



BOARD OF TRUSTEES

441 3rd Street, Mead
Monday, March 25, 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 Debra Brodhead
Trustee Trisha Harris
Trustee Chris Parr
Trustee Herman Schranz

Absent

None

Also present: Town Manager Helen Migchelbrink; Town Attorney Marcus McAskin; Director of Administrative Services Mary Strutt; 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: members of the public.

2. Moment of Silence

Mayor Whitlow requested the observance of a moment of silence for those suffering from cancer.

3. Pledge of Allegiance to the Flag

The assembly pledged allegiance to the flag.

4. Review and Approve Agenda

*Motion was made by Mayor Pro Tem Cartwright, seconded by Trustee Parr, to approve the agenda.
Motion carried 7-0, on a roll call vote.*

5. Staff Report: Town Manager Report

a. Manager Report

Town Manager Helen Migchelbrink discussed the Community Open House scheduled for April 22, 2024; broadband meetings with Loveland Pulse and Comcast.

6. Informational Items

a. Police Update - ICAC

Sergeant Ellis, Mead Police Department, presented information regarding the Internet Crimes Against Children Task Force, training and resources.

7. Proclamations

a. Vietnam War Veterans Day March 29, 2024

Motion was made by Trustee Schranz, seconded by Trustee Parr, to approve the signing of the Proclamation for Vietnam War Veterans Day March 29, 2024. Motion carried 7-0, 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 March 11, 2024
- b. February 2024 Financial Statements
- c. Check Register March 25, 2024
- d. **Resolution No. 26-R-2024** - A Resolution Authorizing an Application for an Energy and Mineral Impact Assistance Fund, Tier I Grant, to Support the Design of the New Police Facility
- e. **Resolution No. 27-R-2024** – A Resolution of the Town of Mead, Colorado, Approving the 4th Amendment to Special Project Task Order for Felsburg Holt & Ullevig, Inc. to Complete Construction Phase Services for the 3rd and Welker Intersection

Motion was made by Trustee Parr, seconded by Trustee Brodhead, to approve the consent agenda. Motion carried 7-0, on a roll call vote.

10. Public Hearing

a. Public Hearing: Mead Community Center Preliminary Plat

Mayor Whitlow opened the public hearing for the Mead Community Center Subdivision Preliminary Plat at 6:16 p.m.

Town Planner Kyle Estrada-Clarke presented the staff report.

Town Engineer / Public Works Director Erika Rasmussen was present to respond to questions.

Mead property owner Dave Colemere submitted public comment via email which was presented to the Board.

There was no additional public comment.

The Trustees had no comments.

Mayor Whitlow closed the public hearing at 6:23 p.m.

- i. **Resolution No. 28-R-2024** – A Resolution of the Town of Mead, Colorado, Conditionally Approving the Mead Community Center Subdivision Preliminary Plat

Motion was made by Trustee Harris, seconded by Trustee Schranz, to adopt Resolution No. 28-R-2024 – A Resolution of the Town of Mead, Colorado, Conditionally Approving the Mead Community Center Subdivision Preliminary Plat based on a finding that the review criteria set forth in Section 16-4-160 of the Code have been satisfied, as detailed in the Agenda Item Summary report prepared for the March 25, 2024 Board of Trustees meeting. Motion carried 7-0, on a roll call vote.

11. New Business

a. Resolutions in Opposition of Proposed Legislation

Town Attorney Marcus McAskin discussed the status of proposed legislation. At the Board's direction, he prepared the following four Resolutions in opposition of current legislation. Mr. McAskin instructed the Board that they may either adopt or take no action on any of the resolutions presented.

- Resolution No. 29-R-2024** - A Resolution of the Town of Mead, Colorado, Opposing House Bill 24-1304, Prohibiting Local Governments from Enacting or Enforcing Minimum Parking Requirements

Motion was made by Trustee Harris, seconded by Trustee Adams, to adopt Resolution No. 29-R-2024 – A Resolution of the Town of Mead, Colorado, Opposing House Bill 24-1304, Prohibiting Local Governments from Enacting or Enforcing Minimum Parking Requirements. Motion carried 7-0, on a roll call vote.

Resolution No. 30-R-2024 - A Resolution of the Town of Mead, Colorado, Opposing House Bill 24-1152, Requiring Accessory Dwelling Units

Motion was made by Trustee Parr, seconded by Mayor Pro Tem Cartwright, to adopt Resolution No. 30-R-2024 – A Resolution of the Town of Mead, Colorado, Opposing House Bill 24-1152, Requiring Accessory Dwelling Units. Motion carried 7-0, on a roll call vote.

Resolution No. 31-R-2024 - A Resolution of the Town of Mead, Colorado, Opposing House Bill 24-1168, Requiring Live-Streaming of and Video Conference Participation in All Public Meetings

Motion was made by Mayor Pro Tem Cartwright, seconded by Trustee Schranz, to adopt Resolution No. 31-R-2024 – A Resolution of the Town of Mead, Colorado, Opposing House Bill 24-1168, Requiring Live-Streaming of and Video Conference Participation in All Public Meetings. Motion carried 7-0, on a roll call vote.

Resolution No. 32-R-2024 - A Resolution of the Town of Mead, Colorado, Opposing House Bill 24-1313, Increasing Housing Density in Transit-Oriented Communities

Motion was made by Trustee Harris, seconded by Trustee Adams, to adopt Resolution No. 32-R-2024 – A Resolution of the Town of Mead, Colorado, Opposing House Bill 24-1313, Increasing Housing Density in Transit-Oriented Communities. Motion carried 7-0, 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.

Karen Masek and Yesenia Zamora commented regarding La Isla Boxing Club which is looking for a space and funding for their program.

13. Legislative Update

Town Attorney Marcus McAskin discussed low revenue projections for the state; CML legislative webinar scheduled for 3/29; and legislation regarding EV Charging station permits.

14. Elected Official Reports

a. Town Trustees

The Trustees thanked staff for the Easter Egg Hunt event.

b. Mayor Whitlow

Mayor Whitlow invited all to attend Coffee with the Mayor and the Shred Event on April 6, 2024.

15. Adjournment

Motion was made by Trustee Schranz, seconded by Mayor Pro Tem Cartwright, to adjourn the meeting. Motion carried 7-0, on a roll call vote.

The Regular Meeting of the Town of Mead Board of Trustees adjourned at approximately 6:41 p.m. on Monday, March 25, 2024.

Colleen G. Whitlow, Mayor

ATTEST:

Mary E. Strutt, MMC, Town Clerk