



TOWN BOARD REGULAR MEETING
August 10, 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 July 27, 2015 Regular Town Board Meeting – P. Garcia
2. Resolution No. 2015-50 – A Resolution Approving the First Amendment to the Water Service Agreement Dated August 12, 2013, between the North Weld County Water District and the Town of Windsor – D. Wagner
3. Resolution No. 2015- 51 – A Resolution of Support for the Creation of the U.S. Highway 34 Coalition – K. Arnold
4. Resolution No. 2015-52 – A Resolution Ratifying, Approving and Confirming the Terms of an Intergovernmental Agreement (“IGA”) for Regional Communications Services Between the Town of Windsor and Weld County – J. Michaels

5. Resolution No. 2015-53 – A Resolution Vacating a 20-Foot Wide Utility and Drainage Easement, the Center Line of Which Lies on the Property Line Between Lots 64 and 65 of the Hilltop Estates Subdivision in the Town of Windsor, Colorado – I. McCargar
6. Resolution No. 2015-54 – A Resolution Approving and Accepting a Deed of Dedication for Access, Egress, and Utilities and Drainage Easement Within a Portion of Lot 64, Hilltop Estates Subdivision in the Town of Windsor, Colorado – I. McCargar
7. Report of Bills July 2015 – D. Moyer

C. BOARD ACTION

1. Ordinance No. 2015-1500 - An Ordinance Annexing Certain Real Property Pursuant to the Enclave Annexation Powers Granted Municipalities Under the Colorado Municipal Annexation Act of 1965, and Designating Such Property as “The Breniman Annexation To The Town Of Windsor”
Super-majority vote required for adoption on second reading
 - Second reading
 - Legislative action
 - Staff presentation: Ian D. McCargar, Town Attorney
2. Resolution No. 2015-48 - A Resolution Approving an Annexation Agreement Between the Town of Windsor and Breniman Farms, LLC, with Respect to The Breniman Farm Annexation to the Town of Windsor, Colorado
 - Legislative action
 - Staff presentation: Ian D. McCargar, Town Attorney
3. Ordinance No. 2015-1501 - An Ordinance Amending the Off-Street Parking Requirements in Article X, Chapter 16 of the Windsor Municipal Code for the Purpose of Creating a Downtown Parking District and Amending the Existing Parking Regulations within the Town of Windsor
Super-majority vote required for adoption on second reading
 - Second reading
 - Legislative action
 - Staff presentation: Paul Hornbeck, Associate Planner
4. Ordinance No. 2015-1502 – An Ordinance Amending the Minimum Exterior and Interior Standards in Article XI, Chapter 16 of the Windsor Municipal Code for the Purpose of Adding Language Pertaining to Design Criteria for Non-Residential Metal Buildings within the Town of Windsor
Super-majority vote required for adoption on second reading
 - Second reading
 - Legislative action
 - Staff presentation: Paul Hornbeck, Associate Planner
5. Ordinance No. 2015-1503 – An Ordinance Amending Articles X, XVII, XVIII, XIX, XX, XXI, XXIII, and XXIV, Chapter 16 of the Windsor Municipal Code for the Purpose of Creating Regulations pertaining to Mobile Food Vending within the Town of Windsor
Super-majority vote required for adoption on second reading
 - Second reading
 - Legislative action

- Staff presentation: Paul Hornbeck, Associate Planner
6. Ordinance No. 2015-1504 – An Ordinance Repealing, Amending and Readopting Article I, Chapter 16 of the *Windsor Municipal Code* With Respect to Metropolitan District Approvals in the Town Of Windsor
 - First reading
 - Legislative action
 - Staff presentation: Ian D. McCargar, Town Attorney
 7. Site Plan Presentation – Highland Meadows Golf Course Subdivision 13th Filing – Power to Play Sports – Jon Turner, Colorado 80 Holdings, LLC., applicant/ Eric Greene, Power to Play Sports, applicant’s representative
 - Staff presentation: Josh Olhava, Associate Planner
 8. Public Hearing – Ordinance No. 2015-1505 – An Ordinance Approving the Re-zoning of a Portion of the Highland Meadows Golf Course Subdivision 13th Filing, Jon Turner, Colorado 80 Holdings, LLC., applicant/ Eric Greene, Power to Play Sports, applicant’s representative
 - Staff presentation: Josh Olhava, Associate Planner
 9. Ordinance No. 2015-1505 – An Ordinance Approving the Re-zoning of a Portion of the Highland Meadows Golf Course Subdivision 13th Filing, Jon Turner, Colorado 80 Holdings, LLC., applicant/ Eric Greene, Power to Play Sports, applicant’s representative
 - First reading
 - Legislative action
 - Staff presentation: Josh Olhava, Associate Planner
 10. Resolution No. 2015-55 – A Resolution Approving a Coordinated Planning Agreement (CPA) between the Town of Windsor and Weld County
 - Legislative action
 - Staff presentation: Scott Ballstadt, Director of Planning
 11. Financial Report June 2015
 - Staff presentation: Dean Moyer, Director of Finance

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



WINDSOR TOWN BOARD MEETING

July 27, 2015 – 7:00 p.m.

Town Board Chambers

301 Walnut Street, Windsor, CO 80550

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MINUTES

A. CALL TO ORDER

Mayor Vazquez called the regular meeting to order at 7:01 p.m.

- | | | |
|--------------|---------------|--|
| 1. Roll Call | Mayor | John Vazquez
Christian Morgan
Kristie Melendez
Ivan Adams |
| Absent: | Mayor Pro Tem | Myles Baker
Jeremy Rose
Robert Bishop-Cotner |

- | | | |
|---------------|--|-----------------|
| Also Present: | Town Manager | Kelly Arnold |
| | Town Attorney | Ian McCargar |
| | Town Clerk/Assistant to Town Manager | Patti Garcia |
| | Communications/Assistant to Town Manager | Kelly Unger |
| | Chief of Police | John Michaels |
| | Director of Engineering | Dennis Wagner |
| | Manager of Parks & Open Space | Wade Willis |
| | Assistant Town Attorney/ Town Prosecutor | Kim Emil |
| | Director of Planning | Scott Ballstadt |
| | Associate Planner | Paul Hornbeck |
| | Director of Finance | Dean Moyer |

2. Pledge of Allegiance

Town Board Member Melendez 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

Mayor Vazquez stated that due to the super majority vote requirement for second reading of ordinances that Item C.1. Ordinance No. 2015-1500 - An Ordinance Annexing Certain Real Property Pursuant to the Enclave Annexation Powers Granted Municipalities Under the Colorado Municipal Annexation Act of 1965, and Designating Such Property as "The Breniman Annexation To The Town Of Windsor", and Item C.2. Resolution No. 2015-48 - A Resolution Approving an Annexation Agreement Between the Town of Windsor and Breniman Farms, LLC, with Respect to The Breniman Farm Annexation to the Town of Windsor, Colorado, would need to be removed from the agenda as there are only four Town Board members in attendance.

Town Board Member Morgan motioned to approve the agenda as amended. Town Board Member Adams seconded the motion. Roll call on the vote resulted as follows: Yeas –Morgan, Melendez, Adams, Vazquez; Nays- None; Motion passed.

4. Board Liaison Reports

- Mayor Pro Tem Baker – Water & Sewer Board; North Front Range/MPO alternate
Absent; no report.
- Town Board Member Morgan – Parks, Recreation & Culture (PReCAB); Great Western Trail Authority
Town Board Member Morgan reported that at the July 20, 2015 PReCAB meeting the board discussed concepts for the Boardwalk Park Amphitheater with concept 1 being favored by the group. Mr. Morgan also noted the Parks Legacy Plan discussion which is a 15-20 year plan going forward to provide Windsor a sustainable legacy related to parks. Mr. Morgan did not have an update for the Great Western Trail Authority but reported that there would be a 5k/1k on August 15 and he would provide more details at the next meeting.
- Town Board Member Melendez – Downtown Development Authority (DDA); Chamber of Commerce
Town Board Member Melendez reported on the Chamber of Commerce Annual Dinner that had been held on July 22; she stated the event was well attended with around 125 in attendance. She stated that three awards were given away with the theme of “Thrive, Nourish, Plant” – Manweiler’s was given the Thrive and Plant award and Mayor Vazquez was given the Nourish award. Ms. Melendez provided an update on the DDA stating they are preparing for the 2016 budget, reviewing the final report from Downtown Colorado Inc. (DCI) which is helping define potential locations for the library and also working on the search for an Executive Director. The Pro Challenge will be on August 22 and the DDA is providing participating businesses with commemorative mugs to be handed out with purchases on that day. It was also noted that the DCI conference is in August, 2015 and two DDA board members will be attending.
- Town Board Member Rose – Clearview Library Board
Absent; no report.
- Town Board Member Bishop-Cotner – Historic Preservation Commission; Planning Commission
Absent; no report.
- Town Board Member Adams – Tree Board; Poudre River Trail Corridor Board (PRTC)
Town Board Member Adams stated that the July 28, 2015 Tree Board meeting had been cancelled and that the PRTR will meet Thursday, August 6.
- Mayor Vazquez – Windsor Housing Authority; North Front Range/MPO
Mayor Vazquez stated that Mayor Pro Tem Baker had attended the last MPO meeting so the update will be provided when he is in attendance.

5. Invited to be Heard

Mayor Vazquez opened the meeting for public comment.

Jerry Opplinger, Johnstown, addressed the Town Board stating he is a representative of a group of homeowners trying to stop the Martin Marietta plant. He stated they had been successful with a recommendation of denial from the Weld County Planning Commission and that the agenda item will be before the Weld Board of County Commissioners (BOCC) on August 12 and requested someone from Windsor attend. Director of Planning Ballstadt stated that Associate Planner Josh Olhava attended the Weld Planning Commission meeting and will be attending the BOCC meeting on behalf of the Town. Mayor Vazquez stated he could attend the BOCC meeting if needed; he noted that the proposed project is out of Windsor’s growth management area but he could provide comments.

B. CONSENT CALENDAR

1. Minutes of the July 13, 2015 Regular Town Board Meeting and July 6, 2015 Special Meeting – K. Eucker
2. Resolution No. 2015-46 - A Resolution for Approval of a Mutual Aid and Assistance Agreement in Support of Colorado's Water/Wastewater Agency Response Network (CoWARN) - T. Walker
3. Resolution No. 2015-47 - A Resolution Approving One No-Surface-Occupancy Oil and Gas Lease, and Related Terms, Between the Town of Windsor, Colorado, and Grizzly Petroleum Company, LLC, and Authorizing the Mayor to Execute the Same (One Small Parcel Of Land Totaling 0.21771 Net Mineral Acres, all in Section 20, Township 6 North, Range 67 West, in Weld County, Town of Windsor) – I. McCargar

Town Board Member Adams motioned to approve the consent calendar as presented; Town Board Member Melendez seconded the motion. Roll call on the vote resulted as follows: Yeas – Morgan, Melendez, Adams, Vazquez; Nays- None; Motion passed.

C. BOARD ACTION

NOTE: The official record of this evening's proceedings shall include the application, staff memos and recommendations, packet materials and supporting documents, and all testimony received for the following Board Action items.

1. Ordinance No. 2015-1500 - An Ordinance Annexing Certain Real Property Pursuant to the Enclave Annexation Powers Granted Municipalities Under the Colorado Municipal Annexation Act of 1965, and Designating Such Property as "The Breniman Annexation To The Town Of Windsor"

Super-majority vote required for adoption on second reading

- Second reading
- Legislative action
- Staff presentation: Ian D. McCargar, Town Attorney

Removed from the agenda.

2. Resolution No. 2015-48 - A Resolution Approving an Annexation Agreement Between the Town of Windsor and Breniman Farms, LLC, with Respect to The Breniman Farm Annexation to the Town of Windsor, Colorado

- Legislative action
- Staff presentation: Ian D. McCargar, Town Attorney

Removed from the agenda.

3. Public Hearing - An Ordinance Amending the Off-Street Parking Requirements in Article X, Chapter 16 of the Windsor Municipal Code for the Purpose of Creating a Downtown Parking District and Amending the Existing Parking Regulations within the Town of Windsor

- Legislative action
- Staff presentation: Paul Hornbeck, Associate Planner

Town Board Member Melendez motioned to open the public hearing; Town Board Member Adams seconded the motion. Roll call on the vote resulted as follows: Yeas –Morgan, Melendez, Adams, Vazquez; Nays- None; Motion passed.

Associate Planner Hornbeck reported that staff has worked in collaboration with consultant Fox, Tuttle, Hernandez to develop an ordinance to amend the off-street parking requirements in the downtown area. The proposed amendment presented at the work session remains unchanged, based on the positive feedback received.

As was previously discussed at the work session, the 2012 Downtown Windsor Parking Study gauged perception of parking downtown through surveys of downtown business owners, employees, and visitors. In general, responses indicated that parking was only a problem on occasion. The study also found that non-event days were not reaching the capacity of the parking system and that current parking supply was about 40% underutilized during such times. Additionally, the study found that the overall parking supply was slightly less than what the Municipal Code would require for all current uses, indicating a disconnect between the current parking requirement and actual parking demands. Mr. Hornbeck noted the study recommended the need for a strategic adjustment of the parking requirements in the Municipal Code.

The Municipal Code amendment for consideration adjusts the parking requirements by giving greater flexibility and more options to property owners downtown. Recent building additions and improvements downtown have shown a growing momentum in downtown but have also shown the current parking regulations can be difficult for properties owners to comply with. Current parking regulations are applied the same for all properties, regardless of their location within Town; the one-size-fits-all approach does not recognize the unique nature of downtown. With the creation of a Downtown Parking District, which coincides with the Downtown Development Authority boundary, parking regulations can be targeted specifically to downtown and to encourage continued investment downtown.

Mr. Hornbeck reported on the key points of the proposal:

- Parking ratio of 2 spaces/1,000 square feet for all commercial uses
- Exemption provided for the first 1,000 square feet of additional space added
- A parking credit is given for adjacent on-street parking at a ratio of 1 space/25 feet of linear street frontage
- A certain percentage of parking can be provided off-site within 1,000 feet based on building square footage
- New buildings and additions over 20,000 square feet must submit a Parking Management Plan
- A change of use does not require additional parking unless the change is from residential to commercial

It was noted that the existing parking code will remain in effect for areas outside of the Downtown Parking District and remains substantively the same except for the following changes for consistency with the downtown regulations:

- The maximum distance for off-site parking is increased from 500 feet to 1,000 feet
- Off-site parking requires a Town approved parking agreement rather than a parking easement
- Off-site parking must be paved and connected to the subject parcel with sidewalks

As was discussed with the Town Board at the work session, it is recognized that downtown parking will need to continue to be monitored as these new regulations are implemented and new development and redevelopment occurs.

Mr. Hornbeck reported the Planning Commission forwarded a recommendation of approval to the Town Board.

The Town Board discussed the ordinance with the Mayor voicing concern regarding the policy being all inclusive and asked how the 20,000 square feet was developed related to new buildings and additions being required to submit a Parking Management Plan.

The Town Board went on to discuss what the ordinance would accomplish; Mr. Adams felt that it would eliminate opportunity for development in the downtown development area and Mayor Vazquez feels that it would allow for more development as it doesn't require additional parking. Town Board Member Melendez stated the DDA board approved the ordinance as well.

Associate Planner Hornbeck stated the ordinance would provide more flexibility in order to provide more overall parking. He provided the Hearth Restaurant as an example; under proposed ordinance they would have been able to meet the Code as opposed to asking for a variance.

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

Town Board Member Melendez motioned to close the public hearing; Town Board Member Adams seconded the motion. Roll call on the vote resulted as follows: Yeas –Morgan, Melendez, Adams, Vazquez; Nays- None; Motion passed.

4. Ordinance No. 2015-1501 - An Ordinance Amending the Off-Street Parking Requirements in Article X, Chapter 16 of the Windsor Municipal Code for the Purpose of Creating a Downtown Parking District and Amending the Existing Parking Regulations within the Town of Windsor
 - First reading
 - Legislative action
 - Staff presentation: Paul Hornbeck, Associate Planner

Town Board Member Melendez motioned to approve Ordinance No. 2015-1501, An Ordinance Amending the Off-Street Parking Requirements in Article X, Chapter 16 of the Windsor Municipal Code for the Purpose of Creating a Downtown Parking District and Amending the Existing Parking Regulations within the Town of Windsor; Town Board Member Morgan seconded the motion

Associate Planner Hornbeck had nothing further to add.

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

5. Public Hearing – An Ordinance Amending the Minimum Exterior and Interior Standards in Article XI, Chapter 16 of the Windsor Municipal Code for the Purpose of Adding Language Pertaining to Design Criteria for Non-Residential Metal Buildings within the Town of Windsor

- Legislative action
- Staff presentation: Paul Hornbeck, Associate Planner

Town Board Member Morgan motioned to open the public hearing; Town Board Member Melendez seconded the motion. Roll call on the vote resulted as follows: Yeas –Morgan, Melendez, Adams, Vazquez; Nays- None; Motion passed.

Associate Planner Hornbeck reported that the number of recent site plan reviews have brought to the attention of Planning Commission and Town staff the need to consider amending the municipal code to address minimum architectural standards for metal buildings that are located outside of the Town’s Commercial Corridors. Members of the Town Board also indicated during those reviews that they would support requiring architectural enhancements if such requirements were codified.

Mr. Hornbeck stated that town staff has historically requested applicants add some architectural embellishment to metal buildings in order to enhance the building appearance, protect property values, and ensure high quality development. Applicants have typically added architectural features but a number of recent projects have requested approval of metal buildings without architectural enhancements. Outside of commercial corridors, the Municipal Code does not have minimum design standards for non-residential buildings so these projects have been approved.

The use of a wainscot, or veneer, to the lower portion of metal buildings has been successfully implemented on a number of metal buildings throughout Town. Given the success of this treatment, staff is proposing codifying a wainscot requirement through this ordinance. A minor change has been made since the work session to require a wainscot or “similar architectural feature.”

Mr. Hornbeck reported the Planning Commission forwarded a recommendation of approval to the Town Board.

Mayor Vazquez asked if this would accomplish the intent to provide alternative construction materials that achieve the aesthetics that the Town wants. Associate Planner Hornbeck stated it would.

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 Morgan seconded the motion. Roll call on the vote resulted as follows: Yeas –Morgan, Melendez, Adams, Vazquez; Nays- None; Motion passed.

6. Ordinance No. 2015-1502 – An Ordinance Amending the Minimum Exterior and Interior Standards in Article XI, Chapter 16 of the Windsor Municipal Code for the Purpose of Adding Language Pertaining to Design Criteria for Non-Residential Metal Buildings within the Town of Windsor

- First reading
- Legislative action

- Staff presentation: Paul Hornbeck, Associate Planner

Town Board Member Melendez motion to approve Ordinance No. 2015-1502, An Ordinance Amending the Minimum Exterior and Interior Standards in Article XI, Chapter 16 of the Windsor Municipal Code for the Purpose of Adding Language Pertaining to Design Criteria for Non-Residential Metal Buildings within the Town of Windsor; Town Board Member Morgan seconded the motion.

Associate Planner Hornbeck had nothing further to add.

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

7. Public Hearing – An Ordinance Amending Articles X, XVII, XVIII, XIX, XX, XXI, XXIII, and XXIV, Chapter 16 of the Windsor Municipal Code for the Purpose of Creating Regulations Pertaining to Mobile Food Vending within the Town of Windsor
 - Legislative action
 - Staff presentation: Paul Hornbeck, Associate Planner

Town Board Member Adams motioned to open the public hearing; Town Board Member Melendez seconded the motion. Roll call on the vote resulted as follows: Yeas – Morgan, Melendez, Adams, Vazquez; Nays- None; Motion passed.

Associate Planner Hornbeck stated that the Town has been working to address mobile food vending popularity. Mobile food vending, including food trucks and food carts, has grown in popularity throughout the region and country in recent years and Town staff occasionally receives inquiries about what regulations exist in Town for such uses. The Municipal Code does not specifically address mobile vending so this amendment has been proposed to clearly define the use and mitigate potential negative impacts associated with it.

The proposed amendment would allow mobile food vending as an accessory use on developed properties that are non-residentially zoned. Staff has incorporated some changes based on feedback from the Planning Commission and Town Board work sessions and further review. A mobile food vendor would have to adhere to a minimum setback of 200 feet from the front door of any restaurant. Language has been added to clarify that use of the public right-of-way during special events is allowed under review by the Parks and Recreation department. A reference to Municipal Code Chapter 6 has been added to address use of the public right-of-way in other circumstances. The intent is to regulate the right-of-way through business licenses, only allowing mobile vendors to stop in the right-of-way if they are flagged down by patrons.

At the July 15, 2015 Planning Commission, Nick Hoover of the Colorado Restaurant Association was present and requested that two additional requirements be added to the proposed ordinance. He requested a requirement that mobile food vendors return to a commissary or “home base” when they are not in operation. The ordinance as proposed requires mobile food operations to either be removed from the site, or to be stored in an inconspicuous location. The Colorado Retail Food Establishment Rules and Regulations require most mobile food operations

to return to a commissary. These rules are enforced by local health departments so Town staff does not believe the ordinance needs to include this requirement.

The second change Mr. Hoover requested was to prohibit mobile food vendors from setting up chairs and tables for patrons. Because mobile food vendors may operate in conjunction with uses with outdoor seating, Town staff believes enforcement may be difficult. Since mobile food vending would be a new use in Windsor, there may need to be adjustments made to the ordinance over time to address concerns that arise. Mr. Hornbeck stated that the Code could be further amended in the future if the two issues prove to be problematic.

Mr. Hornbeck reported the Planning Commission forwarded a recommendation of approval to the Town Board.

Mayor Vazquez asked if there was any requirement for approval or permission for mobile food vendors in large parking lots, ie King Soopers. Mr. Hornbeck stated the Code requires property owner permission; issues are between the tenant and landlord.

Town Board Member Melendez asked if there were any comments received from restaurants. Mr. Hornbeck stated there were no comments received.

Town Board Member Morgan inquired what would dictate the space between the mobile food vendors. Mr. Hornbeck stated the 200 foot requirement is from business door.

Mayor Vazquez opened the meeting for public comment.

Nick Hoover, Colorado Restaurant Association thanked the Town of Windsor staff for the 200 foot setback. Mr. Hoover spoke to the items the Restaurant Association recommended to Planning Commission. The requirement to return to a commissary is in the retail food establishment rules and regulations for a majority of mobile food vendors that have been approved by the state health department. He stated the concern expressed by the Planning Commission is that it could be repetitive. Mr. Hoover stated that due to the county health department not being located in Windsor the chance of an inspector coming by is minimal and would be difficult for them to enforce it. If it is included in the ordinance the Town of Windsor could enforce it and the mobile food vendor would stay mobile. The second recommendation was to not all the mobile vendors to provide tables and chairs in order to clarify the difference between food trucks and restaurants.

Mayor Vazquez stated he supported the language of not allowing tables and chairs to be provided by food truck; he gave the example of High Hops and the mobile vendors at that location. Director of Planning Ballstadt stated if the two item are included in the Code it obligates town staff to enforce it; the majority of the time it would not be Planning staff to enforce but the Police Department who would be tracking mobile food vendors and checking who owns the tables and chairs.

Town Attorney McCargar spoke to the concentrating of mobile food vendors; he reads the ordinance that it requires a site plan. Associate Planner Hornbeck stated that the proposal is

laid out is that there would not be any accessory use approval or permit; by right it would be permitted. Mr. McCargar stated that once the use becomes a primary use, such as if there is an abundance of vendors in one location, then there is the question if it is accessory to the primary use or not. If the dominant use is mobile food vending, then it bumps up against the notion of accessory use. Mr. McCargar also noted that if the Code states you must comply with state, county and local law and if that law requires you to relocate a mobile facility to some other permanent place, ie commissary, then you have to do it anyway. There are a very small number of food vendors that do not have to meet that requirement that we would have to be worried about. The Code recommended states that if you leave your mobile food vending equipment on site after your business is done it has to be inconspicuous. Town Attorney McCargar provided support regarding staff's opinion related to the providing of tables and chairs; he stated that enforcement and prosecution would be difficult.

Town Board Member Melendez motioned to close the public hearing; Town Board Member Adams seconded the motion. Roll call on the vote resulted as follows: Yeas – Morgan, Melendez, Adams, Vazquez; Nays- None; Motion passed.

8. Ordinance No. 2015-1503 – An Ordinance Amending Articles X, XVII, XVIII, XIX, XX, XXI, XXIII, and XXIV, Chapter 16 of the Windsor Municipal Code for the Purpose of Creating Regulations pertaining to Mobile Food Vending within the Town of Windsor
 - First reading
 - Legislative action
 - Staff presentation: Paul Hornbeck, Associate Planner

Town Board Member Melendez motion to approve Ordinance No. 2015-1503, An Ordinance Amending Articles X, XVII, XVIII, XIX, XX, XXI, XXIII, and XXIV, Chapter 16 of the Windsor Municipal Code for the Purpose of Creating Regulations pertaining to Mobile Food Vending within the Town of Windsor; Town Board Member Adams seconded the motion.

Associate Planner Hornbeck had nothing further to add.

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

9. Resolution No. 2015-49 – A Resolution Approving 2014 Audit Report
 - Staff presentation: Dean Moyer, Director of Finance

Town Board Member Melendez motion to approve Resolution No 2015-49; Town Board Member Morgan seconded the motion.

Director of Finance Moyer reported on the 2014 audit noting the packet included the summary findings and the audit report. Mr. Moyer stated the audit presentation is usually brought to the Town Board in June but the Town changed out the accounting system last year so the audit took more time to complete.

Tyra Litzau, Anton Collins Mitchell LLP, CPAs, presented the 2014 Audit Report and Comprehensive Financial Report. As in previous years, the Town received an unqualified audit

opinion, which is the best opinion possible. Ms. Litzau provided an overview of the packet information.

Mayor Vazquez thanked Mr. Moyer and his department for their efforts. Mr. Moyer thanked Accounting Manager Cheryl Turner and Budget Analyst Vicki Miller on the work they do in relation to the audit.

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

10. Discussion of Potential 2016 CIP Items: New traffic signal at Middle School in partnership with CDOT; New Liberty Road extended

- Staff presentation: Kelly Arnold, Town Manager

Town Manager Arnold addressed the Town Board and noted that an update regarding the Quiet Zone would also be provided with his presentation.

Mr. Arnold stated that staff is in the midst of developing two 2016 Capital Improvement Projects (CIP) that need attention prior to the August 17, 2015 work session at which there will be a complete review of the 2016 CIP and five year capital improvement project proposal. These items are geared towards negotiations and/or actions prior to August 17 which is why they are being discussed at this time.

Traffic Signals on Main Street

One of the projects is the replacement of the traffic signal on 9th Street in front of the Middle School. This signal replacement came from a previous Town Board work session as a possible project. During that work session, it was reported that this project would not be addressed by CDOT for several years at the current replacement program, but if the Town participated in the replacement, then it might get consideration. As a result, CDOT agreed to fund a draft preliminary cost estimate before the end of their fiscal year (June 30).

Mr. Arnold reported that CDOT is going to do a traffic study on Main Street from both ends of town limits and determine if their system is operating efficiently and effectively. The study will be done a couple of weeks after Labor Day. We will then see if we get some improvements at 7th and Main Street intersection which could help the issues at 7th and Walnut. Once the system is fine-tuned, if need be, CDOT will come back and install a queue detector so that the priority becomes 7th street; particularly the flow from south to north and the turn from north bound to west bound lanes. The queue detector will provide a longer cycle while vehicles are detected in the turn lane. It was clarified that the queue detector is just for peak movements during school mornings and from 5:00 – 6:00 p.m.

CDOT had some leftover planning money and did a preliminary design for 9th and Main Street; this is referred to as the CDOT signal with a cost of \$450,000 or more. CDOT stated they would move this up to one of the first projects in their 2017 fiscal year which will start July 1, 2016 if we were to put money forward on the project. If funds are provided, the project will be finalized now so that by July of next year the signal would be operating before the 2016 school year. Mr. Arnold noted that this particular signal is not scheduled for replacement anytime soon but the CDOT Director does not like span wire signals in urbanized areas and wants to move the

project along. In order to get the project moving, they have requested funding of \$160,000 to \$180,000. In order to have colored poles it would be an additional \$10,000 to \$15,000.

Last week Town staff met with CDOT staff to discuss the cost and agreed that this project is feasible if the Town Board wanted to assist in funding the project in 2016. An amount of \$160,000 to \$180,000 would likely be accepted by CDOT.

Mayor Vazquez voiced support in participating with CDOT to get the project moving; Town Board Member Melendez concurred. Mayor Vazquez offered that the oil and gas royalty dollars could be used for the project. Town Board Member Morgan also voiced support of the project and stated that the light as it currently stands is not easily visible. Mr. Morgan also voiced support for getting an estimate for colored poles as Main Street is a good location to begin that effort. Mr. Arnold stated most of the surrounding communities have colored poles; generally in brown or black. The poles would need to be replaced if using colored poles. Mr. Vazquez if the poles could be reused at different locations in Town.

Mayor Vazquez stated he likes the lighted street signs; Mr. Arnold will talk to CDOT about that and he noted that CDOT will not maintain the lighted signs.

Town Board Member Adams also voiced support for the signal and improvements.

Completion of New Liberty Road

For the past year, town staff has been talking with the developer on when they will start building New Liberty Road from the top of Hilltop west to County Line Road. The developer has some limitations and motivation to finish it off; it could probably be done in phases if the Town agreed to that. Mr. Arnold stated he believe it would be beneficial for the Town to take the lead on the project and get the road built in the next nine months. Staff is working from the concept of having the road completed sooner versus over phases based upon development would benefit the entire community transportation system. The developer may want to add medians or landscaping similar to Water Valley and Highland Meadows; those are considered enhancements and would be on the developer to provide.

Discussions with the developer have been that the Town would fund the project. But some portion of the project would be reimbursed by the developer as they gain beneficial use of the New Liberty Road, but the balance would be a cost to the Town because of the benefit to construct in advance of development.

Based upon current estimates, completing New Liberty Road would cost between \$2M and \$3M; probably closer to \$2M. Between now and August 17, Mr. Arnold would report to the Town Board how the project is developing cost-wise. Mr. Arnold also believes that since the developer has some use for the road then the Town would enter into an intergovernmental agreement with metropolitan district or somebody so there would be a reimbursement component set up based on beneficiary use of the road. When all built out about the Town would be responsible for a quarter to half of the responsibility for the road and the other portion would be paid back/reimbursed by the developer. Concepts have been discussed with the developer, terms have not. Mr. Arnold told the Town Board if they liked the concept, then some funds could be reserved in the 2016 CIP which would be presented in August, 2015. If the

project could get designed and ready and get constructed early next season it could be up and operating by early summer next year.

Mayor Vazquez voiced support of the project noting we need to get the right of way and the roadway connected for safety purposes.

Town Manager Arnold stated the project could be funded with Road Impact Fee funds as it is a capacity building project, if desired.

Board Member Morgan inquired how traffic would be handled; Director of Engineering Wagner stated that we typically don't do anything until it meets warrants.

Town Board Member Adams reported that a new golf course is expected and believes the developers would be thinking about this road.

Mr. Arnold stated that the Town Board will see a placeholder amount for the project on August 17, 2015 and hopes to have more details regarding the project at that time.

Quiet Zone Update

Town Manager Arnold distributed an update on the project provided by FHU and stated he wanted to update the Town Board on where we are and request guidance to go over the grant amount.

Bids were opened on two elements of the project:

- Railroad work – We had competitive bids and there was \$2.8M set aside; the low bid came in at \$2.2M.
- Roadway work – No roadway bids were received. The Town talked to the companies that had attended the pre-bid meeting and had a variety of concerns; they were too busy and can't complete the project on schedule, the project was too small, federal money involved, and missed bid date. After discussions with FHU and FRA it was determined to put out a second opportunity to bid. The grant amount is \$355,000, the engineers estimate is \$775,000 and the bid came in at just over \$1M. Costing assumptions were made by the bidders related to the work such as having to move from one crossing to the next to complete the project.

Mr. Arnold noted the Professional Services budget of \$150,000 is about spent and the Other Project Costs related to the agreement with Great Western Railway (GWR) of \$117,634. The amount listed as included in the GWR Estimated to subtract from the total is a duplication of flagging services that was already accounted for. If we move forward today with the current costs we are over the grant by \$166,000. Mr. Arnold recommended approving the railroad equipment bid as the bid is only good for so long. We might get a better bid for the concrete if we wait until winter. In order to meet the schedule, staff needs support acknowledging the project will go over the grant amount.

Mayor Vazquez recommended not doing concrete work in the winter. Town Board Member Melendez inquired what was out of pocket to date; Mr. Arnold responded only staff time. Ms. Melendez supported moving forward and keeping the project on schedule. Town Board Member Morgan stated he thought the Town was going to have to fund the project as the grant

was initially \$2.8M and is now \$3.3M. Town Board Member Adams supports the moving forward providing the Town has the funds available.

Town Manager Arnold stated that he will keep the Board informed on progress.

11. Discussion regarding Weld County Coordinated Planning Agreement (CPA) and July 28, 2015 meeting with Weld County Commissioners

- Staff presentation: Scott Ballstadt, Director of Planning

Director of Planning Ballstadt stated that in order to review referrals in accordance with Section 3.1 of the CPA which requires a referral response within twenty-one days, the Planning Commission has decided to revise the Town's referral review process. The consensus at the July 15, 2015 regular meeting was that, instead of scheduling referrals as action items on a regular meeting agenda, future review of referrals from other jurisdictions will be processed administratively unless the Planning Commission has concerns.

Staff will forward a draft response letter based on the Town's plans, codes, intergovernmental agreements and other relevant documents to the Planning Commission for review. If no Planning Commission concerns with the draft letter are received within one business day, staff will forward the letter to the referring jurisdiction. If a Planning Commissioner has concerns with the draft response, they may request that the Chairman direct staff to schedule the referral as an action item at a regular meeting (responses to the staff email will not discuss details of the land use application or any other dialogue in order to avoid violating open meeting requirements).

This process will allow the response regarding most referrals that generate standard comments to be made within the twenty-one day referral comment period. Therefore, the CPA referral review timeframe no longer requires discussion with the County Commissioners.

D. COMMUNICATIONS

1. Communications from the Town Attorney
Town Attorney McCargar reminded the Town Board of the Executive Session following the meeting.
2. Communications from Town Staff
Chief of Police Micheals reported there are currently 14 Block Captains for National Night Out which is next Tuesday night. Information will be forwarded to the Town Board so they can participate.
4. Communications from the Town Manager
Town Manager Arnold reported the reception for Melissa Chew is Monday at 3:30 p.m. at the recreation center; Monday will be her last day.
5. Communications from Town Board Members
Town Board Member Melendez asked about the status metropolitan district information; Mr. McCargar advised that the revisions will be before the Town Board in August and that he would provide a preview of the model service plan for review.

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. Economic Development Incentives (Stacy Johnson)

Town Board Member Melendez motioned to go into 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. Economic Development Incentives (Stacy Johnson); Town Board Member Morgan seconded the motion. Roll call on the vote resulted as follows: Yeas – Morgan, Melendez, Adams, Vazquez; Nays- None; Motion passed.

The Executive Session commenced at 9:39 p.m.

Upon a motion duly made, the Town Board returned to the regular meeting at 10:45 p.m.

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 at 10:46 p.m.

E. ADJOURN

Town Board Member Morgan motioned to adjourn; Town Board Member Melendez seconded the motion. Roll call on the vote resulted as follows: Yeas – Morgan, Melendez, Adams, Vazquez; Nays- None; Motion passed.

The meeting was adjourned at 10:46 p.m.

Patti Garcia, Town Clerk

MEMORANDUM

Date: August 3, 2015
To: Mayor and Town Board
Via: Kelly Arnold, Town Manager
From: Dennis Wagner, Director of Engineering
Re: First Amendment to the Water Service Agreement with North Weld County Water District
Item #: B.2

Background / Discussion:

As Windsor grows it sometimes includes areas served by the North Weld County Water District (NWCWD). Such is the case with the development of Winter Farm 3rd Filing on the east side of WCR 19 (Hollister Lake Rd.) WCR 19 is being widened north of the Greeley No. 2 Canal to WCR 70 and NWCWD has an existing small diameter water line under the widened part of WCR 19. Windsor and NWCWD benefit with the abandonment of that small water line under the pavement. Therefore, the attached amendment to the existing water service agreement between Windsor and the district provides for capping the line at WCR 70 and transferring service for the one customer on that line to Windsor's existing 14-inch water line.

As stated in the agreement amendment, the district will compensate Windsor for taking the customer by permanently transferring one (1) CBT water right to the town and by adding 1 gpm to the town's peak water allocation from the district.



Financial Impact:

None.

Recommendation:

Approve resolution authorizing the mayor to sign the First Amendment to the Water Service Agreement Dated August 12, 2013.

Attachments:

Resolution
First Amendment to the Water Service Agreement Dated August 12, 2013

TOWN OF WINDSOR

RESOLUTION NO. 2015-50

A RESOLUTION APPROVING THE FIRST AMENDMENT TO THE WATER SERVICE AGREEMENT DATED AUGUST 12, 2013, BETWEEN THE NORTH WELD COUNTY WATER DISTRICT AND THE TOWN OF WINDSOR

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

WHEREAS, the Town has in place a series of Water Services Agreements and Amendments (“Agreements”) with the North Weld County Water District (“North Weld”), under which the Town’s Water Utility receives treated water and under which the service areas of each party are identified; and

WHEREAS, as the Town experiences development, the Agreements call for the abandonment of North Weld facilities generally located under roadways, and the assumption of service responsibility by the Town; and

WHEREAS, the development of the Winter Farm Subdivision Third Filing has brought about the need to abandon a portion of North Weld facilities under Weld County Road 19 (Hollister Lake Road) south of Weld County Road 70; and

WHEREAS, the Town and North Weld have negotiated the attached First Amendment to Water Service Agreement dated August 12, 2013 (“First Amendment”), under which the Town and North Weld will coordinate the assumption of service responsibility to a particular address by the Town in accordance with the Agreements; and

WHEREAS, the First Amendment is consistent with the intent of the Agreements and promotes the orderly delivery of treated water service to customers located within the Town; and

WHEREAS, the Town Board has reviewed the attached First Amendment and has determined that it promotes the public health, safety and welfare.

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

1. The attached First Amendment to Water Service Agreement dated August 12, 2013, is hereby approved.
2. The Mayor is hereby authorized to execute the said First Amendment on the Town’s behalf.

3. The Town's Water Utility is hereby authorized to implement the said First Amendment in accordance with its terms.

Upon motion duly made, seconded and carried, the foregoing Resolution was adopted this 10th day of August, 2015.

TOWN OF WINDSOR, COLORADO

By: _____
John S. Vazquez, Mayor

ATTEST:

Patti Garcia, Town Clerk

TOWN OF WINDSOR

RESOLUTION NO. 2015-51

A RESOLUTION OF SUPPORT FOR THE CREATION OF THE U.S. HIGHWAY 34
COALITION

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

WHEREAS, the Windsor Town Board recognizes and values U.S. Highway 34 as a significant transportation corridor in northern Colorado; and

WHEREAS, the Windsor Town Board desires to work with other municipalities and neighboring county governments to address safety and transportation needs; and

WHEREAS, the Town Board desires to send a strong message to elected officials, state agencies and federal authorities that U.S. Highway 34 is important to the long-term health and economic development of the region; and

WHEREAS, in order to qualify for funding to improve safety, access, economic development opportunities, long-range planning and other efforts along the U.S. Highway 34 corridor, the U.S. Highway 34 Coalition (“Coalition”) will advocate for funding and will assist local entities to apply for grant funding; and

WHEREAS, it is in the best interests of the citizens of Windsor to have the Coalition representing the Town.

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

1. The Town Board supports the establishment of the Coalition.
2. The Town Board pledges to have two of its members and such support staff as may be reasonably available to participate in meetings of the Coalition.
3. The Town will consider financial support for grant applications as funds allow.

Upon motion duly made, seconded and carried, the foregoing Resolution was adopted this 10th day of August, 2015.

TOWN OF WINDSOR, COLORADO

By: _____
John S. Vazquez, Mayor

ATTEST:

Patti Garcia, Town Clerk



MEMORANDUM

Date: August 10, 2015
To: Mayor and Town Board
Via: Kelly Arnold, Town Manager
From: John Michaels, Chief of Police
Re: Resolution Approving IGA for Regional Communications Services
Item #: B.4.

Background / Discussion:

Over the last several years, Weld County Regional Communications Center has been charging fees for its dispatch services to the various law enforcement, fire department and organizations on their radio system. Last fall, several meetings were held with the various stake holders that utilize the system to develop a fee structure that was equitable to the users on the system. The formula that was agreed upon was that Weld County will cover 90% of the expense for the Communication Center with funds from the 911 surcharge and their general fund. The remaining 10% will be paid by the local police and fire departments. The allocation each individual entity is assessed is based on usage or call load.

For the last 4 years, the Windsor Police Department has been ranked fifth among law enforcement agencies in Weld County in call load usage of the radio system and in 2014 our call load was recorded at 26,156. The cost to Windsor in 2014 for these services was \$20,099.00 and was \$24,589.00 in 2015. As our call load increases, each year the expenditures to the Weld County Regional Communications Center will also increase.

This intergovernmental agreement (IGA) allows for the provision of emergency communications and dispatch services for the Town of Windsor with the costs allocated proportionately among its users.

Financial Impact:

Costs will most likely increase with population and increased usage of 911 calls.

Relationship to Strategic Plan:

Promote Safety and Security

Recommendation:

Move to Approve Resolution Ratifying, Approving and Confirming the Terms of an Intergovernmental Agreement for Regional Communications Services between the Town of Windsor and Weld County.

Attachments:

- Resolution Ratifying, Approving and Confirming the Terms of an Intergovernmental Agreement for Regional Communications Services between the Town of Windsor and Weld County Intergovernmental Agreement For the Exchange of Legal Services
- Weld County Regional Communications User Agreement

TOWN OF WINDSOR

RESOLUTION NO. 2015-52

A RESOLUTION RATIFYING, APPROVING AND CONFIRMING THE TERMS OF AN INTERGOVERNMENTAL AGREEMENT (“IGA”) FOR REGIONAL COMMUNICATIONS SERVICES BETWEEN THE TOWN OF WINDSOR AND WELD COUNTY

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

WHEREAS, pursuant to Section 29-1-203, C.R.S., governments may cooperate or 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, Weld County (“County”) has traditionally provided emergency and after hours communications/dispatch services for the Town; and

WHEREAS, due to the increase in population and size of the Town, the prior agreement for said services is no longer economical, and the County seeks to allocate costs proportionately among its users; and

WHEREAS, an agreement for emergency communications and dispatch services promotes the public health, safety and welfare; and

WHEREAS, the attached Weld County Regional Communications User Agreement (“WCRCC”), the terms of which are incorporated herein as if set forth fully, allocates communications costs proportionately among the various participating entities; and

WHEREAS, the Town Board has concluded that entering into the WCRCC is necessary and appropriate.

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

1. The Town of Windsor hereby ratifies, approves and confirms the terms and conditions of the attached WCRCC.
2. The Mayor is hereby authorized to execute the attached WCRCC on behalf of the Town.

Upon motion duly made, seconded and carried, the foregoing Resolution was adopted this 10th day of August, 2015.

TOWN OF WINDSOR, COLORADO

By _____
John S. Vazquez, Mayor

ATTEST:

Patti Garcia, Town Clerk

WELD COUNTY REGIONAL COMMUNICATIONS USER AGREEMENT

1. PROVISION OF SERVICES BY THE COUNTY:

- a. The County, through the WCRCC, shall provide the following public safety dispatch services:
 - i. Emergency 911 call answering;
 - ii. Police, fire and EMS CAD/radio dispatching;
 - iii. NCIC/CCIC channel clearances; and
 - iv. After-hour notifications for police, animal control involving concerns for public safety, fire, EMS, water and sewer, risk management, and public works.
- b. The public safety dispatch services listed in 1(a) shall be provided to the City/Town/District 24 hours per day, seven days a week.
- c. If the City/Town/District desires additional emergency services beyond those described herein, it may request such services from the County. It shall be in the sole discretion of the County whether to accommodate such requests and any additional services provided shall be the subject of a separate agreement.

2. REQUIREMENTS OF THE CITY/TOWN/DISTRICT

- a. City/Town/District must show annual maintenance records of all Subscriber units no later than December 31st of current year and every year thereafter to include subscriber ID# and date of maintenance to the Director of Public Safety Communications.
- b. City/Town/District must show New Hire and Annual employee Radio Subscriber Unit Training documentation no later than December 31st of current year and every year thereafter to include Name of employee, date of training and current Radio Template to the Director of Public Safety Communications. (See Appendix A for training content)

3. COST FOR DISPATCH SERVICES.

The County shall determine costs to be paid by the City/Town/District for dispatch services based upon the following methodology:

- a. The county shall determine costs to be paid by the City/Town/District for dispatch services based upon the following methodology:
 - Allocation of costs will be charged based upon utilization of services that drives costs, which are dispatched calls.
 - Call volume will be averaged over the prior four years to avoid an entity from having a spike in costs due to an extraordinary event, such as a tornado.

- Cost for police dispatch and fire dispatch are different based upon the number of dispatch positions to handle the call volume. Therefore, costs will be prorated between fire and law based upon the percentage of the number of dispatch law and fire consoles.
 - The total budget for operations for the Weld County Communication Center (WCRCC) shall be determined annually. From the total for operational costs the amount reimbursed by the Weld County E911 Authority for operations will be subtracted to determine a net cost of operations for the WCRCC to be allocated to user agencies. The net operating costs for the WCRCC shall be allocated between law and fire agencies based upon the number of dispatch positions for law and the number of dispatch positions for fire divided by each of the total respective type of calls to arrive at a cost per call for each type of call (law or fire).
 - The total cost for infrastructure depreciation for the Weld County Communication Center (WCRCC) shall be determined annually. From the total cost of infrastructure depreciation the amount attributed to infrastructure depreciation for the Weld County E911 Authority will be subtracted to determine a net cost of infrastructure depreciation for the WCRCC to be allocated to user agencies. The net cost of infrastructure depreciation for the WCRCC shall be allocated between law and fire agencies based upon the number of dispatch positions for law and the number of dispatch positions for fire divided by each of the total respective type of calls to arrive at a cost per call for each type of call, similar to the operational costs.
 - The costs per call type (law or fire) will be multiplied times the call volume averaged over four years for each law and fire agency to determine the total operational cost and cost for infrastructure depreciation for each agency annually.
 - From the above process the total annual costs for operations and infrastructure depreciation (less the amount allocated to the E911 Authority) allocated to each law and fire agency will be determined. Starting in 2016 each law and fire agency shall pay ten percent (10%) of the total costs for operations and infrastructure depreciation allocated to each law and fire agency, in 2017 twelve and one-half percent (12.5%), in 2018 fifteen percent (15%), in 2019 seventeen and one-half percent (17.5%) and in 2020 and beyond twenty percent (20%).
- b. If the City/Town/District requests or requires additional emergency services above the current service level as described in 1(a), the City/Town/District will pay for the additional services in their entirety above and beyond any allocation from the adopted methodology.
 - c. The cost basis for public safety dispatch services for the following year will be provided to the City/Town/District by June 1 of each year.
 - d. The County reserves the right to periodically review the cost allocation methodology and make any appropriate changes to the cost allocation methodology. Any such approved changes to the cost allocation shall modify the cost allocation terms of this Agreement and be imposed pursuant to the terms of this Agreement. If the cost allocation methodology change is uniformly applied to all like users no amendment to this agreement is required.
4. **TERM:** The term of this IGA shall be from January 1, 2015, to and until December 31, 2015, and shall continue for successive one year periods thereafter, unless terminated sooner by either party by giving to the other notice of termination at least 180 days prior to the projected date of termination. Or a mutually agreed upon date.

5. **ENTIRE AGREEMENT:** This writing constitutes the entire agreement between the parties hereto with respect to the subject matter herein, and shall be binding upon said parties, their officers, employees, agents and assigns.
6. **NO WAIVER OF IMMUNITY:** No portion of this IGA shall be deemed to constitute a waiver of any immunities the parties or their officers, employees, or agents may possess, nor shall any portion of this IGA be deemed to have created a duty of care which did not previously exist with respect to any person not a party to this IGA.
7. **NON-APPROPRIATION:** Financial obligations of the parties imposed under this IGA and payable after the current fiscal year are contingent upon funds for that purpose being appropriated, budgeted and otherwise made available. By execution of this IGA, the parties do not warrant that funds will be available to fund this IGA beyond the current fiscal year and no portion of this IGA shall be deemed to create an obligation on the part of the County to expend funds not otherwise appropriated in each succeeding year.
8. **NON-LIABILITY:** The City/Town/District agrees that in no event shall the County be liable to the City/Town/District due to any stoppage, delay, or any impairment in the provision of dispatch services pursuant to this IGA where such stoppage, delay, or impairment result from acts of God, fire, war, legal or equitable proceeding, or any other cause which is outside the control of the County.
9. **INDEMNITY.** To the extent authorized or limited by law, the City/Town/District agrees to indemnify, defend, and hold the County, its officers, employees, and agents, harmless from and against any and all claims, suits, expenses, damages, or any injury to persons, entities, or property arising from any and all acts, omissions, or failures to act by the City/Town/District, its employees, officers, and agents, occurring from the point of receiving public safety dispatch services pursuant to this IGA. To the extent authorized or limited by law, the County agrees to indemnify, defend, and hold City/Town/District, its officers, employees, and agents, harmless from and against any and all claims, suits, expenses, damages, or any injury to persons, entities, or property arising from any and all acts, omissions, or failures to act by the County, its employees, officers, and agents, occurring from the provision of public safety dispatch services pursuant to this IGA.
10. **NO THIRD PARTY BENEFICIARY ENFORCEMENT.** It is expressly understood and agreed that the enforcement of the terms and conditions of this IGA, and all rights of action relating to such enforcement, shall be strictly reserved to the undersigned parties and nothing in this IGA shall give or allow any claim or right of action whatsoever by any other person not included in this IGA. It is the express intention of the undersigned parties that any entity other than the undersigned parties receiving services or benefits under this IGA shall be an incidental beneficiary only.

IN WITNESS WHEREOF, the parties hereto have signed this Agreement this _____ day of _____, 201____.

CITY/TOWN/DISTRICT:

By: _____
Name: _____
Title: _____

Date _____

WELD COUNTY:

ATTEST:
Weld County Clerk to the Board

BOARD OF COUNTY COMMISSIONERS
WELD COUNTY, COLORADO

BY: _____
Deputy Clerk to the Board

Barbara Kirkmeyer, Chair

APPROVED AS TO FUNDING:

APPROVED AS TO SUBSTANCE:

Controller

Elected Official or Department Head

APPROVED AS TO FORM:

County Attorney

2015 COMMUNICATION OTHER ENTITIES ALLOCATION FORMULA

LAW Agencies	2011 Calls for Service	2012 Calls for Service	2013 Calls for Service	2014 Calls for Service
Greeley	104,114	107,718	104,942	110,531
Weld SO	66,410	61,931	68,360	79,233
Evans	22,136	24,941	26,446	30,158
Ft. Lupton PD	10,246	9,384	9,025	9,642
Windsor	16,780	20,280	22,323	26,156
Firestone	10,270	9,377	9,895	10,814
Johnstown	13,319	9,851	10,936	12,130
Platteville	8,600	3,747	4,609	4,524
Fredrick	11,920	9,342	10,405	12,016
Dacono	6,094	8,179	10,215	11,234
Eaton	5,794	7,835	11,306	15,183
Milliken	5,756	7,521	6,675	8,151
Ault	5,421	4,169	5,173	6,120
Kersey	3,247	2,445	3,219	5,185
LaSalle	3,318	3,322	4,110	4,995
Lochbuie	5,116	4,931	4,880	5,361
Nunn	534	1,647	1,612	2,009
Gilcrest	2,651	821	898	870
Others	11,443	12,175	7,538	594
Total Law	313,169	309,616	322,567	355,906

2010-2013 AVERAGE CALLS

Average	Cost Per Call for Operations	Cost for Operations	Cost Per Call for Infrastructure	Cost for Infrastructure
106,826	\$ 1.14	\$121,301.33	\$ 0.22	\$ 22,993.84
68,984	\$ 1.14	\$78,330.84	\$ 0.22	\$ 14,948.37
25,920	\$ 1.14	\$29,432.47	\$ 0.22	\$ 5,579.21
9,574	\$ 1.14	\$10,871.57	\$ 0.22	\$ 2,060.81
21,385	\$ 1.14	\$24,282.41	\$ 0.22	\$ 4,602.96
10,089	\$ 1.14	\$11,456.07	\$ 0.22	\$ 2,171.61
11,559	\$ 1.14	\$13,125.26	\$ 0.22	\$ 2,486.02
5,370	\$ 1.14	\$6,097.64	\$ 0.22	\$ 1,155.87
10,921	\$ 1.14	\$12,400.52	\$ 0.22	\$ 2,350.64
8,931	\$ 1.14	\$10,100.59	\$ 0.22	\$ 1,922.25
10,030	\$ 1.14	\$11,388.51	\$ 0.22	\$ 2,158.80
7,276	\$ 1.14	\$8,261.62	\$ 0.22	\$ 1,566.07
5,221	\$ 1.14	\$5,928.17	\$ 0.22	\$ 1,123.74
3,524	\$ 1.14	\$4,001.51	\$ 0.22	\$ 758.52
3,936	\$ 1.14	\$4,469.62	\$ 0.22	\$ 847.26
5,072	\$ 1.14	\$5,759.26	\$ 0.22	\$ 1,091.72
1,451	\$ 1.14	\$1,647.04	\$ 0.22	\$ 312.21
1,310	\$ 1.14	\$1,487.51	\$ 0.22	\$ 281.97
7,938	\$ 1.14	\$9,013.04	\$ 0.22	\$ 1,708.51
325,315		369,395		70,022

10% TOTAL COST PER AGENCY

\$144,295.17
\$93,179.21
\$35,011.68
\$12,932.38
\$28,885.37
\$13,627.68
\$15,613.28
\$7,253.51
\$14,751.16
\$12,062.84
\$13,547.31
\$9,827.69
\$7,051.91
\$4,760.03
\$5,316.88
\$6,850.99
\$1,959.26
\$1,769.48
\$10,721.55
\$438,417.37

FIRE/EMS Agencies	Incidents*	Incidents*	Incidents*	Incidents*
Greeley FD	10,977	11,706	12,275	13,220
Mountain View FD	3,418	3,529	3,546	6,617
Windsor-Severance FD	1,644	1,722	1,989	2,185
Fredrick/Firestone FD	1,488	1,488	1,581	2,966
Evans FD	1,468	1,485	1,777	1,801
Ft. Lupton FD	1,068	1,166	1,203	1,354
Johnstown FD	828	824	889	1,192
Hudson FD	725	640	674	717
Milliken FD	628	561	623	542
Eaton FD	578	617	595	726
Platteville/Gilcrest FD	537	603	721	763
Southeast Weld FD	398	473	533	1,270
La Salle FD	441	545	504	478
Kersey FD	433	456	493	605
Aul/Pierca FD	289	345	306	349
Galeton FD	205	212	170	166
Briggsdale FR	122	131	122	125
Nunn FD	187	252	217	238
New Raymer FD	103	111	102	122
Pawnee FD	87	89	66	88
Total Fire/EMS Calls	25,634	26,955	28,386	35,954

10% TOTAL COST PER AGENCY

\$ 71,713.29
\$ 25,468.35
\$ 11,223.34
\$ 11,242.69
\$ 9,721.44
\$ 7,131.44
\$ 5,556.60
\$ 4,102.33
\$ 3,503.95
\$ 3,745.08
\$ 3,905.84
\$ 3,980.27
\$ 2,929.38
\$ 2,957.66
\$ 1,933.57
\$ 1,120.85
\$ 744.25
\$ 1,330.73
\$ 651.97
\$ 491.21
173,454

GRAND TOTAL 338,803 336,571 350,953 391,460



MEMORANDUM

Date: August 10, 2015
To: Mayor and Town Board
Via: Regular meeting materials, August 10, 2015
From: Ian D. McCargar, Town Attorney
Re: Vacation and acceptance of utility and drainage easements
Item #: B.5. & B.6.

Background / Discussion:

In order to carry out a solution to storm water issues in the Hilltop Estates Subdivision, the Town has been asked to vacate a platted utility and drainage easement, and to simultaneously accept a substitute easement for these purposes. The platted easement is a standard 20-foot wide easement for utilities and drainage, which straddles the property line between Lot 64 and Lot 65. The proposed substitute is a 20-foot wide easement that lies entirely on Lot 64. Each of these easements is depicted in the exhibits attached to the instruments presented to you.

The property owners of Lot 64 are the Petitioners behind the request to vacate the existing easement. They are also the grantors of the proposed substitute easement. These two transactions have been voluntarily entered into by these property owners. The legal descriptions and depictions have been reviewed by Town Engineering staff.

Financial Impact: None.

Relationship to Strategic Plan: Quality development

Recommendation:

- Adopt Resolution Vacating a 20-Foot Wide Utility and Drainage Easement, the Center Line of Which Lies on the Property Line Between Lots 64 and 65 of the Hilltop Estates Subdivision in the Town of Windsor, Colorado
- Adopt Resolution Approving and Accepting a Deed of Dedication for Access, Egress and Utilities and Drainage Easement Within a Portion of Lot 64, Hilltop Estates Subdivision, in the Town of Windsor, Colorado

Attachments:

Resolution Vacating a 20-Foot Wide Utility and Drainage Easement, the Center Line of Which Lies on the Property Line Between Lots 64 and 65 of the Hilltop Estates Subdivision in the Town of Windsor, Colorado

Resolution Approving and Accepting a Deed of Dedication for Access, Egress and Utilities and Drainage Easement Within a Portion of Lot 64, Hilltop Estates Subdivision, in the Town of Windsor, Colorado

TOWN OF WINDSOR

RESOLUTION NO. 2015-53

A RESOLUTION VACATING A 20-FOOT WIDE UTILITY AND DRAINAGE EASEMENT, THE CENTER LINE OF WHICH LIES ON THE PROPERTY LINE BETWEEN LOTS 64 AND 65 OF THE HILLTOP ESTATES SUBDIVISION IN THE TOWN OF WINDSOR, COLORADO

WHEREAS, the Windsor Town Board has received from the affected property owner a petition to vacate the 20 foot wide utility and drainage easement, the center line of which lies on the property line between Lot 64 and Lot 65, Hilltop Estates Subdivision in the Town of Windsor, Colorado ("Petition"), attached hereto and incorporated herein by this reference as Exhibit "A"; and

WHEREAS, a new easement is being established across the petitioner's property which will make this easement obsolete; and

WHEREAS, the Town has disclaimed any interest in the future use or continued maintenance of said easement; and

WHEREAS, the Town Board has concluded that the utility and drainage easement which is the subject of the Petition is of no continuing use or benefit to the Town and, therefore, can be vacated without injury to the public interest.

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

1. The twenty (20) foot wide utility and drainage easement, the center line of which lies on the property line between lots 65 and 65 of the Hilltop Estates Subdivision as shown on the attached Petition is without present or future value to the Town and should be vacated.
2. The Town of Windsor has disclaimed any interest in the future use or continued maintenance of said portion of the utility easement described and outlined in said Petition.
3. The Town hereby vacates the portion of the utility easement described on said Petition.

Upon motion duly made, seconded and carried, the foregoing Resolution was adopted this 10th day of August, 2015.

TOWN OF WINDSOR, COLORADO

By: _____
John S. Vazquez, Mayor

ATTEST:

Patti Garcia, Town Clerk

PETITION TO VACATE EASEMENT

We the undersigned, being the owner(s) of the property described as Lot 64, Hilltop Estates Subdivision, Town of Windsor, County of Weld, State of Colorado hereby request that the TOWN OF WINDSOR vacate the easement located on the attached Exhibit A, for the following reason(s):

We will be establishing a new permanent easement across our property to convey storm water drainage and this easement to be vacated will become obsolete.

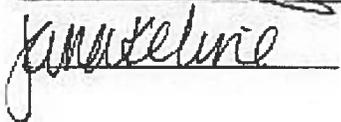
Date	Owners Signature	Mailing Address
6-9-15		1283 Hilltop Cir. Windsor, CO 80550
6-9-15		1283 Hilltop Cir. Windsor, CO 80550

EXHIBIT A

LEGAL DESCRIPTION

A PARCEL OF LAND LOCATED IN THE NORTHWEST QUARTER OF SECTION 32, TOWNSHIP 6 NORTH, RANGE 67 WEST OF THE SIXTH PRINCIPAL MERIDIAN; IN THE TOWN OF WINDSOR, WELD COUNTY, COLORADO. SAID PARCEL BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHWEST CORNER OF LOT 64, HILLTOP ESTATES SUBDIVISION, FROM WHENCE THE SOUTHWEST CORNER OF SAID LOT BEARS S 08°27'28" E A DISTANCE OF 387.83 FEET;

THENCE ON SAID LINE S 08°27'28" E A DISTANCE OF 246.59 TO **THE POINT OF BEGINNING**;

THENCE S 48°21'26" E A DISTANCE OF 15.59 FEET;

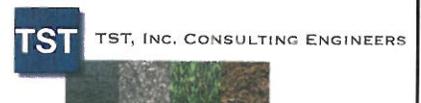
THENCE S 08°27'28" E A DISTANCE OF 90.30 FEET;

THENCE S 89°38'11" W A DISTANCE OF 10.10 FEET;

THENCE S 08°27'28" E A DISTANCE OF 100.84 FEET TO **THE POINT OF BEGINNING**.

SAID PARCEL CONTAINS 0.02 ACRES (955 SQUARE FEET) MORE OR LESS AND IS SUBJECT TO ALL RIGHTS-OF-WAY, EASEMENTS AND RESTRICTIONS NOW IN USE OR OF RECORD.

EASEMENT VACATION
DATE: APRIL 21, 2015
JOB NO. 732.0207.00
SHEET 1 OF 2



760 Whalers Way, Bldg C, Suite 200
Fort Collins, Colorado
Phone: 970.226.0557
Fax: 970.226.0204

EXHIBIT A

POINT OF COMMENCEMENT

LOT 64

POINT OF BEGINNING

S08°27'28"E 246.59'

S48°21'26"E
15.59'

N08°27'28"W 100.84'

S08°27'28"E 90.30'

S89°38'11"W
10.10'

40.00'
EXIST. DRAINAGE EASEMENT



EASEMENT VACATION
DATE: APRIL 21, 2015
JOB NO. 732.0207.00
SHEET 2 OF 2

TST TST, INC. CONSULTING ENGINEERS

760 Whalers Way, Bldg C, Suite 200
Fort Collins, Colorado
Phone: 970.226.0557
Fax: 970.226.0204

K:\732\207.00\Survey\LX1

TOWN OF WINDSOR

RESOLUTION NO. 2015-54

A RESOLUTION APPROVING AND ACCEPTING A DEED OF DEDICATION FOR ACCESS, EGRESS AND UTILITIES AND DRAINAGE EASEMENT WITHIN A PORTION OF LOT 64, HILLTOP ESTATES SUBDIVISION, IN THE TOWN OF WINDSOR, COLORADO

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

WHEREAS, the Town is responsible for a system of utilities, public access and public egress routes within its corporate limits; and

WHEREAS, in keeping with sound land use practices, the Town requires the dedication of easements for such public purposes in conjunction with the development of land within the Town; and

WHEREAS, in conjunction with the Town’s approval of the vacation of the 20-foot wide utility and drainage easement, in Resolution No. 2015-53; and

WHEREAS, the dedication of the easement is intended to facilitate and replace the utilities and stormwater drainage service previously provided in the now vacated easement; and

WHEREAS, the property owner has tendered a Deed of Dedication for Access, Egress and Drainage and Utilities Easement dated January 29, 2013 (“Deed of Dedication”), a copy of which is attached hereto and incorporated herein by this reference as if set forth fully; and

WHEREAS, the Town Board has reviewed the Deed of Dedication and has concluded that its approval and acceptance is in the public interest.

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

Section 1. The attached Deed of Dedication for Access, Egress and Drainage and Utilities Easement dated _____, is hereby approved and accepted.

Section 2. The Mayor is hereby authorized to execute the Acceptance section of the attached Deed of Dedication on behalf of the Town.

Upon motion duly made, seconded and carried, the foregoing Resolution was adopted this 10th day of August, 2015.

TOWN OF WINDSOR, COLORADO

By: _____
John S. Vazquez, Mayor

ATTEST:

Patti Garcia, Town Clerk

DEED OF EASEMENT FOR DRAINAGE AND UTILITIES

This Deed of Easement is dated this 27th day of July, 2015, by JANA KELLEY CLINE AND STEPHEN WALTER CLINE, as joint tenants, ("Grantor"), and in favor of the TOWN OF WINDSOR, COLORADO, a Colorado home rule municipal corporation ("Grantee").

WITNESSETH:

For and in consideration of the covenants and agreements herein set forth, and other good and valuable consideration, the receipt and adequacy of which is hereby acknowledged, Grantor hereby grants to the Grantee, its successors and assigns, the sole, exclusive and permanent right to enter, re-enter, occupy and use the hereinafter described property to construct, maintain, repair, replace, enlarge and operate one or more utility facilities, storm drainage channels, storm drainage pipelines and all underground and surface appurtenances thereto, over, across, under and upon the property described in **Exhibit "A"** and depicted in "**A-1**" attached hereto and incorporated herein by this reference, and consisting of two (2) pages ("Easement").

Grantor further grants to the Grantee:

1. The right of direct ingress to and egress from the Easement over and across said lands of the Grantor by means of adjacent roads and lanes thereon.
2. The right from time to time to enlarge, improve, reconstruct, relocate, and replace any utility facilities or channels, pipelines, or other structures constructed hereunder either in the original location or at any alternate location or locations within the Easement.
3. The right to mark the location of the Easement by suitable markers set in the ground, provided that said markers shall be placed in locations which will not interfere with any reasonable use Grantor shall make of the Easement.

Grantor reserves the right to use the Easement for purposes which will not interfere with Grantee's full enjoyment of the rights granted hereby.

Grantor shall not to (i) erect or construct any fence, building or other structure, (ii) drill or operate any well, (iii) construct any obstruction, or (iv) add or remove more than one (1) foot at the ground level, within the Easement.

Grantor shall not deposit, or permit or allow to be deposited, rubbish, debris, or any other substance or material, whether combustible or non-combustible on the Easement.

[REMAINDER OF THIS PAGE INTENTIONALLY LEFT BLANK]

ACCEPTANCE

The foregoing Deed of Easement is hereby accepted by the Town of Windsor on this 10th day of August, 2015.

John S. Vazquez, Mayor

ATTEST:

Patti Garcia, Town Clerk

EXHIBIT A

LEGAL DESCRIPTION

A PARCEL OF LAND LOCATED IN THE NORTHWEST QUARTER OF SECTION 32, TOWNSHIP 6 NORTH, RANGE 67 WEST OF THE SIXTH PRINCIPAL MERIDIAN; IN THE TOWN OF WINDSOR, WELD COUNTY, COLORADO. SAID PARCEL BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHWEST CORNER OF LOT 64, HILLTOP ESTATES SUBDIVISION, FROM WHENCE THE SOUTHWEST CORNER OF SAID LOT BEARS S 08°27'28" E A DISTANCE OF 387.83 FEET;

THENCE ON THE ARC OF A CURVE, CONCAVE TO THE LEFT, SAID CURVE HAVING A CENTRAL ANGLE OF 0°59'47", A RADIUS OF 1265.00 FEET, AN ARC LENGTH OF 22.00 FEET AND A CHORD THAT BEARS N81°02'39" E A DISTANCE OF 22.00 FEET;

THENCE S 08°27'28" E A DISTANCE OF 60.00 FEET;

THENCE S 01°16'37" E A DISTANCE OF 40.00 FEET;

THENCE S 08°27'28" E A DISTANCE OF 136.25 FEET;

THENCE S 48°21'26" E A DISTANCE OF 79.02 FEET;

THENCE S 43°27'27" E A DISTANCE OF 71.79 FEET;

THENCE S 82°30'22" E A DISTANCE OF 56.01 FEET TO A POINT ON AN EXISTING DRAINAGE, UTILITY AND EQUESTRIAN EASEMENT AS SHOWN ON THE PLAT OF HILLTOP ESTATES SUBDIVISION;

THENCE ON SAID EASEMENT LINE S 89°38'11" W A DISTANCE OF 75.71 FEET;

THENCE N 43°27'27" W A DISTANCE OF 62.071 FEET;

THENCE N 48°21'26" W A DISTANCE OF 80.75 FEET TO A POINT ON THE WESTERLY LINE OF SAID LOT 64;

THENCE ON SAID LINE N 08°27'28" W A DISTANCE OF 246.59 FEET TO THE **POINT OF BEGINNING**.

SAID PARCEL CONTAINS 0.18 ACRES (7,732 SQUARE FEET) MORE OR LESS AND IS SUBJECT TO ALL RIGHTS-OF-WAY, EASEMENTS AND RESTRICTIONS NOW IN USE OR OF RECORD.

DRAINAGE EASEMENT
DATE: APRIL 21, 2015
JOB NO. 732.0207.00
SHEET 1 OF 2

TST TST, INC. CONSULTING ENGINEERS

760 Whalers Way, Bldg C, Suite 200
Fort Collins, Colorado
Phone: 970.226.0557
Fax: 970.226.0204

EXHIBIT A-1

POINT OF BEGINNING

$\Delta=0^{\circ}59'47''$
 $R=1265.00'$
 $L=22.00'$
 $CH=22.00'$
 $N81^{\circ}02'39''E$

22.0'

S08°27'28"E
60.00'

S01°16'37"E
40.00'

LOT 64

N08°27'28"W 246.59'

17.0'

S08°27'28"E 136.25'

S48°21'26"E
79.02'

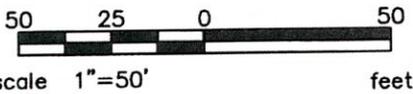
N48°21'26"W
80.75'

29.0'

S43°27'27"E
71.79'

N43°27'27"W
62.71'

S82°30'22"E
56.01'



S89°38'11"W
75.71'

40.00'
EXIST. DRAINAGE EASEMENT

DRAINAGE EASEMENT
 DATE: APRIL 21, 2015
 JOB NO. 732.0207.00
 SHEET 2 OF 2

TST TST, INC. CONSULTING ENGINEERS

760 Whalers Way, Bldg C, Suite 200
 Fort Collins, Colorado
 Phone: 970.226.0557
 Fax: 970.226.0204

Report of Bills - July 2015



TOWN OF WINDSOR
301 WALNUT STREET
WINDSOR, CO 80550
WWW.WINDSORGOV.COM

(970) 674-2400
MON-FRI 8AM TO 5PM

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 01 GENERAL FUND				
Department: 000 NO PROJECT CODE ASSIGNED				
73774	AFLAC	EMPLOYEE PAYROLL DEDUCTIONS	07/17/2015	960.44
73824	AFLAC	EMPLOYEE PAYROLL DEDUCTIONS	07/24/2015	861.88
73737	COLORADO DEPARTMENT OF REVENUE	SALES TAX PAYABLE	07/10/2015	984.00
73621	FAMILY SUPPORT REGISTRY	WAGE ASSIGNMENT	07/03/2015	296.57
73622	FAMILY SUPPORT REGISTRY	WAGE ASSIGNMENT	07/03/2015	276.92
73779	FAMILY SUPPORT REGISTRY	WAGE ASSIGNMENT	07/17/2015	276.92
73780	FAMILY SUPPORT REGISTRY	WAGE ASSIGNMENT	07/17/2015	296.57
73905	FAMILY SUPPORT REGISTRY	WAGE ASSIGNMENT	07/31/2015	296.57
73906	FAMILY SUPPORT REGISTRY	WAGE ASSIGNMENT	07/31/2015	276.92
73920	FRONT RANGE ENERGY LLC	PERSONAL PROPERTY TAX REBATE 8 OF 10	07/31/2015	30,565.76
73939	KATE SHELLITO	REFUND FOR LESSONS	07/31/2015	35.00
73895	LARIMER COUNTY SALES AND USE TAX	USE TAX COLLECTIONS JUNE 2015	07/31/2015	15,357.35
73662	PETTY CASH	PETTY CASH - FRONT DESK	07/10/2015	50.00
73786	SAFEBUILT INC.	JUNE 2015 REIMBURSEMENT	07/17/2015	83,150.66
73641	STANDARD INSURANCE COMPANY	EMPLOYER PD LONG/SHORT TERM DISABILITY IN:	07/03/2015	2,989.44
73620	UNITED WAY OF WELD COUNTY	EMPLOYEE DONATION	07/03/2015	15.00
73778	UNITED WAY OF WELD COUNTY	EMPLOYEE DONATION	07/17/2015	15.00
73904	UNITED WAY OF WELD COUNTY	EMPLOYEE DONATION	07/31/2015	15.00
73670	WELD COUNTY DRUG TASK FORCE	MUNICIPAL COURT COLLECTIONS-JUNE 2015	07/10/2015	1,358.00
73811	WOODWARD, INC	PROPERTY TAX REBATE 2015	07/17/2015	539.19
Total for Department: 000 NO PROJECT CODE				138,617.19
Department: 410 TOWN CLERK/CUSTOMER SERVI				
73738	ABLAO LAW LLC	LIQUOR AUTHORITY APRIL-JUNE 2015	07/10/2015	352.50
73633	CANTEEN REFRESHMENT SERVICES	BREAK ROOM SUPPLIES	07/03/2015	21.44
73722	CARD SERVICES	CLERK-FOOT PEDAL FOR RECORDING MTGS	07/10/2015	1,500.37
73846	CENTURY LINK	LONG DISTANCE TELEPHONE SVC	07/24/2015	5.98
73605	CO MUNICIPAL CLERKS ASSOC	PROFESSIONAL DEVELOPMENT-ELECTIONS	07/03/2015	25.00
73810	KRYSTAL EUCKER	PER DIEM 2015 CO INST OF MUNICIPAL CLERKS JU	07/17/2015	103.00
73679	OFFICE DEPOT	OFFICE SUPPLIES	07/10/2015	11.24
73829	OFFICE DEPOT	OFFICE SUPPLIES	07/24/2015	0.70
73610	PETTY CASH	PETTY CASH REIMB- TH CUST SVC	07/03/2015	20.00
73663	PETTY CASH	RIBBON	07/10/2015	2.14
73703	PITNEY BOWES	LEASE OF POSTAGE MACHINE	07/10/2015	18.38
73857	THE GREELEY TRIBUNE	ENCLAVE ANNEXATION	07/24/2015	170.50
73632	THE GREELEY TRIBUNE	LEGAL AD LIQUOR LICENSE-NCSC	07/03/2015	12.00
Total for Department: 410 TOWN CLERK/CUSTOM				2,243.25
Department: 411 MAYOR & TOWN BOARD				
73722	CARD SERVICES	MAYOR-CML CONF GROUP DINNER	07/10/2015	2,273.58
73854	DATAPRINT SERVICES, LLC	U.S. PRO CHALLENGE INSERT	07/24/2015	286.78
73690	DBC IRRIGATION SUPPLY	AHC-MARKING PAINT-HARVEST FEST GRANT	07/10/2015	48.83
73770	WINDSOR CHAMBER OF COMMERCE	K.MELENDEZ + GUEST ANNUAL DINNER	07/17/2015	105.00
73731	WINDSOR HARVEST FESTIVAL PLANN	GRANT OUTSIDE AGENCY	07/10/2015	7,700.00
Total for Department: 411 MAYOR & TOWN BOAR				10,414.19
Department: 412 MUNICIPAL COURT				
73846	CENTURY LINK	LONG DISTANCE TELEPHONE SVC	07/24/2015	4.21
73660	MICHAEL E MANNING	MUNICIPAL COURT JUDGE SVCS-JUNE 2015	07/10/2015	1,410.00
73703	PITNEY BOWES	LEASE OF POSTAGE MACHINE	07/10/2015	26.29
73695	TOWN OF WINDSOR MUNICIPAL COURT	REIMBURSE FOR DEPOSIT SLIPS	07/10/2015	54.35
Total for Department: 412 MUNICIPAL COURT				1,494.85
Department: 413 TOWN MANAGER				
73633	CANTEEN REFRESHMENT SERVICES	BREAK ROOM SUPPLIES	07/03/2015	6.15

Check No.	Vendor/Employee	Transaction Description	Date	Amount
73722	CARD SERVICES	TOWN MGR-NEWSPAPER SUBSCR	07/10/2015	437.89
73846	CENTURY LINK	LONG DISTANCE TELEPHONE SVC	07/24/2015	3.87
73755	CODY GROVES	TIER I PRIDE WINNER AWARD	07/10/2015	25.00
73679	OFFICE DEPOT	OFFICE SUPPLIES	07/10/2015	4.22
73829	OFFICE DEPOT	OFFICE SUPPLIES	07/24/2015	0.28
73703	PITNEY BOWES	LEASE OF POSTAGE MACHINE	07/10/2015	5.98
73924	ROTARY CLUB OF WINDSOR	MEMBERSHIP DUES QTR 3 2015	07/31/2015	175.00
73822	VARTEC TELECOM	FAX MACHINES SVC	07/24/2015	1.23

Total for Department: 413 TOWN MANAGER 659.62

Department: 415 FINANCE

73835	AMERICAN INSTITUTE OF CPA	AICPA MEMBERSHIP RENEWAL	07/24/2015	519.17
73633	CANTEEN REFRESHMENT SERVICES	BREAK ROOM SUPPLIES	07/03/2015	24.53
73846	CENTURY LINK	LONG DISTANCE TELEPHONE SVC	07/24/2015	15.21
73883	COREN PRINTING, INC.	PRINTING-BUS LICENSE RENEWAL ENVELOPES	07/31/2015	908.00
73679	OFFICE DEPOT	OFFICE SUPPLIES	07/10/2015	68.76
73829	OFFICE DEPOT	OFFICE SUPPLIES	07/24/2015	21.61
73703	PITNEY BOWES	LEASE OF POSTAGE MACHINE	07/10/2015	165.27
73644	STACEY SWANSON	MILEAGE REIMBURSEMENT FOR BANK RUNS/MEE	07/03/2015	45.03
73833	THE KIPLINGER LETTER	SUBSCRIPTION RENEWAL	07/24/2015	89.00
73822	VARTEC TELECOM	FAX MACHINES SVC	07/24/2015	1.27
73821	WELD COUNTY TREASURER	PROPERTY TAXES	07/24/2015	16.78

Total for Department: 415 FINANCE 1,874.63

Department: 416 HUMAN RESOURCES

73916	BUDGET BLINDS	OFFICE BLINDS-HR	07/31/2015	191.65
73633	CANTEEN REFRESHMENT SERVICES	BREAK ROOM SUPPLIES	07/03/2015	6.11
73722	CARD SERVICES	HR-EMPLOYMENT AD	07/10/2015	355.66
73846	CENTURY LINK	LONG DISTANCE TELEPHONE SVC	07/24/2015	10.04
73655	COREN PRINTING, INC.	BUS CARDS	07/10/2015	70.68
73883	COREN PRINTING, INC.	NAME PLATES	07/31/2015	54.00
73783	HIRERIGHT SOLUTIONS INC	JUNE 2015 BCKGND CHECK CHGS	07/17/2015	1,882.58
73700	MOUNTAIN STATES EMPLOYERS COUNCIL	ANNUAL EMPLOYMENT LAW UPDATE	07/10/2015	199.00
73868	OCCUPATIONAL HEALTH CENTERS OF THE SOUTHW	BLOOD TEST	07/24/2015	35.00
73930	OCCUPATIONAL HEALTH CENTERS OF THE SOUTHW	BLOOD TEST	07/31/2015	37.00
73679	OFFICE DEPOT	OFFICE SUPPLIES	07/10/2015	420.49
73829	OFFICE DEPOT	OFFICE SUPPLIES	07/24/2015	-109.84
73703	PITNEY BOWES	LEASE OF POSTAGE MACHINE	07/10/2015	14.14
73632	THE GREELEY TRIBUNE	HR EMPLOYMENT ADS	07/03/2015	149.20
73919	THE GREELEY TRIBUNE	HR-EMPLOYEMENT ADS	07/31/2015	115.00
73657	VERIZON WIRELESS SERVICES LLC	CELLULAR PHONE SVC	07/10/2015	36.52

Total for Department: 416 HUMAN RESOURCES 3,467.23

Department: 418 LEGAL SERVICES

73722	CARD SERVICES	LEGAL-CML CONF LODGING	07/10/2015	703.64
73846	CENTURY LINK	LONG DISTANCE TELEPHONE SVC	07/24/2015	10.55
73801	JAMES M. MOCK PLLC	VILLAGE E METRO DIST/GEN SVCS	07/17/2015	2,820.00
73864	LAWRENCE JONES CUSTER GRASMICK	LEGAL SERVICES	07/24/2015	4,057.50
73929	LIND AND OTTENHOFF, LLP	LEGAL COUNSEL-OIL & GAS	07/31/2015	1,320.05
73679	OFFICE DEPOT	OFFICE SUPPLIES	07/10/2015	2.05
73829	OFFICE DEPOT	OFFICE SUPPLIES	07/24/2015	0.14
73703	PITNEY BOWES	LEASE OF POSTAGE MACHINE	07/10/2015	0.81
73803	WEST PUBLISHING CORPORATION	REFERENCE MATERIAL	07/17/2015	699.37

Total for Department: 418 LEGAL SERVICES 9,614.11

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Department: 419 PLANNING & ZONING				
73633	CANTEEN REFRESHMENT SERVICES	BREAK ROOM SUPPLIES	07/03/2015	15.32
73722	CARD SERVICES	PLAN-STAFF DEV	07/10/2015	70.00
73846	CENTURY LINK	LONG DISTANCE TELEPHONE SVC	07/24/2015	15.96
73655	COREN PRINTING, INC.	BUS CARDS	07/10/2015	35.33
73883	COREN PRINTING, INC.	NAME PLATE SBALLSTADT	07/31/2015	38.00
73938	FOX TUTTLE HERNANDEZ TRANSPORTATION GROU	PARKING CODE CONSULTANT	07/31/2015	2,455.44
73876	HOUSEAL LAVIGNE ASSOCIATES	CONSULT SERV COMP PLAN	07/24/2015	26,274.29
73679	OFFICE DEPOT	OFFICE SUPPLIES	07/10/2015	55.05
73829	OFFICE DEPOT	OFFICE SUPPLIES	07/24/2015	15.48
73610	PETTY CASH	PETTY CASH REIMB- TH CUST SVC	07/03/2015	11.00
73703	PITNEY BOWES	LEASE OF POSTAGE MACHINE	07/10/2015	13.77
73787	THE GREELEY TRIBUNE	MOBILE FOOD VENDIG ORDINANCE	07/17/2015	57.50
73822	VARTEC TELECOM	FAX MACHINES SVC	07/24/2015	1.27
73770	WINDSOR CHAMBER OF COMMERCE	S. BALLSTADT + GUEST ANNUAL DINNER	07/17/2015	70.00

Total for Department: 419 PLANNING & ZONING 29,128.41

Department: 420 ECONOMIC DEVELOPMENT

73633	CANTEEN REFRESHMENT SERVICES	BREAK ROOM SUPPLIES	07/03/2015	3.09
73722	CARD SERVICES	ECON-PRINTING	07/10/2015	346.10
73846	CENTURY LINK	LONG DISTANCE TELEPHONE SVC	07/24/2015	11.50
73796	KATY PRESS	TOWN BD EXEC SESSION MTG ON AUTO USE IN CA	07/17/2015	525.00
73679	OFFICE DEPOT	OFFICE SUPPLIES	07/10/2015	2.08
73829	OFFICE DEPOT	OFFICE SUPPLIES	07/24/2015	0.14
73703	PITNEY BOWES	LEASE OF POSTAGE MACHINE	07/10/2015	1.81
73770	WINDSOR CHAMBER OF COMMERCE	S. JOHNSON ANNUAL DINNER	07/17/2015	35.00

Total for Department: 420 ECONOMIC DEVELOPM 924.72

Department: 421 POLICE DEPARTMENT

73748	AT&T NATIONAL COMPLIANCE CENTER	LEA TRACKING NUMBER, CELL SITE SEARCH	07/10/2015	150.00
73826	BUNTING DISPOSAL, INC.	TRASH SERVICE	07/24/2015	32.50
73633	CANTEEN REFRESHMENT SERVICES	BREAK ROOM SUPPLIES	07/03/2015	98.09
73722	CARD SERVICES	PD-INVESTIGATION MEALS	07/10/2015	464.79
73846	CENTURY LINK	LONG DISTANCE TELEPHONE SVC	07/24/2015	53.33
73666	CENTURYLINK	UTILITIES	07/10/2015	292.06
73604	CHEMATOX LABORATORY INC	BLOOD ALCOHOL TEST/QTY 2	07/03/2015	40.00
73669	CIRSA	CLAIM DEDUCTABLE	07/10/2015	1,000.00
73606	COREN PRINTING, INC.	DOG AT LARGE/INTAKE	07/03/2015	290.00
73883	COREN PRINTING, INC.	BUSINESS CARDS/GENERIC	07/31/2015	116.00
73859	CREATIVE CULTURE INSIGNIA, LLC	SGT BADGE FOR KASTILAHN	07/24/2015	95.75
73614	GALLS, LLC	RAINCOATS/QTY 2	07/03/2015	37.91
73630	GARDEN VALLEY VET HOSPITAL	5 DAYS BOARDING/15-08020	07/03/2015	100.00
73707	GARDEN VALLEY VET HOSPITAL	PET BOARDING/QTY 5/15-08400	07/10/2015	300.00
73740	INTERSTATE ALL BATTERY OF FT C	FLASHLIGHT BATTERIES/QTY 2	07/10/2015	27.98
73709	KINSCO, LLC	LINER BELT/DUTY BELT	07/10/2015	90.45
73856	KINSCO, LLC	SHIRTS/PANTS FOR A LOPEZ	07/24/2015	844.84
73728	LEADS ONLINE, LLC	INVESTIGATION SYSTEM SVC/RENEWAL	07/10/2015	1,668.00
73867	MEDICAL CENTER OF THE ROCKIES	SECURE BLOOD DRAW/CASE #15-07790	07/24/2015	126.00
73679	OFFICE DEPOT	OFFICE SUPPLIES	07/10/2015	138.28
73829	OFFICE DEPOT	OFFICE SUPPLIES	07/24/2015	93.82
73703	PITNEY BOWES	LEASE OF POSTAGE MACHINE	07/10/2015	88.52
73814	ROCKY MOUNTAIN INFORMATION NET	ANNUAL MEMBERSHIP	07/24/2015	50.00
73612	SAMS CLUB DIRECT	PD -PLATES/BOWLS	07/03/2015	48.62
73654	UNITED SITE SERVICES OF COLORADO, INC	PORTABLE RESTROOM DURING INVESTIGATION	07/03/2015	140.00
73657	VERIZON WIRELESS SERVICES LLC	CELLULAR PHONE SVC	07/10/2015	1,250.74
73613	WELD COUNTY CLERK AND RECORDER	RECORDING FEES-LIEN RELEASE	07/03/2015	11.00
73897	WINDSOR HARDWARE, LLC	OFF REPELENT/24 CANS	07/31/2015	132.00
73611	XCEL ENERGY	UTILITIES-PD	07/03/2015	2,105.93
73887	XCEL ENERGY	UTILITIES-PD	07/31/2015	2,036.91
73853	THE HUMANE SOCIETY OF WELD COUNTY	ANIMAL CARE & HOUSING/CASE #15-06514	07/24/2015	425.00
73875	WELD COUNTY PUBLIC SAFETY IT	NET MOTION LICENSE/QTY 2	07/24/2015	400.00

Total for Department: 421 POLICE DEPARTMENT 12,748.52

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Department: 428 RECYCLING				
73651	ULTIMATE SPECIALTIES LLC	COMPACTOR REPAIR @ DV BALLFIELDS	07/03/2015	2,146.38
73766	WASTE MANAGEMENT OF COLORADO	RECYCLE SITE PULLS	07/17/2015	894.60
73611	XCEL ENERGY	UTILITIES-RECYCLING SITE	07/03/2015	41.82
73887	XCEL ENERGY	UTILITIES-RECYCLING	07/31/2015	45.12
Total for Department: 428 RECYCLING				3,127.92
Department: 429 STREETS & ALLEYS				
73925	BOMGAARS	SHOVEL	07/31/2015	39.98
73745	FAIRBANK EQUIPMENT, INC	WIND CHILL METER	07/10/2015	106.17
73898	FINE LINES PAVEMENT MARKING LL	PAINTING OF STREETS & PARKING LOTS	07/31/2015	100,576.93
73743	FULLER LANDSCAPING, LLC	MOWING AT I-25 & 392 WINDSOR EXIT	07/10/2015	4,455.00
73818	GRAINGER, INC.	DRUM WRENCH FOR SPRAYER	07/24/2015	130.32
73721	LARIMER COUNTY SOLID WASTE	HAULING RUBBLE FOR DISPOSAL FROM BRUSH SI	07/10/2015	3,572.80
73767	MANWEILER HARDWARE, INC	TRIMMER LINE, HOSE NOZZLE, SUN SCREEN, ETC.	07/17/2015	86.79
73886	MICHAEL TODD AND COMPANY, INC.	SIGNS	07/31/2015	2,600.15
73679	OFFICE DEPOT	BATTERIES	07/10/2015	49.57
73615	POUDRE VALLEY RURAL ELECTRIC ASSOCIATION	UTLITIES	07/03/2015	3,488.40
73773	POUDRE VALLEY RURAL ELECTRIC ASSOCIATION	UTLITIES	07/17/2015	869.65
73823	POUDRE VALLEY RURAL ELECTRIC ASSOCIATION	UTILITIES	07/24/2015	5,693.04
73893	POUDRE VALLEY RURAL ELECTRIC ASSOCIATION	UTILITIES	07/31/2015	4,133.49
73657	VERIZON WIRELESS SERVICES LLC	PHONE SERVICE-TOWN BILLBOARDS	07/10/2015	22.40
73684	WIRELESS ADVANCED COMMUNICATIO	LIGHT BAR	07/10/2015	864.33
73664	XCEL ENERGY	UTILITIES-TRAFFIC SIGNALS	07/10/2015	24,515.83
73817	XCEL ENERGY	UTILITIES-TH	07/24/2015	18.33
Total for Department: 429 STREETS & ALLEYS				151,223.18
Department: 430 PUBLIC WORKS DEPARTMENT				
73855	AT AND T MOBILITY	PHONE SVC @ PW	07/24/2015	84.50
73826	BUNTING DISPOSAL, INC.	TRASH SERVICE	07/24/2015	48.75
73633	CANTEEN REFRESHMENT SERVICES	BREAK ROOM SUPPLIES	07/03/2015	79.67
73722	CARD SERVICES	PW-SAFETY FAIR CUPS	07/10/2015	26.54
73846	CENTURY LINK	LONG DISTANCE TELEPHONE SVC	07/24/2015	8.24
73666	CENTURYLINK	UTILITIES	07/10/2015	46.88
73819	CENTURYLINK	UTILITIES	07/24/2015	49.64
73658	GENERAL AIR SERVICE AND SUPPLY CO	WELDING SUPPLIES	07/10/2015	81.38
73627	KIMBALL MIDWEST	MARKING PAINT, ALUM SLEEVE, & SWAGER	07/03/2015	367.22
73679	OFFICE DEPOT	OFFICE SUPPLIES	07/10/2015	2.98
73703	PITNEY BOWES	LEASE OF POSTAGE MACHINE	07/10/2015	35.63
73822	VARTEC TELECOM	FAX MACHINES SVC	07/24/2015	1.27
73657	VERIZON WIRELESS SERVICES LLC	CELLULAR PHONE SVC	07/10/2015	32.04
73900	WIRELESS ADVANCED COMMUNICATIO	IMP BATTERY	07/31/2015	358.40
73611	XCEL ENERGY	UTILITIES-PW	07/03/2015	888.93
73887	XCEL ENERGY	UTILITIES-PW	07/31/2015	969.22
Total for Department: 430 PUBLIC WORKS DEPAR				3,081.29
Department: 431 ENGINEERING DEPARTMENT				
73936	BORSTAD CONSULTING SERVICES, LLC	PAVEMENT MANAGEMENT-INPSECTIONS	07/31/2015	14,600.00
73633	CANTEEN REFRESHMENT SERVICES	BREAK ROOM SUPPLIES	07/03/2015	15.32
73722	CARD SERVICES	ENG-CARD READER	07/10/2015	16.99
73846	CENTURY LINK	LONG DISTANCE TELEPHONE SVC	07/24/2015	8.66
73679	OFFICE DEPOT	OFFICE SUPPLIES	07/10/2015	10.71
73829	OFFICE DEPOT	OFFICE SUPPLIES	07/24/2015	0.70
73703	PITNEY BOWES	LEASE OF POSTAGE MACHINE	07/10/2015	16.32
73632	THE GREELEY TRIBUNE	LEGAL AD-EATON FG FINAL PYMT	07/03/2015	18.00
73710	THE GREELEY TRIBUNE	NUTRIENT REMOVAL UPGRADE BID	07/10/2015	27.00
73822	VARTEC TELECOM	FAX MACHINES SVC	07/24/2015	1.27
Total for Department: 431 ENGINEERING DEPART				14,714.97

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Department: 432 CEMETERY				
73826	BUNTING DISPOSAL, INC.	TRASH SERVICE	07/24/2015	16.25
73633	CANTEEN REFRESHMENT SERVICES	BREAK ROOM SUPPLIES	07/03/2015	3.06
73767	MANWEILER HARDWARE, INC	BATTERIES, NIPPLES, TRIMMER LINE, ETC.	07/17/2015	69.86
73679	OFFICE DEPOT	OFFICE SUPPLIES	07/10/2015	0.19
73894	VICTORY SALES, INC	UNIFORMS	07/31/2015	12.00
73897	WINDSOR HARDWARE, LLC	PRESSURE GAUGE & FITTINGS	07/31/2015	19.98
73664	XCEL ENERGY	UTILITIES-CEMETERY	07/10/2015	416.57
Total for Department: 432 CEMETERY				537.91
Department: 433 COMMUNITY EVENTS				
73826	BUNTING DISPOSAL, INC.	TRASH SERVICE	07/24/2015	50.00
73722	CARD SERVICES	ACH-STAFF SUPPLIES	07/10/2015	6.00
73908	COUNTRY JOHNS	SPECIAL EVENT PORTABLE RESTROOMS	07/31/2015	968.00
73653	ELEV8 MUSIC, LLC	SUMMER CONCERT SERIES ENTERTAINMENT 07-0	07/03/2015	800.00
73842	KING SOOPERS	WATER FOR BANDS @ SCS	07/24/2015	3.49
73679	OFFICE DEPOT	OFFICE SUPPLIES	07/10/2015	2.05
73829	OFFICE DEPOT	OFFICE SUPPLIES	07/24/2015	0.14
73648	P ANDREW CLEMENTI	SUMMER CONCERT SERIES ENTERTAINMENT 07-2	07/03/2015	1,800.00
73643	SOUL SCHOOL, INC	SUMMER CONCERT SERIES ENTERTAINMENT 07-1	07/03/2015	2,000.00
73638	THE BLUE CANYON BOYS	SUMMER CONCERT SERIES ENTERTAINMENT 07-0	07/03/2015	1,125.00
73724	THE BLUE CANYON BOYS	SCS FOOD STIPEND	07/10/2015	80.00
73632	THE GREELEY TRIBUNE	ADMIN-125TH ANNIV AD	07/03/2015	360.00
73636	THE INDULGERS, LLC	SUMMER CONCERT ENTERTAINMENT 07-30-15	07/03/2015	1,500.00
73652	TROY VALENTE	SUMMER CONCERT SERIES ENTERTAINMENT 08-0	07/03/2015	500.00
73726	WESTERN ENTERPRISES, INC	4TH OF JULY FIREWORKS REMAINING PYMT	07/10/2015	12,500.00
73731	WINDSOR HARVEST FESTIVAL PLANN	GRANT -125TH	07/10/2015	5,000.00
Total for Department: 433 COMMUNITY EVENTS				26,694.68
Department: 450 FORESTRY				
73633	CANTEEN REFRESHMENT SERVICES	BREAK ROOM SUPPLIES	07/03/2015	15.32
73722	CARD SERVICES	PARKS-PHCW CONF REGISTRATION	07/10/2015	200.00
73628	FINE TREE SERVICE, INC	LOCUST PLANT BUG SPRAYING-MAIN STREET	07/03/2015	400.00
73640	HARMONY GARDENS, INC	COMMERATIVE TREE PLANTING-CUTSHELL	07/03/2015	169.95
73656	JORDAN'S TREE MOVING & MAINTENANCE, INC	TREE MOVING CRC	07/10/2015	5,150.00
73679	OFFICE DEPOT	OFFICE SUPPLIES	07/10/2015	0.20
73776	SCOTT'S ELECTRIC AND BUCKET TRUCK SERVICE IN	LOCATED FOR TREE REMOVAL	07/17/2015	400.00
73699	VERMEER SALES AND SERVICE OF COLORADO	SPADE RENTAL	07/10/2015	2,998.80
73616	VICTORY SALES, INC	T-SHIRTS FOR VOLUNTEERS	07/03/2015	279.60
Total for Department: 450 FORESTRY				9,613.87
Department: 451 RECREATION				
73746	4 IMPRINT, INC	CRC PENS	07/10/2015	782.64
73752	ALISON KOSTER	REIMBURSE FOR SCIENCE SUPPLIES PURCHASED	07/10/2015	32.02
73642	APEX LEGAL SERVICE LLC	JUNE CLASS - WILLS (5 PEOPLE)	07/03/2015	345.00
73925	BOMGAARS	BALLFIELD SUPPLIES	07/31/2015	84.03
73711	BRUCE CALVIN DICK	SUMMER BASKETBALL CAMP	07/10/2015	1,440.00
73708	BSN SPORTS INC	PITCHING RUBBERS/BALL CART	07/10/2015	1,093.65
73722	CARD SERVICES	CRC-FLEET BIKE REPAIR	07/10/2015	2,020.99
73720	CASH-WA DISTRIBUTING CO.	CONCESSION SUPPLIES	07/10/2015	687.67
73846	CENTURY LINK	LONG DISTANCE TELEPHONE SVC	07/24/2015	27.36
73675	CO PARKS AND RECREATION ASSOC	CARA TENNIS DUES	07/10/2015	416.00
73713	COCA-COLA	CONCESSIONS SUPPLIES	07/10/2015	2,795.56
73655	COREN PRINTING, INC.	BUS CARDS	07/10/2015	35.33
73690	DBC IRRIGATION SUPPLY	IRRIGATION SUPPLIES - AARON COOK FIELD	07/10/2015	134.86
73650	DENEICE J DYER	JUNE BALLET CLASS	07/03/2015	434.40
73831	ENVIROPEST	PEST CONTROL AT CP CONCESSIONS	07/24/2015	90.00
73839	EWING IRRIGATION PRODUCTS INC	HOLGANIX GRANULES	07/24/2015	28.12
73807	FRONT RANGE RESPONSE	ULTIMATE BABYSITTER CLASS	07/17/2015	784.70
73712	GOLF AND SPORT SOLUTIONS, LLC	BAGS OF HILL TOPPER	07/10/2015	758.00
73716	HEATHER SHUBERT THE HOME RUN CLUB	HS SUMMER REGISTRATION FEES	07/10/2015	2,160.00
73789	HIGHLAND PARK LANES	ADAPATIVE BOWLING	07/17/2015	285.60
73870	HILL CHILDREN'S ADVENTURES LLC	MINING AND CRAFTING CLASS	07/24/2015	1,344.00
73734	KELLY D MOORE	JUNE CHEER	07/10/2015	3,962.00
73933	KELLY D MOORE	JULY CHEER	07/31/2015	2,341.50
73842	KING SOOPERS	CONCESSIONS SUPPLIES	07/24/2015	736.66
73688	KIRK MOSES	4TH OF JULY RACE AWARDS	07/10/2015	84.00
73753	LESLIE SCHLEIGER	REIMBURSE FOR MARTIAL ARTS SUPPLIES PURCH	07/10/2015	254.05

Check No.	Vendor/Employee	Transaction Description	Date	Amount
73677	LL JOHNSON DISTRIBUTING CO.	CHALK AND PAINT	07/10/2015	1,758.20
73827	LL JOHNSON DISTRIBUTING CO.	PRO LEAGUE RED AND LINE CHALK	07/24/2015	1,023.20
73683	MAIL N COPY	LAMINATING POSTERS	07/10/2015	8.36
73767	MANWEILER HARDWARE, INC	PAINT/FAN/WRENCH	07/17/2015	288.94
73739	MARIE C DOTTS	MAY/JUNE T'AI CHI CHIH	07/10/2015	65.00
73751	MURRAY KULA	CARA TRACK MEET STARTER SVCS	07/10/2015	200.00
73845	NORTH COLORADO MEDICAL CENTER	JUNE SAFE SITTER CLASS	07/24/2015	504.00
73679	OFFICE DEPOT	OFFICE SUPPLIES	07/10/2015	1.47
73932	PAUL MATHERN	SUMMER BASKETBALL 3V3	07/31/2015	3,685.50
73609	PETTY CASH	PETTY CASH REIMB-CRC	07/03/2015	18.00
73703	PITNEY BOWES	LEASE OF POSTAGE MACHINE	07/10/2015	45.04
73912	POUDRE VALLEY COOP ASSOCIATION	FERTILIZER	07/31/2015	46.60
73714	RED DOG SIGNS AND WRAPS	HEALTHY LUNGS SIGNS/STICKERS	07/10/2015	252.40
73922	SAI NORTH TEAM SPORTS	FOOTBALL UNIFORMS	07/31/2015	4,048.00
73612	SAMS CLUB DIRECT	CONCESSIONS SUPPLIES	07/03/2015	7,761.55
73889	SAMS CLUB DIRECT	CONCESSIONS SUPPLIES	07/31/2015	6,654.49
73782	SEAN GROGAN	BASEBALL TOURNAMENT UMPIRES	07/17/2015	4,127.00
73843	SEAN GROGAN	ASB SUMMER COED TOURNAMENT	07/24/2015	2,072.00
73913	SEAN GROGAN	ASB SUMMER TOURNAMENT - MENS	07/31/2015	3,924.00
73849	SENIOR JALEPENO'S	CONCESSIONS SUPPLIES	07/24/2015	120.00
73718	SWANK MOTION PICTURES, INC.	MOVIE SERIES - CLOUDY WITH A CHANCE OF MEA	07/10/2015	778.00
73860	SWANK MOTION PICTURES, INC.	MOVIE SERIES	07/24/2015	401.00
73632	THE GREELEY TRIBUNE	REC-SUMMER LINK INSERT	07/03/2015	4,752.93
73676	VICTORY SALES, INC	4TH OF JULY RACE SHIRTS	07/10/2015	718.56
73897	WINDSOR HARDWARE, LLC	TOOLS	07/31/2015	203.11
73705	ZEXHAGS INC.	CLEANING SERVICES	07/10/2015	247.50

Total for Department: 451 RECREATION 66,862.99

Department: 452 AQUATICS/SWIMMING POOL

73685	C.E.M. SALES AND SERVICE	POOL SUPPLIES	07/10/2015	3,935.22
73832	C.E.M. SALES AND SERVICE	POOL CHEMICALS	07/24/2015	1,011.58
73901	C.E.M. SALES AND SERVICE	POOL PROGRAMMING AND SERVICE	07/31/2015	747.00
73722	CARD SERVICES	CRC-POOL TRASH CANS	07/10/2015	3,706.87
73819	CENTURYLINK	UTILITIES	07/24/2015	123.34
73675	CO PARKS AND RECREATION ASSOC	LIFEGUARD GAMES 2015	07/10/2015	75.00
73634	COLORADO STATE UNIVERSITY FUND #2-21790	LAKE WATER TESTING	07/03/2015	60.00
73715	COLORADO STATE UNIVERSITY FUND #2-21790	WATER TESTING	07/10/2015	30.00
73793	COLORADO STATE UNIVERSITY FUND #2-21790	LAKE WATER TESTING	07/17/2015	30.00
73834	DOMINOS PIZZA	WATER CARNIVAL WORKING LUNCH	07/24/2015	143.52
73865	ISLAND LAKE MARINE & SPORTS, INC	MAINTENANCE ON POLAR KRAFT	07/24/2015	170.00
73842	KING SOOPERS	WATER CARNIVAL SUPPLIES	07/24/2015	114.17
73767	MANWEILER HARDWARE, INC	LAKE SUPPLIES	07/17/2015	89.26
73838	ROO JUMPS INFLATABLE PARTY REN	WATER CARNIVAL SLIDES	07/24/2015	1,570.00
73735	THE WELDING AND FAB SHOP, LLC	TRIKE AXLE REPAIRS	07/10/2015	150.00
73676	VICTORY SALES, INC	CARA SHIRTS	07/10/2015	274.45
73775	VICTORY SALES, INC	STAFF CLOTHING	07/17/2015	1,094.58
73664	XCEL ENERGY	UTILITIES-POOL	07/10/2015	2,814.21

Total for Department: 452 AQUATICS/SWIMMING 16,139.20

Department: 454 PARKS

73733	AGFINITY, INCORPORATED	BULK FERTILIZER	07/10/2015	3,248.10
73625	AQUA SIERRA, INC.	SERVICE PROGRAM QUARTERLY BILLING	07/03/2015	2,238.25
73617	ARAPAHOE RENTAL	COMPACTOR RENT- BISON RIGDE TRAIL	07/03/2015	263.22
73925	BOMGAARS	BOOTS FOR SPRAYING	07/31/2015	53.37
73826	BUNTING DISPOSAL, INC.	TRASH SERVICE	07/24/2015	630.50
73633	CANTEEN REFRESHMENT SERVICES	BREAK ROOM SUPPLIES	07/03/2015	45.97
73722	CARD SERVICES	PARKS-PRE-CAB STAFF DINNER	07/10/2015	58.43
73846	CENTURY LINK	LONG DISTANCE TELEPHONE SVC	07/24/2015	6.93
73666	CENTURYLINK	UTILITIES	07/10/2015	36.81
73645	COLORADO DESIGNSCAPE INC	PUMP HOUSE REPAIR-REGIONAL PUMP LEAK	07/03/2015	1,500.00
73655	COREN PRINTING, INC.	BUS CARDS	07/10/2015	35.33
73689	COUNTRY JOHNS	EASTMAN PARK RESTROOM SERVICE	07/10/2015	768.00
73690	DBC IRRIGATION SUPPLY	HAND PUMP	07/10/2015	1,552.18
73909	EWING IRRIGATION PRODUCTS INC	SPRINKLER PARTS	07/31/2015	28.12
73818	GRAINGER, INC.	CHEMICAL RESISTANT GLOVES	07/24/2015	122.66
73798	GREENLAWN SOD COMPANY	SOD-MAIN PARK	07/17/2015	148.00
73802	INDUSTRIAL CONTAINER SERVICES-	TRASH BARRELS	07/17/2015	835.09
73673	JAX INC.	UNIFORMS	07/10/2015	244.76
73799	L AND M ENTERPRISES INC	MONTHLY LANDSCAPE MAINTENANCE	07/17/2015	18,111.84
73804	LANDMARK MONUMENTS, LLC	GRANITE REMANENT	07/17/2015	375.00
73873	LEARNING EDUCATION RESOURCES NETWORK	MEMBERSHIP	07/24/2015	395.00
73683	MAIL N COPY	LAMINATION OF PLANS	07/10/2015	6.27

Check No.	Vendor/Employee	Transaction Description	Date	Amount
73767	MANWEILER HARDWARE, INC	PARKS JUNES CHARGES	07/17/2015	187.83
73815	MIRACLE RECREATION EQUIPMENT C	REPLACE PANEL @ FOUNDERS PK	07/24/2015	1,502.01
73921	NEW WINDSOR METROPOLITAN DISTR	WATER USE ASSESSMENT-BRUNNER FARM	07/31/2015	1,149.45
73679	OFFICE DEPOT	OFFICE SUPPLIES	07/10/2015	52.07
73829	OFFICE DEPOT	OFFICE SUPPLIES	07/24/2015	13.62
73844	PIONEER SAND COMPANY	GREY BREEZE	07/24/2015	160.83
73703	PITNEY BOWES	LEASE OF POSTAGE MACHINE	07/10/2015	17.57
73701	QUALITY DOOR, INC	DOOR LOCK REPAIR	07/10/2015	102.00
73851	QUALITY DOOR, INC	GARAGE DOOR REPAIR CHIMNEY STORAGE BLDG	07/24/2015	252.00
73776	SCOTT'S ELECTRIC & BUCKET TRUCK SERVICE INC	REPAIR DAMAGED BOX @ VILLAGE PARK	07/17/2015	1,078.91
73822	VARTEC TELECOM	FAX MACHINES SVC	07/24/2015	1.27
73897	WINDSOR HARDWARE, LLC	U-POST & PLYWOOD	07/31/2015	319.06
73681	WINDSOR-SEVERANCE FIRE PROTECT	TOWN'S PORTION OF MUSEUM UTILITY JUNE 2015	07/10/2015	50.57
73768	XCEL ENERGY	UTILITIES-PARKS	07/17/2015	7,458.91
Total for Department: 454 PARKS				43,049.93
Department: 455 SAFETY/LOSS CONTROL				
73722	CARD SERVICES	HR-SCANNER SOFTWARE, SAFETY FAIR FOOD	07/10/2015	762.88
73639	FASTENAL COMPANY	FASTENAL SAFETY SUPPLY VENDING MACHINE IN	07/03/2015	917.76
73612	SAMS CLUB DIRECT	SAFETY FAIR FOOD/SUPPLIES	07/03/2015	374.36
73889	SAMS CLUB DIRECT	STAFF DEV REFRESHMENTS	07/31/2015	113.57
Total for Department: 455 SAFETY/LOSS CONTROL				2,168.57
Department: 456 ART & HERITAGE				
73647	BETH SUSANNE HAY	ART EDUCATION JUNE 2015	07/03/2015	462.00
73934	BETH SUSANNE HAY	ART EDUCATION JULY 2015	07/31/2015	798.00
73633	CANTEEN REFRESHMENT SERVICES	BREAK ROOM SUPPLIES	07/03/2015	21.44
73722	CARD SERVICES	ACH-MPMA MEMBERSHIP	07/10/2015	402.86
73846	CENTURY LINK	LONG DISTANCE TELEPHONE SVC	07/24/2015	6.02
73666	CENTURYLINK	UTILITIES	07/10/2015	49.96
73819	CENTURYLINK	UTILITIES	07/24/2015	183.18
73655	COREN PRINTING, INC.	BUS CARDS	07/10/2015	35.33
73679	OFFICE DEPOT	OFFICE SUPPLIES	07/10/2015	4.22
73829	OFFICE DEPOT	OFFICE SUPPLIES	07/24/2015	0.28
73703	PITNEY BOWES	LEASE OF POSTAGE MACHINE	07/10/2015	3.92
73822	VARTEC TELECOM	FAX MACHINES SVC	07/24/2015	1.27
73664	XCEL ENERGY	UTILITIES-MUSEUM	07/10/2015	597.27
Total for Department: 456 ART & HERITAGE				2,565.75
Department: 457 TOWN HALL				
73826	BUNTING DISPOSAL, INC.	TRASH SERVICE	07/24/2015	21.50
73846	CENTURY LINK	LONG DISTANCE TELEPHONE SVC	07/24/2015	32.24
73666	CENTURYLINK	UTILITIES	07/10/2015	126.04
73769	CENTURYLINK	UTILITIES	07/17/2015	630.27
73819	CENTURYLINK	UTILITIES	07/24/2015	64.44
73768	XCEL ENERGY	UTILITIES-TH	07/17/2015	2,427.52
Total for Department: 457 TOWN HALL				3,302.01
Total for Fund:01 GENERAL FUND				554,268.99

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 02 PARK IMPROVEMENT FUND				
Department: 454 PARKS				
73717	MCCAULEY CONSTRUCTORS, INC	COYOTE GULCH PARK	07/10/2015	20,259.70
73858	RED DOG SIGNS AND WRAPS	COYOTE GULCH PK SIGN INSTALLED	07/24/2015	353.35
73742	THE BIRDSALL GROUP	COYOTE GULCH PARK PRJCT MGMT	07/10/2015	380.00
Total for Department: 454 PARKS				20,993.05
Total for Fund:02 PARK IMPROVEMENT FUND				20,993.05
Fund: 04 CAPITAL IMPROVEMENT FUND				
Department: 428 RECYCLING				
73651	ULTIMATE SPECIALTIES LLC	NEW COMPACTOR @ RECYCLE SITE	07/03/2015	14,130.00
Total for Department: 428 RECYCLING				14,130.00
Department: 429 STREETS & ALLEYS				
73830	ANDERSON CONSULTING ENGINEERS	EATON DITCH FLOOD PROTECTION	07/24/2015	2,145.85
73608	CONNELL RESOURCES INC.	BH EATON DITCH FLOOD GATE	07/03/2015	4,400.00
73659	CONNELL RESOURCES INC.	BH EATON DITCH FLOOD GATE	07/10/2015	12,170.21
73781	FELSBURG HOLT AND ULLEVIG, INC	TIGER V QUIET ZONE PRJCT	07/17/2015	18,691.93
73923	INTERWEST CONSULTING GROUP INC	EASTMAN PK/7TH ST ROUNDABOUT DESIGN	07/31/2015	3,660.00
73874	OTTERTAIL ENVIRONMENTAL INC	POUDRE BANK STABILIZ CONSTRUCT NOFITIFICA'	07/24/2015	2,520.00
Total for Department: 429 STREETS & ALLEYS				43,587.99
Department: 430 PUBLIC WORKS DEPARTMENT				
73879	WILLIAM T. WELCH COMPANY, LLC	PROF SVCS PARKS/PW SVC FACILITY	07/24/2015	4,135.00
Total for Department: 430 PUBLIC WORKS DEPAR				4,135.00
Department: 454 PARKS				
73840	GREENPLAY, LLC	CONSULTING SVC-LEGACY PLAN 2015 #2	07/24/2015	4,500.00
73877	ROOT HOUSE STUDIO	LANDSCAPE ARCHITECTURE SVCS BOARDWALK F	07/24/2015	1,266.99
Total for Department: 454 PARKS				5,766.99
Total for Fund:04 CAPITAL IMPROVEMENT FUND				67,619.98
Fund: 05 COMMUNITY & REC CENTER FUND				
Department: 000 NO PROJECT CODE ASSIGNED				
73882	ROCKY MOUNTAIN VIEW CHURCH	REFUND FOR CANCELLED RESERVATION	07/24/2015	754.85
Total for Department: 000 NO PROJECT CODE				754.85
Department: 490 COMMUNITY RECREATION CENT				
73646	ALSCO INC	RENTAL LINENS - DEUBACH	07/03/2015	234.06
73826	BUNTING DISPOSAL, INC.	TRASH SERVICE	07/24/2015	113.75
73722	CARD SERVICES	CRC-KITCHEN SUPPLIES	07/10/2015	89.64
73788	CARPET CARE DYNAMICS	CHAIR CLEANING	07/17/2015	608.25
73846	CENTURY LINK	LONG DISTANCE TELEPHONE SVC	07/24/2015	0.32
73769	CENTURYLINK	UTILITIES	07/17/2015	630.27
73819	CENTURYLINK	UTILITIES	07/24/2015	500.38
73679	OFFICE DEPOT	OFFICE SUPPLIES	07/10/2015	3.32
73829	OFFICE DEPOT	OFFICE SUPPLIES	07/24/2015	0.14
73609	PETTY CASH	PETTY CASH REIMB-CRC	07/03/2015	9.48
73703	PITNEY BOWES	LEASE OF POSTAGE MACHINE	07/10/2015	6.35
73732	SECURITAS SECURITY SERVICES US	RENTAL SECURITY	07/10/2015	789.05
73850	TRIPLE S PARTY RENTAL	DANCE FLOOR RENTAL - NELSON WEDDING	07/24/2015	792.74
73657	VERIZON WIRELESS SERVICES LLC	CELLULAR PHONE SVC	07/10/2015	29.13
73664	XCEL ENERGY	UTILITIES-CRC	07/10/2015	5,809.25
Total for Department: 490 COMMUNITY RECREAT				9,616.13
Total for Fund:05 COMMUNITY & REC CENTER F				10,370.98

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 06 WATER FUND				
Department: 000 NO PROJECT CODE ASSIGNED				
73762	Clayton Fetzer	Utility Billing Refund - Closed Account	07/10/2015	0.65
73608	CONNELL RESOURCES INC.	METER RENTAL REFUND DEPOSIT	07/03/2015	2,100.00
73761	Cory & Melissa Wilson	Utility Billing Refund - Closed Account	07/10/2015	0.27
73757	Lennar Colorado, LLC	Utility Billing Refund - Closed Account	07/10/2015	55.21
Total for Department: 000 NO PROJECT CODE				2,156.13
Department: 471 WATER				
73806	BABCOCK LABORATORIES, INC.	LAB TESTING	07/17/2015	633.00
73848	BAREFOOT FARMS INC.	REPLACE SOD @ FERNWOOD CURB STOP REPAIR	07/24/2015	220.00
73846	CENTURY LINK	LONG DISTANCE TELEPHONE SVC	07/24/2015	1.01
73771	CITY OF GREELEY WATER DEPARTMENT	WATER PURCHASED	07/17/2015	78,318.65
73820	CITY OF GREELEY WATER DEPARTMENT	WATER PURCHASED	07/24/2015	3,321.52
73706	CLEAR WATER SOLUTIONS INC	POTABLE WATER GENERAL SVCS	07/10/2015	666.71
73891	CO DEPT OF PUBLIC HEALTH/ENVIR	DRINKING WATER FEE	07/31/2015	865.00
73606	COREN PRINTING, INC.	RETURN ENVELOPES	07/03/2015	134.34
73918	DATAPRINT SERVICES, LLC	POSTAGE	07/31/2015	1,583.57
73729	FARNSWORTH GROUP, INC.	WATER PUMP STATION REPAIR STUDY	07/10/2015	755.25
73812	FORT COLLINS-LOVELAND WATER DISTRICT	WATER PURCHASED	07/24/2015	29,859.83
73872	HYDRO CONSTRUCTION COMPANY	3-MG WTER TANK CONSTRUCTION PAY #16	07/24/2015	71,747.58
73926	JVA, INCORPORATED	WATER LINE REPLACEMENT STUDY	07/31/2015	1,980.00
73767	MANWEILER HARDWARE, INC	BITS W/HOLDER & ZIP TIES	07/17/2015	13.64
73915	NATIONAL METER AND AUTOMATION	1 1/2" METERS	07/31/2015	5,465.00
73661	NORTH WELD COUNTY WATER DISTRICT	WATER PURCHASED	07/10/2015	48,424.32
73679	OFFICE DEPOT	BATTERIES	07/10/2015	54.74
73703	PITNEY BOWES	LEASE OF POSTAGE MACHINE	07/10/2015	150.44
73615	POUDRE VALLEY REA	UTILITIES	07/03/2015	755.94
73773	POUDRE VALLEY REA	UTILITIES	07/17/2015	31.43
73823	POUDRE VALLEY REA	UTILITIES	07/24/2015	32.26
73893	POUDRE VALLEY REA	UTILITIES	07/31/2015	750.00
73750	THOMAS F. ULLMAN	ENGINEERING SVCS-RAW WATER LINE PLANS	07/10/2015	200.00
73672	UTILITY NOTIFICATION CENTER OF COLORADO	LOCATION TRANSMISSIONS	07/10/2015	559.13
73931	WELD CO DEPT OF PUBLIC HEALTH	TOTAL COLIFORM & E COLI SAMPLES	07/31/2015	2,491.00
73897	WINDSOR HARDWARE, LLC	TAPE, SOCKET SET, FLEX HANDLE, WRECH	07/31/2015	89.96
Total for Department: 471 WATER				249,104.32
Department: 484 NON-POTABLE				
73706	CLEAR WATER SOLUTIONS INC	KERN/WCSD RE-4 12-120	07/10/2015	10,285.28
73800	LEONARD RICE ENGINEERS INC	KYGER PIT DESIGN PHASE 1A SVCS	07/17/2015	4,826.00
73768	XCEL ENERGY	UTILITIES-KERN	07/17/2015	63.84
Total for Department: 484 NON-POTABLE				15,175.12
Total for Fund:06 WATER FUND				266,435.57
Fund: 07 SEWER FUND				
Department: 481 SEWER SYSTEM				
73666	CENTURYLINK	UTILITIES	07/10/2015	193.80
73819	CENTURYLINK	UTILITIES	07/24/2015	49.42
73606	COREN PRINTING, INC.	RETURN ENVELOPES	07/03/2015	134.34
73918	DATAPRINT SERVICES, LLC	POSTAGE	07/31/2015	1,583.57
73692	NAPA WINDSOR	GLOVES	07/10/2015	27.37
73679	OFFICE DEPOT	BATTERIES	07/10/2015	54.74
73703	PITNEY BOWES	LEASE OF POSTAGE MACHINE	07/10/2015	0.62
73773	POUDRE VALLEY REA	UTILITIES	07/17/2015	32.82
73776	SCOTT'S ELECTRIC & BUCKET TRUCK SERVICE INC	REPLACE CONNECTORS AT LS #6	07/17/2015	2,319.63
73892	USA BLUE BOOK	CONFINED SPACE HARNESS & BLOWER SYSTEM	07/31/2015	1,806.71
73657	VERIZON WIRELESS SERVICES LLC	CELLULAR PHONE SVC	07/10/2015	200.05
73664	XCEL ENERGY	UTILITIES-WATER/SEWER	07/10/2015	633.71
Total for Department: 481 SEWER SYSTEM				7,036.78

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Department: 482 DISPOSAL PLANT				
73826	BUNTING DISPOSAL, INC.	TRASH SERVICE	07/24/2015	34.84
73722	CARD SERVICES	CRC-SENIOR EVENT TIX	07/10/2015	1,702.00
73666	CENTURYLINK	UTILITIES	07/10/2015	206.85
73819	CENTURYLINK	UTILITIES	07/24/2015	60.70
73687	CMS MECHANICAL SERVICES, INC.	FURNANCE INSPECTION	07/10/2015	345.75
73903	COLORADO ANALYTICAL LABORATORY	LAB TESTING	07/31/2015	310.00
73729	FARNSWORTH GROUP, INC.	WWTP NUTRIENT DESIGN	07/10/2015	13,236.00
73797	FARNSWORTH GROUP, INC.	WWTP NUTRIENT DESIGN	07/17/2015	1,382.65
73884	GREELEY ELECTRIC REPAIR INC	PUMP REPAIR	07/31/2015	1,398.36
73813	HACH ENVIRONMENTAL	PIPET TIP	07/24/2015	313.67
73885	HACH ENVIRONMENTAL	SAMPLE STRIPS	07/31/2015	28.65
73673	JAX INC.	SNAP LINK	07/10/2015	167.93
73767	MANWEILER HARDWARE, INC	SEALANT, BATTERY, FLASH LIGHT, SOCKET, ETC.	07/17/2015	102.68
73665	NEWCO, INC.	SWITCH COVERS	07/10/2015	109.38
73679	OFFICE DEPOT	OFFICE SUPPLIES	07/10/2015	0.19
73691	OPERATOR CERTIFICATION PROGRAM	RENEWAL OF CERTIFICATE PLUS LATE FEE-MARK	07/10/2015	135.00
73773	POUDRE VALLEY REA	UTLITIES	07/17/2015	361.02
73823	POUDRE VALLEY REA	UTILITIES	07/24/2015	14,529.93
73890	TIMBERLINE ELECTRIC AND CONTRO	FLOW METER CALIBRATION	07/31/2015	877.75
73822	VARTEC TELECOM	FAX MACHINES SVC	07/24/2015	1.27
73629	VERIS ENVIRONMENTAL, LLC	BI-SOLIDS REMOVAL	07/03/2015	34,683.97
73897	WINDSOR HARDWARE, LLC	HOSE WASHERS, NIPPLES, ADAPTERS, ETC.	07/31/2015	216.17

Total for Department: 482 DISPOSAL PLANT 70,204.76

Total for Fund:07 SEWER FUND 77,241.54

Fund: 08 STORM DRAIN FUND

Department: 000 NO PROJECT CODE ASSIGNED

73759	Ashley Mason	Utility Billing Refund - Closed Account	07/10/2015	4.32
73765	Brent & Stephanie Parker	Utility Billing Refund - Closed Account	07/10/2015	0.85
73756	DR Horton	Utility Billing Refund - Closed Account	07/10/2015	5.71
73758	Kaiser Family Trust	Utility Billing Refund - Closed Account	07/10/2015	1.86
73760	Reserve at Highpointe Estates LLC	Utility Billing Refund - Closed Account	07/10/2015	22.72
73764	Thomas Ford	Utility Billing Refund - Closed Account	07/10/2015	102.78
73763	Timothy Lauden & Tisha Nealy	Utility Billing Refund - Closed Account	07/10/2015	5.05

Total for Department: 000 NO PROJECT CODE 143.29

Department: 483 STORM DRAINAGE SYSTEM

73871	ALPHA-ONE PROCESS SERVICE INC	SERVE SUMMONS	07/24/2015	65.00
73830	ANDERSON CONSULTING ENGINEERS	LAW BASIN W. TRIB FINAL DESIGN	07/24/2015	2,650.00
73899	ANDERSON CONSULTING ENGINEERS	JOHN LAW CHANNEL DESIGN SVC	07/31/2015	5,000.00
73754	CHECKMATE, INC	SUMMONS SERVICE	07/10/2015	85.00
73809	CHECKMATE, INC	SERVE SUMMONS	07/17/2015	35.00
73880	CHECKMATE, INC	SERVICE SUMMONS	07/24/2015	35.00
73914	COLORADO MOSQUITO CONTROL INC	MOSQUITO CONTROL	07/31/2015	13,646.85
73606	COREN PRINTING, INC.	RETURN ENVELOPES	07/03/2015	134.32
73777	DALE'S ENVIRONMENTAL SERVICES,	JET STORM DITCH @ EASTMAN PARK	07/17/2015	350.00
73918	DATAPRINT SERVICES, LLC	POSTAGE	07/31/2015	1,583.56
73805	DCP MIDSTREAM, LLC	LAW BASIN W. TRIB CHANNEL	07/17/2015	45,594.82
73866	FASTENAL COMPANY	FASTENERS, TAPS	07/24/2015	23.24
73940	GLOBAL ASSET RECOVERY, LLC	LAW PDM EASEMENT ACQUISITION DEPOSIT	07/31/2015	500.00
73863	INTERSTATE BATTERY OF THE ROCKIES	BATTERIES	07/24/2015	75.55
73631	METAL DISTRIBUTORS	REMOTE CONTROL FOR CAMERA/STORM WATER	07/03/2015	38.60
73917	METAL DISTRIBUTORS	REMOTE CONTROL FOR CAMERS/STORM WATER	07/31/2015	12.00
73679	OFFICE DEPOT	OFFICE SUPPLIES	07/10/2015	5.37
73881	ROCHESTER PROCESS, LLC	SERVE SUMMONS	07/24/2015	55.00
73857	THE GREELEY TRIBUNE	JOHN LAW FLOODPLAIN BED	07/24/2015	175.50
73892	USA BLUE BOOK	RAKE	07/31/2015	285.65
73602	WHITNEY IRRIGATION COMPANY	DITCH MANAGEMENT SERVICE-JUNE	07/03/2015	2,000.00
73897	WINDSOR HARDWARE, LLC	FASTENERS	07/31/2015	21.63

Total for Department: 483 STORM DRAINAGE SYS 72,372.09

Total for Fund:08 STORM DRAIN FUND 72,515.38

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 10 FLEET MANAGEMENT FUND				
Department: 491 FLEET MANAGEMENT				
73667	4 RIVERS EQUIPMENT	SWITCH	07/10/2015	315.81
73749	A-1 BASE, INC	BEACON LIGHT	07/10/2015	162.05
73808	A-1 BASE, INC	BEACON LIGHT & WORK LAMP	07/17/2015	254.70
73733	AGFINITY, INCORPORATED	FUEL FOR FLEET	07/10/2015	4,789.87
73682	B AND G EQUIPMENT, INC	BLADES SET -UNIT T-1110	07/10/2015	1,140.51
73693	BOBCAT OF THE ROCKIES LLC	PULLIES-UNIT 22A	07/10/2015	1,232.51
73736	DEAN A PENDLETON	SOFTWARE UPDATE FOR PRO LINK	07/10/2015	418.45
73618	FARIS MACHINERY COMPANY	DIRT BAR & TOW BAR FOR SWEEPER-UNIT 87	07/03/2015	636.90
73639	FASTENAL COMPANY	HYDRALIC FITTINGS	07/03/2015	27.21
73866	FASTENAL COMPANY	HYD. FITTINGS	07/24/2015	110.00
73772	J. J. KELLER AND ASSOCIATES	DOT INSPECTION SHEET	07/17/2015	376.69
73680	KENZ AND LESLIE DISTRIBUTING	ADDITIVES FOR FLEET VEHICLES	07/10/2015	252.00
73896	KENZ AND LESLIE DISTRIBUTING	ADDITIVES FOR FLEET	07/31/2015	479.80
73694	KIMBALL MIDWEST	FAST DRY SOLVENT	07/10/2015	71.88
73623	MAC EQUIPMENT INC.	NEW ECHO BLOWER	07/03/2015	399.99
73686	MAC EQUIPMENT INC.	REPLACEMENT FOR T-1016, T-1019, T-1072	07/10/2015	959.97
73907	MAC EQUIPMENT INC.	CHAIN SAW FOR STREET	07/31/2015	628.51
73698	MCCANDLESS TRUCK CENTER, LLC	NEW DUMP TRUCK TO REPLACE UNIT 43	07/10/2015	127,236.00
73935	MOTION AND FLOW CONTROL PRODUCTS	HYDRULIC FITTINGS	07/31/2015	52.96
73692	NAPA WINDSOR	BRAKE PISTON TOOL & MANDREL SET	07/10/2015	467.57
73902	O.J. WATSON EQUIPMENT	NEW DUMP BED FOR UNIT 107	07/31/2015	11,937.00
73679	OFFICE DEPOT	BATTERIES	07/10/2015	50.22
73714	RED DOG SIGNS AND WRAPS	REMOVAL OF OLD GRAPGICS- UNIT 51	07/10/2015	100.00
73792	RED DOG SIGNS AND WRAPS	REPLACE DECALS ON UNITS #53 & #83	07/17/2015	371.86
73696	REX OIL COMPANY	WINDSHIELD FLUID	07/10/2015	693.65
73727	SAFETY AND CONSTRUCTION SUPPLY	TRAFFIC CONE HOLDER FOR 36" CONES	07/10/2015	116.24
73790	SPOKES, INC	BIKE HITCH FOR UNIT 50	07/17/2015	259.00
73697	SPRADLEY BARR FORD, INC - FT COLLINS	BLAND DOOR	07/10/2015	117.14
73847	SPRADLEY BARR FORD, INC - FT COLLINS	CABLE ASSEMBLY	07/24/2015	18.22
73678	SUPERIOR TOWING, LLC	TOW UNIT TO B&G EQUIP	07/10/2015	320.00
73626	T AND T TIRE OF WINDSOR, INC.	FLAT REPAIR - UNIT 53	07/03/2015	1,043.60
73911	T AND T TIRE OF WINDSOR, INC.	FLAT REPAIR-UNIT 117	07/31/2015	65.00
73888	WELD COUNTY SCHOOL DIST RE-4	JOINT FUEL FACILITY EXPENDITURES	07/31/2015	1,420.20
73668	WILLIAMS EQUIPMENT COMPANY	BALL JOINT ROD END-UNIT 72	07/10/2015	155.01
73897	WINDSOR HARDWARE, LLC	FASTENERS	07/31/2015	56.76
73937	WINDSOR VALLEY CAR WASH	CAR WASH TOKENS	07/31/2015	150.00
73619	WIRELESS ADVANCED COMMUNICATIO	REBUILD AND INSTALL PF LIGHTS ON UNIT 04	07/03/2015	11,961.29
73684	WIRELESS ADVANCED COMMUNICATIO	INSTALL LIGHT BAR FOR UNIT 126	07/10/2015	26,149.71
73900	WIRELESS ADVANCED COMMUNICATIO	REBUILD & INSTALL PD LIGHTS ON UNIT 11	07/31/2015	23,284.66
Total for Department: 491 FLEET MANAGEMENT				218,282.94
Total for Fund:10 FLEET MANAGEMENT FUND				218,282.94

Fund: 11 INFORMATION TECHNOLOGY FUND

Department: 492 INFORMATION TECHNOLOGY

73878	ACCELA, INC	SPRINGBROOK PROJ MGMT IMPLEMENTATION	07/24/2015	1,706.25
73722	CARD SERVICES	IT-PRINTER IMAGING UNIT	07/10/2015	272.98
73624	COMCAST CABLE COMM. LLC	INTERNET PD	07/03/2015	8.15
73841	COMCAST CABLE COMM. LLC	CABLE-CRC	07/24/2015	461.15
73910	COMCAST CABLE COMM. LLC	INTERNET-PD	07/31/2015	8.15
73854	DATAPRINT SERVICES, LLC	EPAY TRANSACTION FEE-FINAL	07/24/2015	353.98
73837	DELL MARKETING L.P.	2015 HARDWARD COMPUTER REPLACEMENTS	07/24/2015	34,249.70
73928	LEWAN AND ASSOCIATES, INC	SMARTNET RENEWAL	07/31/2015	23,495.23
73719	NEWEGG BUSINESS, INC	VOYAGER LEGEND CS	07/10/2015	321.41
73862	NEWEGG BUSINESS, INC	PRINTER	07/24/2015	1,996.93
73679	OFFICE DEPOT	OFFICE SUPPLIES	07/10/2015	6.38
73829	OFFICE DEPOT	OFFICE SUPPLIES	07/24/2015	0.42
73791	SCOTT TOMETICH	PER DIEM ESRI USER CONF SAN DIEGO, CA	07/17/2015	390.50
73657	VERIZON WIRELESS SERVICES LLC	CELLULAR PHONE SVC	07/10/2015	212.32
73828	XEROX CORPORATION	XEROX LEASE MONTHLY PYMT	07/24/2015	3,096.88
Total for Department: 492 INFORMATION TECHNO				66,580.43
Total for Fund:11 INFORMATION TECHNOLOGY				66,580.43

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 15 HEALTH INSURANCE FUND				
Department: 000 NO PROJECT CODE ASSIGNED				
73635	1ST BANK OF NORTHERN COLORADO	BI-WEEKLY EMPLOYEE PAYROLL DEDUCTIONS	07/03/2015	8,579.30
73795	1ST BANK OF NORTHERN COLORADO	BI-WEEKLY EMPLOYEE PAYROLL DEDUCTIONS	07/17/2015	8,599.45
73927	1ST BANK OF NORTHERN COLORADO	BI-WEEKLY EMPLOYEE PAYROLL DEDUCTIONS	07/31/2015	8,629.25
Total for Department: 000 NO PROJECT CODE				25,808.00
Total for Fund:15 HEALTH INSURANCE FUND				25,808.00
Fund: 17 FACILITY SERVICES				
Department: 496 CUSTODIAL SERVICE				
73702	HILLYARD INC	GLOVES, TISSUE AND CAN LINERS	07/10/2015	2,137.26
73679	OFFICE DEPOT	OFFICE SUPPLIES	07/10/2015	2.05
73829	OFFICE DEPOT	OFFICE SUPPLIES	07/24/2015	0.16
73816	SAFEWAY, INC.	STAFF DEVELOPMENT	07/24/2015	13.97
73671	SUPPLYWORKS	ROLL TOWELS, DISINFECTION, CLEANER, ETC.	07/10/2015	204.34
73741	UNISOURCE WORLDWIDE INC	FLOOR CLEANER, CAN LINERS, DIXIE CUPS	07/10/2015	511.67
Total for Department: 496 CUSTODIAL SERVICE				2,869.45
Department: 497 FACILITY MAINTENANCE				
73637	AMERESCO	ENERGY MONTHLY MONITORING	07/03/2015	403.00
73836	CARRIER CORPORATION	HVAC REPAIR CRC	07/24/2015	1,687.00
73819	CENTURYLINK	UTILITIES	07/24/2015	50.53
73649	COLORADO MEDICAL WASTE INC	CONTAINERS FOR BIOWASTE	07/03/2015	81.00
73869	DANIEL CAULMAN	SVC CALL TO PD	07/24/2015	1,635.00
73831	ENVIROPEST	PEST CONTROLL-PW SHOP	07/24/2015	599.00
73866	FASTENAL COMPANY	FASTENERS	07/24/2015	36.83
73658	GENERAL AIR SERVICE AND SUPPLY CO	LIG. CO2. POOL	07/10/2015	476.81
73818	GRAINGER, INC.	FLUORESCENT LAMP	07/24/2015	364.08
73607	GREELEY ELECTRIC REPAIR INC	REPAIR POOL MOTOR	07/03/2015	849.38
73723	GREELEY LOCK AND KEY	DOOR REPAIR @ PD	07/10/2015	726.95
73603	JOHN BRUNNER AND COMPANY	HEATER SERVICE @ CHIMNEY PARK POOL	07/03/2015	557.10
73767	MANWEILER HARDWARE, INC	RUBBER AMLET, BOLTS, WASHERS	07/17/2015	16.86
73692	NAPA WINDSOR	FORM A GASKET SEALANT	07/10/2015	3.02
73679	OFFICE DEPOT	OFFICE SUPPLIES	07/10/2015	10.56
73829	OFFICE DEPOT	OFFICE SUPPLIES	07/24/2015	0.28
73861	OLD NATIONAL BANK	ENERGY EFFICIENCY LEASE PURCHASE JULY 2015	07/24/2015	3,455.41
73725	PETERSEN'S FLOORING AND DESIGN	TILE REPAIR @ CRC	07/10/2015	377.03
73704	POWERS PRODUCTS CO	MOVABLE WALL REPAIR	07/10/2015	265.00
73852	POWERS PRODUCTS CO	PREVENTATIVE MAINT CRC MOVABLE WALLS	07/24/2015	447.50
73784	QUALITY DOOR, INC	DOOR REPAIR-FORESTRY BUILDING	07/17/2015	68.00
73776	SCOTT'S ELECTRIC & BUCKET TRUCK SERVICE INC	POWER FAILURE-GENERATOR	07/17/2015	1,493.05
73825	SCOTT'S ELECTRIC & BUCKET TRUCK SERVICE INC	SURGE PROTECTION-POOL	07/24/2015	305.74
73897	WINDSOR HARDWARE, LLC	FUSE CART	07/31/2015	77.03
Total for Department: 497 FACILITY MAINTENAN				13,986.16
Total for Fund:17 FACILITY SERVICES				16,855.61
Fund: 19 DOWNTOWN DEVELOPMENT AUTHORI				
Department: 486 DOWNTOWN DEVELOPMENT AU				
73848	BAREFOOT FARMS INC.	TREE STUMP REMOVAL	07/24/2015	300.00
73722	CARD SERVICES	DDA-MTG LUNCH	07/10/2015	76.97
73674	DOWNTOWN COLORADO, INC	COMPLETION OF TECH ASSIT VISIT	07/10/2015	4,750.00
73744	KAILEE MELENDEZ	DDA WEBSITE UPDATES, NEWSLETTER & PRESS R	07/10/2015	75.00
73794	LILEY, ROGERS, AND MARTELL LLC	JUNE 2015 DDA LEGAL SERVICES	07/17/2015	243.50
73610	PETTY CASH	PETTY CASH REIMB- TH CUST SVC	07/03/2015	3.00
73703	PITNEY BOWES	LEASE OF POSTAGE MACHINE	07/10/2015	12.09
73632	THE GREELEY TRIBUNE	DDA WEBSKIN	07/03/2015	333.00
Total for Department: 486 DOWNTOWN DEVELOP				5,793.56
Total for Fund:19 DOWNTOWN DEVELOPMENT A				5,793.56

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 21 COMMUNITY CENTER EXPANSION				
Department: 493				
73730	BARKER RINKER SEACAT ARCHITECT	CRC EXPANSION/BRS JUNE 2015	07/10/2015	142,785.47
73747	PINKARD CONSTRUCTION COMPANY	CRC EXPANSION JUNE 2015	07/10/2015	11,652.70
Total for Department: 493				154,438.17
Total for Fund:21 COMMUNITY CENTER EXPANS				154,438.17
Grand Total Accounts Payable				1,557,204.20
Payroll 3 Pay Periods				630,959.23
Total				2,188,163.43

BR-Board Audit (08/05/2015 - 12:48 PM)



MEMORANDUM

Date: August 10, 2015
To: Mayor and Town Board
Via: Regular meeting materials, August 10, 2015
From: Ian D. McCargar, Town Attorney
Re: Breniman enclave annexation, second reading
Item #: C.1.

Background / Discussion:

Presented this evening for final adoption is Ordinance No. 2015-1500, which brings the Breniman Annexation into the Town of Windsor. This enclave, consisting of approximately 150.967 acres, is located on the north side of the No. 2 Canal, west of Greenspire and south of Ventana along State Highway 257. The property consists of two parcels, both of which are owned by Breniman Farms, LLC, and are split by the Section line that separates Section 16 from Section 9, Township 6 North, Range 67 West.

This parcel meets the statutory requirements for an enclave annexation. It has been completely surrounded by the Town for at least three years. In this setting, the Town is authorized to annex the property by ordinance. The statutory enclave annexation process eliminates the public hearing requirements usually applicable to annexations by owner petition. The statutory requirements for notice have been met.

The property owners have executed an agreement regarding the terms of annexation and future development of the property, approval of which will be taken up separately from this Ordinance.

Even though there is no formal public hearing requirement, the property owner may wish to be heard by the Town Board at some stage of this process. As is the case with every ordinance, the Charter grants the opportunity for public comment.

The zoning designations for this parcel are consistent with the Land Use Map, and fit the overall character of the surrounding area.

Financial Impact: None.

Relationship to Strategic Plan: Community Spirit and Pride.

Recommendation: Adopt on second reading the attached Ordinance No. 2015-1500

Attachments: Ordinance No. 2015-1500

TOWN OF WINDSOR

ORDINANCE NO. 2015-1500

AN ORDINANCE ANNEXING CERTAIN REAL PROPERTY PURSUANT TO THE ENCLAVE ANNEXATION POWERS GRANTED MUNICIPALITIES UNDER THE COLORADO MUNICIPAL ANNEXATION ACT OF 1965, AND DESIGNATING SUCH PROPERTY AS “THE BRENNIMAN ANNEXATION TO THE TOWN OF WINDSOR”

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

WHEREAS, the power to annex enclaves is specifically granted to municipalities under Section 31-12-106, C.R.S.; and

WHEREAS, the real property (“Property”) described in the attached Exhibit A has been entirely surrounded by Town-annexed property for more than three years; and

WHEREAS, the Property qualifies for annexation by ordinance under Section 31-12-106, C.R.S, and Section 30(1) (c) of Article II of the Colorado Constitution; and

WHEREAS, the Town Clerk has published notice of the within Ordinance as required by Section 31-12-106, C.R.S.; and

WHEREAS, the Town Board has concluded that annexation of the Property is a proper exercise of municipal powers.

NOW, THEREFORE, be it ordained by the Town Board for the Town of Windsor, Colorado, as follows:

1. The foregoing recitals are incorporated herein as if set forth fully.
2. The real described in the attached Exhibit A, the contents of which are incorporated herein as if set forth fully, is hereby annexed pursuant to Section 31-12-106, C.R.S.
3. The Property shall henceforth be known as the “Breniman Annexation to the Town of Windsor”.
4. The Property shall be zoned as follows:
 - a. For that portion of the Property lying north of the Section line dividing Section 9 from Section 16, , Township 6 North, Range 67 West, the Property shall be designated “Single Family S-1”, and shall be subject to the requirements of *Windsor Municipal Code* Chapter 16, Article XII; and

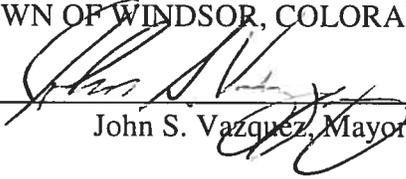
b. For that portion of the Property lying south of the Section line dividing Section 9 from Section 16, Township 6 North, Range 67 West, the Property shall be designated "Residential Mixed Use RMU", and shall be subject to the requirements of *Windsor Municipal Code* Chapter 16, Article XXIV.

5. The Town Clerk is hereby directed to comply with the filing requirements of Section 31-12-113 (2) (a), C.R.S.

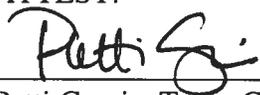
Introduced, passed on first reading, and ordered published this 13th day of July, 2015.

TOWN OF WINDSOR, COLORADO

By


John S. Vazquez, Mayor

ATTEST:


Patti Garcia, Town Clerk



Introduced, passed on second reading, and ordered published this 27th day of July, 2015.

TOWN OF WINDSOR, COLORADO

By

John S. Vazquez, Mayor

ATTEST:

Patti Garcia, Town Clerk

BRENIMAN FARM ANNEXATION AGREEMENT

THIS BRENIMAN FARM ANNEXATION AGREEMENT (“Agreement”) is made and entered into this 27th day of July, 2015, by and between the TOWN OF WINDSOR, COLORADO, a Colorado home rule municipal corporation (“Town”), and BRENIMAN FARMS, LLC, a Colorado limited liability company (“Annexor”).

WITNESSETH:

WHEREAS, Annexor is the owner of the property more fully described in Exhibit “A”, attached hereto and incorporated herein by this reference, and shall be known as the Breniman Farm Annexation to the Town of Windsor, Colorado (“Property”); and

WHEREAS, the Property is legally classified as an “enclave”, under the Colorado Municipal Annexation Act of 1965, Title 31, Article 12 of the Colorado Revised Statutes (“C.R.S.”); and

WHEREAS, the Town has initiated annexation of the Property to the Town pursuant to its powers set forth in Section 31-12-106, C.R.S.; and

WHEREAS, by the terms and conditions of this Annexation Agreement, the parties are providing for certain requirements for the subsequent use and future development of the Property; and

WHEREAS, the Property currently is developed and operating as a farming property, with two residences located at 33772 and 33740 State Highway 257, respectively (“Existing Residences”).

NOW, THEREFORE, IT IS AGREED BETWEEN THE PARTIES AS FOLLOWS:

I. PREAMBLE

The parties agree that the recitals contained in the preamble set forth above are true and correct and that those recitals are hereby incorporated into the body of this Annexation Agreement.

II. ZONING

The parties affirm that by Town Ordinance No. 2015- 1500 adopted on July 27, 2015, the Property has been lawfully annexed to the Town. Pursuant to § 31-12-115 (2), C.R.S., the property has received a zoning designation of Residential Mixed Use – RMU and Single Family SF-1 in conformance with Chapter 16, Articles XXIV and XXII of the *Windsor Municipal Code*, respectively. It is further understood and agreed that the aforesaid zoning designations do not waive the authority of the Annexor or the Town to initiate rezoning of the Property, or any

portion thereof, in accordance with the ordinances of the Town and the laws of the State of Colorado.

III. PUBLIC IMPROVEMENTS

Prior to subdivision of the Property, Annexor acknowledges that it will be required to enter into an agreement for the construction and maintenance of public improvements. The terms and conditions of this Annexation Agreement shall not limit the subject matter of any subsequent agreement for public improvements and shall not be construed to prohibit or in any way limit the Town from requiring performance of reasonable requirements by the Annexor prior to approving any development plan.

IV. STREETS

Annexor understands and agrees that in conjunction with subdivision of the Property, the Annexor shall be solely responsible for dedicating to the Town all necessary rights-of-way for the full width of all proposed streets within the Property or on the exterior boundaries of the Property, without cost to the Town. The Annexor shall be solely responsible for the cost to install all streets within the Property. The Annexor further understands and agrees to fully construct and improve, at its sole expense, all such streets in conformity with the applicable ordinances, rules, regulations, and engineering specifications of the Town in effect at the time of any development proposal.

V. FEES

As part of subdivision of the Property, or concurrent with the application for any building permit for improvements on the Property other than associated with the Existing Residences, Annexor agrees to comply with all of the development and/or construction requirements of the Town in effect at the time subdivision of the property occurs or building permits are requested including, but not limited to, all applicable land dedication requirements, cash-in-lieu of land dedication requirements, all building permit fees in effect at the time the building permit application is deemed complete, all impact fees, including but not limited to, fees for schools, parks, roads, storm drainage, and water and sewer plant investment fees. Annexor hereby acknowledges the legality, necessity and validity of the aforesaid development requirements.

VI. WATER SERVICES

A. As part of the subdivision of the Property, Annexor agrees to install, at its sole expense, such water lines and facilities as may be required by the Town. Additionally, and as agreed to by the parties either through the subdivision platting process or by a separate agreement, Annexor further agrees to obtain and dedicate at its sole expense all necessary unobstructed rights-of-ways for utility easements needed for water lines and facilities to allow service to the Property or for transmission through the Property, in sizes and capacities as prescribed by the Town.

B. Upon subdivision of the Property, Annexor shall design and install, at its sole expense, water lines, fire hydrants and related appurtenances within the Property in accordance with all of the requirements and specifications of the Windsor-Severance Fire Protection District and the Town, and the Annexor shall provide evidence of compliance to the Town prior to the issuance of any building permits for the Property.

VII. WATER RIGHTS

Annexor agrees that prior to the issuance of any building permits for the Property and solely at its expense, Annexor shall dedicate to the Town all such raw water rights in accordance with the *Windsor Municipal Code* in effect at the time of application for the first building permit within the Property other than associated with the Existing Residences.

VIII. SANITARY SEWER SERVICES

In conjunction with subdivision of the Property, Annexor agrees to install, at its sole expense, such sanitary sewer lines and facilities as may be required by the Town to serve each developed site within the proposed subdivision. Additionally, and as agreed to by the parties either through the subdivision platting process or by a separate agreement, Annexor further agrees to obtain and dedicate at its sole expense all necessary unobstructed rights-of-way for utility easements needed for sanitary sewer lines and facilities to allow service to the Property or for transmission through the Property, in sizes and capacities as prescribed by the Town.

IX. STORM DRAINAGE

A. In conjunction with any building permit issued within the Property, Annexor agrees to install, at its sole expense, storm drainage improvements and facilities necessary to serve the Property as may be required by the Town. Additionally, and as agreed to by the parties either through the subdivision platting process or by a separate agreement, Annexor further agrees to obtain and dedicate at its sole expense all necessary unobstructed rights-of-way and easements for storm water facilities to serve the Property or for transmission of historic storm water flows through the Property, in sufficient sizes and widths for such facilities and maintenance as prescribed by the Town.

B. All storm drainage improvements and facilities shall be constructed concurrently with any development of the Property in a manner that shall minimize flooding in developed areas. Upon review and recommendation by the Town Engineer, the Annexor shall participate in and provide for the required improvements and facilities to implement the Town's Storm Water Drainage Master Plan.

X. NON-POTABLE IRRIGATION SYSTEM

The Annexor understands and agrees to all of the following terms and conditions of this Section X pertaining to the establishment of a non-potable irrigation system for the Property.

A. Prior to the application for any building permits associated with residential development other than that associated with the Existing Residences, and pursuant to applicable provisions of the *Windsor Municipal Code*, Annexor shall construct a non-potable irrigation system for the Property.

B. It is expressly understood and agreed that the non-potable system shall be fully operational and unconditionally approved by the Town prior to the issuance of any building permits associated with residential development other than that associated with the Existing Residences.

XI. FLOOD PLAIN, DREDGING, FILLING AND/OR EXCAVATING

In the event any work within the boundaries of the Property requires any excavations in the nature of dredging and/or filling activities, either temporary or permanent, which will be associated with the waters or wetlands within the Property, as part of the first development proposal for the Property and solely at its expense the Annexor agrees to contact the United States Department of the Army Corps of Engineers for proper permits and/or to ascertain information pertaining to changes in permit requirements pursuant to § 404 of the United States Clean Water Act.

The Annexor further understands and agrees that prior to the commencement of any such dredging and/or filling activities the Annexor shall provide the Town Engineer with copies of all such permits and/or information pertaining to any such activities, and, where applicable and when deemed appropriate by the Town Engineer, the Annexor must receive written approval from the Town Engineer for commencement of any applicable dredging and/or filling activities.

Annexor shall assure that the development of the Property shall be in accordance with all Federal, State and Town drainage and floodplain regulations. In connection with any proposed future development of the Property, the Annexor shall rely upon the best available floodplain information for any such development to protect the health and safety of the community. Documentation showing the impacts to the historic drainage patterns created by any such proposed development shall be submitted to the Town prior to construction of any structures within the Property.

XII. SCHOOL DISTRICT REQUIREMENTS

In conjunction with subdivision of the Property and in accordance with all of the terms and conditions of the Intergovernmental Agreement between the Town and the Weld County RE-4 School District ("School District"), the Annexor agrees to provide a written statement from the School District to the Town's Director of Planning which acknowledges that all of the School District requirements for cash payments in-lieu-of land dedication requirements have been met to the satisfaction of the School District. Moreover, for purposes of calculating any cash payments in lieu of land dedication under this Section XII, the size of all such future school sites shall be measured in net acres, with this net acreage being exclusive of any other land to be dedicated for

any street rights-of-way, railroad rights-of-way, detention areas, trail easements, etc., as determined by the School District and the Town.

XIII. PUBLIC PARK SITE REQUIREMENTS

In conjunction with subdivision of the Property, the Annexor agrees at its own expense to satisfy Town requirements for cash-in-lieu payments or the donation of one or more public park sites, the sizes and locations of which shall be determined based upon (a) the amount of residential lots, sites and housing types that will be platted on the preliminary plat for the proposed development, (b) the usability of all such park land, and (c) the Developer's compliance with all park land dedication criteria, ordinances and land use requirements in effect at the time the proposal for development is submitted for the Property. Moreover, for all purposes under this Section XIII, the size of all such future park sites shall be measured in net acres, with this net acreage being exclusive of any other land to be dedicated for any street rights-of-way, railroad rights-of-way, detention areas, trail easements, community garden space, etc., as determined by the Town.

The Annexor further understands and agrees that as a condition of approval of the subdivision of the Property, the Annexor shall enter into an agreement with the Town concerning the delivery of non-potable water to any public park sites within the Property at no cost to the Town for the irrigation of grass and all other vegetation on all such public park sites.

XIV. AGRICULTURAL USE

The parties recognize that portions of the Property are currently being used for agricultural purposes. The Town agrees that Annexors may continue such agricultural activities, so long as such activities are consistent with the agricultural uses currently taking place within the Property, and so long as the size, scope and degree of the agricultural activities are not enlarged, expanded or supplemented in any manner not in compliance with Town ordinances, rules, regulations, and other applicable codes of the Town in effect at the time of the Annexation.

With respect to agricultural activities within the Property, it is further understood that subdivision of the Property may result in additional restrictions or the elimination of agricultural activities upon the lots or tracts created by said subdivision.

XV. HUNTING

It is understood and agreed that pursuant to the *Windsor Municipal Code*, the Town Board may allow waterfowl hunting by shotgun in the Town subject to the regulations of the Colorado Division of Parks and Wildlife. Waterfowl hunting by shotgun shall be allowed on the Property until such time as a building permit is issued other than associated with the Existing Residences, at which time all hunting shall be discontinued within the Property. Notwithstanding any approval to the contrary, if at any time and in its sole discretion the Windsor Town Board concludes that hunting upon the Property is contrary to the health, safety

or welfare of the public, the Town Board reserves the right to order that all such hunting activities cease and desist.

XVI. PUBLIC TRAILS

As part of any development proposal for the Property and at Annexor's sole expense, Annexor agrees to dedicate to the Town all easements necessary for one or more public trails within and/or adjacent to the Property, with the scope and location of any such public trails being determined by the Town. The size, location, scope, and dedication of any such public trail easements shall be exclusive of any of the land being dedicated for either any of the School District Requirements in Article XII above or for any of the Public Park Site Requirements in Article XIII above.

XVII. BRIDGE POLICY

Annexor agrees that in the event the Town determines that as part of any development of the Property, one or more bridges are required to serve pedestrian and/or vehicular traffic crossing any established irrigation ditches or other water courses within the Property, Annexor shall at its sole expense provide for the costs and construction thereof. Such bridge construction shall meet all of the Town's requirements for bridge construction.

XVIII. OTHER PUBLIC LAND DEDICATIONS

As part of the subdivision of the Property and solely at its expense, the Annexor agrees to dedicate to the Town such other public lands within the Property in addition to all of the School District Requirements and Public Trail Requirements outlined above in Sections XII and XIII, respectively, which may be necessary to service the Property for other open space and other public improvements including, but not limited to, easements or conveyances for storm water drainage ways, water lines and facilities, and sewer lines and facilities.

Upon dedication and conveyance of the land as aforesaid, Annexor shall be deemed to have fully satisfied all land dedication requirements under the Town's proposed land dedication ordinance as may then be in effect. It is further understood and agreed that the land dedication required herein is a condition of annexation and, should no land dedication ordinance be in effect at the time Annexor proposes development, this condition of annexation shall nonetheless be deemed fully enforceable.

XIX. NOTICE TO MINERAL ESTATE OWNERS AND CERTIFICATION THEREOF

Annexor acknowledges that as a condition of approval of any application for subdivision of the Property, Annexor must comply with the notification requirements of §10-11-123, C.R.S., as amended, by providing notification to mineral estate owners, and by thereafter certifying to the Town, pursuant to § 24-65.5-103, C.R.S., as amended, that such notice has been provided.

XX. MINERAL EXTRACTION, OIL AND GAS ACTIVITY

Annexor agrees that, prior to any mineral extraction or oil and gas exploration activity, Annexor will comply with all Town requirements for Conditional Use Grant approval for such activity.

XXI. MASTER PLAN AND SUBDIVISION REQUIREMENT

The Annexor acknowledges that the approval of the Annexation and of this Agreement does not result in approval for any Master Plan or subdivision within the Property. Annexor further understands and agrees that prior to or concurrently with the first building permit within the Property other than associated with the Existing Residences, Annexor shall submit a complete master plan application and applicable subdivision application in accordance with all Town requirements.

XXII. IRRIGATION DITCH MAINTENANCE

In association with the continued agricultural use of the Property referenced in Section XIV above, and the need for continued transportation of water via lateral irrigation ditches currently established therein, Annexor shall be entitled to use fire to control vegetation within such established lateral irrigation ditches. Prior to any use of fire for vegetation control as contemplated herein, Annexor shall notify the Windsor-Severance Fire Protection District of the date(s) during which fire will be used for vegetation control. Notwithstanding any permissions contained in this Section, Annexor shall not use fire for vegetation control within the Property if at such time there are in effect any wildfire protection restrictions on open fires within the Town, Weld County or the State which are applicable to the Property.

XXIII. JUDICIAL REVIEW

In the event any persons or entities seek judicial review of the annexation of the Property pursuant to § 31-12-116, C.R.S., as amended, Annexor agrees that it shall assume, pay and be responsible for all of the Town's costs in connection with the defense of such petition including, but not limited to, attorney fees and costs.

XXIV. BINDING EFFECT

This Annexation Agreement shall inure to the benefit of, and be binding upon, the parties, their respective legal representatives, successors, heirs, and assigns. This Annexation Agreement shall be deemed a covenant running with the land.

XXV. GOVERNING LAW

This Annexation Agreement shall be interpreted in accordance with Colorado Law.

TOWN OF WINDSOR, COLORADO

By: _____
John S. Vazquez, Mayor

ATTEST:

Patti Garcia, Town Clerk

ANNEXOR: Breniman Farms, LLC

By: George Breniman
George Breniman, Member

EXHIBIT A
TO
BRENIMAN FARM ANNEXATION AGREEMENT

A parcel of land being part of the South Half of the Southwest Quarter (S $\frac{1}{2}$ SW $\frac{1}{4}$) of Section Nine (9) and part of the Northwest Quarter (NW $\frac{1}{4}$) of Section Sixteen (16), both in 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:

All that portion of said South Half of the Southwest Quarter (S $\frac{1}{2}$ SW $\frac{1}{4}$) of said Section 9 lying Easterly of Windsor North Annexation, the plat of which was recorded January 29, 1986 as Reception No. 02040927 of the records of the Weld County Clerk and Recorder;

TOGETHER WITH:

All that part of said Northwest Quarter (NW $\frac{1}{4}$) of said Section 16 lying Easterly of Windsor North Annexation, the plat of which was recorded January 29, 1986 as Reception No. 02040927 of the records of the Weld County Clerk and Recorder, and lying Northerly of Kirby Farm Annexation, the plat of which was recorded May 21, 1985 as Reception No. 02010544 of the records of the Weld County Clerk and Recorder.

Said parcel contains 150.967 acres, more or less.



MEMORANDUM

Date: August 10, 2015
To: Mayor and Town Board
Via: Regular meeting materials, August 10, 2015
From: Ian D. McCargar, Town Attorney
Re: Breniman Annexation Agreement
Item #: C.2.

Background / Discussion:

In conjunction with final adoption of Ordinance No. 2015-1500, bringing the Breniman Farm Annexation into the Town of Windsor, we have negotiated the Breniman Farm Annexation Agreement. The Agreement contains fairly-standard language addressing future development of the property. The language is specifically tailored to allow for continued agricultural uses at current levels, hunting under Town discretion and routine redevelopment of the two existing residences on the property. Our goal was to bring the property into Town, but allow the Breniman family to continue their current activities as much as possible.

Financial Impact: None.

Relationship to Strategic Plan: Community Spirit and Pride.

Recommendation: Adopt Resolution No. 2015-48 – A Resolution Approving an Annexation Agreement Between the Town of Windsor and Breniman Farms, LLC, with Respect to the Breniman Farm Annexation to the Town of Windsor, Colorado. Simple majority required.

Attachments: Resolution No. 2015-48 – A Resolution Approving an Annexation Agreement Between the Town of Windsor and Breniman Farms, LLC, with Respect to the Breniman Farm Annexation to the Town of Windsor, Colorado

TOWN OF WINDSOR

RESOLUTION NO. 2015-48

A RESOLUTION APPROVING AN ANNEXATION AGREEMENT BETWEEN THE TOWN OF WINDSOR AND BRENNIMAN FARMS, LLC, WITH RESPECT TO THE BRENNIMAN FARM ANNEXATION TO THE TOWN OF WINDSOR, COLORADO

WHEREAS, the Windsor Town Board has approved for final adoption Ordinance No. 2015-1500, under which the annexation of certain real property proposed as the “Breniman Farm Annexation” has been accomplished; and

WHEREAS, the Town has entered into the attached Breniman Farm Annexation Agreement (“Agreement”), the terms of which are incorporated herein by this reference as if set forth fully; and

WHEREAS, the Town Board finds that the terms of the Agreement are reasonable in all respects; and

WHEREAS, the Town Board wishes to approve the Agreement in order that future development of the property is achieved through sound land use planning.

NOW, THEREFORE, IT IS FOUND AND RESOLVED BY THE TOWN BOARD OF THE TOWN OF WINDSOR, COLORADO, AS FOLLOWS:

1. The attached Breniman Farm Annexation Agreement is hereby approved.
2. The Mayor is hereby authorized to execute the said Agreement on the Town’s behalf.

Upon motion duly made, seconded and carried, the foregoing Resolution was adopted this 27th day of July, 2015.

TOWN OF WINDSOR, COLORADO

John S. Vazquez, Mayor

ATTEST:

Patti Garcia, Town Clerk



MEMORANDUM

Date: August 10, 2015
To: Mayor and Town Board
Via: Kelly Arnold, Town Manager
Scott Ballstadt, AICP, Director of Planning
From: Paul Hornbeck, Associate Planner
Subject: Ordinance No. 2015-1501 - An Ordinance Amending the Off-Street Parking Requirements in Article X, Chapter 16 of the Windsor Municipal Code for the Purpose of Creating a Downtown Parking District and Amending the Existing Parking Regulations within the Town of Windsor
Item #s: C.3

Background:

The intent of this Municipal Code Amendment is to encourage investment in downtown by reducing the parking requirements and providing more flexibility in meeting the parking requirements for the construction of additions and new construction in downtown. This code amendment is the implementation of just one of a number of different solutions offered in the 2012 Parking Study of Downtown Windsor. The study was prepared by Fehr & Peers for the Windsor Downtown Development Authority to gain an understanding of existing and future parking conditions in downtown Windsor. The study provided analysis of existing parking supply and utilization, surveyed opinions on parking, and recommended short-term and long-term solutions.

Analysis conducted as a part of the study found that on non-event days the parking system was not reaching capacity and that current parking supply was about 40% underutilized during such times. Additionally, the study found that the overall parking supply was slightly less than what the Municipal Code currently requires for all existing uses, indicating a disconnect between the current parking requirements and actual parking demands. Also included in the study were the survey results gauging perceptions on downtown parking by downtown business owners, employees, and visitors. In general, responses indicated that parking was only a problem on occasion.

The study went on to identify a number of short-term and long-term solutions for downtown parking. One of the short term actions recommended by the study was a strategic adjustment of the parking requirements downtown. Town staff has worked in collaboration with consultant Fox, Tuttle, Hernandez to identify what adjustments could be made to the existing parking code, and the proposed ordinance is the result of that effort. The intent of the ordinance is to encourage continued investment in downtown by reducing the burden on individual property owners to provide on-site parking for new construction or additions. Recent building additions and improvements downtown have shown a growing momentum in downtown but have also shown the current parking regulations can be difficult for property owners to meet, limiting development potential or necessitating a parking variance.

By creating a downtown parking district, or zone, which coincides with the Downtown Development Authority boundary, parking regulations can be targeted specifically to downtown. Current parking regulations are applied the same for all properties in Town, regardless of their location. This one-size-fits-all approach does not recognize the unique nature of downtown, such as the constraints of smaller lot sizes and a largely built-out environment. Downtown also has a large amount of on-street parking that most other locations in town do not have. The downtown parking regulations

will both reduce the parking requirements and give greater flexibility to property owners to meet the code requirements.

The proposed ratio for required parking spaces for all commercial uses downtown would be two spaces per 1,000 square feet, a reduction from current requirements. The existing requirements are based on gross leasable area (GLA) and differ by type of use, as outlined in the table below. Eliminating the reference to GLA should make the code more user friendly for property owners to understand and help simplify application of the regulations.

Existing & Proposed Parking Ratio		
Use	Existing Code	Proposed Downtown Parking District
Commercial Office	3.33 spaces / 1000 s.f. GLA	2 spaces / 1000 s.f.
Retail, customer service, etc.	4 spaces / 1000 s.f. GLA	2 spaces / 1000 s.f.
Eating and drinking establishments	5 spaces / 1000 s.f. GLA, plus 1 space per 2 employees	2 spaces / 1000 s.f.

Under the current code, all building additions downtown are required to account for any additional parking requirements generated by adding square footage. Since many properties currently lack adequate space for extra parking, this ordinance would allow for minor additions without requiring that new parking be provided. The exemption would apply to the first (cumulative) 1,000 square feet for any building additions.

Given the unique nature of downtown with existing on-street parking that lessens the demand for on-site parking, a parking credit is proposed based on the amount of street frontage a building has. The credit would reduce parking requirements at a ratio of one parking space per 25 feet of linear street frontage. The typical downtown lot was platted with a width of 25 feet and the majority of lots remain at 25 feet, though there are both narrower and wider lots.

The existing code allows for property owners to provide parking off-site, on a different lot, within 500 feet. The proposed ordinance increases that distance to 1000 feet, both downtown and outside of downtown, and also adds the requirements that the lot to be paved and that there are sidewalk connections between the subject properties. Within the downtown parking district, the amount of parking that is allowed to be provided off-site will be limited based on the size of the building, as seen in the table below. Smaller buildings are allowed to provide a larger percentage of parking at an off-site location because the total number of spaces required for smaller buildings is lower, meaning off-site parking can be accommodated without the need for construction of large parking lots .

Proposed Off-Site Parking Allowances	
Building or Addition Size	Percent of required parking that can be provided off-site
0 - 5,000 s.f.	80%
5,001 – 10,000 s.f.	50%
10,001 – 20,000 s.f.	25%

Large buildings will typically have a larger parking impact, but impacts may also be more variable and difficult to predict with large buildings. Most buildings downtown today are of a modest size with correspondingly modest parking needs. In order to adequately address the impact of larger buildings, new buildings and additions over 20,000 square feet will be required to submit a Parking Management Plan. This would allow larger buildings to be reviewed on a case-by-case basis to determine parking demand and the appropriate number of parking spaces.

The final change proposed for the downtown parking district is that a change of use will not require additional parking unless the change is from residential to commercial. This would require houses that were historically residential that are converted to commercial to provide parking, while conversions from one type of commercial use to another would not be required to provide additional parking. As an example, under the proposed code the ongoing conversion of the Hearth restaurant at 4th and Main Streets would not be required to provide additional parking spaces. Under the existing code, the property owner was required to provide parking, which could not be adequately provided on-site, thereby necessitating a variance request.

The existing parking code will remain in effect for areas outside of the Downtown Parking District and remains substantively the same except for the changes outlined above relating to the provision of off-site parking. Adjusting parking regulations downtown was just one of a number of possible solutions outlined in the Parking Study of Downtown Windsor but is an immediate step which the Town is able to implement. It is recognized that downtown parking will need to continue to be monitored as these new regulations are implemented and new development and redevelopment occurs to ensure parking continues to serve the needs of visitors and businesses downtown.

Notification:

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

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

- July 2, 2015 – legal notices posted on the Town of Windsor website
- July 3, 2015 – legal ad published in the newspaper

Recommendation:

At their July 15, 2015 meeting, the Planning Commission forwarded a recommendation to the Town Board of approval of the ordinance.

Attachments: ordinance

TOWN OF WINDSOR

ORDINANCE NO. 2015 - 1501

AN ORDINANCE AMENDING SECTION 16-10-30 OF THE *WINDSOR MUNICIPAL CODE* WITH RESPECT TO PARKING REQUIREMENTS FOR DEVELOPMENT AND REDEVELOPMENT OF LAND 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 has in place a comprehensive system of land use regulations, the purpose of which is the protection of the public health, safety and welfare; and

WHEREAS, the safety, vitality convenience of neighborhoods and non-residential areas depends upon the availability of satisfactory vehicle parking capacity; and

WHEREAS, Windsor’s downtown area presents unique opportunities for the provision of parking, given its history and future for development; and

WHEREAS, Town staff has worked extensively with a competent consultant and with interested parties to arrive at parking regulations that enhance the visitor experience; and

WHEREAS, the Planning Commission has recommended that the Town Board approve the within Ordinance; and

WHEREAS, Town Board has given due consideration to the recommendations of staff and the Planning Commission, and desires to adopt this Ordinance for the protection of the public health, safety and welfare.

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

Section 16-10-30 of the *Windsor Municipal Code* is hereby repealed, amended and re-adopted to read as follows:

Sec. 16-10-30. - Off-street parking requirements.

- (a) **Buildings and Uses outside of Downtown Parking District.** Off-street parking space shall be provided for buildings and uses outside of the Downtown Development Authority boundary as follows:

- (1) **Applicability.** Provision of parking space shall not be required for uses in existence as of the date of enactment of this Section but shall be required for any expansion of such use by the addition of primary floor area or other special expansion of building use or property use generating new parking demand.
- (2) **Location.** Parking areas shall be provided upon the same lot containing the use for which they are required or on separate lots or structures located within a one-thousand-foot radius of the lot containing the use for which they are required. A Town-approved parking agreement is required for all off-site parking. This agreement shall be recorded with the County Clerk and Recorder, and shall be a covenant running with the land upon which parking is provided. All shared parking lots must be paved. All shared parking lots and shared parking structures shall have sidewalk connections to the subject property.
- (3) **Surfacing.** All parking lots which are designed to be used for employee parking, visitor parking, customer parking and tenant parking, and all interior drives connecting such parking lots, which are designated for multifamily uses, business uses, commercial uses, industrial uses, offices and places of assembly shall be paved with asphalt or concrete. In addition, all parking lots must also conform to all of the following requirements:
 - a. Each parking space shall be identified by striping using paint or other durable application;
 - b. Shall conform to all Town landscaping guidelines and requirements;
 - c. Shall be constructed to allow for proper drainage;
 - d. Shall be designed so as to prevent vehicles from backing into any public or private street; and
 - e. Shall not provide ingress or egress any closer than twenty-five (25) feet from any intersecting street or alley right-of-way line.
- (4) **Screening.** Every off-street parking area, other than that provided for a single-family residence, shall provide a planting screen, landscaped fence or wall at least four (4) feet in height along any side abutting or fronting on a residential district. Plans for such screening shall be submitted to the Planning Department for referral to the Planning Commission for approval before installation.
- (5) **Standard dimension.** Each individual parking space shall be at least nine (9) feet wide by twenty (20) feet long and, if covered, shall have a minimum height clearance of seven (7) feet.
- (6) **Determination of need.** The number of parking spaces required shall be based upon the anticipated parking demand of individual uses and shall be as designated for specific uses and situations as follows:

<i>Use</i>	<i>Parking Requirements</i>
Single-family residence	2 spaces per dwelling unit
Multifamily dwelling residence	1.5 spaces per unit
Public assembly facilities, provided for seated audiences (churches, theaters, auditoriums, etc.)	1 space for every three seats
Elementary schools (If the elementary school includes an auditorium, the auditorium requirement above shall govern if it is greater.)	2 spaces for every classroom
Junior and senior high schools	Auditorium requirement above or 1 space for every 5 students of maximum occupant capacity
Hospitals	1 space for every 2 beds
Clinics	5 spaces for every practitioner on the staff
Industrial uses	1 space for every 2 employees
Commercial office	1 space for every 300 square buildings feet of Gross Leasable Area (“GLA”)
Retail stores, customer service establishments, shopping centers and other similar uses	1 space for every 250 square feet of GLA
Eating and drinking establishments	1 space for every 200 square feet of GLA, plus 1 space for every 2 employees, computed on the maximum service capacity
Hotel or motel	1 space for every room to be rented, plus 1 space for every 2 employees, computed on the maximum service capacity

- (7) **Uses not enumerated.** In any case where there is a question as to the parking requirements for a use or where such requirements are not specifically enumerated, the Planning Commission shall convene a public hearing to determine the appropriate application of the parking requirements to the specific situation, applying the criteria set forth above and in keeping with sound land use planning principles.
- (b) **Downtown Parking District Requirements.** The Downtown Parking District (“District”) is hereby defined as the area falling within the boundaries of the Windsor Downtown Development Authority, as the boundaries currently exist and as may later be amended pursuant to the statutory powers of the Windsor Downtown Development Authority. Within the District, off-street parking spaces shall be provided as follows:
- (1) A change of use is not required to provide new or additional parking except when a residential use is converted to a non-residential use. In such cases parking must be provided on-site in accordance with Section 16-10-30(b).
 - (2) Building additions under 1,000 square feet and/or the provision of outdoor seating are not required to provide new or additional parking. This exemption shall be applied on a cumulative basis to each property within the District, and 1,000 square feet shall be the total exemption for any and all construction, expansion or modification projects within the property, whenever occurring. Mixed-use projects containing residential units may add up to 1,000 square feet of commercial use and up to 2 residential units without adding parking.
 - (3) New buildings and additions to existing buildings of between 1,001 and 20,000 square feet will require 2 parking spaces per 1000 square feet of new or additional floor area.
 - (4) New buildings and additions to existing buildings of over 20,000 square feet shall submit a Parking Management Plan (“Plan”) at the time of application. The Plan shall outline the project’s total parking demand, shared parking agreements, parking management strategies, and transportation demand management programs. The Planning Commission shall convene a public hearing to review the Plan and shall determine if the proposed parking is appropriate for the specific situation, subject to a maximum of 2 parking spaces per 500 square feet.
 - (5) The area measured for purposes of this sub-section (b) shall include the entire Gross Leasable Area of a building, as defined by Section 16-2-20.
 - (6) On-site parking requirements may be provided on another lot or structure containing shared parking availability within 1,000 feet of the subject property, subject to the following:
 - a. Up to 80% of the on-site parking requirement may be provided on an off-site lot or structure for new buildings up to 5,000 square feet and additions containing 1,001 to 5,000 square feet.

- b. Up to 50% of the on-site parking requirement may be provided on an off-site lot or structure for new buildings between 5,001 and 10,000 square feet and additions containing 5,001 to 10,000 square feet.
- c. Up to 25% of the on-site parking requirement may be provided on an off-site lot for new buildings between 10,001 to 20,000 square feet and additions containing 10,001 to 20,000 square feet.

A Town-approved parking agreement is required for all off-site parking. This agreement shall be recorded with the County Clerk and Recorder, and shall be a covenant running with the land upon which parking is provided. All shared parking lots must be paved. All shared parking lots and shared parking structures shall have sidewalk connections to the subject property.

- (7) For every 25 feet of the subject lot's public street frontage, building additions between 1001 and 20,000 square feet shall receive a credit of one (1) parking space against the requirements of this sub-section (b).
- (8) Improved lots containing on-site parking ratios exceeding 2 spaces per 1,000 square feet are permitted to remove on-site parking spaces in excess of that ratio ("Excess Parking Spaces"), so long as an on-site parking ratio of no less than two (2) spaces per 1,000 square feet is maintained. Remaining Excess Parking Spaces may be applied toward new buildings or building additions. New building construction or building additions may be built over Excess Parking Spaces, and are eligible for the provision of required parking spaces in accordance with sub-section (5) for any new square footage added.
- (9) **Surfacing.** All parking lots which are designed to be used for employee parking, visitor parking, customer parking and tenant parking, and all interior drives connecting such parking lots, which are designated for multifamily uses, business uses, commercial uses, industrial uses, offices and places of assembly shall be paved with asphalt or concrete. In addition, all parking lots must also conform to all of the following requirements:
 - a. Each parking space shall be identified by striping using paint or other durable application;
 - b. Shall conform to all Town landscaping guidelines and requirements;
 - c. Shall be constructed to allow for proper drainage;
 - d. Shall be designed so as to prevent vehicles from backing into any public or private street; and
 - e. Shall not provide ingress or egress any closer than twenty-five (25) feet from any intersecting street or alley right-of-way line.
- (10) **Screening.** Every off-street parking area, other than that provided for a single-family residence, shall provide a planting screen, landscaped fence or wall at least four (4) feet in height along any side abutting or fronting on a residential district. Plans for such screening shall be submitted to the Planning Department for referral to the Planning Commission for approval before installation.

- (11) **Standard dimension.** Each individual parking space shall be at least nine (9) feet wide by twenty (20) feet long and, if covered, shall have a minimum height clearance of seven (7) feet.
- (12) The following table will be used for new residential units when building additions are (a) larger than 2,000 square feet and/or (b) add more than 2 new residential units:

All Residential Uses	Required parking
1-bedroom unit	Minimum: 1 space per unit
2-bedroom unit	Minimum: 2 spaces per unit
3-or-more-bedroom unit	Minimum: 2.0 spaces per unit
Additional guest-parking [See Note]	1 space per 8 dwelling units in addition to the minimum off-street parking spaces.

Note to Table 1: On-street parking spaces abutting the property line(s) of the primary building containing housing units may apply a ratio of 1 space per 25 feet of the subject lot's street frontage for streets within the District toward the guest-parking requirement.

Introduced, passed on first reading, and ordered published this 27th day of July, 2015.

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 August, 2015.

TOWN OF WINDSOR, COLORADO

By _____
John S. Vazquez, Mayor

ATTEST:

Patti Garcia, Town Clerk



MEMORANDUM

Date: August 10, 2015
To: Mayor and Town Board
Via: Kelly Arnold, Town Manager
Scott Ballstadt, AICP, Director of Planning
From: Paul Hornbeck, Associate Planner
Subject: Ordinance No. 2015-1502 – An Ordinance Amending the Minimum Exterior and Interior Standards in Article XI, Chapter 16 of the Windsor Municipal Code for the Purpose of Adding Language Pertaining to Design Criteria for Non-Residential Metal Buildings within the Town of Windsor
Item #s: C.4

Background:

A number of recent site plan reviews have brought to the attention of Planning Commission and Town staff the need to consider amending the municipal code to address minimum architectural standards for metal buildings that are located outside of the Town's Commercial Corridors. Members of the Town Board also indicated during those reviews that they would support requiring architectural enhancements if such requirements were codified.

Town staff has historically requested applicants add some architectural embellishment to metal buildings in order to enhance the building appearance, protect property values, and ensure high quality development. Applicants have typically added architectural features but a number of recent projects have requested approval of metal buildings without architectural enhancements. Outside of commercial corridors, the Municipal Code does not have minimum design standards for non-residential buildings so these projects have been approved.

The use of a wainscot, or veneer, to the lower portion of metal buildings has been successfully implemented on a number of metal buildings throughout Town. Given the success of this treatment, staff is proposing codifying a wainscot requirement through this ordinance. A minor change has been made since the work session to require a wainscot or "similar architectural feature."

Notification:

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

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

- July 2, 2015 – legal notices posted on the Town of Windsor website
- July 3, 2015 – legal ad published in the newspaper

Recommendation:

At their July 15, 2015 meeting, the Planning Commission forwarded a recommendation to the Town Board of approval of the ordinance.

Attachments: ordinance

TOWN OF WINDSOR

ORDINANCE NO. 2015 – 1502

AN ORDINANCE AMENDING SECTION 16-11-70 OF THE WINDSOR MUNICIPAL CODE TO ESTABLISH MINIMUM STANDARDS FOR THE APPEARANCE OF BUILDING EXTERIORS IN THE TOWN’S NON-RESIDENTIAL ZONING DISTRICTS

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 has in place a comprehensive system of land use regulations, the purpose of which is to protect the public health, safety and welfare; and

WHEREAS, the appearance of structures within non-residentially-zoned sites is an important factor in the viability and vitality of the Town’s economy, particularly where established corridor standards are not applicable; and

WHEREAS, the use of exterior building treatments to break up large expanses of single building materials has become a common and appealing practice in the building trades; and

WHEREAS, the Town desires to implement policy that requires creative exterior building treatments in those areas where corridor standards are not applicable; and

WHEREAS, the Planning Commission has recommended that the Town Board approve the within Ordinance; and

WHEREAS, Town Board has given due consideration to the recommendations of staff and the Planning Commission, and desires to adopt this Ordinance for the protection of the public health, safety and welfare.

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

Section 16-11-70 of the *Windsor Municipal Code* is hereby repealed, amended and re-adopted to read as follows:

Sec. 16-11-70. - Minimum exterior and interior standards.

- (a) All single-family detached dwellings shall meet the following minimum exterior and interior standards:
- (1) All dwellings shall be set on and attached to a permanent recessed foundation and shall include a crawl space.
 - (2) The pitch of the roof shall be not less than three (3) inches of rise for each one (1) foot of horizontal run.
 - (3) Roofing materials shall be asphalt shingles or the equivalent.
 - (4) All dwellings shall face the public street.
 - (5) The exterior finish of all dwellings shall be of brick, wood, masonite or a cosmetically equivalent finish and shall be of acceptable similarity to the surrounding residential dwellings.
 - (6) All dwellings shall have a minimum usable living area of one thousand (1,000) square feet excluding garages.
 - (7) All newly constructed dwellings shall require an enclosed garage with a minimum usable area of two hundred (200) square feet. Building additions, decks, remodeling and similar improvements to existing nonconforming dwellings as defined in this Chapter shall be exempt from this requirement.
 - (8) All dwelling sites shall provide a minimum of two (2) off-street parking spaces. All parking surfaces shall be hard surfaced.
- (b) All non-residential buildings that are not subject to Commercial Corridor Plan baseline design criteria shall meet the following minimum exterior standards:
- (1) Use of metal as the predominant finish material is permitted only when an architectural wainscot, or similar architectural feature, is included in the building design. The wainscot shall be installed as follows:
 - a. In all zoning districts other than Heavy Industrial (IH), the wainscot shall extend the entire length of all building facades facing a public or private street.
 - b. In the Heavy Industrial (IH) zone, the wainscot shall be applied to the primary entrance to the building, administrative offices, and other portions of the

building visible to visitors using the primary building entrance or administrative offices;

c. All wainscot shall extend a minimum of 36” in height from the building grade;

d. The wainscot shall wrap around the adjoining sides of the building for a minimum distance of five (5) feet before terminating, unless the building architecture dictates a lesser distance.

e. Wainscot material shall either be brick; stone or high quality stone veneer; concrete masonry units of an architectural grade, such as split-face, ground face, or fluted block; or any other material that is consistent in terms of high quality, durability, and compatibility with the abovementioned materials.

Introduced, passed on first reading, and ordered published this 27th day of July, 2015.

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 August, 2015.

TOWN OF WINDSOR, COLORADO

By _____
John S. Vazquez, Mayor

ATTEST:

Patti Garcia, Town Clerk



MEMORANDUM

Date: August 10, 2015
To: Mayor and Town Board
Via: Kelly Arnold, Town Manager
Scott Ballstadt, AICP, Director of Planning
From: Paul Hornbeck, Associate Planner
Subject: Ordinance No. 2015-1503 – An ordinance amending Articles X, XVII, XVIII, XIX, XX, XXI, XXIII, and XXIV, Chapter 16 of the Windsor Municipal Code for the purpose of creating regulations pertaining to Mobile Food Vending within the Town of Windsor
Item #s: C.5

Background:

Mobile food vending, including food trucks and food carts, has grown in popularity throughout the region and country in recent years and Town staff occasionally receives inquiries about what regulations exist in Town for such uses. The Municipal Code does not specifically address mobile vending so this amendment has been proposed to clearly define the use and mitigate potential negative impacts associated with it.

The amendment would allow mobile food vending as an accessory use on developed properties that are non-residentially zoned. Some changes based on feedback from the Planning Commission and Town Board work sessions and further review have been incorporated. A mobile food vendor would have to adhere to a minimum setback of 200 feet from the front door of any restaurant. Language has been added to clarify that use of the public right-of-way during special events is allowed under review by the Parks and Recreation department. A reference to Municipal Code Chapter 6 has been added to address use of the public right-of-way in other circumstances. The intent is to regulate the right-of-way through business licenses, only allowing mobile vendors to stop in the right-of-way if they are flagged down by patrons.

At the July 15, 2015 Planning Commission, Nick Hoover of the Colorado Restaurant Association requested that two additional requirements be added to the proposed ordinance. First, he requested a requirement that mobile food vendors return to a commissary or “home base” when they are not in operation. The ordinance as proposed requires mobile food operations to either be removed from the site, or to be stored in an inconspicuous location. The Colorado Retail Food Establishment Rules and Regulations require most mobile food operations to return to a commissary. These rules are enforced by local health departments so Town staff does not believe the ordinance needs to include this requirement.

The second change Mr. Hoover requested was to prohibit mobile food vendors from setting up chairs and tables for patrons. Because mobile food vendors may operate in conjunction with uses with outdoor seating, Town staff believes enforcement may be difficult. Since mobile food vending would be a new use in Windsor, there may need to be adjustments made to the ordinance over time to address concerns that arise. If the two items brought up by Mr. Hoover prove to be problematic, the code could be further amended in the future.

Notification:

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

August 10, 2015

Town Board – memo – Mobile food vending

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

- July 2, 2015 – legal notices posted on the Town of Windsor website
- July 3, 2015 – legal ad published in the newspaper

Recommendation:

At their July 15, 2015 meeting, the Planning Commission forwarded a recommendation to the Town Board of approval of the ordinance.

Attachments: ordinance

TOWN OF WINDSOR

ORDINANCE NO. 2015 - 1503

AN ORDINANCE AMENDING CHAPTER 16, ARTICLES X, XVII, XVIII, XIX, XX, XXI, XXIII AND XXIV, AND AMENDING CHAPTER 6, ARTICLE III OF THE *WINDSOR MUNICIPAL CODE* FOR THE PURPOSE OF ESTABLISHING MOBILE FOOD VENDING AS AN ACCESSORY USE AND OTHERWISE REGULATING MOBILE FOOD VENDING AS AN OCCUPATION 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 has in place an comprehensive system of land use regulations, the purpose of which is to protect the public health, safety and welfare; and

WHEREAS, the vending of food from mobile operations is a growing industry, which offers opportunity for entrepreneurship, consumer choice and market competition; and

WHEREAS, the Planning Commission has recommended that the Town Board approve the within Ordinance; and

WHEREAS, Town Board has given due consideration to the recommendations of staff and the Planning Commission, and desires to adopt this Ordinance for the protection of the public health, safety and welfare.

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

Section 1. Chapter 16, Article X of the *Windsor Municipal Code* is hereby amended by the addition of a new Section 16-10-110, which shall read as follows:

Sec. 16-10-110. – Mobile Food Vending.

(a) Mobile food vending is defined as the use of a motorized wheeled vehicle, or a towed wheeled vehicle, or pushcart, or other temporary operation designed and equipped to prepare and/or serve food and/or non-alcoholic beverages. Mobile food vending is permitted, subject to the following:

- (1) Mobile food vending shall not take place in locations that are no less than two-hundred (200) feet from the main entrance of any restaurant while the restaurant is open to the public for business, unless the restaurant proprietor has otherwise consented.
- (2) Mobile food vending shall take place only on a site that has received the appropriate site plan approval and the required site plan improvements comply with said approved site plan.
- (3) Mobile food vending outlets shall not be open to the public between the hours of 2:00 AM and 6:00 AM.
- (4) Litter must be picked up and refuse containers must be provided for customers.
- (5) Mobile food vendors shall comply with all applicable Town Ordinances as well as state, county, and federal laws and licensing requirements.
- (6) All signage associated with mobile food vendors shall be in conformance with Article IX of this Chapter. Additionally, all mobile food vendor signs must be mounted flush against the mobile food establishment, except that one temporary sign for daily specials shall be allowed in accordance with Section 16-9-130(5)c.
- (7) Mobile food vending shall not operate, be stored, or parked on public right-of-way.
- (8) *Use of Private Property.* Mobile food vendors may operate on private property provided they meet the following requirements:
 - a. Mobile food vending shall operate only with the property owner's continuous permission. Revocation of owner permission at any time shall terminate mobile food vending on the site in question.
 - b. Mobile food vending shall not impede vehicular or pedestrian traffic, parking lot use or circulation, or access to any public right-of-way.
 - c. If left on-site at the end of the business day, all mobile food vending equipment and signage shall be located in an inconspicuous location when not in operation.

(b) Mobile food vending taking place at Town-sponsored special events, or within public parks, recreational facilities or trails, is subject to review and permitting by the Parks and Recreation department and is not subject to this Section.

Section 2. Section 16-17-20 (2) of the *Windsor Municipal Code* shall be amended by the addition of a new sub-section (g), which shall read as follows:

g. Mobile food vending as set forth in Section 16-10-110.

Section 3. Section 16-18-20 (2) of the *Windsor Municipal Code* shall be amended by the addition of a new sub-section (c), which shall read as follows:

c. Mobile food vending as set forth in Section 16-10-110.

Section 4. Section 16-19-10 (b) of the *Windsor Municipal Code* shall be repealed, amended and re-adopted to read as follows:

(b) Permitted accessory uses:

1. Any accessory use permitted in the Central Business CB District.
2. Mobile food vending as set forth in Section 16-10-110.

Section 5. Section 16-20-20 (c) of the *Windsor Municipal Code* shall be amended by the addition of a new sub-section (7), which shall read as follows:

7. Mobile food vending as set forth in Section 16-10-110.

Section 6. Section 16-21-20 (c) of the *Windsor Municipal Code* shall be amended by the addition of a new sub-section (7), which shall read as follows:

7. Mobile food vending as set forth in Section 16-10-110.

Section 7. Section 16-23-40 of the *Windsor Municipal Code* shall be amended by the addition of a new sub-section (c), which shall read as follows:

(c) Mobile food vending. To the extent that mobile food vending is proposed for any site within a planned development under this Article, such activity shall be considered an accessory use, and shall be governed by the provisions of Section 16-10-110.

Section 8. Section 16-24-30 of the *Windsor Municipal Code* shall be amended by the addition of a new sub-section (7), which shall read as follows:

(7) Mobile food vending as an accessory use as set forth in Section 16-10-110.

Section 9. Chapter 6, Article III of the Windsor Municipal Code shall be repealed, amended and re-adopted to read as follows:

ARTICLE III - Business Licenses

Sec. 6-3-10. - Definitions.

The following words, terms and phrases when used in this Article shall have the meanings ascribed to them as set forth in this Section, except where the context clearly indicates a different meaning:

Business means all activities engaged in or caused to be engaged in with the object of gain, benefit or advantage, direct or indirect.

Employees means persons working within the Town for remuneration under the control and direction of an employer.

Engaged in business means performing or providing services or selling, leasing, renting, delivering or installing tangible personal property for storage, use or consumption. Engaged in business in the Town includes, but is not limited to, any of the following activities by a person:

- (a) Directly, indirectly or by a subsidiary maintaining a building, store, office, salesroom, warehouse or other place of business within the Town.
- (b) Sending one (1) or more employees, agents or commissioned sales persons into the Town to solicit business or to install, assemble, repair, service or assist in the use of its products or for demonstration or other reasons.
- (c) Maintaining one (1) or more employees, agents or commissioned sales persons on duty at a location within the Town.
- (d) Making more than one (1) delivery into the Town within a twelve-month period.
- (e) Mobile food vending as defined in Section 16-10-110 (a).

Sec. 6-3-20. - License required.

- (a) It shall be unlawful for any person to establish any place of business in the Town, or engage in business within the Town, without first obtaining a license to conduct such business. Only one (1) general business license shall be required for any establishment operating as a single enterprise. Separate general business licenses shall be required for each location of an enterprise operating at more than one (1) location within the Town. Business licenses cannot be transferred upon a change of ownership.
- (b) The business license requirements provided for in this Article shall not apply to federal, state or county offices, utility companies for which a franchise to operate has been granted pursuant to the provisions of the Home Rule Charter, or to the activity of telecommuting as defined in Section 16-2-20 of this Code.

Sec. 6-3-30. - Applications.

The application for every license required by and issued under the authority of the Town pursuant to this Article shall contain:

- (a) The name of the person, firm or corporation desiring such license.
- (b) The residence address of such applicant, of each of the individual members of such firm or of each of the directing officers of such corporation and its principal place of business.
- (c) The street address, if any, where such business is to be carried on.
- (d) The year for which such license is sought.
- (e) Any other relevant information deemed to be necessary by the Town Clerk for the issuance of a business license.

Sec. 6-3-40. – Mobile Food Vendors; Insurance Required.

Every mobile food vendor engaged in business within Town-owned streets, alleys, and rights-of-way shall continuously maintain a policy of Commercial General Liability insurance with a combined single limit of no less than \$500,000.00 per occurrence and policy of Products Liability insurance with a combined single limit of no less than \$500,000.00 per occurrence. Each such policy of insurance shall name the Town as an Additional Insured.

Sec. 6-3-50. – Issuance.

All licenses will be issued by the Town Clerk upon receipt of the following:

- (a) A proper application containing all applicable information required by this Article, together with such additional information as the Town Clerk may deem necessary.
- (b) Proof that the annual fee has been paid in advance to the Town Clerk.
- (c) The fulfillment of all other specific requirements that may be imposed by the Town relating to the issuance of a business license, including satisfactory proof of the insurance required under Section 6-3-40 above.

Sec. 6-3-60. - License fee.

The license fee for the annual business license shall be ten dollars (\$10.00), and such fee may be modified upon resolution appropriately adopted by the Town Board. No license fee shall be charged for persons maintaining a valid sales tax license issued by the Town.

Sec. 6-3-70. - Term.

All licenses shall be issued by the Town Clerk on a calendar year basis, and shall expire with the calendar year for which they are issued.

Sec. 6-3-80. - Records.

The Town Clerk shall keep a record of all business licenses issued, setting forth at a minimum the name of every licensee and the place of business.

Sec. 6-3-90. - Revocation and suspension.

Any license issued pursuant to the provisions of this Article may be revoked or suspended upon the violation of any federal, state or municipal laws, rules and ordinances applicable in the Town, provided that no license shall be revoked or suspended except by action of the Town Board upon a verified complaint from the Town Manager specifying such violation. Prior to revocation or suspension, the Town Board shall conduct a hearing thereon and the licensee shall be entitled to be present and represented by counsel at such hearing and to present evidence at such hearing.

Sec. 6-3-100. - Inspections.

The Town shall be entitled at any time upon reasonable notice to the owner of any business to inspect the premises occupied by the business to ensure compliance with the provisions of this Article.

Sec. 6-3-110. - Violation and penalty.

Any person who violates a provision of this Article is guilty of a misdemeanor and, upon conviction thereof, shall be punished in accordance with the applicable provisions of this Code. Each day of operation of a business in violation of this Article shall constitute a separate offense. In addition to the foregoing, the Town shall be entitled to seek all other available relief at law or in equity with regard to violation of the provisions of this Article, including but not limited to injunctive relief.

Introduced, passed on first reading, and ordered published this 27th day of July, 2015.

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 August, 2015.

TOWN OF WINDSOR, COLORADO

By _____
John S. Vazquez, Mayor

ATTEST:

Patti Garcia, Town Clerk



MEMORANDUM

Date: August 10, 2015
To: Mayor and Town Board
Via: Regular meeting materials, August 10, 2015
From: Ian D. McCargar, Town Attorney
Re: Metropolitan District policy revisions
Item #: C.6.

Background / Discussion:

Presented for first reading tonight is an Ordinance which amends the Code to incorporate the metropolitan district policy revisions authorized during our various work sessions on this topic. Although the work sessions concentrated primarily on revisions to the Model Service Plan, some of those revisions are Code-based in origin.

The key revisions are:

§ 19-1-20 (h). Increase the maximum mill levy for debt service from 30 to 34 mills, and operations & maintenance from 35 to 39 mills. Limit to 30 years the duration that any property can be burdened with mill levy for payment of public improvements costs.

§ 19-1-20 (i). Allows the imposition of a one-time Capital Improvement Fee not to exceed \$2500. The former Code language limited the one-time fee to a "tap fee" for non-potable irrigation.

§ 19-1-20 (m). Expressly insulates Town service plan limitations from set-aside by judicial decree or through bankruptcy powers.

§ 19-1-20 (n). Expresses a policy recognizing that district boards controlled by end users may be less-subject to the financial limitations imposed on developer-controlled boards.

§ 19-1-30 (b). Sets out the 30-year limitation on tax collection for public improvements, measured from 5 years after the first building permit is issued within the district. This concept was discussed extensively at our work sessions with the metropolitan district community.

§ 19-1-50. Strikes the requirement that the district seek an extension of its service plan after 25 years. This revision recognizes that the need for district powers may extend beyond that time frame.

§ 19-1-100 (a). Specifies presumptive review & approval time frames, assuming strict adherence to the Model Service Plan.

§ 19-1-100 (b). Increases the first reading notification period from 10 to 20 days.

§ 19-1-100 (c). Adds notification requirements for districts within which end users have acquired property.

§ 19-1-110 (c). Adds Town Manager discretion to require a deposit for review and response to a district inquiry that does not rise to a service plan review. This change is in response to a number of requests by existing districts for reviews and responses interpreting existing service plans.

Much of the other topics discussed during our work sessions are incorporated into the revised Model Service Plan, which will be presented to you on second reading of the attached.

Financial Impact: None.

Relationship to Strategic Plan: Promote quality development.

Recommendation: Approve attached Ordinance on first reading; simple majority required.

Attachments: Ordinance Repealing, Amending and Readopting Article I, Chapter 16 of the *Windsor Municipal Code* With Respect to Metropolitan District Approvals in the Town Of Windsor

TOWN OF WINDSOR

ORDINANCE NO. 2015-1504

AN ORDINANCE REPEALING, AMENDING AND READOPTING ARTICLE I, CHAPTER 16 OF THE *WINDSOR MUNICIPAL CODE* WITH RESPECT TO METROPOLITAN DISTRICT APPROVALS IN THE TOWN OF WINDSOR

WHEREAS, the Town of Windsor is a home rule municipality with all powers and authority as provided by law; and

WHEREAS, the Town supports and broad spectrum of practices to enable the efficient and cost-effective development of land; and

WHEREAS, in 2007, the Town Board established a policy for approval of metropolitan district service plans, under which a number of metropolitan districts have been authorized; and

WHEREAS, the evolving nature of land use requires that the Town periodically re-evaluate its metropolitan district policies to assure that the correct balance is struck between the financial interests of developers and the interests of end users; and

WHEREAS, over the first six months of 2015, the Town Board conferred with its Special District Counsel, the metropolitan district community and Town staff in an effort to assure that Town policy functions fairly and effectively; and

WHEREAS, as a result of this extensive six-month process, the Town Board has arrived at revised policies which require incorporation into the Windsor Municipal Code; and

WHEREAS, by adopting this Ordinance, the Town Board desires to protect the public health, safety and welfare.

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

Section 1. Article I of Chapter 16 of the Windsor Municipal Code is hereby repealed, amended and re-adopted to read as follows:

ARTICLE I

Service Plans for Title 32 Special Districts (Including Metropolitan Districts)

Sec. 19-1-10. - Introduction.

- (a) The Town establishes the following as its Special District policy for: (i) the review and approval or disapproval of service plans, including any amendment thereof, for metropolitan districts and other Title 32 special districts (collectively, "Districts"); (ii) the

regulation of districts; and (iii) the review of and response to metropolitan district-related inquiries from the public.

- (b) This policy is intended as a guide only. Nothing in this Article is intended, nor shall it be construed, to limit the discretion of the Town Board, which retains full discretion and authority regarding the terms and limitations of all district service plans.

The Town generally accepts the formation of districts where it is demonstrated that the formation of a district is needed to provide public services or facilities to local development and will result in a demonstrated public benefit, whether such demonstrated public benefit is provided by the district or made possible to be provided by the developer because the district exists to provide public improvements.

- (1) Districts will be permitted to conduct ongoing operations and maintenance activities where, it can be demonstrated that having the district provide operations and maintenance is in the best interest of the Town and the existing or future residents and taxpayers of the district.
- (2) For districts whose primary revenue source is property taxes, and in the absence of special circumstances, district formation will not be favorably received where the future assessed value of all property within the district at full build-out is projected to be less than five million dollars (\$5,000,000.00). The five-million-dollar-assessed valuation threshold, for districts whose primary revenue source is property taxes, will increase biennially after 2015 to adjust for increases in the Consumer Price Index for the Denver-Boulder statistical region as prepared by the U.S. Bureau of Labor Statistics. Special circumstances and special cause must be demonstrated for exceptions to be granted.
- (3) Districts, when properly structured, can enhance the quality of growth in the Town. The Town is receptive to district formation as an instrument to provide competitive financing for projects, build better and enhanced infrastructure and, where needed, create a quasi-governmental entity to provide essential and beneficial services which are otherwise not available and could not be practically provided by the Town or any other existing municipal or quasi-municipal entity, including existing special districts, within a reasonable time and on a comparable basis. It is not the intent of the Town to create multiple entities which could be construed as "competing governments."
- (4) District formation will not be favorably received, unless the district enables the underlying project to result in a demonstrated public benefit by either the district or the entity developing the district. In determining whether such project results in a demonstrated public benefit, the Town may consider all or any of the following:

- a. Whether the district contributes to needed regional and sub-regional infrastructure;
- b. Whether the district results in enhanced amenities.
- c. Ways in which the proposed services or improvements exceed the Town's minimum requirements and standards.
- d. Ways in which the existence of the district facilitates the enhancement of the services or improvements and whether the enhancements are feasible without the district.
- e. Any other factors the Town deems relevant under the circumstances.

(c) It is the Town's policy that (i) the costs of public improvements are to be paid from taxes and not from fees (with the exception of the a limited capital improvements fee) and that (ii) property shall not be taxed for more than a period of thirty (30) years to pay the costs of the public improvements necessary for or part of the master planned development of the project of which such property is a part.

Sec. 19-1-20. - Service plans.

- (a) Any service plan submitted to the Town for approval must comply with all state, federal and local laws and ordinances, including Title 32, Article 1, C.R.S. (the Special District Act).
- (b) The service plan shall include all information required by the Act.
- (c) The service plan shall enumerate and describe all powers requested on behalf of the district. Demonstration of the need or benefit of each power is required. Powers which are not clearly needed will not be approved in the service plan.
- (d) The service plan shall describe any intergovernmental agreement which is required, or known at the time of formation of the district to likely be required, to fulfill the purposes of the district, along with supporting rationale. Execution of intergovernmental agreements or agreements for extraterritorial services (*e.g.* outside of the Service Area) that are not described in the service plan shall require the prior approval of the Town Board.
- (e) The service plan shall include the description of any planned inclusion into, or exclusion of property from, the district's boundaries. The service plan shall provide that inclusions or exclusions by the district that are not described in the service plan shall require the prior approval of the Town Board.

- (f) The service plan shall describe any planned extraterritorial service agreement. The service plan shall provide that any extraterritorial service agreements by the district that are not described in the service plan shall require the prior approval of the Town Board.
- (g) The service plan shall outline any anticipated plans or needs for the exercise, by the district, of its power of eminent domain. The service plan shall contain language limiting the use of the district's power of eminent domain to carry out the district's essential functions and services, as well as to implement the intent of the preliminary infrastructure plan as defined in the Model Service Plan described in Section 19-1-60 below. Additionally, the use of eminent domain will be undertaken strictly in compliance with state laws and subject to prior consent by the Town Board.
- (h) The service plan shall restrict the district's debt service mill levy authorization to thirty-four (34) mills (the "maximum debt mill levy") and operations and maintenance mill levy authorization to thirty-nine (39) mills (the "maximum operations and maintenance mill levy"). The service plan shall restrict the district's total aggregate mill levy (debt service mill levy plus operations and maintenance mill levy) to thirty-nine (39) mills (the "maximum aggregate mill levy"). This means that the district shall not simultaneously levy a debt service mill levy equal to the maximum debt mill levy and an operation and maintenance mill levy equal to the maximum operations and maintenance mill levy. The service plan shall also limit the maximum number of years a property can be subject to a mill levy for purposes of paying the costs of public improvements to thirty (30) years. The maximum debt mill levy, the maximum operations and maintenance mill levy and the maximum aggregate mill levy shall be adjustable from the base year of 2015; provided, however, that, in the event the method of calculating assessed valuation is changed after the base year of 2015, the mill levy limitation applicable to such debt may be increased or decreased to reflect such changes, such increases or decreases to be determined by the District Board in good faith (such determination to be binding and final), so that, to the extent possible, the actual tax revenues generated by the mill levy, as adjusted, are neither diminished nor enhanced as a result of such changes. For purposes of the foregoing, a change in the ratio of actual valuation to assessed valuation shall be deemed to be a change in the method of calculating assessed valuation.
- (i) The service plan shall include debt and operating financial projections prepared by an investment banking firm or financial advisor qualified to make such projections. Said firm shall be listed in the Bond Buyers Marketplace as a provider of financial projections. The debt financial projections shall include debt issuance and service schedules and calculations establishing the district's projected maximum debt capacity based on assumptions of:
 - (1) The projected interest rate on the debt to be issued by the district;
 - (2) The projected assessed valuation of the property within the district; and
 - (3) The projected rate of absorption of the assessed valuation within the district.

These assumptions must use market-based, market-comparable valuation and absorption data and shall not use an annual inflation rate which exceeds the greater of three percent (3%) and the Consumer Price Index for the preceding twelve-month period for the Denver-Boulder statistical region as prepared by the U.S. Department of Labor Statistics. The maximum debt authorization in the service plan shall not exceed one hundred percent (100%) of the projected maximum debt capacity. The operating financial projections shall include foreseeable administrative and operation and maintenance costs.

- (j) If, after the service plan is approved, the state legislature includes additional powers or grants new or broader powers for special districts by amendment of Title 32, Article 1, Part 10, C.R.S., no such powers shall be available to or exercised by an existing district without the prior approval of the Town Board.
- (k) Every service plan shall include, in addition to all materials, plans and reports required by the Act, a preliminary infrastructure plan ("PIP") as defined in the Model Service Plan. This PIP shall include, at a minimum, a map or maps of such scale, detail and size as required by the Planning Department, providing an illustration of public improvements proposed to be built, acquired or financed by the District, along with a written narrative and description of those items and a general description of the district's proposed role with regard to the same. Due to the preliminary nature of the PIP, the service plan shall indicate that the Town's approval of the PIP shall not bind the Town in reviewing and making land use approvals.
- (l) Development fees shall not be imposed by the district, except that the service plan may authorize the imposition and collection of a one-time capital improvement fee as a source of revenue for repayment of Debt and/or costs of Public Improvements in an amount not to exceed \$2,500 per dwelling unit (the "Capital Improvement Fee"). No Capital Improvement Fee related to repayment of Debt shall be imposed upon or collected from taxable property owned or occupied by any owner, or tenant of any owner, of any taxable property within the Districts, held as a dwelling or in connection with a business other than real estate development or construction within the district subsequent to the issuance of a Certificate of Occupancy for said taxable property.
- (m) All of the limitations mandated by the Town and contained in service plans, including, but not limited to, those pertaining to the maximum aggregate mill levy and mill levy imposition term have been established under the authority of the Town to approve a service plan with conditions pursuant to Section 32-1-204.5, C.R.S. It is expressly intended that such limitations: (a) shall not be subject to set-aside for any reason or by any court of competent jurisdiction, absent a service plan amendment; and (b) are, together with all other requirements of Colorado law, included in the "political or governmental powers" reserved to the State under the U.S. Bankruptcy Code (11 U.S.C, Section 903) and are also included in the "regulatory or electoral approval necessary under applicable non-bankruptcy law" as required for confirmation of a Chapter 9 Bankruptcy Plan under Bankruptcy Code Section 943(b)(6).

- (n) The service plan's limitations on the debt mill levy, the operations and maintenance mill levy, the limitation on the use of fees for public improvements, and certain other financial limitations are intended to strike a balance between (i) providing adequate project control and revenue to the project developer to facilitate desirable development which will result in demonstrated public benefit and (ii) providing adequate safeguards for protection of residents and taxpayers. When a district board is composed entirely of end users, the balance may shift in favor of removing some of the limitations on financial powers. The Town Board may be more inclined to remove financial limitations in scenarios where the district board wants to add public improvements which were not contemplated as part of the project developer's master plan for the project (*e.g.*, 20 years after development a neighborhood wants to renovate and expand the uses of its community center), a district-owned public improvement requires significant repairs, maintenance or upgrades and the cost properly rests with the district, or the restructuring of debt would result in a net present value savings as set forth in Section 11-56-101 et seq., C.R.S. In the event such circumstances are present, the district board should consider approaching the Town for authorization.

Sec. 19-1-30. - Bonded indebtedness.

- (a) Original issuance of bonded indebtedness by the district prior to build-out shall be limited to that debt which can be sized, serviced and defeased with no more than thirty-four (34) mills as described in Subsection 19-1-20(h) above.
- (b) The district shall be limited to issuing new debt as provided in the financial plan set forth in the service plan. The financial plan shall limit the term for taxation of property for payment of the costs of public improvements to thirty (30) years, and such taxes are generally to be imposed within five (5) years of the first building permit within the district. Districts shall not have any authority to impose or collect a mill levy for purposes of paying the costs of public improvements on any single property for a period greater than thirty (30) years after the year of the initial imposition of the mill levy. The mill levy imposition term shall apply to refundings unless such refundings result in a net present value savings as set forth in Section 11-56-101, *et seq.*, C.R.S., and are otherwise permitted by law.

Sec. 19-1-40. - Multiple-district structures.

- (a) It is the intent of the Town that citizen/ resident control of districts be encouraged to occur as early as possible.
- (b) Multiple-district structures may be proposed:
 - (1) When the projected absorption of the project and the public improvements to be financed are reasonably projected to occur over an extended period of time after the date of organization of the district.
 - (2) When the project has varying projected uses, such as residential and commercial.

- (c) The service plan must fully describe and articulate the need, reasoning and mechanics if a multiple-district structure is proposed.

Sec. 19-1-50. - Dissolution of district.

The service plan shall provide for the dissolution of the district after the district's debts and financial obligations are fully defeased and the district has completed all of its operations and maintenance responsibilities. A district with long-term, ongoing operations and maintenance will not be obligated to dissolve. However, the service plan must provide that, in the event said obligations are someday undertaken by another party or are otherwise no longer the responsibility of the district, it shall be required to dissolve.

Sec. 19-1-60. - Model Service Plan.

- (a) A Model Service Plan shall be developed consistent with these policies, approved and modified from time to time by resolution of the Town Board. The Model Service Plan shall be made available to the public upon request.
- (b) All service plans submitted to the Town should follow the basic outline, form, sequence and structure of said model. Service plans should duplicate the language contained in the Model Service Plan, and justification shall be provided for any material departures. Notwithstanding the preceding, any service plan approved by the Town, or changes thereto approved in the manner set forth in such service plan, shall be deemed to be in compliance with all Town requirements.
- (c) Service plans shall be submitted in such numbers and format as specified by the Town Manager. The initial submittal shall be accompanied by a mark-up copy showing departures from the Model Service Plan.

Sec. 19-1-70. - Default of District.

- (a) In the event that a district fails to pay its debt when due or defaults in the performance of any obligation that has been agreed to between the district and the Town, which obligation has been identified by the Town in writing as a material obligation, and such default is continuing after the delivery of notice thereof to the district and the expiration of any cure periods, the district shall be precluded from issuing additional debt, except refunding bonds issued to avoid or to cure a payment default, without the prior approval of the Town Board.
- (b) In the event that a court of competent jurisdiction has made a final determination that a district has defaulted on any of its financial obligations, and such determination is not subject to further appellate review, the district shall be precluded from issuing additional debt, except to refund or refinance a financial obligation for the purpose of avoiding or curing a default without receiving written permission from the Town Board following a public hearing on the matter.

(c) In the event of a material modification of the service plan, the Town and the electors of the district shall be entitled to exercise their respective rights under the Act. Departures from the service plan that constitute a material modification include, without limitation:

- (1) Actions or failures to act that create greater financial risk or burden.
- (2) Performance of a service or function or acquisition of a major facility that is not closely related to a service, function or facility authorized in the service plan.
- (3) Failure to perform a service or function or to acquire a facility required by the service plan.

Actions that are not to be considered material modifications include, without limitation, changes in quantities of facilities or equipment, immaterial cost differences and actions expressly authorized in the service plan.

Sec. 19-1-80. - Annual Report.

(a) The service plan shall obligate the district to file an annual report not later than September 1 of each year with the Town Clerk for the year ending the preceding December 31; the requirements of which may be waived in whole or in part by the Town Board. The service plan shall require the annual report to include the following, unless waived by the Town from year to year or completely:

- (1) A narrative summary of the progress of the district in implementing its service plan for the report year.
- (2) Except when exemption from audit has been granted for the report year under the Local Government Audit Law, the audited financial statements of the district for the report year, including a statement of financial condition (i.e., balance sheet) as of December 31 of the report year and the statement of operations (i.e., revenues and expenditures) for the report year.
- (3) Unless disclosed within a separate schedule to the financial statements, a summary of the capital expenditures incurred by the district in development of improvements in the report year.
- (4) Unless disclosed within a separate schedule to the financial statements, a summary of the financial obligations of the district at the end of the report year, including the amount of outstanding indebtedness, the amount and terms of any new district indebtedness or long-term obligations issued in the report year, the amount of payment or retirement of existing indebtedness of the district in the report year, the total assessed valuation of all taxable properties within the district as of January 1 of the report year and the current mill levy of the district pledged to debt retirement in the report year.

(5) Any other information deemed relevant by the Town Board or deemed reasonably necessary by the Town Manager.

(b) In the event the annual report is not timely received by the Town Clerk or is not fully responsive, notice of such default shall be given to the board of such district at its last known address. The failure of the district to file the annual report within forty-five (45) days of the mailing of such default notice by the Town Clerk may constitute a material modification of the service plan, at the discretion of the Town.

Sec. 19-1-90. - Sanctions.

Should any district undertake any act which constitutes a material modification to the service plan, the Town Board may impose one (1) or more of the following sanctions, as it deems appropriate:

- (1) Exercise any applicable remedy under the Act.
- (2) Withhold the issuance of any permit, authorization, acceptance or other administrative approval or withhold any cooperation necessary for the district's development or construction or operation of improvements or provision of services.
- (3) Exercise any legal remedy under the terms of any intergovernmental agreement under which the district is in default.
- (4) Exercise any other legal remedy, including seeking injunctive relief against the district, to ensure compliance with the provisions of the service plan or applicable law.

All remedies available to the Town under this Section shall be cumulative and non-exclusive

Sec. 19-1-100. - Review and approval process.

- (a) District proponents are encouraged to submit proposed service plans well in advance of election deadlines. Service plans will be reviewed once the application fee and deposit have been received. Once the Town Manager has determined compliance with the special district policy, the Town Manager shall, within a reasonable time, place before the Town Board for its consideration an ordinance adopting or amending the proposed service plan. Official action with respect to the ordinance shall be processed and governed by the Home Rule Charter and this Code. First Reading of an ordinance to approve a service plan will occur no sooner than sixty (60) days from the date of submission of the service plan and payment of the application fee and deposit. The period may be reduced to forty-five (45) days if there are significant departures from the model service plan. The period may be otherwise reduced only with the consent of the Town Board upon good cause shown.
- (b) The proponents of the district shall cause a notice of the proposed ordinance to be mailed by first-class mail to the owners of record of all property within the proposed district and

within any inclusion area specifically identified in the service plan, as such owners of record are listed on the records of the County Assessor. The notice shall be mailed at least ten (20) days prior to first reading of the ordinance. The notice shall include the following:

- (1) A description of the general nature of the proposed services and public improvements.
 - (2) A description of the property to be included in the district and the inclusion area, if any, which description shall be by street address, by reference to lots or blocks on any recorded subdivision plat thereof or by metes and bounds if not subdivided, by tax identification number or by any other method reasonably calculated to apprise owners of the property to be included in the district.
 - (3) The place at which a map of the district, preliminary plans and specifications and the service plan may be examined.
 - (4) The date, time and place of first reading, which shall be no less than twenty (20) days following mailing of the notice required by this section (b).
 - (5) A statement that all protests and objections must be submitted in writing to the Town Manager at or prior to first reading, in order to be considered.
 - (6) A statement that all protests and objections to the district, as proposed, shall be deemed to be waived unless presented in writing at the time and in the manner specified in this Subsection.
- (c) In the event a district seeks approval for a material modification to its service plan and within the boundaries of the district is property owned by an end user, then the district shall provide notice to all owners as required by the preceding paragraph and also publish such notice in the district's legal publication. First reading shall occur no earlier than 20 days after publication of such notice. Additionally, the district shall provide the Town with a detailed report on the progress of the district and why the original service plan is no longer adequate. If there is no property within the boundaries of the district owned by an end user, the district shall provide substantiation of the same to the Town by delivery of an ownership and encumbrance report or other documentation acceptable to the Town.
- (d) Such ordinance shall be conclusive of the Town's determination. No action or proceeding, at law or in equity, to review any acts or proceedings or to question the validity of the Town Board's determination pursuant to this Article, whether based upon irregularities or jurisdictional defects, shall be maintained unless commenced within thirty (30) days after the adoption of the Town Board's ordinance, or else be thereafter perpetually barred. In the manner and to the extent provided in this Article, the Town

Board shall maintain continuing jurisdiction over the operations and affairs of the district and shall exercise its rights in relation thereto, as deemed appropriate by the Town Board, pursuant to the Special District Act and as consistent with this Article.

Sec. 19-1-110. - Fees.

- (a) With the submittal of a proposed service plan, the proponent of the district shall also pay the Town Clerk a nonrefundable application fee not to exceed one thousand dollars (\$1,000.00), together with a five-thousand-dollar deposit to reimburse the Town for staff, legal and consultant time. .
- (b) A request for an amendment or modification to a service plan shall be accompanied by a nonrefundable application fee not to exceed two hundred fifty dollars (\$250.00) and a one-thousand-five-hundred-dollar (\$1,500.00) deposit to reimburse the Town for staff, legal and consultant time.
- (c) Any other metropolitan district inquiry referred by the Town Manager for legal or consultant review shall, in the Town Manager's sole discretion, be accompanied by a deposit deemed reasonably necessary to reimburse the Town for staff, legal and consultant time with respect to such inquiry.
- (d) Town draws against such deposit shall be based upon then-current hourly rates (including benefits) of employees working on the service plan and the applicable rates for legal and other consultants. If the amount reimbursable exceeds the deposit, the balance shall be due the Town on a monthly basis and prior to consideration of the service plan or amendment by the Town Board. Any deposit amounts remaining shall be returned.
- (e) The purpose of staff, legal and consultants' review is to provide the Town Board with expert advice in considering the adequacy of the service plan and in forming a basis for adopting an ordinance approving, disapproving or conditionally approving the service plan for the district.

Introduced, passed on first reading, and ordered published this 10th day of August, 2015.

TOWN OF WINDSOR, COLORADO

By _____
John S. Vazquez, Mayor

ATTEST:

Patti Garcia, Town Clerk

Introduced, passed on second reading, and ordered published this 24th day of August, 2015.

TOWN OF WINDSOR, COLORADO

By _____
John S. Vazquez, Mayor

ATTEST:

Patti Garcia, Town Clerk



MEMORANDUM

Date: August 10, 2015
To: Mayor and Town Board
Via: Kelly Arnold, Town Manager
From: Scott Ballstadt, AICP, Director of Planning
Josh Olhava, Associate Planner
Subject: Site Plan Presentation – Highland Meadows Golf Course Subdivision 13th Filing – Power to Play Sports – Jon Turner, applicant/ Eric Greene, Power to Play Sports, applicant’s representative
Location: Adjacent to Crooked Stick Drive on the north and approximately 350 feet east of Fairgrounds Avenue
Item #: C.7

Background:

The applicant, Mr. Jon Turner, represented by Mr. Eric Greene is proposing a new building in the Highland Meadows Golf Course Subdivision, Thirteenth Filing, located off of and adjacent to Crooked Stick Drive. The site is concurrently undergoing a minor subdivision process and a rezoning process to align the zoning boundaries with the modified lot lines. The new building is being planned as an indoor basketball facility.

Site characteristics include:

- an approximately 52,000 square foot building reaching 36’-8” tall;
 - Includes indoor basketball courts and common area
- 6 indoor basketball courts;
- an outdoor patio; and
- 173 off street parking spaces, including accessible parking space(s).

The current presentation is intended for the Town Board’s information. Should the Town Board have any comments or concerns pertaining to this project, please refer such comments to staff during the presentation so that they may be addressed during staff’s review of the project. The site plan will be reviewed and approved administratively by staff, however, if the project review process reveals issues that cannot be resolved between the applicant and staff, the site plan will be brought back to the Town Board for review.

Conformance with Comprehensive Plan: The application is consistent with the following Commercial goals and policies of the Comprehensive Plan:

Goals:

1. *All commercial and industrial development should provide a safe, aesthetically-appealing and healthy environment which does not have adverse impacts on surrounding areas.*
3. *Windsor should continue to encourage and promote commercial and industrial development, redevelopment and expansions in order to strengthen its tax base, increase revenue sources, and provide high-quality employment opportunities for its residents.*

Policies:

6. *All commercial and industrial site plans should provide landscaping plans for the exterior portions of the buildings, walkways, parking lots, and street frontages; develop specific landscaping regulations and requirements to implement this policy.*

Conformance with Vision 2025: The proposed application is consistent with various elements of the Vision 2025 document, particularly the chapter on Economic Vitality.

Notification: The Municipal Code does not require notification as this item is for presentation purposes

Recommendation: No recommendation as this item is for presentation purposes.

Enclosures: application materials
staff PowerPoint

pc: Jon Turner, Colorado 80 Holdings LLC., applicant
Eric Greene, Power to Play Sports, applicant's representative

TOWN OF WINDSOR PLANNING DEPARTMENT

301 Walnut St., Windsor, CO 80550 Phone: 970-674-2415 Fax: 970-674-2456 www.windsorgov.com

CHECKLIST FOR

QUALIFIED COMMERCIAL AND INDUSTRIAL SITE PLAN

The following checklist is intended to provide an outline for applicants to ensure a complete submittal and to avoid processing delays due to inadequate information. Land use applications shall include all items listed in the following checklist. If an item is not checked as included in the submittal, a detailed narrative statement outlining reasons why the item has not been submitted shall be included. Lack of such statement or required item shall constitute an incomplete submittal and shall be rejected by the Town. Please see the Town of Windsor Municipal Code (Code) for complete application requirements. <http://www.colocode.com/windsorpdf17.html>.

SUBMITTAL REQUIREMENTS FOR qualified commercial and industrial projects (See Chapter 17-9 of the Municipal Code for complete requirements). All required information may be submitted electronically (PDF). The following is the minimum information required for review. Additional information may be required:

Planning Applicant
Dept. Checklist
Checklist

This completed check list. Provide an explanation for all items that are not checked off.

A Land Use Application and General Application Overview [included in this packet] with signature of the property owner or the owner's authorized representative. If signed by the authorized representative, written evidence of such authorization signed by the property owner shall be submitted as well.

Application fee consistent with the Town of Windsor [Fee Schedule](#).

A deed or legal instrument identifying the applicants' interest in the property.

Site Plan in final form (see Windsor Municipal Code Section 17-9 for site plan submittal requirements).

A narrative description of the proposed use including number of employees, type of activity, phases of development, average daily traffic associated with the use, etc.

Land Use Table that shows the square footage and percentage of land devoted to:

On Site Plan

- buildings (including amount of floor space for each floor)
- parking
- private drives
- public streets
- sidewalks and pathways
- open space
- outdoor storage

A block scale model within and adjacent to the site will be required for planned unit developments and for site plans having more than one (1) building of a height of thirty-five (35) feet or more, to show space relationship

Drainage plan and report.

Architectural elevations and specifications of all four (4) building elevations and all structures, signs and lighting to be included with the site plans..

Landscaping plans to be included with site plans

Permits from the Colorado Department of Transportation for curb cuts onto State Highways (such permits must be cosigned by the Town Engineer), if necessary.

n/a

n/a

A survey of the lot lines if they are not the same as originally platted.

Complete set of final utility plans. Such utility plans shall include, but shall not be limited to, existing and proposed facilities and utility lines, sizes and appurtenances, storm drainage facilities, etc. Appurtenances shall include valves, fire hydrants, manholes, etc.

Grading plan with site elevations and finished floor elevations

QUALIFIED COMMERCIAL & INDUSTRIAL SITE PLAN MAP REQUIREMENTS (See Chapter 17-9 of the Municipal Code for complete requirements):

Planning Dept. Checklist	Applicant Checklist
--------------------------------	------------------------

All site plans for qualified commercial & industrial projects shall be made with an engineer's scale, minimum scale to be one (1) inch represents forty (40) feet, shall be on a reproducible medium of one (1) or more sheets with outer dimensions of twenty-four by thirty-six (24 x 36) inches.

The date of preparation, the scale, a symbol designating the zoning and a symbol designating true North.

Proposed name of project [subdivision, lot, block and site plan name]

Legal description [township, range, section, lot, block, subdivision]

Names, addresses, phone and fax numbers of the applicant and firms or persons responsible for preparing the site plan

Adjacent street improvements, including rights-of-way, curb cuts, paved areas, landscape areas, two (2) foot contours, structures and their use

The location and dimensions of all existing on-site easements, rights-of-way, curb cuts, paved areas, landscape areas, two (2) foot contours, structures and their use, and facilities for water, sewer and storm drainage.

Distances from proposed and existing structures to the property line and other structures.

The location and dimensions of all existing and proposed traffic controls, trash disposal areas and enclosures, electric transformers, a complete submittal of all landscaping materials shown at mature sizes and the maintenance system for landscaping as per [Windsor Landscaping Guidelines \(http://windsorgov.com/DocumentView.aspx?DID=1061\)](http://windsorgov.com/DocumentView.aspx?DID=1061).

Building height

Vicinity map

Revisions Block. An information block entitled "Revisions" shall be included on all site plans, and all such blocks for revisions shall include entry blocks for (i) the date of each revision, (ii) the initials of the person who made the revision, and (iii) a brief description of the revision. The applicant or applicant's representative shall be responsible for making entries in each of these respective blocks each time a revision has been made to the site plan.

Appropriate certification blocks as provided by the Planning Department. (<http://windsorgov.com/DocumentView.aspx?DID=976>)

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*: Highland Meadows Golf Course Subdivision Eighth Filing Replat A Site Plan (Power To Play Sports)

LEGAL DESCRIPTION*: See attached

PROPERTY ADDRESS (if available): _____

PROPERTY OWNER (APPLICANT): Colorado 80 Holdings, LLC

Owner's Name(s)*: Jon Turner

Company: Colorado 80 Holdings LLC

Address*: 8020 South County Road 5, Suite 200, Fort Collins CO 80528

Primary Phone #*: 970.204.9393

Secondary Phone #: _____

Fax #*: 970.204.9396

E-Mail*: jmwturner@cox.net

OWNER'S AUTHORIZED REPRESENTATIVE:

Representative's Name: Same as Owner

Company: _____

Address: _____

Primary Phone #: _____

Secondary Phone #: _____

Fax #: _____

E-Mail: _____

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.

Jon A. Turner
Signature: Owner or Owner's Authorized Representative**

4-8-15
Date

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

Jon A. TURNER
Print Name(s)

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.

GENERAL APPLICATION OVERVIEW FORM

This form is to be completed for each application type and submitted at the same time the LAND USE APPLICATION FORM is submitted.

EXISTING ZONING:	PROPOSED ZONING:
TOTAL ACREAGE:	
TOTAL # OF PROPOSED LOTS:	
AVERAGE LOT SIZE:	
MINIMUM LOT SIZE:	
TOTAL # OF PROPOSED PHASES:	
ACREAGE PER PHASE:	
LOTS PER PHASE:	
PARKLAND (sq. ft. & acreages):	
PARKLAND (public or private):	
IRRIGATION WATER (potable or non-potable):	

UTILITIES TO BE PROVIDED BY:
WATER:
SEWER:
GAS:
ELECTRIC:
PHONE:

IF THIS IS A FINAL APPLICATION, SUBMIT TOTALS OF THE FOLLOWING IN LINEAR FEET (use separate sheets if necessary):
PUBLIC STREETS (break down by classification/width):
PRIVATE STREETS (break down by classification/width):
TOTAL STREETS (break down by classification/width):
WATER LINES (break down by line sizes):
SEWER LINES (break down by line sizes):
CURB:
GUTTER:
SIDEWALK:
OPEN SPACE (not to include detention areas) in sq ft & acres:
TRAIL EASEMENTS (break down by width):
Developed trail (break down by width, depth & material):
Undeveloped trail (break down by width, depth & material):

For office use only:		
Applicable Corridor Plan:		
Metropolitan District:		
Application fee: \$	Date received:	By:

(2)

WHEN RECORDED RETURN TO:
Colorado 80 Holdings LLC
8020 South County Road 5, Suite 200
Fort Collins, CO 80528

SDF
None
STATE DOCUMENTARY FEE
EXEMPT

RECEPTION#: 20060089949, 11/29/2006 at
02:06:26 PM,
1 OF 1, R \$6.00
Scott Doyle, Larimer County, CO

WARRANTY DEED

THIS DEED, dated November 28, 2006, between

Jon A. Turner and Christopher J. Frye
of the County of Larimer and State of Colorado, grantor(s), and

Colorado 80 Holdings LLC, a Colorado limited liability company,
whose legal address is 8020 South County Road 5, Suite 200, Fort Collins, CO 80528, of the County of Larimer and
State of Colorado, grantee(s):

WITNESS, that the grantor(s), for and in consideration of the sum of Five Hundred and 00/100 Dollars and
other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, has granted,
bargained, sold and conveyed, and by these presents does grant, bargain, sell, convey and confirm, unto the
grantee(s), his heirs and assigns forever, all the real property, together with improvements, if any, situate, lying and
being in the County of Larimer and State of Colorado, described as follows:

Tract H,
Highland Meadows Golf Course Subdivision,
Town of Windsor,
County of Larimer, State of Colorado

also known by street and number as: Vacant Land, Larimer County, CO

TOGETHER with all and singular the hereditaments and appurtenances thereunto belonging, or in anywise
appertaining, and the reversion and reversions, remainder and remainders, rents, issues and profits thereof, and all the
estate, right, title, interest, claim and demand whatsoever of the grantor(s), either in law or equity, of, in and to the
above bargained premises, with the hereditaments and appurtenances;

TO HAVE AND TO HOLD the said premises above bargained and described, with the appurtenances, unto the
grantee(s), his heirs and assigns forever. The grantor(s), for himself, his heirs, and personal representatives, does
covenant, grant, bargain and agree to and with the grantee(s), his heirs and assigns, that of the time of the ensembling
and delivery of these presents, he is well seized of the premises above conveyed, has good, sure, perfect, absolute and
indefeasible estate of inheritance, in law, in fee simple, and has good right, full power and lawful authority to grant,
bargain, sell and convey the same in manner and form as aforesaid, and that the same are free and clear from all former
and other grants, bargains, sales, liens, taxes, assessments, encumbrances and restrictions of whatever kind or nature
whatsoever, except general taxes for the year 2006 and subsequent years, and except easements, covenants,
conditions, restrictions, reservations, and rights of way of record, if any.

The grantor(s) shall and will WARRANT AND FOREVER DEFEND the above-bargained premises in the quiet and
peaceable possession of the grantee(s), his heirs and assigns, against all and every person or persons lawfully claiming
the whole or any part thereof.

The singular number shall include the plural, the plural the singular, and the use of any gender shall be applicable to
all genders.

IN WITNESS WHEREOF, the grantor has executed this deed on the date set forth above.

Jon A. Turner

Jon A. Turner
Chris J. Frye

Christopher J. Frye

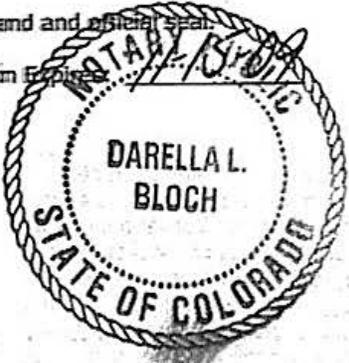
STATE OF COLORADO)
COUNTY OF LARIMER)SS

The foregoing instrument was acknowledged before me on November 28, 2006 by Jon A. Turner and Christopher J. Frye

Witness my hand and official seal
My Commission Expires

Darella L. Bloch

Rotary Public



WS
TNFC 1237

CLERKS NOTE
NO REAL PROPERTY DECLARATION RECEIVED
BY COUNTY CLERKS OFFICE

Power To Play Sports Narrative

The Power to Play Sports site area is approximately 6 acres in size. A 51,790 sf. one-story indoor basketball facility is proposed with 6 full size indoor basketball courts. The proposed site is part of the Highland Meadows Golf Course Fourth filing. The site is located adjacent to the Highland Meadows Tennis Center to the east, vacant land to the west, undeveloped land to the north and Crooked Stick Drive to the south.

The site will be accessed from Crooked Stick Drive with a full turning movement access. A secondary access is located via a public street located on the east side of the site. This access will also provide a connection to the Tennis Center to the east. There will be 173 parking spaces to accommodate visitors to the facility. That was calculated by using the attached parking analysis based on 12 teams and allowing for some overlap of games. In addition there is discussion for shared parking between this facility and the proposed Tennis Center adjacent to the site.

The main entry to the building will be from the south side of the building. Future expansion is possible to the west and the northwest.

The building is 36'-8" tall and the façade is proposed to be an architectural grade metal insulated wall panel system. The roof will be a standing seam metal roof.

**POWER TO PLAY SPOSRTS FACILITIES, LLC
ANALYSIS OF ADMISSIONS AND SPECTATORS**

AVAILABLE COURT TIME - 10 HOURS TIMES 6 COURTS: 60

PARTICIPANTS:

AVERAGE 10 PLAYERS PER TEAM TIMES SIX COURTS:	120
TWO REFEREES PER COURT:	12
STAFF TOTAL	<u>8</u>
SUBTOTAL	140
PAID SPECTATORS PER TEAM (1.50)	<u>180</u>
AVERAGE OCCUPANCY PER HOUR	<u><u>320</u></u>

ASSOCIATED AUTOMOBILES:

AVERAGE 10 AUTOS PER TEAM:	120
ONE PER REFEREE	12
ONE PER STAFF MEMBER:	<u>8</u>
	<u><u>140</u></u>

COURT TURNOVER RATIO IS SCHEDULED TO BE APPROXIMATELY ONE THIRD. IN OTHER WORDS, TWO OF THE SIX COURTS WILL TURNOVER EACH HOUR. THIS MEANS THAT APPROXIMATELY 24 AUTOMOBILES WILL BE LEAVING AND 24 VEHICLES WILL BE ARRIVING EACH HOUR.

NORCO VOLLEYBALL CLUB:

SIX COURTS
PARKING: 92 PLUS 8 HANDICAPPED = 100

NORTHERN COLORADO HOCKEY CENTER:

PARKING: APPROXIMATELY 125

HOCKEY HAS 9 PLAYERS PER TEAM SO THE FACTOR IS 1/3.

SITE PLAN PRESENTATION
HIGHLAND MEADOWS GOLF COURSE
SUBDIVISION 13TH FILING
(POWER TO PLAY SPORTS)

Josh Olhava, Associate Planner
August 10, 2015

Town Board

Item C.7



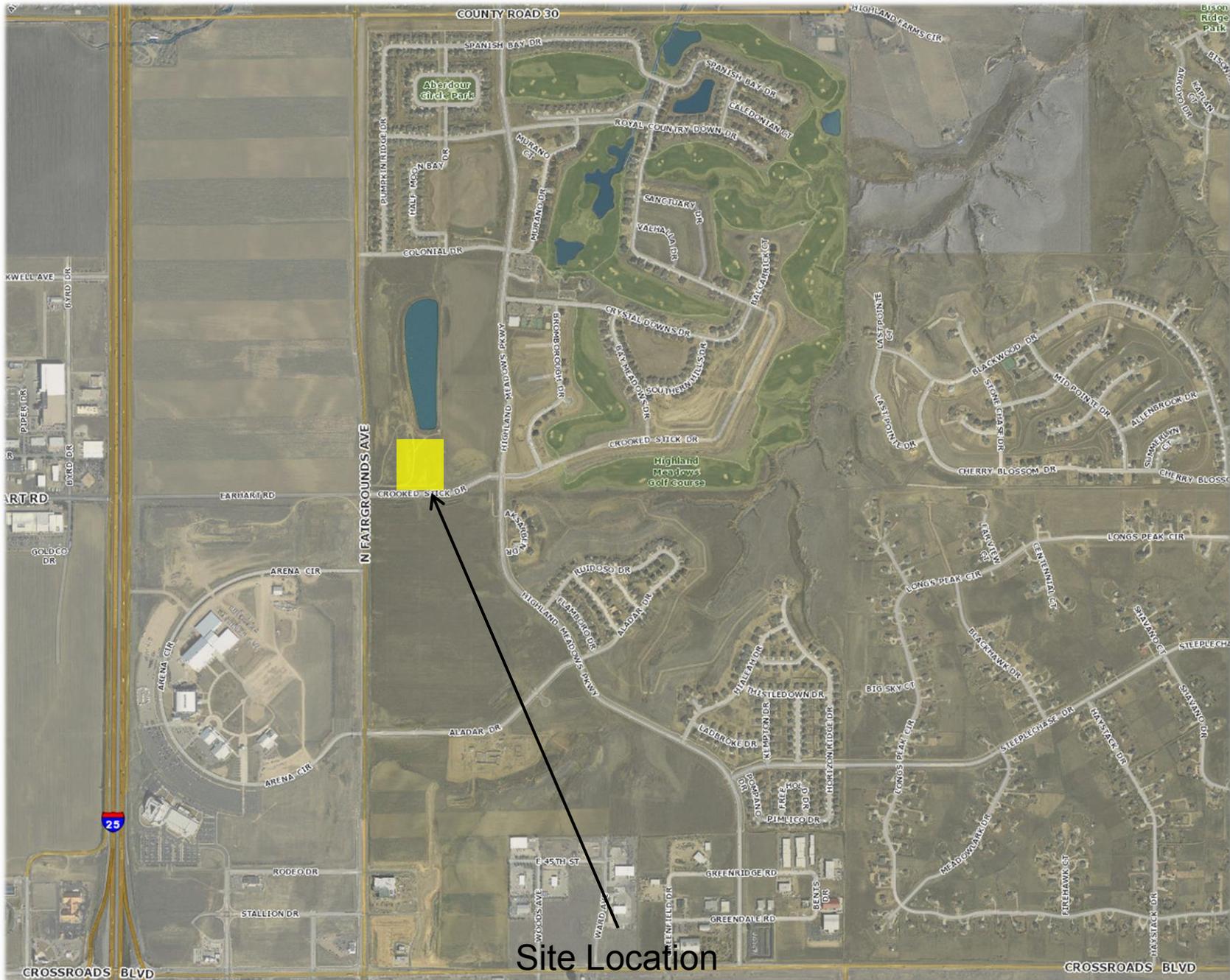
QUALIFIED COMMERCIAL & INDUSTRIAL SITE PLAN

Article IX of Chapter 17 of the Municipal Code outlines the purposes of the Qualified Commercial & Industrial Site Plan process such that:

Sec. 17-9-10. Intent and Purpose

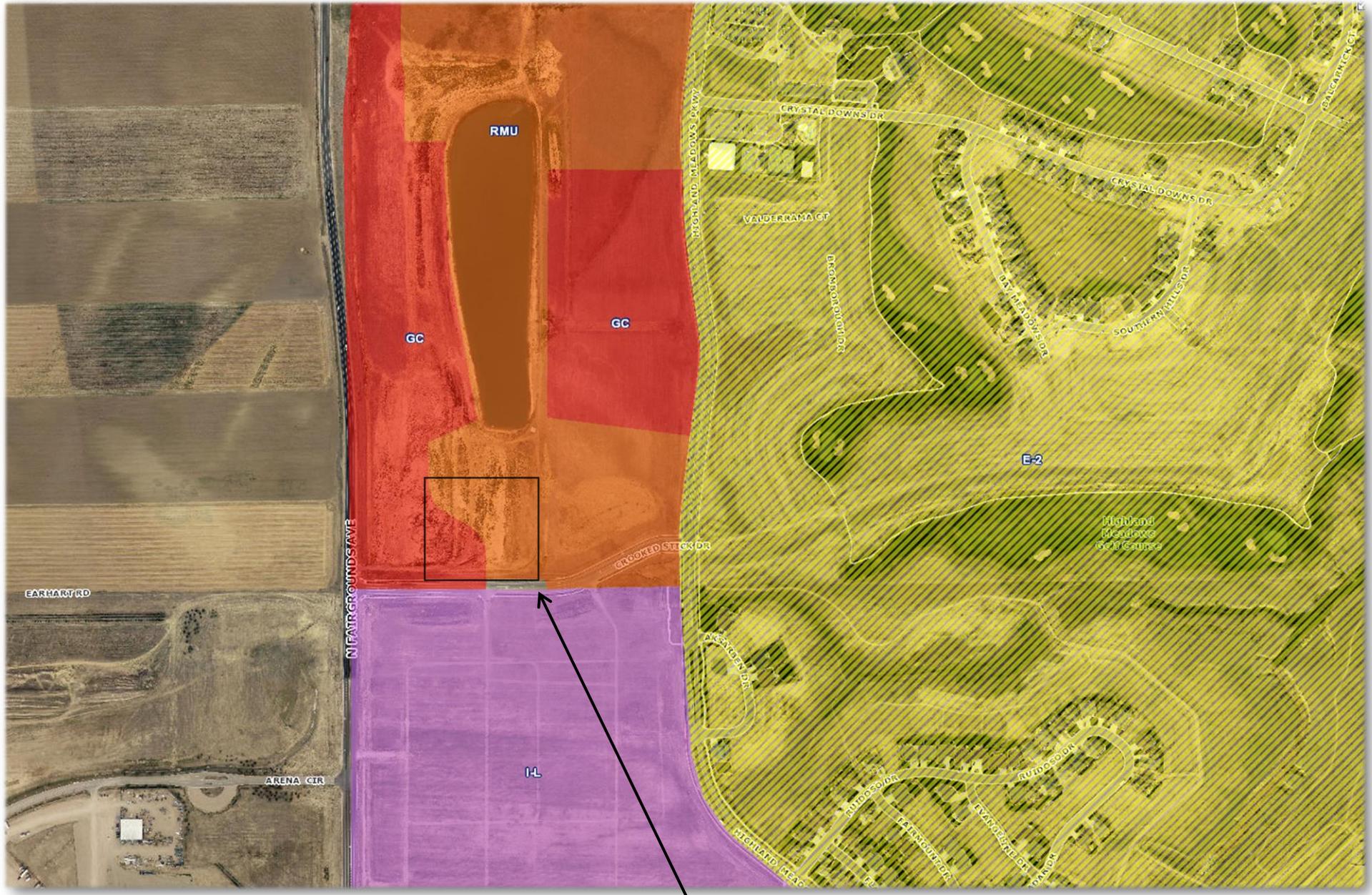
“Commercial and industrial site plans proposed to be developed on lots that have either previously been subdivided or are presently being subdivided as part of a minor subdivision shall qualify for administrative site plan review in accordance with the requirements of this Section.”

SITE VICINITY MAP



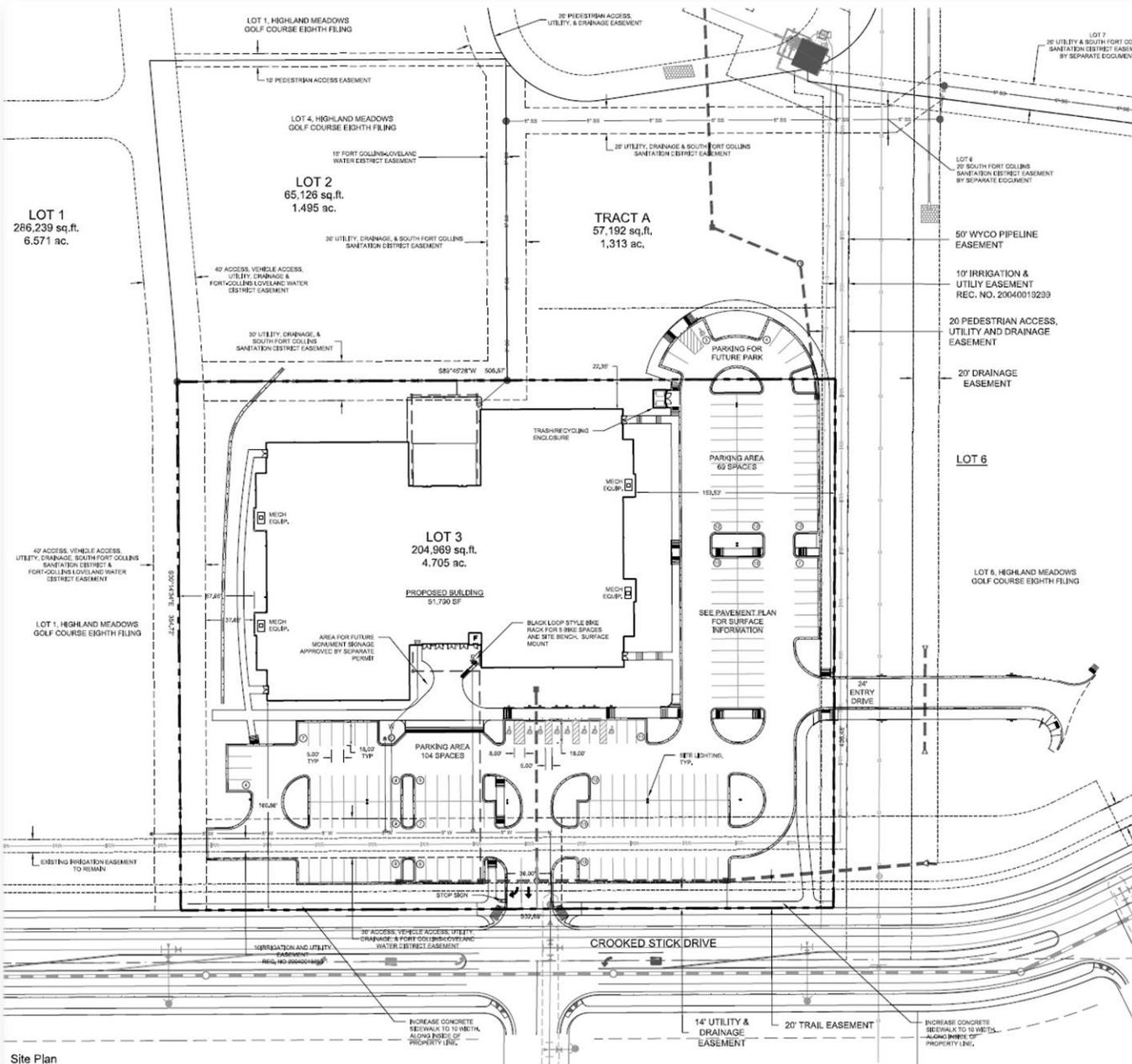
Site Location

SITE PROXIMITY ZONING MAP



Site Location – Currently Zoned Residential Mixed Use (RMU) and General Commercial (GC)

SITE PLAN



Lot 6 Site Plan - Site Analysis:

LAND USE	S.F.	% TOTAL
BUILDINGS	51,790	25.3%
PARKING / DRIVES	69,205	33.6%
DRIVEWAYS	N/A	N/A
PRIVATE DRIVES	N/A	N/A
PUBLIC STREETS	N/A	N/A
RECREATION PATHWAYS	22,644	11.0%
OPEN SPACE / LANDSCAPE	61,330	29.5%
PARKING QUANTITIES	204,969 SF	100%

OFF-STREET PARKING 165 STANDARD AND 8 ADA
 OFF-SITE PARKING 6 STANDARD AND 1 ADA
 TOTAL SPACES 180 TOTAL SPACES

Land-Use Statistics

EXISTING ZONING	GENERAL COMMERCIAL
GROSS LAND AREA	204,969 SF 4.7 AC
NUMBER OF BUILDINGS	1
LAND USE	GENERAL COMMERCIAL
TOTAL BUILDING GROSS S.F.	51,790 SF
MAJOR BUILDING HEIGHT	35'-0"
MAJOR BUILDING STORES	1

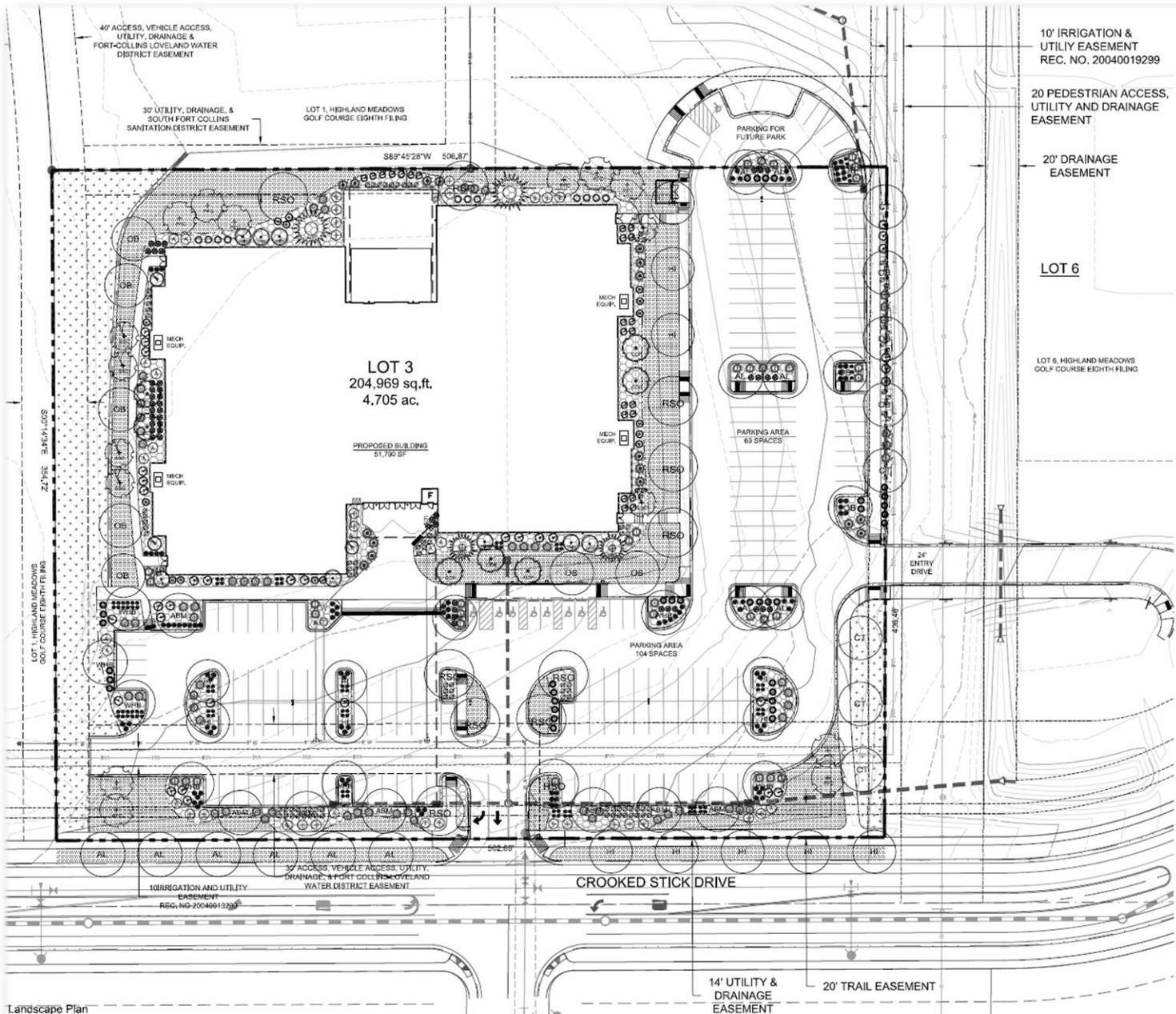
Project General Notes:

- ALL STREET, SANITARY SEWER, STORM SEWER AND WATERLINE CONSTRUCTION SHALL CONFORM TO THE TOWN OF WINDSOR STANDARDS AND SPECIFICATIONS CURRENT AT THE DATE OF EXECUTION OF THE DEVELOPMENT AGREEMENT PERTAINING TO THIS DEVELOPMENT. ANY CONSTRUCTION OCCURRING THREE YEARS OR MORE AFTER THE EXECUTION OF THE DEVELOPMENT AGREEMENT SHALL REQUIRE RE-EXAMINATION OF THE PLANS BY THE TOWN ENGINEER, WHO MAY REQUIRE THAT THEY BE MADE TO CONFORM TO STANDARDS AND SPECIFICATIONS CURRENT AT THAT TIME.
- ALL WATERLINE CONSTRUCTION SHALL CONFORM TO THE FORT COLLINS-COVELAND WATER DISTRICT STANDARDS AND SPECIFICATIONS CURRENT AT THE DATE OF CONSTRUCTION.
- ALL SANITARY SEWER CONSTRUCTION SHALL CONFORM TO THE SOUTH FORT COLLINS SANITATION DISTRICT STANDARDS AND SPECIFICATIONS CURRENT AT THE DATE OF CONSTRUCTION.
- SANITARY SEWER SERVICE SHALL BE PROVIDED TO EACH LOT VIA INDIVIDUAL SEWAGE DISPOSAL SYSTEMS.
- STREET PAVING SHALL NOT BEGIN UNTIL SUBGRADE COMPACTION TESTS ARE TAKEN AND THE TOWN ENGINEER APPROVES THE RESULTS.
- THE CONTRACTOR SHALL COMPLY WITH ALL REQUIREMENTS OF THE SOILS REPORT PREPARED FOR THIS PROJECT AND APPROVED BY THE TOWN ENGINEER.
- PRIOR TO COMMENCEMENT OF ANY CONSTRUCTION, THE CONTRACTOR SHALL PROVIDE THE TOWN ENGINEER 24 HOURS ADVANCED NOTICE, PHONE (970) 686-7476.
- TEMPORARY EROSION CONTROL MEASURES SHALL BE PROVIDED BY THE CONTRACTOR DURING CONSTRUCTION AS IDENTIFIED ON THE EROSION CONTROL PLAN. MAINTENANCE OF ON-SITE DRAINAGE AND EROSION CONTROL FACILITIES DURING CONSTRUCTION SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR.
- PRIOR TO COMMENCEMENT OF ANY CONSTRUCTION, THE CONTRACTOR SHALL CONTACT ALL UTILITIES TO COORDINATE SCHEDULES.
- PRIOR TO COMMENCEMENT OF ANY CONSTRUCTION THAT WILL AFFECT TRAFFIC SIGNALS OF ANY TYPE, THE CONTRACTOR SHALL CONTACT THE TOWN ENGINEER, PHONE (970) 686-7476.
- ALL TRAFFIC CONTROL DEVICES, STRIPING AND SIGNALING SHALL BE IN ACCORDANCE WITH THE MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES.
- THE CONTRACTOR SHALL CONTACT THE TOWN OF WINDSOR CONSTRUCTION INSPECTOR PRIOR TO ANY STREET CUT, THE EXISTING STREET CONDITION SHALL BE DOCUMENTED BY THE TOWN OF WINDSOR CONSTRUCTION INSPECTOR BEFORE ANY CUTS ARE MADE, ANY STREET PATCHING SHOWN ON THE DRAWINGS IS APPROXIMATE, ACTUAL LIMITS OF STREET PATCH SHALL BE DETERMINED BY THE TOWN OF WINDSOR CONSTRUCTION INSPECTOR. PATCHING SHALL BE DONE IN CONFORMANCE WITH TOWN OF WINDSOR (EMBISS) STREETS DESIGN CRITERIA AND CONSTRUCTION SPECIFICATIONS (SECTION 0259). ALL LARGE PATCHES SHALL BE PAVED WITH AN ASPHALT LAYDOWN MACHINE. IN STREETS WHERE MORE THAN ONE CUT IS MADE, AN OVERLAY OF THE ENTIRE STREET WIDTH, INCLUDING THE PATCHED AREA, MAY BE REQUIRED, IN ACCORDANCE WITH THE REFERENCED SPECIFICATIONS, THE TOWN ENGINEER SHALL MAKE THE DETERMINATION OF THE NEED FOR A COMPLETE OVERLAY.
- ALL DAMAGED EXISTING CURB, GUTTER, AND SIDEWALK SHALL BE REPAIRED PRIOR TO ACCEPTANCE OF COMPLETED IMPROVEMENTS.
- THE TYPE, SIZE, LOCATION AND NUMBER OF ALL KNOWN UNDERGROUND UTILITIES ARE APPROXIMATE WHEN SHOWN ON THESE CONSTRUCTION DRAWINGS, IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO VERIFY THE EXISTENCE AND LOCATION OF ALL UNDERGROUND UTILITIES ALONG THE ROUTE OF THE WORK PRIOR TO COMMENCING ANY NEW CONSTRUCTION. THE CONTRACTOR SHALL BE RESPONSIBLE FOR ANY UNKNOWN UNDERGROUND UTILITIES.
- THE CONTRACTOR SHALL NOTIFY THE TOWN OF WINDSOR PUBLIC WORKS DEPARTMENT AT (970) 686-7476 AT LEAST 48 HOURS PRIOR TO INSTALLING A NEW SEWER SERVICE.
- THE CONTRACTOR SHALL NOTIFY THE TOWN OF WINDSOR PUBLIC WORKS DEPARTMENT AT (970) 686-7476 AT LEAST 48 HOURS PRIOR TO INSTALLING A NEW WATER SERVICE OR ABANDONING AN EXISTING WATER SERVICE.
- THE TOWN OF WINDSOR SHALL NOT BE RESPONSIBLE FOR OPERATION, MAINTENANCE OR REPAIR OF STORM DRAINAGE FACILITIES LOCATED ON PRIVATE PROPERTY.
- THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING THE SERVICES OF A QUALIFIED TESTING LABORATORY TO PERFORM ALL COMPACTION TESTING, ASPHALT TESTING, CONCRETE TESTING AND ANY OTHER TESTING AS MAY BE REQUIRED TO COMPLETE THE WORK. QUALITY CONTROL TEST RESULTS MUST BE SUBMITTED FOR ALL PHASES OF THIS PROJECT PER THE TOWN'S REQUIREMENTS.
- THE CONTRACTOR SHALL MAINTAIN ONE (1) SET OF "REDLINED" PRINTS OF THE CONSTRUCTION PLANS. THE "REDLINED" PRINTS SHALL BE KEPT CURRENT TO ACCURATELY REPRESENT THE DIMENSIONS AND LOCATIONS OF ALL WORK PERFORMED BY THE CONTRACTOR. PRIOR TO FINAL PAYMENT, THE CONTRACTOR MUST PRESENT THE "REDLINED" PRINTS TO THE OWNER'S ENGINEER FOR PREPARATION OF A SET OF
- JOB SITE TO BE KEPT CLEAN AT ALL TIMES, ESPECIALLY AFTER ON-SITE WORK HAS BEEN COMPLETED FOR THE DAY, CONSTRUCTION AREAS ARE ALSO TO BE SECURED AND MAINTAINED FOR SAFETY FOR SITE VISITORS.
- LANDSCAPE CONTRACTOR SHALL BE RESPONSIBLE PRIOR TO BEGING AND CONSTRUCTION, OF BECOMING AWARE OF ALL EXISTING AND PROPOSED UTILITIES, PIPES, STRUCTURES, ETC. CALL UNCC THREE DAYS BEFORE SCHEDULED WORK AT 811 OR HIGHLAND STREET.
- SOILS AND / OR GROUND COVERS DISTURBED WITHIN AND ADJACENT TO CONSTRUCTION LIMITS, INCLUDING AREAS OUTSIDE OF CONSTRUCTION LIMITS, DUE TO NEW CONSTRUCTION ARE TO BE REGRACED AND SURFACE CONDITIONS REPAIRED EQUIVALENT TO THAT CONDITION PRIOR TO START OF WORK AT NO EXPENSE TO THE TOWN OF WINDSOR.
- PROTECT ALL EXISTING SURFACES AND ADJACENT AREAS TO CONSTRUCTION LIMITS INCLUDING AREAS OUTSIDE OF CONSTRUCTION LIMITS. IF CONCRETE, ASPHALT OR ADJACENT ARE DAMAGED DUE TO CONSTRUCTION OPERATIONS, THE CONTRACTOR IS RESPONSIBLE FOR REPAIR TO THAT EQUIVALENT TO EXISTING CONDITIONS AT NO EXPENSE TO THE TOWN OF WINDSOR.
- LANDSCAPE CONTRACTOR IS RESPONSIBLE FOR SECURING THE SITE DURING AND AFTER ON-SITE WORK HOURS. THIS MAY INCLUDE THE SET UP OF CHAIN LINK SAFETY FENCE AROUND CONSTRUCTION LIMITS, THIS MAY ALSO INCLUDE BARRICADES, WARNING SIGNALS, OR OTHER PROTECTIVE DEVICES IF ANY EXCAVATIONS ARE LEFT EXPOSED AFTER ON-SITE WORK HOURS ARE NECESSARY.

SITE LEGEND

--- PROJECT LOT LINE
--- LOT LINE
--- FLOW LINE
■ PARKING LIGHT
⊥ TRAFFIC CONTROL SIGN

LANDSCAPE PLAN



Plant List

SYM	QTY	PLANT	COMMON NAME
SHRUBS/LARGE TREES			
CT	5	50% CATALPA WESTERN	
WHB	7	70% HUCKLEBERRY WESTERN	
HI	14	14.4% HONEYLOCUST AMERICAN	
AL	15	10.4% LINCOLN REDWOOD	
ARM	8	80% MAPLE AMERICAN BLADE	
OR	12	10.4% OREGON	
RSO	11	11.3% ROCK ROSE	
SMALLER TREES			
	2	21% PINE AUSTRALIAN	
	2	21% SPRUCE GOLDENROBIN	
ORNAMENTAL TREES			
	10	10.2% CHAMPAGNE ROYAL HANDBOOK	
	6	60% CHAMPAGNE SPRINGBLOW	
	7	72% REAL CHAMPAGNE	
LANDSCAPE SHRUBS			
	15	JUNIPER, BLUE CARPET	
	30	JUNIPER, IRONWOOD	
	60	JUNIPER, HICKORY	
ORNAMENTAL SHRUBS			
	30	DOUGLASS GUM	
	10	DOUGLASS GUM (L) & GOLF	
	10	LILAC, DRUM KOREAN	
	8	MAPLE, ORNATE	
	30	POTYLLA, INDIAN'S	
	4	PLUM, PURPLE, SAV	
	22	ROSE, RED HUCKLEBERRY	
	12	SANDY CHERRY, WESTERN	
	12	SERICEA	
PERENNIALS / GRASSES			
	100	DAY LILY, AUTUMN RED	
	10	GRASS, FEATHER RED	
	40	GRASS, HEAVY METAL BLUE DAY DR.	
	50	GRASS, RED BUTTERFLY	

Landscape Requirements - Lot 5

LANDSCAPE UNITS	REQUIRED	PROVIDED
GROSS LAND AREA	204,969 SF	
20% OF DEVELOPED AREA	LANDSCAPE AREA REQUIRED: 40,994 SF	PROVIDED (WITH DEVELOPED AREA): 43,335 SF 14,225 SF NON-IRRIGATED 41,335 SF TOTAL
LANDSCAPE UNITS	REQUIRED	PROVIDED
1 TREE PER 750 SQ. FEET (OF 40,994 SF)	55 TREES	55 TREES
8 SHRUBS PER 125 SQ. FEET (OF 40,994 SF)	276 SHRUBS	380 SHRUBS
PARKING AREA	71,826 SF	
INTERNAL LANDSCAPE AREA	4,310 SF REQUIRED (6.2%)	8,828 SF PROVIDED (6.2%)
PERMITTED PARKING AREA	1,880 SQUARE FT	
1 TREE PER 40' LF (OF 1,280)	42 TREES	42 TREES
TOTAL LANDSCAPE UNITS	27 TREES REQUIRED 380 SHRUBS REQUIRED	97 TREES PROVIDED 390 SHRUBS PROVIDED*

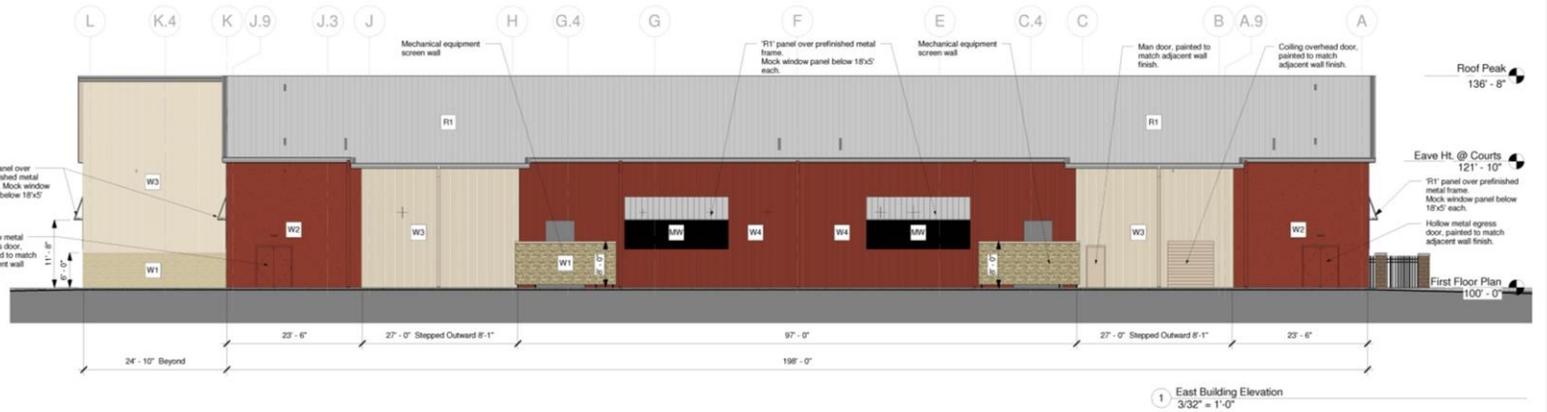
* REQUESTING TO SUBSTITUTE 3 GRASSES / PERENNIAL FOR 1 SHRUB

ELEVATIONS (1 OF 2)

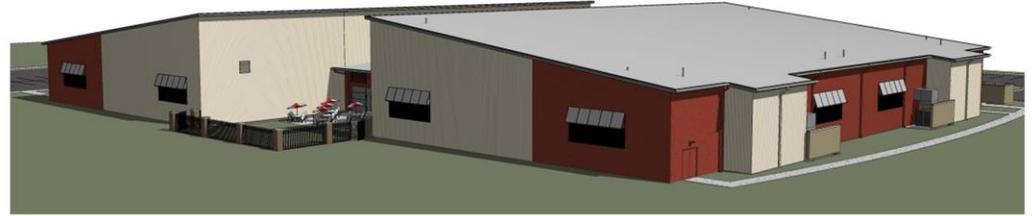
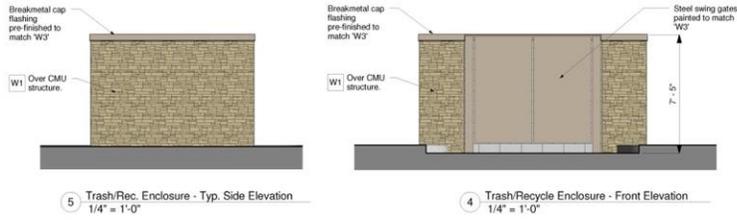
Stone Accent Wainscot		W1	Manufactured Stone Veneer - Ledge Stone - Color: Dark Earth Tones	
Stucco Walls		W2	Hardcoat Stucco - Cementitious stucco system - Color: Colonial Red	
Vertical Rib Metal Panel		W3	Vertical Metal Panel - R10 Panel Rib Profile - Color: "Light Stone"	
Vertical Rib Metal Panel		W4	Vertical Metal Panel - R10 Panel Rib Profile - Color: Colonial Red	
Mock Exterior Window		MW	Mock Window Panel - Panels anchored over metal panel - 1/8 ga. steel panel - Color: Prefinished Glass Black	
Roof Material		R1	Standing Seam Metal Roof Panel - Roof Material @ 1/2-12 Roof Pitch - MBCI Ultra-Dak Profile - Color: Galvalume	



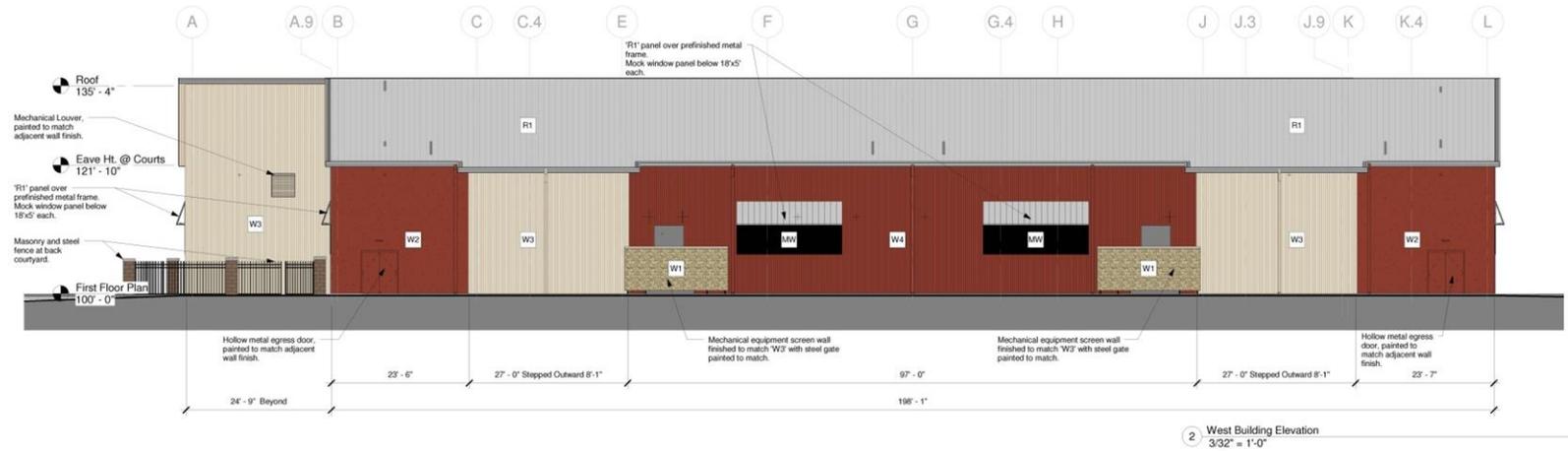
Main Entry Birdseye View



ELEVATIONS (2 OF 2)



Back of Building Birdseye View





MEMORANDUM

Date: August 10, 2015
To: Mayor and Town Board
Via: Kelly Arnold, Town Manager
From: Scott Ballstadt, AICP, Director of Planning
Josh Olhava, Associate Planner
Subject: Public Hearing and Ordinance No. 2015-1505 – An Ordinance Approving the Re-zoning of a Portion of the Highland Meadows Golf Course Subdivision 13th Filing – Jon Turner, applicant/ Eric Greene, Power to Play Sports, applicant’s representative
Location: North of and adjacent to Crooked Stick Drive; approximately 300 feet east of Fairgrounds Avenue
Item #: C.8.C.9

Background:

The applicant, Mr. Jon Turner, represented by Mr. Eric Greene is requesting to rezone approximately 3.7 acres from Residential Mixed Use (RMU) to General Commercial (GC) zone district. The rezoning petition is necessary to realign the zoning lines with the re-platting of certain lots under the name Highland Meadows Golf Course Subdivision 13th Filing, to accommodate the planned Power to Play Sports complex. The proposed zoning is consistent with adjacent parcels and the intended use of the site.

The applicant held a neighborhood meeting on May 11, 2015 in accordance with Chapter 16, Article XXXI of the Municipal Code. There were no attendees at the meeting.

Conformance with Comprehensive Plan: The application is consistent with Commercial and Industrial Land Use Goals and Policies, including:

Goal:

3. *Windsor should continue to encourage and promote commercial and industrial development, redevelopment and expansions in order to strengthen its tax base, increase revenue sources, and provide high-quality employment opportunities for its residents.*

Conformance with Vision 2025: The application is consistent with “Economic Vitality” goals of the Vision 2025 document:

Goals:

3. *Grow and Diversify the Windsor economy.*

Strategy:

Promote the expansion of locally owned businesses in the community.

August 10, 2015

Town Board – memo – Highland Meadows Golf Course Subdivision 13th Filing – Rezoning Petition

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

A neighborhood meeting was held on May 11, 2015 at 5:30 PM in the Community Recreation Center. Notifications for this meeting were as follows:

- April 29, 2015 – legal ad published in the papers
- April 29, 2015 – affidavit of mailing to property owners within 300 feet

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

- July 16, 2015 - affidavit of letters mailed to the adjacent property owners
- July 16, 2015 - property posted with a notification sign
- July 17, 2015 - legal notice posted on the Town of Windsor website
- July 17, 2015 - legal ad published in the Tribune

Recommendation: At their August 5, 2015 meeting, the Planning Commission forwarded to the Town Board a recommendation of approval of the rezoning petition and Ordinance No. 2015-1505 as presented, and staff concurs with this recommendation.

Enclosures: Ordinance No. 2015-1505
application materials
staff PowerPoint

pc: Jon Turner, applicant
Eric Greene, Power to Play Sports, applicant's representative

TOWN OF WINDSOR

ORDINANCE NO. 2015-1505

AN ORDINANCE PURSUANT TO CHAPTER 16, ARTICLE V OF THE *WINDSOR MUNICIPAL CODE* APPROVING THE RE-ZONING OF A PORTION OF THE HIGHLAND MEADOWS GOLF COURSE SUBDIVISION, THIRTEENTH FILING, UPON THE APPLICATION OF COLORADO 80 HOLDINGS, LLC

WHEREAS, the Town of Windsor is a home rule municipality with all powers conferred under Colorado law; and

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

WHEREAS, the Town has adopted the zoning regulations set forth in Chapter 16 of the Windsor Municipal Code (“Zoning Code”), under which parcels of land are identified and classified for regulatory purposes; and

WHEREAS, the Highland Meadows Golf Course Subdivision, Thirteenth Filing (“Property”), is presently zoned both “General Commercial GC” and “Residential Mixed Use RMU”, pursuant to the regulations found in Articles XIX and XXIV of the Zoning Code, respectively; and

WHEREAS, the owner of the Property, Colorado 80 Holdings, LLC, has filed a Petition (“Petition”) requesting re-zoning of a portion of the Property from its current “Residential Mixed Use RMU” designation to “General Commercial GC”; and

WHEREAS, that portion of the Property for which re-zoning is requested is identified in the attached Highland Meadows Golf Course Subdivision, Thirteenth Filing, Rezoning Map as “Parcel 1”, which Rezoning Map is incorporated by this reference herein as if set forth fully; and

WHEREAS, in accordance with the requirements for re-zoning found in Article V of the Zoning Code, the Petition has been reviewed by staff and referred to the Planning Commission for review and recommendation following a public hearing; and

WHEREAS, the Planning Commission has recommended that the Town Board approve the re-zoning request, subject to certain conditions; and

WHEREAS, pursuant to the requirements for re-zoning found in Article V of the Zoning Code, the Town Board has convened a public hearing and heard relevant evidence with respect to the merits of the Petition; and

WHEREAS, based upon the evidence presented at the public hearing, the Town Board concludes that the Petition should be granted, and a portion of the Property re-zoned as requested.

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

1. That portion of the Highland Meadows Golf Course Subdivision, Thirteenth Filing, identified as "Parcel 1" in the attached Highland Meadows Golf Course Subdivision, Thirteenth Filing, Rezoning Map is and shall henceforth be re-zoned from its current Residential Mixed Use RMU designation to General Commercial GC.
2. In addition to all other applicable regulations, the use of the said Parcel 1 shall be subject to the regulations found in Chapter 16, Article XIX of the *Windsor Municipal Code*.
3. Pursuant to *Windsor Municipal Code* § 16-5-20 (3), within ten (10) days of the effective date of this Ordinance, Colorado 80 Holdings, LLC, shall submit to the Planning Department a certified copy of a compact disc (CD) containing all drawings that have been approved by the Town, plus two (2) translucent original Mylars of final rezoning maps to be recorded in the office of the Larimer County Clerk and Recorder.

Introduced, passed upon a vote of ____ in favor and ____ opposed on first reading and ordered published this 10th day of August, 2015.

TOWN OF WINDSOR, COLORADO

John S. Vazquez, Mayor

ATTEST:

Patti Garcia, Town Clerk

Passed on second reading upon a vote of ____ in favor and ____ opposed, and ordered published this 24th day of August, 2015.

TOWN OF WINDSOR, COLORADO

John S. Vazquez, Mayor

ATTEST:

Patti Garcia, Town Clerk

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*: Highland Meadows Golf Course Subdivision Eighth Filing Replat A Site Plan (Power To Play Sports)

LEGAL DESCRIPTION*: See attached

PROPERTY ADDRESS (if available): _____

PROPERTY OWNER (APPLICANT): Colorado 80 Holdings, LLC	
Owner's Name(s)*:	<u>Jon Turner</u>
Company:	<u>Colorado 80 Holdings LLC</u>
Address*:	<u>8020 South County Road 5, Suite 200, Fort Collins CO 80528</u>
Primary Phone #*:	<u>970.204.9393</u>
Secondary Phone #:	_____
Fax #*:	<u>970.204.9396</u>
E-Mail*:	<u>jmwturner@cox.net</u>

OWNER'S AUTHORIZED REPRESENTATIVE:	
Representative's Name:	<u>Same as Owner</u>
Company:	_____
Address:	_____
Primary Phone #:	_____
Secondary Phone #:	_____
Fax #:	_____
E-Mail:	_____

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.

Jon A. Turner 4/11/15
Signature: Owner or Owner's Authorized Representative** Date

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

REZONING PETITION

(I, We) the undersigned, being the owners of the property described as:

Highland Meadows Golf Course Subdivision Eighth Filing in the TOWN OF WINDSOR, County of Larimer, Colorado, located in the Section 26, Township 6 North, Range 68 West of the 6th Principal Meridian.

Parcel 1:

A portion of Highland Meadows Golf Course Subdivision Eighth Filing Replat A, located in Section 26, Township 6 North, Range 68 West of the 6th P.M., Town of Windsor. County of Larimer, State of Colorado and more particularly described as follows:

Considering the South line of said Eighth Filing Replat A as bearing South 89° 45' 26" West and with all bearings contained herein relative thereto:

BEGINNING at the Southeast Corner of Lot 5, Highland Meadows Golf Course Subdivision Eighth Filing Replat A; thence along the South line of Lot 5, South 89° 45' 26" West, 228.32 feet; thence, North 00° 14' 34" West, 156.63 feet; thence along a curve concave to the southwest, having a central angle of 42° 59' 15" with a radius of 145.00 feet, an arc length of 108.79 feet and the chord of which bears North 21° 44' 12" West, 106.26 feet; thence, North 00° 14' 34" West, 377.07 feet; thence, North 40° 05' 36" East, 27.31 feet to the North line of Tract C, Highland Meadows Golf Course Subdivision Eighth Filing Replat A; thence along said North line and along a non-tangent curve concave to the northeast, having a central angle of 63° 59' 50" with a radius of 75.00 feet, an arc length of 83.77 feet and the chord of which bears South 66° 33' 42" East, 79.48 feet; thence, North 81° 26' 23" East, 154.75 feet; thence along a curve concave to the north, having a central angle of 63° 59' 50" with a radius of 75.00 feet, an arc length of 6.71 feet and the chord of which bears North 78° 52' 30" East, 6.71 feet to the East line of said Replat A; thence along said East line, South 00° 11' 48" West, 9.85 feet; thence, South 82° 41' 16" East, 22.19 feet; thence, South 00° 11' 46" West, 632.37 feet to the Point of Beginning, containing 161,891 square feet, more or less.

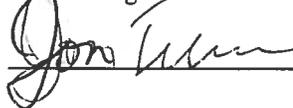
TOTAL REZONED AREA is 161,891 square feet, more or less (±).

containing 3.716 acres more or less, hereby request a change in zoning from RMU to GC and do hereby pay the required fee.

Date

4/16/15

Owner's Signature



Mailing Address

8020 S. CITY RD 5 Suite 200
WINDSOR, CO 80550

Highland Meadows Golf Course Subdivision Eighth Filing Replat A Rezone Justification Narrative

Colorado 80 Holdings LLC is proposing to rezone 3.71 acres also known as Parcel 1 on the Rezoning Map. The property for the intended rezoning is currently classified as RMU-Residential Mixed Use. The applicant is proposing to rezone the property to GC – General Commercial.

The intent is to develop a 51,790 sf. one-story indoor basketball facility with 6 full size indoor basketball courts. The proposed site is on Lots 4 and 5 of the Highland Meadows Golf Course Eighth Filing Replat A.

The purpose of the rezone is to clean up the zoning line that was established with the initial subdivision of the property. In addition, the GC district allows for the proposed building height, which is 36'-8" tall. If the property remained in the RMU district, the applicant would need to request a waiver to the building height.

REZONING REQUEST
HIGHLAND MEADOWS GOLF COURSE
SUBDIVISION 13TH FILING, LOT 3 & TRACT A
(POWER TO PLAY SPORTS)

Josh Olhava, Associate Planner
August 10, 2015



REZONING REQUEST

Article V of Chapter 16 of the Municipal Code outlines the amendment procedures to established zoning districts:

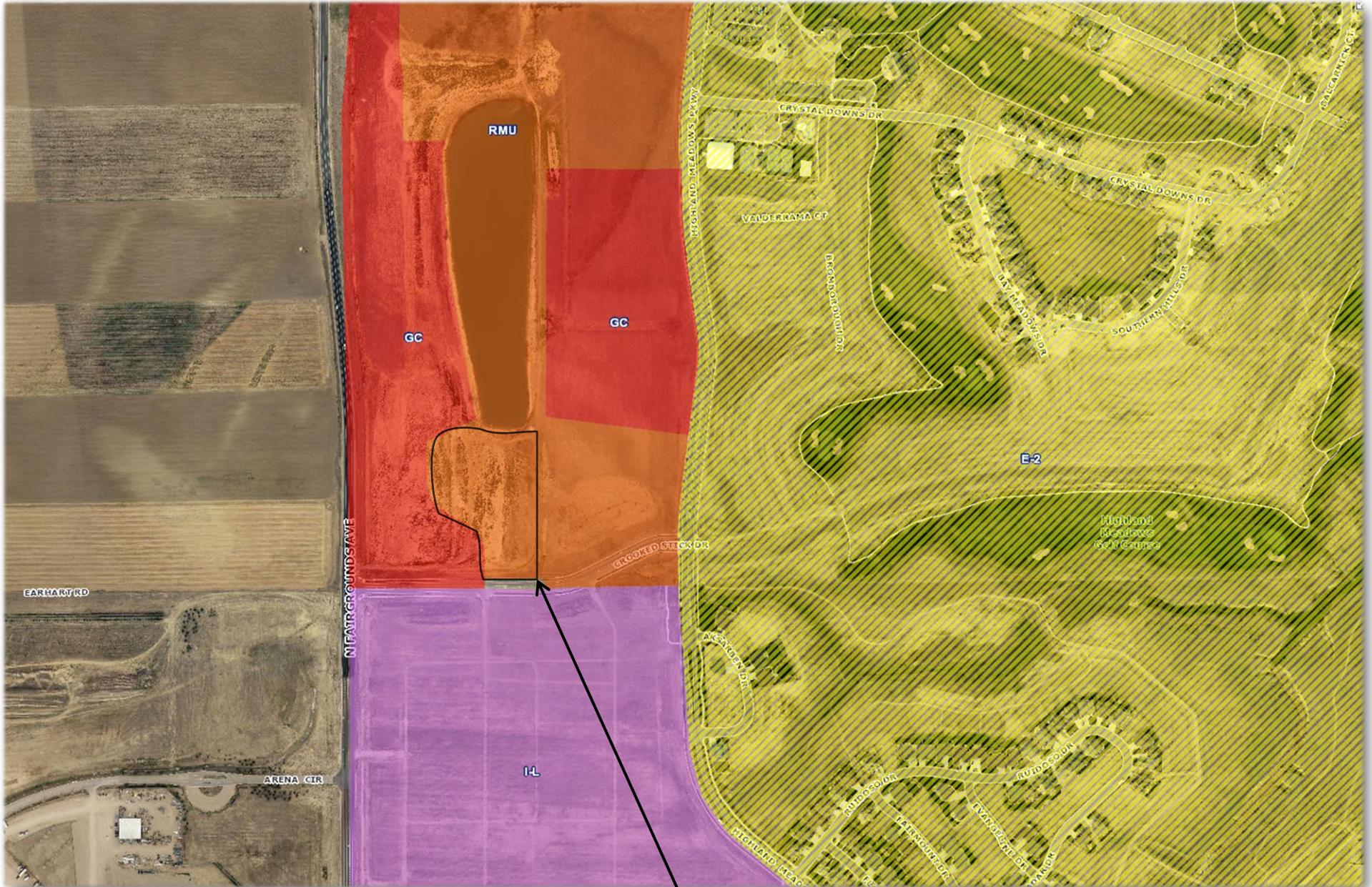
Sec. 16-5-20. Rezoning Applications

“Purpose. The purpose of this Section is to provide a procedure for changing the existing zone classification of a parcel of land within the Town.”

SITE VICINITY MAP



SITE PROXIMITY ZONING MAP



Currently Zoned Residential Mixed Use (RMU), Proposed for General Commercial (GC)

REZONING PLAT

HIGHLAND MEADOWS GOLF COURSE SUBDIVISION THIRTEENTH FILING REZONING MAP LOCATED IN SECTION 26, TOWNSHIP 6 NORTH, RANGE 68 WEST OF THE 6TH PRINCIPAL MERIDIAN, TOWN OF WINDSOR, COUNTY OF LARIMER, STATE OF COLORADO

PROPERTY DESCRIPTION

Highland Meadows Golf Course Subdivision Eighth Filing, in the TOWN OF WINDSOR, County of Larimer, Colorado, located in the Section 26, Township 6 North, Range 68 West of the 6th Principal Meridian.

Parcel 1:

A portion of Highland Meadows Golf Course Subdivision Thirteenth Filing, located in Section 26, Township 6 North, Range 68 West of the 6th P.M., Town of Windsor, County of Larimer, State of Colorado and more particularly described as follows:

Considering the South line of said Thirteenth Filing as bearing South 89° 45' 26" West and with all bearings contained herein relative thereto:

BEGINNING at the Southeast Corner of Lot 3, Highland Meadows Golf Course Subdivision Thirteenth Filing; thence along the South line of Lot 3, South 89° 45' 26" West, 228.32 feet; thence, North 00° 14' 34" West, 156.63 feet; thence along a curve concave to the southwest, having a central angle of 42° 59' 15" with a radius of 145.00 feet, an arc length of 108.79 feet and the chord of which bears North 21° 44' 12" West, 106.25 feet; thence, North 00° 14' 34" West, 377.07 feet; thence, North 40° 09' 36" East, 27.31 feet to the North line of Tract A, Highland Meadows Golf Course Subdivision Thirteenth Filing; thence along said North line and along a non-tangent curve concave to the southeast, having a central angle of 69° 59' 50" with a radius of 75.00 feet, an arc length of 63.77 feet and the chord of which bears South 69° 33' 42" East, 79.48 feet; thence, North 81° 24' 23" East, 154.75 feet; thence along a curve concave to the north, having a central angle of 5° 07' 46" with a radius of 75.00 feet, an arc length of 6.71 feet and the chord of which bears North 78° 52' 30" East, 6.71 feet to the East line of said Thirteenth Filing; thence along said East line, South 00° 11' 48" West, 9.85 feet; thence, South 89° 41' 10" East, 20.16 feet; thence, South 00° 11' 48" West, 63.37 feet to the Point of Beginning, containing 161,891 square feet, more or less.

ACKNOWLEDGEMENT OF OWNERSHIP INTEREST

Know all men by these presents that the undersigned, being all the owners, lessors, and holders of any ownership interest as defined by the Town of Windsor, of the land described herein, have caused such land to be rezoned as indicated on this plat. The within rezoning plat is submitted in accordance with the Windsor Municipal Code. It is hereby acknowledged that all construction, use and development of this property will be in strict accordance with this rezoning plat. It is further acknowledged that deviation from this rezoning plat without the express written consent of the Town of Windsor may result in revocation of the Town's approval of the rezoning plat, denial of building permits, refusal to issue certificates of occupancy, injunctive relief prohibiting use of the property and other remedies available to the Town under the Windsor Municipal Code and other applicable laws of the State of Colorado. Know all men by these presents that the undersigned have caused said land to be laid out and rezoned under the name of Highland Meadows Golf Course Subdivision Thirteenth Filing Rezoning Map.

In witness whereof, we have hereunto set our hands and seals this _____ day of _____, 2015.

OWNER: Colorado 80 Holdings LLC

Jon A. Turner, President

NOTARIAL CERTIFICATE

STATE OF _____)
) ss.
COUNTY OF _____)

The foregoing instrument was acknowledged before me by Jon A. Turner this _____ day of _____, 2015.

My commission expires: _____

Notary Public

SURVEYOR'S CERTIFICATE

I certify that this plat accurately represents the results of a survey made by me or under my direct supervision.

Eric R. Smith
Colorado Registered Professional
Land Surveyor No. 37987
For and on behalf of Northern Engineering Services, Inc.



ENGINEERING DEPARTMENT APPROVAL

Approved this the _____ day of _____, 2015.

Director of Engineering

PLANNING COMMISSION APPROVAL

Approved this the _____ day of _____, 2015.

Chairman, Windsor Planning Commission

PLANNING DEPARTMENT APPROVAL

Approved this the _____ day of _____, 2015.

Director of Planning

MAYOR'S CERTIFICATE

This is to certify that a rezoning map of the property described herein is approved by Ordinance No. _____ of the Town of Windsor passed and adopted on the _____ day of _____, 2015, A.D. and that the Mayor of the Town of Windsor, as authorized by said ordinance on behalf of the Town of Windsor, hereby acknowledges and adopts the said rezoning map upon which this certificate is endorsed for all purposes thereon.

Mayor ATTEST: Town Clerk

TOWN MANAGER'S APPROVAL

Approved this the _____ day of _____, 2015.

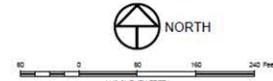
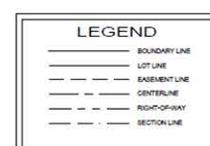
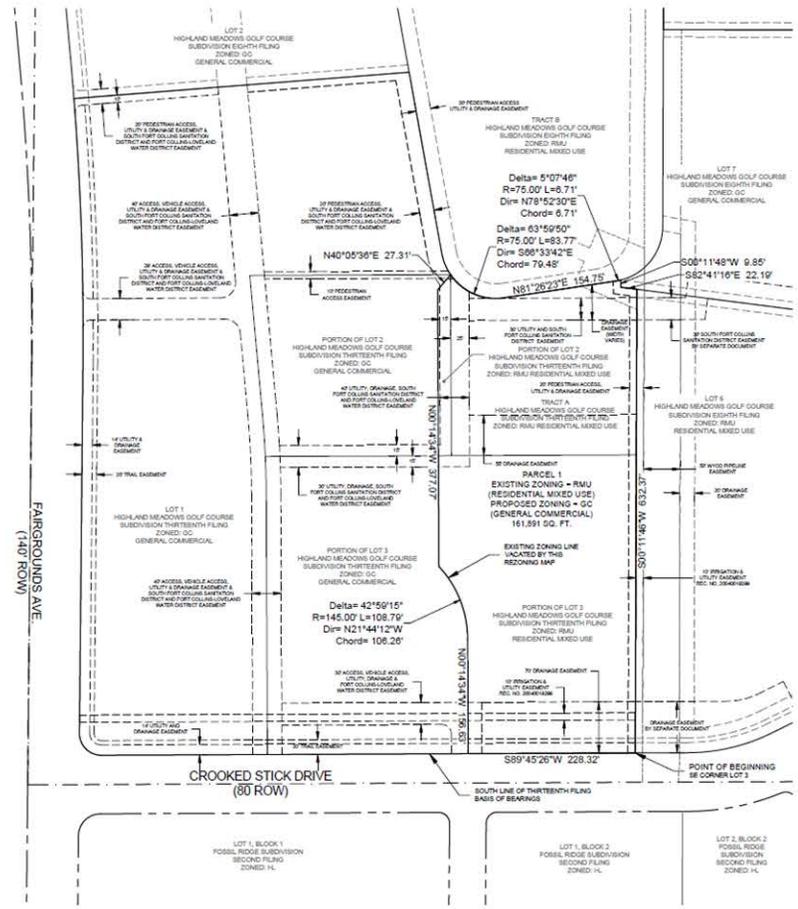
Town Manager

NOTICE OF OTHER DOCUMENTS

All persons take notice that certain documents have been executed pertaining to this development, which create certain rights and obligations of the development, the developer and/or subsequent owners of all or portions of the development site, many of which obligations concern promises and covenants that run with the land. These documents are of record and are on file with the director of planning of the Town of Windsor and should be closely examined by all persons interested in purchasing any portion of the development site.

NOTES:

- 1) Basis of Bearings is South line of Highland Meadows Golf Course Subdivision Eighth Filing Replat A as bearing South 89° 45' 26" West.
- 2) The linear unit of measurement for this plat is U.S. Survey Feet.



NOTICE:
According to Colorado law you must commence any legal action based upon any defect in this survey within three years after you discover such defect. This survey was prepared by Northern Engineering Services, Inc. and is intended to be a permanent record of the survey. It is not to be construed more than ten years after the date of the certificate shown herein.

SECTION:
26
TOWNSHIP:
6N
RANGE:
68W

NORTHERN ENGINEERING

NE

DATE: 6/7/15
PROJECT: HIGHLAND MEADOWS GOLF COURSE SUBDIVISION THIRTEENTH FILING REZONING MAP
DRAWN BY: E. Smith
CHECKED BY: E. Smith

HIGHLAND MEADOWS GOLF COURSE SUBDIVISION THIRTEENTH FILING REZONING MAP

NOTIFICATION AREA

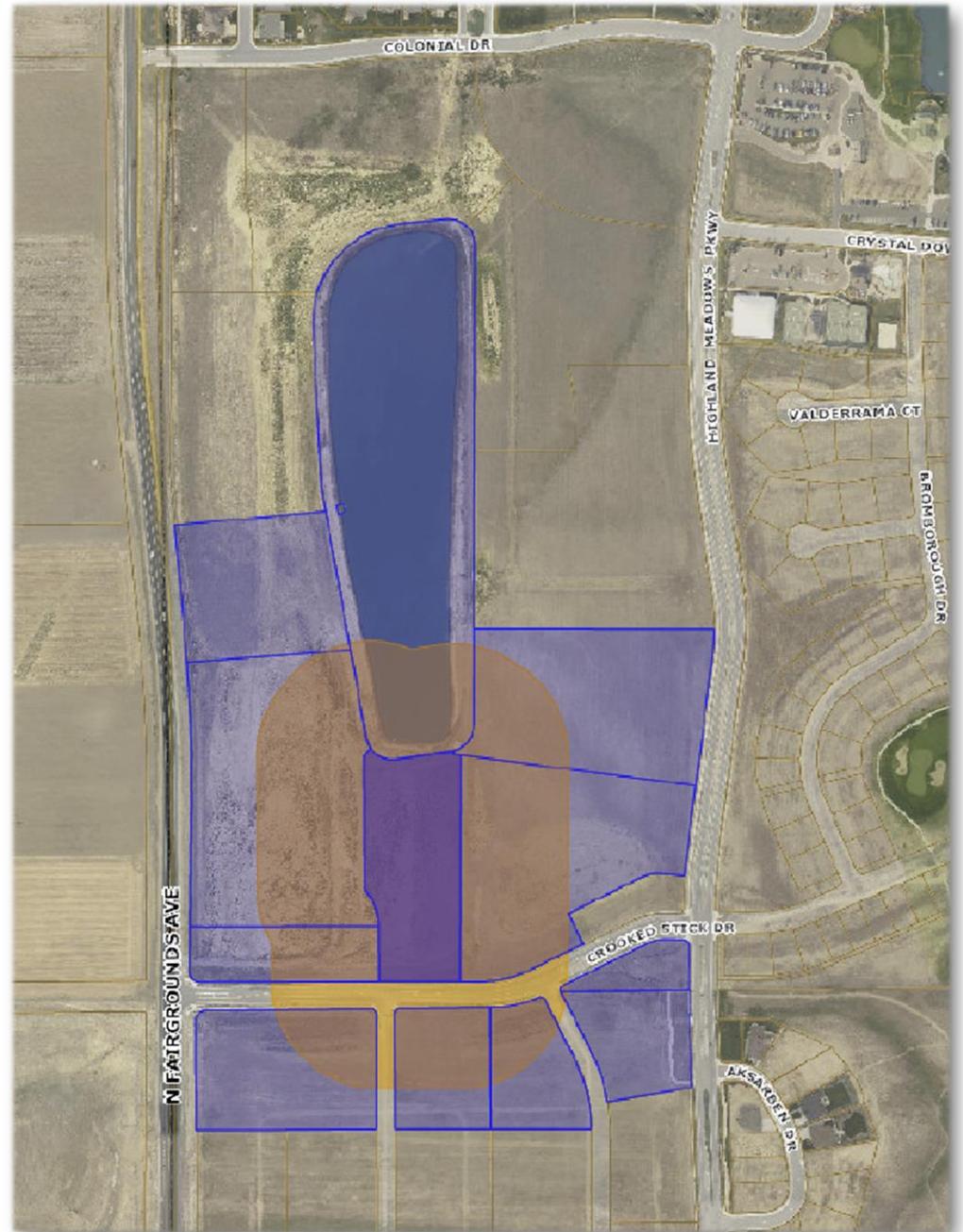
Notification:

Neighborhood Meeting – May 11, 2015. Notifications for this meeting were as follows:

- April 29, 2015 – legal ad published in the paper
- April 29, 2015 – affidavit of mailing to property owners within 300 feet

Public Hearing notifications were as follows:

- July 16, 2015 - affidavit of letters mailed to the adjacent property owners
- July 16, 2015 - property posted with a notification sign
- July 17, 2015 - legal notice posted on the Town of Windsor website
- July 17, 2015 - legal ad published in the Tribune





RECOMMENDATION

At their August 5, 2015 meeting, the Planning Commission forwarded to the Town Board a recommendation of approval of the rezoning petition and Ordinance No. 2015-1505 as presented, and staff concurs with this recommendation.



REZONING REQUEST

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



MEMORANDUM

Date: August 10, 2015
To: Mayor and Town Board
Via: Kelly Arnold, Town Manager
From: Scott Ballstadt, AICP, Director of Planning
Subject: Resolution No. 2015-55 – A Resolution Approving a Coordinated Planning Agreement (CPA) between the Town of Windsor and Weld County
Item #: C.10

Background:

The Mayor and staff met with the Weld County Commissioners in a work session on July 28, 2015 to discuss the enclosed draft Coordinated Planning Agreement (CPA). The topics of discussion included notification, common development standards and schedule.

Notification

The Commissioners agreed to modify Section 3.2 of the CPA to include the Town Manager in notifications in addition to the Mayor and this is reflected in the enclosed draft CPA.

Common Development Standards

Section 5 of the CPA indicates that the Town and County shall “attempt to agree to establish common development standards within designated areas” within one year of the effective date of the CPA. The Mayor and Commissioners agreed that, while the CPA refers to the establishment of such common standards within one year, both sides will commit to completing the standards by the end of 2015 and this is reflected in the resolution.

Schedule

Weld County incorporates all of their respective CPAs with other jurisdictions into the Weld County Code; therefore, the county will schedule consideration of an ordinance which requires three readings. In the meantime, staff will contact Weld County staff to begin discussing the common development standards and then schedule the necessary work sessions.

Recommendation:

Approval of the resolution as presented.

enclosure: Resolution No. 2015-55
draft Weld County CPA

pc: Gale Schick, Chairman, Windsor Planning Commission

TOWN OF WINDSOR

RESOLUTION NO. 2015-55

A RESOLUTION APPROVING A COORDINATED LAND USE PLANNING AGREEMENT BETWEEN THE TOWN OF WINDSOR AND THE COUNTY OF WELD, AND DIRECTING THE ESTABLISHMENT OF COMMON DEVELOPMENT STANDARDS IN ACCORDANCE THEREWITH

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

WHEREAS, the Town has in place a comprehensive set of regulations governing land use activity within the Town, which includes various intergovernmental agreements necessary for coordination with neighboring jurisdictions; and

WHEREAS, the Town’s Growth Management Area (“GMA”) includes unincorporated portions of Weld County; and

WHEREAS, other municipalities in Weld County have entered into a standardized form of coordinated planning agreements, under which the municipalities and Weld County operate when development is proposed in unincorporated areas in the vicinity of the municipalities; and

WHEREAS, the Town has entered into a series of negotiations with Weld County to arrive at a format for a coordinated planning agreement acceptable to the parties; and

WHEREAS, attached hereto and incorporated herein by this reference is an unexecuted copy of the Coordinated Planning Agreement (“CPA”) which has been negotiated by representatives of the Town and Weld County; and

WHEREAS, the CPA contains reasonable terms governing the manner in which development proposals in the Town’s Weld County GMA will be circulated, addressed and approved; and

WHEREAS, the Town Board has reviewed the CPA, and has concluded that its terms promote the public health, safety and welfare.

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

1. The attached Coordinated Planning Agreement between the Town of Windsor and County of Weld is hereby approved.
2. The Mayor is hereby authorized to execute the said Agreement on the Town’s behalf.

3. The Town Manager and staff are hereby directed to work cooperatively with County representatives to arrive at an agreed set of common development standards in accordance with Section 5 of the said Agreement by the conclusion of calendar year 2015.

Upon motion duly made, seconded and carried, the foregoing Resolution was adopted this 10th day of August, 2015.

TOWN OF WINDSOR, COLORADO

By: _____
John S. Vazquez, Mayor

ATTEST:

Patti Garcia, Town Clerk

Windsor Plan

This Coordinated Planning Agreement (“CPA”) is made and entered into effective as of the ____ day of _____, 2015, between the Board of County Commissioners of the County of Weld, State of Colorado, whose address is 1150 O Street, Greeley, CO 80631, hereinafter called the "COUNTY," and the Town of Windsor, a Colorado home rule municipal corporation, whose address is 301 Walnut Street, Windsor, Colorado 80550, hereinafter called the “MUNICIPALITY.” The COUNTY and MUNICIPALITY are hereinafter sometimes referred to individually as “party” and collectively as “the parties.”

RECITALS

A. COUNTY exercises governmental authority regulating land use, growth and development within the unincorporated areas of Weld County, Colorado, which areas include lands surrounding MUNICIPALITY; and

B. MUNICIPALITY exercises governmental authority with respect to land use, growth, and development within its municipal boundaries and regarding its annexations, and has demonstrated the capability of providing municipal services and facilities (including water and sewer services based on the municipality’s code and/or other municipal service policies) within the THREE (3) MILE AREA, as defined herein; and

C. Title 29, Article 20 of the Colorado Revised Statutes, grants broad authority to local governments to plan for and regulate development and the use of land within their respective jurisdictions, accomplishing such activities through public processes that respect, protect, and promote private property rights; and

D. Title 29, Article 20 of the Colorado Revised Statutes, authorizes and encourages local governments to cooperate and contract with each other for the purpose of planning and regulating the development of land by the joint and coordinated exercise of planning, zoning, subdivisions, building, and related regulatory powers; and

E. Pressures for growth and development in MUNICIPALITY and COUNTY indicate that the joint and coordinated exercise by COUNTY and MUNICIPALITY of their respective planning, zoning, subdivision, building and related regulatory powers in such areas will best promote the objectives stated in this CPA; and

F. This CPA adheres to the objectives and Policies of the Weld County Comprehensive Plan, set forth in Section 22-2-40 of the Weld County Code and, in particular, UD.Goal 2., which encourages the establishment of intergovernmental agreements concerning growth areas with each municipality in Weld County.

NOW THEREFORE, for and in consideration of the mutual promises and undertakings herein set forth, the parties agree as follows:

1. PURPOSES AND OBJECTIVES. The purpose of this CPA is to establish procedures and standards pursuant to which the parties will move toward greater coordination in the exercise of their land use and related regulatory powers within unincorporated areas surrounding MUNICIPALITY. The objectives of such efforts are to accomplish the type of development in such areas which best protects the health, safety, prosperity, and general welfare of the inhabitants of the parties and to achieve maximum efficiency and economy in the process of development. However, any action taken pursuant to this CPA that pertains to any land within MUNICIPALITY, for incorporated areas, and within COUNTY, for unincorporated areas, is subject to exclusive final approval by the governing body of MUNICIPALITY or COUNTY, respectively.

2. DEFINITIONS. For the purposes of this CPA the following terms shall be defined as set forth herein:

2.1 DEVELOPMENT. Any land use requiring regulatory approval by the elected governing body of the applicable party in the THREE (3) MILE AREA, except for an amendment to a plat or a down-zoning, neither of which creates any additional lots, and except for a Recorded Exemption or Subdivision Exemption. Existing agricultural uses, which are lawful uses, either as uses-by-right under the Weld County Code, or as legally existing non-conforming uses, are also exempt from the definition of "DEVELOPMENT."

2.2. THREE (3) MILE AREA. The area as defined by Colorado Revised Statutes, C.R.S. 31-12-105.1.E.

3. PLANNING COORDINATION. This CPA is intended to be a Comprehensive Development Plan adopted and implemented pursuant to C.R.S. § 29-20-105(2). Following the execution of this CPA by both parties, applications to COUNTY for DEVELOPMENT within the THREE (3) MILE AREA shall be processed and determined in accordance with the following:

3.1 REFERRAL. COUNTY shall refer all proposals for DEVELOPMENT within the THREE (3) MILE AREA to MUNICIPALITY for its review and recommendation. Such referral shall include at least a copy of the written DEVELOPMENT proposal and preliminary COUNTY staff summary of the case. COUNTY shall allow not less than twenty-one (21) days for MUNICIPALITY to review the referral and furnish its recommendations to COUNTY staff prior to formulation of the COUNTY staff recommendation. If the MUNICIPALITY does not respond within such time, COUNTY staff may proceed with its recommendation, but any comment or recommendation from MUNICIPALITY received on or before the Thursday immediately preceding the meeting of the Board of County Commissioners or Planning Commission when the matter shall be considered shall be transmitted to the Board or Commission. If the MUNICIPALITY submits no comment or recommendation, COUNTY may assume it has no objection to the proposal. If MUNICIPALITY submits recommendations, COUNTY shall either include within its written decision the reasons for any action taken contrary to the same or furnish such reasons to MUNICIPALITY by a separate writing. MUNICIPALITY shall be given notice of, and may appear and be heard at any hearing or other

proceeding at which COUNTY shall consider a DEVELOPMENT subject to the foregoing referral process.

3.2 DEVELOPMENT WITHIN THREE (3) MILE AREA. Upon receipt of any proposal for DEVELOPMENT within the THREE (3) MILE AREA then currently eligible for voluntary annexation to MUNICIPALITY, COUNTY shall, in writing, at time of a pre-application with the Department of Planning Services, notify the proponent of the opportunity for annexation. The Director of Planning Services shall, in writing, notify MUNICIPALITY's mayor and Town Manager. MUNICIPALITY shall have twenty-one (21) days following contact by the proponent, which shall be documented in writing (with a copy of COUNTY), to notify COUNTY in writing that MUNICIPALITY and the applicant have agreed to the terms of a pre-annexation agreement. COUNTY shall not process any application until the completion of said twenty-one (21) days, or until COUNTY receives notification from the MUNICIPALITY that a pre-annexation agreement between MUNICIPALITY and the applicant will not be pursued, whichever occurs sooner. If no such notification is received by COUNTY during said twenty-one (21) days, processing of the application shall continue by COUNTY to completion.

3.3 MUTUALITY OF IMPACT CONSIDERATION. The parties recognize that decisions by one party regarding development may impact property outside of its jurisdiction. The parties agree that jurisdictional boundaries shall not be the basis for giving any greater or lesser weight to those impacts during the course of deliberations.

3.4 REFERRALS TO COUNTY. MUNICIPALITY shall refer proposals for DEVELOPMENT which lie within 500 feet of any property in unincorporated Weld County to COUNTY for its review and recommendation. Such referral shall include at least a copy of the written DEVELOPMENT proposal. MUNICIPALITY shall allow not less than twenty-one (21) days for COUNTY to review same and furnish its recommendations to MUNICIPALITY. If COUNTY submits no comment or recommendation MUNICIPALITY may assume it has no objection to the proposal. If COUNTY submits recommendations, MUNICIPALITY shall either include within its written decision the reasons for any action taken contrary to the same or furnish such reasons to COUNTY by a separate writing. Where the DEVELOPMENT is proposed as part of an annexation of more than 10 acres, the provisions of this section shall be deemed satisfied by compliance by MUNICIPALITY with the notice and impact report provisions of the most current version of the Municipal Annexation Act then in effect. COUNTY shall be given notice of, and may appear and be heard at any hearing or other proceeding at which MUNICIPALITY shall consider a DEVELOPMENT subject to the foregoing referral process.

4. IMPLEMENTATION OF CPA. Following the mutual execution of this CPA, each party shall promptly enact and implement such amendments to its existing regulations as may be necessary to give effect to the provisions of Section 3. Each party shall have sole and exclusive discretion to determine such measures and any new ones enabling it to perform this CPA. Each party's land use regulations as referred to herein are ordinances whose amendment requires certain formalities, including notice and public hearings. The mutual covenants in this section and elsewhere to implement this CPA promptly are given and received with mutual recognition

and understanding of the legislative processes involved, and such covenants shall be liberally construed in light thereof.

5. ESTABLISHMENT OF COMMON DEVELOPMENT STANDARDS.

MUNICIPALITY and COUNTY shall, within one (1) year of the effective date of this CPA, attempt to agree to establish common development standards within designated areas, which may include areas within MUNICIPALITY's boundaries and/or within the THREE (3) MILE AREA. Common development standards should include, but not be limited to, roadways (types, widths, horizontal design, access and spacing) and drainage (on-site, off-site, discharge, easements, and regional facilities).

6. MISCELLANEOUS PROVISIONS.

6.1 Severability. Should any one or more sections or paragraphs of this CPA be judicially determined invalid or unenforceable, such judgment shall not affect, impair or invalidate the remaining provisions of this CPA, the intention being that the various sections and paragraphs are severable; provided, however, that the parties shall then review the remaining provisions to determine if the CPA should continue, as modified, or if the CPA should be terminated.

6.2 Termination. This CPA shall continue in effect for a period of one year from the date first written above, and shall be renewed automatically thereafter for successive one (1) year periods. Notwithstanding the foregoing, however, either party may terminate this CPA by giving at least twelve (12) months' written notice thereof to the other party.

6.3 Amendment. This CPA may be amended only by a writing executed by the parties and adopted according to the same procedures as the original adoption (requiring the written consent of the amendment by both parties and compliance with the procedures detailed in Sections 6.4 and 6.5 of this CPA).

6.4 Adoption by MUNICIPALITY. MUNICIPALITY shall at public hearing(s) consider this CPA for adoption upon published notification. MUNICIPALITY shall provide a complete record of such public hearing(s) to COUNTY for review prior to the start of COUNTY's adoption process detailed in Section 6.5, below.

6.5 Adoption by COUNTY. COUNTY shall, upon published notification consider this CPA for adoption and amendment to Chapter 19 of the Weld County Code. In the course of such adoption process, COUNTY shall review the complete record of the public hearing(s) held by MUNICIPALITY wherein it considered this CPA for adoption. The effective date of this CPA shall be its effective date of amendment to the Weld County Code.

6.6 Reserved Rights. Nothing herein shall be construed to limit any procedural or substantive rights afforded a party under law respecting the matters that are the subject of this CPA, including without limitation any rights of referral, participation or judicial review related to any land use or development procedure or approval of the other party, which rights are hereby reserved to each party.

6.7 Enforcement. Either party may enforce this CPA by an action for specific performance, declaratory and/or injunctive relief, or other equitable relief. The parties agree the remedies for enforcement hereof are limited to non-monetary relief, and each party hereby waives any right to seek damages for any violation of this CPA. No other person or entity shall have any right to enforce the provisions of this CPA.

IN WITNESS WHEREOF, the parties have executed this CPA effective as of the date first above written.

ATTEST:
CLERK OF THE BOARD
Donald Warden

BOARD OF COUNTY
COMMISSIONERS OF
WELD COUNTY, COLORADO

Deputy Clerk to the Board

Barbara Kirkmeyer, Chairman

ATTEST:

MUNICIPALITY
TOWN OF WINDSOR

Patti Garcia, Town Clerk

John S. Vazquez, Mayor



2015 MONTHLY FINANCIAL REPORT

Special points of interest:

- CRC expansion sales tax collections surpass budget requirement for the fifth consecutive month.
- Single Family Residential (SFR) building permits total 159 through June 2015. This is up from the June 2014 number of 138.
- 41 business licenses were issued in June, of which 19 were sales tax vendors.



Highlights and Comments

- * A record high gross sales tax collection for the single month of June at \$638,973.
- * June 2015 year-to-date gross sales tax increased 3.86% from June 2014.
- * Construction use tax through June is at 48.5% of the annual budget at \$748,731.



CRC Expansion
Groundbreaking Ceremony



Community Recreation Center Expansion Ground Breaking

The public and employees were invited to the ground breaking of the new CRC Expansion which includes a leisure pool, lap lanes, spa, slide, auxiliary gym, walk/jog track, additional parking, classrooms and more. The ceremony took place July 24th with the theme "honoring our past...celebrating our future."

Inside this issue:

Sales, Use and Property Tax	2
Year-to-Date Sales Tax	4
All Fund Expenditures	5
General Fund Expenditures	6
Capital Project Status	7

Items of Interest

- Work has begun on the CRC expansion. Bonds to pay for the project were sold on June 16. May marks the fourth month of collections of the .75% sales and use tax increase approved on the November 2014 ballot.
- Visit us at www.windsorgov.com and look for live streaming of Town Board and Planning Commission meetings.

Sales, Use and Property Tax Update

June 2015

Benchmark =50%	Sales Tax	Construction Use Tax	Property Tax	Combined
Budget 2015	\$7,142,651	\$1,881,336	\$4,200,440	\$13,224,427
Actual 2015	\$4,137,075	\$912,431	\$2,994,032	\$8,043,538
% of Budget	57.92%	48.50%	71.28%	60.82%
Actual Through June 2014	\$3,983,231	\$776,619	\$2,873,350	\$7,633,200
Change From Prior Year	3.86%	17.49%	4.20%	5.38%
CRC Expansion Budget 2015	\$1,406,250	\$282,565		\$1,688,815
CRC Expansion Actual 2015	\$710,668	\$152,495		\$863,163
CRC Expansion % of Budget	50.54%	53.97%		51.11%

Ideally at the end of the sixth month of the year you want to see 50% collection rate on your annual budget number. We have exceeded that benchmark in two of three tax categories.

At this point last year we had collected \$2,873,350 in property taxes, or 69.3% of the annual budget. This year through June we have collected 71.28% of the annual budget.

Building Permit Chart

June 2015

	SFR	Commercial	Industrial	Total
Through June 2015	159	1	2	162
Through June 2014	138	3	1	142
% change from prior year				14.08%
2015 Budget Permit Total				279
% of 2015 Budget				58.06%

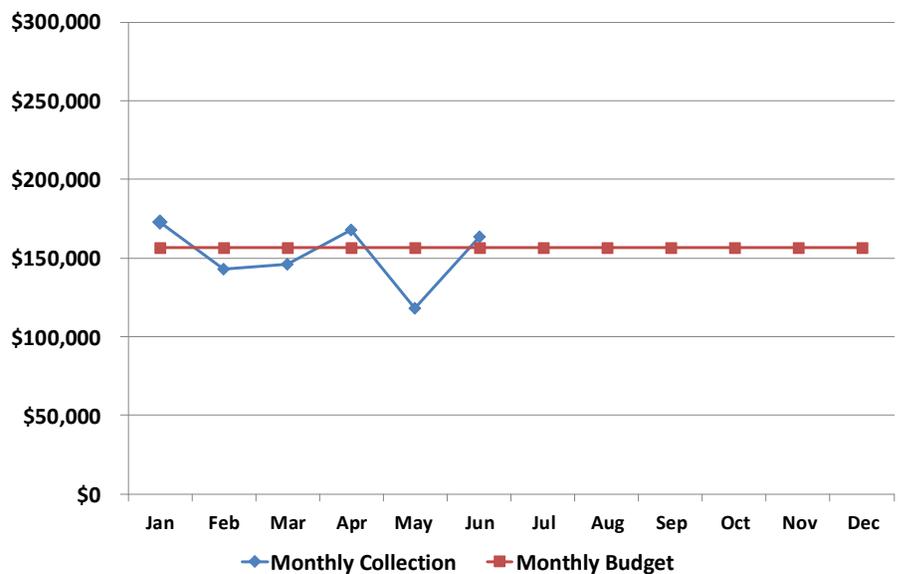
Building Permits and Construction Use Tax

We are showing a 14.08% increase in number of permits as compared to June 2014. We issued 159 SFR permits through June 2015 as compared to 138 through June of 2014.

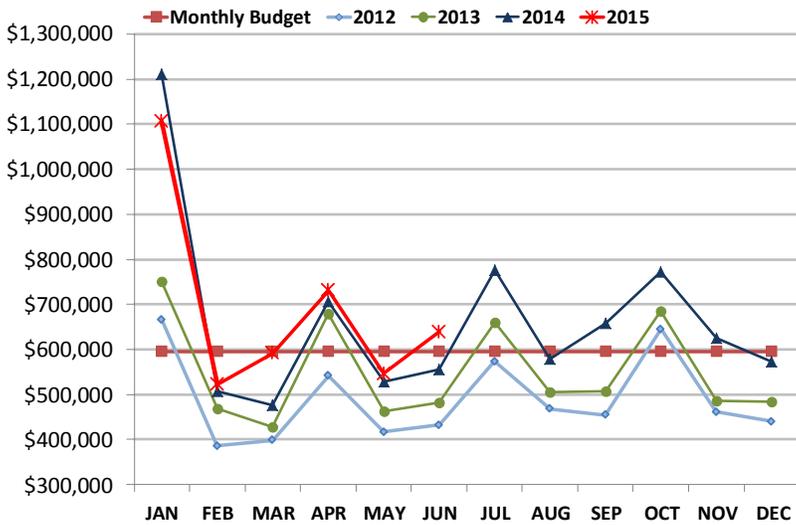
June 2015 construction use tax is slightly above our required monthly collection for the third month out of six in 2015.

The .75% construction use tax for the CRC expansion is at 53.97% of the annual budget, surpassing the half year benchmark of 50%.

Construction Use Tax Collections - 3.2%



Sales Tax Collections in Dollars - 3.2%

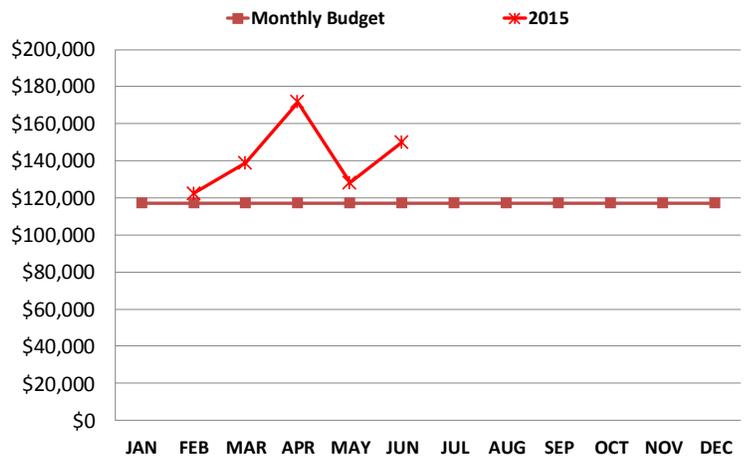


Gross sales tax collections for the month of June 2015 were approximately \$83,744 or 15.08% higher than June 2014.

June 2015 year to date collections increased 3.86% from June 2014 year to date collections.

CRC Expansion sales tax collections for June 2015 was \$149,883. The required monthly collection to meet the budgeted projections is \$117,188.

Community Recreation Center Expansion Sales Tax



May Highlights

June is a "single collection" month, meaning that the collections are for sales made in May. June collections increased over the 2014 number as well as surpassing the monthly collection target.

Looking Forward

3.2% Collections

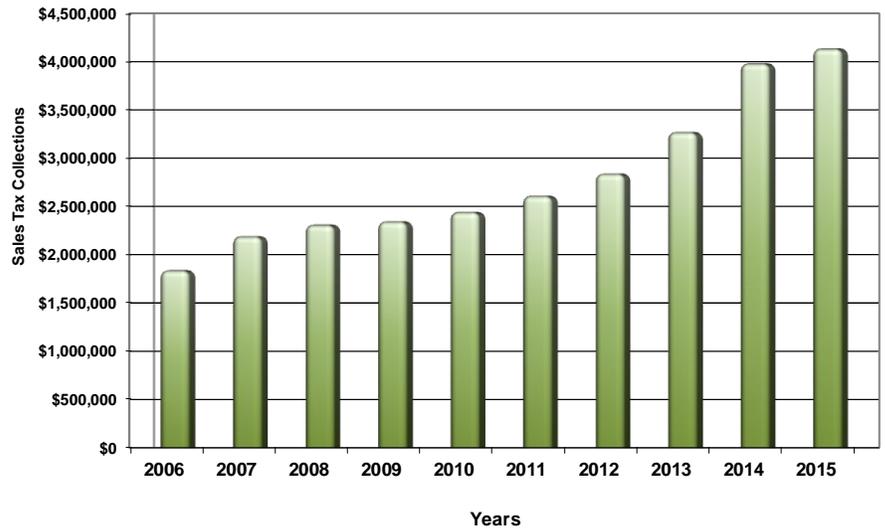
The Town budgeted \$7.1M in sales tax for 2015, making our average monthly collection requirement \$595,221. June collections were above this mark at \$638,973, which was the highest June on record. If we keep the pace through the rest of the year we should collect over \$8M in this portion of our sales tax.

.75% Collections

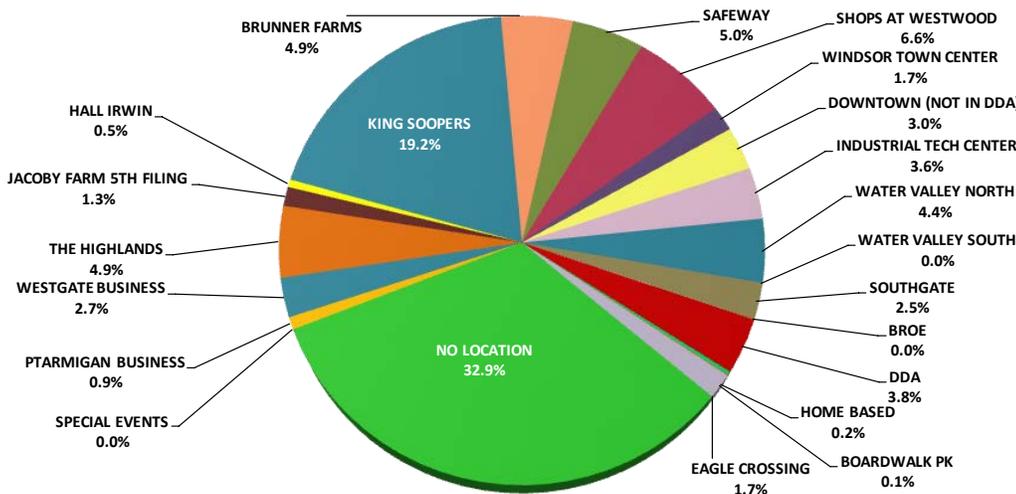
Collections for May sales were made in June. This was the fifth month of collections for the new sales tax rate. Our monthly budget requirement is \$117,188. We collected \$149,883. Our first five months of this collection exceeded our monthly budget projection requirement. This pace should put us ahead of our annual projection of \$1,406,256.

Through June we have collected \$4.1M in our 3.2% sales tax. The new CRC Expansion tax is an additional \$710,668.

Year-to-Date Sales Tax Collections -3.2%
Through June 2006-2015



Sales Tax Revenue by GEO Code
JUNE 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, liquor, utilities and entertainment all increased collections over June 2015.
- We had 10 sales tax license closures in June 2015.

All Funds Expense Chart

June 2015

Benchmark = 50%

Operations expenditures are at 43% of the annual budget. Purchase of replacement vehicles in the Fleet Fund drove the internal service funds mark slightly above the 50% benchmark. Economic reimbursements for two local businesses caused the "other entities" fund to exceed the 50% benchmark.

General Government	Current Month	YTD Actual	2015 Budget	% of Budget
General Fund	\$1,178,832	\$6,781,462	\$14,023,349	48%
Special Revenue	\$52,730	\$257,397	\$3,059,443	8%
Internal Service	\$194,660	\$1,502,017	\$2,864,572	52%
Other Entities (WBA, Ec Dev Inc)	\$72,212	\$132,662	\$145,080	91%
Sub Total Gen Govt Operations	\$1,498,434	\$8,673,538	\$20,092,444	43%
Enterprise Funds				
Water-Operations	\$259,249	\$1,368,822	\$3,900,156	35%
Sewer-Operations	\$375,161	\$942,480	\$1,725,992	55%
Drainage-Operations	\$28,929	\$187,658	\$436,551	43%
Sub Total Enterprise Operations	\$663,339	\$2,498,960	\$6,062,699	41%
Operations Total	\$2,161,773	\$11,172,498	\$26,155,143	43%

plus transfers to CIF and Non-Potable for loan

Through June, operating and capital expenditures combined to equal 29% of the 2015 Budget.

General Govt Capital	Current Month	YTD Actual	2015 Budget	% of Budget
Capital Improvement Fund	\$145,832	\$1,776,603	\$8,250,711	22%
CRC Expansion Fund	\$279,081	\$815,770	\$9,485,594	9%
Enterprise Fund Capital				
Water	\$44,215	\$965,578	\$4,129,854	23%
Sewer	\$0	\$395,673	\$1,029,630	38%
Drainage	\$131,773	\$329,833	\$3,868,144	9%
Sub Total Enterprise Capital	\$175,988	\$1,691,084	\$9,027,628	19%
Capital Total	\$600,901	\$4,283,457	\$26,763,933	16%
Total Budget	\$2,762,674	\$15,455,955	\$52,919,076	29%

All Funds Expenditures

The Town is where it should be at this time of year regarding expenditures. The operations spending should pick up in the months to come as we move into the summer. Work on CIP projects will also get started, though the payments will not be until later in the year.

Construction on the CRC Expansion will begin later this summer and increase the pace of capital spending.



General Fund Expense Chart

Department		Current Month	YTD Actual	2015 Budget	% of Budget
410	Town Clerk/Customer Service	\$46,925	\$296,540	\$639,239	46.4%
411	Mayor & Board	\$37,478	\$285,004	\$566,827	50.3%
412	Municipal Court	\$1,469	\$7,854	\$19,623	40.0%
413	Town Manager	\$31,641	\$205,771	\$411,099	50.1%
415	Finance	\$47,322	\$339,845	\$625,213	54.4%
416	Human Resources	\$25,248	\$162,252	\$401,269	40.4%
418	Legal Services	\$36,092	\$169,639	\$339,035	50.0%
419	Planning & Zoning	\$46,845	\$294,576	\$701,911	42.0%
420	Economic Development	\$38,013	\$237,137	\$408,075	58.1%
421	Police	\$244,575	\$1,620,271	\$3,122,689	51.9%
428	Recycling	\$2,544	\$15,139	\$49,970	30.3%
429	Streets	\$120,124	\$519,668	\$1,201,242	43.3%
430	Public Works	\$26,057	\$202,956	\$520,968	39.0%
431	Engineering	\$56,452	\$371,779	\$743,073	50.0%
432	Cemetery	\$8,431	\$50,149	\$128,885	38.9%
433	Community Events	\$37,346	\$75,831	\$214,698	35.3%
450	Forestry	\$23,139	\$147,355	\$322,947	45.6%
451	Recreation Programs	\$164,688	\$827,278	\$1,622,163	51.0%
452	Pool/Aquatics	\$30,508	\$60,254	\$189,558	31.8%
454	Parks	\$113,499	\$640,564	\$1,264,939	50.6%
455	Safety/Loss Control	\$3,652	\$4,634	\$16,760	27.6%
456	Art & Heritage	\$18,274	\$125,694	\$270,563	46.5%
457	Town Hall	\$18,510	\$121,272	\$242,603	50.0%
Total General Fund Operations		\$1,178,832	\$6,781,462	\$14,023,349	48.4%

General Fund Expenditures

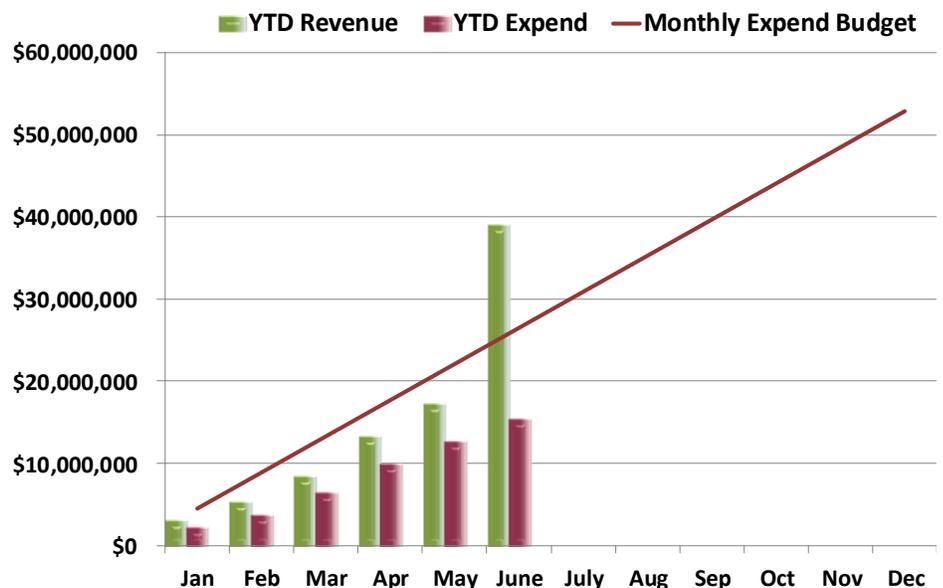
General Fund operating expenditures are slightly below the 50% of budget benchmark through June.

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 \$4,409,923. In June we collected \$4,078,899 in total revenue outside of the bond issue proceeds. The chart on the right reflects our actual results through June, though somewhat skewed by the bond issue.

Combined Revenue and Expenditures





As of JULY 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	\$8,075	T Mng	2014-2017	Aug 1		2%	Dec 31	
GW Railroad Quiet Zone w/grant	\$3,158,305	\$65,961	Eng DB	2014-2016	Aug 1		40%	Jun 2016	2016
Street Maintenance (overlay, crack seal, chip seal)	\$2,100,000	\$150,254	Eng CT	2015	Apr 1	Apr 1	55%	Sept 1	
Walnut St / Hwy 257 Turn Lane	\$190,000	\$13,553	Eng DB	2015	Nov 1		10%	Dec 31	
Eastman Pk/7th St Roundabout Design	\$70,000	\$14,877	Eng OH	2015-2016	Feb 9	Feb 9	40%	Nov 30	
Windsor Sign I-25	\$64,276	\$57,448	Eng DW	2015	Jan 15	Mar 15	100%	May 1	Jun 1
WCR21 Bridge Replacement w/grant	2014	\$219,795	Eng CT	2013-2015	Feb 2014	Jul 6	95%	Apr 15	
Eaton Ditch Control	\$185,000	\$110,049	Eng DW	2015	Apr 1	Apr 1	100%	Jun 1	31-May
Poudre River Maintenance	\$50,000	\$0	Eng	2015	Apr	Apr	0%	EOY	
3 M gal. Water Tank w/grant	\$407,100	\$262,788	Eng DW	2012-2015	Mar 2014	Mar '14	99%	Apr 30	
Water Line Replacement Study	\$180,000	\$0	Eng CT	2015	May 1	21-May	25%	Nov	
Kyger Reservoir Pump Station	\$2,514,325	\$36,068	Eng OH	2014-2016	Nov 1		30%	Feb 2016	2016
Replace Force Main to Gravity Sewer w/grant	2014	\$313,942	Eng CT	2013-2015	Feb 9	Feb	100%	Apr 23	23-Apr
Update Storm Water Study	\$100,000	\$0	Eng DW	2015			0%		
Law Basin Master Plan Channel - construction w/ PDM Grant - 2012-2015	\$2,128,069	\$60,411	Eng DR	2012-2015	Sep 1		30%	End Dec	
Law Basin West Tributary Channel - 2013-2015	\$1,740,075	\$145,722	Eng OH	2013-2016	Sep 1		35%	Mar 2016	2016
Coyote Gulch Park Development	\$1,222,000	\$2,774	Eng DB	2014-2015	July		45%	end Sep	
Windsor Trail 257 Road Crossing @ Grasslands	\$17,100	\$0	Eng KB	2015	mid Jul		18%	mid Aug	
Windsor Lake Rip Rap	\$250,000	\$0	Eng DR	2015	Nov 1		0%	Dec 31	2018
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	Aug 15		0%	Nov 15	
Cemetery sidewalks, gate archway & engineering	\$373,414	\$746	Eng CT	2015	Jun 1		30%	Oct 1	
Museums -Depot Deck, Railings, Ramp	\$45,000	\$73	Eng OH	2015	Apr		20%	Jul 31	
Boardwalk PK-6th St/Cedar landscape, irrigate, design	23,602	\$0	Pks/WW	2015	Aug		10%	Sep 15	
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	Jun		0%	Sep 15	
Eastman Pk South Master Plan	\$25,000	\$0	Pks/WIT	2015	Jun		10%	Nov 1	
Parks and Recreation Master Plan	\$50,000	\$2,350	Pks/WIT	2015	May		15%	Oct 1	
Non-Potable Water- Construction of pipe encasement east of Universal Forest Products	\$329,409	\$308,387	Pks/Rec	2015	Jan	Jan	100%	Feb 1	Feb 1
Install pump at Covenant Park	\$49,000	\$2,255	Pks/Rec	2014-2015	2014	2014	30%	Jun 15	
Poudre Plan corrections & TH connection to Main Pk	2014	\$410	Pks/Rec	2014-2015	Jan		40%	Sep 1	2017
CRC Expansion	\$9,485,594	\$815,770.42	Pks/Rec	2014-2016	Jul 1		35%	Aug 2016	
Sewer Line Rehab	\$78,130	\$0	P Wks	2015	Apr 1		10%	Aug 30	
Sewer Nutrient Program w/grant	\$837,000	\$81,731	P Wks	2014-2015	Jul 1		60%	2016	2016
Repl. #3,4,18,29,40,43,45,46,51,104,105,107,115,116,117,118,120,121,122	\$750,500	\$537,015	P Wks	2015	Jan 1		95%	Jul 1	
2 New PD Vehicles/equipped	\$110,000	\$64,858	P Wks	2015	Jan 1		100%	Jul 1	
Color key for funds =	PIF	CTF	CIF	WF	NPWF	SF	SDF	FF	ITF



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