

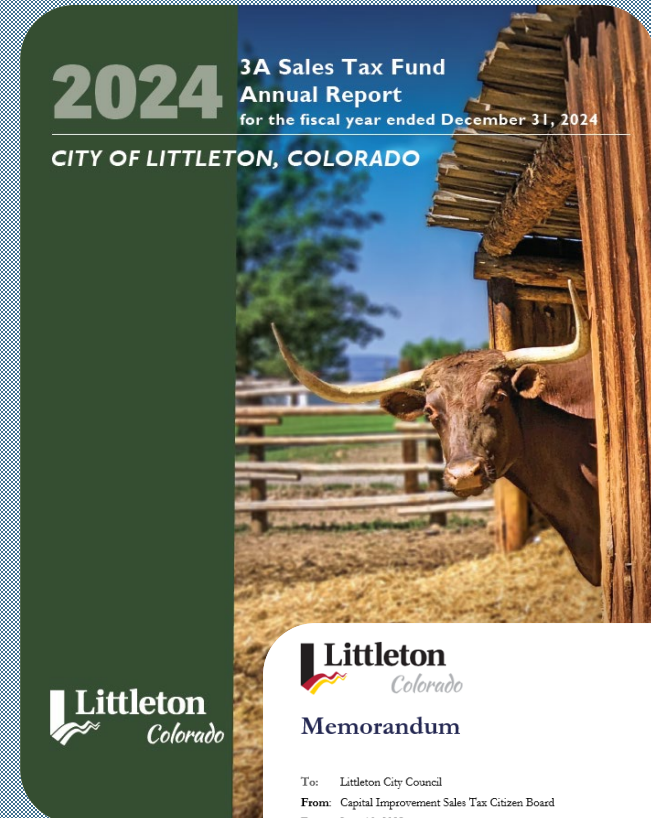
CAPITAL IMPROVEMENT SALES TAX BOARD 2024 UPDATE

Kevin Orton, Budget Manager

Julie Radulovich, Board Member

John Jones, Board Member

JUNE 10, 2025



Memorandum

To: Littleton City Council
From: Capital Improvement Sales Tax Citizen Board
Date: June 10, 2025
Ref: Report on Use of Ballot Measure 3A Funds ("3A Funds") by The City of Littleton for the Calendar Year Ended December 31, 2024

Executive Summary

- The City of Littleton Capital Improvement Sales Tax Citizen Committee ("CIST") met on April 30, 2025 with Kevin Orton, Adrienne Burton, Brent Soderlin, Brent Thompson and Mike Gent.
- We reviewed the December 31, 2024 3A Sales Tax Fund Annual Report which consisted of the Spending by Major Category, Spending by Project, Financial Use and Sources, and Employee Positions Allocated for the 3A funds.
- We discussed current and future 3A funded projects being worked on to understand the scope and purpose of those projects.
- Based on our review, we conclude that the 3A funds for the year ended December 31, 2024 spent were in conformance with the ballot language.
- We also reviewed the 3A Capital Improvement Fund 2025 Budget plan and noted that the planned spending of the funds are in conformance with the ballot language.

How Funds were Spent

- For the year ended December 31, 2024 a total of approximately \$12.8M of 3A funds were raised.
- During the year ended December 31, 2024 a total of approximately \$8.8M was spent. A detail breakdown can be found in the 3A Capital Improvement Fund Spending by Major Category and Program Details for the year ended December 31, 2024.
- As of December 31, 2024, the 3A fund has approximately \$21.7M of funds available for future projects.

PURPOSE

- **November 2021 3A Ballot Measure:** created a dedicated \$0.0075 sales tax increase to address backlogged capital improvement projects.
- **Capital Improvement Sales Tax Board:** Created by City Council in July 2022 to fulfill requirement that the city report annually the expenditures and progress of the 3A Capital Improvement Sales Tax.
- **Annual Report:** Per the board charter and action plan, city staff is required to prepare a report by March 31st for board review.

SALES TAX BOARD MEETINGS

- Staff prepared the 3A Sales Tax Fund 2024 Report by March 31st
- Board reviewed the report at the April 30th and May 29th Board meetings
- Staff provided follow up information as requested by the board
- Board prepared memo for presentation to City Council

CAPITAL IMPROVEMENT SALES TAX BOARD MEMO

- **Expenditures Outside of Ballot Language**
 - Did not note any 2024 3A funds were used on expenditures outside of those described in the 3A language
- **Recommendations/Concerns about the city's utilization of the 3A Funds**
 - The Board did not have any recommendations or concerns regarding the city's utilization of the 3A funds.
- **Additional Comments**



QUESTIONS?