

**BOARD OF TRUSTEES
REGULAR MEETING
AUGUST 5, 2014
BOARD ROOM
6:30 P.M.**

Board Members Present: Mayor David Gregg
Mayor Pro Tem Jan Dowker arrived at 6:36 PM
Trustee Chris Buckridge
Trustee Jennifer Baker
Trustee Suzie White
Trustee Paul Alaback
Trustee Mike Henning

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

Mayor Pro Tem Gregg led the Pledge of Allegiance.

Citizen Participation

None.

Consent Agenda

The consent agenda consisted of the Minutes of July 8 and 15, 2014 and the June 2014 Bills Allowed.

Trustee Henning moved to approve the Consent Agenda. Trustee Alaback seconded the motion. The motion passed unanimously with Mayor Pro Tem Dowker absent.

Berthoud Historical Society

Sherrie Merrow, 617 6th Street, representing the Berthoud Historical Society (BHS), gave a presentation to the Board regarding their recent and upcoming activities, as well as their 2015 budget. She described the BHS fundraising campaign and thanked the Town for its past support.

Trustee Alaback asked for a background on the Town's involvement with BHS. He thought it might be a good idea, now that Berthoud has "turned the corner", to plan for financially supporting BHS.

Trustee Henning asked Ms. Merrow about the courtyard rental. Ms. Merrow stated that BHS has applied for a grant to make the restroom handicap accessible and there is a stage. They are

currently investigating what the rental rate will be. They also rent the McCarty-Fickel Home for event.

Community Garden

Parks Director Olinger gave the Board a presentation regarding the Community Garden and their requests for infrastructure.

Trustee Henning asked what exactly the Town had committed to at the inception of the garden. Director Olinger explained that the volunteer group initially asked for the land and a water tap, but over time, they have requested other support from the Town.

Administrator Hart stated that there were several amenities that had to be cut for the park due to budget constraints and the community garden was one of those amenities. He explained the issue surrounding the building and his suggestion to the volunteer group that the Town financially assist so that the Town will own the building and that it would be something that would be cohesive with the rest of the structures at the park. However, there was some resistance from residents regarding the use of public funds for the building when it was not budgeted.

Director Olinger stated that a non-custom building would cost from \$650 - \$1,500 and an additional \$1,000 for the concrete pad. He received an estimate of \$3,100 for a custom building, including the concrete pad. If stone is added to the building, it will cost an additional \$1,000.

Trustee Alaback asked if the Town constructs the building, will some other amenity not receive those funds. Director Olinger stated that some other item in the park would not be completed as a result. Trustee Alaback stated that he would like to see that the irrigation system and the shed be completed before the next growing season.

Trustee Henning asked if it would be possible to rearrange the budget so that the items requested from the public can become priorities.

Administrator Hart stated that he would like to have a budget for Pioneer Park every year so the Town can finish the park as they originally envisioned.

Trustee Henning asked if the money was actually available to spend immediately.

Mayor Pro Tem Dowker asked how the recent flooding damage will affect the total parks budget. Director Olinger stated that the money available for improvements comes from the Park Development Fund and that the Parks Maintenance Fund will fund the repairs to the Town's parks.

Mayor Gregg stated that he would not want to take money away from things that were already planned.

Mayor Gregg invited audience members to comment.

Monica Signer of 18490 CR 1 addressed the Board and spoke in favor of supporting the community garden. She stated that the garden shed and irrigation system are critical.

Ron Graham of 101 SE 2nd Street addressed the Board and stated that although he believes that community garden is an asset to the park, that there are several issues and there are costs that the Town has absorbed. He also believes that the garden should have been under review and that there are times that the garden is an eyesore.

Trustee Henning stated that he does not see the harm in diverting the funds for the completion of the projects. He would like to reallocate the resources and then budget again for capital improvements next year. He also stated that the garden is a cooperative effort between the Town and the garden. He stated that the community garden makes a large contribution to the community, including the local food bank.

Ms. Signer stated that last year 50 to 60 pounds of food a week was donated to the House of Neighborly Service.

Trustee White stated that when the garden was originally discussed, it was not supposed to be at any cost to the Town. She is concerned by using public money for volunteer projects, as it doesn't benefit all residents of the Town. She is also concerned about the aesthetic issues of the garden as there are times that the garden is overgrown and an eyesore. She is in favor of having the Town providing water and the land discussed originally, which is in the southeast corner.

Mayor Gregg stated that he believes that these improvements should be a part of the capital improvements budget unless it would replace an improvement that is budgeted, but will not be able to be completed this year.

Mayor Pro Tem Dowker stated that she is in agreement with the Mayor and she prefers that the improvements be included in next year's budget. She would also like to hear more from the community regarding their wishes for the park.

Trustee Baker stated that she agrees with Trustee Henning and Mayor Gregg, that the improvements should be a part of the budget. She stated that there is also an ebb and flow in interest in community gardens. Her concern is who will pick up the slack during the periods of decline. She asked who would maintain the shed. Administrator Hart stated that the Town would own and be responsible for the shed.

Trustee White pointed out that the garden was originally planned for Wagner Farms and she is concerned about the garden moving.

Trustee Buckridge is hesitant to financially support the improvements when the garden is for the benefit of a small group of residents. He is in favor of discussing the improvements during the budget process so that all Town residents have a chance to voice their opinions. He would like to see the improvements made in the future, but feels that the Town residents should be fully informed.

Trustee Alaback stated that community gardens are beneficial contributions for many reasons, including educational opportunities for children and families, and community engagement in issues relating to local agriculture, food, nutrition, and health. He stated he has confidence in the Berthoud Local group because of its large number of volunteers and its track record over the past two years. He asked if there was a forum for the neighborhood to talk about issues within the park. Director Olinger stated that there is not a forum. Trustee Alaback suggested annual or semi-annual meetings to discuss park issues. He thinks this is a great opportunity for a partnership. He is in favor of figuring out the budgeting process, but there are a few things that they really need this year. He would like to find the funds for the shed and the irrigation systems this year.

Trustee Henning stated that the Town has supported “special interests” in the past, for example the BMX track. He stated that it is not possible to please everyone.

Mayor Pro Tem Dowker stated that she believes that it is important to hear more from the community as this is the first time she has heard about providing a garden shed.

Trustee White stated that she believes that a more appropriate place for the community garden in Wagoner Park.

Trustee Buckridge stated he thinks that the Board owes it to the people to be transparent

Administrator Hart suggested that the improvements come back during the 2015 budget process. The Board concurred.

2013 Audit

Austin Bump, of Swanhorst and Company LLC, presented the 2013 audit to the Board and noted several improvements in the Town’s processes.

Kellie Case, of Case Consulting, LLC, addressed the Board and outlined the plans to address the areas of improvement that were noted by the auditors. Ms. Case has been retained by the Town to evaluate staffing needs in the area of finance and accounting. She will also review the Town policies and procedures to determine if they are in-line with industry standards.

Ms. Case stated that she has begun the budgeting calendar process, which she will present to the Board soon.

Mayor Pro Tem Dowker moved to accept the 2013 audit. Trustee Baker seconded the motion. The motion passed unanimously.

Appointment to Planning Commission

Planning Commission Chair Banzhof addressed the Board regarding the application and interview process. After interviewing the two applicants for the open position, the interview committee consisting of Trustee Suzie White, Planning Commission Chair Scott Banzhof and Administrator Mike Hart recommended appointing Richard Shepard to the Planning Commission.

Trustee White stated that each interview was in excess of one hour and further elaborated on the interview process.

Trustee Alaback stated that he would like more of the community to become involved in Town leadership. He is also concerned about the message the Board may be sending by appointing Mr. Shepard to the Planning Commission given the results of the last election. Mr. Banzhof stated that he was in a similar position when he was appointed to the Planning Commission.

Trustee Baker stated that although the election did send a message, the Town advertised for the open position and each candidate was interviewed and fairly evaluated.

Trustee Henning stated that he believes that appointing Mr. Shepard sends a strange message to the citizens. He also doesn't feel that the position was not advertised well enough and would like to reject the applications and open the position again.

Mayor Pro Tem Dowker stated that based upon her knowledge of the Planning Commission; there was a struggle to get interest in the Planning Commission positions.

Trustee Buckridge stated that in his mind, the Board's mission is to choose a candidate that will best serve the Town.

Trustee White stated she believes the most important thing a Board can do is to stand united behind Board decisions.

Mayor Gregg stated that losing an election should not disqualify someone from serving on a Town committee. He supports the recommendation of the interview committee.

Trustee Alaback stated that he would like to have Mr. Shepard serve on any other committee than the Planning Commission, but due to his close involvement and the recent election, he thinks it will send a clouded message to the Town. He would like to see more applicants for the position.

Trustee White moved to appoint Richard Shepard to the Planning Commission with his term ending on August 31, 2016. Trustee Baker seconded the motion. The motion passed with Trustee White, Mayor Pro Tem Dowker, Mayor Gregg, Trustee Baker and Trustee Buckridge voting in favor. Trustee Alaback and Trustee Henning opposed the motion.

Reports

Attorney Bell reported that there is a plea bargain agreement regarding the tire pile to eliminate the pile by next spring. He also reported that the residents on the Town property have indicated that they will be out soon.

Trustee Henning reported that there is a lot of visible work on the streets and the maintenance of the parks look great. He asked about restriping the lot next to the railroad tracks. Administrator Hart stated he will follow up.

Trustee White reported on a letter regarding the toxic spraying. She found a non-toxic substance that the Town may want to investigate.

Mayor Gregg reported on the Town Hall meeting regarding the former BMX property. He also reported that communication policies are being drafted.

Mayor Pro Tem Dowker reported on upcoming transportation meetings. She reported that there will not be a NFRMPO meeting this month due to the Larimer County meeting regarding a long-term view for call for projects.


Trustee Baker reported that the Town Hall meeting was excellent with a lot of great ideas.

Trustee Buckridge thanked Staff for their responsiveness and hard work. He also reported that the Town Hall meeting was very productive.

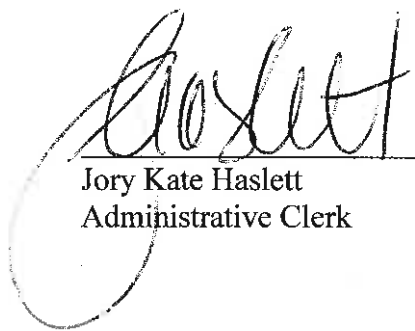
Trustee Alaback reported on the progress of the committee to design a new Town website. He also reported on the open space meetings. Larimer County Open Space decided to go with Option 2 after he explained the position of the Town. He also attended the Larimer County Commission meeting where the option was presented. He also reported that the Farmer's Market held its grand opening last Saturday.

Trustee Buckridge moved to adjourn to Executive Session to discuss issues subject to negotiations and for the instruction of negotiators and that the Board meeting will adjourn from Executive Session. Trustee Alaback seconded the motion. The motion passed unanimously.

Mayor Gregg adjourned the meeting to Executive Session at 9:22 PM.



Mayor David Gregg



Jory Kate Haslett
Administrative Clerk