



## MEETING MINUTES OF THE TOWN BOARD

Town Board Room  
807 Mountain Avenue  
Town of Berthoud, Colorado  
Tuesday, September 8, 2020 6:30 p.m.

This was a **VIRTUAL MEETING** hosted by Zoom

**REGULAR MEETING CALLED TO ORDER** – Mayor William Karspeck at 6:31 p.m.

### I. PLEDGE OF ALLEGIANCE – Mayor William Karspeck

Mayor Karspeck led the Pledge of Allegiance.

### II. ROLL CALL – Mayor William Karspeck

The following Board Members were present:

William Karspeck, Mayor  
Maureen Dower, Mayor Pro-Tem  
Jeff Hindman, Trustee  
Tim Hardy, Trustee  
Lonnie Stevens, Trustee  
Mike Grace, Trustee  
May Soricelli, Trustee

The following were also present:

Chris Kirk, Town Administrator  
Christian Samora, Town Clerk  
Erin Smith, Town Attorney

### III. CITIZEN PARTICIPATION

Ryan Armagost of Berthoud  
Laurie Hindman of Berthoud  
Steve Mulvihill of Berthoud  
Jan Dowker of Berthoud  
Christine Torres of Rural Berthoud

Mike Solter of Berthoud  
Dana Foley of Loveland  
Patrick Dillon of Berthoud  
Thomas Jones of Berthoud  
Brian Laak of Berthoud

### IV. SCHEDULED ITEMS

#### 1. Consent Agenda

(Christian Samora)

*Consent Agenda items are routine by the Town Board and will be enacted with a single vote. There will be no separate discussion of these items. If discussion is deemed necessary, that item should be removed from the Consent Agenda and considered separately.*

- a) September 8, 2020 Meeting Agenda
- b) August 25, 2020 Meeting Minutes
- c) July 2020 Financial Information

Trustee Stevens moved to combine and approve the items on the Consent Agenda. Trustee Hardy seconded the motion.  
In a 7-0 roll call vote, **THE MOTION CARRIED.**

#### 2. Metro Down Payment Assistance Program

(Chris Kirk)

**Town Administrator Kirk:** Introduced the Metro Down Payment Assistance Program through the city and county of Denver to provide down payment assistance to qualified buyers. The town has received questions from citizens if

we are going to participate in this program with the intent that they would take advantage of the program to buy a home in Berthoud. This program has been adopted in other cities in our region including Mead and Fredrick.

**Andrew Johnston of City and County of Denver:** Talked about their MetroDPA Program (Metro Down Payment Assistance Program for Homebuyers.) He is asking the Board to approve and execute the Delegation and Participation Agreement for the MetroDPA. There is no cost to the Town, Denver pays set-up and ongoing operational costs for program and the agreement terminates when the program is discontinued.

**Board directed staff to bring back on September 22, 2020 the next Town Board Meeting. They would like an example of the process.**

**3. Berthoud Recovery Fund Update**

**(Walt Elish)**

**Economic Development Director Elish:** He thanked the Board for their support. Is a \$250,000 fund for Berthoud Businesses. They have had ten applications costing about \$50,000. They will be putting more marketing books out to the businesses by the end of the month. The money is provided through the CARES ACT Funding. They have put out Jersey barriers and fencing to help add additional seating for restaurants.

An additional updated is that the façade and signage is not COVID related, however they are looking about providing funding through the Berthoud Incentive Program that will be coming back in another meeting.

**V. ELECTED OFFICIAL REPORTS**

**Trustee Stevens:** Would like to know if we can help the School District with funding for kids with no computers and internet. Town Administrator Kirk responded that Dr. Schaefer did offer to come to one of our board meetings to give an update of what the School District has going on and to answer questions the Board may have.

**Trustee Grace:** Nothing to report.

**Trustee Hardy:** Nothing to report.

**Trustee Hindman:** PORT Committee (Parks, Open Space, Recreation, Trails) Advisory had a meeting last Wednesday. Four of the current members terms have expired and that was their last meeting. Would like to do a formal recognition for citizens that have served on a committee/s. Keith Parks Director brought two conceptual plans for their input. One was a skate park that would be next to the library. The second was for a future bike park out west of Loveland Reservoir. He feels that it is a really amazing asset and thinks it was incredible that the Town Board and Staff were proactive.

**Trustee Soricelli:** Feels that it would benefit the community and just increase transparency and accountability if we could have a Facebook live stream for future meetings. In addition to that, would like staff to look into us having in person meetings again. She thinks it is critical that they make themselves more available to the public. In addition, she wanted the Board to know that she has been fielding a lot of concerns from citizens about a couple of meetings ago on how the concerns were brought up, regarding the Sheriff's office. She would like to see those concerns go to Sgt. Anderson and their team in a way that maintains integrity of our relationship with them and shows them that we are a team and that we support them. That way they have an opportunity to defend their actions, because we are not law enforcement officers ourselves. As a board they did address if they speak out or not speak out during citizen participation. That one Board member does not speak for all of them. They agreed that there is a balance and that a Board Member has a right to defend themselves when it has been individualized. They also agreed that they can respond by saying that they will direct staff, email them or bring it back to another meeting. That it should be at the end of citizen participation and no more than a minute.

**Mayor Pro Tem Dower:** Youth Advisory Commission meeting last week. The kids are very organized. They have been accomplishing a lot of things, even with the COVID-19 situation. They are updating their brochure that they have

mad for the youth, telling them where they can go to eat, where they can hang out, which is limited right now because of COVID. They continue to update it with more information. They are also working with Ms. Barrett at the High School getting a volunteer roster together of places the Students at Berthoud High can volunteer and get their credit for graduation. She is really impressed with how the kids are taking off with their ideas and organizing everything. Two years ago, she went to the Colorado Municipal League meeting that had a session on the legal implications of creating social media and having interactions. She would like a basic overview of what we can and cannot do for social media, possibly using CML as a guide. She feels that the knowledge helped her avoid a lot of issues while being on the Board.

**Mayor Karspeck:** He attended the Second Life Center and did some brainstorming. They got with House of Neighborly Service to see if they can fund a Life Center in Berthoud. He would like to get this on the agenda. He recommended that they tour the Life Center. He feels it would be a great asset for Berthoud.

**Town Administrator Kirk:** CML (Colorado Municipal League) host district meetings, each year. Typically, they are in person to give and opportunity to meet CML Staff and network with other elected officials in the region, get information and feedback about policy that they are suggesting at the state level. It is also an opportunity for them to hear from the board. That meeting is still going on and it will be virtual and still provide opportunity to network and information at the state level and get extra information from CML. The meeting will be on the 29<sup>th</sup>, from 5p.m. to 7p.m. They will send out more information.

They are also working as a group through some virtual workshops, hosted by the Sonoran Institute on growing water smart or integrating water conservation and land use planning. The last meeting was an opportunity to start to define what the problem is and what our goals are. The upcoming workshop is this Thursday and is an opportunity to start a Strategic Action Plan for what they want to accomplish. They will be bringing information back to the Board to share what they have prepared and to get feedback

**Attorney Smith:** Nothing to report.

## VI. EXECUTIVE SESSION

Trustee Grace moved that the Town Board enter into executive session pursuant to C.R.S. § 24-6-402(4) subsection (e) to determine positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and instructing negotiators; and subsection (b) for a conference with legal counsel for the purpose of receiving legal advice on specific legal questions related the Larimer County Municipal Law Enforcement Services Agreement and pursuant to C.R.S. § 24-6-402(4) (b) for a conference with legal counsel for the purpose of receiving legal advice on specific legal questions related to review of July 26 and August 1 protest events. Trustee Stevens seconded the motion. In a 7-0 roll call vote, THE MOTION CARRIED.

## VII. ADJOURN

The meeting adjourned after executive session.

*Michelle G. Adams*  
Town Clerk or Deputy Town Clerk



*William Karspeck*  
William Karspeck, Mayor