



BOARD OF TRUSTEES

441 3rd Street, Mead
Monday, April 29, 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; Administrative Services Director 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 the U.S. Marshalls killed in the line of duty today in Charlotte, NC.

3. Pledge of Allegiance to the Flag

The assembly pledged allegiance to the flag.

4. Review and Approve Agenda

Town Attorney Marcus McAskin reviewed an error in the Not to Exceed Amount listed in Resolution No. 37-R-2024, Item 9.g. of the Consent Agenda.

*Motion was made by Trustee Schranz, seconded by Mayor Pro Tem Cartwright, 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 United Power rate increase; Board retreat to be scheduled; staff and Mayor Whitlow submitted a funding request to Congressman Caraveo for paving of WCR 7. The Board discussed the UP rate increase, O'Reilly's proposed location, and weeds on school district baseball fields.

6. Informational Items

a. Mead Area Chamber of Commerce Annual Update

Mead Area Chamber of Commerce President Ian Bodley, discussed MACC events and partnerships for 2023 and 2024. MACC presented a check to Chief Newbanks for Shield 616 – helmets for Mead Police Department.

b. Police Update

Commander Brian Smith discussed the upcoming Police Citizens' Academy.

c. Community Development Update

Community Development Director Jason Bradford discussed current projects in the planning stages.

7. Proclamations

a. Clerk Week May 5-11, 2024

Motion was made by Trustee Schranz, seconded by Trustee Adams, to approve the signing of the Proclamation for Professional Municipal Clerks Week May 5 – May 11, 2024. Motion carried 7-0, on a roll call vote.

b. Mental Health Month May 2024

Micaela Sanchez, North Range Behavioral Health, spoke about the services that they provide and about the importance of talking about mental illness.

Motion was made by Trustee Adams, seconded by Mayor Pro Tem Cartwright, to approve the signing of the Proclamation for Mental Health Month May 2024. Motion carried 7-0, on a roll call vote.

c. Military Appreciation Month May 2024

Motion was made by Mayor Pro Tem Cartwright, seconded by Trustee Parr, to approve the signing of the Proclamation for Military Appreciation Month May 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 April 8, 2024
- b. Check Register April 29, 2024
- c. March 2024 Financial Statements
- d. **Ordinance No. 1052** – An Ordinance of the Town of Mead, Colorado, Approving the Mead Community Center Subdivision Final Plat
- e. **Ordinance No. 1053** – An Ordinance of the Town of Mead, Colorado Approving the Town of Mead Community Center Site Plan
- f. **Resolution No. 35-R-2024** – A Resolution of the Town of Mead, Colorado, Awarding the Bid and Approving a Construction Agreement between the Town of Mead and Dohn Construction, Inc. for the Mead Community Center (Town of Mead Project No. 2024-001)
- g. **Resolution No. 36-R-2024** – A Resolution of the Town of Mead, Colorado, Approving an Agreement Between the Town of Mead and Ditesco, LLC for the Community Center Project Management Services
- h. **Resolution No. 37-R-2024** – A Resolution of the Town of Mead, Colorado, Accepting an Annexation Petition, Making Certain Findings of Fact, Finding Substantial Compliance for Such Petition, and Setting a Public Hearing for Property Known as the AMK Annexation
- i. **Resolution No. 38-R-2024** – A Resolution of the Town of Mead, Colorado, Accepting Two Regional Trail Easements for a Portion of Lot 1, Gopher Gulch Administrative Plat and a Portion of 14314 CR 5
- j. **Resolution No. 39-R-2024** – A Resolution of the Town of Mead, Colorado, Approving a Contract Extension Agreement Between the Town and Martin Marietta Materials, Inc. for Calendar Year 2024

Motion was made by Trustee Adams, seconded by Mayor Pro Tem Cartwright, to approve the consent agenda with a revision to Item 9.g. Resolution No. 36-R-2024, increasing the Not to Exceed Amount to

\$ 280,975.00. Motion carried 7-0, on a roll call vote.

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. Legislative Update

Town Attorney Marcus McAskin provided an update on legislation which the Board has been following. There are ten days left in the legislative session.

12. Elected Official Reports

a. Town Trustees

The Board thanked Mayor Whitlow for her hard work on various projects.

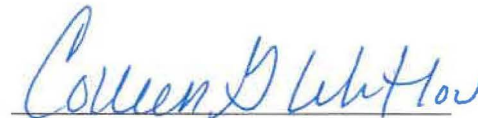
b. Mayor Whitlow

Mayor Whitlow discussed DRCOG retreat; SVVSD Tribute to Teachers; and Congressman Caraveo Youth Advisory Council meeting.

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 7:08 p.m. on Monday, April 29, 2024.


Colleen G. Whitlow, Mayor

ATTEST:


Mary E. Strutt, MMC

