



450 S. Parish Avenue
Johnstown, CO 80534
970-587-4664
JohnstownCO.gov

Town Council Regular Meeting

450 S. Parish, Johnstown, CO
Monday, May 5, 2025 at 7:00 PM

Mission Statement: Enhancing the quality of life of our residents, businesses, and visitors through community focused leadership.

Agenda

Call to Order

Pledge of Allegiance

Roll Call

Agenda Approval

Special Presentations

1. New Employee Introductions
2. Business of the Month
3. Foster Care Month Proclamation
4. Mental Health Awareness Month Proclamation

Public Comment

Consent Agenda

5. List of Bills
6. April 14, 2025 Town Council Special Meeting Minutes
7. April 21, 2025 Town Council Meeting Minutes

Town Manager's Report

Old Business

New Business

Public Hearing

Informational Items

8. JDDA 2024 End of Year Report & Financial

9. Johnstown Historical Society Financials - 1st Quarter

Council Reports and Comments

Mayor's Comments

Adjournment

Americans with Disabilities Act Notice

In accordance with the Americans with Disabilities Act and other applicable laws, persons who need accommodation in order to attend or participate in this meeting should contact Town Hall at 970-587-4664 no later than 48 hours before the meeting in order to request such assistance. De conformidad con la Ley de Discapacitados Estadounidenses y otras leyes vigentes, los individuos que necesitan adaptaciones funcionales para asistir o participar en esta reunión deberán comunicarse con la Municipalidad marcando el 970 587- 4664 a lo más tardar 48 horas antes de dicha reunión para solicitarla.

THE COMMUNITY THAT CARES





PROCLAMATION

FOSTER CARE MONTH – MAY 2025

- WHEREAS,** every child deserves to feel safe, loved, and a sense of belonging; and
- WHEREAS,** foster parents open their hearts and homes to provide safety, consistency, and hope to children during uncertain times; and
- WHEREAS,** the Town of Johnstown is committed to strengthening families, supporting children, and promoting well-being through community partnerships and compassion; and
- WHEREAS,** fostering is not just about providing a place to stay—it’s about building relationships that heal and empower; and
- WHEREAS,** foster families, caseworkers, service providers, and community members all play vital roles in the foster care system; and
- WHEREAS,** we honor the resilience of children in care, the dedication of foster families, and the professionals who walk alongside them every day; and
- WHEREAS,** it takes a community to support foster families and create systems that ensure every child can thrive.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF JOHNSTOWN, COLORADO THAT:

I, Michael Duncan, Mayor of Johnstown, Colorado, do hereby proclaim May 2025 as Foster Care Month in Johnstown and encourage all citizens to recognize, support and uplift those involved in foster care – because every child deserves a family, a future, and a place to call home.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the Town of Johnstown to be affixed this 5th day of May, 2025.

By: _____
Michael P. Duncan, Mayor



PROCLAMATION

MENTAL HEALTH AWARENESS MONTH

- WHEREAS,** mental health is vital to the well-being of every person in our community, and mental illness can affect anyone, regardless of age, background, income, or where they live; and
- WHEREAS,** mental health challenges are common, impacting millions across the nation—including adults, young adults, and youth—with nearly half of all adolescents experiencing mental health struggles. Right here in Johnstown, many of our friends, family members, and neighbors have faced difficulties accessing the support they need; and
- WHEREAS,** barriers such as the cost of care, stigma, lack of local resources, transportation challenges, and insurance gaps continue to make it hard for some residents to find timely mental health and behavioral health services; and
- WHEREAS,** when people have access to affordable care, medication, treatment, peer support, and compassionate services, we build a stronger, healthier, and more connected Johnstown, helping individuals avoid crisis situations that too often lead to emergency rooms or involvement with the justice system; and
- WHEREAS,** the Town of Johnstown is committed to being a place where seeking help is encouraged, where no one feels alone in their struggles, and where everyone is supported in living a life of dignity, purpose, and joy; and
- WHEREAS,** while we celebrate progress in reducing rates of suicide and overdose in Northern Colorado, we are reminded that behind every statistic is a person—a neighbor, a loved one, a friend—and that every life matters deeply;

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF JOHNSTOWN, COLORADO THAT:

*We, the Mayor and Town Council of the Town of Johnstown, Colorado, do hereby proclaim May 2025 as **Mental Health Awareness Month**. We call on all residents to join together in breaking the stigma, opening conversations, and supporting mental wellness for everyone in our town.*

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the Town of Johnstown to be affixed this 5th day of May, 2025.

By: _____
Michael P. Duncan, Mayor

Town of Johnstown
List of Bills - March 18, 2025 - April 18, 2025

<u>Vendor</u>	<u>Description</u>	<u>Dept</u>	<u>Amount</u>
24/7 Networks LLC	Computer equipment	PW/UTIL	8,608.59
4990 Ronald Reagan LLC	Police substation lease	PD	1,519.75
A to Z Elevator Inspections Inc.	Elevator maintenance	PW	418.03
AC/DC Electric	Building maintenance	PW	2,733.70
Ace Hardware	Supplies	ALL	2,956.62
Action Signs & Banners LLC	Supplies	PW	502.18
Adamson Police Products	Uniforms	PD	37.74
AJ'S Backflow Testing LLC	Backflow testing	PW	450.00
All Copy Products, Inc	Copier supplies	PD	316.56
All Terrain Landscaping	Holiday light take down	PW	5,925.00
American Public Works Association	Dues	PW	1,229.00
Angel Armor	Uniforms	PD	5,104.61
Aqua Engineering	Central WWTP expansion	UTIL	24,510.54
Arapahoe Rental	Supplies	PW	59.82
Arvada Pump Company	Pump maintenance	UTIL	900.00
Autoplex Restyling Center	Truck upfits	PW/UTIL	12,124.97
Banner McKee Medical Center	Medical services	PD	700.00
Benesch	High Plains Blvd project	PW	104,580.47
BHA Design Incorporated	Downtown alley project	PW	752.50
Big Thompson & Platte River Ditch Co	Water assessment	UTIL	500.00
Bludot Technologies Inc.	CRM software	ADM	195.00
Browns Hill Engineering & Controls	SCADA	UTIL	8,808.96
Burns & McDonnell Engineering Co Inc.	Water treatment plant expansion	UTIL	132,143.24
Business Oriented Software Solutions	Locates software	UTIL	3,600.00
Card Services	Training/travel/supplies	ALL	14,372.08
CDW Government	Computer equipment	ADM	406.97
Cedar Supply	Fence supplies	PW	12,072.43
Central Weld County Water District	Interconnect	UTIL	703.20
CenturyLink	Phone/internet	PW/UTIL	1,619.90
Cintas	Mat supplies/service	PW	774.26
Cirsa	Insurance	ADM	980.00
CMC Tire	Vehicle maintenance	PW	332.12
Colorado Analytical Labs	Lab testing	UTIL	1,500.00
Colorado Department of Public Health	Colorado & Roosevelt roundabout	PW	175.00
Colorado Department of Transportation	I-25 project	PW	79,579.02
Community Center Refund	Community Center refunds	ADM	200.00
Connell Resources, Inc.	Downtown alley project	PW	65,089.10
Consolidated Home Supply Ditch	Water legal	UTIL	6,007.90
Core & Main	Supplies	UTIL	4,540.88
Costar Realty	Realty software	ADM	449.35
Coulson Excavating Co Inc	Asphalt supplies	PW	4,756.71
Coyote Ridge Construction	SH60 waterline project	PW	643,383.02
Cummins Sales and Service	Generator maintenance	PW/UTIL	9,360.62
Curtis Blue Line	Supplies	PD	1,820.00
D2C Architects	Development services/PD	ADM/PD	30,648.51
Daniel Long Chevrolet	2025 Chevy Colorado (2)	UTIL	75,000.00
DataShield Corporation	Shred services	ADM/PD	145.00

<u>Vendor</u>	<u>Description</u>	<u>Dept</u>	<u>Amount</u>
DBC Irrigation Supply	Irrigation supplies	PW	9,016.95
Denali Water Solutions LLC	Sludge removal	UTIL	4,830.58
Denver Industrial Sales & Services Co	Patching materials	PW	15,125.94
DES Pipeline Maintenance, LLC	Line cleaning/maintenance	UTIL	4,443.75
Diamond Wire Spring	Supplies	UTIL	264.50
Dietze and Davis P.C.	Legal services	ADM	112.50
Ditesco LLC	Little Thompson Trail project	PW	1,739.00
Douglas County Sheriff's Office	SOTAR software	PD	2,000.00
Earth Engineering Consultants, LLC	Little Thompson Trail project	PW	3,750.00
Employee Reimbursement	Supplies	ADM	135.92
Facility Maintenance By Design	Building maintenance	ADM	1,690.00
Felsburg Holt & Ullevig Inc	Billback - Engineering services	ADM	2,295.00
Felsburg Holt & Ullevig Inc	Engineering Services	ADM	297.50
Ferguson Waterworks	Water meters/supplies	UTIL	2,089.26
First Class Security Systems	Fire system monitoring	PW	297.60
First National Bank	Custodial services	ADM	799.09
First Responder Trauma Counselors	Peer support	PD	3,015.00
Frontier Fertilizer & Chemical	Chemicals	PW	1,313.00
Frontier Self Storage	Storage	PW	280.00
Galloway & Company, Inc.	Survey services	PW	800.00
Gerrard Family Limited Partnership	Reimbursement agreement	ADM	32.36
Glenn A. Jones Library	Monthly support	ADM	168,593.68
Grainger, Inc.	Supplies	UTIL	467.08
Graves Consulting	Compensation study	ADM	5,100.00
Greeley Lock and Key	Building maintenance	ADM/PW	605.40
Greeley Police Department	Victim advocate services	PD	11,220.00
Ground Engineering Consultants, Inc.	SH60 waterline project	UTIL	13,446.00
H.D. Fowler Company	Water meters	UTIL	89,425.63
Hach Company	Lab supplies	UTIL	1,738.63
Hays Market Inc	Supplies	PD/PW	275.40
Helton & Williamsen, P.C.	Billback - Legal services	ADM	750.00
Helton & Williamsen, P.C.	Water legal	UTIL	12,100.05
Heritage Landscape Supply Group	Supplies	UTIL	21.59
Hill & Robbins, PC	Billback - Legal services	ADM	275.00
Hill & Robbins, PC	Legal services	ADM	6,577.00
Hydrant Meter Deposit Refund	Hydrant meter deposit refunds	ADM	7,664.56
IMEG Corp	Billback -Engineering services	ADM	8,842.50
IMEG Corp	Engineering services	ADM	145.00
Infosend, Inc.	Newsletter/utility bill printing	ADM/UTIL	8,803.34
Inland Truck & Parts Service	Vehicle maintenance	PW	30.00
Insight North America LLC	Investment services	ADM	2,483.50
Interstate Battery of the Rockies	Supplies	PW	155.95
J&S Contractors Supply Co.	Supplies	PW	226.00
John Deere Financial	Supplies	PW	1,009.14
J-U-B Engineers, Inc.	Billback-Engineering services	ADM	328.30
J-U-B Engineers, Inc.	SH60 waterline	UTIL	35,724.21
Kelly Supply Co	Supplies	UTIL	123.63
Kimball Midwest	Supplies	PW /UTIL	4,551.55
Kinsco, LLC	Uniforms	PD	259.50

<u>Vendor</u>	<u>Description</u>	<u>Dept</u>	<u>Amount</u>
Kumar & Associates, Inc	Police department expansion	PD	280.00
L4 Construction	Little Thompson Trail project	PW	16,545.23
Language Line Services Inc.	Translation services	PD	137.99
Larimer County Sales Tax Administrator	Use Tax - Reimbursement	ADM	11,924.34
Law Office of Avi Rocklin LLC	Billback - Legal services	ADM	7,303.00
Law Office of Avi Rocklin LLC	Legal services	ADM	13,231.00
Liberty Firearms Institute	Training	PD	380.00
Life Stories Child & Family Advocacy	Quarterly fees	PD	188.00
Little Thompson Water District	Interconnect	UTIL	1,608.93
Loveland Barricade LLC	Supplies	PW	214.00
Loveland Ford-Lincoln	Vehicle maintenance	PD/UTIL	613.92
Lowe's	Supplies	PW	53.14
L-Tron Corporation	Equipment maintenance	PD	2,501.25
Mac Equipment, Inc	Equipment maintenance	PW	6,194.38
Marisa Kay Tolsma	Easement	UTIL	8,256.50
Mark Young Construction, LLC	PD expansion	PD	385,473.33
Matrix Design Group, Inc.	Maestes Street drainage project	PW	15,765.00
Medicine for Business and Industry	Lab testing	ADM	392.00
Michael Lazar	Municipal Court Judge	ADM	2,400.00
Mile High Elevator LLC	Elevator maintenance	PW	234.74
Mile High Shooting Accessories	Supplies	PD	4,845.00
Millerbernd Manufacturing Co LLC	SH60 & CO Blvd traffic lights	PW	100,006.00
Milliken Johnstown Electric	Building maintenance	UTIL	604.78
Moltz Construction Inc.	Central wastewater treatment plant	UTIL	3,304,420.25
Motorola Solutions, Inc.	Police equipment	PD	22,809.03
Mountain States Pipe & Supply	Water meters	PW	80,640.00
MWH Constructors	Water treatment plant expansion	UTIL	2,300,118.71
Nalco Company LLC	Chemicals - wastewater	UTIL	5,576.85
Napa Auto Parts, Inc	Supplies	ALL	2,509.38
NeoTreks, Inc	Plow Ops software	PW	9,538.00
North Front Range Water Quality	Dues	ADM	3,307.50
Northern Colorado Truck Driving Academy	Training	PW	2,900.00
Northern Filter Media Inc.	Treatment media	UTIL	9,656.25
Northwest Parkway	Travel	PD	15.15
Oakwood Homes	Permit refund	ADM	566.00
O'Brien's Lift Service, LLC	Equipment maintenance	PW	125.00
Otak	Little Thompson Trail bridge	PW	1,627.50
Parkland USA Corp	Fuel	ALL	15,614.37
Paul's Plumbing & Heating	Building maintenance	ADM	8,766.58
Pioneer Press of Greeley Inc	Printed supplies	PD	380.00
Pipestone Equipment an Impel Company	Supplies	UTIL	2,600.00
Pitney Bowes Bank Inc Purchase Power	Postage	ADM	751.80
Pitney Bowes Inc	Postage	ADM	236.85
Poudre Valley REA	Utilities	PW	24,958.33
PVS DX, INC	Chemicals - water treatment	UTIL	17,485.85
Quality of Life & Safety Designs LLC	Fire system monitoring	PW	50.00
Ram Waste Systems	Trash services	PW	74.36
Ramey Environmental Compliance Inc.	Equipment maintenance	UTIL	2,220.00
RCD Construction	Little Thompson Trail bridge	PW	31,873.55

<u>Vendor</u>	<u>Description</u>	<u>Dept</u>	<u>Amount</u>
Red Wing Business Advantage Acct	Uniforms	PW	466.98
Revelation Steel LLC	Supplies	PW	197.69
Ricoh USA	Supplies	ADM	500.49
Rise Broadband	Phone/internet	UTIL	112.67
Roosevelt High School	After Prom / Derby Day sponsor	ADM	550.00
SAFEBuilt LLC	Inspection services	ADM	60,000.00
Sam's Club MC/SYNCF	Supplies	ALL	462.88
Security Central, Inc	Fire system monitoring	PW	142.50
Sendas Communications LLC	Translation services	ADM	265.14
SiteOne Landscape Supply	Supplies	PW	88.00
Soul School, LLC	BBQ Days band	ADM	1,850.00
Southwest JCB Inc	Equipment - telehandler	PW	127,520.00
Striglos	Office software	ALL	223.00
Summit Compression LLC	Equipment maintenance	UTIL	1,859.58
Summit Data Protection LLC	IT back up	ADM	5,805.00
Sunbelt Rentals	Equipment rental	PW	885.27
TDS	Phone/internet	ALL	7,116.54
The Home Depot/GECF	Supplies	PW/UTIL	1,484.80
The Jamar Company	HVAC maintenance	PW	4,525.14
The Tree Guys LLC	Tree maintenance	PW	7,425.00
Tier One Networking, LLC	Computer equipment	PD/ADM	19,831.83
TimberLAN	IT services	ALL	7,216.00
T-Mobile	Phone/internet	PD	33.15
TopShelf Printers	Printed supplies	ADM	2,029.87
Town & Country Fence Co.	Fence supplies	PW	2,482.00
Town of Johnstown	Utilities	PW/UTIL	191.14
Treatment Technology Holding	Chemicals - water treatment	UTIL	13,850.30
TruGreen Chemlawn	Chemicals	PW	1,327.05
United Power, Inc	Utilities	PW	1,260.97
USA Bluebook	Lab supplies	PW	6,886.56
Utility Notification Center of Colorado	Locates	PW	2,350.88
Utility Refund	Utility refunds	ADM	12,588.61
Verizon Connect	Phone/internet	PW	478.50
Verizon Wireless	Phone/internet	ALL	10,048.37
Waste Connections of Colorado Inc.	Trash services	PW	95,906.56
Water Technology Group	Equipment maintenance	UTIL	5,424.76
Watts Hydraulics Acquisition Corp	Equipment maintenance	PW	255.00
Weld County Dept of Public Health	Lab services	UTIL	1,125.00
Wenk Associates, Inc	Park master plan project	PW	10,780.33
Western States Land Services LLC	Raw water line project	UTIL	3,253.26
Whiteside's Loveland	Uniforms	ADM	629.95
Wickham Tractor Company	Vehicle maintenance	PW	130.43
Xcel Energy	Utilities	ALL	71,381.73
YMCA of Northern Colorado	Monthly support	ADM	39,672.50
Yost Cleaning	Cleaning service	PW	6,663.65
			8,673,116.86



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TOWN COUNCIL SPECIAL MEETING
450 S. Parish, Johnstown, CO
Monday, April 14, 2025

MINUTES

CALL TO ORDER

At 8:00 Mayor Duncan called the meeting to order.

PLEDGE OF ALLEGIANCE

Mayor Duncan invited attendees to join in the Pledge of Allegiance.

ROLL CALL

Present:

Councilmember Menzies
Councilmember Morris
Councilmember Paranto
Mayor Duncan
Mayor Pro Tem Young
Councilmember Berg

Absent:

Councilmember Molinar

AGENDA APPROVAL

Mayor Duncan amended the agenda to add action following executive session after the executive session on the agenda.

Motion by Councilmember Berg and seconded by Councilmember Morris to approve the amended agenda.

Upon vote, the motion passed unanimously.

The Community that Cares

EXECUTIVE SESSION

Motion by Councilmember Paranto and seconded by Councilmember Morris to go into executive session to receive legal advice from the Town Attorney pursuant to C.R.S. Section 24-6-402(4)(b) regarding the Greeley 3 Mile Plan Amendment.

Upon vote, motion passed unanimously.

At 8:02 Mayor Duncan recessed the meeting to go into executive session.

At 8:31 Mayor Duncan reconvened the meeting.

ACTION AFTER EXECUTIVE SESSION:

Motion by Councilmember Paranto and seconded by Mayor Pro Tem Young to proceed with sending an incentive letter Hankins for consideration to annex into Johnstown.

Upon vote, motion passed unanimously.

COUNCIL REPORT AND COMMENTS:

There were no comments shared by Council.

MAYORS COMMENTS:

Mayor Duncan extended his support to staff and indicated he would be happy to attend a Greeley Council meeting. He also expressed his concerns about Greeley's amended 3 Mile Plan.

ADJOURNMENT

There being no further business for the Town Council, Mayor Duncan adjourned the meeting at 8:41 p.m.

Approved by Town Council:

Michael P. Duncan, Mayor

Attest:

Meghan C. Martinez, MMC, Town Clerk



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TOWN COUNCIL REGULAR MEETING
450 S. Parish, Johnstown, CO
Monday, April 21, 2025

MINUTES

CALL TO ORDER

At 7:00 Mayor Duncan called the meeting to order.

PLEDGE OF ALLEGIANCE

Mayor Duncan invited attendees to join in the Pledge of Allegiance.

ROLL CALL

Present:

Councilmember Menzies
Councilmember Morris
Councilmember Berg
Mayor Duncan
Mayor Pro Tem Young
Councilmember Molinar

Absent:

Councilmember Paranto

AGENDA APPROVAL

Councilmember Menzies requested water permits be added to New Business on the agenda.

Motion by Councilmember Menzies and seconded by Councilmember Morris to approve the amended agenda.

Upon vote, the motion passed unanimously.

SPECIAL PRESENTATIONS

The Community that Cares

Mayor Duncan opened the Night of Champions.

Proclamations were read honoring the Johnstown Poms Team and Chris LaLonde on their State Championship titles. A proclamation was also read honoring the Men's Wrestling Team for their 2nd Place Team Finish at the State Tournament.

PUBLIC COMMENT

An online comment from Tonya Anderson, 2107 Kiersi Court, regarding the Johnstown YMCA and inquiring about the Council process for approving an audit was read into the record by the Town Clerk.

CONSENT AGENDA

Motion by Councilmember Morris and seconded by Councilmember Molinar to approve the consent agenda which contained the following items:

- Ordinance 2025-270 Change of Zone for Zoning Case No. ZON24-0002 (West Ridge) Second Reading
- Resolution 2025-12 Amending the Fiscal Year 2024 Budget
- March 2025 Financial Statements
- April 7, 2025, Town Council Meeting Minutes

Upon vote, motion passed unanimously.

TOWN MANAGER REPORT

Town Manager Matt LeCerf provided a report.

NEW BUSINESS

Construction Inspection Contract Award Alfred Benesch & Company for Roosevelt Roundabout Project:
Senior Project Manager Brandon Torrez presented the proposed contract.

Motion by Councilmember Morris and seconded by Mayor Pro Tem Young to approve the Construction Inspection Contract for Roosevelt Roundabout Project as presented with Alfred Benesch & Company in a not to exceed amount of \$150,000 and authorize the Town Manager to execute the contract.

Upon vote, motion passed unanimously.

Hays Park Playground Contract Award: Deputy Public Works Director Mark Stanley presented the proposed award.

Motion by Councilmember Menzies and seconded by Councilmember Berg to approve awarding the contract, with option #2 for Hays Park, to Go Play Inc. as presented and authorize the Town Manager to sign the contract associated with this project.

Upon vote, motion passed unanimously.

Resolution 2025-13 Consideration of Centennial and Letford Park Master Plan: Planning and Development Director Jeremy Gleim presented. Ty Sturegon with Wenk and Associates presented the findings of the master planning process.

Motion by Mayor Pro Tem Young and seconded by Councilmember Morris to approve Resolution 2025-13 Approving the Centennial and Letford Park Master Plans.

Upon vote, motion passed unanimously.

Professional Services Agreement between the Town of Johnstown and SKM Engineering, LLC: Utilities Director Ellen Hilbig presented the proposed agreement.

Motion by Councilmember Berg and seconded by Councilmember Menzies to execute the Professional Services Agreement between the Town of Johnstown and SKM Engineering, LLC in an amount not to exceed \$470,097 and authorize the Town Manager to execute and approve the contingency.

Upon vote, motion passed unanimously.

Contract for Custodial and Janitorial Services: Deputy Public Works Director Mark Stanley presented the proposed contract.

Motion by Councilmember Berg and seconded by Mayor Pro Tem Young to approve awarding the contract to Mak Cleaning Services, LLC as presented and authorize the Town Manager to sign the Professional Services Agreement.

Upon vote, motion passed unanimously.

Financial Audit – YMCA: Town Manager Matt LeCerf presented the audit information.

Motion by Mayor Pro Tem Young and seconded by Councilmember Menzies to authorize the execution of the engagement letter as proposed by Eide Bailly and perform the forensic audit for the last three (3) fiscal years 2022-2024.

Upon vote, motion passed unanimously.

Watering Permits: Councilmember Menzies expressed concerns about water permits. There was much discussion as to the permits, how long the requirements have been in place for permits, and how to address moving forward.

Motion by Mayor Pro Tem Young and seconded by Councilmember Berg to pause the water permit fee for 2025.

Upon vote, motion passed unanimously.

COUNCIL REPORTS AND COMMENTS

Councilmember Molinar: He discussed the cemetery committee and how he feels we are moving forward in a good direction. Meghan brought a lot of good ideas. The community is really committed to the cemetery.

Councilmember Berg: The annual Memorial Day Ceremony will be Monday, May 26th at 11AM. There will be speakers and singers.

Councilmember Morris: She mentioned that many of the members of the Council sit on various community boards as a liaison on behalf of Council. She is excited to learn more about the YMCA and accepted a seat to sit on the Council. She would recommend that everyone take a tour of the YMCA.

Mayor Pro Tem Young: He provided an update on the library. The Board is moving forward with putting together an MOU.

MAYOR'S COMMENTS

Mayor Duncan: He thanked everyone for their continued engagement. In every vote, the Council puts the best interests of residents first. We will continue to work together for the community and show transparency in all we do.

Councilmember Menzies wished the Mayor a Happy Birthday and invited everyone to have a slice of cake, and the Council sang the Mayor Happy Birthday.

ADJOURNMENT

There being no further business for the Town Council, Mayor Duncan adjourned the meeting at 8:55 p.m.

Approved by Town Council:

Michael P. Duncan, Mayor

Attest:

Meghan C. Martinez, MMC, Town Clerk

Johnstown Downtown Development Association

Statement of Financial Position

As of December 31, 2024

	TOTAL	
	AS OF DEC 31, 2024	AS OF NOV 30, 2024 (PP)
ASSETS		
Current Assets		
Bank Accounts		
BBQ Days acct 8128	25,148.63	25,736.30
General Fund	14,634.23	19,417.96
Petty Cash	0.00	0.00
Total Bank Accounts	\$39,782.86	\$45,154.26
Accounts Receivable		
Accounts Receivable (A/R)	0.00	0.00
Total Accounts Receivable	\$0.00	\$0.00
Other Current Assets		
Undeposited Funds	0.00	0.00
Total Other Current Assets	\$0.00	\$0.00
Total Current Assets	\$39,782.86	\$45,154.26
Fixed Assets		
Furniture and Equipment	1,092.77	1,092.77
Total Fixed Assets	\$1,092.77	\$1,092.77
TOTAL ASSETS	\$40,875.63	\$46,247.03
LIABILITIES AND EQUITY		
Liabilities		
Current Liabilities		
Credit Cards		
FNBO CREDIT CARD 1366	1,251.60	352.11
Total Credit Cards	\$1,251.60	\$352.11
Other Current Liabilities		
BBQ Days holding account	10,375.88	10,963.55
Total Other Current Liabilities	\$10,375.88	\$10,963.55
Total Current Liabilities	\$11,627.48	\$11,315.66
Total Liabilities	\$11,627.48	\$11,315.66
Equity		
Retained Earnings	38,080.09	38,080.09
Net Revenue	-8,831.94	-3,148.72
Total Equity	\$29,248.15	\$34,931.37
TOTAL LIABILITIES AND EQUITY	\$40,875.63	\$46,247.03

Johnstown Downtown Development Association

Statement of Activity

January - December 2024

	TOTAL
Revenue	
Beer Garden Sales	2,187.95
Designated Contributions	14,798.17
Dues income	14,140.00
Event Income	25,166.21
Services	125.00
Unapplied Cash Payment Revenue	484.59
Uncategorized Income	356.54
Workshops	60.00
Total Revenue	\$57,318.46
GROSS PROFIT	\$57,318.46
Expenditures	
Advertising	347.98
Marketing	12,735.70
Printing	5,633.03
Website	364.14
Total Advertising	19,080.85
Bank Charges	1,008.98
Donations	5,340.08
Event Expenses	29,695.72
Food & Beverage	212.25
Insurance	
Property/Liability Insurance	4,841.00
Total Insurance	4,841.00
Interest Expense	40.75
Legal, Accounting and Professional	3,400.00
Licenses, Fees and Filing Fees	10.00
Office Supplies	296.59
Outreach Program Expenses	0.00
QuickBooks Payments Fees	38.63
Rent	660.00
Square Fees	48.79
Workshop Expenses	1,476.76
Total Expenditures	\$66,150.40
NET OPERATING REVENUE	\$ -8,831.94
NET REVENUE	\$ -8,831.94

2024 Annual Report for the Town of Johnstown

From the Johnstown Downtown Development Association

JDDA Financials

2024 Annual Financials – Attachments Included

Starting Balance:	\$ 19,417.96
Cash In:	\$ 3,452.62(1) Monthly Quarterly Treasurer's Report
Expenditures:	\$ 9,135.84 (2) Monthly Quarterly Treasurer's Report
Adjustments:	\$
Difference to Credit Card:	\$ 899.49
Ending Balance:	\$ 14,634.23

Strategic plan to revitalize the Town's historic downtown.

1. We are continuing to work with Sarah. Additionally, we are 100% supportive and behind the Downtown Master Plan.
2. Sharing photos of the downtown through Social Media platforms
3. Bringing in people to the downtown through our events
4. Partnered with Comcast to connect with local businesses.

Events

1. Previous Events including the Results/Outcome of the Event: These events continue to keep people engaged and emotionally invested in our town rather than traveling outside for the same services.
 - a. Cinco de Mayo, Fall Fest, Trick or Treat Street, Johnstown Jingle
2. Our partnership with the Town of Johnstown, Public Works and the Police Department is an integral part of all of our events!

Upcoming Events for 2025:

1. We have locked in the same 4 events as previous years.
 - a. Cinco De Mayo on May 3rd from 1-5pm
 - b. Fall Fest will be on September 13th from 1-5pm.
 - c. Trick or Treat Street will be on October 25th from 10am-1pm.
 - d. Johnstown Jingle will be on December 7th from 2-5pm.

Other than events, things we are doing to position downtown as the focal point of Johnstown:

1. Welcome Bags – This program is still very successful, and we are now delivering more than 60 welcome bags to new residents monthly. The RHS Interact Club works with us to help pack the bags and deliver them to the new residents.
2. We are continuing to gain membership and we are putting more efforts and energies towards networking events as well as workshops. Both are things that our members are wanting and asking for!
3. We have a Marketing firm that is working to promote all of our members, promote our events, create our downtown marketing for our events that align with the downtown brand!
4. Mountain Wave Marketing started helping us with coordinating our events, she lead the path for Johnstown Jingle.
5. Mountain Wave Marketing put on an amazing social media workshop that was free to all and provided invaluable information for our small businesses! From that event we gained new members and even new board members!
6. HRx did an amazing HR workshop to advise small businesses on new Colorado Laws.

Community Give Back/Involvement

1. It is important to us as a board that we support our community and especially our youth. We sponsor the Teen Impact Awards that Rotary hosts at the YMCA for scholarships for our local kids.

Social Media/Website

1. We continue to work with Tiffany from Mountain Wave Marketing and she is amazing and really has grown our social media presence significantly! Please see the included report.

JDDA Members

JDDA Members:

1. We currently have 57 members for 2024

Member Pricing:

1. \$125 Downtown Members – Brick and Mortar Businesses located in our JDDA Boundaries
2. \$250 Community Partners – Businesses outside the JDDA Boundaries with a vested interest in Downtown Johnstown
3. \$65 Non-Profit Members – Must submit a 501-C3

Member Benefits:

1. Business listing on our website VisitDowntownJohnstown.com
2. Opportunity to include information in the Community Welcome Bags
3. Social Media Networking and Marketing each month
4. Event Discounts for the JDDA Hosted Downtown Events and
5. Workshop Benefits
6. Group Marketing Opportunities
7. Sponsorship opportunities

JDDA Board Position:

1. We currently have no open board positions.
2. Board members
 - a. Amy Roe
 - b. Donna Derrera
 - c. Tami Kramer
 - d. Stephanie Podtburg
 - e. Austin Foss
 - f. Juntin Tuttle
 - g. Sarah Grosboll
 - h. Larry Williams
 - i. Tyler Smith
 - j. Sarah Crosthwaite (Town Liaison)

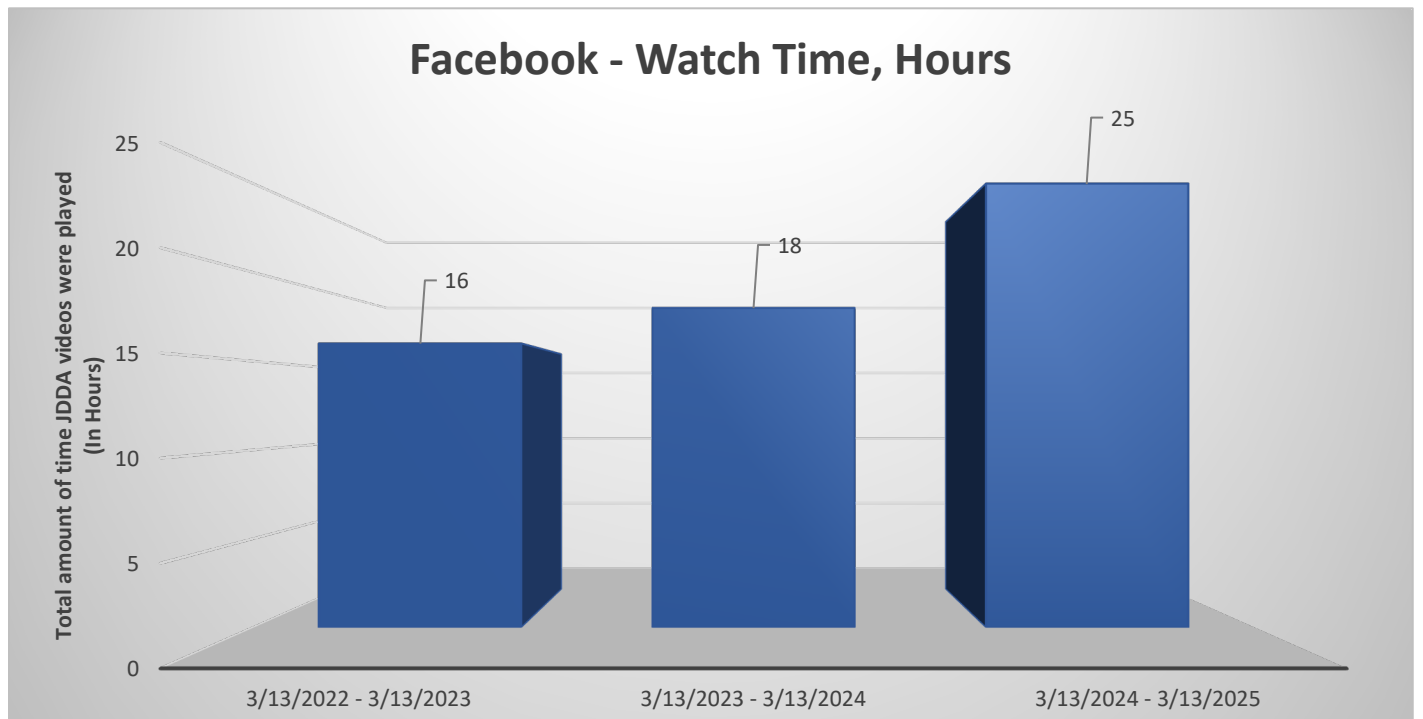
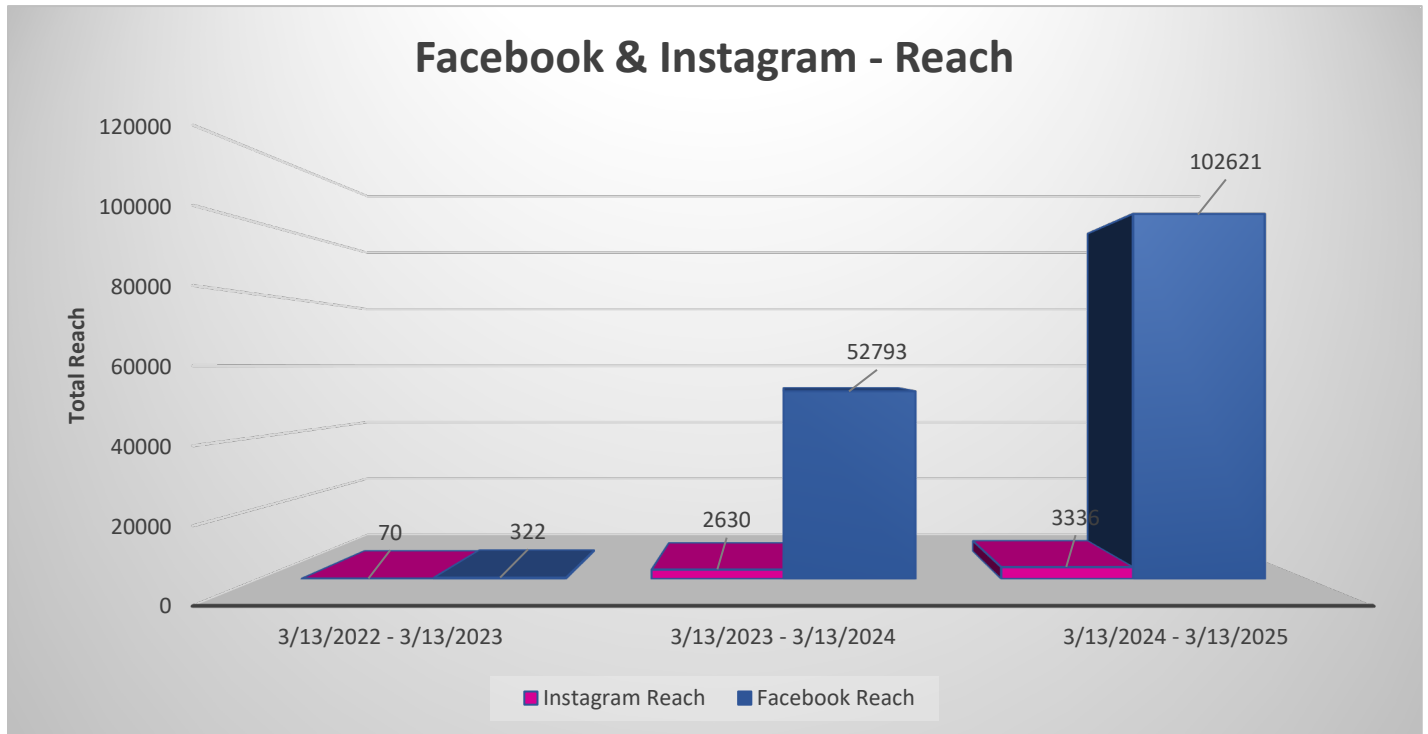
What the Members want from the JDDA

We sent out a survey to all of our members and to our downtown members to really understand what they want to receive from the organization. Based on the results the following are the most important things that our members want to see!

1. Events
2. Business After Hours
3. Town advocacy
4. Member Workshops

JDDA Social Media Recap

3/2022 – 3/2025



Johnstown Downtown Development
Association
39 S Parish Ave Unit 120
Johnstown, CO 80534 US
info@rockymtnaccounting.com



INVOICE

BILL TO
Town of Johnstown
Town of Johnstown
450 S Parish
Johnstown, CO 80534

INVOICE # 1689
DATE 06/25/2024
DUE DATE 06/25/2024
TERMS Due on receipt

ACTIVITY	QTY	RATE	AMOUNT
Grant Reimbursement for Expenses - republic services for Cinco	1	1,730.00	1,730.00
Grant Reimbursement for Expenses - Pioneer Press - Postcard Mailer	1	5,633.03	5,633.03
Grant Reimbursement for Expenses - DJ for Cinco	1	500.00	500.00
Grant Reimbursement for Expenses - insurance	1	3,653.00	3,653.00

BALANCE DUE **\$11,516.03**

Johnstown Downtown Development
Association
39 S Parish Ave Unit 120
Johnstown, CO 80534 US
info@rockymtnaccounting.com



INVOICE

BILL TO
Town of Johnstown
Town of Johnstown
450 S Parish
Johnstown, CO 80534

INVOICE # 1798
DATE 11/14/2024
DUE DATE 11/14/2024
TERMS Due on receipt

ACTIVITY	QTY	RATE	AMOUNT
Grant Reimbursement for Expenses - outside tent	1	1,092.77	1,092.77
Grant Reimbursement for Expenses - DJ for Fall Fest	1	500.00	500.00
Grant Reimbursement for Expenses - Princesses for Jtown Jingle	1	1,800.00	1,800.00
Grant Reimbursement for Expenses - horse carriages for Jtown Jingle \$2667.50	1	91.20	91.20

BALANCE DUE **\$3,483.97**

Current JDDA Membership As of February 2025

A Little Help
Ace Hardware
All Things Good
American Capital
Anchor Roofing
Bank of Colorado
Black Sheep]
Branding by Bre
Carroll Critters
Cassidy's
Civica
Connected Chiropractic
Connections
Crime Scene Detectives
Dashing Hair & Beauty
Duck Donuts
Eleve Dance Academy
ERB Element
Faith Lutheran Church
Front Range Finest
Full Circle Vetenary
Golden Goldness
Hays Market
Ideal Comfort
Imprint Chiropractic
J-Town Nutrition
Johnstown Barbershop
Johnstown Breeze
Johnstown Pediatric Dentistry
LYS Salon
Mary's Mountain Cookies
Northern CO Radon
Northstar Liquor
Nuwave Garage
Precision Eyecare
Rider Chiropractic
Ripple Effect
Rocky Mountain Accounting
Santiago's
State Farm - Veronica
Stitches
TBK Bank

The Drip Bar
The Johnstown Lunchbox
The Journey Financial Group
The Junk Crew
The Resource Center
The Lowrey Group
TRPR
TopCo Realty
Trinity Chiropractic
We Knead Donuts
Weld RE-5J
Wellsprings Therapeutics
FNBO
Serve Pro
Credentialed Wealth Advisors
Good Day Pharmacy

Johnstown Downtown Development Association

Statement of Activity

January - December 2024

Cinco de Mayo Event

	TOTAL
Revenue	
Beer Garden Sales	1,461.40
Event Income	5,850.00
Total Revenue	\$7,311.40
GROSS PROFIT	\$7,311.40
Expenditures	
Bank Charges	210.76
Event Expenses	7,192.84
Insurance	
Property/Liability Insurance	913.25
Total Insurance	913.25
Square Fees	34.88
Total Expenditures	\$8,351.73
NET OPERATING REVENUE	\$ -1,040.33
NET REVENUE	\$ -1,040.33

Johnstown Downtown Development Association

Statement of Activity

January - December 2024

Fall Fest Event

	TOTAL
Revenue	
Beer Garden Sales	726.55
Event Income	10,216.21
Unapplied Cash Payment Revenue	-175.00
Total Revenue	\$10,767.76
GROSS PROFIT	\$10,767.76
Expenditures	
Bank Charges	247.40
Event Expenses	5,890.09
Insurance	
Property/Liability Insurance	913.25
Total Insurance	913.25
Square Fees	13.91
Total Expenditures	\$7,064.65
NET OPERATING REVENUE	\$3,703.11
NET REVENUE	\$3,703.11

Johnstown Downtown Development Association

Statement of Activity

September 1, 2024 - February 15, 2025

Johnstown Jingle Event

	TOTAL
Revenue	
Designated Contributions	2,471.08
Event Income	3,150.00
Total Revenue	\$5,621.08
GROSS PROFIT	\$5,621.08
Expenditures	
Bank Charges	97.68
Donations	3,340.08
Event Expenses	13,547.23
Office Supplies	14.75
Total Expenditures	\$16,999.74
NET OPERATING REVENUE	\$ -11,378.66
NET REVENUE	\$ -11,378.66

JOHNSTOWN HISTORICAL SOCIETY		Mar-25	Y-T-D	2025 BUDGET	VARIANCE	NOTES
BEGINNING CHECKING BALANCE		\$110,220.11				
INFLOWS	Donations / Sponsorships		\$110.00	\$4,000.00	-\$3,890.00	
	Fundraising			\$300.00	-\$300.00	
	Collections Donations	\$500.00	\$500.00	\$500.00	\$0.00	Collections Donation from Jay & Nancy Kreider
	Grants					
	Interest - Investments	\$106.88	\$210.19	\$550.00	-\$339.81	\$31.013 of total from \$15K CD/ \$75.75 from \$20K CD
	Memberships		\$75.00	\$300.00	-\$225.00	
	Memorials					
	JHS Special Event Funding			\$5,000.00	-\$5,000.00	
	TOJ 1-time Cash Payment		\$10,000.00	\$10,000.00	\$0.00	
	TOJ - Salaries Advancement		\$68,500.00	\$68,500.00	\$0.00	
	TOJ Cash for Wired Impact		\$2,650.00	\$2,650.00	\$0.00	
	Misc Income					
	Investments		\$20,000.00			
	T OJ (grant match)					
	TOJ (budget reimbursable)					
INFLOWS TOTAL		\$606.88	\$102,045.19	\$91,800.00	\$10,245.19	
TOTAL AVAILABLE FUNDS		\$110,826.99				
OUTFLOWS	Advertising		\$160.00	\$1,000.00	\$840.00	
	Buildings/Grounds		\$23.22	\$250.00	\$226.78	
	Collections		\$3.88	\$1,600.00	\$1,596.12	
	Computer Expenses					
	Equipment & Furniture				\$0.00	
	Fundraising		\$650.00		-\$650.00	
	Insurance, Bldg. Contents			\$2,750.00	\$2,750.00	
	Investments		\$20,000.00			
	Internet					
	Legal Fees/Consulting Fees					
	Licenses/Memberships					
	Memorial Recognitions					
	Miscellaneous			\$500.00	\$500.00	
	Postage			\$100.00	\$100.00	
	Programming/Gifts			\$200.00	\$200.00	
	Salaries - TOJ/Parish House	\$4,935.75	\$4,935.75	\$68,500.00	\$63,564.25	Jan & Feb paid in March, will be billed monthly hereafter
	Web Page /Wired Impact		\$219.00	\$2,650.00	\$2,431.00	TOJ advanced our annual total in January
	Service Agreements/Filings		\$25.00	\$750.00	\$725.00	
	Subscriptions, Periodicals					
	Supplies, Janitorial		\$46.51	\$500.00	\$453.49	
	TOJ Special Event Expenditures			\$5,000.00	\$5,000.00	
	JHS Independence Expenses			\$8,000.00	\$8,000.00	
	Grant Payments					
OUTFLOWS TOTAL		\$4,935.75	\$26,063.36	\$91,800.00	\$65,736.64	
JHS \$15K CD(.0666 of total)	Collections Allocation	\$1,004.83				
JHS \$15K CD	JHS Allocation	\$14,302.34				
JHS \$20K CD	100% JHS	\$20,075.75				
Ending Balance JHS Grant		\$818.59				
JHS Ending Checking Account		\$69,689.73				
Total Ending Balance - All Accounts		\$105,891.24				

JHS 2025 Balance Sheet

INCOME	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL
Donations	\$50.00	\$60.00	\$500.00										\$610.00
Memberships	\$0.00	\$75.00	\$0.00										\$75.00
Fundraising	\$0.00	\$0.00	\$0.00										\$0.00
TOJ JHS Salaries	\$68,500	\$0.00	\$0.00										\$68,500.00
TOJ 1-Time Assist	\$10,000	\$0.00	\$0.00										\$10,000.00
TOJ- Wired Impact	\$2,650	\$0.00	\$0.00										\$2,650.00
Investment (CD)	\$0	\$20,000.00	\$0.00										\$20,000.00
Interest (CD)	\$61.91	\$41.40	\$106.88										\$210.19
Grants	\$0.00	\$0.00	\$0.00										\$0.00
Miscellaneous													\$0.00
TOTAL	\$81,261.91	\$20,176.40	\$606.88	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$102,045.19
EXPENSES													
B&G	\$29.80	\$39.93	\$0.00										\$69.73
Fundraising	\$50.00	\$600.00	\$0.00										\$650.00
Collections	\$0.00	\$3.88	\$0.00										\$3.88
JHS Salaries	\$0.00	\$0.00	\$4,935.75										\$4,935.75
Wired Impact	\$0.00	\$219.00	\$0.00										\$219.00
JHS 1-Time Expenses	\$0.00	\$0.00	\$0.00										\$0.00
Investment (CD)	\$0.00	\$20,000.00	\$0.00										\$20,000.00
Bills	\$75.00	\$110.00	\$0.00										\$185.00
Grants	\$0.00	\$0.00	\$0.00										\$0.00
TOTAL	\$154.80	\$20,972.81	\$4,935.75	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$26,063.36