



Town of Johnstown

MEMORANDUM

TO: Honorable Mayor and Town Council Members

FROM: Matt LeCerf, Town Manager

DATE: May 3, 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):

- 05/15/2021 – Council Retreat - Tentative
 - 05/17/2021 – Regular Town Council Meeting
 - 06/07/2021 – Regular Town Council Meeting
-

Administration, Finance, & Planning

- *Johnstown Lowdown May Edition* – The monthly newsletter (May Issue) is out and available for review at johnstown.colorado.gov/newsletter. As a reminder, this newsletter is a longer, printed booklet style of newsletter with the intent of providing residents and those interested in the Town with more month-of information and resources for finding information. Anyone is welcome to sign up to get the newsletter direct to their email by signing up at the link above or they can view the printed edition of the newsletter at Town Hall (at this time, printed is sent out with the utility bill).
- *Upcoming Johnstown Events* – The Communications Office has been in touch with the organizers for a few upcoming events and initiatives in May and June and is working on communications and outreach regarding road closures, community opportunities or other items relevant to residents regarding these events.

The Community That Cares

www.TownofJohnstown.com

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

- *Planning & Zoning Commission* – On April 14, the PZC held a hearing on The Granary Preliminary Plat which will be presented to Council in May. PZC has a hearing set for April 28, to consider the Purvis Farms ODP for 108 acres.
- *Johnstown Cash Program* – As of April 22, 48 businesses are currently signed up and over \$18,000 has been redeemed by businesses. The finance department has begun issuing reimbursement checks and will continue to do so every 15-30 days.
- *JDDA* – Staff attended the JDDA meeting on April 13 and was able to provide JDDA members information about local resources available to them and discuss long term goals for the downtown corridor. The JDDA also announced upcoming events they're hosting and a mass mailer being sent to residences to better promote the downtown corridor.
- *Economic Development* – The ED Department webpage is now live on the Town's website and features available business resources, programs, and services. Additionally, the façade grant has now been moved to the ED department webpage and the ED Manager will serve as the point of contact for applicants moving forward. More pages and links to come!
- *Water Resource Discussion* – The Town plans to engage with the neighboring water delivery companies to discuss opportunities to partner and work together collaboratively to ensure each entity has a sustainable and resilient water system for its customers.
- *LTWD IGA* – The Town is beginning discussions of updates to the Town and Little Thompson Water Districts IGA. If there are elements you want considered or updated in the IGA, please let the Town Manager know.

Police Department

Training

- *Ethics Training* – The entire department received ethics training.
- *De-Escalation and Reasonable Use of Force* – The entire department received training on de-escalation techniques and reasonable use of force.
- *Law Enforcement and Managing Alzheimer's Training* – The entire department is receiving training on identifying and properly responding to persons with Alzheimer's/dementia.
- *Crisis Intervention Training* – Officer Branden Morgan is currently in Crisis Intervention Training (CIT). CIT is a specialized police curriculum that aims to improve the outcomes of encounters between police officers and people with behavioral and mental health crisis. The Johnstown Police Department's goal is to have all of its officers training in CIT.

Public Works Department

Streets, Stormwater, Fleet & Parks

- *Patching* – Approximately 2550 pounds of asphalt have been placed around Town. Crews continue to monitor roadways for potholes and any other necessary street repairs.
- *Grading* – County Roads 42, 44, and 46 were graded after the recent snow storms.

The Community That Cares

Johnstown.colorado.gov

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

- *Sweeping* – Street sweepers have been performing rounds in Thompson River Ranch, Thompson Crossing, Old Town and recently moved over to the Rolling Hills Subdivision.
- *Street Signs* – 8 Children at Play signs were installed along Rolling Hills Parkway and Carlson Farms on Ballentine. We replaced Stop Signs at Tartan and Holden, Holden and Carlson Boulevard and at Centennial and South Parish intersections. Relocated and installed new ‘no parking’ signs at both intersections of Exposition Drive.
- *Stormwater* – After the recent rain and snow, Staff performed routine cleaning on storm drain inlets.
- *Street Lights* – Xcel Energy was contacted to confirm the three tagged light poles located in Carlson Farms and Rolling Hills were repaired.
- *Parks* – Staff is performing spring park clean up including pruning, tree trimming, hauling branches, clearing dead plant material, and preparing planter boxes. The following parks have been completed Aragon, Parish, Sunrise, Rolling Hills, Hays, and Clearview. Disinfection of playgrounds equipment continues at a minimum of two times per week. Excavated broken sprinkler line at Clearview and are in the process of acquiring parts for repair. Procuring pricing on a three-rail fence for the south side of Town Lake as part of our agreement with the property immediately south of the Town Lake.
- *Cemetery* – Staff assisted in a funeral with two plots including head stones and mowed and repaired irrigation. Staff is also in the process of obtaining quotes for a garage to store equipment.
- *Facilities* – Repaired lights and 2nd floor women’s bathroom door lock at Town Hall, completed fire inspection at the Library and repaired gate at the Public Works Shop.
- *Fleet* – Staff serviced 4 pickups and 2 police cars and sent 3 police cars to Mares for service. Replace tires on 4 vehicles and sent out front end repair for police car.

Construction Inspection

- *A C Icehouse* – Contractor is working on correcting the water line due to failed pressure tests. Upon correction of the issue, the Contractor will be required to retest for high chlorine & bac test before tapping the line. The sewer manhole for this project was tapped for service line connection to the property which also requires correction due to failed pressure tests.
- *County Rd 3* – Contractor added additional rip-rap to the ditch banks on either side of the box culvert and are finishing the veneer on the wing walls. Work remaining includes completing the bore for the water line beneath the box culvert.
- *J T Farms* – Contractor is in the process of installing casings for water and sewer line crossing at the Little Thompson River. Encasement for water has been poured.
- *Ridge* – Contractor is working on sewer trunk line to the low point plant and have completed the construction of 3 manholes.

Water Plant & System

The Community That Cares

Johnstown.colorado.gov

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

- *South Storage Tank Repair* – The roof construction is complete including the safety handrail along the top. The roof contractor is substantially complete and will require a final trip to install a roof vent once painting is completed. The coating contractor will begin work next week and is anticipated to take 5 weeks to fully complete.
- *WTP Start Up* – Staff performed an operational check of the plant by evaluating the pumps, chemicals, controls, and alarms prior to start up. Plant is currently being operated during the day with staffing and continues to be on Little Thompson and Central Weld Interconnects at night. During the start up, a number of SCADA programming issues have been identified and Staff is coordinating these issues with Browns Hill.
- *Plant Operations* – Staff made adjustments to level sensor in North storage tank at the water plant. Staff is monitoring the Hwy 34 water tank nightly to fill or drain with the SCADA tablet until the plant is fully online. Staff has been creating SOPs for standard plant operations. Performed repairs to the chemical feed lines from the chlorine tanks and contracted M&J Electric to run conduit to clean up loose and hanging wires and pulled new wiring for chemical monitoring upgrade for SCADA quote on chlorine pumps and run signals for another back-up alarm.
- *Lone Tree Reservoir* – Contacted by State Dam Engineer and Ditch Company to investigate a sink hole near the Town's connection to the Home Supply Ditch. Staff excavated intake piping to determine if there were any damage or leaks. Water began to saturate the excavation and appeared to be associated with the level of water in the ditch. State Dam Engineer and Home Supply Ditch Company are developing a plan to correct the issues.
- *Johnstown Reservoir* – Crews hauled dirt to Town Lake and backfilled east outlet and met compaction test also placed rip rap.
- *Interviews* – After deliberation, Staff did not feel that any of the applicants from the first round of interviews would be a good fit. The job was reposted and Staff is in the process of screening new candidates for consideration.

Wastewater Plants and Collection System

- *Plant Operations* – Staff burned and cleared weeds around the ponds at the Central Plant. Sludge removal from pond #1 at the Central Plant has been completed. Staff reinforced the temporary holding walls after a small breach occurred. A grinder pump was purchased for the sludge pit at the central plant until the replacement pumps are able to be procured. Staff received 2 new chemical pumps for caustic and hypochlorite replacements and are ordering 3 as back-ups for all chlorine, caustic, and bi-sulfite systems. Ammonia levels are fluctuating but are staying within permit compliance levels.
- *Corbett Glenn lift station* – Staff replaced cracked tubing, cleaned float, scheduling DES to come and clean all lift stations. Ordered a starter for Corbett Glenn back-up generator.
- *Sewer Collection* – Contracted work to address a sewer repair located in SH60 right of way near ditch crossing. Staff obtained a permit with CDOT and coordinated with the contractor to install the sewer repair, backfill, and pave by the end of the week. Staff also had to address a sewer backup at 112 N 1st. The line was jetted and cleared.

The Community That Cares

Johnstown.colorado.gov

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

CIP Projects

- *Central Sewer Expansion Phase 1* – Staff held a pre-construction meeting with the contractor and went over critical schedule items. Contractor has started construction and is working through submittals and product procurement.
- *CDOT SH60 Water Line Project* – Public Works located a manhole to the project design near the Gateway Subdivision. Staff is advertising the project to bid now and will provide a recommendation to Council for an award on May 17.
- *GAC Project* – Staff is in the process of procuring materials and calling in locates to prep the site to pour concrete slabs for each of GAC units.
- *Road Maintenance Program* – Staff has identified streets for rehabilitation in FY2021 and are in the process of putting quantities together to obtaining quotes for treatment and concrete work.
- *Charlotte Street Project* – Staff held a kick off meeting for the project and discussed potential design alternatives. First project milestone is to coordinate public outreach to review design concepts.
- *Old Town Drainage Project* – The project manual has been completed and the advertisement for bid is expected within the next 2 weeks once construction drawings and technical specifications have been updated.
- *South Water Tank* – Staff is in the process of obtaining critical path documents from the contractor and is working toward a notice to proceed date and pre-construction meeting to start construction in the month of May.