



## BOARD OF TRUSTEES

441 3rd Street, Mead  
Monday, August 26, 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 Trisha Harris  
Trustee Chris Parr  
Trustee Herman Schranz

###### **Absent**

Trustee Debra Brodhead

Also present: Town Manager Helen Migchelbrink; Town Attorney Marcus McAskin; Community Development Director Jason Bradford; Town Engineer / Public Works Director Erika Rasmussen; Chief of Police Brent Newbanks; Deputy Town Clerk Marisol Herman

Attending via remote access: Administrative Services Director Mary Strutt; Public Information Officer / Community Engagement Director Lorelei Nelson; and members of the public.

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

Mayor Whitlow requested the observance of a moment of silence for all lost to suicide and for their family and friends.

##### **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 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 the agreement for construction of High Plains Blvd between CR 32 and CR 36; Doug's Diner opening soon; complaints received due to speeding, weeds and graffiti at Founders Park.

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

###### **a. Compensation Study Results 2024**

Laurie Graves, Graves Consulting, discussed revisions to the Town's employees pay structures.

## 7. Proclamations

- a. Suicide Awareness and Prevention Month September 2024

Elisa Selby, North Range Behavioral Health, discussed the importance of mental health in suicide prevention.

*Motion was made by Trustee Schranz, seconded by Trustee Adams, to authorize Mayor Whitlow to sign the Proclamation for Suicide Awareness and Prevention Month September 2024. Motion carried 6-0, on a roll call vote.*

- b. National Preparedness Month September 2024

*Motion was made by Mayor Pro Tem Cartwright, seconded by Trustee Parr, to authorize Mayor Whitlow to sign the Proclamation for National Preparedness Month September 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 August 12, 2024
- b. July 2024 Financials
- c. Check Register August 26, 2024
- d. **Ordinance No. 1065** – An Ordinance of the Town of Mead, Colorado Amending Chapter 8 of the Mead Municipal Code to Add Article VII Concerning Overnight Parking on Town-Owned Property and Plug-In Electric Vehicle Parking Regulations
- e. **Resolution No. 63-R-2024** - A Resolution of the Town of Mead, Colorado, Approving the Term Sheet for Improvement Agreement for Construction of High Plains Boulevard (A.K.A. – Weld County Road 9.5) Between Weld County Road 34 and Weld County Road 36, and Authorizing the Town Manager to Negotiate and Execute Improvement Agreement Consistent with the Term Sheet
- f. **Resolution No. 64-R-2024** – A Resolution of the Town of Mead, Colorado, Approving an Agreement by and between the Town of Mead, Colorado, and Longs Peak Water District for the grant of a License for a Concrete Pedestrian Trail and Ditch Crossing
- g. **Resolution No. 65-R-2024** - A Resolution of the Town of Mead, Colorado, Consenting to that Certain Assignment and Assumption of Subdivision Improvement Agreement (Mead Place, Amendment No. 1)

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

## 10. New Business

- a. **Resolution No. 66-R-2024** – A Resolution of the Town of Mead, Colorado, Referring a Ballot Issue to the Registered Electors of the Town of Mead at the November 5, 2024 Election, Regarding Increasing the Local Sales and Use Tax from 3% to 4% to Fund Public Safety, Including Additional Police Officers and Equipment and Increased Community Policing

Town Attorney Marcus McAskin discussed the proposed item, to increase sales tax for public safety fund, to be on the November 5 election.

*Motion was made by Trustee Parr, seconded by Mayor Pro Tem Cartwright, to approve Resolution No. 66-R-2024 – A Resolution of the Town of Mead, Colorado, Referring a Ballot Issue to the Registered Electors of the Town of Mead at the November 5, 2024 Election, Regarding Increasing the Local Sales and Use Tax from 3% to 4% to Fund Public Safety, Including Additional Police Officers and Equipment and Increased Community Policing. Motion carried 6-0, on a roll call vote.*

- b. **Resolution No. 67-R-2024** – A Resolution of the Town of Mead, Colorado, Referring an Advisory Ballot Question to the Registered Electors of the Town of Mead at the November 5, 2024 Election, regarding Medical and Retail Marijuana Businesses

Town Attorney Marcus McAskin discussed the proposed question regarding medical and retail marijuana businesses to be on the November 5 election.

*Motion was made by Trustee Harris, seconded by Mayor Pro Tem Cartwright to approve Resolution No. 67-R-2024– A Resolution of the Town of Mead, Colorado, Referring an Advisory Ballot Question to the Registered Electors of the Town of Mead at the November 5, 2024 Election, regarding Medical and Retail Marijuana Businesses. Motion carried 6-0, on a roll call vote.*

**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.

There was no public comment at this time.

## **12. Elected Official Reports**

- a. Town Trustees

The Trustees had no further comments.

- b. Mayor Whitlow

Mayor Whitlow invited all residents to the Board of Trustee Meet, Greet and Eat scheduled for August 27<sup>th</sup> at Mead Town Park, Coffee with the Mayor on Saturday, September 7<sup>th</sup>, Key Ceremony for Marine Cpl Zac Dinsmore on Saturday, September 7<sup>th</sup> and the SVVSD Parade on Saturday, September 7<sup>th</sup>.

## **13. Adjournment**

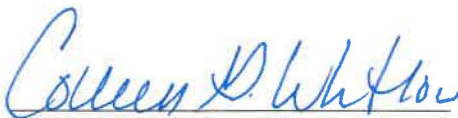
*Motion was made by Trustee Schranz, seconded by Trustee Adams, to adjourn the meeting. Motion carried 6-0, on a roll call vote.*

The Regular Meeting of the Town of Mead Board of Trustees adjourned at approximately 6:46 p.m. on Monday, August 26, 2024.

ATTEST:

  
Marisol Herman, Deputy Town Clerk



  
Colleen G. Whitlow, Mayor