

TO: Honorable Mayor and Trustees

FROM: Helen Migchelbrink, Town Manager

DATE: October 28, 2024

SUBJECT: Town Manager Report

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- The next Coffee with the Mayor is scheduled for Saturday, November 2<sup>nd</sup>, from 8:00 – 10:00 a.m. at Town Hall. Residents are encouraged to attend this monthly event to ask questions or discuss any issues they may have with the Town.
- Notice was received about the upcoming Flight 629 Memorial, scheduled for 6:00 p.m. on November 1, 2025. Attached is the information about this flight which tragically exploded above the Mead area in 1955.
- Mountain View Fire (MVFD) will offer car seat checks on the third Friday of each month, starting November 15<sup>th</sup>. Appointments will be available from 10:00 a.m. to 12:00 p.m., with each appointment lasting 30 minutes. The checks will take place at the Mead Town Hall gravel parking lot, specifically in the east parking spots along the sidewalk of 3rd Street. Small yard signs will be placed to mark the location. Appointment registration will be conducted by MVFD.
- 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](mailto:buildingastrongermeadcommunity@gmail.com)
- Staff presented the draft 2025 Budget 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 and Elevation 25 GID budgets will also be presented on these same dates.
- Comcast is applying for a BEAD grant to bring high-speed internet to underserved areas. Their grant application includes 114 locations within the Town of Mead among 1,734 locations in Weld County. Mayor Whitlow signed a letter in support of the grant application which is attached.
- 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 two travel lanes, bike lanes and a ten feet wide detached sidewalk. The project is slated for a completion date of December, 2025.
- If residents have not yet received a ballot for the November 5, 2024, election, they should contact Weld County Elections, <https://www.weld.gov/Government/Departments/Clerk-and-Recorder/Elections-Department>. Mead voters will elect three Trustees and vote on a sales tax increase to support the Mead Police Department and a question to allow the Town to regulate marijuana businesses. In addition to the Mead issues, there are several state and national questions on the ballot.
- Construction of the Mead Community Center and adjacent parking lot is underway. The support steel is being installed this week. The alley remains closed for utility work. Expected completion is mid to late 2025.
- The fall Mead Police Citizens' Academy was held every Wednesday from September 11<sup>th</sup> to October 16<sup>th</sup>. Nine participants went through the academy this time. 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 October 17<sup>th</sup> at 5:00 p.m. with 56 cases on the docket for arraignment and review hearings.
- 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:
  - 3<sup>rd</sup> and Welker Intersection – The railroad completed the crossing replacement on 3<sup>rd</sup> Street.
  - Community Center – The steel framing of the building is being erected and the alley paving is expected by the end of October. Water service was installed on 3<sup>rd</sup> Street under the railroad closure.
  - SH66 Pedestrian Crossing – Staff is submitting final clearances to CDOT for approval at the end of October and expects to initiate the right-of-way acquisition phase in November.
- YTD totals for new single family home permits:
  - 2024 YTD: 83 SF Permits, 85 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 and Planner I.

### **Community Development**

- Gopher Gulch RV Park and Leanin' Tree were issued a Certificate of Occupancy earlier this month.
- Progress is being made on the reconstruction of the Scooter Hinge/Mead Victory Investment building located downtown. The Town approved facade grant for the 3 building elevations.
- The AMK property (aka Iron River Business Park, aka Randy Stippich Property, located south and east of Postle and Raterink properties), has submitted an annexation application to expand the size of the property with the purchase of property directly to the east.
- High Plains Library District has submitted the first Site Plan submittal. Plans are under review.
- The first submittal for a Site Plan for Phase 2 (the next two buildings) of the Elevation 25 subdivision has been submitted.
- Staff is working with the St. Vrain Valley School District to review the site plans for the new K-8 school building that is planned on the Mead High School property.
- Initial work has begun on the Land Use Code and Comprehensive Plan amendments.

### **Public Works and Engineering**

- The biosolids removal bid closes on October 25 for services at the wastewater treatment plant.
- Design of CR 7 for paving is advancing. Staff is meeting with Berthoud to discuss design options for this joint project.
- Twenty-seven dead trees were removed and twenty new trees were planted in various parks around town.
- New park tables, benches, and trash cans are on order and staff will be replacing old infrastructure in Main Park in the coming weeks.

### **Community Engagement**

- Staff is preparing for Christmas in the Park on December 7<sup>th</sup>. The event features free activities, food vendors, and the annual Tree Drawing by the Mead Area Chamber of Commerce. A special appearance by Santa is scheduled, along with the opportunity to participate in a curling activity. New this year is the Pop-up Holiday Market, providing an opportunity for holiday shopping; limited booth space is available for vendors. Attendees may also enjoy a ride on the trackless train, offering a scenic tour of Town Park.

- Recreation is organizing the Older Active Adult Holiday Trip for December. Plans include a visit to Cracker Barrel and a holiday light tour.
- Fall Clean-Up Days took place from October 14<sup>th</sup> to October 26<sup>th</sup> at Front Range Landfill, with Mead distributing 231 vouchers to assist residents with their fall cleanup efforts. After-hours pickup was available, though participation was minimal. Staff will continue to review and enhance the program as needed. Program concerns were minimal, though there were some questions regarding accepted types of trash.

### **Police Department**

- The Police Citizen's Academy concluded on October 16<sup>th</sup>.
- The police department assisted with Trick or Treat Street, CSU Football Game, and Tractor Supply events on October 26<sup>th</sup>.
- Chief attended and presented at the International Association of Chiefs of Police annual conference in Boston this past week. Victim Services Director Alexis Guitierrez also attended to present on our Victim Services collaboration. They were sponsored by the RVCRI Grant.
- Recruiting for officer and sergeant position vacancies.