

Town of Berthoud
Board Meeting Minutes
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BOARD OF TRUSTEES
REGULAR MEETING
May 12, 2015
6:30 P.M.

Board Members Present: Mayor Pro-Tem Jan Dowker
Trustee Chris Buckridge
Trustee Jennifer Baker
Trustee Mike Henning
Trustee Suzie White

Absent: Mayor David Gregg
Trustee Paul Alaback

Staff Members Present: Town Administrator Mike Hart
Town Clerk Mary Cowdin
Business Development Manager Walt Elish
Sargent Jim Anderson
Administrative Clerk Melissa Colucco

Mayor Pro Tem Jan Dowker led the Pledge of Allegiance.

Citizen Participation

None.

Consent Agenda

Trustee White had questions on the March 2015 Financial Statements. Under several sections the town showed over budget. Some overages were showing in administrative and in snow removal. White asked if staff could inform the board in advance when over budget by large amounts and explanation to why.

White also asked what the policy is on how much snow would need to be on the ground for plows to start running.

Town Administrator Mike Hart believes the plows run at 4 to 6 inches but will confirm with staff. Hart also stated that they will work on getting the information out in advance for over budget items and why they might be showing over budget.

White also mentioned that she likes the way the salaries are split from other costs and asked if accounting can do that with all departments going forward.

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Trustee Henning moved to approve the April 28, 2015 Meeting Minutes and March 2015 Financial Statements. Trustee Buckridge seconded the motion. The motion passed.

Mayor Pro Tem Dowker calls the meeting into closed executive session to determine matters that may be subject to negotiations, strategy or instruction of negotiation.

Trustee Buckridge motioned to move into executive session for matters noted. Trustee Baker seconded the motion. The motion passed.

Board moves into executive session at 6:40pm.

Mayor Pro Tem Dowker calls the Board Meeting back into order at 7:15 pm.

Larimer County Sheriff's Office (LCSO) Update

Captain John Manago started by thanking the board for giving trust into the Larimer County Sheriff's Department a year ago. Captain Manago introduced some of the offices present Investigative Division Captain Bob Coleman, Lieutenant Mike Brooks, Sargent Jim Anderson and Deputy Kevin Hobson. Manago turns the meeting over to Sargent Anderson.

Anderson begins by explaining that April 30th of last year started a new relationship between Berthoud and the Larimer County Sheriff's Office. Anderson goes over a presentation showing some examples of the accomplishments and participation that the LCSO has provided to the Berthoud Community.

Anderson touched briefly on the complaints of speeding on Spartan. The LCSO set up a tracking unit from Friday to Monday morning. 21,000 cars passed through and there was only one speeder.

Anderson explains that LCSO was to provide 684 Patrol hours monthly to the town and shows that they are well and above those hours. Anderson gives a breakdown of the types of calls they are responding to and other units that are available to the town because LCSO is here. Those other units are SWAT, Hostage Negotiations, Crime Lab, K-9, Bomb Squad, Press Information Officer, Victims Advocate, Emergency Management, Internal Affairs and Crisis Intervention.

Anderson explained that all schools now have a Berthoud Resource Officer.

White appreciated the friendly engagement that the LCSO has within the schools.

Dowker also mentioned how important it is to set that positive foundation.

Anderson explains that there have been a high number of calls to the schools. The biggest calls are in regard to drug calls.

Anderson also shared a video with the board of Deputy Hobson. The video shows Hobson interacting with some children and having fun. The video can be viewed on the Berthoud Squad-Larimer County Sheriff Office Facebook page. The video has had a positive reaction and had over 147,000 views.

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Anderson also went over future growth for Berthoud by showing a map of the areas. The areas are spread out and LCSO cover all those areas. Anderson mentions some of the current crime trends in the surrounding areas of Berthoud such as gangs, stabbings and shootings.

Anderson expresses how much his team has enjoyed working with the town and stated "We are not just cops, we are friends of the community".

Manago goes over the four main items of focus that were asked for by the town. Those items were deputies after 2 and night coverage, school resources officers, town image, and code enforcement. We took what was asked heavily into consideration.

Trustee Henning commented that a lot of people were worried about bringing in a third party. Henning adds he never felt it was a third party. There has been a large majority of positive feedback from the community and the small amount of negative feedback was backed up by facts.

White pleased with everything the LCSO have done and also adds that comments are always positive and uplifting.

Baker thanked them and was not on the board but was a citizen at the time and has experienced positive feedback as well

Buckridge feels the board made the right call bringing the LCSO on board. Buckridge adds he is impressed with the professionalism and pride they have for our community.

Dowker adds that it was a difficult time having to make the decision to replace the police department with the LCSO. Dowker feels they treat everyone like family and that is what Berthoud is about. The impacts the Sheriffs have on the kids in our schools are positive.

Hart adds as a manager he echoes everything mentioned tonight. Anderson does a great job in keeping him informed and frequently follows up. Hart also added how thankful he is.

Anderson mentioned that he has a great team of officers.

White asked in regard to the high drug calls at the school what can we do to help our kids.

Anderson explained adding another School Resource Officer.

White asked Hart if we could look into adding another School Resource Officer.

Baker asked what we can do to avoid gang activity in the Berthoud area and what can be done to be proactive.

Anderson explained that citizens need to report it.

Economic Development Update

Business Development Manager Walt Elish went through a presentation on the Business Development Activity Report. Elish explains some general observations such as positive business friendly message, infrastructure improvements, possible development and land availability. Some of our limitations are lack of available buildings and few ready to be developed sites.

Elish explained the six activities of focus which include Business retention, Business Attraction, Communication, Policies, Infrastructure and Downtown.

Elish provides specific numbers to business leads, lead status, and possible potential new jobs. Elish adds that most inquires for potential industry prospects are Energy and Distribution. Elish also explained the higher percentages of where our leads come from are from MDEDC or State majority coming from and NCEDC/Upstate.

Elish also explains business retention activity coming from personal visits, email information, executive briefings, company tours and the newsletter. Elish explains that the company tours are providing a way for business to tour each other's companies and network. Elish went over what will be in the newsletter. Elish also added setting some things in writing to put in policy that explain eligibility requirements for primary employer incentive guidelines and project information forms. The presentation also included two articles written by Elish; Where the Old West and the New West Meet, Colorado Municipal League and Berthoud is Open for Business, Colorado Real Estate Journal.

Elish asked the board if it is alright to do the reports quarterly. There were no objections.

White asked for clarification on what defines a "site ready" property.

Hart explains a business can come in, put in the foundation and hook up to the pipes. It takes longer and cost more when it is not site ready.

Elish adds it takes time to put in the infrastructure.

Baker thanked Elish for all of his work and dedication

White felt Elish has brought professionalism to Berthoud.

Buckridge mentioned he is impressed with how well Elish ties in all departments and feels there is a cohesiveness and energy in his presentations and keeping staff informed.

Reports

Hart reported that staff has done some work on the sound system. Hart adds staff did the best they could but it is a long way from being perfect. Dell in IT has been soliciting bids in regard to the sound system and is currently waiting on feedback. Hart is also meeting with Claire and Ann on strategic

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planning process that what started. Hart would like to wait for the new planning development director to start before staff looks at strategic planning for the Historic Preservation Advisory Committee. Hart also follow up that staff is talking to a landscape architect to take a fresh look in assisting the town with revising our policy. Staff is working on dedication for parks and open space and 7% number. This will stretch out to June

Henning asked what about the impact to the July timeframe for the developers to be ready to go and has there been communication with the developers.

Hart explains he wants to do it right the first time and doesn't want to do a quick fix. There is a lot to talk about and the developers understand the current position.

Buckridge reported that the Historical Preservation Advisory Committee is looking at doing the same thing as the town did with strategic planning. Story Telling Day went well with eight to nine people presenting historical stories of Berthoud. Buckridge also added that with Town Planner Sherry Albertson-Clark working on the new Development Code he would like to talk about public incentive for historic homes that can be offered other than dollar amounts.

Dowker suggested using the website to present those historic homes.

Dowker reported that Thursday May 14th is the Planning and Zoning Commission meeting. Dowker mentioned that she could not make the last Northern Front Range MPO meeting.

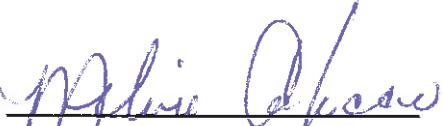
Dowker and Henning established that if Dowker could not make the meeting Henning will be the fill in. Henning requested if in the event he is needed to attend he would prefer a phone call over an email.

Dowker also reported that Justin Bauer with The American Legion does a memorial service at 9 a.m. on Memorial Day at the Berthoud Cemetery which is very moving and recommended presence.

Mayor Pro Tem Dowker adjourned the meeting at 8:57 pm.



Jan Dowker



**Melissa Colucco
Administrative Court Clerk**