



TOWN OF JOHNSTOWN

MEMORANDUM

TO: Honorable Mayor and Town Council Members

FROM: Matt LeCerf, Town Manager

DATE: June 1, 2020

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):

- 06/15/2020 – Regular Town Council Meeting
- 07/06/2020 – Regular Town Council Meeting
- 07/20/2020 – Regular Town Council Meeting

Administration, Finance, & Planning

- *Hwy 60 Bridge Design* – Staff continues to meet regularly with CDOT and BHA to coordinate the ultimate bridge design with the Town's planned aesthetic improvements as the bridge is rebuilt in conjunction with the current I-25 Northern Express Lane project.
- *Business Licensing Module* – Staff has ordered new business licensing software through Caselle. We will begin the integration into the new system over the next few months.
- *2021 Budget* – Worksheets are in the process of being prepared for the FY 2021 Budget process.
- *2019 Audit* – Audit is scheduled to begin June 15th.
- *CentralSquare* – Staff finalized all configuration workbooks for initial software build; CentralSquare intends to deliver testing software to the Town in late June. We will begin staff training at that time, and test the configuration prior to a Fall completion date.
- *Thompson River Ranch Update* – As of April 30, 2020, 79 (66%) of the 120 building permits that trigger the completion of High Plains Blvd / LCR 3, per current development agreements, have been issued. 127 (25%) permits have been issued towards the 500 Certificate of Occupancy trigger for the clubhouse and park area.
- *Weld Co Rezone Update* – The Weld Co. application to rezone property within Johnstown's GMA to "I-3" will be heard at county Planning Commission at 9 AM, June

The Community That Cares

16th; and BOCC, 10 AM, July 22nd. [Weld County E-Permit Center](#) has materials and referral comments available online for Case# COZ20-0004.

- *Comprehensive Plan* – Phase 1 of the planning effort is coming to a close. The Steering Committee met May 27th to review feedback received, and begin Phase 2 “Vision & Opportunities.” A remote Town Hall public meeting is planned for Wednesday, June 10th at 7 PM to present current information to the public, accept additional input, and kick-off Phase 2. We continue to update the [Comprehensive Plan](#) webpage, and reach out via social media.
- *Microgrant Program* – Currently 19 grant awards have been issued to local businesses in Johnstown. Another 6 are pending with additional information necessary and 1 application is currently under review for consideration. A total of \$164,223 has been awarded to date.
- *EAIF Grant* – The Town is preparing a grant through the DOLA Energy Impact Grant Program. The scope of the work is for the stormwater improvements in the downtown section of Johnstown west of Parish Avenue and south of the high school where we have experienced regular flooding. The deadline for the application is August 1.

Police Department

Training

- *Undercover Operations Training* – Officer Cygan completed an 8-hour basic undercover course online that focuses on planning and execution of undercover operations.

Community Policing, Outreach & Miscellaneous Items

- *Community Participation* – JPD has participated in numerous birthday parties and graduation party parades over the last couple of weeks. JPD also assisted Weld RE5J in the planning and participation of an elementary school graduation parade and the Roosevelt High School graduation parade.

Public Works Department

Streets, Stormwater, & Parks

- *Thanks to Crews and Staff* – May 18th was the start of Public Works Appreciation Week. I would like to send a personal Thank You to all Public Works staff and employees. I very much appreciate your efforts, especially during the COVID 19 pandemic! Our Country is blessed to have first responders like police, fire, EMS, doctors and nurses, grocery store workers and the sometimes-un-noticed public works employees who put their jobs first. Thanks for all that you do!
- *Cemetery* – Crews worked hard to prep the Cemetery for Memorial Day. The driveway was patched and all sites were sodded. Unfortunately, we also had two funerals to prepare for. Staff is still working on the review for the columbarium and hoping to have a request for Council by June 15.
- *Parks* – All parks have been opened and staff is continuing to disinfect equipment. Grass is green and growing and keeping crews busy.
- *Streets* – Grading of CR 3 has become a weekly event due to extra traffic from the closure of the East Frontage Road and WCR 17 and WCR 54 intersection. We will apply mag chloride to CR3 and 20C to help with dust control and prevent wash boarding and ruts.

- *Concrete* – We hired the same concrete company that completed the Hays Park Trail and Hwy 60 Curb and Gutter project to replace various handicap ramps in Town. This company will also install the new ramp for the crosswalk at Molinar and Parish leading to the YMCA. Once installed, we will be installing the pedestrian lighted crosswalk.
- *CR 50* – The CR50 project will start the week of June 8th. The Little Thompson Water District finished installing their water line and the two RCP crossings.
- *Town Reservoir* – Water is now running into the lake! We started receiving water on May 22nd. A new staff gauge was installed to help with visual reading. We are also reading lake depth via telemetry.

Water and Wastewater Plants

- *Central Plant WWTP* – The aeration project at the Central WWTP is almost complete. The manual bar screen should be installed within two weeks, completing the project.
- *Low Point Expansion* – Aqua Engineering started the assessment as required by CDPHE on May 19th. They will be submitting their report to the Town for our review and submittal to CDPHE by July 13th. They also reviewed possible needs for future expansion.
- *Water Plant* – The media project is complete. Glacier Construction and J&T Consultants did a great job designing and overseeing the project. Glacier Construction is installing a new Polymer Fill Line to help with the water treatment process. The two water storage tanks will have top tank vents installed by Glacier the week of June 8th as required by CDPHE.