



## BOARD OF TRUSTEES

441 3rd Street, Mead  
Monday, April 08, 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 (via virtual access)  
Trustee Debra Brodhead  
Trustee Trisha Harris  
Trustee Herman Schranz

###### Absent

Trustee David Adams  
Trustee Chris Parr

Also present: 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: Mayor Pro Tem Cartwright and members of the public.

##### 2. Moment of Silence

Mayor Whitlow requested the observance of a moment of silence for the workers killed in the Baltimore bridge accident and for families of victims of work zone accidents.

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

The assembly pledged allegiance to the flag.

##### 4. Review and Approve Agenda

*Motion was made by Trustee Schranz, seconded by Mayor Pro Tem Cartwright, to approve the agenda. Motion carried 5-0, on a roll call vote.*

##### 5. Staff Report: Town Manager Report

###### a. Manager Report

The Board discussed restriping of Adams at WCR 7 and future improvements to the intersection of WCR 7 and Hwy 66.

##### 6. Proclamations

###### a. United Power 85th Anniversary Proclamation

Bill Meier, Senior Community Affairs Representative, and Brian Blehm, Director of Key Accounts, from United Power discussed the 85<sup>th</sup> anniversary of United Power and invited the Board to attend the annual meeting on April 17, 2024.

*Motion was made by Trustee Harris, seconded by Trustee Brodhead, to approve the signing of the Proclamation for United Power 85<sup>th</sup> Anniversary. Motion carried 5-0, on a roll call vote.*

Mayor Whitlow called for a short recess to take photos.

RECESS.

Mayor Whitlow reconvened the meeting at 6:12 p.m.

- b. Library Week April 7-13, 2024

*Motion was made by Trustee Harris, seconded by Trustee Schranz, to approve the signing of the Proclamation for Library Week April 7-13, 2024. Motion carried 5-0, on a roll call vote.*

- c. Work Zone Awareness Week April 15-19, 2024

*Motion was made by Trustee Schranz, seconded by Trustee Brodhead, to approve the signing of the Proclamation for Work Zone Awareness Week April 15-19, 2024. Motion carried 5-0, on a roll call vote.*

- d. Arbor Day April 26, 2024

*Motion was made by Mayor Pro Tem Cartwright, seconded by Trustee Schranz, to approve the signing of the Proclamation for Arbor Day April 26, 2024. Motion carried 5-0, on a roll call vote.*

Mayor Whitlow called for a short recess to take photos.

RECESS.

Mayor Whitlow reconvened the meeting at 6:20 p.m.

- 7. 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.

- 8. 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 March 25, 2024
- b. March 2024 Aging Report
- c. Check Register April 8, 2024
- d. 2024 Mead Area Chamber of Commerce Agreement
- e. **Resolution No. 33-R-2024** – A Resolution of the Town of Mead, Colorado, Approving a Contract Extension Agreement Between the Town of Mead and Burnt Mountain Services LLC. for Calendar Year 2024
- f. **Resolution No. 34-R-2024** – A Resolution of the Town of Mead, Colorado, Approving Change Order 2 to the Agreement for Professional Services by and Between the Town of Mead and Essenza Architecture, LLC Concerning the Architectural and Engineering Design of the Town of Mead Community Center

*Motion was made by Trustee Harris, seconded by Trustee Schranz, to approve the consent agenda. Motion carried 5-0, on a roll call vote.*

- 9. 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.

## 10. Legislative Update

Town Attorney Marcus McAskin presented the legislative update. There are no updates on the four bills which the Board submitted Resolutions of opposition. The long bill (budget) has been sent to committee with amendments. Other bills are sustainability in community planning and a budget bill about severance tax reallocation.

## 11. Elected Official Reports

- a. Town Trustees

The Trustees had no further comments at this time.

b. Mayor Whitlow

Mayor Whitlow discussed the Shred Event and Coffee with the Mayor held on 4/6 and upcoming events of tree vouchers and pickup for Arbor Day, Community Open House and Clean Up Day vouchers.

**12. Adjournment**

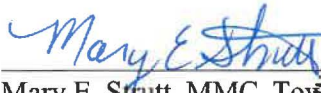
*Motion was made by Trustee Schranz, seconded by Trustee Harris, to adjourn the meeting. Motion carried 5-0, on a roll call vote.*

The Regular Meeting of the Town of Mead Board of Trustees adjourned at approximately 6:35 p.m. on Monday, April 8, 2024.



Colleen G. Whitlow, Mayor

ATTEST:



Mary E. Strutt, MMC, Town Clerk

