



If you would like to address City Council, please place your name on the sign-up sheet located at the back of the council room. You will be recognized to speak during the "audience participation" portion of the agenda.

AGENDA

Regular Meeting

November 01, 2016 - 7:30 p.m.

City Council meeting packets are prepared several days prior to the meetings. This information is reviewed and studied by the Councilmembers, eliminating lengthy discussions to gain basic understanding. Timely action and short discussion on agenda items does not reflect lack of thought or analysis. An informational packet is available for public inspection on our website at www.cityofevans.org and posted immediately on the bulletin board adjacent to the Council Chambers.

1. CALL TO ORDER

2. PLEDGE

3. ROLL CALL

Mayor:	John Morris
Mayor Pro-Tem:	Brian Rudy
Council:	Mark Clark
	Sherri Finn
	Lance Homann
	Jay Schaffer
	Laura Speer

4. PROCLAMATION

A. National Adoption Day

5. AUDIENCE PARTICIPATION

The City Council welcomes you here and thanks you for your time and concerns. If you wish to address the City Council, this is the time set on the agenda for you to do so. When you are recognized, please step to the podium, state your name and address then address City Council. Your comments will be limited to two (2) minutes. The City Council may not respond to your comments this evening, rather they may take your comments and suggestions under advisement and your questions may be directed to the appropriate staff person for follow-up. Thank you!

6. APPROVAL OF AGENDA

7. CONSENT AGENDA

A. Approval of Minutes of the Regular Meeting of October 18, 2016

8. NEW BUSINESS

- A. Public Hearing- Ordinance No. 657-16 – The 3rd Revision of the 2016 Budget -Amending Ordinance No. 632-15 and Appropriating Sum of Revenues and Fund Balances for the Amended 2016 City of Evans Budget (First Reading)
- B. Resolution No. 38-2016 – Creating and Establishing the 2013 Lease Repayment Fund for the Purpose of Setting Aside Funds to Prepay Certain Obligations Under the Lease Agreements Associated with the Riverside Library and Cultural Center
- C. Resolution No. 39-2016 – Authorizing an Application for Great Outdoors Colorado (GOCO) Funding for Riverside Park
- D. Intergovernmental Agreement with Evans Fire Protection District for the Assessment, Collection, and Remittance of Emergency Services Impact Fees

9. REPORTS

- A. City Manager
- B. City Attorney

10. EXECUTIVE SESSION

- A. To Determine Positions Relative to Matters that May Be Subject to Negotiations, Developing Strategy for Negotiations, and Instructing Negotiators, Pursuant to C.R.S. 24-6-402(4)(e)

11. AUDIENCE PARTICIPATION (general comments)

Please review the Audience Participation section listed at the beginning of the agenda for procedures on addressing City Council.

12. ADJOURNMENT

CITY OF EVANS – MISSION STATEMENT

“To deliver sustainable, citizen-driven services for the health, safety, and welfare of the community.”

It is the policy of the City of Evans that all programs and activities shall be accessible to, and usable by, persons with disabilities. Persons needing assistance shall contact the Safety & Risk Management Specialist at the City of Evans. Please provide three to five business day’s advance notice so we can adequately meet your needs.



National Adoption Day 2016 Proclamation

WHEREAS: The City of Evans, Colorado recognizes the importance of giving children permanent, safe and loving families through adoption; and

WHEREAS: More than 100,000 children in the U.S. foster care system are waiting to be adopted; and

WHEREAS: More than 280 children in Colorado are waiting for permanent families; more than 30 children in the Evans/Greeley/Weld County area are waiting for permanent families; and

WHEREAS: To celebrate adoptive families and help raise awareness for the need of permanent, nurturing families, the Weld County Department of Human Services and the 19th Judicial District will hold a special celebration on Friday, November 18th, 2016 (in association with National Adoption Day on Saturday, November 19th) to finalize the adoptions of local children and join other organizations to celebrate all adoptions; and

WHEREAS: This effort, along with similar celebrations in all 50 states, the District of Columbia, Guam and Puerto Rico will offer children the chance to live with stable and loving families and encourage other dedicated individuals to make a powerful difference in the lives of a child through adoption;

NOW, THEREFORE, I, John Morris, Mayor of Evans, Colorado, by virtue of the authority vested in me, do hereby proclaim November 18th, 2016 as WELD COUNTY ADOPTION DAY, and November 19th, 2016 as NATIONAL ADOPTION DAY in the City of Evans, and in so doing, urge all citizens to join in a national effort to raise awareness about the importance of adoption.

John Morris
Mayor of Evans, Colorado



COUNCIL COMMUNICATION

DATE: November 1, 2016

AGENDA ITEM: 7.A

SUBJECT: Approval of the Minutes of October 18th City Council Meeting

PRESENTED BY: City Clerk

AGENDA ITEM DESCRIPTION:

Approval of minutes.

FINANCIAL SUMMARY:

N/A

RECOMMENDATION:

N/A

SUGGESTED MOTIONS:

"I move to approve the minutes as presented."

MINUTES
EVANS CITY COUNCIL
October 18, 2016

CALL TO ORDER

Mayor Pro-Tem Rudy called the meeting to order at 7:30 p.m.

PLEDGE

ROLL CALL

Present: Mayor Pro-Tem Rudy, Council Members Clark, Finn, and Speer

Absent: Mayor Morris, Council Members Homann and Schaffer

AUDIENCE PARTICIPATION

There was no audience participation.

APPROVAL OF AGENDA

Council Member Clark made the motion, seconded by Council Member Finn, to approve the Agenda. The motion passed with all voting in favor thereof.

CONSENT AGENDA

- A. Approval of Minutes of the Regular Meeting of October 4, 2016**
- B. Ordinance No. 655-16 – City of Evans 2017 Budget (Second Reading)**
- C. Ordinance No. 656-16 Adding 4th Degree Arson (Second Reading)**
- D. Site Plan Agreement with Rico Industries DBA 85 Liquor**

Council Member Clark made the motion, seconded by Council Member Finn, to approve the Consent Agenda. The motion passed with all voting in favor thereof.

NEW BUSINESS

- A. Resolution No. 35-2016 – 2017 Fee Schedule**

Jacque Troudt, City Finance Manager, made her presentation to the Council regarding the Resolution for the adoption of the 2017 Fee Schedule. According to Ms. Troudt, the fee schedule is compiled by the Revenue Process team which met with each department to discuss rates and revenues. The fees were established in one of three ways: the Consumer Price Index for Denver-Boulder-Greeley which calculated 1.176 percent inflation at the end of 2015, actual market conditions, and legal constraints.

Council Member Clark made the motion, seconded by Council Member Speer, to adopt Resolution No. 35-2016. The motion passed with all voting in favor thereof.

B. Resolution No. 36-2016 – Establishing 2017 Storm water Utility Fees for use of the Storm Water System of the City of Evans

Fred Starr, Public Works and Community Development Director, made his presentation concerning Resolution 36-2016, which proposes an increase to the City of Evans Storm water Utility Fees for the City of Evans Storm Water Utility. According to Mr. Starr, the current 2016 Storm water Utility fees and Storm water development fees are proposed to be increased by 1.176 percent, which is the Cost of Inflation percentage used by the City for other fees. The current 2016 Storm water Utility Fees and Storm water Development Fees were adopted by approval of Resolution No. 39-2015 and would increase January 1, 2017, as follows:

- four cents per month to residential;
- eight cents per month for commercial/industrial/manufactured home communities; and
- nine to twelve increase for storm water development fees.

Council Member Finn made the motion, seconded by Council Member Clark, to adopt Resolution No. 36-2016. The motion passed with all voting in favor thereof.

C. Resolution No. 37-2016 – Establishing 2017 Water Rates and System Development Charges for the Evans Water Utility Enterprise

Fred Starr, Public Works Director, made his presentation concerning Resolution 37-2016, which proposes changes to the City of Evans Water Utility Rates for the City of Evans Waste Utility Enterprise for 2017. According to Mr. Starr, the City is proposing to increase water usage rates by the 1.176 percent inflationary increase. He explained that staff was recommending this increase on January 1, 2017, for the following categories:

- Treated Water Usage Charge – Residential Accounts;
- Treated Water Usage Charge – Commercial Accounts;
- Non-potable Water Usage Charge – Residential and Commercial;
- System Development Charge; and
- Other Water Sales per the 1,000 gallon fees identified by the City.

Mr. Starr also explained that the Resolution would increase the “Monthly Availability Charge” by \$0.50 from the current \$18.00 per month to \$18.50 per month for a ¾” water tap inside the City and from \$19.00 to \$19.50 for a tap outside the City. Lastly, Mr. Starr explained that the Water and Sewer Board recommended approval of the proposed 2017 Water Rate increases at their meeting in September, 2016.

Mayor Pro-Tem Rudy asked why the Water & Sewer Board decided to approve a four percent increase for the first tier.

Mr. Starr discussed why the Water & Sewer Board decided on this percentage, and the staff recommendation to increase all water usage rates by the inflationary increase of 1.176 percent.

Mr. Starr and the Council discussed the recommendation from the Water and Sewer Board and the reduced rates of tiers two and three.

Mr. Starr and Scott Krob, City Attorney, discussed the ability for Council to amend all tiers to 1.176 percent for all tiers.

Council Member Clark made a motion, seconded, by Council Member Finn, to adopt Resolution No. 37-2016, as amended to make all tiers 1.176 percent of the 2016 rate. The motion passed with all voting in favor thereof.

REPORTS

A. City Manager

Jessica Gonifas, Interim City Manager, highlighted the news provided to the City Council in the Monitoring Report.

City Attorney

Mr. Krob updated the City Council about recent meetings between staff and Nolan Ulmer regarding equivalent residential units (EQRs). Mr. Krob reserved other comments for the scheduled executive session.

AUDIENCE PARTICIPATION

There was no audience participation.

EXECUTIVE SESSION

A. To Determine Positions Relative to Matters that May Be Subject to Negotiations, Developing Strategy for Negotiations, and Instructing Negotiators, Pursuant to C.R.S. 24-6-402(4)(e)

Council Member Speer made the motion, seconded by Council Member Finn, to adjourn into executive session to determine positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and instructing negotiators, pursuant to C.R.S. 24-6-402(4)(e).
The motion passed with all voting in favor thereof.

The City Council adjourned into executive session at 7:49 p.m.

The executive session concluded at 7:58 p.m.

Mr. Krob entered into the record that the matters discussed in executive session were subject to attorney-client privilege and within the scope of the referenced state statutes.

ADJOURNMENT

The meeting adjourned at 7:59 p.m.


Raegan Robb, City Clerk

COUNCIL COMMUNICATION

DATE: November 1, 2016

AGENDA ITEM: 8.A

SUBJECT: The 3rd Revision of the 2016 Budget - Ordinance No. 657-16 – Amending Ordinance No. 632-15 and Appropriating Sum of Revenues and Fund Balances for the Amended 2016 City of Evans Budget (1st Reading)

PRESENTED BY: Jacque Troudt, CPA, Finance Manager

AGENDA ITEM DESCRIPTION:

The City Council approves specific items during the year which require an amendment to the adopted budget as required by the City of Evans Charter (Section 7.3 & 8.6). In this case, the revenues, expenditures (or expenses in enterprise funds) and transfers have been previously approved by the City Council. Staff action is usually taken on these items immediately following Council direction. Budget revisions are scheduled at quarterly intervals throughout the year in order to facilitate a flexible and accurate City budget.

Ordinance No. 657-16 is the third revision to the 2016 Operating and Capital Budget. The original 2016 Budget was approved by Ordinance No. 632-15 on October 20th 2015.

FINANCIAL SUMMARY:

The Budget Ordinance heading summarizes the changes to revenues, expenditures, and transfers by fund. Some of the items have been previously approved by the City Council, those items requiring additional explanation will be described below. Attachment “A” identifies the details of each council action and Attachment “B” identifies the net impact on the revised budget, and Attachment “C” includes a summary of any changes in projected fund balances. The following descriptions are listed in the same order as the funds on Attachment “A” and include the items which were not approved as a preliminary budget revision during the quarter.

The General Fund includes the following proposed revision items:

Item 1.2 for necessary repairs to the City Complex server room; \$10,895.

Items at 1.4 are City Manager vacation accrual payments of \$31,777 and Interim City Manager differential pay of \$5,500.

Item 1.5 will spend \$9,310 of Traffic Calming Funds to purchase new laser equipment for police vehicles.

Item 1.6 requests \$18,000 for police department internal affairs investigations.

Item 1.8 is for IT software licensing costs and telecommunication services, of \$99,947.

Item 1.18 will authorize the transfer of \$2,200,000 to the newly created 2013 Lease Repayment Fund to service the debt of the Riverside Library & Cultural Center. Also included in this item is a reduction of debt expenditures of \$293,741, as the debt will be paid from this new fund rather than the General Fund.

The 2013 Lease Repayment Fund also includes item 1.18 for the purpose noted above, including appropriating the expenditure to pay the required debt payment in 2016.

The Water Fund includes the following proposed revision items:

Item 1.12 includes data conversion costs for the new utility billing software of \$7,350.

Item 1.13 will fund the 2017 water assessment from Northern Water for \$99,845.

Item 1.14 will design and complete an irrigation update at the Grapevine subdivision, for \$50,000.

Included in the Waste Water fund are:

Item 1.15 represents a request for \$16,750 to fund the final permanent repairs on the Wastewater Treatment officer building.

Item 1.16 is a reduction of revenue and expense for the construction of the new Wastewater Treatment Facility. These amounts were originally budgeted as the maximum approved loan amounts, rather than the amount of issued debt.

Item 1.17 is an increase in chemical expense of \$10,000 to maintain the needs at the Evans Wastewater Treatment Plant.

Item 1.12 includes data conversion costs for the new utility billing software of \$2,415 for the Waste

Water Fund, and \$735 for the Storm Drainage Fund.

The Finance Committee reviewed the proposed budget revision at their last meeting and did not recommend any changes, and these items were reviewed at a City Council work session.

Attachment “A” identifies the detailed changes for the proposed revisions to the 2016 Budget. The details are also summarized in the heading of the appropriation ordinance.

Attachment “B” includes the Beginning Balance by Fund based on audited balances.

Attachment “C” includes a summary of any changes in projected fund balances from the adoption of the 2017 budget.

Details of all financial items are available for Council or Residents upon request from the Finance Department by contacting Jacque Troutd at 970-475-1127 or jtroutd@evanscolorado.gov.

RECOMMENDATION:

Staff recommends approval of the ordinance.

SUGGESTED MOTIONS:

I move to approve Ordinance No. 657-16 on first reading.

I move to deny approval of Ordinance No. 657-16 on first reading.

CITY OF EVANS, COLORADO

ORDINANCE NO. 657-16

AN ORDINANCE AMENDING THE 2016 BUDGET; INCREASING GENERAL FUND REVENUES BY \$272,916, APPROPRIATING GENERAL FUND EXPENDITURES OF \$2,627,604, APPROPRIATING PARKS IMPACT FUND EXPENDITURES OF \$83,000, INCREASING CIP STREETS FUND REVENUES BY \$1,334,464, APPROPRIATING CIP STREETS FUND EXPENDITURES OF \$839,000, INCREASING 2013 LEASE REPAYMENT FUND REVENUES BY \$2,200,000, APPROPRIATING 2013 LEASE REPAYMENT FUND EXPENDITURES OF \$269,371, APPROPRIATING WATER FUND EXPENSES OF \$157,195, DECREASING WASTE WATER FUND REVENUES BY \$1,564,812, DECREASING WASTE WATER FUND EXPENSES OF \$1,535,647, APPROPRIATING STORM DRAINAGE FUND EXPENSES OF \$735.00

WHEREAS, in accordance with Section 8.6 of the Evans Home Rule Charter the Council may make additional appropriations by ordinance during the fiscal year; and

WHEREAS, the City Manager has certified that additional funds are available for appropriations in each fund from actual and anticipated revenues of the current year and prior year cash reserves; and

WHEREAS, the City Council is advised that certain revenues, expenditures and transfers must be approved by ordinance.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF EVANS, COLORADO THE FOLLOWING:

Section 1: Upon the City Manager's certification that there are current and prior year revenues available for appropriation in the General Fund, Parks Impact Fund, Capital Projects – Streets Fund, 2013 Lease Repayment Fund, Water Fund, Waste Water Fund, Storm Drainage Fund, and the City Council hereby makes supplemental appropriations as itemized in Attachment "A" attached hereto.

Section 2: The City Council hereby authorizes and directs the City Manager to enter into such contracts and execute such documents on behalf of the City as may be necessary and customary to expend the funds hereby appropriated for all operations, capital projects and debt within this budget as amended in accordance with the requirements of the Home Rule Charter and the City's Financial Policies.

Section 3: The adoption of this Ordinance will promote the health, safety and general welfare of the Evans community.

Section 4: If any provision of this Ordinance or portion thereof is held by a court of competent jurisdiction to be invalid or unconstitutional, such invalidity or unconstitutionality shall not affect any other provision which can be given effect without the invalid portion.

Section 5: All prior ordinances, resolutions, or other acts, or parts thereof, by the City of Evans in conflict with this Ordinance are hereby repealed, except that this repealer shall not be construed to revive any previously repealed or expired act, ordinance or resolution, or part thereof.

Section 6: This Ordinance shall be effective following the adoption by Section 8.5 of the Home Rule Charter.

PASSED and APPROVED at a regular meeting of the City Council of the City of Evans on this 1st day of November, 2016.

CITY OF EVANS, COLORADO

By: _____
Mayor

ATTEST:

City Clerk

PASSED, APPROVED AND ADOPTED ON SECOND READING this 15th day of November, 2016.

CITY OF EVANS, COLORADO

By: _____
Mayor

ATTEST:

City Clerk

Attachment A

2016 Budget Revision #3

#	Description	Fund/Funding Source	Reserves	Revenue	Expense
1.1	Transfer to CIP Street Fund for 37th street access control General: Excess fund balance		250,000	-	250,000
1.2	Server room repairs General: Excess fund balance		10,895	-	10,895
1.3	City manager recruiting costs General: Excess fund balance		23,000	-	23,000
1.4	City manager retirement payments General: Excess fund balance		31,777	-	31,777
1.4	Interim city manager differential pay General: Excess fund balance		5,500	-	5,500
1.5	Purchase of laser equipment for PD vehicles General: Traffic calming funds		9,310	-	9,310
1.6	PD Internal Affairs Investigation General: Excess fund balance		18,000	-	18,000
1.7	Lower Latham Diversion Feasibility Study & Extension General: Grant Revenue		-	270,000	270,000
1.8	IT costs: Software licensing, telecommunication services General: Excess fund balance		99,947	-	99,947
1.9	Emergency Operations Center phone grant and supplies General: Grant revenue		-	2,916	2,916
1.18	Transfer to 2013 Lease Repayment Fund General: Excess Fund Revenue		2,200,000	-	2,200,000
1.18	Reduction of debt expense General: Excess Fund Revenue		(293,741)	-	(293,741)
Total General Fund			2,354,688	272,916	2,627,604
			<i>Fund Balance Impact</i>		
					(2,354,688)
1.10	Ashcroft Apartments Settlement Park impact fund: Excess fund balance		83,000	-	83,000
Total Parks Impact Fund			83,000	-	83,000
			<i>Fund Balance Impact</i>		
					(83,000)

Attachment A
2016 Budget Revision #3

#	Description	Fund/Funding Source	Reserves	Revenue	Expense
1.1	Transfer from general fund for 37th street access control project CIP Streets: Transfer from general fund		-	250,000	250,000
1.11	DOLA grant for Industrial/ Brantner/ 49th Street Resurfacing CIP Streets: Grant revenue		(644,584)	644,584	-
1.11	Construction contract for Naranjo for Industrial/ Brantner/ 49th Street CIP Streets: FEMA revenue and excess fund balance		149,120	439,880	589,000
Total CIP Streets Fund			(495,464)	1,334,464	839,000
			<i>Fund Balance Impact</i>		
					495,464
1.18	Transfer from General Fund for Riverside Library & Cultural Center Debt Pmt 2013 Lease Repayment Fund: Transfer from General Fund		(2,200,000)	2,200,000	-
1.18	2016 debt payment 2013 Lease Repayment Fund: Excess Fund Balance		269,371	-	269,371
Total 2013 Lease Repayment Fund			(1,930,629)	2,200,000	269,371
			<i>Fund Balance Impact</i>		
					1,930,629
1.12	Data conversion cost for utility billing system Water: Excess Fund Balance		7,350	-	7,350
1.13	2017 water assessment- Northern Water Water: Excess Fund Balance		99,845	-	99,845
1.14	Grapevine Irrigation Update Water: Excess Fund Balance		50,000	-	50,000
Total Water Fund			157,195	-	157,195
			<i>Fund Balance Impact</i>		
					(157,195)
1.15	Permanent repairs to Evans WWTP Wastewater: Excess Fund Balance		16,750	-	16,750
1.16	Wastewater Treatment Plant debt Wastewater: Debt		-	(1,564,812)	(1,564,812)
1.17	Chlorine supplies Wastewater: Excess Fund Balance		10,000	-	10,000
1.12	Data conversion cost for utility billing system Wastewater: Excess Fund Balance		2,415	-	2,415
Total Waste Water Fund			29,165	(1,564,812)	(1,535,647)
			<i>Fund Balance Impact</i>		
					(29,165)
1.12	Data conversion cost for utility billing system Storm: Excess Fund Balance		735	-	735
Total Storm Drainage Fund			735	(1,564,812)	(1,564,077)
			<i>Fund Balance Impact</i>		
					(735)

Attachment B

2016 Budget Revision #3 V4

Fund/Department	Beginning Balance	Operating & Capital Revenue	Transfers In	Operating Expenditures	Capital Exp / Asset Management / Debt	Transfers Out	Budgeted Balance
General Fund	10,019,768						
General Government		12,622,660	1,403,196	3,962,248	2,411,631	4,279,929	
Community Development				1,234,943			
Public Safety				3,869,901			
Public Works				1,412,472			
Culture, Parks & Recreation				1,391,183			
Disaster Response				280,606			
Total General Fund	10,019,768	12,622,660	1,403,196	12,151,353	2,411,631	4,279,929	5,202,711
Emergency Contingency Fund	1,000,000	-	-	-	-	-	1,000,000
Cemetery Perpetual Care Fund	92,753	2,700	-	-	75,000	-	20,453
Fire Impact Fund	315,886	2,740	-	-	-	-	318,626
Street Impact Fund	1,150,899	466,988	-	-	1,509,478	-	108,409
Parks Impact Fund	1,612,231	12,118	-	83,000	110,000	-	1,431,349
Conservation Trust Fund	465,515	189,203	-	-	192,000	-	462,718
Refuse Collection Fund	419,475	661,612	-	621,573	-	33,081	426,433
Capital Projects Fund - Streets	2,480,535	5,146,791	850,000	551,827	7,260,866	-	664,633
Capital Projects Fund - Parks	1,116,484	1,655,148	-	35,000	2,013,215	-	723,417
2013 Lease Repayment Fund	-	-	2,200,000	-	269,371	-	1,930,629
Waterworks Fund ¹⁾	2,422,631	5,114,582	-	3,991,933	536,094	733,952	2,275,234
Waste Water Fund ¹⁾	1,335,706	45,692,214	-	41,336,442	141,248	475,542	5,074,688
Storm Drainage Fund ¹⁾	645,256	682,350	-	208,937	296,847	160,620	661,202
Cemetery Endowment Fund	49,467	6,000	-	6,000	-	-	49,467
TOTAL ALL FUNDS	23,126,605	72,255,106	4,453,196	58,986,064	14,815,750	5,683,125	20,349,968

1) Beginning balance in Proprietary funds is beginning cash balance from Long Range Plans.

Attachment C
2016 Budget Rev #3 V4

Projected Fund Balance Summary

	2017 Projected Beginning Original Budget	2017 Projected Beginning 2016 Revision #3 V4	Variance
General Fund	7,557,399	5,202,711	(2,354,688)
Emergency Contingency	1,000,000	1,000,000	-
Cemetery Perpetual Care	20,453	20,453	-
Fire Impact	315,855	315,855	-
Street Impact	340,203	340,203	-
Parks Impact	1,514,349	1,431,349	(83,000)
Police Impact	11,517	11,517	-
Conservation Trust	464,015	464,015	-
Refuse Collection	426,433	426,433	-
Capital Projects - Streets	169,169	664,633	495,464
Capital Projects - Parks	723,417	723,417	-
2013 Lease Repayment	-	1,930,629	1,930,629
Water	2,432,430	2,275,235	(157,195)
Waste Water	5,103,853	5,074,688	(29,165)
Storm Drainage	661,937	661,202	(735)
Cemetery Endowment	49,467	49,467	-
Total	20,790,496	20,591,806	(198,690)

City of Evans General Fund Long Range Financial Plan

	2014 Actual	2015 Actual	2016 Budget V3	2016 Budget V4	2016 Projected	2017 Budget	2018 Projected	2019 Projected	2020 Projected	2021 Projected
Beginning Fund Balance	8,831,630	8,058,668	10,019,768	10,019,768	10,019,768	5,339,997	4,860,418	3,823,658	2,773,617	(3,362,282)
Revenues:										
Sales Tax	9,633,263	8,583,726	7,514,993	7,514,993	7,514,993	6,991,245	7,131,070	7,305,985	7,486,148	7,671,716
Property Tax	388,013	373,971	432,336	432,336	432,336	460,251	464,854	469,502	474,197	478,939
Other Taxes	1,478,037	1,565,219	779,666	779,666	876,694	704,519	717,823	733,911	751,158	769,376
License & Permits	1,037,884	973,894	955,767	955,767	909,710	885,708	898,693	923,738	949,694	976,601
Intergovernmental	2,397,488	2,171,729	1,815,123	2,088,039	1,459,820	1,281,931	1,265,609	1,303,578	1,342,685	1,382,966
Charges for Services	399,017	430,983	373,853	373,853	418,402	364,333	364,333	364,463	364,596	364,730
Fines & Forfeitures	399,763	429,752	362,370	362,370	453,213	385,300	385,300	390,370	390,946	391,527
Assessments	46,968	99,813	-	-	31,816	-	-	-	-	-
Misc	195,744	478,002	115,636	115,636	257,176	150,505	156,154	156,154	156,154	156,154
Total revenues	15,976,178	15,107,088	12,349,744	12,622,660	12,354,161	11,223,792	11,383,836	11,647,701	11,915,578	12,192,009
CT	15,976,178	15,107,088	12,349,744	12,622,660	12,354,160	11,223,792	11,383,836	11,647,701	11,915,578	12,192,009
Transfers In	1,173,367	1,300,292	1,403,196	1,403,196	1,403,196	1,492,379	1,516,359	1,538,585	1,561,143	1,584,030
Total Available Funds	17,149,545	16,407,380	13,752,940	14,025,856	13,757,357	12,716,170	12,900,194	13,186,286	13,476,721	13,776,039
Total Annual Increase	4.31%	-5.56%	-16.18%	-14.51%	-16.15%	-7.57%	1.45%	2.22%	2.20%	2.22%
Expenditures:										
GG Personnel	1,366,897	1,785,834	2,022,963	2,060,240	2,060,240	2,129,340	2,197,905	2,268,677	2,341,729	2,417,132
GG Operations	1,895,229	1,572,013	1,768,166	1,902,008	1,902,008	1,752,942	1,789,942	1,797,684	1,866,893	1,875,787
General Government	3,262,127	3,357,847	3,791,129	3,962,248	3,962,248	3,882,281	3,987,846	4,066,362	4,208,621	4,292,919
	18.16%	2.82%	12.90%	18.00%	18.00%	-2.02%	2.72%	1.97%	3.00%	2.00%
CD Personnel	324,666	410,597	617,589	617,589	617,589	530,834	547,927	565,570	583,781	602,579
CD Operations	322,194	535,259	347,354	617,354	617,354	176,153	176,153	180,557	185,071	189,697
Community Development	646,860	945,856	964,943	1,234,943	1,234,943	706,987	724,080	746,127	768,852	792,276
	35.35%	31.00%	2.02%	30.56%	30.56%	-42.75%	2.42%	3.04%	3.05%	3.05%
PS Personnel	3,113,887	3,186,942	3,560,956	3,560,956	3,560,956	4,071,988	4,203,106	4,338,446	4,478,143	4,622,340
PS Operations	330,304	374,916	281,635	308,945	308,945	286,295	286,295	293,452	300,788	308,308
Public Safety	3,444,191	3,561,858	3,842,591	3,869,901	3,869,901	4,358,282	4,489,400	4,631,898	4,778,932	4,930,648
	5.76%	2.99%	7.88%	8.65%	8.65%	12.62%	3.01%	3.17%	3.17%	3.17%
PW Personnel	689,503	804,221	808,787	808,787	808,787	851,537	878,957	907,259	936,473	966,627
PW Operations	665,436	714,151	603,685	603,685	603,685	629,738	629,738	645,481	661,619	678,159
Public Works	1,354,939	1,518,372	1,412,472	1,412,472	1,412,472	1,481,275	1,508,695	1,552,740	1,598,091	1,644,786
	-11.40%	10.37%	-6.97%	-6.97%	-6.97%	4.87%	1.85%	2.92%	2.92%	2.92%
CPR Personnel	628,565	680,582	800,955	800,955	800,955	795,303	820,912	847,346	874,630	902,793
CPR Operations	288,369	452,982	590,228	590,228	590,228	528,784	528,784	540,551	552,594	564,921
Culture, Parks & Rec	916,934	1,133,564	1,391,183	1,391,183	1,391,183	1,324,087	1,349,696	1,387,897	1,427,224	1,467,714
	2.61%	13.20%	22.73%	22.73%	22.73%	-4.82%	1.93%	2.83%	2.83%	2.84%
IGA - Fire Services	448,918	471,358	474,137	474,137	474,137	479,713	491,706	503,998	516,598	529,513
Asset Management	239,217	396,344	738,445	738,445	738,445	337,124	535,532	747,306	494,301	496,071
Debt	289,483	289,169	293,741	-	-	-	-	-	-	-
Total operating expenditures	10,602,667	11,674,369	12,908,641	13,083,329	13,083,329	12,569,749	13,086,954	13,636,327	13,792,620	14,153,928
Total Annual Increase	8.20%	8.41%	10.57%	12.07%	12.07%	-3.93%	4.11%	4.20%	1.15%	2.62%
Disaster Response & Recovery	705,389	361,560	277,690	280,606	280,606	26,000	-	-	-	-
Capital Improvements	4,537,878	1,205,104	1,673,186	1,673,186	1,267,400	-	250,000	-	5,220,000	-
Transfers Out (To Fire Protection Dist)	-	-	-	-	-	-	-	-	-	-
Transfers Out (To other City Funds)	2,076,574	1,205,248	1,355,792	3,805,792	3,805,792	600,000	600,000	600,000	600,000	600,000
Transfers In (From EC Fund)	-	-	-	-	-	-	-	-	-	-
Excess Revenue Over (Under)										
Expenditures	(772,962)	1,961,100	(2,462,369)	(4,817,057)	(4,679,770)	(479,579)	(1,036,760)	(1,050,041)	(6,135,899)	(977,888)
Operating (deficit) overage	6,546,878	4,733,011	844,299	942,527	674,028	146,421	(186,760)	(450,041)	(315,899)	(377,888)
Ending Fund Balance	8,058,668	10,019,768	7,557,399	5,202,711	5,339,997	4,860,418	3,823,658	2,773,617	(3,362,282)	(4,340,170)
CT	8,268,626	10,229,726								
Minimum Target Reserve	1,650,667	1,918,592	2,227,160	2,270,832	2,270,832	2,142,437	2,271,739	2,409,082	2,448,155	2,538,482
Available Funds	6,408,001	8,101,175	5,330,239	2,931,879	3,069,165	2,717,981	1,551,920	364,535	(5,810,437)	(6,878,652)

City of Evans Park Impact Fund Long Range Financial Plan

	2014 Actual	2015 Actual	2016 Budget V2	2016 Budget V4	2016 Projected	2017 Budget	2018 Projected	2019 Projected	2020 Projected	2021 Projected
Beginning Fund Balance	1,209,992	1,367,199	1,612,231	1,612,231	1,612,232	1,691,129	1,706,272	1,722,516	1,739,578	1,756,804
Revenues										
Assessments	151,140	239,408	-	-	262,634	-	-	-	-	-
Interest Earnings	6,067	5,624	12,118	12,118	9,263	15,143	16,243	17,063	17,225	17,396
Miscellaneous	-	-	-	-	-	-	-	-	-	-
Total Revenues	157,207	245,032	12,118	12,118	271,897	15,143	16,243	17,063	17,225	17,396
CT	-	-	-	-	-	-	-	-	-	-
Transfers In	-	-	-	-	-	-	-	-	-	-
Total Available Funds	157,207	245,032	12,118	12,118	271,897	15,143	16,243	17,063	17,225	17,396
Expenditures										
Supplies & Services	-	-	-	83,000	83,000	-	-	-	-	-
Capital	-	-	110,000	110,000	110,000	-	-	-	-	-
Total Expenditures	-	-	110,000	193,000	193,000	-	-	-	-	-
Transfers Out	-	-	-	-	-	-	-	-	-	-
Excess Revenue Over (Under) Expenditures	157,207	245,032	(97,882)	(180,882)	78,897	15,143	16,243	17,063	17,225	17,396
Ending Fund Balance	1,367,199	1,612,231	1,514,349	1,431,349	1,691,129	1,706,272	1,722,516	1,739,578	1,756,804	1,774,199
CT	1,367,199	1,612,231								

2014-2021 Capital Improvement Plan

	2014 Actual	2015 Actual	2016 Budget V2	2016 Budget V4	2016 Projected	2017 Budget	2018 Projected	2019 Projected	2020 Projected	2021 Projected
Dante Park - park signage	-	-	5,000	5,000	5,000	-	-	-	-	-
Renaissance Park - lighting and signage	-	-	105,000	105,000	105,000	-	-	-	-	-
Park Impact Fund Total	-	-	110,000	110,000	110,000	-	-	-	-	-

*Capital is budgeted at 90% of prior year ending fund balance

	1,088,993	1,230,479	1,451,008	1,451,008	1,451,008	1,461,914	1,535,645	1,550,264	1,565,621	1,581,123
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City of Evans Capital Projects - Streets Long Range Financial Plan

	2014 Actual	2015 Actual	2016 Budget V3	2016 Budget V4	2016 Projected	2017 Budget	2018 Projected	2019 Projected	2020 Projected	2021 Projected
Beginning Fund Balance	540,342	1,534,688	2,480,535	2,480,535	2,480,535	664,633	917,447	(2,398,757)	(2,173,136)	(1,946,514)
Revenues										
Intergovernmental	747,775	835,004	4,062,327	5,146,791	5,146,791	685,313	693,796	685,622	686,622	687,622
Grant Revenue - FEMA	81,432	33,276	-	-	-	-	-	-	-	-
Total Revenues	829,207	868,280	4,062,327	5,146,791	5,146,791	685,313	693,796	685,622	686,622	687,622
CT	829,207	868,280	4,062,327	5,146,791	5,146,791	685,313	693,796	685,622	686,622	687,622
Transfers In	757,100	1,200,929	600,000	850,000	850,000	600,000	600,000	600,000	600,000	600,000
Total Available Funds	1,586,307	2,069,209	4,662,327	5,996,791	5,996,791	1,285,313	1,293,796	1,285,622	1,286,622	1,287,622
Expenditures										
Supplies & Services	203,638	294,298	191,754	191,754	191,754	190,000	190,000	190,000	190,000	190,000
Disaster Response	(9,087)	139,927	360,073	360,073	360,073	-	-	-	-	-
Capital Improvement	397,410	689,137	6,421,866	7,260,866	7,260,866	842,500	4,420,000	870,000	870,000	870,000
Total Expenditures	591,961	1,123,362	6,973,693	7,812,693	7,812,693	1,032,500	4,610,000	1,060,000	1,060,000	1,060,000
Excess Revenue Over (Under) Expenditures	994,346	945,847	(2,311,366)	(1,815,902)	(1,815,902)	252,813	(3,316,204)	225,622	226,622	227,622
Ending Fund Balance	1,534,688	2,480,535	169,169	664,633	664,633	917,447	(2,398,757)	(2,173,136)	(1,946,514)	(1,718,893)
CT	1,534,688	2,480,535								

2014-2021 Capital Improvement Plan

	2014 Actual	2015 Actual	2016 Budget V3	2016 Budget V4	2016 Projected	2017 Budget	2018 Projected	2019 Projected	2020 Projected	2021 Projected
11th Ave. & US 34 Improvements	-	-	-	-	-	-	150,000	-	-	-
Equipment	-	-	-	-	-	-	-	-	-	-
17th Ave & 23rd Ave Bikepath - Grant Funded	-	-	-	-	-	-	-	-	-	-
37th St. Widening - 47th to 65th (4 lanes)	-	-	-	-	-	-	3,200,000	-	-	-
29th Street Road Upgrades	-	-	-	-	-	-	-	-	-	-
Bridge Rehabilitation Funds	-	-	59,000	59,000	59,000	35,000	35,000	35,000	35,000	35,000
Concrete Replacement	74,548	500	75,000	75,000	75,000	75,000	75,000	75,000	75,000	75,000
Evans Ditch Bikepath - Grant Funded	-	-	118,888	118,888	118,888	-	-	-	-	-
Misc. Street Resurfacing (Per PMS)	289,206	360,576	600,000	600,000	600,000	680,000	680,000	680,000	680,000	680,000
35th Ave. Widening - 37th St. to Prairie View (4 lanes)	1,052	61,419	1,732,490	1,732,490	1,732,490	-	-	-	-	-
Traffic Signal - 37th St. & 47th Ave. (Replace Temp.)	-	-	-	-	-	-	200,000	-	-	-
Roadway Landscaping	-	-	30,000	30,000	30,000	-	30,000	30,000	30,000	30,000
Street Lighting	-	-	100,000	100,000	100,000	-	50,000	50,000	50,000	50,000
65th Avenue Widening	-	-	1,800,000	1,800,000	1,800,000	-	-	-	-	-
17th and 49th Ave Bike Path	-	-	-	-	-	-	-	-	-	-
US 85 Improvements	-	7,350	13,650	13,650	13,650	-	-	-	-	-
US 85 Landscaping	29,369	-	-	-	-	-	-	-	-	-
US 85 Access Control @ 31st St. - Grant Funded	-	-	972,300	972,300	972,300	-	-	-	-	-
US 85 Access Control @ 37th St. - Grant Funded	3,235	-	820,538	1,070,538	1,070,538	-	-	-	-	-
36th Street Storm Sewer Road Repairs	-	259,292	-	-	-	-	-	-	-	-
Street Sweeper	-	-	100,000	100,000	100,000	-	-	-	-	-
Engineering Specifications Update	-	-	-	-	-	52,500	-	-	-	-
Brantner Ave/ Industrial Pkwy/ 49th St.	-	-	-	589,000	589,000	-	-	-	-	-
Capital Projects - Streets Total	397,410	689,137	6,421,866	7,260,866	7,260,866	842,500	4,420,000	870,000	870,000	870,000

* Capital is budgeted at 90% of projected ending fund balance after operations, excluding grant funding

	1,665,599	2,822,756	5,931,932	7,132,949	7,132,949	1,583,952	1,819,118	(1,172,822)	(968,863)	(764,003)
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City of Evans Waste Water Fund Long Range Financial Plan

	2014 Actual	2015 Actual	2016 Budget V3	2016 Budget V4	2016 Projected	2017 Budget	2018 Projected	2019 Projected	2020 Projected	2021 Projected
Operating Revenues										
Sewer Sales	1,462,108	1,224,772	1,593,210	1,593,210	1,593,210	1,426,550	3,624,743	4,395,328	4,408,421	4,531,514
Other	19,179	1,271	13,367	13,367	13,367	26,114	7,142	27,159	53,584	80,093
Total Operating Revenues	1,481,287	1,226,042	1,606,577	1,606,577	1,606,577	1,452,664	3,631,885	4,422,487	4,462,005	4,611,607
CT	1,481,287	1,226,042	1,606,577	1,608,992	1,608,992	1,452,664	3,631,885	4,422,487	4,462,005	4,611,607
Operating Expenses										
Personnel	307,149	355,072	423,222	423,222	423,222	463,292	478,210	493,608	509,502	525,908
Operations	395,265	315,308	434,227	444,227	444,227	434,227	537,694	759,825	782,620	782,620
Debt	108,626	107,048	110,762	110,762	110,762	107,110	110,535	15,199	-	-
Transfer for Overhead to General Fund	398,040	441,930	475,542	475,542	475,542	496,324	503,768	511,325	518,995	526,780
Total Operating Expenses	1,209,080	1,219,358	1,443,753	1,453,753	1,453,753	1,500,953	1,630,207	1,779,957	1,811,117	1,835,308
Net Revenues over (under) expenses	272,207	6,684	162,824	152,824	152,824	(48,289)	2,001,678	2,642,530	2,650,888	2,776,299
Running Cash Balance	602,996	609,680	772,504	762,504	762,504	714,216	2,715,894	5,358,424	8,009,312	10,785,611
Target Operating Reserve - 3 months	302,270	304,840	360,938	363,438	363,438	375,238	407,552	444,989	452,779	458,827
Available Funds	300,726	304,840	411,566	399,066	399,066	338,977	2,308,342	4,913,435	7,556,533	10,326,784
Major Maintenance Revenues										
Revenue	-	1,034,913	874,333	874,333	874,333	1,988,000	602,000	20,000	120,000	110,000
Loan Proceeds	-	-	42,560,289	40,995,477	40,995,477	-	-	-	-	-
Grant - Disaster Related	(102,378)	1,174,315	508,873	508,873	508,873	-	-	-	-	-
Total System Maintenance Revenues	(102,378)	2,209,228	43,943,495	42,378,683	42,378,683	1,988,000	602,000	20,000	120,000	110,000
Major Maintenance Expenses										
Asset Management	88,865	52,072	118,500	118,500	118,500	39,000	25,750	68,959	16,391	35,454
Disaster Recovery	353,839	1,646,835	3,880	20,630	20,630	-	-	-	-	-
Capital Outlay - Regulatory Compliance	-	-	41,429,000	39,864,188	39,864,188	-	-	-	-	-
Capital Outlay - Major Maintenance	15,169	-	350,000	350,000	350,000	322,500	300,000	300,000	300,000	300,000
Debt	-	-	123,413	123,413	123,413	727,964	727,764	2,418,088	2,416,619	2,417,506
Total System Maintenance Expenses	457,873	2,116,907	42,024,793	40,476,731	40,476,731	1,089,464	1,053,514	2,787,047	2,733,010	2,752,960
Annual Net	(560,251)	92,322	1,918,702	1,901,952	1,901,952	898,537	(451,514)	(2,767,047)	(2,613,010)	(2,642,960)
Running Cash Balance	(151,311)	(58,989)	1,859,713	1,474,963	1,842,963	2,741,499	2,289,986	(477,061)	(3,090,070)	(5,733,030)
System Expansion Revenues										
Grant Revenue	-	373,206	1,650,272	1,650,272	1,650,272	-	-	-	-	-
System Development Fees	125,078	281,907	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000
Interest	-	3,130	6,682	6,682	6,682	17,787	18,440	19,125	19,816	20,514
Bond Proceeds	-	-	-	-	-	-	-	-	-	-
Total System Expansion Revenues	125,078	658,242	1,706,954	1,706,954	1,706,954	67,787	68,440	69,125	69,816	70,514
System Expansion Expenses										
Capital Outlay	-	1,182,570	20,333	22,748	22,748	-	-	-	-	-
Total System Maintenance Expenses	-	1,182,570	20,333	22,748	22,748	-	-	-	-	-
Annual Net	125,078	(524,328)	1,686,621	1,684,206	1,684,206	67,787	68,440	69,125	69,816	70,514
Running Cash Balance	616,367	92,039	1,778,660	1,776,245	1,776,245	1,844,032	1,912,472	1,981,597	2,051,413	2,121,927
Total Waste Water Fund Revenue	1,503,987	4,093,513	47,257,026	45,692,214	45,692,214	3,508,451	4,302,325	4,511,612	4,651,821	4,792,121
Total Waste Water Fund Expenses	1,666,953	4,518,835	43,488,879	41,953,232	41,953,232	2,590,416	2,683,720	4,567,003	4,544,126	4,588,267
Changes in Working Capital	232,915	801,540	-	-	-	-	-	-	-	-
Ending Cash	959,487	1,335,706	5,103,853	5,074,688	5,074,688	5,992,722	7,611,327	7,555,935	7,663,630	7,867,484
CT	959,487	1,335,706	5,103,853	5,074,688	5,074,688	5,992,722	7,611,327	7,555,935	7,663,630	7,867,484
Restricted Cash	275,726	285,439	-	-	-	-	-	-	-	-
2014-2021 Capital Improvement Plan										
	2014 Actual	2015 Actual	2016 Budget V3	2016 Budget V4	2016 Projected	2017 Budget	2018 Projected	2019 Projected	2020 Projected	2021 Projected
Combined Plant Planning/Design	15,169	1,178,749	42,560,289	42,560,289	42,560,289	-	-	-	-	-
Utility Billing Software	-	3,821	20,333	22,748	22,748	-	-	-	-	-
Vac Truck	-	-	350,000	350,000	350,000	-	-	-	-	-
Sliplining	-	-	-	-	-	300,000	300,000	300,000	300,000	300,000
Engineering Specifications Update	-	-	-	-	-	22,500	-	-	-	-
Waste Water Fund Total	15,169	1,182,570	42,930,622	42,933,037	42,933,037	322,500	300,000	300,000	300,000	300,000

City of Evans Storm Drainage Fund Long Range Financial Plan

	2014 Actual	2015 Actual	2016 Budget V3	2016 Budget V4	2016 Projected	2017 Budget	2018 Projected	2019 Projected	2020 Projected	2021 Projected
Beginning Cash	958,656	1,293,597	645,256	645,256	645,256	661,937	615,709	122,672	65,449	54,166
Operating Revenues										
Storm Drainage Sales	481,223	549,146	656,563	656,563	656,563	481,635	491,267	501,093	511,115	521,337
Other	5,787	3,359	5,787	5,787	5,787	5,787	5,787	5,787	5,787	5,787
Total Operating Revenues	487,010	552,505	662,350	662,350	662,350	487,421	497,054	506,879	516,901	527,124
CT	487,010	552,505	662,350	662,350	662,350	487,421	497,054	506,879	516,901	527,124
Operating Expenses										
Storm Operations	20,669	99,457	208,937	208,937	208,937	40,000	41,000	42,025	43,076	44,153
Disaster Recovery	-	-	-	-	-	-	-	-	-	-
Total Operating Expenses	20,669	99,457	208,937	208,937	208,937	40,000	41,000	42,025	43,076	44,153
Transfer Out - Overhead to GF	(126,287)	(135,757)	(160,620)	(160,620)	(160,620)	(196,149)	(199,091)	(202,077)	(205,108)	(208,185)
Operating Income (Loss) after transfers	340,054	317,291	292,793	292,793	292,793	251,273	256,963	262,777	268,717	274,786
Other Income (Expense)										
Plant Inv Fees/Cash in Lieu of Fees	32,430	38,386	20,000	20,000	38,097	20,000	20,000	20,000	20,000	20,000
Capital Outlay	(5,049)	(1,019,400)	(296,112)	(296,847)	(296,847)	(317,500)	(770,000)	(340,000)	(300,000)	(650,000)
Changes in Working Capital	(32,494)	15,382	-	-	-	-	-	-	-	-
Increase (Decrease) in Cash	334,941	(648,341)	16,681	15,946	34,043	(46,227)	(493,037)	(57,223)	(11,283)	(355,214)
Ending Cash	1,293,597	645,256	661,937	661,202	679,299	615,709	122,672	65,449	54,166	(301,048)
CT	1,293,597	645,256	661,937	661,202	679,299	615,709	122,672	65,449	54,166	(301,048)
Target Reserve - 3 months	5,167	24,864	52,234	52,234	52,234	10,000	10,250	10,506	10,769	11,038

2014-2021 Capital Improvement Plan

	2014 Actual	2015 Actual	2016 Budget V3	2016 Budget V4	2016 Projected	2017 Budget	2018 Projected	2019 Projected	2020 Projected	2021 Projected
23rd Ave Outfall Design-49th to S Platte River	-	-	-	-	-	-	-	300,000	300,000	-
Tuscany Storm Drainage Improvements	-	-	23,915	23,915	23,915	-	-	-	-	-
Hwy 85/37th St Drainage	804	996	-	-	-	-	-	-	-	-
15th Ave. Storm Sewer - 37th to 36th	-	-	-	-	-	-	200,000	-	-	-
US 34 By-pass Storm Sewer Improvements	-	-	-	-	-	-	300,000	-	-	-
37th St. Storm Sewer - Trinidad to Boulder	-	572,000	-	-	-	-	-	-	-	-
41st St. Storm Sewer - Boulder St. to Golden St	-	-	-	-	-	-	40,000	-	-	-
41st St. Storm Sewer - Central to Boulder	-	-	-	-	-	-	40,000	-	-	-
Boulder St. Storm Sewer - 40th St. to 41st St.	-	-	-	-	-	-	40,000	-	-	-
Boulder St. Storm Sewer - 41st St. to 42nd St.	-	-	-	-	-	-	-	40,000	-	-
Central St./State St. Storm Sewer Rehab.	-	8,992	-	-	-	-	150,000	-	-	-
37th St. Storm Sewer - Boulder to US 85	4,245	218,921	-	-	-	-	-	-	-	-
Belmont Outfall	-	-	-	-	-	-	-	-	-	650,000
43rd and Central Storm Sewer (Easment, design & Const.)	-	-	141,009	141,009	141,009	-	-	-	-	-
29th and Anchor Inlet additions	-	-	75,000	75,000	75,000	-	-	-	-	-
Utility Billing Software	-	1,163	6,188	6,923	6,923	-	-	-	-	-
36th Street Storm Sewer	-	217,328	-	-	-	-	-	-	-	-
Street Sweeper	-	-	50,000	50,000	50,000	-	-	-	-	-
Bore across Highway 85	-	-	-	-	-	160,000	-	-	-	-
36th St Storm Drain- finish 37th St Phase II	-	-	-	-	-	120,000	-	-	-	-
Engineering Specifications Update	-	-	-	-	-	37,500	-	-	-	-
Storm Drainage Total	5,049	1,019,400	296,112	296,847	296,847	317,500	770,000	340,000	300,000	650,000

* Capital is budgeted at 90% of projected ending fund balance after operations. 1,168,782 1,498,190 862,244 862,244 878,531 839,888 803,405 364,904 318,750 314,057

COUNCIL COMMUNICATION

DATE: November 1, 2016

AGENDA ITEM: 8.D

SUBJECT: Intergovernmental Agreement for the Assessment, Collection, and Remittance of Emergency Services Impact Fees

PRESENTED BY: Ron Pristera, Fire Chief
Scott Krob, City Attorney

AGENDA ITEM DESCRIPTION:

For several years the City of Evans has been assessing an emergency services impact fee, as well as other impact fees. The emergency services impact fee was assessed and collected primarily to benefit the Evans Fire Protection District. Colorado's Impact Fee Statute was somewhat unclear until this past year as to the proper process for a municipality to collect an impact fee for the benefit of a fire district, since the fire district is a separate and distinct governmental entity. The Impact Fee Statute does not authorize a fire district to impose an impact fee on its own, without the involvement of a municipality. The Colorado legislature amended the statute this year to make it clear that emergency service impact fees are appropriate, but they must be assessed by the municipality and can then be turned over the fire district to spend. The amendment to the statute also indicates that this is to be accomplished through an Intergovernmental Agreement (IGA) between the municipality and the fire district.

The IGA that is before Council has been prepared primarily by the Fire District's Attorney with input from the Evans City Attorney, in order to comply with the statute, as recently amended. Under the IGA, the City agrees to establish and collect an Emergency Services Impact Fee in connection with future developments within the City of Evans commencing January 1, 2017. The amount of the Fee is based on an impact fee study performed by Tischler/Bise and paid for by the Fire District. The Emergency Services Impact Fee must be paid by a developer before the City issues a building permit. If the Fire District and the developer agree, the developer may provide an "In Kind Contribution" such as a fire station or a piece of firefighting equipment, in lieu of paying the impact fee.

The Fire District approved the IGA at its meeting on October 24, 2016. Subsequent to such approval, City staff noticed one revision that needs to be made in terms of the timing of the City turning the Emergency Services Fees it collects over to the Fire District. The City currently sends payments to the Fire District quarterly. Staff recommends that the IGA be revised to make the Emergency Impact Fee payments

due at the same time as the quarterly payments. This proposed amendment is shown as a redline on the attached IGA. I have spoken with the Fire District's attorney and alerted her to the fact that the Evans City Council may make this amendment to the IGA.

If the City Council approves the IGA, then the City will need to establish the Emergency Services Impact Fee, which will be done by resolution between now and the end of the year, as Council has done with its other impact fees.

FINANCIAL SUMMARY:

The financial impact on the City should be limited to staff time in collecting the Emergency Services Impact Fees and passing them on to the Fire District.

RECOMMENDATION:

Staff recommends approval of the IGA, as amended.

SUGGESTED MOTIONS:

"I move to approve Intergovernmental Agreement for the Assessment, Collection, and Remittance of Emergency Services Impact Fees as amended."

"I move not to approve the Intergovernmental Agreement for the Assessment, Collection, and Remittance of Emergency Services Impact Fees."

**INTERGOVERNMENTAL AGREEMENT FOR THE
ASSESSMENT, COLLECTION, AND REMITTANCE OF EMERGENCY SERVICES
IMPACT FEES**

This INTERGOVERNMENTAL AGREEMENT FOR THE ASSESSMENT, COLLECTION, AND REMITTANCE OF EMERGENCY SERVICES IMPACT FEES ("**Agreement**") is entered into by and between the City of Evans ("**City**") and the Evans Fire Protection District ("**District**"). The City and the District are referred to collectively as the "**Parties**" or individually as a "**Party**".

RECITALS

WHEREAS, the City is a home rule municipality of the State of Colorado ("**State**"), and the District is a political subdivision of the State organized pursuant to the Special District Act, C.R.S. § 32-1-101, *et seq.* The District was organized on November 9, 2011, following approval of its organization by the District's eligible electors at an election held on November 1, 2011. The District's boundaries and jurisdiction are wholly contained within the City's boundaries and jurisdiction;

WHEREAS, the District was organized to provide fire protection, rescue, and emergency services (collectively, "**Emergency Services**"), as well as other services, to the citizens and property within its jurisdiction, and to individuals passing through its jurisdiction. Prior to the District's organization, the City provided the Emergency Services through the City's Fire Rescue Department;

WHEREAS, historically, the City collected an Emergency Services impact fee on new development within the City in order to provide or assist in providing the financing required by it to acquire, develop, and maintain fire stations and other Capital Facilities ("**City Impact Fee**"). However, because the District now provides the Emergency Services to new development within the City, the City has determined that the City should cease collecting the City Impact Fee and, instead, that an Emergency Services impact fee should be assessed and collected pursuant to C.R.S. §§ 32-1-1002(1)(d.5) and the Impact Fee Act, C.R.S. § 29-20-104.5 ("**Act**") to defray the cost of Capital Facilities needed by the District to serve new development within the Parties' common jurisdictional boundaries ("**District Impact Fee**");

WHEREAS, the District obtained an Impact Fee Study dated September 1, 2016 to evaluate the nexus between new development within the District's jurisdictional boundaries and the projected impact that such development has on the District's Capital Facilities ("**Nexus Study**"). The Nexus Study recommended an Impact Fee schedule for both residential and non-residential development at a level no greater than necessary to defray the impacts of new development on the District's Capital Facilities ("**Impact Fee Schedule**");

WHEREAS, on October 24, 2016, the District's Board of Directors ("**Board**") adopted a Resolution approving the Impact Fee Schedule recommended by the Nexus Study. A copy of the approved Impact Fee Schedule is attached as Attachment 1; and,

WHEREAS, in accordance with C.R.S. § 29-20-104.5(2)(c), the Parties desire to enter into this Agreement to define the District Impact Fee, and the details of assessment, collection, and remittance, all in accordance with the requirements of the Act.

NOW, THEREFORE, in consideration of the mutual promises contained in this Agreement, the Parties agree as follows:

AGREEMENT

1. Definitions. In addition to the definitions provided elsewhere in this Agreement, the terms "*Development Permit*" and "*Capital Facility(ies)*" shall be defined as provided in the Act, including any amendments thereto.

2. Establishment of District Impact Fee.

a. The City agrees to impose the District Impact Fee on new development within the City in accordance with the Impact Fee Schedule attached as Attachment 1. The District Impact Fee shall be imposed on all new development for which a Development Permit application is submitted to the City on or after January 1, 2017.

b. The District anticipates that it will update the Nexus Study no less frequently than every seven years ("*Updated Nexus Study*"). If the Updated Nexus Study recommends any changes to the Impact Fee Schedule, then by September 1 of the then-current calendar year, the District Board shall, after considering such recommendations, adopt a Resolution approving an updated Impact Fee Schedule at a level no greater than necessary to defray the impacts of new development on the District's Capital Facilities ("*Updated Impact Fee Schedule*"). On or before September 10 of the then-current calendar year, the District shall submit to the City a copy of: (i) the Updated Impact Fee Schedule; (ii) the Resolution approving the Updated Impact Fee Schedule; and, (iii) the Updated Nexus Study. Unless the City objects to the Updated Impact Fee Schedule in accordance with Section 5 below, a copy of the Updated Impact Fee Schedule shall be attached to this Agreement as a new Attachment 1 and shall be effective January 1 of the following calendar year.

3. Procedures for Assessment, Collection, and Remittance.

a. As part of its Development Permit application process, the City shall require the developer of any proposed new development within the District's jurisdictional boundaries to confer with the District regarding whether, under the Impact Fee Schedule (or any Updated Impact Fee Schedule), a District Impact Fee is owed and, if owed, the amount of the District Impact Fee. The developer and the District may mutually determine whether an in-kind contribution will be made by the developer in lieu of paying a District Impact Fee ("*In-Kind Contribution*"). The developer and the District shall sign an Impact Fee Form that is substantially the same as the form attached as Attachment 2, stating one of the following: (i) a District Impact Fee is not owed; (ii) a District Impact Fee is owed and the amount of the District Impact Fee; or, (iii) the developer will make an In-Kind Contribution as described in the Impact Fee Form.

b. The developer shall submit the signed Impact Fee Form with the other documentation required by the City as part of the Development Permit application process.

c. If the City denies the Development Permit application, the developer shall not be required to pay a District Impact Fee or make an In-Kind Contribution to the District. If the

City grants the application and issues a Development Permit, the Development Permit shall require the developer to pay the District Impact Fee or to make the In-Kind Contribution to the District. The City shall promptly notify the District when it issues a Development Permit that requires the developer to pay a District Impact Fee or make an In-Kind Contribution to the District.

d. The City shall collect any District Impact Fee owed by the developer, and shall remit such District Impact Fee to the District ~~within ten business days of collection as follows:~~ Payments shall be made by the City to the District quarterly on or before April 30, July 31, October 31, and January 31 of each year. The payments for each quarter shall include all District Impact Fees received by the City at least 30 days prior to the payment date. Any In-Kind Contribution owed by the developer shall be made directly to the District, and the District shall promptly notify the City when it has accepted an In-Kind Contribution from the developer. The City shall not issue a building permit in connection with the new development until the developer has paid the District Impact Fee to the City, or the District has notified the City that the District accepted the In-Kind Contribution from the developer. For purposes of this paragraph 3(d), if an In-Kind Contribution to be made by the developer constitutes construction of improvements or apparatus, then "acceptance" shall mean a written agreement between the District and the developer for such construction.

e. No developer shall be required to provide any site-specific dedication or improvement to meet the same need for Capital Facilities for which the District Impact Fee is imposed, and no District Impact Fee shall be imposed on a developer if the developer already is required to pay an impact fee or other similar development charge for another Capital Facility used to provide similar Emergency Services, or if the developer has voluntarily contributed money for such other Capital Facility.

f. The District shall account for all District Impact Fees in accordance with Part 8 of Article 1 of Title 29, Colorado Revised Statutes.

4. Effective Date and Term. This Agreement is effective as of the date the last Party signs this Agreement, and shall continue in effect until terminated in accordance with its terms.

5. Termination.

(a) The Parties may at any time mutually agree in writing to terminate this Agreement.

(b) The District may at any time terminate this Agreement upon 30 calendar days prior written notice to the City.

(c) Within 30 calendar days of receiving an Updated Impact Fee Schedule and an Updated Nexus Study, the City may send the District written notice that it objects to the Updated Impact Fee Schedule. The Parties shall promptly meet to determine if they can agree upon a mutually acceptable Updated Impact Fee Schedule, or to continue the then-current Impact Fee Schedule. If the Parties are unable to agree upon a mutually acceptable Updated Impact Fee Schedule, or to continue the then-current Impact Fee Schedule, the City may terminate this Agreement upon 30 calendar days prior written notice to the District, and the City shall cease assessing the District Impact Fee as of the effective date this Agreement is terminated.

6. Default. If either Party defaults in its performance under this Agreement, the non-defaulting Party shall notify the defaulting Party of the default. The defaulting Party shall have the right to cure, or to make substantial efforts to cure, the default within 10 calendar days after the non-defaulting Party's notice of default is given. If the defaulting Party fails to cure, or to make substantial efforts to cure, the default within the 10 day period, the non-defaulting Party, at its option, may immediately terminate this Agreement or may elect to treat this Agreement as being in full force and effect. If the non-defaulting Party elects to treat this Agreement as being in full force and effect, then the non-defaulting Party shall have the right to bring an action for any remedy available to such Party in equity or at law; provided that any remedy of damages shall be limited to actual moneys owed and accrued interest.

7. Governmental Immunity. Nothing in this Agreement shall 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 under common law or pursuant to statute, including but not limited to the Colorado Governmental Immunity Act, C.R.S. § 24-10-101, *et seq.*

8. Entire Agreement. Except for that certain Intergovernmental Agreement for the Transfer of Emergency Services between the Parties ("**Transfer IGA**"), which shall remain in full force and effect, this Agreement is the entire Agreement between the Parties with respect to the matters covered by it, and supersedes any prior understanding or agreements, oral or written, with respect thereto. In the event of a conflict, however, between this Agreement and the Transfer IGA, the Transfer IGA shall control.

9. Notices and Requests. Any notice permitted or required by this Agreement shall be in writing and shall be hand-delivered or sent by certified or registered mail, postage prepaid, return receipt requested, to the following addresses. Notices are effective upon receipt.

City of Evans
Attn: City Manager
1100 37th Street
Evans, CO 80620

Evans Fire Protection District
Attn: Fire Chief
2100 37th Street
Evans, CO 80620

10. Miscellaneous. Colorado law governs this Agreement. Jurisdiction and venue shall lie exclusively in the Weld County District Court. This Agreement may be amended only by a document signed by the Parties. Course of performance, no matter how long, shall not constitute an amendment to this Agreement. If any provision of this Agreement is held invalid or unenforceable, all other provisions shall continue in full force and effect. Waiver of a breach of this Agreement shall not operate or be construed as a waiver of any subsequent breach of this Agreement. This Agreement shall inure to the benefit of and be binding upon the Parties and their legal representatives and successors. Neither Party shall assign this Agreement. This Agreement is not intended to, and shall not, confer rights on any person or entity not named as a party to this Agreement. This Agreement may be executed in 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.

[SIGNATURE PAGE IMMEDIATELY FOLLOWS]

IN WITNESS WHEREOF, the Parties have executed this Agreement.

CITY OF EVANS,
a Colorado municipal corporation

EVANS FIRE PROTECTION DISTRICT,
a political subdivision of the State of Colorado

By: _____
John Morris, Mayor

By: _____
Mary Achziger, President

Date: _____

Date: _____

ATTESTED:

ATTESTED:

Raegan Robb, City Clerk

Steven Bernardo, Board Secretary

Attachment 1

EVANS FIRE PROTECTION DISTRICT
EMERGENCY SERVICES IMPACT FEE SCHEDULE
Effective January 1, 2017

Residential Units		Commercial Units	
<u>Unit Type</u>	<u>Fee Per Housing Unit</u>	<u>Land Use Type</u>	<u>Fee Per Square Foot of Floor Area</u>
Single Unit	\$930	Commercial	\$1.00
2+ Unit	\$726	Office/Institutional	\$0.39
Manufactured Home	\$723	Industrial/Flex	\$0.25

Attachment 2

EVANS FIRE PROTECTION DISTRICT
IMPACT FEE FORM

Developer Information			
Development Company		State of Incorporation	
Address			
Telephone		Fax	
Contact Person			
Name		Title	
Telephone		Cell Phone	
Email Address			
Development Information			
Name of Development		Location (Address or Cross Streets)	
Residential Units		Non-Residential Square Footage	
Single Units (\$930 per unit)		Commercial (\$1.00 per square foot)	
2+ Units (\$726 per unit)		Office/Industrial (\$0.39 per square foot)	
Manufactured Homes (\$723 per unit)		Industrial/Flex (\$0.25 per square foot)	
Impact Fee			
Check one: <input type="checkbox"/> No impact fee owed* or <input type="checkbox"/> Impact fee owed in the amount of \$_____			
*No impact fee will be assessed if the amount of the impact fee would be less than that assessed on a manufactured home.			
If applicable: <input type="checkbox"/> An in-kind contribution will be made in lieu of paying an impact fee. Description of the in-kind contribution (attach additional information if necessary):			

The developer and the Evans Fire Protection District ("***District***") hereby attest that they conferred regarding whether, under the District's applicable Impact Fee Schedule: (a) an impact fee is owed in connection with the developer's proposed new development; (b) if owed, the amount of the impact fee; and, (c) whether the developer will make an in-kind contribution to the District instead of paying an impact fee.

The developer must submit this signed Impact Fee Form with the other documentation required by the City of Evans ("***City***") as part of its development permit application process. If the City denies the application, the developer is not required to pay the impact fee or make an in-kind contribution to the District. If the City grants the application and issues a development permit, the developer must pay the impact fee or make the in-kind contribution to the District within seven business days of the date the development permit is issued.

DEVELOPER:

EVANS FIRE PROTECTION DISTRICT:

By: _____

By: _____, Fire Chief

Date: _____

Date: _____

Attachment 2

FOR DISTRICT USE ONLY:

Impact fee in the amount of \$ _____ paid on _____, 20_____

or

In-kind contribution of (briefly describe) _____
made on _____, 20_____

District Signature: _____ Date: _____

Printed Name: _____

**Fire/Rescue Impact Fee Study:
Evans Fire Protection District
Evans, Colorado**

*Prepared for:
Evans Fire Protection District*

September 1, 2016



4701 Sangamore Road
Suite S240
Bethesda, MD
(301) 320-6900
www.TischlerBise.com

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FIRE/RESCUE IMPACT FEE STUDY
EVANS FIRE PROTECTION DISTRICT
EVANS, COLORADO

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EXECUTIVE SUMMARY

The Evans Fire Protection District, located in Evans, Colorado, retained TischlerBise, Inc. to update the impact fees imposed on new development to meet the new demand generated for Fire/Rescue infrastructure in the district. This report presents the methodologies and calculations used to generate current levels of service and updated maximum allowable impact fees. It is intended to serve as supporting documentation for future updates to impact fees in the Evans Fire Protection District.

The purpose of this 2016 Impact Fee Study is to demonstrate the district's compliance with the Colorado Revised Statutes 29-20-104.5 and 32-1-1002(1)(d.5). Consistent with the authorization, it is the intent of the Evans Fire Protection District to:

- ☐ Collect impact fees to fund capital improvements required to serve growth, and
- ☐ To use revenue generated from impact fees to benefit new development by maintaining current levels of service.

Impact fees are one-time payments used to construct system improvements needed to accommodate new development. An impact fee represents new growth's fair share of capital facility needs. By law, impact fees can only be used for *capital* expansions, not operating or maintenance costs. Impact fees are subject to legal standards, which require fulfillment of three key elements: **need**, **benefit** and **proportionality**.

- ☐ First, to justify a fee for necessary public services, it must be demonstrated that new development will create a **need** for capital improvements.
- ☐ Second, new development must derive a **benefit** from the payment of the fees (i.e., in the form of public facilities constructed within a reasonable timeframe).
- ☐ Third, the fee paid by a particular type of development should not exceed its **proportionate** share of the capital cost for system improvements.

TischlerBise evaluated possible methodologies and documented appropriate demand indicators by type of development for the levels of service and impact fees. Local demographic data and improvement costs were used to identify specific capital costs attributable to growth. This report includes summary tables indicating the specific factors, referred to as level of service standards, used to derive the impact fees.

METHODOLOGIES AND CREDITS

Development impact fees can be calculated by any one of several legitimate methods. The choice of a particular method depends primarily on the service characteristics and planning requirements for each facility type. Each method has advantages and disadvantages in a particular situation, and to some extent can be interchangeable, because each allocates facility costs in proportion to the needs created by development.

Reduced to its simplest terms, the process of calculating development impact fees involves two main steps: (1) determining the cost of development-related capital improvements, and (2) allocating those costs equitably to various types of development. In practice, the calculation of impact fees can become quite complicated because of the many variables involved in defining the relationship between development and the need for facilities. The following paragraphs discuss three basic methods for calculating development impact fees, and how each method can be applied.

Plan-Based Fee Calculation. The plan-based method allocates costs for a specified set of improvements to a specified amount of development. Facility plans identify needed improvements, and land use plans identify development. In this method, the total cost of relevant facilities is divided by total demand to calculate a cost per unit of demand. Then, the cost per unit of demand is multiplied by the amount of demand per unit of development (e.g., housing units or square feet of building area) in each category to arrive at a cost per specific unit of development (e.g., single family detached unit).

Cost Recovery or Buy-In Fee Calculation. The rationale for the cost recovery approach is that new development is paying for its share of the useful life and remaining capacity of facilities already built or land already purchased from which new growth will benefit. This methodology is often used for systems that were oversized at construction.

Incremental Expansion Fee Calculation. The incremental expansion method documents the current level of service (LOS) for each type of public facility in both quantitative and qualitative measures, based on an existing service standard (such as square feet per student). This approach ensures that there are no existing infrastructure deficiencies or surplus capacity in infrastructure. New development is only paying its proportionate share for growth-related infrastructure. The level-of-service standards are determined in a manner similar to the current replacement cost approach used by property insurance companies. However, in contrast to insurance practices, the fee revenues would not be for renewal and/or replacement of existing facilities. Rather, revenue will be used to expand or provide additional facilities, as needed, to accommodate new development. An incremental expansion cost method is best suited for public facilities that will be expanded in regular increments, with LOS standards based on current conditions in the community.

Credits. Regardless of the methodology, a consideration of “credits” is integral to the development of a legally valid impact fee methodology. There are two types of “credits,” each with specific and distinct characteristics, but both of which should be addressed in the calculation of development impact fees. The first is a credit due to possible double payment situations. This could occur when contributions are made by the property owner toward the capital costs of the public facility covered by the impact fee. This type of credit is integrated into the impact fee calculation. The second is a credit toward the payment of a fee for dedication of public sites or improvements provided by the developer and for which the facility fee is imposed. This type of credit is addressed in the administration and implementation of a facility fee program.

FEE METHODOLOGIES

The following table summarizes the method(s) used to derive the impact fee for Fire/Rescue infrastructure in the Evans Fire Protection District.

Figure 1: Summary of Impact Fee Methodologies

<i>Type of Fee</i>	<i>Cost Recovery (past)</i>	<i>Incremental Expansion (present)</i>	<i>Plan-Based (future)</i>	<i>Cost Allocation</i>
Fire/Rescue	N/A	Facilities, Apparatus	N/A	Population and Nonresidential Vehicle Trips

MAXIMUM ALLOWABLE IMPACT FEES BY TYPE OF LAND USE

Figure 2 provides a schedule of the maximum allowable Fire/Rescue impact fees by type of land use for the Evans Fire Protection District. The fees represent the highest amount allowable for each type of applicable land use, and represents new growth’s fair share of the cost for capital facilities. The district may adopt fees that are less than the amounts shown. However, a reduction in impact fee revenue will necessitate an increase in other revenues, a decrease in planned capital expenditures, and/or a decrease in levels of service.

The fees for residential development are to be assessed per housing unit and should be collected when building permits are issued. For nonresidential development, the fees are assessed per square foot of floor area, and should be collected when building permits are issued. Nonresidential development categories are consistent with the terminology and definitions contained in the reference book, Trip Generation 9th Edition, published by the Institute of Transportation Engineers.

Figure 2: Summary of Maximum Allowable Impact Fees by Land Use

Land Use Category	PROPOSED Impact Fee
<i>Residential</i>	
	<i>Per Housing Unit</i>
Single Unit	\$930
2+ Unit	\$726
Manufactured Home	\$723
<i>Nonresidential</i>	
	<i>Per Square Foot of Floor Area</i>
Commercial	\$1.00
Office/Institutional	\$0.39
Industrial/Flex	\$0.25

Please note, calculations throughout this technical memo are based on an analysis conducted using Excel software. Results are discussed in the memo using one-and two-digit places (in most cases), which represent rounded figures. However, the analysis itself uses figures carried to their ultimate decimal places; therefore the sums and products generated in the analysis may not equal the sum or product if the reader replicates the calculation with the factors shown in the report (due to the rounding of figures shown, not in the analysis).

FIRE/RESCUE

OVERVIEW

The Fire/Rescue impact fee addresses the need for additional facilities and apparatus needed to support the greater demand for Fire/Rescue services and facilities due to future residential and nonresidential development in the Evans Fire Protection District. The impact fee is derived using the incremental expansion methodology, meaning the impact fee is calculated based on the cost of maintaining the district's current level of service to residential and nonresidential development. Figure 3 shows the methodology chart used for the Fire/Rescue Impact Fee.

Service Area

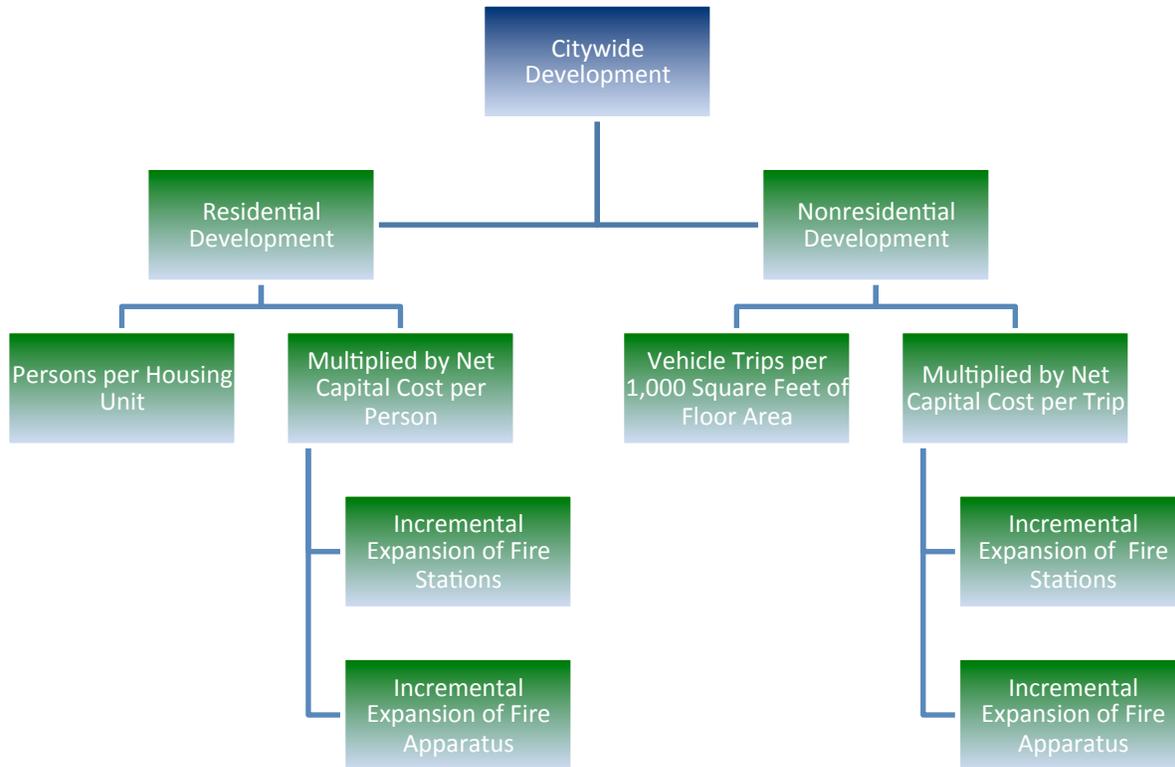
The Evans Fire Protection District provides fire and emergency services to the City of Evans, Colorado. There is a small area within the city boundaries south of the South Platte River, which is in the LaSalle Fire Protection District. Due to mutual aid, a uniform level of Fire/Rescue service is provided throughout the city. As a result, the service area for the category is citywide.

METHODOLOGY

Figure 3 below shows that Fire/Rescue impact fees use different demand indicators for residential and nonresidential development. Residential impact fees are calculated on a per capita basis and then converted to a proportionate fee amount by type of housing, based on the number of persons per housing unit.

According to discussions with district staff, the majority of calls for service are for emergency services responses, rather than fire protection, and the need for emergency services is driven by the presence of people. Therefore, TischlerBise recommends using nonresidential vehicle trips as the best demand indicator of demand for Fire/Rescue resulting from nonresidential development. This method will show that demand will be highest for commercial developments, such as shopping centers, and lowest for industrial/warehouse development. Office and institutional trip rates fall between the other two categories. This ranking of trip rates is consistent with the relative demand for Fire/Rescue from nonresidential development. Other possible nonresidential demand indicators, such as employment or floor area, will not accurately reflect the demand for service. For example, if employees per thousand square feet were used as the demand indicator, Fire/Rescue impact fees would be too high for office and institutional development because offices typically have more employees per 1,000 square feet than retail uses. If floor area were used as the demand indicator, Fire/Rescue impact fees would be too high for industrial development.

Figure 3: Fire/Rescue Impact Fee Methodology Chart



PROPORTIONATE SHARE

The Fire/Rescue impact fee uses functional population to determine the proportionate cost share for residential and nonresidential development. For residential development, the proportionate share factor is based on estimated person hours of non-working residents, plus the non-working hours of resident workers. Based on 2011 U.S. Census Bureau data, approximately 56% of Evans’ population worked in 2011. For resident workers, two-thirds of a day (i.e., annualized average) was allocated to residential demand. Time spent at work (i.e., annualized average of 8 hours per day) was allocated to nonresidential development. In 2011, the U.S. Census Bureau’s OnTheMap web application indicated that 391 town residents also worked in Evans, but 95% of workers commuted to out-of-town jobs. Total jobs located in Evans include 2,723 inflow commuters. Based on estimated person hours, the cost allocation for residential development is 82% while nonresidential development accounts for 18% of the demand for infrastructure.

Figure 4: Proportionate Share Determination

	Demand Units in 2011	Demand Hours/Day	Person Hours	Proportionate Share
Residential				
Estimated Residents	18,943			
56% Residents Not Working	10,694	20	213,880	
44% Employed Residents	8,249			
5% Employed in Service Area	391	14	5,474	
95% Employed outside Service Area	7,858	14	110,012	
	<i>Residential Subtotal</i>		329,366	82%
Nonresidential				
Non-working Residents	10,694	4	42,776	
Jobs in Service Area	3,114			
Residents Employed in Service Area	391	10	3,910	
Non-Resident Workers (inflow Commuters)	2,723	10	27,230	
	<i>Nonresidential Subtotal</i>		73,916	18%
	TOTAL		403,282	100%

Source: 2011 population estimate from Colorado State Demography Office; U.S. Census Bureau, OnTheMap 6.1.1 Application and LEHD Origin-Destination Employment Statistics

FIRE/RESCUE FACILITIES

The Evans Fire Protection District delivers fire and emergency services out of two fire stations (primarily Fire Station No. 2) within the city limits of Evans. Administrative and support offices for the district are located in Fire Station No. 2.

The district intends to maintain the level of service for Fire/Rescue stations in the future. There are several options for increasing space, somewhat dependent on where and when development and annexation occur. Therefore, an incremental expansion methodology is used to calculate the facilities component of the impact fee.

As shown in Figure 5, the Evans Fire Protection District’s two stations total 14,612 square feet. Figure 5 also indicates residential/nonresidential proportionate share factors (from Figure 4 above), current level-of-service (LOS) standards, and cost per demand unit. The current residential level of service is derived by multiplying the total square footage of Fire/Rescue space by the residential proportionate share factor and dividing by the estimated 2014 populations (14,612 X 82% / 19,200) resulting in a level of service of 0.624 square feet per person. Similarly, nonresidential level of service (LOS) is derived by multiplying total square footage by the proportionate share and dividing by total nonresidential vehicle trips (14,612 X 18% / 18,130) resulting in a level of service of 0.145 sq. ft. per nonresidential trip.

The cost per demand unit is derived using the total cost per square foot (\$360) and existing levels of service discussed above. For residential development, the cost per demand unit is \$224.65 per person. The cost per demand unit for nonresidential development is \$52.22 per nonresidential vehicle trip.

Figure 5: Incremental Expansion – Fire/Rescue Facilities

Stations	Square Feet	Total Cost to Construct Today	Cost per Square Foot
Station 1	3,660	\$1,317,600	\$360
Station 2	10,952	\$3,942,720	\$360
TOTAL	14,612	\$5,260,320	\$360

Source: City of Evans

Land Use	Proportionate Share	2014 Demand Units	Square Feet per Demand Unit	Cost per Demand Unit
Residential	82%	19,200 Population	0.624	\$224.65
Nonresidential	18%	18,130 Nonres Vehicles Trips	0.145	\$52.22

FIRE/RESCUE APPARATUS

Figure 6 indicates the Evans Fire Protection District’s current inventory of apparatus, residential and nonresidential proportionate share factors, current level-of-service (LOS) standards, and cost per demand unit. The current residential level of service is derived by multiplying the total apparatus inventory by the residential proportionate share factor and dividing by the total residential proportionate share factor and dividing by the estimated 2014 populations (18X 82% / 19,200) resulting in a level of service of 0.00034 apparatus per person. Similarly, nonresidential level of service (LOS) is derived by multiplying total apparatus by the proportionate share and dividing by total nonresidential vehicle trips (8 X 18% / 18,130) resulting in a level of service of 0.00008 apparatus per nonresidential trip.

The cost per demand unit is derived using the average apparatus value (\$231,250) and existing levels of service discussed above. For residential development, the cost per demand unit is \$79.01 per person. The cost per demand unit for nonresidential development is \$18.37 per nonresidential vehicle trip.

Figure 6: Incremental Expansion – Fire/Rescue Apparatus

Vehicles and Apparatus	Units in Service	Cost per Unit	Total Value
Rosenbauer 78' Quint	1	\$700,000	\$700,000
Rosenbauer Engine	1	\$390,000	\$390,000
ALF Engine	1	\$400,000	\$400,000
Brush Truck/EMS Response	1	\$160,000	\$160,000
SUV/Trucks	4	\$50,000	\$200,000
TOTAL	8	\$231,250	\$1,850,000

Source: Evans Fire Protection District

Land Use	Proportionate Share	2014 Demand Units	Vehicles per Demand Units	Cost per Demand Unit
Residential	82%	19,200 Population	0.00034	\$79.01
Nonresidential	18%	18,130 Nonres Vehicles Trips	0.00008	\$18.37

FIRE/RESCUE CAPITAL IMPROVEMENT NEEDS TO SERVE GROWTH

Ten-year growth projections for the City of Evans suggest the city will add 4,205 new residents and 2,138 additional nonresidential vehicle trips. In order to maintain current levels of service for Fire/Rescue facilities and apparatus, the Evans Fire Protection District will need to make incremental investments. Shown in Figure 7 below is the square footage and apparatus needed to maintain current levels of service for each component and the total investment necessary based on ten years of growth.

Figure 7: Projected Demand for Fire/Rescue Facilities and Apparatus

	Demand Units	Facilities (square feet)	Apparatus (units)
Res LOS	Per Person	0.62405	0.00034
Nonres LOS	Per Nonres Vehicle Trip	0.14507	0.00008
	Average Cost per Component	\$360	\$231,250

		Projected Demand (Rounded)			
		Projected Demand Units		Facilities (square feet)	Apparatus (units)
		Persons	Nonres Vehicle Trips		
Base	2014	19,200	18,130	14,612	8.0
1	2015	19,584	18,326	14,880	8.1
2	2016	19,976	18,536	15,155	8.3
3	2017	20,375	18,749	15,435	8.5
4	2018	20,783	18,955	15,720	8.6
5	2019	21,198	19,168	16,009	8.8
6	2020	21,622	19,382	16,305	8.9
7	2021	22,055	19,604	16,608	9.1
8	2022	22,496	19,821	16,914	9.3
9	2023	22,946	20,044	17,227	9.4
10	2024	23,405	20,268	17,546	9.6
Ten-Year Total		4,205	2,138	2,934	1.6
Cost of Facilities		\$1,056,240			
Cost of Apparatus		\$370,000			
TOTAL		\$1,426,240			

CREDIT EVALUATION

A credit for future revenue generated by new development is only necessary if there is potential double payment for system improvements. In the district, impact fee revenue will be used exclusively for growth-related capacity improvements. If elected make a legislative policy decision to fully fund growth-related improvements from impact fees, a credit for other revenue sources is unnecessary.

FIRE/RESCUE FACILITIES INPUT VARIABLES AND IMPACT FEES

Figure 8 provides a summary of the input variables (described in the chapter sections above) used to calculate the net capital cost per person for each Fire/Rescue component.

The residential Fire/Rescue impact fees are the product of persons per type of housing unit multiplied by the total net capital cost per person. An example of the calculation for an average single family unit is: the net capital cost per person (\$308.99) multiplied by the persons per housing unit (3.01) to arrive at the impact fee per average single family unit of \$930. Figure 8 indicates proposed nonresidential Fire/Rescue impact fees for the district. For commercial development, the average daily vehicle trips per 1,000 square feet (42.70) is multiplied by a trip adjustment factor (33%) and the capital cost of \$70.66 per nonresidential vehicle trip and divided by 1,000, which yields a Fire/Rescue impact fee of \$1.00 per square foot.

Figure 8: Fire/Rescue Input Variables and Maximum Allowable Impact Fees

<i>Residential Capital Costs</i>	<u>Per Person</u>
Fire/Rescue Facilities	\$79.01
Fire/Rescue Apparatus	\$224.65
Impact Fee Study	\$5.33
GROSS CAPITAL COST	\$308.99

Revenue Credit	\$0.00
NET CAPITAL COST	\$308.99

<i>Fire/Rescue Impact Fee Schedule</i>		per Housing Unit
Unit Type	Persons per Housing Unit [1]	Proposed Fee
Single Unit	3.01	\$930
2+ Unit	2.35	\$726
Manufactured Home	2.34	\$723

[1] TischlerBise. 2014 Impact Fee Land Use Assumptions

<i>Nonresidential Capital Costs</i>	<u>Per Nonres Vehicle Trip</u>
Fire/Rescue Facilities	\$18.37
Fire/Rescue Apparatus	\$52.22
Impact Fee Study	\$0.07
GROSS CAPITAL COST	\$70.66

Revenue Credit	\$0.00
NET CAPITAL COST	\$70.66

<i>Fire/Rescue Impact Fee Schedule</i>			per Square Foot
Nonresidential Land Use	Trips [2]	Trip Rate Adj. Factors	Proposed Fee
	<i>(per 1,000 SF)</i>		<i>(per Square Foot)</i>
Commercial	42.70	33%	\$1.00
Office/Institutional	11.03	50%	\$0.39
Industrial/Flex	6.97	50%	\$0.25

[2] Institute of Transportation Engineers. (2012). Trip Generation Manual 9th Edition.

CASH FLOW PROJECTIONS

This section summarizes the potential cash flow to the district if the Fire/Rescue impact fees are implemented at the maximum allowable amounts. The cash flow projections are based on the assumptions detailed above. The summary provides an indication of the impact fee revenue generated by new development projected over the next ten years, and capital expenditures necessary to meet the demand for new Fire/Rescue facilities and apparatus brought about by new development.

Figure 9: Cash Flow Summary for Fire/Rescue Facilities and Apparatus

Ten-Year Growth-Related Costs for Fire Infrastructure

Fire Facilities	\$1,056,240
Fire Apparatus	\$370,000
Impact Fee Study	\$7,898
TOTAL	\$1,434,138

		<i>Per Housing Unit</i>		<i>Per Square Foot of Floor Area</i>		
		<i>Single Unit</i>	<i>2+ Units</i>	<i>Commercial</i>	<i>Office/Instit.</i>	<i>Industrial</i>
		\$930	\$726	\$1.00	\$0.39	\$0.25
		<i>Housing Units Added</i>		<i>Square Feet Added (1,000)</i>		
	<i>Year</i>					
Base	2014	5,350	1,509	733	1,043	628
Year 1	2015	5,438	1,534	741	1,054	635
Year 2	2016	5,547	1,565	750	1,066	642
Year 3	2017	5,658	1,596	759	1,079	649
Year 4	2018	5,771	1,628	768	1,091	657
Year 5	2019	5,887	1,660	777	1,103	664
Year 6	2020	6,004	1,694	785	1,116	671
Year 7	2021	6,125	1,727	793	1,128	679
Year 8	2022	6,247	1,762	802	1,141	686
Year 9	2023	6,372	1,797	811	1,153	694
Year 10	2024	6,499	1,833	820	1,166	702
	<i>Ten-Yr Increase</i>	1,149	324	87	123	74
	Projected Fees (Rounded)=>	\$1,059,844	\$233,329	\$86,583	\$47,909	\$18,214
Total Projected Revenues		\$1,445,879				
Cumulative Net Surplus/(Deficit)		\$11,741				

APPENDIX A: DEMOGRAPHIC DATA AND DEVELOPMENT PROJECTIONS

The population, housing unit, job, and nonresidential floor area projections discussed in this document provide the foundation for the impact fee study. To evaluate the demand for growth-related infrastructure from various types of development, TischlerBise prepared documentation on population, housing units by type, jobs, floor area by type of nonresidential development, and average weekday vehicle trip generation rates. These metrics (explained further below) are the service units and demand indicators that will be used in the impact fee study.

The demographic data and development projections will be used to demonstrate proportionality and anticipate the need for future infrastructure. Demographic data reported by the U.S. Census Bureau, and data provided by the city, are used to calculate base year estimates and annual projections for a 10-year horizon. Typically, impact fee studies look out five to ten years, with the expectation that fees will be periodically updated (every seven years).

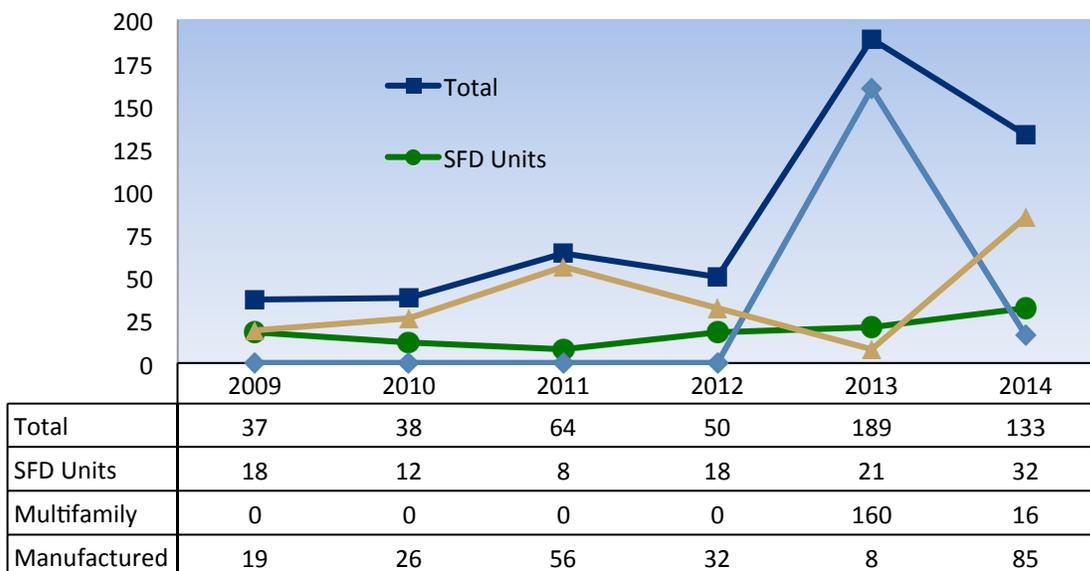
RESIDENTIAL DEVELOPMENT

Current estimates and future projections of residential development are detailed in this section, including population and housing units by type.

Recent Residential Construction

Figure A1 shows residential building permit trends since 2009 by type of housing unit (tracked by the City of Evans). Recent building activity suggests increasing market demand, which is reflected in the residential development projections discussed in the next section.

Figure A1: Residential Building Permits in the City of Evans, 2009-2014



• Source: City of Evans

Residential Estimates and Projections

Based on an analysis of base year estimates provided by the city, data compiled by the City of Evans for its 2010 Comprehensive Plan Update, and recent residential building trends, over the next decade, the city is projected to add population at a compound annual growth rate of two percent. This equates to an additional 4,205 persons above the 2014 base year estimate of 19,200, which was provided by the city.

Given the expectation that impact fees are updated every seven years, TischlerBise held constant base year demographic indicators, including the average *Persons per Housing Unit* (PPHU) factor of 2.81, derived from 2012 American Community Survey 5-Year Estimates for Evans. As discussed further below, TischlerBise recommends the use of PPHU to derive impact fees.

The base year housing unit estimate is calculated as follows: 19,200 [population] / 2.81[PPHU] = 6,835 [housing units]. To calculate housing unit projections for each year past the base, the annual population projection is divided by the PPHU factor of 2.81. Next, to calculate the annual projections of housing units by type, the annual total unit projection is multiplied by the 2012 ACS Estimates housing stock distribution of 78 percent single unit dwellings, and 22 percent units in multi-unit structures (see Figure A12). The City is projected to gain 1,497 new housing units between 2014 and 2024, at an average annual increase of 150 units.

Figure A2: Residential Development in the City of Evans

	Dec 31 st ==>	Five-Year Increment							2014-2024 Cumulative	
		Base Yr 2014	1 2015	2 2016	3 2017	4 2018	5 2019	10 2024		
POPULATION										
	<i>Growth Rate [1]</i>									
Total Population [1]	2.00%	19,200	19,584	19,976	20,375	20,783	21,198	23,405		4,205
Persons per Housing Unit	2.81	2.81	2.81	2.81	2.81	2.81	2.81	2.81		
RESIDENTIAL DEVELOPMENT										
Housing Units										
	<i>Distribution [2]</i>									
Single Unit	78%	5,307	5,413	5,522	5,632	5,745	5,860	6,469		1,162
2+ Unit	22%	1,528	1,559	1,590	1,622	1,654	1,687	1,863		335
Total Residential Units [1]	2.00%	6,835	6,972	7,112	7,254	7,399	7,547	8,332		1,497
ANNUAL INCREASES										
									Average Annual Increases	
									5-Years	10-Years
Year-Round Population		384	392	399	408	415	459		400	421
Total Residential Units		137	140	142	145	148	163		142	150
	Jobs	63	64	65	65	66	70		65	67
	Commercial Sq. Ft. (x1,000)	8	9	9	9	9	9		8	9
	Office/Other Services Sq. Ft. (x1,000)	8	8	8	8	8	9		8	9
	Industrial Sq. Ft. (x1,000)	7	7	7	7	7	8		7	7
	Institutional Sq. Ft. (x1,000)	3	4	4	3	4	4		4	4
	Total Nonres Floor Area Sq. Ft. (x1,000)	26	28	28	27	28	30		28	28

[1] Base year estimate as of 31Dec14: City of Evans.

Annual projections based on recent building trends

[2] 2012 American Community Survey 5-Year Estimates

NONRESIDENTIAL DEVELOPMENT

Current estimates and future projections of nonresidential development are detailed in this section, including employment and square footage by industry type.

Nonresidential Square Footage Development

TischlerBise uses the term “jobs” to refer to employment by place of work. Job estimates by industry type are used to calculate nonresidential square footage based on nationally recognized average *Square Feet per Employee* data published by The Institute of Transportation Engineers (ITE), and shown in Figure A3 below. The four land uses highlighted in grey serve as nonresidential prototypes that will be used by TischlerBise to derive average weekday vehicle trips, vehicle miles of travel, and the projected increase in nonresidential floor area. Current Floor area estimates for commercial, office/other services, industrial, and institutional land uses are documented in the next section.

Figure A3: Nonresidential Service Units per Development Unit

ITE Code	Land Use	Demand Unit	Wkdy Trip Ends Per 1,000 Sq Ft [1]	Wkdy Trip Ends Per Employee [1]	Emp Per 1,000 Sq Ft	Sq Ft Per Emp [2]
Industrial						
110	Light Industrial	1,000 Sq Ft	6.97	3.02	2.31	433
130	Industrial Park	1,000 Sq Ft	6.83	3.34	2.04	489
140	Manufacturing	1,000 Sq Ft	3.82	2.13	1.79	558
150	Warehousing	1,000 Sq Ft	3.56	3.89	0.92	1,093
254	Assisted Living	bed	2.66	3.93	0.68	na
320	Motel	room	5.63	12.81	0.44	na
Institutional						
520	Elementary School	1,000 Sq Ft	15.43	15.71	0.98	1,018
530	High School	1,000 Sq Ft	12.89	19.74	0.65	1,531
540	Community College	student	1.23	15.55	0.08	na
550	University/College	student	1.71	8.96	0.19	na
565	Day Care	student	4.38	26.73	0.16	na
610	Hospital	1,000 Sq Ft	13.22	4.50	2.94	340
620	Nursing Home	1,000 Sq Ft	7.60	3.26	2.33	429
Office						
710	General Office (avg size)	1,000 Sq Ft	11.03	3.32	3.32	301
760	Research & Dev Center	1,000 Sq Ft	8.11	2.77	2.93	342
770	Business Park	1,000 Sq Ft	12.44	4.04	3.08	325
857	Discount Club	1,000 Sq Ft	41.80	32.21	1.30	771
Commercial						
820	Shopping Center (avg size)	1,000 Sq Ft	42.70	na	2.00	500

[1] Trip Generation, Institute of Transportation Engineers, 2012.

[2] Square feet per employee calculated from trip rates except for Shopping Center data, which are derived from the Urban Land Institute's Development Handbook and Dollars and Cents of Shopping Centers.

Jobs by Type of Nonresidential Development

TischlerBise reviewed data prepared by the U.S. Census Bureau, the Colorado Department of Local Affairs, and the North Front Range Metropolitan Planning Organization (NFRMPO) to calculate a 2014 estimate of jobs, and used a four-step process summarized below to estimate base year jobs and annual projections by industry type.

- [[First, TischlerBise used the U.S. Census 2011 distribution of Weld County jobs in Evans, organized by industry sector, and the State’s 2012 Weld County jobs estimate of 113,032 to calculate a cumulative 2012 City jobs estimate of 5,497.
- [[Second, the 2012 City estimate and County jobs projections, reported by NFRMPO, were used to calculate a 1.12 percent (rounded) projected jobs growth rate for the city, which was then used to calculate total city jobs estimates for each year past the base.
- [[Third, the U.S. Census Bureau 2011 distribution of jobs in the City of Evans organized by industry type (shown below in Figure A4) was applied to the 2014 jobs estimate of 5,621 (based on the 1.12% growth rate) to establish base year rounded estimates of jobs by industry type.
- [[Lastly, TischlerBise used the annual total jobs projection for each year past the base, and the distribution of jobs by industry, to calculate the jobs by industry for each year past the base (see Figure A5).

As shown in Figure A4, 26 percent of jobs located in Evans in 2014 are assumed to be commercial jobs, 42 percent were office/other services jobs, 26 percent were industrial jobs, and 6 percent of all jobs in the city were estimated to be institutional jobs, which includes both government and education jobs. Also shown in Figure A4 is an estimate of the current nonresidential floor area calculated by multiplying the 2014 jobs by industry estimates, by the ITE *Square Feet per Employee* factors from Figure A3 above.

Figure A4: Distribution of Jobs by Industry Type

	2011 Distribution by Industry [1]		Base Year 2014 Estimate Jobs by Industry [2]	Square Feet Per Employee [3]	Nonresidential Floor Area
Commercial	812	26%	1,466	500	733,000
Office/Other Services	1,323	42%	2,388	301	718,782
Industrial	803	26%	1,449	433	627,831
Institutional	176	6%	318	1,018	323,771
TOTAL	3,114	100%	5,621	428	2,403,383

[1] OnTheMap 6.1.1 Application and LEHD Origin-Destination Employment Statistics

[2] TischlerBise; North Front Range Metropolitan Planning Organization

[3] Trip Generation Manual, Institute of Transportation Engineers, 9th Edition (2012).

Jobs and Nonresidential Development Projections

Based on data compiled by the U.S. Census Bureau, Colorado Department of Local Affairs, and the NFRMPO, over the next decade, the city is projected to add jobs at an annual growth rate of 1.12 percent. This equates to an additional 665 jobs above the 2014 base year estimate of 5,621.

To calculate jobs projections for each year past the base, the 1.12 percent projected job growth rate calculated from NFRMPO data was held constant for the 10-year projection period, as was the distribution of jobs by industry type, shown in Figure A4. The city is projected to gain an average of 67 jobs a year for the next ten years.

Using commercial development as an example, the annual square footage by industry type is calculated as follows: 1,466 [2014 commercial jobs] X 500 [ITE SF per emp. factor] = 733 square feet [expressed in thousands]. This calculation is repeated for each industry type and for each year of the 10-year projection period. To keep pace with job growth, the city should expect to add roughly 28,000 square feet of nonresidential development each year.

Figure A5: Nonresidential Development in the City of Evans

	Dec 31 st ==>	Five-Year Increment							2014-2024 Cumulative	
		Base Yr 2014	1 2015	2 2016	3 2017	4 2018	5 2019	10 2024		
NONRESIDENTIAL DEVELOPMENT										
Employment By Type	<i>Share of Ttl [3]</i>									
Commercial	26%	1,466	1,482	1,499	1,516	1,533	1,550	1,639	173	
Office/Other Services	42%	2,388	2,415	2,442	2,470	2,497	2,525	2,671	283	
Industrial	26%	1,449	1,466	1,482	1,499	1,516	1,533	1,621	172	
Institutional	6%	318	321	325	329	332	336	355	37	
Total Jobs [4]	1.12%	5,621	5,684	5,748	5,813	5,878	5,944	6,286	665	
Jobs to Housing Ratio		0.82	0.82	0.81	0.80	0.79	0.79	0.75		
Nonres Floor Area (x1,000 Sq. Ft.)	<i>Sq.Ft./Emp. [5]</i>									
Commercial	500	733	741	750	758	767	775	820	87	
Office/Other Services	301	719	727	735	743	752	760	804	85	
Industrial	433	628	635	642	649	656	664	702	74	
Institutional	1,018	324	327	331	335	338	342	361	38	
Total Nonresidential Square Feet (x1,000)		2,403	2,430	2,457	2,486	2,513	2,541	2,687	283	
Avg. Sq. Ft. per Job		428	427	427	428	427	427	427		
Avg. Jobs per KSF		2.34	2.34	2.34	2.34	2.34	2.34	2.34		
ANNUAL INCREASES										
		2015	2016	2017	2018	2019	2024	Average Annual Increases		
	Jobs	63	64	65	65	66	70	5-Years	10-Years	
	Commercial Sq. Ft. (x1,000)	8	9	9	9	9	9	8	9	
	Office/Other Services Sq. Ft. (x1,000)	8	8	8	8	8	9	8	9	
	Industrial Sq. Ft. (x1,000)	7	7	7	7	7	8	7	7	
	Institutional Sq. Ft. (x1,000)	3	4	4	3	4	4	4	4	
	Total Nonres Floor Area Sq. Ft. (x1,000)	26	28	28	27	28	30	28	28	

[3] U.S. Census, 2011 OnTheMap 6.1.1 Application and LEHD Origin-Destination Employment Statistics

[4] TischlerBise; State of Colorado, North Front Range Metropolitan Planning Organization

[5] Trip Generation Manual, Institute of Transportation Engineers, 9th Edition (2012)

DETAILED LAND USE ASSUMPTIONS – RESIDENTIAL AND NONRESIDENTIAL

Demographic data summarized in Figure A6 are the key inputs for the impact fee study. Cumulative data are shown at the top and projected annual increases by type of development are shown at the bottom of the figure. The annual increases for the demographic indicators increase over the ten-year projection

period, which is reflected by the 5-year and 10-year average annual increases shown at the bottom of Figure A6.

These projections will be used to estimate impact fee revenue and to indicate the anticipated need for growth-related infrastructure. However, impact fee methodologies are designed to reduce sensitivity to accurate development projections in the determination of the proportionate share fee amounts. If actual development is slower than projected, impact fee revenue will decline, but so will the need for growth-related infrastructure. In contrast, if development is faster than anticipated, the district will receive an increase in impact fee revenue, but will also need to accelerate capital improvements to keep pace with development.

Figure A6: Annual Demographic Data, 2014-2024, City of Evans

		Dec 31 st ====>							Five-Year Increment		
		Base Yr	1	2	3	4	5	10	2014-2024		
		2014	2015	2016	2017	2018	2019	2024	Cumulative		
POPULATION		<i>Growth Rate [1]</i>									
Total Population [1]	2.00%	19,200	19,584	19,976	20,375	20,783	21,198	23,405	4,205		
Persons per Housing Unit		2.81	2.81	2.81	2.81	2.81	2.81	2.81			
RESIDENTIAL DEVELOPMENT		<i>Distribution [2]</i>									
Housing Units											
Single Unit	78%	5,307	5,413	5,522	5,632	5,745	5,860	6,469	1,162		
2+ Unit	22%	1,528	1,559	1,590	1,622	1,654	1,687	1,863	335		
Total Residential Units [1]	2.00%	6,835	6,972	7,112	7,254	7,399	7,547	8,332	1,497		
NONRESIDENTIAL DEVELOPMENT		<i>Share of Ttl [3]</i>									
Employment By Type											
Commercial	26%	1,466	1,482	1,499	1,516	1,533	1,550	1,639	173		
Office/Other Services	42%	2,388	2,415	2,442	2,470	2,497	2,525	2,671	283		
Industrial	26%	1,449	1,466	1,482	1,499	1,516	1,533	1,621	172		
Institutional	6%	318	321	325	329	332	336	355	37		
Total Jobs [4]	1.12%	5,621	5,684	5,748	5,813	5,878	5,944	6,286	665		
Jobs to Housing Ratio		0.82	0.82	0.81	0.80	0.79	0.79	0.75			
Nonres Floor Area (x1,000 Sq. Ft.)		<i>Sq.Ft./Emp. [5]</i>									
Commercial	500	733	741	750	758	767	775	820	87		
Office/Other Services	301	719	727	735	743	752	760	804	85		
Industrial	433	628	635	642	649	656	664	702	74		
Institutional	1,018	324	327	331	335	338	342	361	38		
Total Nonresidential Square Feet (x1,000)		2,403	2,430	2,457	2,486	2,513	2,541	2,687	283		
Avg. Sq. Ft. per Job		428	427	427	428	427	427	427			
Avg. Jobs per KSF		2.34	2.34	2.34	2.34	2.34	2.34	2.34			
ANNUAL INCREASES									Average Annual Increases		
		2015	2016	2017	2018	2019	2024	5-Years	10-Years		
Year-Round Population		384	392	399	408	415	459	400	421		
Total Residential Units		137	140	142	145	148	163	142	150		
Jobs		63	64	65	65	66	70	65	67		
Commercial Sq. Ft. (x1,000)		8	9	9	9	9	9	8	9		
Office/Other Services Sq. Ft. (x1,000)		8	8	8	8	8	9	8	9		
Industrial Sq. Ft. (x1,000)		7	7	7	7	7	8	7	7		
Institutional Sq. Ft. (x1,000)		3	4	4	3	4	4	4	4		
Total Nonres Floor Area Sq. Ft. (x1,000)		26	28	28	27	28	30	28	28		

[1] Base year estimate as of 31Dec14: City of Evans.

Annual projections based on recent building trends

[2] 2012 American Community Survey 5-Year Estimates

[3] U.S. Census, 2011 OnTheMap 6.1.1 Application and LEHD Origin-Destination Employment Statistics

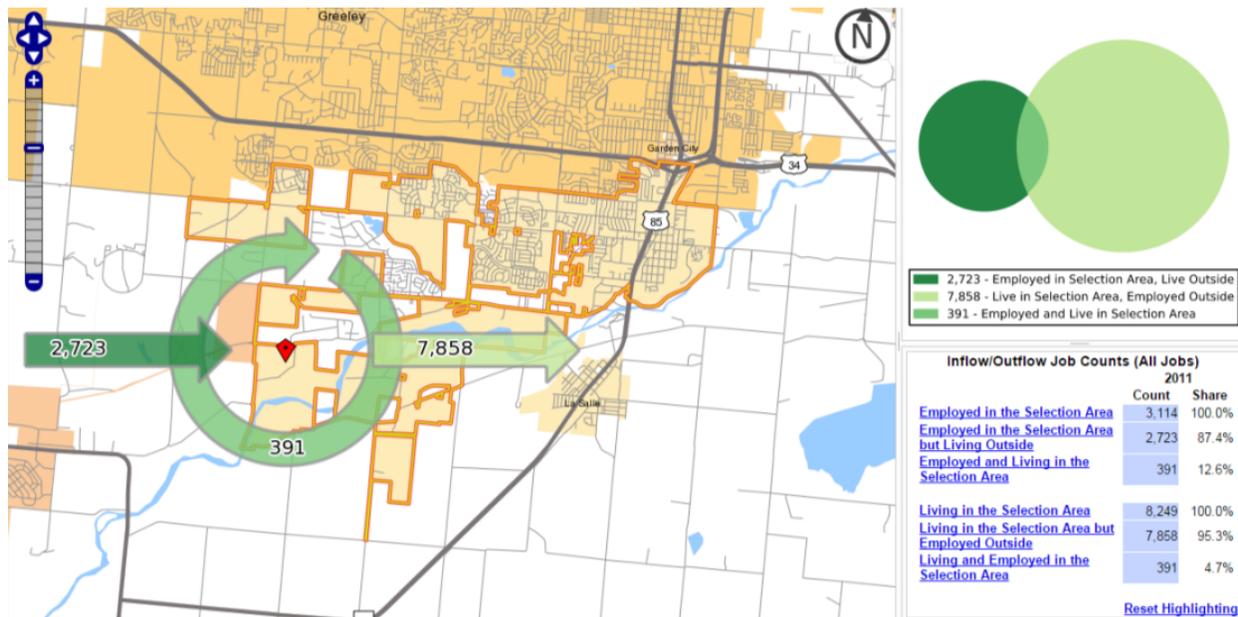
[4] TischlerBise; State of Colorado, North Front Range Metropolitan Planning Organization

[5] Trip Generation Manual, Institute of Transportation Engineers, 9th Edition (2012)

COMMUTING PATTERNS AND FUNCTIONAL POPULATION

As shown in Figure A7, the U.S. Census Bureau’s Longitudinal Employer-Household Dynamics (LEHD) web application OnTheMap indicates that Evans received a significant inflow of 2,723 workers on an average weekday in 2011 (the most recent data year available). In addition to these non-resident workers, another 391 persons lived and worked in Evans in 2011. TischlerBise will account for commuting patterns in the allocation of transportation infrastructure costs to residential and nonresidential development, and to derive functional population, as described below.

Figure A7: Inflow/Outflow Analysis, City of Evans



Source: U.S. Census Bureau. (14Aug14). OnTheMap Version 6, Inflow/Outflow Jobs Counts All Jobs) City of Evans, CO.

Functional Population

If local public safety calls for service data are not available by land use, TischlerBise recommends functional population to allocate the cost of certain facilities to residential and nonresidential development. Functional population has a long history in the professional literature. Originally called activity analysis by Stuart Chapin in 1965, and incorporated into the impact fee methodology by James Nicholas in the mid-1980s, functional population can be used to equitably spread infrastructure costs between residential and nonresidential sectors. TischlerBise has refined the functional population concept by incorporating what the U.S. Census Bureau calls “daytime population.” Using jurisdiction-specific data on commuting patterns (discussed above), it is now possible to roughly estimate where people live and work (i.e., spend their daily hours).

As shown below, residents that do not work are assigned 20 hours per day to residential development and four hours per day to nonresidential development (annualized averages). Residents that work in the city are assigned 14 hours to residential development and 10 hours to nonresidential development. Residents that work outside the city are assigned 14 hours to residential development. Inflow commuters are assigned 10 hours to nonresidential development.

Based on 2011 population data from the city, and U.S. Census Bureau data from the LEHD program, the proportionate share for residential development is 82 percent (rounded), while nonresidential development accounts for 18 percent (rounded) of the functional population distribution.

Figure A8: Functional Population

	Demand Units in 2011	Demand Hours/Day	Person Hours	Proportionate Share
Residential				
Estimated Residents	18,943			
Residents Not Working	10,694	20	213,880	
Employed Residents	8,249			
Employed in Service Area	391	14	5,474	
Employed outside Service Area	7,858	14	110,012	
Residential Subtotal			329,366	82%
Nonresidential				
Non-working Residents	10,694	4	42,776	
Jobs in Service Area	3,114			
Residents Employed in Service Area	391	10	3,910	
Non-Resident Workers (inflow Commuters)	2,723	10	27,230	
Nonresidential Subtotal			73,916	18%
TOTAL			403,282	100%

Source: 2011 population estimate from Colorado State Demography Office; U.S. Census Bureau, OnTheMap 6.1.1 Application and LEHD Origin-Destination Employment Statistics

AVERAGE DAILY VEHICLE TRIPS

Average Daily Vehicle Trips are used for the Streets impact fee category as a measure of demand by land use. Vehicle trips are estimated using average weekday trip ends from the reference book, Trip Generation, 9th Edition, published by the Institute of Transportation Engineers (ITE) in 2012. A vehicle trip end represents a vehicle either entering or exiting a development (as if a traffic counter were placed across a driveway).

Trip Rate Adjustments

Trip generation rates are adjusted to avoid double counting each trip at both the origin and destination points. Therefore, the basic trip adjustment factor is 50 percent. As discussed below, additional adjustments are made to ensure the fees are proportionate to the infrastructure demand for particular types of development.

Adjustment for Journey-To-Work Commuting

Residential development in the City of Evans has a larger trip adjustment factor of 65 percent to account for commuters leaving Evans for work. According to the National Household Travel Survey (2009), home-based work trips are typically 31 percent of “production” trips, also known as out-bound trips (which are 50 percent of all trip ends). Data from the LEHD for 2011 indicate that 95 percent of Evan’s employed residents travel outside the city for work. In combination, these factors ($0.31 \times 0.50 \times 0.95 = 0.15$) account for 15 percent (rounded) of additional production trips. The total adjustment factor for residential includes attraction trips (50% of trip ends) plus the journey-to-work commuting adjustment for a total of 65 percent.

Figure A9: Adjustment for Journey-to-Work Commuting

<i>Trip Adjustment Factor for Commuters [1]</i>	
Employed Residents	8,249
Residents Working in City	391
Residents Commuting Outside City for Work	7,858
Percent Commuting out of the City	95%
Additional Production Trips [2]	15%
Residential Trip Adjustment Factor	65%

[1] U.S. Census Bureau, 2011 OnTheMap Application (version 6) and LEHD Origin-Destination Employment Statistics

[2] Outbound trip statistics from National Household Travel Survey, 2009: Table 30

Adjustment for Pass-By Trips

The basic trip adjustment factor of 50 percent is applied to both the office and industrial categories. The commercial and institutional categories have a trip factor of less than 50 percent because these types of development attract vehicles as they pass-by on arterial and collector roads. For example, for an average size shopping center, the ITE (2012) indicates that on average 34 percent of the vehicles that enter are passing by on their way to some other primary destination. The remaining 66 percent of attraction trips have the shopping center as their primary destination. Because attraction trips are half

of all trips, the trip adjustment factor is 66 percent multiplied by 50 percent, or approximately 33 percent of the trip ends.

Customized Trip Generate Rates per Housing Unit

As an alternative to simply using the national average trip generation rate for residential development, the ITE publishes regression curve formulas that may be used to derive custom trip generation rates using local demographic data. Key independent variables needed for the analysis (i.e., vehicles available, housing units, households, and persons) are only available collectively from the 2012 ACS 5-Year Estimates for Evans.

Customized average weekday trip generation rates by type of housing are shown in Figure A10. A vehicle trip end represents a vehicle either entering or exiting a development, as if a traffic counter were placed across a driveway. The custom trip generation rates for Evans vary slightly from the national averages. For example, single unit structures in the City of Evans have an average daily trip rate of 9.10 per unit (compared to the national average of 9.52), and units in multi-unit structures have an average daily trip rate of 7.40 trips per unit (compared to the national average of 6.65).

Figure A10: Residential Trip Generation Rates by Type of Housing

	Vehicles Available [1]	Households by Structure Type[2]			Vehicles per Household by Tenure
	A	Single Unit B	2+ Units C	Total D = B+C	E = A/D
Owner-occupied	7,134	3,419	131	3,550	2.01
Renter-occupied	4,610	1,350	1,176	2,526	1.83
TOTAL	11,744	4,769	1,307	6,076	1.93

[1] Vehicles available by tenure from Table B25046, American Community Survey, 2012.

[2] Households by tenure and units in structure from Table B25032, American Community Survey, 2012.

	Persons in Households [3]	Trip Ends [4]	Vehicles by Type of Housing	Trip Ends [5]	Average Trip Ends	Housing Units [6]	Trip Ends per Unit Evans ITE [7]	
	F	G	H=Owner(B*E)+ Renter (B*E)	I	J = Avg of G,I	K	L= J/K	M
Single Units	15,040	38,927	9,335	53,954	46,440	5,115	9.10	9.52
2+ Units	3,465	11,959	2,409	9,787	10,873	1,473	7.40	6.65
TOTAL	18,505	50,886	11,744	63,741	57,313	6,588	8.70	

[3] Total population in households from Table 25033, American Community Survey, 2012.

[4] Vehicle trips ends based on persons using formulas from Trip Generation (ITE 2012). For single units (ITE 210), the fitted curve equation is $EXP(0.91*LN(persons)+1.52)$. To approximate the average population of the ITE studies, persons were divided by 27 and the equation result multiplied by 27. For 2+ units (ITE 220), the fitted curve equation is $(3.47*persons)-64.48$.

[5] Vehicle trip ends based on vehicles available using formulas from Trip Generation (ITE 2012). For single units (ITE 210), the fitted curve equation is $EXP(0.99*LN(vehicles)+1.81)$. To approximate the average number of vehicles in the ITE studies, vehicles available were divided by 36 and the equation result multiplied by 36. For 2+ units (ITE 220), the fitted curve equation is $(3.94*vehicles)+293.58$.

[6] Housing units from Table B25024, American Community Survey, 2012.

[7] Trip Generation. Institute of Transportation Engineers, 9th Edition (2012).

Figure A11 below details the calculations to determine that existing development in Evans generates an average of 58,309 vehicle trips on an average weekday. Residential development is estimated to generate 40,180 vehicle trips, or 69 percent of all trips, compared to 18,129 vehicle trips (31 percent) generated by nonresidential development. An example of the calculation is as follows for single residential units: 5,504 units X 9.10 vehicle trips per day per unit X 65% adjustment factor = 32,556 total

vehicle trips per day from single residential units in the city. The same calculation is repeated for each land use type.

Figure A11: Average Daily Trips from Existing Development in the City of Evans

Residential Vehicle Trips on an Average Weekday*		2014	
Residential Units		<i>Assumptions</i>	
Single Unit		5,504	
2+ Unit		1,585	
Average Weekday Vehicle Trip Ends per Unit*		<i>Trip Rate</i>	<i>Trip Factor</i>
Single Unit		9.10	65%
2+ Unit		7.40	65%
Residential Vehicle Trip Ends of an Average Weekday			
Single Unit		32,556	
2+ Unit		7,624	<i>% of total</i>
Total Residential Trips		40,180	69%
Nonresidential Vehicle Trips on an Average Weekday**		2014	
Nonresidential Gross Floor Area (1,000 sq. ft.)		<i>Assumptions</i>	
Commercial		733	
Office/Other Services		719	
Industrial		628	
Institutional		324	
Average Weekday Vehicle Trips Ends per 1,000 Sq. Ft.**		<i>Trip Rate</i>	<i>Trip Factor</i>
Commercial		42.70	33%
Office/Other Services		11.03	50%
Industrial		6.97	50%
Institutional		15.43	33%
Nonresidential Vehicle Trips on an Average Weekday			
Commercial		10,329	
Office/Other Services		3,964	
Industrial		2,188	
Institutional		1,649	
Total Nonresidential Trips		18,129	31%
TOTAL TRIPS		58,309	100%

*Trip rates are customized for City. See accompanying tables and discussion.

**Trip rates are from the Institute of Transportation Engineers (ITE) Trip Generation Manual (2012)

PERSONS PER HOUSING UNIT

According to the U.S. Census Bureau, a household is a housing unit that is occupied by year-round residents. Impact fees often use per capita standards and persons per housing unit (PPHU) or persons per household (PPH) to derive proportionate share fee amounts. When PPHU is used in the fee calculations, infrastructure standards are derived using year-round population. When PPH is used in the fee calculations, the impact fee methodology must assume all housing units will be occupied, thus requiring seasonal or peak population to be used when deriving infrastructure standards. **TischlerBise recommends that impact fees for residential development in the Evans Fire Protection District be imposed according to the number of year-round residents per housing unit. This methodology acknowledges that some portion of the housing stock will be vacant during the course of a year. According to the U.S. Census Bureau American Community Survey, the City of Evans had a 2012 vacancy rate of eight percent.**

The 2010 census did not obtain detailed information using a “long-form” questionnaire. Instead, the U.S. Census Bureau switched to a continuous monthly mailing of surveys, known as the American Community Survey (ACS), which has limitations due to sample-size constraints. For example, data on detached housing units are now combined with attached single units (commonly known as townhouses). For impact fees in Evans, units in single unit structures include detached stick-built units and attached units (commonly known as townhouses, which share a common sidewall, but are typically constructed on an individual parcel of land) and manufactured units (formerly known as mobile homes). The second residential category (2+ Units) includes structures with two or more units on an individual parcel of land, such as duplexes and apartments.

Figure A12 shows the ACS 2012 5-Year Estimates for the City of Evans. To calculate the citywide average PPHU, persons in units (18,505) is divided by housing units (6,588), resulting in a PPHU factor of 2.81. Dwellings with a single unit per structure averaged 3.01 PPHU. Dwellings in structures with multiple units averaged 2.35 PPHU. *(Note: ACS estimates will not equal base year estimates provided by the city. These data are used only to derive the custom PPHU factors for each type of residential unit).*

Figure A12: Year-Round Persons per Housing Unit by Type of Structure

2012 Summary by Type of Housing	<i>Persons</i>	<i>House-holds</i>	<i>Housing Units</i>	PPHU	<i>Housing Mix</i>
Single Units [1]	13,748	4,249	4,563	3.01	69%
2+ Units [2]	3,465	1,307	1,473	2.35	22%
Mobile Homes	1,292	520	552	2.34	8%
Subtotal	18,505	6,076	6,588	2.81	<i>Vacancy Rate</i>
Group Quarters Population	8				
TOTAL	18,513	6,076	6,588		8%

2012 American Community Survey 5-Year Estimates

[1] "Single Unit" includes detached, attached, and manufactured homes

[2] "2+ Unit" includes duplex and all other units with 2 or more units per structure

COUNCIL COMMUNICATION

DATE: November 1, 2016

AGENDA ITEM: 8.B

SUBJECT: Resolution No. 38-2016 - creating and establishing the 2013 Lease Repayment Fund for the purpose of setting aside funds to prepay certain obligations under the lease agreements associated with the Riverside Library and Cultural Center

PRESENTED BY: Jacque Troudt, CPA, Finance Manager

AGENDA ITEM DESCRIPTION:

The City has an opportunity to prepay the lease associated with the Riverside Library and Cultural Center beginning on June 1, 2018. This prepayment will save Evans interest expense by and allow the City to reduce overall debt earlier than anticipated. Resolution 38-2016 will create and establish a new fund named the 2013 Lease Repayment Fund which will house the funds to pay the remaining obligation. \$2,200,000 will be transferred from the General Fund into the 2013 Lease Repayment Fund and the debt service payments for 2016 and 2017, as well as the payoff in 2018 will be paid from this fund. By establishing the 2013 Lease Repayment Fund, and ultimately transferring the balance owed into the new fund, money will be set aside specifically for this purpose.

FINANCIAL SUMMARY:

\$2,200,000 represents all remaining principal and interest payments owed, as well as any related fees to be incurred to prepay the lease obligation. The General Fund has available fund balance as of the 2016 budget version 3, of \$5,330,239. If approved, this transfer will be included in the 2016 Budget Revision #3 (version 4).

Details of all financial items are available for Council or Residents upon request from the Finance Department by contacting Jacque Troudt at 970-475-1127 or jtroudt@evanscolorado.gov.

RECOMMENDATION:

Staff recommends approval of the resolution.

SUGGESTED MOTIONS:

I move to approve Resolution No. 38-2016.

I move to deny approval of Resolution No. 38-2016.

CITY OF EVANS, COLORADO

RESOLUTION NO. 38-2016

A RESOLUTION CREATING AND ESTABLISHING THE 2013 LEASE REPAYMENT FUND FOR THE PURPOSE OF SETTING ASIDE FUNDS TO PREPAY CERTAIN OBLIGATIONS UNDER THE LEASE AGREEMENTS ASSOCIATED WITH THE RIVERSIDE LIBRARY AND CULTURAL CENTER

WHEREAS, the City of Evans, Colorado (the “City”) is a duly organized and existing home rule municipality of the State of Colorado, created and operating pursuant to Article XX of the Constitution of the State of Colorado and the home rule charter of the City (the “Charter”); and

WHEREAS, the City Council of the City (“the Council”) pursuant to Colorado statute and the Evans City Charter, is vested with the authority of administering the affairs of the City of Evans, Colorado; and

WHEREAS, the City is authorized by Article XX, Section 6 of the Colorado Constitution, Section 10.9 of its Charter and part 8 of article 15 of title 31, Colorado Revised Statutes (“C.R.S.”), to enter into rental or leasehold agreements in order to provide necessary land, buildings, equipment and other property for governmental or proprietary purposes; and

WHEREAS, the Council has previously executed and delivered a Lease and the Site Lease (each as defined below) with Branch Banking and Trust Company (“BB&T”) in order to provide funds for the acquisition, construction, and equipping of the Riverside Library and Cultural Center, a joint project of the City and the High Plains Library District (the “Project”); and

WHEREAS, in order to secure such Lease, the Council has leased certain property of the City (the “Leased Property”) to the BB&T, pursuant to a Site lease dated September 5, 2013, and leased back the BB&T’s interest in the Leased Property pursuant to the terms of a Lease Agreement dated September 5, 2013 (the “Lease”); and

WHEREAS, under the terms of the Lease, the City has the option to prepay its obligations under the Lease on or after June 1, 2018, with 15 days’ written notice to BB&T or such lesser time as agreed in writing by BB&T; and

WHEREAS, the Council has determined, and hereby declares that it is advantageous and favorable to the City and its residents and taxpayers that certain available funds of the City be set aside in order to pay, defease and discharge obligations under the Lease as the same become due upon prepayment (the “Prepayment Requirements”) through the establishment of a separate fund to be known as the 2013 Lease Repayment Fund, as authorized herein, and

WHEREAS, the prepayment of the Lease, and the Site Lease will terminate, and cause BB&T’s interest in the Leased Property to be reconveyed to the City.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EVANS, COLORADO AS FOLLOWS:

Section 1. Ratification and Approval of Prior Actions. All action heretofore taken (not inconsistent with the provisions of this Resolution) by the Council, or the officers or agents of the Council or the City, relating to the payment, prepayment and discharge of the Lease and the Site Lease and the establishment of the 2013 Lease Repayment Fund, are hereby ratified, approved, and confirmed.

Section 2. Finding of Best Interests and Creation of Fund. The Council hereby finds and determines, pursuant to the Constitution, the laws of the State of Colorado and the Charter, that the affecting of the prepayment is necessary, convenient, and in furtherance of the City’s purposes and is in the best interests of the inhabitants of the City and the Council hereby authorizes and approves the creation and establishment of the 2013 Lease Repayment Fund for the purpose of setting aside the funds necessary to prepay the Lease and the Site Lease.

Section 3. Allocation of Moneys to Fund. The Council hereby allocates and appropriates the sum of \$2,200,000 to the 2013 Lease Repayment Fund.

Section 4. Authorization of Prepayment. The officers and directors of the City are hereby authorized to take such action as is necessary to Prepay the Lease with available funds of the City, and at such a time as is hereafter determined.

Section 5. Use of the Fund. Moneys shall be withdrawn from the 2013 Lease Repayment Fund in sufficient amounts and at such times to permit the prepayment and payment without default of the obligations under the Lease. Any moneys remaining in the 2013 Lease Repayment Fund after provision shall have been made for the payment in full of the Lease shall be returned to the City.

Section 6. Repealer. All acts, orders, ordinances and resolutions of the City, or parts thereof, inconsistent with this resolution are hereby repealed only to the extent of such inconsistency. This repealer shall not be construed as reviving any act, order, ordinance or resolution of the City, or part thereof, heretofore repealed.

Section 7. Severability. If any section, subsection, paragraph, clause or provision of this Resolution (other than provisions as to the payment of Rent by the City during the Lease Term, provisions for the quiet enjoyment of the Leased Property by the City during the Lease Term, provisions for the prepayment of the Lease and the release of the Leased Property from the provisions of the Site Agreement and the Lease under the conditions provided in the Site Agreement and the Lease) shall for any reason be held to be invalid or unenforceable, the invalidity or unenforceability of such section, subsection, paragraph, clause or provision shall not affect any of the remaining provisions of this Resolution, the intent being that the same are severable.

PASSED AND ADOPTED AT A REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF EVANS ON THIS 1st DAY OF NOVEMBER, 2016.

ATTEST:

CITY OF EVANS, COLORADO

Raegan Robb, City Clerk

BY: _____
John L. Morris, Mayor

CITY COUNCIL COMMUNICATION

DATE: November 1, 2016

AGENDA ITEM: 8.C

SUBJECT: Resolution No. 39-2016 – Authorizing an Application for Great Outdoors Colorado (GOCO) Funding for Riverside Park

PRESENTED BY: Gary Wilson, Project Manager

PROJECT DESCRIPTION:

The purpose of this item is to request City Council’s authorization of a resolution to submit a grant application to Great Outdoors Colorado (GOCO) for \$346,448 for the Riverside Park Project. Planning and design of the Riverside Park project has moved forward during 2016. As plans have been developed along with cost estimates, a number of park improvements have been identified as having potential for funding from GOCO.

The proposed GOCO application requests funding for a basketball court, a new pickle ball court, the playground and shade shelters proposed at the reconstructed ballfield complex. In evaluating funding needs, staff believes a request for these items will draw the greatest support from GOCO. The courts and playground are needed to replace recreation improvements lost during the flood. Shade shelters were specifically identified by the public as a priority during the master planning process for the park.

FINANCIAL SUMMARY:

GOCO requires a minimum 30 percent match for their grants. Matching funds for this grant will consist of FEMA funds the City has been awarded and the City’s required 12.5% cash match for that funding. This grant will not create any new or additional funding commitment from the City beyond what has already been committed. This funding will exceed the minimum required GOCO match.

STAFF RECOMMENDATION:

Staff recommends City Council approve the resolution in support of the proposed GOCO grant application.

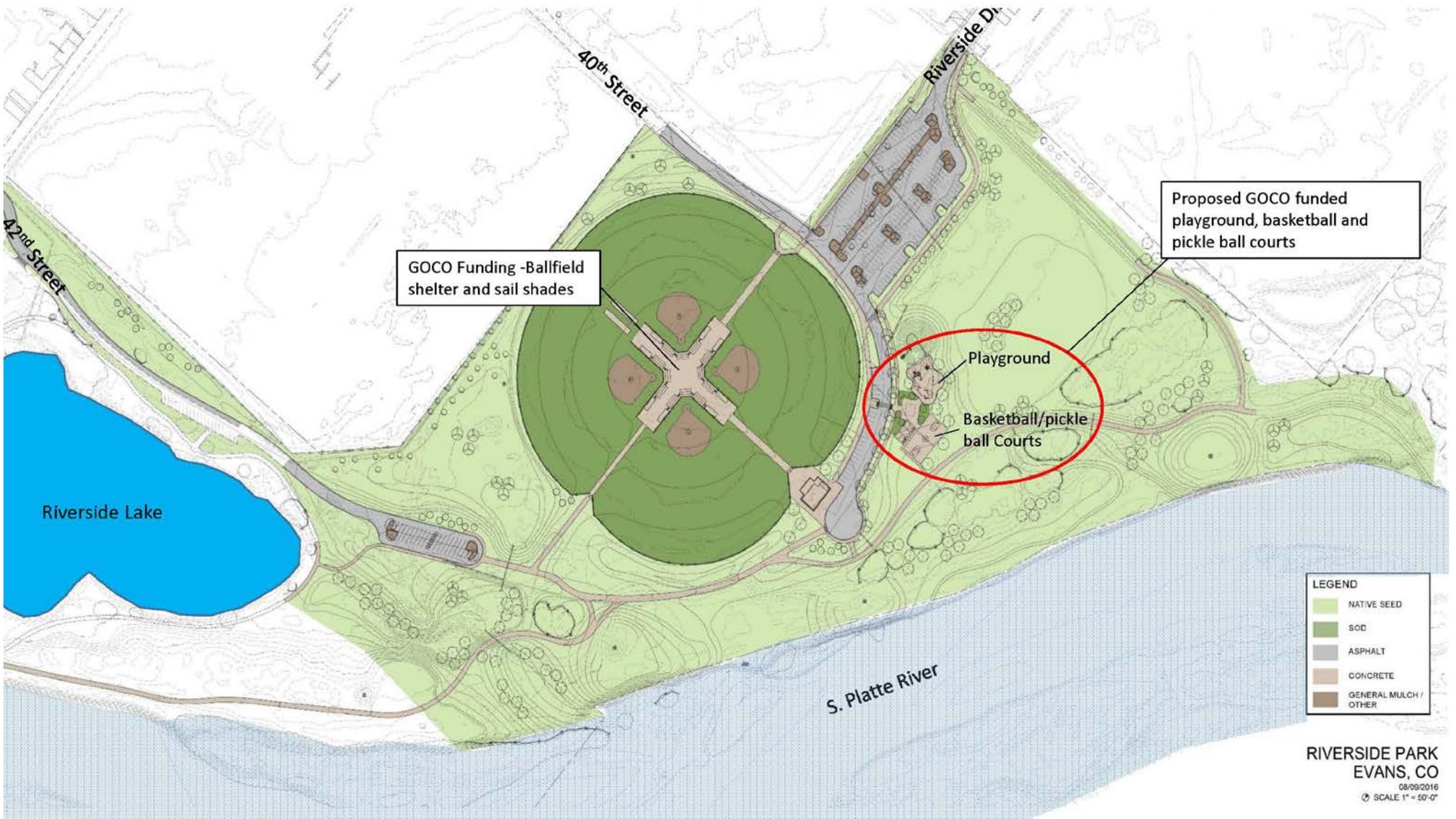
SUGGESTED MOTIONS:

“I move to approve the resolution in support of the proposed GOCO grant application.”

“I move to deny the resolution in support of the proposed GOCO grant application.”

ATTACHMENTS:

Resolution of Support for GOCO Application



GOCO Funding -Ballfield shelter and sail shades

Proposed GOCO funded playground, basketball and pickle ball courts

Playground
Basketball/pickle ball Courts

LEGEND	
	NATIVE SEED
	SOD
	ASPHALT
	CONCRETE
	GENERAL MULCH / OTHER

RIVERSIDE PARK
EVANS, CO
08/09/2016
SCALE 1" = 50'-0"

CITY OF EVANS

RESOLUTION NO. 39-2016

**SUPPORTING THE GRANT APPLICATION FOR A LOCAL PARKS AND
OUTDOOR RECREATION GRANT FROM THE STATE BOARD OF THE
GREAT OUTDOORS COLORADO TRUST FUND
FOR THE RIVERSIDE PARK PROJECT**

WHEREAS, the City of Evans is requesting a grant for \$346,448 from Great Outdoors Colorado to fund the Riverside Park Project to rebuild the park after damages caused by the 2013 flood, and

WHEREAS, Great Outdoors Colorado requires that the City Council of the City of Evans state its support for the Great Outdoors Colorado grant application for the Riverside Park and Open Space Recovery Plan and trail restoration.

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF EVANS THAT:

- Section 1: The City Council of the City of Evans strongly supports the application and will appropriate matching funds for a grant with Great Outdoors Colorado for the Riverside Park Project.
- Section 2: The City Council of the City of Evans acknowledges that the grant application includes matching funds which City of Evans is solely responsible to provide if a grant is awarded.
- Section 3: The City Council of the City of Evans will secure those matching funds and authorize the expenditure of funds necessary to meet the terms and obligations of any Grant awarded.
- Section 4: This resolution is to be in full force and effect from and after its passage and approval.

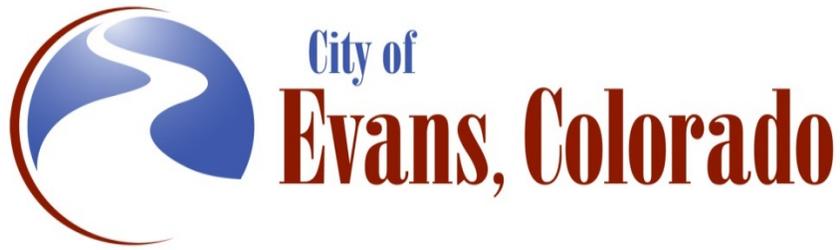
PASSED, APPROVED, AND ADOPTED at a regular meeting of the City Council of the City of Evans on this 1st day of November, 2016.

ATTEST:

CITY OF EVANS, COLORADO

Raegan Robb, City Clerk

John Morris, Mayor



City Manager - Monitoring Report

November 1, 2016

Below is a compellation of updates and projects that are either new or have changed since the last City Council meeting.

City Manager's Office

- The City Clerk recently met with the soon-to-be Manager of the new Kum & Go, located at 3033 8th Avenue in Evans. A liquor hearing has been tentatively set for November 15th to be ahead of the store's opening date scheduled for late December.

Communications

- The first aerial photographs that will be taken as the WWTP is built are here! Both video and still photos will be captured at varying heights to provide differing perspectives of this huge project.



Flood & Recovery	<ul style="list-style-type: none"> • Staff has scheduled a walk through prior to work beginning for the permanent fencing at the Riverside Park on Monday, October 17, 2016. • 49th Street and Brantner Road Repairs are underway! <div style="display: flex; justify-content: space-around;">   </div>
Recreation	<ul style="list-style-type: none"> • Changes are happening at the City of Evans pool. The slides have been taken down and Wastewater staff is draining the pool at the end of this week. H&H Excavating is slated to demo the pool on Monday morning. This site will be used as a passive park beginning next year. Staff looks forward to working with the community to decide the future of this space as a sustainable amenity for years to come.
Building Department	<ul style="list-style-type: none"> • Staff is working on two small Business Tenant finishes and one tenant finish for the Anadarko Building for PDC Energy. • Nine out of the 10 new Single Family Dwelling (SFD) permits for The Ridge at Prairie View have been approved and issued. • This week two new SFD permits for Baessler Homes will be issued.
Neighborhood Services	<ul style="list-style-type: none"> • Preliminary year end preparations have begun in anticipation of 2016 special assessment deadlines. Outstanding code enforcement citations and invoices issued on or before October 31 will be placed as a special assessment on December 1. This one-month period provides property owners an opportunity to file an appeal or pay their citations and invoices prior to the placement of a special assessment. The Weld County Treasurer adds an additional 10% to the amount due to the City for administrative costs
Engineering	<ul style="list-style-type: none"> • Staff received the final submittal of the Stormwater Utility Master Plan. The final review is underway.
Police	<ul style="list-style-type: none"> • Officers participated in a Special Olympics bowling fundraiser and awarded ribbons and awards to the athletes. It was a great event!
Parks	<ul style="list-style-type: none"> • The shelter and playground for Village Park have been ordered as well as the playground equipment for City Park.

COUNCIL COMMUNICATION

DATE: November 1, 2016
AGENDA ITEM: 10.A
SUBJECT: Adjournment to Executive Session

AGENDA ITEM DESCRIPTION:

The City Council will adjourn into an executive session to determine positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and instructing negotiators, pursuant to C.R.S. 24-6-402(4)(e).

FINANCIAL SUMMARY:

N/A

RECOMMENDATION:

N/A

SUGGESTED MOTIONS:

“I move to go into Executive Session for the purpose of determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and instructing negotiators, pursuant to C.R.S. 24-6-402(4)(e).”
