

**Town of Mead
Regular Meeting
Board of Trustees
August 31, 2020
6:00 p.m.**

1. Call to Order - Roll Call

Mayor Colleen Whitlow called the Regular Meeting of the Board of Trustees to order at 6:00 p.m.

Due to the Town's Disaster Declaration of March 21, 2020 related to the COVID-19 virus, the meeting was held with virtual access provided through Zoom.

Present

Mayor Colleen Whitlow
Mayor Pro Tem David Adams
Trustee Brooke Babcock
Trustee Debra Brodhead
Trustee Chris Cartwright
Trustee Steve Fox
Trustee Trisha Harris

Absent

None

Also present: Town Manager Helen Migchelbrink; Town Clerk / Treasurer Mary Strutt; Planning Director Chris Kennedy; Chief of Police Brent Newbanks; Public Information Officer Lorelei Nelson; Town Attorney Marcus McAskin.

Attending via virtual access: MVF Asst Chief Jeff Webb and members of the public

2. Moment of Silence

Mayor Whitlow requested the observance of a moment of silence in honor of first responders fighting wildland fires.

3. Pledge of Allegiance to the Flag

The assembly pledged allegiance to the flag.

4. Review and Approve Agenda

The agenda was amended to add item 7.f. Resolution No. 77-R-2020.

Motion was made by Trustee Babcock, seconded by Trustee Cartwright, to approve the amended agenda. Motion carried 7-0, on a roll call vote.

5. Informational Items

- a. Mountain View Fire Rescue – Assistant Chief Jeff Webb

Asst. Chief Webb presented information regarding the merger of Mountain View Fire Rescue and Rocky Mountain Fire effective January 1, 2021.

b. Police Department Update

Police Chief Brent Newbanks discussed officer staffing and updated two recent cases.

c. Strictly Streets. Purely Police.

Public Information Officer Lorelei Nelson discussed the educational outreach and public response to Strictly Streets. Purely Police. The Board discussed the cost of growth, developer contributions, FCPA rules, property tax, electronic message sign, building permit costs, online spending affect on sales tax.

6. Public Comment

Resident Ellen Hamor discussed the paving of Adams Avenue.

Resident Christine Scott expressed support for proposed sales tax increases. She also requested educational material on property taxes.

7. Consent Agenda

- a. Approval of Minutes–Regular Meeting August 10, 2020
- b. July Financials
- c. **Resolution No. 71-R-2020** – A Resolution of the Town of Mead, Colorado, Approving a Second Amendment to the Agreement for Professional Services By and Between the Town of Mead and Michael Baker International, Inc.
- d. **Resolution No. 72-R-2020** – A Resolution of the Town of Mead, Colorado, Approving the Intergovernmental Agreement Between the Town of Berthoud, the Town of Johnstown, the Town of Mead, Larimer County and Weld County Regarding an Access Control Plan for Portions of Weld County Road 9.5, Larimer County Road 3, and High Plains Boulevard
- e. **Resolution No. 73-R-2020** – A Resolution of the Town of Mead, Colorado, Approving an Amendment to that Certain Intergovernmental Agreement Relating to the Conduct of the Weld County Community Development Block Grant Program (CDBG IGA Amendment) and Authorizing the Mayor to Execute the CBDG IGA Amendment
- f. **Resolution No. 77-R-2020** – A Resolution of the Town of Mead, Colorado, Approving the Intergovernmental Agreement Between the Town of Mead and the St. Vrain Valley School District RE-1J for a Joint School Resource Officer Program

Motion was made by Mayor Pro Tem Adams, seconded by Trustee Harris, to approve the Consent Agenda. Motion carried 7-0, on a roll call vote.

8. Check Register August 26, 2020

Motion was made by Trustee Babcock, seconded by Mayor Pro Tem Adams, to approve the August 26, 2020 check register. Motion carried 7-0, on a roll call vote.

9. Staff Report: Town Manager Report

Town Manager Helen Migchelbrink discussed first certificates of occupancy issued at The Highlands; Highland Lake plan; Fall Clean Up Days.

10. New Business

- a. **Ordinance No. 941** – An Ordinance of the Town of Mead, Colorado, Amending Various Sections of the Mead Municipal Code Concerning Fees and Charges and Establishing a Comprehensive Municipal Fee Schedule

Town Clerk Mary Strutt discussed the changes to Mead Municipal Code and the establishment of a Comprehensive Fee Schedule which was done to eliminate inconsistencies and to allow administrative efficiencies and better transparency of fees charged by the town.

Motion was made by Mayor Pro Tem Adams, seconded by Trustee Brodhead, to adopt Ordinance No. 941 – An Ordinance of the Town of Mead, Colorado, Amending Various Sections of the Mead Municipal Code Concerning Fees and Charges and Establishing a Comprehensive Municipal Fee Schedule. Motion carried 7-0, on a roll call vote.

- b. **Resolution No. 74-R-2020** – A Resolution of the Town of Mead, Colorado, Adopting a Comprehensive Fee Schedule

Motion was made by Trustee Babcock, seconded by Mayor Pro Tem Adams, to adopt Resolution No. 74-R-2020 – A Resolution of the Town of Mead, Colorado, Adopting a Comprehensive Fee Schedule. Motion carried 7-0, on a roll call vote.

- c. **Resolution No. 75-R-2020** – A Resolution of the Town of Mead, Colorado, Referring a Ballot Issue to the Registered Electors of the Town of Mead at the November 3, 2020 Special Election, Regarding Increasing the Local Sales and Use Tax to Fund Exclusively Street Improvements and Street Maintenance in the Town of Mead

Public Information Officer Lorelei Nelson presented proposed ballot language for two separate sales and use tax issues. One exclusively for street maintenance and a second for police funding.

Motion was made by Trustee Harris, seconded by Trustee Cartwright, to adopt Resolution No. 75-R-2020 – A Resolution of the Town of Mead, Colorado, Referring a Ballot Issue to the Registered Electors of the Town of Mead at the November 3, 2020 Special Election, Regarding Increasing the Local Sales and Use Tax to Fund Exclusively Street Improvements and Street Maintenance in the Town of Mead Commencing on January 1, 2021. Motion carried 7-0, on a roll call vote.

- d. **Resolution No. 76-R-2020** – A Resolution of the Town of Mead, Colorado, Referring a Ballot Issue to the Registered Electors of the Town of Mead at the November 3, 2020 Special Election, Regarding Increasing the Local Sales and Use Tax to Pay Exclusively for Support of the Mead Police Department

Motion was made by Trustee Cartwright, seconded by Trustee Brodhead, to adopt Resolution No. 76-R-2020 – A Resolution of the Town of Mead, Colorado, Referring a Ballot Issue to the Registered Electors of the Town of Mead at the November 3, 2020 Special Election, Regarding Increasing the Local Sales and Use Tax to Pay Exclusively

for Support of the Mead Police Department Commencing on January 1, 2021. Motion carried 7-0, on a roll call vote.

11. Public Comment

There was no public comment at this time.

12. Elected Officials Report

- a. Town Trustees
 - i. DRCOG Alternate

Motion was made by Trustee Babcock, seconded by Trustee Harris, to appoint Mayor Pro Tem Adams as the town's alternate to DRCOG. Motion carried 7-0, on a roll call vote.

- b. Mayor Whitlow
 - i. Trustee Babcock CML MUNiversity Fundamental Certificate

Mayor Whitlow presented the MUNiversity Fundamental Certificate to Trustee Brooke Babcock for attending classes, meetings and conferences with Colorado Municipal League.

13. Adjournment

Motion was made by Mayor Pro Tem Adams, seconded by Trustee Fox, 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 7:45 p.m. on Monday, August 31, 2020.



Colleen G. Whitlow, Mayor

ATTEST:



Mary E. Strutt, MMC, Town Clerk

