



MEETING MINUTES OF THE TOWN BOARD
Town Board Room
807 Mountain Avenue
Town of Berthoud, Colorado
Tuesday, September 23, 2025, 6:30 p.m.

9/23/2025 - Minutes

1. CALL TO ORDER

Mayor Karspeck called the meeting to order at 6:31 pm.

2. PLEDGE OF ALLEGIANCE

Mayor Karspeck led the Pledge of Allegiance.

3. ROLL CALL

The following Board members were present:

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

The following staff members were present:

Alicia Garcia, Town Attorney
Chris Kirk, Town Administrator
Christian Samora, Town Clerk
Lexi Dovel, Deputy Town Clerk
Sergeant Justin Williamson, Larimer County Sheriff
Anne Johnson, Community Development Director

4. CITIZEN PARTICIPATION

Maureen Dower thanked trustees and staff for their work and spoke regarding the usage of cash funds for future parks projects.

Kelly Macaulay spoke regarding affordable housing and mobile home communities.

5. SCHEDULED ITEMS AND ESTIMATED TIME FOR DISCUSSION

5.I. Consent Agenda

Items:

- a) September 23, 2025, Meeting Agenda
- b) September 9, 2025, Meeting Minutes
- c) September 2025 Board Report
- d) Fickel Farm 5th Filing Continuance

Trustee Wing moved to combine and approve the items on the Consent Agenda. Trustee Hardy seconded the motion. In a 7-0 roll call vote, THE MOTION CARRIED.

5.II. Appointments To Fill Vacancies On Volunteer Committees

Trustee Hardy provided information on the interviews for the Historical Preservation Advisory Committee.

Trustee Hardy moved to appoint Lee Hardies, Ryan Durfee, John Belcastro, and Joan Cullen to the Historic Preservation Advisory Committee for a term of 2 years. Trustee Ayers seconded the motion. In a 7-0 roll call vote, THE MOTION CARRIED.

Trustee Ayers provided information on the interviews for the PORT Committee.

Trustee Ayers moved to appoint Lauren Roth, Carolyn Hobson, and Eleanor Hasenbeck to the Parks, Open Space, Recreation, and Trails Committee for a term of 2 years. Trustee Brodie seconded the motion. In a 7-0 roll call vote, THE MOTION CARRIED.

Mayor Pro-Tem Murphy provided information on the interviews for the Tree Advisory Committee.

Mayor Pro-Tem Murphy moved to appoint Richard Kurcab, Natalie Peitsmeyer, and Paul Buckner to the Tree Advisory Committee for a term of 2 years. Trustee Wing seconded the motion. In a 7-0 roll call vote, THE MOTION CARRIED.

Trustee Albrecht provided information on the interviews for the Youth Advisory Commission.

Trustee Albrecht moved to appoint Oliver Ray, Madeleine Brasch, Syrena Mosdell, and Jackson McKinney to the Youth Advisory Commission for a term of 2 years. Mayor Pro-Tem Murphy seconded the motion. In a 7-0 roll call vote, THE MOTION CARRIED.

5.III. Colorado Main Street Program Presentation

Gayle Langley with Colorado Main Street gave a presentation on the program.

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

5.IV. 270 Mountain Avenue Lease Agreement

Administrator Kirk gave a presentation on the 270 Mountain Ave Lease Agreement.

Cherri Houle and Diane Frick with House of Neighborly Services provided additional information.

Mayor Karspeck opened the item to public comment.

Nancy Bronson, Mark Morris, Michelle White, Jessica Jones, Kaye Kohler, Bruce Fickel, Nate Cothorn, Marc Sexton, Linda Hirsch, Gail Schumacher, Kimberly Wilhelm, William Higbee, Deanne Mulvihill, Brad Cook, Stu Boyd, Kelly Canino, Maureen Dower, Whitney Way, Rudi Taylor, Rick Rupp, Sherrey Neckers, Leeanne Sanders, Mackenzie Daley, Bradley Andrews, Corrie Kelly, Neana Winslow, Melissa Feldbush, Kelly Macaulay, Tiffany Brodie, and Rosalind Vaughan spoke during public comment.

Trustee Ayers moved to extend the meeting to 10:30 pm. Trustee Wing seconded the motion. With all in favor, THE MOTION CARRIED.

Trustee Wing moved to extend the meeting to 11:30 pm. Trustee Ayers seconded the motion. With all in favor, THE MOTION CARRIED.

The Town Board discussed the lease agreement and shared several concerns and ideas with Administrator Kirk.

Trustee Albrecht moved to proceed with preparing an ordinance to approve the terms of the lease between the Town of Berthoud and House of Neighborly Service as presented for 270 Mountain Ave with the conditions stated. Mayor Pro-Tem Murphy seconded the motion. In a 6-1 roll call vote, **THE MOTION CARRIED**, with Trustee Hardy having the dissenting vote.

Trustee Ayers moved to extend the meeting through to the completion of the agenda items. Trustee Wing seconded the motion. With all in favor, **THE MOTION CARRIED**.

5.V. PUBLIC HEARING: Mountain Avenue Overlay District Amendment

Community Development Director, Anne Johnson, gave a presentation on the Mountain Avenue Overlay District Amendment.

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

Trustee Brodie moved to approve Ordinance 1362, an Ordinance to repeal and replace Berthoud Municipal Code Section 30-3-115 regarding the Mountain Avenue Overlay District. Trustee Wing seconded the motion. In a 7-0 roll call vote, **THE MOTION CARRIED**.

6. ELECTED OFFICIAL REPORTS

Trustee Hardy:

Hardy was appreciative of the Main Street Colorado presentation.

Trustee Wing:

Wing reported on citizen comments regarding transparency and integrity of the Board members and requested a timer to be displayed for public comment. Wing discussed notifying applicants prior to Board meetings if they are not selected for committee seats. Wing inquired about a car show and adding more chairs for citizens in the Board room.

Mayor Pro-Tem Murphy:

Murphy reported on the recent Rope for Hope event for House of Neighborly Service.

Sergeant Williamson:

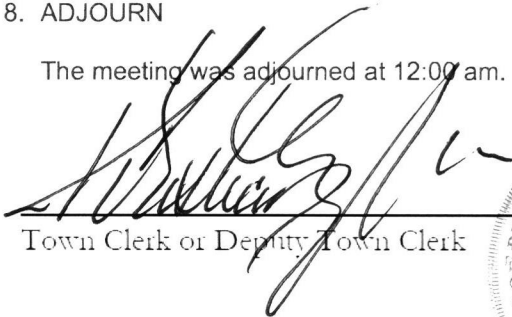
Williamson reported on a series of thefts in Town and the quick arrest of a suspect.

7. EXECUTIVE SESSION

Trustee Ayers moved to go into Executive Session pursuant to C.R.S. 24-6-402(4)(e)(I) to determine positions relative to matters that may be subject to negotiations, developing a strategy for negotiations, and instructing negotiators. And the following details are provided: Cell Tower Lease. Trustee Wing seconded the motion. In a 7-0 roll call vote, **THE MOTION CARRIED**.

8. ADJOURN

The meeting was adjourned at 12:00 am.


Town Clerk or Deputy Town Clerk




William Karspeck, Mayor