



Town of Johnstown

MEMORANDUM

TO: Honorable Mayor and Town Council Members

FROM: Matt LeCerf, Town Manager

DATE: July 18, 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):

- 08/01/2022 – Regular Council Meeting
- 08/15/2022 – Regular Council Meeting

Administration, Finance, Planning, & Human Resources

- *American Recovery Plan* – The Town has received the second tranche of ARPA funds from the Department of Local Affairs.
- *Financial Statements* – The 2021 audit and June 2022 financials were completed at the same time. Updated fund balances will be reflected in the July 2022 financial statements.
- *Court Summonses* – The Johnstown Municipal Court processed 116 summonses in the Month of June.
- *Hiring* – We have recently onboarded our new Accounting Technician, Town Clerk, Mechanic, and Project Manager. We are looking forward to onboarding a new Water & Sewer System Operator soon. We are still searching for a Planner III.
- *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. All of the employees who attended stated they want the Town to opt out of the program. We also held an electronic survey to gather feedback from employees. 90% of those that responded have no preference or want the Town to opt out of the program.

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- *CIRSA Audit* – We passed our annual CIRSA property survey and safety audit with a score of 97 and very minimal findings.
- *Larimer/Weld County Manager Meeting* – Johnstown hosted the Larimer/Weld County Manager Meeting in July. This is a quarterly meeting of area City/Town/County Management teams to network and learn about a specific topic. The topic this session was about NOCO REDI which the report was provided to Council about a month ago.
- *Denver Post Interview* – The Mayor and Town Staff met with the Denver Post about economic development in the Town of Johnstown and how the proactive nature of the organization is causing a positive momentum in the community.

Police Department

Training

- *NASRO Conference* – Officer Kelley attended the NASRO Conference, a national conference for School Resource Officers.
- *Less Lethal Training* – All Officers participated in Less Lethal training and recertification. This includes the disciplines of OC Spray, Taser and Less Lethal Shotgun.
- *Terrorism Liaison Officer* – Sergeant Perry attended Terrorism Liaison Officer (TLO) for coordination between other agencies in our area.

Community Policing, Outreach & Miscellaneous Items

- *Operation Chill* – During the 4th of July, extra patrol officers distributed 7-11 Operation Chill tickets to kids who were shooting off Colorado legal fireworks.

Public Works and Utilities

Streets

- *Multimodal Transportation and Mitigation Options Fund (MMOF) Program* – The Town Public Works Director presented the SH 60 and Carlson Blvd project to the NFRMPO Planning Council as part of the grant process. Staff is seeking \$250,000 from the MMOF program.
- *Charlotte Street* – The Public Works Director met with residents along Charlotte Street to go over project specifics related to their property.
- *Inspections* – Staff conducted over 30 water and sewer inspection for new development over the past two weeks.
- *Parks* – Staff placed over 80 yards of woodchips in playgrounds. Crews delivered 38 trash totes over the last two weeks, and prepared for two funerals.

Water Plant & System

- *Water Plant* – Replacement of the carbon for the GAC system will begin the week of July 11. The replacement of the carbon is anticipated to take approximately 6 weeks as each vessel will be completed individually.

Project Updates

- *Raw Water Transmission* – The Town received three bids for the 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. Town staff will be reviewing the bids over the coming weeks and hopes to make a recommendation to Council in August.

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- *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 which was presented to Council.
- *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 continue to work 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. The Town is anticipating 60% design drawings in September.
- *Central Interceptor Phase 1* – The old Johnstown Farms lift station building and equipment has been removed. Staff was able to repurpose the building and several pieces of equipment from the old lift station. The Town issued Substantial Completion on the project in June. The Johnstown Farm Filing 3 connection to the new lift station was completed the first week of July and the development can now utilize the new lift station.
- *Central Interceptor Phase 2* – Contractor is dewatering the sewer alignment along WCR 46. The bore crew is expected to be back in late-July to complete the bore under WCR 13. Work along WCR 46 has begun and the contractor is staging alongside WCR 46.
- *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 for review to be able to procure equipment.
- *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 design engineer submitted the self-certification to the state for approval in early July.
- *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. Staff is working on early procurement of the equipment that Council has approved to ensure that the project stays on schedule.
- *Charlotte Street Project* – Charlotte Street is currently out to bid and will close at the end of July. It is anticipated the project will be presented to Council in August following DOLA's grant award contract.
- *Old Town Drainage Project* – The contractor is completing all the concrete work on Greeley so the focus can be on Estes moving forward. Crews are scheduling the second lift of pavement for Greeley ahead of Estes Paving so Greeley can be fully opened with the exception of punch list items on adjacent private property.
- *SH 60 and Carlson Intersection Improvements* – Town staff met with CDOT to go over the project and to determine what requirements CDOT has for the project. Traffic analysis for the entire corridor is on-going.

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