



# Town of Frederick Memorandum

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TO: Honorable Mayor and Board of Trustees

FROM: Bryan Ostler, Town Manager

DATE: September 29, 2023

CC: Town Staff  
Local Media

RE: Departmental Report

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## Upcoming Board of Trustees Work Sessions:

If there are topics the Board would like to schedule for discussion, please submit them to me. The following topics are scheduled for upcoming meetings, though the topics are subject to be changed or rescheduled:

- October 3, 2023 – Telephone Town Hall
- October 10, 2023 – Regular Meeting
- October 17, 2023 – Work Session
- October 24, 2023 – Regular Meeting

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## Communications and Engagement:



### *Dynamic, Inclusive & Connected Community*

- Town Event Preparation
  - Recruitment and Sponsors as of 9/27/23
    - Sponsor commitments totaling \$80,300
    - 118 market vendor applications
  - Miner's Day event on September 16 included 27 parade entries, 60 burro racers, 62 vendor/sponsor booths, 13 food vendors, 3 live bands, and lots of community connection.
  - Community Tour & Talk at FRA on September 20; 61 meals were served
  - Volunteer recruitment and Kick-Off Landfill Voucher Program
  - Volunteer recruitment and communications for FRA Refresh Day on October 14
  - Planning process for Tiny Terror Town on October 21

**Built on What Matters.**

- Coordination with CV Help Center, FHS, and Rocky Mountain Christian Church for annual Thanksgiving Dinner in a Box program
- Community Partnerships
  - Share CV Emergency Management for National Preparedness Month
  - Attend FHS Education Foundation Meeting
  - Collaborate with Waste Connections regarding trash service modification and notification to residents
  - Network meet with Comms Director(s)
- Website Updates
  - Engineering webpage updates
  - Snow and Ice Control webpage updates
  - Webinar and meetings to launch website redesign process
- Town App
  - Establish CRM protocol into operations
  - Testing PING functionality
- Interdepartmental Collaboration
  - Departmental project support
    - Community Profile publication completed
    - Road work updates
    - Continue work on Strategic Plan and updates, Dashboard, Webinar(s)
    - Parks Master Plan Comms Campaign
    - Enhanced Snow and Ice Control Plan Comms Campaign
    - Participate in policy discussion groups
    - Santa Cops communications
- Board Meeting
  - Attendance at Board meetings to ensure Town communications align with Board's vision and work in progress
  - Implement Closed Captioning and proof backlog for 2023 Board meetings



### *Effective, Efficient & Strategic Government Operations*

- Telephone Town Hall preparation, outreach, and walk-through



### *Community and Economic Vitality*

- Agile expansion project communications



### *Safe and Secure*

- National Night Out communications report
- PD Awards design and ceremony attendance

## Police Department:



### *Safe and Secure*

- Personnel Updates
  - Congratulations to Officer Sara Flunker, who was officially promoted to the rank of Sergeant! Officer Flunker successfully completed promotional testing last spring to be placed on an eligibility list and was excited when the promotional opportunity presented itself with the recent departure of Sgt. Ian Austin. We look forward to everything Sergeant Flunker will bring to the Police Department in her new role.
  - Please also extend a warm welcome to our newest patrolman, Officer Trevor McCourt. Officer McCourt is an experienced lateral hire joining us from the Adams County Sheriff's Office. He has just begun his field training journey and can be seen out and about paired up with different training officers for the next few months as he learns the ropes.
- Driving Training
  - Over the past couple of weeks, all officers have had the opportunity to attend driving training at the High Plains Raceway in Arapahoe County. Routine training is important for officers to maintain the skills necessary to navigate dangerous situations on our roadways while ensuring the public's safety. The focus for this refresher was high speed driving taught by successfully navigating a cones course set up on the two-mile, winding track within a specified timeframe. In addition to classroom training to reinforce driving techniques, officers also spent time on the track practicing how to effectively pin a vehicle as well as conducting high-risk traffic stops.

## Engineering Division:



### *Strategic, Reliable and Sustainable Infrastructure*

- Transportation
  - DRCOG: A joint grant application between Frederick and Firestone for \$2 million worth of improvements to the Bella Rosa/Colorado Blvd intersection was unanimously supported by the SW Weld Subregional Forum. The project was identified as the #2 ranked improvement project in the Town's Transportation Master Plan. The project has since received approval from the DRCOG board on May 17. More details will come over the next several months, and IGAs with Firestone and CDOT will need to be developed and executed before design can begin.
  - Colorado Blvd Mill & Overlay Project: With the recent announcement of Silverstone Commercial at the northwest corner of SH52 and Colorado Blvd, staff is now recommending that the final stretch of the Colorado Blvd rehabilitation from Tipple Parkway, through the 5th Street connection roundabout, down to Highway 52 be delayed a year and be combined with the future Colorado Blvd improvements that the development will be providing. This would minimize closure impacts to the public and reduce costs. Further discussions about this will occur with the Board at a future meeting.
  - Silver Birch/Bella Rosa Intersection: A contract for design services was awarded to JUB Engineering at the April 25 Board meeting. This project continues to follow the

guidance of the Transportation Master Plan and will identify improvements needed for the ultimate configuration of the Silver Birch/Bella Rosa intersection. This design will identify the necessary utilities to relocate and the right-of-way to acquire.

- Silver Birch/Godding Hollow Intersection: Design is complete. Staff will be approaching the Board at a future meeting for direction on acquiring right-of-way northeast of the intersection to fully widen the intersection and install a sidewalk to the skate park.
- Neighborhood Speed Control Program: A recent speed study was conducted by the park along 6<sup>th</sup> Street between Frederick Way and Ridgeway Blvd. The results showed the criteria to provide speed control measures have been met. Engineering staff is advancing with a project that includes signage and flashing beacons to mitigate the speeding impact.
- Frederick Way Crosswalk at Prairie Greens: Engineering staff is getting bids to provide a crosswalk and signage for a safe crossing from the Prairie Greens development to the existing sidewalk along the west side of Frederick Way.
  
- Stormwater
  - Groundwater Study: A contract for design services was awarded to Smith Environmental at the December 13, 2022 Town Board meeting. Design is expected to extend through 2023. The project is on schedule and budget.
  - Concrete Box Culvert(s) on Colorado Blvd/Bella Rosa: A contract for design services was awarded to AVI at the October 25, 2022 Board meeting. Staff has bi-weekly progress meetings with the consultant. Design is wrapping up and the project will be looking to go to bid for construction in the next couple of months.
  - Countryside Drainage Improvements: Staff has begun design for drainage improvements in the Countryside development. This project continues Engineering's efforts in developing in-house design skills that will ultimately benefit the Town of Frederick.
  
- Water
  - Potable Infrastructure Master Plan: A Contract for design services was awarded to Forsgren Associates Inc. at the October 11 Trustee meeting. Design is underway and scheduled to take about a year to complete. Staff has weekly progress meetings with the consultant. The project is on schedule and budget.
  - Raw Water Master Plan: A contract for design services was awarded to Forsgren Associates Inc. at the April 25 Town Trustee meeting. The project includes an initial phase to improve pumps at Milavec to better serve the community. The overall project is scheduled to complete spring of 2024.
  - Water Rate Study: A Contract for design services was awarded to Wildan Financial Services at the April 25 Board meeting. The project is scheduled to complete in 2023, so fee adjustments could be identified at the end of the year and implemented for 2024.
  - Raw Water Change of Use: The water court case is ongoing. An amendment to add four preferred shares to the application was approved and filed. The process is lengthy, but it has significant value to the future water supply of the Town. Staff will provide the Board with updates at key milestones throughout the entirety of the water court case.

## Parks and Open Space:



### *Community and Economic Vitality*

- Staff have entered into a contract with RICK Engineering to assist with the development of a site plan for the future of Crist Park, which will include considerable community engagement.
- The Community Parks Master Plan is in its second round of community engagement, as we work to finalize initial concepts for Frederick Recreation Area. Centennial Park's portion of the project has been placed on temporary hold, until a broader Downtown Plan is finalized. Staff attended Miner's Day and Community Tour and Talk and will be attending Santa Cops and Tiny Terror Town to obtain additional input. Staff also met with CVPRD in a two-hour workshop to discuss FRA concepts and future partnerships.
- Bella Rosa staff hosted the Club Championship on September 23 and 24 with over 40 participants.
- Bella Rosa staff is working with Frederick, Firestone & Dacono Police Departments to organize the Santa Cops tournament. Each town is working on procuring sponsorships to raise additional funds for Santa Cops. The tournament field is full with 72 participants. The event date is October 7 with an 8:00 a.m. shotgun start.



### *Strategic, Reliable and Sustainable Infrastructure*

- Parks and Golf staff are finalizing fall aeration and overseeding in many areas, as they continue with full mowing operations due to the warmer weather. Irrigation blow-outs will begin in mid-to-late October.