



MEETING MINUTES OF THE TOWN BOARD

Town Board Room
807 Mountain Avenue
Town of Berthoud, Colorado
Tuesday, November 12, 2024, 6:30 p.m.

11/12/2024 - 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:

Karl Ayers, Trustee
May Albrecht, Trustee
Tim Hardy, Trustee
Brett Wing, Trustee
Sean Murphy, Mayor Pro-Tem
Will Karspeck, Mayor

The following Board members were absent:

Chris Kurtz, 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
Ken Matthews, Director of Water Utilities
Savana Dumler, Water & Wastewater Engineer
Anne Johnson, Community Development Director
Tawn Hillenbrand, Senior Planner

4. Citizen Participation

No one spoke during Citizen Participation.

5. Scheduled Items And Estimated Time For Discussion

5.I. Consent Agenda

Items:

- a) November 12, 2024, Meeting Agenda
- b) October 22, 2024, Meeting Minutes
- c) September 2024 Financial Information

Trustee Wing moved to combine and approve the items on the Consent Agenda. Trustee Hardy seconded the motion. In a 6-0 roll call vote, THE MOTION CARRIED.

5.II. Historic Preservation Advisory Committee Report

Todd Duvall, Chair for the Historic Preservation Advisory Committee, gave a presentation.

5.III. Historic Preservation Advisory Committee Appointments

Trustee Hardy reported on the interviews for the Historic Preservation Advisory Committee.

Trustee Hardy moved to appoint the following volunteers to the Historic Preservation Advisory Committee, each for a term of 2 years:

- Carri Grimditch
- Leslie Moore
- Courtney VanHooser

Trustee Albrecht seconded the motion. In a 6-0 roll call vote, THE MOTION CARRIED.

5.IV. Progressive Design Build Contract For BNR Improvements To The Water Reclamation Facility

Director of Water Utilities, Ken Matthews provided an introduction on the Progressive Design Build Contract for the Water Reclamation Facility.

Water & Wastewater Engineer, Savana Dumler, and Administrator Kirk provided some additional information.

Trustee Albrecht moved to approve the finalized Progressive Design-Build Agreement for the Berthoud WRF Phase 1A Improvements Project and authorize the Town Administrator to execute the contract. Trustee Wing seconded the motion. In a 6-0 roll call vote, THE MOTION CARRIED.

5.V. A Little Help Funding Request

Administrator Kirk provided an introduction on the A Little Help funding request.

Hilary Simmons with A Little Help provided some additional information.

Trustee Wing moved to authorize the Town Administrator to execute the consulting services agreement between the Town of Berthoud and A Little Help. Trustee Hardy seconded the motion. In a 6-0 roll call vote, THE MOTION CARRIED.

5.VI. Fickel Farms 5th Filing Neighborhood Master Plan - Public Hearing

Community Development Director, Anne Johnson, gave an introduction on the Land Use Planning Process.

Senior Planner, Tawn Hillenbrand, gave a presentation on the Fickel Farms 5th Filing.

Kristin Turner with TB Group provided additional information on the Neighborhood Master Plan and rezone request.

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

Trustee Hardy moved to approve Resolution 2024-14, a resolution of the Town of Berthoud Board of Trustees, approving a Neighborhood Master Plan for a development known as the "Fickel Farm 5th

Filing Development" in the Town of Berthoud. Mayor Pro-Tem Murphy seconded the motion. In a 6-0 roll call vote, THE MOTION CARRIED.

Trustee Hardy moved to approve Ordinance 1345, an ordinance amending the Zoning Map of the Town of Berthoud, to rezone the Fickel Farm 5th Filing Property previously zoned Planned Unit Development to Urban Residential District. Mayor Pro-Tem Murphy seconded the motion. In a 6-0 roll call vote, THE MOTION CARRIED.

5.VII. River Trails Annexation, Zoning, And Neighborhood Master Plan- Public Hearing

Community Development Director, Anne Johnson, gave a presentation on the River Trails Annexation, Zoning and Neighborhood Master Plan request.

Applicant, Jon Turner and Jim Birdsall, provided additional information.

Mayor Karspeck opened the Public Hearing.

Rick Stoner, Dr. Lisa Jacobson, Emily Harrison, Maria Culligan, Emmett Culligan, Hedy Brown, and Charlotte Roe spoke.

Trustee Ayers moved to extend the meeting to 10:15 pm. Trustee Wing seconded the motion. With all those in favor, THE MOTION CARRIED.

Brad Cook, Davon Cook, David Hershman, and Joyce Stoner spoke during the Public Hearing. Mayor Karspeck closed the Public Hearing.

Jim Birdsall responded to some of the publics concerns.

Trustee Ayers moved to extend the meeting through to the conclusion of Agenda Item 7. Trustee Albrecht seconded the motion. With all those in favor, THE MOTION CARRIED.

Trustee Hardy moved to continue Resolution 2024-16, a resolution of the Board of Trustees of the Town of Berthoud, setting forth findings of fact and determinations regarding the eligibility for annexation of the River Trails Annexation Numbers 1, 2, and 3 pursuant to C.R.S. 31-12-110, to February 11, 2025. Trustee Wing seconded the motion. In a 5-1 roll call vote, THE MOTION CARRIED, with Mayor Karspeck having the dissenting vote.

Trustee Hardy moved to continue Ordinance 1347, an ordinance of the Board of Trustees of the Town of Berthoud, annexing property known as the "River Trails Annexation Numbers 1, 2, and 3" to the Town of Berthoud, to February 11, 2025. Trustee Wing seconded the motion. In a 6-0 roll call vote, THE MOTION CARRIED.

Trustee Hardy moved to deny Resolution 2024-15, a resolution of the Town of Berthoud Board of Trustees approving a Neighborhood Master Plan for a development known as the "River Trails Development" in the Town of Berthoud. Trustee Albrecht seconded the motion. In a 5-1 roll call vote, THE MOTION CARRIED, with Mayor Karspeck having the dissenting vote.

Hardy moved to deny Ordinance 1348, an ordinance amending the zoning map of the Town of Berthoud to establish the zoning of property known as the "River Trails Annexation Numbers 1, 2 and 3" newly annexed to the Town of Berthoud. Trustee Ayers seconded the motion. In a 6-0 roll call vote, THE MOTION CARRIED.

5.VIII. Natural Medicine Moratorium - Public Hearing

Attorney Smith gave an introduction on the proposed Natural Medicine Moratorium.

Mayor Karspeck opened the Public Hearing.

No one spoke during the Public Hearing.

Mayor Karspeck closed the Public Hearing.

Trustee Albrecht moved to approve Ordinance 1349, an ordinance of the Board of Trustees of the Town of Berthoud, Colorado, imposing a temporary moratorium on the submission, acceptance, processing and approval of applications for the establishment of a business that cultivates, processes, or

dispenses natural medicine and the establishment of any business, occupation, or operation for healing centers. Mayor Pro-Tem Murphy seconded the motion. In a 6-0 roll call vote, THE MOTION CARRIED.

6. Elected Official Reports

Trustee Wing:

Wing requested another row of chairs in the Board room as well as map displayed for meetings.

Trustee Ayers:

Ayers reported on PORT updates on the Trail Master Plan and Pioneer Park. Ayers requested future discussion on noticing requirements for developments.

Trustee Albrecht:

Albrecht noted that she would like to re-examine the Town's Comprehensive Plan. Albrecht expressed concern about the permitting process for short-term rentals.

Trustee Hardy:

Hardy requested the Board have a discussion regarding metro districts.

Mayor Karspeck:

Karspeck reported on an MPO meeting and a letter regarding the upcoming rail project. Karspeck thanked the Board and staff for the meeting tonight.

Administrator Kirk:

Kirk spoke regarding the annexation process the Board saw tonight. Kirk reported on an upcoming study session on community development.

7. Adjourn

The meeting was adjourned at 11:27 pm.



Town Clerk or Deputy Town Clerk



William Karspeck, Mayor