

*celebrating*  
**VOLUNTEER  
RECOGNITION DAY**

**THURSDAY, APRIL 20**



**THANK-YOU VOLUNTEERS**

## **Town Administrator's Report**

*April 2024*



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## Town Administration

**Floodplain Meeting.** Staff offered a “Town Hall” meeting for residents who received a letter regarding changes to the floodplain impacting their homes caused by the projects planned at Reynolds Landing. The letters were generated by the State of Colorado/FEMA and sent by the City of Littleton and Town of Columbine Valley. At the meeting, homeowners were able to ask questions and gain a better understanding of the project and nature of the letters they received.

**Summer Fun.** Plans are in high gear for the Summer Concerts in the Park and 4<sup>th</sup> of July Parade & Festival. Three bands have been confirmed and food truck confirmations are underway. This year,

for two of the concerts we will host two food trucks to keep lines down. Additionally, vendors for the 4<sup>th</sup> of July are almost all confirmed. This year, we are again partnering with the Country Club to host a 5K fun run.

**Onboarding.** Staff has started updating orientation materials and onboarding new Trustees, Board of Adjustments members, and Planning Commission members.

**HOA Building Access.** In the next few months, Staff will be updating the HOA Building Access policy and rolling that out to HOA Presidents who have keys and codes to Town Hall. Staff has plans to continue these updates on an annual basis.

## Town Website Statistics

**March 2024**

**Sessions: 2,683**

**Page Views: 4,088**

### Top Pages:

Calendar

Police Department

Building Department

Municipal Court

HOAs

# Building Department

## Monthly Stats

11 Permits Issued

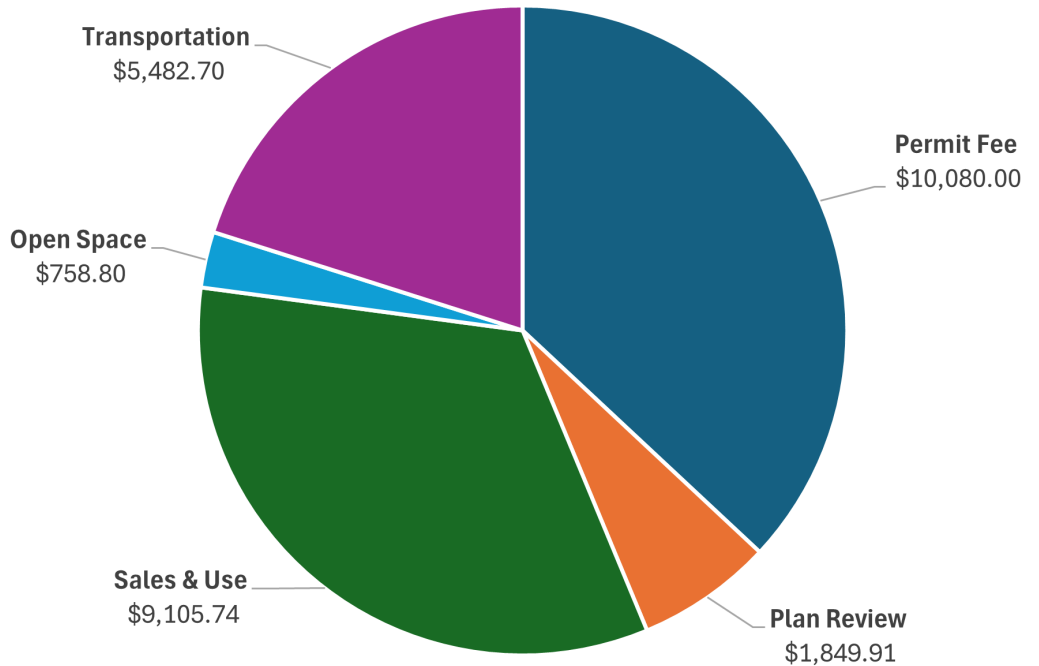
- New SFR: 0
- Major Remodel: 0
- Roofs/Solar: 6
- Basement: 1
- Miscellaneous: 4

37 Inspections

5 Licenses Issued

- General: 3
- Electrical: 1
- Plumbing: 0
- Roofing: 1
- Mechanical: 0

## March Revenue: \$27,277.15



## Building Department Revenue by Month

	<u>2023</u>	<u>2023 YTD</u>	<u>2024</u>	<u>2024 YTD</u>
<b>January</b>	\$78,588.73	\$78,588.73	\$112,396.11	\$112,396.11
<b>February</b>	\$25,246.21	\$103,834.94	\$39,587.44	\$151,983.55
<b>March</b>	\$68,651.16	\$172,486.10	<b>\$27,277.15</b>	<b>\$179,260.70</b>
<b>April</b>	\$21,506.86	\$193,992.96		
<b>May</b>	\$22,900.20	\$216,893.16		
<b>June</b>	\$9,544.02	\$226,437.18		
<b>July</b>	\$7,497.76	\$233,934.94		
<b>August</b>	\$47,845.29	\$281,780.23		
<b>September</b>	\$82,284.15	\$364,064.38		
<b>October</b>	\$38,659.32	\$402,723.70		
<b>November</b>	\$65,559.63	\$468,283.33		
<b>December</b>	\$29,431.49	\$497,714.82		





# Public Works Updates

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## Fleet: Crane Mounted on F450

A half-ton capacity truck crane has been mounted to the F450 flatbed. This increases safety and efficiency as well as overall capability of the Public Works department. Every year, heavy items end up on the streets or in the right-of-way, and they need to be removed safely. Items found in the past include large animals, steel beams, large tree branches, and concrete light poles—all of which had to be drug through the town before Public Works could properly dispose of them. The crane will allow quick transfer to the flatbed, so items can be transported for disposal. Many routine tasks will go much quicker with the crane as well. The crane allows Staff to:

- Quickly lift the cast-iron stormwater inlet covers for cleaning.
- Pull out the concrete bases for damaged sign-post replacement.
- Easily place and retrieve the Town Event signs.
- Transport heavy equipment, such as the asphalt crack sealer.

## Street Repairs and Chipseal

Town-wide street repairs have been taking place in preparation for the spring chipseal. This includes filling potholes that opened during the winter. Crack sealing is currently taking place, with sections of damaged slurry seal also being repaired. Staff met with Metro Pavers to talk about cracking and punch list items from last year's mill and overlay. The cause of the cracking is currently being investigated, which will lead to a proposed repair from Metro Pavers.

## Update: Wild Plum Street Acceptance

The probationary acceptance punch list for Latigo has been sent to Lennar. The builder now has a complete list of all damaged areas of street and gutter pan in Wild Plum. Next steps include:

- Bids are being finalized, and work is expected to start in late spring.
- Damaged gutter pans will be saw-cut, removed, and repoured.
- Chipped sections of gutter pan will be ground and patched.
- Issues with the asphalt will either be infrared patched or cut out and repaved.

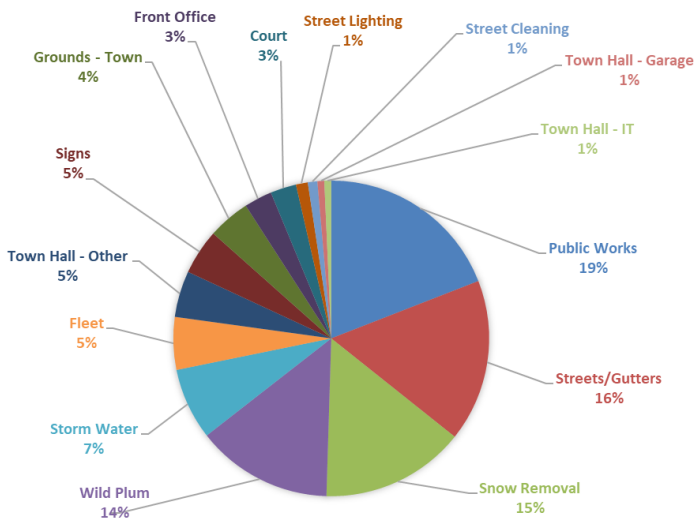
This final work is expected to be a large project that will take many weeks to complete. Once the work is complete, an additional walk through and punch list will be produced. At that point, the Town will begin the acceptance process for the streets in Wild Plum.

## Town Inventory

Staff is creating a new database off all Town assets to aid in the monitoring of items that are damaged or in need of maintenance.

- Public Works has already produced an inventory of street lights and storm inlets.
- Staff is currently working on an inventory of street signs and poles to track their condition and develop a maintenance program for them.

# Public Works Time Usage & Municipal Court Updates



February & March Numbers	
Public Works	81.68
Streets & Gutters	71.23
Snow Removal	63.25
Wild Plum	59.8
Stormwater	31.45
Fleet	23.07
Town Hall: Other	20.29
Signs	19.92
Grounds: Town	18.5
Front Office	12.25
Court	11.35
Street Lighting	5.2
Street Cleaning	4.18
Town Hall: Garage	2.25
Town Hall: IT	0.75

February & March Weather Report	
Monthly High	67
Monthly Low	11
Inches of Rain	0"
Inches of Snow	32.46"
Days of Snow Plowing	5
Days of Salt Spreading	2

## Fines Collected

	2023 YTD	2024	2024 YTD
January	\$4,530.00	\$2,438.25	\$2,438.25
February	\$8,740.00	\$2,869.74	\$5,307.99
March	\$18,360.00	<b>\$3,681.98</b>	<b>\$8,989.97</b>
April	\$27,325.01		
May	\$37,332.01		
June	\$46,147.01		
July	\$51,762.01		
August	\$55,149.76		
September	\$56,877.26		
October	\$59,322.26		
November	\$63,940.45		
<b>December</b>	<b>\$68,354.93</b>		

## March Total Stats

Total on Docket	21
Total Paid Before Court	20
Cases Heard by Judge	12
Continuances	4
Default Judgments	2
Stays of Execution	5
Classes Ordered	1
Bench Warrants	1
Trials	1
Collections	1