

**BOARD OF TRUSTEES
REGULAR MEETING
OCTOBER 8, 2013
BOARD ROOM
6:30 P.M.**

Board Members Present:

Mayor David Gregg
Mayor Pro Tem Jan Dowker
Trustee John Bauer
Trustee Suzie White
Trustee Dick Shepard
Trustee Thomas Jones
Trustee John Bauer
Trustee Paul Alaback

Staff Members Present:

Town Administrator Mike Hart
Accountant Faith Smith
Attorney Greg Bell
Town Clerk Mary Cowdin
Streets Superintendent Jerry Wilson
Engineer Stephanie Brothers
Parks Director Jeremy Olinger
Administrative Clerk Jory Haslett

Mayor Gregg led the Pledge of Allegiance.

Citizen Participation

Joe Coons of 1045 7th Street Place addressed the Board regarding the Planning Zoning Commission meeting on October 7, 2013. He stated that people that live in the western area of Berthoud never expected that the Berthoud city limits would ever be proposed to be that far to the west. He would like to give the citizens in that part of the county a concrete city limit line that will not be moved further to the west for a certain period of time.

Consent Agenda

The Consent Agenda consisted of the September 17 and September 24, 2013 minutes and the Financial Statement for August 2013. Mayor Pro Tem Dowker had several grammatical corrections to the minutes.

Trustee Bauer moved to approve the Consent Agenda with corrections. Trustee Jones seconded the motion. The motion passed unanimously.

Larimer County Commissioners: New Building Presentation

Commissioner Tom Donnelly addressed the Board regarding access across the Little Thompson River south of Berthoud. A contractor is working on County Road 21 to reopen the bridge as soon as possible and a specialist is looking at the bridge on County Road 17 to determine its roadworthiness. However, the bridge at County Road 13 appears to be roadworthy and they will be working on it to open it as soon as possible. He also gave the Board updates on other flood repairs underway in other areas of Larimer County.

Commissioner Donnelly next gave the Board an update on the Facilities Sales Tax Fund that was passed by the voters for improvements to existing buildings and the construction of new county buildings in Larimer County. The Larimer County Commissioners are debating whether to use the remaining funds in the tax fund to construct a new county building in Loveland as there are several challenges facing the existing county facilities that service the southern part of the county. The Commissioners have decided to issue a ballot question to ask the voters if the remaining tax funds should be used for a new county building in downtown Loveland.

Commissioner Donnelly asked if the Berthoud Town Board would be willing to pass a resolution in support of the new building.

Mayor Gregg moved to approve Resolution 13-13 in Support of Larimer County Proposal to Seek Voter Authorization to Utilize Facilities Improvement Tax Revenues Currently Held for New County Offices in Loveland, Colorado. Trustee Bauer seconded the motion. The motion passed unanimously.

2012 Audit

Wendy Swanhorst from Swanhorst & Associates presented the draft 2012 audit to the Board and briefly explained the audit process. Swanhorst & Associates is the newly hired audit company for the Town.

The Town will be taking care of its fixed asset records going forward, which will be helpful when reviewing impact fees.

Mayor Pro Tem Dowker asked Accountant Smith if the Town has software that is capable of the required recordkeeping. Administrator Hart stated that the Town has stayed within the framework of the software that the Town currently utilizes.

Ms. Swanhorst suggested that the Town review some of its small funds and decide if they can be incorporated elsewhere.

Trustee Bauer moved to accept the 2012 audited financial statements prepared by Swanhorst & Associates. Trustee Shepard seconded the motion. The motion passed unanimously.

Trustee Bauer moved to adjourn to Executive Session to discuss privileged attorney-client items and for determining matters that may be subject to negotiations, strategy or instruction of negotiators. Mayor Pro Tem Dowker seconded the motion. The motion passed unanimously.

Mayor Gregg adjourned the meeting to Executive Session at 7:14 PM. Mayor Gregg reconvened the meeting at 7:38 PM.

Review Portions of the 2014 Budget

Accountant Smith presented the Streets Budget. The Streets Department is a department in the General Fund. The Town's Streets Department currently maintains 44 miles of road.

Streets Superintendent Wilson addressed the Board and explained the maintenance agreements with Larimer and Weld Counties, as well as CDOT.

Trustee White asked if the Town had considered a "fuel farm." Streets Superintendent Wilson stated that it is possible to engage with CO-OP to manage fuel tanks and briefly explained how it would work. Administrator Hart stated that Staff will look into the issue and report back to the Board.

Accountant Smith first reviewed Street Expenditures followed by Streets Capital Items.

Next, Accountant Smith reviewed Drainage Revenue and Expenditures.

Accountant Smith reviewed Road Impact Fees and Expenditures.

Parks Revenue, Expenditures and Parks Capital were reviewed by Accountant Smith. The Parks Department is a part of the General Fund.

Lastly, Accountant Smith reviewed Special Revenue Funds, which includes Park Development, Park Dedication, Conservation Trust and Larimer County Open Space.

Mayor Gregg asked if the effects of Affordable Care Act will have on the salaries of Town Staff could be discussed at a future Study Session.

Trustee Alaback stated that it would be helpful to have a report updating the Board on upcoming Parks projects.

Reports

Engineer Brothers gave the Board an update on flood damage assessments at the Wastewater Plant. There is damage to the electrical gear and currently Staff is trying to assess the total cost

of damages. Initial estimates are approximately \$320,000 for repairs. Staff is working with FEMA and the Town's insurance company, CIRSA, to determine what costs will be covered.

Engineer Brothers reported that the Town is working on debris removal. Currently, Staff is discussing reimbursement with FEMA for the debris removal. Accountant Smith stated that FEMA is working with the Town to ensure proper reimbursement.

Streets Superintendent Wilson reported briefly on the status of debris removal. Administrator Hart stated that initial estimates to repair the County Line Road bridge is between \$400,000 - \$500,000 and total repairs to Town roads and facilities may reach \$1,000,000. The Town may have to borrow money from other funds to make immediate repairs and wait for reimbursements.

Administrator Hart reported that the CML dinner has been rescheduled for October 23. There is no meeting next week, but there will be a meeting on October 22. Mayor Gregg asked if there were any contingencies for overflow from that meeting. Staff will look into what is available.

Trustee Shepard reported that the rescheduled Chamber Golf Tournament is this Friday and Thursday is Chamber After Hours. He also reported that Oktoberfest was well attended.

Mayor Gregg reported that at the Chamber Luncheon it was reported membership was up 33% since the new director's hire.

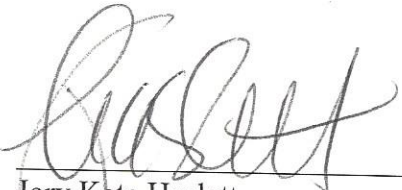
Mayor Pro Tem Dowker stated that there is a joint MPO meeting in Denver on Thursday.

Trustee Alaback reported on there may be insect issues affecting Town ash trees in the spring as the insect has been discovered in Boulder. The tree inventory will be finished this week, which will be helpful in identifying trees that need to be treated.

Trustee Shepard reported that a draft Comprehensive Plan update was sent to the committee members last week. Administrative Hart reported on Staff's involvement during the Comprehensive Plan review and update. Trustee Shepard stated that goal is to finish by the end of the year.

Mayor Gregg adjourned the meeting at 9:02PM.



Mayor David Gregg

Jory Kate Haslett
Administrative Clerk