

Town of Johnstown



TOWN MANAGER'S REPORT



July 2024

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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):

- 07/01/2024 - Regular Council Meeting
- 07/08/2024 - Town Council Work Session - Pool Feasibility Discussion
- 07/15/2024 - Regular Council Meeting

Liquor Licensing

Staff received a renewal of a Hotel & Restaurant license for Cheba Hut and a Liquor Store renewal for Johnstown Plaza Liquor dba Northstar.

Hiring

We recently welcomed two Community Service Officers and a Streets Maintenance II worker to our team. The Town is currently searching for two Civil Engineers, Police Officers, an Administrative Assistant, and a Water and Sewer System Operator. We are looking forward to welcoming our new Chief of Police, a Mechanic, and a Water and Sewer System Crew Lead next week.

Municipal Court

June 2024 Court data is broken down for Council's review below, with a total of 221 cases being processed:

- Code Violations: 6
- Traffic Violations: 158
- Theft: 19
- Other Criminal Cases: 8
- Parking: 36

Senior Center

Staff looks forward to an excursion filled summer with Rockies trips, Owl Baseball, and trips to various museums. June activities and participation are as below, outside of the staples of exercise classes, yoga, and the Tai Chi Chih class:

- NoCo Rain Women's Soccer - 9 participants
- Monthly Blackhawk Trip - 12 participants
- Rodz & Bodz Movie Car Museum - 3 participants
- Colorado Rockies Game - 14 participants
- Creative Crafts - 5 participants
- Diamond Dot Weekly - 25 participants
- Friendly Fork Weekly Meals - 174 participants
- Johnstown Town Council Sponsored Lunch on Juneteenth - 48 participants
- Ukulele Lessons with Linda - 13 participants
- Walking Club - 15 participants
- Various Breakfast and Lunch Trips - 10 participants

Special Event Permit

The Town has issued a Special Event Permit to the Johnstown Historical Society for the July 6, 2024, Centennial Celebration for the Johnstown Meteorite.

CML Conference

Several members of our leadership team attended the annual Colorado Municipal League Conference held in Loveland. This was a valuable opportunity to network with other communities and learn about recent legal updates and best practices.

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Biz Walk

Town Staff met with Mountain State Plastics in June as part of our ongoing monthly business walks.

Downtown Master Plan Project

Town Staff launched the project mid-June and hosted Week 1 Outreach from June 10 to June 13. Town Staff also hosted an Open House Recap on June 27 at Town Hall to provide the community with an opportunity to review the feedback provided during Week 1 Outreach and preview pages of the Downtown Masterplan document. Town Staff plans to do 2 more weeks of outreach including open house recaps in the coming months as we continue to make progress with the project and build out the masterplan document. Information regarding the project will continue to be provided to the public via the Town project webpage, social media accounts, and resident newsletters when appropriate.

Budget Award

The Town received the Government Finance Officers Association (GFOA) Distinguished Budget Presentation Award for its 2024 Budget.

Contractor Licenses

82 contractor licenses were issued by the Town in one month. This is a result of the hail storm the Town experienced about 3 - 4 weeks ago.

FY 2025 Budget

Departments are working on the 2025 Budget. The drafts are due to the Town Manager on July 8 to begin compiling all the information for planning and discussions.

Residential Property Tax Rebate

Staff is gathering the necessary information to process the property tax refunds later this summer. Final 2023 property tax payments were due to Larimer and Weld County June 15. Once they are done processing and evaluating the payments, the information will be sent to our team for the next steps.

Shred Event

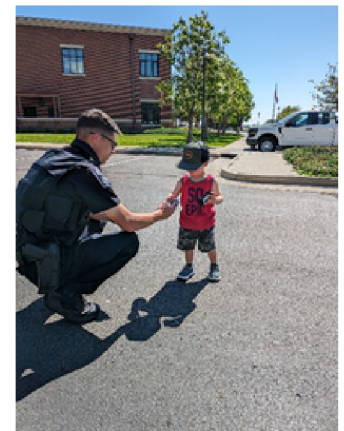
The annual shred event has been scheduled for July 20, 2024, from 9am -1pm at Town Hall.

JohnstownCO.gov

The new website launched on June 11. Since launch we have had 8,700 page views and 1,800 unique visitors to the site in just 10 days.

Touch-a-Truck

Public Works, Police, and Communications Staff were joined by Front Range Fire Rescue for a Touch-a-Truck event. It was a great success, and we are looking forward to our next Touch-a-Truck event on August 17.



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Water Bonds

We are in the process of working towards issuing the water revenue bonds. The water bond ordinance will be presented for consideration on July 1. If approved, then we anticipate closing on the bonds at the end of August.

Police Department

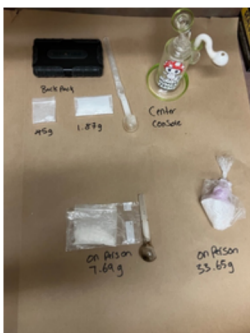
Stats

Statistical data was gathered during the period of May 14 - June 14.

- Officers responded to 1308 calls for service.
- Top incident types:
 - Suspicious Activity (118)
 - Code Violations (110)
 - Check Wellbeing (60)
 - Traffic Accidents (40)
 - Thefts (60)
 - Follow Up (157)
 - Meets (120)
- 255 Citations
- 103 Arrests (Includes Cited/Summoned/Referred arrest types)
- Top arrest types - Theft and Controlled Substance

Case of Interest

Officers conducted a traffic stop on LCR 15 and LCR5 for a vehicle with no license plates. Two individuals were arrested. One for multiple warrants and the other for possession of 43.66 grams of methamphetamine.



Strategic Plan Dashboard

Staff is working on designing and implementing a strategic plan dashboard that will allow citizens to view our strategic plan and the status of our current action items. We expect a soft launch towards the beginning of the 4th quarter.

Peer Support Training

Officer Kelley attended Peer Support training and will become one of our peer support officers for our new program.

BBQ Day

BBQ Days - BBQ Days was a success, with approximately 18,000 people attending throughout the day. The Police Department had a handful of calls to include:

- 1 - Urination in Public
- 2 - Disorderly Conducts
- 1 - Medical
- 2 - Found Properties
- 3 - Missing Children
- 1 - Careless driving incident
- 1 - Reckless driving incident

Torch Run

Interim Chief Oglesby, Officer Dudley, and Town Manager, Matt LeCerf, ran three miles on Hwy 60 from Colorado Blvd to CR 19 for the Special Olympics Torch Run. This run helps raise money for the Colorado Special Olympics Program.



The Community that Cares

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Drone Pilot Training

Sergeant Perry attended drone pilot school and can now fly our Department drone.

Moving

Officers have been extremely busy moving out of the Police Department so that construction can begin on the renovation and expansion project. Special thanks to Town Hall and Front Range Fire for giving them some office space while this project gets underway.

Public Works Department

Work Orders

During this review period, crews completed 137 work orders, which included:

- Street Sweeping
- Gravel Road Grading
- Road Sign Repairs
- Funerals
- Pothole Patching
- Supporting the Johnstown BBQ Day Event
- Playground Inspections and Repairs
- Weed Mitigation on All Town-Owned Properties
- Trail Maintenance & Repairs
- Post-Storm Inspections and Repairs
- Various Other Street and Grounds-Related Tasks

Public Works crews demonstrated exceptional dedication, particularly in their outstanding efforts to clean up the Town after the hailstorm that occurred just days before the BBQ Day event.

SRO School

Officer Garcia attended School Resource Officer School and will be our new SRO for the 2024-2025 school year.

2024 Concrete Repair Program

The 2024 Concrete Repair Program is progressing well, with Phase 1 nearing completion. Following the June 6 Council Meeting, an additional scope of work was approved, which will constitute Phase 2 of the program, scheduled to begin around the week of July 15. Currently, our crews are working on the installation of a new sidewalk on CR 15, from Mountview Drive heading north to SH 60. This new sidewalk is designed to enhance safety for local pedestrians and improve connectivity between multiple neighborhoods within the Town. Additionally, the project is supported by a CDOT program that includes the installation of two ADA-compliant ramps, push-button signals, and crosswalks to ensure safe pedestrian travel across CR 15 and SH 60.



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2024 Asphalt Patching Program

The 2024 Asphalt Patching Program will commence during the week of June 24. For the following 30 days, our primary focus will be asphalt patching in all our concrete rehab areas. The work will begin with the entrance into Rolling Hills, Johnstown Colony, Pioneer Ridge, Johnstown Village, and TRR. This involves removing the temporary aggregate base course, eliminating degraded asphalt and subgrade, and placing new asphalt for a smooth finish. Any questions from the Community regarding the Asphalt Patching Program should be directed to our Deputy Director of Public Works, Mark Stanley.

Sandra Drive Property Demolition

The Sandra Drive Property Demolition project will commence after the completion of the Crooks Property. Residents along Sandra Drive will receive a week's notice before crews mobilize to the site, ensuring they have full access to their homes. Staff will make every effort to minimize the impact on local residents, with only minor traffic control expected.

Country Acres Drainage Study Master Plan Update

Our consultant, Alfred Benesch & Co., has drafted a Master Drainage Plan. Staff are currently reviewing it and will provide comments as we work towards finalizing the report and will present it to Council in a future meeting. As a reminder, the purpose of this study was to analyze a portion of the Old Town Basin as identified in the 2001 Storm Water Master Plan and develop alternatives as well as a recommended plan for conveying water from State Highway 60 to the Little Thompson River to prevent future flooding in this area.

Crooks Property Demolition and Meteorite Monument

The demolition process for the Crooks Property is near completion, with final site restoration expected by June 28. Meanwhile, Public Works crews have been preparing the Johnstown Meteorite Monument site for the dedication ceremony on July 6. The improvements include site grading, installation of a subsurface irrigation system, laying sod, creating a walking path, establishing a parking area, and adding landscape boulders and other amenities. These enhancements aim to create a beautiful monument for the Town.



Thompson Parkway Traffic Study

The goal of this study is to identify both interim and long-term solutions to enhance traffic operations in the retail district adjacent to Thompson Parkway, Ronald Reagan Boulevard, Union Street, and Larimer Parkway, including the existing roundabout on Thompson Boulevard. Our consultant, Benesch, has developed a comprehensive traffic model of the area and assessed the level of service for each movement at every intersection within this region. Multiple improvement scenarios have been evaluated, and Benesch has identified several areas requiring enhancements. Currently, Benesch is conducting further analysis on these improvements and will finalize their report soon. The findings are scheduled to be presented to the Council in an upcoming meeting.

Colorado Boulevard & Roosevelt Parkway Roundabout

The project team is progressing towards the initiation of the design phase for the roundabout at the intersection of Colorado Boulevard and Roosevelt Parkway. To commence the design, a collaborative agreement among all four stakeholders, consisting of two developers, the school district, and the Town, must be established. The Town Attorney has prepared a draft agreement, and all involved parties are actively working to finalize this agreement. Once executed, the design phase is anticipated to begin this summer.

Utilities Department

Water Treatment Plant

Average Daily Flows: 5.059 MGD

The Water Treatment Plant is experiencing higher than usual flows earlier than has historically been seen in June and has had to use interconnects with our water partners to keep up with demand. Progress is being made on the 16-inch AC line tie-in to fill the South Tank for the Water Treatment Plant expansion after experiencing construction issues including an unintended exposure break. Derek Flannery, one of the Town's treatment operators passed his Water Treatment B certification exam. The new plant also celebrated a groundbreaking ceremony to kick off the construction.

Charlotte Street Project

The Charlotte Street Project is nearing its conclusion, with the final punch list repairs completed during the week of June 17. As the project transitions into the construction acceptance phase beginning the week of June 24, Colorado Paving will start demobilizing from the site. Following this, the project will enter a two-year warranty period.

Low Point Wastewater Treatment Plant

Average Daily Flows: 0.415 MGD

The new plant experienced a number of communication errors and alarms in the control system that were identified by the system integrator and repaired. The WWTP Superintendent received clarification from the State on the monthly permit reporting until the new permit is issued for the plant. The WWTP Superintendent resubmitted the 2018 renewal permit to the State to capture the treatment and capacity changes with the construction of the new wastewater plant. The State is scheduled to issue new permit regulations for the Johnstown WWTP in 2026.

Central Wastewater Treatment Plant

Avg Daily Flows: 0.701 MGD

The plant experienced a power outage on June 12, that caused the plant to be unable to treat flows. Operators reacted quickly to replace and fix a blown fuses and compromised equipment and were able to use the extra storage space in the lagoons while the power was out to hold incoming flows. Operators began training on the new influent pump station at the plant for the North Interceptor tie-in occurring in July. Stormwater plans have been finalized for the new plant construction.

Inspections

- 1,743' water main and fire lines installed and tested
- 2,006' sewer main installed and tested
- 122 water/sewer inspections

GIS

The Public Works department continues to work with GIS to update the stormwater maps for operations Staff to use in the field. The Town's GIS Developer coordinated with ESRI and Google Maps to update the roads presentation for Bucee's and the Ridge. The Town now also has a new GIS website, to coincide with our new Town website.

Sewer Collection & Water Distribution

The Department interviewed and hired a New Crew Lead Supervisor position to improve operations who will begin work on July 8, 2024. The Department assisted Public Works in the installation of a water service line and a backflow for the Meteor Monument located at the Crooks property. A new trailer was purchased and outfitted for emergency excavations and repairs including shoring, tools and compaction equipment. Operations is evaluating a recent Odor Control unit failure at the new lift station the resulted in smoking of the unit and a fire department visit.

- May Utility Locate Tickets: 1,049
- Meters: 61 new installs, 24 replacements

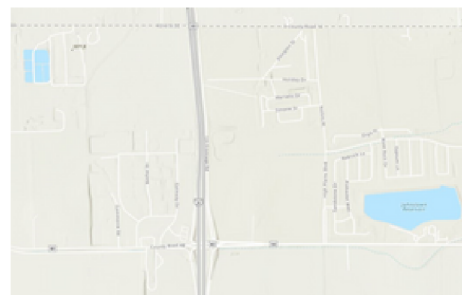


Figure 1 - Previous Base Map

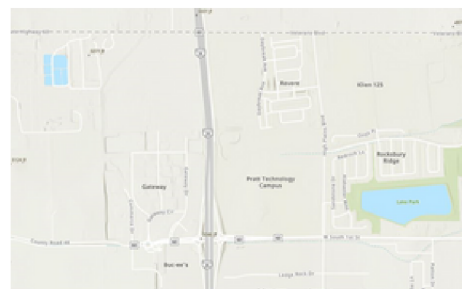


Figure 2 - Current Base Map

Water Treatment Plant Expansion

The Town received approval from CDPHE on June 11. The Design Engineer has received comments on the 100% plans and is anticipating issuing final construction plans in July now that they have final comments and CDPHE approval. The contractor continues to work on the early work construction package and critical waterline tie-ins as the design is finalized.

Central Wastewater Treatment Plant

Construction of the MBR building, the secondary process basins, and the headworks (picture below) are still ongoing. Throughout most of the summer, concrete work will continue and miscellaneous underground utilities. In addition, the contractor is testing the plant influent lift station that will take flows from the new North Interceptor to the new headworks. The influent lift station is necessary to commission the North Interceptor with a temporary discharge to the existing lagoons. As mentioned above, Town Staff is coordinating with the contractors to ensure a successful startup for both projects and more importantly, our residents.



North Interceptor Project

The contractor is working along CR48.5 installing the final segment of the interceptor line. The project is on schedule to have the new lift station and pipeline in service in July. Town Staff continues to coordinate with the North Interceptor and Central WWTP contractors to ensure that the startup of the new lift stations is coordinated for startup.

Lone Tree Raw Water Transmission

On June 11, Town Staff held a public meeting for all Larimer County residents within 500 feet of the project as part of the Larimer County 1041 permit process. Town Staff and the design consultant are taking the comments into consideration as the alignment is getting finalized. Town Staff is coordinating with Larimer County on an IGA to install a segment of the pipeline while the County has the road closed for a culvert replacement. This will reduce impacts to the Larimer County residents and complete two road crossings and a ditch crossing.