



BOARD OF TRUSTEES

441 3rd Street, Mead
Monday, June 12, 2023

MINUTES

I. 5:15 p.m.
MURA Special Meeting

II. 6:00 p.m. to 10:00 p.m.
REGULAR MEETING
Meeting to be held remotely via Zoom

In accordance with the Town's Remote Participation and Remote Meeting Policy adopted by the Board of Trustees on March 13, 2023 by Resolution No. 21-R-2023, this meeting was held as a remote meeting.

1. Call to Order – Roll Call

Mayor Colleen Whitlow called the Regular Meeting of the Board of Trustees to order at 6:00 p.m.

Present

Mayor Colleen Whitlow
Mayor Pro Tem Chris Cartwright
Trustee David Adams
Trustee Trisha Harris
Trustee Chris Parr
Trustee Herman Schranz

Absent

Trustee Debra Brodhead

Also present: Town Manager Helen Migchelbrink; Administrative Services Director Mary Strutt; Police Chief Brent Newbanks; Town Engineer / Public Works Director Erika Rasmussen; Community Development Director Jason Bradford; Public Information Officer / Community Engagement Director Lorelei Nelson.
Attending via remote access: members of the public.

2. Moment of Silence

Mayor Whitlow requested the observance of a moment of silence for the loved ones we have lost.

3. Pledge of Allegiance to the Flag

The assembly pledged allegiance to the flag.

4. Review and Approve Agenda

*Motion was made by Trustee Adams, seconded by Mayor Pro Tem Cartwright, to approve the agenda.
Motion carried 6-0, on a roll call vote.*

5. Staff Report: Town Manager Report

a. Manager Report

Town Manager Helen Migchelbrink discussed a Board retreat tentatively scheduled for July 8th. She also gave a shoutout to Mead PD for recent arrests. The Board discussed the Mead Motorheads Annual Car Show.

6. Informational Items

a. Police Use of Facial Recognition

Police Chief Brent Newbanks discussed reintroducing facial recognition. He has held three public meetings and posted the accountability report and policy. After a mandatory 90-day waiting period, implementation will begin on 8/30. The Board discussed force used in dealing with aggressive dogs.

7. Proclamations

- a. Flag Day June 14, 2023 and National Flag Week June 11 - 17, 2023

Motion was made by Mayor Pro Tem Cartwright, seconded by Trustee Adams, to approve the signing of a proclamation for Flag Day June 14, 2023 and National Flag Week June 11-17, 2023. Motion carried 6-0, on a roll call vote.

8. Public Comment: 3 minute time limit. Comment is for any item whether it is on the agenda or not unless it is set for public hearing.

There was no public comment at this time.

9. Consent Agenda: Consent Agenda items are considered to be routine and will be enacted by one motion and vote. There will be no separate discussion of Consent Agenda items unless a Board member so requests, in which case the item may be removed from the Consent Agenda and considered at the end of the Consent Agenda. Because the Consent Agenda includes Town payables (bills list/check register) and routinely includes contracts and other items involving the expenditure of Town funds, the town Clerk shall require a roll call vote on the Consent Agenda, as required by MMC Sec 2-2-190(a). Consent Agenda includes:

- a. Approval of Minutes - Regular Meeting May 30, 2023
- b. Check Register June 12, 2023
- c. May 2023 Aging Report
- d. **Ordinance No. 1038**– An Ordinance of the Town of Mead, Colorado, Approving with Conditions the Club Carwash Site Plan
- e. **Resolution No. 41-R-2023** – A Resolution of the Town of Mead, Colorado, Awarding the Bid and Approving a Construction Agreement Between the Town and Vance Brothers, Inc. for the Street Resurfacing Project
- f. **Ordinance No. 1039** – An Ordinance of the Town of Mead, Colorado, Approving with Conditions the Mead Crossings Amendment 2 Replat
- g. **Resolution 42-R-2023** – A Resolution of the Town of Mead, Colorado, Approving the First Amendment to QuikTrip Store #4227 Site Plan Agreement and Accepting Right-of-Way Conveyance

Motion was made by Trustee Adams, seconded by Trustee Schranz, to approve the consent agenda. Motion carried 6-0, on a roll call vote.

10. Public Hearing

- a. **Building Code Update**

Mayor Whitlow opened the public hearing regarding building code updates at 6:17 p.m.

Community Development Director Jason Bradford presented the staff report.

There was no public comment.

The Board discussed the 2023 building code.

- i. **Ordinance No. 1036** – An Ordinance of the Town of Mead, Colorado, Amending Certain Provisions of Article II, Article III, Article VI, Article VII, Article XI and Article XII of Chapter 18 of the Mead Municipal Code Concerning Building and Fire Code Regulations, Adopting by Reference, Respectively, and the International Plumbing Code, 2021 Edition, the International Energy Conservation Code, 2021 Edition, Both Promulgated by the International Code Council, the National Electrical Code NFPA 70, 2023 Edition, Promulgated by the National Fire Protection Association, Inc. and as Adopted by the State of Colorado, and the International Fire Code, 2021 Edition, also Promulgated by the International Code Council

Motion was made by Trustee Harris, seconded by Trustee Schranz, to adopt Ordinance No. 1036, An Ordinance of the Town of Mead, Colorado, Amending Certain Provisions of Article II, Article III, Article VI, Article VII, Article XI and Article XII of Chapter 18 of the Mead Municipal Code Concerning Building and Fire Code Regulations, Adopting by Reference, Respectively, and the International Plumbing Code, 2021 Edition, the International Energy Conservation Code, 2021 Edition, Both Promulgated by the International Code Council, the National Electrical Code NFPA 70, 2023 Edition, Promulgated by the National Fire Protection Association, Inc. and as Adopted by the

State of Colorado, and the International Fire Code, 2021 Edition, also Promulgated by the International Code Council, on second reading. Motion carried 6-0, on a roll call vote.

Mayor Whitlow closed the public hearing at 6:21 p.m.

b. Buffalo Highlands Nos. 1-4 Annexation and Zoning

Mayor Whitlow opened the joint public hearing for the Buffalo Highlands Nos 1 – 4 annexation and zoning. At 6:22 p.m.

Town Planner Collin Mieras presented the staff report.

Matt Hengel, Westside Investments, represented the applicant.

Public comment was made by Gail Powers and Gus Robson regarding water and sewer connections and traffic/maintenance on WCR 36.

The Board discussed the development of WCR 9.5 and the portion of the annexation zoned AG.

- i. **Resolution No. 43-R-2023** - A Resolution of the Town of Mead, Colorado, Setting Forth Certain Findings of Fact and Conclusions as the Annexation of Certain Property Known as The Buffalo Highlands Annexation Nos. 1-4

Motion was made by Trustee Harris, seconded by Trustee Schranz, to adopt Resolution No. 43-R-2023 – A Resolution of the Town of Mead, Colorado, Setting Forth Certain Findings of Fact and Conclusions as the Annexation of Certain Property Known as The Buffalo Highlands Annexation Nos. 1-4. Motion carried 6-0, on a roll call vote.

- ii. **Ordinance No. 1040** - An Ordinance of the Town of Mead, Colorado, Annexing Certain Territory Known as The Buffalo Highlands Annexation Nos. 1-4

Motion was made by Trustee Parr, seconded by Trustee Adams, to adopt Ordinance No. 1040 – An Ordinance of the Town of Mead, Colorado, Conditionally Annexing Certain Territory Known as The Buffalo Highlands Annexation Nos. 1-4. Motion carried 6-0, on a roll call vote.

- iii. **Ordinance No. 1041** - An Ordinance of the Town of Mead, Colorado Approving the Initial Zoning of Property Known as The Buffalo Highlands Annexation Nos. 1-4 and Amending the Official Zoning Map of The Town of Mead

Motion was made by Trustee Harris, seconded by Trustee Schranz, to adopt Ordinance No. 1041 – An Ordinance of the Town of Mead, Colorado, Approving the Initial Zoning of Property Known as The Buffalo Highlands Annexation Nos. 1-4 and Amending the Official Zoning Map of The Town of Mead. Motion carried 6-0, on a roll call vote.

- iv. **Ordinance No. 1042** - An Ordinance of the Town of Mead, Colorado, Approving an Annexation Agreement with BAS 2020 LLC for the Buffalo Highlands Annexation Nos. 1-4

Motion was made by Trustee Adams, seconded by Trustee Parr, to adopt Ordinance No. 1042 – An Ordinance of the Town of Mead, Colorado, Approving an Annexation Agreement with BAS 2020 LLC for the Buffalo Highlands Annexation Nos. 1-4. Motion carried 6-0, on a roll call vote.

Mayor Whitlow closed the public hearing at 6:55 p.m.

11. Committee Appointments

- a. Applicant for Planning Commission Alternate - Chad Rademacher

Community Development Director Jason Bradford introduced applicant Chad Rademacher to the Board. Mr. Rademacher discussed his interest and background.

Motion was made by Trustee Schranz, seconded by Trustee Adams, to appoint Chad Rademacher to fill the vacant alternate position on the Planning Commission. Motion carried 6-0, on a roll call vote.

12. Public Comment: 3 minute time limit. Comment is for any item whether it is on the agenda or not, unless it is set for public hearing.

There was public comment at this time.

13. Elected Official Reports

- a. Town Trustees

The Trustees had no further comment at this time.

- b. Mayor Whitlow

Mayor Whitlow discussed the Mead Area Chamber of Commerce Summer Block party and thanked all who participated including Mead Community Engagement, Public Works, Police Department and residents of Mead.

14. Adjournment

Motion was made by Trustee Harris, seconded by Mayor Pro Tem Cartwright, to adjourn the meeting. Motion carried 6-0, on a roll call vote.

The Regular Meeting of the Town of Mead Board of Trustees adjourned at approximately 7:01 p.m. on Monday, June 12, 2023.

Colleen G. Whitlow, Mayor

ATTEST:

Mary E. Strutt, MMC, Town Clerk