



BOARD OF TRUSTEES

441 3rd Street, Mead
Monday, July 08, 2024

MINUTES

I. 6:00 p.m. to 10:00 p.m. REGULAR MEETING

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

1. Call to Order – Roll Call

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; Deputy Town Clerk Marisol Herman; Police Chief Brent Newbanks; Community Development Director Jason Bradford; Town Engineer / Public Works Director Erika Rasmussen; Public Information Officer / Community Engagement Director Lorelei Nelson.
Attending via remote access: Assistant Town Attorney Silvia Buchenic and members of the public.

2. Moment of Silence

Mayor Whitlow requested the observance of a moment of silence in recognition of lost loved ones.

3. Pledge of Allegiance to the Flag

The assembly pledged allegiance to the flag.

4. Review and Approve Agenda

Motion was made by Trustee Schranz, seconded by Trustee Adams, 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 the delay of bids for Gold Star Memorial until fall. The influx of car accidents along the I-25 corridor was addressed by Chief of Police Brent Newbanks.

6. Informational Items

a. 2023 Audited Financial Statement

Lorraine Trotter, Professional Management Solutions, introduced auditor Dmitry Cherynyak with DMC Auditing and Consulting, LLC. Mr. Cherynyak completed the Town's financial audit for 2023. There were no recommendations nor financial adjustments needed. Ms. Trotter reviewed 2023 financial statements.

7. Proclamations

a. Parks and Recreation Month July 2024

Motion was made by Mayor Pro Tem Cartwright, seconded by Trustee Schranz, to authorize Mayor Whitlow to sign the Proclamation for Park and Recreation Month July 2024. Motion carried 6-0, on a roll call vote.

8. Public Comment: 3 minute time limit. Comment is for any item on the agenda 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 June 24, 2024
- b. June 2024 Aging Report
- c. Check Register July 8, 2024
- d. **Ordinance No. 1055** – An Ordinance of the Town of Mead, Colorado, Approving Vacation of Certain Easements in the Red Barn Subdivision Final Plat Filing No. 2
- e. **Ordinance No. 1056** – An Ordinance of the Town of Mead, Colorado, Approving with Conditions the Red Barn Subdivision Final Plat Filing No. 2 Replat A
- f. **Resolution No. 56-R-2024** – A Resolution of the Town of Mead, Colorado, Granting Conditional Acceptance of the Public Improvements associated with the Club Carwash Site Plan (Mead Crossings Subdivision, Amendment No. 2, Lot B)

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 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.

11. Elected Official Reports

- a. Town Trustees

The Trustees had no further comments.

- b. Mayor Whitlow

Mayor Whitlow discussed the success of the 4th of July bike parade.

12. Adjournment

Motion was made by Trustee Schranz, seconded by Trustee Parr, 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 6:43 p.m. on Monday, July 8, 2024.

Colleen G. Whitlow, Mayor

ATTEST:

Marisol Herman, Deputy Town Clerk