



**Garden
Spot of
Colorado**

PORT COMMITTEE MEETING MINUTES

**Town Board Room
807 Mountain Avenue
Town of Berthoud, Colorado
Wednesday, September 3, 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 6:01pm.

B. Roll Call

- Lauren Roth – Chair – Here
- Carolyn Hobson – Vice Chair – Here
- Anna Murphy – Secretary – Here
- Callie West – Here
- Kari Wiesen – Here
- Sean Henry – Not Here
- Michael Brennan – Here
- Cloud Clark, BYAC Liaison – Here
- Karl Ayers, Trustee Liaison – Not Here
- Keith Knoll, Staff Representative – Here

C. Approval of Minutes – August 6, 2025

- A. Murphy thanked C. West for preparing the August 6, 2025 PORT Committee meeting minutes and motioned to approve them. M. Brennan seconded. All in favor. Minutes were approved.

D. Public Comment – Non-Discussion Items

- Sarah Lincoln spoke on behalf of her and fellow Berthoud resident, Jane Vielehr (also in attendance). They were both interested in learning more about the PORT prioritization process and the role of the PORT committee. They also were interested in any updates on Waggener Farm Park (WFP) and Newell Farm Park (NFP). K. Knoll noted there will be a Town board study session on Sept. 16 to address parks, open space, recreation, and trails priorities. There was some

10/11/25
Lauren

uncertainty about who was invited, but PORT committee members asked that they be considered for inclusion in this meeting. K. Knoll to follow up. A. Murphy referenced the last joint PORT – Trustee study session held on October 1, 2024 where PORT priorities were clearly outlined. A summary of this meeting can be found in the October 2, 2024 PORT meeting minutes.

- Regarding WFP, the design team is continuing to work on construction documents (CDs) for the Arboretum. Staff are continuing to brainstorm different phases of the arboretum, dialing in plantings, and determine how mature trees currently in the dirt parking lot at WFP can be salvaged when this parking lot gets turned into pavement. Regarding NFP, staff are expecting bids in a couple of weeks.

E. Discussion Items

a. Jaskowski Conceptual Design – Keith Knoll – Public Works Operations Manager

- K. Knoll provided a background summary of a presentation he gave on Jaskowski at an August 2025 Town Board meeting. He noted the property was put under an easement around 2002-03, and the Town acquired the property in 2012. The conservation easement is restrictive, and staff have had several discussions over the years with Colorado Open Lands (COL) on how the property can/can't be utilized. K. Knoll shared progress on multiple conceptual design iterations from Wenk Associates, with feedback from staff and PORT committee members throughout the iterations. The current design shows a working farm on the west side, ponds with possible wetland enhancements in the middle, an 18-hole disc golf course on the east side, and trails around and throughout the property. PORT had previously recommended a parking design (scheme 3, the one with the roundabout option). One PORT committee member requested that the current farm access road be considered a trail that the public can walk on in the future, thus increasing the total trail mileage and utility at the property.
- Additionally, K. Knoll presented the history of dog training in the area (e.g., Lon Hagler and Cobb Lake SWA) to the Board. While staff provided a recommendation to the Board to not open dog training on the property and wait until it is fully developed and open to the public, the Board asked that staff pursue options to open the property in 2026 to a pilot dog training program (no public access).
- K. Knoll then spoke about possible amenities that staff could consider for Jaskowski e.g., electricity, irrigation, security lighting, trash receptacles, water service, bike racks, landscaping, group picnic shelter, turf play area, natural areas, a loop walk, etc. He noted larger parks adhering to the development code require additional, larger amenities (some examples include basketball/tennis courts, BBQ grills, benches, drinking fountains, restrooms with plumbing, shade structures, trees, etc.), but this would not necessarily be required for this property.
- Question about when these types of amenities will get added into the design? These details are not part of the early conceptual design but will get added into the final conceptual design and carry into the construction document "CD" phase.
- Staff would like to finalize the Jaskowski conceptual design (in particular, the North half) to explore the possibility of opening Jaskowski in 2026 for a dog training program (no public access) and/or opening to the public for trail access. He noted the current design is considering the addition of portable restrooms, an automatic gate, parking, lighting, fencing, and cameras. Staff want to make sure everything is secure

first before opening to a pilot dog training program. He also asked PORT to consider the possibility of phasing and what that could look like e.g., Phase 1: dog training (no public access) and building trails (public access) and Phase 2: adding a disc golf course. K. Knoll noted COL is asking for proper irrigation in the proposed disc golf areas to ensure grass is maintained, which may delay (but not stop) the addition of a disc golf course. An irrigation proposal (including costs) would need to be developed.

- Question about how much retriever training would be acceptable to COL, as they are required to visit and evaluate the location annually for impact e.g., on ponds. Seven days a week is not possible, rather, a couple of days is more realistic.
- PORT has been tasked to bring to the Board recommendations for the North area before it is opened.
- PORT committee members asked whether a reservation system for dog training would be considered. K. Knoll noted dog training can't be a commercial activity, but setting up a reservation system is possible.
- Question about whether or how the public use of trails can or should coexist with dog training. A couple of comments were made that public use of trails and dog training don't necessarily fit well at the same time and thus may need to be separated by days or times.
- One PORT member noted that discussion about Jaskowski has been ongoing for several years, and it would be great to get a small-scale, pilot dog training program started. The cost is low and would allow for feedback and learnings from this small, well-managed group.
- A. Murphy said that since Nov. 2022, five separate meetings have been held to discuss the Jaskowski property. Today is the sixth meeting. She summarized previous discussions and recommendations on the four structures on the north side: the house, the garage, the apartment, and the arena. After discussion, PORT unanimously approved to recommend to the Board to take the following actions on the structures at Jaskowski:

- House – Keep.
- Garage – Keep for now. Should staff no longer need the space for storage, the building should be torn down.
- Apartment – Tear down and convert for future bathrooms.
- Arena – Tear down and convert for future parking.

L. Roth motioned, M. Brennan seconded, all in favor to recommend to staff and the Board.

- Additionally, PORT unanimously approved a second recommendation to staff and the board to pursue a phasing approach to Jaskowski:
 - Phase 1: Pursue opening the park to dog training (no public access) and trails (public access) in 2026.
 - Phase 2: Pursue requirements to support opening the proposed 18-hole disc golf course.

C. West motioned, K. Wiesen seconded, all in favor.

- Two Poudre Valley Hunting and Retriever Club (PVHRC) members were present to express support for the dog training option at Jaskowski, show their willingness to be partners in this process and to answer any questions from PORT members.
- David Helt (PVHRC) expressed general support for dog training, including a gate system with lock (and/or unique code), restrooms (port-a-potties are fine), and noted that their dogs work with the entryways already designed for ponds so nearby

vegetation e.g., cattails, would not be affected. He expressed their willingness to be partners with the Town.

- Jeff Miller (PVHRC member and Berthoud resident) said they have great relationships with other landowners and would like to continue with Berthoud. They don't want to lose access to properties.
- K. Knoll noted the buildings don't necessarily need to be torn down in order to open to a pilot dog training program.
- A short discussion about how/whether trail users (e.g., runners, walkers, other dogs) can coexist with retriever training dogs. It may be better to keep separate. Suggestion/interest from PORT committee members to attend a demo. PVHRC club members noted handlers are very good about controlling their dogs (zero tolerance). Clear signage will be important (e.g., on vs. off-leash)

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

- K. Knoll – Following up on the PORT committee recommendations from the last meeting, Jeffrey McNair will give his presentation to the Board (golf option at Knievel Open Space). L. Roth & C. Hobson's PORT positions are expiring. There are three open positions, and interviews will be held on Sept. 22. Work on the North trail (gap between Water Ave. & CR 10E) is near completion, with barriers installed on handy ditch and striping on the crosswalk; staff are just waiting on a couple of pieces for a signal light.

G. Committee updates

- C. Clark – She is the new BYAC liaison, as A. Roth is no longer on BYAC. She is looking into the possibility of a youth trip to Washington, D.C. and hopes to present it to the youth board and then the Town Board. There are currently seven BYAC members.
- C. Hobson – Expressed confusion about Richardson, specifically funding options and phasing. She said that PORT committee members were always told that because of dirt work and engineering, the resort pool at Richardson would be planned for Phase 3 (approx. 8-10 years out) and would not be able to be moved to Phase 1. However, at a recent Town Board meeting, some comments were made indicating this was a possibility. Additionally, she was confused why PORT and staff went down the path of a pool at the Berthoud Recreation Center (BRC) when it appeared there was an option to get everything done at once with a "Certificate of Participation" (COP) loan. She asked what had changed. Some PORT committee echoed concerns and felt confused by the recent comments at the Board meeting, as PORT committee members put careful thought and effort into the current plan based on the information they had. Some PORT committee members wanted to better understand the costs around Richardson and expressed a desire to be part of the upcoming Board study session, which K. Knoll was going to look into. A. Murphy reminded everyone of the joint PORT-Board meeting in October 2024 where priorities were discussed, with the top two priorities identified as the arboretum and pool.
- A. Murphy – Thanked Town staff for making an official left-hand turn lane going west on Bunyan Ave. into the Berthoud Recreation Center (BRC), as well as thanked K. Knoll for the active on 4th Street to improve sidewalks. K. Knoll noted a

recent hire of a Public Works Project Engineer that is now helping coordinate several projects, including the sidewalks.

H. Adjourn

- C. Hobson motioned to adjourn the meeting, and C. West seconded, all in favor. Meeting adjourned at 7:49pm.

Next meeting: Wednesday, October 1, 2025 at 6:00pm. If you require special accommodations, please contact the Town Clerk 24 hours in advance at (970) 532-2643.