

Town of Berthoud Port Committee

Meeting Minutes: 1/4/18

1 Called to order 6:15

2 Attendees

**Len Guldenpfenning; Scott Redder; Paul Alaback; ~~Maureen Dower;~~
Gene Schleiger; Jane Vielehr; Monica Signer;
Curt Freese (Comm. Dev. Dir.); Jeff Hindman (Board Liason);
Jeremy Olinger (Parks & Rec Dir.); Wes Joy (Rec. Mgr.);
Brian Laak (Trustee); ~~Will Karspeck (Trustee)~~**

3 Approval of Minutes (12/3/2017)

- 3.1 Minutes header incorrectly dated 10/4/17 – should be 12/3/17
- 3.2 Minutes approved unanimously.

4 Citizen Participation

- 4.1 None

5 Public Works Director Presentation/Update on Reservoir (Ms, Stephanie Brothers P.E.)

- 5.1 Larger section, Western, deemed for public use,
 - 5.1.1 Water input is already easy to lock up, so no need to worry about fencing this off.
 - 5.1.2 Spillways between the two sides – so both sides have to be treated as drinking water.
 - 5.1.3 Fishing – DOW have started stocking fish, and feeding them.
 - 5.1.4 No Motors
 - 5.1.5 Dogs?? Unsure
 - 5.1.6 Swimming? Paddle boards?
 - 5.1.7 Trail access from the Heron Lakes trails?
- 5.2 Smaller (Eastern) for drinking water supply for town
 - 5.2.1 No fish / fishing
 - 5.2.2 No public access
 - 5.2.3 Dam access – there is a spillway between two sides of the res across the dam. During high water, that would have to be closed. Fence on that section of the dam?
 - 5.2.4 Weir – measures water into eastern cell.
 - 5.2.5 Needs to be restricted to water staff access only.
 - 5.2.6 Much better controls over algae – in eastern side only. (Solar Bee – aerators)
- 5.3 Access road around whole reservoir –
 - 5.3.1 nice for maintenance
 - 5.3.2 or trail – but around eastern side is a potential problem of keeping people out of eastern cell.

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- 5.4 Residence is currently leased, but that is month to month... but tenant is aware town is considering a parks plan and may terminate his lease.
- 5.5 Water department has budget for fencing this year. Protective fencing around the measuring structure, and possibly the pier.
- 5.6 What fencing requirements are they? Could be 4 ft.
- 5.7 Landscaping – need to plan to minimize herbicide spraying / fertilizer because of proximity to drinking water. Larimer county open space deal with this problem all the time – they would be a good resource.
- 5.8 Next Steps?
 - 5.8.1 We have RFP out for Parks Planner or more staff now – that’s a month at least.
 - 5.8.2 Start narrowing down talking points, with that new planning resource.
 - 5.8.3 Research Fishing for Fun grants?
 - 5.8.4 2018 budget still has \$500K for “Berthoud Reservoir (trails)”

6 Prioritization of “low hanging fruit/quick wins” projects from committee members

- 6.1 Trail around Waggoner farm park
 - 6.1.1 There is a current farm lease – annually. Would effect where trail could go. BUT WANT to keep the farming aspect – farming controls the weeds, but keeps our agricultural base present.
 - 6.1.2 Need to talk to School.... Could we build off of their existing parking lot near fields?
 - 6.1.3 Property line for Jane’s property needs to be defined – trail must stay on town property.
 - 6.1.4 South edge is sidewalk. West and North edges easy. East edge – property owners... some of which are gardening out into the farm park property. Will need coordination.
 - 6.1.5 Perimeter is 1.75 miles give or take
 - 6.1.6 Surface –
 - 6.1.6.1 *Native soils, 3’ wide. Approx \$25K/mile*
 - 6.1.6.2 *Crusher fines, 3’ wide. Approx. \$80K/mile.*
 - 6.1.6.3 *Doesn’t take into account volunteer labor opportunities.*
 - 6.1.6.4 *As our first project – we want it to be nice. 6’ wide, crusher fines.*
 - 6.1.7 → We do not need a parks planner to proceed. Asking Staff to start looking at details... Even if we end up changing the trail path in the future due to future development. May be able to call upon the CATS trail planning group to consider drainage issues?
- 6.2 Loveland Res / Richardson Property Trail
 - 6.2.1 Pickup from the deadend of Gateway trail (Meadowlark)
 - 6.2.2 More challenges in this area: Not as visible. Liability issues with the Reservoir / Handy ditch. Ravine blind spots – less safe. First Responders can’t respond as well. Existing hunting area. Hard to make a loop.
 - 6.2.3 Not a quick win – but there are a lot of hurdles to jump because is a valuable resource.
- 6.3 Dog Park
 - 6.3.1 Near Roberts lake – east side.
 - 6.3.2 Waggoner Farm Park not a good location
 - 6.3.3 Detention pond by Mainstreet Auto Care

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- 6.3.4 North half of Pioneer Park – Need to confirm town has this property?
- 6.3.5 Staff have a meeting tomorrow with Residents who are interested in getting dog park started.
- 6.3.6 → Asked staff to look into more details about all these potential locations and bring back to PORT

7 Committee Member Updates

- 7.1 None

8 Staff updates

- 8.1 Dan Cummings – former Parks Lead, now Parks Manager. Attended
- 8.2 RFP was put out before New years – over a dozen responses so far. Closes end of January.
- 8.2.1 Evaluation – PORT committee will have input in vetting process. Suggestion: one committee members, and Board Liason, participate in interviews? Jane and Paul are interested. More info at next meeting – what criteria to ask the candidtates
- 8.2.2 → Staff to bring some of the top RFP Responses at next meeting for committee feedback/ requests for clarifications.
- 8.2.3 Decision first week in February
- 8.2.4 Staff also still trying to decide whether Consultant or Staff would be best use of these funds.

9 Annual Report due to the Board of Trustees?

- 9.1.1 HOW does that work?
- 9.1.2 Tree committee has been consistent. Their chair presents. Usually has budget requests, for projects that are very visible to the public. (much like PORT)
- 9.1.3 Other committees submit a written packet.
- 9.1.4 Feb/March good target – Len would like to present personally. → End of April after new board.

10 Adjourned 8:10 pm

Next meeting: February 7 @ 6:15 pm.

Respectfully Submitted,

Monica Signer
PORT Committee Secretary