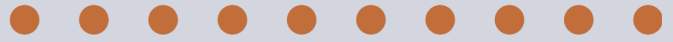


Town of Johnstown



TOWN MANAGER'S REPORT



February 2025

johnstownco.gov



TOWN MANAGER'S REPORT



Administration, Finance, Planning, and Human Resources

Upcoming Council Meetings & Work Sessions

If there are topics that the Council would like Staff to schedule for discussion, please let me know.

The following topics are recommended for Council discussion (all meetings will be held in the Town Council Chambers unless otherwise indicated):

- 02/19/2025 - Regular Council Meeting

2025 Budget

The 2025 Budget was filed with the Department of Local Affairs (DOLA) prior to the January 31 deadline. Staff is currently working on preparing the 2025 Budget document for submission to GFOA.

Downtown Master Plan Project

Town Staff has received the final draft of the Downtown Masterplan and is currently reviewing it internally before sharing with Town Council and the Community. Town Staff hopes to launch the final draft of the plan in Q1 for community review.

Senior Center

December was a lively and eventful month for the Seniors. They hosted their highly anticipated annual Christmas boutique, which saw an excellent turnout. In addition to their regular monthly activities, they enjoyed a Christmas light tour, an engaging Cooking Demo and Menu Planning session, and a fun filled lunch outing.

December participation as follows:

- Lunch Trip - 16
- Christmas Boutique - 330
- Cooking Demo & Menu Planning - 15
- USAF Academy Bank Concert - 14
- Footcare w/ Advanced Footcare - 10
- Creative Crafts - 4
- Monthly Casino Trip - 7
- JSC Holiday Meal - 60
- Friendly Fork Meals - 158
- Cards - 54
- Diamond Dot - 20
- Tai Chi Chih - 22
- Ukulele Lessons - 5

Johnstown Downtown Development Association

The JDDA has spent several months in strategic planning sessions to better align their organizations goals with the vision of downtown and the members it serves. Through their strategic planning initiatives, they have consolidated their monthly general meetings and Business 2 Business (B2B) networking events into 1 event called JDDA Connect. The monthly event is held on the 3rd Thursday of each month from 4-6 pm, with locations varying. The first event was launched in January and had good attendance. The event is open to all Johnstown businesses, and Town Council is invited to join when they can. To explore all upcoming JDDA events and details check out their new online calendar- <https://www.visitdowntownjohnstown.com/calendar>.

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Municipal Court

January 2025 Court data is broken down for Council's review below, with a total of cases 168 being closed. The increase in petty theft is due to the sealing of deferred sentence records:

- Code Violations: 2
- Traffic Violations: 63
- Theft: 71
- Other Criminal Cases: 13
- Parking: 18

Finance Director

Town Staff is working through the Finance Director applications received. We are conducting initial screenings of qualified applicants to narrow down the candidate pool and effectively move the position hiring along. Based on the screenings, formal on-site interviews will be conducted later in February.

Development Services Building

The Town is working on the design for a new Development Services Building which will house the Engineering and Planning Departments. Staffing for the Town has steadily increased over the past few years to keep pace with the growth of Johnstown. As such, we are outgrowing our space in Town Hall. The site for the new building is the northeast corner of Centennial Drive and Castle Pines Avenue. A Neighborhood Meeting for the project will take place on February 4, 2025, at Town Hall. The meeting will start at 6:00 pm, with the purpose of introducing the project and soliciting feedback from the community.

Biz Walk

In January, Town Staff commenced our monthly business walks where we meet with a local business onsite to learn more about their operations and provide resources/programs available to them. The Town Manager and Economic Development Manager met with Jacam Catalyst in January. The Biz Walk program is scheduled monthly with a pause from October-December.

Planning Commission

The Planning & Zoning Commission held a meeting on January 8, 2025 to consider a Concept Plan for the Larson Annexation. This project will be presented to the Town Council in the near future.

Parks Master Plan

The Town will host an open house for this project on February 25, 2025 at Town Hall. Doors will open at 5:30pm and a presentation will be given at 6:00 pm. The purpose of the open house will be to reveal the recommended final designs to the Community ahead of public meetings before the Planning & Zoning Commission and Town Council. The survey and the concepts can be found here: <https://johnstownco.gov/566/Centennial-Park-and-Letford-Park-Master->

Social Media Channels 2024 Recap

The following are the results from our 2024 social media efforts for the Town of Johnstown Facebook and the Johnstown PD Facebook pages.

- TOJ Facebook
 - Content Interactions - down 10.7% from the previous year
 - Visits - up 58.7% from the previous year
 - 837 New Followers - up 24% from the previous year
- JPD Facebook
 - Content Interactions - up 12.9% from the previous year
 - Visits - Up 68.8% from the previous year
 - 658 New Followers - down 4.6% from the previous year

The Community that Cares

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Police Department

Stats

Stats are from December 1- December 31, 2024

- Officers responded to 1137 calls for service.
- Officers responded to 58 traffic accidents.
- Officers conducted 114 traffic stops.
- Incident summary:
 - Suspicious Activity (82)
 - Code Violations (67)
 - Thefts (57)
 - Check Wellbeing (50)
 - Burglar Alarms (44)
 - Animal Complaints (51)
 - Disturbances (17)
 - Vandalisms (2)
 - Trespass (8)
- 67 Traffic Citations
- Physical Arrest (29)

Case of Interest

Officers received a call of a male who was intoxicated and threatening suicide with a firearm. Officers were able to safely make contact and build a rapport with the male. Male was taken to the hospital and placed on an emergency commitment hold.

Training

Autism for Law Enforcement / Promoting Safe

Outcomes:

- All officers completed training on recognizing Autism and how to facilitate safe contacts with people with different types of autism.

Missing and Murdered Indigenous People

Investigations:

- All officers completed state mandated training on the complexities of missing and murdered indigenous people investigations and the resources available to assist in these types of investigations.

Community Policing, Outreach, & Miscellaneous Items

New Hires

- We hired three cadets who are now attending Front Range Police Academy:
 - Cadet Bartelson, Cadet Cushman, and Cadet Harrell.
- We also hired three POST certified police officers: Officer Garcia, Officer Rodriguez, and Officer Sprong.

Coffee with a Cop

- Chief Strossner along with other personnel with the Police Department held "Coffee with a Cop," at Black Sheep Coffee and Crepes.

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Utilities

Accomplishments

The following operators passed tests to earn certifications this month!

- C&D - Atanasio Arellano passed Level 2 Collections Exam
- C&D - Ruben Chavez passed Level 1 Water Distribution exam

The Utilities and Public Works administrative assistant, Stacy Eshelman received the Town's GOAT Award for stepped up amazingly in the absence of both her department heads.



*Stacy Eshelman holding
Town's GOAT Award

Inspections & Installations

The boring contractor is planning to start work on the railroad bores in late January. Once the boring contractor begins, the general contractor will start installing the new waterline. The railroad permits are all submitted and will hopefully be executed in early January. Town Staff is also working on finishing two easement agreements for the pipeline which should also be executed in early January.

Water Treatment

Average Daily Flows: 1.5 out of 6 MGD treatment capacity.

Water Treatment Operations are currently producing an average of 1.5 million gallons per day (MGD), which is nearly 2 million gallons more for the month than in January of last year. Staff are actively performing winter preventive maintenance on various pieces of equipment, including oil changes, gear box greasing, and basin cleanings, with a focus on the Dissolved Air Flotation (DAF) system and raw water pump stations. Additionally, this month, DAF air saturator #2 will undergo a deep cleaning process and be brought back on-line. To further improve efficiency, a new, upsized air compressor is scheduled to arrive next week for installation, enhancing the performance of the DAF pretreatment system during the busy summer months.



*DAF system maintenance



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Low Point Wastewater Treatment Plant

Average Daily Flows: 0.4 out of 1.5 MGD treatment capacity.

At the Low Point Wastewater Treatment Plant, things are running smoothly, but the team had to make a few operational changes to keep up with the winter weather and increased flows from the growing neighborhood. To prepare for cold weather, the operators adjusted the building's exhaust and air intake, making sure everything would stay warm and continue working no matter how cold it got outside. Wastewater Staff understand that flows will change over time—sometimes more water, sometimes stronger wastewater—and the plant must be ready for it all. To make sure everything will work properly in the future, the team tested the plant to handle 80% of its full capacity, just to be safe. They want to be prepared for anything that might come their way!

Inspections and Installations

- 4,753 LF sewer main
- 1,609 LF storm water
- 162 water & sewer services

Central Wastewater Treatment Plant

Average Daily Flows: 0.8 MGD out of 1 MGD treatment capacity.

At the Central Wastewater Treatment Plant, things are also busy. This plant is treating 0.8 million gallons of wastewater every day, and with the cold weather rolling in, the team needed to make some operational adjustments to ensure the plant's processes were ready for freezing temperatures.

Near the treatment facility, neighboring residents reported a loud humming noise coming from the plant. The operators responded immediately to the calls and made sure the issue was solved quickly, to minimize the noise impact on their neighbors during construction.

Capital Projects - Water Treatment Plant Expansion

The contractor is continuing to work on site yard piping, procuring equipment and materials, and installation of below ground concrete structures. The cold temperatures in late January caused a few days of delay but at this time is not anticipated to impact the overall project schedule.

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Capital Projects - SH60 Waterline Replacement and Extension

The boring contractor is mobilizing to the site and is planning to start on the railroad bore closest to Colorado Sweet Gold. This will push the work within Highway 60 right of way out a month or so to allow for additional coordination with CDOT, the railroad, and the residents on the upcoming closures. The Town has obtained all necessary railroad crossing agreements and the last easement is being routed for signatures.

Capital Projects - Central Wastewater Treatment Plant

Construction of the MBR building, the secondary process basins, the solids holding tank, and the headworks continue to progress well. The contractor continues to install equipment and process piping throughout the site and in the new buildings. The contractor has started planning sludge removal from the lagoons in preparation for installing sewer main adjacent to the berm. The removal of the sludge from the lagoons will allow for the level in the lagoons to be lowered during the pipeline installation.

Sewer Collection & Water Distribution Systems (C&D)

The collections & distribution team is in the process of launching a FOGG Program, which stands for Fats, Oil, Grease, and Grit. The program launch consists of creating an online platform where businesses can submit their FOGG cleaning records and is intended to help protect the Town's infrastructure, including the sanitary sewer collection system and new Wastewater Treatment Facilities.

The team also finished reinstalling a Data Collector Unit (DCU) that collects and transmits reads from installed water meters, which had been taken down during the construction of the Roosevelt Middle School conversion.

- Locates: 795
- Meters: 40 new installation; 12 replacements



*Replacement of a DCU on Roosevelt Middle School roof