



Board of Trustees Meeting Minutes

**807 Mountain Avenue
Town Board Meeting Room
Berthoud, Colorado 80513
Tuesday, March 10, 2026, at 6:30 PM**

3/10/2026 – Minutes

I. Call to Order

Mayor Karspeck called the meeting to order at 6:30 PM.

II. Pledge of Allegiance

Mayor Karspeck led the Pledge of Allegiance.

III. Roll Call

The following Board members were present:

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

The following Board members were absent:

Trustee Karl Ayers

The following staff members were present:

Town Attorney Kathryn Sellars
Town Administrator Chris Kirk
Town Clerk Christian Samora
Deputy Town Clerk Lexi Dovel
Larimer County Sheriff Sergeant Justin Williamson
Economic Sustainability Manager Brian Dubois
Planning Manager Tawn Hillenbrand

IV. Citizen Participation

Marleene Buttice and Becky Dittmer spoke regarding Richardson Park.

Herb Hergott spoke regarding lighting at the pickleball courts.

V. Scheduled Items and Estimated Times for Discussion

- 1. Consent Agenda (5 Min)**
Consent Agenda items are considered to be routine by the Town Board and will be enacted with a single vote. There will be no separate discussion of these items. If discussion is deemed necessary, an item may be removed from the Consent Agenda and considered separately.

Trustee Wing moved to combine and approve the items in the Consent Agenda. Trustee Albrecht seconded the motion. In a 6-0 roll call vote, the motion Passed.

- a. March 10, 2026 Meeting Agenda
- b. February 26, 2026 Meeting Minutes
- c. Wildfire Fire Community Arts Center Community Arts Program Annual Agreement

- 2. 2025 Year-End Financial Report and Update (10 Min)**

Administrator Kirk provided information regarding the 2025 year-end financial report.

- 3. Adoption of Sustainability Action Plan (30 Min)**

Economic Sustainability Manager, Brian Dubois, provided an introduction to the Sustainability Action Plan.

Katya Balakhovsky with Cumming Group gave a presentation.

The Board provided feedback on the Sustainability Action Plan.

- 4. Public Hearing: (45 Min)**

- a. Heron Lakes 21st Filing Preliminary Plat

Planning Manager, Tawn Hillenbrand, explained the Land Use Planning and Public Hearing Processes, and provided an introduction to the Heron Lakes 21st Filing Preliminary Plat.

The applicant, Jim Birdsall, gave a presentation.

Mayor Karspeck opened the Public Hearing.

Bill Gilmore spoke during the Public Hearing.

Mayor Karspeck closed the Public Hearing.

Mayor Pro-Tem Murphy moved to Approve Resolution 2026-07, a Resolution of the Town of Berthoud Board of Trustees approving a Preliminary Plat for a development known as the "Heron Lakes 21st Filing Development" in the Town of Berthoud. Trustee Wing seconded the motion. In a 6-0 roll call vote, the motion Passed.

- 5. Elected Official Reports (20 Min)**

a. Town Board -

Trustee Albrecht reported on a recent meeting of the Youth Advisory Commission, discussing the upcoming National League of Cities summit in Nashville and the Commission's goals for the year. Albrecht reported on trash in the downtown area and requested more public trash cans. Albrecht asked to revisit the discussion regarding two-story buildings on the western portion of Mountain Avenue. Albrecht noted praise for the Town's development team at a recent Women Leadership in Justice meeting.

Trustee Wing requested an agenda item on pickleball lighting and a site tour of the Rookery peninsula in Heron Lakes. Wing inquired about public outreach for the Richardson Park project, and about a water cross-connection event. Wing referenced HB 26-1001 regarding local jurisdiction over Land Use.

Selection of Art Committee - Two Members Needed

Trustee Hardy and Trustee Albrecht were selected to serve on the Art Committee.

b. Mayor -

Mayor Karspeck inquired about Congressionally Directed Spending.

c. Staff - Town Administrator, Attorney

Attorney Sellars reported that the RAFT/BATS merger may require Public Utilities Commission (PUC) approval.

Administrator Kirk reported on a Year-in-Review document available on the Town website. Kirk reported on an upcoming Open Space Workshop public meeting on March 30, 2026. Kirk asked the Board about a possible agenda item regarding Flock cameras.

Sergeant Williamson provided additional information on the Flock system. The Board was supportive of increased public education about the Town's use of the Flock system.

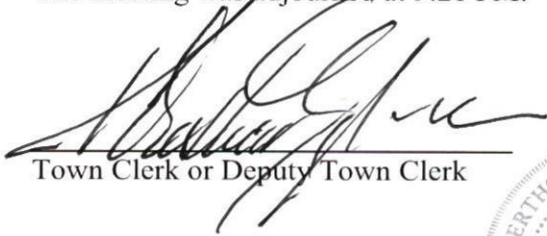
VI. Executive Session

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: Lease of Property located at 821 Mountain Avenue, Berthoud, Colorado

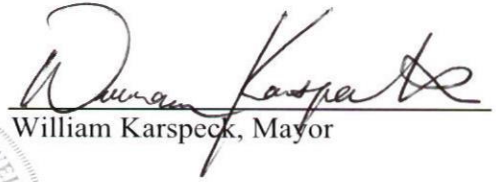
Trustee Wing moved to go into Executive Session pursuant to C.R.S. 24-6-402(4)(e)(I) to determine positions relative to matters that may be subject to negotiations, developing a strategy for negotiations, and instructing negotiators. And the following details are provided: Lease of property located at 821 Mountain Avenue, Berthoud, Colorado 80513. Trustee Brodie seconded the motion. In a 6-0 roll call vote, the motion Passed.

VII. Adjourn

The meeting was adjourned at 9:21 PM.



Town Clerk or Deputy Town Clerk



William Karspeck, Mayor

