

TO: Honorable Mayor and Trustees

FROM: Helen Migchelbrink, Town Manager

DATE: June 10, 2024

SUBJECT: Town Manager Report

- The first Meet, Greet, and Eat with the Board of Trustees for the summer of 2024 is coming up June 25th at Founders Park. This is an opportunity to chat with the Board – food will be provided. Future dates are scheduled for July 30th at Margil Farms Park, and August 27th at Mead Town Park
- Coffee with the Mayor was held Saturday, June 1st, at 8:00 a.m. at Town Hall. Citizens are encouraged to attend and participate in an open discussion about any issues. Mayor Colleen Whitlow hosts this event on the first Saturday of each month.
- Also on June 1st was the annual Fishing is Fun event held at Lorin Mead Park at Highland Lake. Participants learned about fish and fishing from the recreation team and from Colorado Parks and Wildlife representatives. Mead Area Chamber of Commerce served lunch.
- A Citizens' Initiative has been received by the Clerk's office to approve a ballot question for legalizing marijuana sales in the Town of Mead. The Town Clerk must approve the petition to form before the petition representatives may seek signatures. The petitioners must acquire signatures equal to 5% of the registered voters of Mead in order to put the measure on the November 5, 2024 ballot.
- Highlandlake Brewing Company brew pub application has been rescheduled from June 10th to June 24th as the applicant made changes to the proposed licensed premises.
- CDOT held a groundbreaking ceremony on Thursday, May 30th at 11:00 a.m. at the Berthoud exit off I-25 to commemorate the beginning of the Segment 5 I-25 Construction Project. Please see the attached flyer for information on Segment 5 improvements.
- The Colorado Municipal League annual conference is scheduled for June 18th-June 21st at the Embassy suites in Loveland. Several staff and Board members will attend the educational seminars.
- The fall Mead Police Citizens' Academy will be held every Wednesday from September 11th to October 16th, from 6:30 p.m. to 9:00 p.m. Applications are now being accepted. Last year's Academy was very well received. 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>
- A groundbreaking ceremony to kick off construction of the Community Center is scheduled for June 24th at 5:30 p.m. on site. The project has a completion date of early 2025.
- The Town of Mead's annual town-wide garage sale is on Saturday, June 22. Garage sale registration forms must be received by June 14th. <https://www.townofmead.org/communications/page/2024-town-wide-garage-sale>
- Mead Spring Clean-Up Days wrapped up on May 18th. The Town issued 297 vouchers, and 205 were redeemed at Front Range Landfill. Staff will present an event recap on June 24th.
- Due to scheduling, the June Municipal Court arraignment was held on June 6th with 32 cases on the docket. A larger docket is anticipated for July due to the longer period between court dates. The start time will be 5:00 p.m. One trial is scheduled for June 10th.
- Mead Motorheads held their 20th anniversary annual car show on May 27th. Attached is a letter thanking Mead for its support.
- The Town of Mead offices will be closed on Wednesday June 19th for the Juneteenth holiday. Juneteenth was recognized as a federal holiday in 2021 as a celebration of freedom and a reminder of the ongoing journey for racial equality and justice. Police and emergency services will be available.
- 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 – All real estate transactions have been finalized, and the project has been presented to CDOT for final clearances. United Power is expected to begin undergrounding overhead lines in the area in mid-June. This utility work is expected to last approximately one month.
 - Community Center – A pre-construction meeting was held with the general contractor on June 4th. The contractor will start mobilizing to the site on June 17th. They will be installing a temporary construction trailer and fencing around the site.
 - SH66 Pedestrian Crossing – Staff are reviewing comments from the affected ditch companies on the draft crossing agreements.
- YTD totals for new single family home permits:
 - 2024 YTD: 46 SF Permits, 41 Certificates of Occupancy
- Boards and Commissions
 - The June Planning Commission meeting has been rescheduled to June 26th, due to the Juneteenth holiday. At this public hearing, the Commission will consider renewable energy regulations.
 - Staff is preparing a recommendation to the Board of Trustees for the Planning Commission Alternate position.
- Human Resources
 - The Town is advertising open positions using NeoGov recruiting platform:
<https://www.governmentjobs.com/careers/townofmead>
 - Open full-time positions include Maintenance Worker, Police Officer and Business and Marketing Specialist

Community Development

- The Welker Farm PUD comments were reviewed with the applicant team on May 30th.
- The RFP for the Land Use Code Revision was posted on May 10th with a closing date of June 14th. This effort will include drafting new Land Use Codes and completing public outreach.
- Staff is drafting proposed renewable energy regulations which are scheduled to be presented to the Board in late July.

Public Works and Engineering

- The annual pavement marking contract is out for bid and will close June 14th.
- The flowerpots have been planted for spring and placed in the Downtown area and at various Town facilities.
- The annual concrete removal and repair project has been completed in Feather Ridge and is moving to the Margil area.
- Staff supported the Memorial Day car show and Fishing is Fun event.

Community Engagement

- Youth summer baseball games begin June 15th. Games will be played in Berthoud.
- The Town of Mead has partnered with the Colorado Rockies to bring the Mead youth baseball players to Coors Field. Players will participate in a parade around Coors Field prior to the game with other youth leagues in the state of Colorado and attend a Colorado Rockies game at a discounted price.

- The first Rockin' N Reelin' Music event is on June 14th. It will feature Ronnie Raygun and the Big 80's, Southern Twist Food Truck, Tommyboy Mini Donuts (the first 100 guests will receive free donuts), and Short D's.
- The Built for Mead digital and podcast iHeart Media Campaign has been finalized and will start advertising in June through August. Analytics will be reviewed, and changes made as needed to reach the desired audience throughout the summer.
- Community Day vendor booth registration is now open. Vendors are encouraged to register early; limited space is available. The cost is \$40 for businesses and \$15 for non-profit groups. Register at: <https://secure.rec1.com/CO/mead-co/catalog>

Police Department

- Chief Newbanks attended the Colorado Association of Chief's of Police Conference where they discuss current trends, share ideas, test new technology, and meet other police leaders.
- Five officers received hands-on training and spent time interacting with adults with Intellectual and Developmental Disabilities (IDD).
- With summer school in full swing, Mead's SROs are splitting their time between working patrol and working at the schools.
- Interviews for the open police officer position were successful and provided several options for moving to the next step in the hiring process.
- Officers continue to be present at community events such as Fishing is Fun and the Summer Block Party. The new squad car on display at the Mead Motorheads car show was a big hit.
- The Co-Responder vacancy at North Range Behavioral has been filled. Amy Homyak has started, been trained, and is responding to calls in Mead.
- The monthly report for May is attached.