



450 S. Parish Avenue
Johnstown, CO 80534
970.587.4664
JohnstownCO.gov

TOWN COUNCIL WORK SESSION

450 S. Parish, Johnstown, CO
Monday, January 27, 2025 at 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 ITEMS

1. Discussion Regarding General Improvement Districts
2. Interim Facility Needs

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.



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Item 1.

TOWN COUNCIL WORK SESSION COMMUNICATION

AGENDA DATE: January 27, 2025

SUBJECT: Overview of General Improvement Districts

ATTACHMENTS: 1. Memorandum RE General Improvement Districts
2. Speculative Schedule of Organization

PRESENTED BY: Sarah Crosthwaite, Economic Development Manager

WORK SESSION ITEM DESCRIPTION:

The following memo and schedule of organization provide the Town Council an overview of the creation, purpose, and timeline of a General Improvement District (GID). The Town anticipates future economic development projects to include the request to form a GID in order to fund regional public improvements.

MaryAnn McGeady represents McGeady, Beacher, Cortese, Williams, P.C, a firm that represents more than 300 special districts throughout Colorado. Ms. McGeady will provide an overview of GID's and a speculative timeline should a request be made to form a GID.

We are asking Town Council to provide feedback on whether they are comfortable with Town Staff pursuing this special district should the request be made for a qualifying project/user.

Reviewed and Approved for Presentation,

Town Manager



MEMORANDUM

To: Town of Johnstown Town Council

From: McGeady Becher Cortese Williams P.C.

Date: January 16, 2025

Re: General Improvement Districts

Purpose: The purpose of this Memorandum is to provide an overview on the powers and authorities of a GID and the steps for organization of a GID.

GID Board: The Board of Directors of a GID is the Town Council.

GID Voters: Individuals who are registered to vote and who:

1. Have been residents of the property in the proposed GID for no less than 30 days; or
2. Who own, or whose spouse owns taxable real or personal property within the proposed GID without regard as to whether they live in the proposed GID; or
3. If the owner is not a natural person, an elector of the GID may be designated to vote on behalf of the owner in writing and filed with the clerk of the municipality.

GID Powers: To construct, install, acquire, operate or maintain any public improvement that the Town is authorized to provide under its home rule charter, and the laws of the state, so long as such improvement or service does not duplicate or interfere with any other municipal improvement and so long as the public improvement or services is unrelated to trash removal and recycling and any other waste management function. The authorized public improvements are generally described in the petition for organization.

GID Revenues: GIDs receive revenues from the following sources:

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1. GIDs may levy ad valorem property taxes.
2. GIDs may impose services charges and other fees.
3. GIDs may establish SIDs within their boundaries and impose special assessments.
4. GIDs may receive Credit PIF and Add-on PIF.
 - i. Public Improvements Fees (“PIF”) are established covenant of the private property owner of the property within the proposed GID.
 - ii. The Town Council can amend its sales tax ordinance to provide for a credit against a part or all of the sales tax that would otherwise be due from sales transactions within the proposed GID, and in this circumstance the PIF is referred to as a “Credit PIF”.
 - iii. Public Improvement Fees that, when paid, do not result in a credit against sales tax are referred to as “Add-on PIF”.
5. GIDs may receive and spend revenues pledged to it from other local governments under intergovernmental agreements or received as Credit PIF or Add-on PIF.

GID Bonds: GIDs may issue Bonds payable from any or all of its revenue sources (other than those needed to pay the administrative or operating costs of the GID).

GID Organization: An example of a schedule for the organization of a GID is attached for your reference.

1. The organization of a GID is initiated by petition.
 - a. The attached schedule contains all of the steps in organization to be followed if the petition is signed by less than 100% of the property owners within the proposed GID. In the event 100% of the property owners do not sign, the petition must be signed by no less than 30% of the property owners or 200 of the electors, whichever is less.
 - b. If the petition is executed by 100% of the property owners certain steps in the process can be waived at the discretion of the Town Council. These steps are noted on the attached schedule.

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- c. If the property to be within the boundaries of the proposed GID overlaps another special district, including a metropolitan district, the written consent of that other district to the overlap is required.

GID versus Metropolitan District: A GID and Metropolitan District have very similar powers to construct the public improvements needed to support new development and have the same revenue sources to repay Bonds issued to fund these purposes. The biggest differences are:

1. The Board of Directors of a GID is the Town Council and the Board of Directors of a Metropolitan District are the nominees of the property owner/developer.
2. Those municipalities that prefer to work with a GID on any particular project are inclined to want to make the decisions regarding the timing and terms of the issuance of Bonds and to be responsible for the management of the payment of the Bonds. They also prefer the lower administrative costs incurred annually related to the GID versus a Metropolitan District (as the Metropolitan District is a totally independent local government it incurs additional cost in statutory compliance and insurance, etc.).
3. Those municipalities that prefer to work with a Metropolitan District on any particular project are inclined to want the decisions regarding the timing and terms of issuance of Bonds and the risk related to the Bonds to be managed by the Metropolitan District Board and not the municipality.
4. The schedule for organization of a Metropolitan District has more steps than the organization of a GID, but both entities need to present to their voters the question of authorization to issue Bonds and November of 2025 is the earliest date under TABOR for that election.

MEMORANDUM

To: Working Group

From: McGeady Becher Cortese Williams P.C

Date: December 30, 2024

Re: Schedule of Events for Organizing a Title 31 General Improvement District in the Town of Johnstown, Larimer County, Colorado

The following is a preliminary schedule for the approval of formation of a Title 31 General Improvement District (“**GID**”) in the Town of Johnstown (the “**Town**”), Larimer County (“**County**”), and for conducting the related debt election on November 4, 2025.

<u>DATE</u>	<u>EVENT</u>
I. PETITION PREPARATION, SUBMITTAL, REVIEW & APPROVAL	
Present to 4/24/25	Negotiate and Document Agreement with property owner, if applicable. Secure Overlap Consent from any existing special districts. McGeady Becher Cortese Williams drafts Petition and proposed Ordinance Approving Petition and circulates for review.
6/2/25	Informal submittal of draft Petition and Proposed Ordinance to Town
6/2/25 to 6/9/25	Town Staff reviews draft Petition and Ordinance and provides comments.
6/9/25 to 6/11/25	Working Group revises Petition and Ordinance per Town Staff’s comments.

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<u>DATE</u>	<u>EVENT</u>
6/12/25	Formal submittal of Petition to Town. Formal submittal requirements: 1. Required number of copies of Petition (Town to advise regarding this number). 2. Fee. Non-refundable application fee to Town (Town to advise on amount of Fee). 3. Request a waiver of the notice, publication, and hearing. If the petition for organizing a district is signed by <u>one hundred percent of the owners of taxable real property to be included in the district and contains a request for such waiver</u>, the governing body may, at its discretion, waive all or any of the requirements for notice, publication, and a hearing (31-25-606 & 607, C.R.S).
6/16/25	May be waived if 100% Property Owner Petition Request Granted. Town Council will schedule a public hearing at regular Town Council Meeting. Regular meetings are 1st and 3rd Monday of each month at 7 p.m. We will request it to be heard on the July 21st meeting date.
6/17/25	May be waived if 100% Property Owner Petition Request Granted. Submit Notice of Town Council Public Hearing to <u>The Coloradoan</u> for publication on June 18, 2025. (Deadline is 3:00 p.m. on Tuesday for publication on next day)
6/18/25	May be waived if 100% Property Owner Petition Request Granted. Notice of Town Council Public Hearing mailed to each elector of the GID at the elector's last known address, as disclosed by the tax and official voter registration records of the County.
6/18/25	May be waived if 100% Property Owner Petition Request Granted. Notice of Town Council Public Hearing published in <u>The Coloradoan</u> (Notice of hearing on Petition shall be published at least 20 days, but not more than 40 days, prior to public hearing 31-25-606, C.R.S.).

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<u>DATE</u>	<u>EVENT</u>
7/21/25	May be waived if 100% Property Owner Petition Request Granted. PUBLIC HEARING ON PETITION; Town Council adopts Ordinance creating GID. <i>(Johnstown Town Council meets the 1st and 3rd Tuesday at 7:00 p.m., 450 S. Parish, Johnstown, Colorado)</i>
7/21/25 to 7/28/25	Ordinance is Recorded.
II. NOVEMBER 4, 2025, ELECTION	
7/01/25	Deadline to notify Larimer County Assessor and BOCC (or City Council) regarding a new district planning to levy taxes for the calendar year of organization (39-1-110, C.R.S.)
7/28/25	Courtesy notice to County Clerk and Recorder of election (100 days prior to coordinated election).
9/05/25	Deadline for DEO to certify ballot content.
9/08/25	DEO to request copies of voter registration records from Larimer County Clerk & Recorder and property owner records from Larimer County Assessor.
9/10/25	Mail Ballot Plans on file in office of the DEO.
9/19/25	Deadline to submit written comments on ballot questions to DEO.
10/06/25	Deadline for DEO to transmit TABOR Notices to Larimer County Clerk & Recorder.
10/7/25	Submit Notices of Election to <u>The Coloradoan</u> for publication on October 7, 2025.
10/06/25	Deadline to mail TABOR Notices.

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<u>DATE</u>	<u>EVENT</u>
10/07/25	Notices of Election are published in <i>The Coloradoan</i> and e-mailed to Larimer County Clerk & Recorder. <i>(No later than 20 days prior to election.)</i>
10/13/25 To 10/20/25	<i>DEO mails mail ballot packets.</i>
10/15/25	Deadline to publish Notices of Election and provide to Larimer County Clerk and Recorder. <i>(No later than 20 days prior to election.)</i>
10/09/25 to 11/06/25	Copy of Notice of Election posted in DEO's office until two days after election. E-mail Notice of Election to County Clerk and Recorder
11/04/25	ELECTION DAY
11/05/25 to 11/18/25	Board of Canvassers canvass election returns. <i>(Must occur no later than the 14th day following the election).</i>
12/04/25	Certify results of election to Town, Division of Local Government, County Board of County Commissioners, Town Council, County Assessor, County Treasurer and the State Division of Securities <i>(within 30 days of the election).</i>



TOWN COUNCIL WORK SESSION COMMUNICATION

AGENDA DATE: January 27, 2025

SUBJECT: Facility Planning & Needs

ATTACHMENT: Office Space Rental Option

PRESENTED BY: Matt LeCerf, Town Manager

WORK SESSION ITEM DESCRIPTION:

In October 2018, I was fortunate enough to join the Town of Johnstown as its Town Manager. When I arrived, the population of the community was approximately 15,500 and the workforce at the Town consisted of 37 FTE for the entire organization. From the 37 FTEs, 18 or 19 were sworn police officers. This left the remaining balance of the organization to maintain streets, parks, water and wastewater systems, finance, communications, administrative responsibilities among other general governmental responsibilities. Town Hall consisted of about 6 or 7 people in the building and nobody occupied the upstairs.

Fast forward to now and the need, demand, and expectation to be responsive to the community, Town Hall now consists of 30 FTE at the end of 2024. An expected additional 8 employees approved in 2025. Needless to say, our space in Town Hall is running thin. As Council is aware, we are working on the Development Services Building which will consist of both the Planning and Engineering Departments. This facility will hopefully be completed around June 2026 and will result in the immediate transition and relocation of at least 13 employees, reducing the stress and pressure on space in Town Hall.

Staff would like to have a timely, but brief conversation with Council about the possibility of exploring a temporary office space rental in the community for the next 18 months while the Development Services Building is being constructed to work with the active staffing pressures within Town Hall.

Reviewed and Approved for Presentation,

Town Manager

PROFESSIONAL OFFICE SPACE AVAILABLE

5255 Ronald Reagan Parkway, Johnstown, 80534

AVAILABLE
FOR LEASE

Item 2.



AVAILABLE:

5,146± RSF or demisable to:

Suite 001-A: 2,305± RSF

Suite 001-B: 2,841± RSF

BASE RENT:

\$17.00 / RSF NNN as-is or

\$17.50 / RSF if demised, subject to lease rate and term

NNN:

\$16.34 / SF + utilities

TOTAL RENT:

\$14,297.30/ month

Suite 001-A: \$6,500.10 / month

Suite 001-B: \$8,011.62 / month

PROPERTY HIGHLIGHTS

- Class A office space in 2534
- Private offices, conference rooms (2) open work area
- Abundant parking
- Close to Scheels, gun range, many restaurants and services
- Walk out ground level
- Plenty of windows and natural light
- ADA Accessible
- Elevator Access

FLOOR PLAN

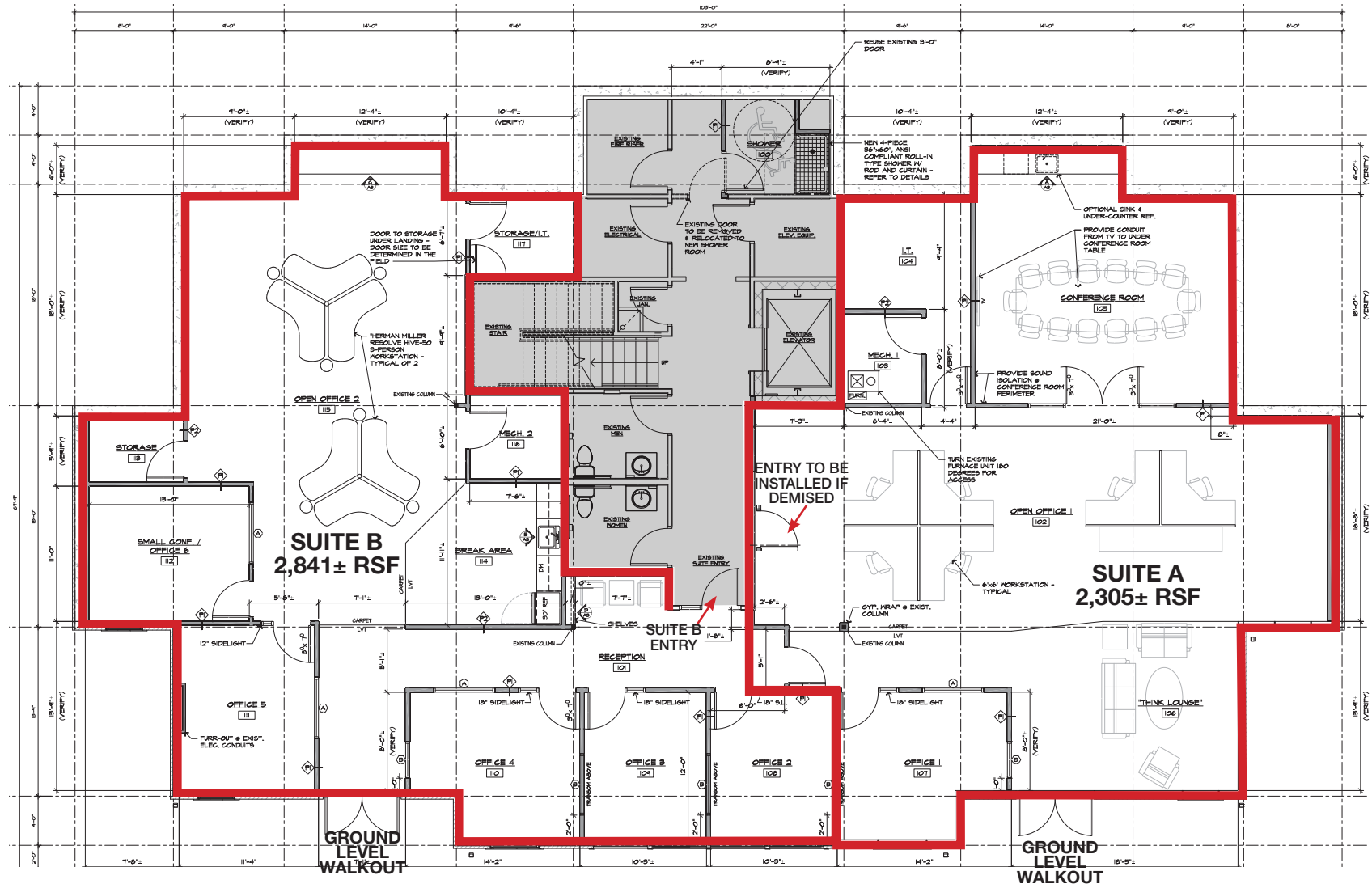
5255 RONALD REAGAN BOULEVARD, JOHNSTOWN, CO 80534

Item 2.

SUITE A - 2,305± RSF

SUITE B - 2,841± RSF

TOTAL - 5,146± RSF



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PROPERTY PHOTOS

5255 RONALD REAGAN BOULEVARD, JOHNSTOWN, CO 80534

Item 2.



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LOCATION MAP

Item 2.



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EXECUTIVE SUMMARY

DEMOGRAPHICS

	1-MILE	3-MILES	5-MILES
2024 Est. Population	3,365	19,556	61,821
2029 Projected Population	4,514	23,205	69,485
2024 Avg. Household Income	\$140,031	\$147,507	\$139,806
Bachelor's Degree or Higher	70.6%	60.1%	53.1%
Median Age	34.7	36.3	39.0
Daytime Employment	4,608	21,614	44,885

Source: Site To Do Business, October 2024

NEARBY ATTRACTIONS/DRIVERS



NORTHERN COLORADO ACCOLADES

Continually being recognized on “top and best of” lists.

- Fort Collins ranked No.11 The best U.S. cities to live in 2022: MarketWatch - Aug 2022
- Larimer and Weld counties populations are projected to increase by 45% by 2040, Denver Post, July 2022
- Fort Collins ranks #5, ‘Best Places to Live 2020-21’, U.S. News. October 2020
- Fort Collins-Loveland area ranked No. 6, ‘Best Housing Markets for Growth and Stability’ in 2020, SmartAsset - June, 2020
- Windsor ranks #1, ‘Colorado’s Safest Cities of 2020’, SafeWise. June 2020
- Greeley ranks #3 nationwide for one-year population growth rate. U.S. Census Bureau. March, 2020

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DRIVE TIMES

US Hwy 34 **3 MINS**
 Interstate 25 **4 MINS**
 Medical Center of Rockies **6 MINS**
 Northern Colorado Regional Airport **9 MINS**
 Windsor **12 MINS**
 Fort Collins **13 MINS**
 Greeley **14 MINS**
 Cheyenne, WY **45 MINS**
 Denver/DIA **49 MINS**

