

**BOARD OF TRUSTEES
REGULAR MEETING
JULY 8, 2014
BOARD ROOM
6:30 P.M.**

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

Board Members Absent: Trustee Mike Henning

Staff Members Present: Town Administrator Mike Hart
Town Clerk Mary Cowdin
Parks & Recreation Director Jeremy Olinger
Attorney Peter Linder
Administrative Clerk Jory Haslett

Mayor Gregg led the Pledge of Allegiance.

Citizen Participation

None.

Consent Agenda

The consent agenda consisted of the Minutes of June 24, 2014.

Mayor Pro Tem Dowker moved to approve the Consent Agenda. Trustee Baker seconded the motion. The motion passed unanimously.

Administrator Hart introduced Kellie Case, Sherry Albertson-Clark and Wendy Shinazy, who are providing support during the restructuring of the Town Finance Department and Planning Department. Police Chief Anderson introduced Lt. Mike Brooks, who is now Chief Anderson's lieutenant after some reorganization in the Larimer County Sheriff's Department.

Vendor Licensing

Clerk Cowdin presented the revisions to the vendor licensing ordinance. The revisions do not apply to special event vendors or Farmers' Market vendors.

The revisions include:

1. Change the annual fee to \$50 per year and eliminate the partial year fee.
2. The Town will be listed as an additional insured.
3. No licensee may connect to public utilities.
4. No licensee shall be in a public park.
5. Private business owners authorizing vending at their location shall submit to the Town monthly schedules of vendors that are approved by them.
6. No vendor shall operate at or abutting a Town sponsored event without the express written consent of the sponsor of the special event.

Trustee White asked what amount of liability insurance will be required by the Town. Clerk Cowdin stated that the amount is up to the discretion of the Town Administrator.

Mayor Pro Tem Dowker asked if there was an industry standard when it comes to the liability insurance. Attorney Linder stated that most vendors carry one-million dollar policies. However, it will be up to the Town Administrator to determine whether or not the vendor's liability insurance is sufficient to cover their activities.

Trustee Buckridge moved to adopt Ordinance 1182 updating Ordinance 1161 regarding vendor licensing. Trustee Baker seconded the motion. The motion passed unanimously.

Mosquito Larvicide Program

Parks Director Olinger presented an update to the Town of Berthoud's Mosquito Management Program. He would like to proceed with the existing 2014 mosquito treatment plan and add additional areas at McNeil Reservoir, Bacon Lake and Sunnyslope Reservoir, which will put the budget over \$1,700.

Trustee Alaback asked if it would be possible to explore options for treating the local ditches with larvicide as well.

The Board agreed that Director Olinger should proceed with his proposed plan.

Research Request Resolution

Clerk Cowdin presented the proposed resolution that would allow the Town to charge a fee of \$30 for research requests, per the recently passed House Bill 14-1193. The first hour of research would be provided at no cost.

Trustee Buckridge moved to approve Resolution #11-14, authorizing the imposition of a research fee. Mayor Pro Tem Dowker seconded the motion. The motion passed unanimously.

Larimer County Open Lands

Administrator Hart addressed the issue regarding the request from Larimer County Open Space to support a redistribution of the tax which would allow the County to increase their amount of the proceeds.

Administrator Hart explained that given the tight timeframe which would not allow a very thorough examination of the implications, it is Staff's recommendation that the Town inform Larimer County that the Town prefers option #1, which would leave the current allocation between the municipalities and the County in place.

Trustee Alaback stated that option #1 will cause the Open Space Program to dramatically change the way that they operate.

Trustee Baker stated that is a very complex issue and to make a decision regarding making any changes to the distributions would be very difficult. She is hopeful that in the future the issue can be readdressed to find a better solution.

Trustee Alaback moved to notify the County that given the time constraints, at this time the Town can only support Option #1, but encourages the County to work out alternative options for possible solutions for the long-term. Mayor Pro Tem Dowker seconded the motion. The motion passed unanimously.

Building Permit Comparison

Administrator Hart introduced Dan Keough, who was retained by the Town to complete the regional building permit cost comparison.

Mr. Keough presented to the Board the results of his study. Berthoud is the 7th least expensive of the 14 cities surveyed for building permit for a 1,500 square foot home. Berthoud ranked 6th least expensive for a 3,000 square foot home.

He noted that the water dedication fees were not a part of this study, but that the water tap and plant investment fees are included.

Reports

Administrator Hart reminded the Board of the Study Session next week.

Clerk Cowdin reported that the owner and the tenant of the property with the tire pile was given a one month extension by the court to develop a plan to address the issue. They will be back before the municipal court this month.

Trustee White asked for an update on the repayment of the funds used to purchase the open space. Administrator Hart reported that the money will be repaid from the sale of the former BMX property.

Trustee White reported on the size of the Chilson Center in Loveland and the acreage needed to support a similar facility in Berthoud. She would like the recreation center issue to be on the "front burner" and she supports a facility at Waggoner Park.

Mayor Gregg reported that he may not be able to attend next week's meeting due to a business conflict. In the event he is unable to attend the meeting, he will meet with Mayor Pro Tem Dowker beforehand.

Trustee White would also like to discuss the possibility of more affordable homes being built in Berthoud. Trustee Baker stated that the Town is lacking in senior housing. Trustee Alaback stated he has heard that people would like to see patio homes and multifamily in Berthoud.


Mayor Pro Tem Dowker reported that there is a meeting of the Alternative Fuels Committee in Denver tomorrow. There is a North Front Range MPO meeting on Thursday in Severance at their new town hall, which she invited the Trustees to attend.

Trustee Alaback reported on the Farmers' Market and that it will be moving back to Berthoud to the Adams Bank parking lot. August 2nd will the grand opening, with a soft opening on July 19th.

Trustee White stated that the weeds at the corner of 287 and Bunyan Ave are becoming an issue. Administrator Hart said he would follow up.

Mayor Gregg adjourned the meeting at 8:12 PM.



Mayor David Gregg

Jory Kate Haslett
Administrative Clerk