



# Town of Johnstown

## MEMORANDUM

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TO: Honorable Mayor and Town Council Members

FROM: Matt LeCerf, Town Manager

DATE: August 16, 2021

CC: Town Staff  
Local Media

SUBJECT: Town Manager's Report

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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):

- 09/08/2021 – Regular Town Council Meeting (Wednesday)
- 09/20/2021 – Regular Town Council Meeting
- 09/27/2021 – FY 2022 Budget Work Session

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

- *Sewer Bonds* – On August 4, 2021, The Town received notification from Standard and Poor's that the credit rating for the Town is A+ with an outlook of "stable", which indicates that this assessment is unlikely to change in the intermediate term. The bond closing date is expected to be September 1, 2021.
- *2022 Budget* – The 2022 Budget process is well underway. Department budgets have been submitted and budget meetings are in the process of being held.
- *CDOT Coordination* – Town Staff has been coordinating heavily with CDOT staff and engineers, lately, to facilitate appropriate access, design, and configuration for several current development proposals along I-25, US 34, and Hwy 60.
- *Compliance Order on Consent* – The COC between the Town and CDPHE has cleared its public comment period. At this time the order is in effect, and we have measurable milestones to accomplish and complete as agreed upon between the Town and CDPHE.

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- *Johnstown Housing Authority (JHA) Boiler Project* – The Supplemental Environmental Project (SEP) with the Johnstown Housing Authority is moving forward. This is one of 3 projects anticipated and associated with the COC with CDPHE. Quotes and an award for the boiler replacement at JHA have been completed. The Town issued a check for approximately \$5,000 less than anticipated based on the bids, but we anticipate make up this gap through either the LED street light conversion or the solar panel installation at the Johnstown Recreation Center.
- *Planning & Zoning Commission* – PZC held a work session on July 28; and hearings for new projects on August 11. The next PZC meeting is scheduled for Wednesday, September 15, due to the Labor Day holiday.
- *Hiring* – Our new Assistant Finance Director starts this week replacing a recent vacancy in the Finance Department.
- *Johnstown Cash Program* – As of August 6, there are currently 49 businesses signed up for the Johnstown Cash Program and close to \$49,000 has been redeemed in certificates. The program will run until December 31, 2021 and certificates will no longer be valid after that date.
- *Business of the Month* – August’s Business of the Month is Cinco Brothers Barbershop located at 4859 Thompson Pkwy. Cinco Brothers was officially announced during the August 2, 2021 Town Council meeting.
- *CDOT Revitalize Main Street* – The Town received a response from the CDOT review committee asking for additional information before a grant decision is made. Staff hopes to have an answer within the coming weeks. If grant funds are awarded, the Town will work with CDOT to see if a PO can be extended so that the Parklet Program is kickstarted for Summer 2022 as it is unlikely to have materials and program in place before winter season begins.
- *Liquor License Renewal*: The Beer and Wine Liquor application for Little House has been submitted to the state for their approval.

## **Police Department**

### ***Training***

- *Legal Updates Training* – All officers took a warrant update class presented by the Larimer County District Attorney's office. This class went over legal updates as they pertain to search warrants.
- *Recruitment Training* – Lt. Oglesby took the “Find'em, Hire'em, Keep'em” training class offered by Command Presence. He learned why traditional recruiting techniques are not effective and best practices for recruiting plans and analysis along with the importance of branding your agency.
- *SRO Training* – Officer Kelley attended the Advanced National Association of School Resource Training in Cheyenne Wyoming. This course advanced Officer Kelley's knowledge and skills as a law enforcement officer, informal counselor, and educator.

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## **Public Works Department**

### ***Streets, Stormwater, Fleet & Parks***

- *Grading* – LCR3, LCR20C, WCR46, WCR44, and WCR42 were all completed.
- *Crack Sealing* – Crack sealing was started in the Thompson River Ranch neighborhood. Wildwood, Vinewood, Saddlewood, and Silverwood were all completed.
- *Parks* – Staff is currently repairing irrigation in all parks. We called in True Green to treat parks with revive & insecticide which should help with the fatigue. Staff is working on procurement of garage for cemetery, irrigation design for cemetery and new playground equipment for Rolling Hills Ranch Park.
- *Collection & Distribution* – Staff repaired a fire hydrant on CR3N, repaired a service line on South 1<sup>st</sup>, Blacksheep fire line, and replaced a valve box cover on Wildwood Way. Staff handled low pressure calls while Town was on interconnects for GAC installation.

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

- *GAC* – Evoqua was on site Monday to assist in the GAC start-up. After putting the units online, Staff noticed discoloration in the water and shut down the process. Staff sourced parts to upsize the piping and front washed the vessels to clear the discoloration. Units were fully operational by Friday morning.
- *Ultrasonic Buoy* – The new Ultrasonic Buoy has been assembled and installed at Town Lake. This should help break up algae in the reservoir and contribute to better tasting water.
- *Sanitary Survey* – Staff met with CDPHE on Wednesday to go through documentation and CDPHE performed a site visit Friday.

### ***Wastewater Plants***

- *Low Point* – DMR Water Quality samples were completed week of August 9. Staff is dialing in efficient and effective operation of the fan press. We are working through a rise in effluent ammonia concentration by being so effective with operations. Staff started annotating SOPs for plant processes and providing information for Low Point Design. Chlorine delivery triggered an investigation of piping for a leak. Staff will be working together to replace piping and create a redundant feed.
- *Central* – Quarterly sampling occurred the week of August 9. Staff is troubleshooting DAF aeration feed. Valves were disassembled and cleaned to improve operations. Brownhill is working on SCADA communications for the operation of the DAF Polymer feed.
- *Central Water Reclamation Facility (WRF) Design* – The Central Wastewater Treatment Facility design kicked-off this week. The Preliminary Effluent Limitations (PEL) Permit Application has been submitted. The branding of the facility is also going to be rebranded to the Central Water Reclamation Facility. This is because of the fact that the wastewater is being treated to the point that the water could be reclaimed for other potable or non-potable purposes and this is more of an environmentally conscious naming convention.

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### *Development & Project Updates*

- *Charlotte St* – Staff meeting to determine if a second public meeting is required due to delayed post card mailings. The design engineer is moving forward with concept and creating a list to coordinate landscaping and private improvements with.
- *Old Town Storm Project* – Construction is anticipated to start after Labor Day. Staff is working on public outreach for the pending construction to coordinate communication and scheduling for the residents.
- *Pavement Management Program (PMP)* – Police and Senior Center slurry seal were completed. Staff is in the process of crack sealing, patching and replacing concrete ahead of HA5 and working on public outreach that is tentatively set for end of August.
- *I-25 Waterline Project* – Construction has started on the 12” waterline along south SH60. DeFalco is working through material sourcing which includes a backorders on fittings.

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