



TOWN OF JOHNSTOWN

MEMORANDUM

TO: Honorable Mayor and Town Council Members

FROM: Matt LeCerf, Town Manager

DATE: July 1, 2019

CC: Town Staff
Local Media

SUBJECT: Departmental 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):

- 07/01/2019 – Regular Town Council Meeting
 - 07/08/2019 – Work Session (Sewer)
 - 07/15/2019 – Regular Town Council Meeting
 - 07/22/2019 – Work Session (None Planned)
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Police Department

Training:

- *Lidar/Radar Training* – Officers Olds and Cygan received Lidar (Light Imaging Detection and Ranging) and radar speed certification training.
- *Executive training* – Chief Phillips attended the Colorado Association of Chiefs of Police annual conference. Topics covered were data challenges at the intersection of behavioral health and criminal justice, new generation policing: Hiring, Bias and Retention/Psychological fitness for duty, Cross cultural communication, and Current trends in emotional health of law enforcement and possible mitigation strategies.

Community Policing, Outreach & Miscellaneous Items:

- *Shred event* – JPD hosted the annual shred event on June 22. A total of 198 residents took advantage of this free event and discarded five (5) tons of paper to be recycled.

Administration, Finance, & Planning

- *WCR 50 and LCR 3 DOLA Presentation* – The Town Manager will travel to Rifle on July 16th for the presentation before the DOLA Advisory Committee to present the application for the WCR 50 and LCR 3 street improvement project. This grant if awarded could be

The Community That Cares

for as much as \$1 million and would provide necessary improvements to our traffic network.

- *Utility Accounts Updates* – Staff is working to update the utility accounts with current phone numbers and contact information so that we can implement a shut-off call program. The shut-off call program will assist us in helping our customers avoid the stress and inconvenience of having their water service discontinued for non-payment, while increasing efficiencies for the Town.
- *Fund Structure* – The funds and the chart of accounts for the 2020 Budget have been restructured and are in the process of being reviewed before they are entered and mapped in Caselle.
- *2018 Audit* – The 2018 Audit is in its final stages and the draft financials are being prepared and reviewed by the auditors. We do expect that we will meet the July 31st deadline for the State.
- *GIS Program* – A Contract for Professional Services was executed with InVision GIS, LLC, a Northern Colorado company, to kick off the development of the Town's GIS program. This beginning stage of the program should produce up-to-date base mapping such so that the Town can produce updated Town Limits, Zoning, and other maps. Over time other projects may be added to geo-link documents, locate and identify utilities and Town assets, and for planning and informational purposes.
- *Planning Staff* – Dependent upon approval of the proposed budget amendment, the Planning & Development Director has posted the position for a Planner I / II to join Town Staff and help meeting our community planning needs.
- *CML Conference* – Mayor Lebsack, Councilmember Tallent, and Matt attended the 2019 CML Conference. Good sessions and networking opportunities were the focus of this year's event that brings elected officials and municipal staff together to continue building great communities.

Public Works Department

Streets, Stormwater, & Parks

- *Play grounds* – The playground at the Town Lake, Hays Park, and Aragon had engineered wood fiber chips (ADA compliant) added to play ground for safety.
- *Signs* – Chevrons were installed on Parish between Aragon Park and the library showing road merge.
- *Overlay project* – Asphalt specialties has started the overlay project. Concrete work has been the focus right now. ADA ramps are being replaced. Milling is scheduled to start on June 26th.
- *Road grading* – 12 miles of road grading has been completed. This has become a weekly maintenance due to the increase in traffic and the wet weather.
- *Road survey* – Survey is underway. We are on schedule to get a report back in front of Town council by end of September.
- *Drainage* – All drainage structures were clean after storm. Looked at drainage issues at Fremont and Estes. Will be looking to improve drainage in the 2020 budget year.

Water & Wastewater

- *Water plant* - Plant has seen an increase in daily flows. We are not seeing peak demand yet, and we can thank Mother Nature for watering the grass for us. We are pulling water from both reservoirs. Crews are monitoring for the potential for the rise of Geosmin. This

is an organic compound with a distinct earthy flavor and aroma produced by certain bacteria Crew will be adding powdered activated carbon once detection has started. South fence is being installed at water plant. This will completely enclose the plant and help to keep out trespassers and vandals.

- *Plant improvements* – Staneck has completed the saturator and the removal of old piping. Fine tuning of actuators and small punch list is all that remains. Improvement should be at 100% by week of the July 1st. Final cost of this project went over by \$5,331.92 for the addition of surge protectors on the VFD's, but it was still within the budget as approved by the Council for the entire project.
- *Cemetery* – Crews have the cemetery looking great.
- *Central Wastewater Plant Items* – We are working on design phase of the aeration project at the central plant. This project was budgeted for 2019 to add aeration to the lagoons to help with mixing which provides added oxygen for suspended solids and ammonia removal.
 - Effluent sample pump at central plant has been repaired, crews can get on line monitors working which is required by the state.
- *Lowpoint* – Fan press is working well we are averaging about 20 tons per week of sludge removal as opposed to 320 tons of liquid per week going from one plant to another. Sludge hauling is being done by Veris Environmental.
- *Lift stations* – Quarterly maintenance of our lift stations has been completed. All grit and sediment has been removed.