



## MEETING MINUTES OF THE TOWN BOARD

Town Board Room

807 Mountain Avenue

Town of Berthoud, Colorado

Tuesday, October 08, 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 6:31 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: Dower, Hardy, Laak, Tomassi

The following were absent:

Trustee: Alaback

### IV. CITIZEN PARTICIPATION

There was no citizen participation.

### V. PRESENTATION

#### 1. Weld County Commissioner Scott James

Commissioner James went over the 2020 Weld County Budget Plan. The following were some of the highlights to his presentation.

- They plan on doubling in size.
- They have no long- or short-term debt.
- They continue to put the revenue of oil and gas in a contingency fund.
- They are completing the construction of a \$45 million-dollar jail expansion with cash.
- He also reviewed their five-year capital project program.

#### 2. Emerald Ash Borer Update

**Embrey Town Forester:** Stated that the Emerald Ash Borer was tested positive within Larimer County just outside of Berthoud. However, the Town of Berthoud has been very proactive, for several years. The Town has been treating our trees in the parks and the cemetery. The Town also has a rolled out a cost share program for the right-way and continues to communicate with the community that this program is available to them.

The Board would like to see the Town remind citizens when their next treatment is due.

### VI. SCHEDULED ITEMS

#### 1. Consent Agenda

- a) Approval of October 08, 2019 Agenda
- b) Approval of September 24, 2019 Minutes
- c) August 2019 Financial Information
- d) A Little Help Proclamation

**Trustee Laak Motioned to combine and approve the items on the Consent Agenda. Trustee Tomassi, Seconded the Motion. WITH ALL IN FAVOR THE MOTION CARRIED.**

## **2. 2020 Draft Budget Presentation**

**Town Administrator Kirk:** Each year the Colorado State Statute requires the Town present a draft budget to the board by October 15. Included in the boards packet was an initial look at the budget based on staff request for capital and personnel. The staff knows that there are some projects that need to be done. He walked the board through the highlights of the budget. There will be some increase in personnel costs. There will be carry over on projects that have already been started, that the Board had identified as being a priority. For example, the expansion of the sewer line on First Street. The staff took a conservative approach to the budget.

Board asked about the water bond being paid off. It was clarified that it was being paid off earlier through a loan from the Town that we will have to pay back first before rates can go down. The Town fronted ourselves money out of the capital fund as an internal loan, that will then be paid back to ourselves at a lower interest rate.

The staff is also working on short term lodging ordinance to both control how short-term lodging occurs and how they pay for lodging tax. The lodging tax gets spent on promoting the town which the Board was fully supportive of.

Staff plans to have a budgetary workshop in November with the Board to go into greater detail.

## **3. Development Code Update**

**Community Development Director Freese:** This item was brought to the board on September 11, 2019. Staff has made the following Board recommended revisions since that meeting:

- Added park benches as a park requirement (1 per pocket park, and 1 per acre)
- Resurrected the 150' buffer area along habitat areas the PC did not recommend.
- Revised Habitat and Agricultural protection from credit for one element, to now two elements.
- Added one element for mature tree protection with the preservation of landmark properties element.
- Removed architectural requirements for garages on 40' lots proposed by PC and retained originally proposed restriction that such lots either be a one car-garage or be rear/side loaded for a two-car garage.
- Removed Net Zero and LEED certified option and replaced with ERI standards.
- Water and how it impacts open space.

The Development Code will continually be updated by staff based on Board recommendations. It was a consensus that we keep moving forward with the updates.

**Trustee Mayor Pro Tem Hindman Motioned to accept the Planning Commission recommendations and approve Ordinance 1276, an ordinance of the Town of Berthoud, amending Chapter 30, Sections 1-6 of the Development Code of the Town of Berthoud, for the purposes of amending and revising the Development Code with the following changes to be made...**

- Reducing park development from 75% to 50%
- Increasing farm preservation credit to three elements
- Reducing community park development credit to 75%
- Change the number of elements required for 50 to 200-acre subdivisions to four elements and over 200 acres to six elements

**Trustee Tomassi, Seconded the Motion. WITH ALL IN FAVOR THE MOTION CARRIED.**

## **VII. ELECTED OFFICIAL REPORTS**

The newspaper of record will be brought back to Board meeting as a scheduled agenda item per the Board.

**Trustee Laak:** Stated that Steve Courts with A Little Help came to the Youth Advisory Committee Meeting. He is going to help them put on a bingo event for the elderly. Trustee Laak feels this is going to turn into a great partnership with the Youth Advisory Committee. He also mentioned the Youth Advisory added \$200.00 to their budget by babysitting. They are also still looking at recruiting members. Trustee Laak also attended Richard "Dick" Strachan event honoring him. Richard "Dick" Strachan was the Mayor for the Town of Berthoud for a very long time and was very involved in the community.

**Trustee Tomassi:** Stated that he attended the Oktoberfest. It was a great turnout; he did not have final numbers from the Chamber

of Commerce but from what he was told it was a record turnout. He felt that what was more valuable was the number of people from out of town and out of state that attended, who were shopping in our shops and eating at our restaurants.

**Trustee Dower:** Stated that the PORT Committee meeting was canceled this past Wednesday, however; they do have their newest Member Marisol Rodriguez who was looking forward to attending. Trustee Dower wanted to send her apologies that her first meeting was canceled. The PORT Committee has another opening and that will be brought to the next board meeting.

**Town Administrator Kirk:** Stated that the Jaskowski Tour will be October 15, 2019 at 5:30 p.m. The seconded Board meeting in November **will not** be happening unless there is a pressing issue that needs addressing. The next Board meeting, the Board can appoint a PORT Committee Member; due to the sudden vacancy after having just interviewed potential members. Staff suggest that the Board go with one of the two candidates that were just interviewed.

**Attorney Bell:** Had nothing new to report, they have been working on potential acquisition of property and the development code.

**Trustee Hardy:** Stated that Mayor Karspeck has just joined the Main Street Board and that they are still looking for a member to fill a seat. They have been working on reorganization phase of getting federal and state EIN, bank accounts and other organizational items. They will also be working with the Town for Black Friday Shopping-more information to come.

**Mayor Pro Tem Hindman:** Stated that Oktoberfest was fantastic and was impressed. He also noticed all the out of town people who attended. The September Historical Preservation Advisory Committee meeting was canceled. Next Monday will be a Historical Preservation Advisory Committee meeting. Historical Preservation Advisory Committee is still looking for members. He also mentioned the CML newsletter that had an article about incorporation land-use practices into water efficiency plans. He has attended a lot of workshops personally on this subject matter and encourages staff and others to do the same. The webinar that they had in the newsletter will be October 25, 2019 and there will be follow-up workshops around the state. The webinar is how land-use practices can encourage water conservation.

**Mayor Karspeck:** Stated he attended a bunch of meetings. He attended the Commuter Rail Meeting in Fort Collins. The executive director of Regional Air Quality Council talked to him one on one as a new member. He attended the Thompson School District ground breaking at Van Buran that they have converted to a Vocational type school where the students can leave with college credit. He likes what the school district is using their bond money for. He also attended a Transportation Summit put on by CDOT. There is nothing to report with the MPO and RACK meeting he attended. He attended a Behavioral Health Policy Council Meeting held at Harvest Farms in Fort Collins. He was able to see first hand how individuals returning from the criminal justice system get accumulated back into society. They spend up to six months at Harvest Farms housed and counseled for success back into society. He was happy to see what the Behavioral Health money was going to. The next Commuter Rail Meeting will be Friday, October 11, 2019 10 a.m. to Noon at the Loveland Public Work Center.

## VIII. ADJOURNED FROM REGULAR MEETING AT 9:25 P.M

## IX. EXECUTIVE SESSION

Trustee Tomassi Motioned that the Town Board enter executive session pursuant to C.R.S. § 24-6-402(4)(e)(I) to determine positions relative to matters that may be subject to negotiations, developing a strategy for negotiations, and instructing negotiators. The Following details are proved: Potential Purchase of Water Rights. Trustee Laak Seconded the Motion. WITH ALL IN FAVOR THE MOTION CARRIED.

Town Clerk or Deputy Town Clerk



Diane Karspeck  
Mayor Karspeck or Mayor Pro-Tem Hindman