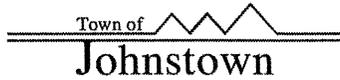


TOWN COUNCIL
MEETING
PACKET

September 6, 2017



Town Council

Agenda
Wednesday, September 6, 2017
Town Hall, Council Chambers
450 So. Parish Avenue
7:00 PM



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

Members of the audience are invited to speak at the Council meeting. Public Comment (item No. 5) is reserved for citizen comments on items not contained on the printed agenda. Citizen comments are limited to three (3) minutes per speaker. When several people wish to speak on the same position on a given item, they are requested to select a spokesperson to state that position. If you wish to speak at the Town Council meeting, please fill out a sign-up sheet and present it to the Town Clerk.

- 1) **CALL TO ORDER**
 - A) Pledge of Allegiance
- 2) **ROLL CALL**
- 3) **AGENDA APPROVAL**
- 4) **RECOGNITIONS AND PROCLAMATIONS**
- 5) **PUBLIC COMMENT (three-minute limit per speaker)**

*The "Consent Agenda" is a group of routine matters to be acted on with a single motion and vote. The Mayor will ask if any Council member wishes to have an item discussed or if there is public comment on those ordinances marked with an *asterisk. The Council member may then move to have the subject item removed from the Consent Agenda for discussion separately.*

- 6) **CONSENT AGENDA**
 - A) Town Council Meeting Minutes – August 21, 2017
 - 7) **STAFF REPORTS**
 - 8) **OLD BUSINESS**
 - 9) **NEW BUSINESS**
 - A) Consider Site for Johnstown Community Recreation Center
 - 10) **COUNCIL REPORTS AND COMMENTS**
 - 11) **MAYOR'S COMMENTS**
 - 12) **ADJOURN**
-

WORK SESSION

- 1) Discussion of Fire Impact Fees – Loveland Fire Rescue Authority –Chief Mark Miller



NOTICE OF ACCOMODATION

If you need special assistance to participate in the meeting, please contact the Town Clerk at (970) 587-4664. Notification at least 72 hours prior to the meeting will enable the Town to make reasonable arrangements to ensure accessibility to the meeting.

AGENDA ITEM 6A

CONSENT

AGENDA

- **Council Minutes – August 21, 2017**

TOWN COUNCIL AGENDA COMMUNICATION

AGENDA DATE: September 6, 2017

ITEM NUMBER: 6A

SUBJECT: Consent Agenda

ACTION PROPOSED: Approve Consent Agenda

PRESENTED BY: Town Clerk

AGENDA ITEM DESCRIPTION: The following items are included on the Consent Agenda, which may be approved by a single motion approving the Consent Agenda:

A) Council Meeting Minutes – August 21, 2017

LEGAL ADVICE: The entire Consent Agenda may be approved by a motion of the Town Council approving the Consent Agenda, which automatically approves each and every item listed on the Consent Agenda. If a Council member wishes to have a specific discussion on an individual item included with the Consent Agenda, they may move to remove the item from the Consent Agenda for discussion.

FINANCIAL ADVICE: N/A

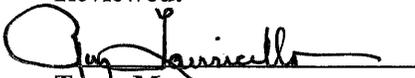
RECOMMENDED ACTION: Approve Consent Agenda

SUGGESTED MOTION:

For Approval: I move to approve the Consent Agenda.

For Denial:

Reviewed:


Town Manager

**COUNCIL
MINUTES**

The Town Council of the Town of Johnstown met on Monday, August 21, 2017 at 7:00 p.m. in the Council Chambers at 450 S. Parish Avenue, Johnstown.

Mayor James led the Pledge of Allegiance.

Roll Call

Those present were: Councilmembers Davis, Lebsack, Molinar Jr., Tallent and Young

Those absent were: Councilmember Mellon

Also present: Avi Rocklin, Town Attorney, Roy Lauricello, Town Manager, Brian Phillips, Chief of Police and Diana Seele, Town Clerk/Treasurer

Agenda Approval

Councilmember Young made a motion seconded by Councilmember Lebsack to approve the Agenda. Motion carried with a unanimous vote.

Public Comments

Jeanette Morris, resident in Clearview Subdivision expressed concerns about the recreation center being built in the Clearview Subdivision on land owned by the Town of Johnstown.

Rebecca Petrie, representing the Chamber of Commerce informed the Council of the upcoming Fall Fest on October 7, 2017.

Consent Agenda

Councilmember Lebsack made a motion seconded by Councilmember Davis to approve the Consent Agenda with the following items included:

- August 7, 2017 Town Council Meeting Minutes
- Payment of Bills
- July Financial Statements
- 2nd Reading – Ordinance No. 2017-148, An Ordinance Amending Section 16-242 of the Johnstown Municipal Code to Include “Food Store, Convenience with Vehicle Fuel Sales” as a Principal Use Permitted by Right in the Central Business District
- Memorandum of Understanding by and between the Larimer County Sheriff and the Johnstown Police Department

Motion carried with a unanimous vote.

New Business

A. Presentation of 2016 Annual Audit Report – John Cutler & Associates, LLC
Councilmember Davis made a motion seconded by Councilmember Lebsack to accept annual report for the year ending December 31, 2016. Motion carried with a unanimous vote.

There being no further business to come before the Council the meeting adjourned at 7:31 p.m.

Mayor

Town Clerk/Treasurer

AGENDA ITEM 9A

**CONSIDER
JOHNSTOWN
COMMUNITY
RECREATION SITE**

TOWN COUNCIL AGENDA COMMUNICATION

AGENDA DATE: September 6, 2017

ITEM NUMBER: 9A

SUBJECT: Consider Site for Johnstown Community Recreation Center

ACTION PROPOSED: Consider Site for Recreation Center

PRESENTED BY: Town Planner and Manager

AGENDA ITEM DESCRIPTION: On May 15, 2017 the Town's architect, Sink Combs Dethlefs, presented Town Council with three possible sites for the Johnstown Community Recreation Center: the Massey Property, the Purvis Property and the Mountain View Property. After discussion and public comments, Town Council selected the Massey Property.

On August 7, 2017 Town Council discussed the possibility of siting the proposed recreation center on the Town-owned 10-acre public land parcel in the Clearview PUD. The interest in the Clearview site comes from concerns about the Massey property site being 'shovel-ready' in time to meet the planned Recreation Center opening in late 2018. Town staff reported on the availability of water, sanitary sewer and drainage utilities to the site. Clearview HOA representatives and residents spoke at the meeting discussing the potential benefits and concerns with the site. After questions and discussion, Council directed that the Clearview site selection discussion continue at the September 6th Council meeting, and that staff provide information regarding traffic impacts.

The Town's Traffic Engineer has reviewed the potential traffic impacts if the recreation center were located in Clearview. A copy of the analysis is attached. Carlson Boulevard, an improved collector street would provide access for the center. Carlson Boulevard would carry traffic to either Colorado Boulevard, and to the signalized intersection at Highway 60, or directly to Highway 60.

The Town Council may reconsider the selection of the Massey Property and consider the Clearview PUD Property or the other two properties researched by Sink Combs Dethlefs, the Purvis Property or the Mountain View Property. Alternatively, the Town Council may choose to uphold its decision to site the Johnstown Community Recreation Center on the Massey Property.

LEGAL ADVICE: N/A

FINANCIAL ADVICE: N/A

RECOMMENDED ACTION: Consider a site for the Johnstown Community Recreation Center

SUGGESTED MOTION:

In favor of selection of a new site: I move to reconsider the selection of the Massey property as the site of the Johnstown Community Recreation Center, select _____ as the site for the Johnstown Community Recreation Center and direct Town staff and the Town attorney to prepare the documentation necessary to effectuate the transfer of the real property.

Opposed to selection of a new site: No motion is necessary.

Reviewed:


Town Manager

TRAFFIC ANALYSIS



FELSBURG
HOLT &
ULLEVIG

connecting and enhancing communities

August 28, 2017

Mr. John Franklin
Town Planner
Town of Johnstown
450 S Parish Ave
PO Box 609
Johnstown, CO 80534

RE: Clearview Community Recreation Center Preliminary Traffic Evaluation
FHU Project No. 199201-01

Dear Mr. Franklin:

This letter report is intended to provide a preliminary traffic evaluation of a potential community recreation center within the Clearview PUD. The site is located along the south side of Carlson Boulevard west of Colorado Boulevard in Johnstown, Colorado. Traffic conditions in the area of Clearview PUD have been evaluated in two previous reports:

- 1) *Clearview PUD Traffic Impact Study* prepared by Matthew J. Delich, October 2000. This report analyzed the Clearview PUD as a mixed use site which included a 500 student elementary school.
- 2) *Traffic Signal Warrant Study – SH 60 & Carlson Boulevard Intersection* prepared by Short Elliott Hendrickson (SEH) Inc., October 2014. This report evaluated the need for signalization of the intersection of SH 60 and Carlson Boulevard, which is one of the primary access points for the Clearview PUD.

The potential change would replace the 500 student elementary school, (documented in the Delich study), with a 60,000 square foot community recreation center. This letter presents information to assess the following:

- Trip Generation Comparison and Update
- Traffic Operations of the site access onto Carlson Boulevard
- Signal Warrant status of the intersection at SH 60 and Carlson Boulevard.

Trip Generation

Table 1 compares the trip generation between the elementary school and community recreation center. An updated trip generation for the 56 apartments that have been built since the signal warrant study is included. It is assumed that the recreation center access would align opposite the existing easternmost apartment access. Trip estimates were made using *Trip Generation, 9th Edition*, Institute of Transportation Engineers, 2012. Peak hours of the generator were used for the peak hours of the elementary school and community recreation center to provide a conservative estimate of impacts.

Table 1 – Clearview PUD Trip Generation Comparison

Land Use Scenario	Size	Trip Estimates		
		Daily	AM Peak Hour	PM Peak Hour
Scenario 1 – School				
Elementary School	500 Students	645	225	140
Scenario 2 – Community Recreation Center				
Recreation Center	60 KSF	2,029	173	201
Updated Apartment				
Apartment	56 D.U.	463	33	49

It can be seen that, although the community recreation center would result in an increase in daily trips, a decrease in AM peak hour trips is expected, along with a slight increase in PM peak hour trips.

Traffic Operations of Access to Carlson Boulevard

Trip distribution estimates (from the Delich study) were used to assign traffic onto Carlson Boulevard from the apartments to the north and from the elementary school / community recreation center site to the south.

Level of Service (LOS) for a Two-Way Stop Controlled (TWSC) intersection was performed using methodology from the 2010 Highway Capacity Manual. The analysis of the TWSC intersection resulted in LOS of B or better for all movements during peak hours for the elementary school and LOS of A for all movements during peak hours for the community recreation center. Therefore, based on this change in land use from an elementary school to a community recreation center, only minimal impacts to traffic operations are expected at the site access.

Signal Warrant Status

The 2014 SEH study showed that the intersection of SH 60 and Carlson Boulevard did not warrant a traffic signal. However, the counted volumes met five hours of the eight-hour warrant, and four hours very nearly met the four-hour warrant.

Using the peak hour volumes from the previous study, an analysis of the peak hour warrant can be performed. Using a growth rate of 4.2 percent for mainline volumes along SH 60 which was calculated using CDOT traffic volumes from a count location on SH 60 east of CR 13 (Colorado Boulevard). CDOT projects a 2 percent rate for the area but recent counts pointed to a higher rate of growth. Trips generated by the apartments and community recreation center were then added to the intersection. Based on total projected peak hour turning movements, the intersection still would not quite meet the peak hour warrant. As seen in the attached peak hour signal warrant both the AM and PM peak hour are very near the volume thresholds for the warrant to be met.

While both peak hours fall below the volume thresholds to meet the warrant, with the continued volume growth along SH 60 it is likely warrants could be met within several years of buildout of the community recreation center, or within four to five years without development of the site. It is recommended that the status of signal warrants be periodically monitored and reevaluated going forward.

August 28, 2017
Mr. John Franklin
Page 3

Summary

This preliminary analysis indicates that daily traffic from a community recreation center would represent an increase from the previously planned elementary school. Peak hour volumes however, are relatively even between the two land uses.

Traffic operations at the TWSC driveway access are expected to be acceptable, at LOS B or better for the elementary school and at LOS A for the community recreation center.

Current traffic conditions at the intersection of SH 60 and Carlson Boulevard are estimated to be insufficient to warrant signalization, even with the addition of the community recreation center. However, because conditions do approach threshold levels, it is recommended that a signal warrant study be conducted to verify the status of signal warrants at SH 60 and Carlson Boulevard.

Should you have any questions regarding this letter, please feel free to call.

Sincerely,

FELSBURG HOLT & ULLEVIG



Philip Dunham, PE
Transportation Engineer

Attachment:

- **Peak Hour Signal Warrant**
- **Peak Hour Driveway LOS Analysis**

**WORK
SESSION
(Fire Impact Fees)
(Loveland Fire Rescue Authority)**

Loveland Fire Rescue Authority Impact Fee Proposal

September 6, 2017



OBJECTIVE

- LFRA is proposing the implementation of Impact Fees in the City of Loveland (currently collecting Capital Expansion Fees (CEF's), areas outside the City in unincorporated Larimer County (within LFRA jurisdiction), and in the Town of Johnstown, specifically the 25/34 development that is within LFRA jurisdiction.
- *Important note: the 25/34 area has been in the Loveland Rural Fire Protection District for over 65 years.*

STATE STATUTE AUTHORIZING

- Colorado Revised Statue authorizing Fire Districts or Authorities to collect Impact Fees - C.R.S. 29-20-104.5

AUTHORIZED USE OF FEES

- Impact fees collected can only be used to defray costs of capital facilities needed to serve "new" development impacting the Authority or Fire District.
- The statute does not limit where the district or authority may invest its impact fee revenue within its boundaries, so long as the purchase or construction of capital facilities is directly related to "development".

BASIS / JUSTIFICATION FOR FEES

- LFRA contracted with BBC Research and Consulting to do an analysis on the proportional capital costs associated with all forms of new development in the entire LFRA service area.
- Examples are provided on the following pages regarding the proposed Impact fees (based on what we are currently collecting for CEF's).

TIMELINE

- LFRA would like to have IGA's in place with all the involved entities by January 2018

PROCESS

- LFRA will meet with the City of Loveland City Manager/City Council, Larimer County Manager/County Commissioners, and Town of Johnstown Town Manager/Town Council to discuss the proposal. We have had preliminary discussions with Larimer County Manager/Commissioners and they are receptive to the idea of Impact Fees in the County.

OTHER INVOLVED ENTITIES

- As of this writing, both Poudre Fire Authority (Fort Collins) and Estes Park Fire will be proposing impact fees in their respective districts. Berthoud Fire will likely be on board soon. Regarding fire districts in Weld County, the ones I have talked to are also interested in implementing fees.

EXAMPLES OF SPECIFIC OCCUPANCIES AND ASSOCIATED IMPACT FEES WITHIN 25/34 DEVELOPMENT

Residential Single Family:
Impact Fee = **\$895.00 per unit of housing**

Residential Multi-family – 4430 Ronald Reagan Blvd. (G24 Apartment Building 9B)
Impact fee = **\$622.00 per unit of housing**

Commercial:
Ridgeview Office Building; 10,616 SF;
Impact Fee - **.30 SF = \$3,184.80**

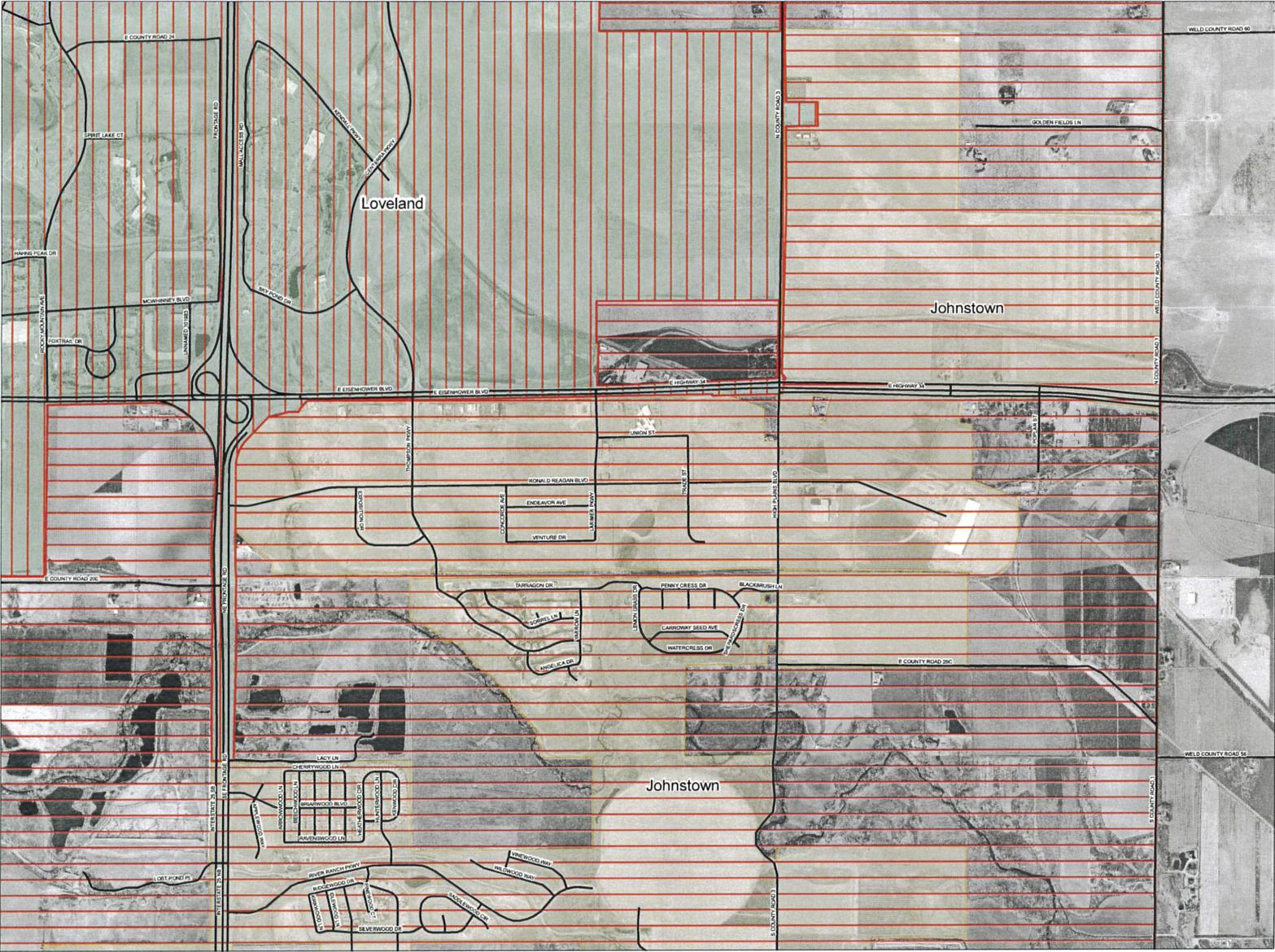
Industrial:
High Country Beverage; 130,722 square feet;
Impact fee - **.03 per SF = \$3,921.66**

Oil and gas facility: N/A

Schedule of Capital Expansion Fees Annual Inflationary Adjustment Suspended

	2016 Fee	2017 Fee
Residential Single Family (per unit of housing)		
Fire-Rescue	\$ 895.00	\$ 895.00
Law Enforcement	881.00	881.00
General Government	1,092.00	1,092.00
Library	728.00	728.00
Cultural Services-Museum	607.00	607.00
Parks	3,556.00	3,556.00
Recreation	1,584.00	1,584.00
Trails	531.00	531.00
Open Lands	891.00	891.00
Total for a single family unit	\$10,765.00	\$10,765.00
Residential Multi-family (per unit of housing)		
Fire-Rescue	\$622.00	\$622.00
Law Enforcement	613.00	613.00
General Government	759.00	759.00
Library	506.00	506.00
Cultural Services-Museum	422.00	422.00
Parks	2,471.00	2,471.00
Recreation	1,101.00	1,101.00
Trails	369.00	369.00
Open Lands	619.00	619.00
Total for a Multi-family unit	\$ 7,482.00	\$ 7,482.00
Commercial (per square foot)		
Fire-Rescue	\$ 0.30	\$ 0.30
Law Enforcement	0.39	0.39
General Government	0.42	0.42
Total	\$ 1.11	\$ 1.11
Industrial (per square foot)		
Fire-Rescue	\$ 0.03	\$ 0.03
Law Enforcement	0.05	0.05
General Government	0.06	0.06
Total	\$ 0.14	\$ 0.14
Oil & Gas Facility (per square foot *disturbed area)		
Fire-Rescue	\$ 0.06	\$ 0.06
Law Enforcement	0.05	0.05
General Government	0.06	0.06
Total	\$ 0.17	\$ 0.17

LRFA Boundaries - East Hwy 34



Legend

LRFA BOUNDARIES

- LOVELAND FIRE AND RESCUE
- LOVELAND RURAL FIRE
- LOVELAND
- JOHNSTOWN



July 17, 2017



**POWER
POINT
PRESENTATION**

IMPACT FEE DISCUSSION

Study Session:
Johnstown Town Council
09/06/2017
Loveland Fire Rescue Authority-Fire Chief Mark Miller



Background Information

- New legislation was enacted at the 2016 Legislative session that allows Special Districts and Authorities to implement and collect impact fees. Prior to this Legislation, impact fees were not allowed, and only municipalities could collect impact fees or Capital Expansion fees (CEF's).
- Jurisdictions (Fire Districts/Authorities) must get approval from the municipality involved to implement such fees (typically through an IGA).
- Loveland Fire Rescue Authority (LFRA) engaged BBC Research and Consulting to do a Nexus Study regarding the justification of impact fees in our jurisdiction in April, 2017.
- Joint meeting with Johnstown Town Council and Loveland City Council on 7/24/17 – gave brief presentation regarding the implementation of Impact Fees, the intent, and to provide an opportunity for questions and concerns

Proposal

Objective:

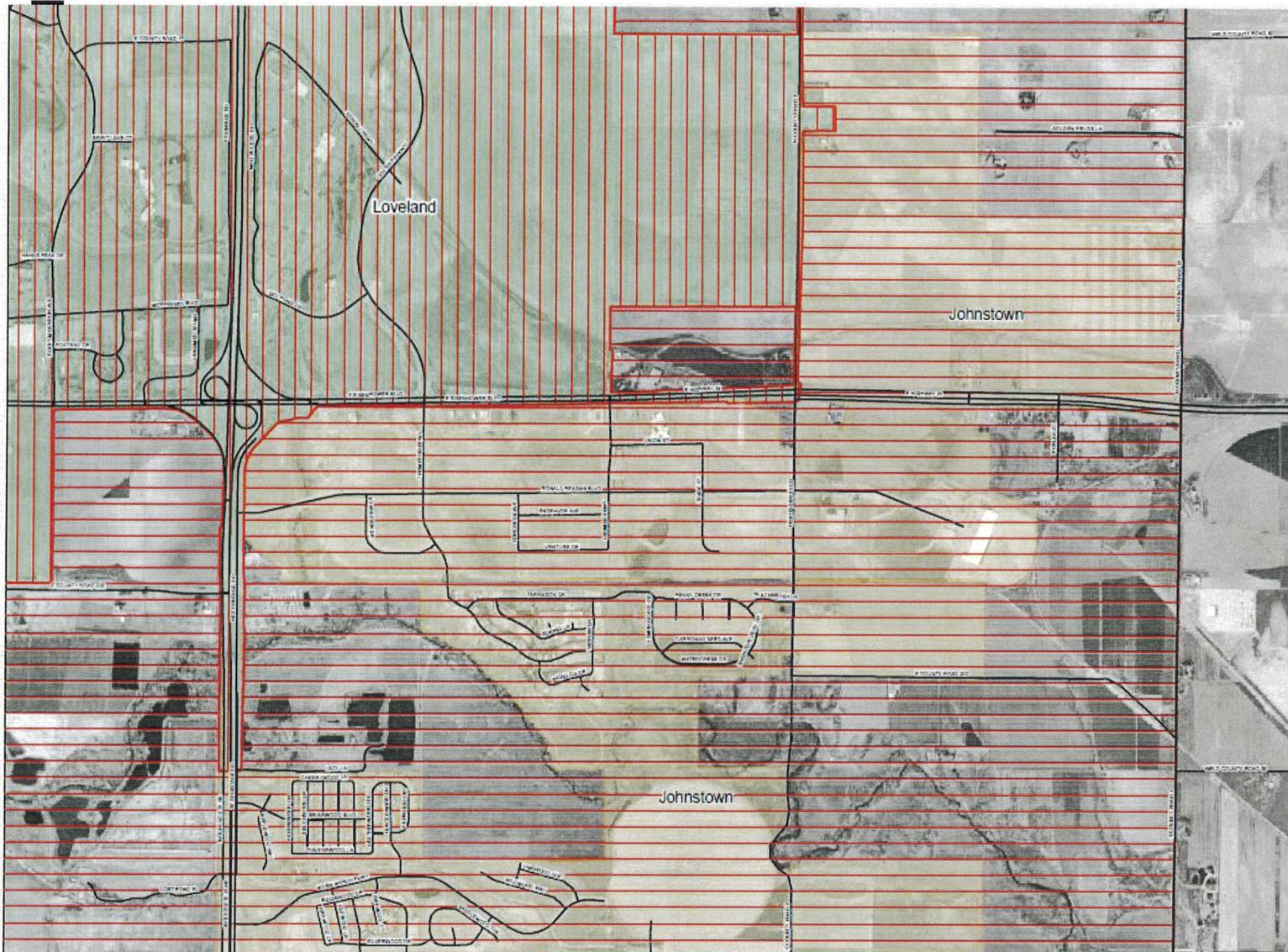
- Impose impact fees in LFRA's jurisdiction (Loveland, County, Johnstown), to be used for capital infrastructure only (two new fire stations proposed)

Process:

- Meet with elected officials from Johnstown; Loveland; and Larimer County. Create a separate IGA between each entity/municipality and LFRA

Proposed Implementation/Assessment/Nexus Study

- Proposed implementation January 1, 2018
- Impact fee would be imposed on new development for which a Development Permit application is submitted on or after January 1, 2018
- A Nexus Study completed no less than every seven years
- Developer and Authority confer whether or not an impact fee is owed and/or amount owed – Possibility of an in-Kind contribution in lieu of fee.
- Implemented as part of the normal Development Permit application process.



Legend

LFRA BOUNDARIES

-  LOVELAND FIRE AND RESCUE
-  LOVELAND RURAL FIRE
-  LOVELAND
-  JOHNSTOWN



July 17, 2017

