



**Garden
Spot of
Colorado**

MEETING MINUTES OF THE TOWN BOARD

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

12/10/2024 - 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:

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

The following Board members were absent:

May Albrecht, Trustee

The following staff members were present:

Alicia Garcia, Town Attorney
Chris Kirk, Town Administrator
Christian Samora, Town Clerk
Lexi Dovel, Deputy Town Clerk
Sergeant Justin Williamson, Larimer County Sheriff
Walt Elish, Economic Development Director
Anne Johnson, Community Development Director
Luke Seeber, Engineering Supervisor
Cindy Leach, Director of Finance

4. Citizen Participation

No one spoke during Citizen Participation.

5. Scheduled Items And Estimated Time For Discussion

5.I. Consent Agenda

Items:

- a) December 10, 2024, Meeting Agenda
- b) November 26, 2024, Meeting Minutes
- c) December 3, 2024, Meeting Minutes
- d) December 2024 Project Update
- e) Second Amendment to Town Administrator Contract

Mayor Karspeck requested that item E) Second Amendment to Town Administrator Contract be removed from the Consent Agenda for individual consideration.

Trustee Kurtz moved to combine and approve the items on the Consent Agenda, less item E. Trustee Ayers seconded the motion. In a 6-0 roll call vote, THE MOTION CARRIED.

Mayor Karspeck provided some additional information on item E.

Trustee Kurtz moved to approve item E) Second Amendment to Town Administrator Contract. Trustee Ayers seconded the motion. In a 6-0 roll call vote, THE MOTION CARRIED.

5.II. Mountain Ave And 2nd Street Concept Update

Economic Development Director, Walt Elish, gave an introduction on the Mountain Ave and 2nd Street Concept Update.

David Stranathan and Josh McCarn with Asher Architects gave a presentation.

Amie Pilla with the Berthoud Community Library provided some additional information.

5.III. Adoption Of 3-Mile Plan - Public Hearing

Community Development Director, Anne Johnson, provided an introduction on the adoption of the 3-Mile Plan.

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

Trustee Kurtz moved to approve Ordinance 1350, an ordinance of the Town of Berthoud Board of Trustees adopting the Town of Berthoud Three-Mile Plan. Mayor Pro-Tem Murphy seconded the motion. In a 6-0 roll call vote, THE MOTION CARRIED.

5.IV. Farmstead 2nd Filing Rights Of Way Acceptance

Community Development Director, Anne Johnson, provided an introduction on the Farmstead 2nd Filing Rights of Way.

Engineering Supervisor, Luke Seeber, gave a presentation.

Mayor Karspeck opened the item to public comment.
No one spoke during public comment.
Mayor Karspeck closed public comment.

Trustee Ayers moved to approve Resolution 2024-19, a resolution of the Town of Berthoud Board of Trustees accepting title to certain real property parcels in the Town of Berthoud. Trustee Hardy seconded the motion. In a 6-0 roll call vote, THE MOTION CARRIED.

5.V. Resolution Of Support For GOCO Grant Application

Community Development Director, Anne Johnson, provided an introduction on the Resolution of Support for the GOCO Grant Application.

Trustee Kurtz moved to approve Resolution 2024-20, a resolution of the Town of Berthoud Board of Trustees supporting an application to the State Board of the Great Outdoors Colorado Trust Fund for property acquisition. Trustee Hardy seconded the motion. In a 6-0 roll call vote, THE MOTION CARRIED.

5.VI. 2025 Annual Budget, Mill Levy, Supplemental Appropriation, And Fee Schedule- Public Hearing

Administrator Kirk provided an introduction on the 2025 Annual Budget, Mill Levy, Supplemental Appropriation and Fee Schedule.

Director of Finance, Cindy Leach provided some additional information.

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

Trustee Kurtz moved to adopt Resolution 2024-21, a resolution authorizing the expenditure of funds in excess of the 2024 Budget. Mayor Pro-Tem Murphy seconded the motion. In a 6-0 roll call vote, THE MOTION CARRIED.

Trustee Kurtz moved to adopt Resolution 2024-22, a resolution summarizing the expenditures and revenues for each fund and adopting a budget for the Town of Berthoud, Colorado, for the calendar year beginning on the first day of January 2025 and ending on the last day of December 2025. Mayor Pro-Tem Murphy seconded the motion. In a 6-0 roll call vote, THE MOTION CARRIED.

Trustee Kurtz moved to adopt Resolution 2024-23, a resolution appropriating sums of money to various funds, in the amounts and for the purposes set forth, for the Town of Berthoud, Colorado, for the 2025 Budget Year. Mayor Pro-Tem Murphy seconded the motion. In a 6-0 roll call vote, THE MOTION CARRIED.

Trustee Kurtz moved to adopt Resolution 2024-24, a resolution of the Town of Berthoud adopting a fee schedule for all Town Fees as provided in the Berthoud Municipal Code. Mayor Pro-Tem Murphy seconded the motion. In a 6-0 roll call vote, THE MOTION CARRIED.

Trustee Kurtz moved to adopt Ordinance 1351, an ordinance of the Town Board of the Town of Berthoud levying the taxes for the year 2025 to defray the costs of the municipal government of Berthoud, Colorado, for the fiscal year beginning January 1, 2025, and ending December 31, 2025. Mayor Pro-Tem Murphy seconded the motion. In a 6-0 roll call vote, THE MOTION CARRIED.

6. Elected Official Reports

Trustee Ayers:

Ayers reported on a drainage issue that has been discussed by the PORT committee, as well as issues with illegal parking at the reservoir. Ayers provided some updates on upcoming 2025 projects and reported on a vacancy on the PORT committee.

Trustee Kurtz:

Kurtz expressed appreciation for Larimer County Sheriffs and the Berthoud Fire Department for their response to a grass fire.

Mayor Pro-Tem Murphy:

Murphy reported on the 2025 calendar created by the Tree Committee and the opening of the new UCHHealth primary care clinic.

Mayor Karspeck:

Karspeck reported on a recent meeting of the Behavioral Health Policy Council involving discussions on the co-responder program, the Longview building, and the Community Impact Fund. Karspeck noted that the Mayor of Cheyenne will be visiting Berthoud this week. Karspeck will be attending an upcoming dinner for Thompson Valley EMS. Karspeck reported on the Parade of Lights and Tree Lighting and thanked staff for their work.

Administrator Kirk:

Kirk reported on visitor data from the Parade of Lights this past weekend.

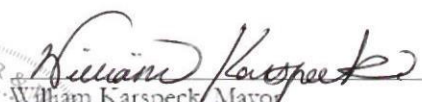
Sergeant Williamson:

Williamson reported on newly purchased defense barriers provided by Larimer County for the Parade of Lights.

7. Adjourn

The meeting was adjourned at 7:54 pm.


Town Clerk or Deputy Town Clerk


William Karspeck, Mayor

