



## BOARD OF TRUSTEES

441 3rd Street, Mead  
Monday, August 12, 2024

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### 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; Administrative Services Director Mary Strutt; Community Development Director Jason Bradford; Town Engineer / Public Works Director Erika Rasmussen; Public Information Officer / Community Engagement Director Lorelei Nelson; Police Chief Brent Newbanks.

Attending via remote access: members of the public.

##### **2. Moment of Silence**

Mayor Whitlow requested the observance of a moment of silence for victims of Colorado wildfires.

##### **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 Trustee Brodhead, 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 back to school – still hiring crossing guards, police will be present; Town received approval to go to ad for the 3<sup>rd</sup> & Welker intersection project; petitions for Board candidates due 8/26.

##### **6. Informational Items**

###### **a. North Range Behavioral Health**

Elena Rosenfeld and Katelyn Schmidtman presented regarding loneliness, social isolation and importance of connection and a new program to promote connectedness.

b. Community Engagement Update

Recreation Coordinator Kaitlyn Newbanks presented regarding recreation programs in 2024; partnerships with Carbon Valley Recreation and Berthoud Recreation; new programs for 2025; and the Community Center Survey results.

c. Police Update

Police Chief Brent Newbanks presented the Community Policing videos which are showing on social media.

**7. Proclamations**

a. School Zone Safety Week August 11-17, 2024

*Motion was made by Trustee Schranz, seconded by Trustee Parr, to authorize Mayor Whitlow to sign the Proclamation for School Zone Safety Week August 11-17, 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 July 29, 2024
- b. July 2024 Aging Report
- c. 2<sup>nd</sup> Quarter 2024 Investment Activity Report
- d. Check Register August 12, 2024
- e. **Ordinance No. 1063** – An Ordinance of the Town of Mead, Colorado, Amending Section 16-12-30 of the Mead Municipal Code Concerning an Updated Special Flood Hazard Area Map
- f. **Resolution No. 61-R-2024** - A Resolution of the Town of Mead, Colorado, Approving That Certain Amendment #1 to Intergovernmental Agreement with the State of Colorado (Acting by and through the Colorado Department of Transportation) for the 3<sup>rd</sup> Street and Welker Avenue Intersection Improvement Project (Project No. MFTM870-009 (25002))
- g. **Resolution No. 62-R-2024** – A Resolution of the Town of Mead, Colorado, Approving an Agreement for Professional Services Between the Town of Mead and Concrete Conservation, LLC for Specialized Sewer System Sealing Services at the Raterink Lift Station

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

**10. Public Hearing**

a. **Public Hearing: Renewable Energy cont'd from July 29, 2024**

Mayor Whitlow reopened the public hearing regarding Renewable Energy Regulations which was continued from July 29, 2024 at 6:54 p.m.

Community Development Director Jason Bradford presented the staff report regarding the proposed regulations.

There was no public comment.

The Board of Trustees discussed disposal of damaged equipment, financial review, limit on number of facilities, monitoring and enforcement of regulations, park land donation obligations, light industrial zoning district and height in residential districts.

*Motion was made by Trustee Harris, seconded by Trustee Schranz, to further continue the public hearing regarding the Board's consideration of the proposed Code Amendments related to Renewable Energy Facilities to Monday September 30, 2024 at 6:00 p.m. at Town Hall. Motion carried 7-0, on a roll call vote.*

- i. **Ordinance No. 1064** - An Ordinance of the Town of Mead, Colorado, Approving Certain Amendments to the *Mead Municipal Code* Establishing Development Standards for Renewable Energy Facilities.

**11. 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.*

Resident Wayne Toliver thanked the Board and staff for their service and announced his intention to run for the Board of Trustees in November.

## **12. Elected Official Reports**

- a. Town Trustees

The Trustees had no further comments.

- b. Mayor Whitlow

Mayor Whitlow expressed her gratitude to staff and the police department for National Night Out which had a great turnout and great resident support.

## **13. 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 7:44 p.m. on Monday, August 12, 2024.

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Colleen G. Whitlow, Mayor

ATTEST:

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Mary E. Strutt, MMC, Town Clerk