



## **Board of Trustees Meeting Minutes**

**807 Mountain Avenue  
Town Board Meeting Room  
Berthoud, Colorado 80513  
Tuesday, April 14, 2026, at 6:30 PM**

4/14/2026 – Minutes

### **I. Call to Order**

Mayor Karspeck called the meeting to order at 6:31 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 Karl Ayers  
Trustee Mark Brodie  
Trustee Tim Hardy  
Trustee Brett Wing  
Mayor Pro-Tem Sean Murphy  
Mayor Will Karspeck

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  
Planning Intern Lakin Dickson  
Community Development Director Anne Johnson

### **IV. Citizen Participation**

Jeff Hindman spoke regarding Board Member conduct at the March 24, 2026 meeting.

Maureen Dower thanked the Board for their service, congratulated the incoming new Board

members, and thanked staff for their work on the election. Dower encouraged Board members to review the development code and the budget.

**V. Scheduled Items and Estimated Times for Discussion**

**1. Consent Agenda**

**(5  
Min)**

Trustee Wing requested item F be removed from the Consent Agenda for individual consideration.

Trustee Albrecht requested item G be removed from the Consent Agenda for individual consideration.

**Trustee Wing moved to combine and approve the items on the Consent Agenda, less items F and G. Trustee Hardy seconded the motion. In a 7-0 roll call vote, the motion Passed.**

The Board had further discussion on item F) Berthoud Arboretum at Waggener Farm Park Bid Results.

Mayor Karspeck opened the item to public comment.

Kathy Mitchell spoke during public comment.

**Trustee Wing moved to delay any Arboretum funding until 2030. Trustee Albrecht seconded the motion. In a 4-3 roll call vote, the motion Passed, with Trustee Ayers, Mayor Pro-Tem Murphy, and Mayor Karspeck having the dissenting vote(s).**

The Board had further discussion on item G) Berthoud Historical Society Community Program Agreement.

**Trustee Wing moved to approve item G. Trustee Ayers seconded the motion. In a 6-0 roll call vote, the motion Passed, with Mayor Pro-Tem Murphy abstaining.**

- a. April 14, 2026 Meeting Agenda
- b. March 24, 2026 Meeting Minutes
- c. 2026 Road and Sidewalk Improvement Projects Bid Award
- d. 3rd of July Event Service Agreements
- e. A Little Help Senior Services Contract
- f. Berthoud Arboretum at Waggener Farm Park Bid Results
- g. Berthoud Historical Society Community Program Agreement
- h. February 2026 Financial Information

- i. Local Planning Capacity Grant Amendment to Accept No-Match Award by DOLA
- j. Hometown Heroes Program Fee Waiver

**2. Sustainability Action Plan Adoption (10 Min)**

Administrator Kirk gave an introduction to the Sustainability Action Plan final draft.

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

**Trustee Ayers moved to adopt the Final Town of Berthoud Sustainability Action Plan. Trustee Hardy seconded the motion. In a 4-3 roll call vote, the motion Passed, with Trustee Albrecht, Trustee Brodie, and Trustee Wing having the dissenting vote(s).**

**3. Discussion of Certificates of Participation and Approval of Resolution Authorizing Engagement with Piper Sandler & Co for COP Financing – Mountain Vista Park Phase 1 (Richardson) (45 Min)**

Administrator Kirk gave an introduction on the Certificates of Participation financing for Mountain Vista Park.

Mayor Karspeck opened the item to public comment.  
Jeff Hindman, Casey Grace, Maureen Dower, Michael Patrick, Bill Hindman, Woody Geoghegan, Tony Armstrong, and Ann Karspeck spoke during public comment.

**Trustee Wing moved to adopt Resolution 2026-11, a Resolution of the Board of Trustees of the Town of Berthoud, Colorado, authorizing the engagement of Piper Sandler & Co. as Underwriter for the Town of Berthoud in connection with the issuance of Certificates of Participation for the construction of Mountain Vista Park, and authorizing the Town Administrator to execute an agreement for such services. Said agreement shall be subject to final review and approval by the Town Attorney prior to execution. Trustee Brodie seconded the motion. In a 5-2 roll call vote, the motion Passed, with Mayor Pro-Tem Murphy and Mayor Karspeck having the dissenting vote(s).**

Mayor Karspeck called for a 5-minute break.

**4. PUBLIC HEARING: Comprehensive Plan Update to Include Water Conservation Element (20 Min)**

Planning Intern Lakin Dickson gave a presentation on the Water Conservation Element update to the Comprehensive Plan.

Mayor Karspeck opened the Public Hearing.  
No one spoke during the Public Hearing.  
Mayor Karspeck closed the Public Hearing.

**Trustee Wing moved to approve Ordinance 1379, an Ordinance of the Town of Berthoud, amending the Comprehensive Plan to add Section 5: Water Conservation Element. Trustee Hardy seconded the motion. In a 7-0 roll call vote, the motion Passed.**

**5. PUBLIC HEARING: Lewis Valley Annexation, Annexation Agreement, (60 Min) Zoning, and Neighborhood Master Plan**

Community Development Director Anne Johnson gave an introduction to the Land Use planning process and the Lewis Valley annexation.

Applicant, Alex Hoime with HT Land Partners, gave a presentation.

Mayor Karspeck opened the Public Hearing.

Sarah Aavang, Michael Patrick, Charlene June, Dave Lilja, Timothy Uhrik, Kendall Carroll, Dee Davis, Jessica Hansen, Julian Schmidt, Charlotte Roe, Brandon Jones, Jason Hepp, and Justin Raddatz spoke during the Public Hearing.

Mayor Karspeck closed the Public Hearing.

**Mayor Pro-Tem Murphy moved to extend the meeting past 9:30 pm. Trustee Ayers seconded the motion. With all in favor, the motion Passed.**

The applicant provided additional information.

**Trustee Wing moved to approve Resolution 2026-09, a Resolution of the Town of Berthoud approving a Neighborhood Master Plan for a development known as Lewis Valley. Trustee Brodie seconded the motion. In a 6-1 roll call vote, the motion Passed, with Mayor Pro-Tem Murphy having the dissenting vote(s).**

**Trustee Ayers moved to approve Resolution 2026-10, a Resolution of the Town of Berthoud making certain Findings of Fact regarding the proposed annexation to the Town of the real property known as Lewis Valley. Trustee Hardy seconded the motion. In a 6-1 roll call vote, the motion Passed, with Mayor Pro-Tem Murphy having the dissenting vote(s).**

**Trustee Ayers moved to approve Ordinance 1378, an Ordinance of the Town of Berthoud annexing real property known as Lewis Valley to the Town of Berthoud and zoning the property Suburban Residential and Agricultural, and approving an associated Annexation Agreement. Trustee Brodie seconded the motion. In a 6-1 roll call vote, the motion Passed, with Mayor Pro-Tem Murphy having the dissenting vote(s).**

**6. Establish Interview Committee to Fill Vacancies on the Planning Commission (5 Min)**

Clerk Samora provided an introduction to the interview committee to fill vacancies on the Planning Commission.

**Trustee Wing and Mayor Pro-Tem Murphy were selected to serve on the Interview Committee for the purpose of interviewing and making recommendations for the**

**appointment of two Planning Commission Members.**

**7. Elected Official Reports**

**(20 Min)**

**a. Town Board -**

Trustee Hardy reported on Main Street discussions regarding the upcoming Sundance Festival in Boulder and potential offerings for temporary short-term rentals in Town.

Trustee Ayers reported on PORT committee discussions regarding Newell Farm Park, the upcoming Arbor Day celebration, the Jaskowski property, summer activities, the Summer Craft fair, and Mountain Vista and Waggener Farm parks. Ayers discussed PORT Committee concerns and a request for a review of communication between staff, the Town Board and committees. Ayers discussed the Board's response to citizen feedback and inquired about details of the RAFT/BATS merger.

Board members expressed gratitude to each other and recognized outgoing Trustees for their service on the Board.

**b. Mayor -**

Mayor Karspeck thanked the outgoing Board Members for their service. Karspeck reported on a meeting of the Behavioral Health Policy Council and on discussions regarding environmental concerns and wildfire preparations.


**c. Staff - Town Administrator, Attorney**

Administrator Kirk reported that on next Tuesday, April 21st, the Town will hold a reception at 5:30 pm to recognize the outgoing and newly elected Trustees, followed by a Special Meeting at 6:30 pm to swear in the new members and provide a light orientation and training.


Sergeant Williamson reported on ongoing issues with e-bikes in town.

**VI. Adjourn**

The meeting was adjourned at 10:57 pm.

  
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Town Clerk or Deputy Town Clerk



  
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William Karspeck, Mayor