



Town of Johnstown

MEMORANDUM

TO: Honorable Mayor and Town Council Members

FROM: Matt LeCerf, Town Manager

DATE: March 15, 2021

CC: Town Staff
Local Media

SUBJECT: Town Manager's Report

Upcoming Town Council 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):

- 04/05/2021 – Regular Town Council Meeting
 - 04/19/2021 – Regular Town Council Meeting
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Administration, Finance, & Planning

- *Sewer Bond Financing* – Council will be presented with information to continue moving forward with the Sewer Bond Financing. The anticipated bond for the sewer capital projects is estimated at \$55M.
- *Broadband RFP* – The Regional Broadband RFP pre-bid was conducted on March 4. It was very well attended by interested parties wanting to present on the project which will evaluate the needs assessment and financial feasibility components.
- *CBT Water Assessment* – Staff is preparing the water allocation information necessary to make a request to Northern Water for the purpose of determining if the Town has additional capacity to increase its number of CBT shares. The last assessment completed by Northern Water was in 2010 and this must be completed if the Town considers purchase of CBT water in the future.
- *DOLA Energy Impact Grant* – Staff prepared a grant application for Tier I funding for the Land Use Code Update planned for 2021.

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- *Economic Development Incentive Policy* – Staff has been working on rewriting the Johnstown Incentive policy with the first draft submitted to the Town Manager for review.
- *Johnstown Economic Development Profile* – The Johnstown Economic Development profile is expected to be completed by end of March and will be used to distribute to potential developers and businesses for business attraction purposes. Staff met with several local/regional ED organizations to better understand the regional needs of the area and active collaboration. Staff also plans to attend the JDDA monthly meetings and meet with local business owners in the coming months.
- *Johnstown Cash* – The Johnstown Cash Program launched for businesses to begin registering. As of March 9, eight businesses have signed up with several additional inquiries about the program. Certificates will begin to be mailed to residents in early April. Staff is coordinating with Communications Dept to ensure strategic marketing of the program.
- *Johnstown Cash Communications* – With the Johnstown Cash program ready to launch officially at the end of March, the communications plan has been prepared to best inform residents and encourage engagement to include: lead story in the newsletter, formal press releases to local news outlets, and social media campaigns encouraging residents to shop local. These initiatives are likely to continue through the summer as we report on the success of the program and continue to encourage shopping local.
- *Website Town News Section* – The Town Office of Communications has been utilizing the “Town News” section of the new website since December to post all types of notices to help inform the public about Town happenings. This is an important section of our website as it acts as a bulletin board of information and is fully searchable. Moving forward, the intention of this part of the site is to provide timely information for residents in article formats that also includes relevant website links (internal or external) for residents to utilize.
- *Municipal Court* – Municipal Court processed 118 summonses in the month of February.
- *Liquor Licensing* – Cassidy’s and Bad Daddy’s Burger Bar renewal licenses have been submitted to the State.

Police Department

Community Policing, Outreach & Miscellaneous Items:

- *Information Sharing* – The police department finalized an information-sharing agreement with our records management system and an investigative tool platform. This integration has been a long process that has spanned over the last year and a half. The Johnstown Police Department is now able to share/receive information with approximately 79 other Colorado law enforcement agencies. This investigative tool has been extremely valuable in solving cases that involve criminal elements that commit crimes all along the I-25 corridor.

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- *JPD Selected for Pilot Program-* The JPD was one of the few police departments in the State that was selected to participate in a pilot program with the State of Colorado to begin accepting digital versions of the Colorado driver's licenses, registration, and insurance. This will allow the public to scan our officer's QR code, sending their driver's license, registration and insurance information directly to the officer's computer. This will be safer during the pandemic as officers and citizens won't have to exchange physical driver's licenses and it will make traffic stops run faster. We plan to go live on March 15.

Public Works Department

Streets, Stormwater, & Parks

- *Streets* – Potholes have increased around Town and with the current freezing and thawing, we expect potholes will continue to appear. Staff has placed 1,300 lbs of cold patch to combat this issue. Street sweeping is in full force with our two sweepers running in tandem around Town. Door hangers are being placed informing residents not to park in the street so operations are more effective.
- *Parks* – Disinfecting of playgrounds continues. Staff continues to spray down equipment, tables, and benches 2-3 times a week. Staff is working on mowers and equipment for the upcoming season and conducting inventory of any damage that may have occurred during the winter months.
- *Concrete & Street Projects* – Projects are being put together for concrete work and street overlays. Staff has been looking at the road survey that was completed by AGW in 2020 and are using the data to plan roadwork for 2021. Staff is also in the process of putting a concrete list together for ADA ramps, curb and gutters, and sidewalks around Town. The main project and focus for concrete will be Hwy. 60 east of Parish. We feel we will be able to complete the improvements needed for the Hwy. 60 corridor.
- *Additional Projects* – Staff is looking at hiring a design engineer for the Charlotte Ave road reconstruction. The boundaries for this project are from Jay Ave to Columbine. Our goal is to replace all underground utilities, all curb and gutters, and all sidewalks along with the new roadway. We anticipate the design will be completed this year with construction starting in 2022. Another project is the bridge on North 2nd over the Hillsboro Ditch. Staff is looking to remove the existing bridge and replace with a box culvert. The roadway will also be widened to eliminate the existing bottleneck. Design will be similar to the box culvert on Charlotte. We hope to begin project construction this fall after the Hillborough water season has concluded.

Water & Wastewater Plants

- *CWWTP* – Sludge removal at the Central Plant is almost complete. All that remains is the SE corner of pond 1 where sludge is pumped from the DAF. This area has been in need of sludge removal to keep the lift station from plugging. Pond 2 has been completed. Approximately 3.7 million gallons of sludge was removed. When initially constructed, the ponds were built at 10 ft of depth. When we started this project, there was only approximately 4-5 feet of capacity left in pond. The 3.5-acre pond had 4 ft of sludge

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removed and we estimate 8-9 feet capacity is now available following the sludge removal.

- *WTP* – The two storage tanks at the Water Treatment Plant have been drained. Replacement of the south tank roof is scheduled to begin March 10. An inspection of the north storage tank is currently underway and appears the deterioration is worse than first thought. Once cleaning of the interior is completed, Staff will be able to better assess the condition. While the WTP is down, plant staff along with help from the street department have been cleaning the DAF, clear well, and filters. Staff was also able to replace old PVC chemical lines in the plant with stronger more pliable lines. We anticipate having the plant back online within 30-45 days.
- *Personnel* – We would like to welcome Ellen Hilbig to the Town as our new Deputy Director of Public Works. She comes to us from the Town of Longmont and is a professional engineer. We also would like to welcome Derrek Flannery as our new Water and Wastewater Plant Operator.

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