

Berthoud Town Administrator Report – April 13, 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 and Finance:

- The Finance/HR staff organized and hosted a Performance Management and Documentation training for all supervisors and managers. The course instructors were provided by Employers Council.
- Continued work on the agenda and materials for the Board orientation scheduled for May 4, 2018.
- Attended a tour of local schools with the Thompson School District and interested members of the public to better understand some of the current challenges with local schools.

Business Development:

- Staff sent out the News You Can Use newsletter to subscribers. Several positive responses were received and even spurred some business networking connections.
- The Wilson Ranch project received Site Certification from Xcel Energy. In addition to the data availability, Xcel will begin promoting the project on its website and to potential development prospects.
- Attended the Northern Colorado Manufacturing Partnership 2018 Expo at The Ranch.

Community Development:

- Com. Dev. and Econ. Dev. met with a developer very interested in developing retail/office along the core of downtown and also Mountain Avenue.
- Met with a developer interested in a C-store/gas station on 17 or 287.
- Mountain Avenue Design and Overall Signage RFP has already obtained interest from four firms.
- Staff has received five applications for the open Planning Commission positions.
- The plaque for the Edmundson House on the local historic register was cast and is now ready to be placed on-site. A post with the plaque will be erected in the coming months.
- The Director would like to thank its Staff for continuing to process permits and development in an efficient and timely manner.

Parks & Recreation:

- Rec staff attended IPGSA scheduling meeting for youth league softball games.
- Ballfield prep for adult softball and youth baseball games.
- Painted youth soccer and flag football fields for upcoming games.
- Rec staff delivered summer program newsletters to schools and local businesses.
- Rec Dept hosted adult men's 3 v 3 basketball tournament.
- Roundabout weeded and spring clean-up to center median.
- Bein Bathrooms plumbing repairs completed due to vandalism.
- Town South Ball field lights replaced and repaired.
- Forester conducted consultations to the public regarding tree/pest management.

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- Removed two (2) ash trees from Bein Park and stump-grinded stumps; removed one (1) hazardous apple tree from Roberts Lake Park.
- Mowed all Town owned natural areas and drainage ditches under parks dept.
- Forestry staff removed winter tree-wrap from last year tree plantings and monitor of trees.
- Director worked with current master plans developing links and surveys for public input.
- Aquatics staff and Director working through hiring of seasonal aquatics staff and applications.

Public Works:

Streets:

- Stormwater cleaning is underway along with street sweeping, starting east side of Town moving west over the next few weeks.
- Pothole (Cold patching) done all through Town this week
- Started demo for Hillsdale lift station that was decommissioned last year.
- CR 44 is getting the next box culvert placed next week, still planning on opening road early May.

Water

- Backflow testing results have been submitted over the past week, reminder letters will be sent out again regarding the policy.
- Water plant Expansion Update: update is on track and aiming for producing water by end of May.