



TOWN BOARD REGULAR MEETING

September 10, 2012 - 7:00 P.M.

Town Board Chambers, 301 Walnut Street, Windsor, CO 80550

The Town of Windsor will make reasonable accommodations for access to Town services, programs, and activities and will make special communication arrangements for persons with disabilities. Please call (970) 674-2400 by noon on the Thursday prior to the meeting to make arrangements.

AGENDA

A. CALL TO ORDER

1. Roll Call
2. Pledge of Allegiance
3. Review of Agenda by the Board and Addition of Items of New Business to the Agenda for Consideration by the Board
4. Board Liaison Reports
 - Town Board Member Baker – Parks, Recreation and Culture Advisory Board; Cache La Poudre Trail Board Alternate
 - Town Board Member Thompson – Planning Commission; Tree Board; Great Western Trail Board
 - Mayor Pro-Tem Melendez – Downtown Development Authority; Chamber of Commerce; North Front Range/MPO Alternate
 - Town Board Member Rose – Water & Sewer Board; Windsor Housing Authority, Planning Commission Alternate
 - Town Board Member Bishop-Cotner – Historic Preservation Commission; Clearview Library Board
 - Town Board Member Adams – Cache La Poudre Trail Board; Student Advisory Leadership Team (SALT)
 - Mayor Vazquez – North Front Range/MPO
5. Proclamation for Suicide Prevention Week
6. Public Invited to be Heard

Individuals wishing to participate in Public Invited to be Heard (non-agenda item) are requested to sign up on the form provided in the foyer of the Town Board Chambers. When you are recognized, step to the podium, state your name and address then speak to the Town Board.

*Individuals wishing to speak during the Public Invited to be Heard or during Public Hearing proceedings are encouraged to be prepared and individuals will be limited to three **(3) minutes**. Written comments are welcome and should be given to the Town Clerk prior to the start of the meeting.*

B. CONSENT CALENDAR

1. Minutes of the August 27, 2012 Regular Town Board Meeting – P. Garcia
2. Liquor License Renewal – Windsor Discount Liquor – Retail Liquor License – P. Garcia
3. Report of Bills – D. Moyer
4. Resolution 2012-59 – Approving an Intergovernmental Agreement for the Collection of Fire District Fees – I. McCargar
5. Unbudgeted Expenditure for Interim Road/Trail Improvement on Windshire Drive – K. Arnold
6. Rescheduling November 12, 2012 Regular Town Board Meeting to Tuesday, November 13, 2012 and Cancellation of Monday, December 24, 2012 Regular Town Board Meeting – P. Garcia

C. BOARD ACTION

1. Ordinance No. 2012-1436 - Amending Chapter 16 of the Windsor Municipal Code Concerning Conditional Use Grants for E-1 zoned properties three (3) acres or greater in size
 - Second Reading
 - Legislative action

- Staff presentation: Scott Ballstadt, Chief Planner
- 2. Resolution No. 2012-60 – A Resolution Approving an Amendment to an Intergovernmental Agreement Between the Town of Windsor, Colorado and the Colorado Department of Transportation with Respect to a Highway Resurfacing Project between 7th Street and State Highway 257 within the Corporate Limits of the Town, Specifically Authorizing the Expenditure of Funds for the Project, and Authorizing the Mayor to Execute Same.
 - Legislative Action
 - Presentation: Dennis Wagner, Director of Engineering

D. COMMUNICATIONS

1. Communications from the Town Attorney
2. Communications from Town Staff
3. Communications from the Town Manager
4. Communications from Town Board Members

E. ADJOURN

TOWN BOARD REGULAR MEETING

August 27, 2012 - 7:00 P.M.

Town Board Chambers, 301 Walnut Street, Windsor, CO 80550

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MINUTES

A. CALL TO ORDER

1. Roll Call

Mayor John Vazquez
Mayor Pro-Tem Kristie Melendez
Myles Baker
Don Thompson
Jeremy Rose
Robert Bishop-Cotner
Ivan Adams

Also present:

Town Manager	Kelly Arnold
Town Attorney	Ian McCargar
Town Clerk	Patti Garcia
Management Assistant	Lindsey Blomberg
Business Development Manager	Stacy Johnson
Chief of Police	John Michaels
Director of Planning	Joe Plummer
Chief Planner	Scott Ballstadt
Director of Engineering	Dennis Wagner
Director of Human Resources	Mary Robins
Director of Public Works	Terry Walker

2. Pledge of Allegiance

Town Board Member Adams led the Pledge of Allegiance.

3. Review of Agenda by the Board and Addition of Items of New Business to the Agenda for Consideration by the Board

Town Manager Arnold requested the addition of Consideration of Waiver of Hydrant Water Limitations for the Windsor Readiness Center for Irrigation Use; Mayor Vazquez stated it would be added as action item #15.

Town Board Member Thompson motioned to approve the agenda as amended; Mayor Pro-Tem Melendez seconded the motion. Roll call on the vote resulted as follows:

Yeas – Thompson, Baker, Rose, Melendez, Bishop-Cotner, Adams, Vazquez

Nays – None. Motion carried.

4. Board Liaison Reports

- Town Board Member Baker – Parks, Recreation and Culture Advisory Board; Cache La Poudre Trail Board Alternate
Town Board Member Baker reported the Parks, Recreation and Culture Advisory Board would be meeting on September 4, 2012.
- Town Board Member Thompson – Planning Commission; Tree Board; Great Western Trail Board
Town Board Member Thompson reported that the Tree Board would be meeting on Tuesday evening. The Great Western Trail Board is waiting on grant funds to come through which will delay trail upgrades; they are currently focused on the bike rodeo at Eaton Middle School on September 8.

Town Board agenda items C.4. through C.13. are the result of the past Planning Commission Meeting.

- Mayor Pro-Tem Melendez – Downtown Development Authority; Chamber of Commerce; North Front Range/MPO Alternate
Mayor Pro-Tem Melendez stated the Chamber of Commerce and the MPO would be meeting in September. The Downtown Development Authority met on August 15 to review the results of the parking study; information will be provided to the Town Board at their September 10 work session. The Beautification Committee is working on getting new benches and trash cans installed downtown along with the planting of trees. The Marketing Committee has created a bookmark that provides upcoming event schedules and contact information.
- Town Board Member Rose – Water & Sewer Board; Windsor Housing Authority, Planning Commission Alternate
Town Board Member Rose noted the Windsor Housing Authority would be meeting September 18, 2012.
- Town Board Member Bishop-Cotner – Historic Preservation Commission; Clearview Library Board
Town Board Member Bishop-Cotner reported that Clearview Library rolled out their strategic plan on August 14 and noted it was well received by the public. Their next meeting will be on Tuesday.
- Town Board Member Adams – Cache La Poudre Trail Board; Student Advisory Leadership Team (SALT)
Town Board Member Adams reported that the Cache La Poudre Tail Board would be meeting next Thursday and that SALT held an island party last week.
- Mayor Vazquez – North Front Range/MPO

5. Public Invited to be Heard

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*Individuals wishing to speak during the Public Invited to be Heard or during Public Hearing proceedings are encouraged to be prepared and individuals will be limited to three **(3) minutes**. Written comments are welcome and should be given to the Town Clerk prior to the start of the meeting.*

Bill Miller, Windsor resident, handed out photos of separators which are used in the oil and gas industry and also left safety data sheets that are to be distributed to the Town Board. Mr. Miller recommended that the Town look at the example from the Town of Erie which will considering an ordinance on the matter on tomorrow.

B. CONSENT CALENDAR

1. Minutes of the August 13, 2012 Regular Town Board Meeting – P. Garcia
 2. Liquor License Renewal – Senor Jalapeno, Tavern License – P. Garcia
 3. Resolution 2012-58 - Accepting Trail Easement Deed from PVREA – I. McCargar
- Town Board Member Rose motioned to approve the Consent Calendar as presented; Town Board Member Baker seconded the motion. Roll call on the vote resulted as follows:**
Yeas – Thompson, Baker, Rose, Melendez, Bishop-Cotner, Adams, Vazquez
Nayes – None. Motion carried.

C. BOARD ACTION

1. Outside agency Funding Request – Reflections for Youth
 - Staff presentation: Kelly Arnold, Town Manager

- Agency Request: Anna Waser, Reflections for Youth
Town Manager Arnold reported on the agenda item and noted the request for a reimbursement of \$400 for the disc golf tournament being held on September 15, 2012.

Representatives of Reflections for Youth addressed the Town Board noting it was requested of the participants to hold the event in Windsor. They stated it is a family-friendly event. There has been extra costs incurred related to working with the Town on the event which included providing their own sanitation and adding the Town of Windsor to their insurance as an additional insured. They have worked with Our Lady of the Valley Church to provide for grilling space.

Town Board Member Thompson inquired if they had worked with the Parks and Recreation Department on the event; the representative stated they had been working with the Town.

Town Board Member Adams stated the he believes it would be a good event for the kids and the community.

Town Board Member Rose requested to codify a plan on how the Town Board moves forward with these types of requests due to the number of requests that have been coming forward for consideration.

Mayor Pro-Tem Melendez stated that she would like to have more information on how the dollars are used, how many people are in the organization and how many are supported by the organization along with an operations budget. Ms. Melendez stated that Town funds should be going to those organizations that are smart with their dollars.

Mayor Vazquez that community dollars should be used to support activities that are used by Windsor residents. This is an event that supports kids in Northern Colorado and Windsor and Mayor Vazquez voiced his support of the request.

Town Board Member Adams motioned to approve the Outside Agency Funding Request for Reflections for Youth; Town Board Member Bishop-Cotner seconded the motion. Roll call on the vote resulted as follows:

**Yeas – Thompson, Baker, Rose, Melendez, Bishop-Cotner, Adams, Vazquez
Nays – None. Motion carried.**

2. Public Hearing – New Tavern Liquor License for Patti-Sox LLC dba Soxy's, 7900 Fairgrounds Avenue, Windsor, CO 80550. Applicants: Adam Visocky and Chris Patti

- Quasi-judicial action
- Staff presentation: Patti Garcia, Town Clerk; John Michaels, Chief of Police

Mayor Pro-Tem Melendez motioned to open the Public Hearing; Town Board Member Thompson seconded the motion. Roll call on the vote resulted as follows:

**Yeas – Thompson, Baker, Rose, Melendez, Bishop-Cotner, Adams, Vazquez
Nays – None. Motion carried.**

Town Clerk Garcia reported the application had been submitted on July 20, 2012 with the appropriate fees and documentation. In order to prove the reasonable requirements of the neighborhood would be met along with meeting the needs and desires of the adult community, the applicant submitted signed petitions with the application packet.

Police Chief Michaels reported the background check on the applicants came back satisfactory and that the premise diagram included in the packet was accurate.

The applicants, Adam Visocky and Chris Patti, addressed the Town Board and provided an overview of their operations stating their intent is to provide a higher level of service for the eating establishment and to provide a place for adults to have a drink, if desired. The tavern would be open on a regular basis, generally in the afternoon and evening and the applicants stated it could be open as early as 6:00 a.m.

Mayor Vazquez inquired what protocols were in place to assure there would not be any underage service. Chris Patti, applicant, reported there are two programs in place, one being a training program and the other being a testing of employees to assure they are requesting identification from anyone that appears under the age of 35.

The Mayor requested all application materials and public hearing record be part of the permanent record; the applicants concurred.

Mayor Vazquez opened the meeting for public comment.

Sally Hill, Arena Sports, operations manager for a licensed premise next door to the requested premise, addressed the Town Board with the following concerns: the population that would be serviced as she believes a large population of those that would be at Soxy's would be youth; with the times of operation noted by the applicant there would be alcohol available all the time; based on the diagram, the front entrance is located eight feet from the exit of her establishment; and concern with the possible use of using the space out the exit as a patio for smoking.

Mr. Patti responded that there are double doors that lead to the exit are a fire exit hooked to an alarm; if the doors open an alarm goes off and noted that there would not be any smoking allowed outside of the exit. Mr. Patti stated that they are a food-based tavern and the intent is to bring the service and food options up to where it should be and enhance that with alcohol service for the adult patrons. It was noted that if the alcohol service is for the patrons of the ice rink but it will be open for anyone who wants to come to Soxy's. Mr. Patti stated that it is very clear where the alcohol service is allowed and a partition is being built that shows the designated, responsible drinking areas in the building. The food menu will be available at all times and they are not focused on serving alcohol at 6:00 a.m. but it is not ruled out.

Town Attorney McCargar advised the Town Board that their responsibility is the consideration of the needs and desires of the neighborhood; the operations are the responsibility of liquor enforcement.

Town Board Member Bishop-Cotner motioned to close the Public Hearing; Town Board Member Adams seconded the motion. Roll call on the vote resulted as follows:

Yeas – Thompson, Baker, Rose, Melendez, Bishop-Cotner, Adams, Vazquez

Nays – None. Motion carried.

3. Consideration of a New Tavern Liquor License for Patti-Sox LLC dba Soxy's, 7900 Fairgrounds Avenue, Windsor, CO 80550. Applicants: Adam Visocky and Chris Patti

- Quasi-judicial action
- Staff presentation: Patti Garcia, Town Clerk; John Michaels, Chief of Police

Town Board Member Bishop-Cotner motioned to approve the Tavern Liquor License for Patti-Sox LLC dba Soxy's; Town Board Member Baker seconded the motion.

Mayor Vazquez stated the petition supports the criteria of meeting the needs and desires of the neighborhood. He additionally looks at the character of the applicant, particularly when there are children involved.

Town Board Member Bishop-Cotner voiced support of the application noting the community support indicated from the petition.

Town Board Member Thompson stated he appreciated the concerns brought forward by Ms. Hill.

Roll call on the vote resulted as follows:

Yeas – Thompson, Baker, Rose, Melendez, Bishop-Cotner, Adams, Vazquez

Nays – None. Motion carried.

4. Public Hearing – Public Hearing and Ordinance Amending Chapter 16 of the Windsor Municipal Code Concerning Conditional Use Grants for E-1 zoned properties three (3) acres or greater in size

- Legislative action
- Staff presentation: Joe Plummer, Director of Planning

Mayor Pro-Tem Melendez motioned to open the Public Hearing; Town Board Member Adams seconded the motion. Roll call on the vote resulted as follows:

**Yeas – Thompson, Baker, Rose, Melendez, Bishop-Cotner, Adams, Vazquez
Nays – None. Motion carried.**

Director of Planning Plummer reported the agenda item was pursuant to a citizen request to allow Conditional Use Grants (CUG) in E-1 zoned properties. Mr. Plummer reported the concept of amending the Municipal Code to permit property owners of E-1 zoned properties which are a minimum of three acres in size to apply for conditional use grants has been brought forward for consideration. The amendment would allow owners of large lots to apply for home businesses through the CUG process. There are currently 508 lots in the E-1 zoning district with 18 of the lots being three acres or more in size. The Code amendment would provide for the option for those who meet the conditions in the E-1 zone to go through the CUG process. Mr. Plummer noted that having it in the Code would not automatically approve any CUG application. The proposal was referred to the Planning Commission on August 15, 2012; the Planning Commission recommended approval as presented.

The Mayor opened the meeting for public comment, to which there was none.

Town Board Member Adams motioned to close the Public Hearing; Town Board Member Bishop-Cotner seconded the motion. Roll call on the vote resulted as follows:

**Yeas – Thompson, Baker, Rose, Melendez, Bishop-Cotner, Adams, Vazquez
Nays – None. Motion carried.**

5. Ordinance No. 2012-1436 - Amending Chapter 16 of the Windsor Municipal Code Concerning Conditional Use Grants for E-1 zoned properties three (3) acres or greater in size

- First Reading
- Legislative action
- Staff presentation: Joe Plummer, Director of Planning

Town Board Member Bishop-Cotner motioned to approve Ordinance No. 2012-1436; Amending Chapter 16 of the Windsor Municipal Code Concerning Conditional Use Grants for E-1 zoned properties three (3) acres or greater in size; Town Board Member Thompson seconded the motion.

Director of Planning Plummer had no further comments and noted the Planning Commission recommended approval of the ordinance as presented and that staff concurred.

Roll call on the vote resulted as follows:

**Yeas – Thompson, Baker, Rose, Melendez, Bishop-Cotner, Adams, Vazquez
Nays – None. Motion carried.**

6. Public Hearing – Conditional Use Grant for oil and gas well facilities in the Limited Industrial (I-L) zoning district – Diamond Valley Subdivision Fourth Filing, Lots 5 and 6 – Clayton Doke, Peterson Energy Management, Inc., applicant’s representative/Jerry Sommer, Tekton Windsor, LLC, applicant/Martin Lind, Diamond Valley, LLC, property owner

- Quasi-judicial action
- Staff presentation: Elizabeth Fields, Associate Planner

Mayor Pro-Tem Melendez motioned to open the Public Hearing; Town Board Member Bishop-Cotner seconded the motion. Roll call on the vote resulted as follows:

**Yeas – Thompson, Baker, Rose, Melendez, Bishop-Cotner, Adams, Vazquez
Nays – None. Motion carried.**

Associate Planner Fields reported the applicant, Mr. Clayton Doke, Peterson Energy Management, representing Jerry Sommer, Tekton Windsor and Martin Lind, Diamond Valley, is requesting conditional use grant approval to drill 12 oil and gas wells on Lots 5 and 6, Diamond Valley Subdivision Fourth Filing; storage tanks and equipment would be located in the vicinity of the well heads. Ms. Fields noted the Colorado Oil and Gas Conservation Commission (COGCC) has not approved the permits for the

wells and must be obtained before starting any drilling operations. The applicant held a neighborhood meeting on July 10 which meeting notes were included in the Town Board packet. Ms. Fields brought forward the following information to outline the intent of a CUG and consideration of uses such as oil and gas wells:

Section 16-7-10 of the Municipal Code outlines the intent of conditional use grants as follows: “The conditional use classification is intended to allow consideration of uses such as oil and gas wells, small group living facilities, etc., which are unique in nature and character, although not specifically included as uses by right in any specific zoning districts. Such types of uses may be appropriate to allow under the conditional uses section of specific zoning districts with conditions upon approval by the Town Board subsequent to a recommendation from the Planning Commission.”

In accordance with Section 16-7-60(a) of the Windsor Municipal Code, “Oil and gas facilities, as defined in this Chapter, shall be permitted as a conditional use in all zoning districts.” The subject parcel is zoned Limited Industrial (I-L).

In accordance with Section 16-7-60(b) of the Code, “Oil and gas facilities as conditional uses shall be subject to approval by the Town Board of the conditions hereinafter specifically set forth in lieu of those conditions applicable to conditional uses generally, as set forth in Section 16-7-50 of this Article.” The following is a listing of the criteria for conditional use grants for oil and gas facilities contained in Section 16-7-60 and the information received with the application.

According to Section 16-7-60(c), based upon specific site characteristics, which shall include but shall not be limited to: nature and proximity of adjacent development; prevailing weather patterns, including wind direction; vegetative cover on or adjacent to the site; and topography of the site, the Town Board may, as a condition of approval of any conditional use grant, require any or all of the following methods to mitigate adverse impacts on surrounding properties:

(1) Visual requirements. To the maximum extent practical, abatement of negative visual impacts of oil and gas facilities shall be addressed through one (1) or more of the following methods:

a. Use structures of minimal size to satisfy present and future functional requirements. The applicant shall comply with this section of the Code in order to mitigate visual impacts. The proposed facilities had included twelve (12) wellheads to be served by six (6) low-profile (9-foot tall) steel oil tanks, two (2) low-profile water tanks and six (6) three-phase separators. The proposed conditions of approval will require that the tanks and separators be painted in a uniform, non-reflective, earth tone color.

b. The facilities shall be kept clean and otherwise properly maintained. The applicant shall comply with this section of the Code in order to mitigate visual impacts.

The application materials state that the mud and cuttings will be trucked offsite to an approved land farming or land spreading site per COGCC regulations.

Additionally, the applicant shall clean up all gravel, mud, dirt etc. that is on the streets due to the oil and gas well vehicles driving between the street and the unpaved drive within 48 hours in accordance with Section 7-2-30 of the Municipal Code which pertains to littering and states that: “No person shall throw, deposit, scatter or leave upon any sidewalk, alley, street or other public place or on any private property any loose paper, rags, rubbish, waste materials, refuse, garbage, trash, debris or any other foreign substances, nor shall any person owning or occupying any lot of ground allow or permit any such material which may be liable to be blown or scattered by the wind or otherwise to remain upon such lot or grounds.”

c. Construction of buildings or other enclosures may be required where facilities create visual impacts that cannot be mitigated because of proximity, density and/or intensity of adjacent residential land use. The subject property is zoned Limited Industrial (I-L) and is currently undeveloped land. The applicant is working with the property owner to minimize impacts of surface activities. The application materials state that an earth berm will be construction around the oil and

water tanks with a capacity that will contain 115% of the largest tank located within the berm with no more than two tanks located within any single berm. The applicant is also proposing to install a 6' high fence around the perimeter of the drilling operation, which shall conform to the Town of Windsor standards for fencing.

(2) Landscape requirements. Groundcover, shrubs and trees shall be established and maintained in order to adequately buffer the facility. The subject property is zoned Limited Industrial (I-L) and is currently undeveloped land. The property is surrounded by undeveloped and developed industrial land in addition to Diamond Valley Community Park, which is located to the northeast of the subject property. The applicant is proposing to surround the drilling operation with earth berms in addition to a 6' high fence. The Town's Park, Recreation & Culture Department commented that sound and visual screening should be provided in the form of berms, fences, drought tolerant plant species or use in any combination.

(3) Floodplain requirements. The oil and gas facilities shall comply with all applicable federal, state and local laws and regulations when located in a regulatory floodway or special flood hazard area. All equipment at oil and gas facilities located within a special flood hazard area shall be anchored as necessary to prevent flotation, lateral movement or collapse. Any activity or equipment at any oil and gas facility within a special flood hazard area shall comply with the Code of Federal Regulations (C.F.R.) for the National Flood Insurance Program (NFIP), 44 C.F.R. Parts 59, 60, 65 and 70, and shall not endanger the eligibility or residents of the Town to obtain federal flood insurance. The subject property is not located in a floodplain or floodway.

On August 15, 2012, the Planning Commission voted to recommend approval of the CUG to the Town Board, subject to the following conditions and staff concurs with the recommendation:

1. Prior to the commencement of drilling, the applicant shall submit comprehensive "Drilling and Site Improvement Plans" for review and approval by the Town. Such plans shall address initial drilling activities, initial installation of site improvements and details, and on-going perpetual maintenance of the subject site including, but not limited to, the following:
 - a. Site access plan. The Drilling and Site Improvement Plans and supplemental information shall address site access points and haul routes for review and approval.
 - b. Public street clean-up and tracking prevention. The Drilling and Site Improvement Plans and supplemental information shall include a tracking pad for review and approval.
 - c. Site grading. The Drilling and Site Improvement Plans and supplemental information shall address site grading, including any earth berms for emergency containment.
 - d. Site lighting. The Drilling and Site Improvement Plans and supplemental information shall include details regarding site lighting fixtures and locations. Security and other site lighting shall utilize full cutoff light fixtures to mitigate light pollution.
 - e. Temporary screening. The applicant shall install a buffer to screen the initial drilling activities and installation of site improvements from surrounding neighborhoods and streets.
 - f. Fencing. The Drilling and Site Improvement Plans shall depict fencing of the perimeter of the site. Fencing materials shall be reviewed for approval by the Town based upon the character of the surrounding neighborhood.
 - g. Oil and gas equipment.
 - (1) The applicant shall utilize electric motors in order to mitigate the noise impacts to the neighboring properties.
 - (2) The applicant shall ensure that the wells and tanks are of the minimum size required to satisfy present and future functional requirements to mitigate visual impacts.

- (3) Low profile tanks shall be utilized and shall be installed in the least visible manner possible.
- (4) All tanks and equipment shall be painted to blend-in with the surrounding landscape.

h. Air quality.

- (1) The applicant shall participate in any required Environmental Protection Agency (EPA) air quality monitoring and/or testing by allowing EPA to install equipment on site for said monitoring and testing.
- (2) The applicant shall install and operate an emissions control device (ECD) capable of reducing Volatile Organic Compound (VOC) emissions on the subject oil and gas equipment in accordance with Colorado Oil and Gas Conservation Commission (COGCC) and/or the Colorado Department of Public Health and Environment (CDPHE) rules and regulations.
- (3) The applicant shall submit to the Town copies of all air emissions reporting as required by the COGCC and/or the CDPHE's Air Pollution Control Division.

i. Water quality.

- (1) The applicant shall ensure that any hydrocarbon discharges from the site comply with all state and federal water quality requirements.
- (2) The applicant shall participate in the Colorado Oil and Gas Association (COGA) Baseline Groundwater Quality Sampling Program utilizing independent third party sampling and laboratories and shall provide to the Town test results obtained before and after drilling operations.

j. Emergency containment. The secondary containment berm surrounding all storage vessels shall be designed and constructed to contain a minimum of 110% of the volume of the largest vessel located within the containment area or to State of Colorado standards, whichever requirements are more stringent.

k. Waste disposal. The applicant shall submit to the Town copies of all waste management reports as required by the COGCC and/or the CDPHE rules and regulations.

l. The following certification blocks shall be included on the Drilling and Site Improvement Plans:

- (1) A signed owner's acknowledgement certification block.
- (2) A signed drilling operator's acknowledgement certification block.

m. The following notes shall be included on the Drilling and Site Improvement Plans:

- (1) The applicant shall comply with all rules and regulations of the Colorado Oil and Gas Conservation Commission (COGCC).
- (2) The applicant shall comply with all rules and regulations of the Colorado Department of Health and Environment (CDPHE).
- (3) The applicant shall maintain on-going compliance with all conditions of the Town and Windsor-Severance Fire Rescue.
- (4) The facilities shall be kept clean and otherwise properly maintained at all times.
- (5) The existing access may be utilized for oil and gas well activities. This access point is temporary and will be required to be removed at such time that permanent access is available in the future.

2. The applicant shall obtain all necessary approvals through the Colorado Oil and Gas Conservation Commission (COGCC) and Colorado Department of Public Health and Environment (CDPHE) prior to commencing drilling operations.
3. The applicant shall obtain any applicable building permits from the Town prior to constructing any improvements on the site.
4. The applicant shall address and comply with the conditions of Windsor-Severance Fire Rescue.
5. The applicant shall address all of the enclosed comments from the Town Engineering Department.

Mayor Vazquez requested staff to go through and explain each condition so that the public would understand what the Town Board was considering.

Chief Planner Ballstadt reviewed each condition noting they were taken directly from the most current conditions approved by the Town Board. All other conditions are similar to what the Town Board had seen in the past; some had been consolidated to get rid of any redundancy but they still address the same issues. Mr. Ballstadt noted that the air and water quality monitoring is a voluntary program but believes those requirements may have future monitoring requirements in the future.

The Town Board discussed the conditions; Town Board Member Baker inquired how the produced drilling fluids would be dispersed. The applicant responded that it is drilled using a closed loop system and fluids are taken to a reclamation plant with landowners consent.

Town Board Members Adams and Thompson stated the amount of information should be applauded and would like information for all CUG's for oil and gas wells to be provided at this level.

Town Board Member Rose inquired as to the location of the school to the well operations. The applicant stated their requirements are 1,300 feet from a school and 1,500 feet from a daycare. Mr. Rose asked what special protections are being put in place due to the location of a school and children. The applicant stated the maximum requirement in a high density area is 350 feet based on state requirements; they do their best to keep things under control in an industry that is in civilization.

The applicant stated they accept all conditions and accept all packet documents into the public record.

Mayor Vazquez opened the meeting for public comment to which there was none.

Town Board Member Adams motioned to close the Public Hearing; Town Board Member Bishop-Cotner seconded the motion. Roll call on the vote resulted as follows:

**Yeas – Thompson, Baker, Rose, Melendez, Bishop-Cotner, Adams, Vazquez
Nays – None. Motion carried.**

7. Conditional Use Grant for oil and gas well facilities in the Limited Industrial (I-L) zoning district – Diamond Valley Subdivision Fourth Filing, Lots 5 and 6 – Clayton Doke, Peterson Energy Management, Inc., applicant's representative/Jerry Sommer, Tekton Windsor, LLC, applicant/Martin Lind, Diamond Valley, LLC, property owner
 - Quasi-judicial action
 - Staff presentation: Elizabeth Fields, Associate Planner

Mayor Pro-Tem Melendez motioned to approve the Conditional Use Grant; Town Board Member Adams seconded the motion.

Associate Planner Fields stated at the August 15, 2012 Planning Commission meeting, the Conditional Use Grant was recommended for approval with the conditions listed.

Mayor Vazquez thanked the applicant for their time and information provided and commented that the Town Board has come a long way in educating themselves and co-existing with the industry. The plan of operation has been defined and the willingness to get information out to the community is appreciated.

Town Board Member Rose echoed the Mayor's remarks and stated the information provided in the packet was very helpful. He stated he personally has concerns regarding drilling.

Roll call on the vote resulted as follows:

Yeas – Thompson, Baker, Melendez, Bishop-Cotner, Adams, Vazquez

Nayes – Rose. Motion carried.

8. Public Hearing – Conditional Use Grant for oil and gas well facilities in the Residential Mixed Use (RMU) zoning district – Water Valley West Subdivision, Lots 4 and 5 – Raindance wells – Clayton Doke, Peterson Energy Management, Inc., applicant's representative/Jerry Sommer, Tekton Windsor, LLC, applicant/Martin Lind, Raindance Aquatic Investments, LLC, property owner
- Quasi-judicial action
 - Staff presentation: Scott Ballstadt, Chief Planner
- Mayor Pro-Tem Melendez motioned to open the Public Hearing; Town Board Member Bishop-Cotner seconded the motion. Roll call on the vote resulted as follows:**
- Yeas – Thompson, Baker, Rose, Melendez, Bishop-Cotner, Adams, Vazquez**
- Nayes – None. Motion carried.**

Chief Planner Ballstadt reported on the Conditional Use Grant (CUG) stating the operations will be located in a residential mixed use area ¾ mile west of 7th Street and New Liberty Road. The CUG request is to drill 12 oil and gas wells on Lots 4 and 5 of Water Valley West Subdivision and is referred as the Raindance Wells. The Colorado Oil and Gas Conservation Commission (COGCC) is reviewing the permits and approval must be obtained prior to any drilling operations. Mr. Ballstadt stated the conditions for approval are identical to the previous application.

Town Board Member Baker inquired if there had been any concerns from staff related to the location of wells to the water storage area. Mr. Ballstadt stated the application has been reviewed by the Engineering Department and it has been found that the final design does not impact the water storage area. Director of Engineering Wagner reported the proposed future water tank is west and north of the existing tank; as long as the tanks aren't in a temporary construction easement, they are good to go.

Mayor Vazquez opened the meeting for public comment, to which there was none.

Mayor Vazquez requested that all packet information and information be entered into the record and asked if the applicant accepted the conditions as provided. The applicant concurred.

Town Board Members Baker and Thompson brought forward concerns regarding the water supply. The Town Board discussed the location of the water tank in relation to the oil and gas operations with

staff stating that their information supports the safety of the water supply related to the well location. The applicant noted the topography of the grade would additionally protect the water.

Town Board Member Adams motioned to close the Public Hearing; Town Board Member Bishop-Cotner seconded the motion. Roll call on the vote resulted as follows:

**Yeas – Thompson, Baker, Rose, Melendez, Bishop-Cotner, Adams, Vazquez
Nays – None. Motion carried.**

9. Conditional Use Grant for oil and gas well facilities in the Residential Mixed Use (RMU) zoning district – Water Valley West Subdivision, Lots 4 and 5 - Raindance wells – Clayton Doke, Peterson Energy Management, Inc., applicant’s representative/Jerry Sommer, Tekton Windsor, LLC, applicant/Martin Lind, Raindance Aquatic Investments, LLC, property owner

- Quasi-judicial action
- Staff presentation: Scott Ballstadt, Chief Planner

Town Board Member Bishop-Cotner motioned to approve the Conditional Use Grant; Town Board Member Adams seconded the motion.

Chief Planner Ballstadt stated at their August 15, 2012 meeting, the Planning Commission voted to recommend approval of the Conditional Use Grant to the Town Board subject to the conditions as outlined in the packet.

Mayor Vazquez appreciated the concerns stated by the Town Board Member Thompson and stated that the drinking water supply is a valid concern.

Town Board Member Adams thanked staff for their comments related to the topic.

Roll call on the vote resulted as follows:

**Yeas – Thompson, Melendez, Bishop-Cotner, Adams, Vazquez
Nays – Baker, Rose. Motion carried.**

10. Public Hearing – Conditional Use Grant for oil and gas well facilities in the High Density Multifamily Residential (MF-2) zoning district – Hilltop Estates Subdivision, Tract B - Hillside wells – Clayton Doke, Peterson Energy Management, Inc., applicant’s representative/Jerry Sommer, Tekton Windsor, LLC, applicant/Martin Lind, Pavistma, Inc., property owner

- Quasi-judicial action
- Staff presentation: Scott Ballstadt, Chief Planner

Town Board Member Bishop-Cotner motioned to open the Public Hearing; Mayor Pro-Tem Melendez seconded the motion. Roll call on the vote resulted as follows:

**Yeas – Thompson, Baker, Rose, Melendez, Bishop-Cotner, Adams, Vazquez
Nays – None. Motion carried.**

Chief Planner Ballstadt reported on the Conditional Use Grant (CUG) and noted the location related to New Liberty Road. The application is for 18 oil and gas wells and is referenced as the Hillside Wells. The application is currently under review by the Colorado Oil and Gas Conservation Commission and approval must be obtained prior to drilling the wells. A neighborhood meeting was held by the applicant on June 5 and the notes from the meeting are included in the Town Board packet. Mr. Ballstadt noted the conditions of approval are identical to the two previous applications with the addition of the requirement to include temporary and permanent screening due to the close proximity to residential neighbors on all sides.

Mayor Vazquez requested that all packet information and information be entered into the record and asked if the applicant accepted the conditions as provided. The applicant concurred.

Mayor Vazquez opened the meeting for public comment, to which there was none.

Town Board Member Bishop-Cotner motioned to close the Public Hearing; Town Board Member Adams seconded the motion. Roll call on the vote resulted as follows:

**Yeas – Thompson, Baker, Rose, Melendez, Bishop-Cotner, Adams, Vazquez
Nays – None. Motion carried.**

11. Conditional Use Grant for oil and gas well facilities in the High Density Multifamily Residential (MF-2) zoning district – Hilltop Estates Subdivision, Tract B - Hillside wells – Clayton Doke, Peterson Energy Management, Inc., applicant’s representative/Jerry Sommer, Tekton Windsor, LLC, applicant/Martin Lind, Pavistma, Inc., property owner

- Quasi-judicial action
- Staff presentation: Scott Ballstadt, Chief Planner

Town Board Member Bishop-Cotner motioned to approve the Conditional Use Grant; Town Board Member Adams seconded the motion.

Chief Planner Ballstadt stated at their August 15, 2012 meeting, the Planning Commission voted to recommend approval of the Conditional Use Grant to the Town Board subject to the conditions as outlined in the packet.

Roll call on the vote resulted as follows:

**Yeas – Thompson, Baker, Melendez, Bishop-Cotner, Adams, Vazquez
Nays – Rose. Motion carried.**

12. Public Hearing – Conditional Use Grant for oil and gas well facilities in the Residential Mixed Use (RMU) zoning district – Water Valley South Subdivision, Twelfth Filing, Lot 2 - Centerpoint wells – Clayton Doke, Peterson Energy Management, Inc., applicant’s representative/Jerry Sommer, Tekton Windsor, LLC, applicant/Martin Lind, Trollco, Inc., property owner

- Quasi-judicial action
- Staff presentation: Scott Ballstadt, Chief Planner

Town Board Member Bishop-Cotner motioned to open the Public Hearing; Town Board Member Rose seconded the motion.

Chief Planner Ballstadt reported on the Conditional Use Grant for oil and gas wells noting they are referred to as the Centerpoint Wells and located approximately 2,500 feet west of 7th Street and 2,300 feet north of New Liberty Road. The application is for 13 oil and gas wells and approval from the Colorado Oil and Gas Conservation Commission is pending. A neighborhood meeting was held on June 5, 2012 and the notes from the meeting were included in the Town Board packet. The conditions for approval are identical to the first two Conditional Use Grants approved during the meeting.

Mayor Vazquez requested that all packet information and information be entered into the record and asked if the applicant accepted the conditions as provided. The applicant concurred.

Mayor Vazquez opened the meeting for public comment, to which there was none.

Town Board Member Adams motioned to close the Public Hearing; Town Board Member Bishop-Cotner seconded the motion. Roll call on the vote resulted as follows:

**Yeas – Thompson, Baker, Rose, Melendez, Bishop-Cotner, Adams, Vazquez
Nays – None. Motion carried.**

13. Conditional Use Grant for oil and gas well facilities in the Residential Mixed Use (RMU) zoning district – Water Valley South Subdivision, Twelfth Filing, Lot 2 - Centerpoint wells – Clayton Doke, Peterson Energy Management, Inc., applicant’s representative/Jerry Sommer, Tekton Windsor, LLC, applicant/Martin Lind, Trolco, Inc., property owner

- Quasi-judicial action
- Staff presentation: Scott Ballstadt, Chief Planner

Town Board Member Bishop-Cotner motioned to approve the Conditional Use Grant; Town Board Member Adams seconded the motion.

Chief Planner Ballstadt stated at their August 15, 2012 meeting, the Planning Commission voted to recommend approval of the Conditional Use Grant to the Town Board subject to the conditions as outlined in the packet.

Roll call on the vote resulted as follows:

**Yeas – Thompson, Baker, Melendez, Bishop-Cotner, Adams, Vazquez
Nays – Rose. Motion carried.**

14. Consideration of Colorado Mosquito Control Contract

- Legislative action
- Staff presentation: Terry Walker, Director of Public Works

Town Board Member Adams motioned to approve the Colorado Mosquito Control Contract; Town Board Member Bishop-Cotner seconded the motion.

Director of Public Works Walker reported on the contract noting the Town has contracted with Colorado Mosquito Control (CMC) for the past 11 or 12 years. Mr. Walker reviewed their current policies and noted that they spray before special events and in problematic areas; those costs are included in the contract amount. The contract provides for a rate increase of 2% annually which Mr. Walker believes is due to increased costs for fuel and water.

Town Board Member Rose voiced concern regarding the spraying of pesticides in Windsor and inquired if there were other options related to mosquito control.

Town Board Member Thompson requested that the topic be scheduled for a work session next spring.

Mayor Pro-Tem Melendez recommended approval of the contract.

Roll call on the vote resulted as follows:

**Yeas – Thompson, Baker, Melendez, Bishop-Cotner, Adams, Vazquez
Nays – Rose. Motion carried.**

15. Consideration of Waiver of Hydrant Water Limitations for the Windsor Readiness Center for Irrigation Use
Town Manager Arnold updated the Town Board on the request noting the Town Board recently passed an ordinance that limited the amount of water used by people renting hydrant meters to 64,000 gallons per month. The Windsor Readiness Center contacted staff last week requesting a waiver, which can only be provided by the Town Board.

Town Board Member Adams motioned to approve the Waiver; Town Board Member Bishop-Cotner seconded the motion.

Kevin Harrison, representing the Windsor Readiness Center, addressed the Town Board regarding a waiver for the amount of water used through hydrant meter rental for a temporary irrigation system. Due to the current drought, the seed that was planted in the spring has not been established. They are looking to use about 20,000 gallons of water per day for 1 ½ to 2 months. Once the seed is established, they will no longer need the water as it won't require irrigation.

Director of Engineering Wagner reported that the use should not adversely impact the Town's water supply availability.

Mayor Vazquez commented that the Town needs to be cognizant of any users that could put us into another tier and result in higher water costs. He would like to see the National Guard site look good as they have been a good addition to the community. Mr. Vazquez stated that if Mr. Wagner believes the request can be supported, he would concur.

Town Attorney McCargar voiced concern with overlooking the policy and code that has been adopted. He inquired if there were other ways to get the water and fulfill the need. Town Manager Arnold reported that the Code language did not provide an option for a variance.

The Town Board discussed the issue with Martin Lind, Water Valley, stating the Whitney Ditch runs past the property and the water could be available for purchase and subsequent use.

Town Board Member Adams recommended another type of seed be used that requires less water.

Pursuant to Town Board discussion and the offer by Mr. Lind, it was requested the motion to approve be withdrawn.

Town Board Member Adams motioned to withdraw the motion to approve the Waiver; Town Board Member Bishop-Cotner seconded the motion. Roll call on the vote resulted as follows:

**Yeas – Thompson, Baker, Rose, Melendez, Bishop-Cotner, Adams, Vazquez
Nays – None. Motion carried.**

16. Financial Report

- Staff presentation: Kelly Arnold, Town Manager
Town Manager Arnold reviewed the financial report noting that July year-to-date sales tax collection is up 8.26% over July 2011 and stated he expects the trend to continue this year. Mr. Arnold also noted two large tax refunds that were distributed; one to Universal Forest Products and the other to Poudre Valley REA. Building permits continue to be strong with 2012 being the highest year of permits since 2006.

D. COMMUNICATIONS

1. Communications from the Town Attorney
No communications.
2. Communications from Town Staff
 - Chief Planner Ballstadt reported staff is working on links to the Colorado Oil and Gas Conservancy Commission on the Town's website.
 - Police Chief Michaels stated the next National Drug Take Back Day will be held at the end of September.

- Director of Planning Plummer reported that information related to an Intergovernmental Agreement with the fire district related to the collection of their fees will be included in a resolution at the next regular meeting; information was included under Communications in the Town Board packet. Mr. Plummer also unveiled the Welcome to Windsor signs.
3. Communications from the Town Manager
- Town Manager Arnold reported on the upcoming Town Board calendar and regular meeting dates that fall on a holiday. It was recommended that the meeting scheduled on Monday, November 12 be rescheduled for November 13, 2012 and that the December 24, 2012 meeting be cancelled.
 - Mr. Arnold reviewed concerns at Grandview Elementary School and the amount of traffic due to the 45 building permits generated this year. The south part of Windshire Drive is a dirt road that will not be constructed until the adjacent land is developed. Staff research has found that a temporary paved road that could be done in September. There are funds in reserves that could be used as the project was not budgeted this year. This would be an interim solution until the development is complete. The road would be snowplowed, which hasn't been done in the past. The Town Board concurred that public safety is one of their biggest concerns and that staff should move forward on the request. Mr. Arnold stated the information would be provided for Town Board consideration at the next regular meeting.
4. Communications from Town Board Members
- Town Board Member Rose stated he had met with concerned citizens a few weeks ago regarding the draft strategic plan; he stated he would get the report to staff and the Town Board members.
 - Mayor Vazquez reported on the past Coffee with the Mayor event and noted there was discussion regarding the construction on SH392, the recent remodeling of the Prayer House at Boardwalk Park and train noise.
- E. ADJOURN**
Town Board Member Bishop-Cotner motioned to adjourn; Town Board Member Thompson seconded the motion. Roll call on the vote resulted as follows:
Yeas – Thompson, Baker, Rose, Melendez, Bishop-Cotner, Adams, Vazquez
Nays – None. Motion carried.

Patti Garcia, Town Clerk



MEMORANDUM

Date: September 10, 2012
To: Mayor and Town Board
Via: Kelly Arnold, Town Manager
From: Patti Garcia, Town Clerk
Re: Liquor License Renewal – Windsor Discount Liquor, Retail License
Item #: B.2.

Background / Discussion:

Windsor Discount Liquor located at 1215 Main Street, Unit L, Windsor, CO has applied for a renewal of their Retail Liquor License. The current license has an expiration date of October 13, 2012 and the application was received by the Town of Windsor prior to it expiring. The application has been reviewed by the Town Clerk's office and the respective license fees have been submitted.

The application was turned over to the Windsor Police Department for investigation. The Department's review did not find any issues that would affect the consideration of the renewal.

The application was also provided to the Finance Department. The Department's review did not present any unfavorable information which would affect the status of the license.

Financial Impact:

None

Relationship to Strategic Plan (optional):

Develop, grow, and strengthen the local retail and industrial economy

Recommendation:

Staff recommends approval of the liquor license renewal.

Attachments:

None

TOWN OF WINDSOR

REPORT OF BILLS

August, 2012

At the regular meeting of the Board of Trustees of the Town of Windsor, Colorado, held in the Town Hall Board Room on September 10, 2012 the following claims were presented, examined, and approved by the Windsor Town Board.

VENDOR	DESCRIPTION	FUND	AMOUNT
1st Bank of Colorado	Employee MSA/DCSA Funding	GF	3,562.59
1st Bank of Colorado	Health Insurance/Employee	GF	4,732.58
1st Bank of Colorado	Voluntary Life Insurance/Employee	GF	458.47
1st Bank of Colorado	Employee MSA/DCSA Funding	GF	3,612.59
1st Bank of Colorado	Health Insurance/Employee	GF	4,732.58
1st Bank of Colorado	Voluntary Life Insurance/Employee	GF	458.47
1st Bank of Colorado	Employee MSA/DCSA Funding	GF	3,612.59
1st Bank of Colorado	Health Insurance/Employee	GF	4,682.02
1st Bank of Colorado	Voluntary Life Insurance/Employee	GF	458.47
AAA Auto Parts	Cable Ties, Wrench Set, Small Equipment	GF	429.80
AAA Auto Parts	Halogen Lamp, Gloves, Paint, Button, Air Filter	FMF	640.55
Aaron & Cynthia Clause	Water, Sewer, Storm Drain Refund	WF	70.33
Aaron & Cynthia Clause	Water, Sewer, Storm Drain Refund	SF	20.00
Aaron & Cynthia Clause	Water, Sewer, Storm Drain Refund	SDF	4.80
ABSO	Background Screening	GF	529.00
Accutest Mountain States	Sample Test	WF	864.00
Advanced Pest Management	Mosquito Control	SDF	12,796.92
Advanced Pest Management	Pest Control	SDF	12,796.92
Agland	Weed Spray	GF	2,988.28
Agland	Fuel	FMF	12,966.07
Agricultural Consultants	Lab Testing	SF	281.00
Agricultural Consultants	Lab Testing	SF	194.00
AllData	All Makes Data Subscription	ITF	1,500.00
Allison M Dunning	Final Payment	GF	200.00
Allison M Dunning	Face Painting - Oktoberfest	GF	200.00
Altec	Electric Test	FMF	947.42
American Family Life Assurance	Employee Benefits	GF	845.78
American Institute of Certified Public Accountants	Membership Renewal	GF	420.00
American Planning Association	APA Dues	GF	225.00
American Public Works Association	Renewal	GF	164.00
American Public Works Association	Manager Education	GF	50.00
Amy Vigil	Pool Party Refund	GF	82.50
Ancient Path Church	Park Rental Refund	GF	59.50
Anderson Consulting	Halliburton Flood Study Review	GF	9,689.20
Anderson Consulting	7th and Poudre River Crossing	SDF	549.00
Aqua Sierra	Aeration System Maintenance	GF	3,235.00
AT & T Corp	Phone Service	SF	35.57
AT & T Corp	Phone Service	SF	35.57

VENDOR	DESCRIPTION	FUND	AMOUNT
AT & T Mobility	Phone Service	GF	75.65
Auto-Chlor System of Colorado	Dishwashing Chemicals	FSF	36.50
B & G Equipment	Clutch Spring, Dip Stick, Oil Leak Repair	FMF	1,618.15
B H Eaton Company	2012 Annual Ditch Assessment	GF	200.00
Barb Ferguson	Water, Sewer, Storm Drain Refund	SF	60.00
Barb Ferguson	Water, Sewer, Storm Drain Refund	SDF	26.75
Barefoot Farms	Pesticides	GF	65.00
Betty Weidenbach	Sell Back Cemetery Lot	GF	916.67
BHA Design	I25/SH392 Community Identification	CIF	170.25
Big R of Greeley	Clothing Allowance	GF	157.95
BlackBaud	Fundware A/R Module Upgrade	ITF	2,206.36
Blackburn Manufacturing Company	Holster, Probe, Carrier	WF	141.77
Bobcat of the Rockies	Filters & Oils	FMF	192.30
Bomgaars	Fasteners	GF	19.68
Bomgaars	Ladder	WF	79.99
Bomgaars	Clothing Allowance	SF	64.98
Bornhoft Excavating	Meter Rental Refund	WF	2,100.00
Bradley & Shanda Schlagenhauf	Water, Sewer, Storm Drain Refund	SDF	6,199.38
Brady Stumpf	Sponsorship Signs	GF	504.00
Brady Stumpf	Banners, Lake Signs	GF	142.57
Brady Stumpf	Banners, Lake Signs	CRCF	124.00
BSN Sports	Freight	GF	15.00
Bunting Disposal	Trash Collections	GF	80.00
Bunting Disposal	Trash Collections	GF	746.60
Bunting Disposal	Trash Collections	CRCF	92.00
Bunting Disposal	Trash Collections	SF	28.75
Byerly Group	Refund of Security Deposit	GF	15,169.00
C.E.M. Sales & Service	Pool Chemicals	GF	1,388.00
CCG Systems	Fleet Management Software	ITF	7,214.00
Chematox, Inc	Drug Screens	GF	584.90
Chematox, Inc	Drug Screens	GF	510.00
CIRSA	Harvest Fest Insurance	GF	5,781.03
City of Greeley	Water Purchased	WF	82,558.29
City of Greeley	Water Purchased	WF	1,323.51
Clear Water Rights	Decree Accounting, Water Services	NPWF	8,104.87
Coal Creek Midget Football League	League Fees	GF	3,118.00
Coast to Coast Computer Products	Toner	ITF	445.51
Coca Cola	Concession Supplies	GF	3,331.12
Colorado Coach Transportation	Senior Trip Transportation	GF	250.00
Colorado Department of Health	Bio Solid Permit Fee	SF	6,171.00
Colorado Department of Transportation	HWY 392 Resurfacing	CIF	2,572.99
Colorado Department of Transportation	I25/SH392 Interchange Constructio	CIF	86,127.45
Colorado Department of Transportation	I25/SH392 Resurfacing	CIF	347,427.01
Colorado Department of Transportation	I25/SH392 Reconstruction	CIF	77,878.40
Colorado Equipment	Grease, Liner	FMF	150.24
Colorado Intergovernment Risk	Workers Comp, Liability Insurance	GF	6,702.25
Colorado Intergovernment Risk	Adjustment for Property & Casualty	CRCF	325.81
Colorado Intergovernment Risk	Adjustment for Property & Casualty	WF	496.06

VENDOR	DESCRIPTION	FUND	AMOUNT
Colorado Intergovernment Risk	Adjustment for Property & Casualty	SF	596.14
Colorado Intergovernment Risk	Adjustment for Property & Casualty	SDF	270.02
Colorado Kenworth	Filters, Clamps	FMF	200.93
Colorado Parks & Recreation Association	CARA Swimming Dues	GF	98.00
Colorado State University	Lake Water Sample Testing	GF	45.00
Comcast	Digital Adapter	ITF	2.06
Comcast	CRC Cable, Internet	CRCF	232.38
Comcast	Internet	ITF	196.95
Compass Group	Coffee	GF	287.50
Complete Mailing Solutions	Folding & Inserting Machine Maintenance	WF	300.00
Complete Mailing Solutions	Folding & Inserting Machine Maintenance	SF	300.00
Complete Mailing Solutions	Folding & Inserting Machine Maintenance	SDF	300.00
Connell Resources	Meter Rental Refund	WF	2,100.00
Connie Hanrahan	DDA Marketing	DDAF	1,716.67
Coren Printing	Stamps, Summons & Compliants, Labels	GF	313.00
Dale's Environmental Services	Hydrant Meter Rental	WF	2,100.00
Dale's Environmental Services	Inspection of Sewer Line	SF	1,036.00
Dana Kepner	Curb Boxes	WF	1,787.54
Dana Kepner	Credit	SF	(60.00)
Data Print	Outsource Billing	WF	1,652.05
Data Print	Outsource Billing	SF	1,335.26
Data Print	Outsource Billing	SDF	1,335.25
Data Print	Outsource Billing	WF	1,343.61
Data Print	Outsource Billing	SF	1,343.61
Data Print	Outsource Billing	SDF	1,343.61
Data West Corporation	Epay Web Hosting, Maintenance	ITF	1,145.00
David French	Pool Supplies	FSF	20.00
David S Williams	Street Markings	GF	1,453.17
Davinci Sign System	Monument Signs	CIF	25,336.00
Dean Contracting	Fence Repair	GF	2,571.50
Dean Contracting	Fence Repair	FSF	2,571.50
Diana Vazquez	Performance - Salsa in the Street	GF	200.00
Dillon Companies	SALT Meeting, Concession Supplies, Coffee Club, Water	GF	889.19
Dillon Companies	Staff Development, Coffee Supplies	CRCF	107.20
Dillon Companies	Meeting Refreshments	GF	33.29
Donald Fulton	Recreation Refund	GF	15.00
Donna Anderson	Recreation Refund	GF	50.00
Doug & Tracy Morey	Rock Chip Repair	FMF	35.00
Doug & Tracy Morey	Metal	FSF	35.42
Doug & Tracy Morey	Steel	FMF	6.00
Doug & Tracy Morey	Defroster Repair	FMF	35.00
Doug & Tracy Morey	Plexiglass	GF	976.00
Drive Train Industries	Clutch	FMF	194.75
DXP Enterprises	Flange Repair	FMF	171.78
Eric Schneider	Summer Concert Series	GF	1,100.00
Farnsworth Group	WWTP Headworks Construction	SF	22,997.48
Fastenal Company	Nuts & Bolts	GF	9.33
Faultless Laundry	Linen Rental	GF	59.15

VENDOR	DESCRIPTION	FUND	AMOUNT
Faultless Laundry	Linen Rental	CRCF	141.55
Fehr & Peers	Parking Consultants	DDAF	16,932.55
Fine Tree Service	Tree Service	GF	590.00
FLEXX Productions	Salsa in the Street Rental	GF	72.50
Flint Trading	Thermals	GF	4,451.41
Fort Collins Loveland Water District	Water Purchased	WF	27,074.58
Frank Caridi	Water, Sewer, Storm Drain Refund	SDF	22.80
Frey McCargar Plock & Root	Legal Services	GF	24,000.00
Frey McCargar Plock & Root	I25/SH392 Project Management	GF	2,823.75
Gallegos Sanitation	Portable Restrooms	GF	232.98
Garden Valley Vet	Animal Control	GF	120.00
Garden Valley Vet	Animal Control	GF	156.00
Garretson Enterprises	Baseballs, Track Batons, ASB Softballs	GF	478.96
Garretson Enterprises	Floor Tape	CRCF	14.85
GE Money Bank	Concession Supplies, Shelving, Work Session Meals	GF	3,455.93
General Air	Helium Tank, Welding Supplies	GF	101.68
Greeley Electric Repair	Furnance Repair	SF	757.22
Greeley Lock & Key	Door Repair	FSF	353.00
Greeley Lock & Key	Door REpair	FSF	153.00
Greeley Monument Works	Lettering	GF	180.00
Greeley/Weld County Economic Developme	Membership	GF	10,000.00
Hageman Earth Cycle	Mulch	GF	140.00
Harmony Gardens	Shrubs	GF	256.00
Harmony Gardens	Trees	GF	699.89
Helena Chemical Company	Growth Inhibitor	GF	279.00
Hensley Battery	Batteries	FMF	519.41
Highland Park Recreation	Adaptive Bowling	GF	134.40
Hillyard	Cleaning Supplies	FSF	6,423.91
Home Depot	Door Stike Plates, Plaques, Lumber, Chalk	GF	327.20
Home Depot	Concrete Forms	CIF	27.72
Home Depot	Nails, Lumber	GF	20.91
Home Depot	Clorox, Tarps, Hardware	FSF	227.39
Hotsy Equipment	Guage & Nozzle	FMF	71.80
Idexx Distribution	Lab Supplies	SF	1,471.92
Innovative Opening	Rolling Door Repair	FSF	360.00
Interstate Billing Service	Compressor	FMF	419.39
Ivan Adams	Mileage Reimbursement	GF	148.74
Ivan Schneider	Repair Water Break Hole	GF	11,500.00
J & J Henderson	Propane	GF	185.40
J & J Henderson	Propane	FMF	66.60
Jax	Clothing Allowance	WF	119.97
Jerome Brett Walker	New Hire Moving Expense	GF	500.00
John Brunner & Company	Gas Stove Repair	FSF	145.00
John Deere Company	John Deere Tractor	FMF	32,463.25
John Foose	Sell Back Cemetery Lot	GF	916.67
John Vazquez	Coffee with Mayor Reimbursement	GF	54.00
Jonelle Tovar	Rockies Fund Reimbursement	GF	56.00
K & W Printing	Trash Can Labels	GF	300.00

VENDOR	DESCRIPTION	FUND	AMOUNT
Kate Elizabeth Nancy Bowell	Consulting Fee	GF	500.00
Kevin Bruntz	Mileage Reimbursement	CRCF	23.86
Kidz Explore	Classes	GF	1,680.00
Kidz Explore	Preschool Classes	GF	595.00
Kimberly Ann Emil	Town Prosecutor	GF	3,825.00
King Fogle	Fluid	FMF	13.01
Kinsco	Clothing Allowance	GF	59.98
Kirk E Moses	Olympics Challenge Medals	GF	112.20
Landrail	Railroad Right of Way	CTF	2,250.00
Landtech Contractors	Park Maintenance	GF	1,550.00
Larimer County	Regional Study	PIF	500.00
Larimer County Sales & Use Tax	Use Tax Collections	GF	21,033.27
Lawrence Jones Custer Grasmick	Legal Services	GF	2,328.72
Lawson Products	Supplies	FMF	302.35
Lesh Drilling	Well Repair	GF	3,454.10
Lesley Watson	Recreation Refund	GF	50.00
Letofsky Sport Services	Baseball Tourney Fees	GF	450.00
Liley Rogers & Martell	Legal Services	DDAF	1,402.00
Lind & Ottenhoff	Oil & Gas Special Counsel	GF	859.25
Lohr, Inc	Portable Restrooms	GF	508.00
Lohr, Inc	Portable Restrooms	GF	21.93
Lohr, Inc	Portable Restrooms	GF	79.20
Mac Equipment	Chain, Brunner Saw, Blades	FMF	1,505.80
Manweiler Hardware	Bolts, Nuts, Tape, Paint, Electric Cords, Tubing, Stakes	GF	554.73
Manweiler Hardware	Hole Punch, Batteries, Clamps	WF	52.07
Manweiler Hardware	Bolts	SF	5.15
Manweiler Hardware	Key & Key Box	FMF	13.58
Manweiler Hardware	Supplies	FSF	94.43
Mary Lee	Mileage Reimbursement	GF	248.55
Matrix Telecome	Phone Service	SF	10.05
MC Investments	Car Wash Tokens	FMF	30.60
Megan Walter	Mileage Reimbursement	GF	66.28
Melissa Chew	Air Fare Reimbursement	GF	239.60
Metal Distributors	Pipe for Cart Repair	FSF	23.10
Michael E Manning	Municipal Court Judges Services	GF	1,400.00
Michael E Manning	Municipal Court Judges Services	GF	1,400.00
Michael Todd & Company	Signs	GF	275.51
Michelin North America	Tires	FMF	672.36
Michelle & Laird Heikens	Water, Sewer, Storm Drain Refund	SDF	1.75
Miracle Recreation Equipment	Mogul Slide Bubble Panel	GF	185.00
Mity-Lite	Table Replacement	CIF	14,819.85
Multimedia Holdings Corp	Legals, Advertising	GF	139.40
Multimedia Holdings Corp	Job Advertising	GF	184.00
Multimedia Holdings Corp	Mud Volleyball	CRCF	423.32
Multimedia Holdings Corp	Advertising	CRCF	218.11
Nancy Miller	Boat Rental Refund	GF	30.00
National Alliance for Youth Sports	Start Smart Soccer Supplies	GF	2,160.00
New Windsor Metro District	Water for Founders Park	GF	877.25

VENDOR	DESCRIPTION	FUND	AMOUNT
NewEgg	Transfer Belt, Cables	ITF	208.69
North Colorado Medical Center	Safesitter Classes	GF	672.00
North Weld County Water District	Water Purchased	WF	119,286.00
Norther Colorado Water	Assessment	WF	90,985.16
Northern Colorado Traffic Control	Safety Fence	GF	1,000.00
Northwest Parkway	Go Pass Toll	GF	4.05
Office Depot	Office Supplies	GF	265.08
Office Depot	Office Supplies	CRCF	3.78
Office Depot	Office Supplies	ITF	62.98
Office Depot	Office Supplies	FSF	11.28
Office Depot	Office Supplies	GF	337.42
Office Depot	Office Supplies	CRCF	0.48
Office Depot	Office Supplies	ITF	0.72
Office Depot	Office Supplies	FSF	1.44
Office Depot	Office Supplies	GF	589.39
Office Depot	Office Supplies	CRCF	0.07
Office Depot	Office Supplies	ITF	0.11
Office Depot	Office Supplies	FSF	0.21
Office Depot	Office Supplies	GF	357.09
Office Depot	Office Supplies	CRCF	2.42
Office Depot	Office Supplies	ITF	3.62
Office Depot	Office Supplies	FSF	7.23
Office Depot	Office Supplies	GF	126.55
Office Depot	Office Supplies	CRCF	1.66
Office Depot	Office Supplies	ITF	2.49
Office Depot	Office Supplies	FSF	4.98
Old National Bank	Energy Efficiency Lease Purchase	FSF	3,455.41
Pace Investment	Manilla Envelopes	GF	34.00
Pace Investment	Shipping	WF	12.95
Pamela Keener	Recreation Refund	GF	80.00
Patricia Smith	Oktoberfest Performance	GF	789.00
Patrick Ritchie	Recreation Refund	GF	60.00
Patterson Medical Supply	Rope and Floats	GF	1,169.00
Pattlen Enterprises	Field Chalk	GF	2,336.48
Petty Cash	Petty Cash Reimbursement	GF	77.87
Pioneer Sand Company	Mason Sand	GF	58.75
Poudre Valley Health Care	Blood Draw	GF	348.00
Poudre Valley REA	Utilities	GF	3,396.85
Poudre Valley REA	Utilities	WF	750.00
Poudre Valley REA	Utilities	SF	61.62
Poudre Valley REA	Utilities	GF	3,271.56
Poudre Valley REA	Utilities	GF	308.26
Poudre Valley REA	Utilities	WF	29.71
Poudre Valley REA	Utilities	SF	1,537.43
Poudre Valley REA	Utilities	GF	5,531.72
Poudre Valley REA	Utilities	WF	781.76
Poudre Valley REA	Utilities	SF	13,820.54
Powers	Repair Moving Wall	FSF	305.00

VENDOR	DESCRIPTION	FUND	AMOUNT
Prairie Mountain Publishing	Job Advertising	GF	150.45
Proforce Marketing	Small Equipment	GF	32.95
Public Service Company of Colorado	Utilities	GF	6,101.25
Public Service Company of Colorado	Utilities	SF	167.93
Public Service Company of Colorado	Utilities	NPWF	16.31
Public Service Company of Colorado	Utilities	GF	31,692.12
Public Service Company of Colorado	Utilities	CRCF	5,917.60
Public Service Company of Colorado	Utilities	WF	12.50
Public Service Company of Colorado	Utilities	SF	268.91
Public Service Company of Colorado	Utilities	NPWF	32.15
Public Service Company of Colorado	Utilities	GF	3,033.11
Public Service Company of Colorado	Utilities	SF	131.27
Public Service Company of Colorado	Utilities	SF	156.84
Public Service Company of Colorado	Utilities	NPWF	16.19
Public Service Company of Colorado	Utilities	GF	6,270.41
Public Service Employers Credit Union	Gift Cards for Wellness	GF	609.00
Quality Well and Pump	Well Repair	GF	528.00
Qwest Corporation	Phone Service	GF	501.00
Qwest Corporation	Phone Service	SF	429.54
Qwest Corporation	Phone Service	GF	620.78
Qwest Corporation	Phone Service	GF	170.41
Qwest Corporation	Phone Service	CRCF	620.78
Qwest Corporation	Phone Service	CRCF	8.30
Qwest Corporation	Phone Service	WF	0.51
Qwest Corporation	Phone Service	GF	353.10
Qwest Corporation	Phone Service	CRCF	489.03
Qwest Corporation	Phone Service	SF	105.41
Realty Executives	Water, Sewer, Storm Drain Refund	WF	97.38
Realty Executives	Water, Sewer, Storm Drain Refund	SF	40.00
Realty Executives	Water, Sewer, Storm Drain Refund	SDF	10.04
Red Willow Construction	Emergency Repair	WF	1,707.00
Reserve Account	Postage	GF	2,369.40
Reserve Account	Postage	CRCF	123.00
Reserve Account	Postage	WF	497.40
Reserve Account	Postage	SF	10.20
Rex Oil Company	Oil Kits	FMF	204.00
Richard Higuera	Radar Battery	GF	25.44
RN Civil Construction	WWTP Headworks Construction	SF	363,682.00
Robert H Schmer	Oktoberfest Performance	GF	600.00
Rocky Mountain Information Network	Membership Dues	GF	50.00
Rotary Club of Windsor	Membership Dues	GF	175.00
Roy Osborn	Oktoberfest Sound	GF	650.00
RPD Services	Pest Control	GF	121.00
RPD Services	Pest Control	WF	75.00
RPD Services	Pest Control	FSF	66.00
Safebuilt	Permit Fee Reimbursement	GF	83,934.98
Safelite Fulfillment	Windshield, Door Glass	FMF	428.89
Safety & Construction Supply	Tape, Batteries	GF	1,600.32

VENDOR	DESCRIPTION	FUND	AMOUNT
Safeway	Pool Staff Breakfast, SALT Meet & Greet	GF	17.52
Safeway	Meeting Refreshments	GF	128.86
Safeway	Meeting Refreshments	WF	5.58
Schindler Elevator Corp	Service Agreement	FSF	2,293.43
Scott Cameron	ASB USSSA Dues	GF	640.00
Scott Martin Hook	Smoke Machine	FMF	1,719.20
Scott Martin Hook	Recharge, Adapter, Bottle	FMF	206.98
Scott's Electric & Bucket Truck Service	Replace Lights, Service Calls, Parts	GF	1,204.09
Scott's Electric & Bucket Truck Service	Service Call	SF	148.50
Scott's Electric & Bucket Truck Service	Replace Level Indicator	SF	99.00
Scott's Electric & Bucket Truck Service	Lighting Repair	FSF	346.50
Scott's Electric & Bucket Truck Service	Main Park Well Repair	GF	99.00
Scott's Electric & Bucket Truck Service	Service Call	SF	931.04
Scott's Electric & Bucket Truck Service	Electric Repairs	FSF	1,266.00
Sean B Grogan	ASB Tournament Umpires	GF	1,020.00
Sean B Grogan	ASB Tournament Umpires	GF	2,220.00
Sean B Grogan	Field Rental Umpires	GF	600.00
Securitas Security Services	Rental Security	CRCF	431.23
Sentry Fire	Fire Supression	FSF	155.00
Service Venture	Digital Wireless Key Pad	GF	50.00
Service Venture	Repair Overhead Doors	GF	53.00
Shel LLC	Oktoberfest Performance	GF	1,350.00
Siemens Building Technologies	Flow Meter	SF	1,352.00
Society for Human Resouces	Annual Membership	GF	180.00
Solsbury Hill	Irrigation Supplies	GF	2,640.54
Sondra Ramos	Recreation Refund	GF	65.00
Spradley Barr Ford	Alignment, Air Bag Repair	FMF	300.36
Standard Insurance	Employee Benefits	GF	2,786.27
Stanklye Slowik	Pre Employment Interview Seminar	GF	325.00
Staples	Toner	ITF	781.83
State of Colorado	Wage Assignment	GF	51.69
State of Colorado	Wage Assignment	GF	51.69
State of Colorado	Wage Assignment	GF	51.69
Stephanie Egbert	Senior Footcare	GF	240.00
Stephen & Kathy Miner	Moving Stones	GF	125.00
Stephanie Egbert	Senior Footcare	GF	90.00
Steve Uhrich	Boat Rental Refund	GF	30.00
Suiter & Associates	Strategic Plan Session	GF	1,771.98
Summit Supply	Faucets	FSF	678.95
The Greeley Publishing Company	Job Advertising	GF	238.55
The Greeley Publishing Company	Race Advertising	CRCF	360.00
The Humane Society of Weld County	Animal Control	GF	269.66
The Pawnee Group	Car Wash Tokens	FMF	153.40
The Water Shed	Irrigation Supplies, Field Paint	GF	403.07
The Water Shed	Valve & Nipple	WF	58.32
The Water Shed	Sprinkler Parts	SF	31.03
The Water Shed	Plumbing Parts	FSF	37.65
Tom Ladd Plumbing & Heating	Sewer Pipe Cleaning	GF	65.00

VENDOR	DESCRIPTION	FUND	AMOUNT
Tri-Tech Security	Alarm Service	GF	51.00
Tri-Tech Security	Monitoring Fee	FSF	177.00
Tri-Tech Security	Fire Monitoring	FSF	66.00
TruGreen	Lawn Service	GF	3,774.00
TST Consulting Engineer	Drafiing Services	CIF	180.00
UMB Purchasing Card Services	Survey Monkey, Pool Supplies, Adaptive Trip, 4K Supplies	GF	411.10
UMB Purchasing Card Services	Senior Trip, Concession Supplies, Phone Supplies	GF	890.55
UMB Purchasing Card Services	Water Safety Supplies, Adaptive Rec Supplies, Movie Series	GF	191.74
UMB Purchasing Card Services	American Payroll Gasnishment Forum	GF	405.00
UMB Purchasing Card Services	IEDC Webinar, Economic Development Lunche	GF	209.70
UMB Purchasing Card Services	Got Print, Pioneer School Supplies, New Employee Flowers	GF	176.47
UMB Purchasing Card Services	Recertification Fee	GF	100.00
UMB Purchasing Card Services	Alpine Slide Trip, Rope, Tennis Balls, Rafting Trip	GF	1,341.30
UMB Purchasing Card Services	Concession Supplies, Senior Meeting Dinner	GF	251.43
UMB Purchasing Card Services	Seeds, Trash Cans, Labels, Clipboards	GF	1,322.65
UMB Purchasing Card Services	Online Course, Clothing Allowance	GF	337.00
UMB Purchasing Card Services	CML Conference, Data West Conference, TB Meeting Lunch	GF	36.20
UMB Purchasing Card Services	New Staff Lunch	GF	20.77
UMB Purchasing Card Services	Cemetery Clean Up Lunch	GF	30.00
UMB Purchasing Card Services	Sick Tree Day Lunch, ISA Conference, Reference Book	GF	933.01
UMB Purchasing Card Services	Training	GF	30.00
UMB Purchasing Card Services	Breakfast Burritos for Meeting	GF	106.10
UMB Purchasing Card Services	Flowers, NRPA Conference Lodging and Registration	GF	1,664.67
UMB Purchasing Card Services	Town Staff Meeting Lunch, Strategic Planning Lunch, ICMA Dues	GF	2,027.76
UMB Purchasing Card Services	Safety Fair Supplies	GF	521.82
UMB Purchasing Card Services	Supervisor/Manager Meeting Coffee	GF	25.90
UMB Purchasing Card Services	Furniture Parts	CRCF	117.12
UMB Purchasing Card Services	CML Conference	CRCF	85.00
UMB Purchasing Card Services	Plates & Registration	FMF	78.94
UMB Purchasing Card Services	Hard Drive, Parking Fee	ITF	185.93
United Way of Weld County	Employee Donations	GF	15.00
United Way of Weld County	Employee Donations	GF	15.00
United Way of Weld County	Employee Donations	GF	15.00
Universal Forest Products	Sales Tax Refund	GF	58,507.48
Universal Forest Products	Sales Tax Refund	CIF	39,004.99
Universal Forest Products	Sales Tax Refund	CRCF	6,500.82
USA Mobility	On Call Pager	GF	13.51
Utility Notification Center	Locate Transmissions	WF	458.85
Verizon Wireless	Phone Service	GF	1,258.74
Verizon Wireless	Cell Phone Service	CRCF	34.73
Verizon Wireless	Cell Phone Service	SF	40.01
Verizon Wireless	Cell Phone Service	ITF	40.01
Verizon Wireless	Town Billboards	GF	24.83
Verizon Wireless	Cell Phone Service	GF	1,208.15
Verizon Wireless	Cell Phone Service	CRCF	36.20
Verizon Wireless	Cell Phone Service	SF	40.01
Verizon Wireless	Cell Phone Service	ITF	40.01
Vicki K Miller	Mileage Reimbursement	GF	62.11

VENDOR	DESCRIPTION	FUND	AMOUNT
Victory Sales	4K Race Shirts	GF	264.11
Victory Sales	Staff Shirts	GF	54.00
Victory Sales	Universal Jerseys	GF	5,025.00
Viginia Preuit	Sell Back Cemetery Lot	GF	916.67
Vision Service Plan	Employee Benefits	GF	3,576.92
W.W. Grainger	Lamps, Cleaning Supplies, Extension Cord	FSF	1,786.87
Waste Management of Colorado	Recycle Site, Trash Collection	GF	1,391.01
Web Tech Wireless	GPS Tracking	GF	540.00
Weld County Clerk & Recorder	Filing Fee	GF	22.00
Weld County Clerk & Recorder	Filing Fee	GF	68.00
Weld County Drug Task Force	Court Collections	GF	1,106.00
William & Denese Renner	Water, Sewer, Storm Drain Refund	WF	132.98
William & Denese Renner	Water, Sewer, Storm Drain Refund	SF	60.00
William & Denese Renner	Water, Sewer, Storm Drain Refund	SDF	15.45
Windsor Chamber of Commerce	Business Membership	GF	195.00
Windsor Hardware	Stop Watch, Playground Parts, Fasteners, Drill Bits	GF	639.87
Windsor Hardware	Bolts, Box Cutter, Wasp Spray	CRCF	41.87
Windsor Hardware	Eye Bolts, Washers, Wasp Spray, Paint	SF	38.33
Windsor Hardware	Fasteners	FMF	36.77
Windsor Hardware	Fasteners, Batteries, Nails, Paint, Plumbing Supplies, Ladders	FSF	780.03
Windsor High School	Girls Bball Camp	GF	1,178.65
Windsor Li'l Flower Shop	Flowers	GF	225.85
Windsor Valley Auto Wash	Car Wash Tokens	FMF	120.00
Wireless Advanced Communications	Police Equipment, Remove Equipment	FMF	17,153.72
Xcel Energy	Sales Tax Refund	GF	14,356.20
Xcel Energy	Sales Tax Refund	CIF	9,570.80
Xcel Energy	Sales Tax Refund	CRCF	1,595.13
Xerox	Copiers	ITF	2,740.71
Zexhags	Cleaning	GF	50.00
Zexhags	Cleaning	GF	50.00
Zexhags	Cleaning	GF	50.00
Zexhags	Cleaning	GF	50.00
Zexhags	Cleaning	GF	50.00
	TOTAL CASH DISBURSED		2,042,310.21
	PAYROLL		540,008.26
	(wages/ 3 pay periods)		
	TOTAL		2,582,318.47



MEMORANDUM

Date: September 10, 2012
To: Mayor and Town Board
Via: Kelly Arnold, Town Manager
From: Ian D. McCargar, Town Attorney
Re: Resolution 2012 – 59 Approving an Intergovernmental Agreement for the Collection of Fire District Fees
Item #: B.4

Discussion Item:

As it may be seen from the enclosed communications memo, historically the Town has collected its land development fees and building permit fees at Town Hall and the Windsor-Severance Fire Rescue District (District) has collected its land development fees and building permit fees at the District's headquarters. This of course has caused developers, builders and applicants to have to go to two different locations within Windsor to pay these fees, and, consequently upon receiving its fees, the District would then have to provide the Town with verification that their fees had been received before permits could be issued.

Since both the District and the Town place high value on efficiencies in government, so that the taxpayer resources are used responsibly, effectively and efficiently, Town staff and District staff have been working cooperatively on the enclosed intergovernmental agreement (IGA) which sets forth the terms and conditions for the Town to collect the District's fees.

Recommendation: Approval of Resolution to adopt the IGA as presented

Attachments: Communications Memo
Resolution
Intergovernmental Agreement

pc: Herb Brady, Chief
Windsor-Severance Fire Rescue District



MEMORANDUM

Date: August 27, 2012
To: Mayor and Town Board
Via: Kelly Arnold, Town Manager
From: Joseph P. Plummer, AICP, Director of Planning
Re: Communication Concerning Collection of Fire District Fees
Item #: D.1

Discussion Item:

Historically the Town has collected its land development fees and building permit fees at Town Hall and the Windsor-Severance Fire Rescue District (District) has collected its land development fees and building permit fees at the District's headquarters. This of course has caused developers, builders and applicants to have to go to two different locations within Windsor to pay these fees, and, consequently upon receiving its fees, the District would then have to provide the Town with verification that their fees had been received before permits could be issued.

Since both the District and the Town place high value on efficiencies in government, so that the taxpayer resources are used responsibly, effectively and efficiently, the Town staff and the District staff have been working together to formulate a system by which the Town could collect the District's fees, thereby eliminating the need for developers, builders and applicants to have to go to two different areas in Town to pay their fees. Once the District's fees have been collected, the Town would reimburse the District its fees on a monthly basis, and these logistics have already been worked out by mutual agreement between both staffs.

In order to facilitate this change, it is necessary to enter into an intergovernmental agreement (IGA) between the Town and the District, and staff will be scheduling this IGA for the Town Board's consideration at the September 10, 2012 meeting.

Thank you, and in the meantime please let us know if further information or clarification is needed or you have questions concerning this upcoming agenda item.

pc: Herb Brady, Chief
Windsor-Severance Fire Rescue District

**INTERGOVERNMENTAL AGREEMENT
FOR
COLLECTION AND DISBURSEMENT OF FEE REVENUE**

This Intergovernmental Agreement for Collection and Disbursement of Fee Revenue (“Agreement”) is entered into this 10th day of September, 2012, by and between the Town of Windsor, Colorado, a Colorado home rule municipality (“Town”), and the Windsor-Severance Fire Rescue District (“District”), a Colorado statutory Special District.

RECITALS

WHEREAS, the Town has in place a system for collecting Town-approved fees in association with the development of land within the Town; and

WHEREAS, the District has in place a system for collecting District-approved fees in association with the development of land within the District’s boundaries, which boundaries include and overlap the Town’s corporate limits; and

WHEREAS, the Town and the District have discussed the fact that their fee collection systems are duplicitous with respect to land areas within the Town, thus requiring the public to pay land development fees in two separate transactions; and

WHEREAS, the Town and the District have negotiated the within Agreement, under which it is intended that the District’s fees will be collected by the Town through its land development fee collection system, and then disbursed to the District on a “pass-through” basis; and

WHEREAS, the parties agree that a single fee collection system is more-efficient for the public, and avoids the cost of duplicative fee collection systems; and

WHEREAS, pursuant to Article XIV, Section 18(2) (a) of the Constitution of the State of Colorado and Section 29-1-203 of the Colorado Revised Statutes, the parties are authorized and enabled to cooperate and contract with one another to provide any function, service or facility lawfully authorized to each of the cooperating or contracting units of government; and

WHEREAS, the parties wish to memorialize the arrangements under which the foregoing governmental fee collection efficiencies can be implemented.

NOW, THEREFORE, the parties agree as follows:

1. The District shall provide to the Town a written schedule of District fees associated with the development of land within the Town’s corporate limits (“Fee Schedule”). The Fee Schedule may be amended from time to time as the District deems appropriate and, upon delivery of any amended fee

schedule to the Town, such amended fee schedule will be used and relied upon by the Town for the purposes set forth herein.

2. Upon the effective date of this Agreement as set forth below, the Town will collect the District's fees in accordance with the Fee Schedule in the same manner in which the Town collects the Town's land development fees.
3. The Town will segregate all District fee collections into a separate account, which fees shall be preserved for disbursement to the District on a monthly basis as set forth below.
4. The Town will provide to the District a monthly summary accounting no later than thirty (30) days from the last day of the month in which District fees were collected. In said monthly summary accounting the Town will identify the source and amount of all District fees collected by the Town for the preceding month. The Town shall, upon request of the District, provide such further information as the District may require to ensure that the collection and disbursement of District fees is in accordance with the Fee Schedule then in effect.
5. In conjunction with each monthly summary accounting provided by the Town to the District, no later than thirty (30) days from the last day of the month in which District fees were collected the Town will disburse to the District all District fee revenue collected by the Town in the preceding calendar month.
6. This Agreement shall become effective on October 1, 2012. This Agreement shall be of indefinite duration. However, either party may, upon no less than sixty (60) days' written notice, elect to withdraw from participation in this Agreement, in which event the parties will deem this Agreement terminated. Upon termination, the Town will provide the District with a final accounting of all District fee revenue collected during the preceding calendar month. The written notice required under this paragraph shall be delivered in person or by mail to the primary mailing address of record for each party.
7. The District shall not require any bond, surety or similar undertaking by the Town in association with the Town's handling of District fee revenue under this Agreement. However, in the event such a bond, surety or similar undertaking is required of the District by any third party with the legal authority to so require, the District shall bear all costs associated with the Town's compliance with such a requirement.
8. To the extent provided and as limited by Colorado law, the District shall indemnify and hold the Town harmless with respect to any claim, demand or suit brought by any person with respect to the Town's collection and disbursement of District fee revenue pursuant to this Agreement.

9. Nothing herein shall be deemed to constitute a waiver of any statutory or common-law immunity enjoyed by either party, including but not limited to the protections provided under the Colorado Governmental Immunity Act, § 24-10-101, *et. seq.*, C.R.S.

HAVING THUS AGREED, the parties affix their signatures below.

TOWN OF WINDSOR, COLORADO

WINDSOR-SEVERANCE FIRE
RESCUE DISTRICT

BY: Kelly Arnold, Town Manager

Herbert Brady, Fire Chief

ATTEST:

Patti Garcia, Town Clerk

Michael Young – Board Secretary

TOWN OF WINDSOR

RESOLUTION NO. 2012 - 59

A RESOLUTION APPROVING AN INTERGOVERNMENTAL AGREEMENT BETWEEN THE TOWN OF WINDSOR, COLORADO, AND THE WINDSOR-SEVERANCE FIRE RESCUE DISTRICT WITH RESPECT TO THE COLLECTION AND DISBURSEMENT OF DISTRICT FEES, AND RATIFYING THE TOWN MANAGER'S EXECUTION THEREOF

WHEREAS, the Town of Windsor ("Town") is a Colorado home rule municipality with all powers and authority vested by law; and

WHEREAS, the Town highly values its relationships with other local governments, including the Windsor-Severance Fire Rescue District ("District"); and

WHEREAS, both the District and the Town place high value on efficiencies in government, so that the taxpayer resources upon which both rely are used with care; and

WHEREAS, the District and the Town have historically collected land development-based fees separately, thus requiring applicants to pay fees in two different physical and financial locations; and

WHEREAS, the Town has the capability to serve as the single location at which fees owed to both entities may be paid, with the District's share of the fees being later passed through to the District by the Town; and

WHEREAS, the Town and the District have conferred and arrived at the attached Intergovernmental Agreement for Collection and Disbursement of Fee Revenue ("IGA"), which is incorporated herein by this reference as if set forth fully; and

WHEREAS, the terms of the IGA have been reviewed by the Town Board and are found to be in the public interest; and

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN BOARD OF THE TOWN OF WINDSOR, COLORADO, AS FOLLOWS:

1. The Town Board hereby approves the attached IGA.
2. The Town Manager is hereby authorized to execute the attached IGA on the Town's behalf and, upon execution by the District, is authorized to implement the attached IGA according to its terms in keeping with the public interest.

Upon motion duly made, seconded and carried, the foregoing Resolution was adopted this 10th day of September, 2012.

TOWN OF WINDSOR, COLORADO

By _____
John S. Vazquez, Mayor

ATTEST:

Patti Garcia, Town Clerk



MEMORANDUM

Date: September 5, 2012
To: Mayor and Town Board
From: Kelly Arnold, Town Manager
Re: Approval of Non-Budgeted Expenditure Street Maintenance for Windshire Drive
Item #: Consent Agenda

Background / Discussion:

In 2012 there have been over 45 building permits issued for single family homes in the Windshire Subdivision. Also, 65 school children have now moved into this subdivision and attend Grandview Elementary school. As a result, there has been an influx of pedestrians crossing Jacoby Road using the existing crosswalk at Windshire Drive. The south part of Windshire Drive is an unimproved dirt road that will not be constructed until the adjacent land is developed. Since this dirt road is now used as a primary road for Grandview school traffic (including buses) from the north and west along with increased use by pedestrians there is a period of twenty to twenty-five minutes both morning and afternoon where there is significant traffic conflicts and dust.

There is a temporary dirt trail adjacent to the dirt road that is used by pedestrians. The use of this temporary dirt road has increased over time and will continue to increase. Since it is unknown when the adjacent land will be developed, this situation could be unaddressed for quite some time.

In order to make this area more vehicle and pedestrian safe and friendly, staff endorses the construction of a temporary paved road along with a temporary paved path. This improvement should last for five to seven years. The project would be a two-inch overlay, 24 feet wide for vehicles and a separated six-foot asphalt path for pedestrians.

The project could be installed by the end of September along with the installation of 20 MPH school zone flashing beacons on Jacoby Road. This would provide a safe interim solution until a full road is constructed.

Financial Impact:

This unanticipated project is non-budgeted and would use 2012 Capital Fund reserves. Three quotes that ranged from \$19,951 to \$24,094 were received for the work. The lowest quote was from the subcontractor that did the asphalt overlay work on Main Street for CDOT.

	Budget	Proposed	Note
Revenue	\$0	\$	
Expense	\$0	\$19,951	Not budgeted
Net		\$(19,951)	Plus snow plowing

			during winter
--	--	--	---------------

Relationship to Strategic Plan:

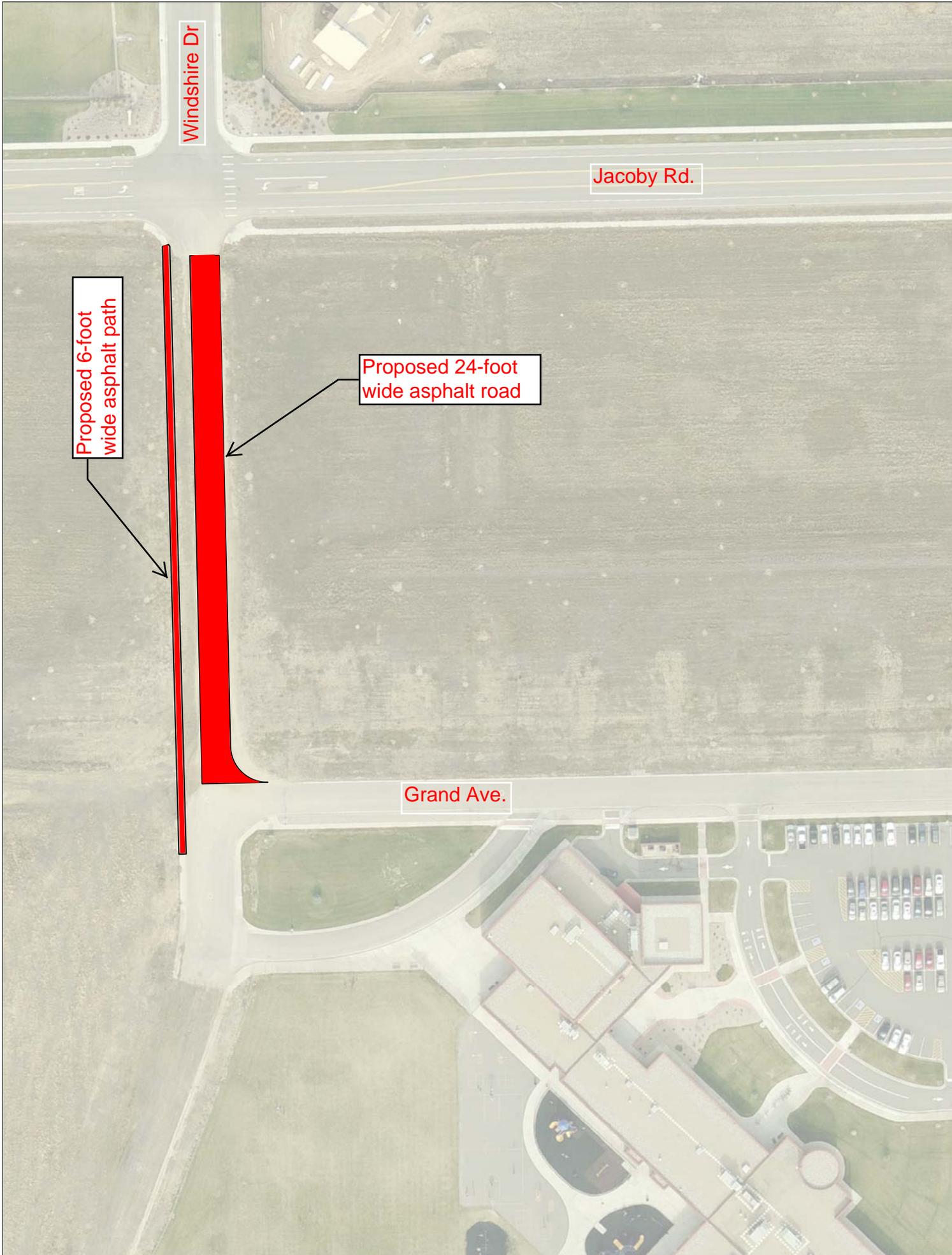
This project supports the goals of building community spirit and pride along with promoting an effective transportation system with the Town.

Recommendation:

It is staff's recommendation that the Board approve the expenditure of \$19,951 for interim improvements to Windshire Drive and path to serve Grandview Elementary School.

Attachments:

Map location of improvements.



Windshire Dr

Jacoby Rd.

Proposed 6-foot wide asphalt path

Proposed 24-foot wide asphalt road

Grand Ave.



12TH ST

17TH ST

17TH ST

15TH ST

COUNTY ROAD 15

COUNTY ROAD 15

COUNTY ROAD 68.5

JACOBY RD

SWEETCROFT DR

DAK FORD DR

EDENBRIDGE DR

CAMBERLY CT

WYCOMBE CT

AYLESBURY CT

STOLL DR

CHEPMAN DR

KELMS CT

COURCY CT

GRAND AV

GRAND AV

GRAND AV

LANLEY BR

CHICKEN CT

MCKIBEN DR

BROLTEN DR

MCKIBEN DR

HEXTON CT

WINDSHIRE DR

MANNON DR

MCKIBEN DR

MCKIBEN DR

MARSHDOM CT

BASTLOW CT

BENTLEY CT

MILLFLEET DR

SORENSON DR

GRAND AV

GRAND AV

GRAND AV

CLARENDON DR

WINDSHIRE DR

GUARDIAN DR

SORENSON DR

GRAND AV

GRAND AV

GRAND AV

GRAND AV

MANNON DR



MEMORANDUM

Date: September 10, 2012
To: Mayor and Town Board
Via: Kelly Arnold, Town Manager
From: Scott Ballstadt, AICP, Chief Planner
Re: Ordinance No. 2012 - 1436 Amending Chapter 16 of the Windsor Municipal Code
Concerning Conditional Use Grants for E-1 zoned properties three (3) acres or greater in
size
Item #: C. 1

Discussion Items:

Following the staff presentation at the August 27, 2012 town board meeting and based upon the following analysis from the enclosed spreadsheet, the Town Board approved the enclosed Ordinance on first reading to allow property owners of E-1 zoned properties which are a minimum of three (3) acres in size to apply for conditional use grants (CUG).

Total number of E-1 lots: 508.
Number of E-1 lots 3 acres or greater in size: 18.
Percentage of E-1 lots 3 acres or greater in size: 3.5% (18 ÷ 508)

Note: Due to the Town's current policy which has been in effect for several years of not approving any additional E-1, Estate Residential, subdivisions, it is highly improbable that any additional E-1 lots will be added to the current inventory of 508 E-1 lots in the future.

Recommendation: At the August 15, 2012 planning commission meeting, the Planning Commission voted to forward a recommendation of approval of the proposed Code amendment to the Town Board as presented, and staff concurs with this recommendation for approval of the Ordinance on second reading.

Attachments: Spreadsheet on E-1 estate lots
Ordinance

Notices: Public hearing ad - Windsor Beacon: July 27, 2012
Public hearing notice - Town website: July 27, 2012

pc: Fauna M. Kness

E-1 Estate Lots, Homeowners Associations and Home Occupation Covenants									
10-Sep-12									
Number of E-1 Lots:					Number of These Lots Controlled by an HOA		Number of These Lots Not Controlled by an HOA		
	Less than 3 acres in size:			490	487	3			
	3 - 4 acres in size:			14	13	1			
	4 - 5 acres in size:			3	3	0			
	Greater than 5 acres in size:			1	0	1			
			Totals:	508	503	5			
Number of HOAs Contacted About Covenants for Home Occupations Within Subdivisions:					8				
Number of HOAs Responding About Covenants for Home Occupations Within Subdivisions:					3	Names of the Subdivisions Providing Covenants			
						Ventana			
						Alexander Estates			
						Hilltop Estates			

The Covenants for All Three HOAs That Responded Allow Home Occupations, Subject to the Property Owners Also Meeting all Rules and Regulations of the Ordinances of the Town

September 10, 2012 spreadsheet on E-1 Lots, HOAs and Home Occupation Covenants

ORDINANCE NO. 2012 - 1436

AN ORDINANCE AMENDING THE PROVISIONS OF CHAPTER 16 OF THE WINDSOR MUNICIPAL CODE WITH RESPECT TO CONDITIONAL USE GRANTS IN THE E-1 ESTATE RESIDENTIAL ZONING DISTRICT

WHEREAS, the Town of Windsor (“Town”) has in place a comprehensive system of land use regulations, the intent of which is to assure orderly and quality development within the Town; and

WHEREAS, the Town’s regulations with respect to zoning are found with Chapter 16 of the Windsor Municipal Code (“Chapter 16”); and

WHEREAS, the zoning classifications set forth in Chapter 16 contain limitations and allowances for various land uses, the purpose of which is to assure clear designations of land uses within identified zoning districts; and

WHEREAS, in order to accommodate unique and evolving uses of land, Chapter 16 also provides for land use approvals through the Conditional Use Grant (“CUG”) process; and

WHEREAS, the CUG process allows the consideration of uses which are unique, pursuant to criteria set forth in Chapter 16; and

WHEREAS, the current requirements for CUG’s prohibit consideration of a CUG if the proposed use is enumerated as a use by right in a zoning district other than that for which the CUG is proposed; and

WHEREAS, the purpose of this limitation on CUG’s is to assure that land uses are located within the zones for which those uses have been designated; and

WHEREAS, the Town Board has been asked to consider an amendment to Chapter 16 which would allow consideration of CUG’s within larger parcels of land zoned under the “E-1 Estate Residential” zoning designation, even though the uses contemplated by such CUG’s are enumerated as uses by right in other zoning districts; and

WHEREAS, the E-1 Estate Residential zoning designation captures lots ranging from two (2) acres to seven (7) acres, with a total of eighteen (18) parcels consisting of three (3) or more acres; and

WHEREAS, the Town Board finds that E-1 Estate Residential parcels of three (3) or more acres lend themselves to non-residential uses, due to their size and relative isolation from neighboring lots; and

WHEREAS, the Town Board finds that foreclosing consideration of CUG's on E-1 Estate Residential parcels of three (3) or more acres results in under-utilization of otherwise-useful land within the Town; and

WHEREAS, the Town Board acknowledges that, even if CUG consideration is extended to this small category of large-lot residential parcels within the Town, each CUG application must be considered on its own merits, and independently evaluated in accordance with criteria set forth in Chapter 16; and

WHEREAS, the Town Board finds that allowing consideration of CUG's in E-1 Estate Residential-zoned parcels of three (3) acres or more promotes the public health, safety and welfare.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN BOARD FOR THE TOWN OF WINDSOR, COLORADO:

Section 1. Section 16-7-10 of the *Windsor Municipal Code* is hereby repealed, amended and re-adopted to read as follows:

Sec. 16-7-10. Intent of conditional use grants.

The conditional use classification is intended to allow consideration of uses which are unique in nature or character and, except as otherwise specifically provided in this Chapter, not specifically included as uses by right in any specific zoning districts. It is the specific intent of this Article, except as otherwise specifically provided in this Chapter, to prohibit the granting of conditional uses in any zone when such use is allowed as a use by right in any other zone.

Section 2. Section 16-14-40 of the *Windsor Municipal Code* is hereby amended by the addition of a new sub-section (6), which shall read as follows:

(6) Business and commercial uses within parcels of no less than three acres.

Section 3. Nothing in this Ordinance shall be deemed to affect the interpretation or enforceability of private covenants within the E-1 Estate Residential zoning district.

Introduced, passed on first reading, and ordered published this 27th day of August, 2012.

TOWN OF WINDSOR, COLORADO

By _____
John S. Vazquez, Mayor

ATTEST:

Patti Garcia, Town Clerk

Introduced, passed on second reading, and ordered published this 10th day of September, 2012.

TOWN OF WINDSOR, COLORADO

By _____
John S. Vazquez, Mayor

ATTEST:

Patti Garcia, Town Clerk



MEMORANDUM

Date: September 4, 2012
To: Mayor and Town Board
Via: Kelly Arnold, Town Manager
From: Dennis Wagner, Director of Engineering
Re: Amendment of Contract between CDOT and Windsor with respect to resurfacing Highway 392 between 7th Street and State Highway 257

Background / Discussion:

As you know, the Colorado Department of Transportation is resurfacing Highway 392 from I-25 to 7th Street (4.5 miles). Windsor contributed \$350,000 to supplement CDOT's \$8 million budget for that work which was established in a contract in February 2012.

CDOT recently determined that with additional contribution from Windsor the project can be extended east of 7th Street to within 600 feet of State Highway 257 and work could start later this month. The attached Amendment to the original Contract specifies \$90,000 from Windsor.

Town staff, CDOT staff and some of the DDA board members met on August 3rd and discussed the logistics of the project going through downtown. We came away from the meeting with an understanding that the work will be restricted to one side of the street at a time and will require flaggers for traffic control. Work will start about 6:00 am and conclude before 5:00 pm each day and there will be no work on weekends. DDA members are pleased that the project is being extended through downtown.

With approval of the attached Resolution the Mayor is authorized to sign the Contract Amendment.

Financial Impact:

Windsor's share of the proposed project extension is \$90,000 which wasn't specifically listed in the 2012 Capital Improvement Fund budget but is available due to other street work coming in under budget.

Recommendation:

Approve Resolution.

TOWN OF WINDSOR

RESOLUTION NO. 2012-_____

A RESOLUTION APPROVING AN AMENDMENT TO AN INTERGOVERNMENTAL AGREEMENT BETWEEN THE TOWN OF WINDSOR, COLORADO, AND THE COLORADO DEPARTMENT OF TRANSPORTATION WITH RESPECT TO A HIGHWAY RESURFACING PROJECT BETWEEN 7th STREET AND STATE HIGHWAY 257 WITHIN THE CORPORATE LIMITS OF THE TOWN, SPECIFICALLY AUTHORIZING THE EXPENDITURE OF FUNDS FOR THE PROJECT, AND AUTHORIZING THE MAYOR TO EXECUTE SAME

WHEREAS, the citizens of and visitors to the Town of Windsor (“Town”) rely upon a variety of local, state and federal roadways for efficient transportation of people and goods; and

WHEREAS, portions of Colorado State Highway 392 lie within the Town’s corporate limits; and

WHEREAS, by law, the Colorado Department of Transportation (“CDOT”) may contract with municipal governments for construction and maintenance of state highways within municipalities; and

WHEREAS, the Town and CDOT have a history of cooperation with respect to highway construction, improvements and maintenance agreements; and

WHEREAS, the Town Board previously approved an agreement between the Town and CDOT for resurfacing of portions of State Highway 392 west of 7th Street; and

WHEREAS, CDOT has announced its intention to resurface a portion of Colorado State Highway 392 between 7th Street and State Highway 257 within the Town (“Project”); and

WHEREAS, CDOT has offered to share in the cost of the Project, in order that virtually the entirety of State Highway 392 through Windsor will be resurfaced during 2012; and

WHEREAS, the Town and CDOT have negotiated a Contract Amendment to the previously-approved agreement, a copy of which Contract Amendment is attached hereto and incorporated herein by this reference; and

WHEREAS, the attached Contract Amendment allocates responsibility between CDOT and the Town with respect to the Project, including the Town’s responsibility to contribute an additional \$90,000.00 to the cost of the Project; and

WHEREAS, the Contract Amendment, as incorporated into the prior agreement, requires that the Town Board by ordinance or resolution authorize the Town to enter into the Contract Amendment and to expend the funds previously budgeted for the Project; and

WHEREAS, § 29-1-203(1), C.R.S., authorizes governmental entities to cooperate with one another to provide any function or service lawfully authorized to each; and

WHEREAS, the Town Board has reviewed the attached Contract Amendment, and finds that the said Contract Amendment is proper in all respects.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN BOARD OF THE TOWN OF WINDSOR, COLORADO, AS FOLLOWS:

1. The attached Contract Amendment is hereby approved by the Town Board for the Town of Windsor.
2. The Mayor is hereby authorized to execute the said Contract Amendment in the form attached hereto.
3. The Town Manager is authorized to expend Town funds as called for under the attached Contract Amendment.

Upon motion duly made, seconded and carried, the foregoing Resolution was adopted this 10th day of September, 2012.

TOWN OF WINDSOR, COLORADO

By: _____
John S. Vazquez, Mayor

ATTEST:

Patti Garcia, Town Clerk

CONTRACT AMENDMENT

Amendment #1	Original Contract CMS #12 HA4 39257 Project # STA 3921-010 (17138)	CMS # 13 HA4 48341 ID # 331000495
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1) PARTIES

This Amendment to the above-referenced Original Contract (hereinafter called the Contract) is entered into by and between **Town of Windsor** (hereinafter called "Local Agency" and the STATE OF COLORADO (hereinafter called the "State") acting by and through the Department of Transportation, (hereinafter called "CDOT").

2) EFFECTIVE DATE AND ENFORCEABILITY

This Amendment shall not be effective or enforceable until it is approved and signed by the Colorado State Controller or designee (hereinafter called the "Effective Date"). The State shall not be liable to pay or reimburse Contractor for any performance hereunder including, but not limited to, costs or expenses incurred, or be bound by any provision hereof prior to the Effective Date.

3) FACTUAL RECITALS

The Parties entered into the Original Basic Contract, #12 HA4 39257, dated March 12, 2012, for the resurfacing project on portions of State Highway 392 and State Highway 257. The original contract value was \$350,000.00 from Local Agency Funding, with CDOT doing the work. The parties now desire to add \$90,000.00 in Local Agency Funding to the contract for a new contract value of \$440,000.00.

4) CONSIDERATION-COLORADO SPECIAL PROVISIONS

The Parties acknowledge that the mutual promises and covenants contained herein and other good and valuable consideration are sufficient and adequate to support this Amendment. The Parties agree to replacing the Colorado Special Provisions with the most recent version (if such have been updated since the Contract and any modification thereto were effective) as part consideration for this Amendment. If applicable, such Special Provisions are attached hereto and incorporated by reference herein

5) LIMITS OF EFFECT

This Amendment is incorporated by reference into the Contract, and the Contract and all prior amendments thereto, if any, remain in full force and effect except as specifically modified herein.

6) MODIFICATIONS.

The Amendment and all prior amendments thereto, if any, are modified as follows

a. Section 4 - Project Funding Provision

1. The Parties now desire to amend the Basic Contract by revising Section 4 B and C. The cost of the work that was previously **\$350,000.00**. The Town of Windsor desires to increase the funding in the contract by **\$90,000.00**. The total cost of the work has now been increased to **\$440,000.00**.

b. Exhibit A – Scope of Work shall be amended as follows:

1. The parties now desire to update the Scope of Work (Exhibit A). The revised Scope of Work will include additional roadway surface improvements between MP 104.451 and MP 105.384. Exhibit A is herein replaced by Exhibit A-1

7) START DATE

This Amendment shall take effect upon the date of the State Controller's Signature.

8) ORDER OF PRECEDENCE

Except for the Special Provisions, in the event of any conflict, inconsistency, variance, or contradiction between the provisions of this Amendment and any of the provisions of the Contract,

the provisions of this Amendment shall in all respects supersede, govern, and control. The most recent version of the Special Provisions incorporated into the Contract or any amendment shall always control other provisions in the Contract or any amendments.

9) AVAILABLE FUNDS

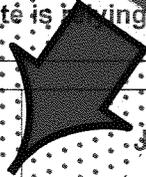
Financial obligations of the state payable after the current fiscal year are contingent upon funds for that purpose being appropriated, budgeted, or otherwise made available.

The Remainder of this Page Intentionally left Blank

THE PARTIES HERETO HAVE EXECUTED THIS AMENDMENT

* Persons signing for Contractor hereby swear and affirm that they are authorized to act on Contractor's behalf and acknowledge that the State is relying on their representations to that effect.

**SIGN
HERE**



Local Agency
Town of Windsor

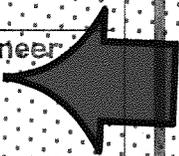
STATE OF COLORADO
John W. Hickenlooper - GOVERNOR
Department of Transportation

By: _____

Title: Print Name & Title of Authorized
Signature

By: _____

Timothy J. Harris, P.E. Chief CDOT Engineer



Authorized Signature

ALL CONTRACTS REQUIRE APPROVAL BY THE STATE CONTROLLER

CRS §24-30-202 requires the State Controller to approve all State Contracts. This Contract is not valid until signed and dated below by the State Controller or delegate. Contractor is not authorized to begin performance until such time. If Contractor begins performing prior thereto, the State of Colorado is not obligated to pay Contractor for such performance or for any goods and/or services provided hereunder.

STATE CONTROLLER
David J. McDermott, CPA

By: _____

Department of Transportation

Date: _____

Scope of Work

Project STA 3921-010, 17138

This Contract covers roadway surface improvements completed as part of the resurfacing project from MP 103.44 to 105.384 on State Highway 392 from 15th Street to 600 feet west of the northwest curb return and the intersection of State Highway 392 and State Highway 257.

Between MP 103.44 and MP 104.451 work will include the following:

- 1) Rotomill 2.5 inches and replace with 2.5 inches of Hot Mix Asphalt.
- 2) Raise all water valves and manholes from 15th Street to 7th Street.
- 3) Pavement marking: including all preformed thermoplastic and epoxy/latex paint.
- 4) Traffic Control with flaggers and signage.

Between MP 104.451 and MP 105.384 work will include the following:

- 1) Rotomill existing asphalt at the gutter to a depth of 2 inches and width 8-10 feet with the depth of milling tapered to 0 inches at the edge opposite the gutter interface.
- 2) Entire roadway will be overlaid with 2 inches of Hot Mix Asphalt.
- 3) Raise all water valves and manholes from 15th Street to 7th Street.
- 4) Pavement marking: including all preformed thermoplastic and epoxy/latex paint.
- 5) Traffic Control with flaggers and signage.

The cost of this work has been estimated at \$440,000.00.

This work will be completed under supervision and direction of the Colorado Department of Transportation and will be completed to meet the Colorado Department of Transportation's standards and specifications.



MEMORANDUM

Date: September 10, 2012
To: Mayor and Town Board
Via: Kelly Arnold, Town Manager
From: Patti Garcia, Town Clerk
Re: Windsor Housing Authority – expired term
Item #: Communications

Background / Discussion:

John Moore's term has expired on the Windsor Housing Authority and he has requested the Mayor to reappointment him to another five-year term. In researching the bylaws, there isn't any requirement that there be a solicitation of applicants, it has just been the current process to post and publish vacancies and go through the interview process with any interested parties.

Staff is looking for direction as to the wishes of the Town Board - there are two options listed below:

- 1) Post and publish the five-year term, solicit applications from interested applicants and interview candidates; or
- 2) Place the re-appointment of Mr. Moore to a five-year term on the September 24 consent agenda.



MEMORANDUM

Date: September 10, 2012
To: Kelly Arnold, Town Manager
From: Melissa M. Chew, CPRP, Director of Parks, Recreation & Culture
Re: 15th Street Park Site Annexation

Several years ago the Town of Windsor accepted 27.75 acres in park land north of Windshire Park subdivision. Located just north of the rail road on the west side of 15th Street, it was envisioned that additional acreage could be added to this site in the future to create a community park (re: development agreements with Tacincala).

Although the Town holds the deed to this property, it has never been annexed into the Town. In cleaning up annexation lines and park property deeds, Joe Plummer and I concurred that property owned by the Town should be annexed into the Town. As Town owned property, the annexation does not need to go before Planning Commission and can be accomplished by a simple Ordinance. Information is attached.

I would like to schedule this for an upcoming Town Board meeting. Please advise if you feel that a Work Session is warranted or simply to add to a future agenda.

PROPERTY DESCRIPTION
15th Street Park Site Annexation

A parcel of land being part of Section Seven (7), Eight (8), Seventeen (17) and Eighteen (18), Township Six North (T.6N.), Range Sixty-Seven West (R.67W.) of the Sixth Principal Meridian (6th P.M.), County of Weld, State of Colorado and being more particularly described as follows:

BEGINNING at the South-South One Sixty-Fourth corner of Sections 7 and 8 and assuming the East line of the Southeast Quarter (SE1/4) of the SE1/4 of the SE1/4 of said Section 7 as bearing South 00°00'20" West, a distance of 663.98 feet with all other bearings contained herein relative thereto;

THENCE North 87°54'16" East along a Southerly line of the Tacincala Annexation recorded April 6, 2007 under Reception No. 3467435 of the Records of Weld County, a distance of 30.02 feet to the East Right of Way (ROW) line of Weld County Road 15 (WCR15);

THENCE along said East ROW line the following Two (2) Courses:

THENCE South 00°00'20" West a distance of 664.97 feet;

THENCE South 00°23'10" East a distance of 154.44 feet to the Northeasterly Corner of the Windshire Park Annexation recorded November 2, 2001 under Reception No. 2897642 of the Records of Weld County and to the Southerly ROW line of the Greeley Salt Lake and Pacific Railroad (GSL&PRR) recorded August 2, 1881 in Book 31, Page 299 of the Records of Weld County;

THENCE along the Southerly ROW line of said GSL&PRR and along the Northerly line of said Windshire Park Annexation the following Three (3) Courses:

THENCE North 50°19'06" West a distance of 239.11 feet to the South line of the SE1/4 of said Section 7;

THENCE North 89°22'40" East along said South line a distance of 38.65 feet;

THENCE North 50°19'06" West a distance of 1984.28 feet to the Southerly line of said Tacincala Annexation;

THENCE along said Tacincala Annexation the following Four (4) Courses:

THENCE North 39°40'40" East a distance of 50.00 feet;

THENCE North 89°09'20" East a distance of 1579.82 feet to the West ROW line of WCR15;

THENCE South 00°00'20" West along said West ROW line a distance of 664.65 feet;

THENCE North 87°54'16" East a distance of 30.02 feet to the **POINT OF BEGINNING**.

Said described parcel of land contains 27.734 Acres, more or less (\pm), and is subject to any rights-of-way or other easements of record or as now existing on said described parcel of land.

