



**Garden
Spot of
Colorado**

MEETING MINUTES OF THE TOWN BOARD

Town Board Room
807 Mountain Avenue
Town of Berthoud, Colorado
Tuesday, July 27, 2021 6:30 p.m.

This was a VIRTUAL MEETING hosted by Zoom

I. REGULAR MEETING CALLED TO ORDER – Mayor Pro-Tem Dower at 6:30 p.m.

II. PLEDGE OF ALLEGIANCE – Mayor Pro-Tem Dower

Mayor Pro-Tem Dower led the Pledge of Allegiance.

III. ROLL CALL – Mayor Pro-Tem Dower

The following Board Members were present:

Maureen Dower, Mayor Pro-Tem
Jeff Hindman, Trustee
Tim Hardy, Trustee
May Soricelli, Trustee

The following Board Members were absent:

William Karspeck, Mayor
Lonnie Stevens, Trustee
Mike Grace, Trustee

The following were also present:

Chris Kirk, Town Administrator
Christian Samora, Town Clerk
Erin Smith, Town Attorney

IV. CITIZEN PARTICIPATION

John Vancil of Berthoud spoke regarding traffic on Welch Avenue.

V. SCHEDULED ITEMS

1. Consent Agenda

(Christian Samora)

- a) ~~July 27, 2021 Meeting Agenda~~
- b) July 13, 2021 Meeting Minutes
- c) Economic Development Update
- d) Skate Park Contract
- e) Town Park Design RFP
- f) Richardson Park Design RFP

Trustee Hindman moved to combine and approve the items on the consent agenda with the amendment that item (a) be removed.
Trustee Hardy seconded the motion.

With 4 ayes and 0 noes, **THE MOTION CARRIED.**

2. Meeting Agenda

Trustee Hindman moved to approve the meeting agenda with the amendment that item 5. Revocation of Historic Designation 706 7th Street be removed, stating there would not be a quorum to consider the item.

Trustee Hardy seconded the motion.

In a 4-0 roll call vote, **THE MOTION CARRIED.**

3. Recreation Department Introduction

(Jeremy Olinger)

Deputy Town Administrator Olinger gave a picture presentation of the Recreation Center and then introduced Amanda Gustafson the new Director of Recreation and Cultural Services.
Director of Recreation and Cultural Services Gustafson introduced the staff that would be operating the Recreation

Center that is scheduled for completion in October 2021.

4. Fickel Farm Preliminary Plat-Public Hearing

(Adam Olinger)

Olinger introduced the item and provided background information. The applicant answered follow up questions that the Town Board had following the presentation.

The property is located south of Hwy 56, east of the existing Fickel Farm neighborhood, north of Pioneer Park and the Mary's Farm subdivision. The applicant is requesting preliminary plat approval for the creation of 101 new single family attached and detached lots, two tracts for future single-family development, a tract for an expansion of Pioneer Park, and various outer lots for open space.

Mayor Pro-Tem Dower opened the Public Hearing.

There was not anyone wishing to speak.

Mayor Pro-Tem Dower closed the Public Hearing.

Trustee Hindman moved to accept the Planning Commission recommendation and approve the Fickel Farm PUD 4th filing preliminary plat, finding it is consistent with Section 30-6-107(B) found in the staff report with the following recommendations:

1. All alleys remain private.
2. All lots abutting an alley have alley-loaded garages.

Trustee Hardy seconded the motion.

In a 4-0 roll call vote, THE MOTION CARRIED.

5. Hazard Mitigation Plan

(Adam Olinger)

Olinger introduced the item and provided background information.

The plan was created to assist county and local leaders in mitigating natural disasters and to keep life, loss, and property damage to a minimum. Every five years Larimer County is required to update their Hazard Mitigation Plan to remain eligible for FEMA emergency funds. For individual municipalities to be eligible for the same emergency funds, they must participate in the planning process and officially adopt the FEMA-approved plan.

Trustee Hardy moved to approve Resolution 2021-21, a Resolution of the Town Board, Town of Berthoud, adopting the Larimer County Multi-Jurisdictional Hazard Mitigation Plan.

Trustee Soricelli seconded the motion.

In a 4-0 roll call vote, THE MOTION CARRIED.

6. Larimer Emergency Telephone Authority IGA

(Erin Smith)

Smith introduced the item and provided background information.

This item was for the approval of the Fourth Amended Intergovernmental Agreement for the Establishment of Larimer Emergency Telephone Authority ("LETA IGA").

Trustee Soricelli moved to approve Resolution 2021-22, a Resolution of the Town Board, Town of Berthoud, to amend the 2009 the 4th amended Intergovernmental Agreement of Larimer Emergency Telephone Authority and to authorize a signature on the proposed 2021 Fourth Amended IGA of LETA.

Trustee Hardy seconded the motion.

In a 4-0 roll call vote, THE MOTION CARRIED.

7. Sign Code Discussion

(Curt Freese)

Freese introduced the item and provided background information.

The Board raised questions regarding the sign code, permitting of new signs, and enforcement of existing signs. The Board directed staff to:

- Consider updates to the comprehensive plan and the development code to align it with the Mountain Overlay Plan.
- To keep specific design standards that were already developed, however, to make some modifications or exceptions for the plastic material concerns discussed.
- To continue to allow for exemptions/modifications
- To consider providing sandwich signs/word signs to be available to those businesses that choose not to purchase.

There will be a sub-committee that will include Mayor Pro-Tem Dower, Trustee Hardy, Business Development Manager Elish and suggested Chamber Executive Director Feldbush to visit down-town business to get their input on what works, what does not work and why.

This item may be brought back to the next Board Meeting for a possible moratorium.

VI. ELECTED OFFICIAL REPORTS

Trustee Soricelli:

Soricelli did not have a report.

Trustee Hardy:

The Historic Preservation Committee discussed the Historic Home Process. They want the process to be as clear as possible.

Berthoud Main Street is still looking for ways to promote downtown businesses with programs to include fundraising and volunteer coordination.

Trustee Hindman:

Hindman referenced the work on the preceding Tuesday and Thursday regarding the annual strategic planning session that he felt was productive. He stated that it is amazing and rewarding for them to be able to chart the long-range vision and priorities of the Town to give to staff. He stated that it is the role of the board to set that long range vision and policy and have staff go implement it. The three top priorities were Managed Growth, Infrastructure, and Communications. There are measurable milestones under each one of those priorities with specific implementing dates.

He gave praise to the sheriff's department on how they handled a situation at his home that involved a community member in need. He was impressed at how they handled the situation and how it did not escalate.

Mayor Pro-Tem Dower:

Dower reported that there was not a Youth Advisory Commission meeting. She thanked Trustee Hindman for bringing up the Board Retreat and Administrator Kirk for outlining the details.

Town Administrator Kirk:

Kirk reported that a press release will be sent regarding the Board Retreat and the outcome of the discussions that occurred during the retreat.

Attorney Smith:

Smith did not have a report.

VII. ADJOURN

The meeting adjourned at 9:38 p.m.

Town Clerk or Deputy Town Clerk _____ William Karspeck, Mayor

