklet (Blue Book), supporters argue that government-issued identification numbers are more consistent and less subjective than signature matching and would promote public confidence that ineligible ballots are not counted. Opponents argue that the current signature verification process is effective and secure, and that the measure adds an unnecessary burden that could cause eligible voters' ballots to go uncounted because of minor mistakes and discourage voters with privacy concerns from using mail ballots.

Prior Actions or Discussions

- This item was discussed briefly during City Attorney comments on September 22, 2026.
- Council discussed this issue during a regular meeting on October 6, 2026.

FISCAL IMPACTS:
According to the Legislative Council Staff fiscal analysis, Amendment 84 would increase state and local election spending by up to $2.7 million in the 2026-27 budget year and $1.2 million annually after that for voter outreach, printing, and election staff to verify voter information. County election offices would bear up to $2.5 million in the first year, about 45 percent of which would be reimbursed by the state, for additional election judge hours, voter notifications, ballot envelope and system changes, and outreach. A portion of those costs would be passed down to cities participating in coordinated elections.

Under the Colorado Fair Campaign Practices Act (C.R.S. § 1-45-117), the City may adopt a resolution taking a position on a ballot issue but may not otherwise spend public funds to urge voters to support or oppose it.

STAFF RECOMMENDATION:
Staff acknowledge that confidence in elections is important and that supporters view an identification number as a more objective check than signature matching. However, Colorado's current signature verification process, with bipartisan review and an opportunity for voters to cure, already identifies the rare cases of ineligible ballots. Amendment 84 would add a second requirement that could cause eligible Littleton voters' ballots to go uncounted because of a missing or mistyped number, would ask voters to write sensitive identification information on the outside of an envelope, and would add millions of dollars in election costs, much of it borne by cities and counties. Placing these requirements in the constitution would also prevent the legislature from adjusting them if problems arise. Additionally, adding another voting requirement could have a disparate effect on certain voting groups leading to thousands of votes potentially going uncounted.

Staff recommends that City Council support a No vote on Amendment 84.

ALTERNATIVES:

- City Council may choose to take no position on Amendment 84.
- If Amendment 84 passes, Littleton voters would need to include an identification number with their mail ballots in federal and statewide elections, and the City may wish to provide factual information to residents about the new requirement.

PROPOSED MOTION:

I move to approve Resolution 75-2026 opposing Amendment 84 which would require additional mail ballot information and urging its citizens to vote No on Amendment 84.

CITY OF LITTLETON, COLORADO

Resolution No. 75
Series, 2026

A RESOLUTION OF THE LITTLETON CITY COUNCIL OPPOSING AMENDMENT 84, WHICH WOULD AMEND THE COLORADO CONSTITUTION TO REQUIRE VOTERS TO INCLUDE IDENTIFICATION INFORMATION WITH THEIR MAIL BALLOTS AND URGING ITS CITIZENS TO VOTE NO ON AMENDMENT 84

WHEREAS, in accordance with the Colorado Fair Campaign Practices Act, (C.R.S. § 1-45-117) the Littleton City Council may pass a resolution taking a position on any ballot question; and

WHEREAS, Amendment 84, "Mail Ballot Voter Identification," is a citizen-initiated amendment to the Colorado Constitution that will appear on the November 3, 2026 statewide ballot and requires 55 percent of the vote to pass; and

WHEREAS, Amendment 84 would require voters in federal and statewide elections to write the last four digits of their Social Security number, or their Colorado driver's license or identification card number, on the outside of their mail ballot envelope in addition to their signature, and would prohibit a ballot from being counted unless any missing or mismatched information is corrected within eight days after Election Day; and

WHEREAS, mail voting is the most commonly used and convenient method of voting in Colorado, and in 2024, 92 percent of all ballots cast in the state were mail ballots; and

WHEREAS, Colorado's current signature verification process, in which questioned signatures are reviewed by two election judges of different political parties and voters are given an opportunity to confirm their identity, is effective and secure and identifies the rare cases in which an ineligible person attempts to submit a mail ballot; and

WHEREAS, Amendment 84 would add a second requirement that could cause eligible voters' ballots to go uncounted because of a missing, incomplete, or mistyped identification number; and

WHEREAS, Amendment 84 would require voters to write sensitive identification information on the outside of their ballot envelopes, which may discourage voters with privacy concerns from using mail ballots; and

WHEREAS, according to the Legislative Council Staff, Amendment 84 would increase state and local election spending by up to $2.7 million in its first year and $1.2 million annually thereafter, much of it borne by county election offices; and

WHEREAS, placing these requirements in the Colorado Constitution would

prevent the General Assembly from adjusting them if problems arise, and any future change would require another statewide vote; and

WHEREAS, the City Council finds that Amendment 84 would place an unnecessary burden on Littleton voters without meaningfully improving the security of Colorado's elections.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LITTLETON, COLORADO THAT THE CITY COUNCIL OF THE CITY OF LITTLETON HEREBY OPPOSES AMENDMENT 84 AND URGES ITS CITIZENS TO VOTE NO ON AMENDMENT 84.

INTRODUCED, READ AND ADOPTED at a regularly scheduled meeting of the City Council of the City of Littleton, Colorado, on the 20th day of October 2026, at 6:30 p.m. at the Littleton Center, 2255 West Berry Avenue, Littleton, Colorado.

ATTEST:

_____
Colleen L. Norton
CITY CLERK

_____
Kyle Schlachter
MAYOR

APPROVED AS TO FORM:

_____
Reid Betzing
CITY ATTORNEY

Amendment 84: Mail Ballot Voter Identification

Proposed resolution supporting a No vote • City Council

November 3, 2026 statewide ballot

Tonight’s decision

Staff recommendation

Adopt a resolution supporting a No vote on Amendment 84



Current check works

Signature verification with bipartisan review already catches ineligible ballots.



Eligible ballots at risk

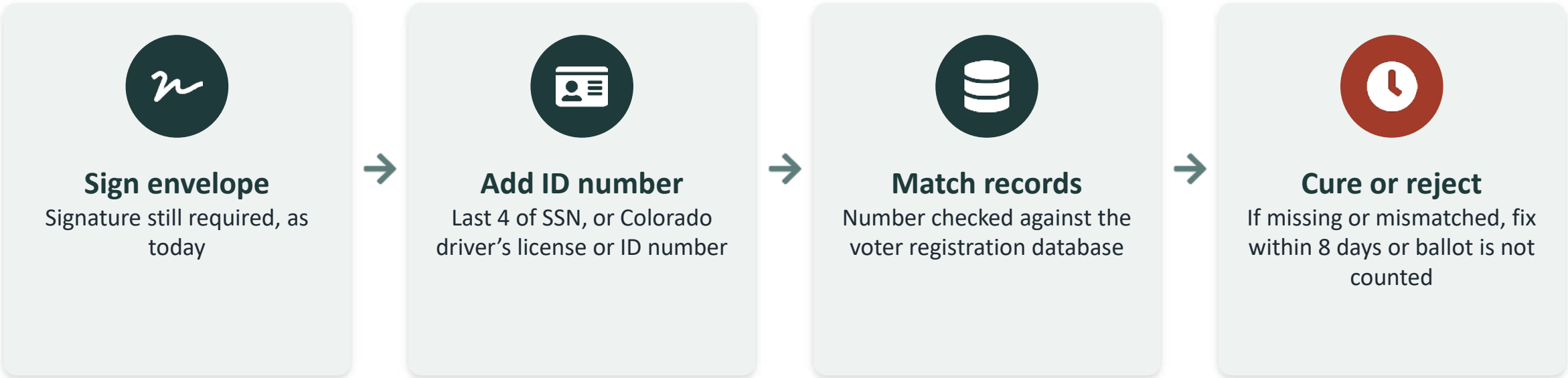
A missing or mistyped number could keep a valid ballot from counting.



Privacy and cost

ID numbers on the envelope, plus millions in new election costs.

What Amendment 84 would require



Key details

Applies to federal and statewide elections
Colorado IDs must be Real ID compliant; in-person voting rules do not change

Ways to cure a problem
Allowed ID, U.S. passport, military ID, or tribal photo ID, in person or digitally

Amendment 84 at a glance

92%

mail ballots

share of Colorado ballots cast by mail in 2024

8

days

after Election Day to fix a missing or mismatched number

$2.7M

first-year cost

up to, for state and counties; $1.2M per year after

Current law vs. Amendment 84

Current Colorado law

- Voter signs the mail ballot envelope
- Signature compared to records on file
- Discrepancies reviewed by two election judges of different parties
- Voter contacted and has 8 days to confirm identity

If Amendment 84 passes

- Signature plus an ID number on the envelope
- Number must match the voter registration database
- Missing or mismatched numbers trigger a cure process
- Locked into the constitution; changes need a statewide vote

What it would mean for Littleton voters



Most voters affected

Nearly all Littleton residents vote by mail and would face the new requirement.



A new way to miss out

Leaving off or mistyping a number adds a post-election step to count the ballot.
Increases potential chilling effect on curing ballots.



Privacy concerns

Identification numbers written on the outside of the ballot envelope.



Costs on cities and counties

Up to $2.5M in first-year county costs which may be passed down to cities in coordinated elections.

Arguments from the state Blue Book

Supporters say

ID numbers are more consistent and less subjective than signature matching

Adds verification while keeping mail voting convenient and building public confidence

Opponents say

Eligible voters' ballots could go uncounted because of minor mistakes

Current signature verification is effective and secure; voters with privacy concerns may avoid mail ballots

Recommendation and proposed motion

Proposed motion

"I move to approve Resolution 75-2026: A Resolution of the Littleton City Council Opposing Amendment 84 which would require additional mail ballot information and urging its citizens to vote No on Amendment 84
."

Alternatives

- Council may take no position on Amendment 84
- If Amendment 84 passes, Littleton voters would need to include an ID number with mail ballots

Staff Communication

File #: ID# 26-206, **Version:** 1

Agenda Date: 10/20/2026

Subject:
Motion to approve an amendment to the city attorney's employment agreement

From:	Kyle Schlachter, Mayor
Prepared by:	Tracy Hooker, HR Director
Presentations:	Tracy Hooker, HR Director

PURPOSE:
To amend the city attorney's employment agreement.

LONG-TERM OUTCOME(S) SERVED:
High-Quality Governance

DISCUSSION:
The city council worked with a facilitator to review the city attorney's performance and established goals and provided feedback to the city attorney. Four executive sessions were held; one on August 18, 2026, September 15, 2026, September 29, 2026, and October 6, 2026 to discuss the evaluation, provide feedback, and determine compensation. Based on the 2026 performance evaluation and market data, it was determined by council to award an overall financial compensation increase of $7,694 to the city attorney's salary.

The city shall also continue to contribute $12,000 annually in January to the City Attorney's 457 retirement account, all or a portion of which may be contributed toward repayment of any outstanding loan taken against the City Attorney's 457 retirement account.

BACKGROUND:
City council hired Reid Betzing July 20, 2019 for the city attorney position. Performance evaluations are typically conducted annually, and this performance evaluation is representative of the 2026 calendar year evaluation.

Prior Actions or Discussions
Council approved the city attorney's contract amendment in November of 2025.

FISCAL IMPACTS:
The overall financial changes to the agreement are an increase in annual salary of $7,694 effective on January 1, 2027, which represents an increase of approximately 3% to the city attorney's salary. The city attorney's new annual salary will be $264,161.

STAFF RECOMMENDATION:

It is recommended that council approve the amended employment agreement for retention and market competitiveness.

ALTERNATIVES:

1. Take no action on the city attorney's current employment agreement.
2. Take a different action to amend the employment agreement based on council's desire for compensation.

PROPOSED MOTION:

I move to approve the proposed amendment to the city attorney's employment agreement.

SEVENTH AMENDMENT TO CITY ATTORNEY EMPLOYMENT AGREEMENT

This Seventh Amendment to the Employment Contract with the City Attorney, originally entered into on July 2, 2019, is made and entered into as of this 20th day of October 2026, by and between the City of Littleton, Colorado ("City") and the City Attorney, Reid Betzing ("City Attorney").

1. Modification of Agreement.

   Section 3.0, entitled "Salary," is hereby amended to read as follows:

   3.1 City agrees to pay the City Attorney for his services as the City Attorney an annual base salary of $264,161.39, payable in installments at the same time and manner as other full-time management level City employees.

   Section 5.0(h) is hereby amended to read as follows:

   5.0(h) City shall contribute $12,000.00 annually in January to Attorney's 457 retirement account during the term of his employment as City Attorney. At Attorney's written election, submitted to Human Resources via email by December 1st of each year, City shall apply all or a portion of such annual contribution toward repayment of any outstanding loan taken by Attorney against the 457 retirement account, in accordance with the terms of the loan and the requirements of the plan and applicable law.

2. This amendment shall be effective as of January 1, 2027.

3. Except as expressly amended by this Amendment, the Employment Agreement shall remain in full force and effect.

CITY OF LITTLETON

By: _____
Kyle Schlachter
Mayor

CITY ATTORNEY

By: _____
Reid B. Betzing

APPROVED AS TO FORM

_____
Ashley Augustin
Deputy City Attorney

Staff Communication

File #: ID# 26-207, **Version:** 1

Agenda Date: 10/20/2026

Subject:
Motion to approve an amendment to the city manager's employment agreement

From:	Kyle Schlachter, Mayor
Prepared by:	Tracy Hooker, HR Director
Presentations:	Tracy Hooker, HR Director

PURPOSE:
To amend the city manager's employment agreement.

LONG-TERM OUTCOME(S) SERVED:
High-Quality Governance

DISCUSSION:
The city council worked with a facilitator to review the city manager's performance and established goals and provided feedback to the city manager. Four executive sessions were held; one on August 18, 2026, September 15, 2026, September 29, 2026, and October 6, 2026 to discuss the evaluation, provide feedback, and determine compensation. Based on the 2026 performance evaluation and market data, it was determined by council to award an overall financial compensation increase of $7,852 to the city manager's salary.

In addition, upon signing the fifth amendment of the city manager's employment agreement, the city manager will receive a tuition reimbursement in the amount of $2,000 annually to put towards educational expenses.

BACKGROUND:
City council hired James Becklenberg on July 6, 2022, for the city manager position. Performance evaluations are typically conducted annually, and this performance evaluation is representative of the 2026 calendar year evaluation.

Prior Actions or Discussions
Council last approved an amendment to the city manager's contract in November of 2025.

FISCAL IMPACTS:
The overall financial changes to the agreement are an increase in annual salary of $7,852 effective on January 1, 2027, which represents an increase of approximately 3% to the city manager's salary. The city manager's new annual salary will be $269,592.

Additionally, there is an annual financial impact of $2,000 for tuition reimbursement.

STAFF RECOMMENDATION:
It is recommended that council approve the amended employment agreement for retention and market competitiveness.

ALTERNATIVES:
1. Take no action on the city manager's current employment agreement.
2. Take a different action to amend the employment agreement based on council's desire for compensation.

PROPOSED MOTION:
I move to approve the amendment to the city manager's employment agreement.

FIFTH AMENDMENT TO CITY MANAGER EMPLOYMENT AGREEMENT

This Fifth Amendment to the Employment Agreement with the City Manager, originally entered into on June 14, 2022, is made and entered into as of this 20th day of October 2026 by and between the City of Littleton, Colorado ("City") and the City Manager, James L. Becklenberg ("City Manager").

1. Modification of Agreement.

   Section 3.0, entitled "Salary," is hereby amended to read as follows:

   3.1 City agrees to pay the City Manager for his services as the City Manager an annual base salary of $269,592.21, payable in installments at the same time and manner as other full-time management level City employees.

2. Addition to Agreement.

   Addition of Section 5.0 (i) to read as follows:

   City agrees to authorize an additional $2,000.00 in tuition reimbursement annually for the City Manager, subject to, and in accordance with, the requirements of the city's tuition reimbursement program.

3. This amendment shall be effective January 1, 2027.

4. Except as expressly amended by this Amendment, the Employment Agreement shall remain in full force and effect.

CITY OF LITTLETON

By: _____
Kyle Schlachter
Mayor

CITY MANAGER

By:_____
James L. Becklenberg

APPROVED AS TO FORM

_____
Ashley Augustin
Deputy City Attorney

Staff Communication

File #: Ordinance 18-2026, **Version:** 2

Agenda Date: 10/20/2026

Subject:
Ordinance 18-2026: An ordinance on second reading, repealing and reenacting Title 3, Chapter 11, of the Littleton City Code regarding massage establishments to comply with recent state legislation governing massage facility licensure and fingerprint-based criminal history record checks

From:	James L. Becklenberg, City Manager
Prepared by:	Laurie Matta, Finance Director
Presentations:	Laurie Matta, Finance Director

PURPOSE:
Council has consistently prioritized public safety and a fair, well-administered regulatory environment for Littleton businesses. State law now requires every local government with a massage facility inside its boundaries to establish a local process ensuring that operators, owners, and employees submit to fingerprint-based criminal history record checks. Littleton's existing massage establishment regulations were adopted in 1978 and predate recent state legislative mandates. This ordinance repeals and reenacts Title 3, Chapter 11 in its entirety to bring the city into compliance with state legislative requirements.

LONG-TERM OUTCOME(S) SERVED:
Safe Community; High-Quality Governance

DISCUSSION:
The City of Littleton is a home rule municipality with authority to license and regulate businesses operating within its city limits. C.R.S. § 30-15-401.4, as amended by House Bill 24-1371, Senate Bill 25-146, and House Bill 26-1257 requires a local government with a massage facility in its jurisdiction to establish a process ensuring fingerprint-based background checks are conducted for operators, owners, and employees, performed in accordance with C.R.S. § 24-33.5-424.5. The ordinance is written to take effect on or after August 13, 2026, so that it is governed by C.R.S. § 30-15-401.4 as amended by HB 26-1257.

BACKGROUND:
The following summaries provide a brief background on the recent legislation:

- **HB 24-1371** ("More Uniform Local Massage Facilities Regulation"), signed June 6, 2024, required mandatory background checks. The bill requires every county, city and county, and municipality, with a massage facility in its boundaries, to adopt a local process ensuring the required checks are conducted. It also prohibits certain persons with disqualifying convictions or sex offender registration obligations from being owners or employees.

- **SB 25-146** ("Fingerprint-Based Criminal History Record Checks") aligned Colorado's record check

laws with federal requirements and extended the compliance deadline for existing operators, owners, and employees from October 1, 2025, to July 1, 2026. It also established the name-based judicial record check as the required follow-up where a fingerprint check returns an arrest without disposition.

- **HB 26-1257** ("Local Regulation of Massage Facilities") signed May 4, 2026 and effective August 12, 2026, expands the City's authority. The bill broadens the definition of an illicit massage business beyond human trafficking-related offenses, permits additional local grounds for denial, revocation, or suspension, removes the $150 cap on the license fee, and declares prevention of illicit massage businesses to be a matter of mixed statewide and local concern.

Littleton's current Title 3, Chapter 11 dates to 1978. It contains no fingerprint-based background check process, no defined disqualifying offenses, no exemption for state-licensed massage therapists, and none of the other requirements and limitations now set out in C.R.S. § 30-15-401.4.

Staff from the Finance Department, the City Attorney's Office, and the Littleton Police Department developed the proposed chapter jointly and coordinated with the CBI to approve the form before Council at public hearing.

Prior Actions or Discussions
This ordinance passed on first reading on October 6, 2026.

FISCAL IMPACTS:
The ordinance sets the initial and renewal license fee at not more than $150.00, consistent with C.R.S. § 30-15-401.4(4)(a)(II) as it existed prior to HB 26-1257, with annual inflation adjustment permitted. The fee is not based on the number of employees. Applicants, owners, prospective owners, employees, and prospective employees pay all costs associated with their own fingerprint-based checks. Council should be aware that HB 26-1257 removed the statutory $150 cap; retaining it is a policy choice reflected in this draft, and council may direct staff to revisit the fee structure through the annual fee schedule if cost recovery proves insufficient.

Administration will be absorbed within existing Finance Department and Police Department resources. Implementation costs are limited to forms and process development, staff training on the handling of criminal history record information, and CBI/FBI coordination. Based on the number of facilities currently operating in Littleton, license revenue is expected to approximately offset direct administrative cost. No supplemental appropriation is requested.

STAFF RECOMMENDATION:
Staff recommends approval on second reading. Adoption is required for the city to comply with C.R.S. § 30-15-401.4, and the state compliance deadline for existing operators, owners, and employees has already passed.

ALTERNATIVES:
1. Council may amend the ordinance prior to second reading.
2. Council may decline to adopt the ordinance and leave the 1978 chapter in place. This alternative is not recommended: the city would remain out of compliance with a state mandate, would lack the defined disqualifying offenses and enforcement tools the state framework supplies, and would continue to apply licensure requirements to state-licensed massage therapists who state law now exempts.

PROPOSED MOTION:
I move to approve Ordinance 18-2026 repealing and reenacting Title 3, Chapter 11, of the Littleton City Code

regarding massage establishments to comply with recent state legislation governing massage facility licensure and fingerprint-based criminal history record checks.

CITY OF LITTLETON, COLORADO

ORDINANCE NO. 18

Series, 2026

AN ORDINANCE OF THE CITY OF LITTLETON, COLORADO, REPEALING AND REENACTING TITLE 3, CHAPTER 11 OF THE LITTLETON CITY CODE CONCERNING MASSAGE ESTABLISHMENTS TO COMPLY WITH RECENT LEGISLATION

WHEREAS, the City of Littleton, Colorado (the "City") is a home rule municipality with the authority to regulate businesses operating within its city limits; and

WHEREAS, C.R.S. § 30-15-401.4, as amended by House Bill 24-1371, Senate Bill 25-146, and House Bill 26-1257, establishes a statewide policy requiring local municipalities, with massage facilities within its boundaries, to establish a process ensuring that fingerprint-based criminal history record checks are conducted for operators, owners, and employees of massage facilities, pursuant to the statutory authority granted under C.R.S § 24-33.5-424.5; and

WHEREAS, the existing Title 3, Chapter 11 of the Littleton City Code was adopted in 1978 and does not comply with the current requirements of state law regarding fingerprint-based criminal history record checks, defined disqualifying offenses, exemptions for licensed massage therapists, or the other requirements and limitations set forth in C.R.S. § 30-15-401.4; and

WHEREAS it is the intent of the City Council that this Chapter be adopted on or after August 13, 2026, so that it is governed by C.R.S. § 30-15-401.4 as amended by House Bill 26-1257; and

WHEREAS it is in the best interest of the health, safety, and welfare of the residents and visitors of the city to repeal and reenact Title 3, Chapter 11 in its entirety to bring the city into compliance with state law and to protect the interests of lawfully practicing massage therapists.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LITTLETON, COLORADO, THAT:

Section 1: Title 3, Chapter 11 of the Littleton City Code, titled "*Massage Establishments*," is hereby repealed in its entirety and reenacted to read as follows:

3-11-1: PURPOSE AND AUTHORITY.

The purpose of this Chapter is to establish business licensure requirements and to regulate and prohibit unlawful activities to prevent the operation of illicit massage businesses within the

City of Littleton, in accordance with C.R.S. § 30-15-401.4, C.R.S. § 31-15-407, and C.R.S. § 24-33.5-424.5, as amended.

3-11-2: DEFINITIONS.

As used in this Chapter, unless the context otherwise requires:
As used in this Chapter, unless the context otherwise requires:

"Advertise" means to publish, display, or disseminate information and includes, but is not limited to, the issuance of any card, sign, or direct mail, or causing or permitting any sign or marking on or in any building or structure or in any newspaper, magazine, or directory, or any announcement or display via any televised, computerized electronic, or telephonic networks or media.

"Applicant" means an individual who has submitted an application to the Finance Director, or authorized designee, for an initial license or renewal of a license to operate a massage facility.

"Background check" means a fingerprint-based criminal history record check conducted in accordance with Section 3-11-8 of this Chapter and C.R.S. § 30-15-401.4(4)(c.5), performed in accordance with C.R.S. § 24-33.5-424.5 and 34 U.S.C. § 41101, utilizing the records of both the Colorado Bureau of Investigation and Federal Bureau of Investigation for state and national record checks, respectively, and also includes, to the extent allowed or required by C.R.S. § 30-15-401.4(4)(c.5)(VI), a criminal history record check using the Colorado Bureau of Investigation's records and a name-based judicial record check when a fingerprint-based criminal history record check cannot be completed or reveals a record of arrest without disposition.

"***Employee"*** means: (a) An individual who is employed by a massage facility; or (b) An independent contractor who is hired by a massage facility to perform work that is part of the routine operations of the massage facility. For the purpose of determining who is required to submit to a background check under this Chapter, "employee" does not include: (i) A massage therapist; or (ii) An independent contractor who performs janitorial services or other routine facility maintenance services for a massage facility and has no contact with or only incidental contact with clients of the massage facility.

"Erotic parlor" means a facility that entices clients through advertising or other business practices directed towards sexual desire, lust, or passion.

"***Finance Director***" means the appointed Director of Finance for the City of Littleton, who is a municipal government employee, or their authorized designee.

*"**Authorized Designee**"* means a designated government employee, authorized, in writing, by the Finance Director, who satisfies all applicable state, federal, and law enforcement security standards to receive, review, and handle Criminal History Record Information (CHRI).

"Fully clothed" means fully opaque, nontransparent material that must not expose an employee's genitalia or substantially expose the employee's undergarments.

"Illicit massage business" means a business that may provide massage but engages in human trafficking-related offenses, as described in C.R.S. §§ 18-3-503 and 18-3-504, or any other offenses as defined by state law or this Chapter.

"*Licensing Authority*" means the Finance Director, or their authorized designee, who possesses the direct oversight, administrative power, and legal authority to manage, review, and render decisions on background checks and their respective results.

"Massage"* or "*Massage Therapy" has the same meaning as defined in C.R.S. § 12-235-104(4).

"Massage Facility" means any place of business where massage therapy or full body massage is practiced or administered, subject to the exemptions in Section 3-11-4.

"Massage Therapist" has the same meaning as defined in C.R.S. § 12-235-104(5).

"Operator" means an individual that is licensed by the Finance Director to operate a massage facility in accordance with this Chapter, or a person that is operating a massage facility without a license within the City. For the purpose of determining whether a person is required to submit to a background check under this Chapter, "operator" does not include a massage therapist.

"Owner" means an individual other than an operator that holds a legal ownership interest in a massage facility; except that a person that is not involved in the operation of a massage facility and whose ownership interest consists only of stock in a publicly traded company that owns or operates a massage facility is not an owner. A massage therapist who holds a legal ownership interest in a massage facility is an owner for all purposes of this Chapter, including the background check requirements of Sections 3-11-8 and 3-11-9.

"Individual" means a natural person, partnership, association, company, corporation, or organization or managing agent, servant, officer, partner, owner, operator, or employee of any of them.

"Solo Practioner" means a licensed massage therapist, as defined in C.R.S. § 12-235-104(5), performing the practice of massage therapy independently.

"Table Shower" means an apparatus for the bathing or massaging of a person on a table or in a tub.

3-11-3: LICENSE REQUIRED; TERM; RENEWAL; TRANSFERABILITY.

A. License Required. No person shall operate a massage facility within the City without first obtaining a massage facility license from the Finance Director except as exempted in

Section 3-11-4. A massage facility license shall be obtained prior to opening for business and operating as a massage facility.

B. Term and Renewal. A massage facility license expires on December 31 of the year in which it was issued. An application for renewal shall be submitted annually or before December 1.

C. Non-transferability. A license issued under this Chapter is not transferable to another person or to another location. A change in ownership requires a new application under 3-11-5. A change of location requires a new application and verification that the new location complies with all applicable zoning and land use regulations within Littleton City Code.

D. Notices of Changes. A licensee shall notify the Finance Director, or assigned designee, in writing within fourteen (14) business days of any change in operator, any owner, the designated contact for the facility, or the business or trade name under which the facility operates.

3-11-4: EXEMPTIONS.

The following are not massage facilities for purposes of this Chapter and are exempt from its licensure requirements:

A. Training rooms in public and nonpublic institutions of higher education, as defined in C.R.S. § 23-3.1-102(5);

B. Training rooms of recognized professional or amateur athletic teams;

C. Offices, clinics, or other facilities in which medical professionals licensed by the State of Colorado, or any other state, provide massage services to the public in the ordinary course of the medical profession;

D. Medical facilities licensed by the State;

E. Barber shops, beauty salons, and other facilities in which barbers and cosmetologists licensed by the State provide massage services to the public in the ordinary course of the profession;

F. Bona fide athletic clubs that are not engaged in the practice of providing massage therapy to members or to the public for remuneration, or if an athletic club does not receive more than ten percent (10%) of its gross income from providing massages to the club's members or to the public;

G. A place of business where a person offers to perform or performs massage therapy for seventy-two (72) hours or less in a six-month period as part of a public or charity event in which the primary purpose is not to provide massage therapy;

H. A place of business where massage therapy is provided as an ancillary amenity and not the primary service of the business, as may be further defined by rules adopted by the Finance Director; and

I. A place of business where a licensed massage therapist practices as a solo practitioner and: (1) either (a) does not use a business or assumed name, or (b) uses a business or assumed name and provides the massage therapist's full legal name or license number in each advertisement and each time the business name or assumed name appears in writing; and (2) does not maintain or operate a table shower.

3-11-5: APPLICATION FOR LICENSE; FEES.

A. An applicant for a massage facility license shall submit a written application to the Finance Director, on forms prescribed by the Finance Department, which shall contain the following information:
   i. The full legal name, date of birth, and current address of the applicant, and of each owner;
      i. If a partnership, the name and address of each partner;
      ii. If a corporation, limited liability company, association, or other organization, the names and addresses of the principal officers, managing members, and each person holding an ownership interest of five percent (5%) or more;
   ii. The trade name or assumed name of the business, if any;
   iii. The business telephone number and email address;
   iv. The physical address of the massage facility to be licensed;
   v. Whether the premises are owned or leased by the applicant, and evidence of the applicant's right to legal possession of the premises;
   vi. A copy of a valid government-issued photo identification for the applicant and each owner;
   vii. Whether the applicant or any owner has previously been denied a massage facility license, or had a massage facility license suspended or revoked, in any jurisdiction, and any necessary explanation thereof;
   viii. A complete list of employees on site, with the start date of employment, full legal name, date of birth, home address, telephone number, and employment position of each employee;
   ix. Proof that each licensed massage therapist employed or contracted holds a valid massage therapy license issued by the Colorado Department of Regulatory Agencies (DORA) pursuant to C.R.S. Article 235 of Title 12; and
   x. Such other information as the Finance Director may reasonably require to administer this Chapter.

B. Fees.
   i. The fee for the issuance of an initial massage facility license, or the renewal thereof, shall not exceed one hundred fifty dollars ($150.00), as authorized by C.R.S. § 30-15-401.4(4)(a)(II). The fee shall not be based on the number of employees.
   ii. The fee may be adjusted annually for inflation, in accordance with state law, and may be rounded upward or downward to the nearest dollar.
   iii. Applicants, owners, prospective owners, employees, and prospective employees shall pay all costs associated with a fingerprint-based criminal history record check required under this Chapter.

3-11-6: APPLICATION REVIEW.

A. The Finance Director is designated to receive, review, approve, or deny applications for massage facility licenses.

B. The Finance Director may deny an application if:

i. A required administrative fee is not paid;

ii. The City's zoning or subdivision regulations do not allow for the operation of a massage facility at the proposed location;

iii. The applicant or an owner, prospective owner, or employee has been convicted of, or entered a plea of guilty or nolo contendere accepted by the court for, a felony or misdemeanor for: (a) Solicitation of a prostitute, as described in C.R.S. § 18-7-202; (b) A human trafficking-related offense, as described in C.R.S. §§ 18-3-503 or 18-3-504; or (c) Money laundering, as described in C.R.S. § 18-5-309;

iv. The applicant or an owner, prospective owner, or employee is registered as a sex offender, or is required by law to register as a sex offender, as described in C.R.S. § 16-22-103;

v. The applicant has one or more previous revocations or suspensions of a license to operate a massage facility in any jurisdiction;

vi. An employee of the massage facility has not submitted to a required background check before commencing employment, as required by Sections 3-11-8 and 3-11-9;

vii. The applicant or an owner or prospective owner has not submitted to a required background check at least thirty (30) days before being granted a license or assuming an ownership interest, as required by Sections 3-11-8 and 3-11-9; or

viii. Any other ground authorized by C.R.S. § 30-15-401.4, as amended.

C. Discretionary Denial for Fraud, Theft, or Embezzlement. The Finance Director may, in its discretion, deny an application after considering, in accordance with C.R.S. § 24-5-101, an applicant's, owner's, prospective owner's, employee's, or prospective employee's conviction of, or plea of guilty or nolo contendere accepted by the court for, a felony or misdemeanor for fraud or theft or embezzlement, as described in C.R.S. § 18-4-401. In exercising such discretion, the Finance Director shall consider any information provided regarding the criminal history, including evidence of mitigating factors, rehabilitation, character references, and educational achievements, especially the period of time between the person's last criminal conviction and the application date.

D. Temporary License. The Finance Director may issue a temporary massage facility license upon receipt of a completed application involving the sale or change of ownership of a business. A temporary license is valid for thirty (30) days and may be renewed every thirty (30) days until the license application is approved or denied.

E. Notice of Decision. The Finance Director shall issue a written decision on a completed application within thirty (30) days of receipt of a complete application. If an application is denied, the Finance Director shall promptly serve the applicant with written notice stating the ground(s) for denial and providing information on an appeal under Subsection F.

F. Appeal. An applicant, whose application is denied, or a licensee, whose license is suspended or revoked, may file a written request for hearing within fourteen (14) days after

service of the notice. An administrative hearing shall be heard in accordance with Title 1, Chapter 20 of the Littleton City Code.

3-11-7: OPERATIONAL REQUIREMENTS.

A. Every licensee under this Chapter shall comply with the following:
   i. Maintain on site a current list of all employees, including the start date of employment, full legal name, date of birth, home address, telephone number, and employment position of each employee;
   ii. Ensure that all employees and the licensee have valid government-issued identification, including, for licensed massage therapists, a form of identification required by C.R.S. § 24-34-107(1), available for immediate presentation to the Finance Director, its designees, or law enforcement upon request;
   iii. Ensure that all licensed massage therapists maintain copies of valid massage therapy licensure as required by Article 235 of Title 12, C.R.S., available for immediate presentation to the Finance Director, its designees, or law enforcement upon request;
   iv. Maintain a complete set of records, which may include accounts, invoices, payroll, and employment records, and a log book of all massage therapy administered at the facility. The log book shall include, at minimum, the date, time, and type of massage therapy administered and the name of the massage therapist administering the massage therapy. The licensee shall retain such records for a minimum of one (1) year. The Finance Director, its designees, or local law enforcement may inspect such records during business hours;
   v. Operate only during hours permitted by law and any applicable conditions of licensure;
   vi. Not permit any person who does not hold a valid license pursuant to C.R.S. § 12-235-107 to perform massage therapy at the facility; and
   vii. Comply with all other applicable federal, state, and local laws and regulations.

3-11-8: FINGERPRINT-BASED CRIMINAL HISTORY RECORD CHECKS.

A. Requirement. In investigating the fitness of any applicant, owner or prospective owner, or employee or prospective employee, the Finance Director shall require the person to submit to a fingerprint-based criminal history record check, as defined in this Chapter, conducted in accordance with C.R.S. § 24-33.5-424.5 and 34 U.S.C. § 41101.
B. Fingerprinting Process.
   a. The applicant, owner or prospective owner, or employee or prospective employee shall have his or her fingerprints taken by the Littleton Police Department or any third party approved by the Colorado Bureau of Investigation (CBI).
   b. The person shall authorize the entity taking the fingerprints to submit, and the entity shall submit, a complete set of fingerprints to the CBI for the purpose of conducting a fingerprint-based criminal history record check. If an approved third party takes the fingerprints, the fingerprints may be electronically captured using CBI-approved livescan equipment. Third-party vendors shall not retain the person's

information for more than thirty (30) days. The CBI shall use the submitter's fingerprints to conduct a criminal history record check using CBI's records. The CBI shall also forward the fingerprints to the Federal Bureau of Investigation for the purpose of conducting a fingerprint based criminal history records check. CBI, all submitters of fingerprints, the city and any entity taking the fingerprints shall comply with the Federal Bureau of Investigations requirements to conduct a criminal history record check.

c. Return of Results.
    1. The Finance Director shall use the information resulting from the criminal history record checks solely to investigate and determine whether a persolin is qualified to hold a license, or to be an owner or employee, pursuant to this Chapter.
    2. The Finance Director shall not share or disseminate criminal history record information received from the CBI or FBI to any private entity.
    3. Arrest Without Disposition. When the results of a fingerprint-based criminal history record check reveal a record of arrest without a disposition, the Finance Director shall require the person to submit to a name-based judicial record check, as defined in C.R.S. § 22-2-119.3(6)(d).

d. Consideration of Criminal History. When considering a person's criminal history record, the Finance Director shall also consider any information provided by the person regarding the criminal history, including, but not limited to, evidence of mitigating factors, rehabilitation, character references, and educational achievements, especially the period of time between the person's last criminal conviction and the date of application or employment, in accordance with C.R.S. § 24-5-101.

e. Costs. The applicant, owner or prospective owner, or employee or prospective employee shall pay all costs associated with the fingerprint-based criminal history record check.

f. Exemption for Licensed Massage Therapists. Consistent with C.R.S. § 30-15-401.4(2), a massage therapy license issued pursuant to C.R.S. Article 235 of Title 12 is not an "employee" or an "operator" for purposes of the background check requirements of this Section and Section 3-11-9, and is not required to submit to a background check under this Chapter. This subsection does not exempt a massage therapist who is also an owner, or who is also an applicant for a massage facility license, from the background check required of applicants and owner, and does not exempt any massage therapist from any other requirement of this Chapter.

3-11-9: TIMING OF BACKGROUND CHECKS.

A. Existing Operators, Owners, and Employees. Any person who is an operator, owner, or employee of a massage facility on the effective date of this Chapter shall submit to a background check on or before the date that is sixty (60) days after the effective date.

B. Prospective Employees. A prospective employee shall submit to a background check before commencing employment with a massage facility.

C. Prospective Operators and Owners. A prospective operator or owner shall submit to a background check at least thirty (30) days before, as applicable, being granted a license to operate a massage facility or assuming an ownership interest in a massage facility that would make the prospective owner an owner.

3-11-10: PROHIBITIONS ON OWNERSHIP AND EMPLOYMENT.

A. Ownership Prohibition. A person is prohibited from being an owner if the person:
   a. Has not submitted to a required background check at least thirty (30) days before assuming an ownership interest in a massage facility; or
   b. Has been convicted of, or entered a plea of nolo contendere accepted by the court for, an offense listed in Section 3-11-6(B)(3), or is registered as a sex offender or is required by law to register as a sex offender, as described in C.R.S. § 16-22-103.

B. Employment Prohibition. An operator or owner is prohibited from employing as an employee a person who has not submitted to a required background check pursuant to Sections 3-11-8 and 3-11-9.

C. Exception for Certain Employment Decisions. Notwithstanding subsection (B) of this Section and Section 3-11-12(A)(2), an operator or owner that learns that a prospective employee or current employee has been convicted of, or entered a plea of nolo contendere accepted by the court for, an offense listed in Section 3-11-6(B)(3), or is registered as a sex offender or is required by law to register as a sex offender, may hire or continue to employ such person at a massage facility if the operator or owner believes that employing the person does not pose a threat to customers or employees of the massage facility, in accordance with C.R.S. § 30-15-401.4(4.5)(c). This subsection does not create any exception to the ownership prohibition in subsection (A) of this Section, which the City is required by C.R.S. § 30-15-401.4(4.5)(a) to impose.

3-11-11: PROHIBITED ACTIVITIES.

A. The following activities are prohibited within the City:
   i. Allowing a person who does not hold a massage therapy license pursuant to C.R.S. § 12-235-107 to perform massage in a massage facility;
   ii. Advertising to a prospective client that services including prostitution, sexual acts, escort services, sexual services, or services related to human trafficking disguised as legitimate services, are available;
   iii. Permitting sexual acts or sexual services within or near a massage facility or in relation to massage therapy;
   iv. Denying inspection of a massage facility by law enforcement or inspectors of the Finance Director during business hours;
   v. Refusing, interfering with, or eluding immediate identification of employees of the massage facility to law enforcement or the Finance Director, or authorized designee;
   vi. Failing to immediately report to law enforcement any act of sexual misconduct occurring in a massage facility;

vii. Allowing an employee or contractor of a massage facility to provide massage therapy without being fully clothed;
viii. Requiring client nudity as part of a massage without the client's prior consent;
ix. Allowing a massage facility to be open and practicing massage therapy without a licensed massage therapist on the premises;
x. Permitting a person in a massage facility to make an agreement with an employee or contractor to engage in any prostitution-related offense in the massage facility or any other location;
xi. Permitting a massage facility to be used for housing, sheltering, or harboring any person, or as living or sleeping quarters for any person; except that an owner and the owner's family members who operate a massage facility as a home business are exempt from this prohibition; and
xii. Operating an erotic parlor on the premises of a massage facility.

3-11-12: SUSPENSION AND REVOCATION OF LICENSE.

A. The Finance Director, or its designees, may revoke or suspend a massage facility license if:
   a. The licensee employs a person who has not submitted to a background check, or an owner of the massage facility has not submitted to a background check, as required by Sections 3-11-8 and 3-11-9;
   b. The licensee employs a person who has been convicted of, or entered a plea of nolo contendere accepted by the court for, an offense listed in Section 3-11-6(B)(3), or who is registered as a sex offender or is required by law to register as a sex offender; or
   c. An owner of the licensed massage facility has been convicted of, or entered a plea of nolo contendere accepted by the court for, an offense listed in Section 3-11-6(B)(3), or is registered as a sex offender or is required by law to register as a sex offender.
B. The Finance Director may also revoke or suspend a license for violation of the prohibited activities listed in Section 3-11-11.
C. Temporary Suspension. The Finance Director may temporarily suspend a license, with a hearing to be scheduled within fifteen (15) days, when the Finance Director finds:
   a. The licensee willfully failed to disclose any information on the application as required;
   b. The licensee knowingly permitted a person who does not hold a valid license pursuant to C.R.S. § 12-235-107 to perform massage therapy;
   c. A pattern of activity that the massage facility is committing human trafficking-related offenses, as described in C.R.S. §§ 18-3-503 and 18-3-504; or
   d. The licensee failed to permit an inspection at a time the massage facility was open for business.

3-11-13: PENALTIES.

A. A law enforcement officer may follow the penalty assessment procedure described in C.R.S. § 16-2-201 for any violation of the prohibitions set forth in Section 3-11-11.
B. The City Council may adopt a graduated fine schedule for violations of Section 3-11-11 by resolution. A graduated fine schedule may provide for increased penalty assessments for repeat offenses by the same person.
C. A massage facility that engages in two (2) or more violations of this Chapter may be declared a public nuisance as described in C.R.S. § 16-13-303, unless the violation already constitutes a public nuisance under that section. The City Attorney may bring an action in the appropriate court for an injunction against such massage facility.
D. Operating a massage facility without the required license under this Chapter is a violation of this Code and may be enforced through any remedy available under this Code or state law.

3-11-14: REPORTING TO DORA.

The Finance Director, or authorized designee, may report information to the Colorado Department of Regulatory Agencies (DORA) regarding criminal activity involving a licensed massage therapist.

3-11-15: SOLO PRACTITIONER EXEMPTION PROCESS.

A. A solo practitioner who meets the criteria of Section 3-11-4(I) is not a massage facility and is exempt from the massage facility licensure requirements of this Chapter. A solo practitioner shall be required to register with the Finance Director, or authorized designee, on forms prescribed by the Finance Director, or authorized designee, for verification and enforcement purposes.
B. A solo practitioner registration shall be valid for a period of one (1) year from the date of issuance and shall be renewed annually. A solo practitioner shall notify the Finance Director, or authorized designee, within thirty (30) days if they cease to meet the criteria listed in Section 3-11-4(I) herein, including by employing, contracting with, subleasing to, or partnering with another person at the location, or by maintaining or operating a table shower, at which point the person shall apply for a massage facility license under Section 3-11-5.
C. The Finance Director, or authorized designee, may develop and maintain a solo practitioner exemption application form, which may require the solo practitioner to demonstrate compliance with the conditions of Section 3-11-4(I).

3-11-16 TRANSITION FOR EXISTING LICENSEES.

A. A person holding a valid massage establishment license issued under Title 3, Chapter 11 of the Littleton City Code as it existed before the effective date of this Chapter may continue to operate under that license until the earlier of its stated expiration date or one hundred eighty (180) days after the effective date of this Chapter, and shall apply for a massage facility license under this Chapter before that date.
B. A pending application filed before the effective date of this Chapter shall be reviewed under this Chapter. The Finance Director, or assigned designee, shall give the applicant a

reasonable opportunity to supplement the application with any information required by this Chapter that was not required at the time of filing.

Section 2: Severability. If any part, section, subsection, sentence, clause or phrase of this ordinance is for any reason held to be invalid, such invalidity shall not affect the validity of the remaining sections of this ordinance. The City Council hereby declares that it would have passed this ordinance, including each part, section, subsection, sentence, clause or phrase hereof, irrespective of the fact that one or more parts, sections, subsections, sentences, clauses or phrases may be declared invalid.

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

INTRODUCED AS A BILL at a regularly scheduled meeting of the City Council of the City of Littleton on the 6th day of October, 2026, passed on first reading by a vote of 6 FOR and 0 AGAINST; and ordered published by posting at Littleton Center, Bemis Library, the Municipal Courthouse and on the City of Littleton Website.

PUBLIC HEARING on the Ordinance to take place on the 20th day of October, 2026, in the Council Chamber, Littleton Center, 2255 West Berry Avenue, Littleton, Colorado, at the hour of 6:30 p.m., or as soon thereafter as it may be heard.

PASSED on second and final reading, following public hearing, by a vote of ___ FOR and ___ AGAINST on the 20th day of October, 2026 and ordered published by posting at Littleton Center, Bemis Library, the Municipal Courthouse and on the City of Littleton Website.

ATTEST:

_____	_____
Colleen L. Norton	Kyle Schlachter
CITY CLERK	MAYOR

APPROVED AS TO FORM:

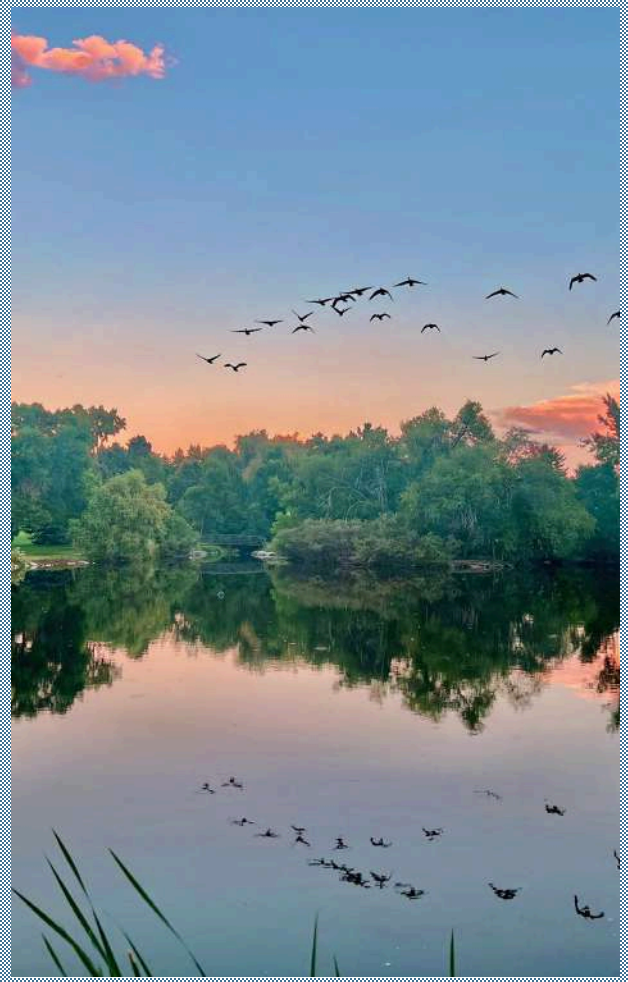
_____

Reid Betzing
CITY ATTORNEY

CITY CODE: REGARDING MASSAGE ESTABLISHMENTS

Laurie Matta, Finance Director

OCTOBER 20, 2026



Littleton Colorado

PURPOSE & SCOPE

- Repeals and reenacts Title 3, Chapter 11, adopted in 1978
- Updates local requirements to address state legislation
- Establishes facility licensing and background check procedures
- Prohibits illicit massage activity while protecting lawful massage practice

Littleton

Annual Facility Licensing

- A facility must obtain a City license before opening, unless exempt.
- Licenses expire December 31. Ownership or location changes require a new application.
- Initial and renewal fees may not exceed $150, subject to authorized annual inflation adjustments.
- Required background check costs are paid separately by the person checked.

Littleton

Other Regulations and Requirements

- Facilities licensing exemptions
- Background checks
- Application review and hiring rules
- Operating requirements and prohibitions
- Enforcement and appeal rights
- Transition for existing businesses
- Communication to affected businesses

Littleton

Communication Plan

- Reach out via phone and/or email to each existing business (found 9 active who pay sales tax)

Littleton

STAFF RECOMMENDATION & ALTERNATIVES

Recommendation

Staff recommends approval on second reading. Adoption is required for the city to comply with C.R.S. § 30-15-401.4, and the state compliance deadline for existing operators, owners, and employees has already passed.

Alternatives

1. Council may amend the ordinance prior to second reading.

2. Council may decline to adopt the ordinance and leave the 1978 chapter in place. This alternative is not recommended: the city would remain out of compliance with a state mandate, would lack the defined disqualifying offenses and enforcement tools the state framework supplies, and would continue to apply licensure requirements to state-licensed massage therapists who state law now exempts.

Littleton

PUBLIC HEARING ROSTER

Item: 10(a)

This roster is to assist Council in weighing public opinion on this issue, to assist in conducting the meeting, and generally to promote a fair and orderly hearing.

**** INDIVIDUALS WISHING TO SPEAK ON THIS MATTER WILL BE LIMITED TO 3 MINUTES****

Tuesday, October 20, 2026

Subject: **Ordinance 18-2026:** *An ordinance on second reading, repealing and reenacting Title 3, Chapter 11, of the Littleton City Code regarding massage establishments to comply with recent state legislation governing massage facility licensure and fingerprint-based criminal history record checks*

	Print Name	District or Address	Email	In Favor	Opposed
1	Pam Chadbourne	[redacted]		X	
2					
3					
4					
5					
6					
7					
8					
9					
10					