



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

Town Council Work Session
450 S. Parish, Johnstown, CO
Monday, June 9, 2025 @ 6:00 PM

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

Agenda

Call to Order

Agenda

1. Johnstown Historical Society Presentation - Dilley Chapel Property
2. Emergency Management
3. FY 2026 Work Session

Adjourn

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



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Town Council Work Session Communication

Agenda Date: June 9, 2025
Subject: Johnstown Historical Society Presentation - Dilley Chapel Property
Attachments: 1. The Dilley Chapel
Presented by:

Work Session Item Description:

The Johnstown Historical Society is interested in presenting a proposal to Council regarding potentially purchasing The Dilley Chapel.

Reviewed and Approved for Presentation,

Town Manager



The former Dilley Chapel *Historic Johnstown Building*

Presented to
The Johnstown Council

The Johnstown Historical
Society
June 9, 2025



The JHS - TOJ Partnership

- History of working together
- How we got the Parish House
- Why this partnership is important

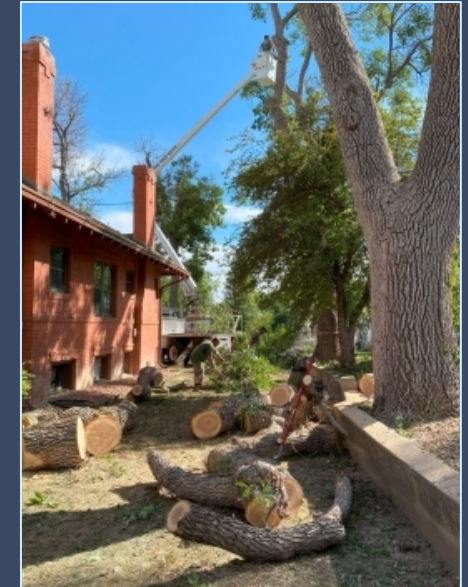


Recent JHS - TOJ Projects

Meteorite
Centennial



History
Colorado
Grant



The Dilley Chapel



Rev. Cora May (Elwell) Dilley

Saint John the Baptist Catholic Church



The Dilley Chapel

Mission

The Johnstown Historical Society enriches our community through the preservation, interpretation, and dissemination of collected local culture.

- Chapel built at Elwell, 1894
- In honor of Rev Cora (Elwell) Dilley
- Burned down, 1904
- Rebuilt and completed, 1905
- Physically moved to Johnstown, 1927



The Dilley Chapel Property

- Evangelical United Brethren Church
- Saint John the Baptist Catholic Church
- Sold to current owner, 2018
- Available again now as a private residence



Education & Community

Hands-on learning



The Great Room





Remodeled Sanctuary

View from loft

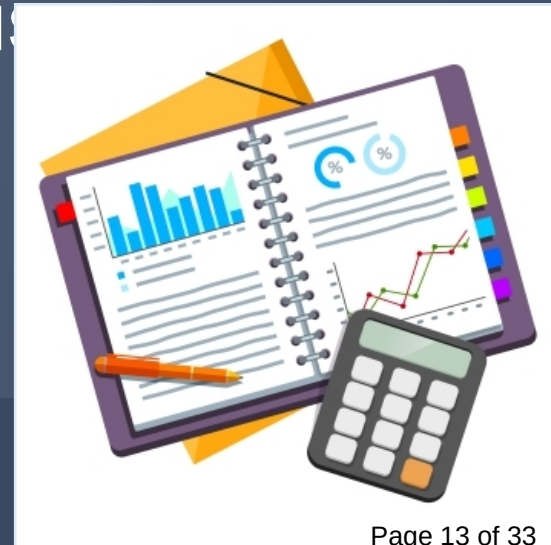


View from front entrance



A Look at the Numbers

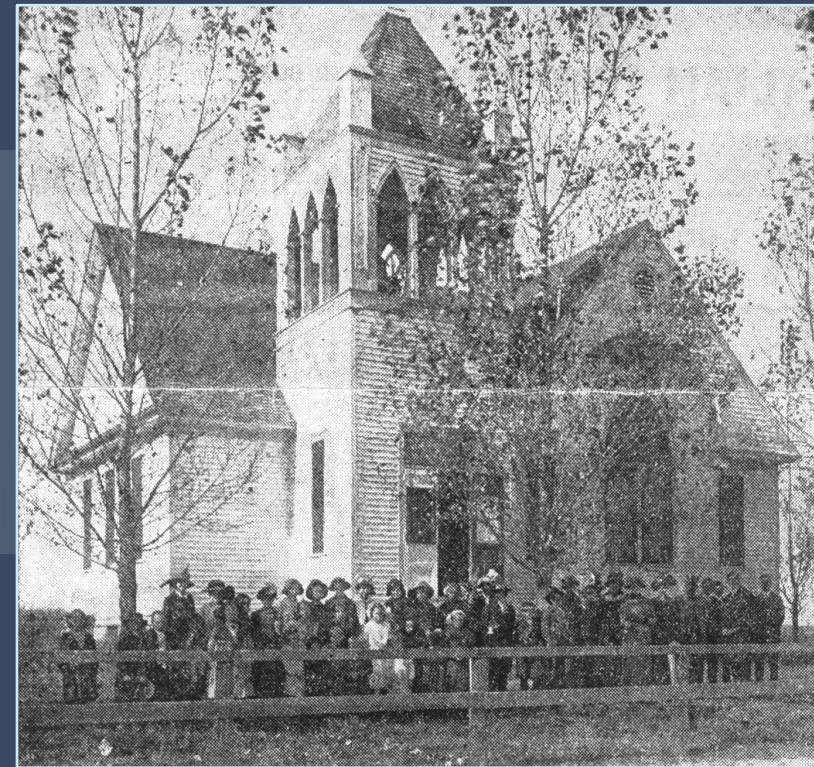
- Asking Price: \$1,330,000
- Earnest Money: Reduced from \$10,000 to \$5,000
 - JHS secured right of first refusal with \$5K earnest money with a fully refundable contingency clause
Expires July 7, 2025
- Current property income: \$2,780/Month, \$33,000/Year



A Look at the Numbers

- Property listed as 4,485 finished SF
 - \$297/sq ft
- Seller has provided documents verifying asbestos remediation
- Property is not ADA compliant
- Property is listed less any furnishings

In Summary





Thank You

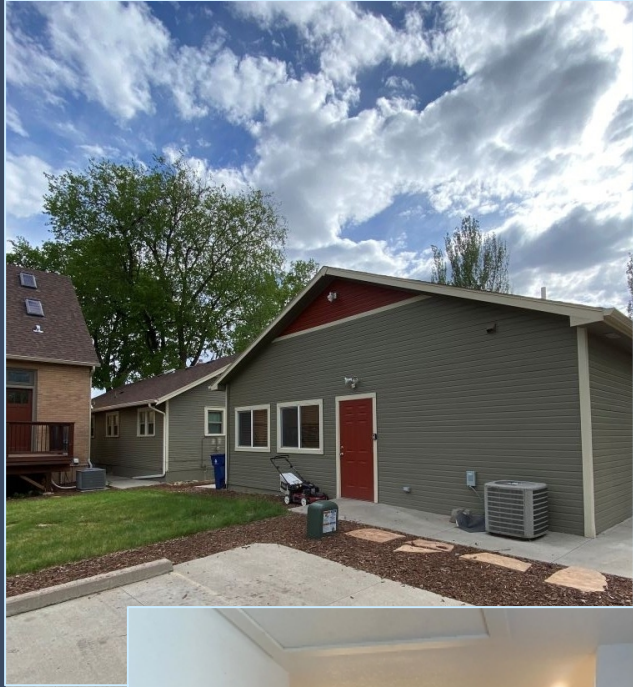
for considering this opportunity



Johnstown
--- COLORADO



Garage



LC Real Estate Group's video

<https://vimeo.com/1078983622>

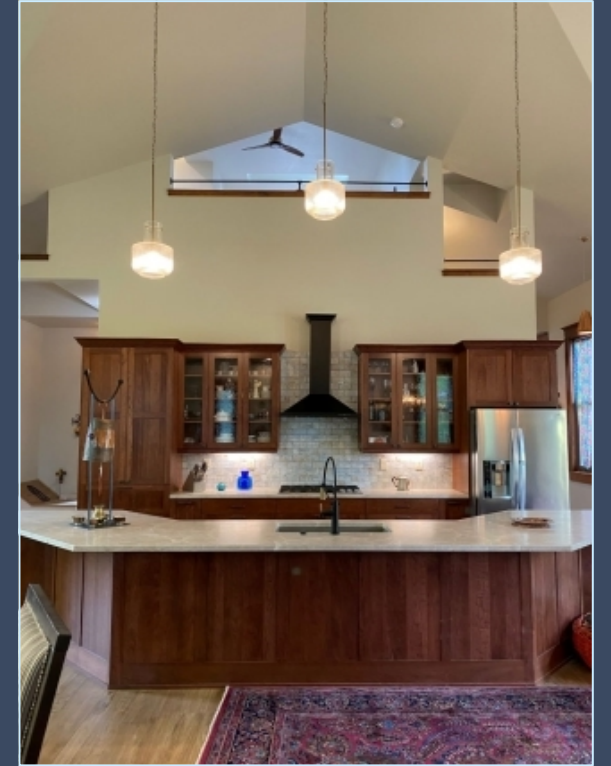
House



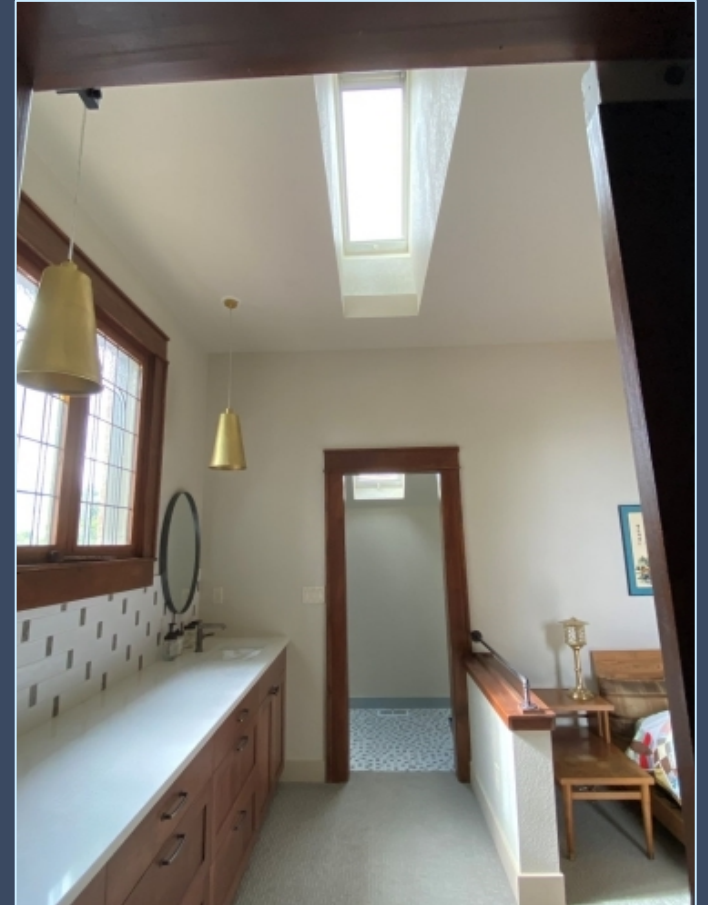
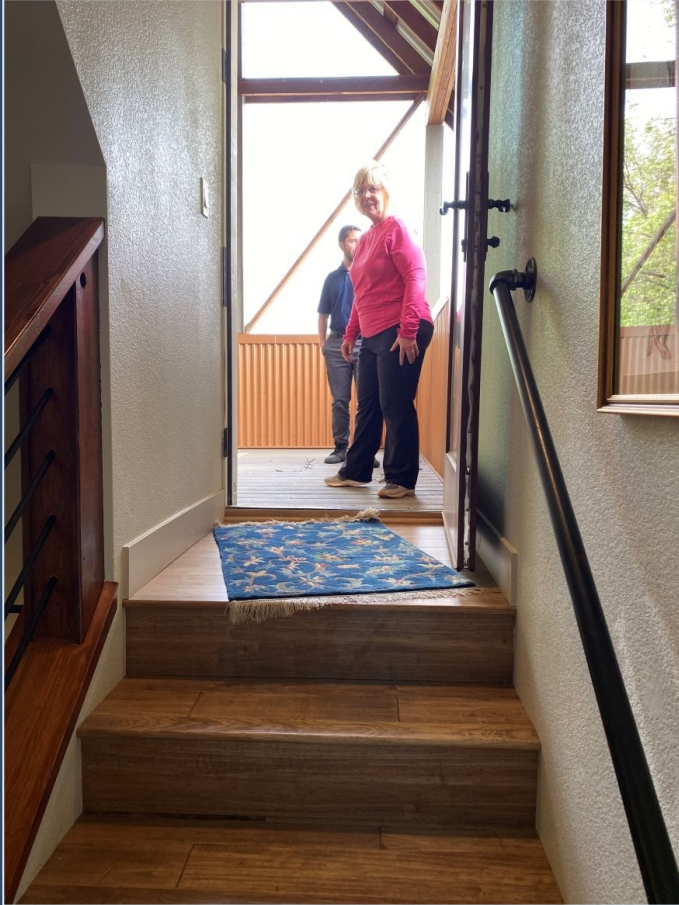
Church Building



Church Building



Loft





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Town Council Work Session Communication

Agenda Date: June 9, 2025

Subject: Emergency Management

Attachments: 1. EOC Floor Plan_4.9.2025

Presented by: Matt LeCerf, Town Manager
Mitzi McCoy, Deputy Town Manager
Jeff Strossner, Chief of Police

Work Session Item Description:

Emergency management is a systematic process that encompasses all aspects of preparing for, responding to, recovering from, and mitigating the impact of emergencies and disasters. It involves coordinating resources and responsibilities to protect lives, property, and communities during and after crises.

We have been successful in developing partnerships and engaged in the development and adoption of plans that address Hazard Mitigations Plans (HMP) in the past 5 years. To date, we are committed to participating in and updating these plans with our County Partners (Larimer (2020) and Weld (2021) respectively). New HMP updates are expected in 2025 and 2026 respectively with adoption in the subsequent years for each jurisdiction. While the HMP is important for identifying and mitigating potential losses, the Emergency Management Plan (EMP) is important to define the Town's response during a crisis.

Unfortunately, the Town could have been more proactive in keeping the plan updated. The EMP was last updated and adopted in June of 2006. A draft document has been in the works, but remains incomplete.

The Town Manager, Deputy Town Manager, and Chief of Police have been exploring how to most effectively and proactively implement emergency management for our community. Johnstown is in a unique position geographically and politically. Within the community, Johnstown exists in two (2) counties (Larimer and Weld), two (2) school districts (Weld RE-5J and Thompson School District R2-J), two (2) fire districts (Front Range Fire & Rescue and Loveland Fire Rescue Authority) and two (2) ambulatory services in the area (UC Health and Thompson Valley). As we all know, understand, and recognize, emergencies rarely – especially in the aspect of natural disasters follow political subdivisions and boundaries.

While exploring opportunities to refocus on emergency management, Staff explored partnership opportunities for emergency management with another entity through an Intergovernmental Agreement or contracted services. Our internal discussion consistently ended with

conversations related to 1) how do we ensure the interests of Johnstown are best served regardless of conflicting political boundaries, 2) how does one entity perceive another entity coming into their jurisdiction and 3) most importantly, how do we hold ourselves accountable when we aren't preparing, leading, and managing the coordination of an emergency?

Another model Town Staff explored, being recommended to Council, provides the Town with the greatest autonomy to ensure all residents and businesses of Johnstown are prioritized. This model also provides for the Town to be the leader and decision maker about how emergency management will be provided including the development and management of relationships and partnerships for critical response. At the 2534/Johnstown Plaza development there is the LETA 911 building. Currently in this facility there are three (3) Offices of Emergency Management: Larimer County Emergency Management, the City of Loveland Emergency Management, and Windsor Emergency Management.

The Town has been presented with an offer to establish an office at this facility which provides us with amazing immediate benefits. These benefits include the ability to be integrated with other Emergency Management Professionals – to share information and ideas that creating an active place to accelerate and implement best practices for emergency management, actively participate and develop a new emergency operations plan for the community that is reviewed with feedback from existing professionals in emergency management, and foster regular interagency collaboration to develop meaningful relationships that will help support future disaster response, mitigation, and recovery.

Larimer County has structured office space agreements with other Emergency Management Agencies that operate out of this facility, and they have one space remaining in the building that would serve the needs of Johnstown at this time. The space consists of an unfinished area of 478 square feet. It is worth noting that this space is being explored by other emergency management agencies, but we are currently "first in line". As part of the office space agreements, participants (in this case Johnstown) would contract with Larimer County's pre-selected contractors to finish construction of the space through a capital project. The cost of the capital project for construction would be recognized as the lease payment contribution for a time frame of about 5 – 7 years, allowing the Town to operate out of the facility. Final terms and conditions of the lease would be based on final construction costs. As part of this project and program, the Town would hire an Emergency Management Coordinator who would fulfill the job responsibilities for Emergency Management in Johnstown.

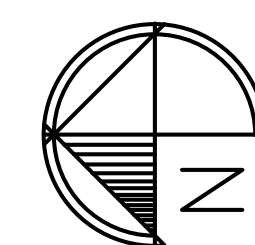
The Town budgeted \$40,000 for emergency management planning in FY 2025. Based on construction estimates and hiring of an Emergency Management Coordinator in late 2025, additional funding may be necessary as preliminary budget estimates for FY 2025 and FY 2026 are as follows:

- FY 2025
 - 1. Facility Construction/Finishing/FFE: \$170,000
 - 2. Staffing: \$30,000
- FY 2026
 - 1. Staffing (full burden): \$125,000
 - 2. Operations & Maintenance: \$50,000

Reviewed and Approved for Presentation,

A handwritten signature in blue ink, appearing to be 'W. J. C.', written in a cursive style.

Town Manager



LARIMER COUNTY EOC
4872 Endeavor Drive,
Johnstown

1st Floor

3/16"=1'-0"
 4/9/2025



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Town Council Work Session Communication

Agenda Date: June 9, 2025
Subject: FY 2026 Work Session
Attachments: None
Presented by: Matt LeCerf, Town Manager

Work Session Item Description:

In compliance with the Home Rule Charter of the Town of Johnstown, Section 8.3(C) requires the Town Manager to: *cause a proposed budget, including a capital budget, to be prepared and submitted to the Council biannually, annually or as provided by Council ordinance, and be responsible for the administration of the budget adopted by Council.*

Subsequent to this action, the Home Rule Charter outlines a general expectation that Town Council will adopt a budget as stated in Section 12.7. - Town Council Adoption:
The Council shall adopt the budget for the next fiscal year by ordinance or resolution on or before the final day of the current fiscal year. If it fails to adopt the budget for the next fiscal year by this date, the amounts appropriated for the current operations for the current fiscal year shall be deemed adopted for the next fiscal year on a month-to-month basis, with all items in it prorated accordingly, until such time as the Council adopts the budget for the next fiscal year.

The two elements – a proposed budget presented by the Town Manager and consideration for adoption of an annual budget by the Town Council requires a healthy and symbiotic relationship that starts with the Town Council providing the Town Manager with their collective priorities as a Council. Based on the priorities of the Council, Staff works to incorporate as many of the requested Council budget priorities while also being cognizant of factors that include the following: 1. The ability to be able to accomplish the goals requested by Council based on availability of resources within the organization; 2. The impact the request may have on the current level of services provided at this time to the community; and 3. The financial impact and sustainability of the organization. In FY 2025, we were able to address most of the priorities identified by Council or at least make progress in most of the critical areas. Those priorities requested in the FY 2025 Budget are listed below based on an overall level of importance by the Council as voted on independently during the work session we programmed in June 2024.

Ranked Priority	Priority/Project	Notes/Status
1	Senior Center Facility	Council was presented a Memorandum of Understanding (MOU) at the 6/2/2025 Council meeting to partner with TRPR for a joint Senior and Community Center. If TRPR backs out of the project, it would remain only as a Senior Center. The preliminary budget for this project and all aspects of the project is \$5MM.
3*	Letford & Centennial Park Development	In April 2025, Council approved the Master Site Plan Development for both Letford and Centennial Parks. At this time, we will begin shift our focus from a conceptual level to a design and construction level. There are several environmental obligations we will need to overcome at Centennial Park. Construction will take many years to complete as well as being complimented with grant partners to leverage Town funding. The project costs are as follows: • Letford Park ~ \$6.5 million • Centennial Park ~ \$36 million
3*	Outdoor Pool Facility	At this time, no consistent funding source has been identified for this project. With an estimated cost of \$29 million either a number of other Council priorities will need to be deferred for quite some time, as well as having difficult discussions surrounding the levels of services the Town offers to the community.
11*	Financial Sustainability – 1.5 Years Fund Balance in	As of the end of the FY 2025 Budget, the Town is projected to

	Reserve	have an ending general fund balance of 733 days when evaluating this again operation and maintenance expenditures – not including capital projects. 1.5 years fund balance is 578 days.
11*	Human Trafficking	A budget allocation was included in the FY 2025 budget in the amount of \$15,000.
11*	Land Use Code Updates	Council was presented in May with proposed updates as well as having the opportunity to provide Staff with feedback on these and other proposed updates. Staff intends to bring forward an ordinance for these land use code amendments in or around September 2025.
11*	Open Space Program	Council mentioned wanting to identify funding sources for more open space purchases to preserve our natural areas. To date, no further direction has been received during a work session or retreat regarding what this might look like.
11*	Police Officer Staffing	Council asked for 10 officers within the FY 2025 budget. Based on the existence of 8 vacancies and the desire to more pragmatically build the department while being conscious of culture and fit, 4 additional officers were incorporated into the FY 2025 budget. Several vacancies still exist in the department to date.
11*	Roadway Improvements – High Plains Blvd. from WCR 50 to Highway 34	Several sections of this roadway have been identified to date. Starting from WCR 50: • The ½ mile immediately north of WCR 50 has been platted as part of Revere North. • The next ½ mile north to

		LCR 16 has been acquired by the Town of Johnstown as part of the Yelek property purchase. Currently, a property boundary and the right of way (ROW) are being surveyed to begin the annexation petition process into the Town of Johnstown. • Between LCR 16 and LCR 18, various segments have been reserved through platting processes for the ROW, while other sections do not have any identified ROW at this time. • From LCR 18 to Highway 34, High Plains Blvd. exists as a paved road section. There are plans to realign High Plains Blvd. from Ronald Reagan to Highway 34. This realignment will begin with the identification of the new ROW which is expected to be presented to Council for adoption not later than September.
11*	Roadway Improvements – WCR 46 from Parish Avenue to Colorado Blvd.	On this 2-mile road segment, there are generally 3 primary segments. These segments on WCR 46 are as follows: • Parish Avenue to WCR 15½ - this road segment is adjacent to the Riverbend Development which is in the final platting process now. They are working to complete design of the ½ mile section of roadway. • WCR 15½ to Telep

		Avenue – This section of the roadway has no pending development adjacent to it and a portion adjacent to the roadway is unincorporated. In an attempt to be proactive, the Town engaged with Galloway Engineering to design this segment of the roadway when other development along this corridor is prepared to begin construction. The Town will seek reimbursement from the future developers along this corridor or mandate they widen the roadway to its ultimate configuration. • Telep Avenue to Colorado Blvd. – This section is currently being designed by The Granary Development immediately north of the roadway. Similar to the Riverbend project, this roadway should begin in the next year or so for construction. Given the synergy in this area, it is our hope and intent that the three entities can initiate construction of this roadway in partnership. While no definitive timeline has been identified since design is still in process, all entities are working collaboratively, recognizing the existence of financial benefits from the economies of scale and a streamlined construction schedule when the project begins. While the cost estimates
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		have not been provided at this time, the total project cost will likely be around \$5 - \$6 million.
11*	Sandra Drive Drainage Improvements	To date, the Town has acquired five (5) properties to facilitate a portion of this project. The design is still in process and we expect to issue a public bidding process for the construction of the detention pond and associated storm water conveyance infrastructure. This project will likely be developed over two fiscal years considering the volume of work and the need to coordinate with the Hillsborough Ditch Company. \$2.5 million was budgeted for this project in FY 2025.

**Project priorities received the same number of votes. When the same, items are listed alphabetically.*

As the Council will observe, there are a number of projects already in process and this doesn't include all the projects the Town has currently in one stage or another. Furthermore, some of these previously identified projects do not have funding mechanisms to achieve the objective. For example, Park and Open Space projects exceed \$70 million and this doesn't include the Open Space Programming which will likely require property acquisition.

The intent of this memo is not to deter Council from adding additional projects or establishing additional initiatives and priorities, but to make certain the projects and initiatives are meaningful and directly benefit our community. Our hope from this work session topic is two-fold:

- To reaffirm the project list from FY 2025 and continue moving forward on these initiatives or make changes as directed by Council; and
- To identify any additional priorities and/or projects the Council would like to see incorporated into FY 2026.

We plan to develop the FY 2026 Council Initiatives similarly to how we performed the exercise last year, unless Council prefers another method. Accordingly, Staff would ask that Council has a list of initiatives they would like considered and from that list, Council will be allocated votes to determine the initiatives that are highest priorities for FY 2026 as Staff begins the budget process.

Reviewed and Approved for Presentation,

A handwritten signature in blue ink, appearing to be 'W. J. C.', is positioned above the title 'Town Manager'.

Town Manager