



MEETING MINUTES OF THE TOWN BOARD

Town Board Room

807 Mountain Avenue

Town of Berthoud, Colorado

Tuesday November 19, 2019 6:30 p.m.

The full discussion of the Agenda items can be found by going to the Video archives on

<https://www.berthoud.org/government/board-of-trustees/trustee-meeting-videos/archived-trustee-meeting-videos>

- I. **REGULAR MEETING CALLED TO ORDER** – Mayor Karspeck called into session at 6:30 p.m.
- II. **PLEDGE OF ALLEGIANCE** – Mayor Karspeck lead the Pledge of Allegiance.
- III. **ROLL CALL** –Town Clerk Samora called the roll.

The following were present:

Mayor Karspeck

Mayor Pro Tem Hindman

Trustees: Alaback, Dower, Hardy, Laak, Tomassi

The following were absent:

IV. CITIZEN PARTICIPATION

Cheryl Milcoch: She thanked the Board for allowing her organization Clear Lighthouse to see them in September, and to know their organization a bit more. She is the founder and executive director. When she did their presentation, she informed the Board that they did an art mural that was successful in Loveland, and over 150 people participated in this mental health project. They have done all types of different artwork that really centered around normalizing mental health and talking about suicide openly. Since then they have had more collaborations which they feel is fantastic. They have been asked, even in Berthoud to do a mural with the faith-based organization. They are discussing what that might look like in 2020. She serves on two committees for the American Association of Suicidology. One is Youth Suicide Prevention, and one is the Impacted Family and Friends Committee and she serves on that as a suicidologist clinician and because she has life experience. The Youth Suicide Prevention opened the doors for them to be asked to be a documentary for their organization. They have been interviewed the last two weeks by an award-winning director, doing a documentary on youth suicide prevention for MTV. They are excited about that and their youth have all been interviewed except three. The impact of family and friends committee is providing a unique training workshop that she will be able to participate in. She will be able to then share with Berthoud and Loveland and the surrounding areas. She states..." It's unique because it's about bringing life experiences together. Whether you're a loss survivor, or an attempt survivor. Normally you can't put those people in the same room. It is about normalizing mental health from a holistic approach". The suicide piece they must highlight because of the epidemic. They also have semi colon tattoo event coming up, which centers around suicide and mental health in general. They did in September and had over 80 tattoos. Their storytelling program is taking off and the story slams have averaged 25 to 30 youth in attendance. The documentary might film an actual story slam.

They have eleven youth leaders and six board members. They hope to get to know the Board a lot more and seeing if there is a way for them to work with them in Berthoud finding space, whether it is temporary or permanent. They are looking forward to those conversations.

V. SCHEDULED ITEMS

1. Consent Agenda

a) Approval of November 19, 2019 Agenda

b) Approval of November 05, 2019 Minutes

Trustee Laak Motioned to combine and approve the items on the Consent Agenda. Trustee Dower Seconded the Motion.

WITH ALL IN FAVOR THE MOTION PASSES

2. Appointments to Committees

Trustee Dower and Trustee Laak were the Board Members for Youth Advisory Committee interviews. There were five candidates and three were able to make it to the interview.

Trustee Dower Motioned to appoint Elijah Kraljic, Anna Thormodsgard, and Maggie Langer to the Youth Advisory Commission. Mayor Pro Tem Hindman Seconded the Motion. WITH ALL IN FAVOR THE MOTION CARRIED.

Mayor Pro Tem Hindman was the Board Member for the Historic Preservation Advisory Committee interviews. The Committee had more open seats than applicants.

Mayor Pro Tem Hindman Motioned to appoint Nicola Edwards, Kathy Karpel and Helen Scavone to the Historic Preservation Advisory Committee. Trustee Laak Seconded the Motion. WITH ALL IN FAVOR THE MOTION CARRIED.

Mayor Karspeck was the Board Member for the Tree Advisory Committee. The applicant originally applied for the Parks Open Space Recreation and Trails Committee. (PORT)
The PORT Committee recently had an opening. Mayor Karspeck with the support of the Board changed the appointment to PORT.

Mayor Karspeck Motioned to appoint Tim Grover to the PORT Committee. Trustee Alaback Seconded the Motion. WITH ALL IN FAVOR THE MOTION PASSES.

3. Comprehensive Plan Contract Award

Community Director Freese introduced this item. An RFP for a comprehensive plan update with specific architectural design standards. The Town received only four official submittals and conducted interviews with each firm in late September. After review and consideration, Town Staff selected BHA/Plan Tools as the finalist. Staff also met with BHA/Plan Tools, to rescope the project, which resulted in changes to the proposal from its original submittal. Those changes were to move to a form-based and design focused comp plan, with a heavy transportation component and reduce the emphasis on more traditional components like market studies, etc. This was the only submittal which had a heavy design/form-based component and capacity the Town asked for in the RFP. BHA conducted the Mountain Avenue Overlay Plan with ALM2S who will also serve as a subconsultant on this project. In addition, FHU, a respected transportation firm will conduct the transportation portion. A community wide survey has been included. If approved, the Comp Plan update would begin in January 2020, with 3-4 months of data gathering and collection, and then the public component of the Plan would begin with an expected end date of Spring 2021.

Mayor Pro Tem Hindman Motioned to award the Comprehensive Plan Update contract to BHA/Plan Tools, LLC and authorize the Town Administrator to enter into a contract regarding the same. Trustee Hardy Seconded the Motion. WILL ALL IN FAVOR THE MOTION PASSES.

4. Setting Public Hearing for Code Adoption by Reference

Community Director Freese introduced this item. Berthoud has been behind in building codes and codes in general. The reason for that is there has not been much staff, until recently. There were also very few resources. The staff has heard the Boards concerns and have spent time to address them. The idea with this is to come up with the most current codes with every single development building code requirement and adding the appendix for solar power. They looked as the California standards for the charging stations and made changes to fit the Towns need. They also held a meeting with Pro Code our building inspection team to help with this.

Mayor Pro Tem Hindman Motioned to approve Resolution 2019-21, a resolution of the Town Board, Town of Berthoud, setting a Public Hearing on the adoption of certain codes by reference and updating to the International Energy in their national energy conservation code 2018 edition with amendments. Trustee Hardy Seconded the Motion. WITH ALL IN FAVOR THE MOTION PASSES.

5. Property Purchase Agreement

Attorney Bell introduced this item. They were tasked with the VanMatre Purchase. They were able to negotiate a price lower than what the Board had authorized. They put together a non-standard purchase contract. They are retaining some possession rights for a few months to get certain things off the property. The Town is buying the title insurance. Those were the two non-standard items.

Trustee Laak Motioned to approve a contract for purchase of the VanMatre property, subject to normal title due diligence, for the sum of \$910,000.00, with the Town to pay for its own title insurance and possession to change six months from the contract date and authorizing the Town Administrator to execute the contract. **Trustee Hardy** Seconded the Motion.

WITH ALL IN FAVOR THE MOTION PASSES.

6. 2020 Preliminary Budget Review

Town Administrator Kirk presented this item. This was the preliminary budget review for 2020 that will be adopted by the Board on December 10, 2019. The budget is a policy document that identifies the priorities of the Town with respect to the services provided. It balances resources with the needs of the town and the priorities that the Board has articulated. The Town has also forecasted expenses related to personnel, fixed assets, and capital needs for Fiscal years 2021 and 2022. The forecasts are based upon research, experience and taking a conservative approach. It is important for the Town to know that we are in good fiscal health. The Town can continue to fund our existing services and increase services in our parks, community development, administration, public safety and public works. The town will also be able to perform needed road maintenance, replace and enhance sidewalks and construct major new capital assets such as public works service center, multiple large parks, new trails, recreation center and aquatics facility.

As a reminder to the Board there will be a Transportation Summit on December 12, 2019 that the Board is invited to attend.

THIS ITEM WILL BE BROUGHT BACK DECEMBER 10, 2019 FOR ADOPTION.

VI. ELECTED OFFICIAL REPORTS

Attorney Bell: The Oil and Gas has discovered 10 mineral acres owned by the town. The production company has asked whether we will lease to them on the same terms that we leased the others, or they have already applied for a proven arrangement with the State under a pooling arrangement. This decision will need to be made at the next Board meeting.

Trustee Hardy: Small Business Saturday event coming up for November 30th, 2019. You can go to berthoudmainstreet.org and find out what businesses are offering discounts or other offers. There will be lots of things going on such as Santa making an appearance downtown. Wildfire is doing the You Create. City Star is doing craft sale.

He introduced having a resolution recognizing the importance and protecting those supporting pollinators in our community. For example, how we use pesticides and other chemicals in our community and how they affect our insects. He stated we already have made great strides in how we deal with mosquitoes. He feels that we could take it a little bit further on how our community is about protecting the environment, our good and bad bugs. He would like us to be a city in Colorado that is a Pollinator Friendly City. He would like to have Beth Connery come speak to the Board about the process and what she has done to protect pollinators.

Trustee Dower: PORT had their meeting on Wednesday November 6, 2019. They had two new members at that meeting. One has since then had to withdraw due to personal reasons. The now two newest members are Phil Kline and Tim Grover. They will be attending the next PORT meeting. The PORT Committee is taking a new direction over what they have been doing for the past two to three years, which has been the heavy lifting associated with the PORT Plan and Trails Plans which has been completed and adopted. Now they are deciding which direction to take. Some of the things they have discussed for the Board to be aware of...

- Volunteerism
 - They were willing to personally volunteer
 - Trustee Dower shared that her impression was more about organizing community groups, larger groups to volunteer.
- Public Outreach
 - Identifying locations around town that they might be able to work with staff on.
 - For example, possibilities for easements in the future that they might be able to utilize that land for various trails and connectivity issues.

In conclusion to their meeting they will be working together to have clear concise ideas to present to the Board and where they foresee the committee going.

She also stated that she would like to work with Mayor Karspeck on getting grants for the EV charging stations. She feels with the new construction going on that it is a good time to get them in now than try to retro fit them in later.

Trustee Laak: Youth Advisory Committee had another meeting. They have finished the Matthew Yannutz Fund. They plan to set-up meetings with all the different clubs, teachers, coaches, fathers and mothers that the fund is available.

He would also like to see if there is something out there for Clear Lighthouse to have a place to set up and leaving it open for recreation and possibly other groups.

He also made a Public Service reminder for the community to clean up their leaves out of the gutters.

Trustee Alaback: The tree committee had a meeting last night. They talked about EAB. They brainstormed on what they could do with the older Ash trees. He feels optimistic about our ability to get in front of this. Studies have been done on these treatments. They are showing these treatments are very effective. The other encouraging thing he stated is that they have found you actually have to use a lot less chemical than originally thought. That is also why the treatment cost have come down. You also do not have to treat them as often as originally thought. Other studies show that the cost of removing these trees is significant. His concluding statement is that you can treat these trees for a long time before you are going to equal the cost of taking them out. The Committee is also talking about planning for next year to have a better publication, public education and talking to more people about this.

Trustee Tomassi: There is a lot of things that the Chamber of Commerce does that has an impact on our community. They put on Berthoud Day, Oktoberfest and SnowFest. The Executive Director Deanne Mulvihill has announced her retirement after six years of service. The Chamber Board will be putting out a job posting in early December and they hope to have a new director in place my March 1,2020. The Chamber Board does not see any reason for any of the major events to be impacted. Those events bring a lot of people to our community. They have a positive impact on a number of businesses.

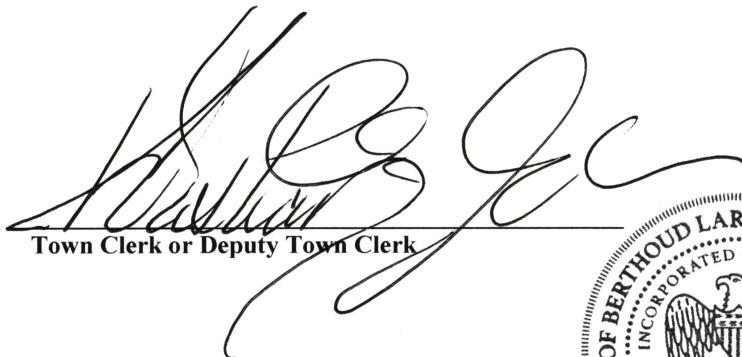
Mayor Karspeck: Responded first by saying that it will be really sad to lose Deanne Mulvihill, she did a lot as Chamber Director.

He stated he went to a lot of meetings and want to touch on the Rail Commission Meeting. It was a four hour really productive meeting for Northern Colorado, Municipalities, and Weld County showed up and actually expressed interest. They will be creating a website. The next meeting should be in the next six weeks. He stated what is really important is that this study unlike the previous three actually has part of its mission is funding. This will likely go on a ballot, if not this November the next opportunity after that. They will be going town to town. He feels it will be great to have them in Berthoud. He hopes that we can set up Town Hall for them and learn how we fit into this process, a commuter rail that would go from Colorado Springs to Cheyenne, Wyoming.

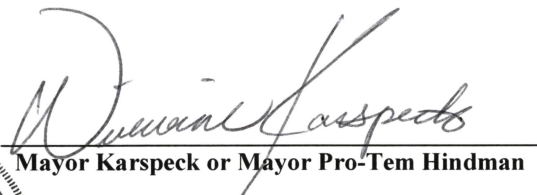
He also asked the board if they supported him going to the Colorado Agriculture Water Summit on December 2 and December 3. He had full support of the Board.

Mayor Pro Tem Hindman: He mentioned that the dog park is looking good. It looks like we are going to have it open before Christmas. He also mentioned to the citizens that he parked at the dog park and went on an hour and fifteen-minute walk through South end of Heritage Ridge. West back through Hillsdale and then up 10th through Bein Park and back to the dog park. We will have five miles of trail.

VII. ADJOURNED FROM REGULAR MEETING AT 9:49 P.M


Town Clerk or Deputy Town Clerk




Mayor Karspeck or Mayor Pro-Tem Hindman