

Town of Johnstown



TOWN MANAGER'S REPORT



March 2024

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Administration, Finance, Planning, and Human Resources

Cemetery

Staff will begin communications with area funeral homes and outreach via the Low Down, pamphlets, and social media regarding impacts in the cemetery during the construction on the Water Treatment Plant. Staff will be offering a PA system for use if desired and will also be waiving the additional weekend opening/closing fee to accommodate quieter graveside services.

Liquor Licensing

Staff received a renewal for BD Colorado dba Bad Daddy's Burger Bar Hotel & Restaurant liquor license. A renewal for Wing Shack LLC dba Wing Shack Johnstown Brew Pub license has been received. A Special Event Permit has been received from the JDDA for beer garden at the Cinco de Mayo event.

Special Event Permit

A special event application from the JDDA has been received by Staff for the Cindo de Mayo celebration on May 4, 2024, Downtown on Parish Ave. Staff has begun the internal review process.

Municipal Court

February 2024 Court data is broken down for Council's review below, with a total of 119 cases being processed:

- Code Violations: 3
- Traffic Violations: 75
- Theft: 37
- Other Criminal Cases: 5

Senior Center

February saw an increase in the number of weekly Friendly Fork meals as well as new older adults coming in to the Center looking for resources, activities and volunteering. Below are activity numbers for participation in February:

- Eagles Hockey Game - 11 participants
- Lunch excursion - 10 participants
- Monthly Blackhawk Trip - 12 participants
- STOMP Performance at UCCC - 15 participants
- Creative Crafts (first monthly event) - 12 participants
- Breakfast excursion - 10 participants
- Lessons with Linda (ukulele & drums) - 4 participants
- Friendly Fork meals (once weekly) - 179 participants

Many visitors to the Senior Center have expressed thanks to the Public Works crew for the updates and maintenance on the building. A fresh coat of paint has made spaces look revitalized and positive comments are heard at every event. A special thanks to our crew for making our older adults feel part of the TOJ team, as Staff has received many compliments for how respectful, pleasant and welcoming the Public Works Staff have been during the improvements.

Election

Ballots for the April 2, 2024, election will be mailed out mid-March. All Town of Johnstown Municipal ballots will have a blue stripe on the envelope to stand out from various spring State elections. Communication on this will be in the Low Down and online. All ballots can be mailed back or dropped off at Town Hall.

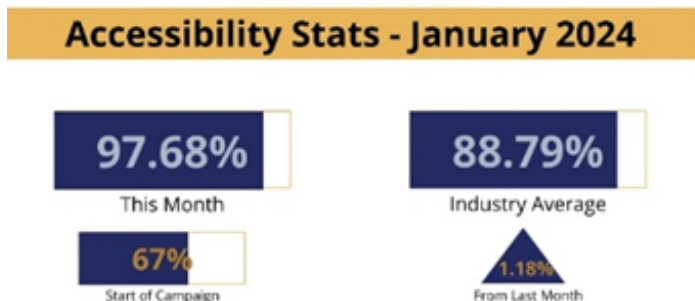
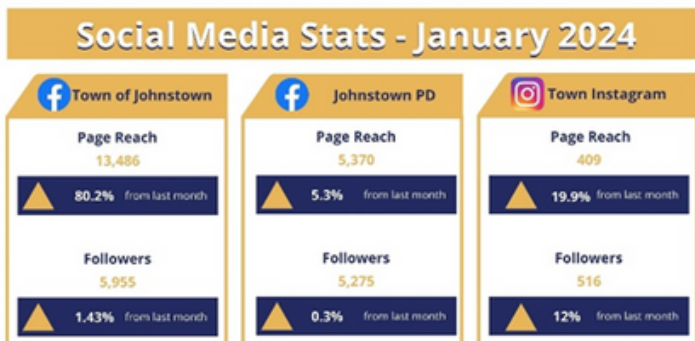
TOWN MANAGER'S REPORT

508 Compliance and Website Accessibility

The Communications Office continues to work on 508 website compliance and Town digital environment compliance. Having a website that is 508 compliant and that follows WCAG Guidelines 2.0 is important for the Town of Johnstown because it provides more equal access to information and promotes transparency. The Town has made significant progress toward achieving Level A compliance, which is required of all Colorado municipalities by July 2024.

Town Communication Tools

The Town maintains a diverse set of communications tools, including social media, a newsletter, email communications, and the website. Facebook and Instagram followers continue to grow steadily.



Hiring

The Town recently welcomed a new Police Officer, Communications and Engagement Specialist, and Streets Maintenance Crew Lead to our team. We are currently searching for a Community Service Officer, Wastewater Technician, Police Records Clerk, two Construction Inspectors, and three Civil Engineers. The Police Chief position closed on February 23 and applications are currently under review.

Planning & Zoning Commission

The Planning & Zoning Commission met on February 14 to consider four items: Design Guidelines for North Ridge, Design Guidelines for The Ridge, a subdivision filing for Welty Ridge (immediately south of Buc-ees), and an annexation for Front Range Fire Department. All items received a favorable decision from the Commission.

Town Website Redesign

Preliminary work has been completed and we anticipate content migration will start at the beginning of March. The new site is anticipated to launch at the beginning of June 2024. We are excited to bring a new suite of tools to better serve our residents.

Johnstown Farms Phase III, Lot 1

The Town is tentatively set to close on the Lot 1 in Johnstown Farms Ph. III on March 6. The intent is to build a facility to house the Planning and Engineering Departments and create a Development Services Building.

TOWN MANAGER'S REPORT

Business of the Month

Scheel's All Sports was awarded Business of the Month for the month of February and officially accepted their recognition at the Town Council meeting on February 5, 2024. Staff will announce March's Business of the Month on March 4.

Biz Walk

Staff met with Foundation Building Materials on February 9, as part of our monthly business walk program.

Downtown Masterplan Project

Council awarded Kimely Horn the contract for the Downtown Masterplan Project. Staff will kick off the project in March and meet with both internal and external stakeholders to understand the needs, priorities, and improvements for the downtown. More information and a project webpage will be made available in the coming months.

Police Department

Standard Field Sobriety Testing Recertification

All officers were recertified in SFSTs by Officer Wild, our in-house instructor.

New Officer

Officer Logan Robinson was sworn in as a Johnstown Police Officer on February 21, 2024.

DOLA Grant Presentation

Lt. Kyle Williams presented to the DOLA selection committee for the Police Department Expansion on February 28. The grant request is for \$1 million and the Town should be notified of the results of their application hopefully by very early April.

Audit

The preparation for the 2023 audit is well underway. Auditors are expected on-site in May.

Budget

The 2024 Budget was submitted to and has been accepted by DOLA.

Budget Book

The 2024 Budget was submitted to and has been accepted by DOLA.

Case of Interest

A search warrant was served in the 200 blk of Condor Way after a reported road rage incident involving a firearm occurred.

TOWN MANAGER'S REPORT

Stats

Statistical data was gathered during the period of January 21-February 21.

- Officers responded to 1158 calls for service.
- Top incident types:
 - Suspicious Activity (88)
 - Code Violations (77)
 - Traffic Accidents (34)
 - Thefts (63)
- Follow Up (132)
 - 256 Citations
 - 114 Arrests (Includes Cited/Summoned/Referred arrest types)
 - Top arrest types - Theft & Controlled Substance

Rifle Rated Protection

Shield 616, through donors, provided every officer in the Police Department with rifle rated plates that are light enough to wear on duty. Officer Morgan did a great job coordinating the project.



VFW Officer of the Year

The VFW awarded Code Officer Rebeca Farris the Officer of the Year certificate for her hard work in animal control and code enforcement.



Recognition

Lieutenant Williams received recognition from Riverview Elementary School for conducting SRO work with the school.



Public Works

Work Orders

Crews completed 84 work orders this review period consisting of construction inspections, snowplowing, street sweeping, gravel road grading, road sign repairs, funerals, and a variety of other street and grounds related work. Staff also completed 19 storm and street construction inspections.

Paulter Farms

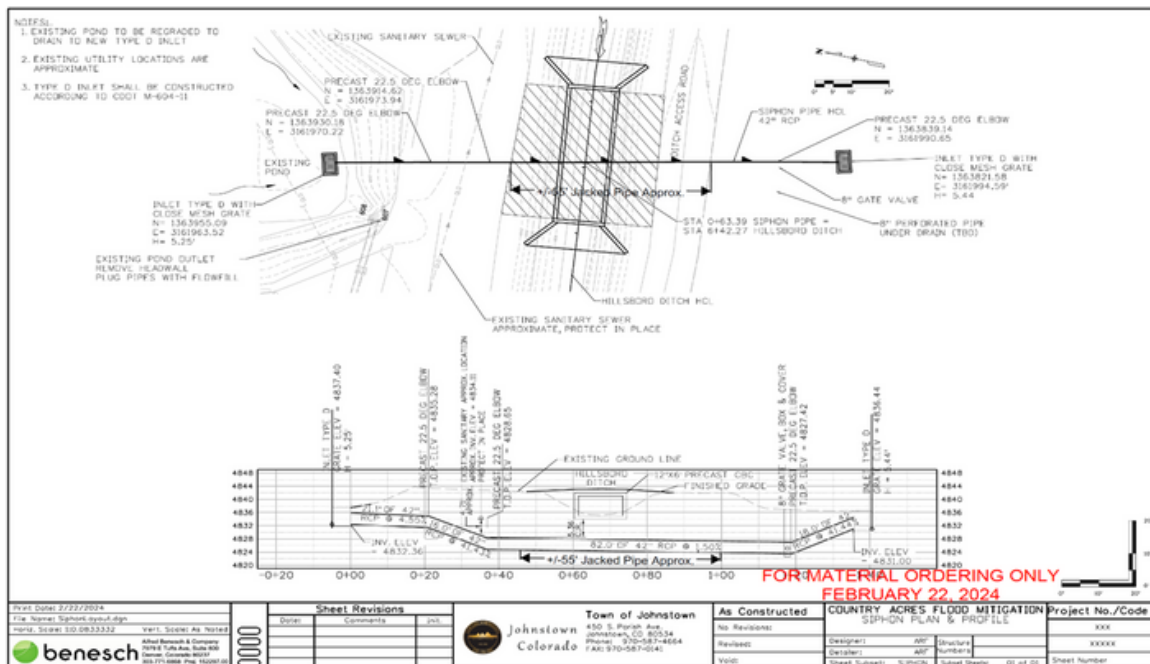
Phase 1 construction acceptance walk and documentation has been completed. Punch list items will be completed in early spring.

Country Acres Drainage Mitigation Study

Based on Council direction at the January 17 meeting, Staff is working diligently with Benesch to design and install a siphon under the Hillsborough Ditch before the April 20 deadline. Staff are identifying suppliers that can provide the siphon and box culvert materials, which is challenging given these materials are made to order and typically have long lead times. Staff is also identifying at least three qualified contractors to construct the siphon under the ditch to receive cost estimates for the construction phase of the project to receive competitive pricing.

Johnstown Village

Phase 1 is nearing completion of all punch list items. The sidewalk along HWY 60, East and West of Meadowlark Drive has been reconstructed, raising it to the correct grade to improve visibility and pedestrian safety. The remaining items are the ADA ramps that tie into Meadowlark Drive. Also, storm mainline video has been reviewed with items identified sent to the contractor for repair.



TOWN MANAGER'S REPORT

Ledge Rock

High Plains Boulevard and Carson Lane have been paved. SH 60 widening remains under construction. Striping of new lanes is expected to happen the week of February 26, as well as the traffic signals will go into operation.

Buc-ee's

Offsite public improvement includes CR 48 (new roundabout), Commerce Drive, and Nugget Road. CR 48 roundabout is open to traffic with one-way in each direction. Full opening is projected to be early March.



Utilities

Capital Projects - Central Wastewater Treatment Plant

Construction of the MBR building and the secondary process basins are ongoing. Staff continues to work with the contractor and design engineer on permitting and construction progress. Throughout most of the spring, concrete work will continue. In addition, the Contractor is working on the plant influent lift station that will take flows from the new North Interceptor to the new headworks.

Stormwater Master Plan Update

The RFO closed on February 16. Five proposals were received, and the evaluation committee is now reviewing all responses to determine the most qualified consultant. Staff will present their findings to Council for review and recommendation of award in early March.

Aragon and West Lake Park Rehab Project

Staff are working with Go Play Inc., a local playground contractor, to develop a new park playground design for Aragon Park and West Lake Park. These new playgrounds will also include poured-in-place rubber surface material instead of the engineered wood fiber that is currently used. These new playgrounds will be of equal or larger size than the existing ones, and will include features for all age groups, as well as have ADA features and accessibility.

Capital Projects - Low Point Sewer Plant Expansion

Town Staff is looking to hold a ribbon cutting in April for the new plant.

Capital Projects - North Interceptor

Due to unfavorable ground conditions the contractor had to open cut CR50 between Colorado Boulevard and Telep Avenue. The work progressed smoothly and CR50 has been opened back up. In March, the contractor will also be open cutting Colorado Boulevard just to the south of CR50. This is due to some fiber lines that we were not able to locate to perform a bore. Over the next several months, the contractor will be wrapping up several sections of pipeline, mainly along Colorado Boulevard and adjacent to CR48.5. In addition, the lift station is progressing well and is anticipated to be completed in the coming months.

Treatment - Water Treatment Plant

- Average Daily Flows: 1.345 MGD
- Vent modifications were made to the 34 North Tank which ends the sanitary survey.
- Newly installed Zeta analyzer that controls pretreatment chemical dosing based on water quality is showing reduced chemical use and potential cost savings.
- Water treatment plant was taken offline for 3 days to perform maintenance on the clear well (shown in the pictures below) and rapid mixers.



Capital Projects - Water Treatment Plant Expansion

The Design Engineer has submitted the 90% construction documents to the Town. Town Staff, CMAR, and Owner's Representative have reviewed the 90% construction documents and submitted comments back to the Design Engineer. The Design Engineer is working on addressing all comments and then will submit the 100% construction documents. In addition, the CMAR continues to work on a preliminary GMP, and schedule based on the 90% construction documents. The Design Engineer and the Town are working on obtaining all necessary permits including the Town's site plan, building plan, and fire department approvals. Town Staff and the CMAR held a pre-construction meeting with the utility subcontractor to start the early work utility connection before peak demand starts up. Town Staff is also looking at holding several community outreach meetings with the adjacent property owners and the community.

Treatment - Low Point Wastewater Treatment Plant

- Average Daily Flows: 0.419 MGD
- All heavy equipment and construction trailers are no longer needed on site for the remainder of the project.
- Substantial completion for the project was submitted to the State meeting the deadlines in the Compliance Order on Consent agreement.
- A simulated power outage was done exposing weaknesses during plant startup that are in the process of being corrected.

Sewer Collection & Water Distribution

- Locates: 1,215
- Meters: 32 new installs and 29 replacements
- The raw water line that feeds the water plant was taken out of service and drained to perform a line lowering for the Ledge Rock Development and able to be timed with routine water plant maintenance.
- Crews performed in house replacement of a fire hydrant at 2151 Redhead Dr and repair of PRV's located in Clearview and Corbett Glen.
- Two sewer backups occurred in the old town area; one as part of a recent town CIP and the other due to grease back up that will need to be mitigated through a future pretreatment program.

Inspections

- 930 ft water main and fire lines installed and tested.
- 2,367 ft sewer main installed and tested.
- 87 water/sewer inspections

Treatment - Central Wastewater Treatment Plant

- Average Daily Flows: 0.754 MGD
- The plant continues to steadily produce compliant effluent in harsh winter weather.
- SCADA integrator calibrated equipment to monitor incoming flows and operations is developing a maintenance plan to ensure accurate readings.
- Working with Construction team to mitigate issues encountered at Low Point plant prior to bringing new Central plant online.

GIS

- All Town GIS data was published for use by Town staff. Working on developing internal processes for sharing data and maps externally.
- Currently reviewing meter information from Utility Billing and developing a GIS database for new lead and copper service line inventory regulatory requirements.
- A new map was created showing the location of parking restrictions in the cemetery as the Water Treatment Plant expansion work begins.

Cemetery Parking Restrictions

