



# Town of Johnstown

## MEMORANDUM

---

TO: Honorable Mayor and Town Council Members

FROM: Matt LeCerf, Town Manager

DATE: August 1, 2022

CC: Town Staff  
Local Media

SUBJECT: Town Manager's Report

---

Upcoming Town 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):

- 08/08/2022 – Work Session – 5:30 p.m.
- 08/15/2022 – Regular Council Meeting
- 08/22/2022 – Work Session – 6:00 p.m.
- 08/29/2022 – Work Session – 6:00 p.m.
- 09/07/2022 – Regular Council Meeting

---

### **Administration, Finance, Planning, & Human Resources**

- *Biz Walk* – The Town Manager and Economic Development Manager postponed their monthly biz walk for June and will now meet with our local businesses on July 21.
- *Façade Grant Program Updates* – As of June the Town has awarded over \$29,000 in grant funds to businesses within the downtown corridor. Many of the updates include façade improvements such as paint, awnings, replacement of energy efficient doors/windows, outdoor patio space, and signage.
- *CDOT Revitalize Main Street Project UPDATE* – The Town has received all ordered items including the parklets, furniture, and marketing signage for the program. The parklets will now be available for event applicants to utilize, when requested, within the downtown corridor free of charge. The parklets will be installed and dissembled by Town staff during

The Community That Cares

[johnstown.colorado.gov](http://johnstown.colorado.gov)

P: 970.587.4664 | 450 S. Parish Ave, Johnstown CO 80534 | F: 970.587.0141

event hours only. Town staff will now work on submitting all required documents and receipts to CDOT to be reimbursed for the costs of the parklets, furniture, and signage. For reference the Town was awarded \$70,000 in grant funds with a 10% match.

- *Liquor Licenses* – The renewal application for The Black Sheep has been submitted to the State for final approval, and Johnstown Liquor has applied for a tasting permit.
- *Organizational Structure* – Matt and Mitzi have been meeting with various communities with Town and Deputy Managers in their organization to understand how they structure the organization to make it more efficient. A decision regarding the structuring will be made soon and that information will be communicated to Council upon completion.
- *Water Treatment Plant Property* – Discussions continue regarding the Water Treatment Plant Property. We hope to have an agreement to present to Council not later than early September.
- *Interviews* – Interviews are being conducted to fill the Executive Administrative Assistant position. Danielle Gardner will be leaving the Town on August 2 and we wish her the best of luck in her future endeavors.

## **Police Department**

### ***Training***

- *Leadership Training* – Officer Ward and Sergeant Perry attended a Supervisor Leadership Institute put on by FBI LEEDA. This course is part of a three-class series in leadership.
- *DUI training* – Officer Garcia was recertified in the Intoxalizer 9000; a necessary training for the processing of DUI cases. This is specifically important due to an ongoing shortage of blood tubes.
- *Patrol Rifle Training* – Several officers including our newest Officer Soricelli completed a rifle certification course put on by our in-house instructors. This will certify the officers to carry a patrol rifle for the highest risk incidents.
- *Joint Command Training* – Commander Oglesby and Lieutenant Williams attended a joint command training with Front Range Fire Rescue to prepare for a multi-agency mass casualty training.
- *Less Lethal, OC and Taser Training* – The entire department was recertified in the use of all less lethal weapons at their disposal. This training included the “Bean bag” shotgun, Tasers and Oleoresin Capsicum “OC” recertification.



*The Community That Cares*

[johnstown.colorado.gov](http://johnstown.colorado.gov)

P: 970.587.4664 | 450 S. Parish Ave, Johnstown CO | F: 970.587.0141

## **Public Works and Utilities**

### ***Streets***

- *Inspections* – Staff inspected over 4,800 feet of concrete in Revere and High Plains, over 1,260 feet of new water mains, and 260 feet of new sewer pipes throughout Town.
- *Trash Totes* – Public Works delivered 40 trash totes to new homes in the month of July.
- *Mowing* – Crews mowed over 4 miles of right-of-way over the past 2 weeks.
- *Cemetery* – Staff prepared the ground for 2 burials.
- *Streets* – Crack sealing operations are still underway in various neighborhoods.

### ***Water Plant & System***

- *Water Plant* – Replacement of the carbon for the GAC system is underway. The first vessel was changed out the week of July 11 and the second vessel is being changed out the week of July 25. The replacement of the carbon is anticipated to take approximately 6 weeks.
- Collections and Distribution Staff is working on sending out lead and copper notifications to residents and businesses to conduct testing. The testing will provide information on whether lead is present in-service lines which indicates a lead water service.

### ***Project Updates***

- *Raw Water Transmission* – The Town received three bids for the Request for Proposal (RFP) for the design, land acquisition, bidding and construction phase engineering and observation services for an approximately 11 mile 24”- 48” diameter Raw Water Transmission Main to expand the Town’s current raw water supply to the Water Treatment Plant. Town staff will be reviewing the bids over the coming weeks.
- *South Water Tank* – Contractor has finished welding the tank together on the ground. The next step is to paint the tank while it is still on the ground and then raise the tank into place before finishing the top of the tank. Painting is anticipated to start in early August with the logo that was provided to Council for consideration.
- *South Water Tank Distribution Pipeline* – Project pipe crews are focused on completing the sections of waterline between WCR40 and WCR42 on the west side of WCR17. Bore crews have wrapped up all the irrigation bores for the season and continue to work on the Great Western Railroad bores required for the project. The Contractor will move to WCR 15 and WCR 13 in the coming weeks.
- *Water Treatment Plant Expansion* – The pilot test for the design of ozone treatment systems and filters will be wrapping up in the next couple of weeks. The Design Engineer has submitted 30% plans and met with operations to review. The owner’s representative, Blue Water Engineering, is on board and assisting Town Staff in making key decisions. The Town is anticipating 60% design drawings in September. In August, we anticipate a work session to discuss estimated project construction costs which have increased considerably.
- *Central Interceptor Phase 1* – The contractor is wrapping up some small items and collections and distributions staff is working with them to optimize the performance of the lift station.
- *Central Interceptor Phase 2* – Contractor is installing sewer main along WCR46 between CR 17 and CR 15. The bore crew is expected to be back in late-July to complete the bore under WCR 13 once the adjacent crops are harvested.
- *North Interceptor* – The 100% design plans have been issued to the Contractor. The contractor is currently reviewing the plans and providing project submittals to the Town and

*The Community That Cares*

[johnstown.colorado.gov](http://johnstown.colorado.gov)

P: 970.587.4664 | 450 S. Parish Ave, Johnstown CO | F: 970.587.0141

the design engineer for review to be able to procure equipment. The notice to proceed is anticipated to be issued on August 5 for the new lift station on CR50.

- *Low Point Sewer Expansion* – Approximately 95% of the concrete has been installed. The contractor is backfilling around the new equalization basin and gearing up for masonry work. The contractor is also working on installing process piping. The self-certification has been approved by the state.
- *Central Plant Design* – The Design Engineer submitted the Site Location Application for the project to the State (CDPHE) as well as the Utility Plan update for the project to the North Front Range Water Quality Planning Association (NFRWQPA) which will be discussed at the NFRWQPA meeting on July 28. Staff is working on early procurement of the equipment that Council has approved to ensure that the project stays on schedule.
- *Old Town Drainage* – Work on Greely is 95% complete and crews are currently grading and prepping Estes Street. New sidewalks will be installed on both the east and west side of Estes prior to the street paving scheduled for the first week in August.
- *Charlotte Street* – Bids will be opened on July 27 with an anticipated presentation of the bids to Council on August 15 or September 7 for approval. The Energy Impact Grant has been signed by the State, so the project is cleared to move forward.
- *State Hwy 60 Feasibility Study* – The study is currently conducting traffic analysis for year 2045 scenario and meetings to discuss the project with CDOT have taken place. Once the future traffic projects for 2045 are calculated the team will begin working on conceptual layouts for the roadway based on the future estimated traffic volumes.
- *Intersection Improvements for SH 60 and Carlson Blvd* – Title work to confirm right-of-way limits are ongoing. Preliminary design of the traffic signal has started, and utility locates are underway.
- *Pavement Maintenance* – Mill and overlay for Parish Ave from Charlotte Street to CR 40 is currently scheduled for Mid-August and running into late September. Chip seal of CR 13 and CR 15 as well as High Plains Blvd just north of SH 60 is scheduled for Mid-August. Hot cut paving is being scheduled for the first week of August for various locations throughout Town.

*The Community That Cares*

[johnstown.colorado.gov](http://johnstown.colorado.gov)

P: 970.587.4664 | 450 S. Parish Ave, Johnstown CO | F: 970.587.0141