



Town of Johnstown

TOWN COUNCIL AGENDA COMMUNICATIONS

AGENDA DATE:	February 23, 2022
SUBJECT:	Downtown Johnstown Parklet Program Update
ACTION PROPOSED:	Consider and vote on the two options regarding the Parklet Program and awarded CDOT grant funds.
ATTACHMENTS:	None
PRESENTED BY:	Sarah Crosthwaite, Economic Development Manager

AGENDA ITEM DESCRIPTION:

Town staff presented to Council on February 7, 2022, two potential options regarding the Parklet program and awarded grant funds from CDOT's Revitalize Main Street Program. Council asked staff to gather feedback regarding the proposed Parklet Event program concept and determine if businesses within the downtown corridor along with the JDDA as a whole supported the program. Staff provided the JDDA an update regarding the proposed parklet program during their monthly membership meeting on February 8th. The JDDA responded positively to the update and were encouraged to contact staff directly before February 11th. Staff also emailed the downtown businesses that would be affected by the proposed parklet program to gather their feedback, concerns, and support of the project. As of February 14th, 44 businesses were contacted regarding the parklet event program concept and 90% have read the email. Out of the 90%, staff received feedback from two businesses via email that were in support of the project. One of the responses received was from an executive board member on the JDDA.

Staff would like to now present the 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

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- The parklets would only be available during the event and removed upon the conclusion of the event.
- 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,



Town Manager

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