



MEETING MINUTES OF THE TOWN BOARD

**Town Board Room
807 Mountain Avenue
Town of Berthoud, Colorado
Tuesday, July 8, 2025, 6:30 p.m.**

7/8/2025 - 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
Ken Matthews, Director of Water Utilities
Savana Dumler, Water & Wastewater Engineer

4. Citizen Participation

John Vancil spoke regarding traffic conditions and semi-trucks at 2nd St & Welch Ave.

Sarah Lincoln spoke regarding the upcoming Farmstead filing and how it relates to Newell Farm Park.

Mayor Karspeck acknowledged a citizen who was 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) July 8, 2025, Meeting Agenda
- b) June 10, 2025, Meeting Minutes
- c) May 2025 Financial Information
- d) Fee Schedule Amendment Regarding Non-Profit Events - Resolution 2025-14
- e) June 2025 Board Report

Trustee Wing moved to combine and approve the items on the Consent Agenda. Trustee Hardy seconded the motion. In a 6-0 roll call vote, THE MOTION CARRIED.

5.II. Town Board Vacancy Appointment

Clerk Samora gave an introduction on the Town Board Vacancy Appointment process.

The Town Board conducted an interview for applicant Mark Brodie.

Trustee Ayers moved to appoint Mark Brodie to the Town Board of Trustees to serve for the remainder of the vacated term, which will expire in April of 2026. Mayor Pro-Tem Murphy seconded the motion. In a 6-0 roll call vote, THE MOTION CARRIED.

5.III. Broadmeadow Annexation Continuance - Public Hearing

Attorney Smith provided information on the Broadmeadow Annexation Continuance.

Mayor Karspeck opened the Public Hearing at 7:10 pm.
No one spoke during the Public Hearing.
Mayor Karspeck closed the Public Hearing at 9:02 pm.

Trustee Ayers moved to approve the continuation request for the Broadmeadow Annexation, Neighborhood Master Plan and Zoning to a date certain from July 8, 2025 to July 22, 2025. Trustee Wing seconded the motion. In a 6-0 roll call vote, THE MOTION CARRIED.

5.IV. River Trails Annexation Continuance - Public Hearing

Community Development Director, Anne Johnson, provided information on the River Trails Annexation Continuance.

Trustee Wing moved to approve the continuation request for the River Trails Annexation, Neighborhood Master Plan, Zoning, and Metro District Service Plan to a date certain from July 8, 2025 to August 26, 2025. Mayor Pro-Tem Murphy seconded the motion. In a 6-0 roll call vote, THE MOTION CARRIED.

5.V. Water Reclamation Facility Early Work Package And Guaranteed Max Price

Director of Water Utilities, Ken Matthews, and Water & Wastewater Engineer, Savana Dumler, provided information on the Water Reclamation Facility Early Work Package and Guaranteed Max Price.

Mayor Karspeck opened the item to public comment.
No one spoke during public comment.

Trustee Wing moved to approve the Early Work Package to authorize immediate procurement of long-lead equipment, approve Change Order No. 02 to establish the Guaranteed Maximum Price for the Berthoud WRF Phase 1A project, and authorize the Town Administrator to execute the associated contract amendments and proceed with implementation of the project in accordance with the approved scope and schedule. Trustee Ayers seconded the motion. In a 6-0 roll call vote, THE MOTION CARRIED.

5.VI. Amendment Of Ordinance 847 Regarding Waiver Of Certain Fees

Community Development Director, Anne Johnson, gave a presentation on the Amendment of Ordinance 847 Regarding the Waiver of Certain Fees.

Mayor Karspeck opened the item to public comment.
Tiffany Brodie spoke during public comment.

Mayor Pro-Tem Murphy moved to approve Ordinance 1355, an ordinance of the Town Board of the Town of Berthoud to promote ownership for persons of lower income in the Town of Berthoud, Larimer and Weld Counties by expanding Ordinance 847. Trustee Hardy seconded the motion. In a 6-0 roll call vote, THE MOTION CARRIED.

5.VII. Update Regarding Unplatted Parcel Between Hillsdale Sundivision 2nd-5th And Heritage Ridge Subdivision

Administrator Kirk provided an update regarding the unplatted parcel between Hillsdale Sundivision 2nd-5th and Heritage Ridge Subdivision.

6. Elected Official Reports

Trustee Wing:

Wing reported on the Town's 3rd of July event and the recent CML conference. Wing discussed re-using water from the Wastewater Treatment Plant. Wing inquired about the Farmstead master plan and Legacy Park metro districts.

Trustee Hardy:

Hardy reported on the recent CML conference and some of the topics discussed including AI, art districts, website accessibility, middle housing, and short-term rentals.

Trustee Albrecht:

Albrecht discussed having more public events for citizens to interact with first responders and Trustee members, as well as some ideas for the Sonoco building. Albrecht reported on the Berthoud Surveyor and the possibility of the Town acquiring the newspaper archives. Albrecht reported on the Newell Farm Park and on the Fire District tax. Albrecht inquired about improvements at the entrance to Town at I-25 and taking control of Highway 56 from CDOT.

Mayor Pro-Tem Murphy:

Murphy reported on discussions with CDOT regarding the intersection at 9th St and Mountain Ave. Murphy discussed Newell Farm Park and inquired about an update on the Sustainability Action Plan.

Mayor Karspeck:

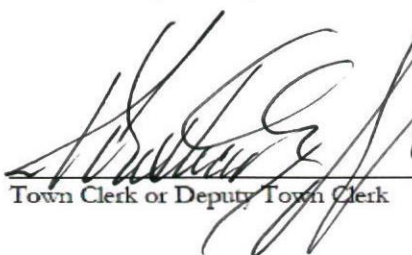
Karspeck reported on the CML conference and the Town's 3rd of July event, as well as the tour of the Wastewater Treatment Plant.

Administrator Kirk:

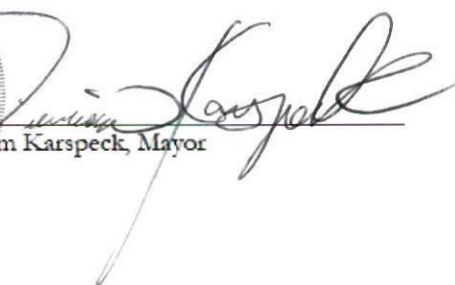
Kirk reported on the upcoming National Night Out event and on the 3rd of July event.

7. Adjourn

The meeting was adjourned at 9:03 pm.


Town Clerk or Deputy Town Clerk




William Karspeck, Mayor