



## BOARD OF TRUSTEES

441 3rd Street, Mead  
Monday, January 13, 2025

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### AGENDA

- I. 5:15 p.m.**  
**Board Photos**
- II. 6:00 p.m. to 10:00 p.m.**  
**REGULAR MEETING**

*In accordance with the Town's Remote Participation and Remote Meeting Policy adopted by the Board of Trustees on March 13, 2023 by Resolution No. 21-R-2023, remote participation will be allowed. The meeting link will be provided on the Town's website/designated posting place at least 24 hours prior to the meeting.*

[https://us02web.zoom.us/webinar/register/WN\\_irDH4x\\_ER1yZSo6clo\\_2Zg](https://us02web.zoom.us/webinar/register/WN_irDH4x_ER1yZSo6clo_2Zg)

**1. Call to Order – Roll Call**

Mayor Colleen Whitlow  
Mayor Pro Tem Trisha Harris  
Trustee David Adams  
Trustee Brooke Babcock  
Trustee Jeremiah R. Crane  
Trustee Brad Hagen  
Trustee Herman Schranz

**2. Moment of Silence**

**3. Pledge of Allegiance to the Flag**

**4. Review and Approve Agenda**

**5. Staff Report: Town Manager Report**

- a. Manager Report

**6. Informational Items**

- a. Administrative Services Department Overview
- b. Employee Handbook Update
- c. Confirmation of Board Retreat / Special Meeting Dates (balance of calendar year 2025)

**7. Proclamations**

- a. Acts of Connection Month January 2025

**8. Public Comment:** 3 minute time limit. Comment is for any item on the agenda unless it is set for public hearing.

**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 December 9, 2024
- b. November 2024 Financials
- c. December 2024 Aging Report
- d. Check Register December 30, 2024

- e. Check Register January 13, 2025
- f. Pinnacol Workers Compensation Renewal for 2025
- g. **Resolution No. 01-R-2025** – 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
- h. **Resolution No. 02-R-2025** – A Resolution of the Town of Mead, Colorado, Setting the Days and Times of the Board of Trustees Regular Meetings for Calendar Year 2025
- i. **Resolution No. 03-R-2025** – A Resolution of the Town of Mead, Colorado, Amending the Employee Handbook
- j. **Resolution No. 04-R-2025** – A Resolution of the Town of Mead, Colorado, Approving Extensions of Certain Engineering-Related Professional Service Agreements for Calendar Year 2025
- k. **Resolution No. 05-R-2025** - A Resolution of the Town of Mead, Colorado, Approving an Agreement Between the Town of Mead and the Mead Area Chamber of Commerce Regarding Participation in Mead Community and Economic Development Events
- l. **Resolution No. 06-R-2025** – A Resolution of the Town of Mead, Colorado, Accepting Public Use Easements in a Portion of Outlot F and Tract C, Mead Place Final Plat, Amendment No. 1
- m. **Resolution No. 07-R-2025** - A Resolution of the Town of Mead, Colorado, Approving an Escrow Agreement Between the Town of Mead, Mead Place Metropolitan District No. 4, and UMB Bank, N.A. Regarding the Disbursement of Funds for Phase 1A (Offsite) Public Improvements (Mead Place, Amendment No. 1 Subdivision)

**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.

**11. Elected Official Reports**

- a. Town Trustees
- b. Mayor Whitlow

**12. Executive Session - Pursuant to C.R.S. 24-6-402(4)(e)** to determine positions relative to matters that may be subject to negotiations, develop strategy for negotiations, and to instruct negotiators related to acquisition of certain property interests required for the 3rd and Welker Avenue Intersection Improvements Project consistent with Town Resolution No. 34-R-2023 dated May 8, 2023 (District Court case number 2024CV30061 - USASIA, LLC)

**13. Executive Session Action Items**

**14. Adjournment**

*In accordance with the Americans with Disabilities Act, persons who need accommodation in order to attend or participate in this meeting should contact the Town Clerk's Office at 970-805-4182 within 48 hours prior to the meeting in order to request such assistance.*