



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

TOWN COUNCIL WORK SESSION

**450 S. Parish, Johnstown, CO
Friday, May 03, 2024 at 5:00 PM**

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

AGENDA

CALL TO ORDER

AGENDA ITEMS

1. Capital Project Fund Discussion

ADJOURN

AMERICANS WITH DISABILITIES ACT NOTICE

In accordance with the Americans with Disabilities Act and other applicable laws, persons who need accommodation in order to attend or participate in this meeting should contact Town Hall at 970-587-4664 no later than 48 hours before the meeting in order to request such assistance.

De conformidad con la Ley de Discapitados 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.



TOWN COUNCIL WORK SESSION COMMUNICATION

AGENDA DATE: May 3, 2024

SUBJECT: Capital Project Fund

PRESENTED BY: Matt LeCerf, Town Manager

WORK SESSION ITEM DESCRIPTION:

During the April 15, 2024, Town Council meeting, the Town Council discussed funds within the Capital Project Fund and the use of those funds. In the FY2024 budget, funds were appropriated for the Downtown Sign Program. The amount appropriated was \$1.229 million. A small portion of these funds has been used to finalize the existing signage programming and as has been mentioned previously, no other construction is current and active on the project. The estimated available funds to date is \$1.2 million. Town Council requested this work session to identify potential projects and uses of the remaining appropriation from this project. Based on the Johnstown Municipal Code (JMC) Chapter 4 Revenue and Finances Article 3 states the following:

Sec. 4-39. - Capital Projects.

- (1) There is hereby created a special fund, to be known as the Capital Projects Fund, for the acquisition of property and equipment, the construction of streets, walkways and bridges, the construction of public buildings and public infrastructure, and the planning and engineering studies to implement the above-mentioned capital facilities.
- (2) There shall be transferred to the Capital Projects Fund all money, including investment income, from the existing Use Tax Capital Improvement Fund, which shall thereafter be abolished.
- (3) Revenues shall be provided to the Capital Projects Fund from one percent (1%) of the use tax collected on building materials and construction materials utilized within the Town.

Since the Town Council has expressed interest in having a discussion about the potential alternative uses of these funds, the purpose of this work session is to provide and receive feedback from the Town Council about potential projects. Listed below are projects that have been presented to Staff by the Town Council for use of these funds.

Upgrade Parks for Children: Investments will be made in upgrading parks with safe, modern play equipment/upgrades and well-maintained green spaces for children. Three options are described below for consideration:

Aragon Park Playground Replacement:

In the FY2024 budget, the Town plans to replace the Aragon Park playground. The replacement would include a pour in place as well as installation of a new playground facility. The original budget planned for \$350,000 from the Conservation Trust Fund (CTF). The Town has already received quotes for this job and tentatively plans on presenting it to the Council on May 6, 2024. The estimate received for this project is \$395,000. Town Council may want to consider utilizing \$50,000 of these funds to provide the remaining balance necessary to complete the project accordingly.

Cost: \$400,000

RE-5J Playground Project:

You may recall, last year the Town Council met with the RE-5J School District (District or RE-5J) about a potential partnership at Pioneer Ridge Elementary (PRE). The School District is currently exploring the opportunity to replace its aging playground at PRE, which is approaching 20 years old. The Town owns land immediately adjacent to PRE and the School District inquired if the Town would be interested in a partnership to help create a new playground facility. The playground would serve both the School District and the Town's citizens by combining our funds and improve the potential for the District to pursue grant opportunities. The vision for the playground facility may cost up to \$1.2 million. Funding amounts were not specifically identified during the work session last year. The Town may want to consider partnering on this project, subject to the School District receiving grants and use Town funds from the Capital Projects Fund as a matching component. If there is a desire to partner with the District, a contribution by the Town may be in the range of \$100,000-200,000 for this project. Town Council can determine if the appropriation of funds would be without conditions or with conditions that may include an out-of-pocket match from the District at a 1:1 match.

Cost: \$100,000 - \$200,000

Westlake Park Playground Replacement:

In the FY2024 budget, the Town plans to replace the Westlake Park playground. The replacement would include a pour in place as well as installation of a new playground facility. The original budget planned for \$350,000 from the Parks and Open Space Fund. The Town has

already received quotes for this job and tentatively plans on presenting it to the Council on May 6, 2024. Based on bids, the recommendation to Council is likely to consider an award of \$492,000. Council may want to consider appropriating an additional \$150,000 for this specific playground project.

Cost: \$500,000

Signage & Monument Replacement:

There were several comments about signage at the entrances to the community, as well as addressing the current monument sign along the south side of Highway 60, west of Colorado Boulevard. The Town currently has a monument sign on Highway 60 as depicted in the attached picture. It is unclear if the desire would be to replace the monument sign at the same location or find an alternative location where the signage could be more regularly seen, given the speeds on Highway 60 and the need to pay close attention to traffic near the Highway 60 and Colorado Boulevard intersection. A component to enhance the signage received as feedback is to incorporate an LED sign. The LED would be used advertising and creating awareness for various programs, projects, meetings, and other informational purposes of Town activities to create better awareness for the community. The estimated project cost for replacement of the monument sign and installation of a new monument sign with LED is approximately \$150,000. An example of one located in front of the Mead Town Hall is included. If the desire is to have more of a gateway entrance into the community, an example of other neighboring communities is also included in the attachments.

Cost: \$150,000 (Monument Sign Only)

Town of Johnstown YMCA Recreation Center:

The Town has a management and operations agreement with the Northern Colorado YMCA. A request was provided to inquire with the YMCA if they have any elements that need to be upgraded or an event they would like to plan and coordinate that the Town could contribute towards.

Cost: Unknown

Country Acres/Sandra Drive Stormwater Improvements:

An identified priority by Town Council that Staff continues to work on in FY 2024 are the stormwater management improvements to the Country Acres/Sandra Drive area of Town. This project was included in the Project Overview of Council's Orientation. Based on project scope

alternatives, ranges for the project costs are between \$3.6MM - \$5.6MM. An option proposed would be to allocate a portion of the \$1.2MM funding to this project.

Cost: \$3.6MM - \$5.6MM

Community Focused Event:

An idea was to have movie nights at the park. The events would be run through our new events coordinator. The concept would be to buy a large screen and projector & sound equipment. Maintenance costs should be minimal with the exception of the one-time purchase and acquisition of the equipment for the movie system. Systems can vary significantly based on the size of the screens, hence a range has been provided for cost.

Cost: \$20,000 - \$65,000

Senior Center Renovation/Improvements:

There were several comments about the Senior Center renovation/improvements. Certainly, the Town can make improvements to the Senior Center, but there needs to be better definition about what elements need to be upgraded at the location. Furthermore, it is important to consider that based on what level of improvements are made to the facility, the Town will need to evaluate the structure for asbestos. If asbestos is identified at the facility, before any construction can begin, the asbestos must be removed from the site. The qualifying metric based on information from the Colorado Department of Public Health and Environment, the trigger levels for Public and Commercial Buildings are: 260 linear feet on pipes; 160 square feet on other surfaces; or the volume equivalent of a 55-gallon drum. Additionally, any modifications would likely require the facility to be brought into ADA compliance. This includes all aspects of the facility include the bathrooms and other elements of ADA compliance. Understanding the expectations as previously mentioned should be thoroughly considered as the price for remodeling can become expensive quickly.

Renovation Cost: Unknown

While not fully evaluated yet, one alternative option that has been discussed was to trade properties (subject to an appraisal) VFW/American Legion and the existing Senior Center. The VFW/American Legion would receive the current community center/senior center and the Town would receive the VFW/American Legion property. The Town would subsequently demolish the VFW property and convert it into a parking lot for additional downtown parking. As part of the master park planning for the Letford property and the 60 acres donated to the Town at the southeast corner of Centennial Drive and Parish Avenue, one of the sites would incorporate a

new Community Center for the community to rent for events and other community needs as well as provide the older adult community with a new facility to utilize. The facility would provide more functional spaces for multi-use purposes.

New Building Cost: ~\$350/sq. ft. for design and construction

Weekend Operations at Parish House:

Allocate funds for staffing and operations at the Parish House on weekends to enhance community services and engagement. It is important to note that this allocation of funds would need to be appropriated from the general fund since personnel are not classified as capital. In 2023, the Parish House received ~75 visitors and in 2024 has received ~28 visitors. Cost burden below is based on a weekend period only, 8 hours each day, all year.

Cost: \$20,000 annually

Letford Property:

The Town intends to receive the Letford Property from the RE-5J school district. When that will occur, is not completely clear, but we hope in the next few months. The property does not have clear title and attorneys are currently working on remedying this issue. After the property is conveyed over to the Town, Staff intends to issue a Park Site Specific Master Plan RFP for the Letford Elementary School Site and the Town property at the southeast corner of WCR 17 and WCR 46.5. This will have a large community feedback component to ensure that we plan these sites for park and recreation activities that the community desires. We hope to have the plan completed by the end of the 2024 calendar year. This project was anticipated to occur last year, but based on community feedback, Town Council initiated a Pool Financial Feasibility Study. Given the potential that the pool project may be on one of these two sites, the Park Plan RFP was placed on hold until completion of the study. The estimated cost of the park master plan is provided below.

Cost: \$150,000

Open Space Program:

An interest was expressed for an Open Space Program. The problem is there is currently no viable funding mechanism for this program given the other services in the Town. As an alternative, Council may want to consider a Parks & Open Space Sales Tax. If considered, Council would be well served providing for its greatest flexibility – operations, maintenance and capital/land acquisition. Any sales tax initiative would need to go to the voters for approval. The

next available date for an election would be coordinated with the County in November 2024 and the process is as follows:

July 15	Last meeting for Town Council resolution approval of coordination for November election
July 26	Last Day to notify the County Clerk of participation in General Election
August 5	First reading of ballot question ordinance to Town Council
August 19	Last day for Council to approve IGA with Counties
August 19	Second reading of ballot question ordinance to Town Council
August 27	Last day to sign County IGA
November 5	Election Day

Downtown Façade Program:

A desire for a Downtown Façade Program to spruce up, striped/colorful awnings, bright paint or a unique look. The Town currently does have a façade grant program in place. Currently, there is about \$22K available for downtown businesses and \$30K was approved in FY 2024. All grants are awarded on a 50/50 matching basis. A maximum of \$10,000 per facade is available. A one-time grant up to \$1,000, in addition to the facade grant, is available for signage that meets the Eligible Improvements requirements. Grants are intended to encourage private investment downtown, preserve the special characteristics of, and encourage new investment in, downtown businesses and promote business activity.

Cost: \$30,000 annually

Utilize the funds for the Outdoor Pool Project:

The Town is nearing completion of the Pool Financial Feasibility Study which was requested by the Community and approved by contract in 2023. A presentation is expected to Town Council on June 3. The two sites that were evaluated are the Letford site and the Town property at the southeast corner of Centennial Drive and Parish Avenue. Based on the study, Staff will be asking the Town Council for guidance; if Staff is to proceed with design and construction of the pool project or not.

Cost: Unknown

Road Repair Maintenance:

An allocation requesting funds for road repairs was requested. As detailed below, several topic related to road construction were introduced in the feedback from Town Council.

Full Depth Road Patching and Pavement Maintenance Program:

The Town will bring full-depth road patching in-house. It is important to note, this is not the traditional milling and overlay of road surfaces for long sections of roadway. Instead, this will address utility repair areas of roadways and enhanced maintenance of potholes that will establish longer lasting and more permanent road sections. The general size of these repairs can be up to 12' X 12' in size. This will be an initiative Staff will pursue in the second half of the year, because this will require both hiring of additional team members and procurement of specialized equipment to perform the work. The equipment will have lead time on delivery before we can begin with this service. The total cost for equipment and materials to initiate this programming is roughly \$350,000.

It is important to note, this will not replace the regular Pavement Maintenance Programming (PMP) and roadway overlays which is approved in 2024 at \$2.2MM. From the PMP programming, awarded to date was roughly \$450K for concrete and drain pan work across roadways leaving approximately \$1.75MM. The PMP program for 2024 is currently out to bid and will likely be recommended to Council for an award on June 3.

Pave Weld County Road 46 from WCR 17 to WCR 13:

An allocation of funds for the paving of WCR 46 from Parish Avenue to Colorado Blvd. was requested. With the introduction of the new High School as well as the desire to find an alternative route south of Highway 60, the use of WCR 46 has certainly increased. In general (similarly to trail development), as development occurs, the developer is responsible for the installation of new roadways on and adjacent to their property. There are two development in various stages adjacent to WCR 46 that will ultimately have the obligations for about 75% of this section of roadway. This will leave a remaining section of the roadway that the Town will be obligated to complete until the adjacent properties develop and the Town can be reimbursed for the costs or at that time require the roadway to be widened to 4/5 lanes. In general, a 1-mile section of road with stormwater improvements is about \$3MM.

Alternatively, if Council wants to push forward and request reimbursement from the developers Staff can, however proper agreements need to be in place and Town Council will need to determine the source of funding for the project.

Cost: \$6,000,000

Intersection of Roosevelt Parkway and Colorado Boulevard

On the south side of Highway 60, the Town is working to analyze the intersection of Roosevelt Way and Colorado Boulevard. Since the introduction of the new High School, traffic has increased substantially. While development agreements obligate the adjacent property owners to make the necessary improvements to the intersection, the Town hired a transportation engineer who evaluated options for either a signalized intersection or a roundabout. Based on their study, the recommendation was to install a double roundabout. Looking forward, Staff plans to

coordinate design and construction of this improved intersection with the obligated parties. Construction will likely occur in the summer of 2025 when school is out of session to minimize the impacts to school traffic. The Town anticipates taking a lead on this project and requiring reimbursements in various stages of the design and construction.

Cost: \$3,000,000

Restore Historic Elements and Refurbish Wayfinding Signs:

Dedicate resources to repaint and restore historic light posts and the old clock, alongside updating wayfinding signs to aid navigation and preserve our cultural heritage in Johnstown. Regarding the existing wayfinding signage that is dated and faded, it may be more appropriate to replace the faces of the wayfinding for a new fresh look. For the period light poles, the Town recently partnered with Xcel Energy to repaint a number of these in the Rolling Hills Ranch Subdivision. There is estimated to be about 50 ornamental lights in downtown. To support this enhancement in the downtown, costs were derived from a project last year on a per light pole basis with an inflationary adjustment.

Cost: \$400 per light

Trail Development:

There were several references to trail development in Town. Below is an overview of the projects in process currently and additional suggested trail sections suggested. There are funds in the FY 2024 budget in the amount of \$1MM for trail development. A portion is being utilized for the Little Thompson River Trail (LTRT) project, estimated at about \$400,000 total between the two phases listed below, leaving approximately \$600,000.

Little Thompson River Trail (LTRT):

This project has been ongoing now for several years and has experienced many speed bumps. Those challenges include environmental, endangered species, easement acquisition, and groundwater permitting issues. In the area where the trail section is not complete, ground water is percolating to the surface making installation of the final concrete section impossible until a location is identified to take the water and discharge it back to the river, as well as receive a permit from the Division of Water Resources (DWR).

Given this delay, Colorado Department of Transportation (CDOT) and Northern Front Range Metropolitan Planning Organization (NFRMPO) have authorized for Staff to close out the project and the remaining balance of the project will be the responsibility of the Town to complete. Project closeout is expected to take 45-60 days based on federal requirements. All grant funding has been received or is in retainage at this time.

Following full closure of the project with the NFRMPO and CDOT, Staff will bid the final project segment as a separate contract which we anticipate to authorize administratively. The hope is to complete the project by the end of the calendar year and the cost shown below is the estimated remaining balance necessary to complete the project.

Cost: \$250,000

Little Thompson Bridge Trail Project:

This project is separate but connected to the LTRT project referenced above. This project includes the fabrication of a pedestrian bridge crossing the Little Thompson River that will be completely separate from Centennial Drive. This will create a full connected segment from the Outlook Subdivision to Parish Avenue, including but not limited to the Downtown and Recreation Center.

Cost: \$325,000

Connectivity to Downtown:


A desire to see connectivity from Rocksbury Ridge to Downtown was expressed. In general, as development occurs, the developer is responsible for the installation of sidewalks on and adjacent to their property. Notwithstanding this approach, it is possible to achieve this project. In total, there is about 6,500 linear feet of sidewalk that has yet to be completed on the north side of Highway 60 to the Downtown. From the 6,500 linear feet, just shy of 3,000 feet is outside of Town limits and 3,500 feet is inside Town limits. There exists at least one known ditch crossing associated with the project. The Town’s standard sidewalk section is 10’ wide by 6” thick concrete and a general cost for this is about \$200/linear foot. The cost estimate displayed only includes construction of the pathway and does not include permanent and temporary construction easements as well as permitting and construction costs to cross the ditch if permitted.

Cost: \$1,300,000

Savings:

As options was proposed to save the money as a contingency fund.

Reviewed and Approved for Presentation,



Town Manager

Signage & Monument Replacement:



Current Monument Sign on Highway 60



Monument Signage with LED



Gateway Example



Gateway Example