



Town of Johnstown

TOWN COUNCIL REGULAR MEETING

450 S. Parish, Johnstown, CO

Wednesday, July 22, 2020 at 7:00 PM

MISSION STATEMENT: *“The mission of the government of the Town of Johnstown is to provide leadership based upon trust and integrity, commitment directed toward responsive service delivery, and vision for enhancing the quality of life in our community.”*

AGENDA

CALL TO ORDER

Pledge of Allegiance

ROLL CALL

AGENDA APPROVAL

RECOGNITIONS AND PROCLAMATIONS

PUBLIC COMMENT

Members of the audience are invited to speak at the Council meeting. Public Comment is reserved for citizen comments on items not contained on the printed agenda. Citizen comments are limited to three (3) minutes per speaker. When several people wish to speak on the same position on a given item, they are requested to select a spokesperson to state that position.

CONSENT AGENDA

The Consent Agenda is a group of routine matters to be acted on with a single motion and vote. Council or staff may request an item be removed from the Consent Agenda and placed on the Regular Agenda for discussion.

- [1.](#) July 6, 2020 Council Meeting Minutes
- [2.](#) June Financial Statements
- [3.](#) Consider the IGA between the Town of Johnstown and Weld RE5J School District - School Resource Officer

TOWN MANAGER REPORT

- [4.](#) Town Manager Report

TOWN ATTORNEY REPORT

OLD BUSINESS

NEW BUSINESS

- [5.](#) Intergovernmental Agreement between the Town of Johnstown and the Johnstown Farms Metropolitan District - exclusion of property from the boundaries of the District
- [6.](#) Discussion purposes - Town of Johnstown I25/CO 402 Interchange Financing Analysis - January 2020
- [7.](#) Discussion Only - Changes to Johnstown Small Business Micro Grant Program

PUBLIC HEARING

COUNCIL REPORTS AND COMMENTS

MAYOR'S COMMENTS

EXECUTIVE SESSION

ADJOURN

AMERICANS WITH DISABILITIES ACT NOTICE

In accordance with the Americans with Disabilities Act, persons who need accommodation in order to attend or participate in this meeting should contact Town Hall at (970) 587-4664 within 48 hours prior to the meeting in order to request such assistance.

The Community That Cares

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The Town Council of the Town of Johnstown met on Monday, July 6, 2020 at 7:00 p.m. in the Council Chambers at 450 S. Parish Avenue, Johnstown.

Mayor Lebsack led the Pledge of Allegiance.

Roll Call:

Those answering present were: Councilmembers Berg, Lemasters, Tallent and Young

Those absent were: Councilmembers Mellon and Molinar Jr.

The following staff members were also present: Avi Rocklin, Town Attorney, Matt LeCerf, Town Manager, Marco Carani, Public Works Director, Mitzi McCoy, Finance Director, Kim Meyer, Planning Director, Jamie Desrosier, Communication Manager and Aaron Sanchez, Police Commander.

Agenda Approval

Councilmember Lemasters moved to approve the Agenda as submitted, seconded by Councilmember Berg. Motion carried with a roll call vote.

Consent Agenda

Councilmember Berg moved to approve the Consent Agenda, seconded by Councilmember Tallent.

- June 15, 2020 Meeting Minutes
- June 29, 2020 Special Meeting Minutes
- List of Bills
- Water and Sewer Service Agreement – WDG Johnstown, LLC
- Resolution 2020-19 Energy Impact Grant

Motion carried with a roll call vote.

New Business

A. Request from Oakwood Homes for Amendments to prior Subdivision Development and Improvement Agreements for Thompson River Ranch Filings No. 5, 6, and 10 – Oakwood Homes has requested consideration of amendments to the Subdivision Development and Improvement Agreements for Filings 5, 6, and 10 of Thompson River Ranch. These agreements contain language that require High Plains Boulevard/LCR 3 be fully constructed as detailed in the agreements on or before Developer obtains the 120th building permit for the eastern portion of the development (exclusive of Filings 1, 3, 4 and 9). Oakwood Homes request for the amendment is the need to construct a box culvert crossing over the Hillsborough Ditch as part of the roadway construction project. The ditch company does not permit any construction in or across the ditch during its active season of water delivery, from April 1st to October 1st. Oakwood is concerned with their current pace of construction and sales this construction restriction will stop building permits until construction of High Plains Boulevard is complete. The Second Amendment to the Subdivision Development and Improvement Agreement includes Oakwood/Clayton will provide a Performance Guarantee to the Town in an amount equal to

Town of Johnstown, Colorado

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July 6, 2020

110% of the cost of the uncompleted improvements and the road construction will be completed no later than June 30, 2021. After this date no additional building permits will be issued until the Larimer County Road 3 improvements are complete and accepted by the Town.

Councilmember Lemasters moved to Approve the Second Amendment to the Subdivision Development an Improvement Agreement (Thompson River Ranch Filing No. 5 and 6) and First Amendment to Subdivision Development and Improvement Agreement (Thompson River Ranch Filing No. 10), seconded by Councilmember Berg. Motion carried with a roll call vote.

B. Public Hearing – Final Subdivision Plat for Thompson River Ranch Filing No. 7 – The proposed subdivision would create 81 single family lots. Filing No. 7 is zoned PUD-MU and the existing Thompson River Ranch design standards and guidelines would apply.

Mayor Lebsack opened the public hearing at 7:25 p.m. Todd Bloom representing Clayton Properties II was present to answer any questions. Having no public comment Mayor Lebsack closed the hearing at 7:30 p.m.

Councilmember Berg moved to approve Resolution 2020-20 a Resolution Approving the Final Plat for Thompson River Ranch Filing No. 7 Located in the Northeast Quarter of Section 23, Township 5 North, Range 68 West of the 6th Principal Meridian County of Larimer, State of Colorado, Consisting of Approximately 24.533 Acres, seconded by Councilmember Young. Motion carried with a roll call vote.

C. Subdivision Development and Improvement Agreement for Thompson River Ranch Filing No. 7 – The Agreement requires the Developer to develop the property in accordance with the subdivision plat that was approved by Council. The Agreement requires the Developer to install public and private improvements at the Developer's cost in accordance with the Town's specifications. The Agreement also includes (in Exhibit B-3) milestones for completion of certain improvements. Councilmember Berg moved to approve the Subdivision Development and Improvement Agreement for Thompson River Ranch Filing No. 7, seconded by Councilmember Lemasters. Motion carried with a roll call vote.

D. Water and Sewer Service Agreement for Thompson River Ranch Filing No. 7 – The Water and Sewer Service Agreement is the standard town agreement. Councilmember Berg moved to approve the Thompson River Ranch Filing No. 7 Water and Sewer Service Agreement, seconded by Councilmember Young. Motion carried with a roll call vote.

E. E. 2020 Slurry Seal Bid Award – A-1 Chipseal – Councilmember Young moved to award a contract between the Town of Johnstown and A-1 Chipseal Company for the 2020 Town of Johnstown Street Maintenance Program in the amount not to exceed \$197,521 and authorize the Town Manager to sign the contract as presented, seconded by Councilmember Lemasters. Motion carried with a roll call vote.

Town of Johnstown, Colorado

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July 6, 2020

F. Approve Purchase of a Columbarium – This is a request for a 72-Niche Columbarium. Formal bids were placed on Rocky Mountain Bid Net. Two bids were received from Greeley Monument and DS Constructors. Based upon the bid price, staff is recommending award the bid to Greeley Monument in the amount of \$44,175.60. Councilmember Young moved to approve the bid award to Greeley Monument in the amount not to exceed \$44,175.60 and authorize the Town Manager to approve the remaining funds for the survey, foundation, benches and landscaping changes. The total project cost shall not exceed the budgeted amount of \$75,000 seconded by Councilmember Berg. Motion carried with a roll call vote.

F. Final Design of Highway 60 and I-25 Overpass Project Aesthetics – BHA was hired to assist the Council and staff on a final aesthetic enhancement planned at the Highway 60 and I-25 Interchange. BHA has taken the guidance provided by Council and have developed a final design. Councilmember Berg moved to approve the final aesthetic design as presented changing the font type from Script to Classic, seconded by Councilmember Young. Motion carried with a roll call vote.

There being no further business to come before Council the meeting adjourned at 8:25 p.m.

Mayor

Town Clerk

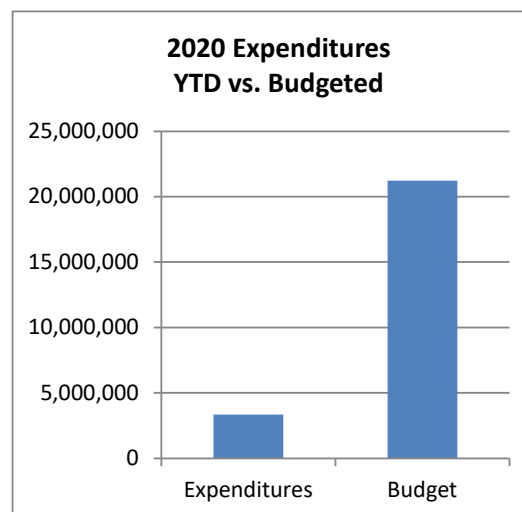
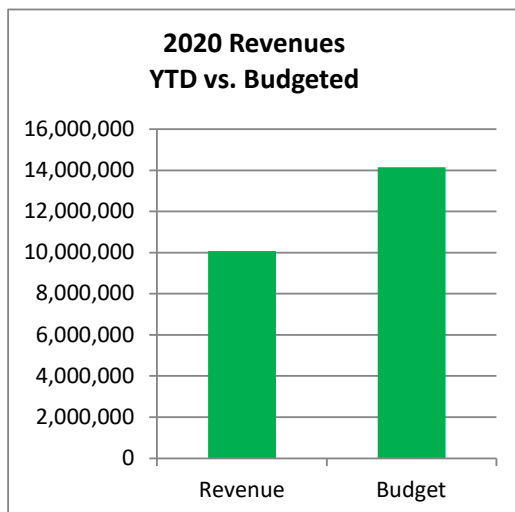
Town of Johnstown, Colorado
Statement of Revenues, Expenditures, and Changes in
Fund Balances - General Fund
Period Ending June 30, 2020
Unaudited

Item #2.

General Fund	2020 Actuals June	2020 Adopted Budget	% Complete
Beginning Fund Balance	37,228,247	37,228,247	
<u>Revenues:</u>			
Taxes & Fees	8,502,288	12,631,080	67.3%
Licenses & Permits	1,198,145	828,200	144.7%
Fines & Forfeitures	66,535	171,000	38.9%
Intergovernmental	99,688	15,000	664.6%
Earnings on Investment	126,780	288,000	44.0%
Miscellaneous Revenue	84,071	216,200	38.9%
<i>Transfers In</i>	-	-	
Total Operating Revenues	10,077,507	14,149,480	71.2%
<u>Expenditures:</u>			
Legislative	361,346	978,200	36.9%
Town Manager	134,977	722,750	18.7%
Town Clerk	137,924	338,850	40.7%
Finance	77,679	230,950	33.6%
Planning	247,203	762,600	32.4%
Building Inspections	92,850	236,200	39.3%
Police	1,501,309	3,522,080	42.6%
Public Works	51,488	133,650	38.5%
Buildings	100,073	210,200	47.6%
<i>Transfers Out</i>	627,729	14,097,660	4.5%
Total Expenditures	3,332,578	21,233,140	15.7%
Excess (Deficiency) of Revenues and Other Sources over Expenditures	6,744,929	(7,083,660)	
Prior Period Adjustment			
Ending Fund Balance*	43,973,176	30,144,587	

* - Unaudited

50% of the fiscal year has elapsed



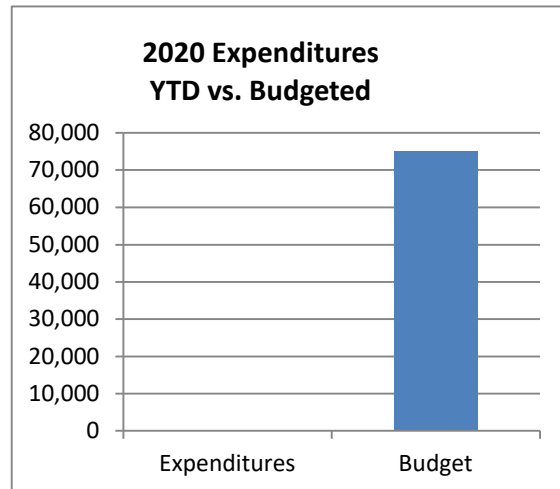
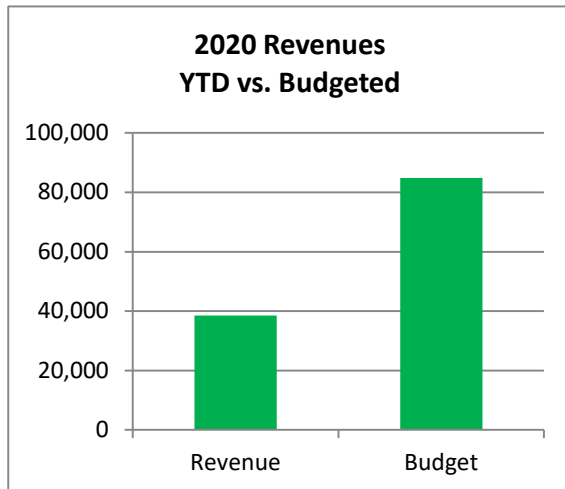
Town of Johnstown, Colorado
Statement of Revenues, Expenditures, and Changes in
Fund Balances - Conservation Trust Fund
Period Ending June 30, 2020
Unaudited

Item #2.

Conservation Trust Fund	2020 Actuals June	2020 Adopted Budget	% Complete
Beginning Fund Balance	0	0	
<u>Revenues:</u>			
Intergovernmental	38,559	84,800	45.5%
Earnings on Investment	-	100	0.0%
Total Operating Revenues	38,559	84,900	45.4%
<u>Expenditures:</u>			
Operations	-	-	
Capital Outlay	-	75,000	0.0%
Total Expenditures	-	75,000	0.0%
Excess (Deficiency) of Revenues and Other Sources over Expenditures	38,559	9,900	
Ending Fund Balance*	38,559	9,900	

* - Unaudited

50% of the fiscal year has elapsed



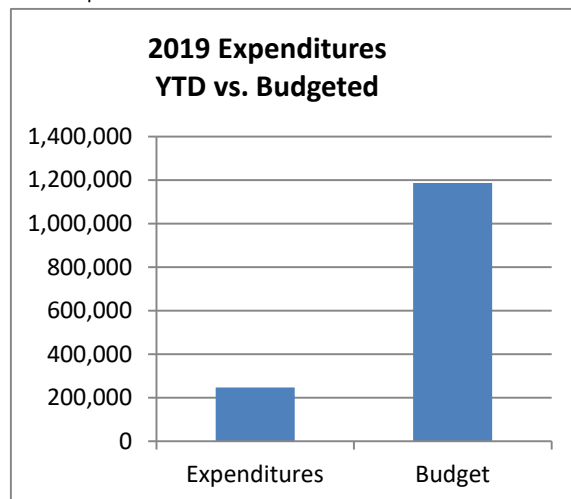
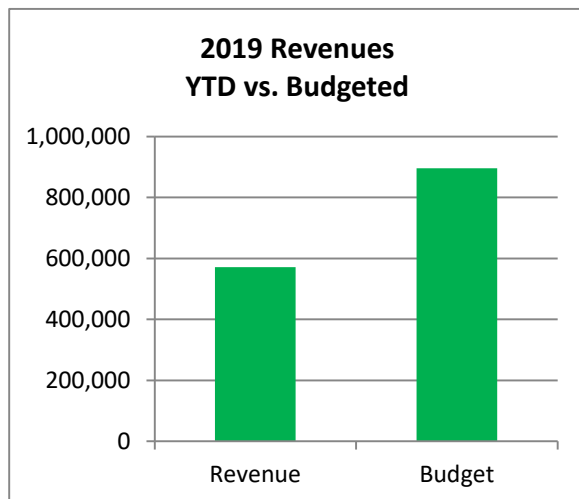
Town of Johnstown, Colorado
Statement of Revenues, Expenditures, and Changes in
Fund Balances - Parks and Open Space Fund
Period Ending June 30, 2020
Unaudited

Item #2.

	2020 Actuals June	2020 Adopted Budget	% Complete
Parks and Open Space Fund			
Beginning Fund Balance	5,544,616	5,544,616	
<u>Revenues:</u>			
Taxes & Fees	535,187	359,817	148.7%
Miscellaneous Revenue	17,406	315,700	5.5%
Transfers In	0	220,000	0.0%
Total Operating Revenues	571,920	895,517	63.9%
<u>Expenditures:</u>			
Operations	149,333	458,750	32.6%
Capital Outlay	98,297	728,000	13.5%
Transfers Out	-	-	
Total Expenditures	247,629	1,186,750	20.9%
Excess (Deficiency) of Revenues and Other Sources over Expenditures	324,290	(291,233)	
Ending Fund Balance*	5,868,906	5,253,383	

* - Unaudited

50% of the fiscal year has elapsed



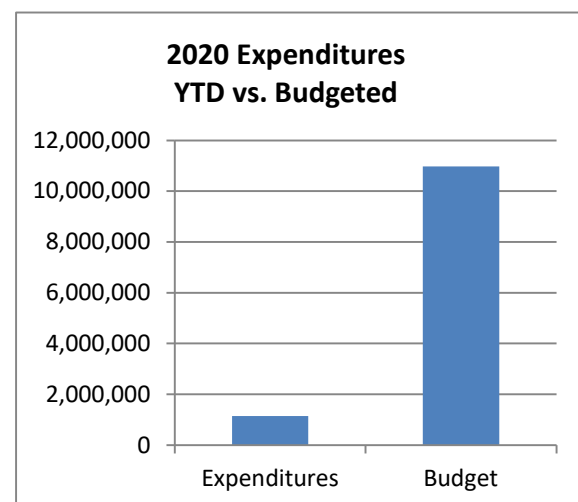
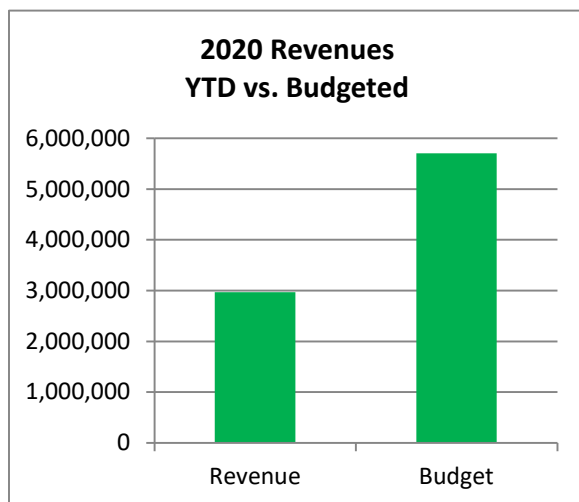
Town of Johnstown, Colorado
Statement of Revenues, Expenditures, and Changes in
Fund Balances - Street and Alley Fund
Period Ending June 30, 2020
Unaudited

Item #2.

Street and Alley Fund	2020 Actuals June	2020 Adopted Budget	%
			Complete
Beginning Fund Balance	8,463,136	8,463,136	
<u>Revenues:</u>			
Taxes & Fees	1,018,178	838,000	121.5%
Intergovernmental	105,097	1,511,650	7.0%
Charges for Services	446,383	1,024,000	43.6%
Capital Investment Fees	1,354,848	305,000	444.2%
Earnings on Investment	46,133	27,000	170.9%
Tranfers In	-	2,000,000	0.0%
Total Operating Revenues	<u>2,970,638</u>	<u>5,705,650</u>	52.1%
<u>Expenditures:</u>			
Operations & Maintenance	752,475	2,284,050	32.9%
Capital	<u>394,052</u>	<u>8,684,500</u>	4.5%
Total Expenditures	<u>1,146,527</u>	<u>10,968,550</u>	10.5%
Excess (Deficiency) of Revenues and Other Sources over Expenditures	<u>1,824,112</u>	<u>(5,262,900)</u>	
Ending Fund Balance*	<u><u>10,287,248</u></u>	<u><u>3,200,236</u></u>	

* - Unaudited

50% of the fiscal year has elapsed



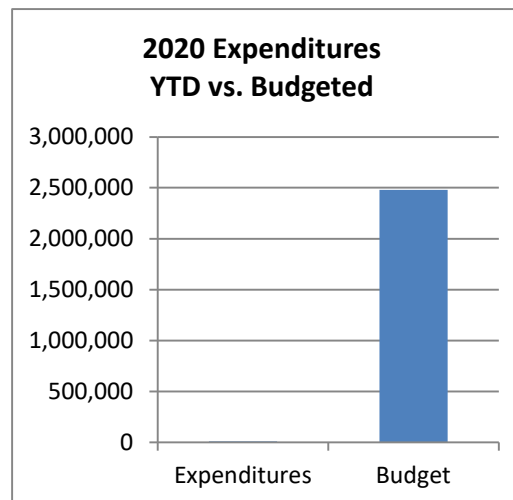
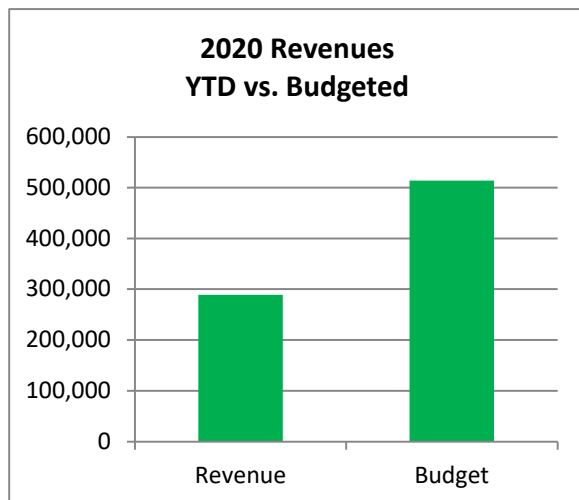
Town of Johnstown, Colorado
Statement of Revenues, Expenditures, and Changes in
Fund Balances - Capital Projects Fund
Period Ending June 30, 2020
Unaudited

Item #2.

	2020 Actuals June	2020 Adopted Budget	% Complete
Capital Projects Fund			
Beginning Fund Balance	10,994,106	10,994,106	
<u>Revenues:</u>			
Taxes and Fees	227,935	450,000	50.7%
Miscellaneous Revenue	-	-	
Interest	61,219	79,000	77.5%
Transfers In	-	(15,000)	
Total Operating Revenues	289,154	514,000	56.3%
<u>Expenditures:</u>			
Capital Outlay	10,046	2,479,700	0.0%
Transfers Out	-	-	0.0%
Total Expenditures	10,046	2,479,700	0.4%
Excess (Deficiency) of Revenues and Other Sources over Expenditures	279,108	(1,965,700)	
Ending Fund Balance*	11,273,214	9,028,406	

* - Unaudited

50% of the fiscal year has elapsed



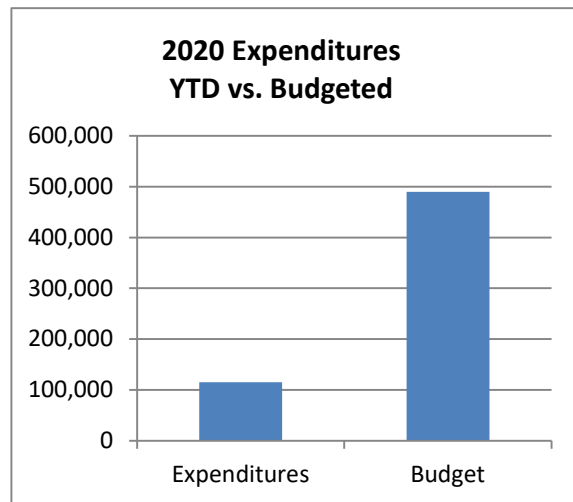
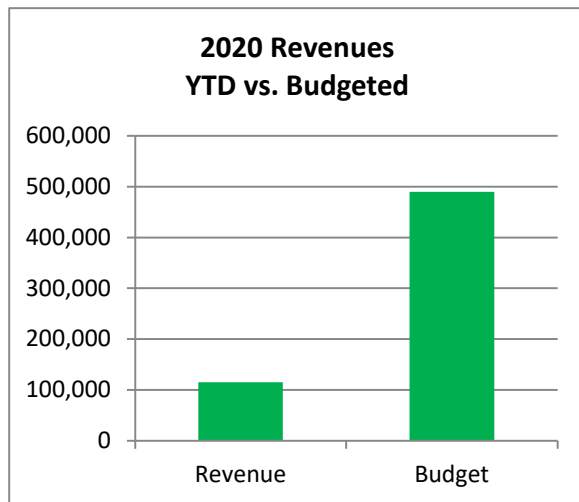
Town of Johnstown, Colorado
Statement of Revenues, Expenditures, and Changes in
Fund Balances - Tax Allocation Fund
Period Ending June 30, 2020
Unaudited

Item #2.

Tax Allocation Fund	2020 Actuals June	2020 Adopted Budget	% Complete
Beginning Fund Balance	5,555	5,555	
<u>Revenues:</u>			
Taxes & Fees	114,706	490,000	23.4%
Earnings on Investment	-	100	0.0%
Total Operating Revenues	114,706	490,100	23.4%
<u>Expenditures:</u>			
Miscellaneous	114,706	490,000	23.4%
Total Expenditures	114,706	490,000	23.4%
Excess (Deficiency) of Revenues and Other Sources over Expenditures	0	100	
Ending Fund Balance*	5,555	5,655	

* - Unaudited

50% of the fiscal year has elapsed



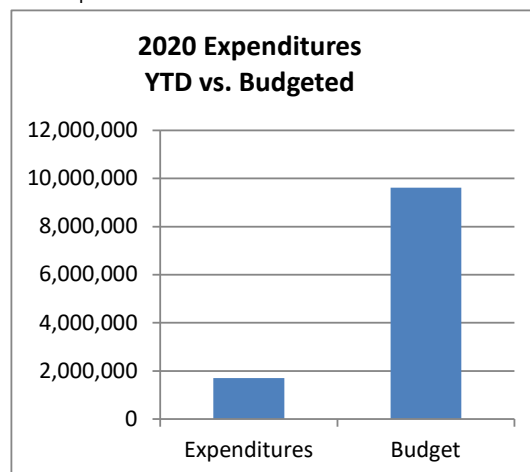
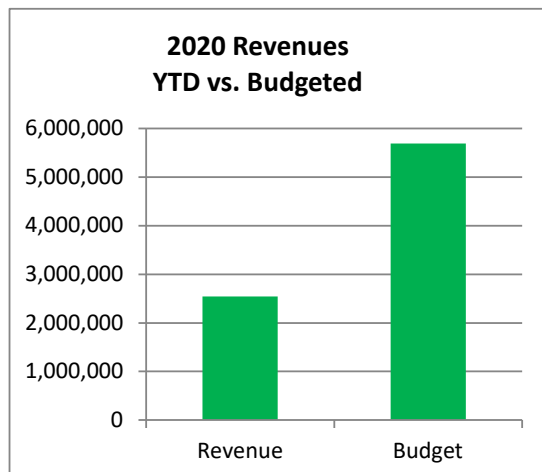
Town of Johnstown, Colorado
Statement of Revenues, Expenditures, and Changes in
Fund Balances - Water Fund
Period Ending June 30, 2020
Unaudited

Item #2.

Water Fund	2020 Actuals June	2020 Adopted Budget	% Complete
Beginning Cash Balance	18,054,317	18,054,317	
<u>Revenues:</u>			
Charges for Services	1,259,243	2,518,000	50.0%
Total Operating Revenues	1,259,243	2,518,000	50.0%
<u>Expenses:</u>			
Administration	81,037	522,550	15.5%
Operations	898,741	1,887,920	47.6%
Capital Outlay	579,333	6,853,000	8.5%
Depreciation	141,170	355,000	39.8%
Transfers Out	-	-	
Total Operating Expenses	1,700,280	9,618,470	17.7%
Operating Income (Loss)	(441,037)	(7,100,470)	
<u>Non-Operating Revenues (Expenses)</u>			
Tap Fees	563,896	804,625	70.1%
Capital Investment Fees	503,784	100,000	503.8%
Misc. Revenues	131,629	2,144,000	6.1%
Interest Expense	87,690	126,000	69.6%
Total Non-Operating Revenues (Expenses)	1,287,000	3,174,625	40.5%
Excess (Deficiency) of Revenues and Other Sources over Expenses	845,963	(3,925,845)	
Ending Cash Balance*	18,900,280	14,128,472	

* - Unaudited

50% of the fiscal year has elapsed



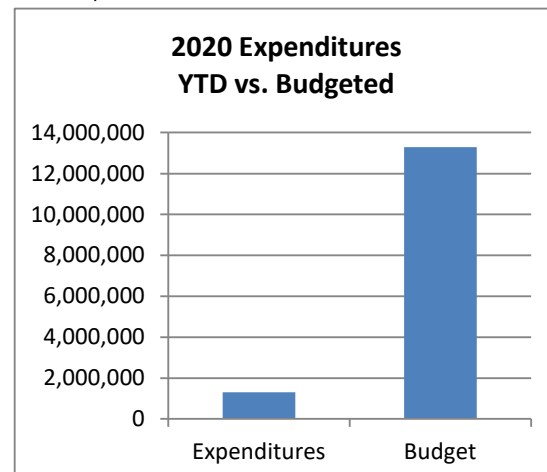
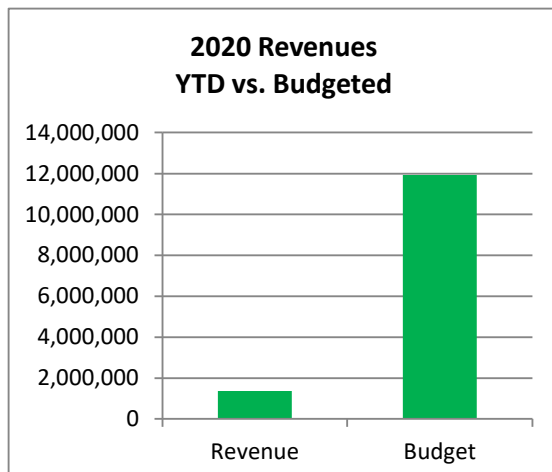
Town of Johnstown, Colorado
Statement of Revenues, Expenditures, and Changes in
Fund Balances - Sewer Fund
Period Ending June 30, 2020
Unaudited

Item #2.

	2020 Actuals June	2020 Adopted Budget	% Complete
Sewer Fund			
Beginning Cash Balance	8,393,987	8,393,987	
<u>Revenues:</u>			
Charges for Services	1,058,661	1,950,000	54.3%
Total Operating Revenues	1,058,661	1,950,000	54.3%
<u>Expenses:</u>			
Administration	70,277	310,500	22.6%
Operations	564,753	1,895,870	29.8%
Capital Outlay	588,452	10,874,000	5.4%
Depreciation	80,417	205,000	39.2%
Total Operating Expenses	1,303,900	13,285,370	9.8%
Operating Income (Loss)	(245,238)	(11,335,370)	
<u>Non-Operating Revenues (Expenses)</u>			
Capital Improvement Fees	294,620	660,000	44.6%
Misc. Revenues	5,600	1,001,000	0.6%
Interest Expense	13,310	81,000	16.4%
Transfers	-	10,000,000	0.0%
Total Non-Operating Revenues (Expenses)	313,530	11,742,000	2.7%
Excess (Deficiency) of Revenues and Other Sources over Expenses	68,292	406,630	
Ending Cash Balance*	8,462,279	8,800,617	

* - Unaudited

50% of the fiscal year has elapsed



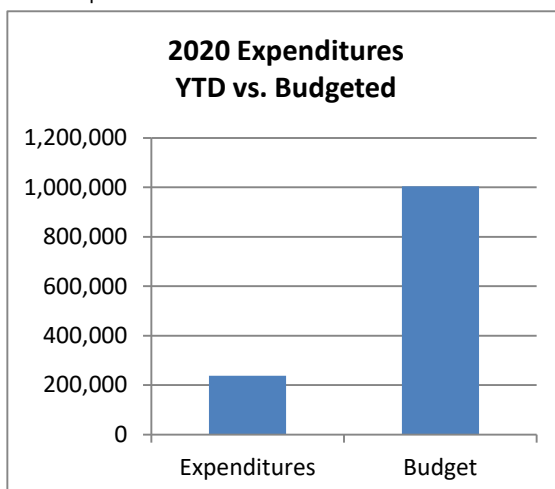
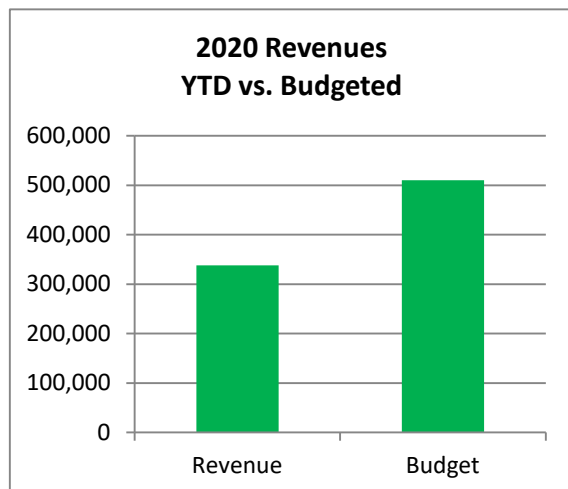
Town of Johnstown, Colorado
Statement of Revenues, Expenditures, and Changes in
Fund Balances - Drainage Fund
Period Ending June 30, 2020
Unaudited

Item #2.

Drainage Fund	2020 Actuals June	2020 Adopted Budget	% Complete
Beginning Cash Balance	3,342,074	3,342,074	
<u>Revenues:</u>			
Charges for Services	228,242	435,000	52.5%
Total Operating Revenues	228,242	435,000	52.5%
<u>Expenses:</u>			
Administration	50,771	143,100	35.5%
Operations	128,589	345,900	37.2%
Capital Improvements	58,893	515,000	11.4%
Transfer Out	-	-	
Total Operating Expenses	238,252	1,004,000	23.7%
Operating Income (Loss)	(10,010)	(569,000)	
<u>Non-Operating Revenues (Expenses)</u>			
Capital Revenues	99,619	50,000	199.2%
Misc. Revenues	-	-	
Interest Expense	10,252	25,200	40.7%
Total Non-Operating Revenues (Expenses)	109,871	75,200	146.1%
Excess (Deficiency) of Revenues and Other Sources over Expenses	99,861	(493,800)	
Ending Cash Balance*	3,441,935	2,848,274	

* - Unaudited

50% of the fiscal year has elapsed



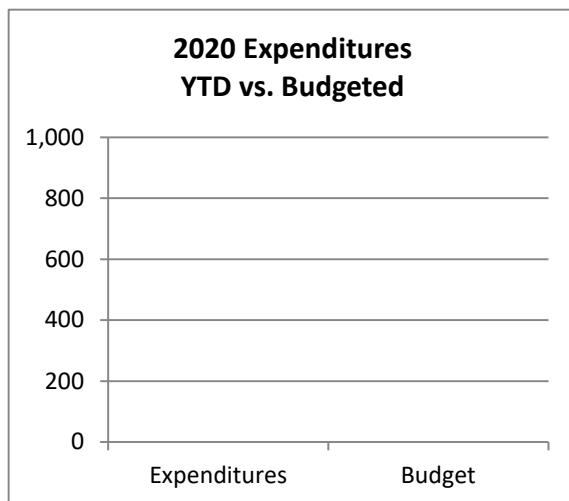
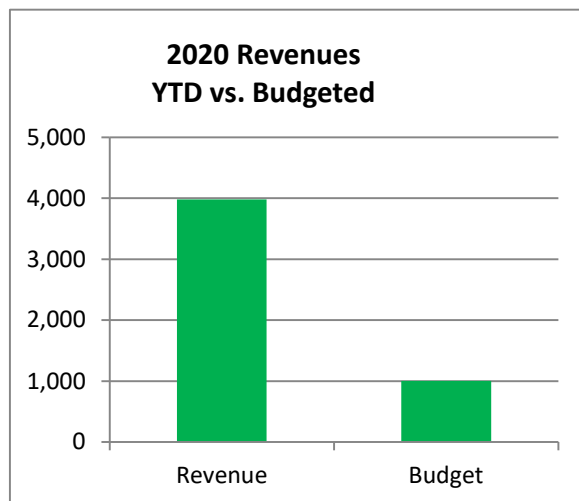
Town of Johnstown, Colorado
Statement of Revenues, Expenditures, and Changes in
Fund Balances - Cemetery Perpetual Fund
Period Ending June 30, 2020
Unaudited

Item #2.

Cemetery Perpetual Fund	2020 Actuals June	2020 Adopted Budget	% Complete
Beginning Fund Balance*	125,195	125,195	
<u>Revenues:</u>			
Miscellaneous Revenue	3,210	903	355.5%
Earnings on Investment	772	100	771.8%
Total Operating Revenues	<u>3,982</u>	<u>1,003</u>	397.0%
<u>Expenditures:</u>			
Operations & Maintenance	-	-	
Capital Outlay	-	-	
Transfers Out	-	-	
Total Expenditures	<u>-</u>	<u>-</u>	
Excess (Deficiency) of Revenues and Other Sources over Expenditures	<u>3,982</u>	<u>1,003</u>	
Ending Fund Balance*	<u>129,177</u>	<u>126,198</u>	

* - Unaudited

50% of the fiscal year has elapsed



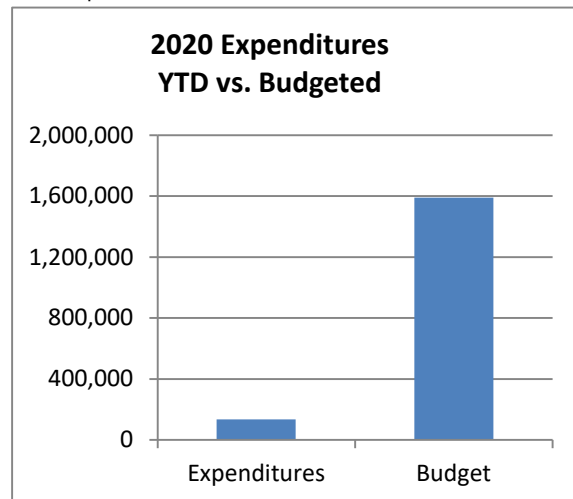
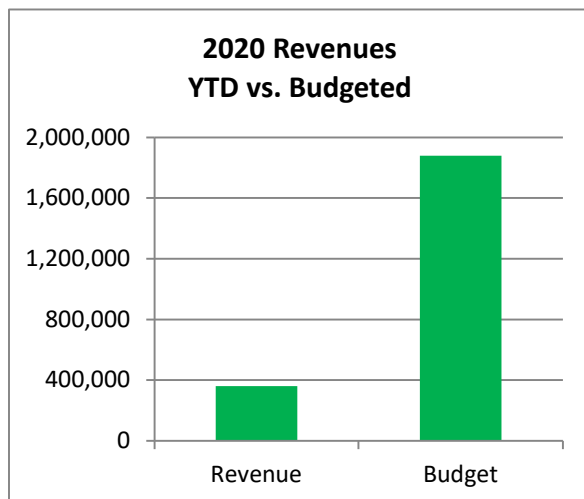
Town of Johnstown, Colorado
Statement of Revenues, Expenditures, and Changes in
Fund Balances - Library Fund
Period Ending June 30, 2020
Unaudited

Item #2.

Library Fund	2020 Actuals June	2020 Adopted Budget	% Complete
Beginning Fund Balance	3,491,367	3,491,367	
<u>Revenues:</u>			
Intergovernmental	-	824,716	0.0%
Miscellaneous Revenue	83,885	11,000	762.6%
Capital Investment Fees	274,084	20,000	1370.4%
Interest	1,939	1,500	129.2%
Transfers In	-	1,022,660	0.0%
Total Operating Revenues	359,908	1,879,876	19.1%
<u>Expenditures:</u>			
Operations	134,374	1,589,915	8.5%
Capital Outlay	-	-	0.0%
Total Expenditures	134,374	1,589,915	8.5%
Excess (Deficiency) of Revenues and Other Sources over Expenditures	225,534	289,961	
Ending Fund Balance*	3,716,901	3,781,328	

* - Unaudited

50% of the fiscal year has elapsed



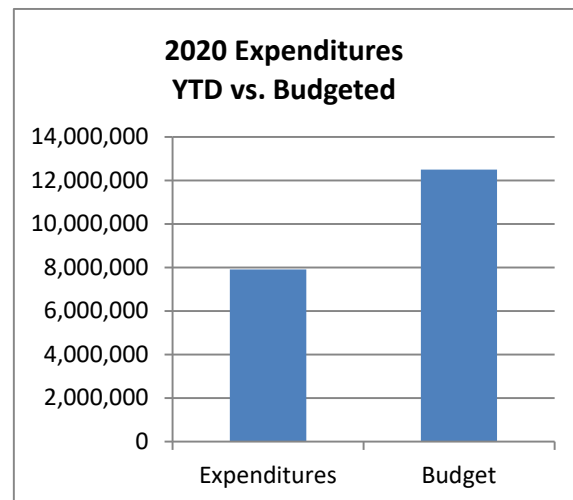
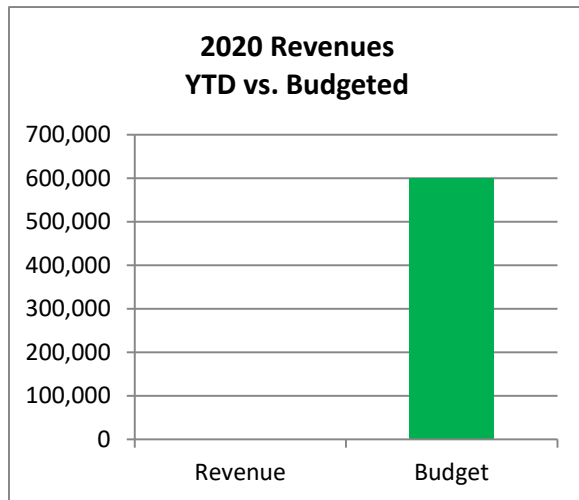
Town of Johnstown, Colorado
Statement of Revenues, Expenditures, and Changes in
Fund Balances - Recreation Center Fund
Period Ending June 30, 2020
Unaudited

Item #2.

	2020 Actuals June	2020 Adopted Budget	% Complete
Recreation Center Fund			
Beginning Fund Balance*	12,000,000	12,000,000	
<u>Revenues:</u>			
Transfers In	-	600,000	0.0%
Earnings on Investment	-	-	
Total Operating Revenues	-	600,000	0.0%
<u>Expenditures:</u>			
Operations & Maintenance	-	500,000	0.0%
Capital Outlay	7,913,202	12,000,000	65.9%
Total Expenditures	7,913,202	12,500,000	63.3%
Excess (Deficiency) of Revenues and Other Sources over Expenditures	(7,913,202)	(11,900,000)	
Ending Fund Balance*	4,086,798	100,000	

* - Unaudited

50% of the fiscal year has elapsed





Town of Johnstown

TOWN COUNCIL AGENDA COMMUNICATIONS

AGENDA DATE: July 20, 2020

ITEM NUMBER: Consent Agenda -

SUBJECT: Consider Intergovernmental Agreement with Weld RE5J School District

ACTION PROPOSED: Approve Intergovernmental Agreement between Town of Johnstown and Weld RE5J School District

ATTACHMENTS: 1. Intergovernmental Agreement

PRESENTED BY: Brian Phillips, Police Chief and Town Attorney Avi Rocklin

AGENDA ITEM DESCRIPTION:

After reviewing the expired intergovernmental agreement (IGA) between the Town and the Weld RE5J School District, it was determined that the IGA needed to be updated. The content of the IGA covers roles and responsibilities of both entities of the agreement and outlines current practices and policies and codifies them. Additions to the new agreement of note are as follows: The School District will now pay for 50% of the officer's salary and benefits, cover 50% of the officer's uniforms and equipment, and pay for 50% of the budgeted annual maintenance costs of the officer's assigned police vehicle. Also covered in the agreement is the 50% cost sharing of replacing the officer's vehicle when scheduled, to include the equipment upfit. If an additional SRO(s) are requested by the district, the School District will pay the costs mentioned above, but will also bear the full cost of the police vehicle and upfit associated with that new position(s). This agreement was reviewed and approved by the attorneys for both parties outlined in this agreement.

LEGAL ADVICE:

The Town Attorney reviewed the agreement.

FINANCIAL ADVICE :

N/A

RECOMMENDED ACTION:

Approve the Intergovernmental Agreement between the Town of Johnstown and Weld RE5J School District

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Reviewed and Approved for Presentation,

Town Manager

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Town of Johnstown

MEMORANDUM

TO: Honorable Mayor and Town Council Members

FROM: Matt LeCerf, Town Manager

DATE: July 20, 2020

CC: Town Staff
Local Media

SUBJECT: Town Manager's 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):

- 08/03/2020 – Regular Town Council Meeting
- 08/17/2020 – Regular Town Council Meeting
- 09/09/2020 – Regular Town Council Meeting

Administration, Finance, & Planning

- *Liquor Licenses* – Cheba Hut and Coral Bay Wine and Spirits renewal applications have been submitted to the State for approval.
- *Meeting and Agenda Management Software* – Staff purchased Agenda Management Software through Municode. We will begin transitioning to the new system within the next couple months.
- *Municipal Court* – There were 166 summonses processed in the month of June.
- *Development Review* – As of the end of June 2020, the Planning & Development Department has processed 31 new projects, 25 pre-application meetings, and 1 code enforcement issue.
- *Comprehensive Plan* – The Steering Committee and Staff launched Phase 2 of the Comp Planning effort, and are actively seeing community engagement through social media and signs placed throughout Town for the next 4-6 weeks. A Phase 1 summary is in the final

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draft stage and should be available on the [webpage](#) no later than July 24. The next meeting is scheduled for July 22.

- *Conditional Use Neighborhood Meeting* – A neighborhood meeting for those in the immediate vicinity was held on July 16 to discuss a proposed gas station and convenience store at Parish and Hwy 60. That feedback will help inform proposed plans from the Applicant, and be included in reports to the PZC and Town Council at future hearings on that use.
- *Gerrard Rezone* – Staff intends to attend the July 22 Weld County BOCC hearing on this rezone, for which the Town Council passed Resolution 2020-13 opposing the rezone.
- *Planning & Zoning Commission* – After multiple rounds of advertisement on the website and mention on social media, the PZC still has one seat open on the commission. If Council has any recommendations on engaged citizens to reach out to, Staff would gladly follow up with them.
- *Service Orders* – Caselle has a service order module that is currently being mapped and prepared so that staff can more efficiently get service/work needs communicated to the Public Works department. This system should improve efficiency while allowing requests to be tracked and resolved. Training on the use of the module is expected to occur next week with implementation immediately following.
- *2019 Audit* – The 2019 audit is ongoing. To ensure that the Town is in compliance with state law, a request for an extension has been filed with the State Auditor's Office due to the fact that we anticipate the audit may not be completed by the July 31 deadline. The audit presentation to Council is scheduled for late August.
- *CARES Act* – The Town has filed the necessary application with DOLA for reimbursement of funds expended for costs associated with the COVID-19 pandemic.
- *PIO Training Completed* – The Communications Manager recently completed a Public Information Officer Training with Police Social Media Academy in an effort to better understand our various departmental communications, resident needs/expectations, and provide more timely and relevant information on Town social media platforms.
- *Monthly Newsletters* – The Communications Department has been putting out monthly newsletters since June 2020. Residents and those interested are encouraged to sign up for this email-based monthly communication by visiting TownofJohnstown.com.
- *IT Services* – The Town recently changed IT Services to TimberLAN, fully effective July 15. They are evaluating our system currently and will be providing recommendations for improving our system and telecommuting operations if changes become necessary again due to COVID-19.
- *Thompson River Trail* – We had our kick-off meeting with OTAK who is coordinating our Thompson River Trail Project. It appears there will be a number of environmental hurdles to overcome in this project, but we do expect a great outcome.
- *Property Tax Collections* – As of June 30th, the Town has collected 73.5% of the property tax revenue that was budgeted for Weld County, and 96.6% for Larimer County.

- *Sales Tax Revenue* – Sales tax revenue (excluding taxes collected on vehicles) has increased 22.22% for the months of January – May of 2020 when compared to the same period last year. Sales tax revenue collected on vehicle sales is down 28.99% for the months of January – April 2020 when compared to the same period last year. Overall, the net increase is 6.57% in sales tax revenues.
- *Economic Development Coordinator* – The ED Coordinator position is currently being advertised. An initial review of applications is expected July 24 and we may commence interviews based on those applications received; reserving the right to extend the time period for accepting resumes.

Police Department

Training

- *Senate Bill 217 Training* – The entire department received training on the new Senate Bill 217 - police reform bill. This training was mandated by the bill and was to be completed by September 1, 2020.

Community Policing, Outreach & Miscellaneous Items

- *New App Development* – In response to reporting requirements set forth by Senate Bill 217, Lt. Oglesby created a phone app to be used on the street by officers to capture racial profiling data. As a result, over 50 police departments from across the State contacted JPD to copy the program for use by their agencies.
- *New Hires*- JPD swore in Officer Wild and Officer Morgan. They will begin their new hire training soon.

Public Works Department

Streets, Stormwater, & Parks

- *Signs* – Staff started replacing the old blade street signs around Town. Over 60 signs were ordered. Our goal is to have all new street signs installed within the next 3 years.
- *Weeds* – Goat heads around the walking path at the Town Lake and weeds sprouting in roadway cracks are being addressed.
- *Town Hall* – Crews have been trimming trees and weeding all the beds around Town Hall. Mulch will be brought in to top off all the bedding areas.
- *Pioneer Ridge* – The large hole in the drain way in Pioneer Ridge has been filled in. Crews were able to collapse the hole and imported 50 yards of soil to recontour the area.
- *Alleys* – Grading of alleys as well as CR 3, 42, 44, and 46 were completed.
- *CR 50* – Crews started paving the week of the July 13. All driveway culverts have been installed and approx. 22,000 tons of road base has been placed. Tentative completion date is the first week of August.
- *Playgrounds* – We are continuing to disinfect our playgrounds 3 to 5 days per week. All benches, tables and playground equipment are being sprayed with disinfectant.

- *Parks* – Recent high temperatures have created a challenge for crews to keep park grass looking green. Sprinkler system repairs are ongoing.
- *Fire Hydrants* – Crews are currently working on flushing fire hydrants around Town. We are hoping to have most hydrants flushed by the end of August. Repairs were completed on the fire hydrant located at Johnson’s Corner that was recently damaged by a contractor.

Water and Wastewater Plants

- *Low Point & Central WWTP* – The Capacity Performance and Evaluation assessment report required by CDPHE was submitted on time on July 13. This report will explain to CDPHE what improvements we need to concentrate on and how the plant operated to stay in compliance. The report was completed by Aqua Engineering who was hired to design the expansion of the plant. This is part of the Cease and Desist Orders issued by CDPHE in January 2020. A monetary penalty is forthcoming due to our performance over the past 5 years at the wastewater treatment plants.
- *Water Restrictions* – New voluntary water restrictions were announced Friday, July 10. Between the hours of 3-6 a.m. our plant is struggling to keep up with water demand so we asked residents to adjust their water schedule based on their address. If an address ends in an odd number watering should take place anytime between 10 p.m. to 12:30 a.m. and even addresses from 3 a.m. to 5:30 a.m. We will continue to monitor water usage and if we cannot balance the demand, we will consider other alternatives which may include some water restrictions.
- *Service Pumps* – Our #2 high service pump was recently repaired.
- *SCADA* – Our contractor, Browns Hill, has been fine tuning the TRR flow SCADA and connecting the new polymer pump to our system. They are also looking into the cost to restructure our controls to help with overnight demand and operation of pumps.
- *Testing* – Testing on lead and copper is expected to begin in the next 2 weeks per state guidelines. Geosmin and MIB samples will be taken the week of the August 13. These are two primary compounds contributing to odor and taste in water.
- *Blower* – Blower #3 at Low Point recently tripped. An investigation revealed that 100-amp fuses and an exhaust fan motor burned out. Staff is currently repairing these issues.
- *Central Plant* – New electrical conduit has been installed for our new polymer pump skid. A new fuse block and transformer with disconnect were also installed.
- *Bar Screen* – The new bar screen is doing its job and removing solids prior to them entering the ponds. Staff unfortunately is tasked with cleaning the screen often to keep the screen from becoming clogged.



Town of Johnstown

TOWN COUNCIL AGENDA COMMUNICATIONS

AGENDA DATE: July 20, 2020

ITEM NUMBER: 10 A

SUBJECT: Consider Intergovernmental Agreement between Town of Johnstown and Johnstown Farms Metropolitan District

ACTION PROPOSED: Approve Intergovernmental Agreement between Town of Johnstown and Johnstown Farms Metropolitan District

ATTACHMENTS:

1. Intergovernmental Agreement
2. Petition to Exclude Town Hall

PRESENTED BY: Avi Rocklin, Town Attorney and Matt LeCerf Town Manager

AGENDA ITEM DESCRIPTION:

For consideration is a proposed intergovernmental agreement (“IGA”) between the Town of Johnstown (“Town”) and the Johnstown Farms Metropolitan District (“District”) relating to exclusion of property from the boundaries of the District. The background is as follows. On or about September 17, 2007, the Town approved the Service Plan for the District, and the District was thereafter organized. The Service Plan anticipated development within the District in two separate filings, identified as Filing Number 1 (“Filing 1”) and Filing Number 2 (“Filing 2”). Since approval of the Service Plan, public improvements to serve 111 residential lots and commercial property in Filing 1 were constructed. Public improvements to serve Filing 2 were not constructed. A parcel within Filing 1 and all of Filing 2 were sold by the original developer to TF Johnstown Farms, LP (the “Developer”) and, because the filings are not contiguous and to minimize the financial obligations of Filing 1 related to Filing 2, the Developer desires to develop Filing 2 independently from Filing 1. Developer thus seeks to exclude Filing 2 from the boundaries of the District and, at a subsequent date, form a new metropolitan district to serve the Filing 2 development, which will be developed as Johnstown Farms Filing No. 2 and No. 3. Pursuant to the Service Plan, the District is required to obtain the Town’s consent to exclude Filing 2. In addition, in the midst of discussions with the Developer, Town staff discovered that the Town Hall property is in the boundaries of the District. The Town Manager, on behalf of the Town, submitted a Petition to Exclude the Town property from the District, a copy is included. If Town Council approves the IGA allowing for exclusion of Filing 2, then the District anticipates taking both exclusions, Filing 2 and the Town property, to the Court to obtain an order of exclusion.

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The IGA contains certain additional noteworthy terms. Because the reduction in the size of the boundaries of the District is materially different than what was contemplated in the Service Plan, the District agrees to reduce the maximum debt authority in the Service Plan from \$5.6M to \$2.1M so that the taxpayers remaining in the District will not be overly burdened with debt. In addition, pursuant to Subdivision Development and Improvement Agreement between the Town, the Developer and the District dated on or about December 2, 2019 and the plat for the Johnstown Farms Filing No. 3, the District agreed, respectively, to maintain certain sanitary sewer improvements and to mow and weed open space. Until the new metropolitan district is formed, the District will remain obligated to perform those obligations.

LEGAL ADVICE:

The Town Attorney and counsel for the District prepared the IGA.

FINANCIAL ADVICE :

N/A

RECOMMENDED ACTION:

Approve the Intergovernmental Agreement between the Town of Johnstown and Johnstown Farms Metropolitan District.

SUGGESTED MOTIONS:

For Approval

I move to approve the Intergovernmental Agreement between the Town of Johnstown and Johnstown Farms Metropolitan District and authorize the Mayor to sign it.

For Denial

I move we deny approval of the Intergovernmental Agreement between the Town of Johnstown and Johnstown Farms Metropolitan District.

Reviewed and Approved for Presentation,

Town Manager

**INTERGOVERNMENTAL AGREEMENT BETWEEN
THE TOWN OF JOHNSTOWN, COLORADO
AND
JOHNSTOWN FARMS METROPOLITAN DISTRICT**

THIS AGREEMENT is made and entered into as of this 20th day of July, 2020, by and between the TOWN OF JOHNSTOWN, a home-rule municipal corporation of the State of Colorado (“Town”), and JOHNSTOWN FARMS METROPOLITAN DISTRICT, a quasi-municipal corporation and political subdivision of the State of Colorado (the “District”). The Town and the District are collectively referred to as the “Parties.”

RECITALS

WHEREAS, the District was organized to provide those services and to exercise powers as are more specifically set forth in the District’s Service Plan approved by the Town on September 17, 2007 (“Service Plan”); and

WHEREAS, the Service Plan anticipated development within the District in two separate filings, identified respectively in the Service Plan as Filing Number 1 (“Filing 1”) and Filing Number 2 (“Filing 2”), a legal description of which is attached hereto as Exhibit A; and

WHEREAS, since approval of the Service Plan, public improvements to serve the 111 residential lots in Filing 1 were constructed (the “Johnstown Farms Development”); and

WHEREAS, a parcel within Filing 1 and all of Filing 2 were sold by the original developer to TF Johnstown Farms, LP (the “Developer”) and, because the filings are not contiguous and to minimize the financial obligations of Filing 1 related to Filing 2, the Developer desires to develop Filing 2 independently from the Johnstown Farms Development; and

WHEREAS, in order to develop Filing 2 independently from the Johnstown Farms Development, the Developer intends to exclude Filing 2 from the boundaries of the District and to form a new metropolitan district to serve the Filing 2 development (the “New District”), to be developed as Johnstown Farms Filing No. 2 and No. 3; and

WHEREAS, the District is obligated under that certain Subdivision Development and Improvement Agreement between the Town, the Developer and the District dated on or about December 2, 2019 (the “SIA”) to maintain certain sanitary sewer improvements constructed by the Developer until the Town constructs future sanitary sewer improvements (the “SIA Obligations”); and

WHEREAS, the District is responsible under that certain plat for the Johnstown Farms Filing No. 3 (the “Filing 3 Plat”) for mowing and weed control within certain open space areas to be owned and maintained by the Town (the “Plat Obligations”); and

WHEREAS, the SIA Obligations and the Plat Obligations relate to development of the Filing 2 property that the Developer intends to exclude from the boundaries of the District and include into the New District; and

WHEREAS, the Parties agree that, until the New District is organized, the District shall continue to be obligated to perform the SIA Obligations and the Plat Obligations and that, when organized, the New District may assume the SIA Obligations and Plat Obligations thereby relieving the District of obligations not related to the Johnstown Farms Development; and

WHEREAS, the District anticipates receiving a petition for exclusion from the Developer pursuant to Section 32-1-501(1), C.R.S. requesting exclusion of all or a portion of Filing 2; and

WHEREAS, the Town and District recently discovered that certain property owned by the Town and located at Lot 1, Johnstown Farms Filing #1, 2nd Amendment (the “Town Property”) is located within the boundaries of the District, and the Town desires to exclude its property from the District; and

WHEREAS, the District has received a petition for exclusion from the Town pursuant to Section 32-1-501(1), C.R.S., requesting exclusion of its property from the District; and

WHEREAS, pursuant to Section VIII of the Service Plan, the District is not permitted to enlarge, reduce or in any way change its boundaries by inclusion or exclusion without obtaining prior written approval of the Town; and

WHEREAS, the District desires consent from the Town to exclude all or a portion of the territory owned by the Town and the Developer, respectively, from the District; and

WHEREAS, the Town is willing to consent to the District’s exclusion of the territory owned by the Town and the Developer from its boundaries and desires to assure that, by doing so, the Johnstown Farms Development will not be negatively impacted; and

WHEREAS, the Town’s policy with respect to special districts, adopted subsequent to the approval of the Service Plan, requires execution of an intergovernmental agreement between the Town and special districts related to the enforcement of their service plans; and

WHEREAS, the Town and the Districts have determined it to be in the best interests of their respective taxpayers, residents and property owners to enter into this Intergovernmental Agreement (“Agreement”).

NOW, THEREFORE, in consideration of the covenants and mutual agreements herein contained, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties hereto agree as follows:

COVENANTS AND AGREEMENTS

1. Incorporation by Reference. The provisions of the Service Plan are incorporated in this Agreement by this reference. The District agrees to comply with all provisions of the Service Plan.

2. Enforcement. The Parties agree that this Agreement may be enforced in law, or in equity for injunctive, or other appropriate relief. The parties also agree that this Agreement may be enforced pursuant to Section 32-1-207, C.R.S. and other provisions of Title 32, Article 1, C.R.S., granting rights to municipalities or counties approving a service plan of a special district.

3. Boundary Adjustment Authorization.

a. Consent to Exclude: The Town hereby consents to the exclusion of all or a portion of the territory within Filing 2 upon petition of the fee owners of 100% of such property as provided in Section 32-1-501(1), C.R.S., and consents to the exclusion of all or a portion of the Town Property upon petition of the fee owners of 100% of such property as provided in Section 32-1-501(1), C.R.S.

b. Consent to Re-Include: In the event the Developer is not able to obtain approval of a service plan by the Town for the New District, the Town hereby consents to the re-inclusion of all or a portion of Filing 2, if excluded from the District, into the District upon petition of the fee owners of 100% of such property as provided in Section 32-1-401(1)(a), C.R.S.

4. Debt Issuance Limitation. The District agrees that, notwithstanding the terms of the Service Plan authorizing the issuance of debt in the maximum amount of \$5,600,000, if it excludes Filing 2 from the District, the District will not issue debt encumbering the Johnstown Farms Development in excess of \$2,100,000 without the prior written consent of the Town Council. Pursuant to Section XI of the Service Plan, such reduction in the debt authorization constitutes a modification of the Service Plan and thus a binding obligation with which the District must comply. If, however, Filing 2 is not excluded or is re-included into the District pursuant to Section 3.b. above, the District shall be authorized to issue debt in accordance with the limitations of the Service Plan.

5. SIA Obligations and Plat Obligations. Notwithstanding exclusion of Filing 2, the District recognizes and agrees that it remains obligated to perform the SIA Obligations and Plat Obligations as required in the SIA and the Filing 3 Plat. When the New District is organized, the District may assign the SIA Obligations and Plat Obligations to the New District by execution of a written assignment. Prior to execution of the assignment, the form of written assignment shall be provided to the Town for review and approval, which will not be unreasonably withheld.

6. Entire Agreement of the Parties. This written Agreement constitutes the entire agreement between the Parties and supersedes all prior written or oral agreements, negotiations, or representations and understandings of the parties with respect to the subject matter contained herein.

7. Notices. All notices, demands, requests or other communications to be sent by one party to the other hereunder or required by law shall be in writing and shall be deemed to have been validly given or served by delivery of same in person to the address or by courier delivery, via United Parcel Service or other nationally recognized overnight air courier service, or by electronic mail or by depositing same in the United States mail, postage prepaid, addressed as follows:

To the Districts: Johnstown Farms Metropolitan District
Attn: Zachary P. White, Esq.
2154 E. Commons Avenue, Suite 2000
Centennial, Colorado 80122
Phone: (303) 858-1800
Fax: (303) 858-1801
Email: zwhite@wbapc.com

To the Town: Attn: Town Manager
Town of Johnstown
450 S. Parish Avenue
Johnstown, CO 80534
Phone: (970) 587-4664
Email: mlecerf@townofjohnstown.com

All notices, demands, requests or other communications shall be effective upon such personal delivery or one (1) business day after being deposited with United Parcel Service or other nationally recognized overnight air courier service or three (3) business days after deposit in the United States mail or upon delivery of the electronic mail on the condition that the recipient acknowledges receipt thereof. By giving the other party hereto at least ten (10) days written notice thereof in accordance with the provisions hereof, each of the Parties shall have the right from time to time to change its address.

8. Amendment. This Agreement may be amended, modified, changed, or terminated in whole or in part only by a written agreement duly authorized and executed by the Parties hereto and without amendment to the Service Plan.

9. Assignment. Neither Party hereto shall assign any of its rights nor delegate any of its duties hereunder to any person or entity without having first obtained the prior written consent of the other Party, which consent will not be unreasonably withheld. Any purported assignment or delegation in violation of the provisions hereof shall be void and ineffectual.

10. Default/Remedies. Upon the occurrence of any event of breach or default by either Party, the non-defaulting party shall provide written notice to the other Party. The defaulting Party shall immediately proceed to cure or remedy such breach or default, and in any event, such breach or default shall be cured within fifteen (15) days after receipt of the notice. Following the cure period in the event of a breach or default of this Agreement by either Party, the non-defaulting Party shall be entitled to exercise all remedies available by law or in

equity, specifically including suits for specific performance and/or monetary damages. In the event of any proceeding to enforce the terms, covenants or conditions hereof, the prevailing Party in such proceeding shall be entitled to obtain as part of its judgment or award its reasonable attorneys' fees, to the extent permitted by law.

11. Governing Law and Venue. This Agreement shall be governed and construed under the laws of the State of Colorado and venue shall be in the County in which the District is located.

12. Inurement. Each of the terms, covenants and conditions hereof shall be binding upon and inure to the benefit of the Parties hereto and their respective successors and assigns.

13. Integration. This Agreement constitutes the entire agreement between the Parties with respect to the matters addressed herein. All prior discussions and negotiations regarding the subject matter hereof are merged herein.

14. Parties Interested Herein. Nothing expressed or implied in this Agreement is intended or shall be construed to confer upon, or to give to, any person other than the District and the Town any right, remedy, or claim under or by reason of this Agreement or any covenants, terms, conditions, or provisions thereof, and all the covenants, terms, conditions, and provisions in this Agreement by and on behalf of the District and the Town shall be for the sole and exclusive benefit of the Districts and the Town.

15. Severability. If any covenant, term, condition, or provision under this Agreement shall, for any reason, be held to be invalid or unenforceable, the invalidity or unenforceability of such covenant, term, condition, or provision shall not affect any other provision contained herein, the intention being that such provisions are severable.

16. Counterparts. This Agreement may be executed in one or more counterparts, each of which shall constitute an original and all of which shall constitute one and the same document.

17. No Liability of Town. The Town has no obligation whatsoever to construct any improvements that the District is required to construct, or pay any debt or liability of the District, including any Bonds.

18. Attachment to Service Plan. The District hereby agrees to attach this Agreement to the Service Plan in such a way that members of the public requesting inspection of the Service Plan will also be permitted to inspect this Agreement therewith as if part of the Service Plan.

19. Paragraph Headings. Paragraph headings are inserted for convenience of reference only.

20. Defined Terms. Capitalized terms used herein and not otherwise defined shall have the meanings ascribed to them in the Service Plan.

[signature page follows]

JOHNSTOWN FARMS METROPOLITAN
DISTRICT

By: _____
President

Attest:

Secretary

APPROVED AS TO FORM:

WHITE BEAR ANKELE TANAKA & WALDRON
Attorneys at Law

General Counsel to the District

TOWN OF JOHNSTOWN, COLORADO

By: _____
Gary Lebsack, Mayor

Attest:

By: Diana Seele
Its: Town Clerk

APPROVED AS TO FORM: _____
Avi S. Rocklin, Town Attorney

EXHIBIT A
Legal Description

FILING NUMBER 1

LOT 1, BLOCK 2, LOTS 2 THROUGH 18, INCLUSIVE, BLOCK 7, LOTS 1 THROUGH 18, INCLUSIVE, BLOCK 8; LOTS 1 THROUGH 24, INCLUSIVE, BLOCK 10; LOTS 1 THROUGH 24, INCLUSIVE, BLOCK 11; LOTS 1 THROUGH 16, INCLUSIVE, BLOCK 12; LOTS 9 THROUGH 16, INCLUSIVE, BLOCK 13 IN JOHNSTOWN FARMS FILING NO. 1 RECORDED ON AUGUST 2, 2002 PER RECEPTION NUMBER 2974635, TOWN OF JOHNSTOWN, COUNTY OF WELD, STATE OF COLORADO.

FILING NUMBER 2

THE SW $\frac{1}{4}$ OF SECTION 9, TOWNSHIP 4 NORTH, RANGE 67 WEST OF THE 6TH P.M., TOWN OF JOHNSTOWN, COUNTY OF WELD, STATE OF COLORADO.

EXCEPTING THEREFROM A PARCEL OF LAND CONVEYED TO NORTHERN CONSTRUCTION COMPANY BY DEED RECORDED MAY 28, 1905 IN BOOK 221 AT PAGE 72.



Town of Johnstown

TOWN COUNCIL AGENDA COMMUNICATIONS

AGENDA DATE:	July 20, 2020
ITEM NUMBER:	10 B
SUBJECT:	I25/CO 402 Interchange Financing Analysis
ACTION PROPOSED:	Discussion Purposes Only at this Time
ATTACHMENTS:	1. Town of Johnstown I25/ CO 402 Interchange Financing Analysis – January 2020
PRESENTED BY:	Matt LeCerf, Town Manager

AGENDA ITEM DESCRIPTION:

In 2017, Town Council provided funding for the I-25 improvements that have been ongoing for a number of years and are expected for completion in October 2023. In total, Town Council provided \$7 million towards enhancing this corridor for the benefit of the community, the region, our collective transportation network, and to more effectively move trade and commerce across Northern Colorado.

As part of this financial contribution, the Town also desired to commission a study to perform a financial analysis on the ability to recover the funds, or a portion thereof. The study directly based on transportation impact and use of this new corridor and its network at the I-25/CO 402 Interchange. The study which is dated January 2020, included a presentation of findings provided by FHU. A copy of this report is also included with this item.

As part of their analysis, they identified two primary tiered zones that would most likely use the I-25/CO 402 interchange and provided a high-level overview of what a fee structure might look like to facilitate a partial reimbursement. Their findings, which are located on page 14 of the document, provides a scenario allowing for 72% of the total contributions to be potential recovered from the I-25/CO 402 Interchange and a target impact of roughly \$5 million. The cost per trip model that is used to establish fees is scalable for the I-25/CO 402 interchange. In essence, the Council could determine based on the total contributions made by the Town, what portion they want to attribute to this interchange, since the estimated traffic generation based on full build out of land impacting the interchange is available. Based on this financial analysis, a schedule of fees based on various uses which include:

- Single Family Residential
- Multi-family Residential
- Office/ Retail/ Industrial

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Based on discussions between Town Council and Town Manager, it is the understanding of the Town Manager that it is not the intent of the Town Council to collect 100% of the fees due to the fact that the Town wanted to be a financial partner in this and there are both direct and indirect benefits of the regional project. With this in mind, Town Staff is asking for Council to provide guidance related to either an approximate dollar amount that the Council wishes to attempt to collect as part of receiving a portion of reimbursement from this program, or consider options which are provided below in Table 1 that could guide the decision making on what an appropriate fee schedule may look like.

Table 1

			Scenario 1			
			Tier 1 Zone		Tier 2 Zone	
Transportation Development Fees	Unit	New daily Trip/Unit	Cost/Trip	Fee/Unit	Cost/Trip	Fee/Unit
Single Family Unit	Dwelling Unit	9.44	\$ 125	\$ 1,180	\$ 50	\$ 472
Other Dwelling Units Unit (Attached)	Dwelling Unit	7.32	\$ 125	\$ 915	\$ 50	\$ 366
Retail (Per Square Foot)	1,000 SF	24.16	\$ 125	\$ 3,020	\$ 50	\$ 1,208
Office (Per Square Foot)	1,000 SF	9.74	\$ 125	\$ 1,218	\$ 50	\$ 487
Industrial/Other (Per Square Foot)	1,000 SF	4.96	\$ 125	\$ 620	\$ 50	\$ 248
			Scenario 2			
			Tier 1 Zone		Tier 2 Zone	
Transportation Development Fees	Unit	New daily Trip/Unit	Cost/Trip	Fee/Unit	Cost/Trip	Fee/Unit
Single Family Unit	Dwelling Unit	9.44	\$ 87.5	\$ 826	\$ 35	\$ 330
Other Dwelling Units Unit (Attached)	Dwelling Unit	7.32	\$ 87.5	\$ 641	\$ 35	\$ 256
Retail (Per Square Foot)	1,000 SF	24.16	\$ 87.5	\$ 2,114	\$ 35	\$ 846
Office (Per Square Foot)	1,000 SF	9.74	\$ 87.5	\$ 852	\$ 35	\$ 341
Industrial/Other (Per Square Foot)	1,000 SF	4.96	\$ 87.5	\$ 434	\$ 35	\$ 174
			Scenario 3			
			Tier 1 Zone		Tier 2 Zone	
Transportation Development Fees	Unit	New daily Trip/Unit	Cost/Trip	Fee/Unit	Cost/Trip	Fee/Unit
Single Family Unit	Dwelling Unit	9.44	\$ 75	\$ 708	\$ 30	\$ 283
Other Dwelling Units Unit (Attached)	Dwelling Unit	7.32	\$ 75	\$ 549	\$ 30	\$ 220
Retail (Per Square Foot)	1,000 SF	24.16	\$ 75	\$ 1,812	\$ 30	\$ 725
Office (Per Square Foot)	1,000 SF	9.74	\$ 75	\$ 731	\$ 30	\$ 292
Industrial/Other (Per Square Foot)	1,000 SF	4.96	\$ 75	\$ 372	\$ 30	\$ 149
			Scenario 4			
			Tier 1 Zone		Tier 2 Zone	
Transportation Development Fees	Unit	New daily Trip/Unit	Cost/Trip	Fee/Unit	Cost/Trip	Fee/Unit
Single Family Unit	Dwelling Unit	9.44	\$ 50	\$ 472	\$ 20	\$ 189
Other Dwelling Units Unit (Attached)	Dwelling Unit	7.32	\$ 50	\$ 366	\$ 20	\$ 146
Retail (Per Square Foot)	1,000 SF	24.16	\$ 50	\$ 1,208	\$ 20	\$ 483
Office (Per Square Foot)	1,000 SF	9.74	\$ 50	\$ 487	\$ 20	\$ 195
Industrial/Other (Per Square Foot)	1,000 SF	4.96	\$ 50	\$ 248	\$ 20	\$ 99
Scenario 1	\$ 5,059,025					
Scenario 2	\$ 3,145,661					
Scenario 3	\$ 3,035,415					
Scenario 4	\$ 2,023,610					
Static Data			Note: Any fee change made on the retail, Office & Industrial uses would be divided by 1,000 to be incorporated into our fee schedule due to the fact our schedule is by the square foot.			
Tier 1 Daily Trip Generation	35817					
Tier 2 Daily Trip Generation	11638					
Ratio Recommendation	2.5					

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Comparatively speaking, our fees, specifically our impact fees for transportation, are much less than some of our neighboring communities. For example, Table 2 shown below details the transportation development fees of Johnstown and our neighboring communities for single family, multifamily, retail, office and industrial uses.

Table 2

Transportation Development Fees	Johnstown	Greeley	Windsor	Ft. Collins	Berthoud Town Center	Berthoud I-25 Sub Area	Milliken
Single Family Residence, per dwelling unit	\$2,777.00	\$4,300.00	\$4,361.00	\$3,112.00	\$2,257.00	\$2,305.00	\$2,000.00
Multi-family Residence, per dwelling unit	\$2,363.00	\$2,777.00	\$2,768.00	\$2,143.00	\$1,585.00	\$1,619.00	
Mobile Home Park, per site		\$1,288.00	\$1,313.00	\$1,623.00	\$1,178.00	\$1,203.00	
Retail (Per Square Foot)	\$4.92	\$5.69	\$5.77	\$8.39	\$6.93	\$7.08	\$6.06
Office (Per Square Foot)	\$2.98	\$5.03	\$5.31	\$5.19	\$2.69	\$2.74	\$2.51
Industrial/Other (Per Square Foot)	\$1.92	\$1.74	\$2.29	\$2.22	\$1.64	\$1.68	\$1.45
Public/Institutional (Per Square Foot)		\$2.82	\$3.22	\$4.47	\$0.97	\$0.99	

LEGAL ADVICE:

Not Applicable.

FINANCIAL ADVICE:

The Town has committed \$7 million to the I-25 project and collecting a portion of its financial outlay could help for other projects in the immediate area adjacent to I-25.

RECOMMENDED ACTION:

Town Staff is requesting guidance and direction regarding this item, which if desired may include to provide a fee schedule ordinance in the future.

Reviewed and Approved for Presentation,

Town Manager

TOWN OF

JOHNSTOWN

I-25/CO 402 INTERCHANGE FINANCING ANALYSIS



PREPARED BY:



FELSBURG
HOLT &
ULLEVIG

JANUARY 2020

I-25/CO 402 INTERCHANGE FINANCING ANALYSIS

Prepared for:

Town of Johnstown
450 S. Parish Avenue
Johnstown, CO 80534

Prepared by:

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303.721.1440

FHU Reference No. 119133-02

January 2020

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INTRODUCTION

The Colorado Department of Transportation is currently leading reconstruction of Interstate 25 (I-25) between Johnstown and Fort Collins. The project will increase capacity by adding an Express Lane in both directions, replacing four aging bridges, and widening two additional bridges. The project will also improve multimodal access to regional transit to promote mode shift, improve bus service performance by adding new bus slip ramps from I-25 to the new Park-n-Ride at Kendall Parkway, create new pedestrian and bicycle access under I-25 at Kendall Parkway, and construct new bridges over the Cache la Poudre River, allowing for the future completion of the regional trail. The project is expected to be completed in 2021 with the total cost estimated at \$302 million.

As part of the project, the I-25/Colorado (CO) 402 interchange will be reconstructed, with completion scheduled by the end of 2019. Reconstruction will improve the safety of the interchange by smoothing out the curves, both horizontally and vertically, adding pedestrian and bike facilities to allow safe crossings of I-25, modernize the aging infrastructure, and increase interchange capacity to accommodate the continuing population growth in the Loveland and Johnstown area.

The Town of Johnstown has committed \$7 million toward the I-25/CO 402 interchange reconstruction project. The Town engaged Felsburg Holt & Ullevig (FHU) to evaluate a potential impact fee that could be assessed on future development in Johnstown that will benefit from the improved interchange. This impact fee would allow the Town to recoup an appropriate portion of the committed \$7 million Johnstown share of the cost of the planned interchange improvement project. This study provides forecasts of development in Johnstown, analysis of the contribution of development in various parts of Johnstown to the interchange, and a basis for an interchange impact fee for new Johnstown development that will benefit from improvements to the I-25/CO 402 interchange.

DEVELOPMENT FORECASTS

A key foundation for analyzing funding options is developing reasonable growth forecasts for areas that generate traffic using the interchange. The North Front Range Metropolitan Planning Organization (NFRMPO) regional model was used as a basis for forecasting. The regional model includes 2015 base year, and 2030 and 2040 model years. The regional model includes household and employment data and forecasts for the entire North Front Range region, using a transportation analysis zone (TAZ) system.

A study area was defined encompassing the part of Johnstown and the Town's Growth Management Area judged to be within the influence area of the I-25/CO 402 interchange. **Figure I** shows the model TAZs that are in the study area, consisting of Johnstown limits or the Town's Growth Management Area between CO 60/Larimer County Road 14 (LCR 14) on the south and US 34 on the north.

Johnstown's own development expectations for 2030 and 2040 were established and used to replace NFRMPO forecasts for Johnstown's TAZs. Johnstown's Director of Planning and Development established forecasts of development types and magnitudes anticipated by 2030 and by 2040 based on current development activity and development trends. Town forecasts by acreage and general development types had to be translated into the household and employment data that is used in the regional travel model.

Table I shows the key assumptions that were used for this translation, including the mix of employment types for different general land use category, average density as measured by dwelling units/acre or floor area ratio (building area as a percentage of total land area), and average building square footage per employee.

Table I. Development Types and Density Assumptions

Land Use Type	Employment Category				Total
	Retail	Service	Base	Medical	
Commercial	0.5	0.5	0		1.00
Commercial/Employment	0.25	0.75	0		1.00
Commercial/LightIndustrial	0.1	0.4	0.5		1.00
LightIndustrial/Employment	0	0.5	0.5		1.00
Commercial/Retail	0.5	0.5	0		1.00
Commercial/Office	0.25	0.75	0		1.00
MixedUse	0.25	0.75	0		1.00
Single Family Density	3 per acre				
Multi-Family Density	15 per acre				
FAR (Bldg/Land Area)	0.2	0.2	0.1		-
Density (ft2/Employee)	500	300	1000		-

Note: Values are based on information from the city and on industry standards

Table 2 shows the expected residential units and the acres of development by TAZ for different land use categories provided by the Town, along with the resulting employment by category based on the assumptions provided in **Table I**. The employment results are displayed for three employment categories used in the regional model: Retail, Service (primarily office employment) and Base (industrial and agricultural employment). There were no forecasts provided for Medical employment, the fourth category used in the model.

Figure I. Study Area

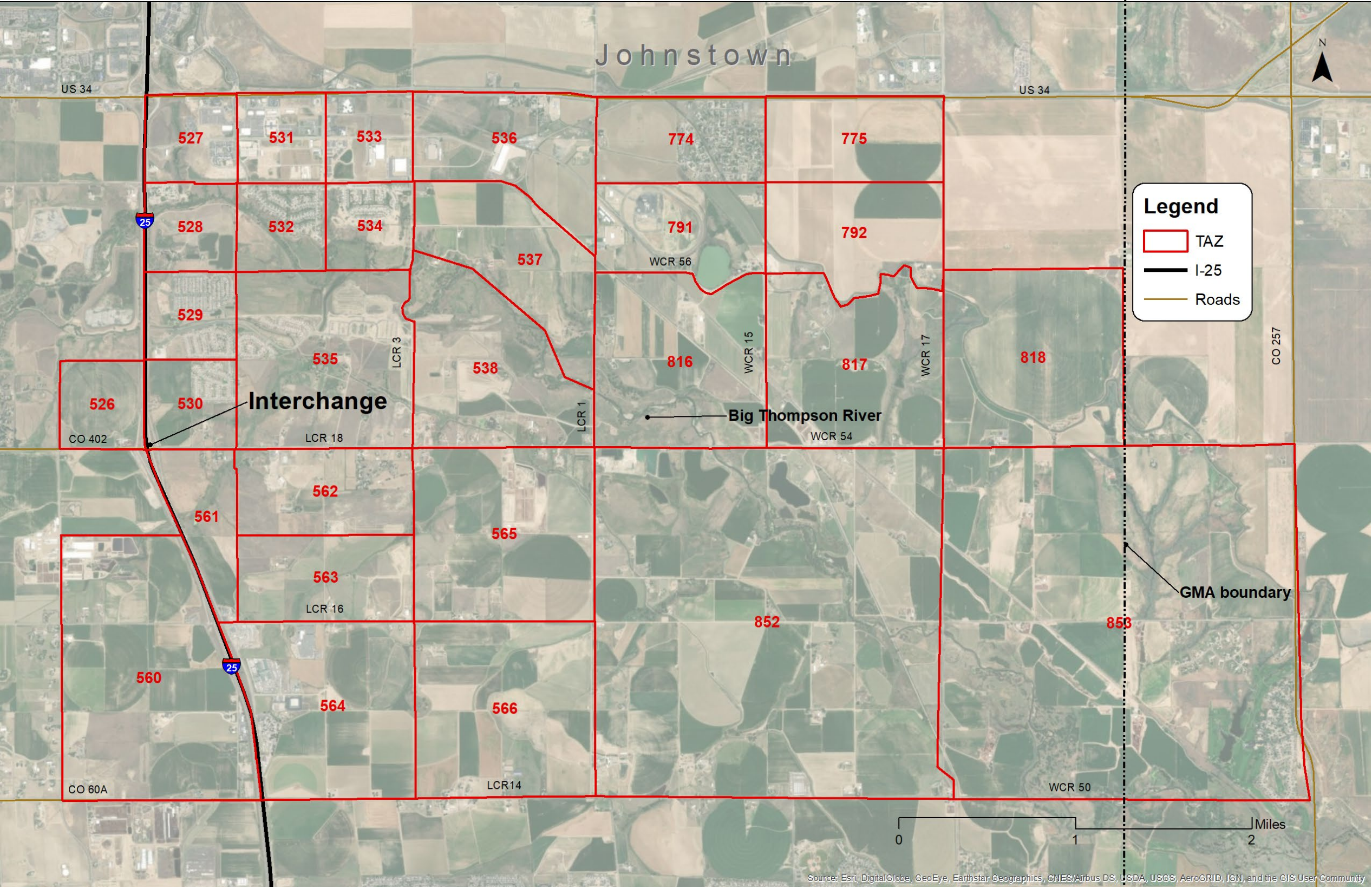


Table 2. Household and Employment Calculations Based on Johnstown Development Forecasts by Land Use Type

TAZ		Households				Commercial				Commercial/Employment						Commercial/Light Industrial								Light Industrial/Employment								
Total Area		Single Family (DU)		Multi-Family (DU)		Area (Acres)		Retail Emp		Service Emp		Area (Acres)		Retail Emp		Service Emp		Area (Acres)		Retail Emp		Service Emp		Base Emp		Area (Acres)		Service Emp		Base Emp		
#	Acres	2030	2040	2030	2040	2030	2040	2030	2040	2030	2040	2030	2040	2030	2040	2030	2040	2030	2040	2030	2040	2030	2040	2030	2040	2030	2040	2030	2040	2030	2040	
526	153	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
527	170	-	-	228	228	15	15	131	131	218	218	-	-	-	-	-	-	4	4	7	7	46	46	9	9	-	-	-	-	-	-	
528	168	-	240	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
529	166	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
530	172	94	94	200	200	25	25	218	218	363	363	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
531	166	-	-	-	-	-	-	-	-	-	-	40	40	174	174	871	871	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
532	161	-	60	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
533	161	-	-	240	240	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	16.76	16.76	243	243	37	37	-	-
534	159	-	50	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
535	641	1,900	1,900	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
536	402	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	180	180	2,614	2,614	392	392	-	-
537	399	-	250	-	240	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
538	533	250	250	-	-	-	8	-	70	-	116	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
560	929	-	1,280	-	-	-	-	-	-	-	-	-	160	-	697	-	3,485	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
561	196	-	-	-	-	-	-	-	-	-	-	32	32	139	139	697	697	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
562	314	300	300	400	400	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
563	313	-	700	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
564	622	700	700	120	120	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
565	644	-	1,350	-	-	-	8	-	70	-	116	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
566	653	-	1,250	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
774	301	-	-	-	-	15	15	131	131	218	218	-	-	-	-	-	-	-	-	-	-	-	-	-	70	70	1,016	1,016	152	152	-	-
775	315	-	200	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	60	-	105	-	697	-	131	-	-	-	-	-	-	
791	329	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
792	367	-	200	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
816	604	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
817	601	-	390	-	-	-	15	-	131	-	218	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
818	656	-	400	-	-	-	15	-	131	-	218	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
852	2,494	-	950	-	200	-	15	-	131	-	218	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
853	2,606	-	-	-	-	-	15	-	131	-	218	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
TOTAL	15,397	3,244	10,564	1,188	1,628	55	131	480	1,144	799	1,903	72	232	313	1,010	1,568	5,053	4	64	7	112	46	743	9	140	267	267	3,873	3,873	581	581	

Note: Forecasts based on provided development assumptions for each TAZ. See Table 3 for Household and Employment (growth) totals

Table 3 provides a summary of forecasted development between now and 2030 and 2040 for the Johnstown growth management area. Households include single family and multi-family residences and employment is shown by retail, service, and base employment types.

These development assumptions were added to the NFRMPO model's base year (2015) demographic data to develop total 2030 and 2040 forecasts, as shown on **Table 4**. Forecasts show more than a tripling of both households and employment anticipated by 2030 compared with 2015 base year data. Additional growth between 2030 and 2040 is expected to be approximately 130 percent for households and 65 percent for employment.

One complicating factor in the forecasting process is the fact that the regional model's base year is 2015 and there is no dataset available with current (2019) household and employment data. For traffic forecasting exercises described later in the report, it was necessary to estimate the growth that has occurred between 2015 and 2019. This was done using aerial photography and comparing estimated existing demographics to the 2015 data set. The 2019 estimates shown on **Table 4** result in an average (households and employment) estimate that 7.2 percent of the projected 2015 to 2030 growth has already taken place. The 2030 and 2040 calculated growth rate is also shown at the bottom of the table.

Table 3. New Household and Employment Growth Forecasts by TAZ

TAZ	Households				Employment						Total Growth by year			
Johnstown	Single Family		Multi-Family		Retail Emp		Service Emp		Base Emp		2019 - 2030		2019 - 2040	
#	2030	2040	2030	2040	2030	2040	2030	2040	2030	2040	HH	EMP	HH	EMP
526	-	-	-	-	-	-	-	-	-	-	-	-	-	-
527	-	-	228	228	138	138	264	264	9	9	228	411	228	411
528	-	240	-	-	-	-	-	-	-	-	-	-	240	-
529	-	-	-	-	-	-	-	-	-	-	-	-	-	-
530	94	94	200	200	218	218	363	363	-	-	294	581	294	581
531	-	-	-	-	174	174	871	871	-	-	-	1,045	-	1,045
532	-	60	-	-	-	-	-	-	-	-	-	-	60	-
533	-	-	240	240	-	-	243	243	37	37	240	280	240	280
534	-	50	-	-	-	-	-	-	-	-	-	-	50	-
535	1,900	1,900	-	-	-	-	-	-	-	-	1,900	-	1,900	-
536	-	-	-	-	-	-	2,614	2,614	392	392	-	3,006	-	3,006
537	-	250	-	240	-	-	-	-	-	-	-	-	490	-
538	250	250	-	-	-	70	-	116	-	-	250	-	250	186
560	-	1,280	-	-	-	697	-	3,485	-	-	-	-	1,280	4,182
561	-	-	-	-	139	139	697	697	-	-	-	836	-	836
562	300	300	400	400	-	-	-	-	-	-	700	-	700	-
563	-	700	-	-	-	-	-	-	-	-	-	-	700	-
564	700	700	120	120	-	-	-	-	-	-	820	-	820	-
565	-	1,350	-	-	-	70	-	116	-	-	-	-	1,350	186
566	-	1,250	-	-	-	-	-	-	-	-	-	-	1,250	-
774	-	-	-	-	131	131	1,234	1,234	152	152	-	1,517	-	1,517
775	-	200	-	-	-	105	-	697	-	131	-	-	200	933
791	-	-	-	-	-	-	-	-	-	-	-	-	-	-
792	-	200	-	-	-	-	-	-	-	-	-	-	200	-
816	-	-	-	-	-	-	-	-	-	-	-	-	-	-
817	-	390	-	-	-	131	-	218	-	-	-	-	390	349
818	-	400	-	-	-	131	-	218	-	-	-	-	400	349
852	-	950	-	200	-	131	-	218	-	-	-	-	1,150	349
853	-	-	-	-	-	131	-	218	-	-	-	-	-	349
TOTAL	3,244	10,564	1,188	1,628	800	2,266	6,286	11,572	590	721	4,432	7,676	12,192	14,559

Note: Total growth forecasts by land use type and by year

Table 4. Total Household and Employment Forecasts by TAZ

TAZ	2015 (from Model)		Estimated Growth '15-'19		2019		Estimated Growth '19-'30		2030		Estimated Growth '19-'40		2040	
#	HH	EMP	HH	EMP	HH	EMP	HH	EMP	HH	EMP	HH	EMP	HH	EMP
526	0	11	0	0	0	11	0	0	0	11	0	0	0	11
527	128	206	175	138	303	344	228	411	531	755	228	411	531	755
528	144	36	0	0	144	36	0	0	144	36	240	0	384	36
529	144	36	50	25	194	61	0	0	194	61	0	0	194	61
530	10	19	75	0	85	19	294	581	379	600	294	581	379	600
531	33	480	0	300	33	780	0	1045	33	1825	0	1045	33	1825
532	78	61	0	0	78	61	0	0	78	61	60	0	138	61
533	29	387	0	150	29	537	240	280	269	817	240	280	269	817
534	30	49	100	0	130	49	0	0	130	49	50	0	180	49
535	193	124	150	0	343	124	1900	0	2243	124	1900	0	2243	124
536	33	289	0	0	33	289	0	3006	33	3295	0	3006	33	3295
537	14	136	0	0	14	136	0	0	14	136	490	0	504	136
538	16	31	0	0	16	31	250	0	266	31	250	186	266	217
560	22	143	3	20	25	163	0	0	25	163	1280	4182	1305	4345
561	4	11	0	0	4	11	0	836	4	847	0	836	4	847
562	10	12	0	0	10	12	700	0	710	12	700	0	710	12
563	10	12	0	20	10	32	0	0	10	32	700	0	710	32
564	32	282	0	40	32	322	820	0	852	322	820	0	852	322
565	28	5	0	20	28	25	0	0	28	25	1350	186	1378	211
566	11	14	0	0	11	14	0	0	11	14	1250	0	1261	14
774	57	8	0	0	57	8	0	1517	57	1525	0	1517	57	1525
775	4	102	0	0	4	102	0	0	4	102	200	933	204	1035
791	57	8	0	50	57	58	0	0	57	58	0	0	57	58
792	0	0	0	0	0	0	0	0	0	0	200	0	200	0
816	12	74	0	5	12	79	0	0	12	79	0	0	12	79
817	33	45	0	0	33	45	0	0	33	45	390	349	423	394
818	71	69	0	0	71	69	0	0	71	69	400	349	471	418
852	2	0	0	5	2	5	0	0	2	5	1150	349	1152	354
853	269	233	0	0	269	233	0	0	269	233	0	349	269	582
TOTAL	1,470	2,881	553	773	2,023	3,654	4,432	7,676	6,455	11,330	12,192	14,559	14,215	18,213

Note: 2015 values are based on the North Front Range MPO model, adjusted to Johnstown's TAZs areas. Growth '15-'19' are estimated values based on satellite imagery
2030 and 2040 are calculated based on forecasted growth values (Table 3) + estimated 2019 values

Growth Rate	-	-	-	-	8.3%	6.1%	-	-	11.1%	10.8%	-	-	9.7%	7.9%
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Note: 2019 Growth Rate (compound annual growth rate) is based on year 2015. 2030 and 2040 growth rate is based on year 2019.

TRAFFIC FORECASTS

The base year, 2030 and 2040 regional travel models, with Johnstown development forecasts as described in the previous section, were used to prepare traffic forecasts for the I-25/CO 402 interchange. **Table 5** documents the results of the forecasting. All data shown represent daily traffic volumes.

Following are descriptions of various data provided on **Table 5**:

- Total Trips – The Total Trips columns represent the total number of daily vehicle trips generated by each TAZ, including trips in and out of the TAZ.
- Ramp Trips – The Ramp Trips columns represent the number of daily trips to and from each TAZ that use the I-25/CO 402 interchange, specifically using one of the four interchange ramps.
- % – The % columns show the percentage of all TAZ trips that use the I-25/CO 402 interchange.
- Ranking of TAZs by Interchange Use – TAZs are ranked in descending order by the percentage of total TAZ traffic that uses the interchange. Development in the TAZs with the highest percentage of interchange use are judged to receive the most benefit of interchange improvements.
- Tier 1 and Tier 2 TAZs – TAZs that are estimated to have more than 17 percent of total trips using interchange ramps in 2030 are designated as Tier 1 TAZs. Other TAZs that are estimated to have more than 7 percent of total trips using the interchange ramps in 2030 are designated as Tier 2 TAZs.
- Tier 1 and Tier 2 Averages – The bottom rows of the table show 1st Tier and 2nd Tier totals. It shows that the average percentage of trips using the interchange for Tier 1 TAZs is 27 percent and the average for Tier 2 TAZs is 11 percent, so the average Tier 1 percentage is approximately 2.5 times as great for Tier 1 compared with Tier 2. This ratio will be used later in the report to establish an equitable fee level for Tier 1 versus Tier 2 areas.
- TAZ 816 Special Treatment – TAZ 816 overall showed a relatively low percentage of traffic using the interchange; however, it was judged that the low percentage applies to the portion of the TAZ that is north of the Big Thompson River and is therefore oriented to the north. The portion of TAZ 816 south of the Big Thompson River is expected to have traffic more oriented to the south toward WCR 54/CO 402 so that portion of the TAZ is being treated as a Tier 2 area.

Table 6 provides a summary of the forecasted trips using the I-25/CO 402 interchange and the proportion of those trips starting or ending in Johnstown zones.

- The Interchange Total Trips column provides the model's forecasts of interchange trips, which are the sum of the daily traffic volumes on the four interchange ramps. Total interchange trips are shown for 2019 (2015 model adjusted for estimated 2015 to 2019 growth), 2030, 2040, and growth between 2019 and 2030 and between 2019 and 2040.
- The Total Johnstown Trips column shows the number of trips and percentage of total interchange trips that are to or from the 29 TAZs that comprise the Johnstown study area as shown on **Figure 1**. Johnstown TAZs are estimated to account for 15 percent of 2019 interchange traffic, increasing to 40 percent in 2030 and 44 percent in 2040. This increase is a result of sharper development growth projected for Johnstown compared to Loveland and other areas that feed the interchange.
- The 1st Tier and 2nd Tier columns show the percentage of total interchange traffic estimated to begin or end in the TAZs in the 1st and 2nd Tier influence zones as shown on **Figure 2**.

Table 5. Total Daily Trips and Trips Using I-25/CO 402 Interchange

TAZ	Tiers		2015			2019			2030			Growth Trips (2019 - 2030)		2040			Growth Trips (2019-2040)	
#	1 st	2 nd	Ramp trips	%	Total trips	Ramp trips	%	Total trips	Ramp trips	%	Total trips	Ramp trips	Total Trips	Ramp trips	%	Total trips	Ramp trips	Total trips
526	*		10	56%	18	13	54%	24	9	53%	17	0	0	60	32%	185	47	161
562	*		127	43%	295	168	43%	390	2,108	40%	5,285	1,940	4,895	2,210	33%	6,769	2,042	6,379
530	*		22	47%	47	29	47%	62	2,047	37%	5,539	2,018	5,477	2,109	27%	7,809	2,080	7,747
561	*		41	45%	91	54	45%	120	1,149	35%	3,260	1,095	3,140	1,140	24%	4,778	1,086	4,658
529	*		729	30%	2,415	963	30%	3,191	704	21%	3,337	0	146	450	14%	3,320	0	129
535	*		37	29%	129	49	29%	170	2,971	19%	15,815	2,922	15,645	2,811	14%	19,982	2,762	19,812
538	*		23	31%	74	30	31%	98	261	18%	1,452	231	1,354	351	12%	2,998	321	2,900
818		**	82	22%	369	108	22%	488	52	14%	375	0	0	1,144	11%	10,701	1,036	10,213
563		**	9	23%	39	12	23%	52	5	13%	38	0	0	548	11%	5,144	536	5,092
565		**	19	22%	87	25	22%	115	11	13%	86	0	0	1,111	11%	10,309	1,086	10,194
564		**	719	17%	4,153	950	17%	5,488	1,057	12%	8,667	107	3,179	978	9%	10,831	28	5,343
817		**	8	20%	41	11	20%	54	5	12%	42	0	0	256	5%	4,924	245	4,870
560		**	54	12%	436	71	12%	576	51	11%	456	0	0	2,214	7%	31,055	2,143	30,479
852		**	4	15%	26	5	15%	34	3	12%	26	0	0	217	4%	5,221	212	5,187
528		**	4	12%	34	5	11%	45	3	9%	35	0	0	184	8%	2,431	179	2,386
566		**	9	18%	51	12	18%	67	5	10%	51	0	0	710	6%	11,651	698	11,584
527		**	52	7%	748	69	7%	988	463	8%	5,543	394	4,555	350	6%	5,939	281	4,951
853			131	9%	1,484	173	9%	1,961	86	6%	1,537	0	0	79	2%	4,163	0	2,202
531			133	6%	2,259	176	6%	2,985	411	5%	7,500	235	4,515	200	2%	8,550	24	5,565
533			55	6%	956	73	6%	1,263	123	3%	4,323	50	3,060	52	1%	4,641	0	3,378
534			2	5%	41	3	6%	54	2	4%	54	0	0	11	2%	592	8	538
532			26	5%	522	34	5%	690	19	3%	713	0	23	19	1%	1,478	0	788
816		**	5	4%	116	7	5%	153	3	3%	119	0	0	2	1%	142	0	0
537			2	5%	44	3	5%	58	1	2%	44	0	0	68	2%	4,114	65	4,056
791			2	3%	59	3	4%	78	1	2%	60	0	0	1	1%	71	0	0
792			1	5%	19	1	4%	25	0	0%	19	0	0	13	1%	1,476	12	1,451
774			19	3%	652	25	3%	862	11	2%	658	0	0	58	1%	6,050	33	5,188
536			5	2%	245	7	2%	324	58	1%	7,961	51	7,637	81	1%	9,704	74	9,380
775			0	0%	0	0	0%	0	0	0%	0	0	0	20	0%	6,092	20	6,092
All TAZs			2,330	15%	15,450	3,079	15%	20,415	11,619	16%	73,012	8,540	52,597	17,447	9%	191,120	14,368	170,705

Note: 2019 trips are based on 2015 model values plus same estimated growth rate as of development from 2015 to 2019 (from Table 4). 2030 and 2040 come from development values applied to the NFR MPO model.

1st Tier	*	989	32%	3,069	1,306	32%	4,055	9,249	27%	34,705	7,943	30,650	9,131	20%	45,983	7,825	41,928
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Note: Based on TAZ's with highest 2030 ramp trips ratio (> 17%).

2nd Tier	**	960	16%	5,984	1,275	16%	8,060	1,658	11%	15,438	383	7,378	7,714	8%	98,348	6,439	90,288
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Note: Based on TAZ's with 2030 ramp trips ratio between 7% and 17%. It includes part of TAZ 816 since its southernmost section development would be in the influence area.

Figure 2. Interchange Influence Areas

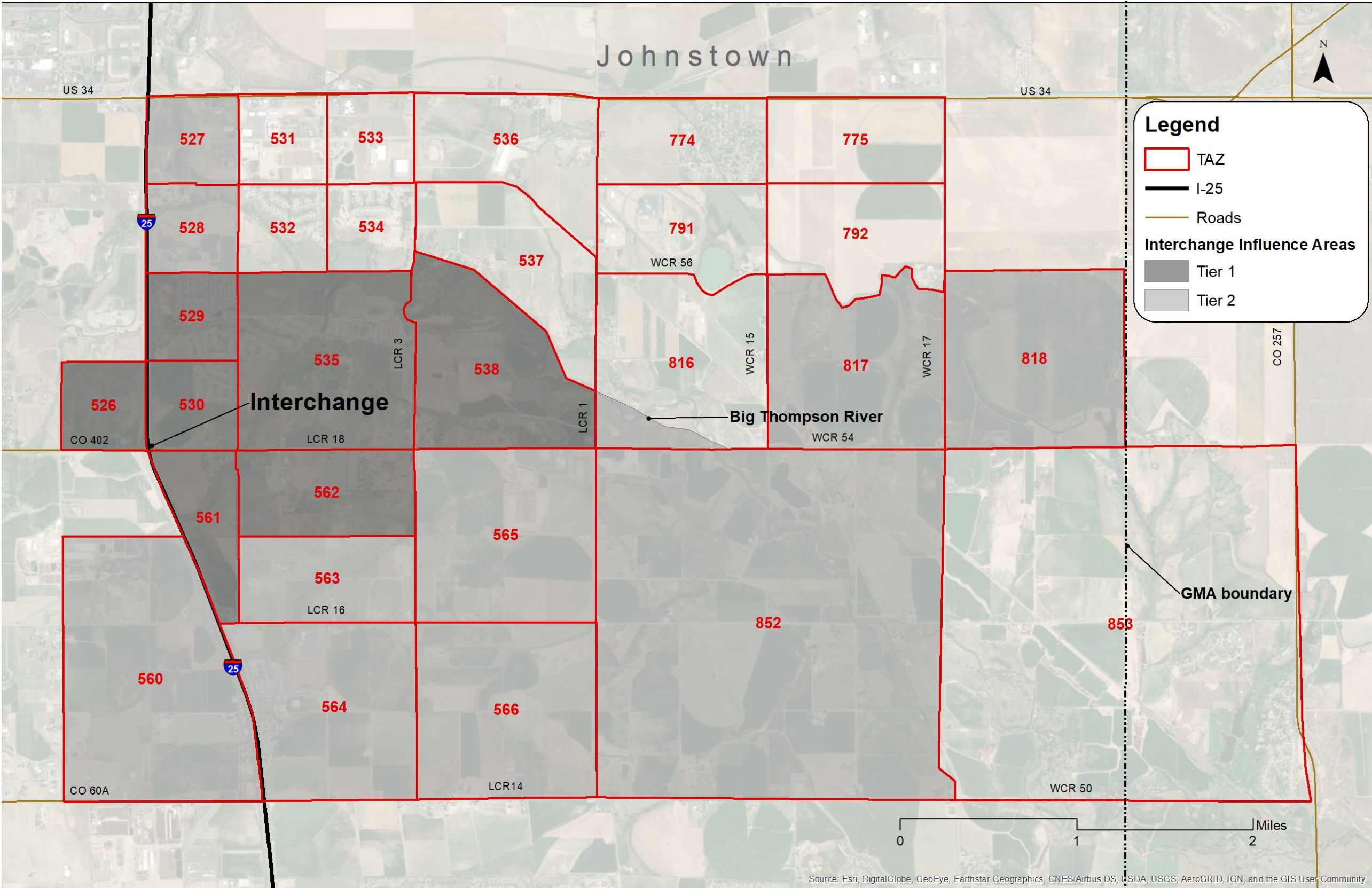


Table 6. I-25/CO 402 Interchange Trips and Sources

	Interchange Total Trips	% of total	Total Johnstown Trips	% of total	1st Tier (>17%)	% of total	2nd Tier (17% > x > 7%)	% of total
2019	19,908	100%	3,079	15%	1,306	6.6%	1,275	6%
2030	28,824	100%	11,619	40%	9,249	32%	1,658	6%
2019 - 2030 Growth	8,916	100%	8,540	96%	7,943	89%	383	4%
2040	39,293	100%	17,447	44%	9,131	23%	7,714	20%
2019 - 2040 Growth	19,385	100%	14,368	74%	7,825	40%	6,439	33%

Note: Interchange Total (Ramps) Trips uses the North Front Range MPO (model). "% of total" refers Interchange Total Trips.

Using interchange trip data shown in **Table 6**, **Table 7** provides a calculation of the fair share of Johnstown's committed contribution to the interchange that can be attributed to growth in Johnstown's 2-tier interchange influence area. It shows that the total Johnstown study area's 2030 contribution to interchange traffic is an estimated 11,619 daily trips. The interchange traffic attributable to projected growth in the Tier 1 plus Tier 2 influence area is an estimated 8,326 daily trips, or 72 percent of the Johnstown study area total. This 72 percent will be applied to the \$7 million Johnstown commitment to the interchange to obtain a **\$5,040,000 target for Johnstown influence area impact fees**.

Table 7. Johnstown Influence Area Growth as a Percent of Total 2030 Johnstown Interchange Trips

Tier 1 Daily Trips (2019 - 2030 Growth)	7,943
Tier 2 Daily Trips (2019 - 2030 Growth)	383
Tier 1 + 2 Daily Trips (2019 - 2030 Growth)	8,326

Total Johnstown Daily Trips - 2030	11,619
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Tier 1 + 2 Growth Trips as % of Total Johnstown 2030 Trips	72%
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Note: Tier 1 and 2 data trips (2030) come from table 6

IMPACT FEES

To develop an impact fee, a service unit needs to be established as a basis for assessing equitable fees on different development types. Daily trip generation was selected as the appropriate service unit. **Table 8** provides factors and rates used to translate residential units and employment forecasts into new daily trips for use as the service unit.

Table 8. Daily Trip Generation by Land Use Type

	Single Family	Multi- Family	Retail Shopping	Service (Office)	Base (Industrial)
Density (ft ² /Employee)	-	-	500	300	1000

Note: Densities of ft²/employee are typical industry standards

Unit	DU	DU	1,000 ft ²	1,000 ft ²	1,000 ft ²
Daily Trip	9.44	7.32	37.75	9.74	4.96
Trip Factor	100%	100%	64%	100%	100%
New Daily Trip	9.44	7.32	24.16	9.74	4.96

Note: DU refers to Dwelling Unit

Source: Trip Generation Manual, 10th Edition, Institute of Transportation Engineers

The top part of **Table 8** provides factors to translate the employment forecasts presented earlier into building square footage, which is the measure commonly used for daily trip generation. Trip generation rates per 1,000 square feet of retail, office, and industrial employment, and per single family and multi-family dwelling unit were taken from the Trip Generation Manual, 10th Edition (Institute of Transportation Engineers, 2017).

In addition to trip generation rates, the manual provides estimates of the percent of traffic from different uses that represents new trips versus passerby trips where drivers stop on the way between primary destinations. A 64 percent trip factor was used for retail uses to generate a rate for new trips.

Table 9 applies the **Table 8** trip rates to 2030 forecasts presented earlier and calculates estimated daily trip generation for development forecasted in Tier 1 and Tier 2 influence areas in 2030. Year 2030, rather than 2040, has been selected as the horizon year for the impact fee calculations because development forecasts in this timeframe were deemed by the Town as much more reliable than longer range forecasts to 2040, and because 10 years was judged to be a reasonable timeframe for assessment of fees directed at the interchange improvement.

Table 10 shows the derivation of the proposed impact fee per trip based on the following parameters as presented above:

- Target fee revenue – \$5,040,000
- 2030 trips generated by new development in Tier 1 – 35,817
- 2030 trips generated by new development in Tier 2 – 11,638
- Target ratio of Tier 1 fee/trip to Tier 2 fee/trip – 2.5

Based on the \$125 fee/trip for Tier 1 and \$50 fee/trip for Tier 2, Table 11 provides a schedule of fees for five common land use types. The estimated revenue from these fees based on the development forecasts presented herein would be approximately \$5.06 million.

Table 9. Derivation of Impact Fee / Trip

TAZ	Single Family		Multi-Family		Commercial (Retail/Shopping)			Service (Office)			Base (Industrial)		
	Households (DU)	Daily trips	Households (DU)	Daily trips	Retail Employees	Retail Bldg (ft ²)	New daily trips	Service Employees	Service Bldg (ft ²)	Daily trips	Base Employees	Base Bldg (ft ²)	Daily trips
526	-	-	-	-	-	-	-	-	-	-	-	-	-
562	300	2,832	400	2,928	-	-	-	-	-	-	-	-	-
530	94	887	200	1,464	218	109,000	2,633	363	108,900	1,061	-	-	-
561	-	-	-	-	139	69,500	1,679	697	209,100	2,037	-	-	-
529	-	-	-	-	-	-	-	-	-	-	-	-	-
535	1,900	17,936	-	-	-	-	-	-	-	-	-	-	-
538	250	2,360	-	-	-	-	-	-	-	-	-	-	-
Tier 1 Total	2,544	24,015	600	4,392	357	178,500	4,313	1,060	318,000	3,097	0	0	0
818	-	-	-	-	-	-	-	-	-	-	-	-	-
563	-	-	-	-	-	-	-	-	-	-	-	-	-
565	-	-	-	-	-	-	-	-	-	-	-	-	-
564	700	6,608	120	878	-	-	-	-	-	-	-	-	-
817	-	-	-	-	-	-	-	-	-	-	-	-	-
560	-	-	-	-	-	-	-	-	-	-	-	-	-
852	-	-	-	-	-	-	-	-	-	-	-	-	-
528	-	-	-	-	-	-	-	-	-	-	-	-	-
566	-	-	-	-	-	-	-	-	-	-	-	-	-
527	-	-	228	1,669	138	69,000	1,667	264	79,200	771	9	9,000	45
816	-	-	-	-	-	-	-	-	-	-	-	-	-
Tier 2 Total	700	6,608	348	2,547	138	69,000	1,667	264	79,200	771	9	9,000	45

Note: 2030 forecasted development comes from table 4, and selected Tier 1 and 2 TAZs come from selected impact areas based on % from table 5

Table 10. 2030 Johnstown Development and Trip Generation

Tier 1 and 2 Growth Impact (%)	Target Impact Fee Revenue	Tier 1 Total Daily Trip Generation	Tier 2 Total Daily Trip Generation	Ratio of Tier 1 Fee per Trip/ Tier 2 Fee per Trip	Tier 1 - Fee per Trip	Tier 2 - Fee per Trip
72%	\$ 5,040,000	35,817	11,638	2.5	\$ 125	\$ 50

Note: Tier 1 and 2 daily trips data comes from table 9. Target Impact based on (Table 7)

Total Committed	\$7,000,000
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Table 11. Schedule of Fees

Use	Unit	New Daily Trip/unit	Tier 1 Zone		Tier 2 Zone	
			Cost/trip	Fee/Unit	Cost/trip	Fee/Unit
Single Family Residential	DU	9.44	\$ 125	\$ 1,180	\$ 50	\$ 472
Multi-Family Residential	DU	7.32	\$ 125	\$ 915	\$ 50	\$ 366
Office	1,000 SF	9.74	\$ 125	\$ 1,218	\$ 50	\$ 487
Retail	1,000 SF	24.16	\$ 125	\$ 3,020	\$ 50	\$ 1,208
Industrial	1,000 SF	4.96	\$ 125	\$ 620	\$ 50	\$ 248

Note: Cost per trip comes from table 10. New Daily trips per unit comes from the Generation Manual, 10th Edition, ITE.



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Town of Johnstown

TOWN COUNCIL AGENDA COMMUNICATIONS

AGENDA DATE: July 20, 2020

ITEM NUMBER: 10 C

SUBJECT: Town of Johnstown Small Business Micro Grant Program

ACTION PROPOSED: *Discussion Only* – Changes to the Johnstown Small Business Micro Grant Program

ATTACHMENTS: 1. Town of Johnstown Small Business Micro Grant Program

PRESENTED BY: Matt LeCerf, Town Manager

AGENDA ITEM DESCRIPTION:

On April 15, 2020 the Town Council created the Johnstown Small Business Micro Grant Program. This program established a grant program for small businesses physically located and operating in the Town's boundaries. The grant specifically allowed and permitted for up to \$10,000 to be available for any Johnstown Small Businesses. The grants focus was based on their economic impact experienced due to COVID-19. The Town appropriated \$500,000 with the ability to appropriate up to \$1,000,000 for this program. To date, 24 grants have been issued to local business in the Town of Johnstown totaling over \$210,000.

While there have been many success stories associated with this program, there are also applicants that we have not been able to make awards to based on various reasons. One of the more notable justifications for not providing a grant is a simple fact that the business did not have a Town Business License as required by the Town of Johnstown. When the program was established, Town Council established eligibility guidelines to qualify as a potential recipient for the micro-grant. Those eligibility requirements including the following:

- Have an active Town Business License as of March 10, 2020
- Have at least one physical location within the Town, with no more than three total locations.
- Have had 1-50 employees on March 10, 2020
- Not be, or not have been, engaged in any illegal activity
- Show that historical profits would have been sufficient for the business to stay in operation and that COVID-19 outbreak has had a negative impact
- Be registered and in a good standing with the Colorado Secretary of State

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Recently Staff has received a number of additional inquiries for the grant, and due the eligibility requirements has not been able to provide those in-town local business with this opportunity. Consequently, Town Staff wanted to request guidance regarding two elements of the grant program.

First, with respect to the applicants who did receive a grant, but may have not requested the full amount of \$10,000 in their initial request. Staff would respectfully request guidance from Council as to whether that same applicant can reapply for additional funds of up to the \$10,000 limit (the gap that may exist between what was initially awarded and \$10,000) assuming the economic impact has continued and is warranted.

Second, for those applicants that may not have met the eligibility guidelines, Staff is inquiring if the Council would be interested in providing a grant for an applicant that may not meet one of the eligibility guidelines and provide them with consideration for a grant. If a micro-grant were to be provided to applicants not qualifying for all the eligibility requirements, Staff would suggest that a reduced total grant amount be provided of no more than 50% (\$5,000) of what applicants meeting all eligibility requirements are able to receive based on their economic impact. Certain eligibility requirements you may want to consider as part of this 50% level (or percentage level determined by Council) may include:

- Not having an active business license in Town (but activating a license); or
- Modifying the eligibility for those with more than 50 employees as of the March 10, 2020.

The other eligibility guidelines that we have are requirements that Staff would recommend not forgoing in a grant consideration.

LEGAL ADVICE:

Not applicable.

FINANCIAL ADVICE :

Available funds have been allocated for this program and still exist to help ensure the success of the business in Johnstown.

RECOMMENDED ACTION: This item is for discussion purposes only unless desired by Council to make a change to the Micro Grant Program.

Reviewed and Approved for Presentation,

Town Manager

TOWN OF JOHNSTOWN SMALL BUSINESS MICRO GRANT PROGRAM

Purpose:

The Small Business Micro Grant Program (the “Program”) is designed to help small businesses in the Town of Johnstown (“Town”) during the COVID-19 pandemic.

Introduction:

The Town recognizes and understands the value the small businesses bring to the community. To help support the small businesses, the Town created the Program to provide grants to help small businesses immediately offset some of the economic impacts arising from the pandemic.

The Program is open to small businesses physically located and operating within the Town’s boundaries, including locally-owned franchises. To be eligible for the Program, the business must have had 1-50 full-time employees on March 10, 2020, the date Governor Polis issued a statewide disaster declaration. Micro grants up to \$10,000 will be available for small businesses in the Town.

The Town will review applications submitted and funding will be received on a first-come, first-served basis. Grants will be awarded in the sole discretion of the Town based on the submission of the required documentation, the responses provided in the application and any other factors the Town deems to be relevant. The Town may, but is not required to, provide a reason for the denial of an application or for the determination of the amount of the grant award. Submitting an application is not a guarantee of a grant award and the Town may terminate the Program at any time, for any reason, or when available funds are depleted.

Fund Availability:

\$1,000,000 has been appropriated by the Town to fund the Program. After the expenditure of \$500,000, the Town Manager is required to report the status of the Program to the Town Council, at which time the Town Council may either authorize the expenditure of the remaining \$500,000, or any part thereof, or terminate funding. In the discretion of the Town, grants may be awarded in an amount up to, but not exceeding, \$10,000.

How To Apply:

To apply, an applicant shall submit an application. Upon receipt of the application, the Town will contact the applicant to verify information and provide instructions on how to upload sensitive information.

Required Documents:

An applicant shall submit the following documentation with the application:

- Complete grant application;
- 2019 Tax Return/K-1 (or, if not filed, 2018 returns);
- 2019 Financial Statements (if not complete, 2018 statements may be substituted for the incomplete portion and if available);
- Verification of cash flow needs;
- Itemized budget for fund request; and
- Other information and documentation as may be requested by the Town subsequent to submission of the application.

Eligibility Guidelines:

To be eligible, an applicant must:

- Have an active Town Business License as of March 10, 2020;
- Have at least one physical location within the Town, with no more than three total locations;
- Have had 1-50 employees on March 10, 2020;
- Not be, or not have been, engaged in any illegal activity;
- Show that historical profits would have been sufficient for the business to stay in operation and that COVID-19 outbreak has had a negative impact; and
- Be registered and in good standing with Colorado Secretary of State.

Review Process:

Applications will be reviewed first by Town staff for completeness and eligibility. Following a determination of eligibility, applications will be reviewed and scored by a Review Committee of up to three (3) individuals selected by the Town. The Review Committee will make recommendations regarding grant awards to the Town Manager, who will consider the Review Committee's recommendation and make the final determination to approve, defer or deny a Micro Grant award. The Town Manager may be a member of the Review Committee. The review period may take up to three (3) business days following submittal of a complete application. Incomplete applications will not be considered.

Disclosure Information:

The Town of Johnstown understands and supports the public's right to access public records. Information submitted through the Program is a public record and may be subject to disclosure under the Colorado Open Records Act, C.R.S. §§24-72-200.1, *et seq.*