



**Garden
Spot of
Colorado**

MEETING MINUTES OF THE TOWN BOARD

**Town Board Room
807 Mountain Avenue
Town of Berthoud, Colorado
Tuesday, February 28, 2023, 6:30 p.m.**

I. REGULAR MEETING CALLED TO ORDER – Mayor William Karspeck

Mayor Karspeck called the meeting to order.

II. PLEDGE OF ALLEGIANCE – Mayor William Karspeck

Mayor Karspeck led the Pledge of Allegiance.

III. ROLL CALL – Mayor William Karspeck

The following Board Members were present:

William Karspeck, Mayor
May Soricelli, Trustee
Karl Ayers, Trustee
Jeff Butler, Trustee

The following Board Members were Absent:

Mike Grace, Mayor Pro-Tem
Sean Murphy, Trustee
Tim Hardy, Trustee

The following were also present:

Chris Kirk, Town Administrator
Christian Samora, Town Clerk
Erin Smith, Town Attorney
Michelle Adams, Deputy Town Clerk

IV. CITIZEN PARTICIPATION

There was not any public comment.

V. SCHEDULED ITEMS and ESTIMATED TIMES FOR DISCUSSION

1. Consent Agenda (Christian Samora) (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, that item should be removed from the Consent Agenda and considered separately.

- a) February 28, 2023, Meeting Agenda
- b) February 14, 2023, Meeting Minutes
- c) Broadband Update
- d) Berthoud Fire Protection District IGA Regarding Left Turn Lane
- e) 2023 Street Maintenance Authorization to Solicit Bids
- f) Alfa Water Line Payoff

Trustee Ayers moved to combine and approve the items on the Consent Agenda. Trustee Butler seconded the motion. In a 4-0 roll call vote, THE MOTION CARRIED.

2. Introduction of Larimer County Sheriff's Investigators (Sergeant Anderson) (5 Min)

Sergeant Anderson introduced Lieutenant Donnie Robbins, Sergeant Rita Servin, Investigator Jackie Hurley, and Investigator Pete Metsker. Hurley spoke briefly regarding the Sheriff's Office.

3. **Appointment to PORT Committee** (Town Board) (5 Min)

Trustee Ayers moved to appoint Joe Donnelly for a term ending September 2023. Trustee Soricelli seconded the motion. In a 4-0 roll call vote, **THE MOTION CARRIED.**

4. **Farmstead Acres Neighborhood Master Plan and Rezoning – Public Hearing (Anne Johnson) (30 Min)**
Ordinance 1316 – An Ordinance amending the zoning map of the Town of Berthoud to rezone property previously known as the Sommers PUD from PUD with Light Industrial and Mixed Residential to Farmstead Acres PUD With Commercial, Light Industrial, Urban Residential, and Suburban Uses.

Anne Johnson gave an introduction.

Will Charles provided a presentation and background information regarding the request.

Todd Johnson, the applicant, gave an additional presentation.

Mayor Karspeck opened the public hearing.

Jim Anderson of Berthoud spoke regarding drainage impacts to the existing neighborhood.

Mayor Karspeck closed the public hearing.

Trustee Ayers moved to approve the Neighborhood Master Plan for Farmstead Acres with the following condition:

1. **Town Staff shall work with the developer and adjacent property owners to develop a meetable solution for the eastern border of the project, considering screening, aesthetics, and maintenance such as snow removal.**

Trustee Butler seconded the motion. In a 4-0 roll call vote, **THE MOTION CARRIED.**

Trustee Soricelli moved to approve Ordinance 1316, an ordinance of the Town of Berthoud Board of Trustees amending the Zoning Map of the Town of Berthoud to rezone property previously known as the Sommers PUD from PUD with Light Industrial and Mixed Residential to Farmstead Acres PUD with Commercial, Light Industrial, Urban Residential, and Suburban Uses. Trustee Ayers seconded the Motion. In a 4-0 roll call vote, **THE MOTION CARRIED.**

5. **Gateway BD PUD and FDP Amendment – Public Hearing (Anne Johnson) (30 Min)**
Resolution 04 – A Resolution of The Town of Berthoud Board of Trustees Approving a Final Development Plan and A Planned Unit Development Amendment for a development known as “Gateway Park” In the Town of Berthoud.

Anne Johnson gave an introduction.

Lauren Richardson provided a presentation and background information regarding the request.

Jason Hepp, the applicant, provided additional information.

Mayor Karspeck opened the public hearing.

John Minatta spoke regarding use compatibility and buffering.

Mayor Karspeck closed the public hearing.

Trustee Ayers moved to approve Resolution 2023-04, a Resolution of the Town of Berthoud Board of Trustees approving a Final Development Plan and Planned Unit Development Amendment for a development known as “Gateway Park” in the Town of Berthoud with the condition that Town staff with the applicant concerning noise and light pollution to surrounding residences on lots 1 and 3. Trustee Butler seconded the motion. In a 4-0 roll call vote, **THE MOTION CARRIED.**

VI. ELECTED OFFICIAL REPORTS

(10 Min)

1. Town Board – Tim Hardy, May Soricelli, Mike Grace, Sean Murphy, Karl Ayers, and Jeff Butler.

Trustee Ayers Reported:

- The PORT committee met last month regarding the naming of the Richardson Bike Park. The Committee would like more background information.
- April 15th is the Spring Craft Fair.
- April 29th is the Skate-A-Palooza.
- Ayers asked if the Board be willing to develop guidelines so that each Committee is conducting the meetings in the same manner. Kirk explained that each committee varies how the meetings are run to some extent, and that staff can work on creating a guideline for consistency.

2. Mayor – William Karspeck

Mayor Karspeck Reported:

- Community meeting was held at the Cornerstone Cafe.
- Referenced bushes that are too high at the roundabout that obstructs view in the intersection.
- Karspeck will send a letter regarding post office issues to Yadira Caraveo. The Board was supportive.

3. Staff – Town Administrator, Attorney

Administrator Kirk Reported:

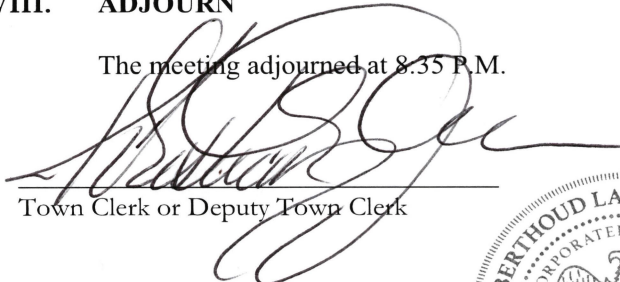
- Kirk provided a budget book to help explain the process and various elements included in the budget process. The Finance Director is applying for a Distinguished Budget designation through CGFOA
- The bike park is moving forward with installation of infrastructure.
- Construction of the Pickle Ball courts should begin as soon as late April.
- A draft Communications Plan is complete.
- The Town will be taking over the Farmer's Market from Berthoud Local. The Farmer's Market will be held on Thursday evenings, which is anticipated to be very successful.
- A Study Session is scheduled for 3/21 regarding water.
- A Broadband Update was included in the packet, which will also be scheduled for a study session.

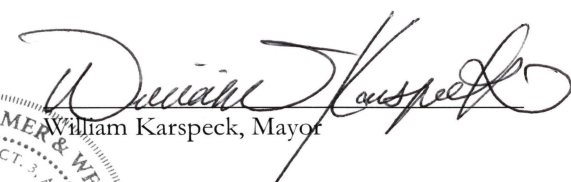
VII. EXECUTIVE SESSION

There was not an Executive Session held.

VIII. ADJOURN

The meeting adjourned at 8:35 P.M.


Town Clerk or Deputy Town Clerk


William Karspeck, Mayor

