

**BOARD OF TRUSTEES
REGULAR MEETING
SEPTEMBER 22, 2015
BOARD ROOM
6:30 P.M.**

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

Board Members Absent: Mayor David Gregg
Michael Henning

Staff Members Present: Town Administrator Mike Hart
Town Attorney Greg Bell
Town Clerk Mary Cowdin
Senior Accountant Cindy Leach
IT Tech Del Hunter
Deputy Town Clerk Tamiko Brewster

Mayor Pro-Tem Dowker led the Pledge of Allegiance.

Citizen Participation

Deb Roberts of 2340 Alpine Drive, Erie, Executive Director for Alternatives for Youth, looking for suggestions on how iThrive can partner with Berthoud and the schools as a resource and option. iThrive is an early intervention program and works in other municipalities as an alternative to suspensions. They work with kids and parents. They share the impacts on the juvenile brain from chemical impacts. It is a six-week program that is located in Longmont and has had great feedback and results. Administrator Hart suggested staying in touch with Sergeant Anderson about options in the future regarding the school district.

Consent Agenda

Trustee Baker moved to approve the Consent Agenda consisting of the August 25, 2015 minutes, August 2015 Bills Allowed and August 2015 Financial Statement. Trustee Buckridge seconded the motion. The motion passed unanimously. After motion was

passed, it was noted that the Consent Agenda items in the August 25, 2015 minutes stated they were approving the July 14, 2015 minutes. This was changed to cite the correct information that the minutes being approved were from July 28, 2015.

Proposed Ordinance to establish the Storm Water Fund as an Enterprise Fund

Attorney Bell presented a suggestion for an ordinance to establish the Storm Water Facilities Fund as an Enterprise Fund following state statute. This fund will be a stand-alone fund much like Water and Sewer and is not part of the General Fund. It is limited by Tabor limitations. An advantage is that the Town can establish impact fees and the fund can do its own bonding.

Trustee Buckridge moved to approve Ordinance 1203 to establish Storm Water Facilities Fund as an Enterprise Fund. Trustee White seconded the motion. The motion passed unanimously.

Audio/Visual Upgrades

IT Tech Del Hunter presented the bids and process for audio/visual upgrades. He explained about the timing and how that affected bids from vendors the first time. We had three responses the second time. Mr. Hunter recommends the Town work with Colorado Audio/Video. They talked with Mr. Hunter several times to clarify what we needed and came up with an option that would meet our needs, not just some boilerplate bid. They are based in Denver and have participated in some large projects; they are not just some garage company but are an established vendor. He talked about a modern control system with a single touch screen button that will meet current needs and has the potential to grow as needed. The original bid did not include expansion options so they did some changing to make it more cost effective now and into the future. This will include new microphones that are adjustable per microphone and the operator can control volume per device. There will also be new speakers and cabling. New cameras will be installed including a rear camera, two PTZ (pan-tilt-zoom) adjustable cameras that can focus on Trustees and other speakers and a new front camera that allows for video of the audience. Administrator Hart asked if we would be able to televise from a different location. Options to address that could be looked at for next year's budget. There is also the possibility of direct input of computer presentations into the video/audio system. There will be a ceiling mounted microphone for smaller meetings. The bid is more cost effective at this point and there are options to add more capabilities in the future to make it even better. Things like video streaming, enhanced boardroom television capability and the mobile camera indicated earlier. One third of the cost is the hardware and one quarter of the cost is installation and setup. The rest is microphones and cameras, the things we see. The Town would like to move forward and

finish the contract with them. They have found a way to pay for the initial upgrade out of the existing budget so there is no need for a supplemental. Trustee Alaback thinks we should include the \$2000 for the video streaming as it should be a high priority and we should take care of those items at one time. Trustee Buckridge also thinks this is a high priority, should be included, and feels it is a good bid. Trustee Baker also agrees with prioritizing video streaming, as some citizens have no cable television. Trustee White thinks it is great, particularly new microphones. She also asked if Trustees would be able to participate remotely if they are out of Town. Administrator Hard said this would be a legal issue and would need to be checked into, but it is a possibility for something that we could expand into according to Mr. Hunter. Mayor Pro-Tem Dowker agrees with everyone's comments. It was also mentioned that with new storage capabilities, we might be able to run past meetings on the cable channel during the day or night.

Trustee Alaback moved for Town Administrator to accept the current bid from Colorado Audio/Video including the live streaming and move ahead with implementation. Trustee Baker seconded the motion. The motion passed unanimously.

Recreation Center Update

.Administrator Hart introduced Bruce Fickel. Mr. Fickel introduced representatives from The Family Center La Familia and The Boys and Girls Club. He hopes he has brought back the information that was asked for at the prior meeting and addressed that this would be a broad based program for a community center, not just a rec center. He explained that Boys and Girls Clubs would be bringing funding while La Familia would be bringing in programs.

Stephanie Tillman, Executive Director for La Familia and Herman Tearman, Marketing and Development Associate talked about how they are involved in the community and explained they are a broad based program. Mr. Tearman read their mission statement: The Family Center/La Familia is an affordable high-quality family and early childhood education center that strengthens all families. He went on to explain some of the programs offered in Fort Collins and explained why they work the best. Everything they do centers around children with the family supporting the child, and the community supporting the family. Mr. Tearman said they are multigenerational and offer many services including: Advocacy Closet, Crisis Intervention, Family Development work, Home Visitation programs, Adult Education, Health and Wellness and afterschool and summer programs. Early childhood education and multiple ways of working with families is an investment in the future that saves money in the long run. 'Low income should not mean low quality.' He talked about how employees are dependent on childcare. CCCAP assists with childcare, but they are underfunded by around \$55 million across the state.

Mr. Tearman explained some of the family strengthening services they offer. He mentioned that they have community gardens and that their cooking programs use the produce from these gardens. He also talked about health clinics, adult education programs and translation services. Mr. Tearman also mentioned Parent as Teachers, which is already in place in Berthoud (run by Rhonda Richer). All programs are evidence based and he shared statistics to show how important their programs are. You can contact Mr. Tearman for more information at herman@thefamilycenterfc.org. It was mentioned that La Familia would be bringing other groups that could also work out of a community center, while the Boys and Girls Clubs would be able to help bring funds for the project.

Trustee Baker asked about resources for pregnant women in need. Ms. Tillman explained how prenatal care is a part of the Parents as Teachers and home visit programs. Trustee Baker also asked about the computer classes and if they would happen at our local library. Ms. Tillman said this is a logistics question that would have to be discussed to decide what the boundaries would be and who are the key players. Trustee Alaback asked how it all works; is it grant run or city run. Ms. Tillman explained that this is a loaded question and that they have a lot of graded funding. Mr. Tearman added that funding is diverse; they have foundation funding as well as some city funding with sliding scale fees. The County also provides some funding options. Trustee Alaback is worried about Berthoud having to come up with all of this funding for these programs. He also wonders about the building specifications. Ms. Tillman stated that they have to work with the health department, coding, and the fire department. Trustee White asked about the size of the building. Ms. Tillman explained that their current building is 10,000 square feet, but they would have to look at the community assessment to figure out what is needed in each community independently. They would start with a minimum and phase in to grow as needed. Mayor Pro-Tem Dowker asked about the need-based analysis to match what the community needs. She also asked if they work with state and county as far as caseworkers. Ms. Tillman explained that they contract with the Department of Human Resources with and core-coaching contract. This could be another source of funding to tap into as a resource for Berthoud to meet the community's needs.

Kathi Wright, Executive Director presented information on the Boys and Girls Clubs of Larimer County. Their website, www.begreatlarimer.org, was listed in the packet information. Their mission is to enable all young people, especially those who need them most, to reach their full potential as productive, caring, responsible citizens. She talked about how Boys and Girls Clubs are 150 years old and serve 54 million kids ages six to 18 years of age. Dues are \$10.00 a year and they are starting a capital and endowment campaign that is establishing a campaign cabinet developed from the vice-chairs of each community. She explained where they are currently and

where they are looking to expand. Kaycee Headrick, Director of Operations, talked about how this is not a warehouse for kids, but is about growing the kids. They have five core areas that include: Education, Technology and Career Development; The Arts - performing and visual; Health and Life Skills; Character and Leadership Development; and Sports, Fitness and Recreation. She talked about how they partner with La Familia, school districts and senior centers. Mayor Pro-Tem Dowker asked how they track and monitor the services and progress. Ms. Headrick explained different ways of tracking including national tracking, community members through pre and posttests, school districts and a variety of different other ways depending on the particular program. She was asked if they partner with iThrive from earlier in the meeting. She explained they have heard of them but are not currently working with them. Trustee Alaback wanted to know what the process is for deciding what a community needs and what makes sense. Kaycee explained they would not run programs the same way for different communities and they would only run programs that are needed. They do a lot of tailoring and locally initiated programming. Administrator Hart explained that Boys and Girls Club would be a capital investor in the building as well as the programs it can offer. Trustee White asked how this works with all the different programs involved in the rec center. It was explained that it would not necessarily be set up like any other, that they would look at different models and would tailor the building to what is needed. This will be a mostly shared space with some spaces separated for security based on what is needed. Administrator Hart stated that the Town was directed at last meeting on this topic to continue looking into working with these groups so the Town is following that direction. Trustee Buckridge stated that the programs are phenomenal, would fit in with our plans for the rec center, and asked how we proceed from here. Administrator Hart said we need to get a firm on board to start roughing things out as we have money in the budget for next year. We need a development plan for Waggener Park not just the building. Trustee White asked about what the building would look like as far as how many gyms and that kind of thing; she thinks we need several gyms as there never seems to be enough. Mayor Pro-Tem Dowker shared that we need to make sure the community is willing to back the facility and getting the needs assessment done to decide what the Town would benefit from. Administrator Hart reminded everyone that this would serve the community at large. Ms. Wright thinks a needs assessment will show a big need in the Town. Trustee Baker grew up here and states that there is nothing to do after school. Mayor Pro-Tem Dowker said it would help fill in gaps for those not involved in sports.

The websites are www.begreatlarimer.org and www.thefamilycenter.org.

Mr. Fickel said the next step is to determine the needs of the community. He stated that he does not think we need to start from the ground up with the plan for the facility, as there are others out

there we can take from. Administrator Hart said it is not just indoor and not just for sports, it is for joint use and will have outdoor options as well. Mr. Fickel will send it back to the Board after figuring out what the Town's needs are. This will be a little bit different from surrounding communities, as our demographic is a little different. He thinks we need to get a time line figured out, back this plan up and move forward, and then he can come back with more information.

Administrator Hart confirmed with the Board that we need to stay the course per Mr. Fickel.

2016 Draft Budget

Senior Accountant Cindy Leach discussed the Water, Wastewater and Streets sections of the General Fund for Part II of the 2016 Budget Presentation. She stated facts regarding employment and other statistics of each department.

There will be rehabilitation of Berthoud Reservoir in 2016 that Town Engineer Stephanie Brothers states includes dredging of the reservoir and re-creating two cells with holding on one side and recreation on the other side. We will also see an increase in water meter fees. You will also note an increase in the employee expense due to being fully staffed; which results in a decrease in the professional fees, as we no longer need contract operators. There will also be improvements to increase capacity for the Water Treatment Facility. Mrs. Leach noted an increase in revenues that were down due to decreased fees per our agreement with Gateway. I25 Project is a major project for Wastewater.

EFB stands for Ending Fund Balance has to be 15%. There was a question regarding the Richardson Property and the payments on the budget. Administrator Hart explained what the payments are for and that the amounts are due to structured payments.

Administrator Hart explained our water got too pure and we now have to put chemicals back into the water to take care of the lead and copper from older pipes. We are working to get the plant capacity up to 4 million. He explained how the rained all spring effected the amount of water we sold, then it got dry and we started going through water so we need to reevaluate the fee for water to make sure it is where it should be.

The Wastewater treatment amounts are larger amounts in 2016 due to the I25 plant opening. The amount paid for chemicals might be affected by the temporary plant being shut down.

Streets is part of the general fund as far as revenues. Costs have gone up as maintenance materials have gone up. There are big plans for pothole/street repairs using materials that are

supposed to last longer. Trustee Alaback asked about replacing streetlights. There is discussion about changing lights in the roundabout to what is more common for streetlights and they could look at options for more efficient longer life lights.

Town Engineer Brothers spoke about decommissioning the lift-station at Hillsdale. Heritage Ridge will assist with that. Administrator Hart mentioned that there have been improvements to the station in Campion so we will not have the same issues when it rains next spring.

Historic Preservation Advisory Committee Appointments

Town Clerk Mary Cowdin stated that the Historic Preservation Advisory Committee interviewed three candidates but could not take all of them due to restrictions on number of in town and out of town members. Heidi Short and Robert Hunt were recommended to the committee. Trustee Buckridge explained the Hunt family goes back generations and cares about keeping Berthoud's history alive.

Trustee Buckridge moved to re-appoint Heidi Short and appoint Robert Hunt to the Historic Preservation Advisory Committee with terms to expire August 31, 2018. Trustee Alaback seconded the motion. The motion passed unanimously.

REPORTS

Administrator Hart stated that the Town had advertised for a new Town Clerk. The Town received over 65 applications. After interviewing several, one candidate stood out. Alisa Darrow has been hired as the new Town Clerk/Assistant Manager and will start October 5th.

Trustee White had nothing to report.

Trustee Baker had nothing to report.

Trustee Buckridge stated that the Historic Preservation Committee is nearly through the rework of section 9 of the Municipal Code and they will be having a working session to get it done before next committee meeting. They are looking forward to having their new member on board.

Trustee Alaback mentioned the countywide open space meeting November 18. He mentioned he supports the pedestrian signs on 8th Street and thinks we need to talk to CDOT about the speed limit. He also mentioned that there is no crosswalk by Fickel Park and there is a lot of foot traffic there.

Sergeant Anderson briefly spoke about CDOT signage and the pedestrian in the crosswalk law. They are getting double lights for the school lights by Hays, and to have pushbutton lights for 8th Street. He mentioned that there had been discussion about a crosswalk at 7th Street. Administrator Hart mentioned that the SRO has gone before the School District and the Larimer County Commissioners and they are good with it.

Mayor Pro-Tem Dowker reminded all of the Planning Commission meeting on Thursday and said there is an upcoming statewide transportation advisory meeting. She also mentioned the CML meeting on October 5th.

Mayor Pro-Tem Dowker adjourned the meeting at 8:37 PM.



Mayor David Gregg

Tamiko Brewster
Deputy Town Clerk