

## Town of Berthoud

Board Members Present: Mayor Tom Patterson  
Trustee John Bauer  
Trustee Jeff Hindman  
Trustee Thomas Jones  
Trustee Dick Shepard  
Trustee David Skiles

Board Members Absent: Mayor Pro-Tem David Gregg

Staff Members Present: Town Administrator Mike Hart  
Town Clerk Mary Cowdin  
Town Planner Tim Katers  
Public Works Director Stephanie Brothers  
Parks Director Jeremy Olinger  
Transportation Director Eric Boyd  
Deputy Town Clerk Linda Higuera

### Pledge of Allegiance

Mayor Patterson led the Pledge of Allegiance.

### Citizen Participation

None

### Reports

Trustee Skiles attended the Planning Commission two weeks ago. The Planning Commission is working on the revisions to the Development Code which will be forwarded to the Board.

Trustee Shepard also attended the Planning Commission and thanked them and town staff for their work on the Development Code revisions. The discussion at the next meeting will concern density.

Trustee Hindman reported on the Larimer County Open Lands Advisory Board meeting this week and the Berthoud Parks and Open Space Board. He commented on the roundabout progress. Trustee Hindman also expressed thanks for the modifications made at the Pool.

Trustee Bauer stated that the Appreciation Breakfast was a success. He also thanked the sponsors and town staff.

Trustee Jones attended the HPC meeting. They discussed a meeting with the Historical Society and the Main Street group to discuss shared goals.

Administrator Hart reported that the pool will be open on Sunday. The roundabout has traffic on the northbound side. The second quarterly payment has been made to the Museum. The Town and Museum Board have reached substantial agreement on an agreement. Administrator Hart also reported on the transportation agreement with Fort Collins. Public Works director Brothers reported on a water line break at 6<sup>th</sup> Street this afternoon.

Eric Boyd reported that the contractor who was to refinish the medallions on Mountain Avenue has not responded to repeated attempts to contact. He will be sending the work out for re-bid.

#### Approval and Issuance of Bid Award – Water Plant Modification

Public Works Director Stephanie Brothers announced the bid results for the water plant modification project. Recommend the bid be awarded to Glacier Construction. Motion to award contract to Glacier Construction by Trustee Bauer, seconded by Trustee Shepard. Motion passed unanimously.

#### Consent Agenda

Motion to approve the Consent Agenda by Trustee Bauer, seconded by Trustee Skiles. Motion passed unanimously.

#### Medical Marijuana

Planner Katers gave a presentation on the medical marijuana issue. Bruce Fickel, Chief Johnson and Planner Katers attended a CML webinar on this issue. Planner Katers explained that the pending legislation allows local communities to “opt out” of medical marijuana production, manufacture and sale. There are currently six sales tax licenses for medical marijuana in Berthoud, with two actually active. The current moratorium will expire at the end of June, 2010. Planner Katers requested direction from the Board regarding this issue.

Mayor Patterson asked for the deadline for putting the issue on the ballot. Town Clerk Cowdin stated that the end of June, beginning of July would be the deadline. Trustee Bauer asked how long a moratorium could last. Planner Katers stated that the moratorium could be extended for up to one year.

Trustee Hindman recommended that Berthoud should wait to see the state legislation and should extend the moratorium until the end of September.

Trustees Shepard, Skiles and Jones agreed with extending the moratorium until the State developed the rules. Mayor Patterson also agreed.

#### Administrator’s Workshop

Administrator Hart introduced the subject of assessing the Boards and Commissions for any changes or recommendations for the composition and goals for same.

Berthoud Economic Development Committee

Trustee Hindman feels the role of BEDC is changing. The Business Retention Committee is the only active sub-committee. There seems to still be interest by those on the committee but the purpose needs to be re-defined. The Chamber has been focused on community events but is trying to move toward business retention. Eric Boyd reported that Mainstreet is not running a parallel role in economic development. The purpose of Mainstreet is to “make a vibrant core of the community”; revitalization of the downtown, Mountain from 1<sup>st</sup> to 8<sup>th</sup> Streets and Massachusetts to Welch; lessen the burden of government by promoting events; and economic development based on volunteer efforts. The Town provides approximately 50% of the funding for Main Street. Trustee Bauer explained it is modeled on a DDA model and was founded in 2003. Other funding is from donations and the Farmer’s Market. Town contribution is \$20,000. The State offers a preservation architect. Administrator Hart asked if the HPC has been involved. Director Boyd stated they had not been involved.

Trustee Skiles asked if 15 members were really necessary for BEDC. Consensus to leave as is for membership and review in August.

Administrator Hart explained that the purpose of tonight’s meeting is to clarify the actual role and responsibility of each board or commission.

Trustee Shepard asked what Administrator Hart felt was needed from the boards and commission. Administrator Hart felt that there are several entities working on business retention and their efforts should be coordinated. The Mayor suggested asking BEDC to put together a presentation for review by the Board.

Trustee Bauer stated boards and commissions should be used as a resource by staff to gather information and present recommendations.

Administrator Hart stated that certain roles need to be filled by staff versus advisory boards and should not be an extension of the Town in certain areas.

Trustee Bauer wanted to see what incentives are available, i.e. a survey/recommendations. Trustee Hindman suggested BEDC could suggest “package” of incentives to stimulate new businesses. He also suggested a retail analysis could be a function of BEDC.

Trustee Jones stated that the Farmer’s Market, prior Art in the Park, etc., would be worthwhile projects for BEDC. Also brainstorming community events which would draw people to Berthoud which will in turn draw businesses.

Trustee Skiles stated that the Board should determine the strategy and communicate to the Town Administrator. What activities can BEDC develop to increase business in the community.

Town of Berthoud

Trustee Shepard recommended they concentrate on Business Retention.  
Trustee Skiles recommended BEDC make recommendations on business attraction or retention.

Administrator Hart recommended suspending the discussion until the staff liaisons discuss the goals with the individual commissions. He will meet with the staff liaisons and Boards and Commissions to provide direction and clarification. Trustee Hindman recommended making clear that boards and commissions are advisory.  
Consensus to continue this matter to a future board meeting.  
The meeting adjourned at 8:45 p.m.

---

Mayor Tom Patterson

---

Linda Higuera  
Deputy Town Clerk