



BOARD OF TRUSTEES

441 3rd Street, Mead
Monday, September 30, 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 Debra Brodhead
Trustee Trisha Harris
Trustee Chris Parr
Trustee Herman Schranz (via remote access)

Absent

Trustee David Adams

Also present: Town Manager Helen Migchelbrink; Town Attorney Marcus McAskin; Town Engineer / Public Works Director Erika Rasmussen; Chief of Police Brent Newbanks; Administrative Services Director Mary Strutt; Community Development Director Jason Bradford.

Attending via remote access: Trustee Schranz and members of the public.

2. Moment of Silence

Mayor Whitlow requested the observance of a moment of silence for firefighters and the victims of Hurricane Helene.

3. Pledge of Allegiance to the Flag

The assembly pledged allegiance to the flag.

4. Review and Approve Agenda

Mayor Whitlow amended the agenda to move Item 11. New Business to immediately following Item 9. Consent Agenda.

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

5. Staff Report: Town Manager Report

a. Manager Report

Town Manager Helen Migchelbrink discussed local business Ritchie Bros upcoming auction and election signs (and other signs) being removed from the Town right-of-way.

6. Informational Items

a. Mountain View Fire - State of the District

Deputy Chief Folden presented information regarding Mountain View Fire Protection District finances, capital purchases and facilities.

7. Proclamations

- a. Community Planning Month October 2024

Motion was made by Mayor Pro Tem Cartwright, seconded by Trustee Harris, to authorize Mayor Whitlow to sign the Proclamation for Community Planning Month October 2024. Motion carried 6-0, on a roll call vote.

- b. Fire Prevention Week October 6-12, 2024

Motion was made by Trustee Parr, seconded by Mayor Pro Tem Cartwright, to authorize Mayor Whitlow to sign the Proclamation for Fire Prevention Week October 6-12, 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.

Town employee Karl Ford commented on the compensation of employees.

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 September 9, 2024
 - b. August 2024 Financial Statements
 - c. Check Register September 30, 2024
 - d. 2025 Health Insurance Renewal - CEBT
 - e. **Resolution No. 71-R-2024** – A Resolution of the Town of Mead, Colorado, Approving Updated Compensation Structure Guidelines for Employees
 - f. **Ordinance No. 1068** – An Ordinance of the Town of Mead, Colorado Repealing and Reenacting Article III of Chapter 6 of the *Mead Municipal Code* Relating to Alcoholic Beverages
 - g. **Resolution 72-R-2024** – A Resolution of the Town of Mead, Colorado, Approving an Amendment to the Intergovernmental Agreement Between the Town of Mead and the St. Vrain Valley School District RE-1J for a Joint School Resource Officer Program for the 2024-2025 School Year
 - h. **Resolution No. 73-R-2024** – A Resolution of the Town of Mead, Colorado, Granting Final Acceptance of Certain Public Improvements associated with Iglesia de Cristo Mi-El Longmont Phase 1 – Site Plan
- 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. **Ordinance 1069** – An Ordinance of the Town of Mead, Colorado, Approving the Pre-Development Intergovernmental Agreement for Tract B—Liberty Ranch and Authorizing the Conveyance of Real Property Owned by the Town to Mountain View Fire Protection District and High Plains Library District

Community Development Director Jason Bradford presented the staff report regarding the IGA with Mountain View Fire and High Plains Library for their new facilities at the Liberty Ranch site.

Motion was made by Trustee Parr, seconded by Mayor Pro Tem Cartwright, to adopt Ordinance No. 1069 – An Ordinance of the Town of Mead, Colorado, Approving the Pre-Development Intergovernmental Agreement for Tract B—Liberty Ranch and Authorizing the Conveyance of Real Property Owned by the Town to Mountain View Fire Protection District and High Plains Library District. Motion carried 6-0, on a roll call vote.

- b. **Resolution No. 74-R-2024** – A Resolution of the Board of Trustees of the Town of Mead, Colorado, Supporting Passage of Ballot Issue 2Q (the Public Safety / Mead Police Department Funding Ballot Issue) at the November 5, 2024 Regular Election

Town Attorney Marcus McAskin presented the resolutions in support of Ballot Issue 2Q and 5C which were prepared at the Board's request.

Motion was made by Mayor Pro Tem Cartwright, seconded by Trustee Parr, to adopt Resolution No. 74-R-2024 – A Resolution of the Board of Trustees of the Town of Mead, Colorado, Supporting Passage of Ballot Issue 2Q (the Public Safety / Mead Police Department Funding Ballot Issue) at the November 5, 2024 Regular Election. Motion carried 6-0, on a roll call vote.

- c. **Resolution No. 75-R-2024** - A Resolution of the Board of Trustees of the Town of Mead, Colorado, Urging the Registered Electors of the Town of Mead to Vote "Yes" on the Ballot Issue Seeking Approval of a \$739.8 Million Bond for the St. Vrain Valley School District (Ballot Issue 5C) at the November 5, 2024 Election

Motion was made by Trustee Harris, seconded by Trustee Schranz, to adopt Resolution No. 75-R-2024 – A Resolution of the Board of Trustees of the Town of Mead, Colorado, Urging the Registered Electors of the Town of Mead to Vote "Yes" on the Ballot Issue Seeking Approval of a \$739.8 Million Bond for the St. Vrain Valley School District (Ballot Issue 5C) at the November 5, 2024 Election. Motion carried 5-1, on a roll call vote. Mayor Whitlow and Trustees Cartwright, Harris, Parr and Schranz voted yes; Trustee Brodhead voted no.

11. Public Hearing

- a. **Public Hearing: Proposed Code Amendments Related to Renewable Energy Facilities Continued from July 29, 2024**

Mayor Whitlow reopened the public hearing regarding Renewable Energy Regulations at 6:40 p.m. The Hearing was continued from July 29, 2024 and August 12, 2024.

Community Development Director Jason Bradford presented the updates to the regulations which were requested by the Board of Trustees including clear requirement on removal of defunct equipment, height restrictions on wind turbines, zoning and detail on decommissioning plans.

There was no public comment.

The Board discussed requirements for financial responsibility of decommissioning and safety of the height limits.

Mayor Whitlow closed the public hearing at 6:55 p.m.

- 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

Motion was made by Trustee Parr, seconded by Trustee Brodhead, to adopt 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. Motion carried 6-0, on a roll call vote.

12. 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.

Wayne Tolliver, Liberty Mead Metropolitan District, spoke regarding graffiti in Sorrento Park. The District is meeting with the police for options and considering limiting park hours. Mr. Tolliver personally expressed his support for ballot issue #2Q – a sales tax to support Mead Police.

13. Elected Official Reports

- a. Town Trustees

The Board requested an update on information regarding an employee survey.

- b. Mayor Whitlow

Mayor Whitlow thanked the Community Engagement team for their support of the Homecoming Parade and Flag Retirement Ceremony.

14. 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 7:01 p.m. on Monday, September 30, 2024.


Colleen G. Whitlow, Mayor

ATTEST:


Mary E. Strutt, MMC, Town Clerk

