

**BOARD OF TRUSTEES  
REGULAR MEETING  
NOVEMBER 19, 2013  
BOARD ROOM  
6:30 P.M.**

Board Members Present:	Mayor David Gregg Mayor Pro Tem Jan Dowker Trustee Suzie White Trustee Dick Shepard arrived at 6:35 PM Trustee Thomas Jones Trustee Paul Alaback
Board Members Absent:	Trustee John Bauer
Staff Members Present:	Town Administrator Mike Hart Town Clerk Mary Cowdin Deputy Town Clerk Tamiko Brewster Accountant Faith Smith Planner Tim Katers Administrative Clerk Jory Haslett

Mayor Gregg led the Pledge of Allegiance.

**Citizen Participation**

Eva Baca, of 800 Gateway Park Lane, addressed the Board and asked if it would be possible to modify the animal-at-large regulations to exclude cats unless the cats cause monetary damages or bodily harm. She has received several tickets from the police in the past due to a neighbor's complaints, but to her knowledge the cats have not caused any damage. She has asked her other neighbors if her cats have been a nuisance and they did not report any problems with her cats.

Jeanna Brown of 214 Robin Drive, Loveland, addressed the Board regarding incorrect meter readings for her sewer account. She has been trying to address this issue since last January and has been bounced back and forth between Little Thompson Water District and the Town. She has incurred late charges and service charges. She has recorded all the meter readings since she has lived at her address. She provided her records to Clerk Cowdin for review and follow up.

### **Consent Agenda**

The consent agenda consisted of the November 5, 2013 minutes.

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

### **Public Hearing: 2014 Budget with Related Resolutions**

Mayor Gregg opened the public hearing at 6:42 PM.

Administrator Hart provided the Board an update of the review of building fees, raw water fees, and the developer incentive discounts.

Accountant Smith presented the 2014 Budget to the Board and reviewed the changes that were made based upon Board recommendations.

Administrator Hart reported that there is a \$15,000 line item that can be used at the Board discretion. There will be a discussion at the first of the year regarding those funds.

Trustee White asked about the fees for professional services in the budget. Administrator Hart explained that those were for Economic Development Director Ron Schneider. Trustee White requested that regular updates be made to the Board regarding economic development. Administrator Hart stated that he would like to have all departments give the Board regular updates.

Trustee White asked about the request the Chamber made several months ago for funds. Administrator Hart stated that assisting the Chamber could be a part of the discussion about the \$15,000 set aside in the budget.

Trustee Shepard asked about the water fund bond expenditures in 2018 and if that would be the last payment. Accountant Smith explained that the payments extend past 2018, but not by very many years.

Trustee Shepard asked about the carriage agreement with Bureau of Reclamation. Administrator Hart stated that it negotiated to deliver Town water through the Northern Water system at Carter Lake directly to the Town water plant. It allows the Town to bypass storing water in reservoirs, which contributed to the water quality issues in the past.

Trustee Jones asked about the street repair fees. Administrator Hart stated that the fees were reworked after the last discussion.

**Trustee Shepard moved to approve Resolution 17-13 regarding expenditures in excess of funds originally appropriated for the 2013 budget. Trustee Jones seconded the motion. The motion passed unanimously.**

**Trustee Shepard moved to approve Resolution 18-13 appropriating money to various funds for the 2014 budget. Trustee Alaback seconded the motion. The motion passed unanimously.**

**Trustee Jones moved to approve Resolution 19-13 adopting the 2014 budget. Mayor Pro Tem Dowker seconded the motion. The motion passed unanimously.**

Clerk Cowdin reported that on Page 25 of the Schedule of Fees, part of the page did not print but those numbers will be included.

**Trustee Shepard moved to approve the 2014 Schedule of Fees with the provision that the numbers missing from page 25 will be added by Staff. Trustee White seconded the motion. The motion passed unanimously.**

#### **Ordinance re: Municipal Fee**

Clerk Cowdin presented the Ordinance regarding the Municipal Fee. There is no change from last year and the fee will remain \$8.02 per month.

Mayor Gregg stated that he was pleased that there was no increase in the fee and it is his goal to eventually eliminate the fee when the Town is financially healthy.

Trustee Shepard agreed with the Mayor's statement and would like to see some of those fees be included in the General Fund.

Mayor Pro Tem Dowker agreed with Trustee Shepard and Mayor Gregg.

Trustee Jones asked about the street light issues and that it may be time to follow up on some of those issues with Xcel and Poudre Valley REA. Administrator Hart stated that agreements with those providers could be discussed next year.

**Mayor Pro Tem Dowker moved to approve Ordinance 1172 establishing the Municipal Fee for 2014. Trustee Jones seconded the motion. The motion passed unanimously.**

#### **Reports**

Administrator Hart reported on the status of the Board Retreat. Due to the conflict with Christmas in Berthoud on December 7, he proposed to move the retreat to the third weekend in January and keeping future retreats on the third weekend in January. He also suggested a different format for the retreat.

Trustee White suggested that the Town change the style of facilitator. Trustee Shepard stated that compared to past retreats, a facilitator was very useful to provide direction for discussion.

Mayor Gregg suggested that long-range planning be completed in January and then at the beginning of the summer having a community forum or study session with any new Board members.

Trustee Alaback stated that a Board Retreat on January 25 worked better for his schedule. The rest of the present Board agreed to that date.

Administrator Hart stated that there is no news on the Police Department.

Administrator Hart discovered at a meeting in Evans that there may be a way to accelerate the bridge reconstruction of County Road 44, but it is unlikely that County Line Road will be repaired before the end of the year.

Trustee Shepard reminded the Board of Christmas in Berthoud on December 7 and of Small Business Saturday coming up on November 30.

Mayor Pro Tem Dowker reported Colorado United Recovery Symposium is on Friday. Currently she, Administrator Hart and Accountant Smith are scheduled to attend. Administrator Hart offered his seat to any Trustees who may be interested in attending in his place. Trustee White and Trustee Jones offered to attend. Mayor Pro Tem also noted that the Chamber luncheon will be held at Northern Water this Thursday.

Trustee Alaback reported on the regional meeting of open space committees that was held last week.

He also reported that the Tree Board met yesterday and discussed the Emerald Ash Borer, as well as strategized ways to address similar issues that may arise in the future. They also plan on doing some educational outreach to homeowners regarding treatment for the Emerald Ash Borer.

Mayor Pro Tem reported that she now represents Berthoud on CDOT's Statewide Transportation Advisory Committee and advised that there may be transportation tax issues that could potentially be on the 2014 ballot.

Administrator Hart stated that the mill levy will be established at the December 10 meeting.

Mayor Gregg reported that he has been reaching out to annexation opponents and has had some productive discussions.

Town of Berthoud  
Regular Meeting  
November 19, 2013  
Page 5 of 5

Mayor Gregg adjourned the meeting at 7:52 PM.



\_\_\_\_\_  
Mayor David Gregg



---

Jory Kate Haslett  
Administrative Clerk