

**Board of Trustees  
Regular Meeting  
April 25, 2017**

**1. CALL TO ORDER**

Mayor Mulvihill called the regular April 25, 2017 Board of Trustees meeting to order at 6:33 p.m. in the Board Room.

**2. ROLL CALL**

Kathy Webb, Administrative Assistant to the Town Clerk called the roll. Those present were: Mayor Mulvihill, Mayor Pro Tem Buckridge, Trustee Hindman, Trustee Baker, Trustee Dunkelberger, Trustee Karspeck, and Trustee Laak.

**3. PLEDGE OF ALLEGIANCE**

Mayor Mulvihill led the Pledge of Allegiance.

**4. ACCEPTANCE THE AGENDA**

Agenda was approved

**5. CITIZEN PARTICIPATION**

None.

**6. CONSENT AGENDA**

Consent Agenda consisted of the financial statements for February, 2017.

Trustee Dunkelberger moved, Trustee Baker seconded, to approve the Consent Agenda.  
Motion carried 7:0

**7. MUNICIPAL CLERKS WEEK PROCLAMATION**

Proclamation read by Mayor Mulvihill.

Trustee Hindman wished to give a big thanks to the Clerk's office, Trustee Baker echoed the sentiment.

**8. PEDESTRIAN SAFETY MONTH PROCLAMATION**

Proclamation read by Mayor Mulvihill.

Board commented, brief discussion ensued.

## 9. RESOLUTION GOVERNING ADVISORY COMMITTEES

Town Attorney Bell gave a brief history of the motion and clarified the qualifying parameters of what constitutes the in-town parameters; brief discussion was held about qualifying factors such as residential zip codes & fire districts. Discussion continued in regard to the ratio of four in-town, making sixty percent, versus three out-of-town appointees per Board. Board exchanged remarks in regard to a 5 to 2 in-town majority, equally seventy percent continued.

Trustee Hindman moved, seconded by Trustee Karspeck, to adopt Ordinance 5-17 with changes to article 4a to a five to two in-town majority equaling seventy percent and to article 7 by adding the phrase "...after approval of the Board of Trustees" and adding the word "annually" to the end of the sentence. Motion carries 7:0.

## 10. PORT COMMITTEE APPOINTMENTS

Community Development Director Curt Freese presented on this item, describing the selection process resulting in seven applicants being selected. 4 in town, 3 out of town residents

Board discussed the selection process and applicant review process. Trustee Hindman recommended sticking to the newly adopted 5/2 rule and appointing the 5 in-town individuals, with two out of town appointees and proceed to pass out PORT Interview Committee minutes to Board member (included in record). Further discussion was held about whether to accept the 4/3 ratio as recommended by staff. Mayor Pro Tem Buckridge thanked all the applicants, a sentiment echoed by Trustee Baker who also pointed out importance of considering regional connectivity and accepted staff recommendations. Trustee Dunkelberger also leaned toward staff recommendations

Trustee Hindman moved, seconded by Trustee Karspeck, to apply newly adopted Ordinance 5-17 to Port Committee selection of appointees. Motion carries 4:3 with Trustee Laak, Trustee Karspeck, Trustee Hindman voting for the application of the ordinance; Trustees Baker, Dunkelberger and Mayor Pro Tem Buckridge voted against.

Brief discussion followed, re-determining the PORT Committee selection of appointees.

Trustees Hindman moved, Trustee Baker seconded, to appoint Paul Alaback, Len Guldenpfenning, Charles 'Scott' Redder, Monica Signer and Maureen Dower; as well as Gene Schleiger and Jane Vielehr respectively. Motion carried unanimously 7:0.

### **11. LARIMER COUNTY CONNECTS**

Informational presentation by Shayle Nelson, Program Manager, Larimer County Connects and Lori Hodges, Director of Emergency Management and Recovery for Larimer County.

Trustees Buckridge and Trustee Karspeck agreed to serve as liaisons. Trustee Laak volunteered to solicit Library involvement.

### **12. INTRODUCTION TO IMPACT FEES**

Town Administrator Hart introduced Andrew Rheem, of Raftelis Financial Consultants, Inc., who presented a basic overview on implementing & establishing community impact fees for informational purposes only.

### **13. PUBLIC HEARING – GATEWAY NORTHEAST REZONING & CONCEPT PLANS**

Freese introduced applicant, who is before the Board of Trustees again to present a new Concept Plan and request the rezoning of 2.28 acres of Planned Unit Development (PUD) to Mixed Use (R-4) as well as present an updated Concept Plan for this acreage on the Northwest Corner of Larimer County Road 17 and Lake Avenue, and the 10.119 acre adjacent property.

After some discussion, comments were made by numerous Board members applauding the introduction of more proposed commercial use in Town limits.

Trustee Laak moved, seconded by Trustee Dunkelberger, to approve Ordinance 1226 calling for the rezoning of these 2.28 acres from Planned Unit Development (PUD) to Mixed Use (R-4) finding that:

1. The request satisfies the applicable zoning amendment criteria of Section 30-3-110.B of the Town's Development Code as found on pages 3-4 of the Staff Report; and
2. Is consistent with the Town of Berthoud's Comprehensive Plan and Preferred Land Use Map.

Motion carried 7:0.

As a result of the previous comments held during the discussion;

Mayor Pro Temp Buckridge moves to combine the Motion to approve the Concept Plan for the 2.28 acre portion finding that:

1. The Concept Plan satisfies the applicable requirements of the Development Code and the respective zoning districts requested;

...and the Motion to approve the Concept Plan for the 10.119 acre portion finds that:

1. The Concept Plan satisfies the applicable requirements of the Development Code and the respective zoning districts requested. Trustee Dunkelberger seconded the motion.  
Motion carried 7:0.

#### **14. REPORTS AND AGENDA REVIEW**

Town Administrator Hart presented his Town Report (copy included, placed in record).

Trustee Hindman, no report.

Trustee Baker expressed interest of getting routine (pet) ordinance updates to community members suggested putting items in Town newsletter and utilizing Town social media accounts; emphasis on being a conscientious neighbor. Trustee Baker concluded by inviting fellow Trustees to the regional MPO Meeting and dinner being held at Town Hall the evening of May 4<sup>th</sup>, to which Trustee Dunkelberger reminded staff that YAC meets same night, options needed to be explored on where to relocate their meeting.

Trustee Karspeck expressed interest in attending a CML water class May 4<sup>th</sup>; approval was granted by fellow Trustees if a spot opens up. Karspeck also mentioned to Staff possibility of a scholarship paying 50 % of tuition in order to attend, and promised to keep Staff updated. He went on to report on attending a grant writing & management workshop last Friday, subsequently placing resource materials in Trustee Room.

Trustee Dunkelberger enjoyed Berthoud Police's Coffee with a Cop event with her daughter and the Arbor Day festivities in town. . She concluded by initiating a conversation in regard to the traffic on Welch & 2<sup>nd</sup> St. Town Administrator Hart countered, siting previous community studies which did not warrant a stop sign at this location.

Laak passed out and discussed a note given to him by a concerned citizen (copy obtained and placed in record). He went on to make mention of the Berthoud Gun Club, and heightened concern regarding higher caliber guns being fired inappropriately. Sargent Anderson responded, and is aware of the situation. . Laak also attended Arbor Day and presented a copy of an informative handout he received to Board members ((copy obtained and placed in record).

Sargent Anderson reminded the Board, the Town plans on observing and participating in National Drug Take Back Day, April 29<sup>th</sup> from 10 am to 2pm.

Mayor Mulvihill also commented on the Coffee with a Cop and Arbor Day events. He concluded by directing Staff to host the 2017 CML meeting October 2<sup>nd</sup>, which met with Board approval.

Hart reminded the Board of the Fire Department's Open House invitation May 15<sup>th</sup>. Mayor suggested sending out emails to invite Board members.

Trustee Laak also said he appreciated the Community Calendar and added desire to have another meeting concerning Old Town Hall. Trustee Baker also extended appreciation to Walt

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Elish and Cindy Leach for cleaning after the move earlier this year and expressed desire to wait until Nathan addresses the Board to make decisions about use. Hindman countered, stating he'd like to set up meeting via email. Laak will take point and notify Hart with a date, to be noticed by Staff.

## 15. ADJOURN

There being no further business to come before the Board at this time, the meeting was adjourned at 9:57 p.m.

Approved this 9 day of May, 2017.

APPROVED BY:

ATTEST:

Kathy Webb  
Kathy Webb, Administrative Assistant

Steve Mulvihill

Mayor Steve Mulvihill

