



# Town of Johnstown

## MEMORANDUM

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TO: Honorable Mayor and Town Council Members

FROM: Matt LeCerf, Town Manager

DATE: July 6, 2022

CC: Town Staff  
Local Media

SUBJECT: Town Manager's Report

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Upcoming Town 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):

- 07/14/2022 – Council Work Session (6 p.m.)
  - 07/18/2022 – Regular Council Meeting
  - 08/01/2022 – Regular Council Meeting
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### **Administration, Finance, Planning, & Human Resources**

- *Budgeting Software* – Training and implementation has started for the 2023 budget process with Cleargov.
- *Liquor Licensing* – Johnstown Liquors, Red Barn Liquors, North Star Liquors, Coral Bay Wine and Spirits, Los Dos Garcias Mexican Restaurant renewal applications have been submitted to the State for final approval.
  - The application to change the trade name for the Immortal Bar to Spirits Music Hall has been submitted to the State for final approval.
  - Red Barn Liquors and Coral Bay Wine and Spirits have applied for a Tastings Permit.

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- *Land Use Code* – Planning Staff is working with our consultants to finalize the overall framework and structure of the updated code and identify areas of existing code that require a more substantial rewrite. We will work to identify a date for a Council work session in late summer for additional feedback and discussions. We expect to begin a technical review of initial drafts of certain sections in early July.
- *Broadband Update* – The four communities of Berthoud, Johnstown, Mead, and Milliken continue to work on an agreement with Allo Communications for a franchise agreement that would enable for the establishment, construction, and installation of broadband into our community. We have engaged with legal counsel who specializes in utilities and has served us well in the discussions and facilitation. Our hope is the agreement is brought to Council for consideration in July or August.
- *Planning & Zoning Commission* – The next P&Z meeting is scheduled for July 13 and has an agenda that includes two master sign programs for PUDs, a Site Development Plan for a storage facility in Gateway subdivision, an ODP amendment, and a package of Annexation, Zoning, ODP, and USR for the SunCatcher project with the Pivot Energy solar farm.
- *Hiring* – We have recently onboarded a Water Treatment Plant Operator, Police Officer, Accounting Technician, and Parks Maintenance worker. We are looking forward to onboarding a new Town Clerk and Mechanic soon. We are still searching for a Project Manager, Water & Sewer System Operator, and Planner III. We will also be sponsoring 2-3 new Police Academy Cadets to attend the Aims POST academy starting this fall. Funding for these sponsorships is being provided by the Weld County Workforce Center.
- *FAMLI* – A meeting was held with Town employees to inform them about the upcoming state leave program and gather their feedback regarding the Town’s options moving forward.

## **Police Department**

### ***Training***

- *Serious Bodily Injury Child Abuse* – Both Detectives Garcia and Slocum attended a Serious Bodily Injury Child Abuse training with the Larimer County Department of Human Services.
- *Firearms Training* – All JPD Officers received their annual firearms training.
- *Defensive Tactics* – Officer Jaramillo completed Krav Maga defensive tactics instructor training. He will now be a part of or instructor cadre for defensive tactics.

### ***Community Policing, Outreach & Miscellaneous Items***

- *Shred Event* – The annual Shred Event was held in June and was a success for residents needing to dispose of sensitive material.
- *New Police Officer* – Officer Soricelli was sworn in as a new Johnstown Police Officer.

## **Public Works and Utilities**

### ***Streets***

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- *Parks* – Public Works staff closed the main slide at Parish Park due to the slide splitting, resulting in a laceration hazard to the public. Staff has been informed that, due to supply chain issues, the new slide will not be installed until spring of 2023. Parks crews mowed over 22 miles of Town right of way and prepared one funeral burial.
- *Streets* – Staff crack sealed over 16,000 feet of Town roadways. Crews also replaced over 20 old and faded street signs in the past two weeks.
- *Traffic Signal Grant* – Staff was successful in submitting \$250,000 grant from the Multimodal Transportation & Mitigation Options Fund for the Traffic signal at Carlson Blvd and SH 60. We are optimistic regarding its success for consideration and award. A decision we anticipate will be made in early July 2022.
- *HA5 Update* – The pavement preservation program HA5 treatment scheduled for July has been pushed back to August by the contractor. Staff met with impacted residents to discuss the project on June 30 via a virtual meeting and alerted them of the new timeline.
- *Inspections* – Crews inspected over 4,000 feet of new roadways by new development. They also inspected over 4,400 feet of new water mains and 550 feet of new storm drain lines.

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

- *Water Plant* – Staff is preparing for the replacement of the carbon in the GAC system which is expected to occur in mid-July. Flows have been averaging around 5 MGD over the past week.
- *Distribution System* – Staff has been inspecting and testing development infrastructure.

#### ***Wastewater Plants & System***

- *Collection System* – The new Johnstown Farm’s lift station is up and running. Over the next month, staff will be working with the contractor to complete a punch list of items to be addressed prior to the Town issuing substantial completion for the lift station.

#### ***Project Updates***

- *Raw Water Transmission* – The Town has posted a Request for Proposal (RFP) for the design, land acquisition, bidding and construction phase engineering and observation services for an approximately 11 mile, 24”- 48” diameter Raw Water Transmission Main to expand the Town’s current raw water supply to the Water Treatment Plant.
- *South Water Tank* – Contractor is continuing to work on welding the physical steel tank together on the ground to be lifted into place. Town Staff is coordinating the design of the tank logo with the Contractor and will provide the design to Council for feedback prior to the logos approval.
- *South Water Tank Distribution Pipeline* – Project pipe crews are focused on completing the sections of waterline between WCR40 and WCR42 on the west side of WCR17. Bore crews have wrapped up all the irrigation bores for the season and will be working on the Great Western Railroad bores required for the project.
- *Water Treatment Plant Expansion* – A pilot test for the design of ozone treatment systems and filters are currently underway. The pilot tests will be in place until mid-August. The Design Engineer has submitted 30% plans and met with operations to review. The Town and the Design Engineer are working through next steps to obtain a Construction Contractor and Owners Representative to assist in the design review.

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- *Central Interceptor Phase 1* – The new Johnstown Farms lift station is up and running and the old Johnstown Farm lift station has been decommissioned.
- *Central Interceptor Phase 2* – Contractor is dewatering the sewer alignment along WCR46. The boring crew has completed the sewer bore at the WCR17 crossing. The bore crew is expected to be back in mid-July to complete the bore under WCR 13. Work along WCR46 has begun and the contractor is staging alongside WCR 46. The contractor is also installing the Johnstown Farm Filing 3 connection to the new lift station.
- *North Interceptor* – The 100% design plans have been issued to the Contractor. The contractor is currently reviewing the plans and providing project submittals to the Town and the design engineer.
- *Low Point Sewer Expansion* – Earthwork construction is continuing and crew is wrapping up foundation work on new structure construction for MBR/SBR and EQ basins adjacent to headworks building. The contractor is also working on installing process piping. The Town received Process Design Report Approval and Site Location Approval from CDPHE.
- *Central Plant Design* – The Design Engineer submitted the Site Location Application for the project to the State (CDPHE) as well as the Utility Plan update for the project to the North Front Range Water Quality Planning Association (NFRWQPA) for review and approval. Staff met with NFRWQPA and the Design Engineer is working on addressing the comments which were minor. The early equipment procurement for the Grit System is expected to be presented to Council at the beginning of July.
- *Charlotte Street Project*- Charlotte Street was awarded \$700,000 from the Energy Impact Grant. The Project is currently out to bid with a closing date of July 27. Anticipated Council approval is August 15, pending timing of the State Contract for the Energy Impact Grant.
- *Old Town Drainage Project* – Fremont is open and Greeley will be open within the next week or two when concrete work is completed. A top lift will still be required towards the end of the project so it will close for one additional day later in July. Fremont improvements are 95% complete and the road is open. First street and Columbine Improvements are 96% complete and the roads are open (except first street and Estes where the contractor is staged). Work will now focus on Estes, pending Xcel completion that is scheduled for the week of June 26.

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