



**Garden
Spot of
Colorado**

**MEETING OF THE TOWN BOARD
Town Board Room
807 Mountain Avenue
Town of Berthoud, Colorado
Tuesday, December 9, 2025, 6:30 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

The Town Board may take action on any of the following agenda items as presented or modified prior to or during the meeting and items necessary or convenient to effectuate the agenda items.

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. CITIZEN PARTICIPATION
5. SCHEDULED ITEMS AND ESTIMATED TIME FOR DISCUSSION

5.I. Consent Agenda

Documents:

MEMO RE CONSENT AGENDA.PDF
A. DECEMBER 9, 2025, TOWN BOARD MEETING AGENDA.PDF
B. NOVEMBER 25, 2025, TOWN BOARD MEETING MINUTES.PDF
C. OCTOBER 2025 FINANCIAL INFORMATION.PDF
D. 2026 LARIMER COUNTY SHERIFF STATEMENT OF WORK.PDF
E. 2026 REGULAR MAIL BALLOT ELECTION RESOLUTION.PDF
F. 2026 ANIMAL CONTROL AMENDMENTS.PDF

5.II. PUBLIC HEARING: Adoption Of 2025 Engineering, Infrastructure Design Standards And Construction Specifications By Reference And Amendment To Comprehensive Plan

- a. Ordinance 1371 - An Ordinance amending Chapter 30 of the Berthoud Municipal Code, specifically Section 30-6-102, Design Standards and Construction Specifications, by adopting by reference the 2025 Edition of the Town of Berthoud Engineering, Infrastructure Design Standards and

Construction Specifications for the purposes of regulating the design, construction, choice of materials, location, maintenance, and use of all public and private improvements

- b. Ordinance 1372 - An Ordinance amending the Town of Berthoud Comprehensive Plan for the purpose of referencing the Town's Engineering and Infrastructure Design Standards and Construction Specifications by reference

Documents:

[MEMO RE STANDARDS AND COMP PLAN.PDF](#)
[01 ORDINANCE 1371 CHAPTER 30.PDF](#)
[02 EXHIBIT A SECTION 30 6 102 AMENDMENT.PDF](#)
[03 EXHIBIT B ENGINEERING AND INFRASTRUCTURE DESIGN STANDARDS AND CNST SPECS 2025.PDF](#)
[04 ORDINANCE 1372 COMP PLAN.PDF](#)
[05 EXHIBIT A SLIP SHEET FOR COMPREHENSIVE PLAN.PDF](#)
[06 PUBLIC NOTICE - BERTHOUD - CHAPTER 11.PDF](#)
[07 2025 12 09 TB.PDF](#)

5.III. PUBLIC HEARING: Adoption Of 3-Mile Plan

Documents:

[MEMO RE THREE MILE PLAN.PDF](#)
[02 ORDINANCE 1373 \(25\) THREE MILE PLAN.PDF](#)
[03 APPENDIX A THREE MILE PLAN.PDF](#)
[PPT.PDF](#)

5.IV. PUBLIC HEARING: Adoption Of 2026 Annual Budget, Mill Levy And Fee Schedule

- a. Resolution 2025-24 - A Resolution summarizing expenditures and revenues for each Fund and adopting a budget for the Town of Berthoud, Colorado, for the calendar year beginning on the first day of January 2026 and ending on the last day of December 2026.
- b. Resolution 2025-25 - A Resolution appropriating sums of money to various funds, in the amounts and for the purposes as set forth below, for the Town of Berthoud Colorado, for the 2026 Budget Year.
- c. Resolution 2025-26 - A Resolution of the Town of Berthoud adopting a Fee Schedule for all town fees as provided in the Berthoud Municipal Code.
- d. Ordinance 1374 - An Ordinance of the Town of Berthoud, Colorado levying the taxes for the year 2026 to defray the costs of the municipal Government of Berthoud, Colorado, for the fiscal year Beginning January 1, 2026, and ending December 31, 2026.

Documents:

[2026 BUDGET-ADOPTED.PDF](#)
[RESOLUTION 2025 24 APPROPRIATING SUMS OF MONEY FOR 2026 BUDGET YEAR.PDF](#)
[RESOLUTION 2025 25 APPROPRIATING SUMS OF MONEY.PDF](#)
[RESOLUTION 2025 26 ADOPTING FEE SCHEDULE 2026.PDF](#)
[2026 FEE SCHEDULE.PDF](#)
[ORDINANCE 1374 SETTING MILL LEVY.PDF](#)
[MILL LEVY 2026.PDF](#)

6. EXECUTIVE SESSION

Pursuant to C.R.S. Section 24-6-402(4)(f) for discussion of a personnel matter and not involving: any specific employees who have requested discussion of the matter in open session; any member of this body or any elected official; the appointment of any person to fill an office of this body or of an elected official; or personnel policies that do not require the discussion of matters personal to particular employees. And the following details are provided: Town Administrator Annual Evaluation

6.I. ELECTED OFFICIAL REPORTS

1. Town Board – Tim Hardy, May Albrecht, Sean Murphy, Karl Ayers, Brett Wing, and Mark Brodie

- a. Establish Interview Committee for Town Attorney

- b. Establish Interview Committee for Local Licensing Authority

1. Mayor – William Karspeck
2. Staff – Town Administrator, Attorney

7. ADJOURN

The order of agenda items listed above is approximate and intended as a guideline for the

Town Board. Individuals needing special accommodation may request assistance by contacting the Town Clerk 807 Mountain Avenue, Berthoud, Colorado 80513, 970-532-2643 at least 24 hours in advance.