



TOWN OF JOHNSTOWN

MEMORANDUM

TO: Honorable Mayor and Town Council Members

FROM: Matt LeCerf, Town Manager

DATE: June 15, 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
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Administration, Finance, & Planning

- *Liquor Licenses* – Johnstown Plaza Liquors, Red Barn Liquors, Candlelight Dinner Playhouse and Johnstown Liquors renewal applications have been submitted to the State for approval. Lazy Dog Tavern has been issued a Temporary Modification of Premises License. Bonefish Grill has submitted paperwork for a Temporary Modification of Premises License. Red Barn Liquors has been issued a Liquor Tastings Permit.
- *Municipal Court* – Municipal Court resumed court appearances on Monday, June 8, 2020. Two sessions were held, as the March, April and May court cases had to be continued due to the COVID-19 situation. Precautions were taken to maintain the safety of staff, municipal judge and prosecuting attorney.
- *2019 Audit* – The audit will commence on June 15 and auditors will be onsite Tuesday and Wednesday of that week.
- *HUTF Report* – The annual highway users tax report has been filed with the state and will be included in the audited financials when complete.
- *Comprehensive Plan* – Staff is working with Logan Simpson to wrap up Phase I, which included community engagement and stakeholder discussions (school districts, fire districts, neighboring towns and counties, HOAs, business owners), with a remote Town Hall meeting scheduled for Wednesday, June 17 at 7 PM. This Town Hall meeting will provide a synopsis of what we have heard thus far, provide another avenue to collect input, and kick off Phase 2 of the project. Phase 2 looks at Visioning and Opportunities.

The Community That Cares

The website will be updated as written summaries and drafts are forthcoming, as well as other changes to gather input.

- *Development Interest* – Staff continues to meet with and discuss a variety of projects – both pending and prospective – throughout town. We anticipate three annexation applications moving forward in the next few months, totally 546 acres; several residential subdivisions; as well as new interest in developing a range of multi-family and “carriage house”-type options. Individual site development continues in the 2534/Johnstown Plaza area.
- *Wireless Development* – Staff has worked with Tilson Tech on a new Master License Agreement, utilizing existing templates, to be able to use the Town’s rights-of-way for small cell wireless facilities. No specific locations have yet been applied for or identified. The MLA only licenses the *use* of the right-of-way.
- *CARES Act Funding* – The Town has participated in 5 calls regarding the CARES Act funding which is being distributed by the State through DOLA. Funding qualifications are extremely rigid and we are working with both County governments to negotiate agreements regarding the distribution of this funding. Agreements must be in place not later than July 7.

Police Department

Training

- *Buildings* – Lights in the Police Department parking lot were repaired by staff. Clear plastic sheeting was also installed at some of the work stations for staff to be protected from any possible COVID-19 issues.

Public Works Department

Streets, Stormwater, & Parks

- *Cemetery* – Crews are working hard with cutting and trimming at the cemetery. We have hired a surveyor to plot the Cemetery area where the columbarium is to be placed. The columbarium will be located on the SE corner of the Cemetery. Once completed, a pad will be poured to prepare for the placement of the columbarium. We will be bringing an award request to Council for the unit in July.
- *Parks* – Staff is continuing to disinfect playground equipment on a daily schedule, except on the weekends. 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. Mag chloride has been added to CR3 and 20C to help with dust control and prevent wash boarding and ruts. Staff also graded CR 44 and 46 twice in the last couple weeks.
- *Downtown* – Flowers were installed in the Downtown planters
- *Cross walk* – Staff has installed the new ramp for the crosswalk at Molinar and Parish Ave. leading to the YMCA. Pedestrian light should be installed by June 19. Another cross walk will be installed at Herrera in front of the Post Office for safer crossing from the East. Currently, we do not anticipate this being a lighted walk; just a signed walk with street markings.
- *CR 50* – The CR50 project has started. Connell resources began work on the June 8. Work is scheduled to be finished by early September.

- *Chapman Reservoir* – A new staff gauge was installed to help with visual reading. Mountain View Farms, Inc. and the Town have shared in the cost. This was a request from the Water Commissioner for our area.
- *Sewer lines* – Inspections of some sewer lines were done to survey the need for replacement. Approximately 1000 feet of video lines are under review. Cleaning of lines is also being done around Town. Staff is also getting quotes for some manhole rehabilitation work to be completed this year.
- *Water lines* – We have gone out to bid for the installation of a 12 inch waterline running 1700 linear feet south from the East Frontage Road and Ronald Reagan Blvd intersection. This project is part of an agreement between Johnstown, Little Thompson Water District, and CDOT. CDOT is funding this project and Little Thompson is making the Town whole with water shares. We will also be bidding out the replacement of the Columbine waterline between N. 2nd and Charlotte in the next two weeks.
- *Storm* – Design for the Old Town storm project is about 70% completed. This project will include multiple inlets and piping in and around Greeley, Fremont and Estes area. Along with inlets and piping, new roadway construction of certain areas will be added to control the surface runoff. We are hope to get a DOLA grant for some of the funding for this project. The grant application is due by August 1.

Water and Wastewater Plants

- *Central Plant WWTP* – The aeration project at the Central WWTP is finally complete. The manual bar screen was installed to finish the project. The new polymer skid installation has improved TSS. Installation of auto samplers are being done at both plants. Replacement of Pond #2 VFD has been completed.
- *Low Point Expansion* – Aqua Engineering continues to assess our plant as required by CDPHE. They are also working on the expansion design.
- *Water plant* – Tank vents were installed on the two 750,000-gallon tanks. These were the last items to be completed for the 2018 Sanitary survey that was conducted by CDPHE. Unfortunately, during installation of the vent on the south tank, it was discovered that the supports on the roof were decaying. We are looking to get some estimates to either repair or replace the roof in 2021. Two new polymer pumps were purchased and installed. Re-modified one of the two alum tanks at the plant to use for polymer storage. We are still waiting on the new solenoid valves that were damaged during the flood at the plant.