



Town of Johnstown

MEMORANDUM

TO: Honorable Mayor and Town Council Members

FROM: Matt LeCerf, Town Manager

DATE: September 9, 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):

- 09/14/2020 – Budget Work Session
 - 09/21/2020 – Regular Town Council Meeting
 - 09/28/2020 – Budget Work Session
 - 10/05/2020 – Regular Town Council Meeting
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Administration, Finance, & Planning

- *2020 Certification of Value* – Weld County has issued preliminary Certification of Valuation for 2020. The preliminary valuation is \$165,749,600, an increase of \$813,970. The preliminary abstract indicates that residential valuation increased by .94%, commercial increased 3.61%, oil and gas decreased 1.19%, industrial decreased 5.65%, and vacant land decreased 19.67%. Larimer County has not released any preliminary numbers as of yet. They are required to release the certification on or before October 13, 2020.
- *Trash Rates* – The trash rate increase will take place on the utility bills that are sent out at the end of this month. The new trash rates are \$11.81/month for 95-gallon poly carts and \$8.68/month (senior rate) for 64-gallon poly carts.
- *Municipal Court* – Court processed 107 tickets in the month of August.

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- *Liquor Licenses* – Bonefish Grill, 7-Eleven Store #34316A renewal licenses have been submitted to the State for approval.
- *Municipal Court Clerk New Hire* – Angela Wolnik was recently hired to fill the vacant Municipal Court Clerk position.
- *Comprehensive Plan Update* – Staff is working to schedule the final months to draft review and hearings, and Council work session possibly in October. We have received hundreds of individual comments, poll and questionnaire responses, and are using this information to build an initial draft of the plan and maps for Steering Committee review.
- *Planning & Zoning Commission and Board of Adjustment* – Hearings were held on August 26th for a proposed gas station at Hwy 60 & Parish Ave (variance and conditional use grant), as well as The Ridge at Johnstown, Filing 2 Final Subdivision and Final Development Plans. A variance was denied; the associated conditional use grant was tabled. The Ridge projects were recommended for approval to Town Council.
- *Development Review* – Interest remains strong in developing within the Town and GMA of Johnstown. Staff continues to work with developers and applicants on numerous proposed development projects, as well as meeting with prospective developers and users on property throughout Town.
- *Home Supply Share* – The Town closed on the single unchanged Home Supply Share discussed during the regular Council meeting of August 3, 2020. Funds were appropriated and approved in the FY 2020 budget for purchase of water shares.
- *Transportation Planning* – Weld County is in the process of completing their updated transportation plan. Town Staff met with them to ensure our visions were aligned and future planning on projects are coordinated accordingly.
- *Larimer Quarterly Meeting* – Representatives from Berthoud, Loveland, Johnstown, and Larimer County met in late August. Topics included Coordinated Planning Agreements, Solid Waste Planning, Master Planning of The Ranch, Behavioral Health Facility Construction, and COVID-19.

Police Department

Training

- *Narcotics training* – Officer Cygan attended the RMHIDTA basic Drug Investigators Course. She learned the basics of drug investigations and how to draft drug warrants.
- *Patrol Rifle training* – All officers from the department recertified on their rifles and conducted a tactical shoot, practicing exiting their vehicle with their rifles and completing a course of fire that required moving, shooting, and utilizing cover.
- *Leadership training* – Sgt. Dickerson completed the FBI LEEDA Executive Leadership Institute.
- *NIBERS Training* – Megan Moore completed eight hours of on-line NIBERS training. The course focuses primarily on NIBERS reporting requirements. Topics included: Recording and reporting crimes, Validating NIBERS stats, Arrests vs. clearances and learning about common reporting errors
- *Notary certification* – Megan Moore and Christy Adair became Notary's of the State after participating in the on-line training and passing the mandated test.

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Public Works Department

Streets, Stormwater, & Parks

- *Streets* – Street patching was completed in Pioneer Ridge to repair settlements in the roadways. Slurry Seal operations were finished in Carlson Farms and Thompson River Ranch. Approximately 50 tons of hot mix was used for both projects. New pavement markings were installed in those areas as well as Rolling Hills Pkwy and North 2nd Street.
- *Grading* – County Roads 42, 44 and 46 were graded 3 times for a total of 12 miles. County Road 3 was also graded. CDOT is almost finished paving the frontage road which should reduce traffic and the rapidly deteriorating condition to the roadway on CR 3.
- *Parks* – The playground at Parish Park was resurfaced with a pour-in-place rubber material. This surface eliminates the wood fiber chips, enhances the playground, and is ADA compliant. A new swing set was also installed at that location. We would like to apply the pour-in-place rubber material at all Town parks as financial conditions permit.
- *PRV's* – Staff have been recalibrating and adjusting all Town PRVs. Our contractor has been assisting with this project, which should help regulate pressure.

Water and Wastewater plants:

- *Water Plant* – Motor #2 was rebuilt and installed at the water plant. The two-ton hoist was sent in for calibration and returned safe to use. The chemical tubing on all pumps have been replaced. Staff have been working on the carbon feeder at Lone Tree Reservoir as the system is older and having troubles plugging – this is an item we are exploring for FY 2021.
- *Town Lake* – The Town Lake is currently being filled. Lone Tree Reservoir is very low so the Ditch Company started filling the Town Lake with CBT water.
- *Wastewater* – Maintenance of the MBBR discharge line to the DAF was completed. There was restriction in the line which may contributed to pond levels to increasing. The ponds are now stabilizing. McDonald Farms was recently hired to clean out the grease at the lift station and remove build up. This is typically completed twice a year.