

TO: Honorable Mayor and Trustees

FROM: Helen Migchelbrink, Town Manager

DATE: September 30, 2024

SUBJECT: Town Manager Report

- The Town is preparing for Fall Clean-Up Days with Front Range Landfill. Residents will be able to pick up their one free voucher from September 30th through October 18th. Households requesting a voucher will need to bring a photo ID and proof of residency to Town Hall. Mead vouchers will be accepted at Front Range Landfill from October 14th through October 26th. The voucher is good for one load, up to one ton. More information about Clean-Up Days and recycling options can be found here: <https://www.townofmead.org/parksandrec/page/2024-fall-clean-days>
- Building a Stronger Mead Community is a non-profit organization dedicated to promoting citizen-led initiatives within the Town of Mead. This year, their primary focus is advocating for additional support for the Mead Police Department. For more information, residents should contact: buildingastrongermeadcommunity@gmail.com
- The National Council on Compensation Insurance, Inc (NCCI) has determined the Town's Experience Modification for 2025 to be 1.38. This is down from 1.43 in 2024. This factor, based on claims experience, increases workers compensation premiums if it is over 1.0. The Town's E-Mod has been coming down the last few years after a dramatic increase due to a few large claims about 5 years ago.
- Monthly sales tax revenue has been trending lower than 2023 for the first half of 2024. This seems consistent with other municipalities around Colorado most of whom (Mead included) had forecast a modest increase in sales tax for the 2024 budget cycle. The trend appears to be related to lower retail spending in general. Despite the trend, Mead's sales tax collections for August did match the August 2023 collection amount.
- DOLA presented a webinar on the new property tax assessment rates and limits adopted in the recent legislative special session. The reduced assessment rates and the cap on revenues will go into effect for the 2025 tax year / 2026 budget year unless there is further legislation. It appears that despite having previously voted to eliminate property tax revenue limits under TABOR, the Town will need another election to opt out of the new revenue limits.
- Staff is preparing the draft 2025 Budget for presentation to the Board of Trustees on October 14, 2024. After further input from the Board, a public hearing will be held on December 9, 2024, to consider adoption. MURA will meet on these same dates for budget presentation.
- The High Plains Blvd (WCR 9.5) project is moving forward. Construction of two miles of this road between WCR 32 and WCR 34 will include bike lanes and sidewalks. The project should begin later this fall with a completion date of December, 2025.
- For the November 5, 2024, election, Mead voters will elect three Trustees and vote on a sales tax increase for police and a marijuana question. In addition to the Mead issues, this is a presidential election year with voting on the President of the United States along with Congressmen and Senators. Plus, there are many state issues being brought forward around abortion rights, veterinary services, school choice, mountain lion trophy hunting and same sex marriage. The Town is required to prepare TABOR issue notices for any ballot issues which include increasing taxes or debt. The Town's issue notices were prepared according to statutory requirements and submitted to Weld County for distribution to registered electors. The TABOR issue notices for Mead are attached.
- The next Coffee with the Mayor is scheduled for this Saturday, October 5th 8:00 – 10:00 a.m. at Town Hall. Mayor Whitlow hosts this monthly event to meet with residents and have an open discussion about whatever is on resident's minds.

- Construction of the Mead Community Center and adjacent parking lot is underway. The foundation of the building is complete. The alley remains closed for utility work. Expected completion is mid to late 2025.
- The fall Mead Police Citizens' Academy is under way and is held every Wednesday from September 11th to October 16th from 6:30 p.m. to 9:00 p.m. This is an opportunity for citizens to learn about and interact with the Mead Police Department. More information about the Academy can be found on the town's website: <https://www.townofmead.org/police/page/citizens-police-academy>
- Municipal Court was held on September 19th with 43 cases on the docket for arraignment and review hearings. There are no trials scheduled for October and currently 42 cases scheduled for October 17th.
- Current road closures due to construction can be found on the town's website: <https://www.townofmead.org/engineering/page/street-maintenanceroad-closures>.
- Key projects update:
 - 3rd and Welker Intersection – Bids were due September 20th. Nine bids were received. Staff is reviewing the bids and checking references.
 - Community Center – The concrete foundation pours are complete and utility infrastructure in the alley continues.
 - SH66 Pedestrian Crossing – Staff continues to work with utilities and ditch companies for final CDOT clearances.
- YTD totals for new single family home permits:
 - 2024 YTD: 72 SF Permits, 81 Certificates of Occupancy
- Boards and Commissions
 - The Planning Commission meeting for October has been cancelled due to a lack of items for review.
- Human Resources
 - The Town is advertising open positions here: <https://www.governmentjobs.com/careers/townofmead>
 - Open full-time positions include Police Officer.

Community Development

- Land Use Code Update. Staff is working to finalize the Professional Service Agreement with the selected planning consultant to assist with the Land Use Code Update. The PSA is scheduled to be presented to the Board on October 14th.
- Grand Meadow Final Plat. Staff reviewed the third submittal of the Final Plat documents and sent comments to the applicant team
- Access 25 Preliminary Plat. Staff reviewed the second submittal of the Preliminary Plat and sent comments to the applicant team this week.
- Welker Farms PUD. Staff recently provided comments on the second submittal of the PUD.
- O'Reilly Auto Parts. Staff recently provided comments on the second submittal of the Site Plan.

Public Works and Engineering

- The Deputy Town Engineer position has been filled. Kieth Fiebig will report on September 30.
- The Public Works Operations Manager attended the annual APWA Conference in Atlanta September 8th -11th.
- Staff prepped and supported the Community Day Event on September 14th.
- The off-system bridge inspection reports were received from CDOT and reviewed by Staff.

Community Engagement

- Winter Youth Basketball registration is now open for children in preschool through 8th grade. Games for preschool through 2nd grade will take place in November and December, while 3rd through 8th graders will join the Jr. Nuggets program, with games running in January and February.
- The Mead Area Chamber of Commerce will host its annual Trick-or-Treat Street on October 26th along Main Street in Mead. Local businesses and community booths will participate, each offering Halloween candy for trick-or-treaters.
- The iHeart Media Built for Mead campaign generated 697,758 impressions, with 419,793 coming from display ads and 277,965 from podcasts. The display ads received 353 clicks. The English and Spanish campaign ran throughout the summer, targeting businesses and business owners in the Denver metro and Northern Front Range areas. A more detailed presentation will be provided later this year.
- The Built for Mead website build-out is now complete, showcasing detailed pages, business success videos, blogs, and an expanded business directory. We continue to collaborate with local businesses and schedule additional success videos for this winter. A Business Marketing Workshop is also planned for later this fall.

Police Department

- All officers completed defensive tactics training this month.
- The Police Citizen's Academy started on September 11th and runs through October 16th.
- The police department attended Community Day on September 14th.
- The police department assisted Mead Elementary School with a lock down drill on September 17th.