

Town of Johnstown



# TOWN MANAGER'S REPORT



*April 2024*

[johnstownco.gov](http://johnstownco.gov)



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## 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):

- 04/01/2024 - Regular Council Meeting
- 04/15/2024 - Regular Council Meeting

### 1106 Sandra Drive

The Town expects to close on this property in Country Acres on April 8.

### Crooks Property

The Town received a clean certificate on the property we purchased earlier this year. The property had asbestos in it. Currently we are receiving bids on the demolition of the property and hopes to administratively approve a contract in April.

### Residential Property Tax Rebate Checks

Staff is researching the most effective and efficient solution to distribute the checks later this year.

### FY 2023 Audit

Preparation for the upcoming 2023 Audit is underway and the auditors will be in Town Hall in May.

### Municipal Court

March 2024 Court data is broken down for Council's review below, with a total of 98 cases being processed:

- Code Violations: 5
- Traffic Violations: 64
- Theft: 18
- Other Criminal Cases: 11

### Senior Center

Staff is excited to announce weekly Diamond Dot gathers, the continuation of Lessons with Linda: Ukulele & Drums, and our first Colorado Rockies Excursion of the year. Staff are continuing to plan the Annual Resource Fair on April 16, 2024, from 9 AM to 1:30 PM with over 20 different vendors offering assistance and resources for our older adult community. A second day in the month has been added for bingo, which has been well received by the participants. March activities and participation are as below:

- Diamond Dot participants: 11
- Monthly Blackhawk Trip: 12
- Ruth Bader Ginsburg Performance at UCCC: 7
- Forney Museum of Transportation: 4
- Friendly Fork Meals: 183

### Planning Commission:

At their meeting on March 13, 2024, the Planning Commission voted to change the time of their regular meetings from 7 PM to 6 PM. Meetings will continue to be held on the second and fourth Wednesdays of the month.

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## Hiring

The Town is currently searching for a Community Service Officer, Part-Time Police Records Clerk, Planner I, two Construction Inspectors, and three Civil Engineers. A Wastewater Treatment Operator has accepted an offer and will start soon. Police Chief applicants are completing initial video screenings.

## Buc-ee's Ribbon Cutting

The Town celebrated the opening of Buc-ee's Travel Center on March 18. The new store will create at minimum 150 net new full-time jobs and serve as a destination retailer for the entryway into Johnstown with approximately 8,000 vehicles expected weekly after the excitement of the grand opening.

## Downtown Colorado Inc. (DCI)

Town Staff and Council are preparing to attend DCI's *In The Game* conference from April 2-5. The conference will focus on topics regarding downtown development, redevelopment, and investment. The Town is part of DCI's Challenge Program and Staff will participate in sessions that are focused on developing a program/strategy around developing/redeveloping hard to develop sites and buildings. Town Staff looks forward to sharing the ideas, opportunities and resources available property owners and Council later this year for feedback.

## Biz Walk

Town Staff met with Rainbow Plastics in March as part of our monthly business walk program. Staff look forward to a tentative meeting with Frontier Fertilizer later in April.

## DCI Downtown Workshop

Town Staff and DCI hosted a downtown workshop that all downtown businesses were invited to participate in. The focus of the workshop was related to the Challenge Program and an opportunity gathering their feedback on what areas of concerns are most urgent in terms of redeveloping the existing footprint of the downtown corridor. The workshop had 10 different businesses in attendance from the downtown corridor. Town Staff will share a summary of that meeting with all the downtown businesses in the coming weeks.

## Downtown Masterplan Project

Town Staff has begun working with Kimley-Horn, the selected consultant for the downtown masterplan project. Staff have met with internal stakeholder groups to gather initial thoughts on the layout of downtown. Kimley-Horn is working on developing several options to present to the public for input along with future Work Sessions with the Council. It is expected that Community outreach for the program is anticipated to be not later than early May.

## Pool Financial Feasibility Study

The pool financial feasibility study is tentatively set for presentation to Council on June 3. This study was a request from the Community in 2023.

## Liquor Licensing

BM Nail Bar has filed a trade name change to Fabulous Nail & Bar.



## Police Department

### Stats

Statistical data was gathered during the period of February 20 - March 20.

- Officers responded to 1267 calls for service.

Top incident types:

- Suspicious Activity (76)
- Code Violations (96)
- Check Wellbeing (57)
- Traffic Accidents (38)
- Thefts (67)
- Follow Up (154)

257 Citations

99 Arrests (Includes Cited/Summoned/Referred arrest types)

Top arrest types - Theft, Warrants

### Case of Interest

Officers arrested an individual for purchasing more than \$6,000 worth of merchandise with a fraudulent account. The individual had a forged driver's license, checks and 5 warrants for his arrest. Many agencies had active investigations into this individual and were trying to locate him.

### Drone Flight School

Officer Flessner completed Drone Flight School through CSU. Drone flight school is designed to teach all the materials needed to pass the initial FAA Part 107 exam, including flight safety, FAA regulations, airspace, and hands-on flight experience.

### Driving Training

Officer Cygan taught police driving for the police academy that was comprised of numerous agency recruits.

### Rifle Training

Officer Garcia completed a rifle course.

### FET

Officer Soricelli completed a weeklong Field Evidence Technician school.

### Mini Academy

Officer Logan has started the mini-academy and is loving police work for Johnstown.

### Buc-ee's

Officers assisted with the grand opening of Buc-ee's. Very few issues occurred at the grand opening. Management estimated close to 40,000 visitors went through Buc-ee's grand opening day.

## Public Works

### Work Orders

Crews completed 114 work orders this review period consisting of snowplowing, street sweeping, gravel road grading, road sign repair, funerals, pothole repairs, and a variety of other street and grounds related work. Staff also completed 31 storm and street construction inspections.

### Buc-ee's

CR 48 has been completed. A mill and overlay are planned for early summer. Full opening was on March 18, roundabout is handling the traffic as designed.

### Ledge Rock

Carson Lane continues to be under construction which involves cement treating the subgrade, installing curb and gutter, and asphalt paving. SH 60 and High Plains Blvd. intersection has been opened with new signal crossing lights operational.



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## Johnstown Village

Phase 1 is nearing completion of all punch list items. The sidewalk along SH 60, East and West of Meadowlark Drive has been reconstructed to meet the correct grade. The ADA ramps that tie into Meadowlark Drive have been constructed with asphalt repair scheduled for the end of March. Also, storm mainline video has been approved.



## Ronald Reagen West

Construction acceptance walk, and punch list documentation has been completed.

## Charlotte Street

Crews have started punch list concrete repairs. Punch list item repairs will continue through April/May.

## Stormwater Master Plan Update

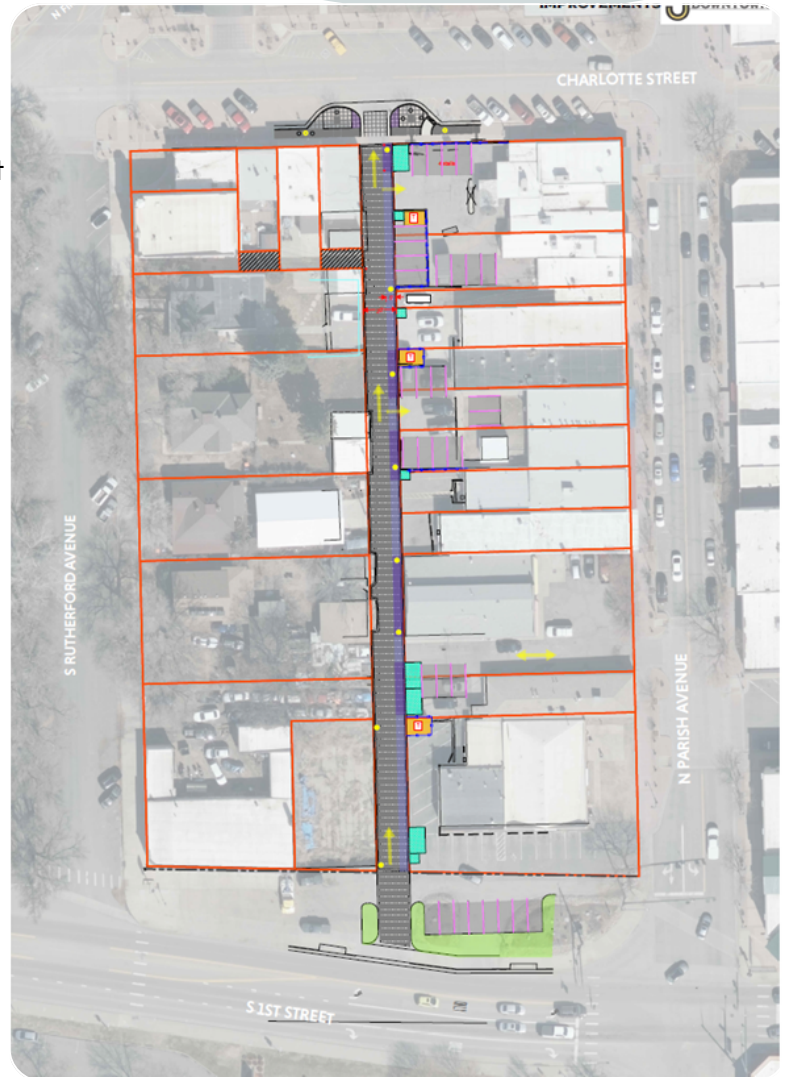
Staff received five proposals on February 16, and after conducting a thorough evaluation, Staff will be recommending awarding the contract to Matrix Design Group Inc at the April 1 Council meeting. The proposal came in under budget and Staff are excited to begin the work.

## Country Acres Drainage Mitigation Study

Staff are working diligently with Benesch to design and install a siphon under the Hillsborough Ditch. Staff are working with an adjacent property owner to determine what improvements can be made in the short term while Benesch continues the design for the permanent, long-term solution. Staff continue to prepare for this year's rainy season and are determined to ensure the residents on Sandra Drive are protected from flooding. Benesch is also working on the storm sewer design for upsizing the existing storm sewer on Sandra Drive and hopes to have that design ready for advertisement in early May.

## West Parish Alley Rehab Project

BHA Design has started putting together conceptual exhibits and sharing them with residents, property owners, and tenants. All improvements are conceptual only and dependent on property owner approval. Coordination with the five utility companies is ongoing as everyone works towards finalizing their designs. Staff have contracted Conduct All Electric to perform electrical surveys of each property and create a scope of all necessary improvements to underground all electric service lines. Conduct All Electric and Xcel Energy have both stated that some of the electrical equipment needed for this project have long lead times (10+ months). Construction on this project is now estimated to start spring of next year.



## Utilities Department

### Treatment - Water Treatment Plant

- Average Daily Flows: 1.350 MGD
- TDS is currently installing fiber for the plant.
- The new water treatment facility construction has been kicked off starting with two Town Lake raw water tie-ins.
- Tours were hosted for surrounding areas to observe a new piece of equipment called a Zeta Analyzer that is optimizing chemical dosing.

### Treatment - Low Point Wastewater Plant

- Average Daily Flows: 0.409 MGD
- The new plant is nearing completion of the final punch list items.
- The first round of preventative maintenance on equipment has started.
- Staff are working to get the plant ready for the ribbon cutting ceremony in April.

## Treatment - Central Wastewater Plant

- Average Daily Flows: 0.702 MGD
- Plant operators have begun to reduce alkalinity dosing as temperatures begin to increase and nitrifying bacteria become more active.
- Two chemical feeding pumps were replaced as part of preventative maintenance.
- Major construction traffic has developed as electricians have begun setting up trailers.

## Sewer Collection and Water Distribution

- Locates: 1,780
- Meters: 23 new installs
- Operations are seeing a large increase in locates due to fiber installation.
- Fiber crews hit a 6" water main at the intersection of Maestes and Herrera that has been repaired.
- Operators attended several training courses this month including Colorado Rural Water Association's annual conference.



## Inspections

- 1,000' water main and fire lines installed and tested
- 3,574' sewer main installed and tested
- 103 water/sewer inspections

## GIS

- 26 different GIS layers were compiled for use in the Downtown Master Plan.
- Nine different maps were created for contractors to reference when cleaning sanitary sewer lines and manholes.
- A database for use capturing development activities/projects underway in Town.