



BOARD OF TRUSTEES

441 3rd Street, Mead
Monday, January 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.

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; 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: Collin Mieras, Town Planner and members of the public.

2. Moment of Silence

Mayor Whitlow requested the observance of a moment of silence for those people in the world living under threat of war.

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 Schranz, 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 QuikTrip Temporary Certificate of Occupancy issuance; sales tax receipt is as projected; property tax increase in 2024 is largely attributable to commercial properties.

6. Informational Items

a. Police Department Update

School Resource Officer Andres Salazar discussed a pilot of the Juvenile Justice Online Program. Mead High School and Middle School are part of the pilot program for St. Vrain Valley School District.

7. 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.

8. 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 December 11, 2023
- b. November 2023 Financials
- c. December 2023 Aging Report
- d. Check Register December 27, 2023
- e. Check Register January 8, 2024
- f. **Resolution No. 01-R-2024** – A Resolution of the Town of Mead, Colorado, Designating the Public Places for Posting of Public Notices of Regular and Special Meetings of Local Public Bodies of the Town and Designating Public Places Within the Town for Posting of Town Ordinances
- g. **Resolution No. 02-R-2024** – A Resolution of the Town of Mead, Colorado, Setting the Days and Times of the Board of Trustees Regular Meetings for Calendar Year 2024
- h. **Resolution No. 03-R-2024** – A Resolution of the Town of Mead, Colorado, Authorizing an Application for a Grant from the Peace Officers Behavioral Health Support and Community Partnerships Grant Program
- i. **Resolution No. 04-R-2024** – A Resolution of the Town of Mead, Colorado, Approving the Intergovernmental Agreement Between Weld County and the Town of Mead for Municipal Jail Services
- j. **Resolution No. 05-R-2024** – A Resolution of the Town of Mead, Colorado, Approving the Agreement for Animal Welfare Services Between the Town of Mead and NOCO Humane
- k. **Resolution No. 06-R-2024** – A Resolution of the Town of Mead, Colorado, Authorizing the Acquisition of Certain Real Property Located South of 401 3rd Steet from Great Western Railway Company
- l. **Resolution No. 07-R-2024** – A Resolution of the Town of Mead, Colorado, Ratifying the Acquisition of Certain Real Property Required for the Construction of a Traffic Circle at the Intersection of Weld County Road 7 and Mead Place Parkway (Mead Place Development)

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

9. Public Hearing: Grand Meadow Subdivision Planned Unit Development (PUD) Overlay/Zoning and Preliminary Plat

Mayor Whitlow opened the public hearing for the Grand Mead Subdivision at 6:17 p.m.

Town Planner Collin Mieras presented the staff report for the Grand Meadow Subdivision Planned Unit Development Overlay/Zoning and Preliminary Plat.

Jason Pock, Westside Investment Partners, presented on behalf of the applicant.

There was no public comment.

The Board discussed with the applicant potential age restrictions on the duplexes; water conservation; garages and guest parking; paving of CR 11 and access to the project; solar availability; and a traffic light at WCR 9.5 and WCR 28.

- a. **Ordinance No. 1051** – An Ordinance of the Town of Mead, Colorado, Approving with Conditions the Rezoning of the Grand Meadow Subdivision from RSF-4 to RSF-4 with a PUD Overlay and Amending the Official Zoning Map

Motion was made by Trustee Parr, seconded by Mayor Pro Tem Cartwright, to adopt Ordinance No. 1051 – An Ordinance of the Town of Mead, Colorado, Approving with Conditions the Rezoning of the Grand Meadow Subdivision from RSF-4 to RSF-4 with a PUD Overlay and Amending the Official Zoning Map. Motion carried 6-0, on a roll call vote.

- b. **Resolution No. 08-R-2024** – A Resolution of the Town of Mead, Colorado, Conditionally Approving the Grand Meadow Subdivision Preliminary Plat

Motion was made by Trustee Schranz, seconded by Trustee Parr, to adopt Resolution No. 08-R-2024 – A Resolution of the Town of Mead, Colorado, Conditionally Approving the Grand Meadow Subdivision Preliminary Plat. Motion carried 6-0, on a roll call vote.

Mayor Whitlow closed the public hearing at 7:11 p.m.

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 comment at this time.

- b. Mayor Whitlow

Mayor Whitlow thanked all who participated in Coffee with the Mayor and the Board Retreat.

12. Adjournment

Motion was made by Trustee Schranz, 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 7:13 p.m. on Monday, January 8, 2024.

Colleen G. Whitlow, Mayor

ATTEST:

Mary E. Strutt, MMC, Town Clerk