



**Garden
Spot of
Colorado**

PORT COMMITTEE MEETING MINUTES

**Town Board Room
807 Mountain Avenue
Town of Berthoud, Colorado
Wednesday, October 1, 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 6:01 pm.

B. Roll Call

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

C. Committee Appointments – Chair, Vice Chair, Secretary

- It was noted that committee positions are typically one-year appointments, with members able to nominate themselves or others. L. Roth nominated A. Murphy to continue serving as Secretary. C. Hobson seconded. L. Roth nominated C. Hobson to continue serving as Vice Chair. M. Brennan seconded. C. Hobson nominated L. Roth to continue serving as Chair. M. Brennan seconded. All in favor. Appointments approved.

C. Approval of Minutes – September 3, 2025

- There were no proposed changes or additions to the minutes. C. Hobson motioned to approve the September 3, 2025 PORT Committee meeting minutes. L. Roth seconded. All in favor. Minutes were approved.

Carolyn Hobson 11/5/25

D. Public Comment – Non-Discussion Items

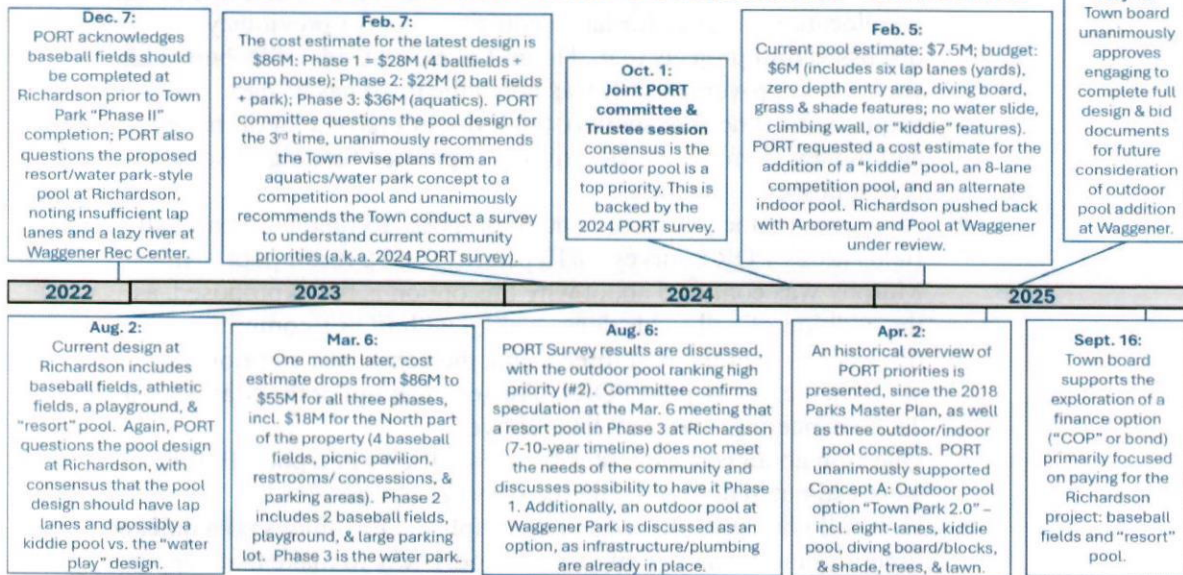
- Sarah Lincoln expressed concern about the prioritization of baseball “ball” fields and discussion of a finance option called a Certificate of Participation “COP” to fund Richardson Park ahead of building an amphitheater at Newell Farm Park. She emphasized that community survey results indicated four main priorities (trails, open space, outdoor pool, and amphitheater). She felt the strong support base in Town and desire for an amphitheater is being overlooked in current planning by the Town.
- She also raised concerns that the developer of Farmstead was planning a re-make of their revised master plan and didn’t talk about Newell Farm Park at all. K. Knoll believed that the developer was not caught off guard and that the presence of Newell Farm Park adjacent to Farmstead was well known. Internally, staff have always talked about Newell Farm, there is currently an amphitheater on this property, and there was an understanding that there needs to be an access to Newell Farm Park. K. Ayers supported K. Knoll’s comments. K. Knoll also said that a contractor for the conceptual design at Newell Farm Park will be selected by the Oct. 14 board meeting.
- Regarding Richardson, K. Ayers noted that the reason Richardson is being talked about so much recently is because drawings have been mostly complete for the past ~4-5 years and were put on hold because of the arboretum and other projects that were easier to complete because of cost. There have been efforts to see what can be done to bump projects up in the timeline, and Newell isn’t being ignored. L. Roth responded that in a joint PORT-Trustee meeting, there was an understanding that just because work has been done on Richardson doesn’t mean that it is the priority and that the survey results should drive the priorities of the Town. She felt this point keeps getting lost. She had also hoped that PORT committee members would’ve been allowed to participate more actively at the Sept. 16, 2025 PORT Priorities Study Session meeting because PORT brings a unique knowledge set to the conversation, but instead, PORT committee members were given three minutes and were allowed a small amount of time for additional comment.

Additional Discussion on the Arboretum, Pool, and Community Needs

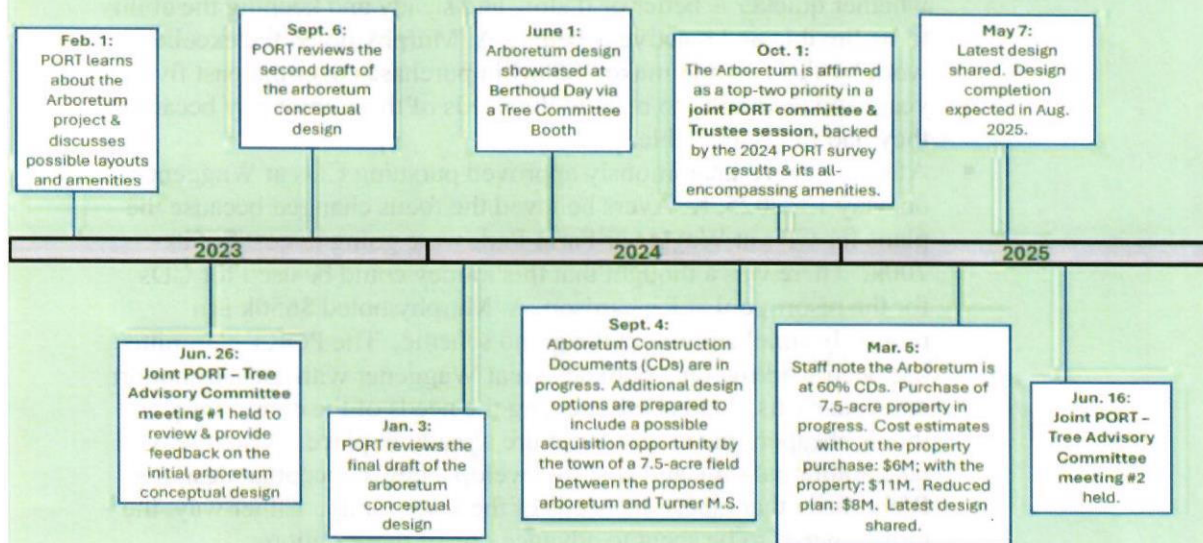
- Though not an agenda item for the PORT committee meeting, the discussion during public comment led L. Roth to permit further discussion, which included an overview of the PORT committee’s work over the past ~3 yrs. and discussion on a recent direction taken by the board at a PORT priorities study session meeting on Sept. 16, 2025 to explore financing for ball fields & a resort pool at Richardson through a COP (\$27M COP loan, says \$39M in total in the budget presented). A. Murphy began with a presentation of two timelines (shown below), highlighting the PORT committee’s discussion of and commitment to both the pool and arboretum designs over the past three years. Both the arboretum and outdoor pool were highlighted because they were identified as the top two priorities in a joint PORT-Trustee meeting on Oct. 1, 2024. Regarding the pool, she highlighted three meetings from late 2022 to early 2024 where PORT committee members questioned whether the “resort” style pool design at Richardson was meeting the needs of the community, the unanimous approval by the PORT committee to conduct a 2024 PORT survey to understand current needs of the community, and a pivot in mid-late 2024 to work on a conceptual design for a competition-style pool at Waggner Farm

Park as directed by staff and based on survey results. She highlighted the positive feedback from the Town Board on the Joint PORT-Trustee meeting on Oct. 1, 2024. Regarding the Arboretum, A. Murphy presented the commitment by the PORT (and Tree advisory) committee to review, discuss, and provide input on multiple Arboretum conceptual designs over nine PORT meetings (six PORT committee meetings, two joint PORT-Tree Advisory Committee, and the Oct. 1, 2024 Joint PORT-Trustee meeting).

Pool Discussion: P.O.R.T. Committee Timeline



Arboretum Project: P.O.R.T. Committee Timeline



- K. Knoll shared slides from the Sept. 16, 2025 PORT priorities study session meeting. PORT committee members raised several concerns and tried to seek an understanding of the following topics:
 1. **Financing options do not clearly reflect previously identified town priorities, causing confusion about timelines and allocations.**
 - Apart from two near-term projects that have yet to be approved by the Trustees (the Arboretum and some work on Jaskowski property), biking/running trails and “natural areas”/open space (2024 PORT Survey - #1 & #3 priorities, respectively), were not included in the 10-year project list shown in the slide deck; in particular, there were no allocation of funds for land acquisitions or for previously discussed trail projects (e.g., Heron Lakes, east side of Roberts Lake, etc.) and improvements. It was noted the town has a “park acquisition” fund (not shown), but it doesn’t have a lot of money, and money from grants has partially supported funding of some recent property purchases.
 - Additionally, the “Finance” option proposes to fund both baseball fields (2024 PORT survey - #13 priority) and a resort pool. A. Murphy was confused about why this option is being proposed, as the addition of ball fields doesn’t align with PORT committee discussions over the past three years, the consensus on priorities stated at the Oct. 1 joint PORT-Trustee meeting, or the May 13, 2025 Trustee meeting – *see* timelines above).
 - Question about cost estimates for the ballfields and pool. Ball fields were estimated at \$18M, and the resort pool was \$21M.
 - K. Knoll noted the idea was to accomplish a few things on a quicker timeline, and financing might be the only way to make that happen. Question about why ballfields/resort pool are being rushed when this is something that PORT hasn’t been working on over the past couple of years, nor are these priorities of the community. Question about whether quicker is better or if slow and steady and keeping the ability to be flexible and reactive is better. A. Murphy noted the excellent work by the Town to make ~\$50M in purchases over the past five years and the ability to react to the needs of the community because they had funds available.
 - After the board unanimously approved pursuing CDs at Waggener on May 13, 2025, K. Ayers believed the focus changed because the plans for CDs at Waggener Farm Park were going to cost \$650k-700k. There was a thought that this money could be used for CDs for the resort pool at Richardson. A. Murphy noted \$650k is a relatively small amount in the grand scheme. The PORT committee has been working on a pool design at Waggener with trustee support and consensus, that is both meeting the needs of the community and that is cheaper, due to infrastructure already in place. Also, it would take additional time and cost to develop a new conceptual design at Richardson that meets the needs of the community. Either way, the money needs to be spent to advance one of these options.
 - It was noted that the COP discussion arose in July from staff discussions with COP reps on water/sewer projects. Also, the PORT

priorities meeting that was supposed to happen in August was pushed to the study session in Sept.

2. **Concerns about the accuracy of cost estimates**
 - For example, the Jaskowski property was estimated at \$500k for the project, yet just the addition of bathrooms could easily exceed \$700k (as was the case for bathrooms in Old Town). It was clarified that the \$500k shown in the slide deck was just to be able to open the park for dog training and would include a gravel parking lot and some portion of trail work but did not include the full trail proposal, bathrooms, or any consideration for an irrigation project to allow for disc golf in the future.
3. **Concerns that an incomplete financial picture was shown.**
 - C. Hobson noted that the 2019 sales tax can only be used for parks and rec, while the 1998 sales tax can also be used for streets, sidewalks, transportation, etc. After having done a deep dive into the Town budget, she said that the “Finance” option only shows the proposed debt service payments for this project but doesn’t show the debt service payments for the Berthoud Recreation Center (BRC).
 - A. Murphy noted the impact of rising construction costs, tariffs, and inflation, for example, were not included in these calculations and could diminish the value of the remaining budget over time.
 - Question about whether the budget information/slide deck presented at the Sept. 16, 2025 PORT priorities meeting was posted in advance of the meeting. No, it was not posted in advance.
 - Concerns were raised that the COP proposal for one of (if not the) largest purchases in Town history does not require voter approval.
 - Question regarding who owns the property while debt service is being paid on a COP.
4. **Concerns on overall proposal cost, length of debt service payment period, missed opportunities, & need for transparency regarding the town’s financial capabilities.**
 - C. Hobson raised concerns regarding the difference in revenue vs. loan payments in the budget. The revenue is estimated at \$1.5M annually; however, the current budget allocated for B.A.T.S., street maintenance, a small amount for open space, etc. is \$1.7M, higher than the expected revenue of \$1.5M. She expressed concern over the lack of transparency of finances regarding the finance option and didn’t understand where the money was being pulled from to fund these projects. She wanted to be sure the Town can reasonably afford this. And just because you can afford it, should you buy it?
 - A. Murphy noted with the finance option, the Town is managing a 25-year loan with annual payment of ~\$2 million, totaling ~\$50 million in total debt service. She expressed concern about the overall risk if funds are locked up over the next 25 years, the lack of flexibility for future boards to react, and potential missed opportunities to e.g., acquire open space/trails.
5. **Sept. 16, 2025 PORT priorities meeting, the PORT survey, and financing discussion**

- PORT committee members discussed the PORT survey in response to a comment that ball fields don't poll well. A. Murphy noted the 2024 PORT survey is statistically representative (96.8% confident) of the needs of the town. L. Roth noted that the citizens of Berthoud took the time to fill out the survey to have their voices heard, and she would hate for the board to go forward with a finance option and bypass a vote (similar to what happened to finance the BRC) and for the town to not being able to fund other projects rated higher on the PORT survey. She also noted there is a need for basketball courts. K. Ayers noted that people who take the survey aren't necessarily representative of the people who show up at meetings and email him. A. Murphy noted the survey is the signal, and the special interest groups are the noise. If there's any doubt about priorities, the survey should be reviewed.
- K. Knoll believed both the no-finance and finance options hit the needs of the town.
- Question about whether the next board meeting related to this topic would be to get more information or whether board members would vote. K. Ayers noted that there may or may not be a vote – it would depend on the information presented.

6. Discussion about the Sept. 16, 2025 PORT priorities meeting

- A. Murphy understood that the Sept. 16, 2025 meeting was supposed to be a meeting to discuss PORT priorities and felt it would be helpful to first identify the priorities of the Town and then let the financing discussion flow from that. K. Knoll said the Town administrator was laying out a possible scenario, and it's up to the board of trustees to decide where to go. Committee stressed the importance of discussion to avoid rushing into financial commitments without proper alignment.
- Eleanor Hasenbeck, newly appointed PORT committee member, asked if the PORT committee has recommendation power and whether they could make a motion to request a joint PORT-Trustee prioritization meeting before a decision is made. That way, a prioritization and review of PORT survey results, along with funding options, could both be in hand before a decision is made on how to move forward.
- K. Ayers clarified the focus of this potential prioritization meeting, noting that in light of the new conversations, both prioritization and funding could be discussed. K. Ayers said PORT can recommend anything they want, and it's up to the Trustees to decide whether they want to have that meeting.
- A. Murphy motioned to request that the Trustees consider a joint PORT-Trustee "PORT prioritization" study session to discuss project priorities and changes from previous years prior to making a financial decision. L. Roth seconded. All in favor. Motion passed unanimously.
- PORT also shared their top priorities for K. Ayers to bring to the Trustees. Aligned with the 2024 PORT survey, PORT committee

members agreed the top priorities were: 1) biking/running trails, 2) outdoor pool, 3) natural areas, & 4) amphitheater.

- K. Knoll expressed concern about the effectiveness of a joint PORT-Trustee meeting and his desire to be efficient. Committee emphasized the importance of understanding why certain priorities may not be reflected in current plans. It was noted the board still needs to decide whether to proceed with a COP for Richardson Park or focus on other projects.
- A suggestion was made for PORT committee members to show up at board meetings and make our voices heard.

E. Discussion Items

a. Recreational Trails – Keith Knoll – Public Works Operations Manager

- K. Knoll said the last trails master plan was completed in 2022. He provided a progress update on various trail projects and is updating the map in the master plan.
- The Town has been working with Loveland to create a Front Range trail connection between Eagle Vista and Heron Lakes. Once they are at 30% design on Eagle Vista, they will start applying for grants. K. Knoll didn't think this would happen anytime soon.
- Berthoud Pkwy trail is complete (between rec center and CR 10E). The shoulder improvement has been nice. The only thing remaining is the installation of the electric meter (light will turn solid red).
- Heron Lakes trail connection – Developer will add a paved trail when development comes in. This will cost \$35k for the town to do it before the developer. M. Brennan recommended leaving it as is for now. He also noted that he sometimes sees the gate closed at TPC golf course. The gate should be open for public access. Question about why there's a gate and whether it's a public right-of-way. It's not a public right-of-way.
- Pedestrian safety on CR 10E bridge – there will be some delineation (white bollards).
- Town code with trail standards has been updated.
- Heron Lakes open space – This is a slow-moving project as multiple parties are involved. There are a group of herons nesting, and there is hunting by the Sportsman's club (hunting waterfowl), so there may be seasonal restrictions. This is a low-hanging project, as trail material just needs to be put down. Town would like to open Jaskowski in 2026, and maybe open Heron Lakes in the next 3-4 years. Heron Lakes is a conservation easement, with Loveland and Larimer County inspecting every year).
- Maps and signage – staff were hoping to tackle earlier but waiting for connections to fill in. Working on a map in a kiosk and a QR code to COTREX. Signage was delayed due to the Town branding exercise. Town picked a firm that will look at the logo and see if it needs refreshing, physical branding, unifying signs across projects, etc.
- Suggestion to include a “dark green” color for “complete” as part of the action item list, and a color legend for the maps.

- Kids used to take a route to school (Nelson Greenway trail to Welch). This is closed off and is not a priority connection. School owns property south of the dog park.
- Underpass at Hwy. 287 – Town applied for but did not receive grant funding for the design (cost = over \$500k). The whole intersection needs improvements (\$5M), and this doesn't include the underpass. This is a big priority but expensive. Being higher on the priority list can help Northern Front Range Metropolitan Planning Organization (NFRMPO) obtain federal funding.
- COTREX – Trails have been added to COTREX. Trail closures can't be updated – only quarterly updates.
- Question about whether there were any updates on the Little Thompson Corridor and suggestion to include some action items here or on the Open Space plan. This was roughed in on the River Trails annexation.
- South Berthoud Pkwy trail gap was completed in 2022. Bike park completed in 2023. North Berthoud Pkwy. trail gap (almost) complete in 2025.
- They are working on Hammond development up to Hwy. 287. A stormwater ditch needs to be annexed. Question about whether there will be a trail crossing over to the reservoir. It would be helpful to have sidewalks along CR 10E due to the narrow road, blinding sun in the morning, and safety of residents. Town will have to maintain the sidewalks if they put them in.
- Berthoud Elementary (south of Bunyan) – Sidewalk design is being completed, and staff hope it will be constructed in summer 2026. Safe routes to school.
- 1st street roundabout to complete a sidewalk to Peakview neighborhood.
- Jaskowski – something that opens more trails moving forward.
- Arboretum – 90% CDs back the last week, expecting 100% by end of November.
- Open space purchases: several, e.g., Schall farm, wastewater property and farm nearby, Lewis Heritage Farm, Beefus property, Wilson (under negotiation). Town has done a great job over the past couple of years to acquire open space.
- Flashers “RRFBs” (rapid rectangular flashing beacons) – Installation continues across town.
- Bike lanes – Meadowlark had new bike lane striping. E-bikes are not allowed at the bike park. There are signs at reservoirs that say no motorized vehicles. Pedal assist bikes are ok. Certain types/classes not allowed on trails. Concern is more on the roads but not on the trails.
- Lake Ave. crossing for Berthoud Parkway – part of arboretum design.
- Crossing from Hays Market to Turner M.S. CDOT's working on a design to bump out sidewalks. Discussions ongoing. Looking at turning lanes and crosswalks on east side. Safe routes to school.
- Question on Spartan Ave. Waiting for school zone sign to re-install.
- Suggestion to add a crosswalk between Welch and 8th. Lots of kids at that intersection after school. Suggestion to add a traffic cone or “event in progress” sign (e.g., for Berthoud Market days”), as parked cars block vision. *At Welch and 7th.*
- A copy of the full action item list discussed can be found below:

	ACTION	COST	PRIORITY	TIME-FRAME	FUNDING SOURCES	ROLES
✗	Working with Loveland, complete Front Range Trail connection between Heron Lakes to Eagle Vista, including install of pedestrian crossing on W Co CR 14. Trail construction through Heron Lakes will be developed per existing agreements.	\$\$	1	Planning In-progress, Implementation Short Term	Existing Sales Tax, Staff Time, Grants	Town/ Loveland
✗	Complete the planned connection along Berthoud Parkway from Recreation Center to CR10E including at-grade crossing improvement at Water Avenue. Consider opportunities to cross the Handy Ditch.	\$\$\$	1	Planning In-progress, Implementation Short Term	CDOT Grant acquired	Town
✗	Working with Heron Lakes developer, complete permanent paved Front Range Trail connection from Heron Lakes Parkway to CR10E.	\$	1	Mid Term (temporary trail to be completed 2022)	Developer	Developer
✗	Investigate pedestrian and bicycle safety improvements on the CR10E bridge over Hwy 287, including possible widening or jersey barriers.	\$	1	Short Term	General Fund	Town
✗	Update Town code with trail standards identified in this Trails Master Plan.	\$	1	Short Term	Staff time	Town (Planning)
✗	Complete the planned soft-surface Rookery Trail loop.	\$	1	Short Term	Staff time	Town
✗	Prepare and publish a Town Bike and/or Trails Brochure with safe routes map and safety tips. Print and post the map at trailhead kiosks and major intersection locations. Include safe sidewalks and bike lane connections and suggested routes/loops with distances.	\$	1	Short Term	General fund	Town/ Consultant
✗	Building on the Safe Routes to School and Bike Lane Plan efforts, utilize roadways to install bike lane network to connect to trails to further the system's connectivity.	\$	1	Short Term	Staff time, grants	Town
✗	Build on the ADA Transition Assessment and other universal design elements, to integrate sidewalks into trail connections for a complete system where trails are not feasible.	\$	1	On-going, Short Term	Grants, Staff time	Town

	ACTION	COST	PRIORITY	TIME-FRAME	FUNDING SOURCES	ROLES
✗	Working with emergency management and the NOCO Bike and Ped Wayfinding Plan framework, sign regional and neighborhood trails with mileage markers, destination signs, etc.	\$	1	Planning In-progress, Implementation Ongoing	Existing Sales Tax, Staff Time, Grants	Town/PORT
✗	Complete easement connection to Welch Ave from the Neilsen Greenway Trail. Assess opportunity to cross ditch.	\$	2	Planning In-progress, Implementation Short Term	Staff time, Existing Sales Tax	Town, private property
✗	Continue to work with CU student group on Berthoud Parkway/287 intersection improvements and investigate opportunities and funding measures for future implementation.	\$	2	Mid Term	Grants	Town/CDOT
✗	Work with Colorado Department of Natural Resources and CPW to update trail layers on the COTREX, the most comprehensive trail app in Colorado.	\$	2	Short Term	Staff time	Town
✗	Town staff to provide clean and safe open spaces and maintenance of town owned trails including, signage, garbage bins, dog waste bags, trail surface maintenance, snow removal, etc. Continue to monitor needs and implement additional facilities, staffing, and services as needed. For HOA/Metro District maintained trails, Ensure all properties are creating and following Municipal Code 30-2-109 that requires maintenance plans for parks, trails, and open spaces.	\$	3	Ongoing	Staff time, Existing Sales Tax	Town
✗	Investigate feasibility of Mountain Ave trail in coordination with Mobility Hub and future development. Highlight on future NFRMPO mapping needs. Work with rural land owners and conservation easements to define corridor implementation.	\$\$	3	Long Term	Existing Sales Tax, grants	Town/ CDOT/ NFRMPO
✗	Continue to work with Planning and PORT to assess trail connections through future development projects, ensure connectivity to regional trail system.	\$	3	Ongoing	Staff time	Town/PORT

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

- K. Knoll – North Trail - just waiting on the meter. Oktoberfest at Town Park this Saturday.
- A. Gustafson – Zombie fun run Oct. 18 at 4:30pm. Very Merry Berthoud (new event) on Dec. 6. – collaborating w/downtown and the chamber.

G. Committee updates

- E. Hasenbeck – Happy to be on the committee.

H. Adjourn

- A. Murphy motioned to adjourn the meeting, and C. Hobson seconded, all in favor. Meeting adjourned at 8:54pm.

Next meeting: Wednesday, December 3, 2025 at 6:00pm. If you require special accommodations, please contact the Town Clerk 24 hours in advance at (970) 532-2643.

I'm disappointed that in spite of PORT committee expressing interest in being included in the recent study session someone decided not to invite them. The goal of the study session was to - once again - review PORT priorities. Instead, the session was staged so a large number of baseball families showed up taking the majority of the comment time to advocate for Richardson Park ballfields to be put ahead of other PORT priorities.

In fulfilling its responsibility to the taxpayers the Town should be guided by the Master Plan and the recent PORT survey, and pursue the amenities that are of highest priority to the community. That process should be transparent to the public. Instead, by repeatedly circling back to question the community's acknowledged priorities by presenting a different direction, the perception is that Town staff is biased toward a high profile, large scale park complex over fulfilling the desires of the *local* community.

More public input should be considered regarding the direction of Berthoud, i.e. is building a large scale visitor attraction i.e. regional baseball tournaments and a water park more important than responding to the needs of the *local* community? I believe it's irresponsible for the Town to pause progress on Trails and Open Space, the Arboretum, the outdoor pool etc. while studying financing options to build the large scale facilities at Richardson Park. To date the finance numbers presented have been glazed in a positive light in order to influence the public, before due diligence has been completed.

If the loan options prove favorable to developing Richardson Park, it's inevitable there will be budget shortfalls. There is a risk of siphoning time, focus and funding away from amenities already established as highest value to the community, namely Open Space and Trails, an outdoor pool, the Arboretum, an amphitheatre etc.

My two cents – thanks for reading.

Callie West
PORT Committee member