



Town of Johnstown

MEMORANDUM

TO: Honorable Mayor and Town Council Members

FROM: Matt LeCerf, Town Manager

DATE: October 17, 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):

- 10/17/2022 – Regular Council Meeting
- 10/24/2022 – Work Session (6:00 p.m.)
- 11/07/2022 – Regular Council Meeting
- 11/21/2022 – Regular Council Meeting

Administration, Finance, Planning, & Human Resources

- *Business Licenses* – To date the Town Clerk's Office has renewed or issued a total of 516 business licenses and is currently finalizing updates to the application and process for end of the year renewal mailings.
- *Hiring* – We are currently searching for a Utility Operator, Customer Service Technician, Planner III, Backflow and Water Quality Specialist, and two Street Maintenance workers.
- *Planning & Zoning Commission* – A regular meeting of the PZC was held on October 12. Next regular meeting is scheduled for November 16.

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- *Northern Colorado Homebuilders Association* – Kim Meyer attended a tour and roundtable discussion on October 11 with several local homebuilders and building officials to discuss general matters and issues that affect their industry, and how the development community and local governments can work together to find solutions. A Johnstown-only discussion is tentatively planned for November to have a more in-depth discussion regarding code, standards, process and seek solutions.
- *Training* - Several Town Staff, including the planning staff, attended a CML webinar on Water Law 101, which is available [online](#).
- *Weld RE-5J Long Range Task Force* – Kim Meyer attended the October 11 kick-off meeting for the Long Range Task Force to review and revise planning efforts for future growth and long term needs of the District. Meetings are anticipated every 2-4 weeks, on an on-going basis.
- *Neighborhood Meeting* – Planning Staff hosted a small neighborhood meeting on October 13 for the proposed High Plains Estates Outline Development Plan (ODP), at the SE corner of High Plains Blvd and CR50/Veteran’s Parkway, to permit nearby neighbors to learn and inquire about this proposed ODP for a residential neighborhood.
- *I-25 & Highway 60 Interchange* – Aesthetic improvements at the I-25 and Highway 60 interchange continue to transform on a daily basis. It is estimated that about 80% - 90% of the improvements will be completed before the end of the calendar year. Also, the Divergent Diamond Interchange (DDI) was completed as promised and within the timeline proposed by CDOT. Currently the interchange is in a one lane configuration and will be open to two lanes after vehicles adjust to the orientation.
- *CML Legislative Policy Committee Meeting* – Town Staff attended the Colorado Municipal League (CML) Legislative Policy Committee Meeting. A report of the outcomes from this meeting will be shared once the recap is received from CML. Please let the Town Manager know if you may have any questions about the upcoming legislative session.
- *Community Tree Give Away* – The Town placed their order for the Trees Across Colorado program. The trees are expected to be delivered sometime in April 2023 and vouchers will be provided while they are available sometime in February or March. The order pending impact from the winter was for 132 trees to be provided to residents at no cost.

Police Department

Training

- *Arson Investigation* – Officer Grounds attended a fire investigation training put on by the Colorado Bureau of Investigation. Officer Grounds learned what to look for in arson type investigations.

Community Policing, Outreach & Miscellaneous Items:

- *Fall Fest* – Officer Rashid, Officer Beckman, Officer Flessner, and Officer Olds worked the Fall Fest event in the downtown area.

Public Works and Utilities

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- *Public Works Inspections (9/26/22 through 10/07/22):*
 - Staff inspected approximately 5,061 feet of new water line, 5,800 feet of new sewer line, 9,180 feet of subgrade, 13,223 feet of new pavement, and 8,100 feet of sidewalk.
- *Public Works Streets Operations (9/26/22 through 10/07/22):*
 - Staff continued to focus on cleaning out storm drains throughout Town
 - Installed new generator pad for Public Works Yard
 - Crews focused on cleaning out alley ways
 - Painted Town Downtown Parking Lot and library parking lot stripes
 - Replaced miscellaneous signage throughout Town
- *Fleet Operations*
 - Staff focused on Preventative Maintenance of vehicles and equipment
 - Completed brake replacement on two Police vehicles
 - Staff focused on data entry for new fleet tracking software
- *GIS/GPS: Gateway Development & Johnstown Corner Sewer Transmission*

GIS / GPS Report

10/11/2022

	Count From GPS Layers			Miles From Utility Databases			
	Last Report	This report	Delta	Last Report	This Report	Delta	
Utilities Dept.							
Water							
Water Valves	1,098	2,492	1,394	Water line entered (in miles):	22.23	31.87	9.65
Water Meters	340	816	476				
Water Vaults	13	23	10				
Fire Hydrants	222	436	214				
Misc Points	26	44	18				
Total	1,699	3,811	2,112				
Wastewater							
Manholes	204	618	414	Wastewater line entered (in miles):	7.75	17.59	9.84
Accessory Points	34	242	208				
Total	238	860	622				
Total Utilities Dept GPS Points:	1,937	4,671	2,734	Total Utilities Dept Lines Entered:	29.97	49.46	19.48
Public Works Dept.							
Stormwater							
Manholes	169	499	330	Stormwater line entered (in miles):	0	6.11	6.11
Inlets	97	270	173				
Pipe End Points	17	18	1				
Total Public Works GPS Points:	283	787	504	Total Public Works line entered (in miles):	0	6.11	6.11
Overall Points Collected:	2,220	5,458	3,238	Total Miles Entered in GIS:	29.97	55.57	25.59

- *Treatment*
 - October water plant flows
 - Avg: 3.021 MGD
 - High: 3.394 MGD
 - Low: 2.719 MGD
 - As part of recent water sampling, we are recording increased levels of GEOSMIN/MIB in Lonetree and Johnstown Reservoir
 - Low Point SBR basins are struggling to treat wastewater. Operators are evaluating solutions to increase air in the basins.

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- *Utilities Sewer Collection & Water Distribution*
 - Locates: 289 curb stops & 13,000 feet of water & sewer mains
 - Meters: Programmed & installed 14 meters; Adjusted/reprogrammed 3 MTUs
 - Lift Stations:
 - Cleaned Clearview pumps 3 times in past two weeks.
 - Reprogrammed new Lift Station to control flows to Central WWTP
 - Repaired 1 Fire Hydrant – replaced stem and bonnet.



- *Raw Water Transmission* – The project has been awarded to Civil Resources. Town Staff is working with Civil Resources to gather historic information on the Town’s Raw Water Systems.
- *South Water Tank* – Tank crews are beginning to mobilize equipment to raise the tank. The current plan is to raise the tank into place between October 12 and 14 depending on weather conditions. It will take approximately 6-8 hours to raise the tank. Once the tank is raised, crews will continue to construct the remainder of the tank.
- *South Water Tank Distribution Pipeline* – Mainline installation along WCR 17 have been completed. The contractor is now working on installing mainline along WCR 13. The contractor is working north to south between Hwy 60 and WCR 42 for the next several weeks.
- *Water Treatment Plant Expansion* – Town Staff, the design engineer and the owner’s rep are working together to select the criteria for the membranes. Once the criteria are set the Town will issue an RFP to solicit proposals for selecting the membranes. The membrane selection will allow the design to keep progressing forward. In addition, Town Staff is working on issuing an RFP to select a CMAR for design services.
- *Central Interceptor Phase 1* – The contractor is wrapping up some small items while collection and distribution staff is working with them to optimize the performance of the lift station.
- *Central Interceptor Phase 2* – Contractor is installing sewer main along WCR 46 between CR 15 and CR 13. The bore crew has completed the bore under CR 13 and will be mobilizing to complete the bore under the railroad tracks which is necessary to abandon the Clearview Lift Station.

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- *North Interceptor* –The contractor has begun preparing the site for the new lift station and providing project submittals to the Town and the design engineer for review to be able to procure equipment/materials. The Project Team is working with Weld County to obtain all necessary permits for the new lift station. The contractor is ordering long lead items to ensure that the project is completed on time. In addition, Town Staff is continuing to coordinate with property owners to acquire all necessary easements.
- *Low Point Sewer Expansion* – Masonry work continues for the new MBR building and the contractor is expected to complete the masonry on the MBR building in mid-October. Once the masons have finished, the contractor will start installing equipment in the building. The masons will move to the headworks building once the MBR building is complete. The contractor is continuing to install process piping and backfilling operations around the new buildings.
- *Central Plant Design* – The Design Engineer is working with CDPHE on the Site Location and Chemical Modification approvals. Town Staff continues to review the design and provide direction to the Design Engineer. The Town received a proposal for the CMAR design services and is currently reviewing the proposal to ensure that the contractor meets all the requirements of the RFP. Town Staff anticipates awarding the CMAR Design Services in October.
- *Old Town Drainage* – Punch-list items are completed. Project is in final close-out phase.
- *Charlotte Street Improvements* – The Kick-Off meeting was held and the contractor has ordered water and sewer piping. Contractor stated pipes are delayed due to low supply and project is scheduled to begin in late October. Xcel gas is completing plans for lowering of gas line and that work should begin in November.
- *County Road 17/Parish Ave Mill and Overlay* – The project is moving forward with great progress. The mill and overlay are complete from CR 42 to CR 46. Milling operations are scheduled to be complete south of 46 ½ to the Post Office the week of October 17. Operations will then move to the Johnstown Housing Authority.
- *Traffic Signal Design for Carlson Blvd and State Highway 60* – Design for the traffic signal is at 98% design level and comments from CDOT are being integrated into the plans. Staff still estimates putting the project out to bid later in October or the first of November. The Town is still waiting on the IGA from CDOT.
- *State Highway Feasibility Study* – The Town and consultant met to go over preliminary design options for SH 60 from 1-25 to County Road 19. The design options will be presented to the Council for feedback on October 24 during a work session.
- *Little Thompson River Trail*- Design for the trail is 95% complete and final approval from CDOT is eminent. Town Staff and the design firm are currently working on the Request for Proposal documents and working on a release date for the proposal, anticipated in November.
- *Chip seal* – Chip seal for portions of County Road 13 and County Road 15 are complete and signing and striping have been installed.

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