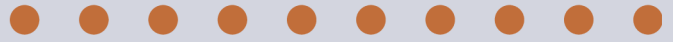


Town of Johnstown



TOWN MANAGER'S REPORT



March 2025

johnstownco.gov



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):

- 03/03/2025 - Regular Council Meeting
- 03/17/2025 - Regular Council Meeting
- 03/24/2025 - Work Session - Tentative and Topics TBD

2025 Budget

The FY 2025 Budget was accepted by the Department of Local Affairs in accordance with C.R.S. 29-1-113(1).

2025 Budget

The 2025 Budget book has been completed and has been submitted to the Government Finance Officers Association (GFOA) for consideration for the Distinguished Budget Presentation Award. If awarded this would be our 2nd consecutive year for the prestigious honor.

2024 Audit

The 2024 Audit is scheduled to begin the week of May 5.

Senior Center

2025 is off to an exciting and eventful start. January's attendance was strong and the calendar of events for February is hopping with regular events such as meals out, sporting events, exercise classes, Friendly Fork meals, blood pressure checks, crafts, educational opportunities, and club activities, including a new recipe club that focuses on cooking for 1 to 2 people, and a new activity Bunco.

January 2025 participation as follows:

- JSC Holiday Meal - 76
- Senior Center Board Meeting - 7
- Breakfast Trip - 9
- Colorado Eagles hockey - 8
- Monthly Casino Trip (Black Hawk) - 12
- Footcare w/ Advanced Footcare - 7
- Creative Crafts - 6
- Lunch Trip - 19
- UNC Women's Basketball - 6
- Annual Board Luncheon - 6
- Cards - 53
- Friendly Fork Meals - 216
- Tai Chi Chih - 27
- Ukulele Lessons - 5

TOWN MANAGER'S REPORT



Municipal Court

January 2025 Court data is broken down for Council's review below, with a total of cases 155 being closed.

- Code Violations: 13
- Traffic Violations: 57
- Theft: 48
- Other Criminal Cases: 10
- Parking: 28

Highway 60 Waterline Project | Downtown Open House

Town Staff will be hosting a public open house on Thursday March 6 from 4-5pm for downtown businesses and property owners at Town Hall. The open house will inform businesses on the upcoming Highway 60 waterline project and serve as a listening session to better understand businesses' needs and potential impacts.

Northern Colorado Real Estate Summit

Town Staff will be presenting on March 4 at the annual NoCO RE Summit with a focus on economic development projects and general growth trends that Johnstown is experiencing. The summit is well attended by the Northern Colorado development community including developers, brokers, and surrounding communities. Presenters will include both Sarah Crosthwaite and Matt LeCerf.

Communications Department

Samantha Knowlton has been selected as the Communication Manager. She started work in February and is working on filling the Communications Specialist role.

Hiring

The Town is actively seeking the following roles: Police Officer, Police Officer Cadet, Grants Manager, Water Treatment Chief Operator, Planner III, Police Records Supervisor, Water Efficiency Coordinator, Senior GIS Analyst, Public Works Director, Communications and Engagement Specialist, and Civil Engineer I.

Public Works Director Hiring

The Public Works position was reposted, and Staff is currently screening potential candidates.

Finance Director

Kirstyn Unrein has been selected as the Finance Director. She is expected to start with the Town in late March.

TOWN MANAGER'S REPORT



High Country Catering Ribbon Cutting Ceremony

High Country Catering will be celebrating their grand opening and ribbon cutting on March 6 at 12pm. The ceremony will be held at 28 S Parish Avenue. Town Council is encouraged to attend and welcome our newest addition to Downtown Johnstown.

NCCAR Broker Event

Town Staff will be presenting on Thursday March 13 at the Northern Colorado Association of Realtors. The event will be held at Ledge Rock and the presentation will focus on general development happening in Johnstown with a focus on projects and initiatives aimed at enhancing the downtown corridor.

JDDA Connect

The Johnstown Downtown Development Association continues to host their newly branded JDDA Connect event which is a combination of their monthly general meeting and monthly B2B networking event. The last two events were well attended and resulted in new members. The event is held monthly on the 3rd Thursday of each month from 4-6pm with locations varying. For event details, visit Johnstown Downtown Calendar at: visitdowntownjohnstown.com/calendar

Police Department

Stats

Stats are from January 1 - January 31, 2025

- Officers responded to 986 calls for service.
- Officers responded to 52 traffic accidents.
- Officers conducted 75 traffic stops.
- Incident summary:
 - Suspicious Activity (64)
 - Code Violations (87)
 - Thefts (59)
 - Check Wellbeing (48)
 - Burglar Alarms (35)
 - Animal Complaints (46)
 - Disturbances (19)
 - Vandalisms (3)
 - Trespass (7)
- 59 Traffic Citations
- Physical Arrest (21)

Training - Background Investigation

Detective Cygan and Detective Grounds attended Background Investigation School at Longmont PD. They learned how to properly conduct pre-employment background investigations.

Training - Field Training Officer School

Acting Sergeant Beckman will be attending FTO school in the last week of February. Upon completion he will be added to our much-needed FTO cadre.

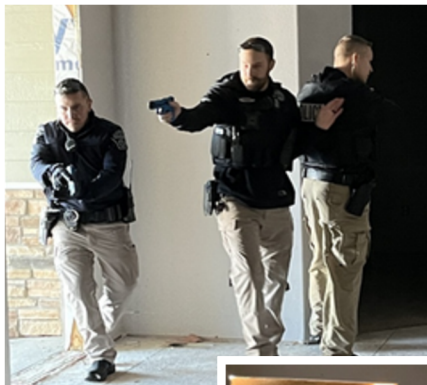
TOWN MANAGER'S REPORT

Training - Krav Maga Instructor School

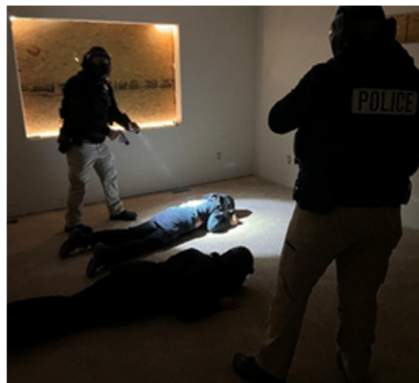
Officer Brady went to Krav Maga Instructor School held by the Boulder County Sheriff's Office. Officer Brady will now be one of our in-house defensive tactics instructors.

Training - Building Search/Threat/Breaching

Officers utilized the soon-to-be demolished homes on Sandra Drive for building search and scenario-based training. Officers used Simunition guns which fire Simunition rounds for more realistic scenario-based training outcomes. Officers also trained on how to properly use our door breaching equipment, with the assistance of Front Range Fire Rescue. Front Range Fire Rescue was also able to utilize the homes for fire/rescue training.



*Police Department Simunition Training



Community Policing, Outreach, & Miscellaneous Items

Unified Basketball

- Officer with the Johnstown Police Department played in the Unified Basketball game at Roosevelt High School. We had a great time losing to the RHS kids!



*Roosevelt High School Team with Johnstown Police Officer

Public Works

Crews completed 44 work orders this review period consisting of asphalt cold patching repair, street sweeping, gravel road grading, road sign repair, snow plowing, funerals, and a variety of other street and grounds-related work.

TOWN MANAGER'S REPORT



Capital Improvement Update - Little Thompson River Pedestrian Bridge

RCD Construction, Inc. successfully installed a river diversion for the Little Thompson River for the soil riprap and caisson construction of the east abutment. Contech, the supplier of the steel truss pedestrian bridge, has completed fabrication and is ready for installation. A picture of the pedestrian bridge to be installed is shown below.



*Little Thompson Pedestrian Bridge

Capital Improvement Update - Roosevelt Parkway & WCR13 Roundabout

Staff along with design consultant, Alfred Benesch & Co., remain on schedule for design completion at the end of March 2025. The Town has procured the streetlights for the intersection to alleviate the lead times that would likely impact the construction schedule. Construction remains on schedule for the Summer of 2025.

Capital Improvement Update - State Highway 60 & WCR13

Staff received approval from Town Council to allow design consultant, Alfred Benesch & Co., to design the ultimate configuration of the intersection. Design will begin in March 2025 and is expected to be complete at the end of Q4 of 2025.

Capital Improvement Update - West Parish Alley Project

Staff continues the process of acquiring necessary easements from property owners that will be used by Xcel Energy for the placement of electrical equipment.

Capital Improvement Update - Maestas Street Drainage

The Town's design consultant, Matrix Design Group, continues with the drainage design. The design is expected to be completed and ready for bid in Q2 of 2025.

Utilities

Accomplishments

Town Employees, Town Business Partners, and many members of the Johnstown Community recently gathered to commemorate the retirement of Chief Water Treatment Plant Operator, Maurice Pribble. Maurice had 29+ years of dedicated service to the Town of Johnstown, and has been an invaluable member of the Utilities team and the Town of Johnstown throughout his extensive career. Maurice's retirement party was a heartfelt occasion



*Maurice Pribble and Crew at Water Treatment Plant



*Maurice Pribble's Retirement Party

The following operators passed tests to earn certifications this month!

- WWTP - Phil Barone passed Level 3 Collections Exam

Water Treatment

Average Daily Flows: 1.618 out of 6 MGD treatment capacity.

As we near the upcoming busy summer season, Water Treatment Staff have been working diligently to ensure the treatment plant is ready for the demands of the summer season ahead. Significant maintenance work has been completed on the Dissolved Air Flotation (DAF) basin 2, which has been cleaned, serviced, and placed back into operation. Moreover, one of the DAF air compressors has been replaced with a higher-capacity unit to enhance the resiliency of this crucial treatment process. Finally, modifications to the sodium hypochlorite feed line have been successfully completed, resulting in a much smoother operation.

In a crucial effort to maintain the plant's water supply, divers were contracted to perform an ice dive at the Lone Tree Reservoir raw water pump station to clean the intake screen. This intake plays a critical role in providing sufficient water to the plant for treatment.



TOWN MANAGER'S REPORT

Low Point Wastewater Treatment Plant

Average Daily Flows: 0.452 out of 1.5 MGD treatment capacity.

At the Low Point Wastewater Treatment Plant (WWTP), the plant is processing an average of 0.452 million gallons of water each day (MGD) which is creeping up to the current permit limit of 0.5 MGD. The new facility can treat up to 1.5 MGD, however the State is not scheduled to update the Town's current permit with the new flows until 2026 after the South Platte Basin Permit Commission hearing in June. Operations will be monitoring flows closely and have worked with the State on how to report flows if they do exceed the permitted flow limits. On the operational front, the motor for Process Blower #3 is being fixed, so it is currently out of service and the two other process blowers are being utilized for treatment. A new Turbidity, Suspended Solids and Sludge Blanket (TSS) meter has just arrived, which will help with monitoring water quality. To save on maintenance costs, the team is also testing a new way to mix Mag Hydroxide.

Central Wastewater Treatment Plant

Average Daily Flows: 0.742 MGD out of 1 MGD treatment capacity.

Over at the Central Wastewater Treatment Plant (WWTP), the plant is handling an average of 0.742 MGD each day. To help with the cold weather, the Staff is alternating the operation of the Lagoon air blowers to make sure everything runs smoothly even with freezing temperatures and ice. The operations team budgeted for and just received a new piece of equipment, a JCB telehandler, which will help with moving heavy items. Once the new plant is online the telehandler will be used primarily in the management and movement of the dumpsters used to collect the solid waste generated (sludge) in the treatment process. As soon as the weather improves, the Contractor, Denali, will begin dredging Lagoon 1 to remove the existing sludge and allow for the construction of the new sewer line to the plant.



*JCB Telehandler

Sewer Collection & Water Distribution Systems (C&D)

The Collections and Distribution team responded to several failures this past month including water breaks and a lift station level sensor malfunction. One of the water breaks occurred in SH60 on a water line that is scheduled for replacement this year with the SH60 Waterline Replacement capital project. The break was most likely caused due to multiple factors including age, line material (cast iron), as well as, the subzero degree weather followed by a rapid increase in temperature that can cause the ground to shift and damage pipe. C&D was also called out multiple times for a high wet well level alarm at our new North Interceptor lift station, which indicates the potential for a sewer overflow event. Staff found that the level sensor had frozen and the backup sensor was not programmed correctly to trigger the pumps to turn on. Fast response to each of these issues prevented damage to any properties or equipment.



*SH60 Waterline Replacement

Inspections & Installations

- 1,300' water main
- 1,000' sewer main
- 945' storm water
- 237 water/sewer inspections

Capital Projects - Water Treatment Plant Expansion

The contractor is continuing to work on site yard piping, procuring equipment and materials, and installation of below ground concrete structures. The cold temperatures and snow in February caused a few concrete pour delays but at this time the contractor has not indicated any overall project delays. A coffer dam has been installed in the onsite recycle pond for the existing treatment plant to accommodate a wider construction road around the west side of the pond. This alteration has temporarily reduced the recycle ponds storage volume by half, so the filter backwashes and pond levels will need close monitoring and management throughout this phase of the project.

TOWN MANAGER'S REPORT



Capital Projects - Lone Tree Raw Water Transmission Line

Town Staff continues to coordinate with the design engineer on finalizing the construction plans for the approximate 10-mile pipeline and pump station from the Lone Tree Reservoir to the Town's Water Treatment Plant. In February, Town Staff presented the project to Larimer County Planning Commission as part of their 1041 permit requirement. The Planning Commission unanimously recommended approval of the project. The next step for the 1041 permit will be to present the project to the Larimer County Commissioners in March. In addition, the design engineer continues to coordinate critical ditch, roadway, and railroad crossings. The landman that was contracted to manage the easement acquisition process has started sending out offer letters to keep the easement acquisition moving forward. Once easements and permits are obtained, Town Staff will look to advertise the project for construction.

Capital Projects - SH60 Waterline Replacement and Extension

The boring contractor has mobilized to the site and has started on the railroad bore closest to Colorado Sweet Gold, once complete the boring contractor will move to the bore at the Central Wastewater Treatment Plant. The contractor has also started installing the main line through the Colorado Sweet Gold property and will continue installing pipe to the Central Wastewater Treatment Plant. The cold weather and snow have caused several delays as equipment can't start up when temperatures are below 20 degrees. The contractor is planning to start on Highway 60 and Parish towards the end of March. Town Staff have met with several business owners to get their feedback on a full closure of the roadway during construction to expedite the work. The feedback from the businesses has been positive.

Capital Projects - Central Wastewater Treatment Plant

Construction of the MBR building, the secondary process basins, the solids holding tank, and the headworks continue to progress well. The contractor continues to install equipment, process piping, and yard piping throughout the site and in the new buildings. The contractor has started planning sludge removal from the lagoons in preparation for installing sewer main adjacent to the berm. The removal of the sludge from the lagoons will allow for the level in the lagoons to be lowered during the pipeline installation adjacent to the bank of the lagoon.