



Take a Walk Outdoors Day, Jan. 20

Town Administrator's Report

January 2026



Town Administration

Town Staff Annual Guide

Town Staff has launched its (internal) 2026 Annual Guide that is designed to shape our working culture, help articulate priorities, and outline both the calendar and list of priorities for the year.

- The document includes 65 known or anticipated projects and initiatives that are in addition to normal functions and operations.
- Projects include a planned cleanup of the municipal code, compliance with state mandated reporting, and the development of a document retention plan.

Election Update

The 2026 Municipal election is underway; interested candidates must submit a nomination packet by Monday, Jan. 26. The Town Election day is scheduled for Tuesday, April 7.

Upcoming Events

Town events in the coming months include:

- Shred Event: April 11
- Prescription Drug Take-Back Day: April 25
- Concert in the Park: June 18
- 4th of July Parade & Festival: July 4
- Concert in the Park: July 9

Town Website Statistics

December 2026

Sessions: 4,195

Page Views: 5,785

Top Pages:

Police

Calendar

Building Department

Agendas & Minutes

Contractor Licenses

**Total 2025 Print
Directories
Distributed: 116**

Building Department

Monthly Stats

13 Permits Issued

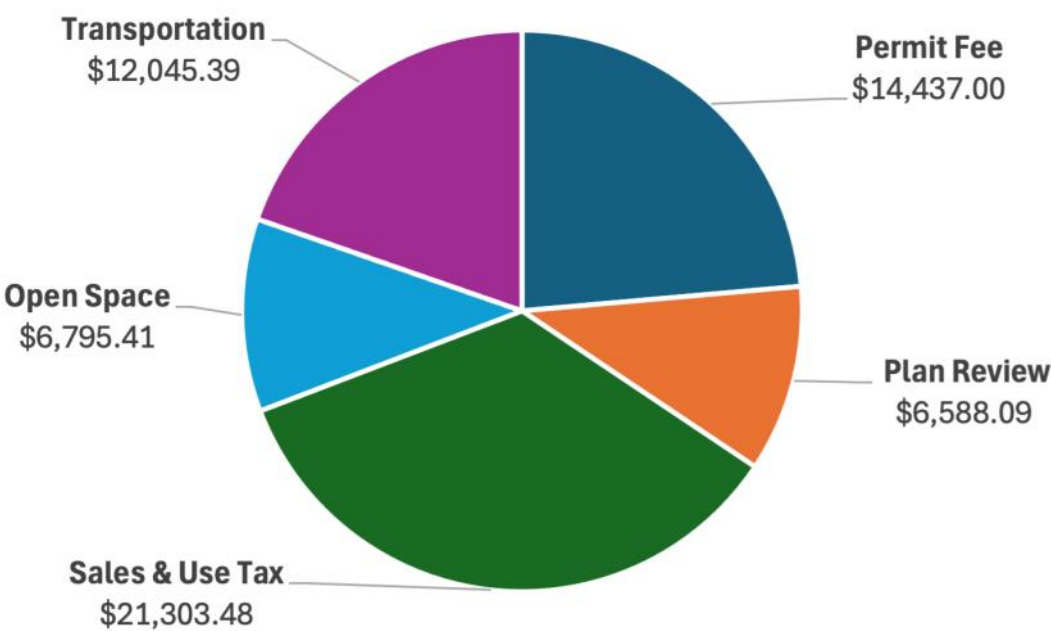
- New SFR: 0
- Major Remodel: 4
- Roofs/Solar: 3
- Basement: 0
- Miscellaneous: 6

29 Inspections

33 Licenses Issued

- General: 7
- Electrical: 11
- Plumbing: 8
- Roofing: 3
- Mechanical: 4

December Revenue: \$53,816.56



Building Department Revenue by Month

| <u>Month</u> | <u>2024</u> | <u>2024 YTD</u> | <u>2025</u> | <u>2025 YTD</u> |
|--------------|--------------|-----------------|--------------|-----------------|
| January | \$112,396.11 | \$112,396.11 | \$93,829.59 | \$93,829.59 |
| February | \$39,587.44 | \$151,983.55 | \$86,149.82 | \$179,979.41 |
| March | \$27,277.15 | \$179,260.70 | \$21,674.44 | \$201,653.85 |
| April | \$115,630.12 | \$294,890.82 | \$49,166.37 | \$250,820.22 |
| May | \$51,621.04 | \$346,511.86 | \$52,520.60 | \$303,340.82 |
| June | \$21,707.29 | \$368,219.15 | \$187,559.32 | \$490,900.14 |
| July | \$24,989.47 | \$393,208.62 | \$8,624.46 | \$499,524.60 |
| August | \$43,070.54 | \$436,279.16 | \$16,123.54 | \$515,648.14 |
| September | \$47,891.44 | \$484,170.60 | \$36,665.18 | \$552,313.32 |
| October | \$21,641.67 | \$505,812.27 | \$12,165.82 | \$564,479.14 |
| November | \$18,894.90 | \$524,707.17 | \$34,892.00 | \$599,371.14 |
| December | \$7,436.78 | \$532,143.95 | \$53,816.56 | \$653,187.70 |

Public Works Updates



Streets: Hunter Run Repairs

The Town-owned section of Hunter Run received targeted winter-prep maintenance, including infrared asphalt repairs and crack sealing. These treatments are intended to stabilize existing wear, reduce water intrusion, and minimize the number of new potholes that typically form during freeze-thaw conditions over the winter months. This section of roadway remains scheduled for full replacement in the spring, once Lennar has completed the heavy equipment activity in this area.

Snow Removal: Refresher Course

The Town Staff plow drivers completed an annual refresher course before the winter season to ensure the team is fully prepared for safe and effective winter operations. The training included a review of the Town's snow removal policy and service priorities along with hands-on time with the equipment to reinforce safe operation, proper blade control, and consistent, efficient material application.

The refresher addressed location-specific best practices, including guidance on salt application on the hill west of Platte Canyon Road at Coal Mine Avenue. This area has become a routine treatment location for the Town during storm events, as the County has experienced ongoing challenges keeping the hill clear of ice.

Town Hall: Maintenance Program

The monthly maintenance program for Town Hall has been updated to provide clearer guidance and more complete coverage. The revised checklist expands the number of areas included and adds more detailed, task-specific descriptions to help ensure inspections and routine maintenance are consistent, thorough, and easy to follow. This will support better preventive maintenance and strengthen the facility's overall reliability and safety.

Trees: Ash Tree Maintenance

The ash trees along Middlefield were trimmed to improve overall tree health, structure, and clearance. In addition to the trimming work, three ash trees were removed due to overcrowding. This selective removal will reduce competition among the remaining trees for sunlight, water, and nutrients, which should support stronger long-term growth and resilience. Removing the three trees also opens up the lawn area beneath the canopy, allowing more light to reach the turf and improving conditions for healthy grass and ground cover.

Gutter Pans

The Town completed the replacement of more than 3,600 linear feet of concrete gutter pans throughout the community. This work marks the conclusion of the two-year major replacement program. This final phase concentrated primarily in the Burning Tree and Polo Meadows areas, where the most significant deterioration and drainage-related concerns had been identified.

NOVEMBER & DECEMBER WEATHER

Monthly High: 82°

Monthly Low: 10°

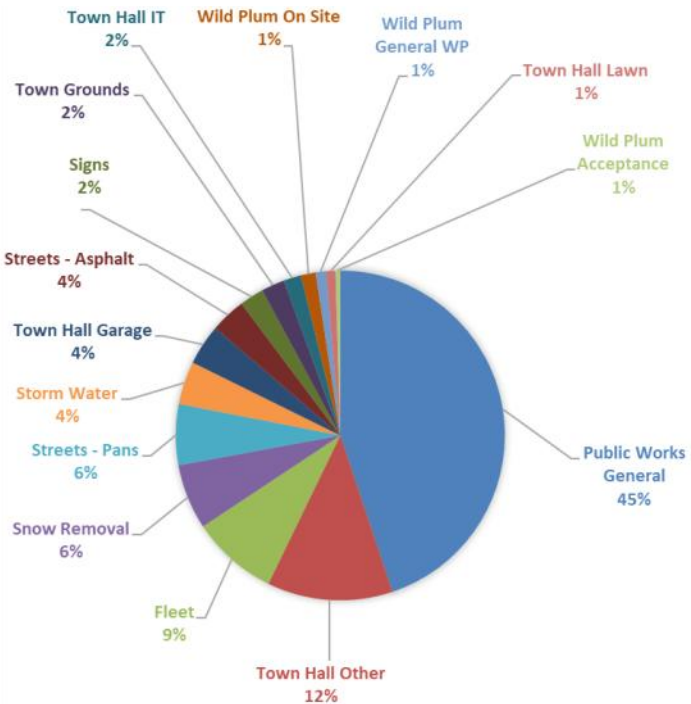
Inches of Rain: 0.93"

Inches of Snow: 8.3"

Days of Snow Planning: 1

Number of Salting Runs: 4

Public Works (continued)



| NOVEMBER & DECEMBER HOURS | |
|---------------------------|-------|
| TASK | HOURS |
| Public Works General | 174 |
| Town Hall Other | 48 |
| Fleet | 33 |
| Snow Removal | 25 |
| Streets - Pans | 23 |
| Stormwater | 16 |
| Town Hall Garage | 16 |
| Streets - Asphalt | 13 |
| Signs | 9 |
| Town Grounds | 9 |
| Town Hall IT | 7 |
| Wild Plum On Site | 6 |
| Wild Plum General WP | 4 |
| Town Hall Lawn | 4 |
| Wild Plum Acceptance | 2 |

Municipal Court Updates

Fines Collected (CV & Bow Mar)

| MONTH | 2024 YTD | 2025 | 2025 YTD |
|-----------|-------------|------------|-------------|
| January | \$2,438.25 | \$5,325 | \$5,325 |
| February | \$8,128.70 | \$4,750 | \$10,075 |
| March | \$12,403.70 | \$5,710 | \$15,785 |
| April | \$20,423.70 | \$6,950 | \$22,735 |
| May | \$24,783.70 | \$5,896 | \$28,631 |
| June | \$41,905.68 | \$3,650 | \$32,281 |
| July | \$51,381.68 | \$5,530 | \$37,811 |
| August | \$29,621.38 | \$3,405 | \$41,216 |
| September | \$69,286.68 | \$5,110 | \$46,326 |
| October | \$80,031.68 | \$4,085 | \$50,411 |
| November | \$89,536.68 | \$3,836.29 | \$54,247.29 |
| December | \$98,531.68 | \$5,233.71 | \$59,481.00 |

December Docket Summary

The Town held Municipal Court on Thursday, Dec. 18, 2025.

| TYPE | NO. |
|-----------------|-----|
| Total on Docket | 18 |
| Early Payments | 26 |
| Hearings | 7 |
| Bench Warrants | 1 |
| Trials | 0 |
| Collections | 0 |