



Board of Trustees Meeting Minutes

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

7/14/2026 – 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 Karen Anderson
Trustee Casey Grace
Trustee Sean Murphy
Trustee Arno Olbricht
Trustee Brett Wing
Mayor Pro-Tem May Soricelli-Albrecht
Mayor Will Karspeck

The following staff members were present:

Town Attorney Kendra Carberry
Town Administrator Chris Kirk
Town Clerk Christian Samora
Deputy Town Clerk Lexi Dovel
Larimer County Sheriff Sergeant Justin Williamson
Planning Manager Tawn Hillenbrand
Engineering Supervisor Luke Seeber
Community Development Director Anne Johnson
Director of Water Utilities Ken Matthews

IV. Citizen Participation

Amber Schneider discussed challenges facing senior citizens and requested the Board consider

establishing a senior center in Town.

Bridget Guccione addressed the implementation of Ordinance 1380 regarding backflow and cross-connection prevention. Guccione expressed concern about the Town's control of access to the community's irrigation water and the timing of its implementation.

Dave Melanson commented on limiting new development in Town, concerns regarding water availability, and limiting building height along Mountain Avenue to preserve viewshed.

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 Murphy requested item "b" be removed from the Consent Agenda for individual consideration.

Trustee Anderson moved to combine and approve the items on the Consent Agenda minus item "b". Trustee Wing seconded the motion. In a 7-0 roll call vote, the motion Passed.

Trustee Murphy requested a separate vote on item "b. June 30, 2026 Meeting Minutes", as he was not present at the June 30, 2026 Board Meeting.

Trustee Anderson moved to approve item "b". Trustee Grace seconded the motion. In a 6-0 roll call vote, the motion Passed, with Trustee Murphy abstaining.

- a. July 14, 2026 Meeting Agenda
- b. June 30, 2026 Meeting Minutes
- c. May 2026 Financial Information
- d. Contract Regarding Purchase of Land Owned by Thompson School District

2. Public Hearing: Tundra Flats Application for Neighborhood Master Plan and Change of Zone

(20 Min)

Mayor Karspeck opened the Public Hearing.

Planning Manager Tawn Hillenbrand presented an overview of the Land Use Planning and Public Hearing processes and provided background on the Tundra Flats application, including the basis for the Planning Commission's recommendation for denial. Engineering Supervisor Luke Seeber provided additional information regarding the preliminary traffic study completed for the project.

The applicant, Matt Notter, and Don Ryan of LAI Design Group presented the Tundra Flats application, outlining the proposed development plan for the property and the obstacles to retail development at the site.

The Board asked questions regarding parking, the commercial to residential ratio, and site density.

Mayor Karspeck opened the public comment portion of the Public Hearing.

No one spoke during public comment.

Mayor Karspeck closed public comment.

The Board discussed whether the application met all applicable review criteria. After further deliberation, the following motion was made:

Trustee Anderson moved to deny the application for the Tundra Flats Neighborhood Master Plan and Change of Zone and to direct the Town Attorney to prepare an ordinance and a resolution for consideration at the next Board Meeting reflecting the Board's findings for denial. Trustee Grace seconded the motion. In a 7-0 roll call vote, the motion Passed.

3. Presentation: Larimer County Growth Management Area Boundary IGA Update (30 Min)

Community Development Director Anne Johnson provided an overview of comprehensive plans, intergovernmental agreements (IGA's), growth management areas (GMA's), and how these concepts interact.

Principal Planner for Larimer County, Matt Lafferty, presented the need for a GMA, the components of the proposed IGA, and the benefits of a GMA Overlay Zone District.

Mayor Karspeck opened the item to public comment.

No one spoke during public comment.

Mayor Karspeck closed the public comment.

The Board requested additional information on the differences between Larimer County's Land Use Code and Berthoud's Land Use Code.

Trustee Wing moved to direct staff to proceed with the development of an updated Intergovernmental Agreement between the Town of Berthoud and Larimer County regarding growth management, and to return to the Board with a proposed agreement for consideration at a future meeting. Mayor Pro-Tem Soricelli-Albrecht seconded the motion. In a 7-0 roll call vote, the motion Passed.

Mayor Karspeck called for a 5-minute break.

7. Proposition 123 — Town of Berthoud 3-Year Commitment Update (20 Min)

Trustee Anderson moved to continue the Proposition 123 - Town of Berthoud 3-Year Commitment Update to a future meeting. Trustee Grace seconded the motion. In a 7-0 roll call vote, the motion Passed.

VI. Executive Session

To hold a conference with the Town's attorney to receive legal advice on specific legal questions, pursuant to C.R.S. § 24-6-402(4)(b), concerning the Revere development.

VII. Executive Session

To determine positions relative to matters that may be subject to negotiations, develop a strategy for negotiations, and/or instruct negotiators, pursuant to C.R.S. § 24-6-402(4)(e), and to hold a conference with the Town's attorney to receive legal advice on specific legal questions, pursuant to C.R.S. § 24-6-402(4)(b), concerning the Farmstead development.

Trustee Anderson moved to go into Executive Session to hold a conference with the Town's attorney to receive legal advice on specific legal questions, pursuant to C.R.S. 24-6-402(4)(b), concerning the Revere development; and, to determine positions relative to matters that may be subject to negotiations, develop a strategy for negotiations, and/or instruct negotiators, pursuant to C.R.S. 24-6-402(4)(e), and to hold a conference with the Town's attorney to receive legal advice on specific legal questions, pursuant to C.R.S. 24-6-402(4)(b), concerning the Farmstead development. Trustee Grace seconded the motion. In a 7-0 roll call vote, the motion Passed.

4. Water Efficiency Plan Presentation and Feedback Before Public Review (20 Min)

Water Utilities Director Ken Matthews and Consultant Courtney Black presented information on the draft Water Efficiency Plan, including its purpose, estimated reductions in per capita water use, strategies for increasing water-use efficiency and community outreach efforts.

The Board discussed community outreach and resident incentives, water use at the TPC golf course, and AMI implementation. The Board also requested further information on the financial impacts of reduced water-use revenue.

5. Berthoud Arboretum Cost Reduction Update (30 Min)

Trustee Murphy moved to amend the agenda to postpone the Berthoud Arboretum Cost Reduction Update and the Mountain Vista Park Cost Reduction and Financing items to a future meeting. Trustee Grace seconded the motion. In a 4-3 roll call vote, the motion Passed, with Trustee Olbricht, Mayor Pro-Tem Soricelli-Albrecht, and Mayor Karspeck having the dissenting votes.

Trustee Murphy moved to open general public comment. Trustee Wing seconded the motion. In a 7-0 roll call vote, the motion Passed.

6. Mountain Vista Park Cost Reduction and Financing (45 Min)

During general public comment, the following residents spoke regarding Mountain Vista Park:

Bill Hindman spoke in favor of the park project and the Certificates of Participation (COP's), emphasizing the need for an improved pool facility.

Joe Nesvara expressed concern regarding the proposed cost reductions and requested that the Board refine the project cost estimates.

8. Establish an Interview Committee to Fill Vacancy on the Planning Commission (5 Min)

Clerk Samora provided information on the Planning Commission vacancy and the process for establishing an interview committee to fill the vacancy.

Mayor Pro-Tem Soricelli-Albrecht moved to appoint Trustee Anderson and Trustee Murphy to the interview committee for the purposes of making a recommendation to the Town Board to fill a vacancy on the Planning Commission at the Board of Trustees Meeting on July 28, 2026. Trustee Wing seconded the motion. In a 7-0 roll call vote, the motion Passed.

9. Elected Official Reports (20 Min)

a. Town Board -

Trustee Grace reported on a seminar hosted by Larimer County regarding the role of elected officials during emergencies and inquired about pavement marking on Welch Street.

Trustee Murphy inquired about Work Session dates to discuss the Strategic Plan.

Trustee Anderson reported on a meeting of the Historic Preservation Advisory Committee, including discussions about a potential History Day event, the formation of a subcommittee, and four upcoming vacancies. Anderson also reported that the Library will be holding a Book Sale on August 15, 2026, and inquired about dates for a Work Session and a Water Open House.

Mayor Pro-Tem Soricelli-Albrecht discussed emergency protocols for Board members and reported on citizen feedback regarding the July 3rd event. Soricelli-Albrecht requested printed copies of the updated Comprehensive Plan for Board Members and requested that Board Members read the full motions aloud when making a motion.

b. Mayor -

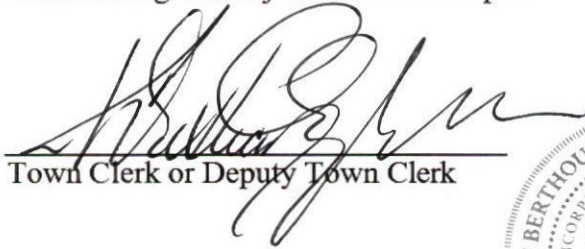
Mayor Karspeck did not share a report.

c. Staff - Town Administrator, Attorney

Administrator Kirk announced that the Strategic Planning Work Session will be held on August 18 rather than August 4. Kirk discussed holding a Work Session on meeting procedures on September 1 and suggested implementing a recurring Work Session on the third Tuesday of every month to review informational update items only. Kirk reported on attendance data from the July 3rd event and provided an estimated timeline for the new Civic Academy currently in development.

VIII. Adjourn

The meeting was adjourned at 10:24 pm.



Town Clerk or Deputy Town Clerk





William Karspeck, Mayor