



MEETING MINUTES OF THE TOWN BOARD
Town Board Room
807 Mountain Avenue
Town of Berthoud, Colorado
Tuesday, May 27, 2025, 6:30 p.m.

5/27/2025 - Minutes

1. Meeting Called To Order - Mayor William Karspeck

Mayor Karspeck called the meeting to order at 6:30 pm.

2. Pledge Of Allegiance - Mayor William Karspeck

Mayor Karspeck led the Pledge of Allegiance.

3. Roll Call - Mayor William Karspeck

The following Board members were present:

May Albrecht, Trustee
Karl Ayers, Trustee
Tim Hardy, Trustee
Brett Wing, Trustee
Sean Murphy, Mayor Pro-Tem
Will Karspeck, Mayor

The following staff members were present:

Erin Smith, Town Attorney
Chris Kirk, Town Administrator
Christian Samora, Town Clerk
Lexi Dovel, Deputy Town Clerk
Anne Johnson, Community Development Director
Stephanie Horvath, Community Engagement Manager

4. Citizen Participation

Stacy Glasgow spoke regarding a drainage ditch in Heron Pointe.

Joe Soucek spoke regarding the Jaskowski property.

Mayor Karspeck acknowledged several citizens who were signed up to speak regarding a matter that is set for a future Public Hearing.

5. Scheduled Items And Estimated Time For Discussion

5.I. Consent Agenda

Items:

- a) May 27, 2025, Meeting Agenda
- b) May 13, 2025, Meeting Minutes
- c) May 2025 Board Report
- d) Resolution 2025-10 Local Planning Capacity Grant Agreement

Trustee Ayers moved to combine and approve the items on the Consent Agenda. Mayor Pro-Tem Murphy seconded the motion. In a 6-0 roll call vote, THE MOTION CARRIED.

5.II. Broadmeadow Annexation Petition Resolution Of Substantial Compliance

Community Development Director, Anne Johnson, gave a presentation on the Broadmeadow Annexation Petition.

Trustee Hardy moved to approve Resolution 2025-09, a Resolution of Substantial Compliance regarding Petition for Annexation filed by TTL Management, Inc and setting the matter for a Public Hearing. Trustee Wing seconded the motion. In a 5-0 roll call vote, THE MOTION CARRIED, with Mayor Pro-Tem Murphy abstaining.

5.III. Berthoud Branding Assessment Study

Community Engagement Manager, Stephanie Horvath, gave an introduction on the Berthoud Branding Assessment Study.

Steve Chandler with Chandlerthinks gave a presentation.

5.IV. Historic Preservation Plan Contract Award

Community Development Director, Anne Johnson, gave an introduction on the Historic Preservation Plan Contract Award.

Trustee Ayers moved to award the Historic Preservation Plan project to Chronicle Heritage provided that the Town not execute the contract for services until one of the following two outcomes occur:

**Funding from History Colorado or the State Historical Fund is secured; or
after 60 days, if funding is not secured, the Town to include the award funding in a mid-year budget-adjustment.**

Trustee Wing seconded the motion. In a 6-0 roll call vote, THE MOTION CARRIED.

5.V. Wilson Farm Purchase Contract

Administrator Kirk provided information on the Wilson Farm Purchase Contract.

Mayor Karspeck opened the item to public comment.
Christine Torres spoke on the item.

Mayor Pro-Tem Murphy moved to approve the contract to Buy and Sell Real Estate between the Town of Berthoud and HT Land Partners 400 LLC. Trustee Ayers seconded the motion. In a 6-0 roll call vote, THE MOTION CARRIED.

6. Elected Official Reports

Trustee Wing:

Wing commended Mayor Karspeck and Administrator Kirk on a recent meeting with the Prairie Star community. Wing reported on citizen concerns regarding noise along Highway 287 and incentives for affordable housing developments. Wing inquired about the recent CML District meeting that was hosted by the Town and reported on a breakfast event at TPC with the Chamber of Commerce. Wing inquired about public use of metro district amenities.

Trustee Hardy:

Hardy inquired about staffing and security plans for the 3rd of July event. Hardy reported on the future painting of fire hydrants around town.

Trustee Ayers:

Ayers inquired about food truck policy.

Trustee Albrecht:

Albrecht reported on a recent meeting of the Loveland Berthoud Association of Realtors. Albrecht inquired about providing incentives for vendors to join the Berthoud Market. Albrecht discussed the upcoming 3rd of July event and expressed concern for public safety at future community events. Albrecht reported that the Youth Advisory Commission will be on break for the summer and will reconvene in August, and reported on concerns regarding alley maintenance for alley-loaded homes and on Memorial Day at Green Lawn Cemetery.

Mayor Pro-Tem Murphy:

Murphy expressed interest in further conversation about the Berthoud Market. Murphy reported on the recent Tree Committee meeting and plans for the Arboretum, and suggested a joint meeting with the Tree Committee and the PORT Committee to discuss Arboretum designs. The Board was supportive of scheduling a Study Session in June to meet with the committees.

Mayor Karspeck called for a 5-minute break.

Mayor Karspeck:

Karspeck reported on a meeting with citizens from the Prairie Star community and on golf cart use throughout Town. Karspeck expressed interest in discussing short-term rental policy.

Administrator Kirk:

Kirk reported on the application deadline and interview date for the Trustee vacancy. Kirk discussed rescheduling the June 24, 2025 meeting to July 1, 2025 due to several Board members being absent for a CML conference. Kirk provided an update on the outdoor pool concept.

7. Adjourn

The meeting was adjourned at 8:58 pm.


Town Clerk or Deputy Town Clerk


Sean Murphy, Mayor Pro-Tem

