



TOWN BOARD REGULAR MEETING
March 9, 2015 - 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
 - Mayor Pro Tem Baker – Water & Sewer Board; North Front Range/MPO alternate
 - Town Board Member Morgan – Parks, Recreation & Culture; Great Western Trail Authority
 - Town Board Member Melendez – Downtown Development Authority; Chamber of Commerce
 - Town Board Member Rose – Clearview Library Board
 - Town Board Member Bishop-Cotner – Historic Preservation Commission; Planning Commission
 - Town Board Member Adams – Tree Board; Poudre River Trail Corridor Board
 - Mayor Vazquez – Windsor Housing Authority; North Front Range/MPO

5. 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 February 23, 2015 Regular Town Board Meeting and Minutes of the November 17, 2014 Special Meeting – P. Garcia
2. Advisory Board Appointment – P. Garcia
3. Resolution No. 2015-17 - A Resolution Approving An Agreement For Use Of Available Public Facilities In The Event Of An Emergency Between The Town Of Windsor And The American Red Cross, And Authorizing The Mayor To Execute Same – M. Chew

C. BOARD ACTION

1. Public Hearing – Ordinance No. 2015-1494 Amending Chapter 17 of the Windsor Municipal Code for the Purpose of Adopting Regulations for the Imposition of a Road Impact Fee for Oil and Gas Wells within the Town of Windsor
 - Staff presentation: Scott Ballstadt, Interim Director of Planning
2. Ordinance No. 2015-1494 Amending Chapter 17 of the Windsor Municipal Code for the Purpose of Adopting Regulations for the Imposition of a Road Impact Fee for Oil and Gas Wells within the Town of Windsor
 - First reading
 - Legislative action
 - Staff presentation: Scott Ballstadt, Interim Director of Planning
3. Public Hearing – Final Major Subdivision Plat for the Village East Subdivision – Randy Geist of Global Asset Management, LLC, applicant/ David Tschetter of Tschetco, Inc., applicant’s representative
 - Staff presentation: Josh Olhava, Associate Planner
4. Resolution No. 2015-18 – A Resolution Approving the Final Major Subdivision Plat for the Village East Subdivision - Randy Geist of Global Asset Management, LLC, applicant/ David Tschetter of Tschetco, Inc., applicant’s representative
 - Quasi-judicial
 - Staff presentation: Josh Olhava, Associate Planner
5. January 2015 Financial Report
 - Staff presentation: Kelly Arnold, Town Manager

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. EXECUTIVE SESSION

An executive session pursuant to § 24-6-402 (4) (e), C.R.S., for the purpose of determining positions relative to matters that may be subject to negotiations; developing strategy for negotiations; and instructing negotiators.

1. Economic Development Prospect (Stacy Johnson)
2. Windsor Estates street maintenance agreement (I. McCargar and D. Wagner)

F. ADJOURN



TOWN BOARD REGULAR MEETING

February 23, 2015 - 7:00 P.M. Town Board Chambers
301 Walnut Street, Windsor, CO 80550

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MINUTES

A. CALL TO ORDER

Roll Call Mayor Vazquez called the meeting to order at 7:07 p.m.

1. Roll Call

Mayor
Mayor Pro Tem

John Vazquez
Myles Baker
Christian Morgan
Jeremy Rose
Kristie Melendez
Robert Bishop-Cotner
Ivan Adams
Christian Morgan

Absent:

Also present:

Town Manager
Town Attorney
Town Clerk/Assistant to the Town Manager
Communications/Assistant to the Town Manager
Chief of Police
Director of Planning
Director of Economic Development
Director of Parks, Recreation & Culture
Director of Engineering
Director of Public Works
Director of Human Resources
Associate Planner
Associate Planner

Kelly Arnold
Ian McCargar
Patti Garcia
Kelly Unger
John Michaels
Joe Plummer
Stacy Johnson
Melissa Chew
Dennis Wager
Terry Walker
Mary Robins
Josh Olhava
Paul Hornbeck

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 Board Member Melendez motioned to approve the Agenda as presented; Town Board Member Bishop-Cotner seconded the motion. Roll call on the vote resulted as follows: Yeas – Baker, Rose, Melendez, Bishop-Cotner, Adams, Vazquez; Nays – None; Motion passed.

4. Board Liaison Reports

- Mayor Pro Tem Baker – Water & Sewer Board; North Front Range/MPO alternate
Mayor Pro Tem Baker reported the Water & Sewer Board met on February 11; they reviewed the Water Master Plan from 2009 and are preparing to have it updated. They also approved a cash in lieu amount of \$38,000 per acre foot based on last Big Thompson purchase of 26,600. They will be meeting with local developers at their March 11 meeting to discuss future water supplies.

- Town Board Member Morgan – Parks, Recreation & Culture; Great Western Trail Authority
Absent – no report.
- Town Board Member Melendez – Downtown Development Authority (DDA); Chamber of Commerce
Town Board Member Melendez reported that the Chamber of Commerce will be scheduling a retreat and noted that the DDA met on February 18 at which time they discussed clean up and maintenance of the DDA area before summer concert series. They will also be scheduling a date to continue their board retreat.
- Town Board Member Rose – Clearview Library Board
Town Board Member Rose reported the Library Board would be meeting on Thursday at 5:30 p.m.
- Town Board Member Bishop-Cotner – Historic Preservation Commission; Planning Commission
Town Board Member Bishop-Cotner reported that the items discussed at the Planning Commission meeting were included on the Town Board agenda.
- Town Board Member Adams – Tree Board; Poudre River Trail Corridor Board (PRTCB)
Town Board Member Adams reported that the Tree Board would be meeting tomorrow at 5 p.m. and that the PRTCB meets next Thursday.
- Mayor Vazquez – Windsor Housing Authority; North Front Range/MPO
Mayor Vazquez stated that he was not able to attend the last meeting of the MPO.

5. Invited to be Heard

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

B. CONSENT CALENDAR

1. Minutes of the February 9, 2015 Regular Town Board Meeting – P. Garcia
2. Resolution No. 2015-13 - A Resolution Approving The First Amendment To Agreement For Extraterritorial Municipal Utility Services Between The Town Of Windsor And Windsor Renewal 1, LLC, And Authorizing The Mayor To Execute Same – I. McCargar
3. Resolution No. 2015-14 - A Resolution Approving The Fifth Amendment To An Intergovernmental Agreement Between The Town Of Windsor And The Poudre Tech Metropolitan District, And Authorizing The Mayor To Execute Same – I. McCargar
4. Resolution No. 2015-15 - A Resolution Appointing Kimberly A. Emil As Windsor Town Prosecutor, and Further Appointing Ms. Emil Assistant Town Attorney For The Town Of Windsor, Colorado – I. McCargar

Town Board Member Adams motioned to approve the Consent Calendar as presented; Town Board Member Bishop-Cotner seconded the motion. Roll call on the vote resulted as follows: Yeas – Baker, Rose, Melendez, Bishop-Cotner, Adams, Vazquez; Nays – None; Motion passed.

C. BOARD ACTION

1. Site Plan Presentation – South Gate Business Park Subdivision Fifth Filing, Lot 1 – Aims Community College - Public Safety Institute – Michael Millsapps of Aims Community College, applicant
 - Staff presentation: Josh Olhava, Associate Planner

Associate Planner Olhava stated the project for South Gate Business Park had been reviewed in accordance with Article IX of Chapter 17 of the Municipal Code.

Mr. Olhava reported that the applicant, Mr. Michael Millsapps of Aims Community College has proposed a new building and site upgrades in the General Commercial zoning district in the South Gate Business Park Subdivision, located at 1120 & 1130 South Gate Drive. Mr. Olhava provided the site vicinity and site proximity zoning maps and explained that the new building will serve as a Public Safety Institute which will include site improvements to make an overall campus feel. Mr. Olhava noted the site characteristics:

- an approximately 43,000 square foot, 2 story building;
- architectural elements to match existing Automotive Tech. building, with additional accent colors;
- plazas, landscaping and walkways;
- an outdoor, 4-story, fire training tower and training site;
- a future expansion area for buildings and parking; and
- over 150 off street parking spaces, including accessible parking spaces.

Mr. Olhava stated that there were no conditions related to the subdivision process and that they are in compliance with all height requirements.

Applicants were present and provided a brief presentation and stated they are building on what is currently on the site. They provided an overview of the building diagram, colors and view of the main lobby.

Mayor Vazquez thanked outgoing Aims President Marsi Liddell for her work in the community and congratulated her on her retirement.

2. Site Plan Presentation – Windsor Commons Subdivision Third Filing, Lot 2, Block 2 – Tru-Balance / Design Logic – James H. Andersen, applicant / Richard Hazel, applicant’s representative

- Staff presentation: Paul Hornbeck, Associate Planner

Associate Planner Hornbeck provided information regarding the site plan which is being reviewed in accordance with Article IX of Chapter 17 of the Municipal Code. The site is on Automation Drive, south of Garden Drive. Mr. Hornbeck noted the site plan and elevations and stated the front of the building was dressed up with masonry.

The applicant, Mr. James H. Andersen, represented by Mr. Richard Hazel, has proposed to construct a new building in the Limited Industrial zoning district in the Windsor Commons Subdivision.

Mr. Hornbeck noted the following site characteristics:

- 1.14 acre property;
- 10,400 square foot metal building;
- Off-street parking; and
- Landscaped area of 27,926 square feet

Jim Anderson spoke on behalf of the applicant and stated there are currently two separate buildings which will become one; all the storage will be inside the building.

3. Resolution No. 2015-16 – A Resolution Approving and Authorizing the Town Manager to Waive Certain Development Fees Associated With the Construction of the Windsor Charter Academy, and Directing that such Fees be Accounted for as Provided by Law

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

Town Board Member Melendez motioned to approve Resolution No. 2015-16; Town Board Member Baker seconded the motion.

Director of Planning Plummer stated that at the February 9, 2015 town board meeting, the applicant, the Windsor Charter Academy (WCA), proposed to construct a new charter school which will be located at 810 Automation Drive. The new school will be 49,400 square-feet in area and will serve as a Middle and High School that will accommodate grades six through ten, with additional space for grades eleven and twelve being added as the need arises.

Mr. Plummer referred to a letter and spreadsheet which was included in the Town Board packet noting the applicant's representative, Mr. Greg Lockwood of Roche Constructors had requested that the following fees be waived for the project:

- Administrative fee: \$ 4,361
 - Water Plant Investment fee: \$42,300
 - Sewer Plant Investment fee: \$23,273
 - Drainage fee: \$17,511
- Total: \$87,445

Leonard Wiest, representing the applicant, stated that a public school would issue bonds to build it along with a mill levy; there is no community funding for a charter school and he felt this would be a fair way to gain community involvement in building the school. Mr. Wiest stated that if they had gone through the state process the fees would not have been collected at the local level.

Town Manager Arnold stated that the school district has never had any fees backfilled by the Town of Windsor; as example, when Grandview Elementary was built all fees were paid by the school district. The discretion is if fees are waived, they would need to be backfilled to the appropriate enterprise fund. Mr. Arnold requested direction from the Town Board to identify where to backfill funds, if the waiver request was approved.

Mayor Vazquez voiced support in the waiving of fees as recommended by staff; the work was done and a balance was found. Mayor Pro Tem Baker also voiced support and recommended backfilling the respective enterprise fund using the Capital Improvement Project fund. Town Boards Member Rose and Melendez also spoke in support with Mr. Rose stating that he believes there are other fees that could be waived including the Road Impact Fee.

Roll call on the vote resulted as follows: Yeas – Baker, Rose, Melendez, Bishop-Cotner, Adams, Vazquez; Nays – None; Motion passed.

D. COMMUNICATIONS

1. Communications from the Town Attorney

Town Attorney McCargar stated that Consent Calendar Item B.4 was the appointment of Kim Emil as the Assistant Town Attorney who will start on March 2, 2015.

2. Communications from Town Staff

Director of Public Works Walker updated the Town Board on his departments work during the snow storm; he noted staff time used, miles plowed and the amount of de-icer used. Mayor Vazquez requested an update on the budget status – he would like to have the information tracked with an update to the Town Board.

Director of Planning Plummer reported on his retirement and thanked the Town Board for their service and noted he had served five Town Boards during his tenure. The Town Board members each expressed their gratitude for Mr. Plummer's service to the Town and wished him the best of luck during his retirement.

Director of Parks, Recreation and Culture Chew stated that she would be submitting two grants to the Poudre Heritage Alliance.

4. Communications from the Town Manager

Town Manager Arnold provided an overview of a new recognition from the Town's PRIDE committee; the best nomination for the month will receive a game ball with the 125th Anniversary logo and will be signed by the Town Board members. The first game ball will be presented to Officer Jason Mendoza.

5. Communications from Town Board Members

Town Board Member Melendez requested that discussion of SB15-177, known as the construction defects bill, be added to the Future Meetings Agenda.

E. ADJOURN

Town Board Member Adams motioned to adjourn; Mayor Pro Tem Baker seconded the motion. Roll call on the vote resulted as follows: Yeas – Baker, Rose, Melendez, Bishop-Cotner, Adams, Vazquez; Nays – None; Motion passed.

The meeting was adjourned at 7:58

Patti Garcia
Town Clerk/Assistant to the Town Manager



SPECIAL MEETING

November 17, 2014 - 6:00 p.m.

Windsor Town Hall – Town Board Chambers – 3rd Floor

301 Walnut Street, Windsor, CO 80550

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MINUTES

A. CALL TO ORDER

Mayor Vazquez called the meeting to order at 6:03 pm

1. Roll Call

Mayor
Mayor Pro Tem

John Vazquez
Myles Baker
Christian Morgan
Kristie Melendez
Robert Bishop-Cotner
Ivan Adams
Jeremy Rose

Absent:

Also present:

Town Manager
Town Attorney
Assistant to the Town Manager/Town Clerk

Kelly Arnold
Ian McCargar
Patti Garcia

2. Pledge of Allegiance

Town Board Member Adams led the Pledge of Allegiance.

B. EXECUTIVE SESSION

- 1. An executive session pursuant to §24-6-402 (4) (f)(I) to discuss personnel matters where the employees who are the subject of the executive session have not both requested an open meeting - Town Manager annual review, Town Attorney annual review (K. Arnold and I. McCargar).

Upon a motion duly made, the Town Board returned to the Regular Meeting at 6:08p.m. Roll call on the vote resulted as follows:

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

Nays – None. Motion passed.

The Executive Session was closed and the Town Board returned to the Regular Meeting.

Upon returning to the regular meeting, Mayor Vazquez advised that if any participants in the Executive Session believed the session contained any substantial discussion of any matters not included in the motion to convene the Executive Session, or believed any improper action occurred during the session in violation of the Open Meetings Law, such concerns should now be stated. Hearing none, the Regular Meeting resumed.

C. ADJOURN

Upon a motion duly made, the meeting was adjourned.

Patti Garcia, Town Clerk



MEMORANDUM

Date: March 16, 2015
To: Mayor and Town Board
Via: Kelly Arnold, Town Manager
From: Patti Garcia, Town Clerk/Assistant to Town Manager
Re: Advisory Board Appointment
Item #: B.2.

Background / Discussion:

On Monday, February 23, 2015 Mayor Pro Tem Baker and Town Board Member Melendez conducted an interview for the Board of Adjustment. Pursuant to the interview, the following individual has been recommended for appointment:

Board of Adjustment – 1 alternate term expiring September, 2018
Rick Bowers

Relationship to Strategic Plan:

1.B. Provide opportunities for residents to be involved and informed in town governance and in community service.

Recommendation:

Approve the recommended appointment.

Attachments:

Application

Rec'd 2/2 or 2/3?



Advisory Board/Commission Application

To be considered a candidate for a board or commission, please complete this application and return it to the Town Clerk's Office, 301 Walnut Street, Windsor, CO 80550, fax to (970) 686-7180 or email to pgarcia@windsorgov.com. Application deadlines vary. Late applications will be kept on file for one year for future vacancies.

Qualifications: All positions require residency within the Town of Windsor and some positions require a particular area of experience or vocation.

Additional information can be found on the Town's website under Boards and Commissions or contact the Town Clerk's office at (970) 674-2400.

Candidates will be invited to an interview with the Town Board and appointments are made by the Town Board as a whole.

Name of Board or Commission: BOARD OF ADJUSTMENT/ADVISORY

Name: RICK BOWERS

Address: 220 LAUREL CT

Day Phone: 970-310-0397 Night Phone: SAME

E-Mail Address: ginikiz@yahoo.com

How long have you been a resident in Windsor? 30 YRS

Current Occupation: Business owner Employer: The Willows at Windsor Assisted Living

Do you currently serve, or have you served previously, on a board or commission? If so, which one(s)?

YES - HOUSING BOARD

Why do you want to become a member of this particular board or commission? WAS ASKED TO

APPLY BY RESIDENTS AT Century III

Briefly explain what you believe are the two most important issues facing this board or commission, and how do you believe this board or commission should address each issue?

- 1) Most importantly, balancing zoning, building regulations against individual requests for adjustments. Should always keep in mind what is in the best interest for the community as a whole.
- 2) Being objective in examining both sides to an issue and always, being respectful of all participants in the process.

List any abilities, skills, licenses, certificates, specialized training, or interests you have which are applicable to this board or commission:

Backgrounding in building two business structures in Windsor and dealing with many town officials from experience on Housing Board. Masters in Counseling Psychology

Please specify any activities which might create a conflict of interest that would prevent you from official action if you should be appointed to this board or commission:

Own and operated a small assisted living home in Windsor - would excuse self from any issues involving family of residents that I work with in my business

Have you attended a meeting of the board or commission you are applying to or talked to anyone currently on the board? Yes No

Comments: Attended one meeting and briefly talked to town planner and a board member

If not appointed at this time, would you be interested in serving on any other advisory boards or commissions at the Town of Windsor? If so, please list any preferences: maybe as an alternate as my business does keep me busy.

All applicants are strongly encouraged to attend a regularly scheduled meeting of the board or commission for which they are applying.

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I certify that all statements on this form are true and complete. I further understand that false statements shall be sufficient cause for rejection of this application or for grounds to apply the penalty provisions of the Code of Ethics.

Signature: Trish Burns Date: 2/2/2015



MEMORANDUM

Date: March 9, 2015
To: Mayor and Town Board
Via: Kelly Arnold, Town Manager
From: Melissa M. Chew, CPRP, Director of Parks, Recreation & Culture
Re: Community Recreation Center as Red Cross Shelter
Item #: B.3.a.

Background / Discussion:

As evidenced with the collaborative effort during the 2008 Tornado, it is the desire of the Town to have the Community Recreation Center designated as a potential American Red Cross Emergency Shelter in the event that such is needed. To that end, we have negotiated the terms of the attached Agreement which has also been reviewed by legal counsel.

The Agreement leaves the final decision in the hands of the agency (Town of Windsor) and falls into place if all agree that the facility is available for such designation.

This formalizes the process and adopting the agreement via resolution will allow for a clear legal record of our intent.

Financial Impact:

N/A

Relationship to Strategic Plan:

Goal 1.A.

Recommendation:

Move to approve Resolution 2015 – 17 A Resolution Approving An Agreement For Use Of Available Public Facilities In The Event Of An Emergency Between The Town Of Windsor And The American Red Cross, And Authorizing The Mayor To Execute Same.

Attachments:

- b. Resolution 2015 - 17
- c. American Red Cross Shelter Agreement

TOWN OF WINDSOR

RESOLUTION NO. 2015-17

A RESOLUTION APPROVING AN AGREEMENT FOR USE OF AVAILABLE PUBLIC FACILITIES IN THE EVENT OF AN EMERGENCY BETWEEN THE TOWN OF WINDSOR AND THE AMERICAN RED CROSS, AND AUTHORIZING THE MAYOR TO EXECUTE SAME

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

WHEREAS, the 2008 tornado emphasized the need for the Town to undertake disaster planning and assure the availability of needed facilities; and

WHEREAS, the American Red Cross (“ARC”) has approached the Town with a request for a Town commitment assuring the availability of Town facilities for shelter operations in the event of a disaster emergency; and

WHEREAS, the Town has negotiated in good faith with ARC to arrive at an agreement which allows the Town to make its facilities available for shelter purposes, while leaving room for Town priority where necessary; and

WHEREAS, the attached American Red Cross Shelter Agreement (“Agreement”), incorporated herein by this reference as if set forth fully herein, sets forth the parties’ understandings in this regard; and

WHEREAS, the Town Attorney has reviewed and recommended approval of the attached Agreement; and

WHEREAS, the Town Board has reviewed the Agreement and given due consideration to its terms; and

WHEREAS, the Town Board desires to approve the Agreement and authorize the Mayor to execute it on the Town’s behalf.

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

1. The attached American Red Cross Shelter Agreement is hereby approved.
2. The Mayor is authorized to execute the said Agreement on the Town's behalf.
3. The Town Attorney is authorized to make such revisions and modifications as are necessary to assure compliance with this Resolution and protection of the Town's interests.

Upon motion duly made, seconded and carried, the foregoing Resolution was adopted this 9th day of March, 2015.

TOWN OF WINDSOR, COLORADO

By: _____
John S. Vazquez, Mayor

ATTEST:

Patti Garcia, Town Clerk

**American Red Cross
Shelter Agreement**

The American National Red Cross ("Red Cross"), a not-for-profit corporation chartered by the United States Congress, provides services to individuals, families and communities when disaster strikes. The disaster relief activities of the Red Cross are made possible by the American public, as the organization is supported by private donations and facility owners who permit their buildings to be used as a temporary refuge for disaster victims. This agreement is between the Red Cross and a facility owner ("Owner") so the Red Cross can use the facility as an emergency shelter during a disaster.

DR#: _____ Facility: Town of Windsor Community Recreation Center

Parties and Facility

Owner:

Legal name: Town of Windsor Community Recreation Center
Chapter: _____
24-Hour Point of Contact:
Name and title: Tara Fotsch
Work phone: (970) 674-2423 Cell phone/pager: (970) 302-9002
Address for Legal Notices:
301 Walnut Street, Windsor CO 80550

Red Cross:

Legal name: The American National Red Cross
Chapter: Northern Colorado Chapter
24-Hour Point of Contact:
Name and title: Jason Godinez
Work phone: 303-235-6633 Cell phone/pager: 970-324-3211
Address for Legal Notices:
120 Saturn Dr. Fort Collins, CO 80525

Copies of legal notices must also be sent to:
The American National Red Cross, Office of the General Counsel,
2025 E Street, NW, Washington DC 20006
and
The American National Red Cross, Disaster Operations,
2025 E Street NW, Washington, DC 20006.

Shelter Facility:

(Insert name and complete street address of building or, if multiple buildings, write "See attached Facility List" and attach Facility List including complete street address of each building that is part of this Agreement).

Terms and Conditions

1. Use of Facility: Upon request, and if the Facility is not otherwise committed, the Owner will permit the Red Cross to use the Facility on a temporary basis as an emergency public shelter.
2. Shelter Management: The Red Cross will have primary responsibility for the operation of the shelter and will designate a Red Cross official, the Shelter Manager, to manage the sheltering activities. The Owner will designate a Facility Coordinator to coordinate with the Shelter Manager regarding the use of the Facility by the Red Cross.
3. Condition of Facility: The Facility Coordinator and Shelter Manager (or designee) will jointly conduct a pre-occupancy survey of the Facility before it is turned over to the Red Cross. They will use the first page of the [Facility/Shelter Opening/Closing Form](#), available on The Exchange, to record any existing damage or conditions. The Facility Coordinator will identify and secure all equipment that the Red Cross should not use while sheltering in the Facility. The Red Cross will exercise reasonable care while using the Facility as a shelter and will make no modifications to the Facility without the express written approval of the Owner.
4. Custodial Services: Upon request by the Red Cross and if such resources exist and are available, the Owner will make its custodial resources, including supplies and custodial workers, available to provide cleaning and sanitation services at the shelter. The Facility Coordinator will designate a Facility Custodian to coordinate the provision of cleaning and sanitation services at the direction of and in cooperation with the Shelter Manager.
5. Security: In coordination with the Facility Coordinator; the Shelter Manager, as he or she deems necessary and appropriate, will coordinate with law enforcement regarding any public safety issues at the Shelter.
6. Signage and Publicity: The Red Cross may post signs identifying the shelter as a Red Cross shelter in locations approved by the Facility Coordinator and will remove such signs when the shelter is closed. The Owner will not issue press releases or other publicity concerning the shelter without the express written consent of the Shelter Manager. The Owner will refer all media questions about the shelter to the Shelter Manager.
7. Closing the Shelter: The Red Cross will notify the Owner or Facility Coordinator of the closing date for the shelter. Before the Red Cross vacates the Facility, the Shelter Manager and Facility Coordinator will jointly conduct a post-occupancy survey, using the second page of the Shelter/Facility Opening/Closing Form to record any damage or conditions. The Shelter Manager and Facility Coordinator or Food Service Manager will conduct a post-occupancy inventory of the food and supplies used during the shelter operation.
8. Reimbursement: The Red Cross will reimburse the Owner for the following:
 - a. *Damage to the Facility or other property of Owner, except reasonable wear and tear, resulting from the operation of the Facility during the Red Crosses use of the shelter. Reimbursement for facility damage will be based on replacement at actual cash value. The Red Cross will select from among bids from at least three reputable contractors. The Red Cross is not responsible for storm damage or other damage caused by the disaster.*
 - b. *Reasonable costs associated with custodial and food service personnel which would not have been incurred but for the Red Cross's use of the Facility for sheltering. The Red Cross will reimburse at per-hour, straight-time rate for wages actually incurred but will not reimburse for (i) overtime or (ii) costs of salaried staff.*
 - c. *Reasonable, actual, out-of-pocket operational costs, including the costs of the utilities indicated below, to the extent that such costs would not have been incurred but for the*

Red Cross's use of the Premises (both parties must initial all utilities to be reimbursed by the Red Cross):

	Owner initials	Red Cross initials
Water	_____	_____
Gas	_____	_____
Electricity	_____	_____
Waste Disposal	_____	_____

The Owner will submit any request for reimbursement to the Red Cross within 60 days after the shelter closes. Any request for reimbursement for food, supplies or operational costs must be accompanied by supporting invoices. Any request for reimbursement for personnel costs must be accompanied by a list of the personnel with the dates and hours worked at the shelter.

9. Insurance: The Red Cross shall carry insurance coverage in the amounts of at least \$5,000,000 per occurrence for Commercial General Liability and Automobile Liability. The Red Cross shall also carry Workers' Compensation coverage with statutory limits for the jurisdiction within which the facility is located and \$5,000,000 in Employers' Liability. The Red Cross shall cause the Owner to be designated as an additional insured on all policies of insurance required under the section, which designation shall be verified by Owner prior to Red Cross use of the facility.

10. Indemnification: The Red Cross shall defend, hold harmless, and indemnify Owner against any legal liability, including reasonable attorney fees, in respect to bodily injury, death and property damage arising from the negligence of the Red Cross during the use of the Premises.

11. Term: Subject to the provisions of Section 14.1 of the Town of Windsor Home Rule Charter. The term of this agreement begins on the date of the last signature below and ends 30 days after written notice by either party.

Owner (legal name) <i>Town of Windsor</i>	THE AMERICAN NATIONAL RED CROSS (legal name)
By (signature)	By (signature)
Name (printed) <i>Kelly Arnold</i>	Name (printed)
Title <i>Town Manager</i>	Title
Date	Date



MEMORANDUM

Date: March 9, 2015
To: Mayor and Town Board
Via: Kelly Arnold, Town Manager
From: Scott Ballstadt, AICP, Interim Director of Planning
Subject: Public Hearing and Ordinance No. 2015-1494 Amending Chapter 17 of the Windsor Municipal Code for the Purpose of Adopting Regulations for the Imposition of a Road Impact Fee for Oil and Gas Wells within the Town of Windsor
Item #s: C.1 and C.2

Background:

In 2007 Duncan and Associates, in association with the transportation planning firm of Felsburg, Holt and Ullevig, prepared an update to the Town's Road Impact Fee Study to review the Town's Road Impact Fee Ordinance to determine if it was meeting the goal of collecting adequate road impact fees to offset the cost of road construction that was attributed to growth.

The review (and ultimate implementation) of the 2007 Study resulted in adjustments being made to the road impact fees associated with the land use categories shown on Table 1 of the enclosed memorandum from Duncan and Associates. Since a "nexus" is required in order to charge an impact fee, the adjustments to each respective land use category provided the necessary nexus between length of vehicle miles traveled by each land use category and the net cost associated with each vehicle mile traveled within Windsor.

Since the Study was updated in 2007 and the Town was not experiencing the current level of oil and gas well development at that time, Table 1 of the Study did not include a land use category for oil and gas wells. Due to the recent oil and gas development and the impact the activities have on Windsor streets, staff has researched how a nexus could be established to legally impose a road impact fee on oil and gas well development.

This year, with the consulting services of Duncan and Associates, the City of Greeley revised its Impact Fee Ordinance which included a nexus for establishing a road impact fee on oil and gas well development. This being the case, Windsor also retained the services of Duncan and Associates to prepare a similar study that would provide Windsor with a nexus to impose a road impact fee on oil and gas well development. The result of this study – which uses the methodology shown in Figure 1 of the enclosed memorandum – is that a road impact fee of \$1,032 may be legally imposed on every new oil or gas well that will be developed in the future.

At their February 23, 2015 work session, the Town Board discussed this proposal and following this recommendation from Duncan and Associates directed staff to schedule public hearings to consider adoption of a road impact fee for all new oil and gas wells.

Recommendation: The Planning Commission held a public hearing at their March 4, 2015 regular meeting and recommended approval of Ordinance No. 2015-1494 as presented.

March 9, 2015
TB memo - Ord No 2015-1494 – Oil & Gas Road Impact Fee

Enclosures: Ordinance No. 2015-1494
Memorandum from Duncan and Associates

pc: Matt Owens, President, Extraction Oil and Gas Company
Scot Donato, Regulatory Manager, Great Western Oil and Gas Company

February 4, 2015

Joseph P. Plummer, AICP, Director
 Town of Windsor Planning
 301 Walnut Street
 Windsor, CO 80550

RE: Road Impact Fee for Oil and Gas Wells

This memorandum calculates a road impact fee for oil and gas wells, consistent with the Town of Windsor’s road impact fee ordinance, as well as with the 2007 study on which the current fees are based.

Windsor’s fees were adopted at 84% of the amounts calculated in the 2007 study, as shown in Table 1. The fee for oil and gas should be adjusted by the same percentage.

Table 1. Calculated and Adopted Road Impact Fees

Land Use	Unit	Calculated Fee	Adopted Fee	Adoption Percent
Single-Family Detached	Dwelling	\$2,520	\$2,115	84%
Multi-Family	Dwelling	\$1,767	\$1,483	84%
Mobile Home Park	Site	\$1,315	\$1,103	84%
Hotel/Motel	Room	\$1,815	\$1,524	84%
Retail/Commercial				
Shopping Center/General Retail	1000 sq. ft.	\$4,141	\$3,476	84%
Auto Sales/Service	1000 sq. ft.	\$3,289	\$2,760	84%
Bank	1000 sq. ft.	\$4,967	\$4,169	84%
Bldg Materials/Hardware/Nursery	1000 sq. ft.	\$7,927	\$6,653	84%
Convenience Store	1000 sq. ft.	\$8,812	\$7,396	84%
Discount Store	1000 sq. ft.	\$6,030	\$5,061	84%
Furniture Store	1000 sq. ft.	\$906	\$761	84%
Movie Theater	1000 sq. ft.	\$7,017	\$5,889	84%
Restaurant, Fast Food	1000 sq. ft.	\$11,107	\$9,322	84%
Restaurant, Sit-Down	1000 sq. ft.	\$4,637	\$3,892	84%
Office/Institutional				
Office, General	1000 sq. ft.	\$3,384	\$2,840	84%
Office, Medical	1000 sq. ft.	\$7,237	\$6,074	84%
Hospital	1000 sq. ft.	\$4,400	\$3,693	84%
Nursing Home	1000 sq. ft.	\$1,526	\$1,280	84%
Place of Worship	1000 sq. ft.	\$2,282	\$1,915	84%
Day Care Center	1000 sq. ft.	\$2,380	\$1,997	84%
Elementary/Secondary School	1000 sq. ft.	\$413	\$346	84%
Industrial				
General Light Industrial	1000 sq. ft.	\$2,144	\$1,799	84%
General Heavy Industrial	1000 sq. ft.	\$460	\$386	84%
Warehouse	1000 sq. ft.	\$1,523	\$1,279	84%
Mini-Warehouse	1000 sq. ft.	\$768	\$645	84%

Source: Calculated fees from Duncan Associates, 2007 Road Impact Fee Update for the Town of Windsor, Colorado, January 14, 2008, Table 18; adopted fees from Town Code.

Windsor’s road impact fee formula is basically the product of daily vehicle-miles of travel (VMT) generated by the land use and the net cost per VMT. The detailed formula is provided in Figure 1.

Figure 1. Road Impact Fee Formula

FEE	=	VMT x NET COST/VMT
<u>Where:</u>		
VMT	=	TRIPS x % NEW x LENGTH
TRIPS	=	½ trip ends generated by development during average weekday
% NEW	=	Percentage of primary trips as opposed to pass-by or diverted-linked trips
LENGTH	=	Average length of a trip on major roadway system
NET COST/VMT	=	COST/VMT - CREDIT/VMT
COST/VMT	=	COST/VMT x VMC/VMT
COST/VMC	=	Average cost to create a new VMC based on planned improvements
VMC/VMT	=	The system-wide ratio of capacity to demand in the major road system (assumed 1:1)
CREDIT/VMT	=	Credit per VMT, based on net present value of other revenues generated by new development and used for capacity-expanding road improvements in the benefit area

Source: Duncan Associates, 2007 Road Impact Fee Update for the Town of Windsor, Colorado, January 14, 2008, Figure 2;

VMT is the product of the trip generation rate, the percentage of primary trips, and the average trip length in miles. Data compiled by the City of Loveland indicate that after construction, oil and gas wells generate approximately 4 trip end per day for oil and gas removal, routine inspections and maintenance and repair. The number of trip ends needs to be divided by two in order to avoid double-counting trips, resulting in an estimate of 2 trips per day per wellhead. Because none of these trips will be pass-by trips, the percentage of new trips is 100%. The average trip length on Windsor’s major road system for industrial uses calculated in the 2007 study is 6.75 miles, and this should be appropriate for oil and gas. The product of the three factors (2 trips x 100% new trips x 6.75 miles) is 13.50 VMT per day per wellhead.

The net cost per VMT calculated in the 2007 study is \$91. The fees based on the 2007 study were adopted at 84% of the calculated amounts, as shown above. Multiplying the VMT by the net cost per VMT and the adoption percentage (13.50 VMT x \$91 per VMT x 84% adoption percentage) yields a recommended fee of \$1,032 per wellhead, as summarized in Table 2 on the following page.

Table 2. Oil and Gas Road Impact Fee

Daily Trip Rate (1/2 Trip Ends)	2.00
x Percent Primary Trips	100%
Daily Primary Trips	2.00
x Average Trip Length (miles)	6.75
Daily Vehicle-Miles of Travel (VMT)	13.50
x Net Cost per Daily VMT	\$91
Net Cost per Wellhead	\$1,229
x Adoption Rate	84%
Road Fee per Wellhead	\$1,032

Source: Trip rate is 1/2 daily trips per wellhead for oil and gas removal, routine inspections and maintenance and repair from City of Loveland, Development Services Department, memorandum for August 19, 2014 City Council meeting, agenda item 14; other factors from Duncan Associates, *2007 Road Impact Fee Update for the Town of Windsor, Colorado*, January 14, 2008, Table 18.

In summary, our recommended fee for oil and gas wells is \$1,032 per wellhead.

Sincerely,
DUNCAN ASSOCIATES



Clancy Mullen
Vice President

TOWN OF WINDSOR

ORDINANCE NO. 2015-1494

AN ORDINANCE AMENDING CHAPTER 17, ARTICLE XV, OF THE WINDSOR MUNICIPAL CODE WITH RESPECT TO THE IMPOSITION OF A FEE UPON FUTURE OIL AND GAS DEVELOPMENT APPROVED WITHIN THE TOWN OF WINDSOR

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

WHEREAS, the Town is located within an active and oil and gas exploration zone, access to which is achieved through surface development; and

WHEREAS, the exploration of oil and gas within the Town causes fiscal impacts to the Town, including the need for roadway capital improvements needed to serve such activity; and

WHEREAS, the assessment and imposition of fees upon oil and gas development is permitted by state land use law, and is reserved to the Town as a home rule municipality; and

WHEREAS, the Town has retained Duncan Associates to evaluate the impact of oil and gas development within the Town, the result of which is a recommendation for the imposition of a uniform fee upon all future land use approvals for oil and gas extraction sites for use by the Town in defraying the projected impact of such sites on the Town’s roadway capital facilities; and

WHEREAS, the Town Board has given due consideration to the recommendations of Duncan Associates, and the projected capital facilities impacts of future oil and gas development within the Town; and

WHEREAS, the Town Board desires to adopt the within Ordinance establishing an impact fee upon future oil and gas development within the Town.

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

Section 1. The Road Impact Fee Table found in Section 17-15-50 (c) of the Windsor Municipal Code is hereby amended by the addition of a new row under the segment labeled “Industrial”, which new row shall read as follows:

Oil and Gas Extraction Site	Per State-permitted wellhead	1,032
-----------------------------	------------------------------	-------

Section 2. The impact fee established herein shall be assessed and collected as a condition of issuance for all Conditional Use Grants approved by the Town pursuant to Section 16-7-60 of the *Windsor Municipal Code* after the effective date of this Ordinance.

Section 3. The Road Impact Fee Administrator shall administer all revenue generated by the impact fee imposed herein as provided in Chapter 17, Article XV of the *Windsor Municipal Code*.

Introduced, passed on first reading, and ordered published this 9th day of March, 2015.

TOWN OF WINDSOR, COLORADO

By _____
John S. Vazquez, Mayor

ATTEST:

Patti Garcia, Town Clerk

Introduced, passed on second reading, and ordered published this 23rd day of March, 2015.

TOWN OF WINDSOR, COLORADO

By _____
John S. Vazquez, Mayor

ATTEST:

Patti Garcia, Town Clerk



MEMORANDUM

Date: March 9, 2015
To: Mayor and Town Board
Via: Kelly Arnold, Town Manager
From: Scott Ballstadt, AICP, Chief Planner
Josh Olhava, Associate Planner
Subject: Public Hearing and Resolution No. 2015-18 – A Resolution Approving the Final Major Subdivision Plat for the Village East Subdivision – Randy Geist of Global Asset Management, LLC, applicant/ David Tschetter of Tschetco, Inc., applicant's representative
Location: West of and adjacent to Weld County Road 21, approximately ½ mile north of Highway 392 and adjacent to the Greeley No. 2 Canal
Item #: C.3.C.4

Background:

The applicant, Mr. Randy Geist, represented by Mr. David Tschetter has submitted a major subdivision plat, known as Village East Subdivision. The subdivision encompasses approximately 65 acres and is zoned Residential Mixed Use (RMU). A total of 191 single family residential lots and 17 tracts are platted in two phases of development. Part of Phase II will include a Public Park site. The single family residential lot sizes range from approximately 6,000 – 11,000 sq. ft.

The applicant held a neighborhood meeting on January 30, 2014 in accordance with Chapter 16, Article XXXI of the Municipal Code. There was limited attendance. Notes from the January 30, 2014 neighborhood meeting are attached to this packet for the Town Board's information and reference. The applicant received Preliminary Plat approval at the May 21, 2014 Planning Commission meeting. No major concerns or issues were raised during that meeting. On March 4, 2015, the Planning Commission held a public hearing prior to providing their recommendation on the Final Subdivision Plat. There were no public comments or concerns presented.

Conformance with Comprehensive Plan: The application is consistent with the following Socioeconomic Conditions and Housing goals and policies of the Comprehensive Plan:

Goals:

1. *Promote an adequate supply and variety of safe and economically achievable housing products to meet the current and future needs of the community.*

Policies:

3. *Encourage the development of housing environments which are sensitive to noise, traffic and established public facilities, and which will complement the area's terrain, vegetation and other natural resources.*

The application is consistent with the following Overall Land Use goals and policies of the Comprehensive Plan:

Goals:

1. *Promote the development of Windsor in an orderly manner that will provide a well-balanced land use pattern which will provide for the efficient and effective ongoing extension of public services and facilities.*

Policies:

1. *Growth will be directed to areas within the Town of Windsor's GMA. This growth will occur in accordance with the land use depiction, and the growth management guidelines of the Town's Comprehensive Plan.*

The application is consistent with the following Residential Land Use goals and policies of the Comprehensive Plan:

Goals:

1. *To protect the character and quality of the residential areas in Windsor.*

Policies:

4. *All future growth should occur in accordance with directions set forth in the Land Use Plan. Emphasis should be placed on promoting residential developments in vacant and underutilized areas which are either already annexed or are contiguous to the existing corporate limits and are easily served with public utilities.*

Conformance with Vision 2025: The application is consistent with the Growth and Land Use Management elements of the Vision 2025 document, as well as Housing Quality and Diversity Goal 1: "Provide choices for housing in town, not just single family homes," and Goal 4: "Establish the Town of Windsor as a Business and Lifestyle Destination."

Notification: The following notifications were completed in accordance with the Municipal Code:

A neighborhood meeting was held on Thursday, January 30, 2014 at 6:30 PM in the Community Recreation Center. Notifications for this meeting were as follows:

- January 17, 2014 – legal ad published in the paper
- January 18, 2014 – affidavit of mailing to property owners within 300 feet

Public Hearing notifications for Planning Commission and Town Board public hearings were as follows:

- February 13, 2015 - affidavit of letters mailed to the adjacent property owners
- February 3, 2015 - property posted with a notification sign
- February 20, 2015 - legal notice posted on the Town of Windsor website
- February 20, 2015 - legal ad published in the Tribune

Recommendation: At their March 4, 2015 regular meeting, the Planning Commission forward to the Town Board a recommendation of approval of the final major subdivision and Resolution No. 2015-18, subject to the following conditions, and staff concurs with this recommendation:

1. All remaining staff and Board comments shall be addressed prior to recordation.
2. All subdivision requirements shall continue to be met.

March 9, 2015
Town Board – memo – Village East Subdivision

Enclosures: Resolution No. 2015-18
Developer Letter 03/05/15
Application materials
Neighborhood meeting notes
Great Western Trail Authority Agreement
Neighbor letter
Staff PowerPoint

pc: Randy Geist, Global Asset Management, LLC., applicant
David Tschetter, Tschetco, Inc., applicant's representative

TOWN OF WINDSOR

RESOLUTION NO. 2015-18

A RESOLUTION OF THE WINDSOR TOWN BOARD APPROVING THE FINAL PLAT FOR THE VILLAGE EAST SUBDIVISION IN THE TOWN OF WINDSOR, COLORADO

WHEREAS, the Town of Windsor (“Town”) is a Colorado home rule municipality, with all powers and authority vested in accordance with Colorado law; and

WHEREAS, the Town has in place a comprehensive system of land use regulation, the purpose of which is the protection of the public health, safety and welfare; and

WHEREAS, the Village East Subdivision (“Subdivision”) proposes to subdivide land located within the Town; and

WHEREAS, the owner/developer of the Subdivision has presented the Town with the Village East Subdivision Final Subdivision Plat (“Subdivision Plat”), a reduced copy of which is attached hereto for reference purposes, and is designated “Exhibit A”; and

WHEREAS, the proposed Subdivision Plat has been presented to the Windsor Planning Commission, and has received a written recommendation for approval by the Town Board; and

WHEREAS, the proposed Subdivision Plat and has been the subject of a public hearing and has been reviewed by the Town Board in accordance with applicable planning criteria.

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

1. Pursuant to *Windsor Municipal Code* Section 17-4-20 (e), the Subdivision Plat for the Village East Subdivision is hereby approved.
2. The owner/developer is hereby instructed to comply with all post-approval requirements of Chapter 17, Article IV of the *Windsor Municipal Code* within thirty (30) days.

Upon motion duly made, seconded and carried, the foregoing Resolution was adopted this 9th day of March, 2015.

TOWN OF WINDSOR, COLORADO

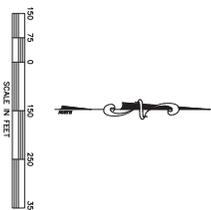
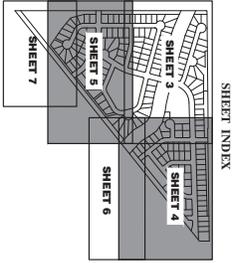
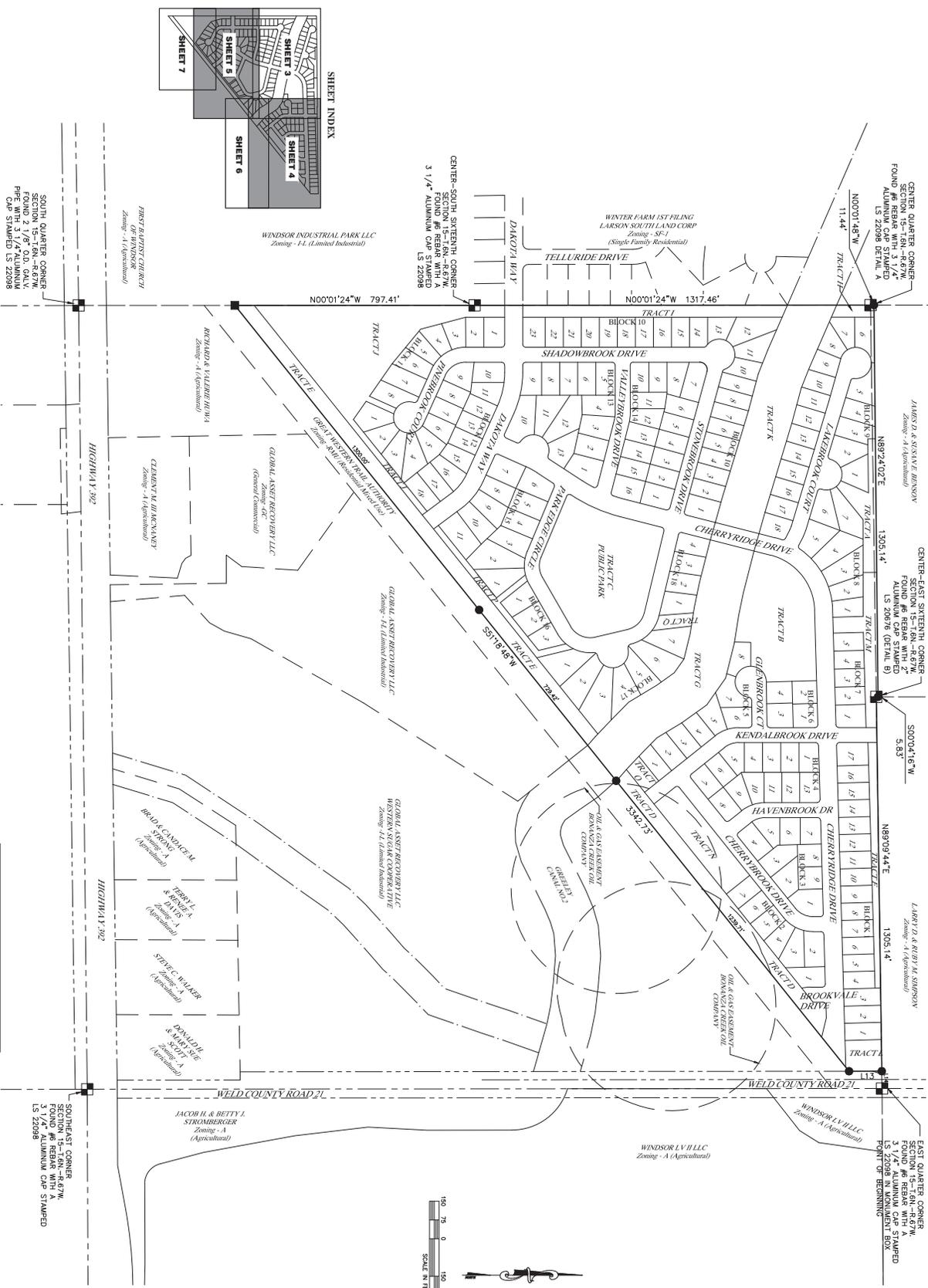
John S. Vazquez, Mayor

ATTEST:

Patti Garcia, Town Clerk

EXHIBIT "A"

VILLAGE EAST SUBDIVISION
OVERALL SUBDIVISION



SOUTH QUARTER CORNER
SECTION 15-T8N-R67W
FOUND #6 REBAR WITH 3 1/4\"/>

*** Line & Curve Tables appear on Sheet 6 of 7 ***

Lance S. Reed, On Behalf of King Surveyors
Colorado Registered Professional
Land Surveyor #35342

SOUTHEAST CORNER
SECTION 15-T8N-R67W
3 1/4\"/>

PROJECT #
2019892

VILLAGE EAST SUBDIVISION
FOR
GLOBAL ASSET RECOVERY, LLC
1360 TUBRICK ROAD
ROANOKE, IN 46783

REVISIONS:	DATE:
REVISED PER COMMENTS	CSK 4/2/14
REVISED PER COMMENTS	CSK 8/28/14
ADDED TRAIL EASEMENT	CSK 9/30/14
ADDED EASEMENTS	CSK 12/3/14



KING SURVEYORS
650 E. Garden Drive | Windsor, Colorado 80550
phone: (970) 686-5011 | fax: (970) 686-5821

DATE: 10/24/2013
FILE NAME: 2019892SUB
SCALE: 1"=50'
DRAWN BY: CSK
CHECKED BY: CSK
DATE: 10/24/2013



Via Email

March 5, 2015

Mr. Josh Olhava
Associate Planner
C/O Town of Windsor
301 Walnut Street
Windsor, Colorado 80550

Good Morning Josh.

I appreciate all your efforts and would like to thank you, and the rest of the staff, on behalf of my client, Randy Geist, and his company, Global Asset Recovery, LLC.

As we have discussed, my travel schedule interferes with my attendance at Monday's town council meeting. Based on the results of the March 4, 2015, regular meeting of the Windsor Planning Commission where their recommendation was to forward to the Town Board a recommendation of approval of the final major subdivision, and Resolution No. 2015-18, subject to conditions, let this letter serve as our acceptance to those conditions.

After conferring with you and Councilman Robert Bishop-Cotner last evening, after the Planning Board meeting, I feel confident that staff can address any issues or questions that the Town Council may have regarding the project.

Sincerely,

A handwritten signature in blue ink that reads 'David P. Tschetter'. The signature is fluid and cursive.

David Tschetter, agent
Global Asset Recovery
CEO Qwizzle, LLC.
9 White Fir Court
Littleton, Colorado 80127
Office: 720-675-7422
David@qwizzle.us

TOWN OF WINDSOR PLANNING DEPARTMENT
301 Walnut Street, Windsor, CO 80550
Phone: 970-674-2415; Fax: 970-674-2456

For office use only:
Project ID No.

LAND USE APPLICATION FORM

Land use applications shall include all items listed in the application submittal checklist and the Town of Windsor Municipal Code (Code). The Town of Windsor Planning Department reserves the right to refuse to accept incomplete submittals. Please see the Code for submittal requirements.

APPLICATION TYPE:

- ANNEXATION
- MASTER PLAN
- REZONING
- MINOR SUBDIVISION
- LOT LINE ADJUSTMENT
- MAJOR SUBDIVISION
- SITE PLAN
- ADMINISTRATIVE SITE PLAN
- SITE PLAN - Qualified Commercial or Industrial (Fast Track)

STATUS:

- (for MAJOR SUBDIVISIONS and SITE PLANS only)
- Preliminary
 - Final

PROJECT NAME*: Village East Subdivision

LEGAL DESCRIPTION*: WIN PT E2 15-6-67 (EASTBROOK ANNEX 1) PT LOT B REC EXEMPT RE-2371 BEG E4 COR SEC 15 N89D56'E 30' S0C03'E 142.18' S51D18'W 2584.27' S54D23'E 320.34' S03D48'W 18

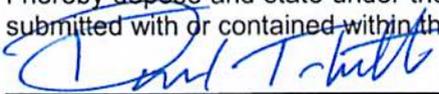
PROPERTY ADDRESS (if available): _____

PROPERTY OWNER (APPLICANT):	
Owner's Name(s)*:	<u>Randy Geist</u>
Company:	<u>Global Asset Management LLC</u>
Address*:	<u>13800 Zubrick Road, Roanoke, IN 46783</u>
Primary Phone #*:	_____ Secondary Phone #: _____
Fax #*:	_____ E-Mail*: <u>rgeist2@aol.com</u>

OWNER'S AUTHORIZED REPRESENTATIVE:	
Representative's Name:	<u>David Tschetter</u>
Company:	<u>Tschetco, Inc.</u>
Address:	<u>9 White Fir Ct, Littleton, CO 80127</u>
Primary Phone #:	<u>303-973-1483</u> Secondary Phone #: <u>720-675-7422</u>
Fax #:	_____ E-Mail: <u>David.tschetter@tschetco.com</u>

All correspondence will only be sent to the owner's authorized representative. It is the sole responsibility of the representative to distribute correspondence to the owner and other applicable parties, i.e. engineers, architects, surveyors, attorneys, consultants, etc.

I hereby depose and state under the penalties of perjury that all statements, proposals, and/or plans submitted with or contained within the application are true and correct to the best of my knowledge.

 10-3-14
Signature: Owner or Owner's Authorized Representative** Date

**Proof of owner's authorization is required with submittal if signed by Owner's Authorized Representative.

DAVID TSCHETTER
Print Name(s)

*Required fields
Revised 11/8/2013

Village East Subdivision – Neighborhood Meeting; Thursday, January 30, 2014; 6:30 P.M.

Applicant – David Tschetter

Neighbors:

Nick Mask
Tracy Mask
Kent Hixson

Q. What is the proposed use of the Tract between Peakview and Village East?

A. Open space, used for utilities, drainage, etc.

Q. Will this subdivision have a non-pot or dual system?

A. Yes

Q. Will this development extend the trail along the Greeley No. 2?

A. Yes

Q. Who will be the builder for the project? Will it be one builder?

A. There are a few interested builders who are already building in Windsor. But we have not gone out and talked contracts with any at this time. It will likely be one builder.

Q. What are the future plans for the area south of the Great Western Trail?

A. Staff note: The applicant showed some concepts of what has been looked at incorporating a “Town Center” feel for this area. Discussions occurred about the future of the John Law Ditch and that the Town is working on alignment and how the ditch will look. The developer would like to incorporate that as a landscape feature or element that can add an amenity to the area.

Q. What will be the access points for this subdivision and any development between the Great Western Trail and Hwy 392? How will Dakota Way extend past the Great Western Trail?

A. Staff note: The applicant pointed out access points on the subdivision plat and explained offsite roadway improvements. Dakota Way will extend over to WCR 21, however there is planned to be a connection off Hwy 392 that would tie into Dakota Way within the commercially zoned areas.

Q. Will there be any traffic calming strategies to keep speeds down?

A. With this development the curved roads will help aid in slower speeds. Also, any future development to the south incorporating Dakota Way will likely include roundabouts and other calming devices approved by the Town.

Q. How will the infrastructure be built? Will it be built as one phase or multiple phases?

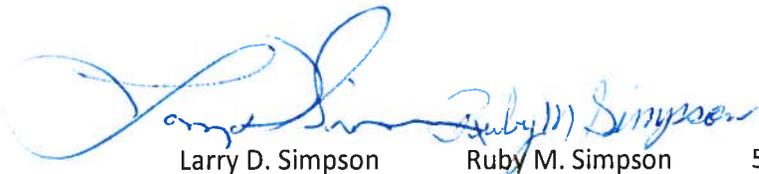
A. With most national builders, they prefer the developer build the infrastructure and then sell them the lots. This is planned to be built as one phase starting at WCR 21 and ending at Peakview.

Meeting ended at 7:40 P.M.

To: City of Windsor, Colorado Town Board and Planning Commission

Re: Hearing scheduled for February 23, 2015 (Town Board) regarding Village East Subdivision

1. We are Larry D. and Ruby M. Simpson, property owners of Parcel #080723000001 located in the E1/2 of the NE ¼ of Section 15, T 6 N, R 67 W of the 6th PM in Weld County Colorado. (approximately 80 acres)
2. This property has, as its Southern boundary, part of the North boundary of the referenced proposed subdivision. (approximately 1/8 of a mile).
3. As owners of this property for almost 40 years, we have experience many episodes of vandalism, theft and trespass of our property and equipment, frequently originating from the farm road located on the land of the proposed subdivision.
4. The development of this subdivision for the construction of numerous single family homes will expose our property to more potential trespass and accompanying vandalism as well as create potential hazards to the residents of the proposed subdivision.
5. Our present fencing of the South boundary of our property is for livestock purposes only and is insufficient to prevent this potential increase of exposure to trespass and vandalism.
6. We, therefore, request that any approval of this subdivision be conditioned upon the developer constructing and maintaining, at his sole cost, a chain link fence of at least 6 feet in height along the entire boundary between our property and the subject subdivision. This fence should be constructed along this boundary which should be located and surveyed by a professional licensed surveyor. The present fence is not located on the property line boundary but is located at the top of a grade north of the actual boundary.
7. We were concerned to find that the planning commission hearing has already been held and that the Town Board hearing is scheduled for February 23, 2015, as we received a notice of these hearings (copy attached) from David Tschetter, agent for Global Asset Recovery, LLC, that the hearings would be held on March 4 and March 9, 2015 respectively. This erroneously notification has precluded that our concerns be presented in a timely manner.
8. We respectfully request that any Planning Commission decision or recommendation already made be revisited for consideration of our request and that any consideration of this subdivision by the Town Board of Windsor be postponed until such reconsideration by the Commission is legally accomplished and our request is considered in compliance with the notification as presented to us by the developer.



Larry D. Simpson

Ruby M. Simpson

5420 Lone Tree Drive Tel 970 689 0259
Loveland CO 80537



DATE: February 13, 2015

LARRY D SIMPSON
5420 LONE TREE DR
LOVELAND CO 80537-9005

RE: Village East is a major subdivision proposal in the Residential Mixed Use (RMU) zone district located west of and adjacent to Weld County Road 21, approximately ½ mile north of Highway 392 and adjacent to the Greeley No. 2 Canal in the Town of Windsor. The portion of the project currently under consideration is the single-family plat situated on the north side of the Great Western Trail.

Dear Property Owner(s):

The Windsor Planning Commission will hold a public hearing on Wednesday, March 4, 2015 and the Windsor Town Board will hold a public hearing on Monday, March 9, 2015. These public hearings will be held at 7:00 P.M. in the Board Room on the third floor of the Town Hall at 301 Walnut Street, Windsor, Colorado (please enter through the doors on the south side of Town Hall).

The purpose of these public hearings is to receive public comments on a proposed Major Subdivision as described above.

The applicant is required to notify property owners within three hundred feet (300') of a proposed major subdivision. Please feel free to attend the above public meeting.

Sincerely,

A handwritten signature in blue ink that reads "David P. Tschetter".

David Tschetter, agent for
Global Asset Recovery, LLC

FINAL MAJOR SUBDIVISION VILLAGE EAST SUBDIVISION

Josh Olhava, Associate Planner
March 9, 2015

Town Board

Item C.3.C.4



MAJOR SUBDIVISION

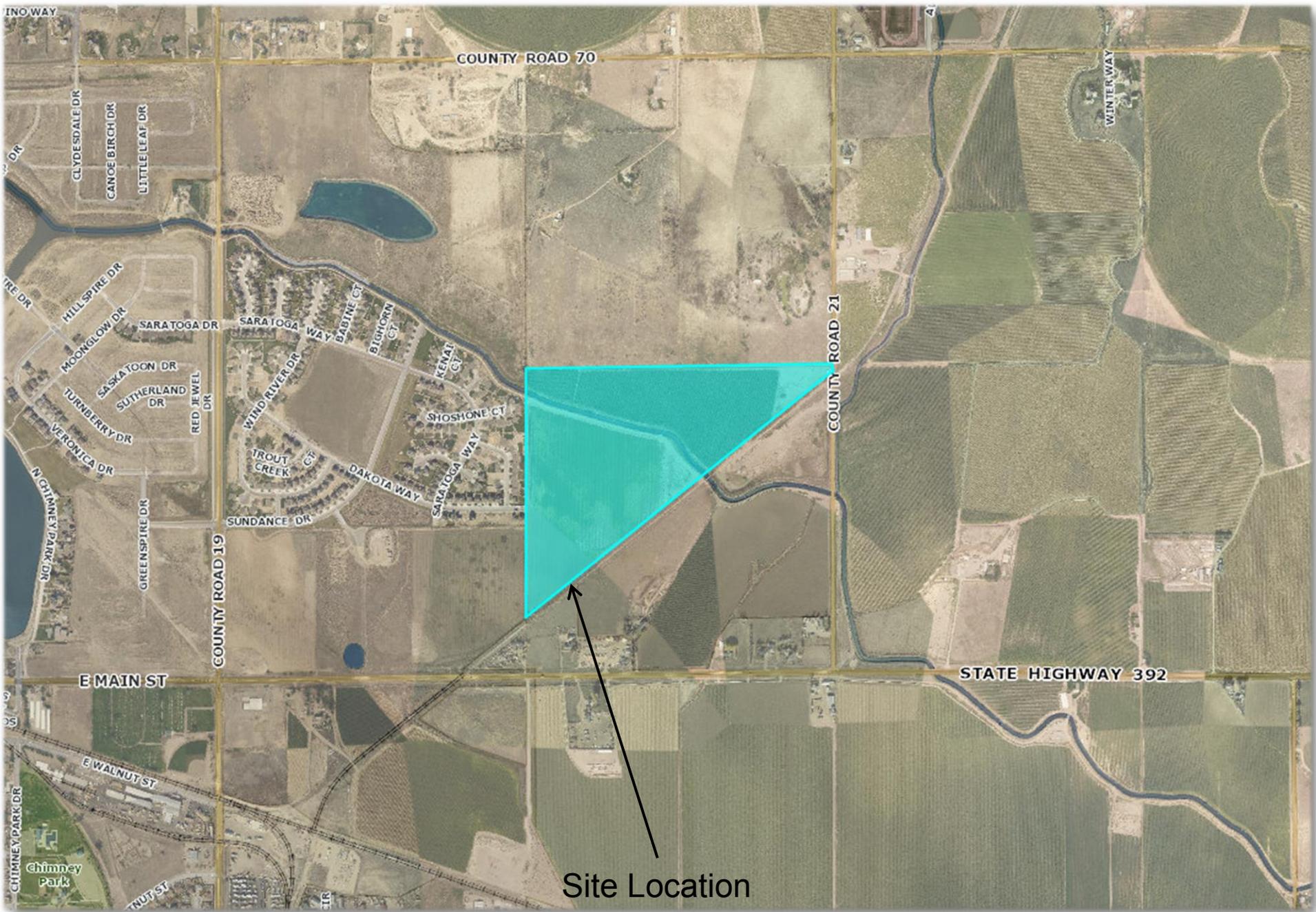
Article IV of Chapter 17 of the Municipal Code outlines the purposes of the Major Subdivision process, including:

Sec. 17-4-10. Purpose.

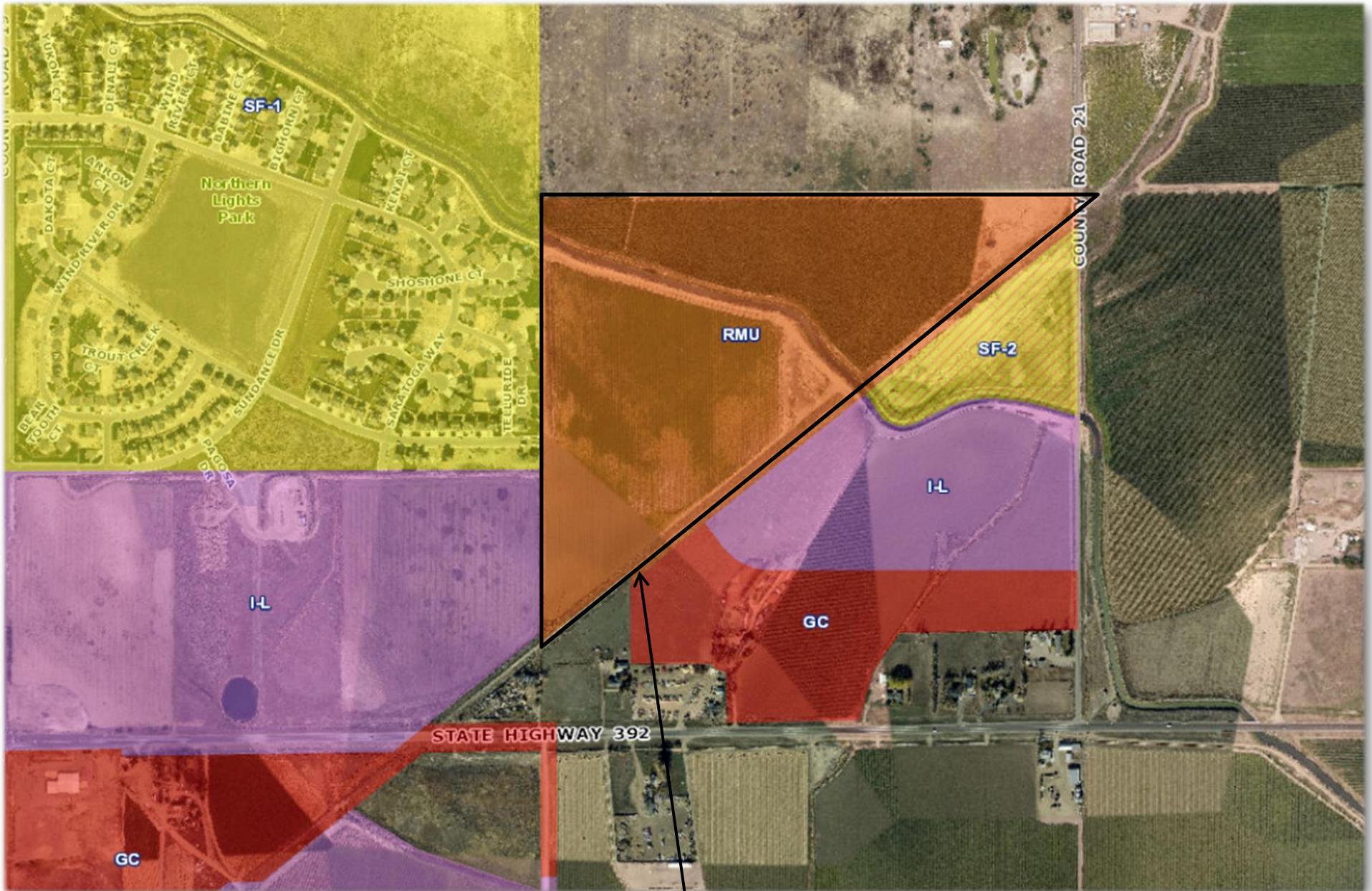
The purposes of the major subdivision procedure are:

- 1) To divide or reconfigure a parcel or parcels of land into six (6) or more parcels, sites or lots for the purpose, whether immediate or future, of transfer of ownership or building development.*

SITE VICINITY MAP

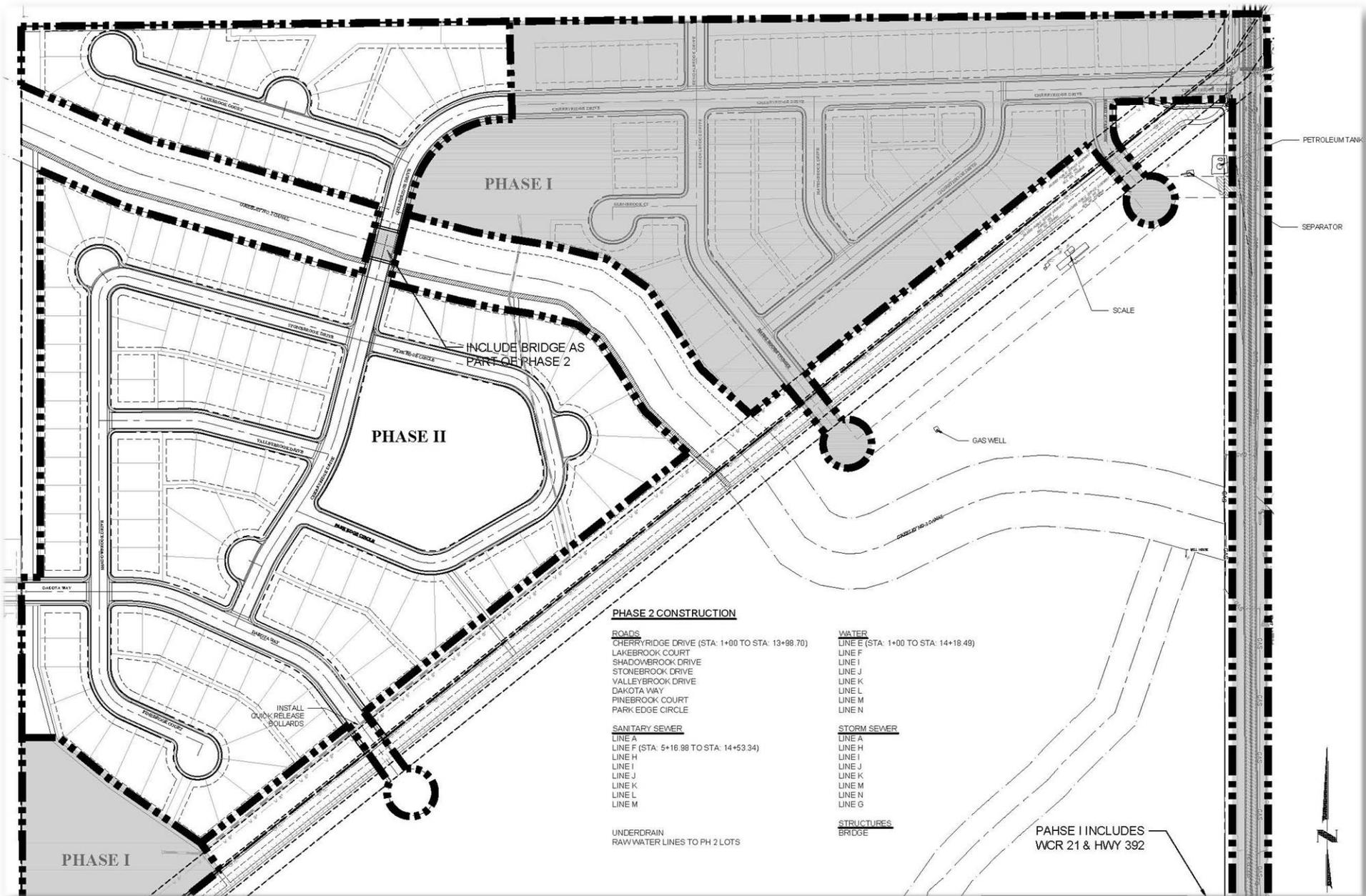


SITE PROXIMITY ZONING MAP



Site Location – Zoned Residential Mixed Use (RMU)

PHASING PLAN



NOTIFICATION AREA

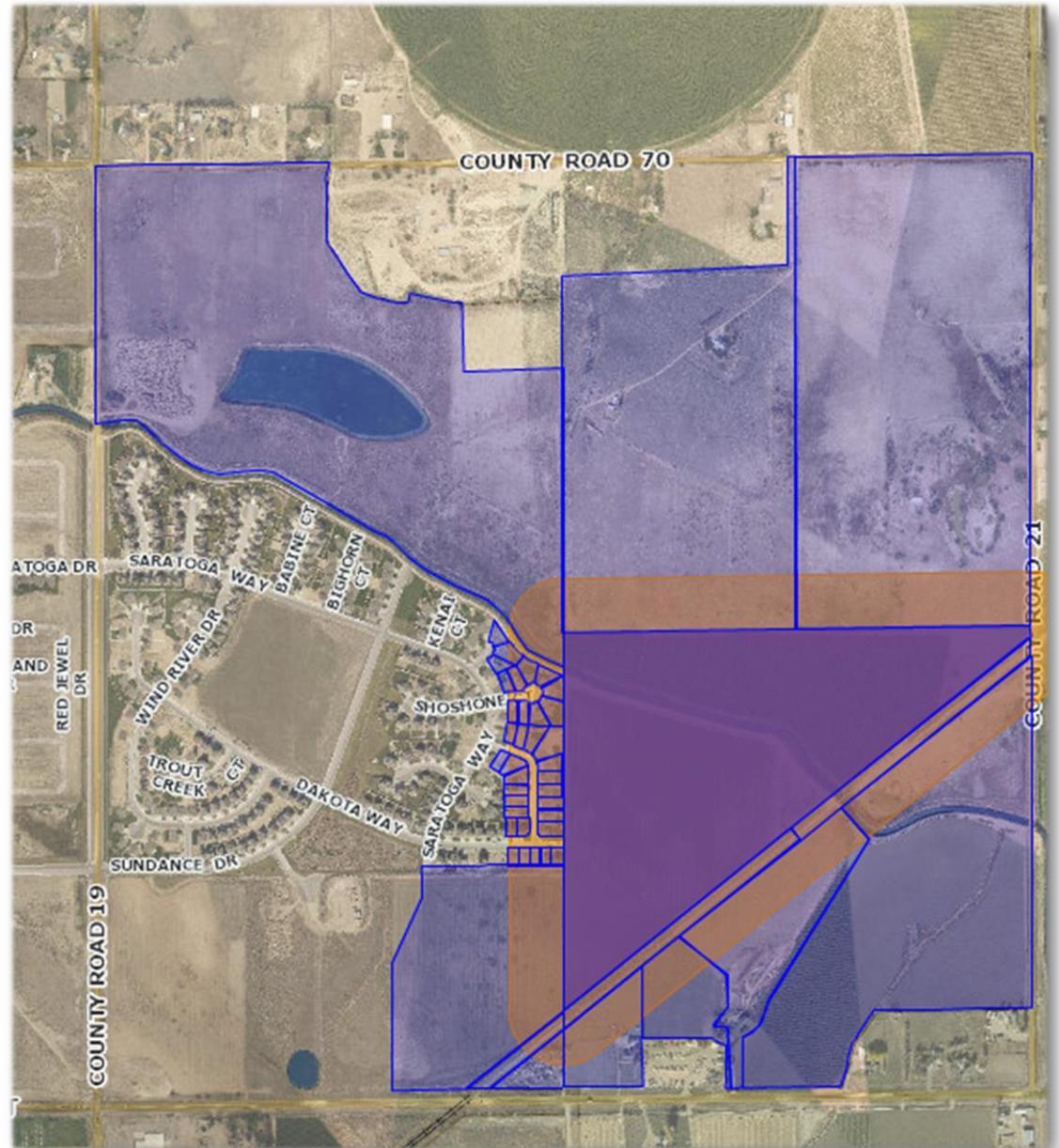
Notification:

Neighborhood Meeting - Thursday, January 30, 2014. Notifications for this meeting were as follows:

- January 18, 2014– Affidavit of Mailing to property owners within 300 feet
- January 17, 2014 – Notice published in the papers

Public Hearing notifications were as follows:

- February 13, 2015 - affidavit of letters mailed to the adjacent property owners
- February 3, 2015 - property posted with a notification sign
- February 20, 2015 - legal notice posted on the Town of Windsor website
- February 20, 2015 - legal ad published in the Tribune





RECOMMENDATION

At their March 4, 2015 regular meeting, the Planning Commission forward to the Town Board a recommendation of approval of the final major subdivision and Resolution No. 2015-18, subject to the following conditions, and staff concurs with this recommendation:

1. All remaining comments shall be addressed prior to recordation.
2. All subdivision requirements shall continue to be met.



FINAL MAJOR SUBDIVISION

Staff requests that the following be entered into the record:

- Application and supplemental materials
- Staff memorandum and supporting documents
- All testimony presented during the Public Hearing
- Recommendation



2015 MONTHLY FINANCIAL REPORT

Special points of interest:

- Another high January sales tax collection of \$1,106,954.
- Single Family Residential (SFR) building permits total 30 through January. This is down from the January 2014 number of 35.
- 38 business licenses were issued in January, of which 17 were sales tax vendors.

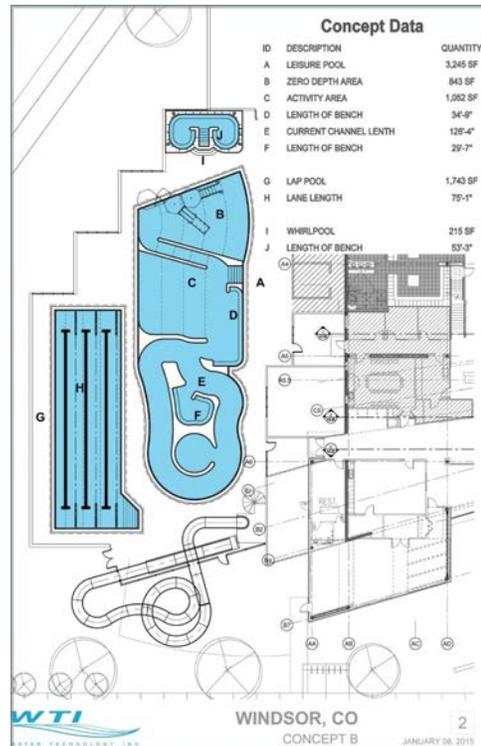


Inside this issue:

Sales, Use and Property Tax	2
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All Fund Expenditures	5
General Fund Expenditures	6
Capital Project Status	7

Highlights and Comments

- * A record high gross sales tax collection for the single month of January.
- * January 2015 year-to-date gross sales tax decreased 8.56% from January 2014, but would have been higher than last January without an "outlier" payment. (see p. 3)
- * Construction use tax through January is at 8.2% of the annual budget and \$70,463 over January 2014 collections.



Community Recreation Center Expansion

The design team continues to refine the CRC Expansion Site Plan including the aquatics component which will be located on the west side of the current facility.

Visit www.windsorgov.com/crcexpand for complete details.

Items of Interest

- As is the usual case, large expenditures were made at the beginning of the year that will not be repeated later in the year.
- Sales Tax collections of 0.75% for the CRC Expansion will begin appearing in the February Report.
- Visit us at www.windsorgov.com and look for live streaming of Town Board and Planning Commission meetings.

Sales, Use and Property Tax Update**January 2015**

Benchmark = 8%	Sales Tax	Construction Use Tax	Property Tax	Combined
Budget 2015	\$7,142,651	\$1,881,336	\$4,200,440	\$13,224,427
Actual 2015	\$1,106,954	\$154,419	(\$44)	\$1,261,329
% of Budget	15.50%	8.21%	0.00%	9.54%
Actual Through January 2014	\$1,210,524	\$83,956	\$0	\$1,294,480
Change From Prior Year	-8.56%	83.93%		-2.56%
CRC Expansion Budget 2015	\$1,406,250	\$282,565		\$1,688,815
CRC Expansion Actual 2015	\$0	\$0		\$0
CRC Expansion % of Budget	0.00%	0.00%		0.00%

Ideally at the end of the first month of the year you would like to see 8% collection rate on your annual budget number. We have exceeded that benchmark in two of the three tax categories. The first month of CRC tax collections will not appear until the February reporting period.

At this point last year we had collected \$0 in property taxes, or 0% of the annual budget.

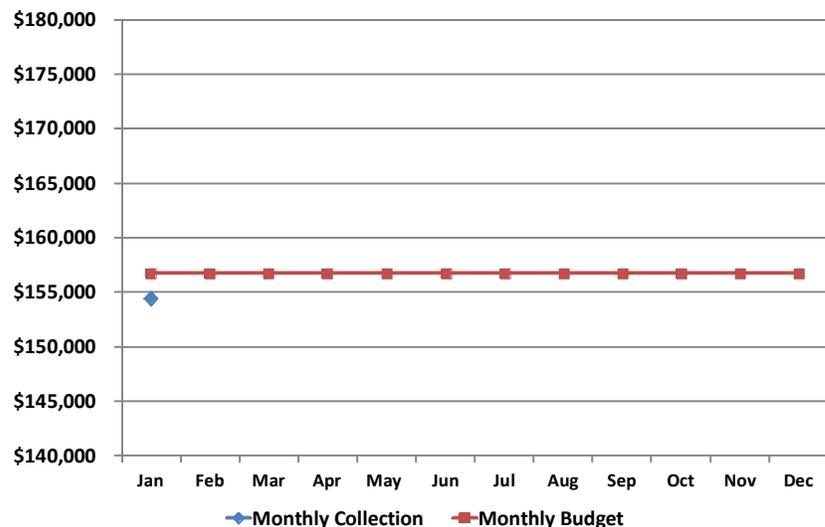
Building Permit Chart**January 2015**

	SFR	Commercial	Industrial	Total
Through January 2015	30	0	0	30
Through January 2014	35	0	8	43
% change from prior year				-30.23%
2015 Budget Permit Total				279
% of 2015 Budget				10.75%

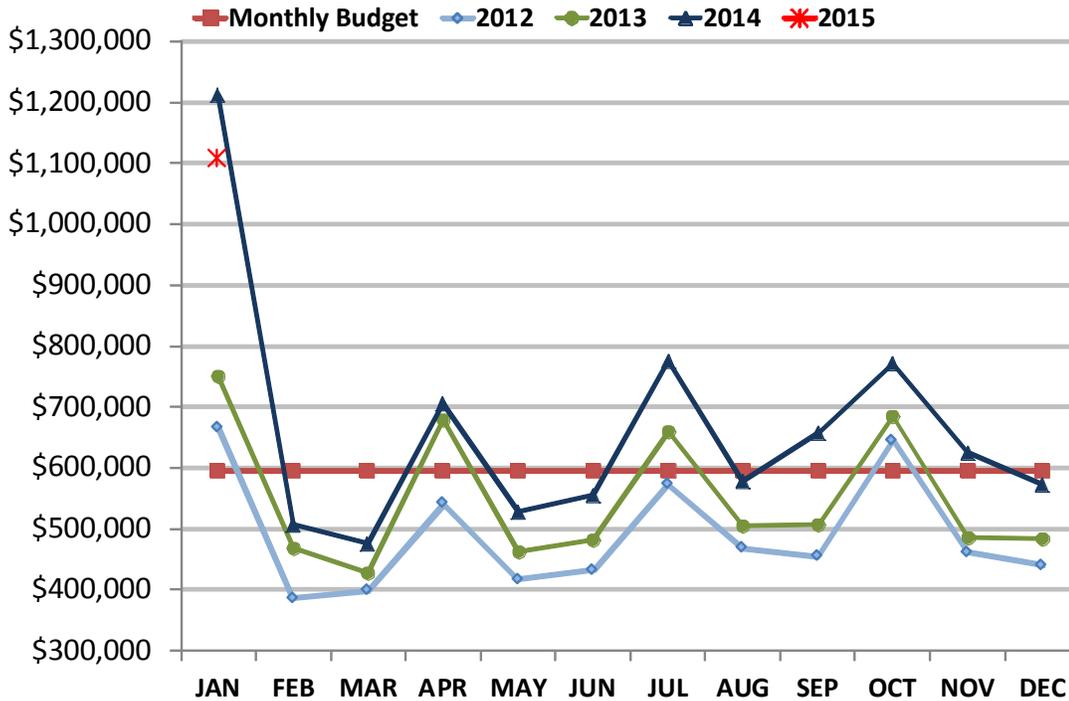
Building Permits and Construction Use Tax

We are showing an 30.2% decrease in number of permits as compared to January 2014. We issued 30 SFR permits through January 2015 as compared to 35 through January of 2014.

Construction use tax is just slightly below our required monthly collection.

Construction Use Tax Collections

Sales Tax Collections in Dollars



Gross sales tax collections for January 2015 were approximately \$103,600 lower than 2014.

January 2015 collections decreased 8.6% from January 2014.

January Highlights

January is a “quarterly collection” month, meaning that the collections are for sales made in December as well as for the 4th quarter filers. January remained a strong collection month, being surpassed only by collections last year. However last January had a large “outlier” payment of \$319,175. Without that payment our tax collections would have been \$215,605 higher than even those of January 2014 as well as surpassing our monthly budget collections requirement.

We did not receive any voluntary compliance or audit payments in January.

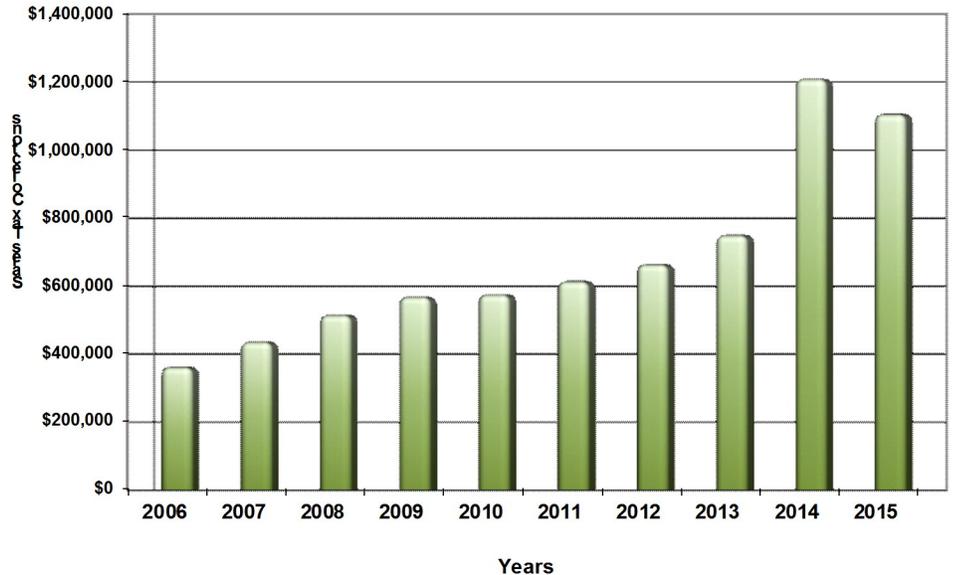
Looking Forward

The Town budgeted \$7.1M in sales tax for 2015, making our average monthly collection requirement \$600,000. We were above that mark for the first month this year. In January of 2014 we received a large “outlier” payment from a local manufacturer of \$319,175. By reducing January 2014’s collection by this amount down to \$891,348, our collections for January 2015 of \$1,106,954 are 24.2% higher than January 2014 normal collections.

Through January we have collected \$1.1M in sales tax.

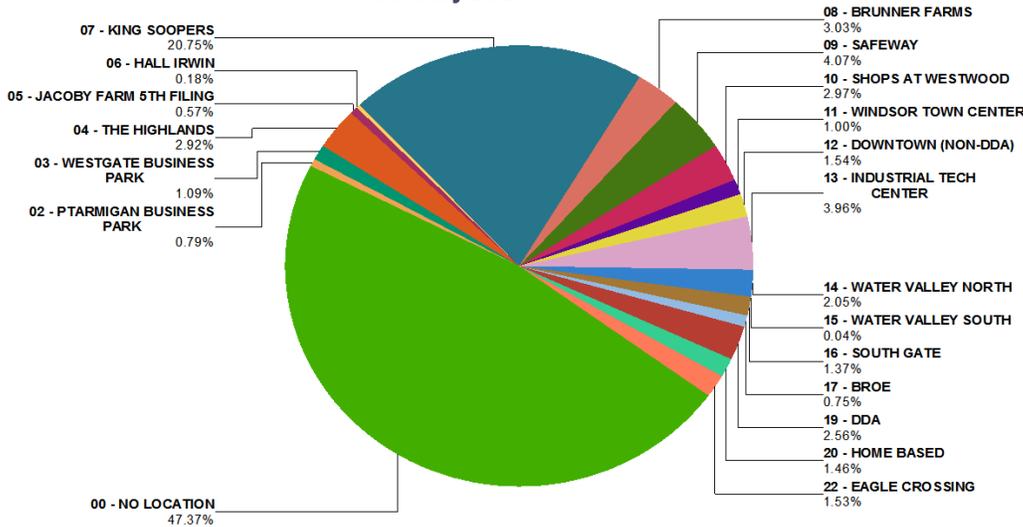
This is less than 2014 but roughly \$215,600 higher than January 2014 without "outlier" payments, again placing it as the highest January on record..

Year-to-Date Sales Tax Collections Through January 2006-2015



Sales Tax Revenue by GEO Code

January 2015



The King Soopers Center remains the largest local driving force in sales tax collections.

Year-to-Date Sales Tax

Our sales tax base has not changed a great deal over the past decade, with groceries and utilities leading our industry sectors in sales tax collection. Some of this increase can be attributed to an overall increase in prices and cost of living, estimated at 2.8% for the first half of 2015 in the Denver/Boulder/Greeley area.

- Restaurants, groceries, general merchandise, utilities, entertainment and auto parts all increased collections over January 2014.

All Funds Expense Chart

January 2015

Benchmark = 8%

Operations expenditures are right at the benchmark of 8% of the annual budget.

<u>General Government</u>	<u>Current Month</u>	<u>YTD Actual</u>	<u>2015 Budget</u>	<u>% of Budget</u>
General Fund	\$1,491,644	\$1,491,644	\$14,023,349	11%
Special Revenue	\$85,050	\$85,050	\$3,059,443	3%
Internal Service	\$166,585	\$166,585	\$2,864,572	6%
Other Entities (WBA, Ec Dev Inc)	\$12,090	\$12,090	\$145,080	8%
Sub Total Gen Govt Operations	\$1,755,369	\$1,755,369	\$20,092,444	9%
<u>Enterprise Funds</u>				
Water-Operations	\$107,431	\$107,431	\$3,900,156	3%
Sewer-Operations	\$221,239	\$221,239	\$1,725,992	13%
Drainage-Operations	\$36,075	\$36,075	\$436,551	8%
Sub Total Enterprise Operations	\$364,745	\$364,745	\$6,062,699	6%
Operations Total	\$2,120,114	\$2,120,114	\$26,155,143	8%

plus transfers to CIF and Non-Potable for loan

Through January, operating and capital expenditures combined to equal 4% of the 2015 Budget.

<u>General Govt Capital</u>	<u>Current Month</u>	<u>YTD Actual</u>	<u>2015 Budget</u>	<u>% of Budget</u>
Capital Improvement Fund	\$67,602	\$67,602	\$8,250,711	1%
CRC Expansion Fund	\$0	\$0	\$9,485,594	0%
<u>Enterprise Fund Capital</u>				
Water	\$132,000	\$132,000	\$4,129,854	3%
Sewer	\$0	\$0	\$1,029,630	0%
Drainage	\$0	\$0	\$3,868,144	0%
Sub Total Enterprise Capital	\$132,000	\$132,000	\$9,027,628	1%
Capital Total	\$199,602	\$199,602	\$26,763,933	1%
Total Budget	\$2,319,716	\$2,319,716	\$52,919,076	4%

All Funds Expenditures

The Town is where it should be at this time of year. We are behind our capital benchmark but right on the mark in operations overall. However the General Fund is over the benchmark of 8% coming in at 11%. This is because we have paid a few annual bills we will not be required to repeat later in the year.

General Fund Expense Chart

		2015			
Department	Current Month	YTD Actual	Budget	% of Budget	
410	Town Clerk/Customer Service	\$45,310	\$45,310	\$639,239	7.1%
411	Mayor & Board	\$71,195	\$71,195	\$566,827	12.6%
412	Municipal Court	\$107	\$107	\$19,623	0.5%
413	Town Manager	\$29,643	\$29,643	\$411,099	7.2%
415	Finance	\$55,201	\$55,201	\$625,213	8.8%
416	Human Resources	\$15,394	\$15,394	\$401,269	3.8%
418	Legal Services	\$17,220	\$17,220	\$339,035	5.1%
419	Planning & Zoning	\$43,005	\$43,005	\$701,911	6.1%
420	Economic Development	\$29,848	\$29,848	\$408,075	7.3%
421	Police	\$617,355	\$617,355	\$3,122,689	19.8%
428	Recycling	\$1,806	\$806	\$49,970	1.6%
429	Streets	\$53,254	\$53,254	\$1,201,242	4.4%
430	Public Works	\$50,244	\$50,244	\$520,968	9.6%
431	Engineering	\$72,416	\$72,416	\$743,073	9.7%
432	Cemetery	\$10,724	\$10,724	\$128,885	8.3%
433	Community Events	\$5,793	\$5,793	\$214,698	2.7%
450	Forestry	\$34,291	\$34,291	\$322,947	10.6%
451	Recreation Programs	\$157,691	\$157,691	\$1,622,163	9.7%
452	Pool/Aquatics	\$17,228	\$17,228	\$189,558	9.1%
454	Parks	\$111,846	\$111,846	\$1,264,939	8.8%
455	Safety/Loss Control	\$0	\$0	\$16,760	0.0%
456	Art & Heritage	\$27,048	\$27,048	\$270,563	10.0%
457	Town Hall	\$25,026	\$25,026	\$242,603	10.3%
Total General Fund Operations		\$1,491,645	\$1,490,645	\$14,023,349	10.6%

General Fund Expenditures

As is usually the case we get a bit ahead of the schedule in operations in January as we pay annual items at the first of the year. Most notably, the annual CIRSA insurance bills are nearly \$400,000 affecting all departments. Others are annual subscriptions and dues, and the US Pro Cycling commitment.

The benchmark is 8% for January.

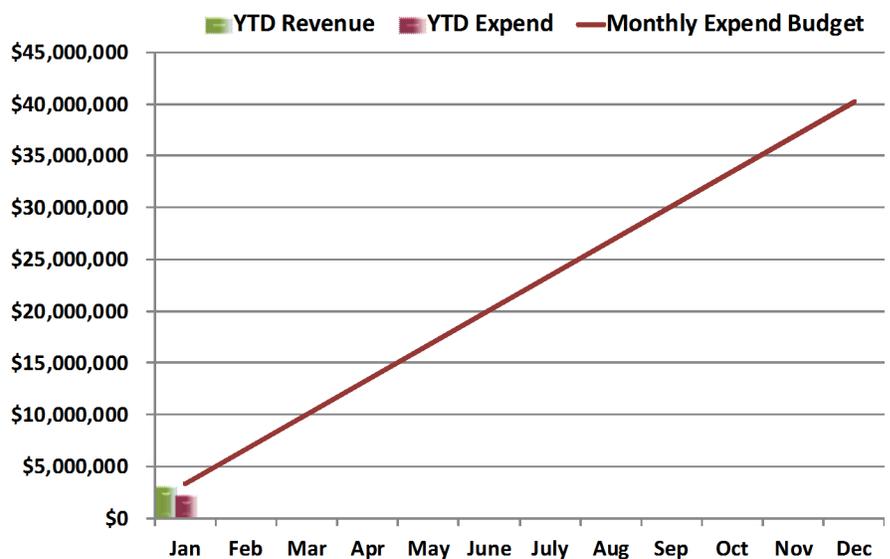
Revenue and Expenditure

The chart on the right shows monthly revenue compared to monthly expenditure as well as a trend line showing the total 2015 budget expended equally over twelve months.

Our monthly budgeted total expenditures equal \$2,322,732. In January we collected \$3,148,623 in total revenue. The chart on the right reflects our actual results through January.

January YTD total revenue exceeded total expenditures by roughly \$826,000.

Combined Revenue and Expenditures





As of MARCH 1, 2015

TOWN OF WINDSOR 2015 MAJOR CAPITAL PROJECT STATUS

arranged by reporting department

2015 Projects	2015 Budget	Spent YTD	Dept.	Multi-Yr	Est. Start Process	Actual Start	% Complete	Est. Complete	Actual Complete
PW/Parks Maintenance Facility Design	\$330,000	\$0	T Mng	2014-2017	Aug 1		2%	Dec 31	
GW Railroad Quiet Zone w/grant	\$3,158,305	\$47,430	Eng DB	2014-2016	Jul 1		20%	Jan 2016	
Street Maintenance (overlay, crack seal, chip seal)	\$2,100,000	\$0	Eng CT	2015	Apr 1		7%	Sept 1	
Walnut St / Hwy 257 Turn Lane	\$190,000	\$0	Eng DB	2015	Sep 1		5%	Nov 1	
Eastman Pk/7th St Roundabout Design	\$70,000	\$0	Eng OH	2015-2016	Feb 9		10%	Nov 30	
Windsor Sign I-25	\$64,276	\$0	Eng DW	2015	Jan 15		0%	May 1	
WCR21 Bridge Replacement w/grant	2014	\$0	Eng CT	2013-2015	Feb 2014		75%	Apr 15	
Eaton Ditch Control	\$185,000	\$4,575	Eng DW	2015	Mar 1		15%	Apr 15	
Poudre River Maintenance	\$50,000	\$0	Eng	2015			0%	EOY	
3 M gal. Water Tank w/grant	\$407,100	\$25,635	Eng DW	2012-2015	Mar 2014	Mar '14	96%	Apr 15	
Water Line Replacement Study	\$180,000	\$0	Eng CT	2015			5%		
Kyger Reservoir Pump Station	\$2,514,325	\$0	Eng OH	2014-2016	Nov 1		15%	Mar 2016	2016
Replace Force Main to Gravity Sewer w/grant	2014	\$0	Eng CT	2013-2015	Feb 9		30%	May 1	
Update Storm Water Stud	\$100,000	\$0	Eng DW	2015					
Law Basin Master Plan Channel - construction w/ PDM Grant - 2012-2015	\$2,128,069	\$0	Eng DR	2012-2015	May 1		0%	Nov 30	
Law Basin West Tributary Channel - 2013-2015	\$1,740,075	\$12,078	Eng OH	2013-2015	Jul 1		25%	Nov 30	
Coyote Gulch Park Development	\$1,222,000	\$0	Eng DB	2014-2015	Apr 2014	Apr '14	10%	Sep 1	
Windsor Trail 257 Road Crossing @ Grasslands	\$17,100	\$0	Eng KB	2015	Apr 15		7%	Jun 1	
Windsor Lake Rip Rap	\$250,000	\$0	Eng DR	2015	Nov 1		0%	Dec 31	
Chimney Park North Shelter Replacement	\$57,310	\$0	Eng OH	2015	Sep 15		0%	Nov 30	
Main Park Shelter Replacement (2)	\$113,190	\$0	Eng OH	2015	Sep 15		0%	Nov 30	
Cemetery sidewalks, gate archway & engineering	\$373,414	\$0	Eng CT	2015	Jun 1		5%	Oct 1	
Museums -Depot Deck, Railings, Ramp	\$45,000	\$0	Eng OH	2015	Apr		0%	Jul 31	
Boardwalk Pk-6th St/Cedar landscape,irrigate,design	23,602	\$0	Pks/WW	2015	Apr		0%	Aug	
Poudre Trail Concrete at 3 Bells	\$25,000	\$0	Pks/MC	2015	Jul		0%	Oct	Unknown
Windsor Trail Windsor West Connection plan	\$200,000	\$0	Pks/WW	2015	Jun		0%	Dec	
Eaton House Master Plan/Structural Assess w/grant	\$40,000	\$0	Pks/AD	2015	May		0%	Aug 30	
Eastman Pk South Master Plan	\$25,000	\$0	Pks/WIT	2015	May		0%	Oct 1	
Parks and Recreation Master Plan	\$50,000	\$0	Pks/WIT	2015	May		0%	Oct 1	
Non-Potable Water- Construction of pipe encasement east of Universal Forest Products	\$329,409	\$246,433	Pks/Rec	2015	Jan		100%	Feb 1	Feb 1
Install pump at Covenant Park	\$49,000	\$0	Pks/Rec	2014-2015	2014	2014	30%	May 15	
Poudre Plan corrections & Town Hall connection to Main Park	2014	\$0	Pks/Rec	2014-2015	Jan		20%	Aug 15	
CRC Expansion	\$9,485,594	\$89,321	Pks/Rec	2014-2016	Jul 1		20%	Aug 2016	
Sewer Line Rehab	\$78,130	\$0	P Wks	2015	Apr 1		0%	Aug 30	
Sewer Nutrient Program w/grant	\$837,000	\$0	P Wks	2014-2015	Apr 15		25%	Dec 31	
Repl. #3,4,18,29,40,43,45,46,51,104,105,107,115,116,117,118,120,121,122	\$750,500	\$0	P Wks	2015	Jan 1		75%	Jul 1	
2 New PD Vehicles/equipped	\$110,000	\$7,384	P Wks	2015	Jan 1		75%	Jul 1	
Color key for funds =	PIF	CTF	CIF	WF	NPWF	SF	SDF	FF	ITF

As requested at the budget retreat, this monthly report contains our monthly capital improvement plan update. Comments on future presentations of this information are welcome.



Our Vision:

WINDSOR'S hometown feel fosters an energetic COMMUNITY SPIRIT AND PRIDE that makes our town a special place in Northern Colorado.

WINDSOR has a STRONG LOCAL ECONOMY with diverse business sectors that provide jobs and services for residents.

WINDSOR promotes QUALITY DEVELOPMENT.

WINDSOR residents enjoy a friendly community with a VIBRANT DOWNTOWN, HOUSING OPPORTUNITIES, CHOICES for LEISURE, CULTURAL ACTIVITIES, RECREATION, and MOBILITY for all.

WINDSOR is a GOOD ENVIRONMENTAL STEWARD.



2015 Monthly Financial Report

Town of Windsor
301 Walnut Street
Windsor, CO 80550

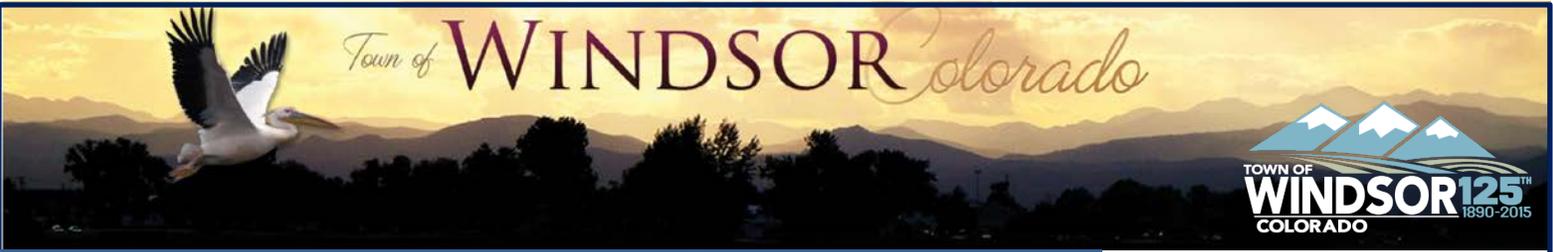
Phone: 970-674-2400
Fax: 970-674-2456

The Town of WINDSOR strengthens community through the fiscally responsible and equitable delivery of services, support of hometown pride, and encourages resident involvement.

The 2015 Budget continues to focus on fiscal responsibility while building a long-term sustainable community through strategic investments and emphasizing the maintenance of existing infrastructure. In order to achieve these goals, the 2015 Budget emphasizes the importance of funding the key day-to-day tools that lead to success. These tools are employees, technology, and providing services most highly rated by citizens.

We're on the Web

www.windsorgov.com



DEVELOPMENT REVIEW MONTHLY NEWSLETTER

CRW software implementation

- System went live for staff, SAFEbuilt, and fire district to begin reviews: December, 2014
- Developer training will be scheduled for March, 2015
- System will go live on Town website in April, 2015

Comprehensive Plan

- Kick-off joint Town Board/Planning Commission work session with Houseal Lavigne Associates held March 2, 2015
- Potential members for Comprehensive Plan Advisory Committee (CPAC) being compiled by March 13, 2015
- Upcoming: community engagement and outreach; existing conditions analysis
- Plan adoption: Q1, 2016

Policies, Procedures and Standards:

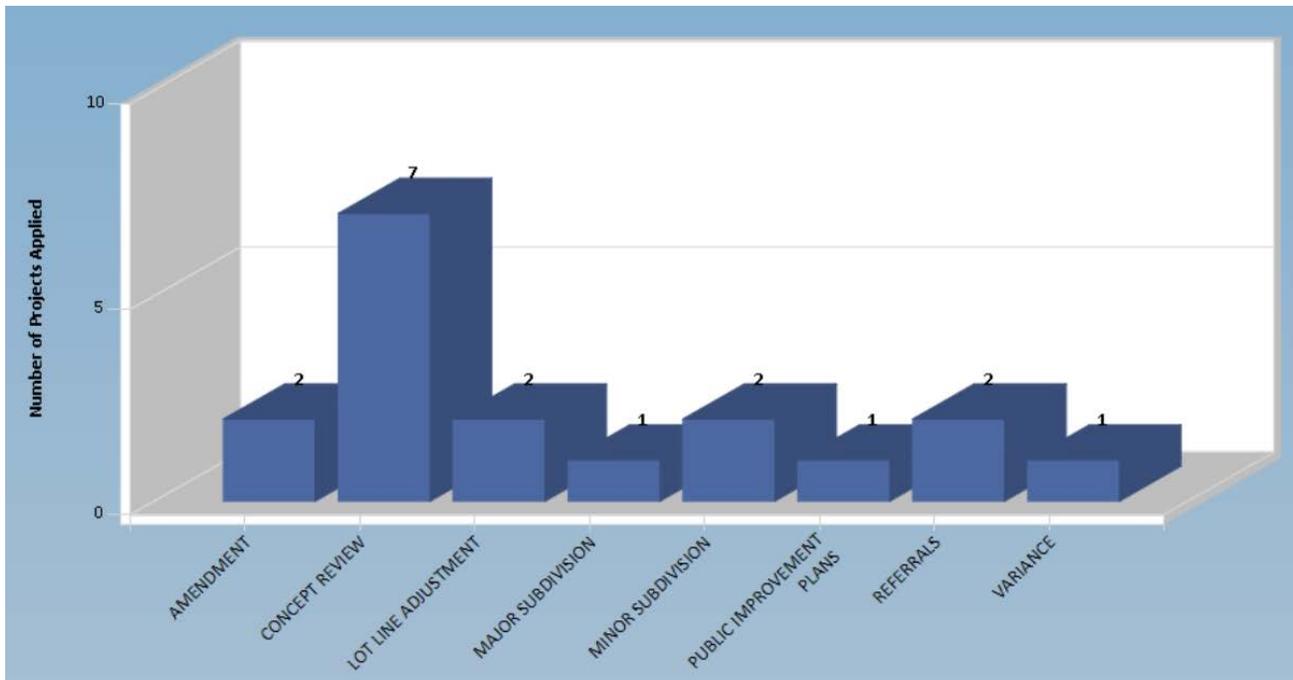
Temporary Food Truck/Cart Research

- Staff will be conducting research into possible code amendments to better address temporary food trucks/carts in response to a number of inquiries from the public

Street Standards (Engineering Department)

- Staff met with a local consulting engineering in January to discuss how the Town's criteria differs from surrounding municipalities

Projects Applied for by Type (year to date)



Major Development Projects Currently Under Review

Major Development Projects Currently Under Review		
Falcon Point Subdivision (South of HWY 392 & East of Hwy 257)		
Preliminary/Final Plat	7 industrial lots on 40 acres	Awaiting Mylars from applicant
Cutters Wireline Site Plan	14,000 s.f. building on 4 acre lot	Awaiting Mylars from applicant
Highlands Industrial Park (North of the intersection of Crossroads Blvd & Highland Meadows Pkwy)		
Timberline Oil Tools	7,800 s.f. building on 1 acre lot	Awaiting resubmittal from applicant
Highland Meadows Golf Course Subdivision 11th & 12th (Colonial Dr at Fairgrounds Ave & Highland Meadows Pkwy)		
11 th Filing Final Plat & Site Plan	68 Townhomes on 7 acres	Awaiting 2 nd submittal from applicant
12 th Filing Preliminary Plat & Site Plan	84 multifamily units in 7 buildings on 6.2 acres	Awaiting 2 nd submittal from applicant
Raindance Subdivision (North of Crossroads Blvd between County Line Rd & CR 15)		
Master Plan & Planned Unit Development	1,100 acres including 2,800 residential units, golf course, and up to 42 acres of mixed use neighborhood commercial	Awaiting 3 rd submittal from applicant
The Ridge at Harmony Road (Northeast of CR 74 & CR 13 intersection)		
Annexation	Annexation of 181 acres to be zoned Residential Mixed Use (RMU)	Awaiting Mylars from applicant
Master Plan	Up to 1650 residential units and 11 acres of commercial on 426 acres	Awaiting Mylars from applicant
Subdivision	Platting of 418 lots in First Filing	Reviewing 1 st submittal
South Gate Business Park Subdivision (Northwest of HWY 34 & CR 17)		
AIMS Community College Site Plan	53,000 s.f. Public Safety Institute	Reviewing 3 rd submittal from applicant
Southgate Business Park 5 th , Lot 1 Subdivision	Combining three existing lots	Reviewing 1 st submittal from applicant
South Hill Subdivision (Northwest of Crossroads Blvd & 7 th St)		
Subdivision	210 lots on 124 acres	Awaiting 3 rd submittal from applicant
Tacinalca Annexation (Between HWY 257 and CR 15, south of CR 72)		
Tacinalca Subdivision	193 residential lots on 292 acres	Awaiting 2 nd submittal from applicant
T-well Oil & Gas CUG	13 well oil & gas pad	Awaiting 2 nd submittal from applicant
Town of Windsor Subdivision Lot 4 Block 8 (605 Main St)		
Horsetails and Buttercups Site Plan Review	400 s.f. addition to front of building	Reviewing 1 st submittal
Village East Subdivision (Northwest of the intersection of HWY 392 & CR 21)		
Final Plat	191 residential lots on 65 acres.	Planning Commission 3/4/15; Town Board 3/9/15
Westwood Village Subdivision (Southeast of the intersection of Main St & 14 th St)		
6 th Filing Replat & Site Plan	34 senior housing units in 2 and 3 unit buildings	Planning Commission 3/18/15
Windsor Commons Subdivision (Automation Drive)		
Windsor Charter Academy Site Plan	49,000 s.f. building on 12 acre lot, capacity for 525 students	Awaiting 3 rd submittal from applicant
Tru Balance / Design Logic Site Plan	10,000 s.f. building on 1 acre	Awaiting 3 rd submittal from applicant
Winter Farm Subdivision (Southeast of the intersection CR 70 & CR 19)		
3 rd Filing Final Plat	241 residential lots on 102 acres.	Awaiting documents to record from applicant

Building Permit Summary

January 2015	Monthly Total	Monthly Valuation	Year-to-Date (2015)	YTD Valuation (2014)
New Single Family Permits	30	\$9,689,774	30	\$9,689,774
New Multi-Family Permits	0	--	--	--
New Commercial/Industrial Permits	0	--	--	--

TB packets



1899 Wynkoop St. Suite 550
Denver, CO 80202

February 24, 2015

VIA FACSIMILE

Kelly Arnold
Town Manager
Town of Windsor
301 Walnut St.
Windsor, CO 80550
Fax No. 970-686-7180

RE: Channel Lineup Changes

Dear Kelly,

Comcast will make the following changes to the channel lineup serving your community.

Effective April 16, 2015 Comcast will add KCNC – Decades (Ch. 240) to the lineup.

Effective April 21, 2015 Comcast will add 2 leased access channels (Ch. 90 and 91) to the lineup.

Should you have any questions regarding this information, please feel free to contact me at 303-603-2012.

Sincerely,

A handwritten signature in cursive script that reads "Glenn Walker".

Glenn Walker
Government Affairs Manager