

Board Members Present: Mayor Tom Patterson  
Trustee John Bauer  
Trustee Michael Patrick  
Trustee Jeff Hindman  
Trustee Glen Buckingham  
Trustee Dick Shepard

Board Members Absent: Mayor Pro-Tem David Gregg

Staff Members Present: Town Administrator Gary Suiter  
Town Clerk Mary Cowdin  
Town Planner Tim Katers  
Town Attorney Bruce Fickel  
Deputy Town Clerk Linda Higuera

Mayor Patterson called the meeting to order at 7:10 p.m.

#### **Pledge of Allegiance**

Mayor Patterson led the Pledge of Allegiance.

#### **Citizen Participation**

Dorian Ryan thanked everyone for their participation in the Citizens First meeting. She presented information concerning the membership of the Berthoud Economic Development Committee. Ms. Ryan is requesting that the membership be a majority of citizens who live in town.

Trustee Hindman stated that the criticism of the BERT membership is totally unfounded. He stated that it makes sense to staff this committee with people who own or do business in Berthoud.

Trustee Bauer stated that the majority of the general funding comes from sales tax revenue, which is generated by the businesses in Berthoud.

Trustee Buckingham stated that all BERT meetings are posted and are open to the public.

#### **Reports**

Trustee Shepard reported on the last Utility Advisory Board meeting. The current efforts are evaluating the Xcel franchise being negotiated by Boulder. They will be presenting a report to the Board in the future.

Trustee Bauer reported that the North I-25 Impact Study has been completed and is ready to be submitted.

Trustee Buckingham reported on the finance committee meetings that are on-going. He complimented staff of their efforts. The finance committee meetings are open to the public and are held on Wednesday mornings at 7:00 a.m.

Trustee Hindman reported on the Holiday Tree Lighting project for Fickel Park.

Administrator Suiter reported on the current status of the roundabout project which is approximately 50% complete. Due to the number of utilities involved the work is progressing at a slower pace. The work schedule is also dependent on the weather.

Lisa Underhill resigned last week. This position is being left vacant until the 2010 budget is completed.

Staff is working on incorporating the changes discussed in the Finance Committee into a Plan "B" budget.

Staff is looking at decommissioning the north outlet at Berthoud Reservoir. This outlet has not been used in twelve years and is costing money in inspections each year.

Administrator Suiter distributed a draft of the meeting agreements from the last study session for Board review.

Trustee Shepard asked for an updated project time schedule for the roundabout after the storm that is expected this week.

### **Consent Agenda**

Motion by Trustee Bauer to approve the Consent Agenda, seconded by Trustee Buckingham. Motion approved with five yes votes and Trustee Patrick abstaining.

### **Economic Development Update**

Stephanie Salazar presented a report on the current BERT activities. The list of deliverables and the 2010 budget request has been submitted. Ms. Salazar has also been working to assess and market several properties in town. She also reported on the marketing sub-committee. Ms. Salazar has developed an outline for a suggested website. She has drafted an RFP for website development. The business retention sub-committee has set a goal of increasing sales tax revenue by 20% in 2010.

### **Transfer of Liquor License – JB Clymer's**

Town Clerk Mary Cowdin presented this item. All criteria has been met for permanent transfer of the liquor license. Motion by Trustee Buckingham, seconded by Trustee Shepard. Approved with five yes votes and Trustee Patrick abstaining.

### **Annual Payment in Lieu of report from Thompson R2J**

Administrator Suiter presented the report as contained in the packet.

### **Public Hearing – Ordinance 1112 re Conveyance Plat**

The Mayor opened the public hearing. Planner Katers presented a summary of this item. Conveyance plats do not convey approval of any development on the property. The Planning and Zoning Commission recommends that Conveyance plats be handled at the P&Z level in the same way as a minor subdivision.

Trustee Buckingham clarified that conveyance is conveyance only. He suggested a wording change in Section F and asked if a threshold should be included to determine when a project should come back to the Board.

Trustee Hindman asked for the definition of "Concept Plan." He also recommended a 10% threshold for referral to the Board.

Trustee Bauer confirmed that the minimum is 40 acres to qualify for a conveyance plat.

Trustee Patrick expressed reservations about the process. Trustee Patrick stated that this proposal might need more definition prior to approval.

Trustee Bauer questioned specifically how a conveyance plat would work.

Trustee Shepard clarified property uses with a conveyance plat.

Mayor Patterson stated that he does not see a problem with the conveyance plat process as outlined.

The Mayor opened the Public Comment at 8:45 p.m.

Dorian Ryan asked if Longmont, Colorado is the only local community using the Conveyance Plat process. Planner Katers stated that he was not aware of how many Colorado communities are using the process.

The Mayor closed the public comment portion at 8:50 p.m.

Trustee Hindman suggested that the matter be continued pending definition of the Concept Plan.

Attorney Fickel presented suggested revisions to the wording of the Ordinance.

Motion to continue the Public Hearing by Trustee Bauer, seconded by Trustee Buckingham. Motion passed unanimously.

#### **Update Jones Annexation – Resolution 16-09 of Substantial Compliance**

Planner Katers presented the Jones Annexation. Planner Katers is recommending approval of this resolution. Motion to approve Resolution 16-09 by Trustee Hindman, seconded by Trustee Patrick. Motion passed unanimously.

Motion to enter executive session to discuss contract negotiations by Trustee Buckingham, seconded by Trustee Shepard. Motion passed unanimously. (Executive session adjourned at 10:25 p.m.)

The regular meeting was adjourned at 9:05 p.m.

---

Mayor Tom Patterson

---

Linda Higuera  
Deputy Town Clerk