



MEETING MINUTES OF THE TOWN BOARD

Town Board Room
807 Mountain Avenue
Town of Berthoud, Colorado
Tuesday, September 10, 2024, 6:30 p.m.

9/10/2024 - Minutes

1. Meeting Called To Order - Mayor William Karspeck

Mayor Karspeck called the meeting 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
May Albrecht, Trustee
Brett Wing, Trustee
Karl Ayers, Trustee
Sean Murphy, Mayor Pro-Tem
Will Karspeck, Mayor

The following Board members were absent:

Tim Hardy, Trustee

The following staff members were present:

Erin Smith, Town Attorney
Chris Kirk, Town Administrator
Christian Samora, Town Clerk
Lexi Weissman, Deputy Town Clerk
Sergeant Justin Williamson, Larimer County Sheriff
Tawn Hillenbrand, Senior Planner
Anne Johnson, Planning Director

4. Citizen Participation

Rob Dawe spoke regarding food trucks in the downtown area.

5. Scheduled Items And Estimated Time For Discussion

5.I. Consent Agenda

Items:

- a) September 10, 2024, Meeting Agenda
- b) August 27, 2024, Meeting Minutes
- c) July 2024 Financial Information
- d) Constitution Week 2024 Proclamation
- e) National Co-Responders Week Proclamation

Mayor Karspeck requested items D and E be removed from the Consent Agenda for individual consideration.

Mayor Pro-Tem Murphy moved to combine and approve the items on the Consent Agenda, less items D and E. Trustee Wing seconded the motion. In a 6-0 roll call vote, THE MOTION CARRIED.

Mayor Karspeck read the Constitution Week Proclamation aloud.

Mayor Karspeck read the National Co-Responders Week Proclamation aloud.

Trustee Albrecht moved to approve items D and E. Trustee Ayers seconded the motion. In a 6-0 roll call vote, THE MOTION CARRIED.

5.II. Appointment Of Planning Commission Member

Mayor Karspeck and Trustee Kurtz provided some information on the Planning Commission interview. The interview committee recommended re-appointing Karen Anderson to the Planning Commission.

Trustee Kurtz moved to appoint Karen Anderson to the Planning Commission for a term of 3 years. Mayor Pro-Tem Murphy seconded the motion. In a 6-0 roll call vote, THE MOTION CARRIED.

5.III. CSU Extension Program Presentation

Laura Walker with Larimer County gave an introduction on the CSU Extension Program Extension.

Cary Weiner and Christa Timmerman with CSU Extension gave a presentation.

5.IV. Farmstead 3rd Filing NMP And COZ - Continuance

Senior Planner, Tawn Hillenbrand, requested a continuance for the Farmstead 3rd Filing Neighborhood Master Plan and Change of Zone.

Mayor Pro-Tem Murphy moved to approve the hearing continuance request for Farmstead 3rd Filing Neighborhood Master Plan and Change of Zone to the date certain of September 24, 2024. Trustee Kurtz seconded the motion. In a 6-0 roll call vote, THE MOTION CARRIED.

5.V. River Trails Annexation Substantial Compliance

Planning Director, Anne Johnson, gave a presentation on the River Trails Annexation Substantial Compliance.

Mayor Pro-Tem Murphy moved to approve Resolution 12-2024, a resolution of the Town Board of the Town of Berthoud regarding the petition for annexation filed by River Trails, LLC and setting the matter for a public hearing on November 12, 2024. Trustee Ayers seconded the motion. In a 5-1 roll call vote, THE MOTION CARRIED, with Mayor Karspeck having the dissenting vote.

5.VI. General Code Changes - Public Hearing

Planning Director, Anne Johnson, gave a presentation on the general code changes.

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

Trustee Ayers moved to approve Ordinance 1343, an ordinance of the Town Board of the Town of Berthoud amending certain sections of the Berthoud Municipal Code, Chapter 30, specifically Section 3 regarding land uses, permits and zoning classifications; Section 1, by amending definitions; and Section 2, regarding the protection of viewsheds. Mayor Pro-Tem Murphy seconded the motion. In a 6-0 roll call vote, THE MOTION CARRIED.

6. Elected Official Reports

Trustee Albrecht:

Albrecht reported on the recent Youth Advisory meeting, now being held in the Board Room. Albrecht discussed ideas on how to use Youth Advisory funding and inquired about pushing out surveys about the Town to the Town's youth. Albrecht suggested adding more lighting to the downtown area and inquired about taking control of Mountain Ave over from CDOT.

Trustee Wing:

Wing discussed getting more education on metro districts for the Board members. Wing also discussed food truck regulations.

Trustee Ayers:

Ayers reported on Arboretum design and the Trail Master Plan, as well as vacancies on the PORT Committee. Ayers reported on the new striping and signage on Spartan. Ayers invited PORT Committee members to the study session regarding the PORT survey and mentioned the Grand Opening for Town Park.

Mayor Pro-Tem Murphy:

Murphy reported on Tree Committee vacancies. Murphy inquired about an update on the TSD support resolution.

Mayor Karspeck:

Karspeck would also like for the Board to have more education surrounding metro districts and reported on an upcoming CML meeting. Karspeck also requested help with the upcoming Christmas parade.

Administrator Kirk:

Kirk reported on a study session that will be held on October 1st. Kirk noted that a survey will be going to the Trustees regarding 2nd Street conceptual designs. Kirk reported that the railroad crossing at Mountain Ave is now scheduled and provided an update on the Spartan crossing. Kirk reported on recent meetings with House of Neighborly Services.

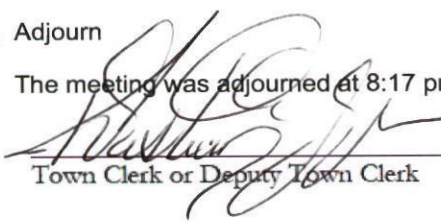
Interview Committees for various Boards and Commissions:

Clerk Samora gave an introduction on the various Boards and Commissions vacancies.

1. Historic Preservation Advisory Committee: Trustee Albrecht and Trustee Hardy, with Mayor Karspeck acting as a backup
2. PORT Committee: Trustee Ayers and Trustee Kurtz
3. Planning Commission: Trustee Kurtz and Mayor Karspeck
4. Tree Advisory Committee: Mayor Pro-Tem Murphy and Trustee Wing

7. Adjourn

The meeting was adjourned at 8:17 pm.


Town Clerk or Deputy Town Clerk




Sean Murphy, Mayor Pro-Tem