



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

Town Council Regular Meeting

450 S. Parish, Johnstown, CO
Monday, August 4, 2025 at 7:00 PM

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

Agenda

Call to Order

Pledge of Allegiance

Roll Call

Agenda Approval

Special Presentations

1. New Employee Introductions

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 in the Public Hearing portion of the agenda. Citizen comments are limited to five (5) minutes per speaker. When several people wish to speak in 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.

2. July 2025 List of Bills
3. July 21, 2025 Town Council Meeting Minutes

Town Manager's Report

4. Town Manager's Report

Old Business

New Business

5. Intergovernmental Agreement between the City of Loveland and the Town of Johnstown for Bus Service

6. Lease Agreement Between the Town of Johnstown, and Larimer County for Property at 4872 Endeavor Drive, Johnstown, Colorado
7. Resolution 2025-19: Authorizing the Conveyance of a Permanent Easement to Weld County in Support of Improvements to the Little Thompson Bridge Along Weld County Road 19
8. Contract Award to Dream Builders, Inc. for construction of the Maestas Street Storm Drainage Project

Public Hearing

Informational Items

9. Informational Items

Council Reports and Comments

Mayor's Comments

Executive Session

Adjournment

Americans with Disabilities Act Notice

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

THE COMMUNITY THAT CARES



Town of Johnstown
List of Bills - June 19, 2025 - July 17, 2025

<u>Vendor</u>	<u>Description</u>	<u>Dept</u>	<u>Amount</u>
4990 Ronald Reagan LLC	Police substation lease	PD	1,519.75
Ablao Law LLC	Municipal Court Judge	ADM	1,000.00
AC/DC Electric	Building maintenance	PW	1,093.94
Ace Hardware	Supplies	Various	1,481.39
Adamson Police Products	Uniforms	PD	145.00
ALERT/SAM	Dues	PD	100.00
Alpine Gardens	Pioneer Ridge Park project	PW	33,254.37
Aqua Engineering	Central wastewater treatment plant	UTIL	19,625.48
Arapahoe Rental	Equipment rental	PW	179.98
Award Alliance, LLC	BBQ Day car show award plaques	ADM	107.50
Baseline Inc	Maintenance irrigation	PW	557.90
Benesch	Colorado & Roosevelt roundabout	PW	83,302.93
BHA Design Incorporated	Alley project	PW	37,285.00
Bludot Technologies Inc.	CRM software	ADM	195.00
Blue to Gold, LLC	Training	PD	450.00
Bobcat of the Rockies	Equipment maintenance	UTIL	322.95
Brand X Hydrovac Services	Streets maintenance	PW	1,467.50
Browns Hill Engineering & Controls	SCADA/maintenance	UTIL	3,875.08
Card Services	P-card training/travel/supplies	ALL	22,367.22
Central Weld County Water District	Interconnect	UTIL	703.20
CenturyLink	Phone/internet	PW/UTIL	1,373.69
Cintas	Mat supplies/service	PW	330.28
City of Loveland	Facility rental	PD	1,800.00
Civil Resources	Raw water line project	UTIL	54,759.00
CMC Tire	Vehicle maintenance	PW/PD	1,531.94
Colorado Analytical Labs	Lab testing	UTIL	865.00
Colorado Department of Transportation	I-25 project	PW	11,354.97
Colorado Dept of Agriculture	Radar calibration	PD	40.00
Colorado Greenbelt Management	Landscaping services	PW	1,400.00
Colorado Information Sharing Consortium	Dues	PD	650.00
Colorado Real Estate Journal Inc	Industry directory	ADM	295.00
Colorado State University	Training	PD	1,398.00
Community Center Refund	Community Center refunds	ADM	500.00
Connell Resources, Inc.	Streets maintenance	PW	725.04
Consolidated Home Supply Ditch	Water legal	UTIL	64.00
Contech Engineered Solutions, LLC	Little Thompson Trail bridge	PW	116,300.00
Core & Main	Water meters	UTIL	1,711.48
Coren Printing, Inc	Supplies	PD	216.25
Coulson Excavating Co Inc	Asphalt mix	PW	2,143.33
Coyote Ridge Construction	SH60 waterline project	PW	759,720.60
Cummins Sales and Service	Generator maintenance	UTIL	3,762.81
D2C Architects	Development services building	ADM	4,068.75
DataShield Corporation	Shred services	PD	110.42
DBC Irrigation Supply	Supplies	PW	503.46
Denali Water Solutions LLC	Sludge removal	UTIL	3,926.07

Town of Johnstown
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<u>Vendor</u>	<u>Description</u>	<u>Dept</u>	<u>Amount</u>
DES Pipeline Maintenance, LLC	Line cleaning	UTIL	3,150.00
Dietze and Davis P.C.	Billback - Legal services	ADM	600.00
Dodge Media Group	Community marketing	ADM	2,800.00
Edward Aragoni	BBQ Day entertainment	ADM	1,400.00
Employee Reimbursement	Training/travel/supplies	ALL	2,553.62
Enchanted Technology Solutions	Vehicle upfit	PD	3,646.24
Environmental Systems Research	GIS software	PW	30,200.00
Ergomed	Pre-employment screening	PD	515.00
Facility Maintenance By Design	HVAC maintenance	UTIL	1,414.50
Fastsigns Greeley	BBQ Day banners	ADM	1,693.28
First National Bank	Financial custodial services	ADM	1,614.16
Freedom Forever LLC	Permit refund	ADM	615.72
Frontier Fertilizer & Chemical	Chemicals	PW	272.00
Frontier Precision	Software	PW	3,128.20
Frontier Self Storage	Storage	PW	280.00
Galloway & Company, Inc.	Survey services	PW	12,664.32
GCH Rentals & Leasing LLC	BBQ Day rental	ADM	709.29
Ginger Dodge	BBQ Day reimbursement	ADM	164.47
Glenn A. Jones Library	Monthly support	ADM	168,593.68
Gonzo Screen Printing	Supplies	ADM	525.00
Grace Community Church	2025 BBQ Day parade winner	ADM	200.00
Grainger, Inc.	Supplies	UTIL	4,494.22
Graves Consulting	Compensation study	ADM	4,200.00
Greeley Lock and Key	Security cameras	ADM	12,965.16
Ground Engineering Consultants, Inc.	Materials testing for plant projects	UTIL	14,632.50
H.D. Fowler Company	Water meters	UTIL	2,793.73
Hach Company	Lab equipment	UTIL	14,898.29
Happy Life Gardens	I-25 overpass flowers	PW	4,500.00
Helton & Williamsen, P.C.	Billback - Engineering services	ADM	1,680.00
Helton & Williamsen, P.C.	Engineering services	ADM	1,230.00
Heritage Landscape Supply Group	Supplies	UTIL	400.02
High Country Catering, LLC	Facade grant	ADM	1,925.00
Hill & Robbins, PC	Billback - Legal services	ADM	1,050.00
Hill & Robbins, PC	Water legal	ADM	2,091.00
Hinkle & Company, PC	2024 Financial audit	ADM	10,000.00
Hired Gun Weed & Pest Control, LLC	Weed abatement	PW	150.00
Hulk Addicts Hauling & Junk Removal	Trash removal	PD	750.00
Hydrant Meter Deposit Refund	Hydrant meter deposit refunds	ADM	4,369.32
IMEG Corp	Billback - Engineering services	ADM	45,335.00
IMEG Corp	Engineering services	ADM	460.00
Insight North America LLC	Investment services	ADM	2,508.02
J&T Consulting, Inc.	Reservoir toe drain project	UTIL	16,416.30
John Deere Financial	Supplies	PW	480.37
Johnstown Downtown Development Assn	2025 reimbursement agreement	ADM	18,628.53
J-U-B Engineers, Inc.	Billback - Engineering services	ADM	289.60

Town of Johnstown
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J-U-B Engineers, Inc.	SH60 waterline	UTIL	10,642.80
Kangaroo Express of Longmont, Inc	Lab testing	UTIL	110.00
Kelly Supply Co	Supplies	UTIL	569.74
Ken Garff Ford Greeley	2025 Police Interceptors (7)/supplies	PD/PW	332,952.95
Land Title Guarantee Company	Maestes drainage project	UTIL	540.00
Language Line Services Inc.	Translation services	PD	92.66
Larimer County Sales Tax Administrator	Use Tax - Reimbursement	ADM	13,346.96
Law Office of Avi Rocklin LLC	Billback - Legal services	ADM	15,968.50
Law Office of Avi Rocklin LLC	Legal services	ADM	10,587.00
Leads Online LLC	Investigation software	PD	3,106.00
Little Thompson Water District	Interconnect	UTIL	1,257.58
Loveland Barricade LLC	Street striping	PW	51,699.00
Loveland Ford-Lincoln	Vehicle maintenance	PD	652.50
Loveland Ready-Mix Concrete	Supplies	PW	514.00
Mac Equipment, Inc	Equipment maintenance	PW	289.96
McGeady Becher P.C.	Billback - Legal services	ADM	499.95
Meridia	Voting software	ADM	995.00
Minuteman Press	Printing services	ADM	417.23
Moltz Construction Inc.	Central wastewater treatment plant	UTIL	2,194,377.05
Mountain West Vegetation Management Inc	Weed control	PW	3,450.00
MWH Constructors	Water treatment plant expansion	UTIL	3,928,413.57
Nalco Company LLC	Chemicals	UTIL	7,597.74
Napa Auto Parts, Inc	Supplies	ALL	2,478.52
Original Equipment Auto Glass	Vehicle maintenance	ADM	45.00
Otak	Little Thompson Trail bridge	PW	7,125.76
Parkland USA Corp	Fuel	ALL	10,601.89
Paul's Plumbing & Heating	Billback - Jetting service	ADM	555.55
Paul's Plumbing & Heating	Jetting service	UTIL	7,194.45
Phuong Thao T Ha	Translation services	ADM	138.76
Pioneer Press of Greeley Inc	Printing services	PD	81.00
Pitney Bowes Bank Inc Purchase Power	Postage	ADM	299.17
PlowOps, Inc.	Plow Ops software	PW	1,440.00
Poudre Valley REA	Utilities	PW	23,318.42
ProFirst Training and Consulting, LLC	Pre-employment screening	PD	1,075.00
Proforma One Solution	BBQ Day supplies	ADM	7,531.75
Psychological Dimensions	Pre-employment screening	PD	1,700.00
PVS DX, INC	Chemicals	UTIL	20,272.22
Quality of Life & Safety Designs LLC	Fire system monitoring	PW	25.00
RCD Construction	Little Thompson Trail bridge	PW	17,643.34
Red Wing Business Advantage Acct	Uniforms	PW	477.84
Ricoh USA	Copier repair	ADM	107.23
Rise Broadband	Phone/internet	UTIL	112.67
Rocky Mountain Water Environment Assn	Training	UTIL	600.00
Ron Turley Associates Inc	Fleet software	PW	6,681.92
SAFEBuilt LLC	Inspection services	ADM	70,000.00

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Sampson Construction	Development services building	ADM	22,250.00
Sanbell	CO Blvd & SH 60 project	PW	28,077.60
Security Central, Inc	Fire system monitoring	PW	142.50
Skaggs Companies, Inc	Uniforms	PD	393.41
SKM Engineering	SCADA	UTIL	21,924.07
Specialized Elevator Corp	Elevator maintenance	ADM	469.48
Striglos	Software	ALL	55.00
Summit Data Protection LLC	IT back up	ADM	5,805.00
Sunbelt Rentals	Equipment rental	PW	800.00
TDS	Phone/internet	ALL	7,708.24
The Jamar Company	HVAC maintenance	PW	2,108.40
Tier One Networking, LLC	Computer equipment	ADM	2,783.44
TimberLAN	IT services	ALL	3,316.00
TopShelf Printers	Printed supplies	ADM	7,740.02
Treatment Technology Holding	Chemicals	UTIL	14,207.60
TruGreen Chemlawn	Chemicals	PW	7,818.61
UC Health Medical Group	Lab testing	PD	396.72
UCHealth	BBQ Day EMS standby	ADM	1,765.00
United Power, Inc	Utilities	PW	1,125.75
USA Bluebook	Supplies	PW	332.93
Utility Notification Center of Colorado	Locates	PW	1,163.04
Vector Disease Control	Mosquito spraying	PW	5,651.82
Veolia WTS Analytical Instruments, Inc	Lab equipment	UTIL	5,447.00
Verizon Connect	Phone/internet	PW	239.25
Verizon Wireless	Phone/internet	ALL	8,245.93
Vermeer Sales & Service	Supplies	PW	91.62
Veronica Schlagel Insurance Agency Inc	2025 BBQ Day parade winner	ADM	300.00
Waste Connections of Colorado Inc	Trash service	PW	103,905.70
Weld County Dept of Public Health	BBQ Day - temporary event fee	ADM	1,425.00
Weld County Sheriff	Jail fees	PD	154.32
Weld RE-5J School District	2025 BBQ Day parade winner	ADM	500.00
Wenk Associates, Inc	Park master plan project	PW	1,863.15
Western States Land Services LLC	Raw water line project	UTIL	3,406.24
Working Spaces	Police department expansion	PD	300.00
Xcel Energy	Utilities	ALL	100,509.44
			<u>8,701,578.78</u>



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TOWN COUNCIL REGULAR MEETING

450 S. Parish, Johnstown, CO

Monday, July 21, 2025

MINUTES

CALL TO ORDER

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

PLEDGE OF ALLEGIANCE

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

ROLL CALL

Present:

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

Absent:

Councilmember Berg
Councilmember Paranto

AGENDA APPROVAL

Motion by Mayor Pro Tem Young and seconded by Councilmember Molinar approve the agenda as presented.

Upon vote, the motion passed unanimously.

SPECIAL PRESENTATIONS

Mayor Duncan indicated that the individual presenting was not present yet and that this item would be passed until that individual arrived.

The Community that Cares

PUBLIC COMMENT

Gary Meyer, 483 Expedition Lane, provided a handout about a stagnant pond in Johnstown Farms. He indicated that pond is unmanaged and unbuildable. He also asked about the trees that were removed during construction by the Town.

Elizabeth Sapp, 21638 County Road 15, expressed concerns about traffic due to construction on CR 44. She asked if the Town could help mitigate traffic due to the road construction.

Bruce Abel, 4345 Cobblestone Lane, spoke regarding the proposed affordable housing project and expressed concerns about upkeep of the facility once it is built.

Town Clerk Meghan Martinez read two online comments into the record:

1. Karen Anderson, 3113 Brunner Boulevard, shared her concerns about more apartments in the community. She asked to invest in more restaurant chains and expressed her disappointment.
2. Shawn York, 301 McGregor Lane, thanked Council for addressing the weeds in Purvis and the interchange. He asked when the next scheduled mowing is of the Purvis property as the weeds are already high again.

CONSENT AGENDA

Mayor Duncan removed Items 2 and 3 from the Consent Agenda to be considered under new business.

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

- June 2025 Financial Statements
- July 7, 2025 Town Council Meeting Minutes

Upon vote, motion passed unanimously.

TOWN MANAGER REPORT

Town Manager Matt LeCerf provided a report and updated the Council on the Centennial and Letford Master Plans.

NEW BUSINESS

Resolution 2025-18 Declaring the Intent of the Town of Johnstown, Colorado to Issue Revenue Bonds in Connection with Financing Residential Facilities for Low- & Middle- Income: Economic Development Director Sarah Crosthwaite presented.

Motion by Mayor Pro Tem Young and seconded by Councilmember Morris to approve Resolution 2025-18 Declaring the Intent of the Town of Johnstown, Colorado to Issue Revenue Bonds in Connection with Financing Residential Facilities for Low- & Middle-Income.

Upon vote, motion passed unanimously.

Metro Denver Economic Development Corporation (MDEDC) Code of Ethics Agreement:

Economic Development Director Sarah Crosthwaite Presented the code of ethics agreement.

Motion by Councilmember Morris and seconded by Councilmember Menzies to approve the Metro Denver Economic Development Corporation (MDEDC) Code of Ethics.

Upon vote, motion passed unanimously.

PUBLIC HEARING

Consideration of a New Hotel and Restaurant License with Optional Premise for Bella Ridge Golf, LLC:

At 7:37 Mayor Duncan opened the public hearing.

Town Clerk Meghan Martinez presented the proposed application and walked through the optional premise attached to a Hotel and Restaurant License.

Ryan Flamm, General Manager for Bella Ridge addressed Council.

At 7:40 Mayor Duncan closed the public hearing.

Motion by Councilmember Morris and seconded by Councilmember Menzies to approve the Hotel and Restaurant with Optional Premise Liquor License for Bella Ridge Golf, LLC dba Bella Ridge Golf Club.

Upon vote, motion passed unanimously.

Consideration of a New Beer and Wine License for TA Operating, LLC dba Black Bear Diner:

At 7:41 Mayor Duncan opened the public hearing.

Town Clerk Meghan Martinez presented the proposed application.

Michael Oster, General Manager for Black Bear Diner addressed Council.

At 7:46 Mayor Duncan closed the public hearing.

Motion by Councilmember Morris and seconded by Mayor Pro Tem Young to approve the Beer and Wine Liquor License for TA Operating LLC dba Black Bear Diner.

Upon vote, motion passed unanimously.

COUNCIL REPORTS AND COMMENTS

Councilmember Morris: Nothing at this time.

Councilmember Molinar: Nothing at this time.

Councilmember Menzies: She asked if there is an online opt-out for the calendars this year. She also asked about the CR 44 closure. Lastly, she mentioned the email from the new CFO for the YMCA and asked for an update regarding the status of the YMCA audit.

Mayor Pro Tem Young: The library board is moving forward with the Milliken location. The library had over 2000 people sign up for the summer reading program.

MAYORS COMMENTS

He thanked everyone for being at the meeting and providing the comments. He also took a moment to thank the Podtburg family for assisting those affected by the floods in Texas. He thanked staff and Council for all their hard work. He also recognized the Johnstown Police Department for keeping Johnstown Safe.

SPECIAL PRESENTATIONS:

2024 Financial Audit Presentation: Jim Hinkle presented the 2024 Financial Audit Findings. He thanked the council and indicated that the Town's Audit went well.

ADJOURNMENT

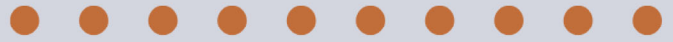
There being no further business for the Town Council, Mayor Duncan adjourned the meeting at 8:12 p.m.

Approved by Town Council:

Michael P. Duncan, Mayor

Attest:

Meghan C. Martinez, MMC, Town Clerk



TOWN MANAGER'S REPORT



August 2025
johnstownco.gov



TOWN MANAGER'S REPORT

Administration, Finance, Planning, Human Resources, and Communications

Upcoming Council Meetings & 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):

- 08/04/2025 - Regular Council Meeting
- 08/18/2025 - Regular Council Meeting
- 09/03/2025 - Wednesday Work Session (6pm Start) followed by Regular Council Meeting
- 09/08/2025 - Work Session (5:30p Start)
- 09/15/2025 - Regular Council Meeting

YMCA Audit

The YMCA forensic audit is still in process. The auditors have confirmed that they have received all requested materials and are now moving forward with a detailed analysis of the information.

2026 Budget

The FY 2026 budget season has kicked-off with data being compiled by Finance and leadership Staff. Preliminary FY 2026 budget information will begin being presented to Council in September.

2024 Audit

Finance has submitted the final report to the State of Colorado before July 30 in accordance with statute. Communications will be uploading the final report to our website

(<https://johnstownco.gov/505/Audited-Financial-Statements>).

Government Finance Officers Association

The Deputy Town Manager and Finance Director attended the Government Finance Officers Association (GFOA) national convention in Washington, D.C. in early July. The conference had a number of valuable learning opportunities including sessions on financial transparency, navigating disasters, budgeting, capital project management, and AI in finance.

Downtown Financial District Study

Staff is working with P.U.M.A to launch the financial district study in August. An open house with Downtown Businesses is scheduled for August 8. Downtown businesses will be encouraged to attend the open house to learn more about the project and an overview of the various districts that could be implemented.

TOWN MANAGER'S REPORT

Downtown Johnstown Masterplan

Phase 3 of community outreach was launched in early July with the survey closing on July 31. Staff will present the final version of the Downtown Masterplan to the Planning & Zoning Commission in early August and to Town Council mid to late August.

Development Services Building

Our Town of Johnstown Town Council, Planning & Engineering Staff, and our contractors Sampson Construction and D2C Architects, Inc. celebrated the groundbreaking of our new Development Services Building. As our community continues to grow, so do we to reach our goals of improving Town services and enhancing the quality of life for all residents and businesses. This facility will provide a centralized home for the Town's Engineering, Planning & Development, and Building Departments.



*Development Services Building Groundbreaking Ceremony

Public Arts Master Plan

The RFP for the Public Arts Master Plan was published on June 20 and closed on July 23. We were fortunate to receive seven proposals which are in the process of being reviewed. Staff plans to bring a recommendation to Council in late August.

Senior Center/TRPR Facility Partnership

Request for Proposal Responses are due August 1 for the Senior Center/TRPR Facility. Following receipt we will begin reviewing the applications and scoring them accordingly with a tentatively planned recommendation to Town Council on August 18.

Senior Center

The Senior Center continues to thrive, with overall participation up 64.2% across all programs. Second-quarter activities included monthly casino trips, breakfast and lunch outings, Friendly Fork Meals, health-focused programs, crafts, physical exercise classes, Bunco, and the addition of Mahjongg lessons.

Planning & Zoning Commission

The next scheduled meeting of the Planning & Zoning Commission will be August 13, 2025.

TOWN MANAGER'S REPORT

Johnstown Cemetery

An inventory of the remembrance bricks has been completed and archived for long term records management. Letters were sent for all live plantings that have not been maintained with a deadline at the beginning of August for maintenance. Lastly, an online burial request form has been created for better customer service and to provide accurate and up-to-date information to funeral homes and families.

Great Colorado Payback

Received \$63.42 from Great Colorado Payback for four previously unclaimed items payable to the Town of Johnstown.

GIS (Geographic Information Systems)

Staff is working on exciting projects that will help create efficiencies across many departments.

August Biz Walk

Town Staff will commence our monthly business walks and meet with AeriNOx Inc. in mid-August. AeriNOx is located within the Iron Horse Industrial Park and an environmental engineering company.

ADA Compliance

Of 187 PDF's that were non-compliant, 42 were stamped due to being pre-mandate date meaning they will not be remediated, 35 have been remediated, 41 were eliminated from the website, and 12 converted to webpage content or forms. We are working with Default settings in our Civic Plus web platform that are flagging non-ADA compliant issues we cannot fix ourselves. Training is also being developed to train selected employees across departments so all documents can be remediated and posted per ADA Compliance Internal Implementation protocol.

Liquor Licensing

The Liquor License for Black Bear Diner has been issued and they are now able to serve alcohol on premises. In addition, the Clerk's Office has issued renewals for Los Dos Garcias, Northstar Liquor, Red Barn Liquor, Coral Bay, Johnstown Liquor, and Cheba Hut.

3rd Annual Battles of the Badges

The softball game between Johnstown PD and Front Range Fire & Rescue was on July 26th at Nelson Fields. Woods donated food and all concessions and pledges go to FR Foundation (local youth sports).

Open Records Requests

14 Open Records Requests have been processed since June 1.

TOWN MANAGER'S REPORT

Hiring/Promotions

The Town recently welcomed several new employees including a Water/Sewer System Operator I, Water Treatment Operator IV, Planner I, and a Detective. We are actively recruiting and screening for Police Officers, Detective, Community Service Officer, Police Cadets, Utilities Director, Payroll and Benefits Specialist, Parks Maintenance I, and Economic Development Specialist. Staff is also pleased to share that Kimberly Disney was promoted to Deputy Town Clerk and Aidan Gomez was promoted to Police Cadet.

Upcoming Events

- Tuesday, August 5 - National Night Out – Thompson River Ranch 5pm – 7pm – Chief and Officers will attend the HOA's event bringing safety information and swag.
- Friday, August 8 - Movie in the Park – Rolling River Ranch – Movie shows at dusk.

Police Department

Community Policing, Outreach, & Miscellaneous Items

A swearing-in ceremony was held to welcome Detective Aaron Horwitz to the Johnstown Police Department. He comes to us with 20 years of law enforcement experience and exceptional experience as a detective with specialties in digital forensics.

Statistics

Stats are from June 1 - June 30, 2025

- Officers responded to 1509 calls for service.
- Officers took 38 traffic accidents reports.
- Officers conducted 223 traffic stops.
- Incident summary:
 - Animal Complaints (83)
 - Burglar Alarms (30)
 - Check Wellbeing (3)
 - Code Tickets (24)
 - Code Violations (99)
 - Disturbances (20)
 - Suspicious Activity (111)
 - Thefts (64)
 - Trespass (5)
 - Vandalisms (3)
- Physical Arrest (34)
- Traffic Citations (176)



*Swearing in Ceremony of Detective Aaron Horwitz

TOWN MANAGER'S REPORT

Public Works

Crews completed 198 work orders this period consisting of hot asphalt street repair, asphalt saw cutting, mowing and trimming ROW, street sweeping, gravel road grading, road sign repair, funerals, park shelter reservations, and a variety of other street and park related work.

2025 Concrete Replacement

Concrete curb, gutter and sidewalk replacement work is complete. Crews are patching the asphalt areas adjacent to the new concrete and should be done within the next month. The contractor is now installing concrete pavement in the alley south of N. Second St. between Canal Avenue and N. Rutherford Avenue.

2025 Mill and Overlay

Work on the 2025 pavement maintenance program is now expected to start by mid-August on select streets in the following neighborhoods. The project has been slightly delayed as the contractor completes their current project.

- Callahan Heights
- Clearview
- Gateway
- Knolls
- Parish Heights
- Pioneer Ridge
- Potdburg Village (Landings)
- Rolling Hills Ranch
- Carlson Farms

Letford Park

Staff continues to work with the demolition contractor and the landscape subcontractor for Letford Park to get the new irrigation system functional so that the turf can be restored. Turf restoration is expected by mid to late August once the weather starts to cool down to allow for the new turf to establish easier with less water.

Utilities

Accomplishments

Tyler Gentleman passed the Water Distribution 1 certification exam.

Plant Operations

Water Treatment Through July 23, 2025

- Average Daily Flows: 5.624 MGD out of 6 MGD treatment capacity
- Average daily plant production: Plant influent = 4.993MG
- Average daily flow to distribution: Plant effluent = 4.797MG
- Average daily system demand: 5.142MG
- Totalized distribution flow: 110.338MG
- Totalized Little Thompson interconnect: 9.584MG; Avg 0.417MGD

TOWN MANAGER'S REPORT

Low Point

- Average Daily Flows: 0.464 MGD out of 1.5 MGD treatment capacity.
- The Low Point Wastewater Treatment Plant removes an average of 1,210 pounds of volatile waste a day.
- Fine screen manufacturers evaluated assets and found our current maintenance on equipment to be excellent.
- Replaced damaged process blower thermal sensor. Performing this job in-house saved the Town approximately \$3,000.
- Identified possible intrusion and infiltration (I&I) problems.
- Initiated process changes geared toward lowering phosphorus in effluent discharge.
- Effluent water has so little biological oxygen demand, and solids that they are undetectable using professional laboratory methods.

Central

- Average Daily Flows: 0.730 MGD out of 1 MGD treatment capacity.
- The Central Wastewater Treatment is removing 90% of biological oxygen demand, and 87% of suspended solids. Central removes an average of 1905.6 pounds of volatile a day.

- Lagoon system has taken on significant intrusion and infiltration water.
- Town acted as one cohesive team to identify I&I contributors and eliminated some of the issues.
- Moved floating aerators to accommodate bypass pumping configuration.
- New Effluent line installed, and ready for new plant to be brought online.
- Duct banks connecting new buildings to current infrastructure excavated and poured.



*Duct Banks Connecting New Buildings

TOWN MANAGER'S REPORT

Sewer Collection & Water Distribution Systems (C&D)

Collection

- Currently work with contractors to diagnose issues with level sensors at North Central Lift Station
- Track I&I - Inflow & Infiltration
- Requires C&D to physically pinpoint areas in the system and open manholes to observe flow and repeat to compare flows
- Our contractor worked with C & D to address floating grease and fat from Lift Station Wet Wells
- Equipment failure prevented completion of both Lift Stations
- Assist Cogent Water Technology Group (WTG) with pump reinstall at Central Lift Station

Distribution

- New meter installs: 44
- Meter replacements: 51
- Fire hydrants maintained: 33
- Customer service checks for meter readings: 13
- Service lines potholed for lead & copper: 28
- Install backflow device and meter/meter pit at "Cookie Park" (Jay Ave & Idaho Ave) for CDPHE compliance.
- Routine PRV checks: 8 sites
- Repair fire hydrants: 2
- Monthly manual reads: 14 hydrant meters and 12 properties

Inspections, Installations & Work Orders

- 2800' water main
- 1800' sewer main
- 0' storm water
- 139 water/sewer inspections

TOWN MANAGER'S REPORT

Capital Projects

Water Treatment Plant Expansion

The contractor is continuing to work on structural concrete including foundations and walls. The major structural concrete work will be wrapped up in the next month or so and we will start to see the metal building and masonry subcontractors start constructing the vertical components of the buildings. The electrical subcontractor is continuing to work on installing below ground electrical duct banks and the site civil subcontractor is working on installing pipelines and backfilling around the concrete basins. There have been a few long lead equipment pieces that are starting to push the substantial completion date, but we continue to coordinate with the contractor and design engineer to ensure that the project stays on schedule.

Central Wastewater Treatment Plant

Xcel was able to energize the transformers in July which has allowed the electrical contractor to continue electrical wiring and testing to ensure everything is terminated and energized. In addition, the communication and SCADA programming and implementation is underway. Town Staff will continue to coordinate the construction and will begin to attend trainings on the new infrastructure as we move into startup and commissioning.

Lone Tree Raw Water Transmission Line

Town Staff is continuing to coordinate with the design engineer and the landman on obtaining all necessary easements. Once easements are obtained, this will allow the construction plans to be finalized and submitted to the appropriate jurisdictions. Staff is anticipating advertisement of the project in the coming months to start the process of selecting a contractor.

Johnstown Reservoir Toe Drain

Construction plans have been submitted to the State Dam Engineer for review prior to advertisement of the project. The goal of this project is to help divert seepage and dry up the saturated grass areas in the surrounding Lake Park area. Work is expected to start later this year.

Maestas Street Storm Drainage Improvements

Construction bids are due by early August. A contract award recommendation to Council is expected in mid-August.

TOWN MANAGER'S REPORT

Sandra Drive Storm Drainage Improvements

Public Works Staff will be completing an interim grading of the pond area to provide a more cohesive look in the next few weeks. 60% level plans are under review with final plans expected by the end of the year so the project can be bid out in early 2026.

Little Thompson River Trail final connection northwest of WCR19/WCR46.5

Four bids were received with the lowest being \$85,000 from A- Concrete. A-Concrete is performing the concrete work for the nearby Roosevelt and WCR 13 roundabout. The highest bid was \$110,000. Work is now expected to start in early August.

West Parish Alley

The design consultant is proceeding with final design based on feedback received from Council at the July 14 work session. The second phase of utility relocations began with Comcast, TDS and Lumen all beginning to relocate their overhead facilities to underground. Utility relocation work is expected to be complete by the end of the year.

Roosevelt Parkway & WCR13 Intersection Reconfiguration

Over 1,600 yards of concrete, 1,000 tons of asphalt and 5,000 tons of roadbase have been placed at the new roundabout over the past month. Final concrete placement is expected by late July. The contractor continues to make good progress, and the intersection is still on track to be open before school starts.



* Roosevelt Parkway and Weld County Road 13 Roundabout



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

Town Council Agenda Communication

Agenda Date: August 4, 2025

Subject: Intergovernmental Agreement between the City of Loveland and the Town of Johnstown for Bus Service

Attachments: 1. Intergovernmental Agreement

Presented by: Tim Hoos, Public Works Director

Agenda Item Description:

The City of Loveland currently operates its own fixed-route bus system referred to as COLT (City of Loveland Transit) and has agreed to expand the service to Johnstown by adding three stops in northern Johnstown, specifically in the 2534/Johnstown Plaza area. These new stops will be located near several businesses whose employees have expressed a strong interest in having access to public transportation. In addition to supporting local workers, the expanded service will offer an alternative transportation option for shoppers visiting businesses in the area. The additional stops are as follows:

- Southeast corner of Ronald Reagan Parkway and Thompson Parkway
- Northeast corner of Ronald Reagan Parkway and Trade Street
- Northeast corner of Larimer Parkway and Union Street.

A map is included as an Exhibit A to the Agreement.

This proposed pilot program is a one-year collaborative effort, after which the service will be evaluated for potential continuation based on ridership data. Employees and residents from both the Loveland and Greeley areas (through transfer from the Greeley Evans Transit (GET) service to the COLT service route) will be able to use the service to get to work and access businesses and points of interest in the Johnstown area.

Initial projections estimate that ridership for the three new stops in Johnstown will make up approximately 10% of the total COLT ridership. Based on that estimate, Johnstown's cost share for the first year is \$36,640. The cost share for subsequent years will be based on actual ridership numbers.

In addition to the financial commitment, the Town will also be responsible for the installation of bus stop pads and amenities at the three new stops. Bus stops and shelters are proposed to be provided by a private company through advertising revenue on the bus stop shelters. The Town plans to issue an RFP for this advertising opportunity following approval of this agreement. If approved, service is scheduled to begin on January 2, 2026.

Strategic Plan Alignment:

Safe & Welcoming Community

- Provide and maintain public safety services and awareness in our community
- Partner in creating more community based, community service and action opportunities
- Grow an open, inclusive environment where all residents have the opportunity to flourish

Healthy & Resilient Economy

- Drive projects and initiatives that promote Johnstown as a premier destination for business
- Cultivate local and regional partnerships that ensure the long term success and growth of Northern Colorado
- Support the local labor market and work with partners to grow diverse employment opportunities

Legal Advice:

The Town Attorney reviewed and assisted in the proposed Intergovernmental Agreement negotiations between the City of Loveland and the Town of Johnstown as presented.

Financial Advice:

Funding required for the first year of service is available in the FY 2025 Budget.

Recommended Action:

Staff recommends approval of the Intergovernmental Agreement between the City of Loveland and the Town of Johnstown for Bus Service

Suggested Motions:

For Approval: I move to approve an Intergovernmental Agreement between the City of Loveland and the Town of Johnstown for Bus Service

For Denial: I move to deny approval of an Intergovernmental Agreement between the City of Loveland and the Town of Johnstown for Bus Service

Reviewed and Approved for Presentation



Town Manager

**INTERGOVERNMENTAL AGREEMENT
FOR BUS SERVICE BETWEEN THE CITY OF LOVELAND AND
THE TOWN OF JOHNSTOWN**

This Agreement is made this ____ day of _____, 2025 between the **City of Loveland, Colorado**, a municipal corporation (hereinafter “Loveland”), and the **Town of Johnstown, Colorado**, a municipal corporation (hereinafter “Johnstown”) (Loveland and Johnstown collectively may be referred to as the “Parties” or individually, as a “Party”).

RECITALS

WHEREAS, the Parties desire to provide local bus service between Loveland and Johnstown; and

WHEREAS, Loveland has its own fixed-route bus system (hereinafter “COLT”); and

WHEREAS, Johnstown has requested that Loveland provide COLT service in the 2534/Johnstown Plaza area, providing connections to the City of Greeley’s 34 regional bus route; and

WHEREAS, COLT is willing and able to extend local bus services on Route 7 along Thompson Pkwy, Ronald Reagan Blvd, and Larimer Pkwy with stops on Ronald Reagan and Trade St.; and

WHEREAS, the Parties have determined that significant public economic and efficiency benefits will result from the Parties’ collaborative provision of local bus service by COLT, as described in this Agreement; and

WHEREAS, the Parties plan to pilot the collaborative bus service for one year, from which the Parties will evaluate ridership quantities and cost shares to determine the scope and need for continued local bus service; and

WHEREAS, as Colorado governmental entities, Loveland and Johnstown are authorized, pursuant to Colo. Const. art. XIV, § 18(2)(a) and C.R.S. § 29-1-203, to cooperate or contract with one another to acquire or provide any government function, service, or facility lawfully authorized to each.

NOW, THEREFORE, in consideration of the mutual promises herein and other good and valuable consideration, receipt and adequacy of which is acknowledged, the Parties agree as follows:

AGREEMENT

1. The foregoing recitals are hereby incorporated as though fully set forth herein.
2. Loveland shall provide local bus service, in accordance with the terms of this Agreement and as specifically identified and described in **Exhibit A**, attached hereto and incorporated herein by this reference, throughout the term of this Agreement. The services identified and described in **Exhibit A**

are subject to increase, modification, reduction, and termination pursuant to this **Section 2** and **Section 11** of this Agreement.

- a. Increased service beyond that described in **Exhibit A** may be provided by Loveland, at its sole discretion, to the extent Loveland determines appropriate given the demand for service and available resources.
 - If the increased service is provided at Loveland's sole expense, prior to beginning additional bus service, Loveland shall provide advance written notice to Johnstown.
 - If Johnstown, at its discretion, agrees to contribute to the costs of the additional service, prior to beginning additional bus service, Loveland and Johnstown will amend **Exhibit A**.
 - The Parties will amend the respective cost share associated with the change, pursuant to **Section 6**, if the Parties all agree to such additional service and respective cost share; or
 - If the Parties do not agree to amend **Exhibit A** to reflect the additional service costs, any such additional service that exceeds the services described in **Exhibit A** may be reduced or stopped by Loveland, at its sole discretion.
 - Prior to reducing or stopping any additional service, Loveland will make reasonable efforts to provide at least thirty (30) days of advance written notice to Johnstown. If service is reduced or stopped prior to the end of a calendar year, Loveland agrees to refund Johnstown the prorated amount of the cost for service for that year.
 - b. In the event Loveland determines that circumstances require modification of bus services as described in **Exhibit A**, Loveland may implement such modification at its sole discretion. Loveland will make reasonable efforts to provide at least thirty (30) days of advance written notice of any such modification to Johnstown.
3. The Term of this Agreement shall be one (1) year, commencing on **January 1, 2026**, and continuing in full force and effect until **December 31, 2026**, unless sooner terminated as herein provided. This Agreement shall automatically renew for additional one (1) year periods unless either party gives the other party written notice prior to April 30 of each year that the party does not wish to renew the Agreement after the next anniversary date. Notwithstanding the foregoing, on or before October 1, 2026, the parties shall meet and confer to determine, among other potential matters, the efficacy of this Agreement, whether the cost of service is equitably divided and if any revisions should be made. If either party determines that this Agreement should not be renewed, such party may terminate the Agreement by written notice to the other party provided on or before December 1, 2026. If the parties determine that amendments are warranted, the parties shall execute an amendment to this Agreement as set forth in **Section 17**.
 4. Loveland agrees that all services provided under this Agreement shall be consistent with COLT system operating policies and procedures, and operation schedule, as the same may be amended at Loveland's sole discretion.

5. In consideration of the services provided by Loveland under this Agreement, and the mutual financial commitments herein made, Johnstown agrees to contribute to the direct and indirect costs of operating COLT Route 7 service, as well as the direct and indirect costs of operating the associated paratransit services as supplemented by such additional federal or state grant funds as may be available therefor. The Parties agree that Johnstown will pay 10% of the cost for year 2026, which is currently \$36,640, for Route 7. Johnstown agrees to pay full cost for paratransit trips associated with the additional bus service in Johnstown. Loveland will invoice Johnstown within thirty (30) days of execution of the Agreement for the bus service provided in 2026. Such payment shall be made within sixty (60) days after receipt of an invoice.
6. The Parties agree to run a ridership analysis on an annual basis and adjust cost shares according to ridership quantities relative to each Party. Upon agreement of the appropriate cost share on an ongoing annual basis, Loveland may submit an invoice to Johnstown and Johnstown shall thereafter pay such invoice within sixty (60) days.
7. The basic cash fare to be charged for Route 7 shall be One Dollar and Twenty-Five Cents (\$1.25) per ride. The basic fare to be charged for Paratransit trips shall be Two Dollars (\$2.00) per ride. Loveland in its sole discretion may modify the fare to be charged as necessary for the efficient and cost-effective operation of COLT, provided that advance written notice of any such modification is provided to Johnstown. All Loveland discounted fare categories for COLT bus service will apply. Loveland shall collect any fares due from passengers and accurately record and account for such fare receipts and ridership levels. Loveland shall prepare quarterly reports of such receipts and ridership levels and shall provide such quarterly reports to Johnstown.
8. Transfers from Greeley Evans Transit (GET) to the COLT bus systems will be honored. Transfers from COLT to the GET bus system will be honored.
9. Each Party shall designate a representative ("Party's Representative"), who shall be responsible for managing such Party's performance of the terms of this Agreement and shall provide the other Party with written notice thereof, along with the address, telephone, and email information of the Party's Representative. All notices to be provided under this Agreement shall be provided to the Parties' Representatives. Any notice pursuant to this Agreement shall be hand-delivered, sent by certified mail, return receipt requested, and addressed to the Party's Representative or sent by electronic mail on the condition that the intended recipient acknowledges receipt thereof. Any such notice shall be deemed given upon hand-delivery to the Party's Representative, delivery to their address, or three (3) days after mailing.

If to Loveland:

COLT Representative
City of Loveland
2525 West 1st Street
Loveland, CO 80537
Email: candice.folkers@cityofloveland.org

With a copy to:

City Attorney
City of Loveland
500 E. Third Street, Suite 300
Loveland, CO 80537
Email: stephanie.cardew@cityofloveland.org

If to Johnstown:

Public Works Director
Town of Johnstown
PO Box 609
450 S. Parish Avenue
Johnstown, CO 80534
Email: thoos@johnstownco.gov; notices@johnstownco.gov;

With a copy to:

Town Attorney
Town of Johnstown
1437 N. Denver Avenue #330
Loveland, CO 80538
Email: avi@rocklinlaw.com

10. The Parties agree to cooperate in the development and implementation of any surveys or studies undertaken by the other Party to evaluate demand, usage, cost, effectiveness, efficiency, or any other factor relating to the success or performance of the bus service or the need for such service. However, such cooperation shall not require the expenditure of funds more than the specific amounts set forth in **Section 5** and **Exhibit B**, unless approved in writing and duly appropriated by the Parties.
11. The Parties acknowledge that their obligations under this Agreement are subject to annual appropriation by the governing body of each respective Party and shall not constitute or give rise to a general obligation or other indebtedness of either Party within the meaning of any constitutional or statutory provision or limitation of the State of Colorado nor a mandatory charge or requirement against either Party in any ensuing fiscal year beyond the current fiscal year. If the governing body of either Party fails to budget and appropriate funds for its share of expenses as described in this Agreement, then this Agreement shall terminate as of the end of the fiscal year for which such funds were last budgeted and appropriated.
12. In the event a Party has been declared in default, such defaulting Party shall be allowed a period of thirty (30) days within which to cure said default. In the event the default remains uncorrected, the Party declaring default may elect to terminate the Agreement and so notify the defaulting Party in writing.

Any amounts due to the non-defaulting Party shall be paid within fifteen (15) days of the date notice of termination is received.

13. Liability of the Parties shall be apportioned as follows:

- a. Loveland shall be responsible for all claims, damages, liability, and court awards, including costs, expenses, and attorney fees incurred, should Loveland be found liable as a result of any action or omission of Loveland or its officers, employees, and agents, in connection with the performance of this Agreement.
- b. Johnstown shall be responsible for all claims, damages, liability, and court awards, including costs, expenses, and attorney fees incurred, should Johnstown be found liable as a result of any action or omission of Johnstown or its officers, employees, and agents, in connection with the performance of this Agreement.
- c. Nothing in this **Section 13** or any other provision of this Agreement shall be construed as a waiver of the notice requirements, defenses, immunities, and limitations the Parties may have under the Colorado Governmental Immunity Act (Section 24-10-101, C.R.S. *et seq.*) or any other defenses, immunities, or limitations of liability available to any Party by law.
- d. Any liability of the Parties under this Agreement shall be subject to appropriation of funds by their respective governing bodies sufficient to satisfy such liability as required by their Charter provisions.
- e. No elected official, director, officer, agent, or employee of the Parties shall be charged personally or held contractually liable under any term or provision of this Agreement, or because of any breach thereof, or because of its or their execution, approval, or attempted execution of this Agreement.

14. Loveland agrees to maintain and keep in force during the term of this Agreement one or more policies of insurance written by one or more responsible insurance carrier(s) authorized to do business in the State of Colorado in the following amounts: (a) workers' compensation insurance as required by law; (b) commercial general or business liability insurance with minimum combined single limits of ONE MILLION DOLLARS (\$1,000,000.00) each occurrence and TWO MILLION DOLLARS (\$2,000,000.00) general aggregate; and (c) automobile liability insurance with minimum combined single limits for bodily injury and property damage of not less than ONE MILLION DOLLARS (\$1,000,000) for any one occurrence, with respect to each of Loveland's owned, hired or non-owned vehicles assigned to or used in performance of the bus services contemplated in this Agreement. Loveland understands and agrees that it shall have no right of coverage under any existing or future Johnstown comprehensive or personal injury liability insurance policies.

15. This Agreement embodies the entire agreement of the Parties about the subject bus service. The Parties shall not be bound by or be liable for any statement, representation, promise, inducement, or understanding of any kind or nature not set forth herein or agreed to pursuant to **Section 17**.

16. The Parties may not assign this Agreement, any part hereof, or their rights hereunder without the express written consent of all of the Parties. Any attempt to assign this Agreement in the absence of such written consent shall be null and void *ab initio*.
17. No changes, amendments or modifications of any of the terms or conditions of this Agreement shall be valid unless reduced to writing and signed by the Parties' Representatives, except as provided herein.
18. The laws of the State of Colorado shall be applied to the interpretation, execution and enforcement of this Agreement. The Parties recognize the legal constraints imposed upon them by the constitutions, statutes, and regulations of the State of Colorado and the United States and those imposed upon the Parties by their respective charters, municipal codes, and other similar documents, and subject to such constraints, the Parties intend to carry out the terms and conditions of this Agreement. Notwithstanding any other provision in this Agreement to the contrary, in no event shall any party exercise any power or take any action which shall be prohibited by applicable law.
19. Any provision rendered null and void by operation of law shall not invalidate the remainder of this Agreement to the extent that this Agreement is capable of execution.
20. Either Party's failure to enforce any provision of this Agreement shall not in any way be construed as a waiver of any such provision or prevent that Party thereafter from enforcing each and every other provision of this Agreement.
21. This Agreement does not and is not intended to confer any rights or remedies upon any entity or person other than the Parties.
22. This Agreement may be executed in multiple counterparts; all counterparts so executed shall constitute one agreement binding upon all parties, notwithstanding that all parties are not signatories to the original or the same counterpart.
23. This Agreement may be executed by electronic signature in accordance with C.R.S. 24-71.3-101 *et seq.* Documents executed, scanned and transmitted electronically and electronic signatures shall be deemed original signatures for purposes of this Agreement and all matters related thereto, with such scanned and electronic signatures having the same legal effect as original signatures.

[THE REMAINDER OF THIS PAGE IS INTENTIONALLY BLANK]

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the date first above written. By the signature of its representative below, each Party affirms that it has taken all necessary action to authorize said representative to execute this Agreement.

CITY OF LOVELAND, COLORADO
a municipal corporation

By: _____
Jim Tompson, City Manager

ATTEST:

APPROVED AS TO FORM:

City Clerk

Assistant City Attorney

TOWN OF JOHNSTOWN, COLORADO
a municipal corporation

By: _____
Matt LeCerf, Town Manager

ATTEST:

APPROVED AS TO FORM:

Town Clerk

Town Attorney

EXHIBIT A

Local bus service and associated paratransit services will be provided within the following parameters:

- Days of Service: Monday – Saturday. No service is provided on Sundays, New Year’s Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day and Christmas Day.
- Hours of Service: M-F 7AM – 7 PM, SAT 8AM – 5PM
- Frequency of Service: 60 Minutes

Service Area Maps:



EXHIBIT B

2024 Annual Total

Admin Salaries	\$ 389,595
Admin Time Off	\$ 63,881
Fringe Benefits	\$ 415,140
Total	\$ 868,616

2024 Total Cost Per route

Admin Overhead per route	\$ 124,088
Route 7 Operating Costs	\$ 242,316
Total	\$ 366,404

2024 Annual for route 7

Salaries and Wages	\$ 110,012
Employee Benefits	\$ 32,250
License Fees and Taxes	\$ 7,991
Vehicle Maintenance	\$ 60,313
Fuel	\$ 31,750
Total	\$ 242,316

2024 Total Cost Per route

Admin Overhead per route	\$ 124,088
Route 7 Operating Costs	\$ 242,316
Total	\$ 366,404

Starting point 10% **\$ 36,640**

Johnstown responsible for bus stop pads/amenities



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

Town Council Agenda Communication

Agenda Date: August 4, 2025

Subject: Lease Agreement Between the Town of Johnstown, and Larimer County for Property at 4872 Endeavor Drive, Johnstown, Colorado

Attachments: 1. Lease Agreement - FINAL

Presented by: Matt LeCerf, Town Manager

Agenda Item Description:

In June 2025, the Town Council was presented during a work session with the opportunity to establish and form a partnership for Johnstown's Emergency Management. The presentation consisted of a two-part request that the Town Council was supportive of moving forward to ensure the community's emergency preparedness. Presented this evening for your review and consideration is a Lease Agreement between Johnstown and Larimer County to finish tenant improvements to a 478-square foot space to house the Town's Emergency Management Office.

The first portion of the request during the work session was to initiate the creation of the Town's first Emergency Management Coordinator, which is included in the FY 2025 budget. While initially the vision was to develop a partnership for emergency management, further evaluation included a recommendation for the Town to establish its own Emergency Management Office due to the various political subdivisions throughout the community. Specifically, within the community, Johnstown exists in two (2) counties (Larimer and Weld), two (2) school districts (Weld RE-5J and Thompson School District R2-J), two (2) fire districts (Front Range Fire & Rescue and Loveland Fire Rescue Authority) and two (2) ambulatory services in the area (UC Health and Thompson Valley). The existence of three (3) electric utility providers in the community is also important to consider for coordination of emergency response and creates additional complexity. As we all know, understand, and recognize, emergencies rarely – especially in the aspect of natural disasters – follow political subdivisions and boundaries. This independence ensures our focus is exclusively on the entire Town of Johnstown and would include the hiring of an Emergency Management Coordinator.

The second portion of the request was the opportunity to partner with Larimer County at the Larimer County Emergency Management Office located at 4872 Endeavor Drive (owned by LETA 911). Currently, in this facility there are three (3) Offices of Emergency Management: Larimer County Emergency Management, the City of Loveland Emergency Management, and Windsor Emergency Management.

The Town of Johnstown, as part of the consideration for this item, would enter into a lease agreement to establish an office at this facility which provides us with immediate benefits. These benefits include the ability to be integrated with other Emergency Management Professionals – to share information and ideas that facilitate an active place to accelerate and implement best practices for emergency management, actively participate in and develop a new emergency

operations plan for the community that is reviewed with feedback from existing professionals in emergency management, and foster regular inter-agency collaboration to develop meaningful relationships that will help support future disaster response, mitigation, and recovery.

The space to be leased as part of this agreement consists of an unfinished area of 478 square feet. As part of the lease agreement for office space presented this evening, Johnstown would contract with Larimer County's pre-selected contractors to finish construction of the space through a capital project. The cost of the capital project for construction would be recognized as the lease payment contribution for a timeframe of about 5 – 7 years, allowing the Town to operate out of the facility. Final terms and conditions of the lease would be based on final construction costs. As part of this project and program, the Town would hire an Emergency Management Coordinator who would fulfill the job responsibilities for Emergency Management in Johnstown.

Strategic Plan Alignment:

Organizational Excellence & Public Trust

- Strengthen public trust and confidence

Safe & Welcoming Community

- Provide and maintain public safety services and awareness in our community

Quality Infrastructure & Facilities

- Establish and maintain levels of service
- Ensure future viability of infrastructure and facilities

Legal Advice:

The Town Attorney has reviewed the Lease Agreement presented for approval.

Financial Advice:

Finances are budgeted in FY 2025 for the Emergency Management Coordinator and maybe available for the capital project/tenant improvements for this project.

Recommended Action:

Staff recommends approval of the Lease Agreement with Larimer County as presented.

Suggested Motions:

For Approval: I move to approve the Lease Agreement with Larimer County for an Emergency Management Office as presented.

For Denial: I move to deny the Lease Agreement with Larimer County for an Emergency Management Office as presented.

Reviewed and Approved for Presentation



Town Manager

LEASE AGREEMENT

Between the Town of Johnstown, and Larimer County For Property at 4872 Endeavor Drive, Johnstown, Colorado

THIS LEASE AGREEMENT ("Lease"), effective as of the Effective Date (defined below), is entered into by and between the Board of County Commissioners of Larimer County, Colorado, 200 W, Oak, 2nd Floor, Fort Collins, CO 80521 ("Landlord"), and Town of Johnstown, 450 S. Parish Ave, Johnstown, CO 80534 ("Tenant").

Preface

- A. Landlord is the owner of the first floor of the building located at 4872 Endeavor Drive, Johnstown, Colorado, which is comprised of approximately 12,500 square feet ("Condominium Unit").
- B. Landlord acquired the Condominium Unit to use as an Emergency Operations Center ("EOC").
- C. Landlord has additional space within the Condominium Unit that it wishes to lease to Tenant.
- D. Tenant wishes to lease and occupy such available space within the Condominium Unit to perform Emergency Management Operations ("EMO") through use of the EOC.
- E. Tenant intends to assume all of Tenant's rights and obligations under this Lease at such time as it is prepared to assume the Emergency Manager position that is set to be hired by end of 2025 to Tenant's workforce to perform EMO through use of the EOC

In furtherance of their respective purposes, the Parties enter into this Lease.

1. **Definitions.** In this Lease, capitalized words or phrases defined below shall have the meanings indicated:

- a. **"Association"** shall mean Owners Association.

b. **"Building"** shall mean the Building within the Leased Area in which the Leased Premises are located.

c. **"Common Areas"** shall mean all entrances, exits, driveways, curbs, walkways, hallways, parking areas, landscaped areas, rest rooms, loading and service areas, and like areas or facilities that are located in and around the Building that Landlord has designated as available for Tenant's nonexclusive use.

d. **"Hazardous Materials"** and "Hazardous Materials Laws" shall mean (i) any chemical, material, substance or pollutant which poses a hazard to the Leased Premises or to persons on or about the Leased Premises or would cause a violation of or is regulated by any Hazardous Materials Laws, and (ii) any chemical, material or substance defined as or included in the definitions of "hazardous substances," "hazardous wastes," "hazardous materials," "extremely hazardous waste, restricted hazardous waste, toxic substances?" "regulated substances," or words of similar import under any applicable federal, state or local law or under the regulations adopted or publications promulgated pursuant thereto, including, but not limited to, the Comprehensive Environmental Response Compensation and Liability Act of 1980, as amended 42 U.S.C, Section 9601, et seq.; the Hazardous Materials Transportation Act, as amended 49 U.S. C. Sec. 1801, et. seq.; the Resource Conservation and Recovery Act, as amended, 42 U.S.C. Sec. 69015 et seq.; the Solid Waste Disposal Act, 42 U.S.C. Section 6991 et seq.; the Federal Water Pollution Control Act, as amended, 33 U.S.C. Section 1251, et seq.; and Sections 15-15-101, et seq.; 25-16-101, et, seq.; 25-7-101, et seq.; and 25-8-101 et seq.; of the Colorado Revised Statutes. "Hazardous Materials Laws" shall mean any federal, state or local laws, ordinances, rules, regulations, or policies (including but not limited to, those laws specified above) relating to the environmental, health and safety or the use, handling, transportation, production, disposal, discharge or storage of Hazardous Materials, or to industrial hygiene or the environmental conditions on, under or about the Leased Premises. Said term shall be deemed to include all such laws as are now in effect or as hereafter amended and all other such laws as may hereafter be enacted or adopted during the term of this Lease.

e. **"Leased Area"** shall mean, collectively, the Leased Premises and the Common Areas.

f. **"Leased Premises"** means approximately 623 square feet within a westerly face of the Condominium Unit, as depicted on the attached "Exhibit A".

g. **"Tenant's Share"** equals the ratio that the Leased Premises (approximately 623 square feet) bears to the Condominium Unit (approximately 12,500 square feet), which is 9.5%.

2. Term/Option to Extend.

a. The term of this Lease shall commence on January 1, 2026 or upon issuance of a Certificate of Occupancy, whichever occurs last ("Effective Date"), and shall continue for eight (8) years and seven (7) months from the Effective Date ("Term"), unless sooner terminated in accordance with the provisions set forth in this Lease.

b. Tenant shall have the first option to extend the Term of this Lease for additional one year increments. To exercise such option, Tenant must not be in default hereunder and shall give Landlord prior written notice to extend no later than January 1st of each year for which an extension of the Term is sought.

3. **Utilities.** Utilities serving the Leased Premises are: electric, natural gas, water, sewer, and trash ("Utilities"). Landlord will pay all of the costs of the Utilities for the Leased Premises. The Utilities shall remain in Landlord's name. If any utility company serving the Leased Premises determines that an additional service, impact fee, and/or assessment, or any other type of payment or penalty is necessary due to Tenant's use and occupancy of the Leased Premises, or the nature of Tenant's operation and/or consumption of Utilities, said expense shall be borne solely by Tenant. Said expense shall be paid promptly, and any repairs or modifications requested by the utility company shall be performed by Tenant immediately and without any delay.

4. **Base Monthly Rent & Tenant Finish Costs.** Tenant shall make a one-time payment of \$150,000, which amount shall cover the finished Leased Premises for design and construction allowing for approximately 103 months of rent as calculated below:

Rent Calculation = \$28/sf (\$15 Depreciation + \$3 component replacement + \$10 Operations and Maintenance)

Rent Term Calculation = (623sf X \$28/sf = \$17,444/12mos = \$1,454 x 103 months = \$149,762)

5. **Use of Premises.** Tenant shall use the Leased Premises for the conduct of EMO and associated administrative activities and for no other purpose whatsoever except with Landlord's written consent. Tenant shall not allow any accumulation of trash or debris on the Leased Premises or within any portion of the Leased Area. All receiving and delivery of goods and merchandise, and all removal of garbage and refuse, shall be made through the Building access lobby and/or the south exit located at 1st floor break room. No material may be stored outside the Leased Premises, unless first approved by Landlord in writing, and then in only such areas as Landlord designates. Tenant shall neither commit or suffer any waste on the Leased Premises nor permit any nuisance, disorderly conduct or other activity on the Leased Area having a tendency to annoy or disturb any occupants of the Building or adjoining property owners.

6. **Laws and Regulations.** Tenant shall, at its sole cost and expense, comply with all applicable laws and regulations of any governmental entity, board, commission or agency having jurisdiction over the Leased Premises. Tenant agrees not to install any electrical equipment that overloads any electrical paneling, circuitry or wiring, and further agrees to comply with the requirements of the insurance underwriter or any governmental authorities having jurisdiction thereof.
7. **Parking.** All vehicles used by Tenant or Tenant's employees shall be parked only in areas designated by Landlord, Tenant shall ensure that Tenant's employees park only in the areas so designated. If Landlord requests, Tenant shall provide Landlord with the license plate numbers of Tenant's and Tenant's employees' vehicles.
8. **Control of Common Areas.** All Common Areas shall at all times be subject to the exclusive control and management of Landlord.
9. **Insurance.**
 - a. **Landlord's Insurance.** Landlord shall procure and maintain such fire and casualty, loss of rents and liability insurance for the Leased Area and the Building (Full Replacement Cost) as appropriate. Tenant shall pay Tenant's Share of the cost of insurance secured by Landlord. Payment shall be made on or before the first day of each month. The Tenant's Share shall be subject to change when the cost of such insurance increases or decreases. Such insurance shall not cover any of Tenant's property, and Tenant shall have no interest in any of the proceeds of such insurance, Landlord shall not be required to procure any insurance for Tenant's benefit.
 - b. **Tenant's Insurance.** Tenant is insured by the Colorado Intergovernmental Risk Sharing Agency ("CIRSA"). Tenant shall, at its sole cost and expense, insure on a full replacement cost basis all of Tenant's property located in the Leased Premises, including inventory, fixtures, leasehold improvements and contents, against loss resulting from fire or other casualty. Tenant shall procure, pay for, and maintain comprehensive public liability insurance providing coverage from and against any loss or damage occasioned by an accident or casualty on, or about or adjacent to the Leased Premises, Said liability policy shall be written on an "occurrence basis" with policy limits not less than the monetary limits of liability established by the Colorado Governmental Immunity Act, CRS. 24-10-101, et seq. Certificates for such insurance shall be delivered to Landlord and shall provide that said insurance shall not be changed, modified, reduced or canceled without thirty (30) days' prior written notice to Landlord.

- c. **Mutual Subrogation Waiver.** Landlord and Tenant hereby grant to each other, on behalf of any insurer providing fire and extended coverage to either of them covering the Leased Premises, Building or other improvements thereon or contents thereof, a waiver of any right of subrogation any such insurer of one Party may acquire against the insurer of the other Party, or as against Landlord or Tenant by virtue of payment of any loss under such insurance. Such a waiver shall be effective so long as Landlord and Tenant are empowered to grant such waiver under the terms of their respective insurance policy(ies), and such waiver shall be deemed mutually terminated as of the date either Landlord or Tenant gives notice to the other that the power to grant such waiver has been so terminated.

10. **Trash Removal.** The Association contracts and pays for trash removal service for the Leased Premises, for normal office trash, excluding any chemical, bio-hazard, or anything requiring special disposal methods.

11. **Landlord's Obligations.** Landlord shall keep and maintain the roof, windows, doors, foundation and external walls of the Building in good repair and condition. In addition, Landlord shall, during the entire Term, including all extensions hereof, at Landlord's sole cost and expense keep and maintain the Leased Premises in good condition, including specifically the following:

a. **Heating and Air Conditioning Systems.** Landlord shall maintain the heating and air conditioning systems for the Leased Premises in good working condition.

b. **Electrical Systems.** Landlord shall maintain the electrical systems in good working order and make all required repairs and replacements. Within the Leased Premises, Tenant has inspected the existing electrical systems and acknowledges that all such systems are in good repair and working order as of the Effective Date.

c. **Plumbing Systems.** Landlord shall maintain the plumbing systems in good working order, and make all required repairs or replacements, within the Leased Premises. Tenant shall not clog or obstruct the plumbing fixtures or pipes with any foreign or inappropriate object and shall be liable for all costs arising therefrom.

d. **Glass and Doors.** Landlord shall promptly repair or replace any broken doors and/or windows within the Leased Premises.

12. **Tenant's Obligations.** Tenant shall be responsible for all repairs within the Leased Premises that become necessary due to the intentional or negligent action or inaction of Tenant, Tenant's employees, or Tenant's customers or other invitees. Tenant shall also be responsible for any repairs or replacements elsewhere in the Building or Area that become necessary due to the intentional or

negligent action or inaction of Tenant, Tenant's employees, or Tenant's customers and other invitees. Such responsibility shall supersede any responsibility undertaken by Landlord in this Lease. Notwithstanding the foregoing, Tenant shall not be responsible for any repairs on the Leased Premises that constitute ordinary wear and tear.

a. **Liability for Overload.** Tenant shall not overload the floors of any part of the Leased Premises and shall be responsible for the repair or replacement of any damage to the Leased Premises, the Building or the Leased Area resulting from such overloading by Tenant or Tenant's movement of heavy articles therein or thereon.

b. **Inspection of the Leased Premises — "As Is" Condition.** Tenant has inspected the Leased Premises and accepts them in the condition that they exist as of the Effective Date, including, but not limited to, all mechanical, plumbing and electrical systems and the condition of the interior.

c. **Tenant's Failure to Maintain Premises.** Should Tenant neglect to keep and maintain the Leased Premises as required herein, after written notice to Tenant and a reasonable opportunity to cure, Landlord shall have the right, but not the obligation, to have the work done. All reasonable costs plus a ten percent (10%) overhead charge therefore shall be charged to Tenant, payable within thirty (30) days of receipt of an invoice.

14.5. Tenant Responsible for Information Technology (IT) Infrastructure. Tenant shall be responsible for providing and maintaining information technology (IT) wiring infrastructure to the Leased Premises.

13. Common Area Maintenance. Landlord shall pay all costs incurred for the operation, maintenance and repair of the Common Areas. Such expenses include, but are not limited to, the costs and expenses incurred for the operation, maintenance and repair of parking areas, including restriping and repaving; removal of snow; utilities for common lighting and signs; insurance; security to protect and secure the Building and the Area; all common utilities, including water to maintain landscaping; replanting in order to maintain the appearance of landscaped areas; supplies; and the cost of personnel to implement such services.

14. Inspection of and Right of Entry to Leased Premises — Regular, Emergency, Reletting. Only upon two (2) business days written notice and acceptance, Landlord and Landlord's agents and employees may enter and inspect the Leased Premises during regular business hours; may show it to prospective purchasers or lenders; or may make such repairs, alterations, improvements or additions as Landlord deems necessary, so long as they are accompanied by an escort designated by Tenant.

15. Alteration — Changes and Additions Responsibility. Unless Landlord's approval is first secured in writing, Tenant shall not install or erect inside

partitions, add to existing electric power service, add telephone outlets, add light fixtures, install additional heating and/or air conditioning equipment or fixtures or make any other changes or alterations to the interior or exterior of the Leased Premises. Any such approved changes or alterations shall be made at the sole cost and expense of Tenant. At the end of this Lease, all such fixtures, equipment, additions, changes and/or alterations (except trade fixtures installed by Tenant) shall be and remain the property of Landlord; provided, however, Landlord shall have the option to require Tenant to remove any or all such fixtures, equipment, additions or alterations and restore the Leased Premises to the condition existing immediately prior to such change or installation, normal wear and tear excepted, all at Tenant's cost and expense. All such work shall be done in a good and workmanlike manner and shall consist of new materials unless Landlord otherwise agrees. Any and all repairs, changes and/or modifications thereto shall be the responsibility and at the cost of Tenant. Landlord may require adequate security from Tenant assuring no mechanic's liens on account of work done on the Leased Premises by Tenant and may post the Leased Premises, or take such other action as is then permitted by law, to protect Landlord and the Leased Premises against mechanic's liens. Landlord may also require adequate security to assure Landlord that the Leased Premises will be restored to their original condition upon termination of this Lease.

16. **Sign Approval.** Tenant shall not erect, install or place on or about the Leased Premises any sign or other advertising material without the express prior written approval of Landlord. All signs must meet applicable code regulations and be properly permitted.
17. **Landlord's Right to Make Changes and Additions.** Subject to the restriction of paragraph 16, Landlord reserves the right to make reasonable alterations or additions to the Building or Common Areas at any time. Landlord also reserves the right to construct other buildings and/or improvements in the Common Areas and to make alterations or additions thereto, all as Landlord shall determine. Easements for light and air are not included in the leasing of the Leased Premises to Tenant. Landlord further reserves the exclusive right to the roof of the Building of which the Leased Premises are a part. Landlord also reserves the right at any time to relocate, vary and adjust the size of any of the improvements or Common Areas; provided, however, that all such change shall be in compliance with the requirements of governmental authorities having jurisdiction over the improvements or Common Areas.
18. **Damage or Destruction of Leased Premises.** If the Leased Premises or the Building are totally destroyed by fire or other casualty or so badly damaged that, in the opinion of Landlord, it is not feasible to repair or rebuild same, Landlord shall have the right to terminate this Lease upon written notice to Tenant, Such notice shall be given within thirty (30) days after such fire or other casualty occurs. If the Leased Premises are partially damaged by fire or other casualty, not

caused by Tenant's negligence, and are not rendered untenable thereby, as reasonably determined by Landlord and Tenant, an appropriate proportional refund of the rent shall be allowed until repair is substantially completed. Landlord shall undertake and complete such repair with due diligence; if such repairs are not completed within one hundred fifty (150) days after the fire or other casualty, Tenant may terminate this Lease by giving written notice of termination to Landlord at any time prior to the completion of such work.

19. **Condemnation Taking.** If the entire Leased Premises is taken for public purposes by any governmental entity or other entity having the power of condemnation, this Lease shall terminate as of the date that legal title to the Leased Premises vests in the condemning authority or date such authority takes possession of the Leased Premises, whichever is earlier. If only a portion of the Leased Premises is so taken, Landlord may either terminate this Lease as of the date title or possession is transferred as set forth above, whichever is earlier, or continue this Lease in effect, in which event the Base Monthly Rent and Tenant's Share of assessments, insurance, and Common Area charges shall be equitably adjusted. In either a total or partial condemnation, Landlord shall have the exclusive right to any award made by the condemning authority, and Tenant hereby waives and relinquishes any and all claims Tenant may have against such award and all other claims for compensation or damages against Landlord arising from such condemnation.
20. **Assignment or Subletting.** Tenant may not assign this Lease or sublet the Leased Premises or any part thereof, without the written consent of Landlord, which consent shall not be unreasonably withheld. No such assignment or subletting, if approved by Landlord, shall relieve Tenant of any of its obligations hereunder, and the performance or nonperformance of any of the covenants herein contained by subtenants shall be considered as the performance or the nonperformance by Tenant.
21. **Warranty of Title.** Subject to the provisions of paragraphs 25 and 26 hereof, Landlord covenants it has good right to lease the Leased Premises in the manner described herein and that Tenant shall peaceably and quietly have, hold, occupy and enjoy the Leased Premises during the term of the Lease.
22. **Access.** Landlord shall provide Tenant nonexclusive access to the Leased Premises through and across land and/or other improvements owned by Landlord. Landlord shall have the right, during the Term of this Lease, to designate, and to change, such nonexclusive access.
23. **Subordination.** Tenant agrees that this Lease shall be subordinate to any mortgage, trust deed or ground lease that may now exist or which may hereafter be placed upon the Leased Premises and to any and all advances to be made thereunder, and to the interest thereon, and all renewals, replacements and extension thereof, only if Tenant's rights are not affected by such subordination. Tenant shall execute and deliver whatever instruments reasonably may be required for the above purposes, and if it fails to do so within ten (10) business

days after demand in writing, does hereby make, constitute and irrevocably appoint Landlord as its attorney-in-fact and in its name, place and stead so to do. In the event of the sale or assignment of Landlord's interest in the Common Areas or in the Building or in the event of any proceedings brought for the foreclosure of or in the event of exercise of the power of sale under any mortgage made by Landlord covering the Leased Premises, Tenant shall attorn to the purchaser and recognize such purchaser as Landlord under this Lease.

24. **Easements.** Landlord shall have the right to grant any easement on, over, under and above the Building and the Common Areas for such purposes as Landlord determines, provided that such easements do not materially interfere with Tenant's occupancy and use of the Leased Premises.
25. **Liability.** Each Party agrees to be liable for any losses, costs, expenses (including reasonable attorney's fees), claims, suits, actions or damages caused by such Party's wrongful or negligent acts in connection with such Party's ownership, use, control or occupancy of any portion of the Building, Common Areas, Leased Premises or Leased Area.
26. **Interest on Undisputed Past Due Obligations.** Any undisputed amount due Landlord but not paid when due shall bear interest at 8% per annum, compounded annually, from its due date until paid. Payment of such interest shall not excuse or cure any default by Tenant under this Lease.
27. **Holding Over — One and One Half (1 1/2%) Last Month's Rent.** If Tenant remains in possession of the Leased Premises after the termination of this Lease, whether by expiration of the Term or otherwise, without a written agreement as to such possession, Tenant shall be deemed a month-to-month Tenant. The Monthly Base Rent during such holdover tenancy shall be one and one half (1 1/2) the Monthly Base Rent paid for the last month of tenancy under this Lease, excluding any free rent concessions which may have been made for the last month of the Lease. No holding over by Tenant shall operate to renew or extend this Lease without the written consent of Landlord to such renewal or extension having been first obtained.
28. **Amendment.** This Lease may not be amended except by a written document signed by the Parties. Course of performance, no matter how long, shall not constitute an amendment to this Lease.
29. **Notice.** All notices, demands and requests which may be or are required to be given by a Party to the other Parties shall be in writing and shall be given by personal delivery, by electronic mail on the condition that the intended recipient acknowledges receipt thereof or by United States registered or certified mail, return receipt requested, properly sealed, stamped and addressed as follows:

Attn: Town Manager

Town of Johnstown
450 S. Parish Ave
Johnstown, CO 80534
Email: mlecerf@johnstownco.gov; notices@johnstownco.gov

Attn: Facilities Planning & Real Estate Manager
Larimer County Facilities
200 W. Oak, Suite 4100
Fort Collins, CO 80521
Email: jmjohnson@larimer.org

or at such other place as a Party may from time to time designate in a written notice to the other Parties. Any notice given by mail shall be effective on the fourth business day following the date on which the notice was deposited in the United States mail.

32. Memorandum of Lease — Notice to Mortgagee. The Parties agree not to place this Lease of record, but the Parties shall execute and acknowledge a recordable short form lease indicating the names and respective addresses of Landlord and Tenant; the Leased Premises; the commencement and termination dates of the Term and options for renewal, if any, but omitting rent and other terms of this Lease. Tenant consent to Landlord's assignment of rents and of Landlord's interest in this Lease to a mortgagee, if the same be made by Landlord. Tenant further agrees, if requested to do so by Landlord, that it will give to said mortgagee a copy of any request for performance by Tenant to Landlord or notice of default given by Tenant to Landlord, and if Landlord fails to cure such default, Tenant will give said mortgagee a sixty (60) day period in which to cure the same. Said period shall begin with the last day on which Landlord could cure such default before Tenant has the right to exercise any remedy by reason of such default. All notices to the mortgagee shall be sent by United States registered or certified mail, postage prepaid, return receipt requested.

33. Controlling Law; Jurisdiction and Venue. Colorado law governs this Lease. Jurisdiction and venue shall lie exclusively in the District Court for Larimer County.

34. Landlord Not a Partner With Tenant. Nothing contained in this Lease shall be deemed to make Landlord a partner, agent, associate of or joint venture with Tenant in the conduct of their respective business, it being expressly understood and agreed that the relationship between the Parties is and shall at all times remain solely that of Landlord and Tenant.

35. Partial Invalidity. If any term, covenant or condition of this Lease or the application thereof to any person or circumstance shall be ruled invalid or unenforceable to any extent, the remainder of this Lease or the application of such term, covenant or condition to persons and circumstances other than those to which it has been held invalid or unenforceable, shall not be affected thereby, and each term,

covenant and condition of this Lease shall be valid and shall be enforced to the fullest extent permitted by law.

36. Default — Remedies of Landlord.

The occurrence of any of the following events shall constitute a default by Tenant under this Lease:

- (i) Subject to Tenant's right of non-appropriation, failure to pay when due any undisputed rent or other charges, assessments or amounts due or payable or required to be paid under this Lease, and after a ten (10) business day grace period to pay such charges, assessments or amounts due or payable; or
- (ii) Neglect or failure by Tenant to perform or observe, or any other breach of, any other term, covenant or condition of this Lease; or
- (iii) Petition or other proceeding is made by or against Tenant for its dissolution or liquidation; or voluntary dissolution or liquidation of Tenant; or
- (iv) Abandonment of the Leased Premises by Tenant for a period of time in excess of thirty (30) consecutive days.

- a. **Other Remedies.** In addition to remedies granted Landlord by the terms hereof, Landlord shall have available any and all rights and remedies available under the statutes of the State of Colorado. No remedy herein or otherwise conferred upon or reserved to Landlord shall be considered exclusive of any other remedy but shall be cumulative and shall be in addition to every other remedy given hereunder or now or hereafter existing at law or in equity or by statute. Further, all powers and remedies given by this Lease to Landlord may be exercised, from time to time, and as often as the occasion may arise or as may be deemed expedient. No delay or omission of Landlord to exercise any right or power arising from any default shall impair any such right or power or shall be considered to be a waiver of any such default or acquiescence thereof. The acceptance of rent by Landlord shall not be deemed to be a waiver of any breach of any of the covenants herein contained or of any of the rights of Landlord to any remedies herein given.

- 37. **Tenant's Remedies.** Upon Landlord's breach of this Lease, Tenant shall have the right to give notice to Landlord specifying such breach and allowing ten (10) business days thereafter for cure of such breach. If the breach is of such a nature that it cannot be cured by diligent effort during such grace period, Landlord may

cure its breach by undertaking a course of performance within such grace period and diligently pursuing it thereafter. If Landlord fails to cure its breach within said grace period, Tenant has the right to have such breach cured. All reasonable costs plus ten percent (10%) overhead charges will be refunded to the Tenant. Landlord shall be responsible to Tenant for any and all damages sustained by Tenant as a result of Landlord's breach.

38. **Legal proceedings — Responsibilities.** In any dispute arising from or relating to this Lease, to the extent permitted by law, the prevailing Party shall be awarded its reasonable attorneys' fees, costs, and expenses, including any attorneys' fees, costs, and expenses incurred in collecting or executing upon any judgment, order, or award.

39. Hazardous Materials and Environmental Consideration.

- a. Tenant covenants and agrees that Tenant and its agents, employees, contractors and invitees shall comply with all Hazardous Materials Laws. Without limiting the foregoing, Tenant covenants and agrees that it will not use, generate, store or dispose of, nor permit the use, generation, storage or disposal of Hazardous Materials (as hereinafter defined) on, under or about the Leased Premises, or will it transport or permit the transportation of Hazardous Materials to or from the Leased Premises, except in full compliance with any applicable Hazardous Materials Laws. Any Hazardous Materials located on the Leased Premises shall be handled in any appropriately controlled environment which shall include the use of such equipment (at Tenant's expense) as is necessary to meet or exceed standards imposed by any Hazardous Materials Laws and in such a way as not to interfere with any other tenant's use of its premises. Upon breach of any covenant contained herein, Tenant shall, at Tenant's sole expense, cure such breach by taking all action prescribed by any applicable Hazardous Materials Laws or by any governmental authority with jurisdiction over such matters.
- b. Tenant shall inform Landlord at any time of (i) any Hazardous Materials it intends to use, generate, handle, store or dispose of, on or about or transport from, the Leased Premises and (ii) of Tenant's discovery of any event or condition which constitutes a violation of any applicable Hazardous Materials Laws. Tenant shall provide to Landlord copies of all communications to or from any governmental authority or any other party relating to Hazardous Materials affecting the Leased Premises.
- c. Upon termination of this Lease and/or vacation of the Leased Premises, Tenant shall properly remove all Hazardous Materials. Landlord shall grant to Tenant and its agents or contractors such access to the Leased Premises as is necessary to accomplish such removal.

Landlord may require Tenant, at Tenant's expense, to complete an environmental audit by a duly qualified firm to ensure that the Leased Premises are free from Hazardous Materials and in compliance with all applicable regulation.

- d. Landlord acknowledges that Tenant shall have no liability or responsibility for any Hazardous Material located on the Leased Premises prior to Tenant's taking possession hereunder. Landlord acknowledges and agrees that all costs and liabilities of dealing with any such pre-existing Hazardous Material shall be the sole responsibility of Landlord, which shall hold Tenant harmless therefrom.

- 40. **Entire Agreement.** It is expressly understood and agreed by and between the Parties that this Lease sets forth all the promises, agreements, conditions, and understandings among the Parties relative to the Leased Premises and the Leased Area and that there are no promises, agreements, conditions, or understandings either oral or written, between them or other than are herein set forth.
- 41. **Miscellaneous.** All marginal notations and paragraph headings are for purposes of reference and shall not affect the true meaning and intent of the terms hereof. Throughout this Lease, wherever the words "Landlord" and "Tenant" are used, they shall include and imply to the singular, plural, persons both male and female, companies, partnerships and corporations, and in reading said Lease, the necessary grammatical changes required to make the provisions hereof mean and apply as aforesaid shall be made in the same manner as though originally included in said Lease.
- 42. **Tenant Build-Out.** Landlord hereby consents to Tenant's build-out of the Leased Premises. Tenant's work shall be performed by Tenant at Tenant's sole cost and expense. All permits necessary to perform Tenant build-out shall be the sole cost and obligation of Tenant. Tenant shall obtain approval of buildout plans prior to build-out, which will not be unreasonably withheld. Tenant shall not be obligated to remove any of Tenant's build-out at the expiration or earlier termination of the Term.
- 43. **Non-appropriation.** This Lease is subject to and contingent upon sufficient funds being appropriated, budgeted or otherwise made available to each Party for purposes of meeting all or any portion of a Party's obligations hereunder. In the event sufficient funds are not appropriated, budgeted or made available to a Party to meet its obligations under this Lease, then this Lease shall terminate without any further liability to the Parties beyond any funds duly appropriated and remaining in the year in which the non-appropriation occurred.

44. **No Third-Party Beneficiaries.** Enforcement of this Agreement, and all rights of action to such enforcement, shall be strictly reserved to the Parties, and nothing contained in this Agreement shall give or allow any such claim or right of action to any third party. It is the express intention of the Parties that any third party receiving services or benefits under this Agreement shall be deemed an incidental beneficiary only.
45. **Governmental Immunity.** The Parties agree that this Lease is not intended, and shall not be construed, as a waiver of the limitations on damages or any of the privileges, immunities, or defenses provided to, or enjoyed by, the Parties and their directors, council members, commissioners, officers, employees, and volunteers under federal or state law, including but not limited to the Colorado Governmental Immunity Act, C.R.S. 24-10-101, et seq.
46. **Execution.** This Lease may be executed in several counterparts and by facsimile or electronic pdf, each of which shall be deemed an original and all of which shall constitute one and the same instrument.

IN WITNESS WHEREOF, the Parties have entered into this Lease Agreement as of the Effective Date.

[SIGNATURE PAGES IMMEDIATELY FOLLOW]

LANDLORD:
BOARD OF COUNTY COMMISSIONERS
LARIMER COUNTY, COLORADO

BY: _____
Chair

ATTEST:

Deputy Clerk

TENANT:
TOWN OF JOHNSTOWN, COLORADO

BY: _____

ATTEST:

Meghan Martinez, Town Clerk

EXHIBIT A

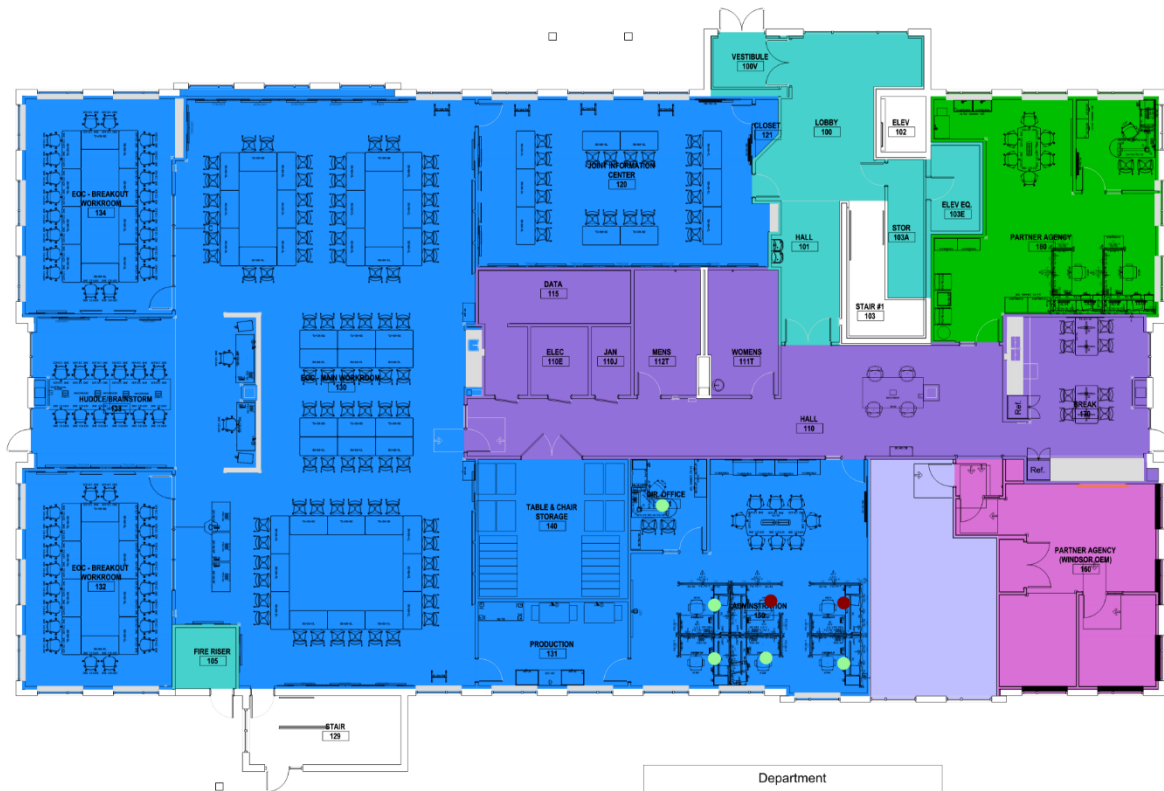
BOMA Area Calculation Worksheet - 4872 ENDEAVOR, Johnstown
ANSI / BOMA Z65.1-1996 + ASTM/IFMA E1836-01

7/1/2025

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16
		FM-RA	FM-RA	(3-4)=5	Division is the lowest level of reporting Office Area; summarize to Office Area when divisions are itemized.	Tenant space including workplaces and secondary circulation	FM-UA, Accessible from primary circulation: lobbies, conference, break, mail, mechan or equip rms; primary circulation	(7+8)=9	(5-9)=10	(5/9)=11	(7X11)=12	(8X11)=13	(sum12+sum13)=14	14/(14-sum13)=15	(12x15)=16
						USABLE AREA					BASIC RENTABLE AREAs				RENTABLE AREAs
Floor	Gross Building Area	Gross Measured Area	Major Vertical Penetrations	Floor Rentable Area	Space Identification	Office Area	Building Common Area	Floor Usable Area	Floor Common Area	Floor R/U Ratio	Office Area	Building Common Area	Building Rentable Area	Building R/U Ratio	Office Area
1					Emergency Mgmt (EOM)	7,111					8,450				9,249
					Loveland Fire & Rescue	828					884				1,077
					Windsor OEM	657					781				854
					Town of Johnstown	479					569				623
					Building Common		858					1,020			0
	12,587	12,260	456	11,804		9,075	858	9,933	1,871	1.1884	10,784	1,920		1.095	11,804
TOTAL	12,587	12,260	456	11,804		9,075	858	9,933	1,871		10,784	1,920	11,804	1.095	11,804

Notes:

1. Input measured areas shown without shading and labelled "Gross Building Area", "Gross Measured Area", and "Major Vertical Penetrations" for each floor.
2. Input the useable areas entitled "Office Area" and "Building Common Areas" for each floor as applicable.
3. The area calculations will then be generated from those inputs.



Department		
	Floor Common Area	1871.83 ft2
	Building Common Area	857.56 ft2
	CM Office Emergency Mgmt	7110.85 ft2
	Loveland Fire & Rescue	828.18 ft2
	Windsor OEM	656.92 ft2
	Town of Johnstown	478.56 ft2

FIRST FLOOR
 EMERGENCY OPERATIONS CENTER
 4872 ENDEAVOR, JOHNSTOWN
 SCALE: 1/4" = 1'-0"
 6/16/2025



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

Town Council Agenda Communication

Agenda Date: August 4, 2025

Subject: Resolution 2025-19: Authorizing the Conveyance of a Permanent Easement to Weld County in Support of Improvements to the Little Thompson Bridge Along Weld County Road 19

Attachments:

1. Resolution 2025-19
2. Town of Johnstown - Permanent Easement - Final

Presented by: Matt LeCerf, Town Manager

Agenda Item Description:

Enclosed for your review and consideration is Resolution 2025-19. This resolution would provide Weld County with a Permanent Easement (PE) for the reconstruction of the bridge owned by Weld County and located on Weld County Road (WCR) 19. The County has been working with various entities as part of a grant to accomplish this project. The need for the PE from Johnstown is due to the fact that Johnstown owns the property within the work area of the bridge improvement. The Town's PE to be dedicated is represented in the green double lines of the attached document and measures approximately 0.55 acres.

Weld County is planning on construction either very late this year or next year and the project will last for about six (6) months depending on the means and methods of the contractor. This bridge enhancement will also be able to pass a 100-year storm event for the benefit of the Johnstown and Weld Communities.

Strategic Plan Alignment:

Quality Infrastructure & Facilities

- Ensure future viability of infrastructure and facilities
- Repair and maintain existing infrastructure, facilities and equipment

Legal Advice:

The resolution and easement document presented was reviewed by the Town Attorney.

Financial Advice:

Not Applicable

Recommended Action:

Approve Resolution 2025-19 as presented.

Suggested Motions:

For Approval: I move to approve the Resolution 2025-19 as presented.

For Denial: I move to deny Resolution 2025-19 as presented.

Reviewed and Approved for Presentation

A handwritten signature in blue ink, appearing to be 'W. J. C.', is written over a horizontal line.

Town Manager

**TOWN OF JOHNSTOWN, COLORADO
RESOLUTION NO. 2025-19**

**RESOLUTION AUTHORIZING THE CONVEYANCE OF A PERMANENT
EASEMENT TO WELD COUNTY IN SUPPORT OF IMPROVEMENTS TO
THE LITTLE THOMPSON BRIDGE ALONG WELD COUNTY ROAD 19**

WHEREAS, the Town of Johnstown, Colorado (the “Town”) is a Colorado home rule municipality, duly organized and existing under the laws of the State of Colorado and the Town’s Home Rule Charter; and

WHEREAS, the Town Council is vested with authority to administer the affairs of the Town; and

WHEREAS, Weld County is improving and replacing the Little Thompson Bridge along Weld County Road 19; and

WHEREAS, to effectuate and complete the roadway and bridge improvements, Weld County seeks a permanent easement on, over, under and across real property owned by the Town, known as Parcel PE-03 REV, consisting of approximately 0.554 acres; and

WHEREAS, for the public health, safety and welfare and in support of the roadway and bridge improvements, the Town Council desires to convey the permanent easement to Weld County; and

WHEREAS, the Town Council finds that adoption of this Resolution is in the best interests of the Town.

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

Section 1. The permanent easement from the Town of Johnstown, as Grantor, to Weld County, as Grantee, in the form attached hereto and incorporated herein by reference as **Exhibit A**, is hereby approved and the Mayor is authorized to execute the same.

Section 2. This Resolution shall be effective upon adoption.

PASSED, SIGNED, APPROVED, AND ADOPTED this ____ day of _____, 2025.

TOWN OF JOHNSTOWN, COLORADO

ATTEST:

By: _____
Meghan Martinez, Town Clerk

By: _____
Michael P. Duncan, Mayor

PERMANENT DRAINAGE AND GRADING EASEMENT

This Permanent Easement (PE), is made this ____ day of _____ 2025, between Town of Johnstown, Colorado, a municipal corporation, (referred to herein as "Owner", whether one or more), whose address is 450 S. Parish Avenue, Johnstown, Colorado 80534, and the County of Weld, a body corporate and politic of the State of Colorado, through its Board of County Commissioners (referred to herein as "County"), whose address is 1150 'O' Street, Greeley, Colorado 80631:

WITNESSETH: That Owner, for and in consideration of payment made by County, the receipt and sufficiency of which is hereby acknowledged, does hereby dedicate and convey unto County a Permanent Drainage and Grading Easement, covering that real property lying and being in the County of Weld, State of Colorado, to wit:

The real property described and depicted on the attached Exhibit A (the "Easement Area"),
subject to the following terms and conditions:

1. The PE is conveyed from Owner to County for the purpose of construction and maintenance of a bridge crossing the Little Thompson River over Weld County Road 19. Notwithstanding anything to the contrary stated herein, County shall have the right to use the Easement Area to effectuate that purpose. County's permitted uses of the Easement Area shall include, without limitation, the following: 1) to drain and flow surface water, inspect, survey, test, clean, repair, construct, remove, reconstruct, replace, upgrade, cut, fill, slope and perform major and minor maintenance on the County's structures within the Easement Area; 2) access the Easement Area, including all equipment the County deems necessary or appropriate; and 3) mark the Easement Area by suitable markers set in or on the ground, provided that permanent markers shall be placed in locations that will not interfere with Owner's reserved uses.
2. Owner reserves the right to use and occupy the Easement Area for any purpose consistent with the permitted uses granted to County herein. Owner shall not fence the Easement Area or otherwise preclude County's unobstructed access to the Easement Area. Because bridge construction and maintenance can be damaging to other structures and facilities, Owner shall not construct or allow the construction of any structure within the Easement Area. Owner shall not grant, dedicate, or convey any other easement within the Easement Area, or otherwise authorize the placement of any utility or pipeline within the Easement Area, without receiving prior written approval from County. County's approval shall not be unreasonably delayed or withheld.
3. The PE is granted without any representations or warranties of title and subject to all existing easements, encumbrances and matters of record or otherwise, including, but not limited to, any interests of the Town of Johnstown, Colorado, a municipal corporation. The obligations of Owner herein and the rights granted to County herein are subject to and qualified by this paragraph 3.
4. In the event any of the terms of this Easement are violated by a Party or by any person in privity with such Party, such violation shall be immediately corrected and eliminated upon receipt of written notice from the non-violating Party by the violating Party at the address first stated above or other address provided for in writing by such Party, and, if not corrected, the non-violating Party shall have the right to correct and eliminate such violation, and the violating Party, its successors and assigns, shall promptly pay the reasonable costs to correct said violation upon receipt of invoice or other evidence of such costs. If such violation is not corrected, the non-violating Party shall also have the right to file appropriate proceedings to enjoin any violation and request specific performance of the conditions described herein. The non-violating Party reserves the right to do all acts necessary to immediately remedy any emergency that may arise within the Easement Area caused by or resulting from any such violation.

5. In the event that County conducts any work within the Easement Area as allowed by this PE, County shall restore or repair the Easement Area to its original condition or as close thereto as practicable, including landscaping, reseeding, or other improvements, whenever the same may occur. This PE does not grant County any authorization to enter onto Owner's property outside the Easement Area without prior approval of Owner.

6. The rights granted herein shall be possessed and enjoyed by the Parties, their successors and assigns, in perpetuity. This PE shall run with the land, and Owner's subsequent conveyance of the underlying fee parcel shall be made subject to this PE. County's rights and obligations under this PE may be assigned, in County's discretion, to any municipality or other governmental entity which obtains jurisdiction over County's structures within the Easement Area.

7. The PE shall terminate upon abandonment by County or upon removal or destruction of the bridge except in the case the bridge is being replaced.

8. The Parties hereto agree that neither has made or authorized any agreement with respect to the subject matter of this instrument other than as expressly set forth herein, and no oral representation, promise, or consideration different from the terms herein contained shall be binding on either Party, its agents or employees.

9. The signatories hereto warrant that they have full and lawful authority to make the grant hereinabove contained as Owner and the covenants and promises hereinabove made as County.

10. The Parties hereto agree that this Easement shall be recorded at County's sole expense in the office of the County Clerk and Recorder in which the PE is located.

11. County shall be responsible, at its sole cost and expense, for addressing, resolving and remediating and any and all issues, including but not limited to environmental issues, concerning Preble jumping mice on, along or near the Easement Area, and shall hold Owner harmless from any and all liability arising from such Preble jumping mice and the environmental issues related thereto. This County responsibility shall apply solely to the Bridge 19/46.5 Replacement Project. After the work has been completed and deemed to be acceptable to all associated government entities, this responsibility described herein shall expire.

IN WITNESS WHEREOF, the Parties hereto have executed this Permanent Drainage and Grading Easement to be effective as of the mutual execution hereof.

OWNER: Town of Johnstown, Colorado, a municipal corporation

BY: _____
Date of Signature

PRINT: Michael P. Duncan _____

IT'S: Mayor _____

ATTEST:

Meghan Martinez, Town Clerk

COUNTY:

ATTEST:

Weld County Clerk to the Board

BOARD OF COUNTY COMMISSIONERS
WELD COUNTY, COLORADO

BY: _____
Deputy Clerk to the Board

BY: _____
Perry L. Buck, Chair

APPROVED AS TO FORM:

County Attorney

**COUNTY OF WELD
REAL PROPERTY**

TO BE ACQUIRED

Permanent Easement Number: PE-03 REV

FROM

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

FOR

Project Code: 23137
Project Number: BRO C030-079
Location: Little Thompson Bridge WEL019.0-046.5A

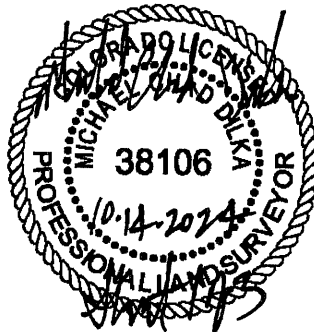


EXHIBIT "A"

PROJECT CODE: 23137
PROJECT NUMBER: BRO C030-079
PERMANENT EASEMENT NUMBER: PE-03 REV
DATE: OCTOBER 4, 2024

PROPERTY DESCRIPTION

A Permanent Easement No. PE-03 REV of the County of Weld Project Code 23137, Project Number BRO C030-079, containing 24,117 square feet (0.554 acre), more or less, being part of the Northeast Quarter (NE1/4) of Section Nine (9), Township Four North (T.4N.), Range Sixty-seven West (R.67W.) of the Sixth Principal Meridian (6th P.M.), Town of Johnstown, County of Weld, State of Colorado, and being more particularly described as follows:

COMMENCING at the East Quarter (E1/4) corner of said Section 9; **THENCE** North 06°48'59" West a distance of 564.98 feet to the intersection of the Southerly line of that parcel of land described in that Special Warranty Deed recorded October 20, 2022 as Reception No. 4862375 of the records of the Weld County Clerk and Recorder with the West Right-of-way line of Weld County Road 19, said West Right-of-way line being Sixty (60) feet, as measured at a right angle, West of and parallel with the East line of the Northeast Quarter (NE1/4) of said Section 9, said point bearing North 00°43'12" West along the East line of the Northeast Quarter (NE1/4) of said Section 9 a distance of 561.78 feet and again South 89°16'48" West a distance of 60.00 feet from the East Quarter (E1/4) corner of said Section 9, said point being the **POINT OF BEGINNING**;

The following Two (2) courses and distances are along Southerly lines of that parcel of land described in said Special Warranty Deed:

1. **THENCE** North 19°22'15" West a distance of 253.56 feet;
2. **THENCE** North 58°50'01" West a distance of 26.23 feet;
3. **THENCE** North 19°23'12" East a distance of 59.18 feet;
4. **THENCE** North 72°20'31" East a distance of 51.38 feet;
5. **THENCE** North 00°43'40" West a distance of 205.69 feet to the Northerly line of that parcel of land described in said Special Warranty Deed;



6. THENCE North $81^{\circ}37'41''$ East along the Northerly line of that parcel of land described in said Special Warranty Deed a distance of 34.20 feet to said West Right-of-way line;
7. THENCE South $00^{\circ}43'12''$ East along said West Right-of-way line a distance of 534.88 feet to the **POINT OF BEGINNING**.

The above-described Permanent Easement contains 24,117 square feet (0.554 acre), more or less.

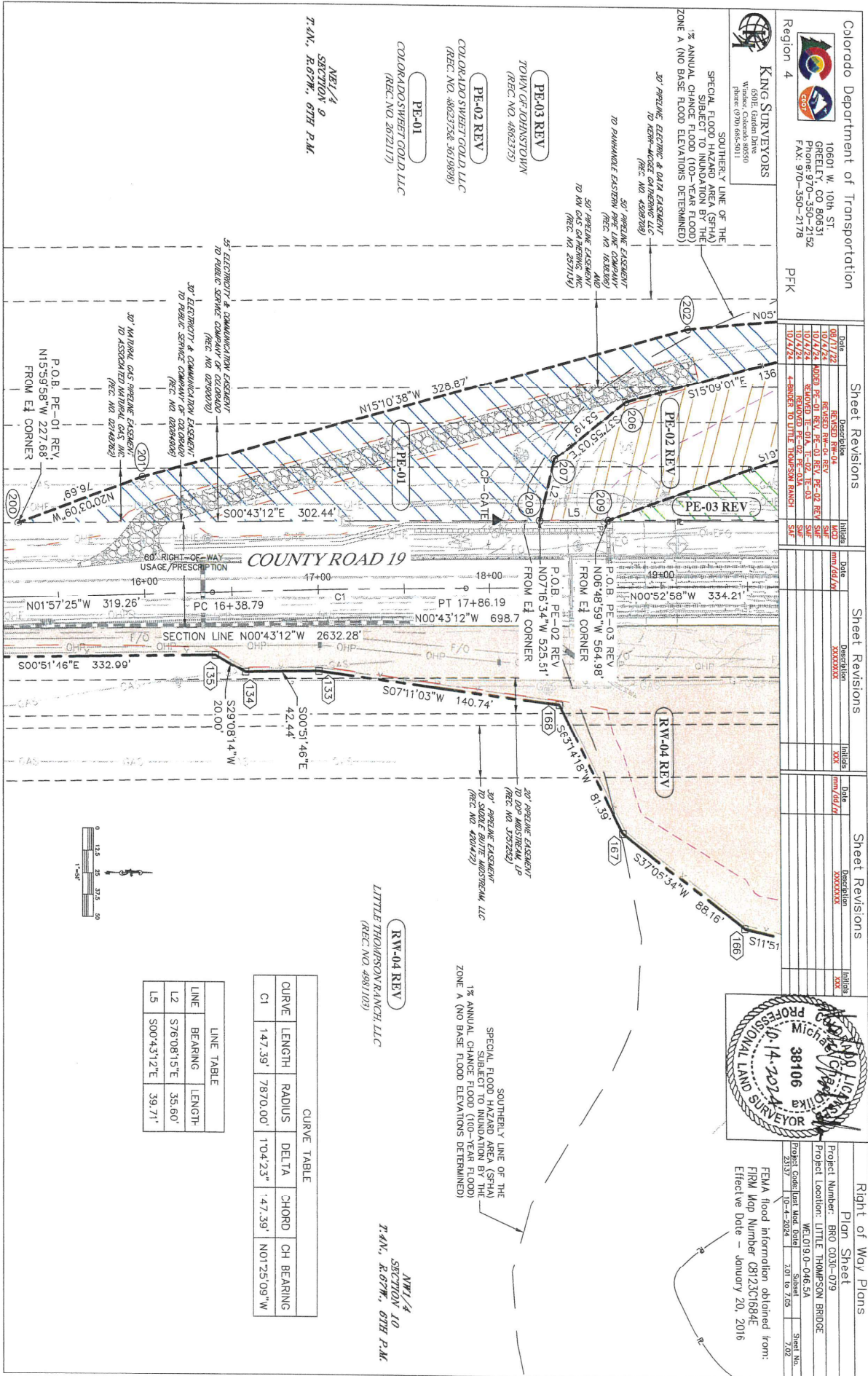
The purpose of the above-described Permanent Easement is for bridge improvements.

Basis of Bearings: The basis of bearings for project reference is the East line of the Northeast Quarter (NE1/4) of Section Nine (9), Township Four North (T.4N.), Range Sixty-seven West (R.67W.) of the Sixth Principal Meridian (6th P.M.), County of Weld, State of Colorado, being monumentalized by a #6 rebar with a 2 ½" diameter aluminum cap stamped "LS17664, 1989" in a monument box at the South end and by a #6 rebar with a 2 ½" diameter aluminum cap stamped "LS37968, 2010" at the North end, as bearing North $00^{\circ}43'12''$ West, being a Grid Bearing of the Colorado State Plane Coordinate System, North Zone, North American Datum 1983/2011, a distance of 2632.28 feet, with all other bearings contained herein relative thereto.

Lineal Unit Definition: The lineal dimensions as contained herein are based upon the "U.S. Survey Foot."

For and on the behalf of
County of Weld
Michael Chad Dilka, PLS 38106
King Surveyors (Job # 20190709)
650 East Garden Drive
Windsor, CO 80550
(970) 686-5011





Colorado Department of Transportation

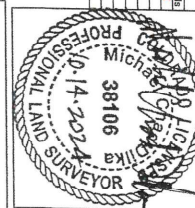
10601 W. 10th ST.
Greeley, CO 80631
Phone: 970-350-2152
Fax: 970-350-2178

Region 4

PFK

KING SURVEYORS
5501 Garden Drive
Windsor, CO 80550
Phone: (970) 686-5011

Sheet Revisions		Sheet Revisions		Sheet Revisions	
Date	Description	Date	Description	Date	Description
09/17/22	ISSUED FOR PERMITS	10/17/22	REVISION 1 - ADDED P.E. 01A	10/17/22	REVISION 2 - ADDED P.E. 01A
09/17/22	ADDED P.E. 01A	10/17/22	ADDED P.E. 01A	10/17/22	ADDED P.E. 01A
10/17/22	REVISION 1 - ADDED P.E. 01A	10/17/22	ADDED P.E. 01A	10/17/22	ADDED P.E. 01A
10/17/22	REVISION 2 - ADDED P.E. 01A	10/17/22	ADDED P.E. 01A	10/17/22	ADDED P.E. 01A
10/17/22	REVISION 3 - ADDED P.E. 01A	10/17/22	ADDED P.E. 01A	10/17/22	ADDED P.E. 01A
10/17/22	REVISION 4 - ADDED P.E. 01A	10/17/22	ADDED P.E. 01A	10/17/22	ADDED P.E. 01A
10/17/22	REVISION 5 - ADDED P.E. 01A	10/17/22	ADDED P.E. 01A	10/17/22	ADDED P.E. 01A
10/17/22	REVISION 6 - ADDED P.E. 01A	10/17/22	ADDED P.E. 01A	10/17/22	ADDED P.E. 01A
10/17/22	REVISION 7 - ADDED P.E. 01A	10/17/22	ADDED P.E. 01A	10/17/22	ADDED P.E. 01A
10/17/22	REVISION 8 - ADDED P.E. 01A	10/17/22	ADDED P.E. 01A	10/17/22	ADDED P.E. 01A
10/17/22	REVISION 9 - ADDED P.E. 01A	10/17/22	ADDED P.E. 01A	10/17/22	ADDED P.E. 01A
10/17/22	REVISION 10 - ADDED P.E. 01A	10/17/22	ADDED P.E. 01A	10/17/22	ADDED P.E. 01A



Right of Way Plans

Plan Sheet: BRD 0036-079

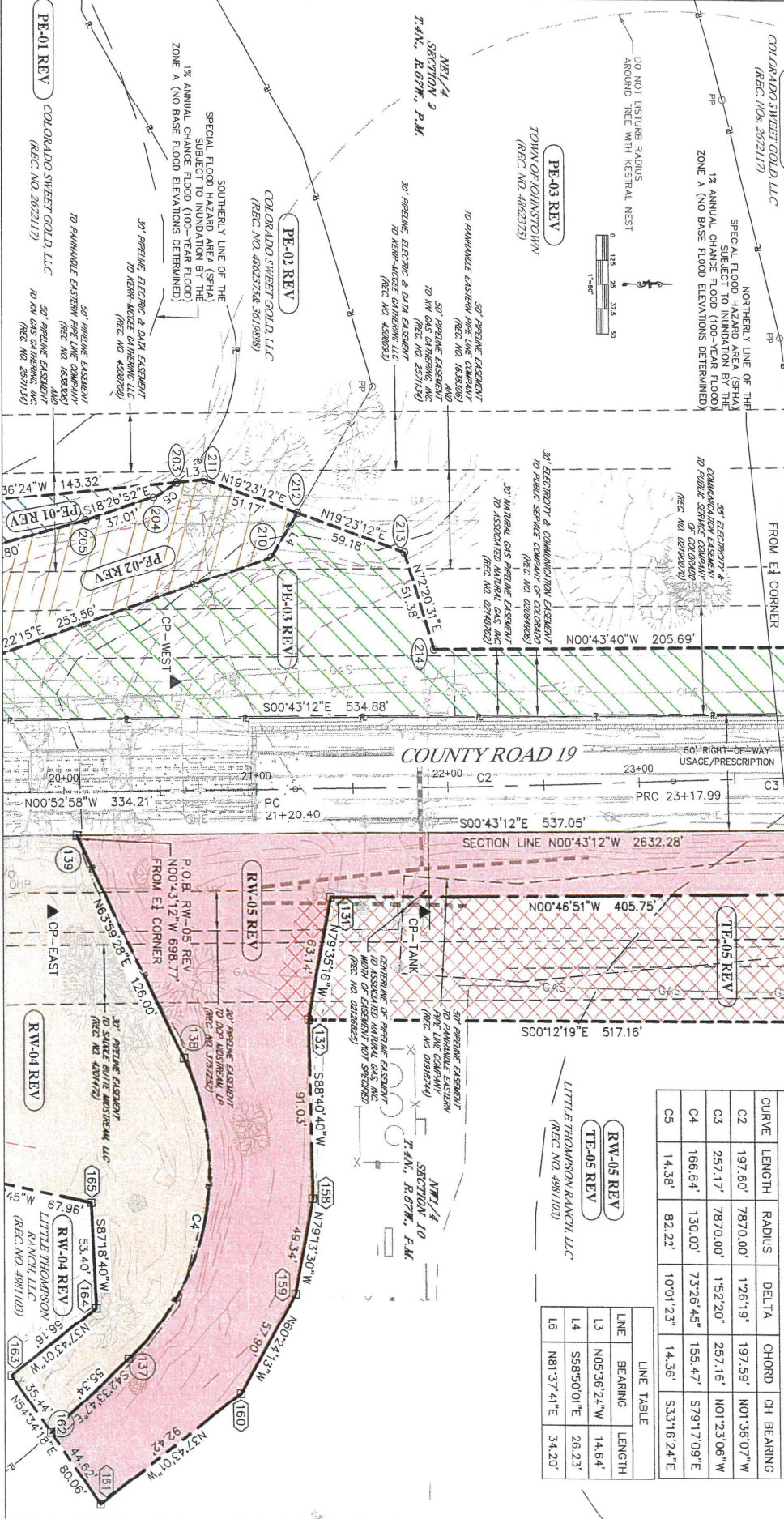
Project Number: BRD 0036-079

Project Location: WELDON-046.5A

Project Code: Last Mod. Date: 10/17/22

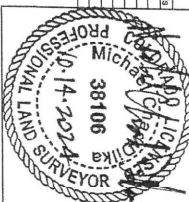
Sheet No: 2317

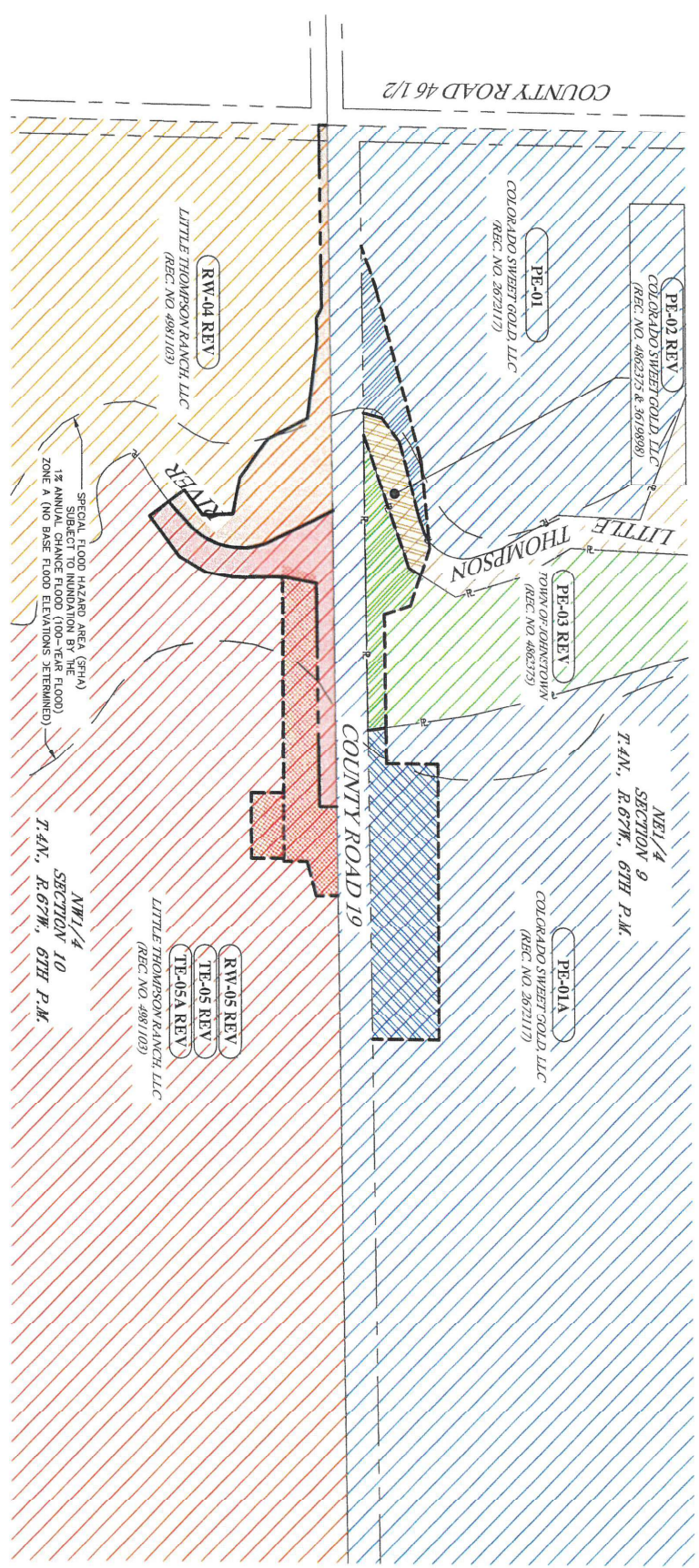
FEMA flood information obtained from:
FIRM Map Number: 68123C1684E
Effective Date: January 20, 2016



CURVE TABLE			
CURVE	LENGTH	RADIUS	CHORD
C2	197.60'	7870.00'	126.19'
C3	257.17'	7870.00'	152.20'
C4	166.64'	130.00'	73.2645'
C5	14.38'	82.22'	100.123'

LINE TABLE			
LINE	BEARING	LENGTH	
L3	N05°36'24"W	14.64'	
L4	S88°50'01"E	26.23'	
L6	N81°37'41"E	34.20'	

 Colorado Department of Transportation 10601 W. 10th ST. Greeley, CO 80631 Phone: 970-350-2152 Fax: 970-350-2178 Region 4 PFK		Sheet Revisions <table border="1"><thead><tr><th>Date</th><th>Description</th><th>Initials</th></tr></thead><tbody><tr><td>09/11/22</td><td>REVISED RW-04</td><td>WCO</td></tr><tr><td>09/11/22</td><td>ADDED PE-01</td><td>WCO</td></tr><tr><td>09/11/22</td><td>ADDED TE-05</td><td>WCO</td></tr><tr><td>09/11/22</td><td>REVISED RW-04 REV</td><td>WCO</td></tr><tr><td>10/1/24</td><td>REVISED TE-05 REV</td><td>WCO</td></tr><tr><td>10/1/24</td><td>REVISED TE-05 REV</td><td>WCO</td></tr></tbody></table>		Date	Description	Initials	09/11/22	REVISED RW-04	WCO	09/11/22	ADDED PE-01	WCO	09/11/22	ADDED TE-05	WCO	09/11/22	REVISED RW-04 REV	WCO	10/1/24	REVISED TE-05 REV	WCO	10/1/24	REVISED TE-05 REV	WCO	Sheet Revisions <table border="1"><thead><tr><th>Date</th><th>Description</th><th>Initials</th></tr></thead><tbody><tr><td>10/1/24</td><td>ADDED PE-03 REV</td><td>WCO</td></tr><tr><td>10/1/24</td><td>ADDED PE-03 REV</td><td>WCO</td></tr><tr><td>10/1/24</td><td>ADDED PE-03 REV</td><td>WCO</td></tr><tr><td>10/1/24</td><td>ADDED PE-03 REV</td><td>WCO</td></tr><tr><td>10/1/24</td><td>ADDED PE-03 REV</td><td>WCO</td></tr><tr><td>10/1/24</td><td>ADDED PE-03 REV</td><td>WCO</td></tr></tbody></table>		Date	Description	Initials	10/1/24	ADDED PE-03 REV	WCO	10/1/24	ADDED PE-03 REV	WCO	10/1/24	ADDED PE-03 REV	WCO	10/1/24	ADDED PE-03 REV	WCO	10/1/24	ADDED PE-03 REV	WCO	10/1/24	ADDED PE-03 REV	WCO	Sheet Revisions <table border="1"><thead><tr><th>Date</th><th>Description</th><th>Initials</th></tr></thead><tbody><tr><td>10/1/24</td><td>ADDED PE-01A</td><td>WCO</td></tr><tr><td>10/1/24</td><td>ADDED PE-01A</td><td>WCO</td></tr><tr><td>10/1/24</td><td>ADDED PE-01A</td><td>WCO</td></tr><tr><td>10/1/24</td><td>ADDED PE-01A</td><td>WCO</td></tr><tr><td>10/1/24</td><td>ADDED PE-01A</td><td>WCO</td></tr><tr><td>10/1/24</td><td>ADDED PE-01A</td><td>WCO</td></tr></tbody></table>		Date	Description	Initials	10/1/24	ADDED PE-01A	WCO	10/1/24	ADDED PE-01A	WCO	10/1/24	ADDED PE-01A	WCO	10/1/24	ADDED PE-01A	WCO	10/1/24	ADDED PE-01A	WCO	10/1/24	ADDED PE-01A	WCO
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 KING SURVEYORS 6916 Garden Drive Windsor, CO 80550 Phone: (970) 685-5011		 MICHAEL J. KING PROFESSIONAL LAND SURVEYOR 38106 10-14-2024		Right-of-Way Plans <table border="1"><tr><td>Ownership</td><td>BRD C03X-079</td></tr><tr><td>Project Number</td><td>BRD C03X-079</td></tr><tr><td>Project Location</td><td>WEL019.0-046.5A</td></tr><tr><td>Project Code</td><td>21337</td></tr><tr><td>Project Date</td><td>10-4-2024</td></tr><tr><td>Sheet No.</td><td>8.01</td></tr></table>		Ownership	BRD C03X-079	Project Number	BRD C03X-079	Project Location	WEL019.0-046.5A	Project Code	21337	Project Date	10-4-2024	Sheet No.	8.01																																																					
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King Surveyors LLC, Job No. 20190709

FEMA flood information obtained from:
FIRM Map Number 08125C1684E
Effective Date - January 20, 2016



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

Town Council Agenda Communication

Agenda Date: August 4, 2025

Subject: Contract Award to Dream Builders, Inc. for construction of the Maestas Street Storm Drainage Project

Attachments: 1. Maestas Street Drainage Plans

Presented by: Brandon Torrez, Senior Project Manager

Agenda Item Description:

Staff is requesting Council approval to proceed with storm water and roadway improvements in the Johnstown Colony (Colony) subdivision, located northeast of Parish Avenue and Molinar Street.

The Colony subdivision was originally developed in the 1920s and later annexed into Town. Its existing storm water facilities do not meet current Town standards, leaving the area vulnerable during significant storm events. This project will modernize the system to accommodate a 100-year storm event and improve roadway conditions, extending the service life of the streets while enhancing storm water management.

To address these needs, the Town's design consultant, Matrix Design Group, Inc. (Matrix), developed a series of recommended improvements, which Council reviewed and approved on August 12, 2024. Following Council's direction, Matrix finalized the project design in late June 2025.

The project was publicly bid by means of a Request for Proposal (RFP) prepared by Matrix. The Town received 10 bid responses which are detailed below:

Contractor	Bid Amount	Amount Above Low Bid	% Above Low Bid
Dream Builders, Inc.	\$744,326.00		
Defalco Construction	\$898,755.98	\$154,429.98	120.75%
Simon Contractors	\$938,599.00	\$194,273.00	126.10%
Fortress Development Solutions	\$957,688.97	\$213,362.97	128.67%
Powell Restoration	\$981,152.30	\$236,826.30	131.82%
Timberwolf Excavating	\$988,713.00	\$244,387.00	132.83%
RCD Construction	\$1,034,007.51	\$289,681.51	138.92%
Duran Excavating	\$1,102,919.50	\$358,593.50	148.18%
Gerrard Excavating	\$1,170,367.50	\$426,041.50	157.24%
Mountain Constructors	\$1,313,515.00	\$569,189.00	176.47%

As part of the Request for Proposals (RFP), Staff included Alternate #01, which was contingent on remaining project funds after the base bid evaluation. Alternate #01 proposes concrete paving of the alley between Parish Avenue and Maestas Street, from Herrera Street to Molinar Street, to enhance storm water conveyance and management during major storm events. This alternate was not included in the base bid totals listed above.

After careful consideration of all bid responses, Staff recommends awarding the contract to Dream Builders, Inc. as the lowest responsive bidder for the base project, as well as including Alternate #01 in the contract. The alternate adds \$109,158.90, resulting in a total contract amount of \$853,484.90. Dream Builders' proposal was complete, they have successfully completed similar projects, and Staff believes they are capable of successfully completing this task.

Construction is anticipated to begin in August 2025, with substantial completion by the end of November 2025.

Strategic Plan Alignment:

Quality Infrastructure & Facilities

- Establish and maintain levels of service
- Ensure future viability of infrastructure and facilities
- Repair and maintain existing infrastructure, facilities and equipment

Legal Advice:

The Town Attorney will review for acceptance the language in the Town's Construction Contract Agreement prior to contract execution.

Financial Advice:

The funding for the Maestas Street Storm Drainage Project is included within the 2025 Fiscal Year Budget at a total amount of \$1,000,000.

Recommended Action:

Staff recommends awarding a contract for the Maestas Street Storm Drainage Project to Dream Builders, Inc. in the amount of \$853,484.90.

Suggested Motions:

For Approval: I move to approve the contract for the Maestas Street Storm Drainage Project as presented with Dream Builders, Inc. in the amount of \$853,484.90, as well as provide access to a 10% contingency by authorization of the Town Manager to approve the use of these funds for unforeseen construction expenses encountered on the project not to exceed the budgeted amount, and authorize the Town Manager to execute the contract.

For Denial: I move to deny the contract with Dream Builders, Inc.

Reviewed and Approved for Presentation



Town Manager

Know what's below.
Call before you dig.

<u>SERVICE</u>	<u>ENTITY</u>	<u>P.O.C.</u>
OWNER:	TOWN OF JOHNSTOWN 450 S. PARISH AVENUE JOHNSTOWN, CO 80532	(970) 587-4664
CIVIL ENGINEER:	MATRIX DESIGN GROUP, INC. 2435 RESEARCH PARKWAY, SUITE 300 COLORADO SPRINGS, COLORADO 80920	(719) 575-0100
CATV:	COMCAST	(800) 934-6489
PHONE:	CENTURY LINK	(833) 660-1244
INTERNET:	TDS TELECOM	(855) 220-2592
ELECTRIC	XCEL ENERGY	(800) 895-1999
GAS	XCEL ENERGY	(800) 895-1999
WATER:	TOWN OF JOHNSTOWN 450 S. PARISH AVENUE JOHNSTOWN, CO 80532	(970) 587-4664



1" = 250'

SHEET NUMBER	SHEET TITLE	SHEET DESCRIPTION
01	TS01	TITLE SHEET
02	GN01	GENERAL NOTES
03	GN02	GENERAL NOTES
04	GN03	KEY MAP
05	DM01	DEMOLITION PLAN
06	SD01	STORM PLAN & PROFILE
07	SD02	STORM PLAN & PROFILE
08	RD01	ROAD PLAN & PROFILE
09	RD02	ROAD PLAN & FLOWLINE PROFILE
10	RD03	ROAD PLAN & PROFILE
11	RD04	ROAD PLAN & PROFILE
12	RD05	DETAILED GRADING
13	GEC01	GRADING & EROSION CONTROL PLAN

(MAESTES STREET DRAINAGE ALTERNATIVE DESIGN)

REFERENCE DRAWINGS X-1468 003-EX-SITE X-1468 003-EX-UTIL - 2 EX-SITE X-1468 003-EX-MAP X-MDG22x34						SHEET KEY 	BENCHMARK A CHISELED "+" NEAR THE SOUTHEAST CORNER OF THE MOUNTAIN VIEW WEST PROPERTY ELEVATION: 4777.24' (NAVD 88) BASIS OF BEARING BEARINGS ARE BASED UPON THE EAST LINE OF THE NORTHWEST QUARTER OF SECTION 9, TOWNSHIP 4 NORTH, RANGE 67 WEST BEING MONUMENTED ON THE NORTH END BY A 2.5-INCH ALUMINUM CAP STAMPED "S.00 RM DREXEL BARRELL & CO LS 17664 1989" AND ON THE SOUTH END BY A 2.5-INCH ALUMINUM CAP STAMPED "EDMONDS LS 37968 2010" HAS HAVING AN ASSUMED BEARING OF S00°41'18"E WITH A DISTANCE OF 2638.55 FEET.	SEAL  PREPARED BY: 	TOWN OF JOHNSTOWN			
									JOHNSTOWN COLONY DRAINAGE IMPROVEMENTS ROAD & STORM PLANS			
									TITLE SHEET			
	No.	DATE	DESCRIPTION	BY								
	REVISIONS											
	COMPUTER FILE MANAGEMENT											
	FILE NAME: R:\24.1468.003 Maestes Street Drainage Design\500 CADD\504 Plan Sets\Construction Plans\Road and Storm\TS01.DWG											
	CTB FILE: Matrix(black).ctb											
	PLOT DATE: June 17, 2025 2:21:18 PM											
	THIS DRAWING IS CURRENT AS OF PLOT DATE AND MAY BE SUBJECT TO CHANGE.											

GENERAL NOTES:

- IN THIS PLAN SET, "CONTRACTOR" SHALL REPLACE "DEVELOPER".
2. ALL MATERIALS, WORKMANSHIP, AND CONSTRUCTION OF PUBLIC IMPROVEMENTS SHALL MEET OR EXCEED THE STANDARDS AND SPECIFICATIONS SET FORTH BY THE TOWN OF JOHNSTOWN, CDOT AND APPLICABLE STATE AND FEDERAL REGULATIONS. WHERE THERE IS CONFLICT BETWEEN THESE PLANS AND THE SPECIFICATIONS, OR ANY APPLICABLE STANDARDS, THE MOST RESTRICTIVE STANDARD SHALL APPLY. ALL WORK SHALL BE INSPECTED AND APPROVED BY THE TOWN OF JOHNSTOWN.
3. THE CONTRACTOR IS RESPONSIBLE FOR FIELD VERIFYING ALL DESIGN INFORMATION (I.E. UTILITY LOCATIONS, ELEVATIONS, ETC.). THE CONTRACTOR SHALL CONTACT THE UTILITY NOTIFICATION CENTER OF COLORADO (UNCC) AT 1-800-922-1987, AT LEAST 4 WORKING DAYS PRIOR TO BEGINNING EXCAVATION OR GRADING, TO HAVE ALL REGISTERED UTILITY LOCATIONS MARKED. OTHER UNREGISTERED UTILITY ENTITIES (I.E. DITCH / IRRIGATION COMPANY) ARE TO BE LOCATED BY CONTACTING THE RESPECTIVE REPRESENTATIVE. UTILITY SERVICE LATERALS ARE ALSO TO BE LOCATED PRIOR TO BEGINNING EXCAVATION OR GRADING. IT SHALL BE THE RESPONSIBILITY OF THE DEVELOPER TO RELOCATE ALL EXISTING UTILITIES THAT CONFLICT WITH THE PROPOSED IMPROVEMENTS SHOWN ON THESE PLANS
4. NO WORK MAY COMMENCE WITHIN ANY IMPROVED PUBLIC RIGHT-OF-WAY UNTIL A RIGHT-OF-WAY PERMIT IS OBTAINED. THE DEVELOPER SHALL SUBMIT A CONSTRUCTION TRAFFIC CONTROL PLAN, IN ACCORDANCE WITH MUTCD, TO THE APPROPRIATE RIGHT-OF-WAY AUTHORITY, (TOWN OF JOHNSTOWN, LARIMER COUNTY, WELD COUNTY, OR STATE OF COLORADO) FOR APPROVAL. PRIOR TO ANY CONSTRUCTION ACTIVITIES WITHIN, OR AFFECTING, THE RIGHT-OF-WAY, THE DEVELOPER SHALL BE RESPONSIBLE FOR PROVIDING ANY AND ALL TRAFFIC CONTROL DEVICES AS MAY BE REQUIRED BY THE CONSTRUCTION ACTIVITIES.
5. THE DEVELOPER SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS FOR ALL APPLICABLE AGENCIES. THE DEVELOPER SHALL NOTIFY THE TOWN OF JOHNSTOWN PUBLIC WORKS DIRECTOR AT LEAST 4 WORKING DAYS PRIOR TO THE START OF ANY EARTH DISTURBING ACTIVITY, OR CONSTRUCTION ON ANY AND ALL PUBLIC IMPROVEMENTS. IF THE DEVELOPER COMMENCES CONSTRUCTION WITHOUT ALL NECESSARY PERMITS/NOTIFICATIONS, THE TOWN OF JOHNSTOWN RESERVES THE RIGHT NOT TO ACCEPT THE IMPROVEMENTS.
6. THE ENGINEER WHO HAS PREPARED THESE PLANS, BY EXECUTION AND/OR SEAL HEREOF, DOES HEREBY AFFIRM RESPONSIBILITY TO THE TOWN OF JOHNSTOWN, AS BENEFICIARY OF SAID ENGINEER'S WORK, FOR ANY ERRORS AND OMISSIONS CONTAINED IN THESE PLANS, AND APPROVAL OF THESE PLANS BY THE TOWN SIGNATORY SHALL NOT RELIEVE THE ENGINEER WHO HAS PREPARED THESE PLANS OF ALL SUCH RESPONSIBILITY. FURTHER, TO THE EXTENT PERMITTED BY LAW, THE ENGINEER HEREBY AGREES TO HOLD HARMLESS AND INDEMNIFY THE TOWN, AND ITS OFFICERS AND EMPLOYEES, FROM AND AGAINST ALL LIABILITIES, CLAIMS, AND DEMANDS WHICH MAY ARISE FROM ANY ERRORS AND OMISSIONS CONTAINED IN THESE PLANS.
7. ALL UTILITY INSTALLATIONS WITHIN OR ACROSS NEW RESIDENTIAL ROADS MUST BE COMPLETED PRIOR TO THE FINAL STAGES OF ROAD CONSTRUCTION. FOR THE PURPOSES OF THESE STANDARDS, ANY WORK EXCEPT C/G ABOVE THE SUBGRADE IS CONSIDERED FINAL STAGE WORK. SANITARY SEWER SERVICES SHALL BE EXTENDED A MINIMUM OF 5-FEET BEYOND PROPERTY LINE. WATER SERVICE LINES SHOULD BE EXTENDED TO THE LOCATION OF THE WATER METER PIT.
8. THE DEVELOPER SHALL COORDINATE AND COOPERATE WITH THE TOWN OF JOHNSTOWN, AND ALL UTILITY COMPANIES INVOLVED, WITH REGARD TO RELOCATIONS, ADJUSTMENTS, EXTENSIONS AND REARRANGEMENTS OF EXISTING UTILITIES DURING CONSTRUCTION, AND TO ASSURE THAT THE WORK IS ACCOMPLISHED IN A TIMELY FASHION AND WITH A MINIMUM DISRUPTION OF SERVICE. THE DEVELOPER SHALL BE RESPONSIBLE FOR CONTACTING ALL PARTIES AFFECTED BY ANY DISRUPTION OF ANY UTILITY SERVICE AS WELL AS THE UTILITY COMPANIES A MINIMUM OF 7 DAYS PRIOR TO THE SERVICE DISRUPTION.
9. NO WORK MAY COMMENCE WITHIN ANY PUBLIC STORMWATER, SANITARY SEWER OR POTABLE WATER SYSTEM UNTIL THE DEVELOPER NOTIFIES THE UTILITY PROVIDER. NOTIFICATION SHALL BE A MINIMUM OF 4 WORKING DAYS PRIOR TO COMMENCEMENT OF ANY WORK. AT THE DISCRETION OF THE TOWN, A PRE-CONSTRUCTION MEETING MAY BE REQUIRED PRIOR TO COMMENCEMENT OF ANY WORK.
10. THE DEVELOPER SHALL BE RESPONSIBLE FOR PROTECTING ALL UTILITIES DURING CONSTRUCTION AND FOR COORDINATING WITH THE APPROPRIATE UTILITY COMPANY FOR ANY UTILITY CROSSINGS REQUIRED.
11. THE TYPE, SIZE, LOCATION AND NUMBER OF ALL KNOWN UNDERGROUND UTILITIES ARE APPROXIMATE WHEN SHOWN ON THE DRAWINGS. IT SHALL BE THE RESPONSIBILITY OF THE DEVELOPER TO VERIFY THE EXISTENCE AND LOCATION OF ALL UNDERGROUND UTILITIES ALONG THE ROUTE OF THE WORK BEFORE COMMENCING NEW CONSTRUCTION. THE DEVELOPER SHALL BE RESPONSIBLE FOR UNKNOWN UNDERGROUND UTILITIES.
12. THE DEVELOPER SHALL BE RESPONSIBLE FOR ALL ASPECTS OF SAFETY INCLUDING, BUT NOT LIMITED TO, EXCAVATION, TRENCHING, SHORING, TRAFFIC CONTROL, AND SECURITY. REFER TO OSHA PUBLICATION 2226, EXCAVATING AND TRENCHING.
13. IF, DURING THE CONSTRUCTION PROCESS, CONDITIONS ARE ENCOUNTERED WHICH COULD INDICATE A SITUATION THAT IS NOT IDENTIFIED IN THE PLANS OR SPECIFICATIONS, THE DEVELOPER SHALL CONTACT THE DESIGNER AND THE TOWN OF JOHNSTOWN IMMEDIATELY. AT THE TOWN'S DISCRETION, ALL WORK SHALL CEASE UNTIL UPDATED SIGNED AND SEALED PLANS HAVE BEEN SUBMITTED AND APPROVED BY THE TOWN.
14. ALL REFERENCES TO ANY PUBLISHED STANDARDS SHALL REFER TO THE LATEST REVISION OF SAID STANDARD, UNLESS SPECIFICALLY STATED OTHERWISE.
15. THE DEVELOPER IS RESPONSIBLE FOR PROVIDING ALL LABOR AND MATERIALS NECESSARY FOR THE COMPLETION OF THE INTENDED IMPROVEMENTS, SHOWN ON THESE DRAWINGS, OR DESIGNATED TO BE PROVIDED, INSTALLED, OR CONSTRUCTED, UNLESS SPECIFICALLY NOTED OTHERWISE.
17. THE DEVELOPER SHALL BE RESPONSIBLE FOR RECORDING AS-BUILT INFORMATION ON A SET OF RECORD DRAWINGS KEPT ON THE CONSTRUCTION SITE, AND AVAILABLE TO THE TOWN OF JOHNSTOWN'S INSPECTOR AT ALL TIMES. A FINAL COPY (HARD AND ELECTRONIC COPIES PER TOWN REQUIRED FORMATS) SHALL BE PROVIDED TO THE TOWN UPON COMPLETION AND BEFORE ANY FINAL TOWN ACCEPTANCES.
18. DIMENSIONS FOR LAYOUT AND CONSTRUCTION ARE NOT TO BE SCALED FROM ANY DRAWING. IF PERTINENT DIMENSIONS ARE NOT SHOWN, CONTACT THE DESIGNER FOR CLARIFICATION, AND ANNOTATE THE DIMENSION ON THE AS-BUILT RECORD DRAWINGS.
21. THE DEVELOPER SHALL SEQUENCE INSTALLATION OF UTILITIES IN SUCH A MANNER AS TO MINIMIZE POTENTIAL UTILITY CONFLICTS. IN GENERAL, UTILITIES SHOULD BE CONSTRUCTED FROM DEEPEST TO SHALLOWEST.
22. SITE CONSTRUCTION ACTIVITIES ON WEEKDAYS (MONDAY - FRIDAY) SHALL ONLY BE CONDUCTED BETWEEN 7:00AM AND 8:00PM OR DUSK, WHICHEVER IS EARLIER. THERE SHALL BE NO CONSTRUCTION ACTIVITIES CONDUCTED OUTSIDE OF THESE HOURS, UNLESS SPECIFICALLY APPROVED BY THE TOWN OF JOHNSTOWN PUBLIC WORKS DIRECTOR.
23. UPON COMPLETION OF CONSTRUCTION, THE SITE SHALL BE CLEANED AND RESTORED TO A CONDITION EQUAL TO, OR BETTER THAN, THAT WHICH EXISTED BEFORE CONSTRUCTION, OR TO THE GRADES AND CONDITION AS REQUIRED BY THESE PLANS.
24. EXISTING FENCES, TREES, STREETS, SIDEWALKS, CURBS AND GUTTERS, LANDSCAPING, STRUCTURES, AND IMPROVEMENTS DESTROYED, DAMAGED OR REMOVED DUE TO CONSTRUCTION OF THIS PROJECT SHALL BE REPLACED OR RESTORED IN LIKE KIND AT THE DEVELOPER'S EXPENSE, UNLESS OTHERWISE INDICATED ON THESE PLANS.
26. A STATE CONSTRUCTION DETERMINING WASTEWATER DISCHARGE PERMIT IS REQUIRED IF DEWATERING IS REQUIRED IN ORDER TO INSTALL UTILITIES OR WATER IS DISCHARGED INTO A STORMWATER PIPE, CHANNEL, IRRIGATION DITCH OR ANY WATERS OF THE UNITED STATES.
27. THE DEVELOPER IS RESPONSIBLE FOR FIELD LOCATING AND VERIFYING ELEVATIONS OF ALL EXISTING SEWER MAINS, WATER MAINS, CURBS, GUTTERS AND OTHER UTILITIES AT THE POINTS OF CONNECTION SHOWN ON THE PLANS, AND AT ANY UTILITY CROSSINGS PRIOR TO INSTALLING ANY OF THE NEW IMPROVEMENTS. IF A CONFLICT EXISTS AND/OR A DESIGN MODIFICATION IS REQUIRED, THE DEVELOPER SHALL COORDINATE WITH THE ENGINEER TO MODIFY THE DESIGN. DESIGN MODIFICATION(S) MUST BE APPROVED BY THE TOWN OF JOHNSTOWN PRIOR TO BEGINNING CONSTRUCTION.
28. AFTER ACCEPTANCE BY THE TOWN OF JOHNSTOWN, PUBLIC IMPROVEMENTS DEPICTED IN THESE PLANS SHALL BE GUARANTEED TO BE FREE FROM MATERIAL AND WORKMANSHIP DEFECTS FOR A PERIOD OF TWO YEARS FROM THE DATE OF ACCEPTANCE.
29. PAVING SHALL NOT START UNTIL A SOILS REPORT, PAVEMENT DESIGN, AND SUBGRADE COMPACTION TESTS ARE TAKEN AND APPROVED BY THE TOWN OF JOHNSTOWN.
30. STANDARD DIRECTIONAL HANDICAP RAMPS ARE TO BE CONSTRUCTED AT ALL CURB RETURNS AND AT ALL "T" INTERSECTIONS.
31. NO GRADES SHALL EXCEED 4:1 IN AREAS WITH IRRIGATED TURF AND 3:1 IN SHRUB BEDS OR NATIVE SEEDED AREAS, PER SECTION H.1.S OF THE CURRENT TOWN OF JOHNSTOWN LANDSCAPE STANDARDS AND SPECIFICATIONS.
32. ALL IRRIGATION SHALL MEET SECTIONS H.5.A-D OF THE CURRENT TOWN OF JOHNSTOWN LANDSCAPE STANDARDS AND SPECIFICATIONS.
33. MAINTENANCE ACCESS SHALL BE PROVIDED TO ALL STORMWATER FACILITIES TO ASSURE CONTINUOUS OPERATIONAL CAPABILITY OF THE SYSTEM. THE PROPERTY OWNER SHALL BE RESPONSIBLE FOR THE MAINTENANCE OF ALL DRAINAGE FACILITIES INCLUDING INLETS, PIPES, CULVERTS, CHANNELS, DITCHES, HYDRAULIC STRUCTURES AND DETENTION BASINS LOCATED ON THEIR LAND UNLESS MODIFIED BY THE DEVELOPMENT AGREEMENT. SHOULD THE OWNER FAIL TO ADEQUATELY MAINTAIN SAID FACILITIES, THE TOWN OF JOHNSTOWN SHALL HAVE THE RIGHT TO ENTER SAID LAND FOR THE PURPOSES OF OPERATIONS AND MAINTENANCE. ALL SUCH MAINTENANCE COSTS INCURRED BY THE TOWN WILL BE ASSESSED TO THE PROPERTY OWNER.
34. ALL REBAR SHALL BE EPOXY COATED.
35. SQUEEGEE SHALL MEET ASTM D448, GRADATION NO. 67 REQUIREMENTS.
36. CONCRETE USED FOR SIDEWALKS SHALL BE A MINIMUM OF 6-INCHES THICK, CDOT CLASS B/D/P, 4500 PSI.
37. ALL RAMPS SHALL INCLUDE APPROPRIATE DETECTABLE ADA TRUNCATED DOMES MEETING THE FOLLOWING: "DETECTABLE WARNING INLaid PATTERN OF TRUNCATED DOMES SHALL BE BRICK RED CAST-IN-PLACE PANELS BY ADA SOLUTIONS, INC. (WWW.ADATILE.COM, 800-372-0519), OR APPROVED EQUAL."
38. CONCRETE STREET PAVEMENT TO BE A MINIMUM OF 7 SACK MIX, CLASS B/D/P, 4500 PSI AT 28 DAYS.
39. THE CONTRACTOR SHALL GIVE ALL PROPERTY OWNERS AND/OR TENANTS OF DEVELOPED PROPERTY DIRECTLY ADJUTING THE CONSTRUCTION OF THIS PROJECT A MINIMUM OF SEVEN (7) DAYS ADVANCE NOTICE PRIOR TO THE START OF CONSTRUCTION.
40. ALL STATIONS SHOWN ON THE STORM PLANS ARE ALONG THE PIPE CENTERLINE UNLESS OTHERWISE NOTED.
41. PAVEMENT DIMENSIONS AND RADII ARE SHOWN TO THE FLOW LINE OF CURB UNLESS OTHERWISE NOTED.
42. THE PHYSICAL FEATURES REQUIRING REMOVAL OR OBLITERATION WITHIN THE PROJECT SHALL BECOME THE PROPERTY OF THE CONTRACTOR AND SHALL BE DISPOSED OF OFF-SITE. THE EXCEPTION IS TRAFFIC CONTROL DEVICES, WHICH SHALL BE SALVAGED FOR TOWN MAINTENANCE.
43. INLET LOCATIONS SHOWN ARE TO CENTER OF INLET AT BACK OF CURB EXTENDED.
44. ALL RANGE POINTS, TIES, BENCH MARKS, OR OTHER SURVEY CONTROL POINTS WHICH MAY BE ENCOUNTERED DURING CONSTRUCTION MUST BE PRESERVED.
45. THE TYPE OF COMPACTION FOR EMBANKMENT ON THIS PROJECT SHALL BE AS SPECIFIED IN THE GEOTECH REPORT. THE CONTRACTOR SHALL BE RESPONSIBLE TO ACQUIRE GEOTECHNICAL RECOMMENDATIONS FOR PAVEMENT SECTION DESIGN AND EMBANKMENT AND SUBGRADE COMPACTION.
46. A TACK COAT OF EMULSIFIED ASPHALT (SLOW-SETTING) IS TO BE APPLIED BETWEEN PAVEMENT COURSES TO IMPROVE THE BOND. DILUTED EMULSIFIED ASPHALT FOR TACK COAT SHALL CONSIST OF 1 PART EMULSIFIED ASPHALT AND 1 PART WATER.
47. THE MINIMUM THICKNESS OF THE TOPSOIL SHALL BE 4 INCHES AND WILL BE OBTAINED FROM THE CONTRACTOR'S SOURCES. THE TOPSOIL SHALL BE APPLIED TO ALL SURFACES INDICATED ON THE PLANS, OR AS DIRECTED BY THE ENGINEER.

48. THE CONTRACTOR SHALL FURNISH, INSTALL, AND MAINTAIN TEMPORARY TRAFFIC CONTROL DEVICES NECESSARY THROUGHOUT THE DURATION OF CONSTRUCTION. THE CONTRACTOR IS ALSO RESPONSIBLE FOR THE MODIFICATION OF TRAFFIC SIGNALS WITHIN CONSTRUCTION AREA AS NECESSARY TO MAINTAIN SAFE OPERATIONS.
49. CONTRACTOR SHALL PREPARE A DETAILED TRAFFIC CONTROL PLAN, IF NECESSARY SUBMIT TO THE TRAFFIC CONTROL SUPERVISOR, OBTAIN APPROPRIATE PERMITS IN ACCORDANCE WITH THE "TRAFFIC CONTROLS FOR STREET CONSTRUCTION, UTILITY WORK AND MAINTENANCE OPERATIONS", MUTCD, CURRENT REVISION.
50. CONTRACTOR IS TO CONTACT TRAFFIC ENGINEERING TO ARRANGE FOR REMOVAL AND REPLACEMENT OF ANY SIGNS CONFLICTING WITH CONSTRUCTION. CONTRACTORS ARE NOT AUTHORIZED TO MOVE EXISTING TRAFFIC CONTROL SIGNS. ANY SIGNS THAT CONFLICT WITH THE TRAFFIC CONTROL PLAN DURING CONSTRUCTION SHALL BE COVERED. BEFORE COVERING THE SIGN, THE CONTRACTOR SHALL OBTAIN WRITTEN PERMISSION FROM THE TRAFFIC ENGINEER. CONTACT TRAFFIC ENGINEERING IF THERE IS A TRAFFIC SIGNAL IN OR NEAR THE WORK ZONE.
51. AT-GRADE INLETS SHALL BE INSTALLED TO MATCH THE GRADE OF THE TOP BACK OF CURB UNLESS OTHERWISE NOTED.
52. THE CONTRACTOR SHALL PHOTOGRAPHICALLY OR VIDEO-GRAPHICALLY DOCUMENT EXISTING CONDITIONS ALONG PROJECT CORRIDOR.
53. TRENCHING AND BACKFILL SHALL BE CONSIDERED SUBSIDIARY TO THE UTILITY QUANTITY ASSOCIATED WITH THE TRENCHING.
54. ITEMS NOT INCLUDED IN THE TABULATION OF QUANTITIES SHALL BE CONSIDERED SUBSIDIARY TO THE OTHER BID ITEMS.
55. CONSTRUCTION SHALL BE PHASED TO ALLOW RESIDENTS ACCESS TO THEIR HOMES AS MUCH AS POSSIBLE.
56. THE CONTRACTOR SHALL BE RESPONSIBLE FOR PROVIDING ADEQUATE MEANS OF ACCESS TO ENSURE HOMEOWNERS MAY ENTER THEIR RESIDENCES DURING THE COURSE OF CONSTRUCTION.
57. TRENCHING SHALL BE DONE IN CONFORMANCE WITH TOWN STANDARDS AND GEOTECH RECOMMENDATIONS, WHICHEVER IS MORE RESTRICTIVE.



GENERAL ROADWAY NOTES:

1. A PAVING SECTION DESIGN, SIGNED AND STAMPED BY A COLORADO LICENSED ENGINEER, MUST BE SUBMITTED TO THE TOWN PUBLIC WORKS DEPARTMENT FOR APPROVAL, PRIOR TO ANY STREET CONSTRUCTION ACTIVITY. (FULL DEPTH ASPHALT SECTIONS ARE NOT PERMITTED AT A DEPTH GREATER THAN 8 INCHES OF ASPHALT). THE JOB MIX SHALL BE SUBMITTED FOR APPROVAL PRIOR TO PLACEMENT OF ANY ASPHALT. MINIMUM SECTION SHALL BE 6" ASPHALT OVER 8"ABC.
2. WHERE PROPOSED PAVING ADJOINS EXISTING ASPHALT, THE EXISTING ASPHALT SHALL BE SAW CUT, A MINIMUM DISTANCE OF 12 INCHES FROM THE EXISTING EDGE, TO CREATE A CLEAN CONSTRUCTION JOINT. THE DEVELOPER SHALL BE REQUIRED TO REMOVE EXISTING PAVEMENT TO A DISTANCE WHERE A CLEAN CONSTRUCTION JOINT CAN BE MADE. WHEEL CUTS SHALL NOT BE ALLOWED UNLESS APPROVED BY THE TOWN. REFERENCE PAVEMENT PATCH BACK DETAIL.
3. STREET SUBGRADES SHALL BE SCARIFIED THE TOP 12 INCHES AND RE-COMPACTED PRIOR TO SUBBASE INSTALLATION. NO BASE MATERIAL SHALL BE LAID UNTIL THE SUBGRADE HAS BEEN INSPECTED AND APPROVED BY THE TOWN PUBLIC WORKS DEPARTMENT.
4. WHEN AN EXISTING ASPHALT STREET MUST BE CUT, THE STREET MUST BE RESTORED TO A CONDITION EQUAL TO OR BETTER THAN ITS ORIGINAL CONDITION. THE EXISTING STREET CONDITION SHALL BE DOCUMENTED BY THE INSPECTOR BEFORE ANY CUTS ARE MADE. CUTTING AND PATCHING SHALL BE DONE IN CONFORMANCE WITH TOWN STANDARDS AND/OR AS DIRECTED BY TOWN STREET INSPECTORS. THE FINISHED PATCH SHALL BLEND SMOOTHLY INTO THE EXISTING SURFACE. THE DETERMINATION OF NEED FOR A COMPLETE OVERLAY SHALL BE MADE BY THE TOWN. ALL OVERLAY WORK SHALL BE COORDINATED WITH ADJACENT LANDOWNERS SUCH THAT FUTURE PROJECTS DO NOT CUT THE NEW ASPHALT OVERLAY WORK.
5. ALL TRAFFIC CONTROL DEVICES SHALL BE IN CONFORMANCE WITH THESE PLANS OR AS OTHERWISE SPECIFIED IN M.U.T.C.D. (INCLUDING COLORADO SUPPLEMENT) AND AS PER THE RIGHT-OF-WAY WORK PERMIT TRAFFIC CONTROL PLAN.
6. THE DEVELOPER IS REQUIRED TO PERFORM A GUTTER WATER FLOW TEST IN THE PRESENCE OF THE TOWN PUBLIC WORKS INSPECTOR AND PRIOR TO INSTALLATION OF ASPHALT. GUTTERS THAT HOLD MORE THAN ¼-INCH DEEP OR 5-FEET LONGITUDINALLY, OF WATER, SHALL BE COMPLETELY REMOVED AND RECONSTRUCTED TO DRAIN PROPERLY.
7. PRIOR TO PLACEMENT OF H.B.P. OR CONCRETE WITHIN THE STREET AND AFTER MOISTURE/DENSITY TESTS HAVE BEEN TAKEN ON THE SUBGRADE MATERIAL OR ON THE SUBGRADE AND BASE MATERIAL (WHEN A COMPOSITE SECTION IS PROPOSED), A MECHANICAL "PROOF ROLL" WILL BE REQUIRED. THE ENTIRE SUBGRADE AND/OR BASE MATERIAL SHALL BE ROLLED WITH A HEAVILY LOADED VEHICLE HAVING A TOTAL GVW OF NOT LESS THAN 50,000 LBS. AND A SINGLE AXLE WEIGHT OF AT LEAST 18,000 LBS. WITH PNEUMATIC TIRES INFLATED TO NOT LESS THAN 90 P.S.I.G. "PROOF ROLL" VEHICLES SHALL NOT TRAVEL AT SPEEDS GREATER THAN 3 M.P.H. ANY PORTION OF THE SUBGRADE OR BASE MATERIAL WHICH EXHIBITS EXCESSIVE PUMPING OR DEFORMATION, AS DETERMINED BY THE TOWN, SHALL BE REWORKED, REPLACED OR OTHERWISE MODIFIED TO FORM A SMOOTH, NON-YIELDING SURFACE. THE TOWN SHALL BE NOTIFIED AT LEAST 4 WORKING DAYS PRIOR TO THE "PROOF ROLL." ALL "PROOF ROLLS" SHALL BE PERFORMED IN THE PRESENCE OF AN INSPECTOR.

GENERAL WATER NOTES:

1. ALL WATER LINE PIPE, SANITARY SEWER PIPES, PIPE FITTINGS, FIRE HYDRANTS, AND WATER SERVICE LINE MATERIALS SHALL CONFORM TO THE MOST CURRENT SPECIFICATIONS AND REQUIREMENTS OF THE TOWN OF JOHNSTOWN STANDARD CONSTRUCTION SPECIFICATIONS.
2. A MINIMUM VERTICAL SEPARATION OF 18-INCHES SHALL BE PROVIDED BETWEEN UTILITIES AT ALL CROSSINGS.
3. ALL WATER LINE LOWERINGS AT CROSSINGS WITH OTHER UTILITIES SHALL BE ACCOMPLISHED BY VERTICAL BEND LOWERING UNLESS OTHERWISE SPECIFIED ON THESE PLANS
4. ALL WATER MAINS AND SERVICES SHALL HAVE A MINIMUM SEPARATION OF 10- FEET FROM ANY STORM OR SANITARY SEWER SERVICE LINES.
5. ALL WATER MAINS, FIRE HYDRANT LINES, AND SERVICES SHALL HAVE A MINIMUM COVER OF 4.5- FEET AND A MAXIMUM COVER OF 6- FEET UNLESS OTHERWISE APPROVED BY THE TOWNS UTILITY DEPARTMENT.
6. ALL WATER METER SETTINGS MUST BE INSPECTED BY THE TOWN'S REPRESENTATIVE.
7. IF THE STREET OR GROUND IS NOT TO FINAL GRADE AT THE TIME OF INSTALLATION OF THE METER, THE DEVELOPER MUST RAISE OR LOWER THE METER VAULT WHEN THE FINAL GRADE IS ESTABLISHED.
8. LEADED JOINTS AND GALVANIZED PIPING SHALL NOT BE ALLOWED IN THE WATER SYSTEM.
9. BYPASS IS TO BE INSTALLED ON 1½-INCH, 2-INCH, AND LARGER METERS UNLESS OTHERWISE SPECIFIED.
10. THE SERVICE LINE THROUGH AND ON BOTH SIDES OF THE METER PIT MUST BE OF THE SAME MATERIAL.
11. NO CONNECTIONS SHALL BE MADE IN THE METER PIT. SPRINKLER CONNECTIONS MUST BE MADE MORE THAN 5- FEET FROM THE METER PIT ON THE DOWNSTREAM SIDE.
12. ALL GATE VALVES 3-INCH AND LARGER SHALL CONFORM WITH TOWN OF JOHNSTOWN STANDARD SPECIFICATIONS.
13. ALL DRESSER (OR APPROVED EQUAL) COUPLING SHALL HAVE THE PIPE STOP REMOVED.
14. METERS 1½-INCH AND LARGER TO BE INSTALLED BY THE CONTRACTOR WITH THE TOWN'S SUPERVISION. METERS 1-INCH AND SMALLER WILL BE INSTALLED BY THE TOWN.
15. ALL BY-PASS VALVES SHALL BE LOCKABLE.
16. ALL METER PIT LIDS SHALL BE TOWN OF JOHNSTOWN STANDARD.
17. TRACER WIRE AND MARKING TAPE SHALL BE INSTALLED ON ALL WET UTILITIES.
18. ALL METER VAULT LIDS SHALL BE METALLIC WITH 2-INCH HOLES.
19. TRACER WIRE SHALL BE AUG NO. 12 GAUGE SOLID COPPER WITH 30 MILS BLUE HDPE INSULATION.

GENERAL STORMWATER NOTES:

1. TRACER WIRE SHALL BE AUG NO. 12 GAUGE SOLID COPPER WITH 30 MILS BLACK HDPE INSULATION.
2. ALL STORMWATER PIPE INSTALLED UNDER A STREET/ROADWAY SHALL BE CLASS V RCP.

REFERENCE DRAWINGS						SHEET KEY	N ↑ E	BENCHMARK A CHISELED "x" NEAR THE SOUTHEAST CORNER OF THE MOUNTAIN VIEW WEST PROPERTY ELEVATION: 4777.24' (NAVD 88) BASIS OF BEARING BEARINGS ARE BASED UPON THE EAST LINE OF THE NORTHWEST QUARTER OF SECTION 9, TOWNSHIP 4 NORTH, RANGE 67 WEST BEING MONUMENTED ON THE NORTH END BY A 2.5-INCH ALUMINUM CAP STAMPED "S.O. RM DREXEL BARRELL & CO L.S. 17664 1989" AND ON THE SOUTH END BY A 2.5-INCH ALUMINUM CAP STAMPED "EDMONDS I.S. 37968 2010" HAS HAVING AN ASSUMED BEARING OF S00°41'18"E WITH A DISTANCE OF 2638.55 FEET.	PREPARED BY: Matrix Excellence by Design	SEAL COLORADO LICENSED PROFESSIONAL ENGINEER 55600 06/17/2025	TOWN OF JOHNSTOWN JOHNSTOWN COLONY DRAINAGE IMPROVEMENTS ROAD & STORM PLANS GENERAL NOTES	DESIGNED BY: JTS DRAWN BY: WCG CHECKED BY: JTS SCALE HORIZ. N/A VERT. N/A DATE ISSUED: JUNE 2025 SHEET 02 OF 13 DRAWING No. GN01
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PLOT DATE: June 17, 2025 2:21:23 PM												
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Know what's below.
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PRECAST MANHOLE NOTES:

- MANHOLE BARREL MINIMUM DIAMETER SHALL CONFORM TO THE TOWN STANDARD DETAILS.
- SHAPING FOR SMOOTH MANHOLE INVERTS MUST BE DONE BY FORMING OR SHAPING BASE CONCRETE. REFER TOWN STANDARD DETAILS.
- MANHOLE STEPS SHALL CONFORM TO THE TOWN STANDARD DETAILS.
- PRECAST CONCRETE SECTIONS SHALL CONFORM TO ASTM C-478.
- BLOCK-OUTS WHEN APPROVED SHALL EXTEND A MAX. OF 6-INCHS PAST MANHOLE O.D. AND BE SATISFACTORILY PLUGGED AND SEALED.
- CONCRETE MANHOLES MAY BE POURED IN PLACE ONLY WITH PRIOR APPROVAL.
- ALL MORTAR GROUT SHALL BE MIXED WITH TYPE II CEMENT.
- BENCH MUST HAVE A BRUSHED, NON-SKID SURFACE.
- OUTFALL OR DROP MANHOLES SHALL BE LINED WITH SIKARD NO. 62 OR APPROVED EQUAL, COATED WITH 4-7 MIL PER COAT WITH A MINIMUM OF 2 LAYERS APPLIED, AS PER MANUFACTURERS SPECIFICATIONS.
- DROP MANHOLES ARE REQUIRED IF THE ELEVATION BETWEEN PIPE INVERTS EXCEED 18-INCHES.
- DROP MANHOLES WILL ONLY BE CONSIDERED WHERE NO ALTERNATIVE IS FEASIBLE.

EROSION CONTROL NOTES:

- THE EROSION CONTROL INSPECTOR MUST BE NOTIFIED AT LEAST FOUR WORKING DAYS PRIOR TO ANY CONSTRUCTION.
- THERE SHALL BE NO EARTH-DISTURBING ACTIVITY OUTSIDE THE LIMITS DESIGNATED ON THE ACCEPTED PLANS.
- ALL REQUIRED PERIMETER SILT AND CONSTRUCTION FENCING SHALL BE INSTALLED PRIOR TO ANY LAND DISTURBING ACTIVITY (STOCKPILING, STRIPPING, GRADING, ETC). ALL OTHER REQUIRED EROSION CONTROL MEASURES (EMCs) SHALL BE INSTALLED AT THE APPROPRIATE TIME IN THE CONSTRUCTION SEQUENCE AS INDICATED IN THE APPROVED PROJECT SCHEDULE, CONSTRUCTION PLANS, AND EROSION CONTROL REPORT.
- AT ALL TIMES DURING CONSTRUCTION, THE DEVELOPER SHALL BE RESPONSIBLE FOR PREVENTING AND CONTROLLING ON-SITE EROSION INCLUDING KEEPING THE PROPERTY SUFFICIENTLY WATERED SO AS TO MINIMIZE WIND BLOWN SEDIMENT. THE DEVELOPER SHALL ALSO BE RESPONSIBLE FOR INSTALLING AND MAINTAINING ALL EROSION CONTROL FACILITIES.
- PRE-DISTURBANCE VEGETATION SHALL BE PROTECTED AND RETAINED WHEREVER POSSIBLE. REMOVAL OR DISTURBANCE OF EXISTING VEGETATION SHALL BE LIMITED TO THE AREA(S) REQUIRED FOR IMMEDIATE CONSTRUCTION OPERATIONS, AND FOR THE SHORTEST PRACTICAL PERIOD OF TIME.
- ALL SOILS EXPOSED DURING LAND DISTURBING ACTIVITY (STRIPPING, GRADING, UTILITY INSTALLATIONS, STOCKPILING, FILLING, ETC.) SHALL BE KEPT IN A ROUGHENED CONDITION BY RIPPING OR DISKING ALONG LAND CONTOURS UNTIL MULCH, VEGETATION, OR OTHER PERMANENT EROSION CONTROL BMPS ARE INSTALLED. NO SOILS IN AREAS OUTSIDE PROJECT STREET RIGHTS-OF-WAY SHALL REMAIN EXPOSED BY LAND DISTURBING ACTIVITY FOR MORE THAN THIRTY (30) DAYS BEFORE REQUIRED TEMPORARY OR PERMANENT EROSION CONTROL (E.G. SEED/MULCH, LANDSCAPING, ETC.) IS INSTALLED, UNLESS OTHERWISE APPROVED BY THE LOCAL ENTITY.
- IN ORDER TO MINIMIZE EROSION POTENTIAL, ALL TEMPORARY (STRUCTURAL) EROSION CONTROL MEASURES SHALL: a. BE INSPECTED AT A MINIMUM OF ONCE EVERY TWO (2) WEEKS AND AFTER EACH SIGNIFICANT STORM EVENT AND REPAIRED OR RECONSTRUCTED AS NECESSARY IN ORDER TO ENSURE THE CONTINUED PERFORMANCE OF THEIR INTENDED FUNCTION. b. REMAIN IN PLACE UNTIL SUCH TIME AS ALL THE SURROUNDING DISTURBED AREAS ARE SUFFICIENTLY STABILIZED AS DETERMINED BY THE EROSION CONTROL INSPECTOR. c. BE REMOVED AFTER THE SITE HAS BEEN SUFFICIENTLY STABILIZED AS DETERMINED BY THE EROSION CONTROL INSPECTOR.
- WHEN TEMPORARY EROSION CONTROL MEASURES ARE REMOVED, THE DEVELOPER SHALL BE RESPONSIBLE FOR THE CLEAN UP AND REMOVAL OF ALL SEDIMENT AND DEBRIS FROM ALL DRAINAGE INFRASTRUCTURE AND OTHER FACILITIES.
- THE CONTRACTOR SHALL CLEAN UP ANY INADVERTENT DEPOSITED MATERIAL IMMEDIATELY AND MAKE SURE STREETS ARE FREE OF ALL MATERIALS BY THE END OF EACH WORKING DAY.
- ALL RETAINED SEDIMENTS, PARTICULARLY THOSE ON PAVED ROADWAY SURFACES, SHALL BE REMOVED AND DISPOSED OF IN A MANNER AND LOCATION SO AS NOT TO CAUSE THEIR RELEASE INTO ANY WATERS OF THE UNITED STATES.
- NO SOIL STOCKPILE SHALL EXCEED TEN (10) FEET IN HEIGHT. ALL SOIL STOCKPILES SHALL BE PROTECTED FROM SEDIMENT TRANSPORT BY SURFACE ROUGHENING, WATERING, AND PERIMETER SILT FENCING. ANY SOIL STOCKPILE REMAINING AFTER THIRTY (30) DAYS SHALL BE SEEDED AND MULCHED.
- THE STORMWATER VOLUME CAPACITY OF DETENTION PONDS WILL BE RESTORED AND STORMWATER LINES WILL BE CLEANED UPON COMPLETION OF THE PROJECT AND BEFORE TURNING THE MAINTENANCE OVER TO THE LOCAL ENTITY, METRO DISTRICT, OR HOMEOWNERS ASSOCIATION (HOA).
- LOCAL ORDINANCE AND COLORADO DISCHARGE PERMIT SYSTEM (CDPS) REQUIREMENTS MAKE IT UNLAWFUL TO DISCHARGE OR ALLOW THE DISCHARGE OF ANY POLLUTANT OR CONTAMINATED WATER FROM CONSTRUCTION SITES. POLLUTANTS INCLUDE, BUT ARE NOT LIMITED TO DISCARDED BUILDING MATERIALS, CONCRETE TRUCK WASHOUT, CHEMICALS, OIL AND GAS PRODUCTS, LITTER, AND SANITARY WASTE. THE DEVELOPER SHALL AT ALL TIMES TAKE WHATEVER MEASURES ARE NECESSARY TO ASSURE THE PROPER CONTAINMENT AND DISPOSAL OF POLLUTANTS ON THE SITE IN ACCORDANCE WITH ANY AND ALL APPLICABLE LOCAL, STATE, AND FEDERAL REGULATIONS.
- A DESIGNATED AREA SHALL BE PROVIDED ON SITE FOR CONCRETE TRUCK CHUTE WASHOUT. THE AREA SHALL BE CONSTRUCTED SO AS TO CONTAIN WASHOUT MATERIAL AND SHALL BE LOCATED AT LEAST FIFTY (50) FEET AWAY FROM ANY WATERWAY DURING CONSTRUCTION. UPON COMPLETION OF CONSTRUCTION ACTIVITIES, THE CONCRETE WASHOUT MATERIAL WILL BE REMOVED AND PROPERLY DISPOSED OF PRIOR TO THE AREA BEING RESTORED.
- TO ENSURE THAT SEDIMENT DOES NOT MOVE OFF OF INDIVIDUAL LOTS ONE OR MORE OF THE FOLLOWING SEDIMENT/EROSION CONTROL BMPS SHALL BE INSTALLED AND MAINTAINED UNTIL THE LOTS ARE SUFFICIENTLY STABILIZED, AS DETERMINED BY THE EROSION CONTROL INSPECTOR. a. BELOW ALL GUTTER DOWNSPOUTS. b. OUT TO DRAINAGE SWALES. c. ALONG LOT PERIMETER. d. OTHER LOCATIONS, IF NEEDED.
- CONDITIONS IN THE FIELD MAY WARRANT EROSION CONTROL MEASURES IN ADDITION TO WHAT IS SHOWN ON THESE PLANS. THE DEVELOPER SHALL IMPLEMENT WHATEVER MEASURES ARE DETERMINED NECESSARY, OR AS DIRECTED BY THE TOWN/COUNTY.
- A VEHICLE TRACKING CONTROL PAD SHALL BE INSTALLED WHEN NEEDED FOR CONSTRUCTION EQUIPMENT, INCLUDING BUT NOT LIMITED TO PERSONAL VEHICLES EXITING EXISTING ROADWAYS. NO EARTHEN MATERIALS, I.E. STONE, DIRT, ETC. SHALL BE PLACED IN THE CURB & GUTTER OR ROADWAY AS A RAMP TO ACCESS TEMPORARY STOCKPILES, STAGING AREAS, CONSTRUCTION MATERIALS, CONCRETE WASHOUT AREAS, AND/OR BUILDING SITES.
- ANY LAND DISTURBANCE WITHIN THE LIMITS OF DISTURBANCE NOTED ON THE PLAN BY ANY OWNER, DEVELOPER, BUILDER, CONTRACTOR, OR OTHER PERSON SHALL COMPLY WITH THE BEST MANAGEMENT PRACTICES REQUIREMENTS AND PROHIBITIONS NOTED IN THE USDCM: VOL. II STORMWATER QUALITY, CHAPTER 7. NOTE THAT THE USE OF STRAW BALE BARRIERS (SBB), NOTED AS SC-03 IN THE URBAN STORM DRAIN CRITERIA MANUAL, IS DISCOURAGED IN THE TOWN. SPECIFIC APPROVAL FROM THE TOWN'S STORMWATER PROGRAM COORDINATOR IS REQUIRED FOR USE.
- THE DEVELOPER SHALL HAVE, ONSITE AT ALL TIMES, AN UPDATED STORMWATER MANAGEMENT PLAN (SWMP), A BMP MAINTENANCE FOLDER, ONE (1) SIGNED COPY OF THE APPROVED PLANS, ONE (1) COPY OF THE APPROPRIATE STANDARDS AND SPECIFICATIONS, AND A COPY OF ANY PERMITS AND EXTENSION AGREEMENTS NEEDED FOR THE JOB.
- THE DEVELOPER SHALL BE RESPONSIBLE FOR INSURING THAT NO MUD OR DEBRIS SHALL BE TRACKED ONTO THE EXISTING STREET SYSTEM. MUD AND DEBRIS MUST BE REMOVED BY THE END OF EACH WORKING DAY BY AN APPROPRIATE MECHANICAL METHOD (I.E. MACHINE BROOM SWEEP, LIGHT DUTY FRONT-END LOADER, ETC.) OR AS APPROVED BY THE TOWN OF JOHNSTOWN STREET INSPECTOR.
- THE DEVELOPER SHALL COMPLY WITH ALL TERMS AND CONDITIONS OF THE COLORADO PERMIT FOR STORMWATER DISCHARGE, THE STORMWATER MANAGEMENT PLAN, AND THE EROSION CONTROL PLAN.
- OVERLOT GRADING CONSTRUCTION MUST COMPLY WITH STATE OF COLORADO PERMITTING PROCESS FOR "STORMWATER DISCHARGES ASSOCIATED WITH CONSTRUCTION ACTIVITY." CONTACT THE COLORADO DEPARTMENT OF PUBLIC HEALTH AND ENVIRONMENT (CDPHE), WATER QUALITY CONTROL DIVISION, AT (303) 692-3500.

GENERAL SANITARY SEWER NOTES:

- ALL SANITARY SEWER PIPES, PIPE FITTINGS, AND SERVICE LINE MATERIALS SHALL CONFORM TO THE MOST CURRENT SPECIFICATIONS AND REQUIREMENTS OF THE TOWN OF JOHNSTOWN STANDARD CONSTRUCTION SPECIFICATIONS
- TRACER WIRE SHALL BE AUG NO. 12 GAUGE SOLID COPPER WITH 30 MILS GREEN HDPE INSULATION.
- FOR GRAVITY MAIN AND/OR LATERAL INSTALLATIONS LESS THAN 8-FEET, THE TRACING WIRE SHALL BE ATTACHED TO THE PIPE. TRACER WIRE SHALL BE LAID FLAT AND SECURELY AFFIXED TO THE PIPE AT 5-FOOT INTERVALS USING ZIP TIES. FOR GRAVITY MAIN AND/OR LATERAL INSTALLATION DEEPER THAN 8-FEET, THE TRACING WIRE SHALL BE ATTACHED TO THE PIPE AND PLACED AT A DEPTH OF 4- TO 5-FEET DIRECTLY ABOVE THE SEWER PIPE. THE WIRE SHALL BE PROTECTED FROM DAMAGE DURING THE EXECUTION OF THE WORK. NO BREAKS OR CUTS IN THE TRACER WIRE OR INSULATION SHALL BE PERMITTED.
- WHERE LATERAL TAPS ARE MADE BY SERVICE SADDLES, THE TRACER WIRE SHALL NOT BE ALLOWED TO BE PLACED BETWEEN THE SADDLE AND MAIN.
- SPLICES IN THE PRIMARY TRACER WIRE ALONG THE SEWER MAIN SHALL INCLUDE 3-FEET OF SLACK WIRE ON EACH SIDE OF THE SPLICE.
- MANHOLE MARKERS SHALL BE PLACED ADJACENT TO MANHOLES AT THE DISCRETION OF THE TOWN OF ENGINEER.
- THE TRACER WIRE SHALL BE CONTINUOUS TO THE GREATEST EXTENT POSSIBLE. WHERE SPLICES ARE NECESSITATED IN THE WIRE, THE SPICES SHALL BE SECURELY BONDED TOGETHER WITH AN APPROVED INDUSTRIAL CONNECTOR TO PROVIDE ELECTRICAL CONTINUITY. CONNECTOR SHALL BE COPPER AND INSULATION SHALL BE REPAIRED TO SEAL OUT MOISTURE AND CORROSIONS AND SHALL BE INSTALLED IN A MANNER SO AS TO PREVENT ANY UNINSULATED WIRE EXPOSURE.
- THE CLEANOUT AT THE RIGHT OF WAY AND/OR EASEMENT SHALL SERVE AS THE TEST PORT.
- SPICED CONNECTIONS SHALL BE ALLOWED BETWEEN THE MAIN LINE TRACER WIRE AND THE LATERAL TRACER WIRE.
- FOR NEW SEWER TAPS ON EXISTING MAINS VOID OF ANY TRACER WIRE, PROVIDE A GROUNDING ROD FOR THE TRACING WIRE TERMINATION AT THE POINT OF THE NEW TAP ON THE EXISTING SEWER MAIN. PLACE GROUNDING ROD AT BOTTOM EDGE OF TRENCH AWAY FROM MAIN & LATERAL.
- PRIOR TO ACCEPTANCE EACH WIRE SEGMENT SHALL PASS A CONDUCTIVITY TEST, WITNESSED BY THE TOWN.

ABBREVIATIONS

ACT	ACTUAL	INV	INVERT
ARV	AIR RELEASE VALVE	LT	LEFT OF CENTER LINE
ASSY	ASSEMBLY	MIN	MINIMUM
BFV	BUTTERFLY VALVE	MJ	MECHANICAL JOINT
BP	BOTTOM OF PIPE	N.S.E.W	NORTH SOUTH EAST WEST
BOV	BLOWOFF ASSEMBLY AND VALVE	PL	PROPERTY LINE
CMP	CORRUGATED METAL PIPE	PP	POWER POLE
CPLG	Coupling	PSI	POUNDS PER SQUARE INCH
(INS.)	(INSULATING)	PVC	POLYVINYL CHLORIDE PIPE
(RED.)	(REDUCING)	RPC	REDUCER
(STR.)	(STRAIGHT)	RED	REDUCER
CRA	CONCRETE REVERSE ANCHOR	RSMTS	MJ RESTRAINT (i.e. MEGALUG)
CTRB	CONCRETE THRUST REACTION BLOCK	RT	RIGHT OF CENTER LINE
DEFL	DEFLECT	SJ	SLIP JOINT
DIP	DUCTILE IRON PIPE	SS	SANITARY SEWER
EL	ELEVATION	STA	STATION
EOA	EDGE OF ASPHALT	STS	STORM SEWER
EOP	EDGE OF PAVEMENT	TBC	TOP BACK OF CURB
EX	EXISTING	TOC	TOP OF CONCRETE
FL	FLOWLINE	TOP	TOP OF PIPE
FLG	FLANGE	TYP	TYPICAL
FH	FIRE HYDRANT	WL	WATER LINE
GPM	GALLONS PER MINUTE		
GRD BRK	V.P.I. GRADE BREAK		
HYD ASSY	INCLUDES FIRE HYDRANT, LATERAL, VALVE, THE RODS, AND REVERSE ANCHOR.		

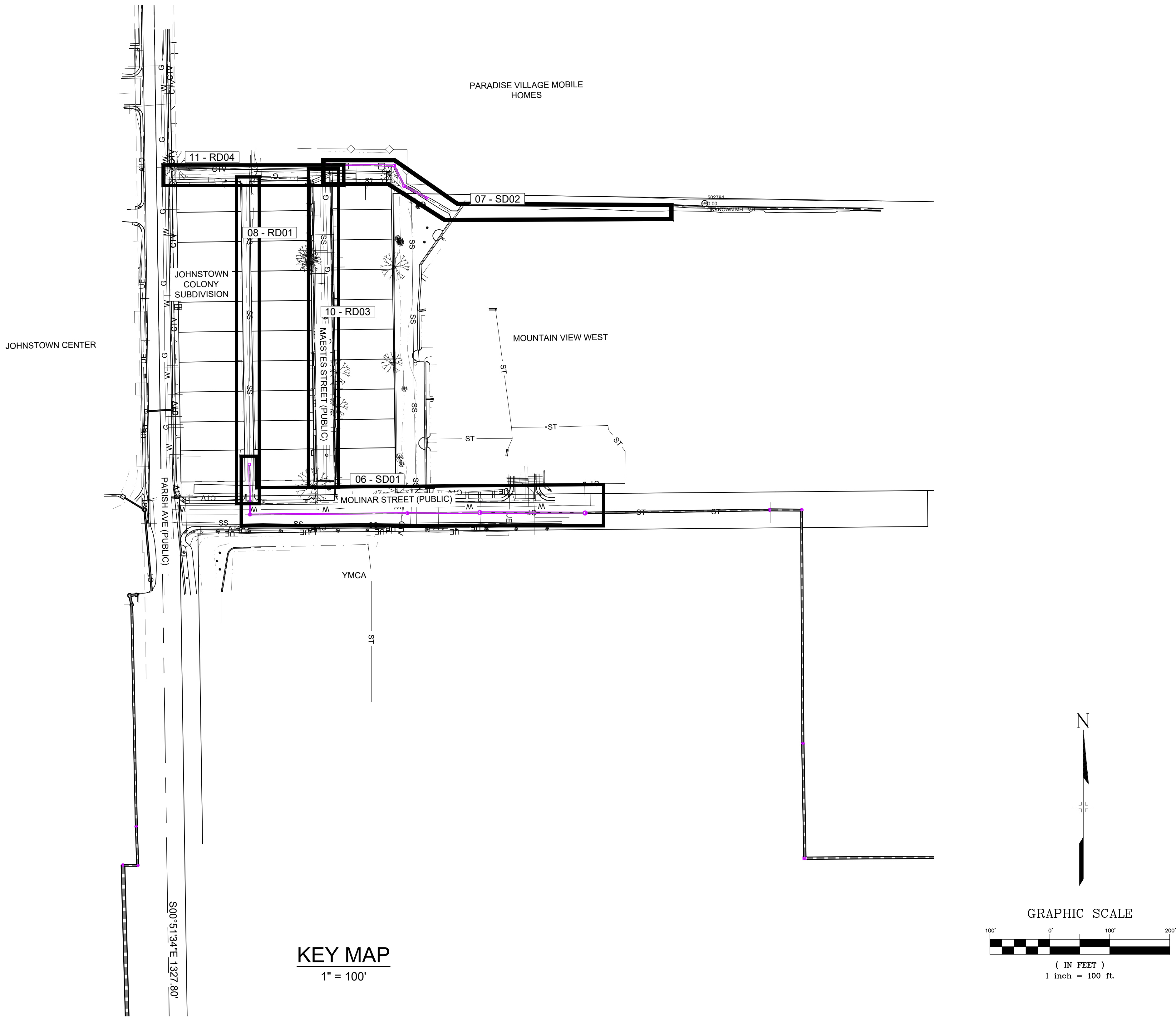
LEGEND

	VALVE (PROPOSED)
	VALVE (EXISTING)
	BLOWOFF (PROPOSED)
	BLOWOFF (EXISTING)
	PLUG (PROPOSED)
	PLUG (EXISTING)
	EXISTING FIRE HYDRANT
	PROPOSED FIRE HYDRANT
	ROW/PROPERTY LINE
	CURB LINE
	EXISTING GAS MAIN
	EXISTING COMMUNICATIONS
	EXISTING WATER
	PROPOSED WATER
	EXISTING STORM DRAIN
	PROPOSED STORM DRAIN
	100-YEAR HGL
	5-YEAR HGL
	EXISTING SAN. SEWER
	PROPOSED SAN. SEWER
	EXISTING MANHOLE
	PROPOSED MANHOLE
	PROPOSED SAN. FORCE MAIN
	100-YR HGL
	5-YR HGL
	PROPOSED ASPHALT
	PROPOSED CONCRETE
	PROPOSED GRAVEL
	EXISTING FENCE
	EXISTING FENCE
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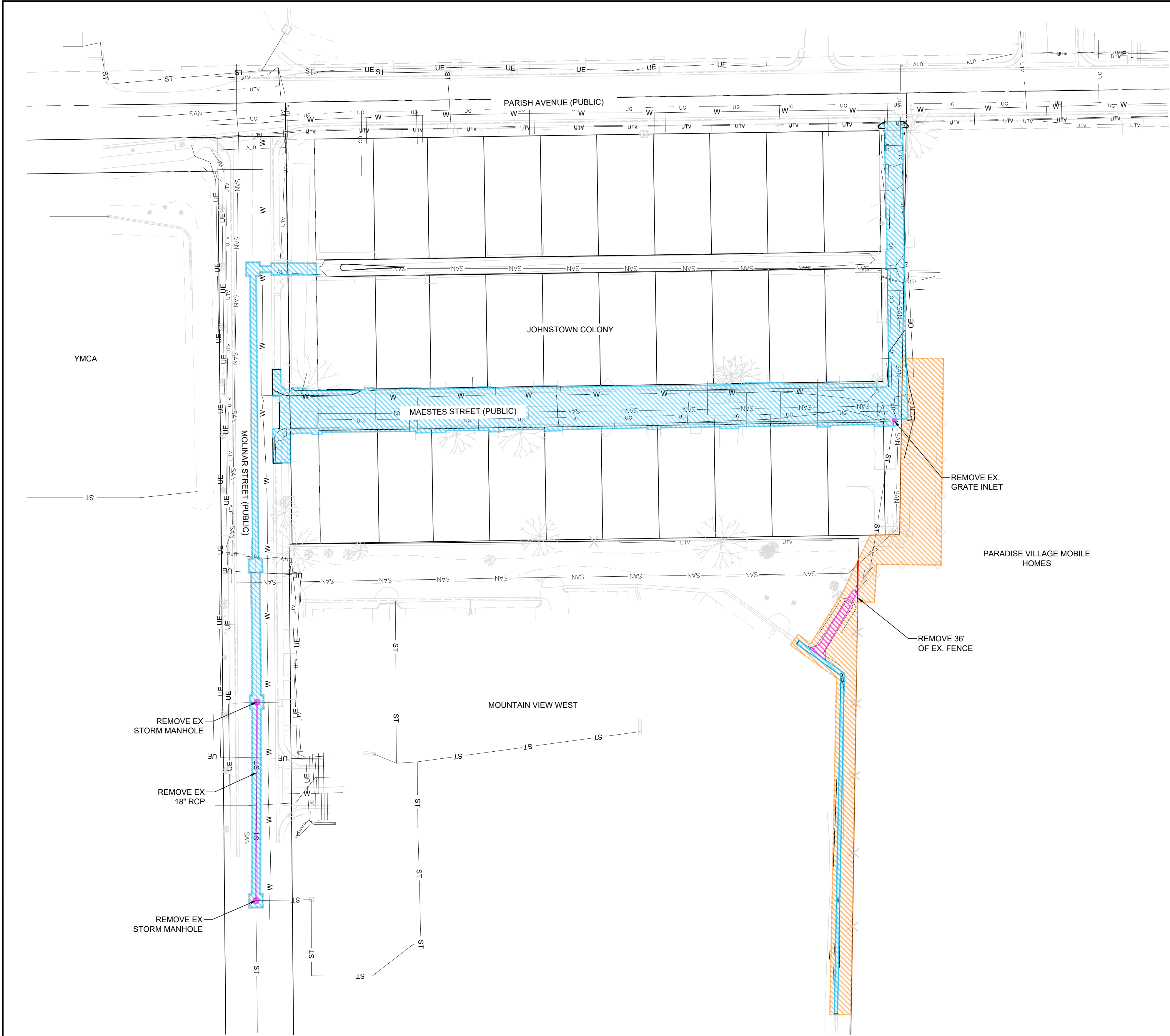
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Call before you dig.



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THE LOCATIONS OF EXISTING ABOVE GROUND AND UNDERGROUND UTILITIES ARE SHOWN IN AN APPROXIMATE WAY ONLY. THE CONTRACTOR SHALL DETERMINE THE EXACT LOCATION OF ALL EXISTING UTILITIES BEFORE COMMENCING WORK. THE CONTRACTOR SHALL BE FULLY RESPONSIBLE FOR ANY AND ALL DAMAGES WHICH MIGHT BE CAUSED BY THEIR FAILURE TO EXACTLY LOCATE AND PRESERVE ANY AND ALL ABOVE GROUND AND UNDERGROUND UTILITIES.

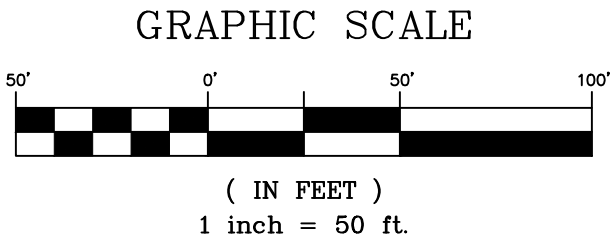


SITE LEGEND

- PROPOSED SAW CUT
- EXIST. CONCRETE OR ASPHALT TO BE REMOVED
- 3 INCH ASPHALT MILL
- CLEAR & GRUB
- EXIST. RIPRAP TO BE REMOVED
- EXISTING STORM SEWER REMOVAL
- EXISTING UNDERGROUND GAS UTILITY
- EXISTING UNDERGROUND ELECTRIC UTILITY
- EXISTING UTV UTILITY
- EXISTING WATER MAIN
- EXISTING FENCE
- EXISTING SANITARY SEWER
- EXISTING STORM MANHOLE
- EXISTING SANITARY MANHOLE
- EXISTING ELECTRICAL MANHOLE
- EXISTING LIGHT POLE
- EXISTING HYDRANT
- EXISTING COMMUNICATIONS BOX
- EXISTING SIGN POST

DEMOLITION NOTES:

- ALL EXISTING INFRASTRUCTURE THAT IS TO REMAIN SHALL BE PROTECTED IN PLACE DURING ALL CONSTRUCTION ACTIVITIES. ANY DAMAGE TO EXISTING ITEMS SHALL BE REPAIRED/REPLACED AT NO EXPENSE TO THE OWNER, AND TO THE SATISFACTION OF THE OWNER'S REPRESENTATIVE.
- CONTRACTOR TO FIELD VERIFY LOCATION AND ELEVATION OF ALL EXISTING DRY AND WET UTILITIES PRIOR TO CONSTRUCTION. IMMEDIATELY NOTIFY ENGINEER OF ANY ISSUES. UTILITY RELOCATION MAY BE REQUIRED.
- REFERENCE ROAD & STORM PLANS FOR LAYOUT OF PROPOSED IMPROVEMENTS, IN ORDER TO DETERMINE THE EXACT EXTENT OF DEMOLITION AS SHOWN ON THIS PLAN.
- THE CONTRACTOR SHALL NOTIFY OWNER'S REPRESENTATIVE BEFORE COMMENCING WITH DEMOLITION.
- ALL CONCRETE, ASPHALT, TURF, EXCAVATED MATERIAL, BUILDING DEBRIS, ECT. NOTED TO BE DEMOLISHED AND REMOVED SHALL BE DISPOSED OF PROPERLY OFF SITE.
- THE CONTRACTOR SHALL PROVIDE ALL NECESSARY TRAFFIC CONTROLS, FENCING AND SAFETY DEVICES NEEDED TO ENSURE THE SAFETY AND WELFARE OF THE PUBLIC DURING CONSTRUCTION
- LOCATION OF EXISTING FOLIAGE AND SIGNIFICANT VEGETATION IS APPROXIMATE. PRESERVE AND PROTECT IN PLACE UNLESS OTHERWISE CALLED OUT ON THIS DEMOLITION PLAN. CONTRACTOR SHALL IMMEDIATELY CONTACT ENGINEER ABOUT FIELD DISCREPANCIES OR CLARIFICATION



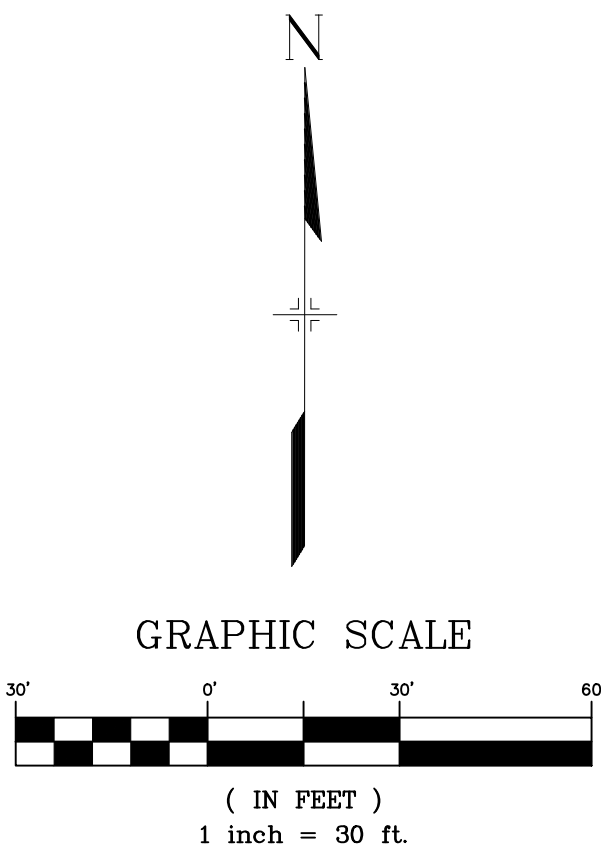
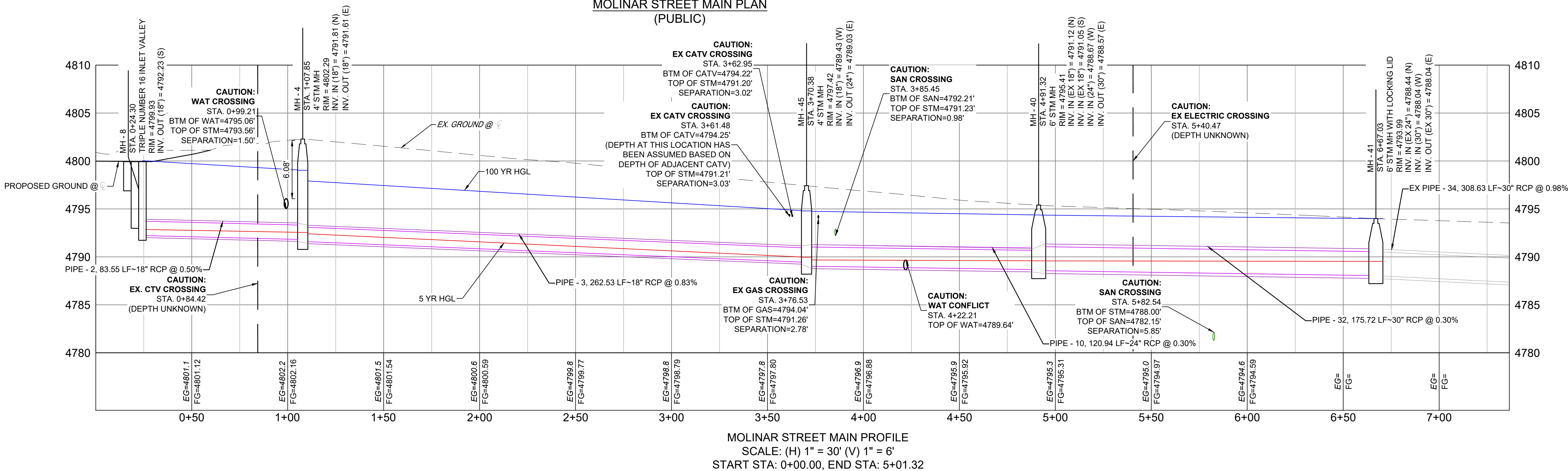
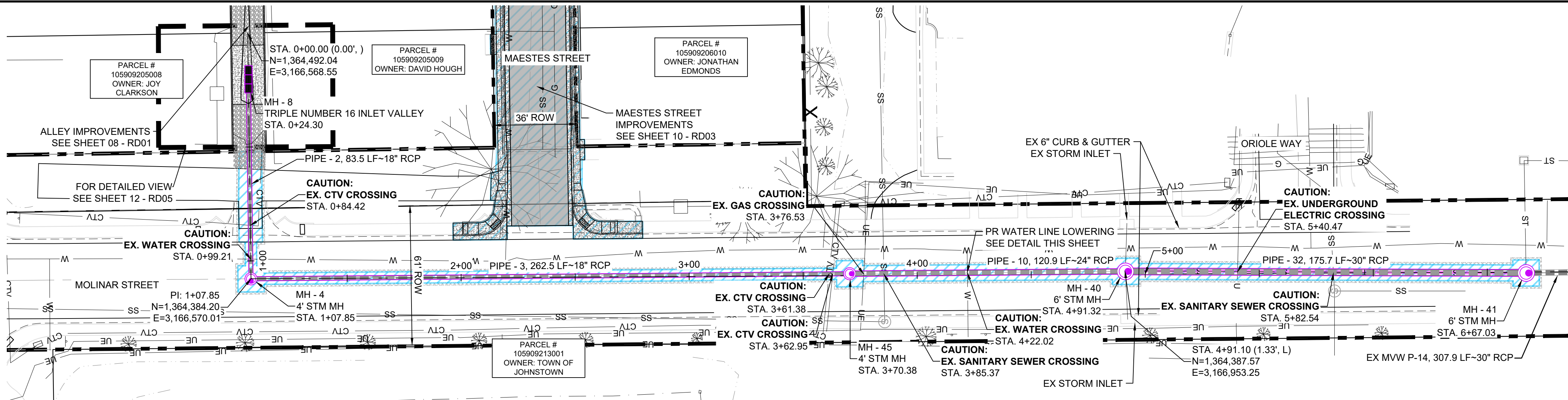
REFERENCE DRAWINGS			
X-1468.003-EX-SITE			
X-1468.003-EX-UTIL - 2			
EX-SITE			
X-1468.003-EX-MAP			
X-MDG222-34			
X-1468.003-PR-SITE			
No.	DATE	DESCRIPTION	BY
REVISIONS			
COMPUTER FILE MANAGEMENT			
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CTB FILE: Matrix(black).ctb			
PLOT DATE: June 17, 2025 2:22:35 PM			
THIS DRAWING IS CURRENT AS OF PLOT DATE AND MAY BE SUBJECT TO CHANGE.			

SHEET KEY	
BENCHMARK	
A CHISELED "+" NEAR THE SOUTHEAST CORNER OF THE MOUNTAIN VIEW WEST PROPERTY	
ELEVATION: 4777.24' (NAVD 88)	
BASIS OF BEARING	
BEARINGS ARE BASED UPON THE EAST LINE OF THE NORTHWEST QUARTER OF SECTION 9, TOWNSHIP 4 NORTH, RANGE 67 WEST BEING MONUMENTED ON THE NORTH END BY A 2.5-INCH ALUMINUM CAP STAMPED "S.O.O RMI DREXEL BARRELL & CO LS 17664 1989" AND ON THE SOUTH END BY A 2.5-INCH ALUMINUM CAP STAMPED "EDMONDS LS 37968 2010" HAS HAVING AN ASSUMED BEARING OF S00°41'18"E WITH A DISTANCE OF 2638.55 FEET.	

PREPARED BY:

SEAL

TOWN OF JOHNSTOWN			
JOHNSTOWN COLONY DRAINAGE IMPROVEMENTS ROAD & STORM PLANS			
DEMOLITION PLAN			
DESIGNED BY:	JTS	SCALE	DATE ISSUED:
DRAWN BY:	WCG	HORIZ 1" = 50'	JUNE 2025
CHECKED BY:	JTS	VERT. N/A	SHEET 05 OF 13
FOR AND ON BEHALF OF MATRIX DESIGN GROUP, INC. PROJECT No. 24.1468.003			DRAWING No. DM01



- NOTES:
- ALL STATION, OFFSET, AND NORTHING/EASTING VALUES ARE TO THE CENTER OF ALL STRUCTURES UNLESS OTHERWISE NOTED.
 - PIPE LENGTHS ARE MEASURED FROM CENTER TO CENTER OF ALL STRUCTURES, AND ARE HORIZONTAL LENGTHS.
 - CONTRACTOR TO FIELD VERIFY HORIZONTAL AND VERTICAL LOCATION OF EXISTING STRUCTURES.
 - ALL STORMWATER PIPE INSTALLED UNDER A STREET/ROADWAY SHALL BE CLASS V RCP ALL STORMWATER PIPE OUTSIDE OF A STREET/ROADWAY MAY BE CLASS III.
 - STRUCTURES WITH PIPES OF DIFFERENT SIZES SHALL MATCH THE CROWN OF THE INSIDE WALL OF PIPE UNLESS OTHERWISE NOTED.
 - MANHOLES SHALL BE INSTALLED 1/8" BELOW THE SURFACE OF THE PAVEMENT ON THE LOWEST SIDE OF THE MANHOLE, OR IN ACCORDANCE WITH THE GOVERNING CRITERIA.
 - ALL STORM SEWER IS PUBLIC UNLESS OTHERWISE NOTED.
 - ALL STORM SEWER CONNECTIONS TO PREFABRICATED MANHOLES OR INLETS MUST USE A REINFORCED CONCRETE COLLAR.
 - CONTRACTOR TO LOCATE AND ADJUST EXISTING LAWN/LANDSCAPING IRRIGATION SYSTEM AS NECESSARY TO ALLOW CONSTRUCTION OF SWALE IMPROVEMENTS.
 - CONTRACTOR SHALL PHOTOGRAPH EXISTING CONDITIONS.
 - UNLESS OTHERWISE NOTED 2 FEET OF CONCRETE SIDEWALK REMOVAL AND REPLACEMENT IS SHOWN EXTENDING FROM PROPOSED INLETS FOR TRANSITION TO THE EXISTING SIDEWALK. SIDEWALKS SHALL BE CONSTRUCTED IN COMPLIANCE WITH APPLICABLE ADA REQUIREMENTS.

REFERENCE DRAWINGS			
X-1468.003-EX-SITE X-1468.003-EX-UTIL - 2 EX-SITE X-1468.003-EX-MAP X-MDG222-34 X-1468.003-PR-SITE			
No.	DATE	DESCRIPTION	BY
COMPUTER FILE MANAGEMENT			
FILE NAME: R:\24.1468.003 Maestes Street Drainage Design\500 CADD\504 Plan Sets\Construction Plans\Road and Storm\SD01.dwg			
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PLOT DATE: June 17, 2025 2:23:57 PM			
THIS DRAWING IS CURRENT AS OF PLOT DATE AND MAY BE SUBJECT TO CHANGE.			

SHEET KEY	
BENCHMARK A CHISELED "+" NEAR THE SOUTHEAST CORNER OF THE MOUNTAIN VIEW WEST PROPERTY ELEVATION: 4777.24' (NAVD 88)	
BASIS OF BEARING BEARINGS ARE BASED UPON THE EAST LINE OF THE NORTHWEST QUARTER OF SECTION 9, TOWNSHIP 4 NORTH, RANGE 67 WEST BEING MONUMENTED ON THE NORTH END BY A 2.5-INCH ALUMINUM CAP STAMPED "S.00 RMI DREXEL BARRELL & CO L.S. 17664 1988" AND ON THE SOUTH END BY A 2.5-INCH ALUMINUM CAP STAMPED "EDMONDS L.S. 37968 2010" HAS HAVING AN ASSUMED BEARING OF S00°41'18"E WITH A DISTANCE OF 2638.55 FEET.	

PREPARED BY:

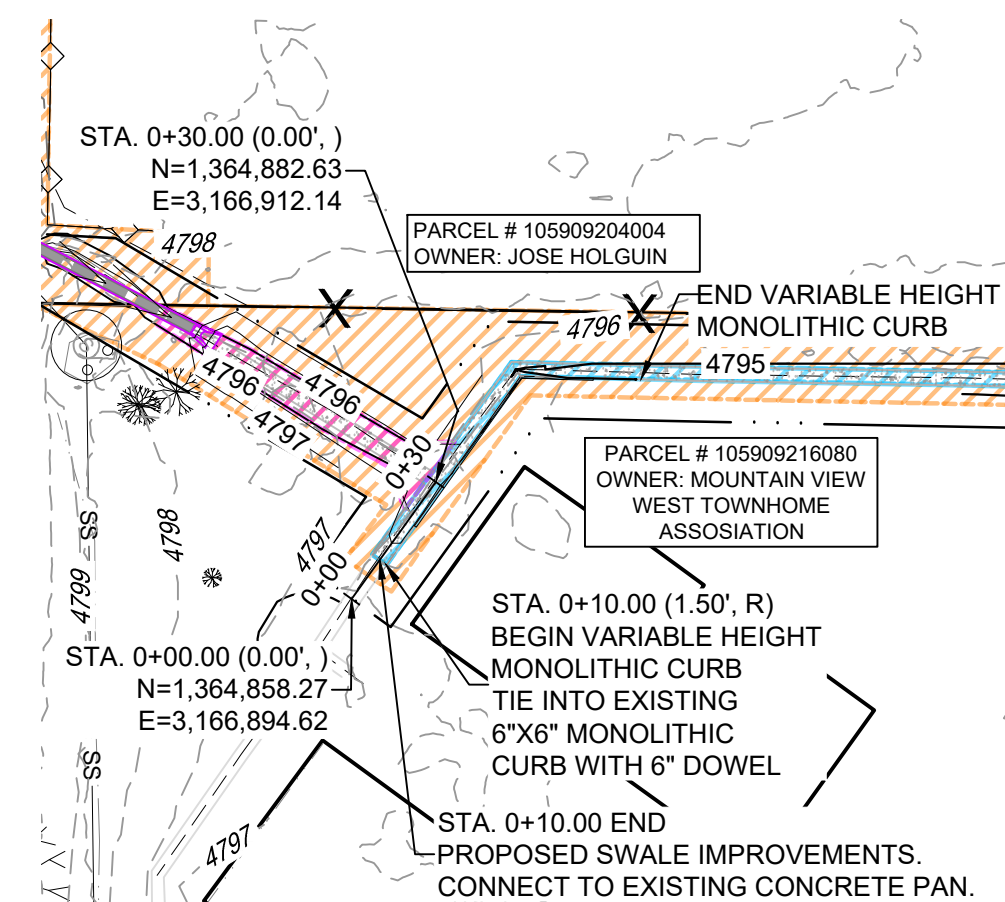
Matrix
Excellence by Design

SEAL

COLORADO LICENSED
JESSE SULLIVAN
55600
06/17/2025
PROFESSIONAL ENGINEER

FOR AND ON BEHALF OF
MATRIX DESIGN GROUP, INC.
PROJECT No. 24.1468.003

TOWN OF JOHNSTOWN			
JOHNSTOWN COLONY DRAINAGE IMPROVEMENTS ROAD & STORM PLANS			
STORM PLAN & PROFILE			
DESIGNED BY: JTS	SCALE: HORIZ 1" = 30'	DATE ISSUED: JUNE 2025	DRAWING No. SD01
CHECKED BY: JTS	VERT. 1" = 6'	SHEET 06 OF 13	



MINIMUM 4" TOPSOIL

25.0% MAX

4.2% 4.2%

6"

3'-0"

TOOL OR SAWCUT JOINTS TO 1/4 DEPTH OF SLAB AT 12 FT O.C.

6" TRICKLE CHANNEL
CDOT CLASS D
CONCRETE W/
APPROVED FIBERMESH

H: 1" = 4'

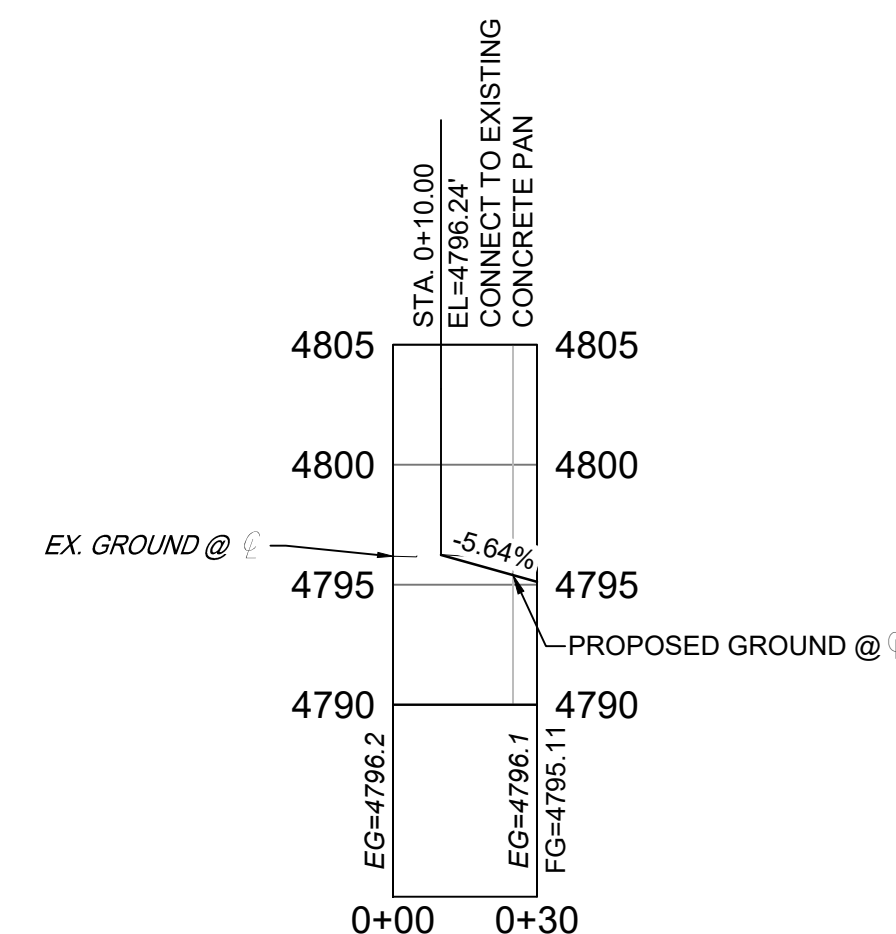
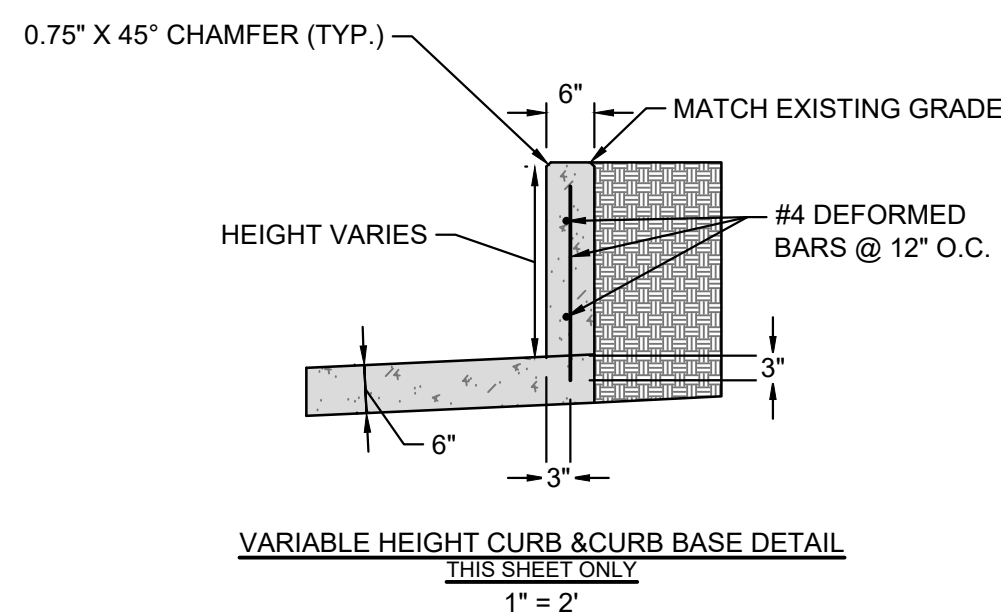


Diagram illustrating the plan view of a 6" wide concrete curb with a variable height, showing dimensions and construction details:

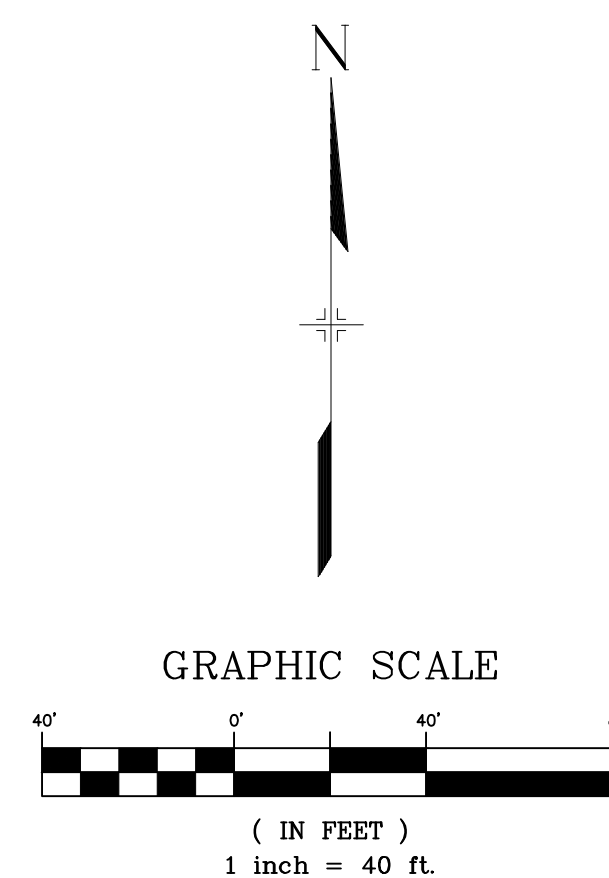
- MINIMUM 4" TOPSOIL**: Indicated on the left side of the curb.
- 25.0% MAX**: Slope percentage indicated on the left side of the curb.
- 3'-0"**: Overall width of the curb.
- MIN 6"**: Minimum width of the curb base.
- 6"**: Width of the curb base.
- 25.0% MAX**: Slope percentage indicated on the right side of the curb.
- MATCH EXISTING GROUND ELEVATION**: Indicated on the right side of the curb.
- VARIABLE HEIGHT CURB**: Label for the curb structure.
- CURB BASE SEE DETAIL THIS SHEET**: Label for the curb base.
- 6" TRICKLE CHANNEL**: Indicated on the right side of the curb.
- CDOT CLASS D CONCRETE W/ APPROVED FIBERMESH**: Material specification for the curb.
- TOOL OR SAWCUT JOINTS TO 1/4 DEPTH OF SLAB AT 12 FT O.C.**: Joint specification for the curb.

$$H: 1'' = 4'$$

10' TYPE R INLET (SPECIAL) DETAIL



VARIABLE HEIGHT CURB & CURB BASE DETAIL
THIS SHEET ONLY
1" = 2'



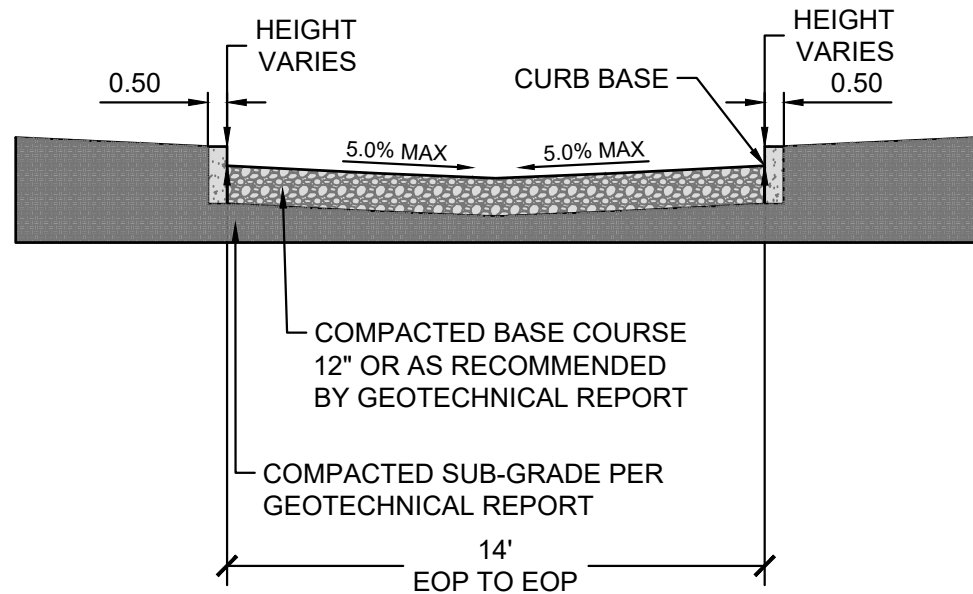
1. ALL STATION, OFFSET, AND NORTHING/EASTING VALUES ARE TO THE CENTER OF ALL STRUCTURES UNLESS OTHERWISE NOTED.
2. PIPE LENGTHS ARE MEASURED FROM CENTER TO CENTER OF ALL STRUCTURES, AND ARE HORIZONTAL LENGTHS.
3. CONTRACTOR TO FIELD VERIFY HORIZONTAL AND VERTICAL LOCATION OF EXISTING STRUCTURES.
4. ALL STORMWATER PIPE INSTALLED UNDER A STREET/ROADWAY SHALL BE CLASS V RCP. ALL STORMWATER PIPE OUTSIDE OF A STREET/ROADWAY MAY BE CLASS III.
5. STRUCTURES WITH PIPES OF DIFFERENT SIZES SHALL MATCH THE CROWN OF THE INSIDE WALL OF PIPE UNLESS OTHERWISE NOTED.
6. MANHOLES SHALL BE INSTALLED 1/8" BELOW THE SURFACE OF THE PAVEMENT ON THE LOWEST SIDE OF THE MANHOLE, OR IN ACCORDANCE WITH THE GOVERNING CRITERIA.
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9. CONTRACTOR TO LOCATE AND ADJUST EXISTING LAWN/LANDSCAPING IRRIGATION SYSTEM AS NECESSARY TO ALLOW CONSTRUCTION OF SWALE IMPROVEMENTS.
10. CONTRACTOR SHALL PHOTOGRAPH EXISTING CONDITIONS.
11. UNLESS OTHERWISE NOTED 2 FEET OF CONCRETE SIDEWALK REMOVAL AND REPLACEMENT IS SHOWN EXTENDING FROM PROPOSED INLETS FOR TRANSITION TO THE EXISTING SIDEWALK. SIDEWALKS SHALL BE CONSTRUCTED IN COMPLIANCE WITH APPLICABLE ADA REQUIREMENTS.

TOWN OF JOHNSTOWN			
JOHNSTOWN COLONY DRAINAGE IMPROVEMENTS ROAD & STORM PLANS			
STORM PLAN & PROFILE			
DESIGNED BY: DRAWN BY: CHECKED BY:	JTS	SCALE	DATE ISSUED: JUNE 2025 DRAINING No. SD02
	WGC JTS	HORIZ. 1" = 40' VERT. 1" = 8' SHEET 07 OF 13	

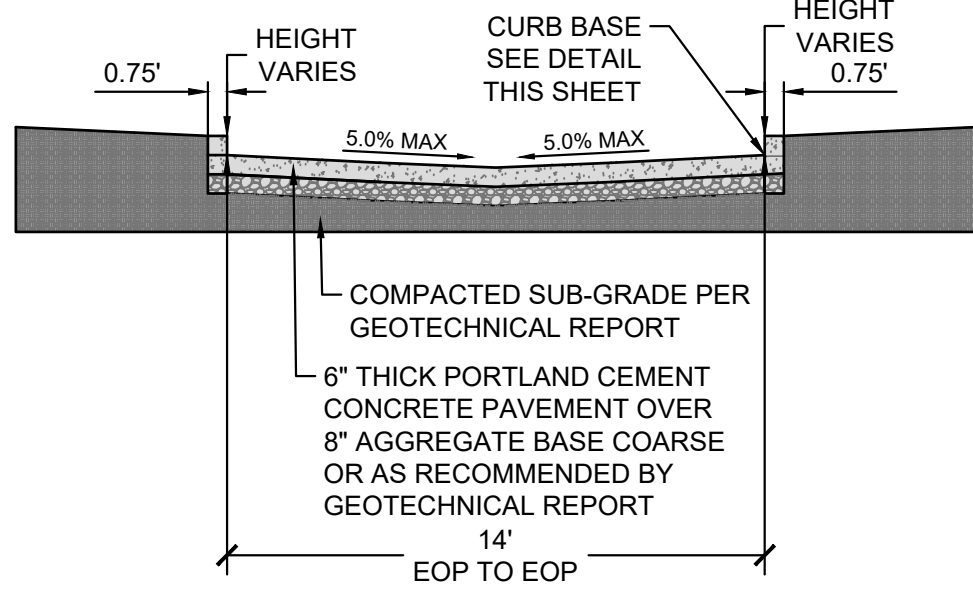


Know what's below.
Call before you dig.

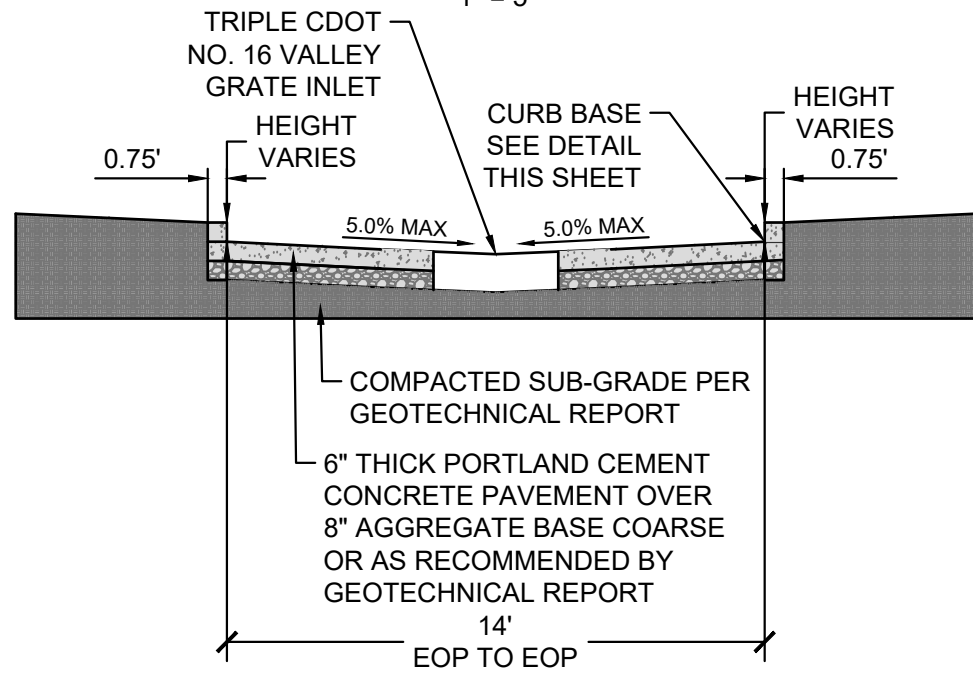
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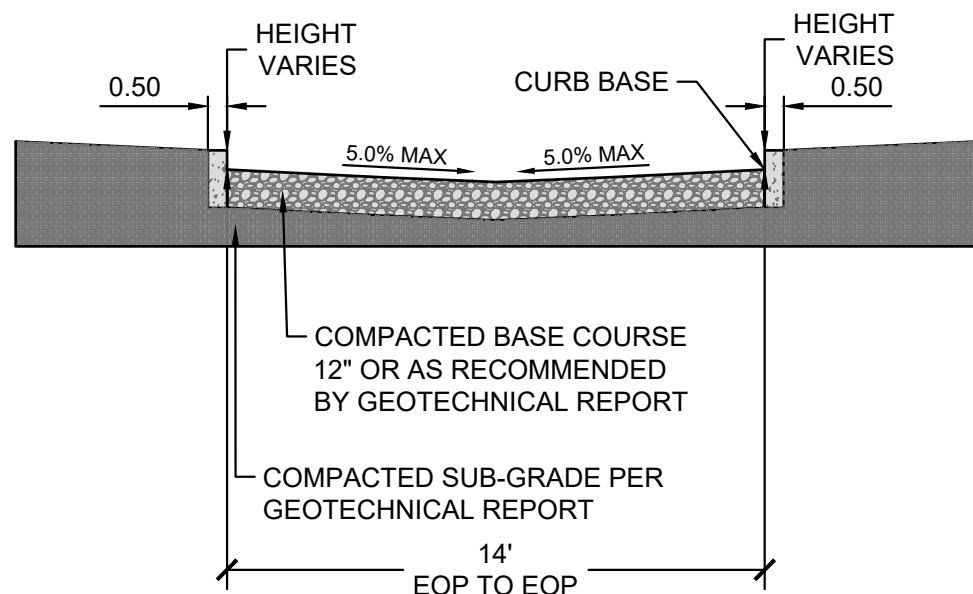
TYPICAL ROAD SECTION ALT #01 (STA: 1+73.94 TO STA: 4+73.17 & STA: 4+99.18 TO STA: 5+27.57)
GRAVEL ALLEY WITH CURB
1" = 5'



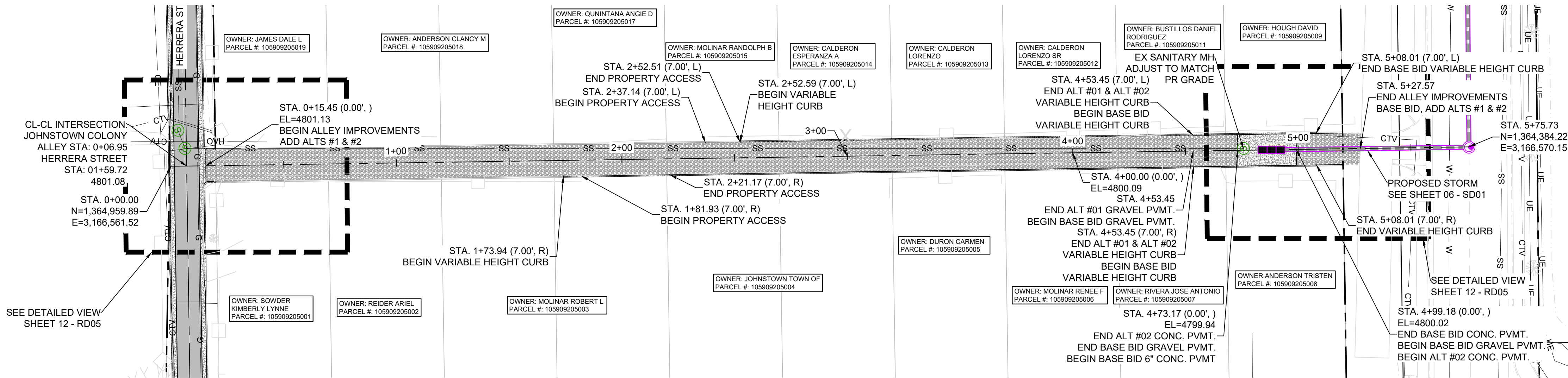
TYPICAL ROAD SECTION ALT #02 (STA: 1+73.94 TO STA: 4+73.17 & STA: 4+99.18 TO STA: 5+27.57)
PAVED ALLEY WITH CURB
1" = 5'



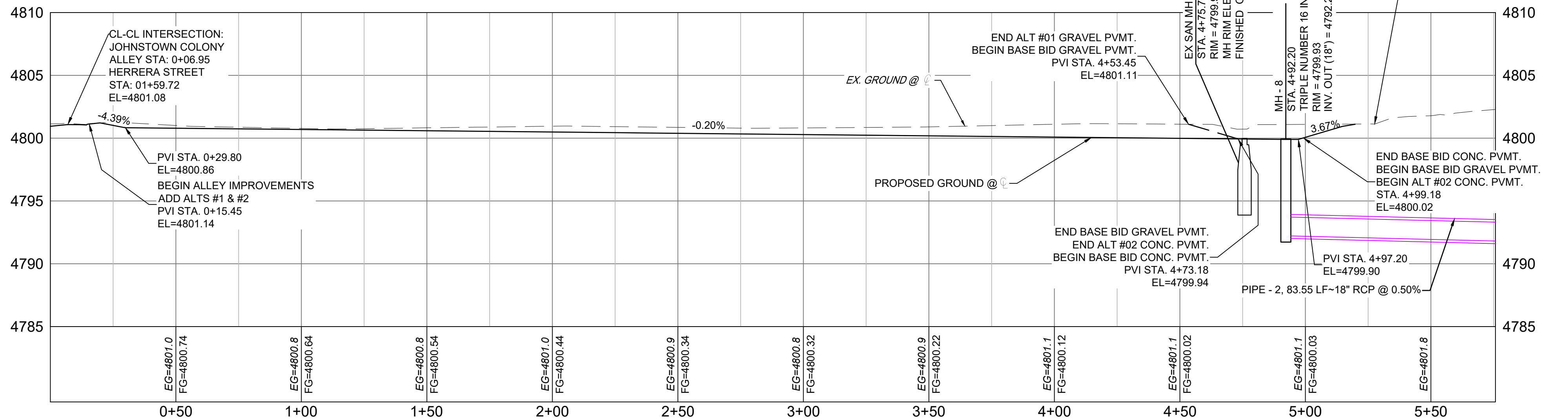
TYPICAL ROAD SECTION BASE BID (STA: 4+73.17 TO STA: 4+99.18)
6" CONCRETE PAVEMENT WITH CURB
1" = 5'



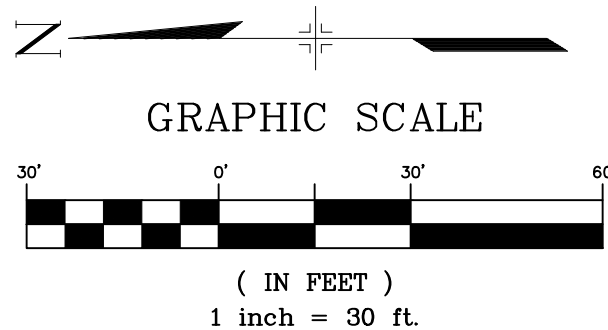
TYPICAL ROAD SECTION BASE BID (STA: 4+53.45 TO STA: 4+73.18 & STA: 4+99.18 TO STA: 5+27.57)
GRAVEL ALLEY WITH CURB
1" = 5'



JOHNSTOWN COLONY ALLEY PLAN (PUBLIC)



JOHNSTOWN COLONY ALLEY PROFILE
SCALE: (H) 1" = 30' (V) 1" = 6'
START STA: 0+00.00, END STA: 5+75.73

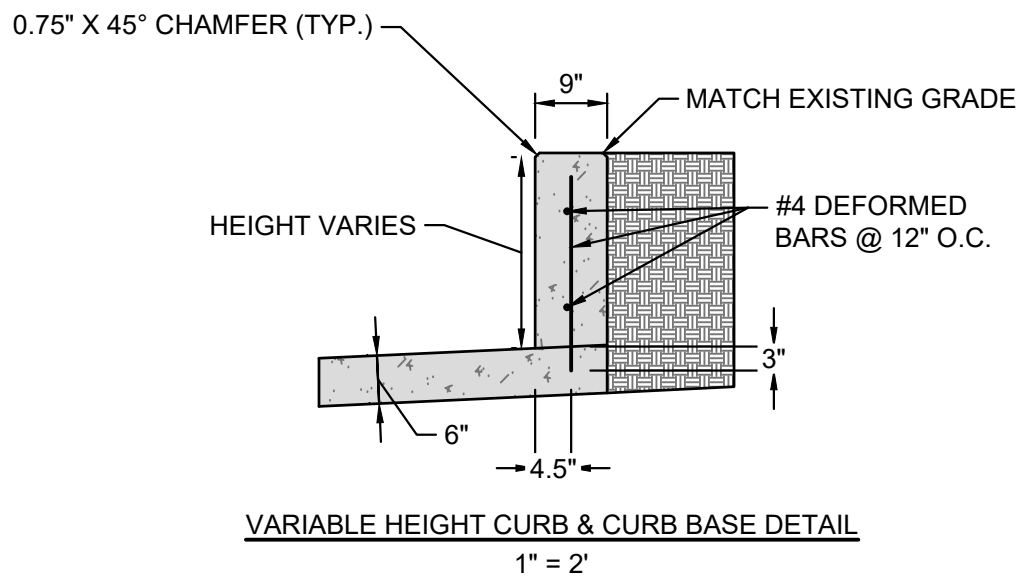


GRAPHIC SCALE

(IN FEET)
1 inch = 30 ft.

NOTES:

- CONTRACTOR SHALL COORDINATE WITH ADJACENT HOME OWNERS TO PROVIDE DRIVE ACCESS TO ALLEY.
- CONTRACTOR TO PROVIDE POSITIVE DRAINAGE FROM ADJACENT LOTS INTO THE ALLEY FLOW LINE.
- ACCESS TO PROPERTIES WHERE THERE IS NO PROPOSED CURB ARE NOT SHOWN IN THE PLAN VIEW.



VARIABLE HEIGHT CURB & CURB BASE DETAIL
1" = 2'

REFERENCE DRAWINGS			
X-1468.003-EX-SITE X-1468.003-EX-UTIL - 2 EX-SITE X-1468.003-EX-MAP X-MDG222-34 X-1468.003-PR-SITE			
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PLOT DATE: June 17, 2025 2:27:25 PM			
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SHEET KEY	
BENCHMARK A CHISELED "+" NEAR THE SOUTHEAST CORNER OF THE MOUNTAIN VIEW WEST PROPERTY ELEVATION: 4777.24' (NAVD 88)	
BASIS OF BEARING BEARINGS ARE BASED UPON THE EAST LINE OF THE NORTHWEST QUARTER OF SECTION 9, TOWNSHIP 4 NORTH, RANGE 67 WEST BEING MONUMENTED ON THE NORTH END BY A 2.5-INCH ALUMINUM CAP STAMPED "S.O. RUI DREXEL BARRELL & CO L.S. 17664 1989" AND ON THE SOUTH END BY A 2.5-INCH ALUMINUM CAP STAMPED "EDMONDS L.S. 37968 2010" HAS HAVING AN ASSUMED BEARING OF S00°41'18"E WITH A DISTANCE OF 2638.55 FEET.	

PREPARED BY:

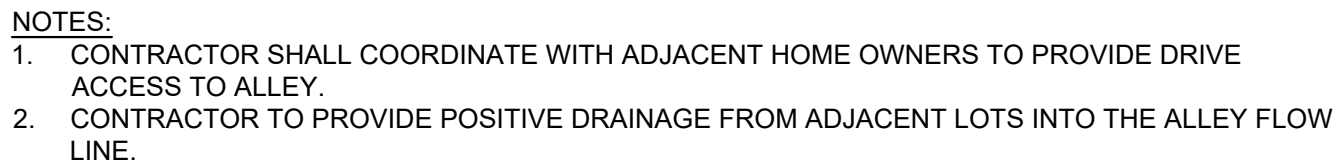
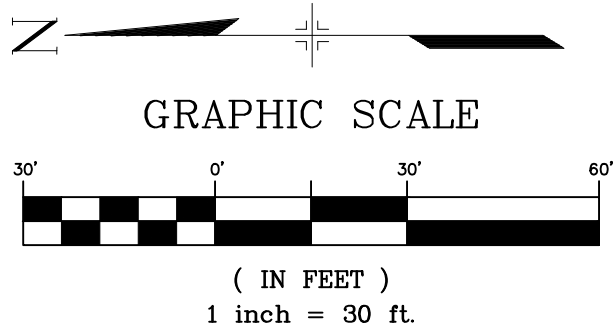
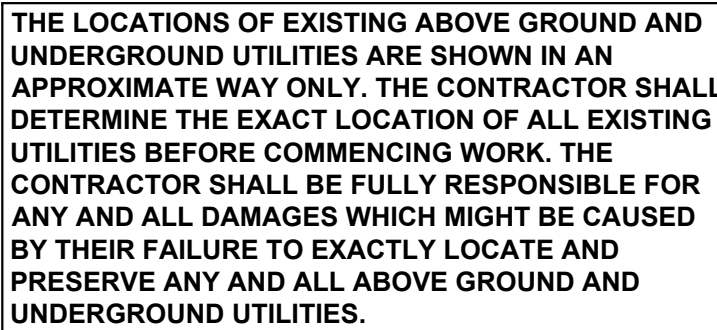
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SEAL

COLORADO LICENSED PROFESSIONAL ENGINEER
JESSE SULLIVAN
55600
06/17/2025

FOR AND ON BEHALF OF
MATRIX DESIGN GROUP, INC.
PROJECT No. 24.1468.003

TOWN OF JOHNSTOWN				
JOHNSTOWN COLONY DRAINAGE IMPROVEMENTS ROAD & STORM PLANS				
ROAD PLAN & PROFILE				
DESIGNED BY: JTS	SCALE: 1" = 30'	DATE ISSUED: JUNE 2025	DRAWING No.	
DRAWN BY: WCG	HORIZ. 1" = 30'			
CHECKED BY: JTS	VERT. 1" = 6'	SHEET 08 OF 13	RD01	

[illegible]

BENCHMARK
A CHISELED "+" NEAR THE SOUTHEAST CORNER OF THE MOUNTAIN VIEW WEST
PROPERTY
ELEVATION: 4777.24' (NAVD 88)

BASIS OF BEARING
BEARINGS ARE BASED UPON THE EAST LINE OF THE NORTHWEST QUARTER OF SECTION 9,
TOWNSHIP 4 NORTH, RANGE 67 WEST BEING MONUMENTED ON THE NORTH END BY A
2.5-INCH ALUMINUM CAP STAMPED "5.00 RM DREXEL BARRELL & CO LS 17664 1989" AND
ON THE SOUTH END BY A 2.5-INCH ALUMINUM CAP STAMPED "EDMONDS LS 37968 2010"
HAS HAVING AN ASSUMED BEARING OF S00°41'18"E WITH A DISTANCE OF 2638.55 FEET.

PREPARED BY:

 **Matrix**
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FOR AND ON BEHALF OF
MATRIX DESIGN GROUP, INC.
PROJECT No. 24.1468.003

TOWN OF JOHNSTOWN			
JOHNSTOWN COLONY DRAINAGE IMPROVEMENTS ROAD & STORM PLANS			
ROAD PLAN & FLOWLINE PROFILE			
DESIGNED BY:	JTS	SCALE	DATE ISSUED:
DRAWN BY:	WCG	HORIZ. 1" = 30'	JUNE 2025
CHECKED BY:	JTS	VERT. 1" = 6'	09 OF 13
			DRAWING No. RD02



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THE LOCATIONS OF EXISTING ABOVE GROUND AND UNDERGROUND UTILITIES ARE SHOWN IN AN APPROXIMATE WAY ONLY. THE CONTRACTOR SHALL DETERMINE THE EXACT LOCATION OF ALL EXISTING UTILITIES BEFORE COMMENCING WORK. THE CONTRACTOR SHALL BE FULLY RESPONSIBLE FOR ANY AND ALL DAMAGES WHICH MIGHT BE CAUSED BY THEIR FAILURE TO EXACTLY LOCATE AND PRESERVE ANY AND ALL ABOVE GROUND AND UNDERGROUND UTILITIES.

CURB & GUTTER GENERAL NOTES

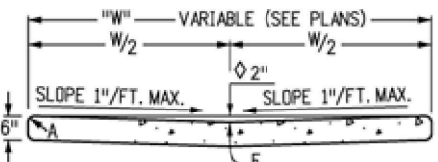
- ON ROADWAY CURVES WITH A RADIUS OF 1,900 FT. OR LESS, CURBS AND GUTTERS ARE TO BE PLACED ON THE ARC OF THE CURVE, UNLESS OTHERWISE NOTED ON THE PLANS. A MAXIMUM CHORD LENGTH OF 10 FT. MAY BE USED WHEN THE CURVE RADIUS IS GREATER THAN 1,900 FT.
- CONCRETE SHALL BE CLASS B.
- PROFILE GRADE OF CURBS AND GUTTERS SHALL BE LOCATED AT THE FLOW LINE.
- CURB TYPE 4 (KEY-WAY) MAY BE USED IN LIEU OF CURB AND GUTTER TYPE 2 (SECTIONS 1B AND 1M) UNLESS OTHERWISE SPECIFIED ON THE PLANS.
- GUTTER CROSS SLOPES MAY BE ADJUSTED TO FACILITATE DRAINAGE FOR PROFILE GRADES AS SHOWN ON THE PLANS.
- THICKNESS OF CURB AND GUTTER SECTION SHALL MATCH CONCRETE PAVEMENT THICKNESS IF SHOWN ON THE PLANS. CURB AND GUTTER SHALL BE CLASS P CONCRETE IF PLACED MONOLITHICALLY WITH CONCRETE PAVEMENT.
- INCREASE SIDEWALK THICKNESS TO 6 IN. AT LOCATIONS SHOWN ON THE PLANS.
- MINIMUM SIDEWALK WIDTH IS 4 FT.

▲ EXPANSION JOINTS SHALL BE INSTALLED WHEN ABUTTING EXISTING CONCRETE OR FIXED STRUCTURE. EXPANSION JOINT MATERIAL SHALL BE 1/2" IN. THICK AND SHALL EXTEND THE FULL DEPTH OF CONTACT SURFACE.

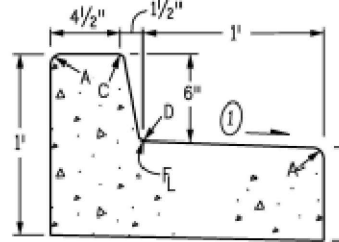
○ GUTTER CROSS SLOPES SHALL BE 1/2" IN./FT. WHEN DRAINING AWAY FROM CURB AND 1 IN./FT. WHEN DRAINING TOWARD CURB (WITH EXCEPTION TO IMMEDIATELY ADJACENT TO CURB RAMPS - SEE STANDARD PLAN M-608-1 FOR SLOPE REQUIREMENTS).

● WHEN TIE BARS ARE REQUIRED, THE GUTTER THICKNESS SHALL BE INCREASED TO THE PAVEMENT THICKNESS (T). BARS SHALL BE EPOXY-COATED #4 CONFORMING TO AASHTO M 284 AND SPACED AT 3 FT. INTERVALS. THEY SHALL BE INSERTED 1/2" AND 1/2" LENGTH INTO THE GUTTER.

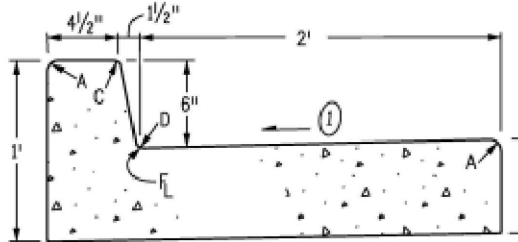
LEGEND FOR RADII	
A = 1/4" TO 1/2"	
B = 1"	
C = 1 1/2"	
D = 1 1/2" TO 2"	



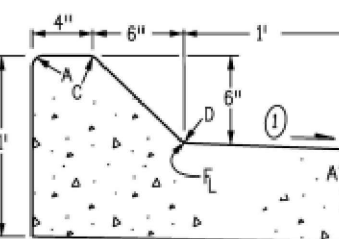
GUTTER TYPE 2



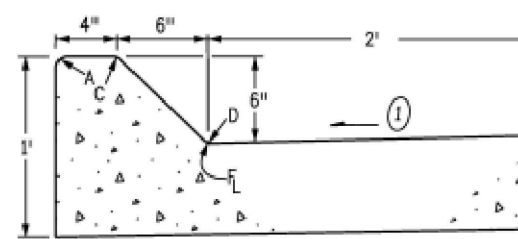
CURB AND GUTTER TYPE 2
(SECTION 1B)
(6 IN. BARRIER - 1 FT. GUTTER)



CURB AND GUTTER TYPE 2
(SECTION 1IB)
(6 IN. BARRIER - 2 FT. GUTTER)



CURB AND GUTTER TYPE 2
(SECTION 1M)
(6 IN. MOUNTABLE - 1 FT. GUTTER)

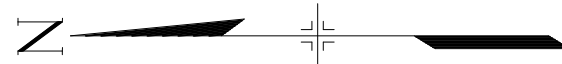


CURB AND GUTTER TYPE 2
(SECTION 1IM)
(6 IN. MOUNTABLE - 2 FT. GUTTER)

CURB & GUTTER DETAILS

NTS

NOTE: PARTIAL CURB AND GUTTER DETAILS HAVE BEEN ADDED FOR REFERENCE. SEE CDDT STD. PLAN NO. M-608-1 FOR COMPLETE DETAIL.



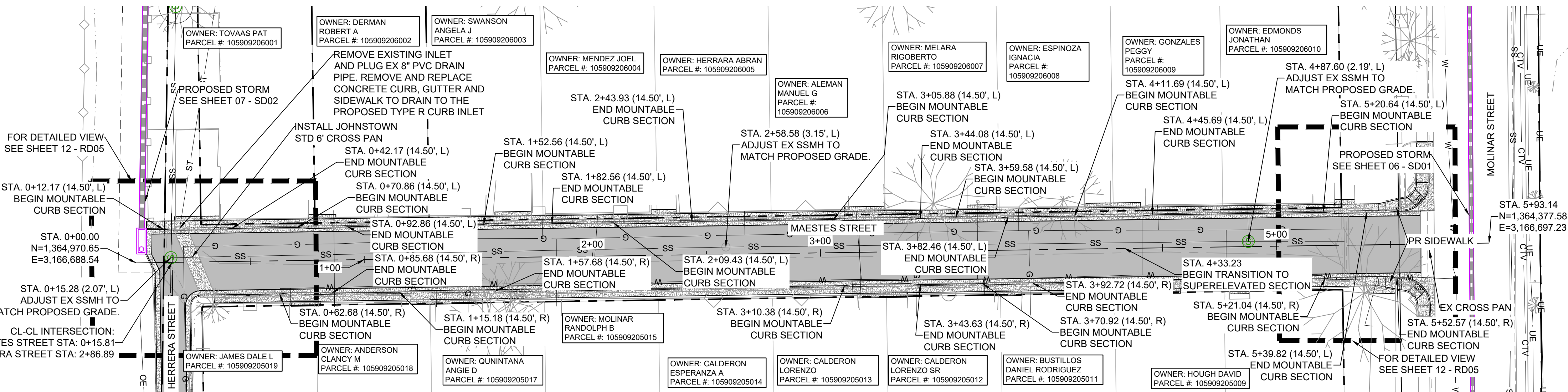
GRAPHIC SCALE



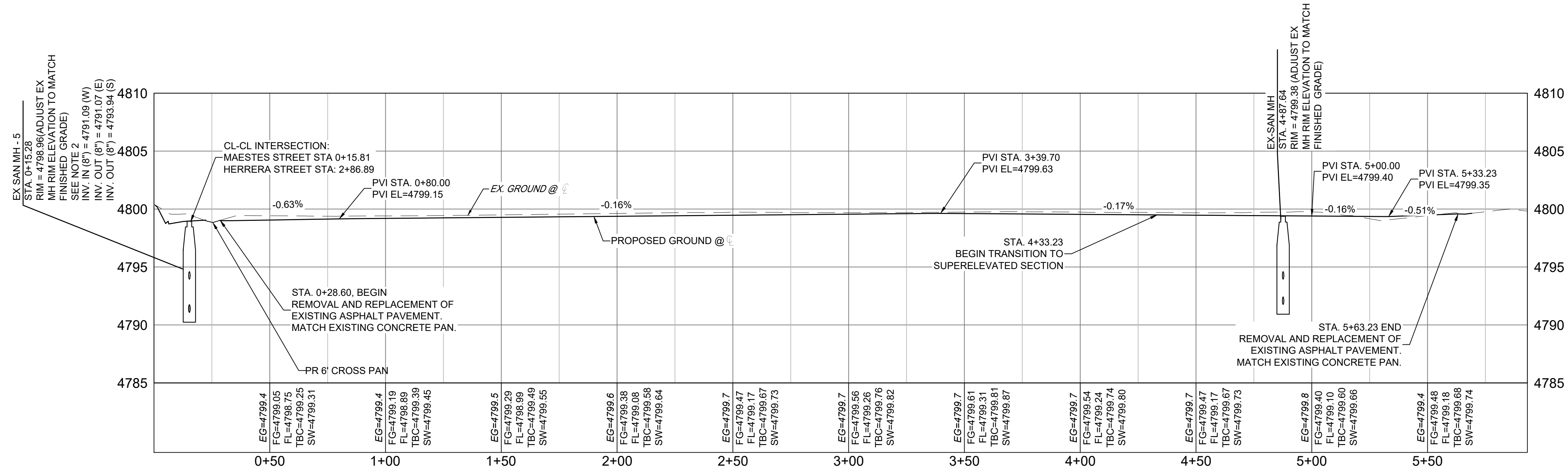
(IN FEET)
1 inch = 30 ft.

NOTES:

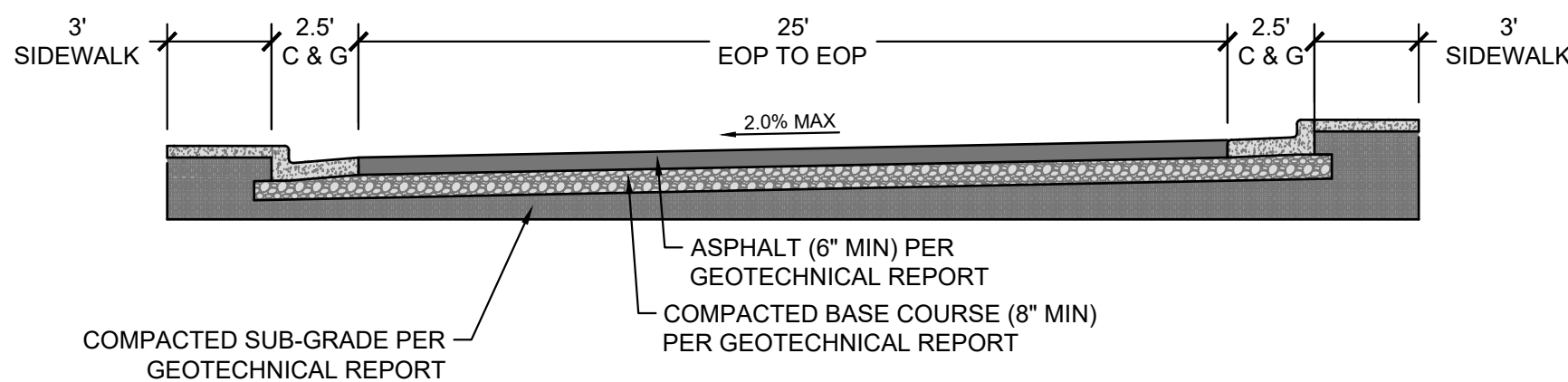
- CONTRACTOR SHALL INSTALL MOUNTABLE CURB AND GUTTER W/ 5' TRANSITION ON EITHER SIDE AS CALLED OUT IN PLAN VIEW AND SHALL MAINTAIN POSITIVE DRAINAGE THROUGH THE SECTION.
- CONTRACTOR TO REMOVE RINGS AND USE LOW PROFILE RIM. IF PROPOSED RIM ELEVATION CANNOT BE ACHIEVED CONTRACTOR TO REMOVE AND REPLACE EXISTING BARRIERS TO ACHIEVE PROPOSED RIM ELEVATION.



MAESTES STREET PLAN (PUBLIC)



MAESTES STREET CL PROFILE
SCALE: (H) 1" = 30' (V) 1" = 6'
START STA: 0+00.00, END STA: 5+93.14

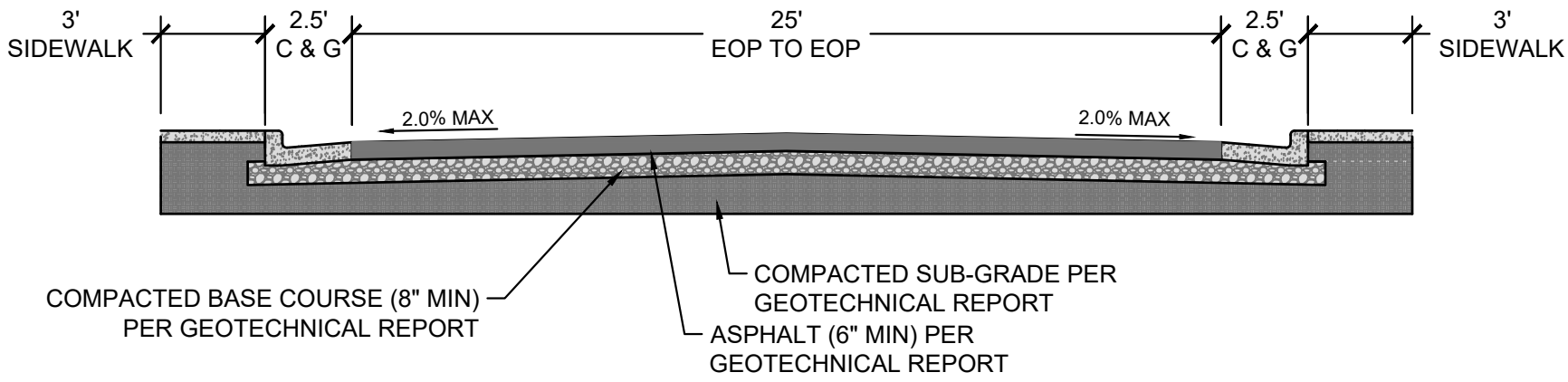


TYPICAL ROAD SECTION - MAESTES STREET

STA: 5+33.23 TO STA: 5+63.23

SUPER ELEVATED WEST TO EAST

1" = 5'



TYPICAL ROAD SECTION - MAESTES STREET

STA: 0+28.60 TO STA: 4+33.23

FINAL CONDITION

1" = 5'

REFERENCE DRAWINGS			
X-1468.003-EX-SITE			
X-1468.003-EX-UTIL - 2			
EX-SITE			
X-1468.003-EX-MAP			
X-MDG222-34			
X-1468.003-PR-SITE			
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SHEET KEY



BENCHMARK

A CHISELED "*" NEAR THE SOUTHEAST CORNER OF THE MOUNTAIN VIEW WEST PROPERTY

ELEVATION: 4777.24' (NAVD 88)

BASIS OF BEARING

BEARINGS ARE BASED UPON THE EAST LINE OF THE NORTHWEST QUARTER OF SECTION 9, TOWNSHIP 4 NORTH, RANGE 67 WEST BEING MONUMENTED ON THE NORTH END BY A 2.5-INCH ALUMINUM CAP STAMPED "S.00 RMI DREXEL BARRELL & CO. L.S. 17664 1989" AND ON THE SOUTH END BY A 2.5-INCH ALUMINUM CAP STAMPED "EDMONDS L.S. 37968 2010" HAS HAVING AN ASSUMED BEARING OF S00°41'18"E WITH A DISTANCE OF 2638.55 FEET.

PREPARED BY:



SEAL

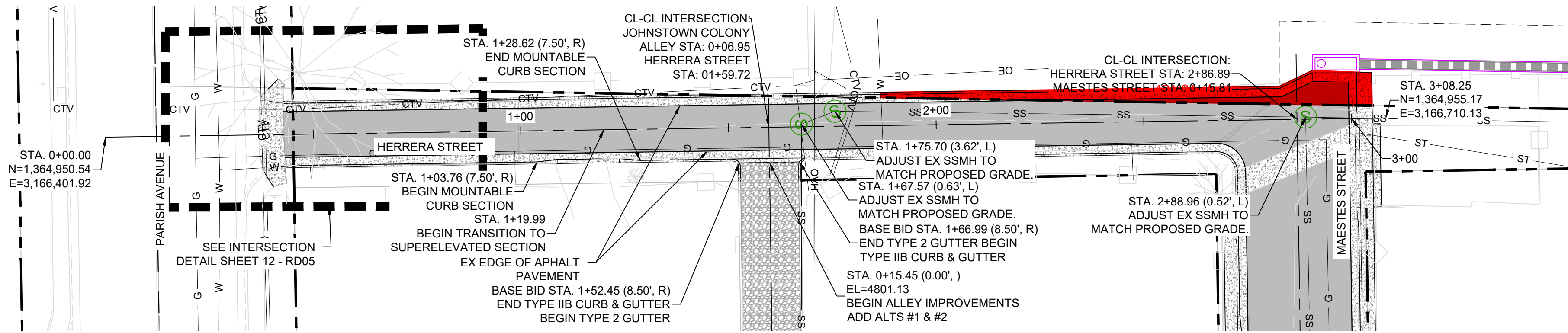


TOWN OF JOHNSTOWN

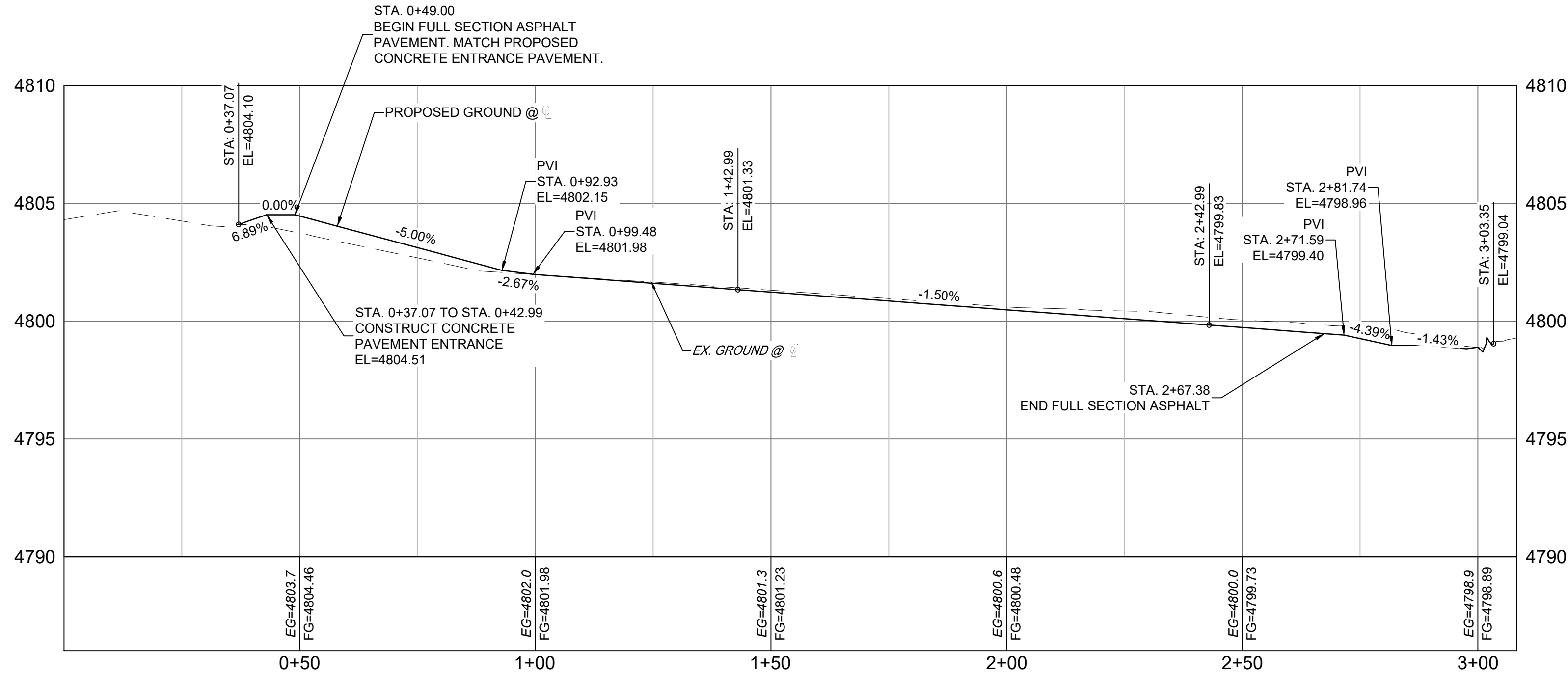
JOHNSTOWN COLONY DRAINAGE IMPROVEMENTS
ROAD & STORM PLANS

ROAD PLAN & PROFILE

DESIGNED BY: JTS	SCALE: HORIZ 1" = 30'	DATE ISSUED: JUNE 2025	DRAWING No. RD03
CHECKED BY: JTS	VERT. 1" = 6'	SHEET 10 OF 13	



HERRERA STREET PLAN
(PUBLIC)

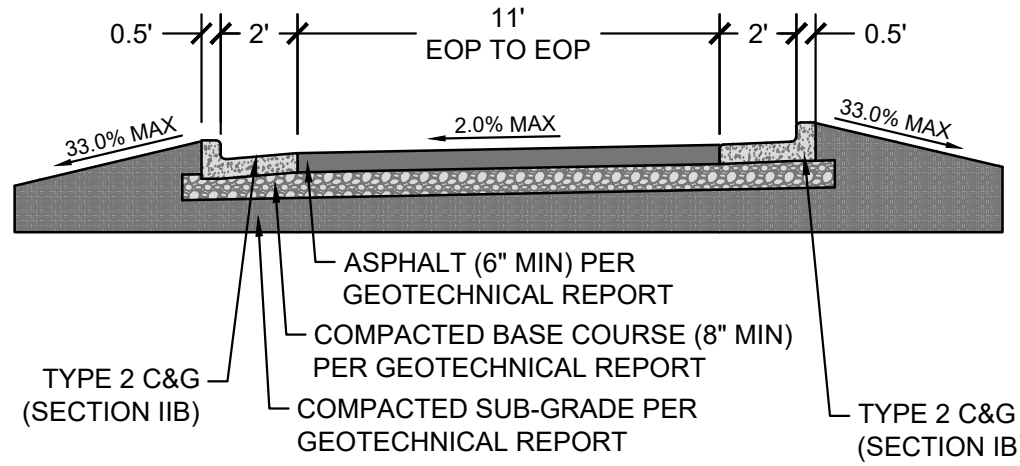


HERRERA STREET PROFILE
SCALE: (H) 1" = 20' (V) 1" = 4'
START STA: 0+00.00, END STA: 3+08.25

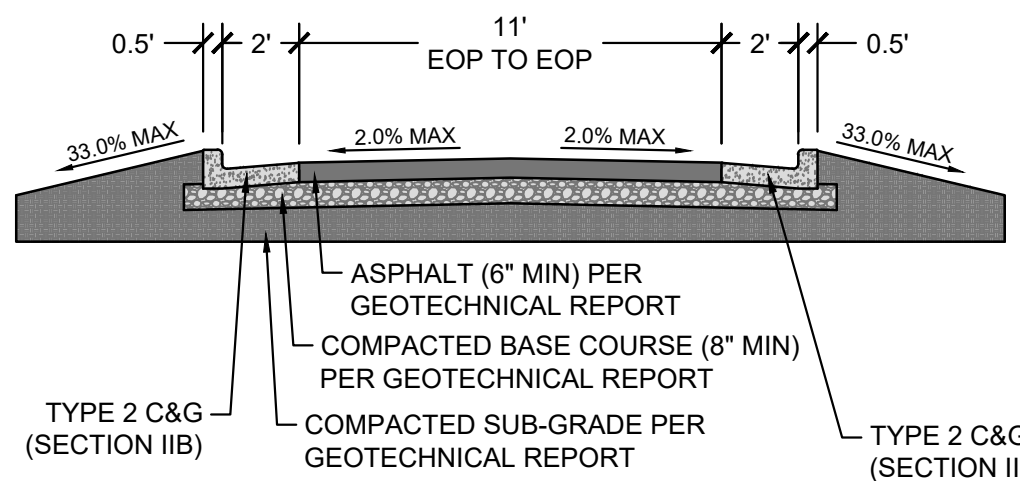
THE LOCATIONS OF EXISTING ABOVE GROUND AND UNDERGROUND UTILITIES ARE SHOWN IN AN APPROXIMATE WAY ONLY. THE CONTRACTOR SHALL DETERMINE THE EXACT LOCATION OF ALL EXISTING UTILITIES BEFORE COMMENCING WORK. THE CONTRACTOR SHALL BE FULLY RESPONSIBLE FOR ANY AND ALL DAMAGES WHICH MIGHT BE CAUSED BY THEIR FAILURE TO EXACTLY LOCATE AND PRESERVE ANY AND ALL ABOVE GROUND AND UNDERGROUND UTILITIES.



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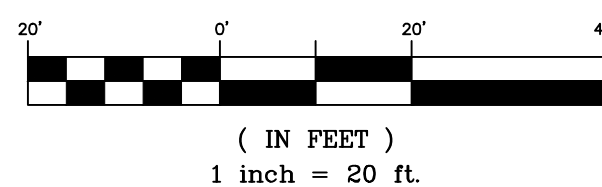
TYPICAL SECTION
STA: 2+19.99 TO STA: 2+67.38
HERRERA STREET (SUPERELEVATED SOUTH TO NORTH)
1" = 5'



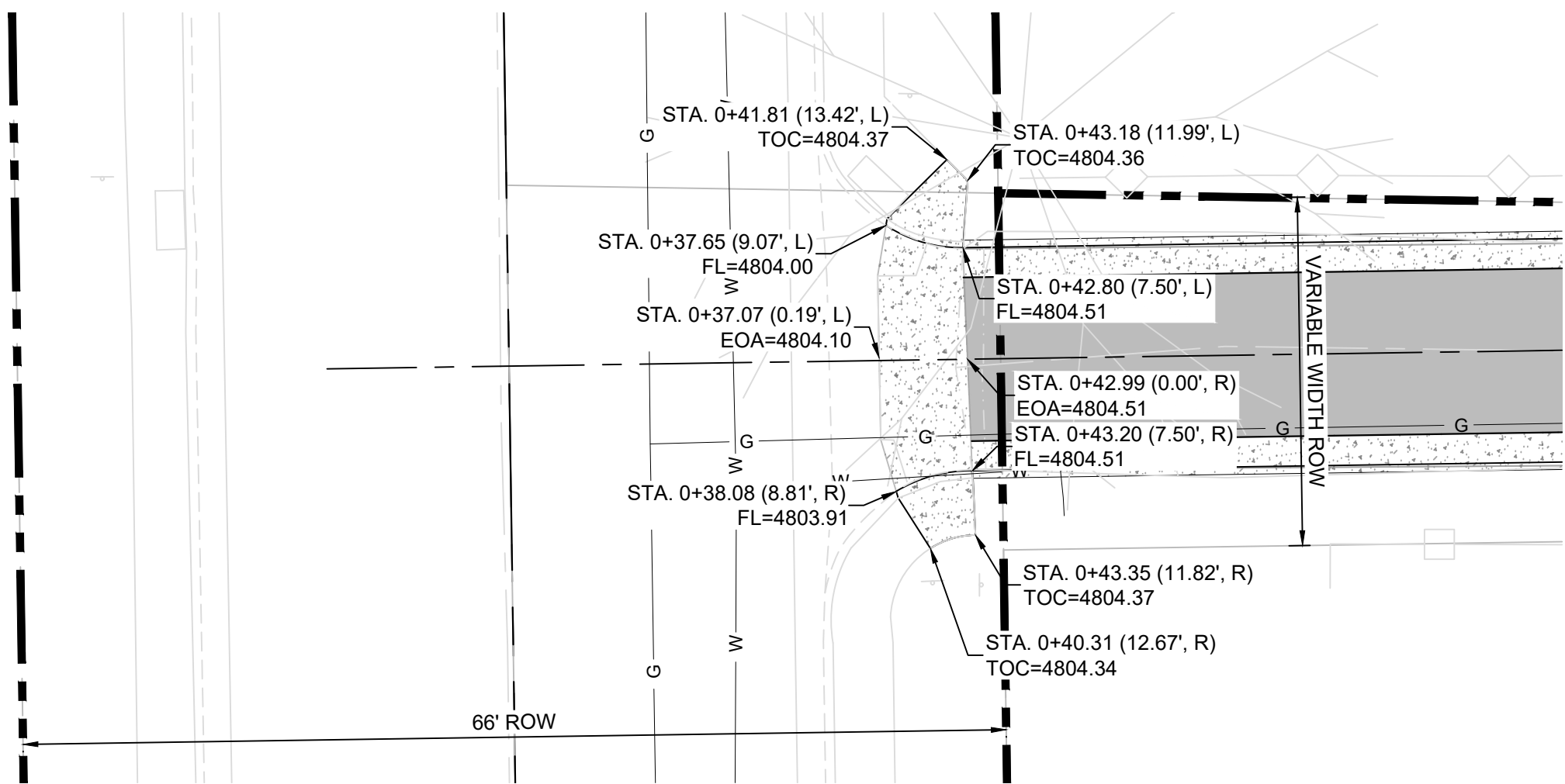
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HERRERA STREET
1" = 5'



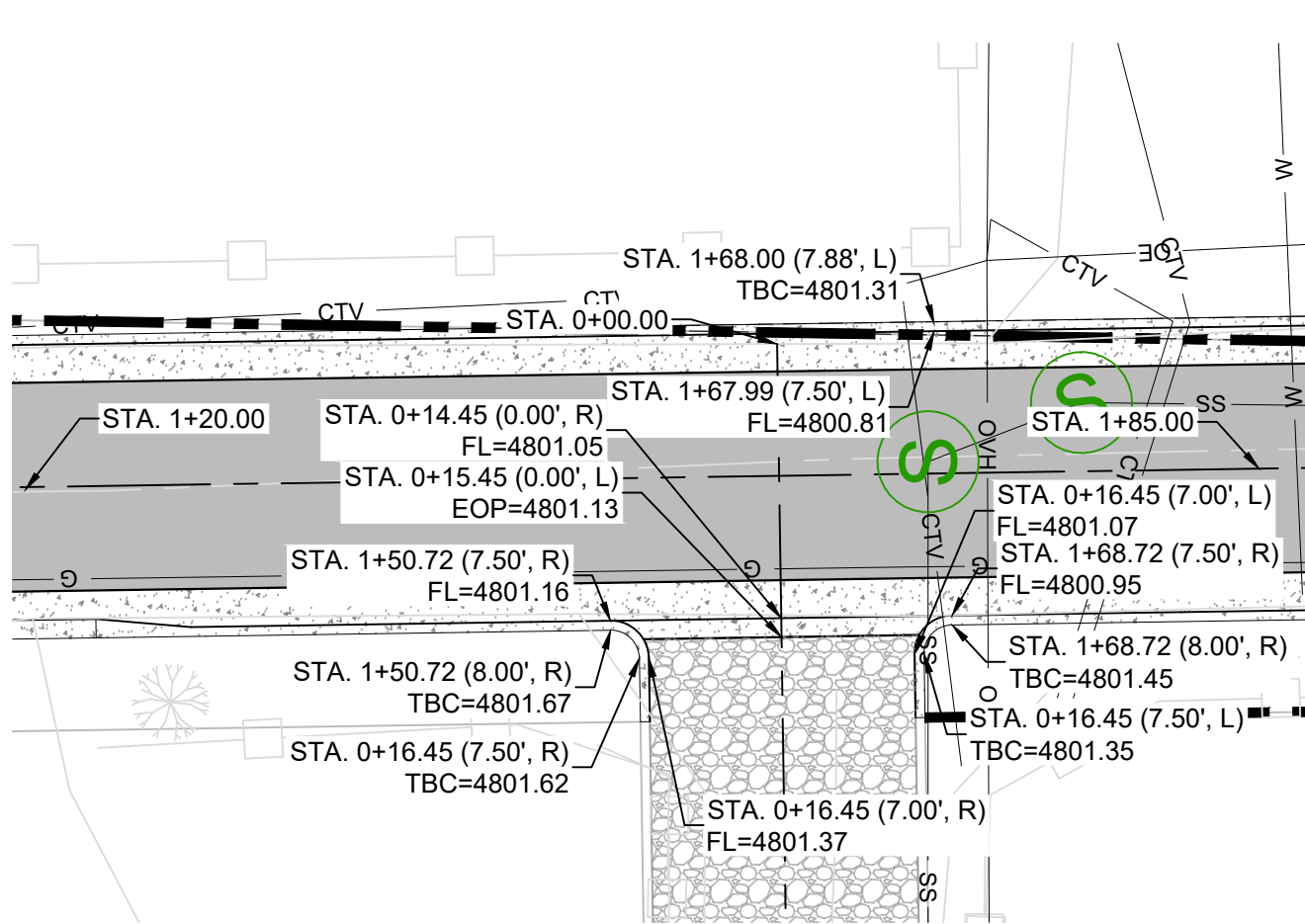
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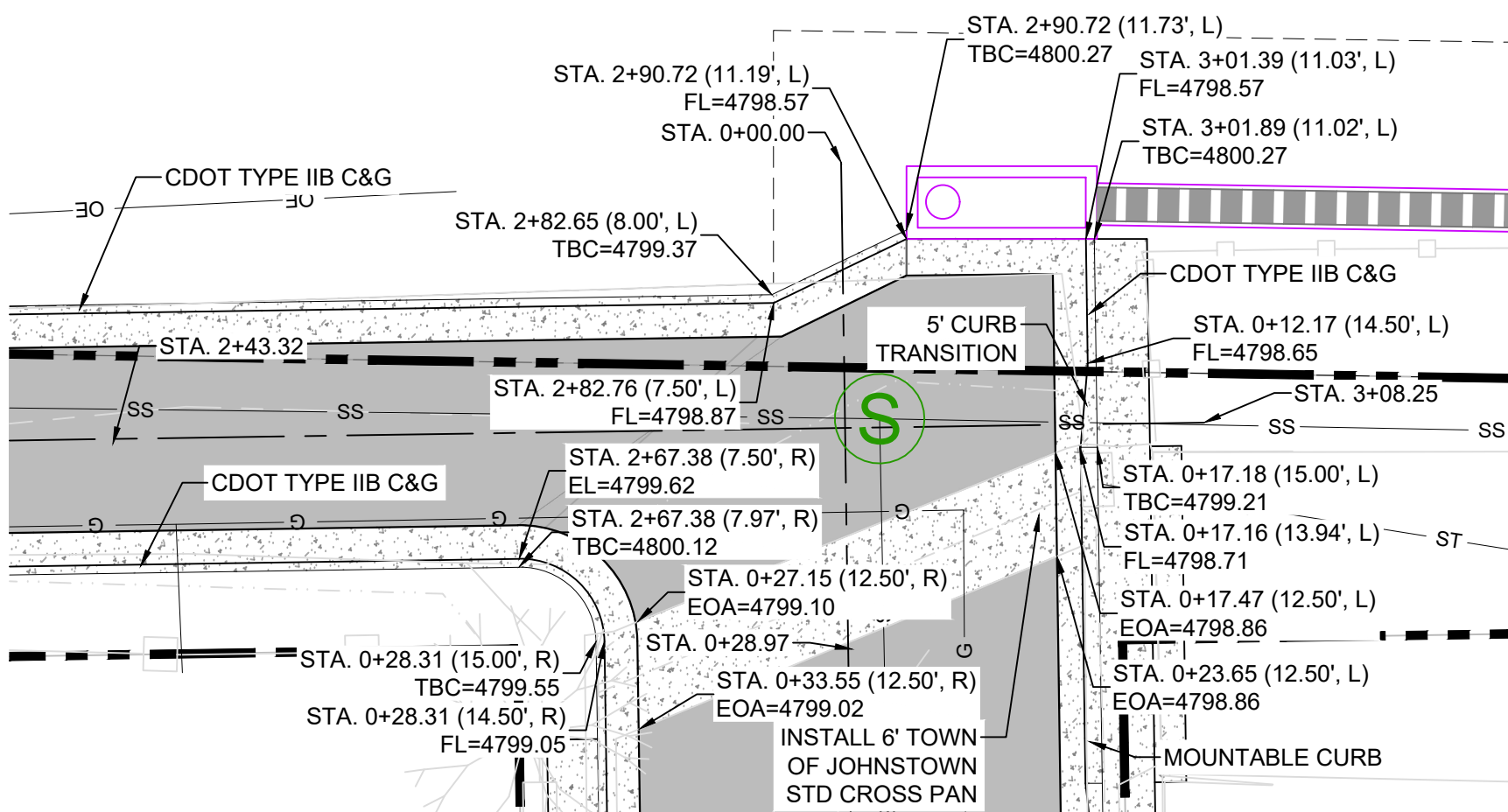
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																						ROAD PLAN & PROFILE	
		No.		DATE		DESCRIPTION				BY													
						REVISIONS																	



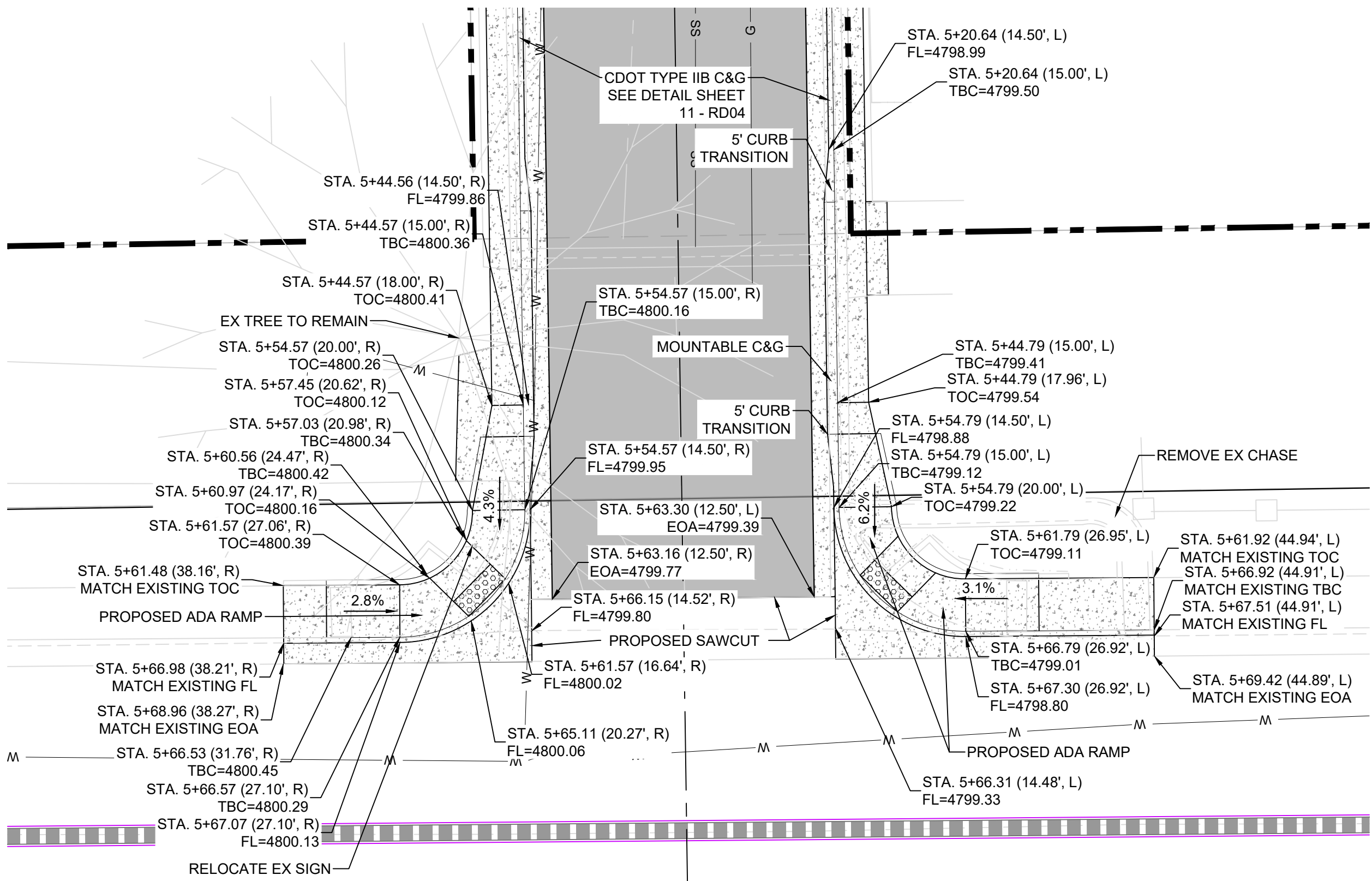
HERRERA STREET & PARRISH AVENUE
(PUBLIC)



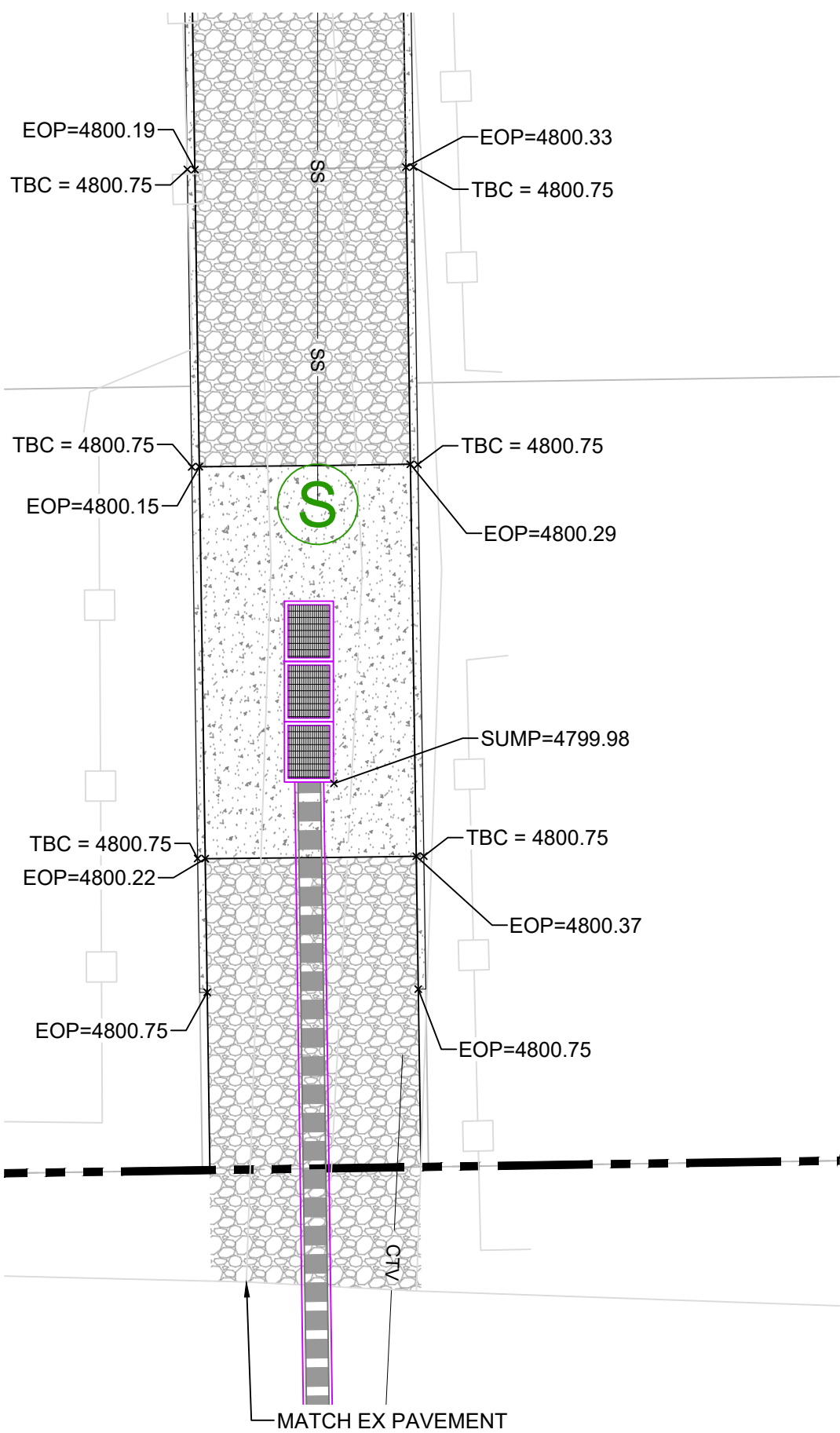
HERRERA STREET & JOHNSTOWN COLONY ALLEY
(PUBLIC)



HERRERA STREET & MAESTES STREET
(PUBLIC)



MAESTES STREET & MOLINAR STREET
(PUBLIC)

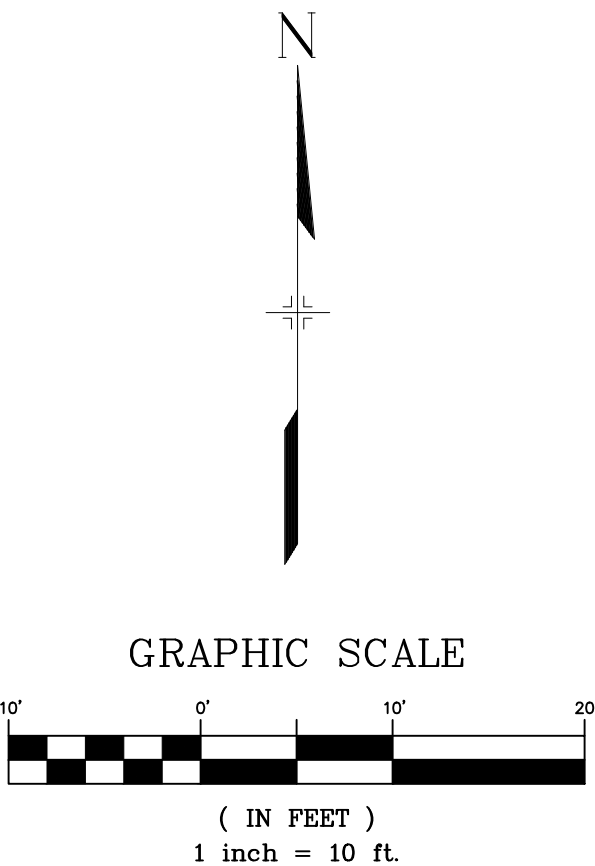


MAESTES ALLEY & MOLINAR STREET
(PUBLIC)

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EX-SITE			
X-1468.003-EX-MAP			
X-MDG222-34			
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PREPARED BY:

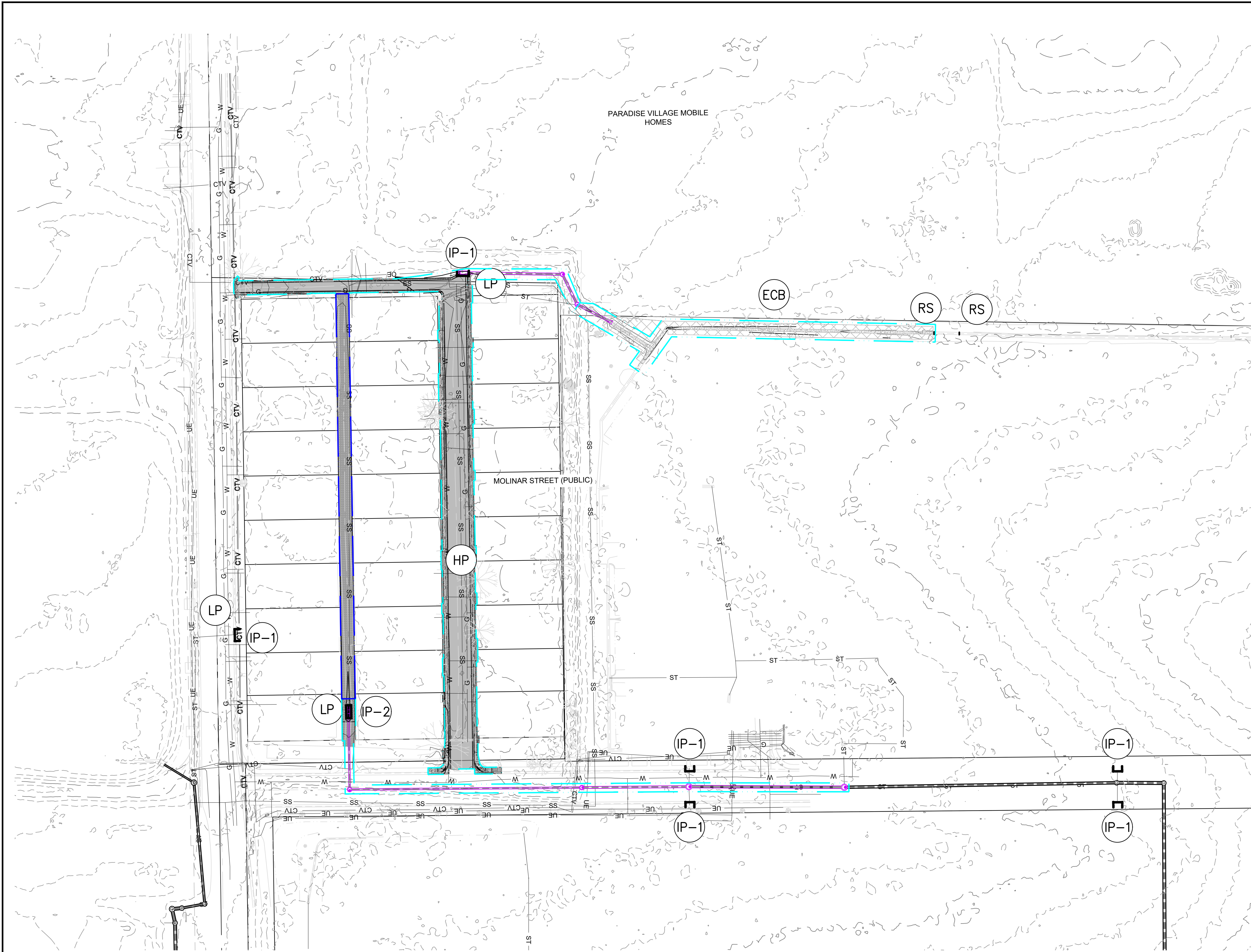
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JESSE SULLIVAN
55600
06/17/2025
PROFESSIONAL ENGINEER

FOR AND ON BEHALF OF
MATRIX DESIGN GROUP, INC.
PROJECT No. 24.1468.003

TOWN OF JOHNSTOWN			
JOHNSTOWN COLONY DRAINAGE IMPROVEMENTS ROAD & STORM PLANS			
DETAILED GRADING			
DESIGNED BY: JTS	SCALE: HORIZ 1" = 10'	DATE ISSUED: JUNE 2025	DRAWING No. RD05
CHECKED BY: JTS	VERT. N/A	SHEET 12 OF 13	

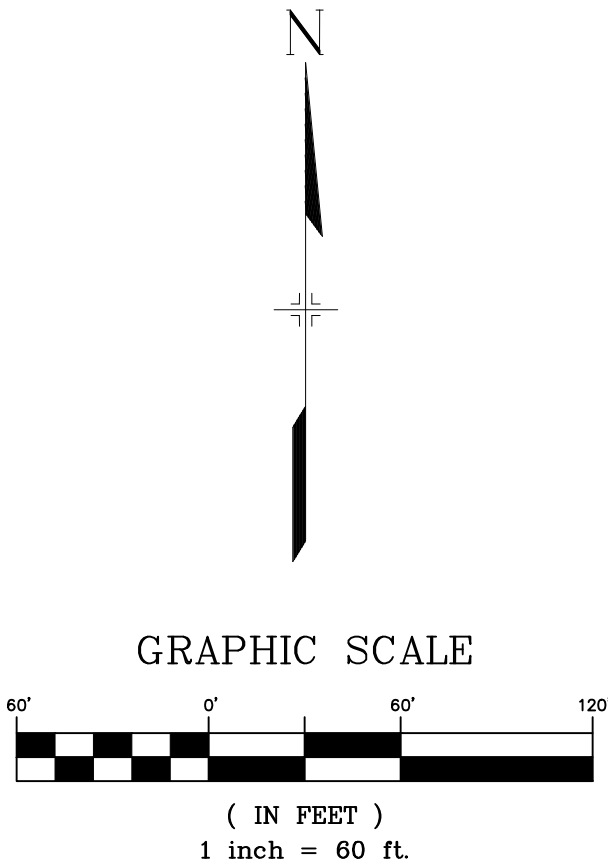


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EROSION CONTROL LEGEND

- ECB EROSION CONTROL BLANKET
- SM SEEDING AND MULCHING
- RS ROCK SOCK
- IP-1 ON GRADE INLET PROTECTION
- IP-2 ROCK SOCK SUMP INLET PROTECTION
- HP HP HIGH POINT / LOW POINT LP
- PROPOSED CONTOURS
- EXISTING CONTOURS
- DRAINAGE SWALE SLOPE/OVERLAND FLOW LABEL
- LIMITS OF DISTURBANCE/ CONSTRUCTION SITE BOUNDARY (BASE BID)
- LIMITS OF DISTURBANCE/ CONSTRUCTION SITE BOUNDARY (ADD ALT 1&2)
- PROPERTY LINE
- OVERFLOW ROUTE



- NOTES:
- ALL EROSION CONTROL BLANKET SHALL BE INSPECTED 24-MONTHS AFTER INSTALLATION. EROSION CONTROL BLANKET MAY BE REQUIRED TO RE-INSTALLED PER MANUFACTURER SPECIFICATIONS. CONTRACTOR TO USE SLOPE TRACKING OR EROSION CONTROL BLANKET ON SLOPES 3:1 OR GREATER PER CITY STANDARDS.
 - AREAS WITHIN THE SITE THAT ARE INACTIVE FOR 30 DAYS OR GREATER TO BE STABILIZED WITH NATIVE SEED, AS SHOWN ACCORDING TO AN APPROVED LANDSCAPE PLAN.
 - CONTRACTOR TO COORDINATE THE LOCATION OF CONCRETE WASHOUT WITH THE TOWN.

REFERENCE DRAWINGS			
X-1468.003-EX-SITE			
X-1468.003-EX-UTIL - 2			
EX-SITE			
X-1468.003-EX-MAP			
X-MDG222/34			
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A CHISELED "*" NEAR THE SOUTHEAST CORNER OF THE MOUNTAIN VIEW WEST PROPERTY	
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PREPARED BY:

Matrix
Excellence by Design

SEAL

COLORADO LICENSED PROFESSIONAL ENGINEER

55600

06/17/2025

FOR AND ON BEHALF OF MATRIX DESIGN GROUP, INC. PROJECT No. 24.1468.003

TOWN OF JOHNSTOWN			
JOHNSTOWN COLONY DRAINAGE IMPROVEMENTS ROAD & STORM PLANS			
GRADING & EROSION CONTROL PLAN			
DESIGNED BY: JTS	SCALE: HORIZ 1" = 60'	DATE ISSUED: JUNE 2025	DRAWING No. GEC01
CHECKED BY: JTS	VERT. N/A	SHEET 13 OF 13	

TMO Guidebook - Implementation, Funding and Oversight of Transportation Management Organizations



TMO Guidebook - Implementation, Funding and Oversight of Transportation Management Organizations

Prepared by:	Prepared for:
Steer	North Front Range Metropolitan
601 S Figueroa St, Suite 4275,	Planning Organization
Los Angeles, CA 90017	419 Canyon Ave # 300, Fort Collins,
USA	CO 80521
+1 (213) 425 0990	
www.steergroup.com	24595101

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	How is a TMO Structured?	5
	What Does a TMO Need to do to be Successful?	7
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1 Introduction

The North Front Range Metropolitan Planning Organization (NFRMPO) plays a critical role in advancing regional Transportation Demand Management (TDM) by supporting strategies that reduce single-occupancy vehicle trips, improve air quality, and enhance mobility options. Transportation Management Organizations (TMOs) are vital partners in the North Front Range, **working at the community level to implement programs** that connect residents, commuters, and visitors to sustainable transportation solutions.

This guidebook provides comprehensive information to help the NFRMPO identify the role TMOs can play and how funding can be allocated to TMO programs and services via a Call for Projects process. It includes:

- **TMO Business Plan Framework** – Introduces TMO mission and operational framework to support the NRMPO with evaluating a TMO’s long-term success.
 - TMO Services – Details TMO functions, partners, and typical strategies that TMOs would be expected to fulfill.
 - TMO Structure – Identifies organizational models, including stand-alone, partnership-based, and government-led TMOs.
 - Key Considerations – Outlines funding, staffing, program monitoring, and local context considerations for TMO operations.
- **Evaluation Metrics** – Highlights metrics for measuring TMO success and their contributions to regional goals.
- **Call for Projects Framework** – Provides eligibility criteria, scoring systems, and application guidance to align projects with NFRMPO’s goals.

2 TMO Business Plan Framework

What Does a TMO Do?

A TMO is a collective effort comprising various community stakeholders collaborating to develop and implement strategies promoting sustainable transportation options and reducing congestion. TMOs act as the operational arm of TDM efforts and are responsible for outreach, marketing, events, advocacy, and programming/services.

TMO Services

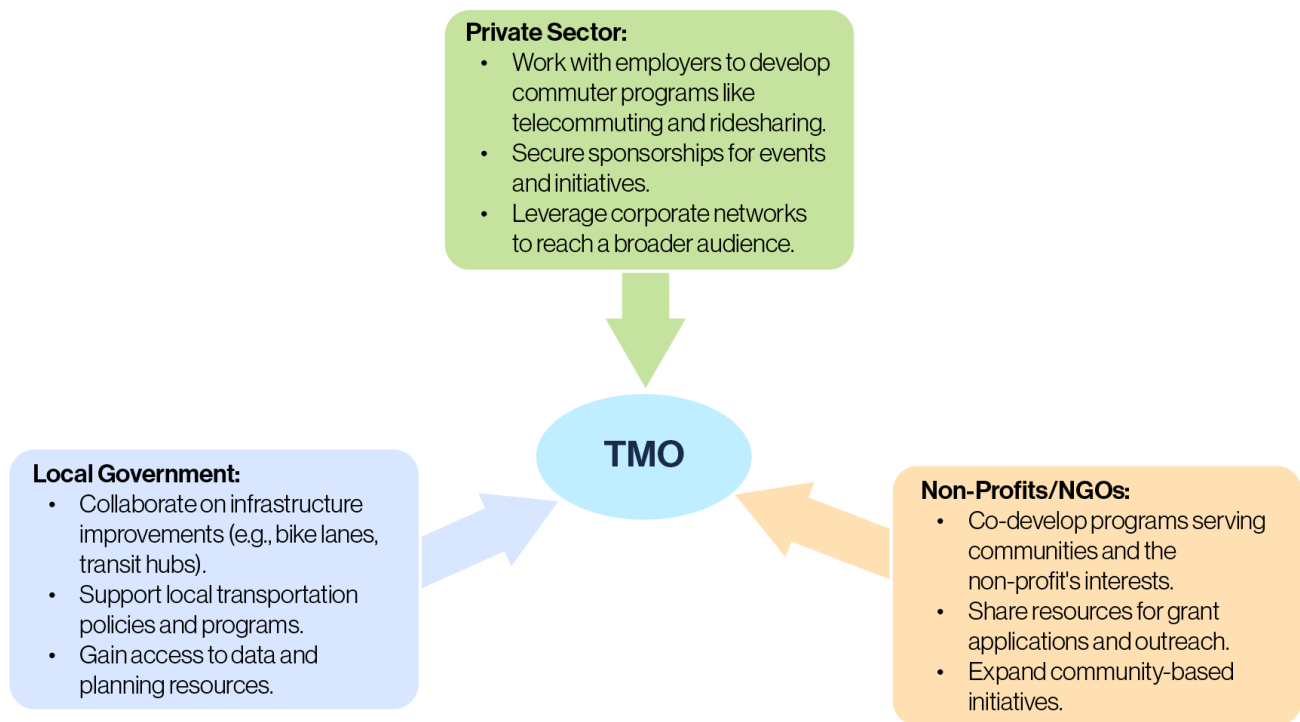
TMOs provide a variety of services tailored to the diverse needs of their audiences. Key Activities include:

- **Public Activities:** Open to all and funded by public or grant sources.
 - Examples: Hosting Bike-to-Work Day events, car-free campaigns, and public outreach on transit options.
- **Membership Activities:** Exclusive services for member organizations (e.g., employers, developers).
 - Examples: Exclusive networking events, on-site transportation tabling, member exclusive subsidies.
- **Fee-for-Service Activities:** Revenue-generating customized services for businesses or organizations.
 - Examples: Custom commuter surveys, site-specific transportation consulting, and tailored site-specific trip analysis.

Engagement with partners

TMOs thrive through collaboration, forming partnerships that expand their reach and enhance their ability to provide impactful service. TMOs commonly form partnerships with local governments, non-profits/NGOs, and the private sector to deliver their programs and advocate for local and regional initiatives.

Figure 2.1: TMO Partnership Engagement Opportunities



To ensure TMOs' long-term financial sustainability, TMOs typically partner with local governments and non-profits in pursuing grant funding opportunities. Partnerships could range from support developing a grant application to implementation of grant funded activities. Grant funding is a key component of expanding TMO's programming and maximizing its impact.

Figure 2.2: TMO Grant Assistance Strategies

TMO Grant Assistance Strategies:



Identify applicable grants from federal, state, or local resources



Contribute to competitive grant applications with clear outcomes like VMT reductions or mode shift goals



Provide supporting data, such as commuter surveys or travel demand analysis



Collaborate with partners to leverage matching funds and letters of support

End User Audience

TMOs can tailor their services to meet the needs of specific audiences—commuters, residents, and visitors—or design mobility programs that benefit multiple groups simultaneously. Each audience has unique transportation needs, but there are overlapping opportunities where TMO services can provide universal benefits.

Commuters: Daily Travel Solutions

Commuters can get support from TMOs to help them utilize efficient, cost-effective alternatives to single-occupancy vehicle (SOV) travel for their daily commutes. TMOs primarily collaborate with employers to reach commuters to address work-related transportation challenges.

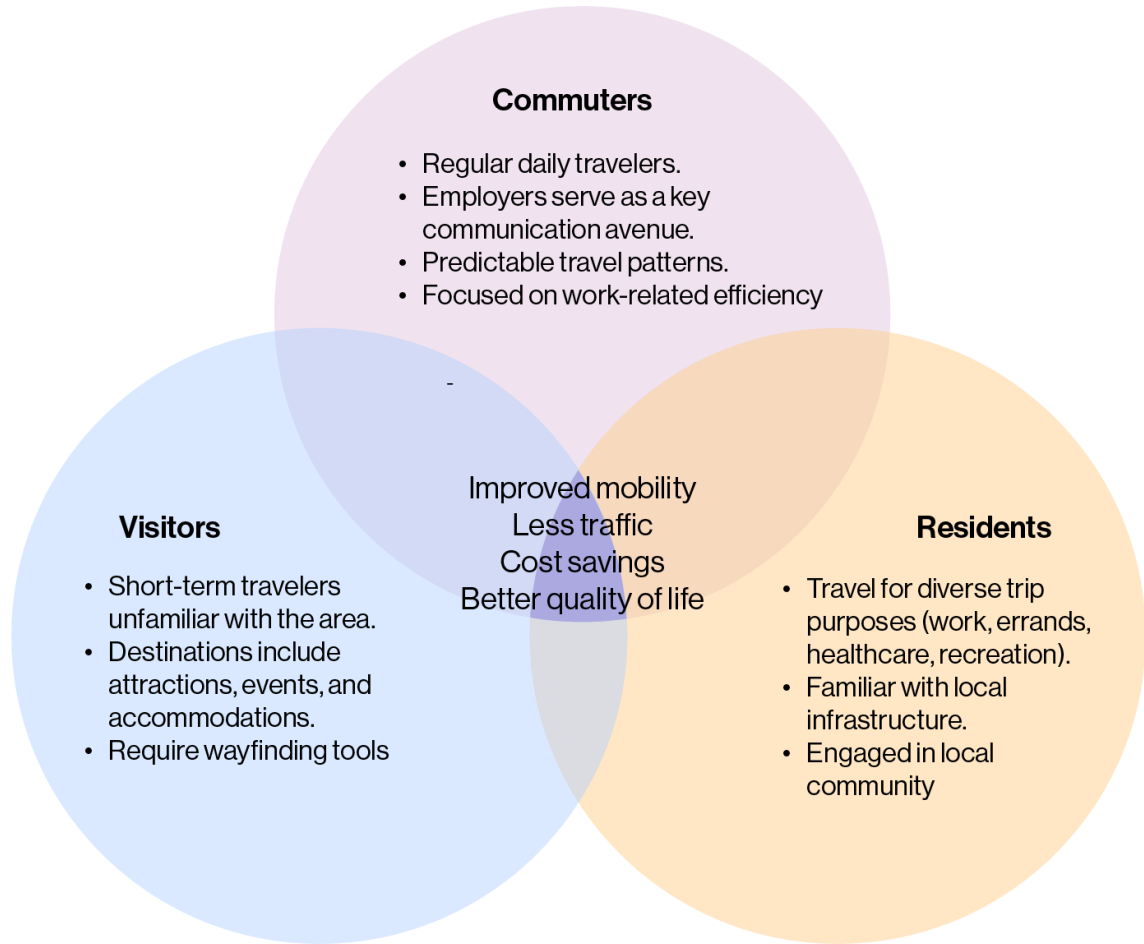
Residents: Community-Centered Solutions

Residents benefit from TMOs' efforts to improve transportation options and infrastructure within their communities. The focus is on creating safer, more sustainable, and accessible options for everyday activities, like leisure or entertainment, running errands, attending school, or visiting local parks.

Visitors: Enhancing Mobility for Short Term Visits

Visitors need seamless, easy-to-use transportation options to access shopping, attractions, events, and accommodations. Visitors are often short term and not familiar with the area, and therefore need support in navigating transportation systems and understanding their travel options.

Figure 2.3: Venn Diagram of Key Differences/Similarities between Audience Types



How is a TMO Structured?

Table 2.1 compares key features, advantages, challenges, and funding models of different TMO organizational structures, including stand-alone organizations, partnership-based programs, and government-led initiatives.

Table 2.1: TMO Organizational Structure Comparison Table

	Stand-Alone Organization	Part/Sub-Program of Larger Organization (e.g., Chamber, BID)	Local Government-Led
Organizational Type	Non-profit (501c3 or 501c4)	Non-profit (501c6)	Local government
Governance	Board of Directors	Parent organization's Board of Directors with a TMO sub-committee	Advisory Team/Committee
Primary Funding Sources	Membership dues; Grants (state, regional, and TMO-specific); Sponsorships	Membership dues; Grants (state, regional and TMO-specific); Sponsorships; Parent organization resources	Local government budget; Developer fees; Ordinances; Grants
Features	Operates independently with a focused transportation mission. Fully controls its funding, partnerships, and strategy.	Operates within a larger organization with a wider mission (typically a Chamber or Business District organization). Leverages resources from the parent organization, benefiting from cost-sharing and networks.	Operates as a Program of a local government entity. Integrated into government planning and policies.
Key Considerations for MPO	• Must establish operational capacity and maintain consistent funding. • Offers greater autonomy to align with specific MPO transportation priorities. • Limited resources compared to larger organizations	• Transportation goals may need to align with broader priorities of the parent organization. Organizations must demonstrate that funding will be distributed towards TDM-specific programming. • Leverages existing networks and administrative support to reduce costs and increase scalability.	• Requires alignment with government priorities, ordinances, and regulations. • Bureaucratic processes may impact flexibility and speed of implementation. • Leverages government's authority to increase credibility and engagement reach.

What Does a TMO Need to do to be Successful?

For an MPO to fund a successful TMO it must evaluate whether the organization has the foundational capacity, financial sustainability, and strategic alignment to effectively serve its community. The following considerations can help the MPO assess whether a TMO is well-positioned for long-term success.

Alignment with Local Context

Each community has unique transportation challenges, opportunities, and needs. The MPO should evaluate whether the TMO's goals, programs, and funding model are aligned with the specific characteristics of its service area. Key context considerations include:

- **Demographics and Equity:** Does the TMO address the needs of commuters, residents, and underserved communities? Are equity and inclusivity embedded in outreach and programming?
- **Land Use and Development:** Is the TMO's approach compatible with existing land use and planned growth areas?
- **Existing Infrastructure:** Does the TMO assess and support existing transit availability, bike/walk pathways, first/last-mile connections, and parking demand?
- **Policy Landscape:** Does the TMO align with local and regional transportation plans, congestion mitigation goals, VMT reduction targets, greenhouse gas reduction policies, and regulatory frameworks?

Example: A TMO in a dense urban area may focus on public transit and bike programs, while a suburban TMO might prioritize carpooling and vanpooling.

Financial Sustainability & Funding Structure

A successful TMO must have a **diversified and transparent** funding portfolio to ensure long-term sustainability. The MPO should assess:

- **Diversified Funding Sources:** Relying on a single funding stream can leave a TMO vulnerable to budget cuts or economic shifts. A mix of funding sources provides financial stability. Different types of funding sources may include:
 - **Membership Dues:** Contributions from employers, developers, or other stakeholders.
 - **Grants:** Federal, state, MPO, and regional transportation grants.
 - **Fee-for-Service:** Revenue from services like commuter surveys, transportation consulting, or shuttle programs.
 - **Sponsorships:** Support from local businesses for events or initiatives.
 - **Ordinance/regulatory fees***[If local government]*: Revenue collected via developers, employers, land owners can be used to fund TMOs as a congestion mitigation and economic development measure.

- **Community Reinvestment:** What percentage of funding is directly allocated to programs that serve the community versus administrative costs?

Tip: TMOs should demonstrate a funding strategy that balances predictable revenue (e.g. membership dues) with competitive funding opportunities (e.g., grants).

Program Monitoring and Strategies to Pivot

A funded TDM program will likely need to measure success, adapt to challenges, and align with regional transportation goals. The MPO should consider:

- **Data Collection and Reporting:** Does the program track metrics that align with MPO regional goals? For example:
 - VMT Reduction – Contribution to MPO goals (e.g., % reduction in VMT per capita).
 - Mode Shift Targets – Growth in sustainable mode shares
- **Flexibility:** Does the TMO adapt to underperforming programs and reallocate funding as needed?
- **Evaluation Framework:** What tools and methodologies do the TMO use to assess program impacts and provide recommendations?

Example: If a transit subsidy program underperforms, the TMO might shift funds to expand carpool matching services instead.

Staffing Strategies for Effective Delivery

TMOs must have the right personnel, expertise, and scalability to effectively deliver programs. The MPO should evaluate:

- **Capacity & Scalability** – Does the TMO have the right staffing levels for its initial launch, with a plan to scale as demand grows?
- **Local Knowledge & Expertise** – Do staff have a baseline understanding of TDM, local transportation options, and regulatory policies?

Tip: Collaborate with external organizations to share staffing resources for events or outreach and focus on hiring staff with cross-functional skills.

Prioritizing Spending and Strategic Adaptability

Given that TMOs often operate with limited budgets, MPOs should assess whether funding is allocated toward high-impact activities while maintaining flexibility for shifting priorities over time. The MPO should consider:

- **Return on Investment** –Does the TMO allocate funding to its highest-impact programs?
- **Financial Flexibility** – Is there enough flexibility within the funding model to adjust to evolving priorities?

Example: A TMO might allocate more funds to member recruitment during launch phases, then shift focus to program expansion as services gain traction.

3 Evaluation Metrics

Regional Metrics

TMOs contribute to broader NFRMPO regional goals to improve regional health and enhance mobility and multimodal options as outlined in the [2050 Regional Transportation Plan](#). These goals can only be achieved through a combination of efforts, including TMO programs, infrastructure improvements, policy changes, and behavioral shifts.

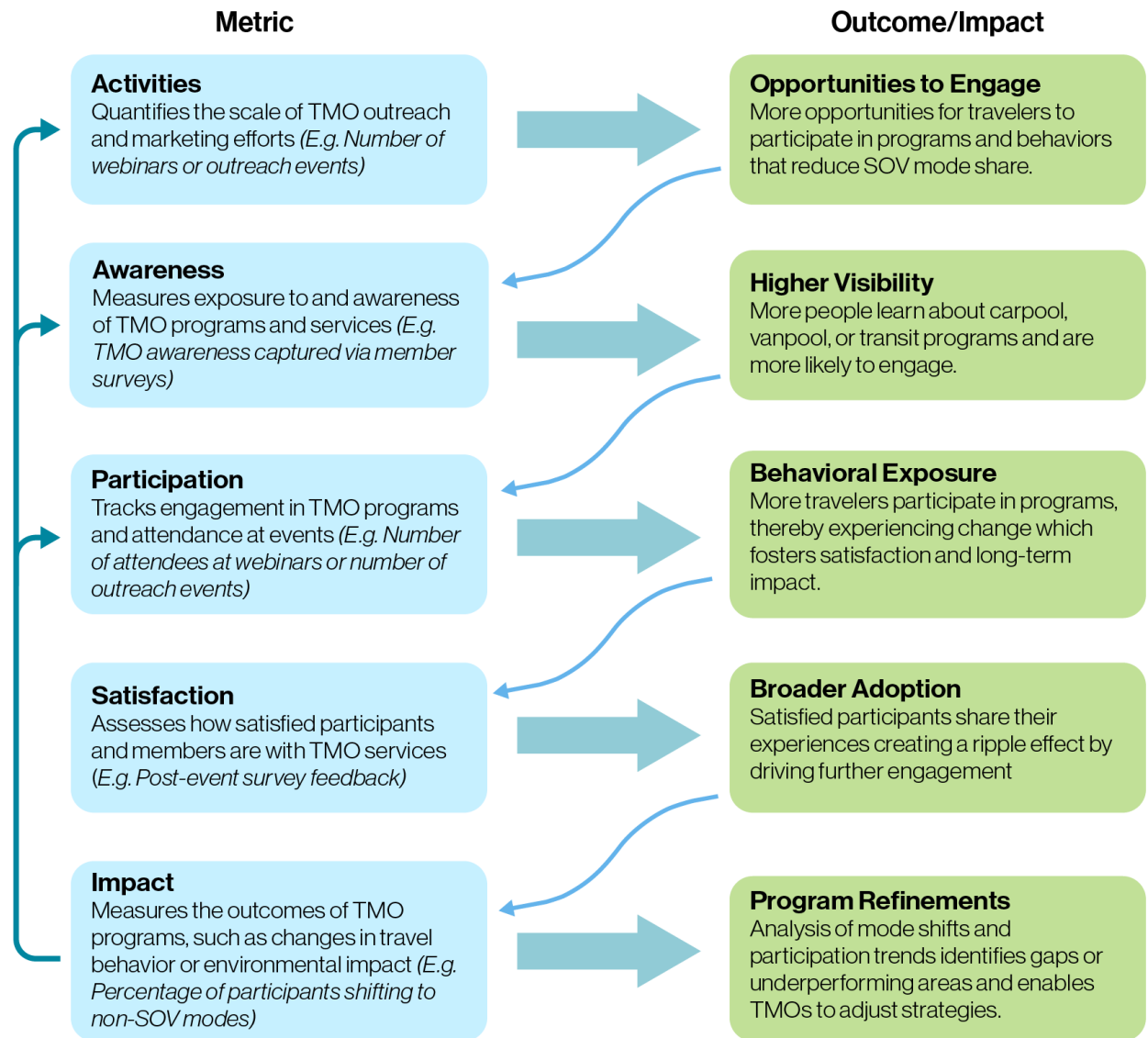
Table 3.1: Regional Metrics

Metric	Description	Related Regional Objectives & Targets (2050 RTP)
Percent of Non-SOV Commuter Trips	Reduction in the percentage of commuters driving alone, directly impacting air quality, road congestion and parking demand.	Regional Health: Improve economic development, residents' quality of life, and air quality <i>Related Target: Increase non-SOV mode share to at least 40%</i>
Daily Vehicle Miles Traveled (VMT) per Capita	Measures the reduction in total miles traveled by vehicles.	Multimodal: Improve accessibility of and access to transit and alternative modes of transportation <i>Related Target: Reduce weekday VMT per capita to 24 miles per person</i>
Reduction in Air Pollutants	Evaluates environmental and health benefits by estimating reductions in harmful air pollutants.	Regional Health: Improve economic development, residents' quality of life, and air quality <i>Related Target: Reduce statewide VOC, CO, and NOx by 482, 5393, and 1086 kg/day respectively</i>
Traffic Congestion During Peak Hours	Measures delays experienced by commuters during peak travel times.	Mobility: Move people and good safely, efficiently, and reliably on a continuous transportation system <i>Related Target: Reduce annual hours of peak hour excessive delay per capita on the NHS System to 3.7 annual hours</i>

TMO Metrics

TMO Metrics measure the success of the TMO’s own activities, providing insight into how well the organization is performing. These metrics help TMOs evaluate the effectiveness of their programs and services. By improving internal performance (e.g., awareness, participation, and satisfaction), TMOs can directly contribute to broader regional metrics.

Figure 3.1: TMO Metrics & Expected Outcomes



Data Sources

Reliable data sources are critical for evaluating both regional metrics and TMO-specific metrics. They also play an essential role in designing and tailoring TMO programs and services to meet the unique needs of the communities served. How data is or will be collected and analyzed will allow MPOs to have a better understanding of how TMOs make informed decisions, track progress, and demonstrate program impact to funders and stakeholders.

Table 3.2: TMO Data Sources

Data Source	Description	Examples of Use
Surveys	Gather input from commuters, residents, visitors, and employers to understand travel behavior, preferences, and barriers to sustainable transportation.	Pre- and post-program surveys to measure shifts in travel behavior; Identify underserved areas.
TMO Participation Data	Track engagement with TMO programs, including attendance at events, enrollment in incentives, and use of carpool/vanpool matching services.	Measure participation in incentive programs; Analyze trends in engagement to refine strategies.
TMO Member Data	Collect data from member organizations (e.g., employers, developers) to understand employee commuting patterns and preferences.	Employer surveys to assess mode shares; Track workplace-based program participation.
TMO Communications Platforms	Use analytics from email campaigns, social media, and website interactions to evaluate outreach effectiveness and reach.	Monitor click-through rates on newsletters; Evaluate social media engagement for campaigns.
Public Sector Data	Leverage data from city, county, and regional agencies to understand infrastructure, land use, and transit availability.	Use GIS data to identify active transportation gaps; Analyze transit ridership trends.
External Data Partners	Collaborate with organizations like Replica, StreetLight, or other big data providers for detailed travel behavior and trip data.	Analyze VMT and mode shift potential; Evaluate infrastructure impacts.

4 Call for Projects Framework

This Call for Projects seeks to support TDM efforts in the region by funding initiatives that improve regional connectivity, reduce congestion by reducing SOV trips and VMT, improve regional air quality, and promote equitable access to transportation options.

The program will provide clear guidelines for applicants, prioritize accessibility and regional impact, and ensure financial and organizational sustainability.

Funding for this program is sourced from the Carbon Reduction Program (CRP), established through the Federal Bipartisan Infrastructure Law in 2021 with the intention to reduce greenhouse gas emissions from transportation sources. The NFRMPO Planning Council has approved setting aside \$100,000 per year in CRP funds between 2024 and 2027 for TMO Incubator funding. Of this, \$24,000 was allocated for setting up the Call for Projects and MPO TDM Program structure, leaving \$376,000 available for FY24-27 funding to support TDM initiatives in the North Front region.

Program Goals

The Call for Projects aims to:

- **Reduce Congestion:** Encourage projects that reduce congestion by shifting single occupancy (SOV) trips to mass or low-impact transportation options.
- **Promote Regional Connectivity:** Support TDM programming that address transportation challenges in high-impact areas such as Regionally Significant Corridors (RSCs), Regional Transit Corridors (RTC), and Regional Active Transportation Corridors (RATCs), and Short-Trip Opportunity Zones.
- **Advance Accessibility for all:** Prioritize projects that expands accessibility and incorporates inclusive community outreach approaches to better reflect the needs and priorities of the community.
- **Improve Air Quality:** Support initiatives that decrease SOV trips and Vehicle Miles Traveled (VMT), contributing to regional air quality improvements.
- **Encourage Local Commitment:** Incentivize collaboration from local jurisdictions and stakeholders to ensure community buy-in and support.

Eligibility Criteria

Eligible Applicants

Eligible Applicants will include:

- **Non-Profit TMOs:** Organizations dedicated to managing and implementing transportation solutions aligned with regional goals.
- **Non-Profit Organizations:** Other non-profits with a wide regional interest in transportation, sustainability or economic development with a dedicated arm/subsidiary focused on improving local or regional transportation and mobility options.
- **Governments:** Local government agencies that can implement TDM programming nested within government functions.

Project Types

Project types could include –

- TMO ongoing management
- TDM projects including but not limited to:
 - Educational and awareness-based campaigns
 - Incentives or subsidy program for sustainable travel options
 - Programs to promote bicycling, transit, carpooling, or vanpooling
- Pilots to promote expanded or new transit services or transportation options

Project Requirements

Geographic Relevance

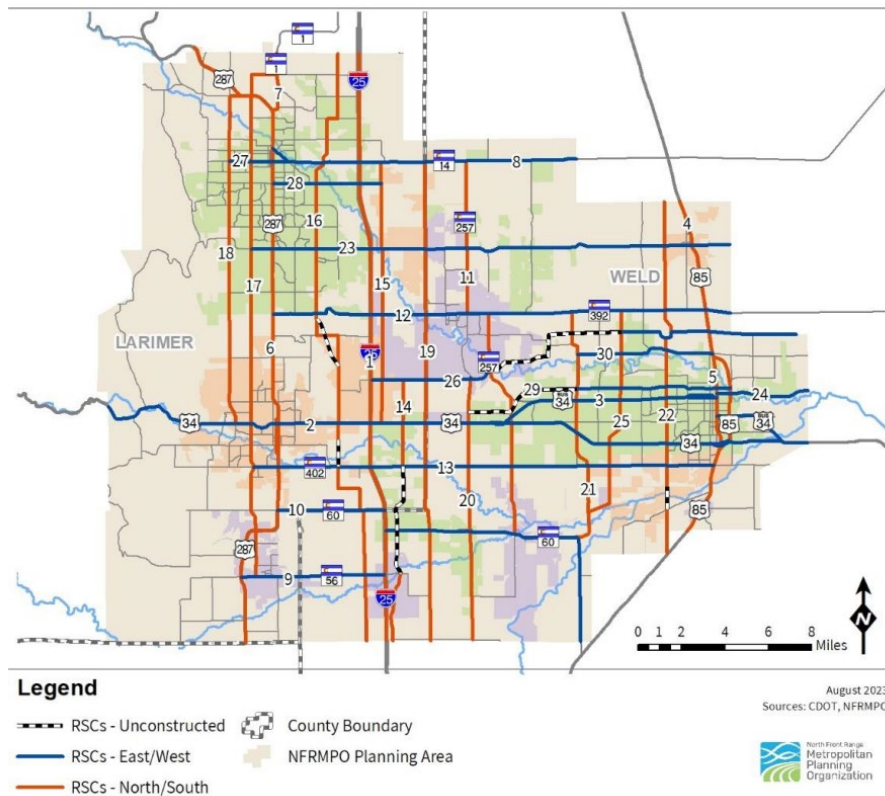
The geographic relevance of a TMO or TDM program's location is critical in determining its potential impact on regional mobility. Projects must serve one or more areas in the North Front Range region with significant transportation needs, including:

- **Corridors with Significant Multimodal Potential:** As identified in the NFRMPO's 2050 RTP¹ including:
 - **Regionally Significant Corridors (RSCs):** High-priority corridors critical for regional mobility that connect multiple jurisdictions or major activity centers. These corridors are also eligible for federal aid. Applicants along these corridors can leverage their strategic locations to improve connectivity across jurisdictions.
 - **Regional Transit Corridors (RTCs):** Corridors with existing or planned regional transit services, as identified in the 2050 RTP. Applicants should focus on supporting these corridors to improve transit accessibility, reliability, and ridership.
 - **Regional Active Transportation Corridors (RATCs):** Non-motorized corridors identified in the Action Transportation Plan (ATP). Applicants in these corridors can promote walking, biking, and micromobility through infrastructure and programming.

¹ Map of RTCs, RSCs, and RATCs can be found at <https://nfrmpo.org/wp-content/uploads/2050-regional-transportation-plan.pdf>

- **Short Trip Opportunity Zones (Optional):** Locations conducive to walking, biking, or transit trips due to proximity between residential, employment, and activity centers, according to the NFRMPO's Regional Travel Demand Model (RTDM).²

Figure 4.1: Regionally Significant Corridors (RSCs)



² Map of Average Daily Short Trips can be found at <https://nfrmpo.org/wp-content/uploads/2021-regional-active-transportation-plan.pdf> (pg 18)

Figure 4.2: Regional Transit Corridors (RTCs)

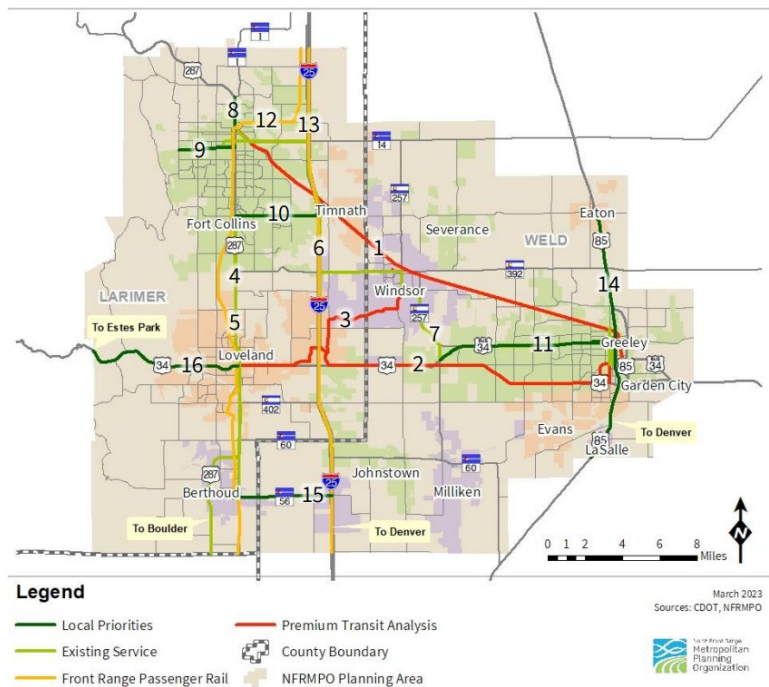


Figure 4.3: Regional Active Transportation Corridors (RATCs)

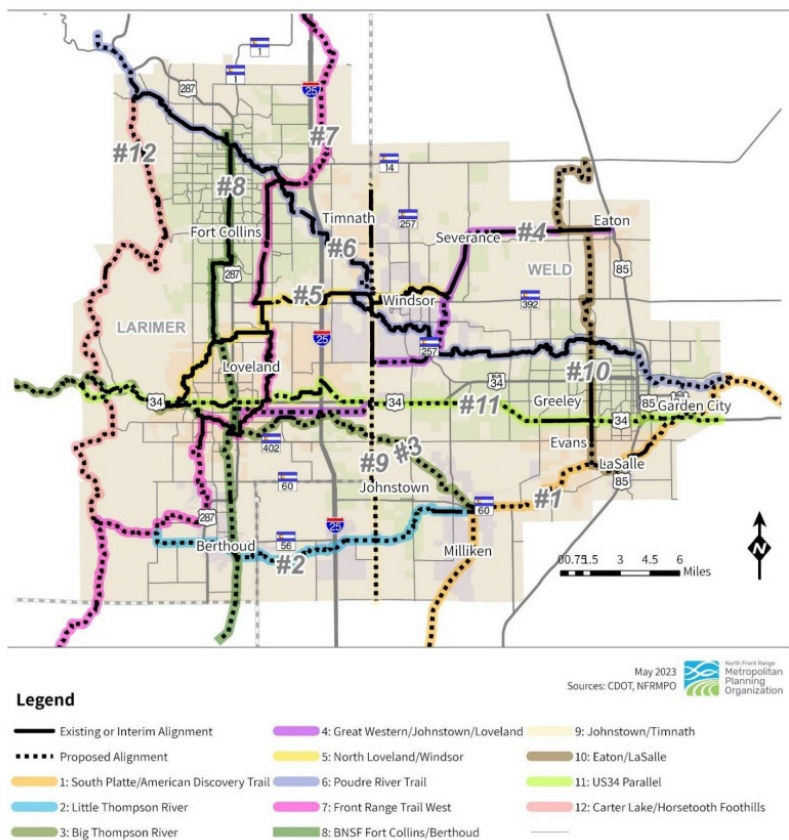
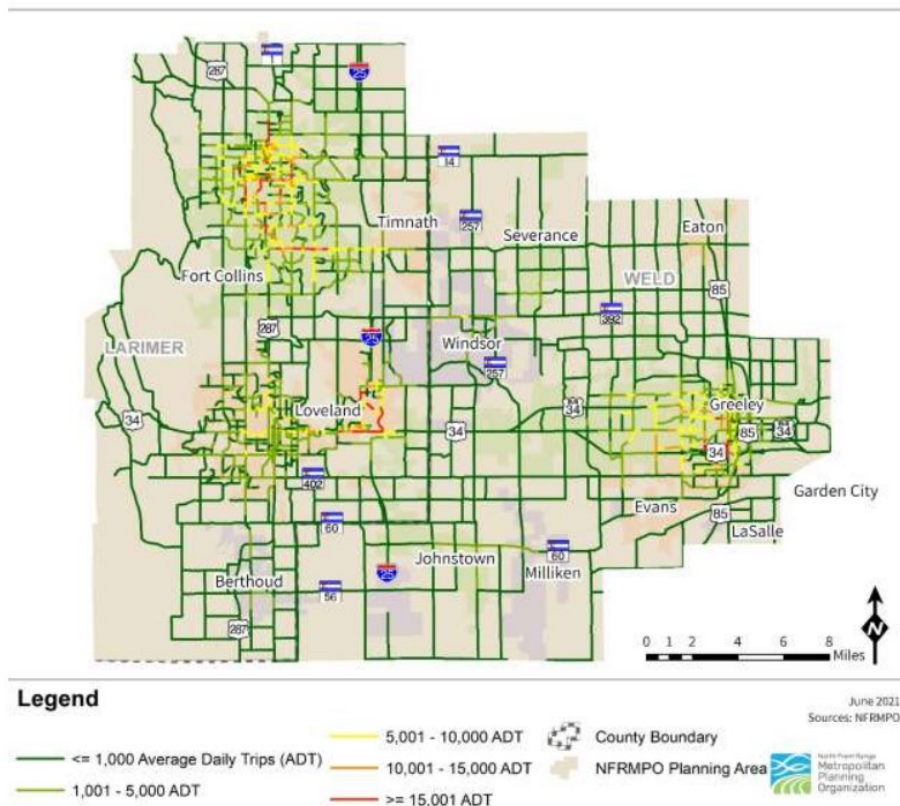


Figure 4.4: Short Trip Opportunity Zones

Accessibility

Accessibility is a focus in the evaluation of projects, ensuring that TMOs and TDM efforts prioritize work toward reducing transportation disparities by prioritizing safety and accessibility, especially in underserved communities and for vulnerable populations. Accessibility principles are critical for addressing historical biases in transportation planning, enhancing safe mobility options for all travelers, and fostering inclusive economic development. The following metrics will be considered:

- **Accessibility:** Projects will be evaluated based on the extent to which they improve access to multimodal options and employment opportunities.
- **Community Engagement & Outreach:** Projects that demonstrate proactive, wide-ranging outreach to improve safety and accessibility to sustainable travel options. Community engagement strategy should ensure that projects reflect the needs and priorities of the community.

Financial Viability & Technical Capacity

Applicants should demonstrate the financial viability of the organization or project. Applicants will be required to justify the grant in a manner consistent with the project narrative.

Projects requiring funding for TMO ongoing management should have a business plan for financial sustainability.

Projects should also demonstrate technical capacity to execute the project. As part of the staffing plan, key personnel should be identified with relevant TDM or transportation-related qualifications to deliver the work.

All projects will be evaluated on the following:

- **Project Budget**
 - Realistic cost estimates directly to support the project narrative
 - Local financial commitments
 - Business Plan for long-term financial sustainability
- **Technical capacity to execute the project**
 - Key personnel to implement the project
 - Resources and partnerships to optimize delivery

Project Readiness (Optional)

Projects that can demonstrate community buy-in and dedication via letters of support and other agreements will receive additional scoring.

- **Letters of Support:** from local governments or key stakeholders demonstrating support for TDM programs or initiatives.
- **Agreements:** Projects demonstrating signed or formal partnerships or funding agreements.

Scoring System

Evaluation Criteria

The evaluation criteria have been designed to evaluate projects that meet the program goals to ultimately leverage TDM as a tool to expand sustainable travel options awareness and utilization to improve overall mobility in the region. Projects that are likely to succeed will include novel approaches in TDM to meet NFRMPO's regional goals of reducing congestion and improving multimodal options with an ability to demonstrate strong technical and staffing capacity to implement.

Proposals will be evaluated using the following weighted scoring system:

Table 4.1: Call for Projects Scoring System

Category	Criterion	Specific Measure	Scoring	Weight (%)
Congestion Mitigation	Reduce single-occupancy vehicle trips by shifting people to low-impact transportation options			25%
	Ridership	Narrative of how the project will reduce congestion (SOV trips and VMT) by increasing utilization of low-impact travel options	1 - Low potential impact on SOV trips and VMT 3 - Moderate impact on SOV trips and VMT 5 - High, quantifiable reduction on SOV trips with supporting data	15%
	Awareness	Narrative of how the project will contribute to greater awareness of low-impact travel options	1 - Low potential for increasing awareness of low-impact travel options 3 - Moderate potential for increasing awareness of low-impact travel options 5 - High potential for increasing awareness of low-impact travel options	10%
Multimodal Options	Promote low-impact travel options and services along multimodal transportation corridors			20%
	Regional Corridor Coverage	Projects serving RSCs, RTCs, or RATCs as identified in the RTP and related plans	1 - Partial focus on designated corridors 3 - Fully focused on one corridor 5 - Fully aligned with and supporting multiple corridors	15%
	Short Trip Opportunity Zones	Projects promoting walking, biking, or transit within short trip zones with high potential for mode shifts.	0 - Minimal short trip zone impact 3 - Moderate alignment with short trip areas 5 - Strong integration with short trip opportunities	5%

Financial Viability & Technical Capacity	Ensure projects have realistic budgets and technical capacity to deliver			20%
	Project Budget	Realistic cost estimates detailing projected expenses and other existing and potential funding sources	1 – Minimal cost estimates are provided 3 – Moderate-level of cost estimates are provided 5 - Detailed breakdown of costs, including all labor, direct costs and other financial commitments from jurisdictions and stakeholders are provided	10%
	Technical Capacity	Staffing plan	1 – Staffing plan identifies key personnel 3 – Staffing plan identifies key personnel and resources to deliver and scale-up 5 - Staffing plan demonstrates strong key personnel and established partnerships for optimizing project delivery	10%
Accessibility	Reduce impacts to disadvantaged communities by prioritizing TDM programming for underserved communities and vulnerable populations			20%
	Accessibility	Narrative of how the project will improve access to multi-modal options and employment opportunities	1 – Minimal improvement of access to multimodal options and employment opportunities 3 – Moderate improvement of access to multimodal options and employment opportunities 5 – Strong improvement of access to multimodal options and employment opportunities	10%
	Community Engagement & Outreach	Narrative of how the project will capture and prioritize community needs	1 - Minimal engagement with underserved communities and vulnerable populations 3 - Moderate engagement with underserved communities and vulnerable populations 5 - Strong engagement with underserved communities and vulnerable populations	10%
Innovation	Promote innovative approaches to deliver TDM programming			10%
	Level of Innovation & Uniqueness	Narrative of how the project will incorporate novel approaches	1 - Continuation of existing programs 3 - Project demonstrates some innovation 5 - Project demonstrates unique approaches	10%
Project Readiness	Demonstrate community buy-in and support for project delivery to ensure effective implementation			5%
	Buy-in/Dedication from relevant local and regional stakeholders	Letters of support and other agreements	0 - No demonstrated buy-in 3 - Moderate commitment from stakeholders with letters of support 5 - Strong dedication with letters of support, signed agreements or formal commitments	5%

Control Information

Prepared by

Steer
601 S Figueroa St, Suite 4275,
Los Angeles, CA 90017
USA
+1 (213) 425 0990
www.steergroup.com

Prepared for

North Front Range Metropolitan Planning Organization
419 Canyon Ave # 300, Fort Collins, CO 80521

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Author/originator

Parama Ghosh Roy

Reviewer/approver

Geoff England

Other contributors

Zoe Bertol-Foell

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Date

04/17/2025

May 20, 2025

The regular meeting of the Glenn A. Jones, M.D. Memorial Library Board was called to order at 6:40 pm. Debi Sauer, Jenna Hall, Heather Farquhar, Sheryl Ballard and Director Kristi Plumb were in attendance. Chad Young was absent.

The April minutes were approved. The April financial report was reviewed, and approved as follows:

April beginning balance	\$ 369,800.50	Petty Cash beginning balance	\$ 2,105.01
Inflow	228,642.91		-0-
Outflow	36,465.14		143.64
Ending balance	\$ 561,978.27		\$ 1,961.37
CO Trust: \$ 11,187,855.97			

Director's Report: Artist-in-Residence: Fanciful crocheted creatures created by Ana Valladares Gibson.

Collections: 213.2 pounds to Milliken Food Pantry. 25 pair of eyeglasses to Lion's Club. 17 flags to VFW.

Programming: 12 chicks hatched and named, currently chirping away until Friday when they will depart to their forever homes. Color Our World (SRP)- 103 programs are on the calendar! 267 registrations on day one when the Fort Collins Insurance sponsored a Petting Zoo along with a face painter and trinket give-aways.

Building: Landscape bridges installed with guarantee of one year checkup. Car charging stations were discussed after Kristi presented possible monies coming from the State Library-consensus was to table for now.

Milliken Public Library: ONE library, two buildings. Kristi has started working with HPLD to build collection. Kristi will draft letter to Town of Milliken to start conversation regarding what the town can do for us...possibly insure the contents/renter's insurance? Model train was offered as a permanent display, but was declined because of space requirements and lack of direct patron manipulation. Kristi will be meeting with District IT.

In progress: Attorney Stacey Shea is drafting a Memorandum of Understanding to present to the Town of Johnstown regarding our partnership to document expectations and clarify accountability-meeting will be called to allow review and discussion before presentation. No news received from the Dee property.

June meeting will be cancelled for lack of quorum.

Meeting was adjourned at 8:35 pm. Next meeting will be July 15, 2025 at 6:30 pm.

March statistics: Johnstown: door count—8220	circulation—9480
Milliken: door count—457	circulation—342

Respectfully submitted, Sheryl Ballard - Secretary

JONES MEMORIAL LIBRARY CASH FLOW REPORT - MAY2025			Y-T-D	2025 BUDGET		Notes
BEGINNING CHECKING BALANCE		\$ 561,978.27	\$ -	\$ 20,000.00	To Date	
INFLOWS	Donations/Grants	\$ 500.00	\$ 1,000.00	\$ 3,500.00		
	Interest	\$ 785.21	\$ 204,104.19	\$ 500,000.00		
	Misc Income	\$ 359.39	\$ 1,417.64	\$ 10,000.00		void ck #11034 \$955.29
	Investments	\$ -	\$ -	\$ 227,076.00		
	Town of Johnstown	\$ 168,593.68	\$ 905,633.88	\$ 2,023,124.00		\$62,665.48 2024 tax dist.
	High Plains Library District	\$ 979,786.29	\$ 1,200,225.06	\$ 1,375,300.00		\$13,000 '24 + \$9,500 '25 =
INFLOWS TOTAL		\$ 1,150,024.57	\$ 2,312,380.77	\$ -		\$22,500 Wember reimb.
TOTAL AVAILABLE FUNDS		\$ 1,712,002.84		\$ 4,159,000.00		
OUTFLOWS	Advertising/Website	\$ 1,771.00	\$ 11,429.00	\$ 50,000.00		
	Books -765	\$ 13,434.08	\$ 20,928.69	\$ 80,000.00	1247	
	DVD/Audio -15	\$ 323.09	\$ 479.23	\$ 20,000.00	23	
	Library of Things	\$ -	\$ 1,282.09	\$ 15,000.00		
	Collection Fees/Bad Debts	\$ -	\$ -	\$ 2,000.00		
	Computer Expenses	\$ -	\$ 603.09	\$ 5,000.00		
	Equipment & Furniture	\$ 136.58	\$ 13,702.35	\$ 60,000.00		MKN \$3,138.75
	MakerSpace	\$ 55.00	\$ 932.20	\$ 10,000.00		
	Gifts Given	\$ 150.00	\$ 712.38	\$ 5,000.00		
	Investments	\$ -	\$ 250,000.00	\$ -		
	Legal Fees/Consulting Fees	\$ -	\$ 2,976.45	\$ 10,000.00		
	Maintenance/Building Exp.	\$ 4,656.78	\$ 27,975.68	\$ 200,000.00		
	Memberships/Licenses	\$ -	\$ 179.00	\$ 2,500.00		
	Milliken Location	\$ 640.39	\$ 1,980.91	\$ 20,000.00		
	Outreach	\$ 45.99	\$ 2,095.12	\$ 10,000.00		
	Professional Enrichment	\$ -	\$ 460.40	\$ 5,000.00		
	Programming	\$ 1,531.13	\$ 9,201.22	\$ 200,000.00		
	MakerSpace	\$ 471.11	\$ 1,990.66	\$ 15,000.00		
	Salaries/Benefits/Perks	\$ 154,696.74	\$ 158,285.64	\$ 1,000,000.00		
	Health Ins./Retirement	\$ 29,003.36	\$ 29,003.36	\$ 150,000.00		
	Subscriptions, Periodicals	\$ 689.50	\$ 976.16	\$ 7,500.00		
	Supplies, Janitorial	\$ -	\$ 359.10	\$ 5,000.00		
	Supplies/Expenses, Library	\$ 426.19	\$ 3,661.51	\$ 15,000.00		
	Telephone	\$ 550.42	\$ 2,938.29	\$ 12,000.00		
	Utilities	\$ 4,213.99	\$ 20,244.13	\$ 60,000.00		MKN \$3091.92
	Capital Improvements-MKN	\$ 47,647.84	\$ 138,639.46	\$ 2,000,000.00		Wember \$30,000 y-t-d
	Capital Improvements-JT	\$ -	\$ -	\$ 200,000.00		
	Transfer to petty cash	\$ -	\$ -	\$ -		
OUTFLOWS TOTAL		\$ 260,443.19	\$ 701,036.12	\$ 4,159,000.00		
ENDING CHECKING BALANCE		\$ 1,451,559.65				

						Notes
BEGINNING PETTY CASH BALANCE		\$ 1,961.37				
		\$ -				
ENDING PETTY CASH BALANCE		\$ 1,961.37				
COLORADO TRUST INVESTMENT			Y-T-D			
BEGINNING BALANCE		\$ 11,187,855.97				
	Dividend - 4.3728%	\$ 41,623.27	\$ 202,205.97			
	<i>Contribution</i>	\$ -				
	<i>Withdrawal</i>	\$ -				
ENDING BALANCE		\$ 11,229,479.24		FUNDS IN RESERVE	\$	1,218,500.00

2025

MID-YEAR REPORT



FRONT RANGE FIRE RESCUE



frfr.colorado.gov



PO BOX 130 Milliken CO 80543



970-587-4464

MISSION

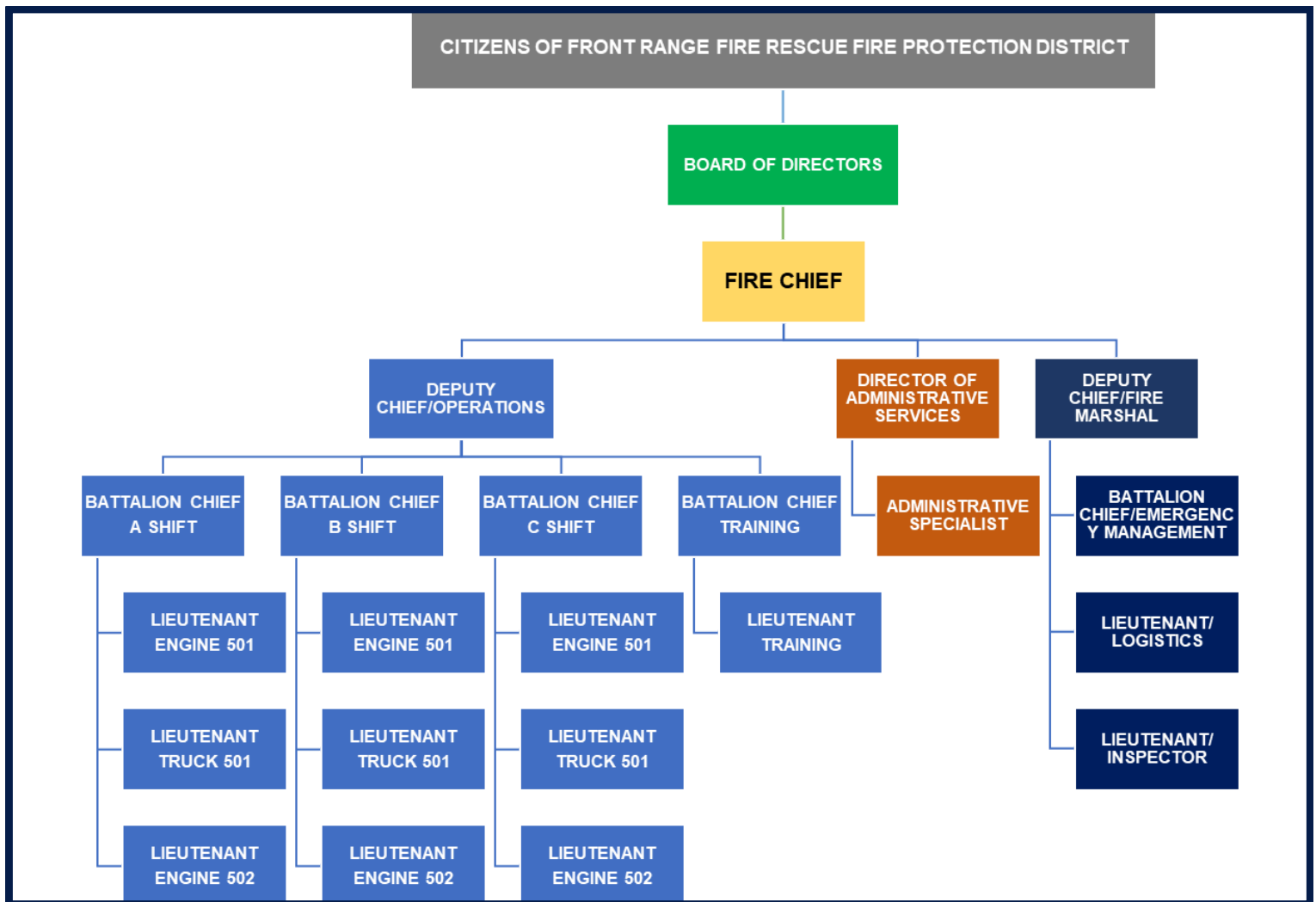
Front Range Fire Rescue is an all-hazards emergency response and prevention agency. We are committed to providing outstanding service through community engagement, fire prevention, disaster preparedness, public education, fire suppression, and emergency medical services.

VISION

To progress a culture that adapts to change and to develop an organization that outlasts the individual members. To meet and exceed the growth and changes in the district. To be recognized by our citizens and external stakeholders as an outstanding public service agency. To be an "employer of choice" for our current and future members.

VALUES

COURAGE COMPASSION PROFESSIONALISM



FRONT RANGE FIRE RESCUE

FROM THE DESK OF FIRE CHIEF RYAN ROBERTS

As we reach the halfway point of 2025, I would like to take a moment to share some important updates, accomplishments, and priorities from your fire department. It has been a dynamic and productive first half of the year, and we remain committed to providing exceptional service, safety, and support to the residents, businesses, and visitors of our growing community.

First and foremost, we want to thank Fire Chief Mike West for his six years of dedicated leadership as Fire Chief of Front Range Fire Rescue and his remarkable 43 years of service in the fire profession. We are all better for what he brought to this organization and community day in and day out. Congratulations on your retirement, Chief—we'll see you on the big one.

Earlier this year, we completed and began implementing our 2025–2030 Strategic Plan. This plan, shaped by input from our personnel, board members, and community partners, centers around four key strategic initiatives: Training, The FRFR Way, Communications, and Professional Development. These priorities will guide our growth and continuous improvement for years to come.

We welcomed three new firefighters this spring and promoted several members into leadership roles. Our hiring process remains competitive and focused on attracting diverse, skilled, and service-oriented professionals. In alignment with the FRFR Way, we strive to be the “Employer of Choice”—bringing in the best and ensuring we take care of our people so they can take care of the community.

We've also made significant progress on critical capital projects, including the purchase of two new fire engines and a ladder truck, which will enhance our ability to respond efficiently and safely. We are also investing in upgraded fire hose, extrication tools, and protective equipment to ensure our responders are equipped with the best tools available. These investments, funded with an eye toward long-term sustainability and fiscal responsibility, are expected to begin arriving in 2026.

In the coming months, we will finalize our Community Risk Assessment/Standards of Cover, a comprehensive evaluation of our response capabilities. This process ensures that we continually assess our performance and plan strategically for the future, enabling us to provide the highest level of service to those we protect.

It is an honor to serve as your Fire Chief and to lead the dedicated professionals of Front Range Fire Rescue. We are deeply grateful for your ongoing trust and support. Our commitment remains clear: to adapt, improve, and grow—together with you. Please don't hesitate to reach out, stop by a station, or follow us on social media to stay connected. We look forward to continuing our service to you through the rest of 2025 and beyond.

Stay safe and be well,
Ryan Roberts, Fire Chief



PLANNING & DEVELOPMENT

YEAR TO DATE



Proposed New Developments

- Total Projects: 38
- Total Review Hours: 74 hours
- Total Square Footage: 55,121,483 sq ft
- Review Efficiency: 90% of reviews completed in 3 hours over 8.4 days



Proposed New Buildings

- Total Projects: 38
- Total Review Hours: 53 hours
- Total Square Footage: 202,418 sq ft (New Construction)
- Review Efficiency: 90% of reviews completed in 4 hours over 8 days

Fire & Life Safety Systems

Commercial Systems (Fire Alarms, Sprinklers, etc.):

- Projects: 23
- Review Hours: 44 hours
- Square Footage: 170,426 sq ft

Residential Sprinkler Systems:

- Projects: 6
- Review Hours: 12 hours
- Square Footage: 9,656 sq ft
- Overall Review Efficiency: 90% of reviews completed in 2.5 hours over 7.5 days



Special Hazards

- Total Projects: 8
- Total Review Hours: 17 hours
- Total Square Footage: 2,260,242 sq ft (Hazardous Operations)
- Review Efficiency: 90% of reviews completed in 3.8 hours over 7 days



RESPONSE & STATISTICS

YEAR TO DATE

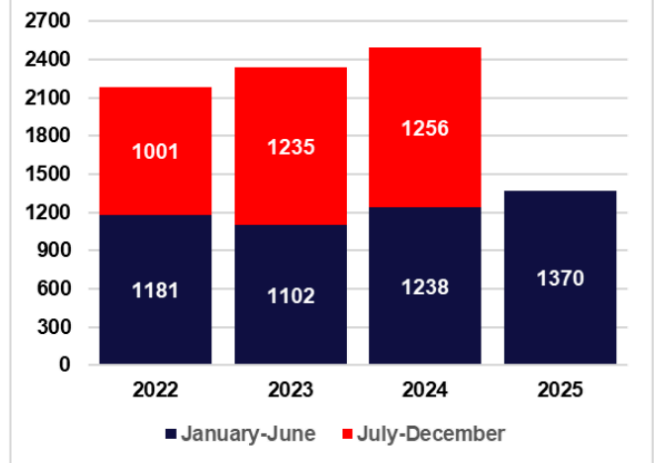
1,370 total calls for service YTD

- 9% increase over last year
- Busiest Zone: #1 (West of CR 19) **847** calls, a 20% increase over last year
- An average of 7-8 calls per day

Call Types:

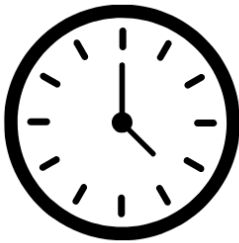
- 60% of all calls were Rescue and EMS - our top priority continues to be life safety
- 13% were Good Intent Calls (e.g., no emergency found)
- 13% were Service Calls (e.g., assist public, water leaks)
- 4% were fires, showing the importance of proactive safety and prevention efforts

Annual Call Volume



MUTUAL AID & COMMUNITY SUPPORT

Aid Given: **67** times this year. This mutual support strengthens regional emergency response across jurisdictions.



RESPONSE TIMES (90TH PERCENTILE)

- **June 2025:** 9 minutes, 15 seconds
- **June 2024:** 10 minutes 39 seconds. We're working to improve our efficiency every month.

WHEN WE'RE BUSIEST

Peak Hours: **2-4 PM**

Busiest Day: **Monday**

Quietest Time: **3-5 AM**

Slowest Day: **Sunday followed by Friday**



CALL VOLUME BY AREA

- **Zone 1** (West of CR 19): **847** calls YTD
- **Zone 2** (CR 19 to Two Rivers): **329** calls YTD
- **Zone 3** (East of Two Rivers): **135** calls YTD

BOARD OF DIRECTORS



Darrin Rutt
President
West District



Blair Howe
Vice President
East District



Reid Hobler
Treasurer
East District



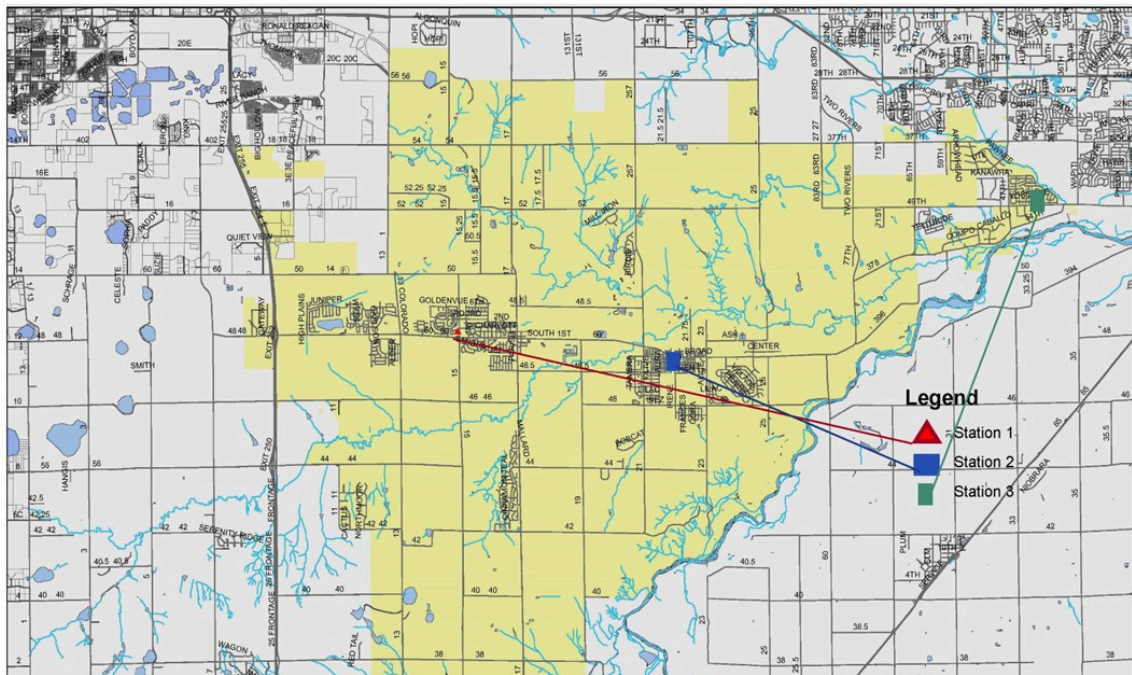
Jim Young
Secretary
West District



Greg Freehling
Director
At Large

The public is welcome to attend all regularly scheduled board meetings on the second Thursday of each month at 6:00 PM. For more information, go to our website frfr.colorado.gov

FRONT RANGE FIRE RESCUE



CONTACT INFORMATION

970.587.4464

info@frfr.co



www.frfr.colorado.gov

Statement of Activities - Actual to Budget - Johnstown 6-30-25									
YMCA of Northern Colorado									
	June 2025				YTD 2025				
Account Group Name	Actual	Budget	Actual to Budget \$ Difference	Actual to Budget % Difference	Actual	Budget	Actual to Budget \$ Difference	Actual to Budget % Difference	Annual Budget 2025
Johnstown									
Revenue									
Contributions	43,489	625	42,864	6858.21%	113,017	24,750	88,267	356.63%	37,500
Noncash Contributions	0	0	0	0.00%	0	0	0	0.00%	0
Program Revenue	141,070	154,568	(13,498)	(8.73%)	643,555	645,278	(1,723)	(0.27%)	1,315,987
Membership Revenue	126,849	134,350	(7,501)	(5.58%)	780,101	817,782	(37,680)	(4.61%)	1,645,002
Rental Income	3,505	6,000	(2,495)	(41.58%)	44,078	36,000	8,078	22.44%	72,000
Other Revenue	0	838	(838)	(100.00%)	60	5,025	(4,965)	(98.81%)	10,050
Total Revenue	314,912	296,380	18,532	6.25%	1,582,101	1,528,835	53,266	3.48%	3,080,539
Expenses									
Salaries and Wages	134,624	148,081	(13,457)	(9.09%)	755,042	783,526	(28,484)	(3.64%)	1,729,443
Benefits	9,568	8,407	1,161	13.81%	60,534	49,904	10,630	21.30%	106,182
Payroll Taxes	13,219	14,389	(1,169)	(8.13%)	75,883	79,617	(3,734)	(4.69%)	167,767
Program Supplies & Expenses	9,170	5,660	3,510	62.02%	50,621	30,979	19,642	63.40%	62,340
Occupancy	61,330	59,915	1,415	2.36%	331,600	361,710	(30,110)	(8.32%)	728,785
Special Event Expenses	0	0	0	0.00%	185	0	185	0.00%	0
Fundraising Expenses	0	0	0	0.00%	29	0	29	0.00%	0
Office Expenses	1,810	782	1,029	131.61%	13,523	3,398	10,126	298.01%	7,210
Technology	100	0	100	0.00%	544	0	544	0.00%	0
Travel & Related Expenses	0	188	(188)	(100.00%)	376	1,275	(899)	(70.47%)	2,400
Conferences & Training	0	138	(138)	(100.00%)	725	825	(100)	(12.07%)	4,150
Organizational Dues	710	1,785	(1,075)	(60.22%)	4,189	10,710	(6,521)	(60.89%)	21,425
Insurance	0	2,620	(2,620)	(100.00%)	8,953	22,125	(13,172)	(59.53%)	29,988
Miscellaneous Expense	0	45	(45)	(100.00%)	(610)	1,270	(1,880)	(148.02%)	1,840
Depreciation	1,132	1,132	(0)	(0.00%)	5,001	6,793	(1,792)	(26.38%)	13,586
Intra Y Allocation									
Total Expenses	231,665	243,141	(8,459)	(3.07%)	1,306,596	1,352,131	(42,518)	(2.71%)	2,875,116
Change in Net Assets	83,248	53,239	26,991	130.62%	275,505	176,703	95,784	244.00%	205,423
Intra Y Allocation - Original	35,593	32,576	3,017	9.26%	218,976	215,959	3,017	1.40%	432,081
Intra Y Allocation at 15.3 %	35,445				199,909	206,876			439,893
Total Expenses with Allocation	267,109				1,506,505	1,559,007			
Change in Net Assets with Allocation	47,803				75,596	(30,173)	105,768		
Note: Intra Y Allocation is referred to as Facility Expenses in the Facility Management Agreement									