

Berthoud Town Administrator Report – February 9, 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:

2018 Election –

- Paul Frekey submitted an affidavit on the afternoon of February 8, 2018 to withdraw from nomination as a candidate for Town Trustee.
- On the morning of February 9, 2018, the candidate names were drawn by lot (randomly) to determine the order in which they will appear on the 2018 ballot. The order of candidates will appear on the ballot as follows:

MAYOR (4 YEAR TERM)

- Jeff Hindman
- Will Karspeck

TRUSTEE (4 YEAR TERM)

- Maureen Dower
- Heidi Short
- Pete Tomassi
- Patrick Dillon
- Kevin Paul Pischke
- Tim Hardy

- Ballots will be mailed to overseas voters by February 16, 2018.
- Ballots will be mailed to all other active voters March 12-19, 2018

Business Development:

- Discussions have continued with Wilson Ranch executives about Xcel's Site Certification Program and Weld County Road 9½.
- Attended the Colorado Real Estate Retail Expo in Aurora, Colorado.
- Marketing assistance was offered to M&C Real Estate and Terry Younglove (Berthoud Commons).
- Work has continued on planning for the Experience Berthoud event being hosted by the Chamber later this month.
- Interviewed a marketing /communications firm to update the Business Development section of our web site.
- Attended the Executive Committee meeting of the Larimer County Workforce Development Board.
- The Town of Berthoud will be hosting the March Business Breakfast Event.

Finance:

- The updated Employee handbook was sent to Employer's Council for their review.
- Met with CSAFE to start gathering information on investment options for town funds.

Parks and Recreation:

- Staff and two members of the PORT Committee interviewed three consulting firms for possible assistance with developing master plans for Berthoud Reservoir and Town Park, as well as development of a trails master plan and trail standards.

Planning and Building:

- The Planning Commission is completing its review of the revisions of the Development Code, and will be holding a special study session next Thursday to cover the remaining sections, before it goes to a hearing. The revisions are tentatively scheduled for a first and second reading before the Board on March 13th and March 27th respectively.
- The Dark Sky Committee met this week and has begun work on a brochure as directed by the Board.
- The Energy Code and Dark Sky Requirements went into effect on Feb. 9th (30 days from ordinance adoption on Jan. 9th).
- Staff has received submittals for three commercial projects, which are all in various stages of review.
- New water policies covering commercial multi-tenant buildings and smaller attainable lots, were drafted by the Town Water Attorney in concert with Staff for future consideration by the Board.
- All developments have at least one phase currently in review.

Public Works:

Streets –

- The Streets Department has been working to keep snow plowed off of the streets.
- There has been progress made on filling cracks in the streets, but this has been dependent on the weather. still working on crack fill for streets, but this has all been weather dependent.
- Crews are finishing signage and drainage work along new pedestrian crossing at 1st St. and Indiana Streets.

Water –

- The backflow prevention program is still underway and letters will be mailed out to customers that have commercial or private irrigation taps.
- The Water Plant construction is still in progress.

Town Administrator

- Met with Slate Communications to discuss the Town's current contract for PIO services.
- Met with representatives of the Hometown Liquor annexation and development project to discuss next steps for their project.
- Toured Town owned park properties with Mr. Olinger.