



TOWN OF ERIE

645 Holbrook Street
Erie, CO 80516

Town Council

Board Meeting Date: 10/13/2020

File #: 20-489, Version: 1

SUBJECT: CONSENT AGENDA

A Resolution of the Board of Trustees of the Town of Erie Approving a Professional Services Agreement With TischlerBise, Inc. For Completion of An Impact Fee Study

DEPARTMENT: Finance

PRESENTER: Farrell Buller, Deputy Town Administrator

TIME ESTIMATE:

FISCAL SUMMARY:

Cost as Recommended:	\$67,000
Balance Available:	\$0
Budget Line Item Number:	100.30.410.560100
New Appropriation Required:	Yes

STAFF RECOMMENDATION:

Staff recommends the Board of Trustees approve entering into an agreement with TischlerBise Inc. to complete an impact fee study.

SUMMARY AND BACKGROUND OF SUBJECT MATTER:

The Town's municipal code requires the performance of a professional impact fee study at least every five years in order to determine the adequacy of fees charged. The Town's last rate study was performed in 2015. As a result, in accordance to policy and at the request of the Board, a new rate study is required.

For the 2015 impact fee study, staff went through an RFP process, ultimately selecting TischlerBise. Due to the long relationship with TischlerBise (they have performed other work for the Town in addition to the 2015 study) and the quality of their work, staff decided not to go through an RFP process for the current study. An additional reason for this decision is that TischlerBise is currently doing two other projects for the Town - projects for long-term funding of parks & recreation and streets - that will benefit the work required for the impact fee study.

TischlerBise is recognized as the national leader in the performance of impact fee studies, having conducted over 1,000 impact fee studies across the country. They have conducted numerous

studies in Colorado, including for Aspen, Boulder, Colorado Springs, Fort Collins, Longmont, Louisville and Thornton, and therefore are fully familiar with the legal requirements for the establishment of impact fees, which are governed by State statute and case law.

TischlerBise also brings to the table some innovative approaches to the establishment of impact fees to ensure they are as equitable as possible, in addition to the traditional approach of simply projecting the cost of future growth-related capital projects and dividing by the number of projected residential and commercial units.

TischlerBise would begin its study immediately upon signing of a contract, which would follow the Board's approval. Staff anticipates the study would be concluded within approximately 120 days after initiation of the project for presentation to the Board at a study session. This fee study would help ensure that impact fees for parks improvement, public facilities, storm drainage and streets/transportation are established at appropriate levels, with the objective of implementing any resulting changes no later than April 1, 2021.

Board Priority(s) Addressed:

- ✓ Prosperous Economy
- ✓ Well-Maintained Transportation Infrastructure
- ✓ Effective Governance
- ✓ Fiscally Responsible

ATTACHMENTS:

1. Resolution
2. Agreement
3. TischlerBise - Erie, CO Proposal - 2020