



Town of Johnstown

MEMORANDUM

TO: Honorable Mayor and Town Council Members

FROM: Matt LeCerf, Town Manager

DATE: March 7, 2022

CC: Town Staff
Local Media

SUBJECT: Town Manager's Report

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):

- 03/21/2022 – Regular Town Council Meeting
 - 04/04/2022 – Regular Town Council Meeting
 - 04/18/2022 – Regular Town Council Meeting
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Administration, Finance, Planning, & Human Resources

- *Planning & Zoning Commission* – Met and held hearings on February 9 on multiple projects. Commissioner Puccetti resigned, leaving two open seats. PZC will interview candidates at the March 9 meeting to recommend two applicants to Council to fill those vacancies. Upcoming meetings/hearings are scheduled for March 9 and March 23.
- *Hiring* – A Police PT Administrative Technician, Customer Service Technician at Town Hall, and a Public Works Streets Maintenance I worker started recently.
- *Bird Micromobility Program Update* – Staff from several Town Departments met with Bird's representative to discuss the fleet and mobility services in Johnstown. Staff has decided at this time to not move forward with the program and will reevaluate in the coming years.

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- *Business Regional Survey Update* – The Town of Johnstown continues to partner with its economic development regional partners and stakeholders to gather local business feedback and input on the effects of the COVID-19 pandemic and identify continued areas of support that are needed to ensure our business community continues to thrive. The survey link officially closed on February 28.
- *Business View Magazine* – The Mayor and Town Manager were interviewed as part of a feature that will focus on the growth and development that the Town has been experiencing. The publication is tentatively set to be published in April, by Business View Magazine and will be circulated to C-level executives and firms throughout North America.
- *JDDA Executive Board Update* – The Town of Johnstown was able to secure a permanent seat on the JDDA Executive Board to ensure a continued partnership between the DDA and Town. The Economic Development Manager will serve as the representative of the Town on the JDDA board and will provide updates to the Town Manager.
- *Biz Walk* – The Town Manager and Economic Development Manager met with Ace Hardware and Northern Colorado Real Estate as part of February’s Biz Walk. Biz Walk’s are scheduled monthly with existing brick and mortar businesses in Johnstown.
- *Broadband* – The Town continues to move forward with the 4 communities collaboratively on the broadband initiative. We have engaged with a utility attorney to begin development of a franchise agreement that would be proposed to Allo Communications.
- *Charlotte Street DOLA Grant* – The Town submitted its application to DOLA for the Charlotte Street Grant. Award notifications are expected in June 2022 with a formal presentation to the selection committee sometime in May.
- *Leadership Northern Colorado* – The Town Manager participated in a City/Town Manager speaking panel for Leadership Northern Colorado about Leadership and City Management.

Police Department

Training:

- *Intoxilyzer I-9000* – Officer Jaramillo received his Intoxilyzer I-9000 certificate through the Colorado Department of Public Health and Environment. He is now certified to run the I-9000, which is the Evidential Breath Alcohol Testing instrument used by law enforcement agencies in Colorado to determine whether a person was driving under the influence of alcohol.
- *Crisis Intervention Team* – Officer Kelley completed the Crisis Intervention Team (CIT) coaches’ course and he is now certified to serve as a CIT coach anywhere in Colorado. Topics of this training included adult learning theory, scenario training theory and operations, and coaching practice with professional actors.

Community Policing, Outreach & Miscellaneous Items:

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- *New Hire* – We are happy to bring Mark Cunningham on board as our part-time administrative technician for the North Sub Station. Mark brings years of law enforcement experience and will be a valuable member of the department.

Public Works and Utilities

Streets, Fleet & Parks

- *Staffing* – Public Works Staff conducted interviews for the 4 vacant street worker positions over the course of two days and extended one offer.
- *Traffic Concerns* – Staff met with the Gateway Development and the Weld County RE5J School District to discuss access and traffic concerns.
- *Northern Front Range Metropolitan Planning Organization (NFRMPO)* – Staff attended the Northern Front Range Metropolitan Planning Organization Transportation Advisory Committee meeting.
- *CDOT Meeting* – Staff met with CDOT to discuss I-25 improvement timing and the I-25 and Hwy 60 bridge aesthetic project.
- *Snow Event* – Street crews spent last week keeping the roads de-iced and storm drains clear.
- *Clean Up Day* – Crews are gearing up and planning for the spring-cleaning event to be held in April.
- *Preventative Maintenance* – Preventative Maintenance contracts are being developed for this year’s maintenance program. Contracts are also being developed for turf maintenance this year for our parks.

Water Plant & System

- *Water Plant*
 - Fixed valve that controls the flows of raw water into the plant
 - Next project is automating North Pressure Release Valve (PRV) and Hwy 34 Tank levels
 - The Pilot program will start the week of March 7 for pre-treatment. During this time the Water Treatment Plan will be taken offline
- *Distribution System*
 - Warmer temps allowed for Patching of SH60 after the February 1, water main break.
 - We experienced a water main break in the Mountain View Townhomes Development that was quickly corrected.

Wastewater Plants & System

- *Central*
 - Scheduled additional cleaning of chloring contact basin
 - Evaluating self-cleaning bar screen at influent
 - Evaluating adding water to sludge to allow for easy of conveyance to ponds
 - Quarterly samples submitted to the State
- *Low Point*
 - Operations battling cold temperatures

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- Operation of SBR is now pumped to north side to process sludge
- Installing lime injection at Low Point to help with alkalinity
- Evaluating headworks building HVAC & Insulation
- *Collection*
 - Clearview Lift Station required both pumps to be rebuilt.
 - Corbett Glen lift station calling out due to low temps

Project Updates

- *Johnstown Reservoir Dam Repair* – Dredging operations are continuing. Contractor is completing construction of the outlet tower structure on east end and will be backfilling and reconstructing the dam. Town is anticipating starting to fill the reservoir during the month of April and is in communication with the CDW to restocking the lake.
- *South Water Tank* – The foundation for the South Water Tank has been completed and the red and white derrick erected for the tank shaft construction. Contractor is starting the construction of the base of the tank shaft and will be continuing upward.
- *South Water Tank Distribution Pipeline* – Project work is focused on completing waterline through farming properties on the south end of the project and installing a Hillsborough Ditch and a Farmers Ditch crossing before irrigation season. Town reached out to DCP to coordinate schedules for waterline installation through DCP mitigation area on WCR13.
- *Water Treatment Plant Expansion* – The Water Treatment Plant Expansion Project is in the site design phase. The Design Engineer has scheduled a pilot program for March to test the pre-treatment option proposed for the treatment plant.
- *Central Interceptor Phase 1* – Trunkline installation is complete. Lift Station is waiting on electrical components due to supply chain delays. New Lift Station start-up and old lift station decommissioning has been delayed until firm shipping date is received.
- *2nd Street Bridge* – Last week’s freezing temperatures had the project on hold. Work has recommenced this week.
- *Old Town Drainage* – Last week’s freezing temperatures had the project on hold. Work has recommenced.
- *Rolling Hills Playground* – The work is being scheduled for late April when temperatures are more conducive to installation of the pour-in-place material.
- *Charlotte Street* – The last neighborhood meeting is scheduled for March 1. A Council presentation on the project is scheduled for March 21.