

Berthoud Town Administrator Report – March 23, 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 will begin on March 29, 2018 @ 8:00 A.M. There will potentially be more ballot processing the following day if necessary. Otherwise the remaining ballots will be processed on Election Day.
- Met with Linda Hoffman, Larimer County Administrator, to discuss coordination between the two agencies.
- Met with a representative with Comcast to discuss a possible update of the Town's franchise agreement and other development related issues.

Business Development:

- Walt and Chris hosted a breakfast with local businesses from the 1st and 2nd street area.
- Continued to schedule appointments with retail companies for the ICSC Conference in June.
- Worked on design update to the Town's Business Development webpages.

Parks & Recreation:

- Finalized the Town's street and public area tree inventory and uploaded it online via website for public access and resources
- Hosted Adult Kickball and Softball coach's meetings
- Held youth softball coaches meeting
- Updated summer activities for ActiveNet registration
- Registered for aquatic risks seminar and training
- Prepared Summer brochures for mailing, counted and separated brochures per mailing routes and delivered to Post office
- Jeremy attended Tom Donnelly meeting in Estes Park for tour of the recreation facility
- Jeremy attended a GOCO hosted meet/greet in Estes Park about upcoming grant opportunities
- Held a kick-off meeting with PORT members regarding master plan of trail system
- Forestry attended monthly Tree Advisory Committee meeting and discussed Arbor Day 2018 Celebration and Ash Tree Ordinance No. 1232
- Vandalism repair Bein restrooms