

**BOARD OF TRUSTEES
REGULAR MEETING
AUGUST 13, 2013
BOARD ROOM
7:00 P.M.**

Board Members Present: Mayor David Gregg
Mayor Pro Tem Jan Dowker
Trustee John Bauer
Trustee Suzie White
Mayor David Gregg
Trustee Dick Shepard arrived at 7:02 PM
Trustee Paul Alaback

Board Members Absent: Trustee Thomas Jones

Staff Members Present: Town Administrator Mike Hart
Attorney Greg Bell
Planner Tim Katers
Engineer Stephanie Brothers
Town Clerk Mary Cowdin
Administrative Clerk Jory Haslett
Economic Development Director Ron Schneider
Building Official Ken Kidd

Mayor Gregg led the Pledge of Allegiance.

Citizen Participation

None.

Consent Agenda

The Consent Agenda consisted of the Minutes from July 23, 2013 and the June 2013 Financial Statement.

Trustee Bauer moved to approve the Consent Agenda. Trustee Alaback seconded the motion. The motion passed unanimously with Trustee Shepard absent.

Donation to Golden Links

Engineer Brothers presented the proposed funding and transfer of used municipal property to the Golden Links program. The donation by the Town to Golden Links program will support the program's expansion that will provide transportation services for some residents affected by the Transit System cutback.

It is proposed that the Town donate a used computer and monitor, in as-is condition, and a used 2004 Goshen GCII bus. The proposed donation will also include \$1,000 to purchase software used by the Fort Collins SAINTS program.

Trustee Bauer moved approve Resolution 8-13 to support the donation to the Golden Links volunteer driver program. Mayor Pro Tem Dowker seconded the motion. The motion passed unanimously.

Presentation of the First Draft of the 2014 Budget

Accountant Smith presented the first draft of the 2014 Budget. She outlined the budget guide that will be reviewed in the next several months. The budget will cover not only 2014, but planning for the next 5 years.

Accountant Smith explained that in 2012 the Town began using cost centers, which has helped determine where more man hours are needed to provide services.

The budget figures will change before the final draft is adopted after staff presentations and discussion. The budget will be adopted at the November 19 meeting, however state statute requires a draft Budget be presented and a first draft be adopted before October 15th.

Trustee Bauer asked if there would be a specific area that will be addressed during the budget process. Administrator Hart replied that the Police Department will have extra focus this year as a tax increment is ending in 2014. Issues regarding water will also be addressed, due to the new plant coming on line, as well as vehicle replacements and maintenance.

Trustee Bauer moved to accept the 2014 Draft Budget. Trustee Shepard seconded the motion. The motion passed unanimously.

Resolution to Accept Haworth Annexation & Set Public Hearing

Planner Katers presented the Resolution to accept the Haworth property annexation request. This resolution begins the annexation process and after approved, staff will begin public notice. The public hearing will be set for September 24, 2013 at 7:00 PM at the regular Board of Trustees meeting.

Trustee Shepard moved to approve Resolution 9-13. Mayor Pro Tem Dowker seconded the motion. The motion passed unanimously.

Discussion & Set Public Hearing for Adoption of the 2012 Int'l Building Codes & 2011 National Electrical Code

Planner Katers presented the Ordinance adopting the codes and introduced Ken Kidd, Building Official for the Town of Berthoud.

Building Official Kidd, of Colorado Inspection Connection, 2280 Birdie Way in Milliken, addressed the Board and reviewed the codes presented, as well as any changes that were suggested by staff. Staff recommended that the Town adopt the following 2012 International Codes: Residential Code, Building Code, Plumbing Code, Mechanical Code, Fuel Gas Code, Property Maintenance Code, Existing Building Code as well as the 2011 National Electric Code.

Staff recommended that the Town continue the use of the 2006 International Energy Conservation Code.

Trustee Shepard moved to set a Public Hearing of Ordinance 1162 for September 10, 2013. Trustee Bauer seconded the motion. The motion passed unanimously.

Discussion of Municipal Code Revisions

Clerk Cowdin presented the Municipal Code Revisions to Chapter 13 – Licenses Generally, Chapter 14 – Businesses & Trades and Chapter 16 – Garbage, Refuse & Weeds.

Trustee Alaback was concerned with Section 16.10 dealing with Prohibited Accumulations, specifically manure. It might interfere with horse properties and composting.

Attorney Bell stated that the Code could be amended to provide an exception for properties that are allowed to have large animals in Section 16.10, as well as providing an exception for composting in Section 16.5.

Administrator Hart recommended removing Section 16.10 regarding manure and allow the enforcement of noxious odors in another section of the code.

Reports

Trustee Shepard asked if the citizen request that was presented at the last meeting regarding the drainage issue at Hillsdale Park has been addressed. Planner Katers stated that Parks Director Olinger and Mr. Crider have spoken but he wasn't sure if the issue had been resolved as of yet.

Trustee Alaback stated that the Berthoud Local Food Event was well attended. He reported that a lot of people have been asking questions regarding Waggoner Park and thinks it would be a good idea to publically address the proposal for the park soon.

Trustee Bauer reported that the CDOT Interregional Connectivity Study in Denver was today. He was not able to attend, but was able to obtain the notes of the meeting and provide the Board with an update.

Mayor Pro Tem Dowker has attended several meetings recently regarding transportation and stated that the issue will continue to be addressed in the near future. She further reported that the Xcel meeting last night resulted in some great discussion. Mayor Pro Tem Dowker reported that on August 22nd there will be a meeting for economic development and elected officials with CDOT regarding I-25 funding and on August 28th a tentative meeting has been scheduled for elected officials with CDOT.

Mayor Gregg complimented the Board on their involvement in the region.

Trustee Shepard reported that the Crime Prevention Lab was completed under budget. The Lab is open and will be staffed shortly. Trustee Shepard also attended the Xcel meeting last night and believes that Berthoud made an impression on Xcel.

Attorney Bell reported that there are a lot of agreements in process with land developers that are waiting for the next step. He anticipated the Board will be busy on the land use front in the next six months. He reported that he has also been working on the Xcel issue.

Administrator Hart asked Mayor Pro Tem Dowker to continue to be on the CML Policy committee. Mayor Pro Tem Dowker agreed.

Administrator Hart briefly reviewed the Xcel meeting last night and notified the Board that on September 17th at 6:30 PM there will be a Study Session reviewing several Master Plans.

Administrator Hart reported that he contact the BBC Firm to explore a review of new impact fees. The consensus of the Board was to start the process with BBC in order to have the results by the end of September.

Trustee Bauer moved to authorize Administrator Hart to engage with BBC for an impact fee study and enter into a contract as necessary. Mayor Gregg seconded the motion. The motion passed unanimously.

Administrator Hart noted that the Board may want to wait until the beginning of October for the Board retreat. He further reported that Herb's Medicals still waiting on one set of fingerprints that need to be re-run, which will not be back before the expiration of the last extension. Attorney Bell stated that the Board may extend the time period again with a resolution, which he will bring to the Board on August 27th.

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Mayor Gregg adjourned the meeting at 8:18 PM.



Mayor David Gregg



Jory Kate Haslett
Administrative Clerk