

Berthoud Town Administrator Report –July 6, 2018

The Town Administrator Report is intended to include work highlights from the week as reported by Department Heads. If you have any questions, please don't hesitate to contact me
-Chris Kirk, Town Administrator

Administration:

- The Clerk's Office is creating an updated list of organizations that Municipal Court defendants can complete useful public service hours with. Sentences that include useful public service hours is a form of alternative sentencing for defendants.

Code Enforcement:

- Continued work with the Community Development Department regarding a lot issue on 1st Street.
- Address a complaint regarding marijuana smoke drifting from a neighboring property.
- Address a cat bite/cat surrendered to humane society.
- Investigated a short-term rental matter on North 4th Street.
- Began working on updated ordinances for junk/junkyard and tree heights over streets and sidewalk.
- Other calls/issues
 - Campers and trailers parking in right of way.
 - Trees obstructing road signs.
 - Vehicles with expired registrations.
 - Rats and raccoons

Community Development:

- Staff had multiple site visits with representatives from builders in Hammond and Heritage Ridge to address issues.
- Staff is holding up permitting new phases of Heritage Ridge and Hammond until the remaining issues are resolved.
- Staff fielded new commercial and industrial inquiries.
- Permit activity remains strong.

Parks & Recreation:

- Flags lowered and checked for condition in all parks.
- Maintenance to ditch mower and blade sharpening.
- Additional detailed parks maintenance and clean-up for the 4th Of July holiday.
- Vandalism cleaned up and repaired @ Town Park bathroom.
- Vandalism removed @ Pioneer Park restroom.
- Adjustments to irrigation at Collins, Pioneer, Welch Parks.
- Parks trucks routine maintenance and tires rotated.
- Continued mowing operations, watering, edging in parks system.
- Conducted consultations to the public regarding tree/pest management.

- Continued conducting tree inventory at newly developed subdivisions while updating the online tree inventory.
- Continued surveying for emerald ash borer via traps and rearing cages.
- Marked trees for landscape developers to replace at Hammond.
- Met with landscape developers regarding tree plantings at Hammond.
- One/Two-year trees deep watered in parks system.
- Opened Fall Activity Registration for youth and adult activities.
- Starting marketing for fall activities through website, creation of fall flyers, newsletters, brochure).
- Supervised youth baseball and softball games, adult softball.
- Administered and facilitated adult softball tournament bracket for upcoming tourney, delivery of team photos to coaches/youth.
- Staff attended all day Parks and Recreation Center Master Plan kickoff meeting.
- Prepped ballfields for youth softball and baseball games.
- Continued to Register and fill remainder of this seasons swim lessons.
- Administered several pool party and Park Pavilion reservations for the end of July and August.
- Cleaned and organized files, space, cabinets Parks and Rec front office.
- Staff is collecting budget, user, facility data and information from consultant questionnaires for Master plan development.
- Staff employment review and evaluations- 1 rec employee, 1 parks employee.
- Bid notices out for ballfield improvements- warning tracks.

Public Works:

Streets:

- Bunyan Ave closed between Berthoud Parkway and 10th Street for road improvements.
- Street sweeping weekly underway with warmer weather.
- Roadside mowing completed.
- North yard mowing completed.
- Completed 1st round of weed spraying.
- North yard clean-up.
- Started sidewalk repairs.
- Re-Installed in crosswalk pedestrian signs at 5th and Mountain and 8th St. twice this week.
- Removed old light bases in roundabout and re-cement.
- Pothole patching.
- Various street sign repairs.
- Mowing, and weed trimming at Cemetery.
- One funeral.

Water:

- The Water Department is pursuing OCCT (Optimal Corrosion Control Treatment) Chemical pilot study to begin in the next few weeks. Engineers are finalizing the plans and communications with CDPHE.
- The Berthoud Water Plant is Delivering just over 3 MGD (million gallons per day). The Town's demand has increased by over 1 MGD from the new construction over the last year. During the summer of 2017, the Berthoud Water Plant maximum flow was 2MGD
- Water Department preparing for United Metering Service to assist in the updating of 500+ water meters and radios. These meters and radio antennas will be upgraded to integrate into the remote read system.
- Berthoud Reservoir is full and baseline raw water quality tests have been received. 2MIB and Geosmin were detected in small amounts (natural compounds, byproduct of algal growth). These are components the Water Department will monitor closely.