



Town of Johnstown

MEMORANDUM

TO: Honorable Mayor and Town Council Members

FROM: Matt LeCerf, Town Manager

DATE: April 19, 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):

- 05/03/2021 – Regular Town Council Meeting
 - 05/17/2021 – Regular Town Council Meeting
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Administration, Finance, & Planning

- *Johnstown in the News* – The Town's Johnstown Cash Program was picked up by many of our local stations (print & online media, TV, and radio) who took the time to highlight the great idea connecting residents to local businesses in an effort to support local businesses and our community. Some notable pick-ups were: [Denver 7 5pm News](#), [BizWest](#), [The Greeley Tribune](#), the [Reporter Herald](#) and our local [Johnstown Breeze](#). The Office of Communications plans to continue encouraging residents to use their Johnstown Cash as well as put out updates of the success of the program.
- *Johnstown Lowdown Monthly Newsletter Changes* – Residents can expect a longer and more informative monthly newsletter starting in May. Rather than a (printed) one-page double-sided newsletter, residents will be receiving an 8.5 x 11 inch booklet with four pages. This intent of this change is to provide more clarity, information, and resources to our residents about Town activities, business, events, and community opportunities. The newsletter will continue to also be emailed to those on the email subscription list. Newsletters from the past year can be found at johnstown.colorado.gov/newsletters

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- *Johnstown Cash Program* – As of April 8, 48 businesses have signed up for the Johnstown Cash Program and have redeemed over \$4,400 in certificates. Businesses will begin to be reimbursed starting next week via check.
- *Revitalize Main Street Grant Program* – Staff is currently looking into the CDOT: Revitalize Main Street grant program and areas where grant funds could be utilized within the downtown corridor. Staff will meet with the JDDA to discuss concepts and ideas at their next scheduled meeting on April 13.
- *CRM Program* – Staff will be implementing a CRM program starting in May to begin managing business retention and expansion efforts (BR&E) and creating a database of businesses within the community.
- *Municipal Court* – The Court Clerk processed 151 summonses in the month of March.
- *Development Review* – Staff continues to host bi-weekly Johnstown Review Committee meetings to work with prospective developers – those meetings are attended by Planning, Town Engineer, Public Works and our Fire Districts. The Town continues to see an increase in development projects, with a recent peak of 17 projects in the active “review queue” at one time; we are all working diligently to keep all our projects moving forward in our processes and towards final agreements and hearings.
- *Façade Grant* – Coordination of the façade grant program is being shifted from Planning & Development to our Economic Development Manager, to maintain contact continuity for our downtown businesses. Planning & Development will still be actively involved in the review process and permit reviews.
- *Highway 60 Signalization Warrants* – Staff connected with CDOT regarding the evaluation of warrants for a signal intersection at Carlson and Highway 60. CDOT currently does not have funding remaining in their fiscal year that provides for these warrant studies – State fiscal year is July 1. Staff was advised to contact CDOT in June to attempt to schedule the warrant study at the start of the new fiscal year.
- *Community Project Funding* – The Town submitted two Community Project Funding Requests to our Federal Legislative Membership. The projects requesting funding were for a \$12,500,000 allocation for the expansion of our Low Point WWTP and a \$10,000,000 request for assistance with our water trunk line project associated with the Water Tower Project on the south side of Town. The funding if approved would be for the Federal FY 2022 which begins July 1. Funds would need to be expended by the end of the FY 2022 fiscal year.

Police Department

- *Arrest Control* – The entire department received a refresher course on arrest control. This course concentrated on handcuffing, weapon retention, and weapon takeaways.

Public Works Department

Streets, Stormwater, & Parks

- *Grading* – Grading on County Road 3 was completed from Highway 34 to Ronald Reagan Blvd. Crews also added 35 tons of road base. County Roads 42, 44 and 46 were also bladed twice each for a total of 6 miles.

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- *Patching* – 2,250 lbs. of cold patch have been used patching potholes around Town.
- *Snow* – Final cleanup continues after the large March snowstorm. Crews repaired a damaged fence on County Road 15 and mailbox on Ronald Reagan. We had a lot of tree damage and debris at the Cemetery with crews cleaning the grounds and a tree company trimming the damaged trees. Street sweeping will remain a daily task for a few weeks to finish collecting the debris from the snow. Thompson River Ranch and Thompson Crossing were recently finished with the street sweeper operators making their way through every subdivision by end of May.
- *Clock* – The clock on Parish was repaired and is operating correctly.
- *County Road 3 Update* – CR 3 improvements required upon the developer continue to progress. The sewer bore was completed and the casing pipe and carrier pipe were installed. Crews have since been digging the bore pit for the water line and cleaning up around the banks of the box culvert. The Century Link line needed to be folded over to the west in order to have enough room for casing dig. Staff is still working with our engineer on the final alignment of the waterline to the south. Once a plan has been finalized, we will provide a copy to the interested adjacent landowner.
- *Parks* – Spring cleanup is underway in all parks. Aerating is scheduled to start by the end of April and irrigation will follow shortly after. Disinfecting of playground equipment continues 2-3 times a week. We expect to increase back to 5 days a week with warmer weather ahead.
- *Sewer* – We had a sewer line collapse on Hwy 60 just east of the Hillsborough Ditch two weeks ago. This is an old clay line that was installed without manholes. The intersection where the alley parallel to Denver and Hwy 60 line connect fully collapsed. We were able to do a temporary fix that night and we are working with CDOT to go back and install cleanouts on the line so maintenance can occur until we are able to replace the entire line in the future.
- *Interceptor Project* – A contract for phase 1 of the CMar project was signed and Connell Resources is starting to have materials delivered. Staff is currently reviewing all submittals. The project should begin by April 19.

Water & Wastewater Plants

- *Johnstown Reservoir* – Crews have begun working on the buttress at the Town reservoir with crews hauling and placing dirt around the area that will be repaired later this Fall. The buttress is needed to allow the reservoir to be filled to full capacity this Spring and Summer for water treatment needs. Work is scheduled to be done late October or early November.
- *Storage Tank Roof* – The roof replacement on the water storage tank is almost complete. Coating and painting will begin in 2-3 weeks.
- *Valve Repair* – Staff saved the Town approximately \$18,000 by repairing a gate valve located on the discharge side of the south storage tank. Crews were able to dismantle and repair the valve instead of replacing it.

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- *Water Treatment Plant* – The water treatment plant was operating again briefly for a couple days. Unfortunately, an issue with the chlorine pump resulted in the plant going back on the interconnect. Staff hopes to be fully operational again by April 20.
- *Interviews* – We have had three interviews for the open positions at the water/wastewater plants. We are hoping to make an offer within the next two weeks.
- *Central Plant* – Cleaning around the ponds at the Central Plant is underway. Crews were able to successfully burn the weeds surrounding the ponds. Sludge removal of Ponds 1 and 2 were completed. Ammonia levels continue to stay in compliance for the third month in a row.
- *Low Point* – Equipment has been ordered and Staff is working with Aqua Engineering on reviewing contractors to bring on board for the CMaR component of the project to assist with the construction design.

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