



TOWN OF JOHNSTOWN

MEMORANDUM

TO: Honorable Mayor and Town Council Members

FROM: Matt LeCerf, Town Manager

DATE: July 15, 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):

- 07/15/2019 – Regular Town Council Meeting
 - 07/22/2019 – Work Session (None Planned)
 - 07/29/2019 – Work Session (None Planned)
 - 08/01/2019 – Regular Town Council Meeting
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Police Department

Training:

No training conducted during this report period.

Community Policing, Outreach & Miscellaneous Items:

- *Bike MS Colorado-* July 30th, We had three officers conduct traffic control at three different intersections for approximately 3,000 bicycles that came through Johnstown to raise money for Multiple sclerosis (MS).

Administration, Finance, & Planning

- *Fund Structure* – The new fund structure and chart of accounts review is complete. Work has begun with Caselle to get data entered and mapped so that use can begin on January 1, 2020.
- *2018 Audit* – The final audited financials are expected to be complete and will be distributed to the Council on or before the July 31, 2019 deadline. The Auditor will be present at the Council meeting on August 5th, to review the document with Council.
- *Special Event Permit (Beer Garden)* – Town Clerk issued the Special Event Permit to The Johnstown Milliken Chamber of Commerce for the upcoming Finally Friday Event scheduled for July 19, 2019 from 5:00 p.m. to 9:00 p.m.

The Community That Cares

- *Meeting/Work Session with Loveland* – The Johnstown and Loveland Manager’s met last week to discuss common objectives and interests between both parties. Tentatively we would like for both Council’s to meet during a work session and tentatively have identified September 30th as the preferred date. Please mark your calendars.
- *Thornton Water Project* – Johnstown Staff was represented at the discussions between Thornton Water and the Keto Property in Town related to the current condemnation action filed by Thornton Water against the Keto’s. The discussions went well and we hope in 2 weeks’ time they have agreed to a resolution on this matter. The Town was present due to the fact that the Keto property is in Johnstown and is currently under contract for development. Specifically our interest is related to how this condemnation action will impact the ability of the property to be developed.
- *Business Retention & Expansion (BR&E)* – Staff met with a representative from the Larimer County Economic Development Department to discuss their collaborative BR & E program that consists of all of the municipalities in Larimer County and may include those in Weld County as well. Staff has been provided with the information and code of ethics applicable to this group and are evaluating the value and merits to joining this group which may be presented to Council for consideration at a future meeting.

Public Works Department

Streets, Stormwater, & Parks

- *Parks* – Mowing is ongoing in all Town parks. Crews are adding mulch and playground chips as needed. Crews also are working on the fishing dock replacing the bad wood boards with Trex panels. Trex panels handle the weather better and should last longer and help prevent injury to visitors. Weeds were cut on the lake path and the open space area at the lake was cut again. Other open space areas cut were Carlson Farms and Clearview.
- *Streets* – Weed spraying on Town streets has had the second applications completed. An average of 12 miles of gravel roads are being graded weekly throughout the community.
- *Fleet* – Two police cruiser were serviced as well as the senior center bus.
- *Overlay project* – During milling operations crews found a few area that were very thin in asphalt. We met with Asphalt Specialties and discussed over excavation certain areas of the road way in order to place more asphalt to help build a stronger and longer lasting road. While this delays the project, this will ensure a better end product for the roadway including a longer service life. This is scheduled to be completed on July 11th and final asphalt lift to be placed on the 12th and 13th, weather permitting. The reconstruction of Hawthorne is scheduled to start shortly after the overlay work is completed.
- *Library* – Crusher fines were placed on the natural looking paths at the library and Xcel repaired the damaged Curb and Gutter on the north side of the building that they damaged.

Water & Wastewater

- *Water plant* - Plant has seen an increase in daily flows. The approximate average flow is 3.7 MGD this will surely increase if precipitation slows. The fence around the perimeter of the water plant has been fully enclosed and is more secure from trespassers.
- *Plant improvements* – Staneck has completed the saturator and the removal of old piping. Fine tuning of equipment is still underway for everything to be connected to the SCADA

system that monitors the plant's operations. This work is being completed by the Browns Hill Company a new vendor we are using for our telemetry.

- *Wastewater Plant* – Both plants are running fairly well. We did have an issue with the transfer switch at the low point plant. The switch transfers power to the generator when power goes out and is supposed to switch back under normal conditions. The switch did not want to allow normal power to return. We have it on manual and monitor it regularly while we await a new switch to replace the old unit.
- *Lift stations* – Quarterly maintenance of our lift stations has been completed. All grit and sediment has been removed.
- *Cemetery* – Grounds are looking great. We have installed a 4-inch meter to help us monitor water use.