



# Town of Johnstown

## TOWN COUNCIL AGENDA COMMUNICATIONS

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<b>AGENDA DATE:</b>	February 7, 2022
<b>SUBJECT:</b>	Downtown Johnstown Parklet Program Update
<b>ACTION PROPOSED:</b>	Consider and vote on the two options regarding the Parklet Program and awarded CDOT grant funds.
<b>ATTACHMENTS:</b>	None
<b>PRESENTED BY:</b>	Sarah Crosthwaite, Economic Development Manager

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### AGENDA ITEM DESCRIPTION:

Town staff presented to Council during a work session on November 29, 2021 regarding the proposed parklet program, business feedback, and consideration to move forward with the project. As a brief summary, staff reached out to 43 businesses in the downtown corridor that would be impacted by the proposed Parklet Program. Out of the 43 businesses, staff received 4 responses with a total of 75% of recipients reading the email. Two of the responses requested a parklet while the remaining two provided feedback regarding their concerns to parking and pedestrian safety. Council advised staff to explore other options for the parklets such as location, frequency of usage, and/or terminating the project as a whole. Council also asked staff to bring the parklet program item for a Council vote during a regularly scheduled Council meeting. Since November, staff has been working with CDOT on revising the parklet program and has since received approval from the grant review committee. Staff would like to now present two options to Council regarding the proposed Parklet Program and allow Council to vote on the matter.

### Option 1: Parklet Event Program Concept

In this option, Town staff would move forward with the CDOT grant the Town was awarded which totaled to \$70,000 and a Town match of \$7,000 and create a Parklet Event Program. The program would include the following:

- Any and all public events held in the downtown corridor would have access to request parklets which would be installed by Town staff.
- Parklets would be installed for FREE by the request of the event applicant prior to the event
- The parklets would only be available during the event and removed upon the conclusion of the event.

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- The parklets as per the stipulation from CDOT must be open to the public during the event and not be reserved for any one specific private use.
- The maintenance, repair, assembly, disassembly, and storage of the parklets would be the responsibility of the Town.
- The Town would work with the previously selected vendor Mod Street to design parklets that are flexible in sizing to accommodate the various events held in the downtown corridor.
- The parklets would include outdoor furniture, shading, decorative elements, and general signage.
- Please keep in mind that our original date of completion and submittal of receipts/paid invoices to CDOT in order to collect the grant funds is February 7, 2022. Town staff has asked CDOT for an extension and is awaiting approval. Staff will not move forward with the proposed Parklet Event program should the extension not be granted.

**Option 2: Termination of the proposed Parklet Program and forfeiture of the awarded CDOT grant funds**

In this option, the Town Council would vote to abandon any and all proposed parklet program concepts and request staff to notify CDOT that the grant funds will be forfeited on behalf of the Town. Staff would like Council to provide a final directive on the proposed Parklet Event Program concept and instructions regarding the awarded CDOT grant funds from the Revitalize Main Street program.

**LEGAL ADVICE:**

N/A

**FINANCIAL ADVICE:**

The Town was awarded a \$70,000 grant from CDOT and will provide a 10% Town match of \$7,000. The Town’s total budget for the parklet project is not to exceed \$77,000.

**RECOMMENDED ACTION:** Approve Option 1: Parklet Event Program concept and utilization of the awarded CDOT grant funds from the Revitalize Main Street program.

**SUGGESTED MOTIONS:**

**For Approval:** I move to approve the Parklet Event program concept and utilize the awarded CDOT grant funds from the Revitalize Main Street program.

**For Denial:** I move to deny the Parklet Event program concept and forfeit the awarded CDOT grant funds from the Revitalize Main Street program.

*Reviewed and Approved for Presentation,*



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Town Manager

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