



Town of Johnstown

MEMORANDUM

TO: Honorable Mayor and Town Council Members

FROM: Matt LeCerf, Town Manager

DATE: May 16, 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):

- 06/06/2022 – Regular Town Council Meeting
 - 06/20/2022 – Regular Town Council Meeting
 - 06/27/2022 – Work Session – 6 p.m.
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Administration, Finance, Planning, & Human Resources

- *2021 Audit* – Fieldwork on the 2021 audit is complete. Staff will continue to work with the auditors for the next several weeks as they review the Town's data. We anticipate that the audit will be completed and presented to Council in July.
- *Budgeting Software* – The data for the Town's capital improvement plan is in the process of being configured. Training for department heads is expected to begin at the end of the month.
- *Liquor Licensing* – The renewal application for Cheba Hut has been submitted to the State for final approval.
- *Downtown Johnstown Branding & Wayfinding Project Update* – Council awarded Michael Baker International (MBI) the RFP for the branding and wayfinding project. Staff will begin working with MBI to begin the project and plans to launch a kick off

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meeting with several stakeholders in the coming months including Council, tentatively on June 27.

- *Business of the Month* – The May Business of the Month is Wing Shack. They were officially recognized during the Council meeting on May 2. Their business will be highlighted throughout the month on our social media pages and next month's newsletter.
- *Biz Walk* – The Town Manager and Economic Development Manager held their monthly business walk on April 28 and met with Fitness Avenue. Biz Walks are scheduled monthly.
- *ICSC, Retail Conference* – Staff and several Councilmembers are preparing for a mission trip to attend the annual ICSC retail conference end of May. The mission trip will focus on attracting targeted retailers to Johnstown to continue to diversify the retail experiences and services for Johnstown residents.
- *Water Rentals* – All 4.5 shares of the Town's Hillsborough Ditch Company water and 100 unchanged shares of the Town's Home Supply Ditch Company water have been rented for the 2022 water season.
- *Allo Fiber Discussions* – Fiber deployment discussions by Allo continue to proceed. While we had hoped to have a solution to present to Council in May, the discussions have taken longer than planned and we are hopeful a completed document will be presented not later than July.
- *Milliken & Johnstown Water Discussions* – Milliken and Johnstown met to discuss water partnerships and solutions that ensure ample supply, affordable costs, and reliable delivery. While very high level, the meeting was positive and meaningful. They are expected to continue.

Police Department

Training:

- *Firearms Qualifications* – All officers completed the first quarter qualification and firearms training.
- *Handgun Instructor* – Officer Olds was certified as a handgun instructor through a 40-hour course.
- *Drivers Instructor* – Officer Cygan completed her Drivers' Instructor/ Defensive Driving training and has been certified as an instructor in the State of Colorado after taking this 40-hour course.

Community Policing, Outreach & Miscellaneous Items:

- *New Officer* – Officer Beckman started with JPD on April 26, 2022. Officer Beckman came to us from the Milliken Police department.

Public Works and Utilities

Streets and Parks

- Streets crews are focused on filling potholes this week and will begin to focus on storm drain system inspections and cleanouts in the coming weeks.
- Parks crews continue to work on overseeding in areas and getting the parks in shape for the summer.

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- A new concrete drainage pan is being scheduled for Aragon Park to assist with proper drainage flow.
- A Cemetery survey is currently on-going. The survey will include replacement of lost marker pins. Marker pins are necessary for proper layout of sites.
- Town staff is working with Connell Construction for the repair to the bridge on 46 ½. The Town received a letter back in April notifying the Town of a needed deck repair. Staff is estimated a contract for the repair to go to council in June with the necessary budget amendment included.
- The Town is scheduled to give a presentation on May 26 for the Energy Impact Grant related to the Charlotte Street project. The grant is very competitive this year and the Town is seeking \$750,000 (max grant amount) for the project.
- Public Works staff attended Temporary Traffic Control training the first week of May. The Town now has 11 staff certified on temporary traffic control. This training increases the safety of our workers and motorists while staff are working on our roadways.
- Public Works staff held the kick-off meeting on May 17 to update the Town's Street and Drainage design standards. The standards were last updated in 2004. The new design standards will bring our standards up-to-date with modern profiles and practices.

Water Plant & System

- *Water Plant*
 - Plant is seeing increased water flows due to the increased temperatures as residents start utilizing irrigation systems. Peak Flows are currently in the 5-6 MGD range.
 - Granular Activated Carbon (GAC) was delivered to address the seasonal Taste and Odor issues. Operations staff had to flush the system continually due to the high pH coming off the GAC. The system was brought online the first week in May.
 - Town Lake is full and staff had to start utilizing the pump station over the weekend to keep up with the increased flows.
 - The ultra-sonic buoy system to control algae growth in Johnstown Reservoir was brought online the first week in May.
- *Distribution System*
 - Repaired leak found on the east side of Town south of SH60 near the Thompson River Recreation ball fields. Leak was caused due to failing valve feeding the ball field irrigation system.
 - Fire Hydrant was damaged in Hays parking lot. The Fire Department and staff are evaluating safety measures to protect the hydrant and operators.

Wastewater Plants & System

- *Central*
 - Operations installed a basket strainer filter system after the mechanical treatment system to help manage the solids removals in the treated water.
 - Central has two mechanical treatment Dissolved Air Flotation (DAF) systems and Staff is evaluating if both can be utilized to meet increasing flows and loadings until the new plant is constructed.

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- *Low Point*
 - Overall operations are going well. As part of construction the propane tank behind the headworks building was removed.
- *Collection System*
 - Operations staff have been troubleshooting and repairing the pumps at the Corbett Glen Lift Station due to numerous after hours call outs.
 - New Lift Station Startup/training will begin the month of May that was installed as part of the Central Phase 1 Sewer Interceptor project.

Project Updates

- *Johnstown Reservoir Dam Repair* – The filling of the reservoir is complete and the Contractor has completed the toe drain installation at the base of the dam. Grading work around the dam is continuing to create a consistent elevation for the trail as well as add a surface wear course. The Town is work with the Colorado Department of Wildlife on the restocking plan and fishing guidelines to residents this year.
- *South Water Tank* – Contractor is continuing moving up with the striping, forming, and pouring of each level concrete for the water tower shaft and has completed all of the dome pours for the roof.
- *South Water Tank Distribution Pipeline* – Project pipe crews are focused on completing the sections of waterline between the irrigation and river bores along WCR13 and installing the waterline sections from the South Tank and Olsen Property on WCR15. Bore work has been completed on the 2nd Farmers Ditch crossing and the Little Thompson River crossing.
- *Water Treatment Plant Expansion* – The plant will be conducting a pilot test for the design of ozone and filter systems over the summer. The Town and the Design Engineer are working through next steps to obtain a Construction Contractor to start the equipment purchasing and work through areas in the design where there are potential constructability cost savings.
- *Central Interceptor Phase 1* –The new Lift Station start-up is scheduled for May with numerous trainings identified for Staff and the old lift station decommissioning is scheduled for June.
- *Central Interceptor Phase 2* – Contractor is installing manhole and main from the lift station heading south and are at the intersection of WCR17 and WCR46. Work will commence along CR46 once the sewer bore is completed under WCR17 now that the Hillsborough Ditch bore work is wrapped up.
- *North Interceptor* – The project design and construction team has finalized GMP costs for construction based on the 90% design and is presenting to Council for award in May. The team is working through a number of value engineering options through the alignment and design to bring down the overall cost of the GMP.
- *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 Town is working with Colorado Department of Public Health and Environment (CDPHE) on receiving necessary approvals for the Plant from the State.

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- *Central Plant Design* – The Design Engineer submitted the Site Location Application for the project to 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. The project team is presenting the equipment selections for the new facility to Council for award at the end of May.
- *Old Town Drainage* – Xcel gas is on-site and relocating the gas line along Estes. Crews are currently working on Greeley. The Town’s Public Works Director has been working with the contractor and the design team to lessen the impacts of the project related to residents in the area.
- *Charlotte Street Project* – The project design is completed and the project will bid in May. The Town’s Public Works Director has directed the design team to develop an impact map for properties along Charlotte Street. The Town and the design team will be meeting with residents directly, one on one, to go over the details of the plans as it pertains to their individual properties.
- *Cemetery Irrigation Design* – This design project kicked off in late April. The intent of the project is to design and construct new irrigation plan for the cemetery. The current system is old and does not provide enough coverage to irrigate the entire area. Some areas are bare for lack of water.
- *Pavement Maintenance* – The HA5 (road sealant and rejuvenator) for Thompson River Ranch is currently being scheduled for July. More details and specific timing forthcoming.
- *Little Thompson Trail* – CDOT has tentatively approved the environmental clearance and the project will kick-off again in May to begin completing the design of the project.

Active Development

- *Active Developments:* The Ridge A & B, TRR LCR3, TRR 12, Johnstown Village (Mallard Ridge) Filing 1 Phase 3, Revere, Mountain View Townhomes, 2534 Site Plans, Crowne Apartments, Johnstown Village Tracts M&N, Johnstown Farms Filing 3 WCR 46.5
- *Construction Acceptance:* Johnstown Village Filing 1 Phase 3A, Mountain View Townhomes
- *Final Acceptance:* TRR 10
- *Early Building Permit Requests:* TRR 12, Johnstown Village Filing 1 Phase 2 and Phase 3A

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