



**Garden
Spot of
Colorado**

PORT COMMITTEE MEETING MINUTES

**Town Board Room
807 Mountain Avenue
Town of Berthoud, Colorado
Wednesday, March 5, 2025 - 6:00 p.m.**

This is an IN-PERSON meeting at the location and time noted above.

This meeting will be streamed live on YouTube. The live stream is accessible by visiting www.berthoud.org/stream

A. Call to Order – The PORT Committee meeting was called to order by L. Roth at 6:00pm.

B. Roll Call

- Lauren Roth – Chair – Here
- Carolyn Hobson – Vice Chair – Here
- Anna Murphy – Secretary – Here
- Callie West – Here
- Kari Weisen – Here
- Sean Henry – Here
- Michael Brennan – Here
- Audrey Roth, BYAC Liaison – Here
- Karl Ayers, Trustee Liaison – Here
- Keith Knoll, Staff Representative – Here

Prior to the approval of the PORT committee minutes, Mr. Michael Brennan, new PORT Committee member, briefly introduced himself. M. Brennan has been a Berthoud resident since 2021. He previously served in the Army and currently works for the U.S. Forest Service.

C. Approval of Minutes – February 5, 2025

- No further changes or edits to the Wednesday, February 5, 2025 PORT Committee minutes. C. West motioned to approve the Wednesday, February 5, 2025 PORT Committee meeting minutes. K. Weisen seconded. All in favor. Minutes were approved.

Lauren Roth
4/2/25

D. Public Comment – Non-Discussion Items

- None.

E. Discussion Items

a. Jaskowski Property Update – Keith Knoll – Public Works Operations Manager

- K. Knoll said staff have an upcoming meeting with Colorado Open Lands (COL) to review the latest design plans for the Jaskowski property. COL had approved a previous version of the Jaskowski design. Pending feedback from COL, the design plans will be taken to the Town Board.
- K. Knoll shared a presentation to PORT on the latest design plans for Jaskowski.
 - *Buildings* – The location of the buildings is not ideal for Town staff to utilize. There is currently some storage of Town property at the property. Question on whether Town has looked at the condition of the buildings. Yes. The house, barn, and garage are all in good to great shape; however, the condo apartment is in poor shape. K. Knoll noted the house can't be rented. PORT previously and still defers to staff on the buildings. Question/suggestion to consider whether there would be a need to take down the buildings due to security issues. Suggestion by a PORT member to consider turning the barn into an indoor recreation space (e.g., basketball courts). K. Knoll to ask if this is possible.
 - *Parking lot* – PORT liked Scheme #3, which includes 76 head-in spaces, 6 dedicated staff spaces, and a looped turnaround. Discussion that parking will depend on whether the Town decides to use any of the buildings.
 - *Disc golf* – Topography has been added, and additional trees are proposed to be planted.
 - *Trails & Ag land* – Trails would move throughout the property, and farming would continue on the west side (25 acres). One PORT committee member noted the nice views on the property and that the trails will be used.
 - *Dog retriever training* – Suggestion to add verbiage to the presentation (plan features) about dog retriever training and possibly add a photo, so this doesn't get lost moving forward.
 - *Other* - Question about why art features were mentioned in the presentation. This was only intended for conceptual purposes and is not shown in any proposed drawings. Question about facilities plans for restrooms. Staff are considering turning the condo into restrooms, as plumbing is already in place.
- Three representatives from the Platte Valley Hunting and Retriever Club (PVHRC) were present at this meeting, as it was their understanding from the February 5, 2025 meeting that PORT committee members were going to review the PVHRC proposal to grant access to the Jaskowski property for a pilot program, prior to the public opening of the property. This request came in a document handed out to PORT committee members at the February 5 and March 5, 2025 meetings.
- K. Ayers suggested PORT committee members discuss and, if possible, come forth with a recommendation to the Town Board members.
- K. Knoll noted that the possible use of dog training in the ponds is currently under review by COL.

- PVHRC club members said that access to the properties is on a membership basis, and members are able to identify themselves properly. They also noted that Jaskowski has been sitting idle for many years, and the previous owner used this property for dog training.
- Question about the timeline for the public opening of Jaskowski. No clear timeline, but the current thinking is that arboretum/outdoor pool are a higher priority. There is also some work planned around the Rookery.
- Question about whether trails will affect how the dogs are trained? Trails are considered a “factor”.
- Question about whether the Town could approve use on a trial basis (e.g., one year) vs. a permanent permit? This would provide an opportunity to learn more about retriever training. K. Knoll noted multiple retriever clubs have reached out and asked about using this property.
- One PORT committee member noted that having both disc golf and continuing dog retriever training could enhance Berthoud’s image of supporting activity clubs.
- One PORT committee member raised concerns about allowing access to Jaskowski prior to opening to the public, including breaking precedence (this has not been allowed before on other properties owned by the Town), potential questions and confusion from residents about whether the property is open and available for public use, and too many questions.
- Committee members discussed possible recommendations to the Town board. e.g., recommending to proceed with a pilot program, recommending to take it to the trustees to make a decision, recommending to consider options, etc.
- C. Hobson motioned that the Town board and staff consider and explore dog training on the Jaskowski property, on a trial basis, prior to the development of the property. C. West seconded. All in favor. Unanimous approval and recommendation by PORT.
- K. Knoll discussed the next steps PVHRC members could take to ensure their voices are heard at the appropriate time (e.g., Town board meeting).

b. Berthoud Arboretum Update – Keith Knoll – Public Works Operations Manager

- K. Knoll noted the Construction Documents (CDs) are well underway (60% design completion), and they are hoping for full design completion by the summer.
- Purchase of the 7.5-acre property from Thompson School District (part of the new Arboretum proposal) is still in progress, and staff would like to secure this land before moving forward on the arboretum project.
- K. Knoll noted the previous arboretum proposal, without the 7.5 acre property included, was ~\$6M. The current proposal, with the 7.5 acre property included, is ~\$11M. The reduced plan is sitting at \$8M, and staff are continuing to work on phasing and cutting costs. K. Knoll shared some highlights of the current design:
 - *Lighting* – Lighting for the proposed design is expensive and may be phased, with priority on lighting on the west and south edges of the arboretum and second priority for additional lighting through the middle of the trail. Cost estimates are still in progress. Question about whether solar lighting could be used. The drawback with solar is it can’t be controlled on a timer. The parking lot, event area and main entrance would also have more lighting.
 - *Tree nursery* – proposed to the southwest of the event lawn.

- *Children's garden* – proposed as part of Phase 2.
- *Pond* – A retention pond is still proposed and would not be used for irrigation. Question about whether the pond will be aerated (pumping O₂ into pond) to mitigate on bugs. Yes, and larvicide will be applied.
- *Signage* – Staff are discussing a “monument” sign on the southwest corner of the arboretum, e.g., “The Garden Spot – Waggenger Farm Park”. K. Knoll showed multiple options to PORT. Suggestion to consider using more natural material (e.g., sandstone). Suggestion by one PORT member to consider adding the Berthoud logo, as it is more interesting than white letters. K. Knoll mentioned the Town is currently working on rebranding efforts (e.g., shared, common architectural and aesthetic themes around town).
- *Concrete* – Additionally, a special concrete area with “Town of Berthoud” decorations were discussed e.g., sandblasting, “scoring” concrete with lines, stamped concrete, etc. PORT members were generally supportive of this idea.
- *Event area* – Proposal includes nicer, permanent, black fencing. Proposed bandshell won't have storage but will have a wall.
- *Trees* – Various mixes and sizes of trees, plants, wildflowers, etc.. are proposed. The current proposal has a significant number of plantings, and this will likely be trimmed down. Sightlines toward the mountains to the west and around the pond were considered with the placement of the plantings.
- *Restrooms* – K. Knoll showed potential designs. Staff would like to follow similar examples of what's already been done in Town. Question about whether a four-season bathroom is more expensive. A restroom is \$200-300k, and to add insulation/heaters is an additional \$20-30k + maintenance. Town staff appreciate the break in having to manage bathrooms for all four seasons.
- One PORT committee member would like as many plantings as possible to stay in Phase 1. It was noted many trees at the Berthoud Rec. Center have been replaced, and staff have learned a lot from that process.
- Question about whether the Town could work with developments/other projects to move dirt to the Arboretum. Dirt quality was discussed, as well as plans for the management of weeds. Staff will already be working to manage weeds this year.
- PORT committee members expressed excitement for the arboretum, and that this will be a great resource for the Town.

F. Staff updates – Parks, Open Space, Recreation, and Trails

- K. Knoll – Trail project on N. Berthoud Pkwy. is planned to open in the next couple of months. One PORT committee members said people are asking if Richardson park is being built and suggested that a note be sent out about what is actually going on at N. Berthoud Pkwy.
- The proposed outdoor pool went to the board and will get brought back to PORT soon. There was an agreement to explore the feasibility to having kiddie pool, adding eight lap lanes, and a possible indoor/outdoor retractable roof.

G. Committee updates

- A. Roth – BYAC meeting this morning and working on plans to meet other youth advisory commissions for a work day. A representative from the House of Neighborly Service (HNS) came and spoke and would like to build a team building.

H. Adjourn

- C. Hobson motioned to adjourn the meeting, and S. Henry seconded, all in favor. Meeting adjourned at 7:30pm.

Next meeting: Wednesday, April 2, 2025 - 6:00 pm. If you require a special accommodation, please contact the Town Clerk 24 hours in advance at (970) 532-2643.