

Berthoud Town Administrator Report – March 30, 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:

- Processing of mail ballots began on March 29, 2018 @ 8:00 A.M. The next day for mail ballot processing will be on April 2, 2018 at 8:00 A.M. Any remaining ballots will be processed on Election Day. Approximately 60% of the ballots received so far have been verified and processed.
- 1,035 ballots were received through the end of business on March 29, 2018.
- Election results will be posted at Town Hall and on the Town website shortly after 7:00 P.M.

Business Development:

- Continued to network with companies for the ICSC Conference in June.
- Continued to work with Xcel and Wilson Ranch on having the Wilson Ranch site included in Xcel's site certification program.
- Met with a convenience store operator about a possible Berthoud location.
- Met with Wilson Ranch ownership and their consultants to discuss water accessibility for the site.
- Met with Schroetlin Homes to discuss their OTH site proposal.
- Hosted a breakfast meeting for 1st and 2nd Street businesses.
- Hosted a meeting with Wilson Ranch ownership and Aims CC to discuss the College's 40 acres across from Wilson Ranch
- Attended the NoCO Real Estate Expo.
- Presented to the group of realtors associated with the Re/MAX Alliance, Loveland Office.
- Continued to work with the consultant to update the Business Development section of the Berthoud web site.

Community Development:

- The Community Development Department would like to extend its deep appreciation to the many commissioners, citizens, developers, and Staff members who provided their time and assistance in the Dev. Code Revisions.
- A letter providing notice to all builders and developers, as well as the new code itself, was sent early this month. All new phases will be required to satisfy the new standards. In the case of design requirements, those phases almost complete or which have already been issued building permits, will be allowed to continue (this pertains to a few houses left in Heritage Ridge, the phase being built in Hammond, and the remainder of the PrairieStar phase, as the design requirements are triggered by building permit).
- Staff has met with four commercial developers, three of which came out of the Bizwest conference on Tuesday, with some serious questions and interest in commercial

development in Berthoud. Staff was a speaker at the conference. Residential and Commercial growth remains very strong in Northern Colorado, and should continue to 2020, according to the experts.

- We are now requiring pre-planting meetings for landscaping in all new phases of subdivisions with the Community Development Director and Town Forester, and conducted two in the last two weeks.
- We have received a number of applications for the open Planning Commission positions.
- The Gateway Commercial/Office center has finally submitted plans for review, and O'Reilly has informed staff of their imminent intention to re-submit plans.
- A new mixed use (multi-family/commercial) project was submitted for review today, and will be coming before the PC and Board in the coming months.

Finance Department:

- The Town's auditors were on-site and performed their field work for the 2017 audit.

Parks & Recreation:

Recreation

- Staff Interviewed applicants for lifeguards.
- Prepared for summer registration and prepared sports fields for practice.
- Staff advertised and Marketed summer activities.
- Continued accepting late softball registrations.

Parks

- Stump Removal and dirt and seed work at Bein Complex.
- Trash Removal in Parks
- The used oil was cleaned up in and around porta-john at Pioneer Park (vandalism)
- A camera was placed at Bein Concessions due to vandalism and property damage.
- Minor repair work of Bein Concession door was completed. There was also a plumbing Issue fixed in men's restroom.
- Weed control was applied at Collins park, Roberts Park, Cedar median, and on Welch Tree lawn.
- Trash cans, flags, safety fence was gathered and dropped off at Adams Bank for the Day of Kindness event.

Forestry

- Conducted consultations to the public regarding tree/pest management.
- Received approval for the Town's 35th year as Tree City USA and a Growth Award for 2017.
- Reviewed five development landscape plans (Heron Lakes Gate Club; Heron Lakes Lake Club; Farmstead; Heron Pointe; Heritage Ridge).
- Published the Town's tree inventory to the Forestry webpage.

- Placed “Day of Kindness” banner over Mountain Avenue and flags on flagpoles along Mountain Avenue.
- Staff met with landscape developers at Hammond regarding future street tree plantings.

Public Works:

Streets

- Crackseal work is still ongoing.
- Stormwater cleaning starts next week along with street sweeping.
- Pothole patching is still on going.

Water

- Staff is handling specific backflow regulators requests as needed if customers require more time to help comply to this regulation.
- Water plant Expansion Update: materials are still being delivered next week, new filters will be receiving media next week.

Code Enforcement/ Sheriff’s Office

- Worked on target patrols for traffic problems. Complaints received about speeders, aggressive drivers etc.
- One of our traffic trailers is out of service and will need repairs.
- Met with Larimer Animal Control concerning their contract with the town.
- Sgt. Anderson attended Commissioner Donnelly's monthly town meeting in Berthoud and Trustee Karspeck was guest speaker.
- Both School Resource Officers (SRO) are very busy as the kids are getting wound up for summer break.
- Sgt. Anderson met with Fire Chief Charles to talk about joint training this summer for an active shooter.
- SRO Kingston is working with Campion Academy to provide training for them in the evening hours.
- Code Enforcement working with developers at Serenity Ridge to clean up trash that has blown onto vacant land.