



**Garden
Spot of
Colorado**

**MEETING OF THE TOWN BOARD
Town Board Room
807 Mountain Avenue
Town of Berthoud, Colorado
Tuesday, October 24, 2023, 6:30 p.m.**

This is an IN-PERSON meeting at the location and time noted above.
You may also join virtually using Zoom: Phone: 1-346-248-7799 or 301-715-8592
Web: www.zoom.us/join Use this Meeting ID: 210 035 9423

The Town Board may take action on any of the following agenda items as presented or modified prior to or during the meeting and items necessary or convenient to effectuate the agenda items.

1. Meeting Called To Order - Mayor William Karspeck
2. Cub Scout Den Opening Flag Ceremony
Introduction by: Cub Scout Den
3. Pledge Of Allegiance - Mayor William Karspeck
4. Roll Call - Mayor William Karspeck
5. Citizen Participation
6. Scheduled Items And Estimated Time For Discussion
- 6.I. Consent Agenda
Introduction by: Christian Samora

Documents:

[MEMO RE CONSENT AGENDA.PDF](#)
[A. OCTOBER 24 2023 TOWN BOARD MEETING AGENDA.PDF](#)
[B. OCTOBER 10 2023 MEETING MINUTES.PDF](#)
[C. TOWN HALL ROOF REPLACEMENT PROJECT BID AWARD.PDF](#)
[D. RESOLUTION 2023-22 OIL AND GAS ADMINISTRATIVE
SUSPENSION.PDF](#)
[E. OCTOBER 2023 BOARD REPORT.PDF](#)
[F. COLORADO OPEN LANDS GRANT LETTER OF SUPPORT.PDF](#)

- 6.II. Bat Week Proclamation

Introduction by: Mayor Karspeck

Documents:

[BAT WEEK PROCLAMATION.PDF](#)

6.III. Appointments To Various Volunteer Committees

Introduction by: Town Board

Documents:

[BOARD INFORMATION SHEET COMMITTEE APPOINTMENTS.PDF](#)
[PLANNING COMMISSION APPLICATIONS.PDF](#)
[HISTORIC PRESERVATION ADVISORY COMMITTEE APPLICATIONS.PDF](#)
[PORT COMMITTEE APPLICATIONS.PDF](#)
[TREE ADVISORY COMMITTEE APPLICATIONS.PDF](#)
[YOUTH ADVISORY COMMISSION APPLICATIONS.PDF](#)

6.IV. Habitat Fee Waiver Request

Introduction by: Anne Johnson

Documents:

[MEMO RE HABITAT FEE WAIVER REQUEST.PDF](#)
[BHH FEE WAIVER REQUEST LETTER.PDF](#)
[ORDINANCE 847.PDF](#)

6.V. Landscape Guidelines - Introduction

Introduction by: Anne Johnson

Documents:

[MEMO REGARDING INTRODUCTION OF LANDSCAPE GUIDELINES.PDF](#)
[ORDINANCE 1327 LANDSCAPE GUIDELINES.PDF](#)
[LANDSCAPE GUIDELINES FINAL DRAFT.PDF](#)

7. Elected Official Reports

1. Town Board - Tim Hardy, May Albrecht, Mike Grace, Sean Murphy, Karl Ayers, and Chris Kurtz.
2. Mayor - William Karspeck
3. Staff - Town Administrator, Attorney

8. Adjourn

The order of agenda items listed above is approximate and intended as a guideline for the

Town Board. Individuals needing special accommodation may request assistance by contacting the Town Clerk 807 Mountain Avenue, Berthoud, Colorado 80513, 970-532-2643 at least 24 hours in advance.

BOARD OF TRUSTEES INFORMATION



ADMINISTRATION DEPARTMENT

Meeting Date:	October 24, 2023
Agenda Title/Subject:	Consent Agenda
Type of Item:	Regular Item
Purpose:	The Consent Agenda contains routine items that can be approved with a single action by the Board.
Presented by:	Christian Samora

ATTACHMENTS:

- a) October 24, 2023, Meeting Agenda
- b) October 10, 2023, Meeting Minutes
- c) Town Hall Roof Replacement Bid Award
- d) Resolution 2023-11 Oil and Gas Suspension
- e) October 2023 Board Report
- f) Colorado Open Lands Grant Letter of Support

BACKGROUND:

"Consent Agenda" is a group of routine matters to be acted on with a single motion and vote. The mayor will ask if any Board Member wishes to remove an item for separate discussion. Items removed from the consent agenda should be considered immediately following adoption of the amended Consent Agenda.

UPDATE/NEXT STEPS:

Any updates or next steps for the items on the Consent Agenda will be articulated in the information sheet provided for each item on the Consent Agenda.

FISCAL IMPACT AND FUND SOURCE:

Any fiscal information for the items on the Consent Agenda will be articulated in the information sheet provided for each item on the Consent Agenda.

COMMUNITY TOUCHSTONES:

Any Community Touchstones for the items on the Consent Agenda will be articulated in the information sheet provided for each item on the Consent Agenda.

RECOMMENDED ACTION(S):

"Move to combine and approve the items on the Consent Agenda."

Followed by a second and a vote.



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MEETING OF THE TOWN BOARD

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Please note that you will need to call into the meeting if you wish to speak and do not have a microphone on your computer. If you are using a mobile device, it is highly recommended that you download the Zoom app.

The Town Board may take action on any of the following agenda items as presented or modified prior to or during the meeting and items necessary or convenient to effectuate the agenda items.

- I. REGULAR MEETING CALLED TO ORDER** – Mayor William Karspeck
- II. PLEDGE OF ALLEGIANCE** – Mayor William Karspeck
- III. ROLL CALL** – Mayor William Karspeck
- IV. CITIZEN PARTICIPATION**
- V. SCHEDULED ITEMS and ESTIMATED TIMES FOR DISCUSSION**
 1. **Cub Scout Den Opening Flag Ceremony** (Cub Scouts Den) (5 Min)
 2. **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) October 24, 2023, Meeting Agenda
 - b) October 10, 2023, Meeting Minutes
 - c) Town Hall Roof Replacement Bid Award
 - d) Oil and Gas Suspension
 - e) October 2023 Board Report
 - f) Colorado Open Lands Grant Application Letter of Support
 3. **Bat Week Proclamation** (Mayor Karspeck) (5 Min)
 4. **Committee Appointments to Various Committees** (Town Board) (10 Min)
 5. **Habitat Fee Waiver Request** (Anne Johnson) (10 Min)
 6. **Landscape Guidelines Introduction** (Anne Johnson) (30 Min)
- VI. ELECTED OFFICIAL REPORTS** (10 Min)

October 24, 2023, Meeting Agenda

The order of agenda items listed above is approximate and intended as a guideline for the Town Board. Individuals needing special accommodation may request assistance by contacting the Town Clerk 807 Mountain Avenue, Berthoud, Colorado 80513, 970-532-2643 at least 24 hours in advance.

1. Town Board – Tim Hardy, May Albrecht, Mike Grace, Sean Murphy, Karl Ayers, and Chris Kurtz
2. Mayor – William Karspeck
3. Staff – Town Administrator, Attorney

VII. ADJOURN

Town Clerk or Deputy Town Clerk

William Karspeck, Mayor

October 24, 2023, Meeting Agenda

The order of agenda items listed above is approximate and intended as a guideline for the Town Board. Individuals needing special accommodation may request assistance by contacting the Town Clerk 807 Mountain Avenue, Berthoud, Colorado 80513, 970-532-2643 at least 24 hours in advance.



MEETING MINUTES OF THE TOWN BOARD

**Town Board Room
807 Mountain Avenue
Town of Berthoud, Colorado
Tuesday, October 10, 2023, 6:30 p.m.**

10/10/2023 - Minutes

1. Meeting Called To Order - Mayor William Karspeck

The meeting was called to order at 6:30 pm.

2. Pledge Of Allegiance - Mayor William Karspeck

Mayor Karspeck led the Pledge of Allegiance.

3. Roll Call - Mayor William Karspeck

The following Board members were present:

Chris Kurtz, Trustee
Karl Ayers, Trustee
Sean Murphy, Trustee
May Albrecht, Trustee
Tim Hardy, Trustee
Mike Grace, Mayor Pro-Tem
Will Karspeck, Mayor

The following Staff members were present:

Chris Kirk, Town Administrator
Erin Smith, Town Attorney
Christian Samora, Town Clerk
Lexi Weissman, Deputy Town Clerk
Anne Johnson, Planning Director
Cindy Leach, Finance Director

4. Citizen Participation

John Evans spoke regarding signage and street issues.

Administrator Kirk addressed some of the street concerns.

5. Scheduled Items And Estimated Time For Discussion

5.1. Weld County RE-5J Fees In Lieu MOU - Public Hearing

Town Administrator, Chris Kirk, gave an introduction.

Scott Nielson with Weld County RE-5J gave some additional information.

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

Trustee Murphy moved to approve the Second Amendment to the IGA between the Town of Berthoud and the Weld RE-5J School District concerning annexations and school site dedication or payment in lieu for school site purposes. Mayor Pro-Tem Grace seconded the motion. In a 7-0 roll call vote, THE MOTION CARRIED.

5.II. Consent Agenda

Items:

- a. October 10, 2023 Meeting Agenda
- b. September 26, 2023 Meeting Minutes
- c. August 2023 Financial Report
- d. Comprehensive Plan Implementation Update
- e. 1927 Fire Engine Donation

Trustee Grace moved to combine and approve the consent agenda less items D and E. Trustee Hardy seconded the motion. In a 7-0 roll call vote, THE MOTION CARRIED.

Planning Director, Anne Johnson, gave background information on the Comprehensive Plan Implementation Update.

Trustee Murphy moved to approve item D, the Comprehensive Plan Implementation Update. Mayor Pro-Tem Grace seconded the motion. In a 7-0 roll call vote, THE MOTION CARRIED.

Administrator Kirk gave background information on the 1927 Fire Engine Donation. Representatives from the Fire Protection District provided some additional information.

Trustee Murphy moved to approve item E, the 1927 Fire Engine Donation. Trustee Ayers seconded the motion. In a 7-0 roll call vote, THE MOTION CARRIED.

5.III. Initial Draft 2024 Annual Budget

Administrator Kirk gave an introduction.

Mayor Karspeck opened up for public comment.
No one spoke during public comment.
Mayor Karspeck closed the public comment.

Mayor Pro-Tem Grace moved to schedule a Public Hearing on December 12, 2023 at the hour of 6:30 pm, or as soon thereafter as practicable, to consider the adoption of the 2024 Annual Budget and associated ordinances for the Town of Berthoud, and to direct staff to publish a notice for the same in accordance with the Local Government Budget Law of Colorado. Trustee Hardy seconded the motion. In a 7-0 roll call vote, THE MOTION CARRIED.

5.IV. Proposition 123- Attainable Housing Opt In

Planning Director, Anne Johnson gave an introduction.

Tiffany Brody with Habitat for Humanity provided additional information.

Mayor Karspeck opened up for public comment.
No one spoke during public comment.
Mayor Karspeck closed the public comment.

Mayor Pro-Tem Grace moved to support Proposition 123 and request that staff file the Opt-In form for the Town of Berthoud prior to the November 1, 2023 deadline. Trustee Hardy seconded the motion. In a 7-0 roll call vote, THE MOTION CARRIED.

6. Elected Official Reports

Trustee Kurtz:

Kurtz thanked public works, mentioned concerns about sidewalk vegetation clearance, and expressed interest in an attainable housing study session.

Trustee Ayers:

Ayers reported that there was no quorum at the PORT meeting. Ayers also expressed interest in an attainable housing study session.

Trustee Murphy:

Murphy reported that he enjoyed Berthoud's Oktoberfest event. Murphy reported on a CML district meeting, and thanked Public Works staff for the crossing on Mountain. Murphy requested an update on the Town's water policy and the NetZero resolutions.

Trustee Albrecht:

Albrecht requested an update on the Old Town Hall Contract and the 2nd Street Corridor.

Mayor Pro-Tem Grace:

Grace inquired about the plans for the railroad crossing on Mountain and other CDOT issues.

Mayor Karspeck:

Karspeck reported on the upcoming I-25 toll lane and the CML regional meeting. Karspeck inquired about having a short-term rental discussion. Karspeck also discussed the future passenger rail that will run through Berthoud and the Bustang route.

Administrator Kirk:

Kirk reported on a possible bus stop at 287 and Mountain.

7. Executive Session

Trustee Albrecht moved that the Town Board enter 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: Potential transfer of property. Mayor Pro-Tem Grace seconded the motion. In a 7-0 roll call vote, THE MOTION CARRIED.

8. Adjourn

The meeting adjourned at 8:47 PM.

BOARD OF TRUSTEES INFORMATION



ADMINISTRATION DEPARTMENT

Meeting Date:	October 24, 2023
Agenda Title/Subject:	Town Hall Roof Replacement Project Bid Award
Type of Item:	Consent Agenda
Purpose:	To approve the bid award for this project to Up Top Roofing
Presented by:	Christian Samora, Town Clerk

BACKGROUND:

This project encompasses a complete removal and replacement of the existing membrane roof on Town Hall. The existing roof is approximately 25 years old and is in need of replacement. The Town advertised a competitive bid process to receive bids for this project. The bids received are as follows:

Up Top Roofing	\$71,575.00
Brahma Roofing and Construction	\$73,862.00
Interstate Roofing	\$79,999.52
Better Line Roofing	\$93,100.00

Staff recommends awarding this project to the lowest bidder, Up Top Roofing, in the amount of \$71,757.00.

UPDATE / NEXT STEPS:

- No additional action will be required by the Town Board.

FISCAL IMPACT AND FUND SOURCE:

There is \$75,000.00 included in the 2023 Budget for this project.

RECOMMENDED ACTION(S):

To award this project to Up Top Roofing in the amount of \$71,575.00 as part of the Consent Agenda.

BOARD OF TRUSTEES INFORMATION



ADMINISTRATION DEPARTMENT

Meeting Date:	October 24, 2023
Agenda Title/Subject:	Extension of Administration Suspension of Oil and Gas Applications
Type of Item:	Consent Agenda
Purpose:	To extend the temporary administrative suspension of consideration of oil and gas permit applications
Presented by:	Chris Kirk

ATTACHMENTS:

- Resolution 2023-22 Extending a temporary administrative suspension of consideration of oil and gas permit applications

BACKGROUND:

The current Oil and Gas administrative suspension will expire on November 5, 2023. Staff recommends extending the moratorium for an additional 180 days as work on establishing oil and gas regulations continues.

As the Board is aware, the Town is engaged with an attorney who specializes in oil and gas regulations to assist in the development of regulations for the Town of Berthoud. It is not anticipated that any additional extensions will be needed.

UPDATE/NEXT STEPS:

A similar resolution was previously approved on May 9, 2023 and is set to expire on the date referenced above. It is not anticipated that an additional suspension will be needed.

FISCAL IMPACT AND FUND SOURCE:

No fiscal impacts are expected from the extension of the administrative suspension.

COMMUNITY TOUCHSTONES:

The suspension was adopted following the State's passage of SB 19-181. The goal of the suspension was to give the Town time to monitor other regulatory policy processes in the State and Region to give Berthoud the best chance to consider a new regulatory framework that was effective at allowing oil and gas development while protecting residents and the environment from possible harmful effects. Adopting such a framework is expected to enhance the touchstones of Community Identity and Sustainability.

RECOMMENDED ACTION(S):

Approve this Resolution as part of the Consent Agenda.

**TOWN OF BERTHOUD
RESOLUTION NO. 2023-22**

**A RESOLUTION EXTENDING A TEMPORARY ADMINISTRATIVE
SUSPENSION OF CONSIDERATION OF OIL AND GAS PERMIT
APPLICATIONS**

WHEREAS, the Town Board of Trustees of the Town of Berthoud (the "Town") pursuant to C.R.S. 31-15-103, has the power to pass resolutions; and

WHEREAS, on April, 3rd, 2019, the Colorado General Assembly passed sweeping oil and gas legislation in the form of Senate Bill 181 that fundamentally shifted regulatory responsibility and authority in the State of Colorado, and whereas said legislation specifically authorizes increased local control in the area of oil and gas regulation; and

WHEREAS, Senate Bill 181 imposes a moratorium on the issuance of drilling permits by the Colorado Oil and Gas Commission ("COGCC") until the COGCC board can be reformed as required by Senate Bill 181; and

WHEREAS, on May 9, 2023 the Town Board of Trustees passed a Resolution suspending processing of new oil and gas permit applications for 180 days or until new Regulations were developed and approved by the Town. Since that time Town staff, in conjunction with other municipalities, has continued to develop draft oil and gas regulations (the "Draft Regulations") to be considered by the Town in light of new Regulations from the COGCC but has not completed such regulations; and

WHEREAS, no permit applications have been submitted to the Town, and in light of the absence of any activity the Town Board of Trustees deems it prudent to continue its suspension of consideration of new Oil and Gas permits for an additional reasonable period of time to allow staff to complete the Draft Regulations; and

WHEREAS, the Town Board of Trustees deems it beneficial to have additional time to assess the potential of regional cooperation and regionally consistent regulation;

NOW THEREFORE BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF BERTHOUD, COLORADO AS FOLLOWS:

180-Day Administrative Suspension:

The Town Board of Trustees hereby continues its administrative suspension of the consideration of new oil and gas permit applications for the shorter of 180 calendar days, or until the Town Board of Trustees adopts new oil and gas regulations.

INTRODUCED, MOVED, AND ADOPTED BY THE TOWN BOARD OF TRUSTEES OF THE TOWN OF BERTHOUD, ON October 24, 2023.

TOWN OF BERTHOUD

BY: _____
William Karspeck, Mayor

ATTEST:

Christian Samora, Town Clerk

Berthoud Board Update

October 2023



PARKS / CEMETERY

Submitted By Sami Kouns, Parks Supervisor

The month of September marks the beginning of our transition from summer maintenance to fall maintenance. Decreasing irrigation times leads to a decrease in grass growth with the addition of cooler temperatures. Mowing therefore must be done less often, giving us the opportunity to address other projects. One of said projects is cleaning up the backside of the Berthoud roundabout. Now we have better access to the backside of the sign and trees, we will be able to decorate for the holidays in the next couple of months. Another one of these projects is edging the gravel driveways at the Greenlawn Cemetery. This increases both the look and functionality of these driving paths. The fall season also brings the addition of the fall sports. Through the Recreation Department, flag football and soccer games have been scheduled nearly every Saturday during the month. These games give us the opportunity to use the Turf Tank to paint these fields. The fall season is also the BHS softball team's season, so we are prepping the field for games they have nearly every week. Maintenance slowing down in some areas leads to an increase of maintenance in others, allowing us the chance to address some issues that we hadn't necessarily had the time for before now.





The fall athletic season is in full swing during the month of September.



Greenlawn Cemetery after edging.



Girl Scout Project – hydrant installation at Dog Park

RECREATION

Submitted By Amanda Gustafson, Director of Recreation & Cultural Services

The main focuses this month were 3rd quarter goal completion, winter brochure, facility supply ordering, and special event management. The team was tasked to complete their 3rd quarter goal summary. Maintenance created a capital project document template that will be used to document all the equipment information on items that cost \$2500 or more. Operations held a customer appreciation day to give value to our memberships. Finally, guest services created stay meeting questions and will begin conducting meetings next month.



2nd Annual Father/Daughter Dance with 188 in attendance.



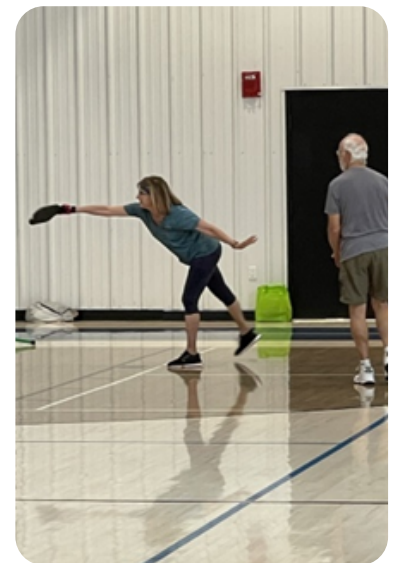


Fall sports programs started games in September with Flag Football, Youth Soccer, Youth Volleyball, Youth Cross Country, Adult Pickleball, and Adult Volleyball.



With school back in session, our fitness classes are getting busy again. Many of our free with membership classes are consistently filling up. We are proposing new programs and fitness challenges to enhance customer experiences and to challenge them in new ways to be involved while being active.

Our drop-in card games is a favorite activity for many of our members with a great group of individuals coming to the Recreation Center a couple times each week to play. We also started Pickleball league Tuesday afternoons and 50+volleyball drop-in Wednesday afternoon



Aquatics hosted four different CPR classes for Town employees successfully certifying 30 part time and full-time staff along with nine more lifeguards being certified or recertified



TheraSWIM - Adaptive learning Triathlon Rental



COMMUNITY DEVELOPMENT

Submitted By Anne Johnson, Planning Director

Building Division data for 2022 and year-to-date in 2023:



New Single Family

22 in September, 2023
223 total in 2022
144 to date in 2023



New Non-Residential

9 in September, 2023
58 total in 2022
55 to date in 2023



Number of "other"

43 in September, 2023
525 total in 2022
353 to date in 2023

Total property valuation \$10,418,455.19



Construction Site Inspections: 20
Town Projects Inspected: 6
Response to Citizen Questions: 1
MS4 Inspections: 30



153 public assistance (calls, emails, site visits)
Walk-ins : 15
Emails : 50
Phone calls : 86
Site Visits : 2



Pre-Application meetings : 8
Applications in-process : 22
Public Hearings/Applications presented : 2
Codes/Comp Plan Action Items in-process: 6



FORESTRY & OPEN SPACE

Submitted By Paul Furnas, Town Forester

The primary objectives for the Forestry and Open Space departments for the month of September were putting the final touches on the new bike park before opening, irrigation repairs, mowing of open spaces, and pruning park trees. With the addition of the new Berthoud Bike Park, both Open

Space and Forestry staff came together to help put the final touches on the site before its soft opening to the public. Forestry staff have been making their way through pruning trees at town parks for clearance. Forestry and Open Space staff also helped clear up low branches at the Town Park construction site to clear them out of the way of construction equipment. Forestry staff has also started planting trees again for the fall planting season with six new trees with more to come. Other general site maintenance tasks were carried out by both departments including open space mowing, and weed mitigation.

Late last month, Forestry staff had to make the tough call to remove six trees from the Town Park construction site. Trees were selected for removal based off of their poor health and site conditions. Three large cottonwoods were removed because of the suspected presence of rot in the heartwood of the tree. As removals proceeded the presence of large hollow pockets became very apparent. These hollow cavities in the large heavy branches of an older cottonwood compromise the structural stability of the tree, which could have led to the premature breakage of the branches. While it is not a goal of the Forestry Department to remove large mature tree, it is the responsibility of the staff to ensure the health and safety of the residents who enjoy these trees.



Irrigation Repairs at Waggener Rec Center



Berthoud Bike Park



STREETS

Submitted By Brandon Keegan, Streets Supervisor

In September, the Streets Department performed various maintenance and improvement tasks in Mary's Farm and Fickel Farm areas. Some of these tasks included replacing old and faded signs, installing new pedestrian crosswalks and "STOP" thermoplastics, and striping parking stalls on 4th Street after paving operations.



Oldtown- The road on 6th Street is currently undergoing milling and receiving an asphalt overlay



2nd Street- Streets crew cleaning up loose millings and filling potholes with cold patch

Mathew's Farm- Signage was installed in the neighborhood to prevent bike park traffic from parking along the streets.



WATER / WASTEWATER

Submitted By Nathan Gabbard, Engineering & Water Tech

The Water team continues to work towards bringing the Town's backflow program into compliance with the Colorado's Department of Public Health & Environment.



Helping to repair a service line break in Town Park.



ADMINISTRATION

Submitted By Christian Samora, Town Clerk

Neighborhood Services is already getting into the holiday spirit! Staff has begun preparing for the upcoming 2023 Holiday Lights Contest. Entries this year are due by November 29th, with voting open until December 14th. The website will soon be updated with 2023 contest information, categories, and prizes. After having a great deal of participation in 2022, staff is excited for 2023!



BOARD OF TRUSTEES INFORMATION



ADMINISTRATION DEPARTMENT

Meeting Date:	October 24, 2023
Agenda Title/Subject:	Letter of Support for CO Open Lands Grant
Type of Item:	Regular Item
Purpose:	Consider request from Colorado Open Lands to provide a letter of support for a grant application
Presented by:	Chris Kirk

ATTACHMENTS

- Letter of Support

BACKGROUND:

As the Board is aware, the Town routinely works with Colorado Open Lands. CO Open Lands is a 501(c)(3) nonprofit land trust that exists to protect Colorado's land and water resources. The Town works with CO Open Lands on several properties in Town where CO Open Lands holds conservation easements on the property. This includes properties like the Waggener Farm and the Jaskowski Property. In addition to our work together on these properties, the Town has been coordinating with CO Open Lands on a variety of land preservation opportunities throughout the Town's Growth Management Area (GMA).

Recently, CO Open Lands reached out to the Town to request a letter of support for a grant application they intend to submit to the National Resources Conservation Service (NRCS). The application is intended to fund a study of the "Buy, Sell, Protect" concept for farmland protection and water sharing on the front range of Colorado. If awarded, the funds would be used to hire a variety of professional consultants to evaluate potential options to protect farm ground and to enter into Alternative Transfer Mechanism (ATM) opportunities with water providers and municipalities. These tools could provide enhance CO Open Lands opportunities to preserve farmland in and around the Berthoud area and throughout Northern Colorado.

RECOMMENDED ACTION(S):

APPROVE THE LETTER OF SUPPORT FOR THE COLORADO OPEN LANDS GRANT APPLICATION FOR THE



**Garden
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807 Mountain Avenue | PO Box 1229 | Berthoud, CO 80513 | O: 970.532.2643 | F: 970.532.0640 | Berthoud.org

October 20, 2023

Re: Application of Colorado Open Lands to the Conservation Innovation Grant Program

To Whom it May Concern:

On behalf of the Town of Berthoud, I would like to support Colorado Open Lands' application Accelerating Conservation to the Speed of Development: Innovating to protect Colorado's South Platte River Basin.

The Town of Berthoud recognizes the extreme pressure that Colorado's agricultural producers face in an atmosphere of land and water conversion to meet a rapidly growing population. Located in the middle of Colorado's Northern Front Range, the Town of Berthoud is at the epicenter of this unprecedented growth. Historically, Berthoud was a community built around agriculture. Recently, we updated our Comprehensive Plan, which included a guiding principle of preserving Berthoud's agrarian character and charm, rural landscape and operation of existing farms. To protect our rural economy, both farms and the senior water rights that support them need to be protected.

Colorado Open Lands and the Town of Berthoud have a longstanding relationship. Through traditional conservation easement efforts, Colorado Open Lands has protected multiple farms in our area. However, given the development pressure that has arisen in the last decade, those traditional models are limited in their ability to keep up with development interests. If we want to keep enough lands in production to support our rural economy, we need to explore new and innovative tools, particularly to help the next generation of farmers find affordable access to land.

We are excited to support this application from Colorado Open Lands, which proposes to marry different tools, such as conservation easements and water-sharing agreements, to protect critical agricultural resources while creating new land access opportunities for young farmers. We support this concept as it creates a viable alternative to the dry up and development of Colorado's most productive agricultural lands.

The Town of Berthoud strongly encourages you to fund this proposal.

Sincerely,

Mayor, William Karspeck

Proclamation

BAT WEEK

WHEREAS, Bats provide important ecological services that contribute substantially to the economy of the United States by protecting American forests and agriculture from crop-damaging insect pests and by providing the fundamental benefit of pollination; and

WHEREAS, Recent bat population losses from White-nose Syndrome and other factors require attention to ensure the sustainability of our food production systems and protect environmental and human health; and

WHEREAS, It is critically important to continue Federal and state efforts, including developing new public-private partnerships and increasing citizen engagement, to promote the health of bat populations; increase the quality and quantity of bat roosting and foraging habitat; and help restore bat populations to healthy levels;

NOW, THEREFORE, In recognition of the vital significance of protecting the health of bat populations, I, Mayor Karspeck, Mayor of the Town of Berthoud, do hereby proclaim October 24–31, 2023, as Bat Week in the Town of Berthoud. I call upon all citizens to join me in celebrating the significance of bats with appropriate observances and activities.

Given under my hand in these free United States in the Town of Berthoud, on this 24th day of October 2023, and to which I have caused the Seal of the own of Berthoud to be affixed and have made this proclamation public.

William Karspeck, Mayor

BOARD OF TRUSTEES INFORMATION



ADMINISTRATION DEPARTMENT

Meeting Date:	October 24, 2023
Agenda Title/Subject:	Appointments to Various Committees
Type of Item:	Regular Item
Purpose:	To appoint citizen volunteers to the various committees and commission.
Presented by:	Town Board Interview Committees

ATTACHMENTS:

- Planning Commission Applications
- Historic Preservation Advisory Committee Applications
- Tree Committee Applications
- PORT Committee Applications

BACKGROUND:

Appointments are made to the various committees in the fall of each year. Appointments are needed on the Planning Commission, Tree Advisory Committee, Historic Preservation Advisory Committee, and the Park, Open Space, Recreation and Trails Committee. Interviews are conducted by committees consisting of two Board Members, one staff member and one committee member. Following the interviews, each committee will make a recommendation of appointment. Applicants may have been interested in more than one committee and may have been considered for a committee that is different than the committee they initially applied to serve.

Planning Commission

Two vacancies currently exist on the Planning Commission following the appointment of Chris Kurtz to the Town Board. One additional term will be expiring in the first half of November. The Planning Commission Interview Committee is scheduled to conduct interviews on the evening of October 23, 2023. The following applicants applied for the vacancy on the Planning Commission:

- Abigail Smith
- Joe Donnelly

The Interview Committee was established as follows:

- Two Town Board Members (Kurtz/Murphy)
- Planning Commission Member
- Town Staff member

The current members on the Planning Commission are as follows:

Planning Commission	
Abigail Smith	11/10/2023
Vacant	5/11/2024
Brett Wing	5/11/2024
Karen Anderson	9/28/2024
Jon Van Benthem	5/24/2025
Vacant	5/24/2025
Nick Semedallas	8/8/2026

The Interview Committee will make a recommendation as to how the vacancy on the Planning Commission should be filled.

Historic Preservation Advisory Committee (HPAC)

There are two vacancies on the Historic Preservation Advisory Committee, with two terms expiring on the HPAC at the end of September 2023. The HPAC Interview Committee is scheduled to conduct interviews on the evening of October 23, 2023. The following applicants applied for the vacancies on the Historic Preservation Advisory Committee:

- Fred Maine
- Lee Hardies
- Marc Hofmans

The Interview Committee was established as follows:

- Two Town Board Members (Hardy/Grace)
- Historic Preservation Advisory Committee Member
- Town Staff Member

The current members on the Historic Preservation Advisory Committee are as follows:

Historic Preservation Advisory Committee	
Todd Duval - Chair	9/30/2023
Cheryl Szydlo	9/30/2023
Leslie Moore	9/30/2024
Earl Fashbaugh	9/30/2024
James Massie	9/30/2024
Vacant	
Vacant	

The Interview Committee will make a recommendation as to how the expiring terms should be filled.

Parks, Open Space, Recreation and Trails Committee (PORT)

There are two vacancies on the PORT Committee, with two terms will be expiring at the end of September 2023. The PORT Interview Committee is scheduled to conduct interviews on the evening of October 23, 2023. The following applicants applied for the vacancies on the PORT

Committee:

- Kristle White
- Carolyn Hobson
- John Belcastro
- Lauren Roth
- Sean Henry
- Kerry Garrison

The Interview Committee was established as follows:

- Two Town Board Members (Ayers/Kurtz)
- PORT Committee Member
- Town Staff Member

The current members on the Planning Commission are as follows:

PORT Committee	
Lauren Roth	9/30/2023
Carolyn Hobson	9/30/2023
Tim Grover	9/30/2024
Anna Murphy	9/30/2024
Callie West	9/30/2024
Vacant	
Vacant	

The Interview Committee will make a recommendation as to how the expiring terms on the PORT Committee should be filled.

Tree Advisory Committee

Four terms will be expiring on the PORT Committee at the end of September 2023. The Tree Advisory Interview Committee is scheduled to conduct interviews on the evening of October 23, 2023. The following applicant applied for the vacancy on the Tree Advisory Committee:

- Richard Kurcab
- Steven Allen
- Lynn Larsen
- Amy Lentz

The Interview Committee was established as follows:

- Two Town Board Members (Karspeck/Murphy)
- Tree Advisory Committee Member
- Town Staff Member

The current members on the Planning Commission are as follows:

Tree Board Advisory Committee	
Lynn Larson	9/30/2023
Josef Nesvara III	9/30/2023
Amy Lentz	9/30/2023
Kathy Mitchell	9/30/2024
Randy R. Niece	9/30/2024
Marie Baker	9/30/2024
Hannah Daniels	9/30/2024

The Interview Committee will make a recommendation as to how the expiring term on the Tree Advisory Committee should be filled.

Youth Advisory Commission Applicants

- Joe Rohnke
- Danyelle Strantz

The current members on the Planning Commission are as follows:

Youth Advisory Commission	
Zoe Taylor	1/31/2022
Cloud Clark	1/31/2025

The Interview Committee will make a recommendation as to how the vacancies on the Youth Advisory Commission should be filled.

UPDATE/NEXT STEPS:

- Advertising will continue to fill any vacancies that still exist after appointments are made.

FISCAL IMPACT AND FUND SOURCE:

There is no anticipated fiscal impact.

COMMUNITY TOUCHSTONES:

All committees and commissions work to carry out the goals and Community Touchstones identified by the Town Board in their strategic planning sessions. *Community Identity, Resiliency and Sustainability.*

RECOMMENDED ACTION(S):

A Board Member may move to appoint _____ to the Planning Commission for a term of 3 years and appoint _____ to the Planning Commission to fill

the remainder of a term expiring on 5/24/2025. Followed by a second and a Roll Call Vote.

A Board Member may move to appoint _____, _____, and _____ to the Historic Preservation Advisory Committee for a term of 2 years. Followed by a second and a Roll Call Vote.

A Board Member may move to appoint _____ and _____ to the Parks, Open Space, Recreation and Trails Committee for a term of 2 years. Followed by a second and a Roll Call Vote.

A Board Member may move to appoint _____, _____, and _____ to the Tree Advisory Committee for a term of 2 years. Followed by a second and a Roll Call Vote.

A Board Member may move to appoint _____, and _____ to the Youth Advisory Commission for a term of 2 years. Followed by a second and a Roll Call Vote.



**Garden
Spot of
Colorado**

Planning Commission Applications



Town of Berthoud
807 Mountain Ave.
P.O. Box 1229
Berthoud, CO 80513
970.532.2643

Advisory Committee Application

To be considered a candidate for a committee, please complete this application and return it to the Town Clerk's Office, 807 Mountain Ave., PO Box 1229, Berthoud, Co. 80513, fax to (970) 532-0640, or email to clerk@berthoud.org. Application deadlines vary. Late applications will be kept on file for one year for future vacancies.

Additional information can be found on the Town's website under Advisory Committees or contact the Town Clerk's office at (970) 532-2643.

Candidates will be invited to an interview with the interview team and appointments are made by the Town Board as a whole.

Name of Committee or Commission: Planning Commission

Name: Abigail Smith

Address: 518 Driftwood Pl, Berthoud, CO 80513

Day Phone: 269-823-8539 Night Phone: _____ E-Mail Address: abigail.l.smith22@gmail.com

How long have you been a resident of Berthoud? 4 years 5 months

Do you currently serve, or have you served previously, on a board, commission or committee?

If so, which one(s) I currently serve on the Planning Commission (appointed Nov 2020).

Why do you want to become a member of this particular committee? I believe that Berthoud has a bright future and I want to do my part as a local citizen to ensure that future.

Briefly explain what you believe are the two most important issues facing this committee, and how do you believe this committee should address each issue?

1) Responsible growth: Berthoud is a quintessential small town and a desirable place to live.

The Planning Commission should maintain and build upon these qualities by incorporating feedback from the community and upholding the vision laid out in the Town's Comprehensive Plan.

2) Environmental changes: As Berthoud grows, it will continue to face challenges in protecting

open space and using natural resources responsibly. The Planning Commission should be diligent in reviewing the environmental impacts of proposed development projects and actively consider ways to help Berthoud adapt to future changes.

List any abilities, skills, licenses, certificates, specialized training, past related experience or interests you have which are applicable to this committee. Climate science PhD with
work experience related to flooding and water resource management. Graduate certificate in
Science and Technology Policy, including coursework on Colorado state-level policy.

Please specify any activities which might create a conflict of interest that would prevent you from taking official action if you should be appointed to this committee. None

Have you attended a meeting of the committee you are applying to or talked to anyone currently on the committee? ☒ Yes ☐ No
Comments: _____

If not appointed at this time, would you be interested in serving on any other advisory committees at the Town of Berthoud? If so, please list any preference: Yes

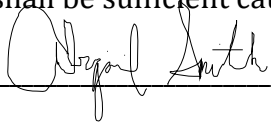
PORT, Historical Preservation

All applicants are strongly encouraged to attend a regularly scheduled meeting of the committee for which they are applying prior to submitting an application.

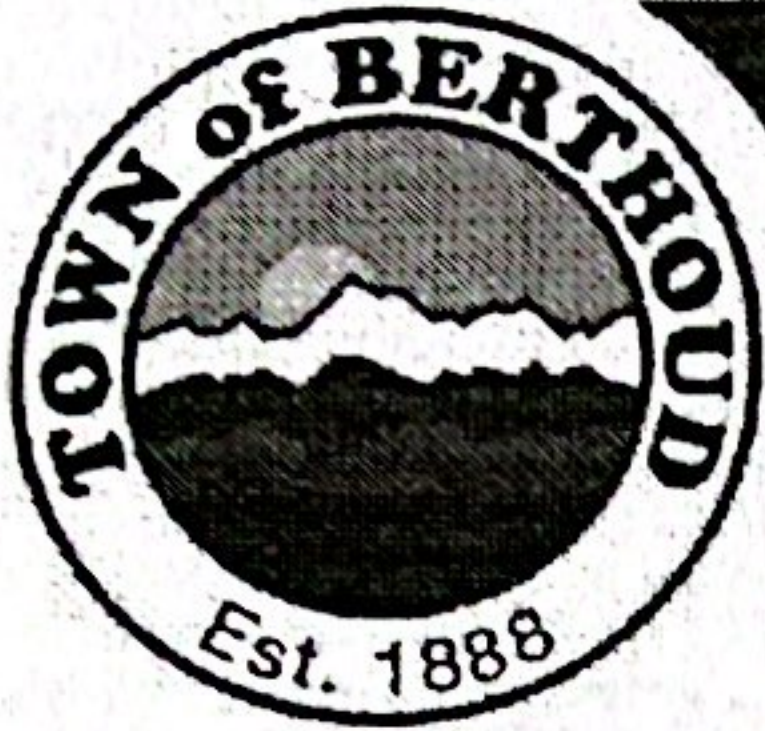
The Town of Berthoud will make reasonable accommodations for access to Town services, programs, and activities and will make special communication arrangements for persons with disabilities. Please call (970)532-2643 for assistance.

I certify that all statements on this form are true and complete. I further understand that false statements shall be sufficient cause for rejection of this application.

Signature: _____



Date: 09/06/2023



Town of Berthoud
807 Mountain Ave.
P.O. Box 1229
Berthoud, CO 80513
970.532.2643

Advisory Committee Application

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Additional information can be found on the Town's website under Advisory Committees or contact the Town Clerk's office at (970) 532-2643.

Candidates will be invited to an interview with the interview team and appointments are made by the Town Board as a whole.

Name of Committee or Commission: PORT.

Name: JOSEPH DONNELLY

Address: 633 GREAT BASIN CT, BERTHOUD, CO 80513

Day Phone: 970.682.5258 Night Phone: _____ E-Mail Address: joe.p.donnelly@gmail.com

How long have you been a resident of Berthoud? ~ 5 years

Do you currently serve, or have you served previously, on a board, commission or committee?
If so, which one(s) CURRENT MEMBER OF PORT

Why do you want to become a member of this particular committee? I WANT TO HELP PRESERVE THE CURRENT FEEL FOR TOWN OF BERTHOUD AS IT GROWS.

Briefly explain what you believe are the two most important issues facing this committee, and how do you believe this committee should address each issue?

- 1) LONG-TERM PLANNING AND USING MONEY AVAILABLE AS BEST WE CAN TO PROVIDE RESIDENTS GREAT, ACCESSIBLE OUTDOOR RECREATION, EVEN AS TOWN GROWS.
- 2) WOULD LIKE TO SEE REGIONAL TRAIL CONNECTIONS THROUGH TOWN.

List any abilities, skills, licenses, certificates, specialized training, past related experience or interests you have which are applicable to this committee. I AM A CIVIL ENGINEER

AT NORTHERN WATER AND HAVE GOOD EXPERIENCE W/
CONSTRUCTION CONTRACT MANAGEMENT AND WATER ISSUES.

Please specify any activities which might create a conflict of interest that would prevent you from taking official action if you should be appointed to this committee. NONE.

Have you attended a meeting of the committee you are applying to or talked to anyone currently on the committee? ☒ Yes ☐ No

Comments: CURRENT MEMBER.

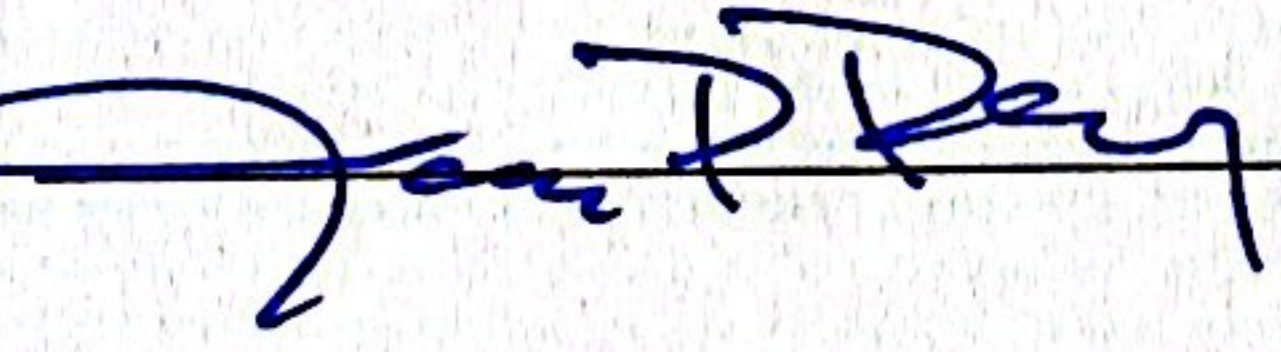
If not appointed at this time, would you be interested in serving on any other advisory committees at the Town of Berthoud? If so, please list any preference: _____

POSSIBLY PLANNING.

All applicants are strongly encouraged to attend a regularly scheduled meeting of the committee for which they are applying prior to submitting an application.

The Town of Berthoud will make reasonable accommodations for access to Town services, programs, and activities and will make special communication arrangements for persons with disabilities. Please call (970)532-2643 for assistance.

I certify that all statements on this form are true and complete. I further understand that false statements shall be sufficient cause for rejection of this application.

Signature:  Date: 8/28/23



Historic Preservation Advisory Committee Applications



Town of Berthoud
807 Mountain Ave.
P.O. Box 1229
Berthoud, CO 80513
970.532.2643

Advisory Committee Application

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Additional information can be found on the Town's website under Advisory Committees or contact the Town Clerk's office at (970) 532-2643.

Candidates will be invited to an interview with the interview team and appointments are made by the Town Board as a whole.

Name of Committee or Commission: PORT; TREE; HISTORICAL

Name: FERDINAND (FRED) MAINE

Address: 748 CROSSBILL DR BERTHOUD 80513 2749

Day Phone: 720 467 8116 Night Phone: SAME E-Mail Address: 3602LAKWOOD@comcast

How long have you been a resident of Berthoud? 1 YR .NET

Do you currently serve, or have you served previously, on a board, commission or committee?

If so, which one(s) NO

Why do you want to become a member of this particular committee? TO ASSIST
BERTHOUD

Briefly explain what you believe are the two most important issues facing this committee, and how do you believe this committee should address each issue?

1) UNAWARE

2) _____

List any abilities, skills, licenses, certificates, specialized training, past related experience or interests you have which are applicable to this committee. _____

BUSINESS DEGREE ; MANAGERIAL / ADMINISTRATIVE EXPERIENCE ;
MODEST KNOWLEDGE OF GOVERNMENT OPERATIONS ;

Please specify any activities which might create a conflict of interest that would prevent you from taking official action if you should be appointed to this committee. NONE

Have you attended a meeting of the committee you are applying to or talked to anyone currently on the committee? ____ Yes ☒ No

Comments: _____

If not appointed at this time, would you be interested in serving on any other advisory committees at the Town of Berthoud? If so, please list any preference: YES

All applicants are strongly encouraged to attend a regularly scheduled meeting of the committee for which they are applying prior to submitting an application.

The Town of Berthoud will make reasonable accommodations for access to Town services, programs, and activities and will make special communication arrangements for persons with disabilities. Please call (970)532-2643 for assistance.

I certify that all statements on this form are true and complete. I further understand that false statements shall be sufficient cause for rejection of this application.

Signature: Jeffrey D. Maine Date: 8-9-22

Town of Berthoud

Advisory Committee Application

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Additional information can be found on the Town's website under Advisory Committees or contact the Town Clerk's office at (970) 532-2643.

Candidates will be invited to an interview with the interview team, and appointments are made by the Town Board as a whole.

Name of Committee or Commission: Historic Preservation Advisory Committee

Name: H. Lee Hardies, AIA

Address: 1551 Rivergate Way, Berthoud, CO 80513

Day Phone: 720-684-9448 Night Phone: 720-684-9448

Email Address: leehardiesarch@gmail.com

How long have you been a resident of Berthoud? Since January 2023

Do you currently serve, or have you served previously, on a board, commission or committee? If so, which one(s)? I previously served on the Historic Preservation Commission in Longmont, the Engineering and CAD Advisory Committee for Aims Community College, and the Board of Directors for AIA Colorado

Why do you want to become a member of this particular committee? As a relatively new resident, I want to get involved with the community and hopefully use my experience and skill set to make a difference.

Briefly explain what you believe are the two most important issues facing this committee, and how do you believe this committee should address each issue?

1) **Preservation of Berthoud's small town main street atmosphere:**

By supporting efforts to enhance Berthoud's historic core, through careful review of applications for renovation, infill construction, and any demolition, we can help preserve our historic fabric and encourage compatible growth.

2) **Educating the public about Berthoud's historic character and architecture and their opportunities and benefits:**

Awareness is a powerful thing, and the committee can be part of the process of informing residents of all ages about the historic assets that exist in Berthoud and the importance of saving our physical heritage.

The committee can provide information and assistance to residents and property owners about the historic review processes, the grants and tax credits available, and helping to demystify the business of historic preservation and rehabilitation.

List any abilities, skills, licenses, certificates, specialized training, past related experience or interests you have which are applicable to this committee.

I am a licensed architect in Colorado, Wyoming and California. As a qualified historic architect, I have been responsible for several historic rehabilitation projects, including the Tabor Grand Hotel and the Tabor Home/Museum in Leadville, the Kersey Town Hall, and Smiley Middle School in Denver. I have prepared Historic Structure Assessments for North High School in Denver and the Riverside School in Grand Junction. I have experience successfully processing Historic Preservation Tax Credit and State Historical Fund Grant applications.

Please specify any activities which might create a conflict of interest that would prevent you from official action if you should be appointed to this committee.

I serve as Principal Emeritus with Infusion Architects, which has a current new project in the Town of Berthoud (Farmstead Apartments). I know of no activities that would constitute a conflict of interest, and I would certainly recuse myself from any future action where there could be a conflict. My own architectural practice has no current projects in the Town of Berthoud, other than my own basement finish.

Have you attended a meeting of the committee you are applying to or talked to anyone currently on the committee? Yes ☒ No

Comments: I have read several past agendas and meeting minutes, including some application documents. Activities and procedures appear very similar to those of the Longmont Historic Preservation Commission, where I was a member for almost three years. I hope to attend the next meeting on Monday, August 14.

If not appointed at this time, would you be interested in serving on any other advisory committees at the Town of Berthoud? If so, please list any preferences:

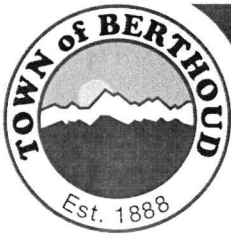
Potentially the Planning Commission in the future. I would want to live here a bit longer and learn more about the local planning issues before feeling fully qualified.

All applicants are strongly encouraged to attend a regularly scheduled meeting of the committee for which they are applying prior to submitting an application.

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I certify that all statements on this form are true and complete. I further understand that false statements shall be sufficient cause for rejection of this application.

Signature: A. L. Audette Date: Aug. 10, 2023



Town of Berthoud
807 Mountain Ave.
P.O. Box 1229
Berthoud, CO 80513
970.532.2643

Advisory Committee Application

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Additional information can be found on the Town's website under Advisory Committees or contact the Town Clerk's office at (970) 532-2643.

Candidates will be invited to an interview with the interview team and appointments are made by the Town Board as a whole.

Name of Committee or Commission: PORT

Name: Maic Hofmann

Address: 490 KANSAS AV - BERTHOUD

Day Phone: 650 450 1288 Night Phone: _____ E-Mail Address: _____

How long have you been a resident of Berthoud? 1.5 y maic.hofmann@me.com

Do you currently serve, or have you served previously, on a board, commission or committee?
If so, which one(s) NO

Why do you want to become a member of this particular committee? SENSE THE TOWN - share my background experiences.

Briefly explain what you believe are the two most important issues facing this committee, and how do you believe this committee should address each issue?

1) GROWING FAST CHALLENGES:

→ Make sure we keep the spirit of the town, develop enough park & recreation areas in the future of the town, develop & grow activities with residents - create a specific web site for that purpose

2) ATTRACTING NEW BUSINESS FOR THE RESIDENTS:

Help the local business, create a plan of what is needed (Groceries - restaurants - Bars...) and motivate local entrepreneurs.

List any abilities, skills, licenses, certificates, specialized training, past related experience or interests you have which are applicable to this committee. MASTER - MOVEMENT

SCIENCE - PHYSICAL EDUCATION - INTERNATIONAL EXP
IN MEDICAL DEVICES FOR 30 Y, VLEVEL SEE LINKEDIN

Please specify any activities which might create a conflict of interest that would prevent you from taking official action if you should be appointed to this committee. _____

NONE

Have you attended a meeting of the committee you are applying to or talked to anyone currently on the committee? ☒ Yes ☐ No

Comments: _____

H

If not appointed at this time, would you be interested in serving on any other advisory committees at the Town of Berthoud? If so, please list any preference: _____

HISTORIC PRESERVATION

All applicants are strongly encouraged to attend a regularly scheduled meeting of the committee for which they are applying prior to submitting an application.

The Town of Berthoud will make reasonable accommodations for access to Town services, programs, and activities and will make special communication arrangements for persons with disabilities. Please call (970)532-2643 for assistance.

I certify that all statements on this form are true and complete. I further understand that false statements shall be sufficient cause for rejection of this application.

Signature: _____

[Signature]

Date: _____

August 23rd - 2023



Parks, Open Space, Recreation, and Trails Committee Applications



Town of Berthoud
807 Mountain Ave.
P.O. Box 1229
Berthoud, CO 80513
970.532.2643

Advisory Committee Application

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Additional information can be found on the Town's website under Advisory Committees or contact the Town Clerk's office at (970) 532-2643.

Candidates will be invited to an interview with the interview team and appointments are made by the Town Board as a whole.

PORT

Name of Committee or Commission: _____

Name: Kristle White

Address: 1399 Westport Ave, Berthoud, CO 80513

Day Phone: 786-702-8244 Night Phone: _____ E-Mail Address: kristle.a.white@saic.com

How long have you been a resident of Berthoud? Just over a month

Do you currently serve, or have you served previously, on a board, commission or committee?

If so, which one(s) No

Why do you want to become a member of this particular committee? I am interested in becoming a part of the committe and helping to shape Berthoud's future.

Briefly explain what you believe are the two most important issues facing this committee, and how do you believe this committee should address each issue?

1) To best use the available budget to serve the active population (young to old) in a quickly growing committee.

To continue to operate a board of those vested in Berthoud's future as well as publish ongoing (via facebook, meeting minutes, etc) so those in community can bring forth their insights and ideas to best serve their own community.

2) How rapidly Berthoud is expanding and to try and "keep up" so the influx of new residents (like myself)

don't cause the exisiting facilities to be overwhelmed. Resolution: Continue to monitor the town's growth forecasts

and design in a forward thinking fashion, taking into account the future populate, future rec sites, expandibility of

current designs, etc.

List any abilities, skills, licenses, certificates, specialized training, past related experience or interests you have which are applicable to this committee. I have work history as a program manager and contracts representative, which makes my skill sets primarily focused on budgeting, scheduling, research, and reviewing

contractual documents to assess risks/validity/conformance/etc. I am a mom of two and past swimmer so experience
enjoying a variety of town facilities across the US/World.

Please specify any activities which might create a conflict of interest that would prevent you from taking official action if you should be appointed to this committee. _____

I am new to town, but I don't think that's quite a conflict, just a small barrier. I have reviewed the town's master plans,
PORT's master plans, town meeting minutes, various metro districts codes. I enjoy reading plans for the future of my
community.

Have you attended a meeting of the committee you are applying to or talked to anyone currently on the committee? ☒ Yes ☐ No

Comments: I found it to be something I'd enjoy participating in. The opportunity to see what the town is
considering doing and bring forward new perspectives, considerations, and listen to those of others to be sure
the town plans facilities that will best serve its goals and residents.

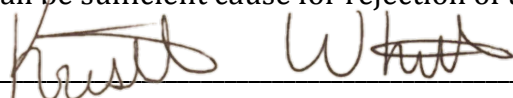
If not appointed at this time, would you be interested in serving on any other advisory committees at the Town of Berthoud? If so, please list any preference: _____

At this time I am only interested in the PORT committee.

All applicants are strongly encouraged to attend a regularly scheduled meeting of the committee for which they are applying prior to submitting an application.

The Town of Berthoud will make reasonable accommodations for access to Town services, programs, and activities and will make special communication arrangements for persons with disabilities. Please call (970)532-2643 for assistance.

I certify that all statements on this form are true and complete. I further understand that false statements shall be sufficient cause for rejection of this application.

Signature:  Date: 3 August 2023



Town of Berthoud
807 Mountain Ave.
P.O. Box 1229
Berthoud, CO 80513
970.532.2643

Advisory Committee Application

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Additional information can be found on the Town's website under Advisory Committees or contact the Town Clerk's office at (970) 532-2643.

Candidates will be invited to an interview with the interview team and appointments are made by the Town Board as a whole.

Name of Committee or Commission: PORT

Name: Carolyn Hobson

Address: 817 Greenwood Drive Berthoud, CO 80513

Day Phone: (970) 222-0206 Night Phone: (970) 222-0206 E-Mail Address: hobson.cm@gmail.com

How long have you been a resident of Berthoud? 12 years

Do you currently serve, or have you served previously, on a board, commission or committee?

If so, which one(s) Yes, I currently serve on the PORT committee.

Why do you want to become a member of this particular committee? I am passionate about getting people outside. I want to see Berthoud's parks and trails system grow effectively with the town.

Briefly explain what you believe are the two most important issues facing this committee, and how do you believe this committee should address each issue?

1) The most important issue this committee faces is carefully planning and executing future parks as the town grows.

There are many parks and open spaces in the works and they need to be carefully thought out to ensure they truly meet the needs of our growing community.

2) I also believe expanding our sidewalk and trails system should also be a top priority. Connectivity to Loveland

via trail system will be a great addition for not only our community, but Northern Colorado as a whole. And safe alternatives to crossing

287 should be part of every discussion, as the town grows to the north and west.

List any abilities, skills, licenses, certificates, specialized training, past related experience or interests you have which are applicable to this committee. I have served on the PORT committee for the last two years. I am also president of the Berthoud Schools Fund and co-chair of the School Advisory and Accountability Committee for Ivy Stockwell.

Please specify any activities which might create a conflict of interest that would prevent you from taking official action if you should be appointed to this committee. None.

Have you attended a meeting of the committee you are applying to or talked to anyone currently on the committee? ☒ Yes ☐ No
Comments: _____

If not appointed at this time, would you be interested in serving on any other advisory committees at the Town of Berthoud? If so, please list any preference: Not at this time.

All applicants are strongly encouraged to attend a regularly scheduled meeting of the committee for which they are applying prior to submitting an application.

The Town of Berthoud will make reasonable accommodations for access to Town services, programs, and activities and will make special communication arrangements for persons with disabilities. Please call (970)532-2643 for assistance.

I certify that all statements on this form are true and complete. I further understand that false statements shall be sufficient cause for rejection of this application.

Signature: Carolyn H. Hahn Date: 08/24/2023



Town of Berthoud
807 Mountain Ave.
P.O. Box 1229
Berthoud, CO 80513
970.532.2643

Advisory Committee Application

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Additional information can be found on the Town's website under Advisory Committees or contact the Town Clerk's office at (970) 532-2643.

Candidates will be invited to an interview with the interview team and appointments are made by the Town Board as a whole.

Name of Committee or Commission: PORT (Parks, Open Space, Recreation and Trails)

Name: John S. Belcastro

Address: 306 Columbine Circle, Berthoud 80513

Day Phone: 720 319 0992 Night Phone: same E-Mail Address: jsbelcastro@comcast.net

How long have you been a resident of Berthoud? 1 year

Do you currently serve, or have you served previously, on a board, commission or committee?
If so, which one(s) Not in Berthoud

Why do you want to become a member of this particular committee? To give back to the community

Briefly explain what you believe are the two most important issues facing this committee, and how do you believe this committee should address each issue?

1) Preservation of the Parks and their continued funding

2) Developing new parks for Community

List any abilities, skills, licenses, certificates, specialized training, past related experience or interests you have which are applicable to this committee. attached to email sent to Christian on Thursday August 24TH

Please specify any activities which might create a conflict of interest that would prevent you from taking official action if you should be appointed to this committee. _____

I'm retired and can't think of anything

Have you attended a meeting of the committee you are applying to or talked to anyone currently on the committee? ☐ Yes ☒ No

Comments: _____

If not appointed at this time, would you be interested in serving on any other advisory committees at the Town of Berthoud? If so, please list any preference: yes,

probably The Historic Preservation Advisory Committee

All applicants are strongly encouraged to attend a regularly scheduled meeting of the committee for which they are applying prior to submitting an application.

The Town of Berthoud will make reasonable accommodations for access to Town services, programs, and activities and will make special communication arrangements for persons with disabilities. Please call (970)532-2643 for assistance.

I certify that all statements on this form are true and complete. I further understand that false statements shall be sufficient cause for rejection of this application.

Signature: FL S Belmont Date: 8/23/23

CURRICULUM VITAE

John S. Belcastro, M.A.

**306 Columbine Circle
Berthoud, Colorado 80513**

**Tel: (720) 319-0992
Email: jsbelcastro@comcast.net**

ASSOCIATIONS:

Foundation for the Prevention of School Violence	
Board Member	2006 – 2018
Vice President	2010 – 2018
Denver Mile High Chapter of ASIS International	
Executive Board	2002 – 2016
Vice President	2003 – 2004
Boulder County Enterprises, Vocational Services for the Developmentally Disabled	
Chairperson	1990 – 1992
University Hill Merchants Association	
President	1988 – 1991
Member	1986 – 1992
University Hill General Improvement District, City of Boulder	
Board Member	1988 – 1991
University Hill Merchant Association	
Member	1986 – 1992
Boulder County Enterprises, Vocational Services for the Developmentally Disabled	
Board Member	1986 – 1990
Boulder Chamber of Commerce, President's Club	
Member	1986 – 1989
Boulder Chamber of Commerce	
Member	1979 – 1990
Boulder Chamber of Commerce, President's Club	
Member	1979 – 1984

Eldorado Trading Company, Inc. Board Member	1978 – 1983
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COMMUNITY:

Founding Member, Board of Directors Foundation for the Prevention of School Violence at Johnson & Wales University	2006 – 2007
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CART Committee Auraria Campus, Denver, Colorado	2006 – 2007
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Executive Board Member Denver Mile High Chapter, ASIS International	2002 – 2007
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Vice-Chair Denver Mile High Chapter, ASIS International	2003
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President University Hill Merchants Association	1991 – 1992
--	-------------

University Hill General Improvement District Advisory Committee City of Boulder, Colorado	1986 – 1990
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President of the Board of Directors Boulder County Enterprises	1988 – 1990
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Board Member Boulder County Enterprises	1986 – 1990
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EDUCATION:

M.A., Counseling Psychology School of Education, University of Colorado, Boulder, Colorado	May 1977
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B.A., Psychology University of Colorado, Boulder, Colorado	May 1975
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HONORS AND AWARDS:

Certified in Homeland Security, Level III American College of Forensics Institute	May 2006
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B.A. Cum Laude in Psychology University of Colorado, Boulder	May 1975
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PROFESSIONAL EXPERIENCE:

Security Consultant and Investigator Belcastro Security Services, Boulder, Colorado	2001 – Present
Loss Prevention & Safety Manager Lowes' Home Improvement, Arvada, Colorado	2003 – 2004
District Loss Prevention Manager Argus Security Services, Denver, Colorado	2002 – 2003
Retail Investigator King Soopers Security, Denver, Colorado	2002
Loss Prevention Specialist Recreational Equipment Inc., Denver, Colorado	2000 – 2002
Bar Manager Wild Irish, Inc., Boulder, Colorado	1998 – 2000
Security Officer Bullwhacker's Casino, Blackhawk, Colorado	1997 – 1998

CONSULTANT:

CIBBSA, Management Consultants Specializing in Organizational Development, Human Resource Management, and Training	1978 – 1986
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TEACHING EXPERIENCE:

Adjunct Instructor Community College of Denver	2011 – 2022
Affiliate Faculty Department of Criminology, Regis University, Denver, Colorado	2012 – 2019
Lead Instructor Criminal Justice/College of Business, Johnson & Wales University	2007 – 2010
Program Chair, Assistant Professor Public Security Management Program, Community College of Denver	2005 – 2007
Community Emergency Response Team Trainer Denver, Colorado	2004 – 2007

Adjunct Instructor Public Security Management, Community College of Denver	2003 – 2004
NRA Certified Firearms Safety Instructor Boulder Rifle Club, Boulder, Colorado	1998 – Present
Teaching Assistant Department of Psychology, University of Colorado, Boulder	1972 – 1975
Assistant Instructor, NASDS Certification Denver Diver's Supply, Denver, Colorado	1970 – 1974

PROFESSIONAL MEMBERSHIPS:

Associate Member, Association of Certified Fraud Examiners	
American College of Forensic Examiner's Institute	November 2005
ASIS International	July 2000

PUBLICATIONS:

Belcastro, John S., "Homeland Security Current Issues", Security Management, January, 2008

RESEARCH SKILLS:

Research Statistician, Department of Testing, Research and Evaluation, Division of Student Affairs, University of Colorado, Boulder, Colorado	1978 – 1979
University Environmental Assessment Survey, Instrument Development, Pilot Study and Grant Writing, Department of Testing, Research and Evaluation, Division of Student Affairs, University of Colorado, Boulder, Colorado	1976 – 1978
Faculty Course Questionnaire and Colorado Educational Interest Inventory Instrument Development and Pilot Studies, Department of Testing, Research and Evaluation, Division of Student Affairs, University of Colorado, Boulder, Colorado	1976 – 1979
Tachistoscopic Study of Brain Laterality Contrasting Artists and Non-Artists, Undergraduate Honors Project, University of Colorado, Boulder, Colorado	1972 – 1973

John S. Belcastro, M.A. CHS-III

jsbelcastro@comcast.net

Board of Directors Experience and Leadership in the Community

Program Advisory Committee Red Rocks Community College

Police Academy Advisory Committee	May, 2022 to Present
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Foundation for the Prevention of School Violence

Board Member	Nov, 2006 to May, 2014
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Vice-President	Jan, 2010 to Jan, 2014
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Denver Mile High Chapter of ASIS International

Executive Board	Jan, 2002 to Jan, 2018
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Vice-President	Jan, 2003 to Jan, 2004
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University Hill Merchants Association

President	Jan, 1988 to Dec, 1991
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Member	June, 1986 to May, 1992
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University Hill General Improvement District, City of Boulder

Board Member	Jan, 1988 to Dec, 1991
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Boulder County Enterprises, Vocational Services for the Developmentally Disabled

Board Member	Jan, 1986 to Dec, 1990
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Chairperson	Jan, 1990 to Dec, 1990
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Eldorado Trading Company, Inc.

Board Member	April, 1978 to June, 1983
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Boulder Chamber of Commerce

President's Club	Jan, 1979 to Dec, 1984
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Town of Berthoud
807 Mountain Ave.
P.O. Box 1229
Berthoud, CO 80513
970.532.2643

Advisory Committee Application

To be considered a candidate for a committee, please complete this application and return it to the Town Clerk's Office, 807 Mountain Ave., PO Box 1229, Berthoud, Co. 80513, fax to (970) 532-0640, or email to clerk@berthoud.org. Application deadlines vary. Late applications will be kept on file for one year for future vacancies.

Additional information can be found on the Town's website under Advisory Committees or contact the Town Clerk's office at (970) 532-2643.

Candidates will be invited to an interview with the interview team and appointments are made by the Town Board as a whole.

Name of Committee or Commission: PORT

Name: Lauren Roth

Address: 1735 Exeter St. Berthoud, CO 80513

Day Phone: 303 875-0388 Night Phone: Same E-Mail Address: lauren.roth11@hotmail.com

How long have you been a resident of Berthoud? 10 years

Do you currently serve, or have you served previously, on a board, commission or committee?

If so, which one(s) PORT 2021-current

Why do you want to become a member of this particular committee? I am very passionate about being outdoors + creating an environment that promotes outdoor activities

Briefly explain what you believe are the two most important issues facing this committee, and how do you believe this committee should address each issue?

- 1) Rapid growth - our town is growing fast and we need to continue to value and prioritize our outdoor spaces and create areas for all residents to get outside
- 2) Water usage - As the town grows, we will continue to struggle with water. Finding new and innovative ways to have these spaces without burdening the town water supply is a fine balance

List any abilities, skills, licenses, certificates, specialized training, past related experience or interests you have which are applicable to this committee. _____

o 2 previous years on Port committee

o Board member Wildfire Arts Center since ~~2018~~ 2020

Please specify any activities which might create a conflict of interest that would prevent you from taking official action if you should be appointed to this committee. _____

None

Have you attended a meeting of the committee you are applying to or talked to anyone currently on the committee? ☒ Yes ☐ No

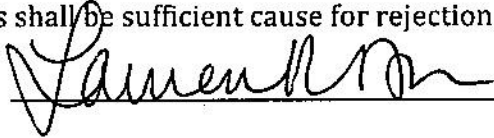
Comments: _____

If not appointed at this time, would you be interested in serving on any other advisory committees at the Town of Berthoud? If so, please list any preference: Yes

All applicants are strongly encouraged to attend a regularly scheduled meeting of the committee for which they are applying prior to submitting an application.

The Town of Berthoud will make reasonable accommodations for access to Town services, programs, and activities and will make special communication arrangements for persons with disabilities. Please call (970)532-2643 for assistance.

I certify that all statements on this form are true and complete. I further understand that false statements shall be sufficient cause for rejection of this application.

Signature:  Date: 8/3/2023



Town of Berthoud
807 Mountain Ave.
P.O. Box 1229
Berthoud, CO 80513
970.532.2643

Advisory Committee Application

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Name of Committee or Commission: Parks, Open Space, Recreation and Trails

Name: Sean Henry

Address: 341 Spring Beauty Drive, Berthoud, CO 80513

Day Phone: 970-622-2284 Night Phone: same E-Mail Address: henrymtm@gmail.com

How long have you been a resident of Berthoud? 3.5 years

Do you currently serve, or have you served previously, on a board, commission or committee?

If so, which one(s) no

Why do you want to become a member of this particular committee? I am very passionate about conserving open spaces where feasible, thoughtfully developing the Berthoud trail network, adding recreational park spaces, conserving water resources, and providing the best quality of life possible for residents. Briefly explain what you believe are the two most important issues facing this committee, and how do you believe this committee should address each issue?

1) Aquisition of open spaces and conservation of existing agricultural lands.

Aquire open space lands by utilizing existing town resources (sales tax, general fund etc.) and grant opportunities.

Collaborate with landowners to implement conservation easements on agricultural parcels around town periphery.

2) Development of safe, well connected trail network

Landowner outreach for easement aquisition.

Public outreach to educate, gain support and keep momentum.

List any abilities, skills, licenses, certificates, specialized training, past related experience or interests you have which are applicable to this committee. _____

I am an environmental planner with approx. 18 years of experience developing projects that avoid and minimize

environmental impacts, provide outdoor recreational benefits and economic opportunities. _____

Please specify any activities which might create a conflict of interest that would prevent you from taking official action if you should be appointed to this committee. _____

None known. _____

Have you attended a meeting of the committee you are applying to or talked to anyone currently on the committee? ☒ Yes ☐ No

Comments: I discussed this potential opportunity with Joe Donnelly and Will Karspeck at Bertoud Day

If not appointed at this time, would you be interested in serving on any other advisory committees at the Town of Berthoud? If so, please list any preference: Not at this time.

All applicants are strongly encouraged to attend a regularly scheduled meeting of the committee for which they are applying prior to submitting an application.

The Town of Berthoud will make reasonable accommodations for access to Town services, programs, and activities and will make special communication arrangements for persons with disabilities. Please call (970)532-2643 for assistance.

I certify that all statements on this form are true and complete. I further understand that false statements shall be sufficient cause for rejection of this application.

Signature:  Date: 8/3/2023



Town of Berthoud
807 Mountain Ave.
P.O. Box 1229
Berthoud, CO 80513
970.532.2643

Advisory Committee Application

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Candidates will be invited to an interview with the interview team and appointments are made by the Town Board as a whole.

Name of Committee or Commission: Parks, Open Space, Recreation, & Trails

Name: Kerry Garrison

Address: 1395 Vantage Pkwy, Berthoud

Day Phone: 303-929-1521 Night Phone: _____ E-Mail Address: kgarrison@gmail.com

How long have you been a resident of Berthoud? 2 years

Do you currently serve, or have you served previously, on a board, commission or committee?

If so, which one(s) No

Why do you want to become a member of this particular committee? I have an interest in how these specific things are going to be developed

Briefly explain what you believe are the two most important issues facing this committee, and how do you believe this committee should address each issue?

1) I'm not exactly sure since I couldn't find anything other than the meeting agendas so I would have to imagine

that there is always a conflict between which type of amenities to have as the town grows and there are more people with

different interests to try to appease. Getting feedback seeking to appease the most people would be the best approach.

2) Again, not privy to the previous meetings, one would think budget and priority of which amenities to

add or maintain is one of the challenges. This is for this committee to figure out how to set those priorities.

List any abilities, skills, licenses, certificates, specialized training, past related experience or interests you have which are applicable to this committee. I have an interest in fishing, hiking,

bicycling, and other outdoor activities that I would like to see added and/or continued in Berthoud.

Please specify any activities which might create a conflict of interest that would prevent you from taking official action if you should be appointed to this committee. None

Have you attended a meeting of the committee you are applying to or talked to anyone currently on the committee? ☐ Yes ☒ No

Comments: _____

If not appointed at this time, would you be interested in serving on any other advisory committees at the Town of Berthoud? If so, please list any preference: This is the one I have

the most interest in at this time

All applicants are strongly encouraged to attend a regularly scheduled meeting of the committee for which they are applying prior to submitting an application.

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I certify that all statements on this form are true and complete. I further understand that false statements shall be sufficient cause for rejection of this application.

Signature: _____

Date: 8/7/2023



**Garden
Spot of
Colorado**

Tree Advisory Committee Applications



Town of Berthoud
807 Mountain Ave.
P.O. Box 1229
Berthoud, CO 80513
970.532.2643

Advisory Committee Application

To be considered a candidate for a committee, please complete this application and return it to the Town Clerk's Office, 807 Mountain Ave., PO Box 1229, Berthoud, Co. 80513, fax to (970) 532-0640, or email to clerk@berthoud.org. Application deadlines vary. Late applications will be kept on file for one year for future vacancies.

Additional information can be found on the Town's website under Advisory Committees or contact the Town Clerk's office at (970) 532-2643.

Candidates will be invited to an interview with the interview team and appointments are made by the Town Board as a whole.

Name of Committee or Commission: TREE ADVISORY COMMITTEE

Name: RICHARD KURCAB

Address: 1109 GABRIELLA LN

Day Phone: 303-907-1433 Night Phone: SAME E-Mail Address: RKURCAB@YAHOO.COM

How long have you been a resident of Berthoud? 2 YEARS

Do you currently serve, or have you served previously, on a board, commission or committee?
If so, which one(s) N/A

Why do you want to become a member of this particular committee? I THINK I CAN
MY KNOWLEDGE TO THE COMMITTEE - 40 YRS. LANDSCAPE CONTRACTOR

Briefly explain what you believe are the two most important issues facing this committee, and how do you believe this committee should address each issue?

1) TO MAINTAIN THE HEALTH + DIVERSITY OF OUR URBAN FOREST

2) THE CONTINUED ADDITION OF TREES TO BERTHOUD'S NEW
COMMUNITIES AND BUSINESSES

List any abilities, skills, licenses, certificates, specialized training, past related experience or interests you have which are applicable to this committee. _____

- 40 YEARS COMMERCIAL LANDSCAPE CONTRACTING

- RESIDENTIAL LANDSCAPE DESIGN

Please specify any activities which might create a conflict of interest that would prevent you from taking official action if you should be appointed to this committee. _____

N/A

Have you attended a meeting of the committee you are applying to or talked to anyone currently on the committee? ☒ Yes ☐ No

Comments: - ATTENDED ONE MEETING

- TALKED TO COMMITTEE MEMBERS AND TOWN FORESTER

If not appointed at this time, would you be interested in serving on any other advisory committees at the Town of Berthoud? If so, please list any preference: _____

N/A

All applicants are strongly encouraged to attend a regularly scheduled meeting of the committee for which they are applying prior to submitting an application.

The Town of Berthoud will make reasonable accommodations for access to Town services, programs, and activities and will make special communication arrangements for persons with disabilities. Please call (970)532-2643 for assistance.

I certify that all statements on this form are true and complete. I further understand that false statements shall be sufficient cause for rejection of this application.

Signature: _____

Ruben Bernal

Date: _____

8-25-23



Town of Berthoud
807 Mountain Ave.
P.O. Box 1229
Berthoud, CO 80513
(970) 532-2643

Advisory Committee Application

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Additional information can be found on the Town's website under Advisory Committees or contact the Town Clerk's office at (970) 532-2643.

Candidates will be invited to an interview with the interview team and appointments are made by the Town Board as a whole.

Name of Committee or Commission: PORT

Name: STEVEN ALLEN

Address: 1386 AIRT DRIVE, BERTHOUD

Day Phone: 720-597-4400 Night Phone: SAME E-Mail Address: DRSPALLEN@gmail.com

How long have you been a resident of Berthoud? 8 MONTHS

Do you currently serve, or have you served previously, on a board, commission or committee?
If so, which one(s) NO

Why do you want to become a member of this particular committee? I AM looking to BECOME INVOLVED IN MY COMMUNITY + BELIEVE MY EXPERIENCE IN LITTLE BASEBALL + YOUTH SOCCER COULD BRING VALUE TO THIS COMMITTEE.
Briefly explain what you believe are the two most important issues facing this committee, and how do you believe this committee should address each issue?

- 1) ALL OF THE NEW DEVELOPMENT IN BERTHOUD WILL REQUIRE DEVELOPMENT OF NEW RECREATIONAL AMENITIES. AS PART OF THIS COMMITTEE, I WOULD WORK WITH THE TOWN OF BERTHOUD TO ENSURE SPACE IS PART OF THE TOWNS LONG RANGE PLAN.
- 2) ALL OF THE NEW AMENITIES ALONG WITH THE EXISTING RECREATIONAL SPACE WILL NEED TO BE MAINTAINED. AGAIN, AS PART OF THIS COMMITTEE, I WOULD WORK WITH THE TOWN TO ESTABLISH/MAINTAIN A PLAN TO ENSURE ALL OUR OPEN SPACE AMENITIES ARE SAFE + FUNCTIONAL FOR OUR RESIDENTS TO ENJOY.

List any abilities, skills, licenses, certificates, specialized training, past related experience or interests you have which are applicable to this committee. COACHED LITTLE LEAGUE

BASEBALL FOR 7 YEARS, COACHED YOUTH SOCCER FOR 4 YEARS

AND INDOOR SOCCER FOR 2 YEARS AT THE HS/L SCHOOL LEVEL.

Please specify any activities which might create a conflict of interest that would prevent you from taking official action if you should be appointed to this committee. _____

NONE

Have you attended a meeting of the committee you are applying to or talked to anyone currently on the committee? ___ Yes ☒ No

Comments: I JUST SAW THE NOTICE IN THE AUGUST ISSUE OF

BERTHOUD IN FOCUS + THOUGHT THIS WOULD BE A GREAT WAY

TO GET INVOLVED IN THE COMMUNITY AS A NEW RESIDENT.

If not appointed at this time, would you be interested in serving on any other advisory committees at the Town of Berthoud? If so, please list any preference: _____

YES, TREE ADVISORY COMMITTEE

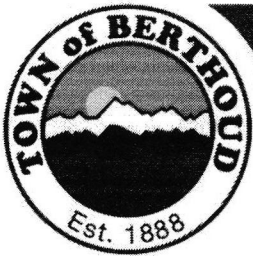
All applicants are strongly encouraged to attend a regularly scheduled meeting of the committee for which they are applying prior to submitting an application.

The Town of Berthoud will make reasonable accommodations for access to Town services, programs, and activities and will make special communication arrangements for persons with disabilities. Please call (970)532-2643 for assistance.

I certify that all statements on this form are true and complete. I further understand that false statements shall be sufficient cause for rejection of this application.

Signature: Steven P. Allen

Date: 9/11/23



Town of Berthoud
807 Mountain Ave.
P.O. Box 1229
Berthoud, CO 80513
970.532.2643

Advisory Committee Application

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Additional information can be found on the Town's website under Advisory Committees or contact the Town Clerk's office at (970) 532-2643.

Candidates will be invited to an interview with the interview team and appointments are made by the Town Board as a whole.

Name of Committee or Commission: Tree Advisory Committee

Name: Lynn Larsen

Address: 205 Hubbell St., Berthoud

Day Phone: 970-344-5749 Night Phone: same E-Mail Address: lynnfda@aol.com

How long have you been a resident of Berthoud? 6 years

Do you currently serve, or have you served previously, on a board, commission or committee? If so, which one(s) Yes. Tree Advisory Committee and Local Licensing Authority

Why do you want to become a member of this particular committee? I am currently a member and would like to complete a project I started. I would like to continue to assist, as a non-professional member of the community, in the beautification and "forest" preservation of Berthoud.

Briefly explain what you believe are the two most important issues facing this committee, and how do you believe this committee should address each issue?

1) Continue to combat EAB & other invasive pests that threaten our trees.

2) Educating town citizens about watering, planting and otherwise maintaining Berthoud's tree canopy.

List any abilities, skills, licenses, certificates, specialized training, past related experience or interests you have which are applicable to this committee. I have no specific skills or training as an arborist. However, I am an Eagle Scout and scientist & have long respected & understood the value of trees.

Please specify any activities which might create a conflict of interest that would prevent you from taking official action if you should be appointed to this committee. _____

None of which I am aware.

Have you attended a meeting of the committee you are applying to or talked to anyone currently on the committee? X Yes ____ No

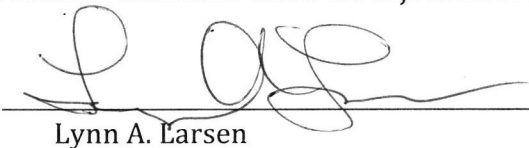
Comments: I am currently a member of this committee.

If not appointed at this time, would you be interested in serving on any other advisory committees at the Town of Berthoud? If so, please list any preference: Yes. Local Licensing Authority. (I am also a current member of this committee; see separate application)

All applicants are strongly encouraged to attend a regularly scheduled meeting of the committee for which they are applying prior to submitting an application.

The Town of Berthoud will make reasonable accommodations for access to Town services, programs, and activities and will make special communication arrangements for persons with disabilities. Please call (970)532-2643 for assistance.

I certify that all statements on this form are true and complete. I further understand that false statements shall be sufficient cause for rejection of this application.

Signature: 
Lynn A. Larsen

Date: 7-25-23



Town of Berthoud
807 Mountain Ave.
P.O. Box 1229
Berthoud, CO 80513
970.532.2643

Advisory Committee Application

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Candidates will be invited to an interview with the interview team and appointments are made by the Town Board as a whole.

Name of Committee or Commission: Berthoud Tree Advisory Committee

Name: Amy Lentz

Address: 612 Marmalade Drive Berthoud, CO 80513

Day Phone: 970-388-5489 Night Phone: 970-388-5489 E-Mail Address: amy.lentz@colostate.edu

How long have you been a resident of Berthoud? 2 years and 3 months

Do you currently serve, or have you served previously, on a board, commission or committee?

If so, which one(s) Yes, Tree Advisory Council (November 2021 through October 2023)

Why do you want to become a member of this particular committee? I would like to continue serving on this committee to help our community learn more about tree care.

Briefly explain what you believe are the two most important issues facing this committee, and how do you believe this committee should address each issue?

1) The current and future development occurring in Berthoud creates a need for education of both

homeowners, builders and landscapers when planting new trees. Species selection and proper

planting are two key factors in the success of the tree.

2) Berthoud has a good number of old trees, including many Green Ash and White Ash trees that are

susceptible to insects and diseases. Proper care and treatment for these trees will help to prolong

their lifespan.

List any abilities, skills, licenses, certificates, specialized training, past related experience or interests you have which are applicable to this committee. _____

Horticulture Specialist for CSU Extension in Weld County, past member of the Colorado EAB Task Force
with the CDA, member of the Emerging Pests In Colorado forestry committee, ProGreen speaker

Please specify any activities which might create a conflict of interest that would prevent you from taking official action if you should be appointed to this committee. _____

None

Have you attended a meeting of the committee you are applying to or talked to anyone currently on the committee? ☒ Yes ☐ No

Comments: _____

I am currently on this committee seeking a second term.

If not appointed at this time, would you be interested in serving on any other advisory committees at the Town of Berthoud? If so, please list any preference: _____

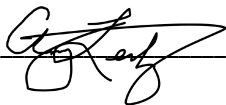
Not at this time but possibly in the future.

All applicants are strongly encouraged to attend a regularly scheduled meeting of the committee for which they are applying prior to submitting an application.

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I certify that all statements on this form are true and complete. I further understand that false statements shall be sufficient cause for rejection of this application.

Signature: _____



Date: 10/18/2023



Youth Advisory Commission Applications

Advisory Committee Application

Introduction

To be considered a candidate for this committee, complete the following application. This application will stay open to the public until all board seats have been filled. Candidates will be invited to an interview with the interview team and the Town Board makes appointments as a whole.

All applicants are strongly encouraged to attend a regular scheduled meeting of the committee. The Town of Berthoud will make reasonable accommodations for access to Town services, programs, and activities and will make special communication arrangements for person with disabilities. Please call 970-532-2643 for assistance

Contact Information

Full Name	Joe Rohnke
Address	1722 Wales Dr
Phone Number	970-342-9151
Email Address	Jarohnke09@comcast.net
How long have you been a Berthoud Resident	14 yrs.
Do you currently serve, or have served on a board, commission or committee	No

Committee Information

Why do you want to become a member of this committee	I want to get more involved in government and youth programs in Berthoud. I was also told I would make a great fit
Briefly explain what you believe are the two most important issues facing this committee, and how do you believe this committee should address each issue	
Issue 1	Youth Participation. Smaller events for teens and youth to do.
Issue 2	Recruitment. Putting ByAC out more through flyers, social media, ect

Have you attended a youth advisory committee meeting Yes

Knowledge, Skills, Abilities

List any abilities, skills, licenses, certificates, specialized training, past related experience or interests you have which are applicable to this committee	Boy Scout Leadership training, BHS Student council, and TMS student cornice, Sources of Strenght
--	--

Specify any activities which might create a conflict of interest that would prevent you from taking official action if you should be appointed to this committee	School, Scout, Student Council
--	--------------------------------

If not appointed at this time, would you be interested in serving on a any other advisory committees at the Town of Berthoud? If so, list any preferences	I don't think I'm old enough do no
---	------------------------------------

Signature

I certify that all statements on this form are true and complete. I further understand that false statements shall be sufficient cause for the rejection of this application.

Signature:	Joe Rohnke
------------	------------

Date:	September 4th, 2023
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Advisory Committee Application

Introduction

To be considered a candidate for this committee, complete the following application. This application will stay open to the public until all board seats have been filled. Candidates will be invited to an interview with the interview team and the Town Board makes appointments as a whole.

All applicants are strongly encouraged to attend a regular scheduled meeting of the committee. The Town of Berthoud will make reasonable accommodations for access to Town services, programs, and activities and will make special communication arrangements for persons with disabilities. Please call 970-532-2643 for assistance

Contact Information

Full Name	Danyelle Strantz
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Address	702 Harvard St
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Phone Number	970 581 9431
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Email Address	danyellestrantz5@gmail.com
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How long have you been a Berthoud Resident	3 months
--	----------

Do you currently serve, or have served on a board, commission or committee	no
--	----

Committee Information

Why do you want to become a member of this committee	because i want to put my ideas into things that can help the committee and also the community as well. bringing joy and fun activities plus leadership to the table to help out.
--	--

Briefly explain what you believe are the two most important issues facing this committee, and how do you believe this committee should address each issue

Issue 1	community service, really i think for the schools there are not much community service ideas/ places to get it done. so i was thinking we could do trash pickup, helping the custodians at the schools because really there are not as many at the schools anymore since covid started. i believe the committee
---------	---

should address it is by asking around and getting more volunteers to help out.

Issue 2

The bike lanes, they are sometimes an issue but also not, the bike lanes people don't really use them often they go into the middle of the road while cars are trying to get places and they don't really care on whose behalf they just keep going and go more into the middle of the road.

Have you attended a youth advisory committee meeting

No

Knowledge, Skills, Abilities

List any abilities, skills, licenses, certificates, specialized training, past related experience or interests you have which are applicable to this committee

I've done many things from community service hours from the food banks, picking up trash from the highways, fundraisers, I've done FFA, FBLA, and Young Marines. So I know the leadership, discipline, etc.

Specify any activities which might create a conflict of interest that would prevent you from taking official action if you should be appointed to this committee

marching band, that would last till Halloween, and the school musical. but I can work around the musical and most of marching band.

If not appointed at this time, would you be interested in serving on any other advisory committees at the Town of Berthoud? If so, list any preferences

yes I would I don't really care what I'm put in. and if not it's okay.

Signature

I certify that all statements on this form are true and complete. I further understand that false statements shall be sufficient cause for the rejection of this application.

Signature:

danyelle strantz

Date:

September 15, 2023

PLANNING COMMISSION INFORMATION

COMMUNITY DEVELOPMENT DEPARTMENT



Meeting Date:	October 24, 2023
Agenda Title/Subject:	Request to waive certain building permit fees in accordance with Ordinance 847
Type of Item:	Regular Item
Purpose:	Request made by Berthoud Habitat for Humanity to waive certain building permit fees for a home to be constructed at 1766 North 4th Street
Presented by:	Anne Johnson, Community Development Director

ATTACHMENTS:

- Letter of request from Berthoud Habitat for Humanity dated October 2, 2023
- Ordinance 847

BACKGROUND:

Habitat for Humanity, has provided a letter of request for the waiver building permit fees, including capital investment and impact fees, for the latest Habitat home located at 1766 North 4th Street.

On March 28, 2003, the Town Board of Trustees adopted Ordinance No. 847 to promote home ownership for persons of lower income. This Ordinance gives the Board of Trustees the authority to waive any or all fees for a maximum of two houses per year. Per Ordinance 847, Berthoud Habitat for Humanity, or other non-profit tax exempt organizations comparable to Habitat for Humanity, may make application to the Board of Trustees for the waiver of a portion of, or all capital investment fees, raw water dedication fees, building permit fees, park development fees, park acquisition fees and other related fees collected by the Town. This is the only request received in 2023.

The home itself is being built by students in partnership with Thompson Valley High School's Geometry in Construction program. It will be moved to 1766 4th at the end of the school year with finish work to follow on-site. The total estimated cost of all standard building permit fees for this home is \$33,341.

Past requests from Berthoud Habitat for Humanity have resulted in the Town Board waiving fees except for the water tap/plant investment fee (\$6,330) and wastewater tap/plant investment fee (\$5,500). Both water and wastewater enterprise funds have a substantial amount of debt, and any waiver of those charges would need to be backfilled by the general fund. SAFEBuilt has also agreed to waive its fees for their review of approximately \$4,196.

The estimated building permit fee was \$33,341 before fee reduction. The building permit fee is suggested to be reduced to \$11,830 (water and wastewater tap/plant investment fees).

This reduction represents a 65% reduction of the building permit fee for a total cost savings of \$21,511.

UPDATE/NEXT STEPS:

If approved, the building permit can be issued.

FISCAL IMPACT AND FUND SOURCE:

The Town's fiscal impact is a loss of approximately \$21,511 in building permit fees of which SAFEBuilt will also not be billed approximately \$4,196 in fees.

COMMUNITY TOUCHSTONES:

Consideration of this request does support the Touchstones of Resilience, Sustainability and Community Identity. Availability of housing for residents is an important component of a balanced, resilient and sustainable local economy. All residents contribute to the identity a community attains and should represent a broad cross-section of the population.

RECOMMENDED ACTION(S):

Suggested Motion for Approval:

I move to approve the request of the Berthoud Habitat for Humanity to waive fees for the home at 1766 North 4th Street, except for the water tap/plant investment fee (\$6,330) and the wastewater tap/plant investment fee (\$5,500).

Suggested Motion for Denial:

I move to deny the request to waive fees for the Berthoud Habitat for Humanity home at 1766 North 4th Street for the following reasons: _____ .



P.O. Box 1227 - Berthoud, CO 80513 - Phone: (970) 532-2870 - www.berthoudhabitat.org

October 2, 2022

Dear Town of Berthoud Mayor & Board of Trustees,

I am writing on behalf of Berthoud Habitat for Humanity. We are respectfully requesting your consideration of waiving the fees associated with the building and construction of our next Habitat home, to be built within town limits per Ordinance #847.

The address for said home will be 1766 N. 4th St. in Berthoud in which we are working in partnership with Thompson Valley High School's Geometry in Construction program to build.

Our request to you is founded on the concept that the Town of Berthoud made the decision in 2003 to support affordable housing for low income families by developing and passing Ordinance 847 and granted Berthoud Habitat for Humanity a waiver for building fees for up to two homes per year respectively.

The support that Berthoud Habitat for Humanity has received from the Mayor and Trustees to promote homeownership for low income families in our community has made a significant difference in building 20 completed homes to date, with the 21st currently under construction and 1766 N. 4th St. being our 22nd home with an anticipated completion date of spring/summer 2024.

Given the high cost of home building, the fee waiver support that the town provides is a critical component of our success in helping our low income partner families purchase affordable homes with zero-interest mortgages.

We understand that per Berthoud's Ordinance #847, the recipient's income must remain below the designated threshold. Accordingly, our current homeowners' gross income must fall within the 40% - 80% AMI range for Larimer County. We are committed to remaining diligent in adhering to this restriction and understand the importance of this requirement.

We are hopeful the Town of Berthoud will waive the requested fees for this home.

We appreciate your consideration of this request. Should you have any questions or concerns, please don't hesitate to contact me at (303) 818-0203.

Sincerely,

A handwritten signature in blue ink, appearing to read "Tiffany D. Brodie".

Tiffany D. Brodie
Executive Director

ORDINANCE NO. 847

AN ORDINANCE TO PROMOTE HOME OWNERSHIP FOR PERSONS OF LOWER INCOME IN THE TOWN OF BERTHOUD, LARIMER AND WELD COUNTIES, COLORADO

WHEREAS, the Board of Trustees has determined that it is necessary to preserve the economic diversity of the Berthoud community; and,

WHEREAS, construction costs for single family homes coupled with increased municipal fees have made it difficult, if not impossible, for persons of lower income to purchase a home and thereby participate in the community as home owners; and,

WHEREAS, the Board of Trustees has determined that it is appropriate to waive a portion or all of the fees collected by the Town of Berthoud for those non-profit and tax-exempt organizations which encourage or provide opportunities for home ownership to persons with lower incomes;

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF TRUSTEES OF THE TOWN OF BERTHOUD, LARIMER AND WELD COUNTIES, COLORADO:

Section 1.

Berthoud Habitat for Humanity, or other non-profit tax-exempt organizations comparable to Habitat for Humanity, may make application to the Board of Trustees for the waiver of a portion of or all capital investment fees, raw water dedication fees, building permit fees, park development fees, park acquisition fees and other capital related fees collected by the Town.

As a condition of the Town's waiver of these fees, the non-profit tax-exempt organization must contractually agree that, for a period of ten (10) years the property will be owned and occupied by an individual or family which would be classified economically as low income. If, during this period, there is a transfer of the property or occupancy of the property to a person or persons who do not qualify as low income, according to the Larimer County income guidelines, then the Town will be entitled to payment of the then current fees for a comparable dwelling unit.

The Town Board will consider waiving these fees for a maximum of two houses per year.

In order to assist in establishing sufficient funds to further Habitat for Humanity's low income housing purposes, the Board of Trustees hereby waives the

fees which are due for the residence constructed at 106 Welch Avenue, Berthoud, Colorado. All profits generated from the first sale of the residence must be used to construct low income housing or develop the land for low income housing within Berthoud.

Section 2. Effective Date

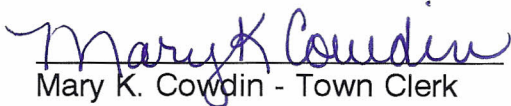
The Board of Trustees of the Town of Berthoud herewith finds, determines and designates that this ordinance shall take effect and be in force thirty (30) days after publication.

At its meeting on March 14, 2000, a public hearing was set by the Board of Trustees of the Town of Berthoud for its meeting held on the 28th day of March, 2000. After the public hearing, the Ordinance was read, passed and ordered published by the Board of Trustees at its meeting this 28th day of March, 2000.

TOWN OF BERTHOUD

ATTEST:


Richard Strachan - Mayor


Mary K. Cowdin - Town Clerk

Published: 3-30-00

BOARD OF TRUSTEES INFORMATION



COMMUNITY DEVELOPMENT DEPARTMENT

Meeting Date:	October 24, 2023
Agenda Title/Subject:	Introduction of adoption of the Landscape Design Guidelines
Type of Item:	Regular Item
Purpose:	Establish a Hearing Date to consider adoption of the Town of Berthoud Landscape Design Guidelines by reference (Ordinance 1327 (Series 2023))
Presented by:	Anne Johnson, Community Development Director

ATTACHMENTS:

- Appendix A, Draft Landscape Guidelines

BACKGROUND:

The Town of Berthoud updated its Comprehensive Plan in 2021. This update included many action items regarding strengthening the Town's sense of place, as well as enhancing community identity, community resiliency and sustainability touchstones. The attached draft is a set of guidelines to enable the desired outcome for the Town of Berthoud inclusive of landscaped parcels, water conservation, and stormwater management. This draft is a basic set of standards and empowers builders, developers, and residents with a landscape design/expectation toolkit. Water-wise landscaping can include lush trees, shrubs and perennials that contribute to year-round interest with color and texture; while insuring the Town's natural beauty, design expectations, and visual character are maintained. The included maintenance plan provides practical assistance to the development community.

UPDATE/NEXT STEPS:

The Tree Committee provided their approval of the proposed guideline on Monday, October 16, 2023. Planning Commission will review on October 26, 2023. Final comments provided by Planning Commission will be incorporated into the final draft to be presented to the Town Board for adoption by reference on November 28, 2023.

FISCAL IMPACT AND FUND SOURCE:

There is no negative fiscal impact to the Town in setting a public meeting date to consider adoption of the final Town of Berthoud Landscape Design Guidelines.

COMMUNITY TOUCHSTONES:

Consideration of this request does not negatively impact community touchstones.

RECOMMENDED ACTION(S):

Staff recommends the Town Board of Trustees schedule the Public Hearing on November 28, 2023 to consider adoption of the Town of Berthoud Landscape Design Guidelines.

**TOWN OF BERTHOUD ORDINANCE
NUMBER 1327
(SERIES 2023)**

**AN ORDINANCE ADOPTING THE TOWN OF BERTHOUD LANDSCAPE DESIGN
GUIDELINES BY REFERENCE IN MUNICIPAL CODE CHAPTER 30**

WHEREAS, the Town of Berthoud is a municipal corporation possessing all powers granted to a statutory town by Title 31 of the Colorado Revised Statutes; and

WHEREAS, the Town wishes to implement the vision and values expressed in the 2021 update to the Comprehensive Plan, including strengthening the Town's sense of place, enhancing community identity, supporting community resilience and sustainability touchstones; and

WHEREAS, the Colorado Water Conservation Board supports the NFIP and serves as the state liaison with FEMA to coordinate activities and provide support, technical assistance, training, and outreach to local officials in the execution of their duties to identify, prevent, and resolve floodplain management issues; and

WHEREAS, the Planning Commission, after proper notice, has held a public hearing on October 26, 2023 on this ordinance providing for a recommendation of approval from the Town Board of Trustees; and

WHEREAS, the Development Code and amendments thereto have been submitted to the Board of Trustees in writing and the Board of Trustees has determined that such code and amendments thereto should be adopted as herein set forth;

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN BOARD OF TRUSTEES OF THE TOWN OF BERTHOUD, COLORADO:

Section 1. The attached Town of Berthoud Landscape Design Guidelines shall be referenced in Chapter 30 and adopted.

Section 2. Interpretation: This Ordinance shall be so interpreted and construed to effectuate its general purpose.

Section 3. Effective Date: The provisions of this Ordinance shall take effect thirty (30) days following the date of public hearing to adopt the Guidelines by reference.

[INTENTIONALLY LEFT BLANK]

INTRODUCED, READ, ADOPTED, AND APPROVED on this 28th day of November,
2023.

TOWN OF BERTHOUD

By _____
William Karspeck, Mayor

ATTEST:

By: _____
Christian Samora, Town Clerk



LANDSCAPE DESIGN GUIDELINES

PLACE TYPES

TOWN OF BERTHOUD DESIGN GUIDELINES



INTRODUCTION

These guidelines provide expectations regarding landscaped spaces in new development as well as information for use in the renovation of existing landscaped areas. These guidelines are organized to communicate town-wide requirements for plant selection and maintenance. Additional specific guidelines for the following character districts found in the Berthoud Comprehensive Plan update are included.

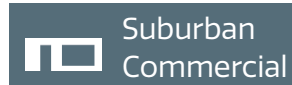
PLACETYPE General Urban Areas



PLACETYPE Urban Center



PLACETYPE Suburban Areas



PLACETYPE Natural Areas



Pages 8-11

Pages 12-15

Pages 16-17

Pages 18-21

Organization:

Within each section are a number of design principles and measures that address the different elements of landscape design and environmental sensitivity based on land use. Each section of the town wide Design Guidelines will cover over arching objectives (e.g., planting, maintenance, water use etc) based on place types.

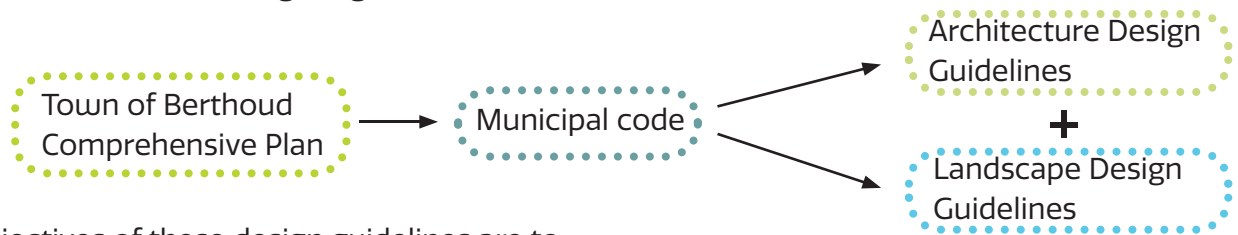
Guidelines that promote water wise and sustainable practices are designated by the water wise leaf  symbol.

How To Use the Guidelines:

Property owners, developers, designers, and contractors proposing new development in Berthoud should first review the zoning of the property being developed and familiarize themselves with the Berthoud Municipal Code. They should then proceed to the most recent **Berthoud Comprehensive Plan Update**, the **Berthoud Municipal Code (Landscape Design 30-2-112)**, adopted master plans affecting the property, and finally, these **Landscape Design Guidelines**. The provisions set forth in this document identify the desired level of planting and design quality for all development; however, flexibility is necessary and encouraged to achieve excellent design. Each application for development should demonstrate to what extent it incorporates these guidelines. Applications that do not meet specific guidelines applicable to that project should provide rationale for the design and explain how the project will meet the **intent** of the Comprehensive Plan, the Municipal Code, and these Guidelines. Whether the design intent is justified will be determined through Planning Department review. Appeals to Planning Department decisions will be made to the Planning Commission.

How the Guidelines are Applied:

The Landscape Guidelines are intended for the Planning Department, as well as other town agencies and department staff, developers, architects, engineers, and community members to use in processing and evaluating project designs and applications together with relevant policies from the **Berthoud Comprehensive Plan as amended**, the **Berthoud Municipal Code (Landscape Design 30-2-112)**, and finally, these **Landscape Design Guidelines**. To achieve the stated purpose, the Guidelines will apply to all new construction and substantial building alterations that require approval by the Town of Berthoud Community Development staff in the Planning Department and Building Department. Incorporating these guidelines into a project's design will result in aesthetically pleasing and compatible landscaping in new developments, with plantings appropriate to the Colorado Front Range region's climate, soil, and environmental conditions.



The objectives of these design guidelines are to:

- Reflect the vision and policies set forth in the Town of Berthoud Comprehensive Plan.
- Supplement landscape development standards found in the Town of Berthoud Municipal Code.
- Maintain or improve property values.
- Enhance the town's natural beauty, visual character, and climate resilience.
- Encourage high-quality landscapes.
- Facilitate a high level of resource conservation.
- Provide designers and decision makers with a tool that is reflective of the town's Colorado climate landscape character and sense of place as the 'Garden Spot of Colorado'.



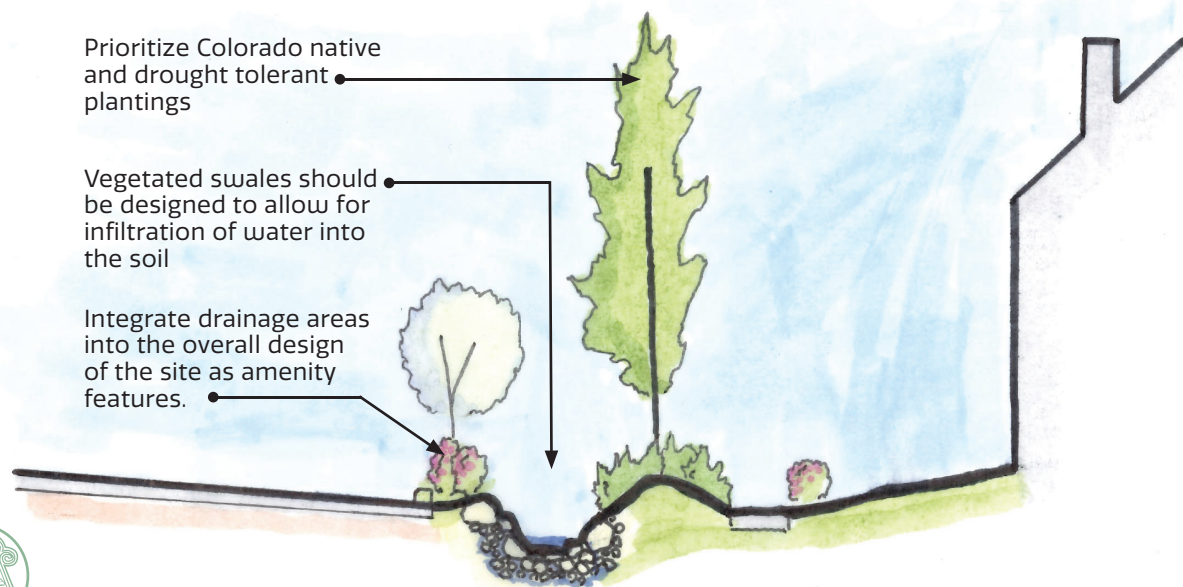
TOWN OF BERTHOUD
**STORMWATER
MANAGEMENT
GUIDELINES**

Landscape Design Guidelines

This section will incorporate overall landscape strategies to be implemented in all place types.

 An ecology based stormwater management system is the baseline for creating a resilient and sustainable city. The core principles of these guidelines are to enhance landscape biodiversity, maximize water infiltration, and create a distributed network for stormwater management that is redundant and well connected.

-  1. Impervious surfaces should be kept to a minimum when not required by town.
-  2. Infiltration of water into the soil should be promoted by best practice grading and drainage design.
-  3. Permeable paving materials should be used to the extent practical in hardscaping areas like driveways and parking lots to recharge groundwater and reduce stormwater runoff.
-  4. Vegetated swales should be designed to allow for infiltration of water into the soil. Where practical, swales should be located along the edges of streets and along parkways.
-  5. Stormwater runoff should be diverted from impervious roofs and paths into permeable landscaping areas to increase water infiltration into the ground.
-  6. In areas with poor drainage, subsurface water storage or bioswales should be provided.
-  7. Drainage systems should be decentralized, to distribute storm water across the site instead of channelizing it.
-  8. Consider using multiple stormwater strategies (bioswales, permeable pavers, rain gardens) that cleanse water and increase infiltration.
-  9. Landscape designs should slow, spread and soak stormwater, allowing plants to filter stormwater instead of piping directly to retention ponds.



TOWN OF BERTHOUD
**PLANT SELECTION
DESIGN GUIDELINES**

Landscape Design Guidelines

1. Plant selection should be specific to Berthoud's climate, in addition to site conditions such as location on site/exposure, light intensity, soil types, site drainage, and irrigation.
2. Plant selection should enhance the plants likelihood of becoming established and reduce potential disease, death, or maintenance.
3. Colorado native and drought tolerant species should be prioritized as much as possible.
4. Select plants that are beneficial to native pollinators and incorporate landscape features that provide habitat for native pollinators.
5. Plants and trees for a new development project should meet the following criteria:
 - 1.5" - 2" caliper or larger (for trees)
 - Shrubs should be in 5 gallon containers
 - Vines and Espaliers should come in 1 gallon containers or larger
 - Perennials and ornamental grasses should come in 1 gallon containers or larger
 - Ground cover should be in quart sized containers or larger
6. Street trees of the same species along the same street should be the same size and shape, and meet the following size criteria at the time of planting:
 - 1.5" - 2" caliper preferred, up to 5" maximum (for healthy establishment)
7. When replacing dead or dying trees, the size of the replacement tree should closely match the size of the trees next to it up to a 5" caliper.
8. The target percentage of low water use plants is eighty percent (80%). See master plant list.
9. Select plants that will contribute to winter color, texture, and form when possible to provide visual interest year round.
10. When using hardscape mulch (rock, gravel, cobble), ensure seventy five percent (75%) of any planter or landscape area is living plant material (includes tree lawns).



Town of Berthoud Facts -

- Berthoud has been a part of the **Tree City USA** program since 1990
- Berthoud is nicknamed the '**Garden Spot of Colorado**' because of its abundance of trees, open space and sweeping mountain views
- In 2020, Berthoud passed resolution 2020-01 with the sole purpose of protecting and supporting pollinators in town.



TOWN OF BERTHOUD
**GENERAL LANDSCAPE
DESIGN GUIDELINES**

Landscape Design Guidelines

1. Street side landscaping should present a unified design that adds to the built environment. The design should accentuate development entries with planting, monument signs, and lighting. (As needed in accordance with Berthoud's Dark Sky requirements.)
2. Landscape structures and features, hardscape, and site furnishings and fixtures should be designed as integral parts of the overall landscape concept, and they should be consistent or compatible with the neighborhood architectural style, scale, material, and finishes.
3. Where irrigation systems and/or plant materials can cause damage to sensitive building materials, a two- (2') to three- (3') foot space should be left between the outside building wall and adjacent landscaping elements to minimize damage to the building structure. This space should be filled with decorative hardscape materials.
4. Monoculture and/or plant palettes including five (5) or less species are discouraged.
5. Regionally sourced or manufactured landscape construction materials, such as lumber, mulches, pavers, trees, shrubs, groundcover, and quarried gravel/cobbles/rocks or other hardscape materials, should be utilized where practical.
6. Permeable paving materials should be used where feasible.
7. Select street trees that are appropriate to their intended location and function.
-  8. Select drought tolerant, native landscaping to limit irrigation needs to conserve water, reduce storm-water runoff, and increase the capacity for groundwater recharge.
9. Use perennials, annuals, ornamental trees and ornamental grasses to accentuate gateway locations and special sites in town.
10. Hardscape materials and installation should meet the standard of care for all applicable professionals and should not result in an unsafe condition.
11. Enhanced paving materials should be provided at key focal points such as points of entry, pedestrian crossings, plazas, and other locations that warrant special visual emphasis.
12. Trees and shrubs should be located and spaced to allow for mature and long-term growth.
-  13. Trees should be selected on a performance basis with the objective of minimizing water use, providing shade, minimizing root intrusion, and providing color and contrast (see Master Plant List).



Sustainability Tip – A gas powered leaf blower emits nearly 300 times the amount of air pollution as a pick up truck. Replace your two stroke lawn equipment with battery powered options and reduce air pollution and help ozone levels.

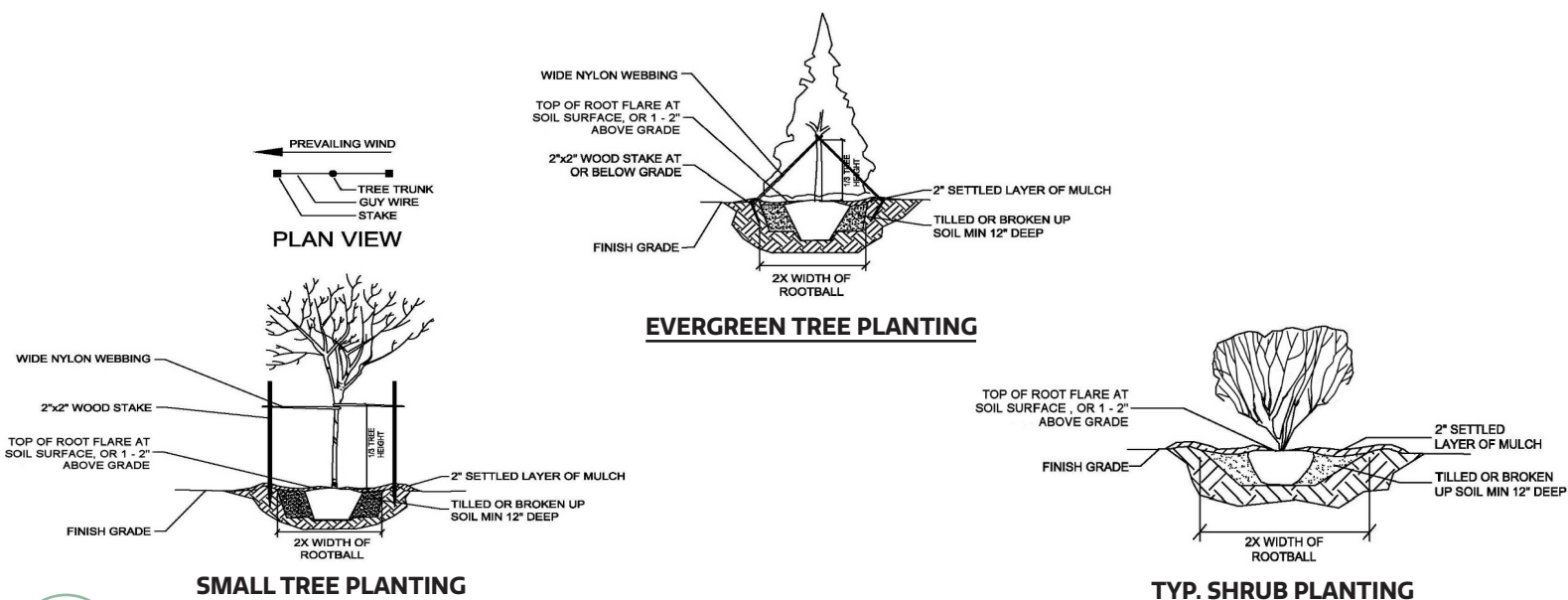


TOWN OF BERTHOUD
**MAINTENANCE
DESIGN GUIDELINES**

Landscape Design Guidelines

By following an ecology based strategy for landscape design, maintenance costs and effort can be reduced. When a landscape design mimics the naturally occurring ecosystem, the need for pest control and new planting is reduced.

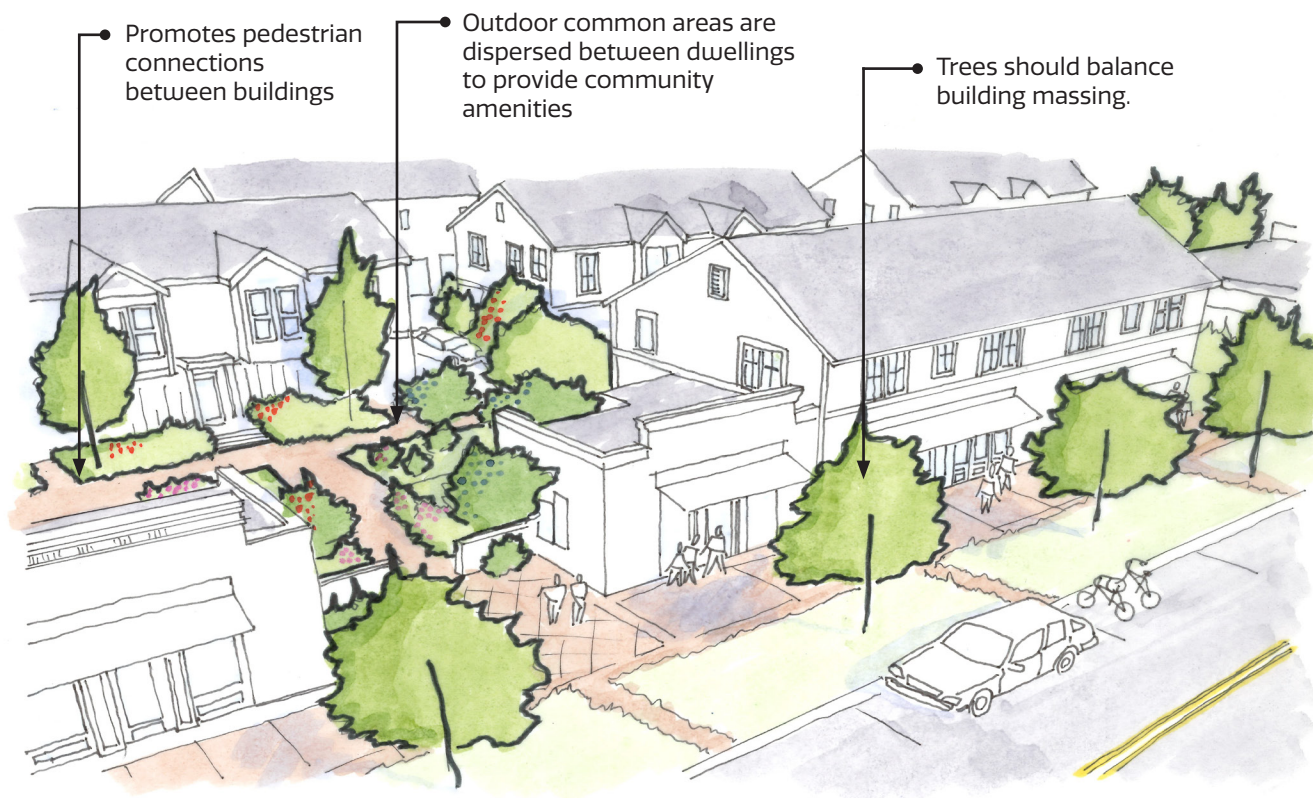
1. Yard waste from landscaping maintenance should be collected and composted where possible. Organic materials that enter landfill contribute to climate change by releasing greenhouse gasses when decomposing in the anoxic conditions of a landfill. Conversely, organic material that is reincorporated into the soil increases soil carbon and nutrients available to plants.
2. When turf grass is used in landscaping, do not collect grass clippings and leaves that fall on the lawn. Instead, allow the organic material to break down and “feed” the soil. This will decrease the need for inorganic fertilizers and also recycle carbon as mentioned above.
3. All common area landscaping and trees will be maintained to keep plants in good condition.
4. Conduct soil analysis to determine if soil has poor organic or physical properties. Amend soil if necessary using compost or other renewable organic materials.
5. Stabilize stockpiled topsoil with native grass seed like buffalo grass during construction to prevent erosion, reduce dust, and protect microbial life.
6. Properly mulch newly planted trees and plantings and ensure they are adequately irrigated until established. Commitment to survival between 1-3 years, depending on the planting.
5. Property owners, HOA's, Metro Districts to replace dead, dying, damaged or diseased plant materials during the same growing season as the removal.
7. Diversity of plantings will decrease the cost and need for maintenance by leveraging beneficial ecosystem services like beneficial birds and insects as well as nutrient cycling.
8. When located within the pedestrian realm, always trim tree limbs and plantings to maintain pedestrian circulation. Locate rock mulch away from the pedestrian realm or contain within landscape to prevent spillage into pedestrian traffic.

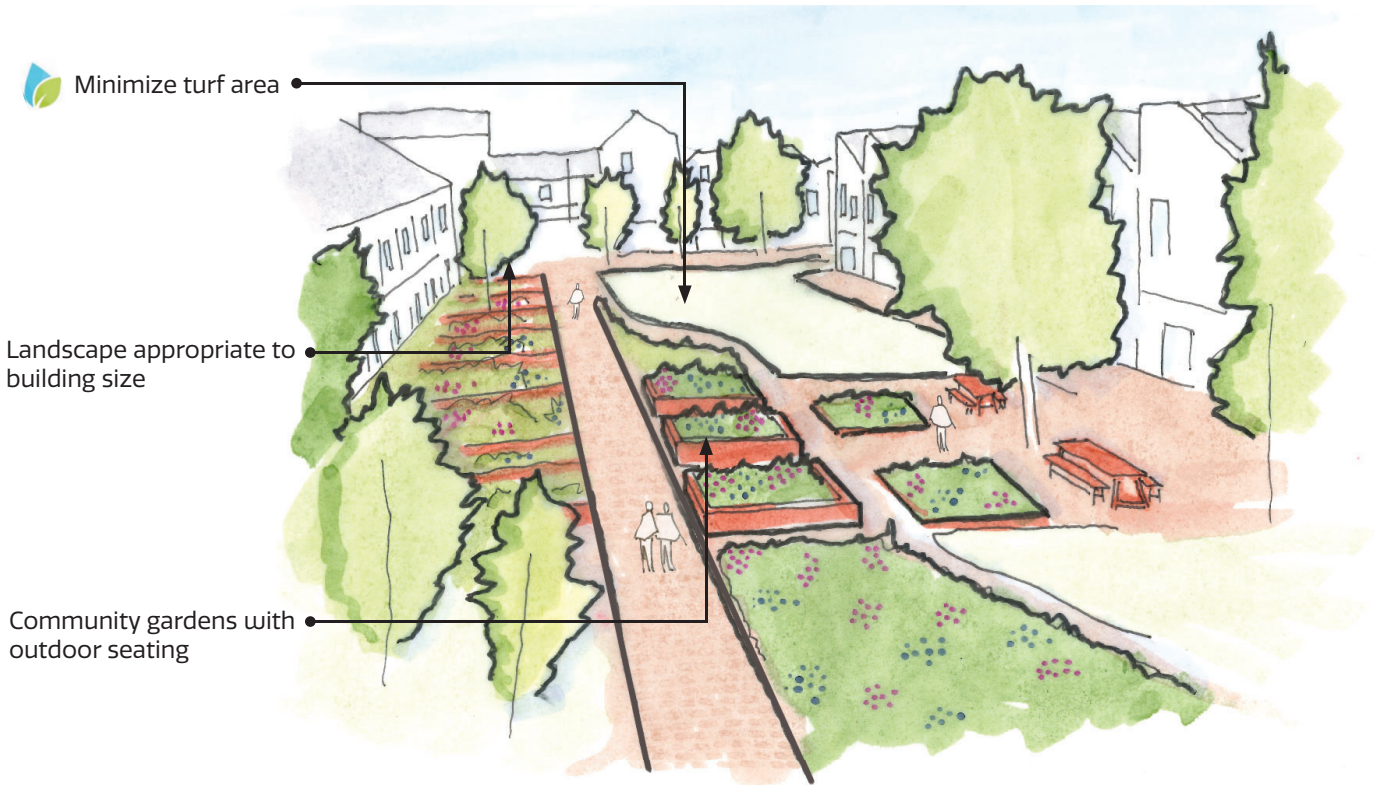




The urban residential Landscape Design Guidelines apply to all new projects within the Urban Residential Character district.

1. Landscape plans shall be prepared by a Colorado Licensed Landscape Architect for new development.
2. All landscaping in public and common use areas should be maintained to attractive conditions by the owner, HOA, or Metro District (whichever applies).
3. Landscaping should be provided in common use areas associated with urban residential development.
4. Trees should be selected with consideration to their size at maturity to balance building massing.
5. Landscape design should be pedestrian-centric, focusing on designing safe pedestrian-friendly, and comfortable environments with strong connectivity and sense of place.





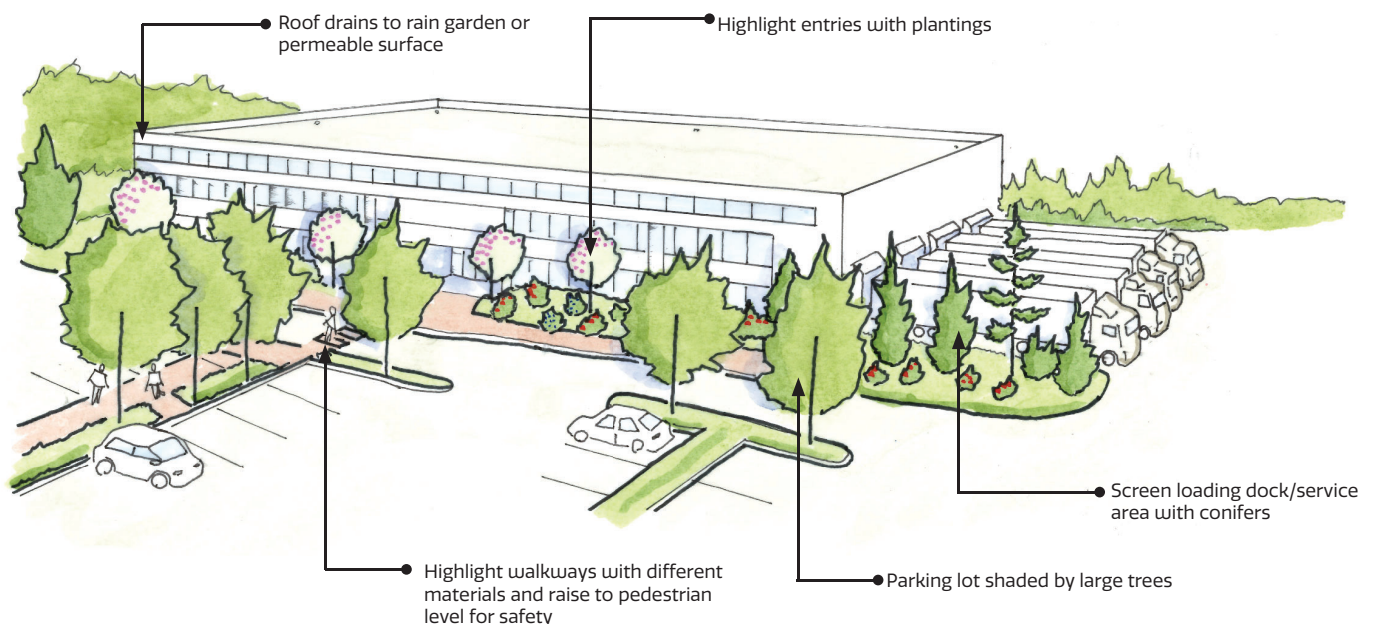
6. Urban residential developments in which the majority of the dwelling units do not have ground level garden space, should set aside land for a community garden (or other community open space) sized at 1/8 acre per 50 dwellings.
7. Thoughtfully developed hardscape design should be integrated into the overall landscaping and may include decorative pedestrian pavements, site furnishings, and landscape features like sculptures, decorative planters, garden ornaments, arbors, trellises, screens, gazebos. These landscape elements should be compatible with the architectural character of the surrounding neighborhood.
8. Design common spaces to provide a sense of security derived from visibility from residential dwellings.
9. Common spaces should have clearly defined separation from vehicular areas to ensure pedestrian safety.
10. Turfgrass lawns should be limited for spaces for active and passive recreation for activities such as sports, games, and group events.





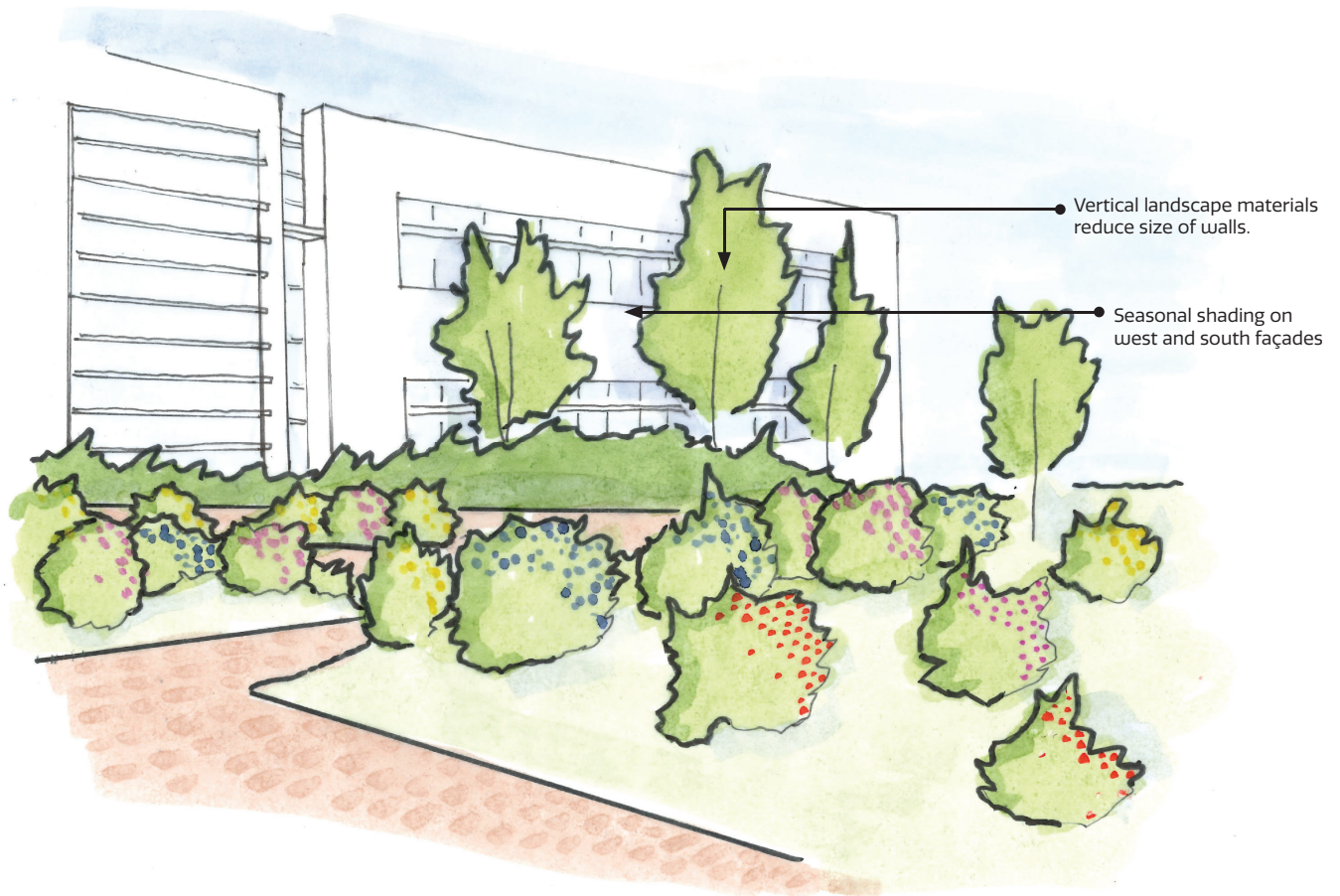
The following urban industrial landscape design guidelines apply to all new projects within the Urban Industrial Character District.

1. Landscape plans shall be prepared by a Colorado Licensed Landscape Architect for new development.
2. Landscaping should create an environment that softens the expanses of buildings and parking spaces. Landscaping elements include trees, shrubs, and ground cover at the base of buildings and to emphasize key architectural features.
3. Landscaping should be used to focus attention on entrances to buildings, shade parking lots, and screen loading and service areas.
4. Landscaping should be in scale with adjacent buildings and be of an appropriate size to accomplish its intended goals.
5. Vines and potted plants should be used, when necessary, to provide wall, column, and post texture and color, as well as to accentuate entryways, courtyards, and sidewalks.





6. Vertical landscape materials should be used to visibly reduce the size of large walls.



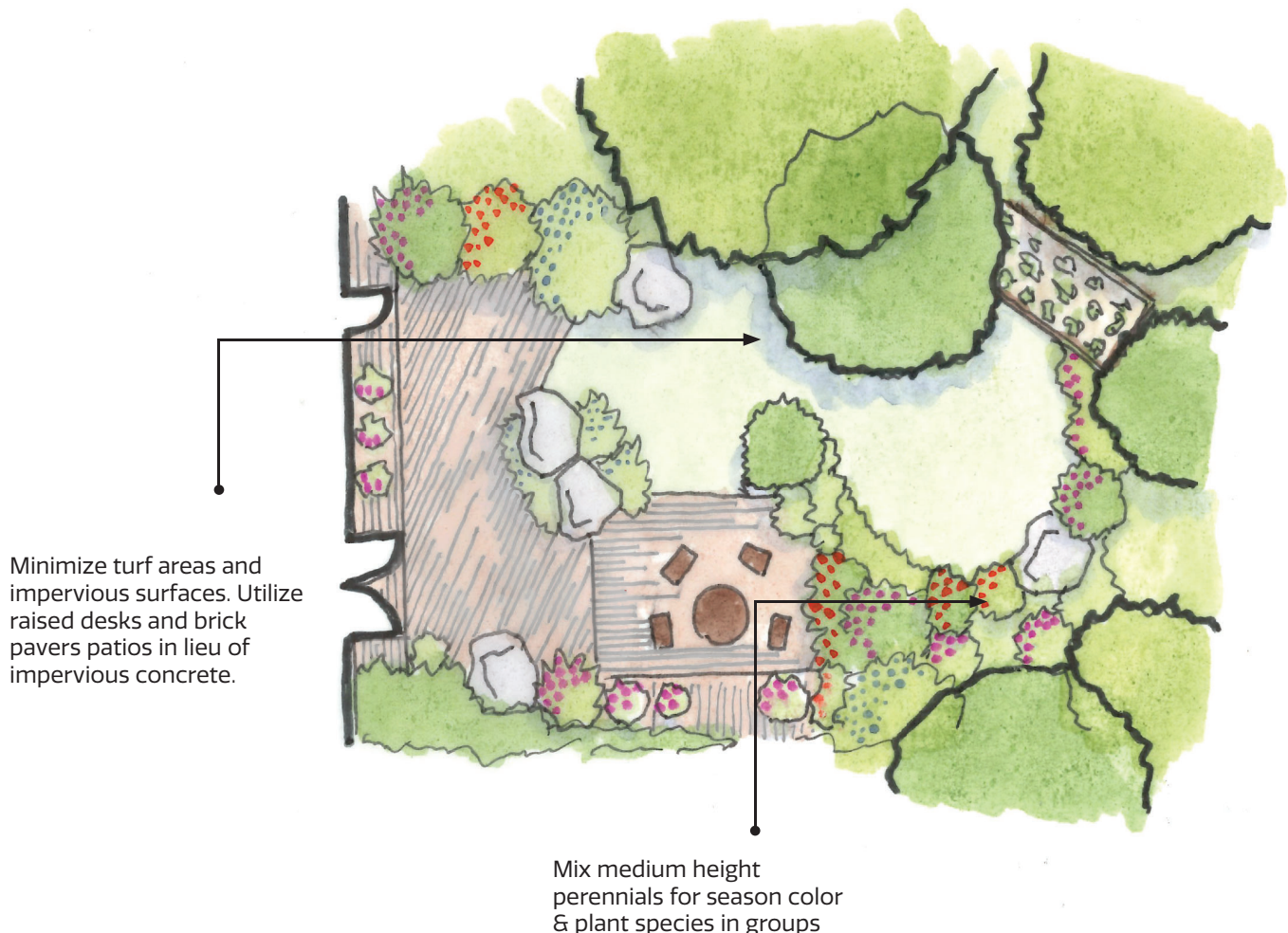
CHARACTER DISTRICT
**SUBURBAN & OLD
TOWN RESIDENTIAL**

Landscape Design Guidelines



The following suburban and old town residential landscape design guidelines apply to all new projects within the Suburban Residential Character District and the Old Town Residential Character District.

1. All new land development applications except building permits for individual single family home residences should retain a licensed landscape architect to prepare landscape plans.
2. Residential homeowners are encouraged to retain a licensed landscape architect or licensed landscape contractor to prepare landscape plans.
3. Landscaping should include a variety of plant, tree, and groundcover species.
4. Front yard landscaping should visually integrate the adjacent natural landscape where possible.
5. Artificial turf should only be used in private backyards or for sports fields.



CHARACTER DISTRICT
**SUBURBAN & OLD
TOWN RESIDENTIAL**

Landscape Design Guidelines



Plant trees away from utility lines and property borders.

Incorporate landscape features that softens transition from residence to street



6. Dwellings should incorporate landscaping features to soften the transition between the home and the street.
7. Locate trees away from utility lines extending to the residence.
8. Turfgrass lawns are discouraged within single-family landscape areas except where adjacent to outdoor living areas such as patios.
9. Residential driveway pavement incorporating decorative material (e.g., pavers, bricks, and colored concrete) to break up and accentuate the surface is encouraged.
10. Permeable paving materials should be used where feasible.
11. Whenever possible, each front yard should have at least two ornamental trees on the property. Front yard trees should have mature sizes in scale with the massing and height of the residence. One tree should be located between 4'-5' of attached sidewalks, and within the tree lawn at detached side walks.



Correct ratio living plant material in rock beds



Incorrect ratio of living plant material within rock bed





The following urban downtown landscape design guidelines apply to all new projects within the Urban Downtown Character District.

1. Landscape plans shall be prepared by a Colorado Licensed Landscape Architect for new development.
2. Keep in mind that the conditions of various planting sites in the downtown area will vary and should be evaluated for individual landscape objectives and suitability to the specific street on which they are to be planted. The following guidelines should be followed:
 - Large trees should be located along wide right-of-way streets, and principal access streets such as along Mountain Ave.
 - Large trees should also be used to highlight corners, to provide cover for large plazas, or as accents against the skyline.
 - Ornamental trees should be used to provide seasonal color and a visual focal point for special locations such as a building entrance, corner areas, sitting areas, bus stops, or other significant areas or view corridors.
 - Use of streetscape elements that define the urban palette are encouraged, including tree grates within sidewalk zone, benches and planters with durable materials, decorative paving to define special areas.
 - Where tree grates are used they should be sized to accommodate tree growth, minimum 6' x 8'.
 - When appropriate, use native grasses, paved areas, and ground covers within the design of a tree lawn.
 - Street trees should be properly planted and maintained for health and growth. Replace diseased, damaged or dying trees immediately.



Correct placement and care of successful street tree



Incorrect upkeep of street tree replacement and maintenance





A. **Buffer zone:** plant street trees and use planters to protect the pedestrian path and separate walkways from the street.

B. **Pedestrian walkway:** provide adequate space for pedestrians and do not block with outdoor seating.

C. **Storefront zone:** activate storefront zone with plantings and seating



3. Landscaping must be incorporated in the design of pedestrian areas along the building fronts. Plantings for pedestrian areas should be designed with attention to color, texture and form. Use a variety of trees, shrubs, perennials, and ground covers. Provide seasonal plantings in planters, pots, hanging pots and beds to add color, beauty and variation.
4. New developments should provide for opportunities for the installation of art in landscaped areas and in front of buildings.
5. Do not use gravel or loose stone in place of ground cover in the curb zone
6. Consider maintenance with any improvement made within the right of way.

Provide pedestrian crosswalks at intersections. Mark the zone with a minimum standard marking. Alternative markings will be reviewed for safety and design appropriateness



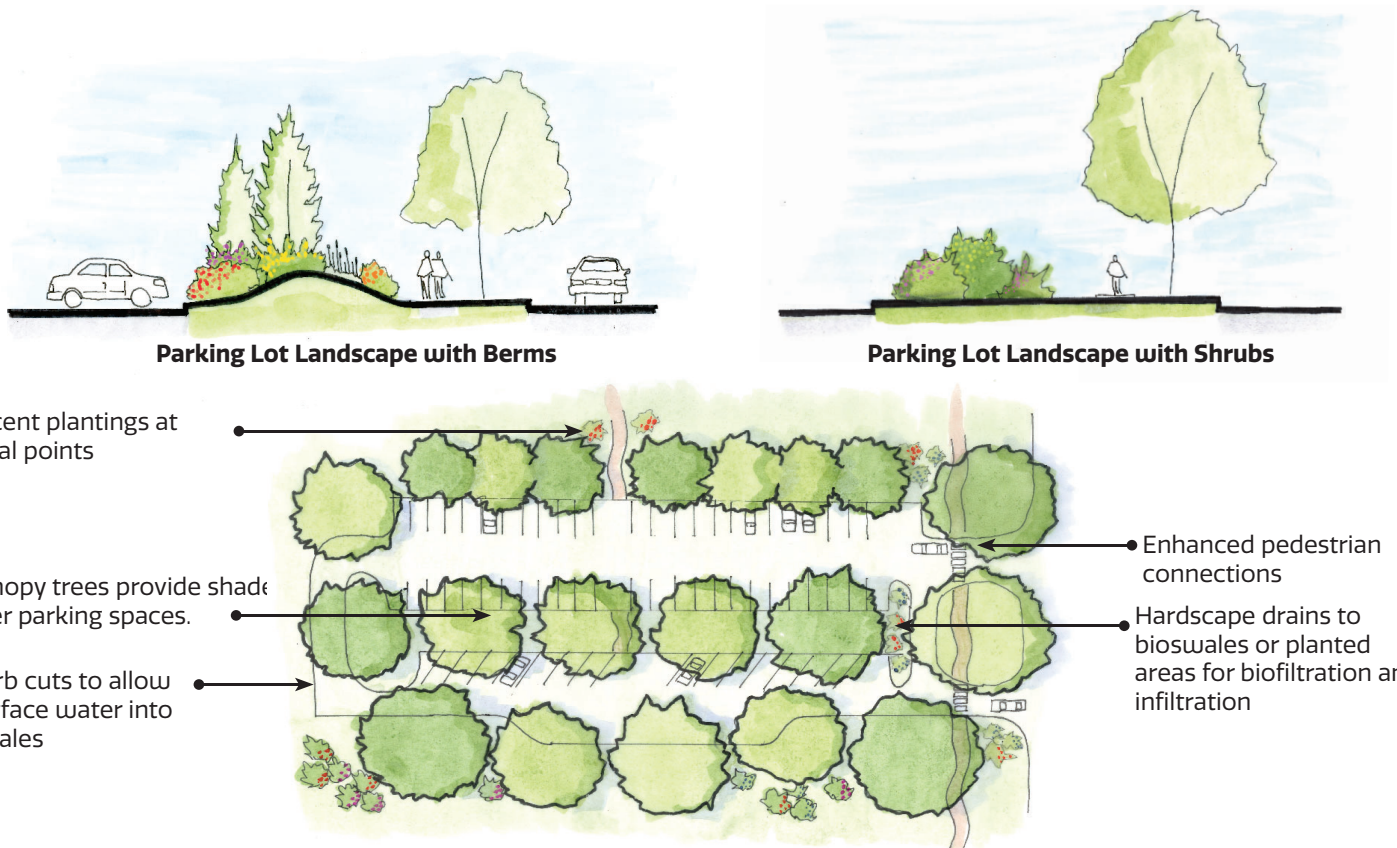
Create amenity areas to incorporate benches, bike racks, planters or informational elements

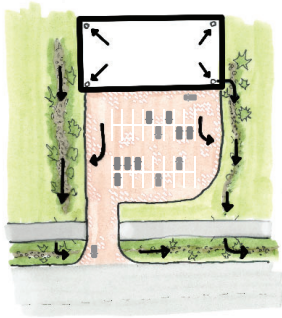
Create safe and enjoyable pedestrian zones with stamped concrete or pavers to distinguish corner



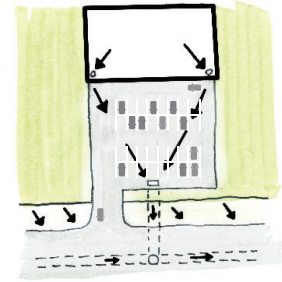
The following suburban commercial landscape design guidelines apply to all new projects within the Suburban Commercial District.

1. Landscape plans shall be prepared by a Colorado Licensed Landscape Architect for new development.
2. Landscapes should be designed to be low maintenance and compatible with the purpose of the facility.
3. Pedestrian connections should be utilized to create an open network of walkways, sidewalks, and trails throughout the commercial development.
4. The use of shade trees and shade structures may be used to diminish heat by providing shade in summer and allowing solar gain in winter to reduce dust, provide visual screening, and wind breaks.
5. Accent planting should be used around entryways and key focal points.
6. Vines and potted plants should be used to provide wall, column, and post texture and color, in addition to accentuating entryways, courtyards, and sidewalks.
7. Canopy trees should be used in parking lots to ensure shading of paved areas. Shade cover at maturity should meet or exceed fifteen percent (15%) of parking stall paved surfaces.
8. Pedestrian walkways should be provided in all parking areas.



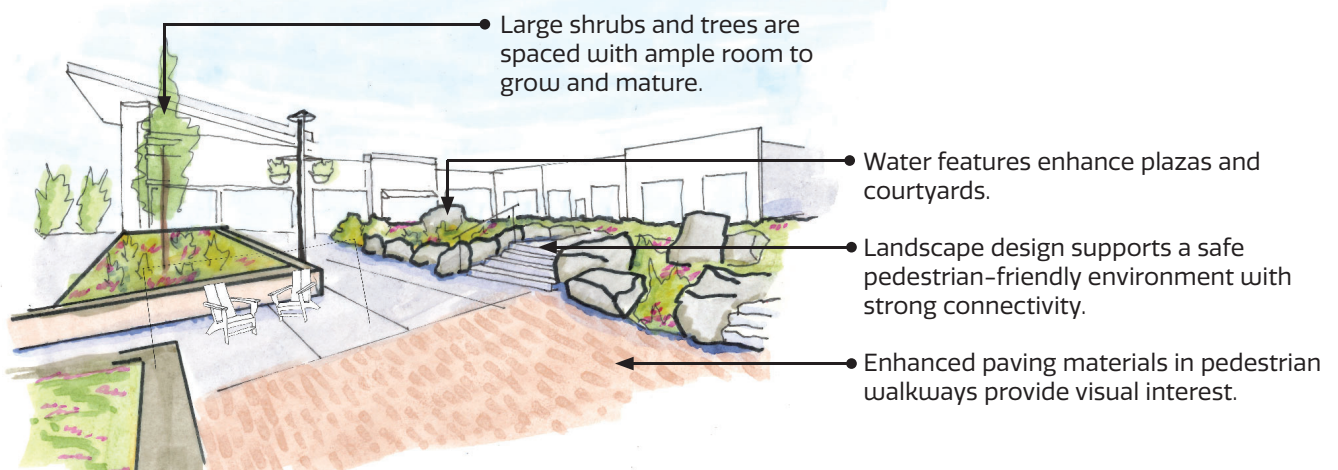


SURFACE DRAINS TO LANDSCAPE



SURFACE DRAINS TO INLET ONLY

9. Landscape design should be placed to support a safe pedestrian-friendly environment with strong connectivity.
10. The use of hardscape elements such as textured pavers, large ornamental flower pots, decorative walls, and water fountains are encouraged.
11. Water features may be considered with plantings and natural materials in courtyards and plazas.
12. Direct water from parking lots, roof drains and other areas into landscape areas that could benefit from additional water and /or improve the quality of stormwater.





ENVIRONMENTALLY SENSITIVE AREAS

1. Provide a buffer zone from all environmentally sensitive areas adjacent development. Buffer to be maintained by the HOA or Metro District.
2. Identified environmentally sensitive areas and their buffers should be protected from disturbance unless necessary based on the following circumstances:
 - Landscape improvements would protect and mitigate effects from adjacent development.
 - Restoration of area is necessary based on existing conditions.
 - Improvements are needed for public safety.
 - Improvements are necessary and cannot be located elsewhere.
 - Improvements include trails and public use areas designed to be compatible and complementary with the sensitive natural area.



Restoration of environmentally sensitive areas with compatible passive uses



Wetland area with needed improvements to existing conditions



Water Saving Tips

- *Don't water between 10 am and 6 pm. Instead, aim for watering at dawn or dusk to reduce evaporation and maximize water absorbed by plantings.*
- *Set your lawnmower to the highest setting. Longer grass will keep the ground cooler and retain more water.*
- *Minimize runoff by allowing for soak-time between short water cycles. For instance, water for 5 minutes, wait an hour, then water for 5 more minutes.*
- *Consider looking into a rainwater collection system for lawn and garden watering, which not only cuts down on your costs but cuts out the energy cost associated with water from the treatment plant.*

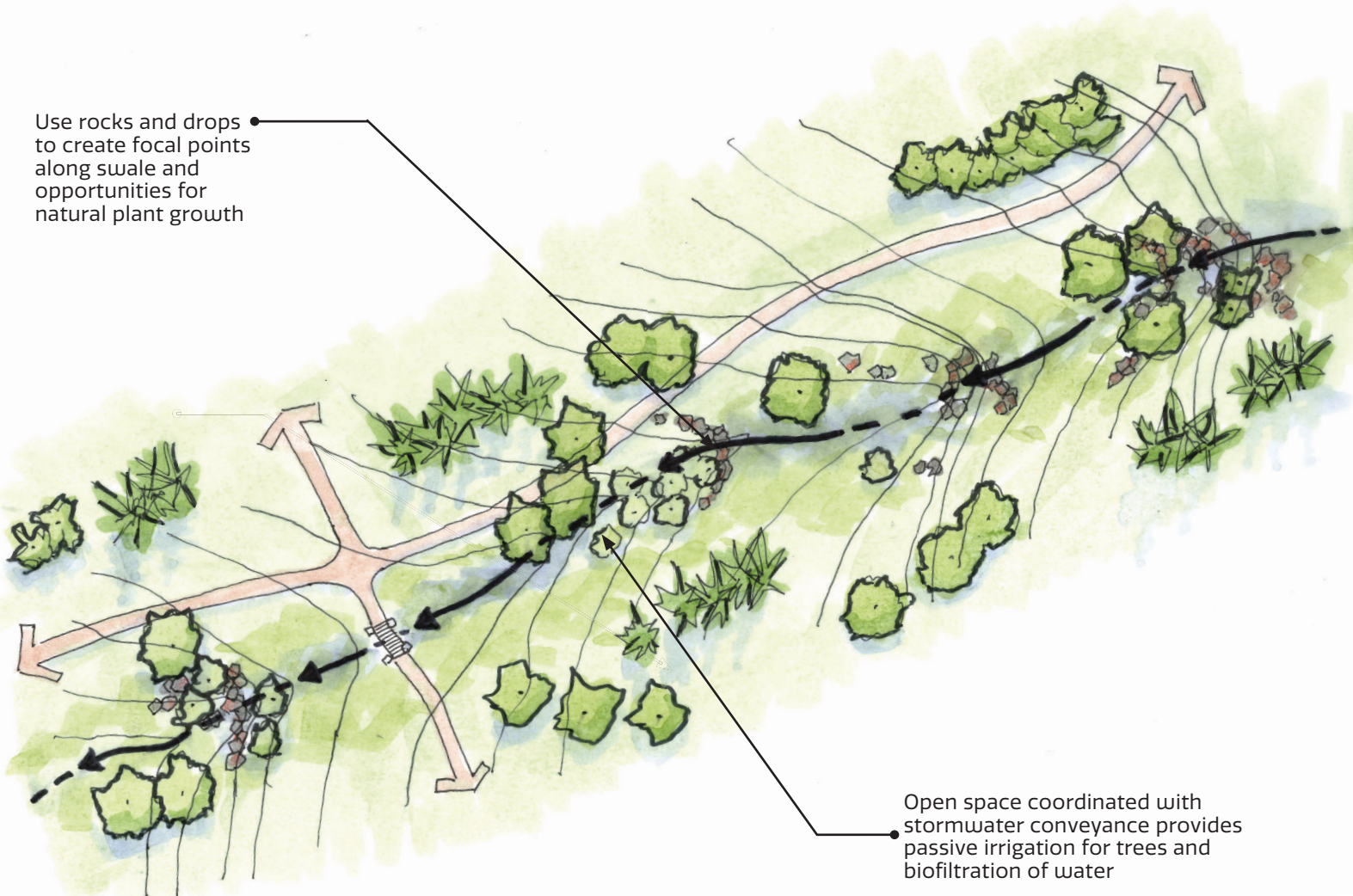




OPEN SPACE

1. Provide open space as a transition between development parcels and natural areas.
2. Provide open space at trail corridors, drainage areas and as a relief from the built environment.
3. Plan open space areas with native or regionally adapted plant materials, primarily unirrigated after being established.
4. Trees, shrubs and grasses that are not expected to receive enough water through natural precipitation to be irrigated temporarily for the establishment of plant growth for up to 3 years. Once established, water as necessary based on seasonal conditions.
5. Coordinate open space with the design of storm water conveyance and water quality systems and allow for passive irrigation of plantings when possible.

Use rocks and drops
to create focal points
along swale and
opportunities for
natural plant growth



Open space coordinated with
stormwater conveyance provides
passive irrigation for trees and
biofiltration of water





NATURAL AREAS

PARKS, RECREATION AND TRAILS

1. Design parks to serve the active and passive needs of people on-site and on nearby properties.
2. Amenities such as picnic shelters, playgrounds, amphitheaters, gardens, etc. should be appropriate to the project.
3. Reserve Irrigated turf grass for areas of parks subject to human activity.
4. Parks in residential areas:
 - Provide more than 50% street frontage.
 - At the discretion of the town staff, visibility and access from public trails or public properties (e.g. schools, civic buildings, etc.) may be an alternative to the street frontage requirement
 - Types and locations of parks will be based upon accessibility to all residents; needs according to the Town of Berthoud; and classification according to who the park serves (e.g., Community Park, Neighborhood Park, Pocket Park, etc.).
5. Parks in commercial and mixed-use areas:
 - Provide more than 25% street frontage.
 - At the discretion of the town, visibility and access from public trails maybe an alternative to the street frontage requirements.
 - Provide natural area transitions in parks where parks abut natural open space areas.

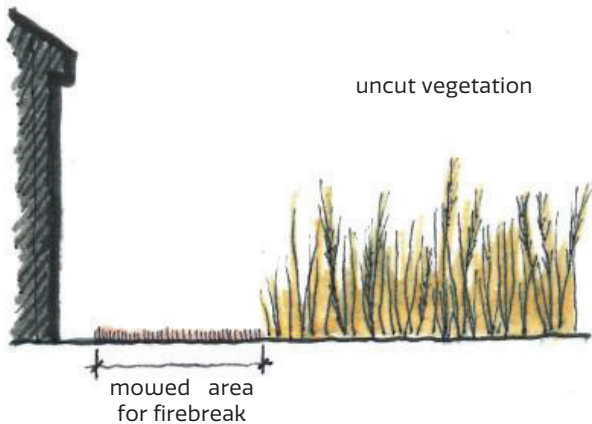




EMERGENCY PLANNING WILDLAND URBAN INTERFACE – WUI

Landscape Design Guidelines

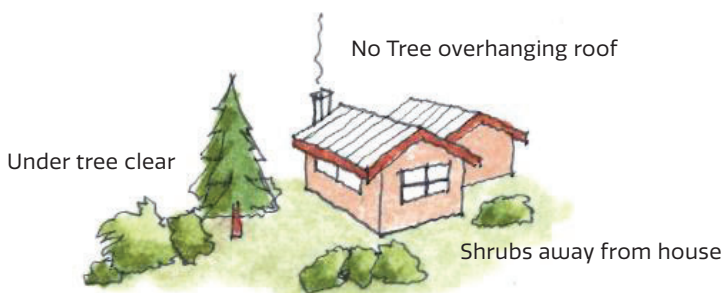
The Wildland Urban Interface (WUI) is the area where homes and the urban environment press against the wildland. Berthoud is included in the WUI for the Front Range of Colorado. Property owners are encouraged to protect their property and their community from wildfire. More resources can be found at <https://csfs.colostate.edu/wildfire-mitigation>



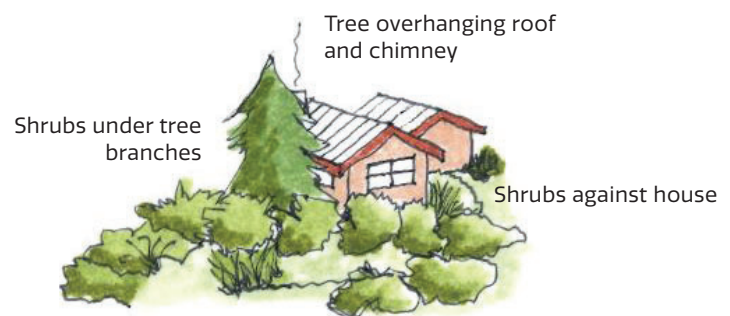
Multi-use path as fire break

LANDSCAPE WILDFIRE PREVENTION METHODS

1. Keep trees pruned and away from structures. Install hardscape at the base of trees.
2. Use fire-resistant plantings where possible to prevent spread. Firewise plantings are carefully spaced, low-growing and free of resins, oils and waxes that burn easily.
3. Practice good mowing techniques. Mow properties regularly, according to land use. Create fuel breaks from grassland open space areas to adjacent structures/communities by keeping a 10' boundary mowed from tall grasses. Use multiuse paths within open space areas as fire breaks by mowing each side to create the 10' firebreak.
4. Report overgrown vegetation in open space land to the Town of Berthoud Neighborhood Services Manager.
5. Establish defensible space zones around structures
 - Zone 0 - Ember resistant zone (0-5 feet away from building and structures)
 - Zone 1 - Lean clean and green zone (5-30 feet away from building and structures)
 - Zone 2 - Fuel zone (30-100 feet away from buildings)



Well maintained landscape to prevent fire spread



Poorly maintained landscape for fire spread



PLANT SELECTION

The Master Plant List is a general guide to the plant species suitable for landscape use along the Front Range. In general, the Master Plant List is not intended to be a fixed and limiting list. Plants not found in the Master Plant List may be approved for use provided that they meet the criteria noted below. The licensed landscape architect will provide guidance material affirming compliance when selecting plants not on the list.

Due to the ever changing nature of the nursery trade, some plants on the Master Plant List will become unavailable and new species, cultivars, and hybrids will be introduced. New plants and other plants with desirable characteristics may be adopted, provided that they meet the criteria described above. Plant species may need to be erased from the Master Plant List in the future if they become susceptible to serious diseases and pests that are not currently known. An alternate up to date resource for plant selection can be found at <https://plantselect.org/> and the town forestry website. Please contact the town forester to review suitability of trees not found within the given resources.

MASTER PLANT LIST



= Colorado Native
Plant



= Pollinator
Friendly



= Street Tree
Approved

Scientific Name	Common Name	Sun/Shade	Moisture Needs	Notes
Cacti and Succulents				
Coryphantha (Escobaria) missouriensis	Yellow Nipple Cactus	Full sun	Low	☉ 🐝
Coryphantha (E.) vivipara	Pink Nipple Cactus	Full sun	Low	☉ 🐝
Opuntia macrorhiza	Prickly Pear	Full sun	Low	☉ 🐝
Yucca glauca	Plains Yucca	Full sun	Medium	☉ 🐝

Plains Yucca, AKA Soapweed

- This plant is a very draught tolerant native species.
- It is the only host plant for the yucca moth.
- Plant Yuccas away from paths and walkways, as it's blue green leaves are very sharp
- In mid to late summer, it produces stalks of bell-shaped greenish white flowers.



MASTER PLANT LIST



= Colorado Native
Plant



= Pollinator
Friendly



= Street Tree
Approved

Scientific Name	Common Name	Sun/Shade	Moisture Needs	Notes
Groundcovers				
Antennaria parvifolia	Pussytoes (perennial)	Full sun	Low	@ 🐝
Callirhoe involucrata	Wine Cups (perennial)	Full sun	Low	@ 🐝
Erigeron divergens	Spreading Daisy (perennial)	Full sun	Low	@ 🐝
Eriogonum umbellatum	Sulphur Flower (perennial)	Full sun	Low	@ 🐝
Berberis repens (Mahonia repens)	Creeping Mahonia (shrub)	Full sun	Low	@ 🐝
Rhus trilobata 'Gro-Low'	Gro-Low Fragrant Sumac (shrub)	Partial Sun	Medium	@ 🐝
Arctostaphylos uva-ursi	Kinnikinnick	Full sun	Low	@ 🐝

Rabbitbrush

- This globe-shaped shrub is typically 2-6 feet wide, with silvery leaves and clusters of yellow flowers.
- It's deep root system allows this plant to thrive in dry climates.
- Consider planting with companion plants like russian sage, purple aster, or blue mist spirea.
- In the winter, Rabbitbrush sports fluffy seed clusters which add interest and texture to landscapes in the winter.



Shrubs				
Amelanchier alnifolia	Serviceberry	Sun/part shade	Low-med	@ 🐝
Amorpha canescens	Silvery Leadplant	Sun/part shade	Low	@ 🐝
Cercocarpus montanus	Mountain Mahogany	Sun/part shade	Low	@ 🐝
Ericameria nauseosa	Rubber Rabbitbrush	Sun	Low	@ 🐝
Fallugia paradoxa	Apache Plume	Sun/part shade	Low	@ 🐝

MASTER PLANT LIST



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Approved

Scientific Name	Common Name	Sun/Shade	Moisture Needs	Notes
Shrubs				
Prunus besseyi	Western Sandcherry	Sun/part shade	Low	☉ 🐝
Ribes aureum	Golden Currant	Sun	Medium	☉ 🐝
Ribes cereum	Wax Currant	Sun	Low	☉ 🐝
Rhus glabra	Smooth Sumac	Sun/part shade	Low-med	☉ 🐝
Rhus trilobata	Skunkbush Sumac	Sun	Low	☉ 🐝
Rosa woodsii	Western Wild Rose	Sun/part shade	Low-med	☉ 🐝
Symphoricarpos occidentalis	Snowberry	Sun/part shade	Low-med	☉ 🐝

Jointfir AKA Mormon Tea

- This plant is extremely draught tolerant, and does not need additional watering after it is established. This is due to it's tiny leaves, resulting in very little water lost through evapotranspiration.
- Jointfir keeps it's blue-green color through the winter, making it a great addition for year round visual interest.
- At maturity, this plant grows to 4-6ft high and 3-8ft wide.



Chamaebatiaria millefolium	Fernbush	Full sun	Low	☉
Chrysothamnus viscidiflorus	Yellow Rabbitbrush	Full sun	Low	☉ 🐝
Cornus sericea	Redosier / Red Twig Dogwood	Full sun	Medium	☉ 🐝
Crataegus phaenopyrum	Washington Hawthorn	Full sun	Medium	🐝
Ephedra americana	Jointfir	Full sun	Low	☉

MASTER PLANT LIST



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Plant



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Friendly



= Street Tree
Approved

Scientific Name	Common Name	Sun/Shade	Moisture Needs	Notes
Philadelphus lewisii	Mock Orange	Full sun	Low	☺ 🐝
Physocarpus opulifolius	Ninebark	Full sun	Low	☺ 🐝
Rhus trilobata	Three-leaf Sumac	Full sun	Low	☺ 🐝

Swamp Milkweed

- As it's name implies, this milkweed thrives in wet environments. Look to this plant for the wet spot in your yard, or in a rain garden
- Like other milkweeds in Colorado, the flowers will attract various species of native bees and butterflies, and is a host plant for monarch butterfly caterpillars.
- At maturity, this plant grows to 3-5ft high



Scientific Name	Common Name	Sun/Shade	Moisture Needs	Notes
Perennials				
Achillea lanulosa	Woolly Yarrow	Full sun	Low	☺ 🐝
Adenolium (inum) lewisii	Blue Flax	Full sun	Low	☺ 🐝
Agastache cana	Double Bubblemint	Full sun	Low	☺ 🐝
Amsonia jonesii	Jones' Bluestar	Full sun	Low	☺ 🐝
Aquilegia chrysantha	Golden Columbine	Full sun	Low	🐝
Artemisia frigida	Fringed Sagebrush	Full sun	Low	☺
Artemisia ludoviciana	Prairie Sage	Full sun	Low	☺
Asclepias incarnata	Swamp Milkweed	Full sun	Medium	☺ 🐝
Aster alpinus 'Goliath'	Goliath Alpine Aster	Full sun	Low	🐝
Aster ascendens	Western Aster	Full sun	Low	☺ 🐝
Aster ericoides	Many-flowered Aster	Full sun	Medium	☺ 🐝

MASTER PLANT LIST



= Colorado Native
Plant



= Pollinator
Friendly

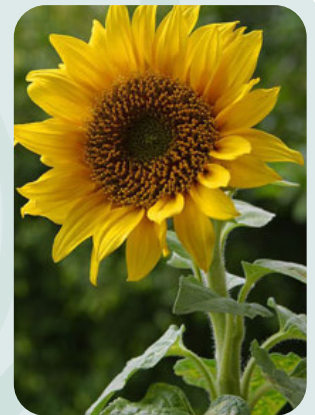


= Street Tree
Approved

Scientific Name	Common Name	Sun/Shade	Moisture Needs	Notes
Aster falcatus	Rough white aster	Full sun	Medium	☺ 🐝
Aster hesperius	Western Aster; Violet Aster	Full sun	High	☺ 🐝
Aster porteri	Porter's Aster	Full sun	Low	☺ 🐝
Baptisia australis	Blue Wild Indigo	Full sun	Low	🐝
Berlandiera lyrata	Chocolate Flower	Full sun	Low	☺ 🐝
Callirhoe involucrata	Poppy Mallow	Full sun	Low	☺ 🐝
Centranthus ruber	Red Valerian	Full sun	Low	🐝

Sunflower

- There are 5 sunflowers native to Colorado: common sunflower, Maximilian sunflower, Nuttall's sunflower, prairie sunflower, and the bush sunflower
- Sunflowers are among the easiest flowers to grow in Colorado, because they are tough and draught tolerant.
- The common sunflower can grow to 9ft tall.



Ceratostigma plumbaginoides	Plumbago	Full sun	Low	🐝
Digitalis obscura	Sunset Foxglove	Full sun	Medium	🐝
Engelmannia peristenia	Englemann Daisy	Full sun	Low	☺
Erigeron speciosus	Aspen Daisy	Full sun	Low	🐝
Eriogonum umbellatum	Sulfur Flower	Full sun	Low	☺ 🐝
Gaillardia aristata	Blanket Flower	Full sun	Low	☺ 🐝
Gaura lindheimeri	Beeblossom	Full sun	Low	🐝
Helianthus annuus	Annual Sunflower	Full sun	Low	🐝

MASTER PLANT LIST



= Colorado Native
Plant



= Pollinator
Friendly

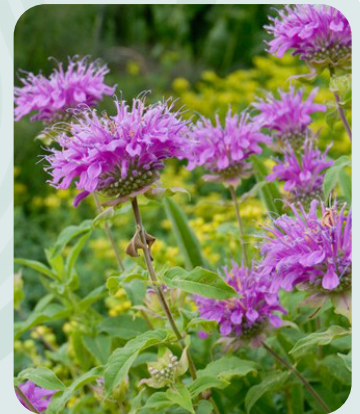


= Street Tree
Approved

Scientific Name	Common Name	Sun/Shade	Moisture Needs	Notes
Hesperaloe parviflora	Red Yucca	Full sun	Low	
Lavandula angustifolia	English Lavender	Full sun	Low	
Liatris pycnostachya	Prairie Blazing Star	Full sun	Medium	
Liatris spicata	Prairie Gayfeather	Full sun	Low	
Lonicera spp.	Vining Honeysuckles	Full sun	Low	
Mirabilis multiflora	Four O'Clock	Full sun	Low	
Monarda fistulosa	Wild Bergamot	Full sun	Low	
Oenothera caespitosa	White Stemless Evening Primrose	Full sun	Low	
Oenothera macrocarpa	Evening Primrose	Full sun	Low	

Wild Bergamot AKA Native Lavender Bee Balm

- Wild bergamot is less colorful and showy than other cultivars of bee balm, but is more tolerant of dry conditions.
- In fall, its leaf color can be gold, red and yellow.
- This native perennial flower attracts bees and butterflies



Penstemon eatonii	Firecracker Beardtongue	Full sun	Low	
Penstemon grandiflorus	Large Beardtongue	Full sun	Low	
Penstemon pinifolius	Pine-leaf Beardtongue	Full sun	Low	
Penstemon	Desert Beardtongue	Full sun	Low	
Penstemon secundiflorus	One-sided Penstemon	Full sun	Low	

MASTER PLANT LIST



= Colorado Native
Plant



= Pollinator
Friendly



= Street Tree
Approved

Scientific Name	Common Name	Sun/Shade	Moisture Needs	Notes
Penstemon strictus	Rocky Mountain Penstemon	Partial Sun	Low	☉ ☐
Penstemon virens	Greenleaf Penstemon	Full sun	Low	☉ ☐
Penstemon virgatus	Tall One-Sided Penstemon	Partial Sun	Low	☉ ☐
Ratibida columnifera	Prairie Coneflower	Full sun	Low	☉ ☐
Ratibida pinnata	Pinnate Prairie Coneflower	Full sun	Low	☉ ☐
Rudbeckia hirta	Black-eyed Susan	Full sun	Medium	☉ ☐
Rudbeckia maxima	Great Coneflower	Full sun	Low	☐ ☐
Rudbeckia triloba	Brown-Eyed Susan	Full sun	Medium	☐ ☐
Salvia azurea var. grandiflora	Pitcher Sage	Full sun	Low	☉ ☐
Zauschneria latifolia var. arizonica	Hardy Hummingbird Trumpet	Full sun	Low	☐ ☐
Sphaeralcea coccinea	Scarlet Globemallow	Full sun	Low	☉ ☐
Salvia azurea	Pitcher Sage	Partial Sun	Low	☉ ☐
Monarda fistulosa	Bee Balm/ Horsemint	Full sun	Low	☉ ☐
Helianthus pumilus	Bush Sunflower	Full sun	Low	☉ ☐
Dalea purpurea	Purple Prairie Clover	Full sun	Low	☉ ☐
Solidago canadensis	Canada Goldenrod	Full sun	Medium	☉ ☐

Prairie Coneflower

- Prairie coneflower is a native, drought-tolerant wildflower of the Great Plains.
- This short-lived plant reseeds readily. Since it normally grows in open patches in grasslands and mountain foothills, it is a great choice for mixing with native grasses or a naturalistic landscape.



MASTER PLANT LIST



= Colorado Native
Plant



= Pollinator
Friendly



= Street Tree
Approved

Scientific Name	Common Name	Sun/Shade	Moisture Needs	Notes
Grasses				
Bouteloua gracilis	Blue Grama	Full sun	Low	@ 🐝
Bouteloua gracilis 'Blonde Ambition'	Blonde Ambition Blue Grama	Full sun	Low	🐝
Muhlenbergia reverchonii	Undaunted Ruby Muhly Grass	Full sun	Low	
Orzyopsis hymenoides	Indian Ricegrass	Full sun	Low	@ 🐝
Bouteloua curtipendula	Side-Oats Grama	Full sun	Low	@ 🐝

Blue Grama

- The official state grass of Colorado, this grass has distinctive seed heads which make it easy to identify.
- Blue Grama can be used as a lawn, but does not tolerate heavy foot traffic well. It uses about 1/3 of the water required by traditional turf, making it a water wise alternative alrenative.
- This grass is critical to the shortgrass prairie ecosystem encompassing Berthoud due to it's extensive root network that hold down soil.



Trees				
Crataegus crus-galli 'Inermis'	Inermis' Cockspur Hawthorn	Full sun	Low	🐝
Crataegus x mordenensis 'Toba'	Toba Hawthorn	Full sun	Low	🐝
Gleditsia triacanthos f. inermis 'Imperial'	Imperial Honeylocust	Full sun	Low	🐝
Gleditsia triacanthos f. inermis 'Skyline'	Skyline Honeylocust	Full sun	Low	🐝
Juniperus chinensis	Chinese Juniper	Full sun	Low	
Juniperus scopulorum	Rocky Mountain Juniper	Partial Sun	Low	@

MASTER PLANT LIST



= Colorado Native
Plant



= Pollinator
Friendly



= Street Tree
Approved

Scientific Name	Common Name	Sun/Shade	Moisture Needs	Notes
Picea pungens	Colorado Spruce	Full sun	Medium	
Quercus alba	White Oak	Full sun	Medium	
Quercus bicolor	Swamp White Oak	Full sun	Medium	
Quercus rubra	Red Oak	Full sun	Medium	
Q u e r c u s shumardii	Shumard Oak	Full sun	Low	
Q u e r c u s macrocarpa	Bur Oak	Full sun	Low	
Quercus muehlenbergii	Chinkapin Oak	Full sun	Low	
Quercus robur	English Oak	Full sun	Medium	
Quercus shumardii	Shumard Oak	Full sun	Low	
Quercus gambelii	Gambel Oak	Partial Sun	Low	@
Sophora japonica	Japanese Pagoda Tree	Full sun	Medium	
Tilia cordata	Littleleaf Linden	Full sun	Medium	
Syringa reticulata	Japanese Tree Lilac	Full sun	Low	
Pinus · edulis · flexis · heldreichii · mugo · nigra · strobiliformis	· 'Pinyon pine' · 'Limber pine' · 'Bosnian pine' · 'Mugo pine' · 'Austrian pine'	· Full sun · Full sun · Full sun · Full sun · Full sun · Full sun	Low-Med Low-Med Medium Low-Med Medium Low-Med	@ @ @

MASTER PLANT LIST



= Colorado Native
Plant



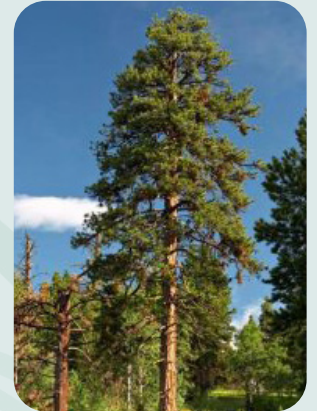
= Pollinator
Friendly



= Street Tree
Approved

Ponderosa Pine

- This majestic tree is well adapted to high temperatures and low moisture and is highly resistant to low-intensity fire.
- A long taproot helps the drought-resistant pine obtain adequate moisture and also decreases its chances of being uprooted by strong winds.
- Scientists don't know why, but older ponderosa pines smell like butterscotch!

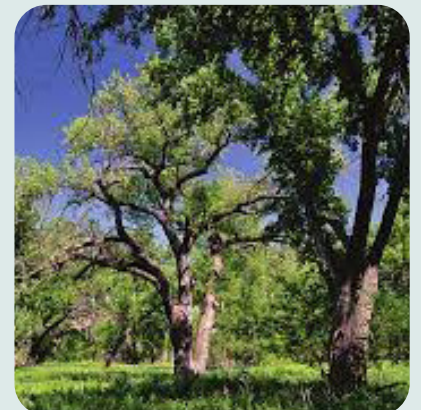


Scientific Name	Common Name	Sun/Shade	Moisture Needs	Notes
Tilia americana	American Basswood	Full sun	Medium	
Tilia amurensis	Linden	Full sun	Low	
Tilia tomentosa	Silver Linden	Full sun	Medium	
Tilia x flavescens 'Glenleven'	Glenleven Linden	Full sun	High	
Prunus virginiana 'Shubert'	Canada Red Chokecherry	Full sun	Low	
Pinus ponderosa	Ponderosa Pine	Full Sun	Low	
Acer glabrum	Rocky Mountain Maple	Full sun	Medium	
Populus Deltoides Monilifera	Plains Cottonwood	Full Sun	High	

Plains Cottonwood

- Adapted to Colorado's eastern plains, this is the largest native broadleaf tree in the state.
- One of the most ecologically and culturally significant trees in Colorado, it thrives in riparian zones.
- Cottonwoods reduce erosion, capture and filter sediment, and increase water infiltration.

*** Appropriate in natural corridors and private open space, requires approval from town forester.**



MASTER PLANT LIST



= Colorado Native
Plant



= Pollinator
Friendly



= Street Tree
Approved

Scientific Name	Common Name	Sun/Shade	Moisture Needs	Notes
Acer tataricum	Tartarian Maple	Full sun	Low-Med	
Acer grandidentatum	Big Tooth Maple	Full sun	Low-Med	@
Aesculus arguta	Texas Buckeye	Full sun	Low-Med	
Aesculus glabra	Ohio Buckeye	Full sun	Medium	 
Amelanchier alnifolia	Saskatoon Serviceberry	Full sun	Low-Med	
Amelanchier canadensis	Shadblow Serviceberry	Full sun/ Light shade	Low-Med	
Catalpa Sp.	Catalpa	Full sun	Low-Med	 
Celtis occidentalis	Hackberry	Full sun	Low-Med	 
Cercis canadensis	Eastern redbud		High	
Crataegus • ambigua • phaenopyrum • viridis	• Russian • Washington • Green	• Full sun • Full sun • Full sun	• Low • Med • Low-Med	  
Ginko biloba (Male trees)	Ginko tree	Full sun	Med	 
Gymnocladus dioicus	Kentucky Coffeetree	Full sun	Low-Med	
Malus 'Spring Snow'	Spring snow crabapple	Full sun	Low-Med	
Prunus padus	European Birdcherry	Full sun	Medium	 
Prunus virginiana	Sucker Punch Canada Red	Full sun	Low-Med	
Pyrus calleryana	'Chanticleer', 'Cleveland Select', 'Capital', 'Redspire'	Full sun	Low-Med	
Ulmus • americana • davidiana	• "ValleyForge-Triumph" • David Elm	• Full sun • Full sun	Low-Med	@  
Abies concolor	White fir	Full sun	Med	@

PROHIBITED LIST

Trees Prohibited in Town of Berthoud right of ways or on public lands.

Scientific Name	Common Name
Fraxinus spp.	Any Ash species- Due to EAB presence in northern front range
Populus spp.	Any Poplar species- Cottonwood, Aspen, Silver Poplar, Lombardy Poplar
Salix spp.	Any Willow species
Acer negundo	Box Elder Tree *does not include Sensation Boxelder
Ulmus pumila	Siberian (Chinese) Elm
Robinia pseudoacacia	Purple Locust/ Black Locust
Morus alba	Mulberry
Pyrus calleryana 'Bradford'	Bradford Pear
Juglans nigra	Black Walnut
Elaeagnus angustifolia	Russian Olive
Ailanthus altissima	Tree of Heaven
Tamarix spp.	Tamarisk (Salt Cedar)
Acer Rubrum	Red Maple
Acer saccharinum	Silver Maple
Acer x freemanii	Freeman Maple (Autumn Blaze Maple)
Betula spp.	Birch
Any weeping or pendulous tree type eg., Weeping birch	
Any shrub or hedge which by its habit of growth would obstruct, restrict, or conflict with necessary and safe use of the public rights-of-way.	
Conifers or evergreens which would eventually grow over the sidewalks or streets.	
Pod producing Honeylocust	

Colorado Noxious Weeds

Noxious weeds threaten valuable wildlife habitat and natural resources, cause economic hardships to agricultural producers, and are a nuisance for recreational activities. The Noxious Weed Act requires all Colorado residents to control noxious weeds using integrated methods to manage noxious weeds if the same is likely to be materially damaging to the land of neighboring landowners.

*Find a list of Colorado Noxious Weeds here : [Noxious Weed List](#)
or go to <https://ag.colorado.gov/conservation/noxious-weeds/species-id>*

APPENDIX

MAINTENANCE PLANS

All property owners/occupants of residential, mixed use, commercial, or industrial property with a site-specific development plan such as a Site Plan or Use by Special Review are responsible for the maintenance and replacement of landscaping as shown on that approved plan. The below maintenance checklist should be used to establish a landscape maintenance plan, to be submitted to the Town of Berthoud for review.

Introduction

- Provide a description of the development and the area of coverage.
- Provide contact information for specific questions or concerns (names, phone numbers and hours of operation).

Plant Material

- Provide direction on pruning and trimming of plant material.
- Provide direction for establishment of native grasses and seeded areas. Include information about mowing frequency based on season. If shrub beds are within seeded areas, provide direction to mow and trim to maintain visibility. If grasses are within areas used for fire breaks, provide direction on height and frequency of mowing.
- Provide direction for watering in irrigated areas throughout the year. Use season specific standards for winter watering and growing season watering to ensure that plants get the proper amount of water throughout the year.
- Provide direction on fertilization of trees and shrubs. Include information about when to fertilize and the fertilization process.

Mulch

- Provide direction on maintenance for all mulch beds to ensure that the standard depth remains constant and per specifications.
- Provide direction on water required to establish native grasses

Irrigation Systems

- Provide information on monitoring and repairs to irrigation systems. Include start up (spring start up procedures) and shut down (winterization procedures) as well as weekly, monthly and yearly maintenance instructions. Include contact for reporting all problems with system and maintenance of the systems.

Landscape Maintenance Schedule

- Provide a general monthly checklist for landscape maintenance for each month of the year.

APPENDIX
**SAMPLE
MAINTENANCE
PLAN**

Project Name
Maintenance Manual

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APPENDIX
**SAMPLE
MAINTENANCE
PLAN**

PLANT MATERIAL

Pruning/Trimming:

- 1) In general, prune or trim shrubs and trees just after their flowering period and only as necessary. No shearing is allowed. Remove any dead or dying branches. Notify Contact Name of any tree pruning needs observed during regular maintenance. Tree pruning will be done by either the _____ or by a certified arborist employed by _____ under the direction of and with prior consent from _____. Pruning of all shrubs will be completed by _____, at appropriate times determined by them.
- 2) Make all cuts clean; keep saws and pruners sharp.
- 3) Pruning will take place as needed to prune all dead, diseased, or injured branches.

Native Grass Seeded Areas:

- 1) Native grass areas will be mowed 2 times per growing season or as needed to help control weeds. All bare areas will be touch up seeded in spring or fall seeding windows.
- 2) For shrub beds within native seed area, mow or trim as necessary to maintain visibility of shrubs and keep grass from overshadowing view of shrubs.
- 3) Irrigate native seeded areas for 2 years (or until established). Once established, water as necessary based on seasonal conditions.

Watering in Irrigated Areas during Winter Months:

- 1) Winter watering is extremely important and should take place monthly or more when there are periods of dry, warm weather or heavy winds. Deep root watering on all trees is also a good practice. Trees planted on the project shall be watered once per month or more at the rate of 30 gallons per tree for the months of November through April until the Landscape Establishment period ends. Shrubs planted on the project shall be watered at the rate of 10 gallons per shrub for the months of November through April. Winter watering will be completed for both years of the maintenance plan requirement.
- 2) It is better to water heavily a fewer number of times than to water lightly a greater number of times. Over-watering is a major cause of problems in plant material and is much more difficult to correct than under-watering.
- 3) Check soil moisture as often as possible, specifically during periods of prolonged dry/windy weather and especially when there is no snow cover, to determine water needs of the plant. The soil should be moist, not wet.
- 4) Winter watering frequency shall be adjusted based upon amount of snowfall and frozen conditions/warm, windy conditions.

Watering Irrigated Areas during Growing Season Months:

- 1) Do not over-water plantings. Drip systems should be left on for enough time to saturate the root zone. Avoid multiple start times with Drip system. Do not allow run-off from the Drip system. The trees will need to receive 30-40 gallons of water per week where as shrubs will receive 6-10 gallons per week.

APPENDIX

**SAMPLE
MAINTENANCE
PLAN**

Fertilizing Trees and Shrubs:

- 1) All plant material should be fertilized each spring with a well-balanced, slow release synthetic or organic fertilizer in early spring.
- 2) Granular slow release fertilization will be of 5-5-5 formulation or similar, applied per label directions. Hand water immediately after fertilizing to force fertilizer into soil and wash any fertilizer from plant surfaces.

Weed, Insect and Disease Management:

An Integrated Pest Management (IPM), approach will be used to control pests, weeds, insects and diseases. The IPM program coordinates long-term prevention or suppression of pest problems to minimize impacts to human health, the environment, and non-target organisms.

Pesticides are to be used as a last resort after exhausting all other options. If pesticides are used they must be chosen from the list of products that have been reviewed, evaluated and approved by the IPM Subcommittee.

Weeds in planting beds will be removed on a weekly basis as the weeds emerge. Dispose of all weeds off site. Regular maintenance of the mulch layer will help minimize weeds in the planting beds. If herbicides must be used, they are to be chosen from the list approved by the IPM subcommittee. Use the least toxic herbicide available and spot apply on weeds.

Plant material deemed dead or irreparably damaged will be removed and replaced each month and within 30 days of notification with healthy, like plant materials.

Warranty plants shall not be installed during the summer months (June, July and August)

General IPM Steps and Methods:

- 1) Prevention first: Follow accepted maintenance practices (correct watering, mulching, pruning, etc).
- 2) Identify the pest life cycle and characteristics.
- 3) Set action thresholds – tolerate minimum damage.
- 4) Monitor regularly and include any findings in project log.
- 5) When pests exceed threshold, use control methods with the least non-target impacts. "Know the Pest" by treating it when it is in its most vulnerable state and when its natural enemies are in their least susceptible state.
- 6) Keep records in the project log of control methods and results.

APPENDIX
**SAMPLE
MAINTENANCE
PLAN**

Wrapping/Staking:

- 1) All deciduous trees should be wrapped by November 1st – 15th of the year they are planted. Specific tree wrap will be cut in a continuous strip of sufficient length to wrap tree. Wrap from soil surface to the first branch of each tree. Wrap with over-lapping wraps of 1.5". Secure wrapping with wrapping tape and do not use electrical tape or string. Deciduous trees should be wrapped for the first four to five years after planting. Wrapping shall be removed between April 1st – 15th of the following spring.
- 2) Remove stakes after the second full growing season, depending on the type of tree, root growth and wind at the site.

WOOD MULCH

Check the depth of Wood Mulch during maintenance activities. Add additional mulch in areas that have decayed or have thinned out over time. All mulch beds will be kept at the depth specified in the specifications.

AUTOMATIC IRRIGATION SYSTEM

Start-up, Shut-down and weekly operations will be coordinated with _____. If a problem has been identified with the irrigation system notify _____ and will proceed in troubleshooting and fixing the problem.

Monitor the moisture levels around all plant material. Report problems, including browning or oversaturation, to _____. Recommend necessary adjustments and then coordinate with the owner rep to alleviate the problem. Control all irrigation systems, including clock settings. Fix any leaks or other problems with the material installed on this project. Any repair work to be coordinated with owner rep.

Provide the following maintenance items/extra stock to the owner rep prior to final acceptance:

- 1) 2 sets of special tools required for removing, disassembling and adjusting each type of sprinkler head and valve supplied on this project.
- 2) Two 6-foot valve keys for operation of gate valves or stop and waste valves (if applicable).
- 3) 2 keys for each automatic controller.
- 4) 2 quick coupler keys and 2 matching hose swivels for each type of quick coupling valve installed.
- 5) 2 aluminum drain valve keys of sufficient length for operation of drain valves.
- 6) 4 Rotor heads of each type used.
- 7) 100' of Inline Emitter Tubing of each type used.

APPENDIX
**SAMPLE
MAINTENANCE
PLAN**

Spring Start-up Procedures: Coordinate with owner rep at site to be on hand during start-up procedures.

- 1) Run through the zones attached to the project to test for any winter damage.
- 2) Set programs for watering frequency and duration of the project zones in coordination with the owner rep. Run through clock to ensure a working system.
- 3) Verify that all drip emitters are functioning properly. Repair if needed.

Weekly Maintenance:

- 1) Inspect valves and Drip system weekly for any damage or leaks. Any repairs made shall be made with materials of the same manufacturer and model as the original equipment.
- 2) Check for dry or oversaturation of planting areas and coordinate with owner rep to make changes.
- 3) Clean up: Continuous clean up operations will be performed throughout the duration of the work. Remove rubbish from site on at least a weekly basis, or when on site for other maintenance tasks.
- 4) Trench settling will be repaired and re-seeded if it occurs.

Monthly Maintenance:

- 1) All weekly procedures.
- 2) Coordinate with owner rep to adjust times on controller to compensate for different temperatures and precipitation each month.
- 3) Run through controller to assure proper working condition for project zones.

Yearly Maintenance:

- 1) All monthly procedures.
- 2) Inspect all components (valves, Drip pipe, etc.) to assure proper working condition.
- 3) Flush Drip pipes once per year to remove any possible sediment.
- 4) "Start-up" and "winterize" system (see detailed explanations below). Coordinate with owner rep.

APPENDIX
**SAMPLE
MAINTENANCE
PLAN**

Winterization Procedures: Coordinate with owner rep at site to be on hand during winterization procedures.

- 1) Close the main supply.
- 2) Connect air compressor to the service tee located on the vacuum breaker.
- 3) Turn controller to station #1 and start compressor.
- 4) Force air through station #1 until all water has been blown out. Continue process through stations #2, #3, etc., until all stations have been blown out completely (a minimum of 3 minutes).
- 5) Open all drain valves and petcocks on the vacuum breaker.
- 6) Turn off controller, but allow to run so that lubricants stay on clock motors.

General Notes:

- 1) It is important to repair any malfunctioning equipment as soon as possible especially during the hot mid-summer months.
- 2) Check for spots that appear to be dry. The sooner these are corrected, the less damage there will be.
- 3) Time of year and conditions will affect watering times. A base time of 35 to 50 minutes shall be used for Drip zones. The trees require 30 to 40 gallons of water per week where as shrubs will require 6-10 gallons of water per week. These times are averages only and will vary depending on time of season, plant material type, wind conditions and soil conditions.

APPENDIX

SAMPLE MAINTENANCE PLAN

GENERAL MONTHLY CHECKLIST

As Needed Items

- Tree pruning needs for dead or damaged limbs.
- Trash removal

January

- Winter water

February

- Winter water

March

- Winter water

April

- Remove tree wrap
- Activate and troubleshoot sprinkler system
- Remove weeds as needed
- Re-mulch beds as needed
- Remove weeds

May

- Fertilize trees and shrubs
- Re-mulch beds as needed
- Inspect sprinkler system operation/adjust timing as needed
- Prune trees and shrubs as needed
- Remove weeds

June

- Check all trees and shrubs for insect pests
- Inspect sprinkler system operations/adjust timing as needed
- Remove weeds
- Re-mulch beds as needed

July

- Inspect sprinkler system operation/adjust timing as needed
- Remove weeds
- Re-mulch beds as needed

August

- Inspect sprinkler system operation/adjust timing as needed
- Remove weeds
- Re-mulch beds as needed

September

- Inspect sprinkler system operation/adjust timing as needed
- Remove weeds
- Re-mulch beds as needed

October

- Adjust staking of new trees
- Reduce watering times on sprinkler system
- Remove weeds

November

- Wrap trees
- Winterize irrigation sprinkler system
- Winter water

December

- Winter water

.....

[illegible]