



**Garden
Spot of
Colorado**

PORT COMMITTEE MEETING MINUTES

**Town Board Room
807 Mountain Avenue
Town of Berthoud, Colorado
Wednesday, December 3, 2025 6:00 p.m.**

A. Call to Order

The PORT Committee meeting was called to order by E. Hasenbeck at 6:06 pm.

Town Staff advised there was no internet service therefore no YouTube streaming. K. Knoll recorded audio via cell phone.

B. Roll Call

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

Also attending: Jeremy Olinger,
Deputy Town Administrator

C. Approval of minutes - November 5, 2025

- Two spelling corrections: Wenk and Waggener
- Re-wording on page 4 comments by K. Ayers corrected to read "... a PORT recommendation for Richardson is implicitly a recommendation for the financing option, is only a recommendation to proceed with final CDs".
- C. West motioned to approve minutes with above changes, K. Wiesen seconded, all in favor.

D. Public Comment – Non-Discussion Items - None

Samuel
1/7/25

E. Discussion Items

- a. **Newell Farm Park Conceptual Design** – Keith Knoll, Public Works Operations Manager
Review of property via google earth. 12-13 acres east of County Line Road. Town purchased in Jan 2023 for 1.4 M. Deed and covenants allow for recreational activities. Mandatory preservation of historical farmhouse, water cistern and granary. In addition to agricultural activity the property has an established history of successful farm concerts and continuing this activity has been part of all discussions.
- Farmstead 3rd addition Neighborhood Master Plan was approved by the Town July 2025. Nothing further has been submitted by developer. This generated discussion about Newell Farm Park and the desire to coordinate with the developer. The developer must include 10 ft of sidewalk/trail along Hwy 56 to comply with Trails Master Plan connectivity. Newell Farm will also have to include this trail segment.
 - Initial discussions with CDOT regarding changing access to Newell Farm Park from residential access (11-12 cars a day) to commercial access. CDOT approval is not guaranteed. They could designate access via right turn, or access only through Farmstead development. If a future school is built there may be a signaled intersection nearby.
 - Conceptual design went out for bid last September, Board approved Wenk Assoc. due to their proposed budget, and their proposed consultation with Semple Brown Design with their experience in outdoor performance spaces.
 - Tonight’s discussion is a kick off to share ideas. Input from tonight’s discussion will be shared with Wenk. Slide deck presented included proposed project timeline and possible themes such as family friendly, rural atmosphere, impeccable sound, focus on the arts, ecology and wildlife, recreation and wellness, education, inclusivity, O & M efficiency. Q: what is inclusivity? K. Knoll: all ages, all abilities.
 - An amphitheater to support farm concerts is assumed. Two alternatives were presented: A) Active Park with outdoor turf area for sports, ball fields, tennis courts etc. requiring a large asphalt parking lot and other improvements and B) Passive “Naturalistic” Park focused on passive recreation with a rural identity. Open space and passive uses such as trails, benches, nature interpretation etc. More active play areas, horseshoe pit etc. would be located near the amphitheater.
Q: Property to the east – could it eventually be available and should this expansion be part of the design? K. Knoll: designing for only property already owned by Town. K. Ayers: if a planned school site triggers a separate exit, CDOT will require a road through this property to the east. Sarah Lincoln: a right of way may already exist.
 - Comments from committee members included:
 - Inside space for community meetings and classrooms for art, music, pottery, theater etc. (classes for both children and adults)
 - Trails and paths with arts/music themes such as sculptures that make musical sounds (ref. Estes Park river walk). Nature themed sculptures.
 - Stakeholder interviews should include local arts teachers, band leaders etc. to consider space designed for student use.
 - Keep Sarah and Butch’s vision in mind.

- To avoid food trucks with noisy generators, include a large scale kitchen in a building with fixed restrooms. Kitchen space for cooking classes?
- Consider a scaled down version of Union Colony Civic Center in Fort Collins.
- The passive alternative allows time to assess needs and add amenities slowly over time vs spending large sums on sports fields.
- Accessible via bikes and walking not just cars.

The PORT committee unanimously prefers alternative B with more open space and opportunities for a peaceful, serene atmosphere to enjoy the rural beauty and vistas, and supports leaning into the theme of music and the arts.

- The committee viewed a video created by Sarah Lincoln and Butch Hause. Images focused on public enjoyment of the authentic farm setting with big trees, traditional farm buildings. The current performance space is limited to 500 tickets which sell out immediately. Limited marketing, lots of residents unaware of farm concerts. They envision a 1500 seat amphitheater in a venue tailored to local agricultural heritage. 2024 PORT survey listed amphitheater among top priorities.
- They support locating amphitheater behind current stage, still in a farm field with authentic atmosphere. Current smaller stage area would remain, supporting the opportunity for a festival with multiple stages.
- Next steps in timeline: Wenk presentation to PORT at January meeting, then to Board in February – what they’ve learned through stakeholder interviews and study of outdoor performance venues. Timeline may change. Wenk presentations are included in their budget.

b. Open Space Workshop Introduction – Keith Knoll, Public Works Operations Manager

- Town staff is proposing idea of an Open Space Workshop for the public following the regular PORT meeting in February. Presentations to the public by town staff and Colorado Open Lands. Workshop goals may include review Master Plan and Comprehensive Plan, and how to develop relationships with property owners of heritage farms. Multiple learning stations? Open informational session? Engage the public and expand their understanding open space acquisition processes. Town currently owns 625 acres of undeveloped land. Highlight Little Thompson corridor and other acquisitions. Financial incentive is not a priority, rather keeping farmers and leases on land and building relationships with them.
- Town presents potential new model: buy a large property, conserve it, sell a portion of it. Address options for existing buildings such as farmhouses.

PORT Committee questions and comments included:

- Rec center would be more dynamic and engaging atmosphere than Town Hall.
- Include education about conservation easements and agricultural right of ways. Importance of negotiating water rights with acquisitions.
- Regarding model of re-selling a portion of new acquisitions: it can be difficult to sell encumbered/deed restricted properties. Don’t bank on it.

- A. Murphy suggests expanding public's understanding of budget for Open Spaces. The proposed financing of Richardson Park limits Town's ability to acquire more Open Space, develop trails and pursue other items in Master Plan. Currently there is only 300K allocated in budget over the next 5 years for Open Space acquisitions. There is no budget for trails. Will Berthoud miss opportunities due to lack of budget? K. Knoll responds previous properties bought with grant assistance, over 1 Million .
- Committee members suggests other public workshops in addition to/or in place of Open Space workshop such as: Richardson Park timeline and outdoor pool design, Jaskowski property, other projects as they develop. More public input.
- E. Hasenbeck Q: where is the data from polling at Octoberfest "drop the marble" activity? K. Knoll will check with Stephanie.
- K. Knoll polled committee members for their views about this workshop proposed for February 2026. Committee responses varied from ice it, do not hold it concurrent with a PORT meeting, to moderate support and the preference for workshops on other topics. K. Knoll will bring back an update at Jan PORT meeting.

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

- K. Knoll: Very Merry Berthoud: appreciation for the effort to create special atmosphere.
Jaskowski: new base plan Phase 1. 500K is proposed in 2026 budget. Staff will start on bidding and pricing. Nothing moving, not board approved, just getting refined. Phase 2 is likely 1-2 years away and will include disc golf, dog training ponds, irrigation system workaround.

G. Committee updates

- BYAC liason C. Clark reports that they are working on plans for visit to DC, and doing team bonding activities like escape room soon. BYAC will have a float in Very Merry Berthoud parade.
- A. Murphy Q: is Arboretum at 100% CDs this month per the plan recorded in minutes? K. Knoll: Town is still fine tuning little details – 100% expected this month. A. Murphy requests an update at next PORT meeting.
- K. Ayers: Shared updates from the previous Board meeting. Voted to move forward with CDs for Richardson. Presentation from Town Forester, formalizing a cost share for tree replacements. Q for PORT: Heron Lakes north side of rookery peninsula, is there a missing section (sidewalk that is classified as trail)? L. Roth previously mentioned. Town staff to confirm status.

H. Adjourn

Callie West made motion to adjourn? Multiple members seconded? Meeting adjourned at 8:43 pm.

Next meeting: January 7, 2026. If you require special accommodation, please contact the Town Clerk 24 hours in advance at (970) 532-2643.